

**CITY COUNCIL STRATEGIC PLANNING MEETING
300 WEST CROWELL STREET
MONROE, NORTH CAROLINA 28112
FEBRUARY 10, 2026 – 4:30 P.M.**

AGENDA

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1. Downtown Master Plan Update
2. Employee Health Plan Recommendations for Fiscal Year 2026-2027
 - A. Award of Contract and Plan Administration to Blue Cross and Blue Shield of North Carolina
 - B. City Manager to Execute Documents
3. Parks and Recreation Facility Rental Regulations
4. Proposed Enforcement Ordinances for City Beautification
5. Water Supply Update



STAFF REPORT

TO: City Council

DATE: February 10, 2026

FROM: Jeff Wells, Assistant City Manager

PREPARED BY: Ashley Nowell, Downtown Director

SUBJECT: Downtown Master Plan Update

SUMMARY STATEMENT

Staff will provide City Council with an update on the status of Monroe's Downtown Master Plan.

REVIEW

The Master Plan Steering Committee held its first meeting on Monday, December 8 with the Shook Kelley consulting team and city staff. The group reviewed the role of the steering committee, discussed master plan branding, and share initial public input concepts and communications.

Staff has scheduled the first public input workshop for Wednesday, February 18 from 4-7 p.m. at the Dowd Center Theatre. The City's Communications Team has launched the [Master Plan webpage](#) and will use this page to communicate progress. Communications regarding the plan are live on the City's communication channels (Facebook, Instagram, website, email, etc.) along with an initial short survey and interactive map. We will also create posters, banners, and a-frame signs to share plan information with the public.

RECOMMENDATION

This item is for discussion.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: February 10, 2026

FROM: Leesa Jensen, Director of Human Resources
Lisa Strickland, Director of Finance

PREPARED BY: Leesa Jensen, Director of Human Resources
Lisa Strickland, Director of Finance

SUBJECT: Health Plan for Fiscal Year 2026-2027

SUMMARY STATEMENT

City Council is requested to review options for the Fiscal Year 2026-2027 health plan.

REVIEW

City Council is requested to review options for the Fiscal Year 2026-2027 health plan. The plan with the North Carolina Blue Cross Blue Shield administration and network provides an option for the City to potentially save over \$524,000 with the employee's cost remaining the same. Total costs are projected at \$12,434,469 for claims funding, administrative expenses, stop loss insurance and other cost associated with the operation of the City's plan.

RECOMMENDATION

Staff recommends that City Council approve the Fiscal Year 2026-2027 health plan option to switch to North Carolina Blue Cross and Blue Shield and authorize the City Manager to execute any and all necessary documents.

Attachments: Mark III – Medical Plan Update



MEDICAL PLAN UPDATE

2026 – 2027 Budget Expectation and Opportunities



February 10, 2026



- ✓ Over the past 3 years, the Plan has seen claims volatility:
 - ✓ 2023 – 2024: Claims down 13%
 - ✓ 2024 – 2025: Claims up 14%
 - ✓ 2025 – 2026: Claims down 4%
- ✓ The steady funding strategy deployed for over a decade ago of increasing Plan funding consistently by 3% to 4% every year has served the City well by smoothing out funding volatility.
- ✓ Claims drivers match regional and national trends, which include:
 - ✓ Oncology/Cancer
 - ✓ End Stage Renal Disease
 - ✓ Cardiovascular Disease
 - ✓ Specialty Pharmacy Spend
 - ✓ Musculoskeletal
 - ✓ Diabetes
 - ✓ Obesity



- ✓ Other historical highlights include:
 - ✓ Since 2019 – 2020, the **City's claims trend has been 1.5%.**
 - ✓ A trend line significantly below regional and national averages.
 - ✓ Continued improving pharmacy contract provisions.
 - ✓ Innovative wellness solutions improving the lives of participants.
 - ✓ With respect to **Plan benefits, significant member satisfaction.**
 - ✓ Implementation of a **Benefits Administration** system to improve Plan management efficiencies.
 - ✓ For 2024 – 2025 the City saved approximately **\$467,000** by transitioning to BCBSNC (IHA) for Stop Loss.
 - ✓ 2025 – 2026 fixed cost below the 2023 – 2024 levels.

2024 – 2025 Plan Experience



PPO													
Date	Subs		Medical	Dental	Pharmacy	Vision	Combined Claims	Claims Per Sub Per Month					Net Position
July-24	536		\$572,104.09	\$40,624.11	\$280,175.39	-\$133.78	\$892,769.81	\$1,665.62					\$23,192.08
August-24	554		\$431,352.75	\$44,512.86	\$179,346.56	\$0.00	\$655,212.17	\$1,182.69					\$23,192.08
September-24	560		\$447,448.18	\$35,413.15	\$101,979.24	-\$170.73	\$584,669.84	\$1,044.05					\$23,192.08
October-24	563		\$609,259.00	\$35,767.81	\$293,009.81	\$234.41	\$938,271.03	\$1,666.56					\$23,192.08
November-24	558		\$407,045.61	\$43,010.51	\$255,245.52	\$65.00	\$705,366.64	\$1,264.10					\$23,192.08
December-24	563		\$932,533.83	\$32,347.61	\$242,238.15	\$206.00	\$1,207,325.59	\$2,144.45					\$23,192.08
January-25	567		\$579,767.20	\$30,740.87	\$121,846.86	\$65.00	\$732,419.93	\$1,291.75					\$23,192.08
February-25	564		\$490,262.26	\$26,513.94	\$240,555.37	\$340.96	\$757,672.53	\$1,343.39					\$23,192.08
March-25	566		\$910,098.14	\$53,967.19	\$202,003.36	\$0.00	\$1,166,068.69	\$2,060.19					\$23,192.08
April-25	567		\$599,767.27	\$26,948.60	\$98,944.22	\$285.21	\$725,945.30	\$1,280.33					\$23,192.08
May-25	580		\$563,054.85	\$36,023.17	\$254,577.81	-\$122.39	\$853,533.44	\$1,471.61					\$23,192.08
June-25	576		\$459,868.69	\$45,277.00	\$251,097.67	-\$239.00	\$756,004.36	\$1,312.51					\$23,192.08
Total	6,754		\$7,002,561.87	\$451,146.82	\$2,521,019.96	\$530.68	\$9,975,259.33	\$1,476.94					\$278,304.96
				Rx/Sub/Mth	\$373.26								
HSA													
Date	Subs		Medical	Dental	Pharmacy	Vision	Combined Claims	Claims Per Sub Per Month	Total Cost	Stop-loss Credits	Other Credits	Net Costs	Net Position
July-24	30		\$2,692.80	\$11,865.54	\$992.20	\$270.00	\$15,820.54	\$527.35	\$15,820.54	\$0.00	\$0.00	\$15,820.54	\$17,695.54
August-24	36		\$3,561.90	\$87.65	\$259.00	\$0.00	\$3,908.55	\$108.57	\$3,908.55	\$0.00	\$0.00	\$3,908.55	\$6,158.55
September-24	32		\$33,199.50	\$1,230.75	\$1,327.20	\$270.00	\$36,027.45	\$1,125.86	\$36,027.45	\$0.00	\$0.00	\$36,027.45	\$38,027.45
October-24	31		\$4,244.56	\$0.00	\$512.00	\$0.00	\$4,756.56	\$153.44	\$4,756.56	\$0.00	\$0.00	\$4,756.56	\$6,694.06
November-24	30		\$35,033.77	\$3,150.96	\$3,458.10	\$0.00	\$41,642.83	\$1,388.09	\$41,642.83	\$0.00	\$0.00	\$41,642.83	\$43,517.83
December-24	30		\$5,196.18	\$1,803.03	\$1,408.00	\$0.00	\$8,407.21	\$280.24	\$8,407.21	\$0.00	\$0.00	\$8,407.21	\$10,282.21
January-25	29		\$43,756.92	\$0.00	\$0.00	\$0.00	\$43,756.92	\$1,508.86	\$43,756.92	\$0.00	\$0.00	\$43,756.92	\$45,569.42
February-25	29		\$4,710.05	\$2,571.49	\$598.40	\$0.00	\$7,879.94	\$271.72	\$7,879.94	\$0.00	\$0.00	\$7,879.94	\$9,692.44
March-25	29		\$55,891.68	\$0.00	\$956.60	\$0.00	\$56,848.28	\$1,960.29	\$56,848.28	\$0.00	\$0.00	\$56,848.28	\$58,660.78
April-25	29		\$28,439.17	\$0.00	\$328.00	\$0.00	\$28,767.17	\$991.97	\$28,767.17	\$0.00	\$0.00	\$28,767.17	\$30,579.67
May-25	29		\$234,724.96	\$4,920.42	\$9,947.30	\$270.00	\$249,862.68	\$8,615.95	\$249,862.68	\$0.00	\$0.00	\$249,862.68	\$251,675.18
June-25	29		\$63,195.29	\$2,455.75	\$13,878.40	\$270.00	\$79,799.44	\$2,751.70	\$79,799.44	\$0.00	\$0.00	\$79,799.44	\$81,611.94
Total	363		\$514,646.78	\$28,085.59	\$33,665.20	\$1,080.00	\$577,477.57	\$1,590.85	\$577,477.57	\$0.00	\$0.00	\$577,477.57	\$600,165.07
				Rx/Sub/Mth	\$92.74								
Combined													
Date	Subs	Members	Medical	Dental	Pharmacy	Vision	Combined Claims	Claims Per Sub Per Month	Total Cost	Stop-loss Credits	Other Credits	Net Costs	Net Position
July-24	566	1,182	\$574,796.89	\$52,489.65	\$281,167.59	\$136.22	\$908,590.35	\$1,605.28	\$1,085,304.78	\$0.00	\$0.00	\$1,085,304.78	\$1,110,371.86
August-24	590	1,212	\$434,914.65	\$44,600.51	\$179,605.56	\$0.00	\$659,120.72	\$1,117.15	\$843,811.26	\$0.00	\$0.00	\$843,811.26	\$869,253.34
September-24	592	1,228	\$480,647.68	\$36,643.90	\$103,306.44	\$99.27	\$620,697.29	\$1,048.48	\$804,303.35	\$0.00	\$119,212.18	\$685,091.17	\$710,283.25
October-24	594	1,228	\$613,503.56	\$35,767.81	\$293,521.81	\$234.41	\$943,027.59	\$1,587.59	\$1,129,400.01	\$152,779.87	\$0.00	\$976,620.14	\$1,001,749.72
November-24	588	1,278	\$442,079.38	\$46,161.47	\$258,703.62	\$65.00	\$747,009.47	\$1,270.42	\$931,610.53	\$78,571.39	\$0.00	\$853,039.14	\$878,106.22
December-24	593	1,278	\$937,730.01	\$34,150.64	\$243,646.15	\$206.00	\$1,215,732.80	\$2,050.14	\$1,399,455.44	\$156,557.72	\$0.00	\$1,242,897.72	\$1,267,964.80
January-25	596	1,276	\$623,524.12	\$30,740.87	\$121,846.86	\$65.00	\$776,176.85	\$1,302.31	\$961,120.07	\$196,833.86	\$141,082.81	\$623,203.40	\$648,207.98
February-25	593	1,274	\$494,972.31	\$29,085.43	\$241,153.77	\$340.96	\$765,552.47	\$1,290.98	\$951,794.73	\$139,844.30	\$0.00	\$811,950.43	\$836,955.01
March-25	595	1,275	\$965,989.82	\$53,967.19	\$202,959.96	\$0.00	\$1,222,916.97	\$2,055.32	\$1,415,816.49	\$427,114.20	\$162,906.65	\$825,795.64	\$850,800.22
April-25	596	1,280	\$628,206.44	\$26,948.60	\$99,272.22	\$285.21	\$754,712.47	\$1,266.30	\$945,285.83	\$386,723.58	\$0.00	\$558,562.25	\$583,566.83
May-25	609	1,265	\$797,779.81	\$40,943.59	\$264,525.11	\$147.61	\$1,103,396.12	\$1,811.82	\$1,296,533.40	\$310,657.43	\$0.00	\$985,875.97	\$1,010,880.55
June-25	605	1,275	\$523,063.98	\$47,732.75	\$264,976.07	\$31.00	\$835,803.80	\$1,381.49	\$1,026,747.53	\$245,952.14	\$175,388.16	\$605,407.23	\$630,411.81
Total	7,117	15,051	\$7,517,208.65	\$479,232.41	\$2,554,685.16	\$1,610.68	\$10,552,736.90	\$1,482.75	\$12,791,183.42	\$2,095,034.49	\$598,589.80	\$10,097,559.13	\$10,398,551.59
				Rx/Sub/Mth	\$358.96		Change	114.05%		110.40%	\$84.11		\$1,941,685.88

2025 – 2026 Plan Experience



PPO												
Date	Subs		Medical	Dental	Pharmacy	Vision	Combined Claims	Claims Per Sub Per Month				Net Position
July-25	583		\$527,131.00	\$34,436.81	\$231,866.74	\$137.56	\$793,572.11	\$1,361.19				\$23,192.08
August-25	578		\$584,570.19	\$43,406.42	\$226,731.14	\$115.00	\$854,822.75	\$1,478.93				\$23,192.08
September-25	592		\$961,226.85	\$4,566.30	\$285,475.53	-\$1,448.39	\$1,249,820.29	\$2,111.18				\$23,192.08
October-25	582		\$382,780.46	\$40,142.03	\$215,951.30	-\$1,453.05	\$637,420.74	\$1,095.22				\$23,192.08
November-25	583		\$233,313.28	\$36,233.63	\$635,828.97	-\$1,468.02	\$903,907.86	\$1,550.44				\$23,192.08
December-25	582		\$549,239.95	\$35,116.33	\$241,123.55	-\$1,812.44	\$823,667.39	\$1,415.24				\$23,192.08
January-26												
February-26												
March-26												
April-26												
May-26												
June-26												
Total	3,500		\$3,238,261.73	\$193,901.52	\$1,836,977.23	-\$5,929.34	\$5,263,211.14	\$1,503.77				\$139,152.48
				Rx/Sub/Mth	\$524.85							-\$139,152.48
HSA												
Date	Subs		Medical	Dental	Pharmacy	Vision	Combined Claims	Claims Per Sub Per Month	Total Cost	Stop-loss Credits	Other Credits	Net Position
July-25	30		\$6,823.94	\$4,143.05	\$712.00	\$0.00	\$11,678.99	\$389.30	\$11,678.99	\$0.00	\$0.00	\$13,553.99
August-25	36		\$2,516.47	\$0.00	\$1,058.50	\$0.00	\$3,574.97	\$99.30	\$3,574.97	\$0.00	\$0.00	\$5,824.97
September-25	35		\$13,026.11	\$2,736.24	\$2,268.50	\$1,600.00	\$19,630.85	\$560.88	\$19,630.85	\$0.00	\$0.00	\$21,818.35
October-25	39		\$1,911.93	\$0.00	\$1,821.20	\$1,600.00	\$5,333.13	\$136.75	\$5,333.13	\$0.00	\$0.00	\$7,770.63
November-25	39		\$2,644.51	\$112.80	\$757.00	\$1,600.00	\$5,114.31	\$131.14	\$5,114.31	\$0.00	\$0.00	\$7,551.81
December-25	46		\$6,712.89	\$143.81	\$2,104.20	\$2,000.00	\$10,960.90	\$238.28	\$10,960.90	\$0.00	\$0.00	\$13,835.90
January-26												
February-26												
March-26												
April-26												
May-26												
June-26												
Total	225		\$33,635.85	\$7,135.90	\$8,721.40	\$6,800.00	\$56,293.15	\$250.19	\$56,293.15	\$0.00	\$0.00	\$70,355.65
				Rx/Sub/Mth	\$38.76							\$325,567.85
Combined												
Date	Subs	Members	Medical	Dental	Pharmacy	Vision	Combined Claims	Claims Per Sub Per Month	Total Cost	Stop-loss Credits	Other Credits	Net Position
July-25	613	1,182	\$533,954.94	\$38,579.86	\$232,578.74	\$137.56	\$805,251.10	\$1,313.62	\$1,010,821.29	\$0.00	\$0.00	\$1,035,888.37
August-25	614	1,212	\$587,086.66	\$43,406.42	\$227,789.64	\$115.00	\$858,397.72	\$1,398.04	\$1,087,578.90	\$0.00	\$0.00	\$1,113,020.98
September-25	627	1,212	\$974,252.96	\$7,302.54	\$287,744.03	\$151.61	\$1,269,451.14	\$2,024.64	\$1,488,417.77	\$63,086.22	\$196,749.80	\$1,253,961.33
October-25	621		\$384,692.39	\$40,142.03	\$217,772.50	\$146.95	\$642,753.87	\$1,035.03	\$868,462.00	\$69,004.88	\$0.00	\$825,086.70
November-25	622		\$235,957.79	\$36,346.43	\$636,585.97	\$131.98	\$909,022.17	\$1,461.45	\$1,134,136.49	\$106,854.99	\$0.00	\$1,052,911.08
December-25	628		\$555,952.84	\$35,260.14	\$243,227.75	\$187.56	\$834,628.29	\$1,329.03	\$1,068,667.63	\$230,978.65	\$0.00	\$863,756.06
January-26												
February-26												
March-26												
April-26												
May-26												
June-26												
Total	3,725	3,606	\$3,271,897.58	\$201,037.42	\$1,845,698.63	\$870.66	\$5,319,504.29	\$1,428.05	\$6,658,084.08	\$469,924.74	\$196,749.80	\$6,144,624.52
				Rx/Sub/Mth	\$495.49		Change	96.31%		41.64%	\$52.82	\$410,108.98

Intergovernmental Healthcare Alliance (IHA)

IHA/CPEC Participants

- | | | |
|-----------------------|--------------------|----------------------------|
| ✓ Chatham County | ✓ Granville County | ✓ Robeson County |
| ✓ City of Brevard | ✓ Halifax County | ✓ Rowan County |
| ✓ City of Gastonia | ✓ Harnett County | ✓ Scotland County |
| ✓ City of Monroe | ✓ Haywood County | ✓ Town of Cramerton |
| ✓ City of Rocky Mount | ✓ Henderson County | ✓ Town of Kill Devil Hills |
| ✓ City of Salisbury | ✓ Hertford County | ✓ Town of Nags Head |
| ✓ City of Sanford | ✓ Hoke County | ✓ Transylvania County |
| ✓ City of Shelby | ✓ Jackson County | ✓ Vance County |
| ✓ City of Washington | ✓ Lee County | ✓ Wayne County |
| ✓ Cleveland County | ✓ Lumbee Tribe | ✓ Wilkes County |
| ✓ Dare County | ✓ Pitt County | ✓ Western Piedmont |
| ✓ Gaston County | ✓ Randolph County | COG |

IHA is the largest collaboration in North Carolina - 19,501 Subscribers and 28,774 Members - IHA represents 23% of BCBSNC's Public Sector Book

The savings to these customers was \$30,000,000

Confidential and Proprietary





Intergovernmental Healthcare Alliance (IHA)

- ✓ Began in the Spring of 2022
- ✓ Mark III seeks opportunities to provide customers with best-in-class solutions, leverage, scale, and **National Account contract terms** through partners that can deliver:
 - ✓ Administration
 - ✓ Pharmacy Benefit Management Contract – Terms and pass-through that provide prospects and clients with the greatest financial and contract terms.
 - ✓ Stop Loss Contracts – Representing significant book of business leverage that reduces risk and improves economic opportunity.
 - ✓ Unique Cost Containment Strategies



Intergovernmental Healthcare Alliance (IHA)

Incorporated the following policy provision to protect and reward performance at no additional cost to participants:

- ✓ **No New Laser Contract**
- ✓ **Renewal Rate Cap Provision**
- ✓ **Custom Experience Refund Provision**
 - ✓ **2022 – 2023 Plan Year – \$2,700,000**
 - ✓ **2023 – 2024 Plan Year – \$4,300,000**
 - ✓ **2024 – 2025 Plan Year – \$6,800,000**

- ✓ **Mid-single digit overall increases for most.**



2026 – 2027 Renewal Options



	Tucker/BCBSNC/IHA 70k: 7/25-6/26 - Paid/12 \$100,000 Agg Spec Firm	Tucker/BCBSNC/IHA 70k: 7/26-6/27 - Paid/12 \$100,000 Agg Spec Firm		Tucker/BCBSNC/IHA 70k: 7/26-6/27 - Paid/12 \$100,000 Agg Spec Firm	
	MedCost	MedCost	Change	BCBSNC	Change
Network Access Fee	\$6.00	\$6.00	100.00%	\$0.00	
Utilization Management Fee	\$1.65	\$1.65	100.00%	\$0.00	
Plan Administration Fee	\$26.11	\$26.11	100.00%	\$39.90	
Dental Plan Administration	\$0.00	\$0.00		\$4.19	
Specific Stop-loss (Paid/12)	\$299.78	\$356.45	118.90%	\$350.46	116.91%
Aggregate Stop-loss 125%	\$4.07	\$4.07	100.00%	\$4.07	100.00%
Broker Fees	\$2.77	\$2.77	100.00%	\$2.77	100.00%
Incentiv Access Fee	\$0.00	\$0.00		\$0.00	
ACA/SBC FEE ****	\$0.00	\$0.00		\$0.00	
Tucker Fees - Summary	\$36.53	\$36.53	100.00%	\$46.86	128.28%
Total Administration Fees (A)	\$340.38	\$397.05	116.65%	\$401.39	117.92%
Total Administration Cost	\$2,491,241.22	\$2,906,008.95	116.65%	\$2,937,773.41	
Change from 2024 - 2025 Voya Renewal	90.89%	106.03%		107.18%	
Transition Credit				\$75,000	
Difference	\$2,491,241.22	\$2,906,008.95	116.65%	\$2,862,773.41	114.91%
Total Expected Cost/Budget	\$12,710,000.00	\$12,959,264.06	101.96%	\$12,434,469.28	97.83%
Savings to the City				-\$524,794.79	
No New Lasers	Yes	Yes		Yes	
50% Rate Cap	Yes	Yes		Yes	
Laser - \$500,000	\$0	\$0		\$0	
Run In Limit	No	No		No	
	Experience Below 60% Target, client receives 100% of the dollars Claims above \$450,000 excluded from calc	Experience Below 60% Target, client receives 100% of the dollars Claims above \$450,000 excluded from calc		Experience Below 60% Target, client receives 100% of the dollars Claims above \$450,000 excluded from calc	

✓ BCBSNC provides over \$500,000 of savings to the Plan and provides the lowest net cost.



Stop Loss History			
	Premium	Claims	Loss Ratio
2022 - 2023	\$1,881,943.83	\$1,754,286.91	93.22%
2023 - 2024	\$2,091,295.13	\$1,460,443.41	69.83%
2024 - 2025	\$1,897,756.80	\$2,095,034.49	110.40%
Total	\$5,870,995.76	\$5,309,764.81	90.44%

- ✓ Over the past 3 years, the City has been well protected by the Stop loss contract.
- ✓ For the 2026 – 2027 renewal, in addition to the current pooling level of \$70,000, we are exploring additional pooling levels to determine the best point for premium and expected reimbursements.

2026 – 2027 Renewal Calculation



City of Monroe	Total Number of Employees	Medical Benefit Payments	Pharmacy Benefit Payments	Dental Benefit Payments	Stop-Loss Credits	Net Claims
January-25	596	\$623,524.12	\$121,846.86	\$30,740.87	\$196,833.86	\$579,277.99
February-25	593	\$494,972.31	\$241,153.77	\$29,085.43	\$139,844.30	\$625,367.21
March-25	595	\$965,989.82	\$202,959.96	\$53,967.19	\$427,114.20	\$795,802.77
April-25	596	\$628,206.44	\$99,272.22	\$26,948.60	\$386,723.58	\$367,703.68
May-25	609	\$797,779.81	\$264,525.11	\$40,943.59	\$310,657.43	\$792,591.08
June-25	605	\$523,063.98	\$264,976.07	\$47,732.75	\$245,952.14	\$589,820.66
July-25	613	\$533,954.94	\$232,578.74	\$38,579.86	\$0.00	\$805,113.54
August-25	614	\$587,086.66	\$227,789.64	\$43,406.42	\$0.00	\$858,282.72
September-25	627	\$974,252.96	\$287,744.03	\$7,302.54	\$63,086.22	\$1,206,213.31
October-25	621	\$384,692.39	\$217,772.50	\$40,142.03	\$69,004.88	\$573,602.04
November-25	622	\$235,957.79	\$636,585.97	\$36,346.43	\$106,854.99	\$802,035.20
December-25	628	\$555,952.84	\$243,227.75	\$35,260.14	\$230,978.65	\$603,462.08
Total	7,319	\$7,305,434.06	\$3,040,432.62	\$430,455.85	\$2,177,050.25	\$8,599,272.28
Standard Renewal Calculations 2026 - 2027						
Current Plan Designs	Mature WSL	Mature WSL				
	MedCost/Tucker	BCBSNC - IHA				
Claims	\$8,599,272.28	\$8,599,272.28				
Standard Trend 8%	\$9,631,184.95	\$9,631,184.95				
Benefit Enhancements/Network Value	\$9,631,184.95	\$9,149,625.71				
Annual Employee Count	7,319	7,319				
Administration and Stop-loss	\$2,906,008.95	\$2,937,773.41				
Projected Medical Plan Cost - 2026 - 2027	\$12,537,193.90	\$12,087,399.12				
PPACA - Fee for Comparative Effectiveness Research Agency - July 31, 2026	\$4,261.16	\$4,261.16				
Clinic, X-rays, Wellness Program, Health Risk Assessments	\$267,796.00	\$267,796.00				
FSA Fees	\$10,509.00	\$10,509.00				
Wellness Bonus - \$250	\$65,500.00	\$65,500.00				
Data Analytics	\$12,000.00	\$12,000.00				
PPCN - Diabetes Management	\$33,024.00	\$33,024.00				
PPCN - Medical Weight Management	\$28,980.00	\$28,980.00				
Implementation Credit - BCBSNC		\$75,000.00				
Projected Cost - 2026 - 2027	\$12,959,264.06	\$12,434,469.28				
	MedCost/Tucker	BCBSNC - IHA				
Total Projected 2026 - 2027 Cost	\$12,959,264.06	\$12,434,469.28				
Difference		-\$524,794.79				
City 2025 - 2026	\$12,710,000.00	\$12,710,000.00				
Recommended Funding for 2026 - 2027	\$13,091,300.00	\$13,091,300.00				
	103.00%	103.00%				
Dollars	\$381,300.00	\$381,300.00				

- ✓ Budgetarily, we are recommending 3% funding increase for 2026 – 2027, staying in line with historical norms.
- ✓ As a reminder, the City is self-funded and responsible for Plan liabilities.
- ✓ The 2026 – 2027 funding recommendation equals \$381,300.



- ✓ In 2026 – 2027, the City can benefit from the Mark III/IHA contract terms with **BCBSNC and improve the overall economics by transitioning to BCBSNC for Plan Administration and Pharmacy Benefit Management**, creating the following:
 - ✓ Integrated opportunity to improve the employee experience.
 - ✓ Improved employee resources from a payor with significant assets.
 - ✓ A streamlined administrative solution to improve staff efficiencies.
 - ✓ Cohesive claims and administrative processing.
 - ✓ Pursuing known cost opportunities.
 - ✓ All of the Top 100 Providers are in the BCBSNC network.
 - ✓ Based on medications used, there **were no excluded medications and there is a 97% tier match** which is excellent.
 - ✓ As with all formularies, there will be some tier disruption and challenges in the first 6 months of the new Plan Year, with long-term gains for the members and Plan.
 - ✓ For Dental Plan Administration, the recommendation is for Ameritas, a premier administrator.



Mark III

Employee Benefits



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

FROM: Pete Hovanec, Parks and Recreation Director

DATE: Feb. 10, 2026

PREPARED BY: Pete Hovanec, Parks, Recreation and Tourism Director

SUBJECT: Parks and Recreation Facility Rental Regulations

SUMMARY STATEMENT

The Parks and Recreation Committee is requesting modifications to the Community Center Use Application and Park Shelter Use Application and subsequent Facility Rental Regulations.

The committee is asking for consideration of deleting language specific to the promotion and use of City-owned facilities and parks.

REVIEW

Parks and Recreation staff oversee the City's community centers and park shelters that are available for public rentals. The Parks and Recreation Committee recently reviewed the regulations specifically with regards to the differentiation of public and private events.

The Parks and Recreation Committee specifically requests the following language be taken out of the Facility Use Applications and the Facility Rental Regulations:

**** Community Centers are not available for events that are open to the public.*

4. Parks and Recreation Facilities are available for private rentals only. Rentals or events that are advertised or open to the public are not allowed.

The Parks and Recreation Committee specifically requests the following language be reviewed or clarified in the Facility Use Applications and the Facility Rental Regulations:

5. No admission fees may be charged at the door or entry; no concessions may be sold; no admission fees shall be used for personal financial gain. Fundraising events permitted only for approved non-profit (501c3) organizations. Any fundraising event must be a private event and invitation only.

This matter was presented to the General Services Committee on February 5, 2026.

RECOMMENDATION

The Parks and Recreation Advisory Committee recommended City Council approval to modify the Community Center Use Application and Park Shelter Use Application and subsequent Facility Rental Regulations.

The General Services Committee recommended moving the matter for to City Council without a recommendation.

Attachments: Community Center Use Application
Park Shelter Use Application



COMMUNITY CENTER USE APPLICATION

Date of Event _____ Time of Event _____ ☐ am ☐ pm until _____ ☐ am ☐ pm

Type of Event _____ # Attending _____

Facility Requested (Circle one): J. RAY SHUTE WINCHESTER DICKERSON
OLD ARMORY (OACC) SUTTON PARK BAZEMORE ACTIVE ADULT (PBAAC)

Contact Person _____ City Resident ___ Non-City Resident ___

Address _____ City/State _____ Zip _____

Email Address _____ Driver's License # _____

Home Phone _____ Cell Phone/Business Phone _____

Name of Group/Event/Company _____

___ Internal Organization ___ Organization with valid Non-Profit status (Proof of Non-Profit required) (Check if applicable only)

Charges: 50% of rental fee due at time of reservation. Balance is due 30 days prior to rental.

Meeting Room	\$ _____
Multi-Purpose Room (OACC and PBAAC)	\$ _____
Hourly Fee	\$ _____
Community Center Shelter	\$ _____
Total Amount Due	\$ _____

Cancellations are subject to a 10% administration fee. Full refunds, minus administration fee, if cancelled 30 days prior to use. After that date, 50% (minus administration fee) will be issued.

I hereby certify that I am the authorized and responsible representative of the petitioning group, that the above statements are true to be the best of my knowledge, that I have received and read a copy of the rules and regulations governing the use of the facilities; and that our group will comply with the regulations, policies and fee schedule governing the use of the facility.

The undersigned applicant hereby agrees to indemnify and save harmless the City of Monroe from and against any and all loss, costs, damages, expense and liability causes by any accident, illness (communicable diseases such as MRSA, influenza and COVID-19) or other occurrence causing bodily injury or property damage or damage for libel or slander to any person or property arising from or out of the use or occupancy of the premises by the undersigned applicant, its agents, employees, or invitees.

The person to whom this facility use permit is issued is the contact person and must be on the premises during the entire event and have the approved permit in his/her possession during the time of approved use. I understand that any special arrangements must be made in advance. Failure to disclose all information and failure to comply with regulations will mean forfeiture of my deposit and/or other charges. Cancellations are subject to a 10% administration fee. Full refunds, minus administration fee, if cancelled 30 days prior to use. After that date, 50% (minus administration fee) will be issued. I certify that the undersigned is at least 21 years of age.

Today's Date _____ Signature _____

ADMINISTRATIVE USE ONLY: Permit#: _____

Certificate of Insurance (If applicable): _____ Temporary Use City Permit (If applicable): _____ Receipt#: _____

Payee: _____ Cash/Credit Card/Ck# _____ Amount _____ Date _____

8/16/2023

FACILITY FEES AND REGULATIONS***

Type of Space	Occupancy	Time Frame	City Resident Fee	Non-City Resident Fee
Meeting Room	50	Daily (4 hours)	\$50.00	\$75.00
Meeting Room	50	Hourly (After 4 hours)	\$10.00	\$20.00
Multi-Purpose*	135	Daily (6 hours)	\$400.00	\$500.00
Multi-Purpose*	135	½ Day (4 hours)	\$300.00	\$400.00
Community Center Shelter**	75	Daily (8 hours)	\$120.00	\$150.00
Community Center Shelter**	75	½ Day (4 hours)	\$70.00	\$95.00

* Multi-Purpose Rooms are located at the Old Armory Community Center and the Phil Bazemore Active Adult Center

** Community Center Shelters include shelters located at Sutton Park, Dickerson and Old Armory Community Centers. Meeting room within the community center is included for restroom access.

*** Community Centers are not available for events that are open to the public.

Facility Rental Regulations

- Any outside vendor (DJ, caterer etc) associated with your rental must be approved by the appropriate department and included in the rental. Additional permits and a certificate of insurance may apply.
- Any flyers advertised for any private event cannot contain the City of Monroe Logo.
- Large rental items or large items used during the rental (smokers, large grills etc) must be approved by the appropriate department. Most park facilities have grills on site. Inflatables are only allowed at facilities that offer outdoor rentable spaces (outdoor picnic shelters). Please check with specific facility to ensure inflatables are allowed at that particular facility. Inflatables, including bounce houses, require additional permits, including a certificate of insurance listing the City of Monroe as additionally insured, if permitted. Additional equipment, including generators, may be required at the expense of the renter.
- Parks and Recreation facilities are available for private rentals only. Rentals or events that are advertised or open to the public are not allowed.
- No admission fees may be charged at the door or entry; no concessions may be sold; no admission fees shall be used for personal financial gain. Fundraising events permitted only for approved non-profit (501c3) organizations. Any fundraising event must be a private event and invitation only.
- Individuals listed on rental forms are responsible for the facility during the rental period. Please provide adequate supervision of guests.
- Renter must leave the facility as it was found. Trash should be placed in receptacles. Tables and chairs must be cleaned and left as the renter found them.
- Confetti, streamers and water balloons are not allowed at any rental event. No tape, staples or glue is to be used on the walls.
- Failure to leave any park facility or amenity as you found it could result in suspending the responsible parties ability to reserve for future functions.
- All functions must begin at the designated time listed on the facility use application. SET UP AND BREAK DOWN TIME MUST BE INCLUDED IN THE RENTAL TIME. INDIVIDUALS WILL NOT BE ALLOWED TO ACCESS THE BUILDING BEFORE THE TIME STIPULATED ON THE FACILITY USE

APPLICATION. ADDITIONAL FEES WILL BE CHARGED TO INDIVIDUALS WHO STAY PASSED THE TIME STIPULATED ON THE FACILITY APPLICATION FEE.

11. Renter must have a copy of the approved permit at the time of their event.
12. Person listed on Usage Application must be present at the facility for the duration of their rental.
13. Outdoor space, including parking lots, at City Community Centers are not available for rental for special events.
14. Use of alcohol and tobacco products are strictly prohibited.
15. No stages of any kind are permitted unless prior authorization is given and noted on your rental form.
16. Reservations cannot be made outside of a year in advance.

Specific regulations require certain permits in addition to the parks and recreation facility permit. Checking yes to all or some of these items may require more action before the application can be approved.

Do any of the following items pertain to your request?

The use of amusement attractions including inflatables: YES NO

Will concessions be made available: YES NO

Large items of equipment, including rental equipment: YES NO

Fee associated with reservation?:* YES NO

*(Permitted for Non-Profit Use Only; i.e. Tickets sold, sponsors, donations)

ADMINISTRATIVE USE ONLY:

Permit required: Health Department City Permit Parks and Rec Permit ONLY

Appropriate Permit Received YES _____ NO _____ N/A _____

Certificate of Insurance YES _____ NO _____ N/A _____

Staff Signature _____ Date _____



PARK SHELTER USE APPLICATION

Date of Event _____ **Time of Event** _____ ☐ am ☐ pm until _____ ☐ am ☐ pm

Type of Event _____ # Attending _____

Park Shelter Requested (Circle one): **Belk Tonawanda Park** **Don Griffin Park** **Creft Park**
 Sherrod Park (Old Armory) **Dickerson Park** **Sutton Park**

Contact Person_____ **City Resident**_____ **Non-City Resident**_____

Address_____ **City/State**_____ **Zip**_____

Email Address_____ **Driver's License #**_____

Home Phone _____ Cell Phone/Business Phone _____

Name of Group/Event/Company_____

Internal Organization Organization with valid Non-Profit status (Proof of Non-Profit required) (Check if applicable only)

Charges: 50% of rental fee due at time of reservation. Balance is due 30 days prior to rental.

Shelter	\$ _____
Community Center Shelter	\$ _____
Total Amount Paid	\$ _____
Total Amount Due	\$ _____

Cancellations are subject to a 10% administration fee. Full refunds, minus administration fee, if cancelled 30 days prior to use. After that date, 50% (minus administration fee) will be issued.

I hereby certify that I am the authorized and responsible representative of the petitioning group, that the above statements are true to be the best of my knowledge, that I have received and read a copy of the rules and regulations governing the use of the facilities; and that our group will comply with the regulations, policies and fee schedule governing the use of the facility.

The undersigned applicant hereby agrees to indemnify and save harmless the City of Monroe from and against any and all loss, costs, damages, expense and liability causes by any accident, illness (communicable diseases such as MRSA, influenza and COVID-19) or other occurrence causing bodily injury or property damage or damage for libel or slander to any person or property arising from or out of the use or occupancy of the premises by the undersigned applicant, its agents, employees, or invitees.

The person to whom this facility use permit is issued is the contact person and must be on the premises during the entire event and have the approved permit in his/her possession during the time of approved use. I understand that any special arrangements must be made in advance. Failure to disclose all information and failure to comply with regulations will mean forfeiture of my deposit and/or other charges. Cancellations are subject to a 10% administration fee. Full refunds, minus administration fee, if cancelled 30 days prior to use. After that date, 50% (minus administration fee) will be issued. I certify that the undersigned is at least 21 years of age.

Today's Date_____ **Signature**_____

ADMINISTRATIVE USE ONLY: Permit#: _____

Certificate of Insurance (If applicable): _____ Temporary Use City Permit (If applicable): _____ Receipt#: _____

Payee: _____ Cash/Credit Card/Ck# _____ Amount _____ Date _____

PARK SHELTER FEES AND REGULATIONS*

Type of Space	Occupancy	Time Frame	City Resident Fee	Non-City Resident Fee
Park Shelter	75	Daily (8 hours)	\$75.00	\$95.00
Community Center Shelter**	75	Daily (8 hours)	\$120.00	\$150.00
Community Center Shelter**	75	½ Day (4 hours)	\$70.00	\$95.00

* Entire Park rentals are not available to the public. All rentals must be considered private events and are not available as events open to the public.

** Community Center Shelters include shelters located at Sutton Park, Dickerson and Old Armory Community Centers. Meeting room within the community center is included for restroom access.

1. Any outside vendor (DJ, caterer etc) associated with your rental must be approved by the appropriate department and included in the rental. Additional permits and a certificate of insurance may apply.
2. Any flyers advertised for any private event cannot contain the City of Monroe logo.
3. Large rental items or large items used during the rental (smokers, large grills etc) must be approved by the appropriate department. Most park facilities have grills on site. Inflatables are only allowed at facilities that offer outdoor rentable spaces (outdoor picnic shelters). Please check with specific facility to ensure inflatables are allowed at that particular facility. Inflatables, including bounce houses, require additional permits, including a certificate of insurance listing the City of Monroe as additionally insured, if permitted. Additional equipment, including generators, may be required at the expense of the renter.
4. Parks and Recreation facilities are available for private rentals only. Rentals or events that are advertised or open to the public are not allowed.
5. No admission fees may be charged at the door or entry; no concessions may be sold; no admission fees shall be used for personal financial gain. Fundraising events permitted only for approved non-profit (501c3) organizations. Any fundraising event must be a private event and invitation only.
6. Individuals listed on rental forms are responsible for the facility during the rental period. Please provide adequate supervision of guests.
7. Renter must leave the facility as it was found. Trash should be placed in receptacles. Tables and chairs must be cleaned and left as the renter found them.
8. Confetti, streamers and water balloons are not allowed at any rental event. No tape, staples or glue is to be used on the walls.
9. Failure to leave any park facility or amenity as you found it could result in suspending the responsible parties ability to reserve for future functions.
10. All functions must begin at the designated time listed on the facility use application. SET UP AND BREAK DOWN TIME MUST BE INCLUDED IN THE RENTAL TIME. INDIVIDUALS WILL NOT BE ALLOWED TO ACCESS THE BUILDING BEFORE THE TIME STIPULATED ON THE FACILITY USE APPLICATION. ADDITIONAL FEES WILL BE CHARGED TO INDIVIDUALS WHO STAY PAST THE TIME STIPULATED ON THE FACILITY APPLICATION FEE.
11. Renter must have a copy of the approved permit at the time of their event.
12. Person listed on Usage Application must be present at the facility for the duration of their rental.

8/16/2023

13. Outdoor space, including parking lots, at City Community Centers are not available for rental for special events.
14. Use of alcohol and tobacco products are strictly prohibited.
15. No stages of any kind are permitted unless prior authorization is given and noted on your rental form.
16. Reservations cannot be made outside of a year in advance.

Specific regulations require certain permits in addition to the parks and recreation facility permit. Checking yes to all or some of these items may require more action before the application can be approved.

Do any of the following items pertain to your request?

The use of amusement attractions including inflatables: YES NO

Large items of equipment, including rental equipment: YES NO

Fee associated with reservation?:* YES NO

*(Permitted for Non-Profit Use Only; i.e. Tickets sold, sponsors, donations)

ADMINISTRATIVE USE ONLY:

Permit required: Health Department City Permit Parks and Rec Permit ONLY

Appropriate Permit Received YES _____ NO _____ N/A _____

Certificate of Insurance YES _____ NO _____ N/A _____

Staff Signature _____ Date _____



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: February 10, 2026

FROM: Jeff Wells, Assistant City Manager

PREPARED BY: Lisa Stiwinter, Director of Planning and Development

SUBJECT: Proposed Enforcement Ordinances for City Beautification

SUMMARY STATEMENT

City Council is requested to review, consider and discuss proposed enforcement ordinances that will serve in beautifying the City, improve the quality of life and protect property values.

REVIEW

City Council has expressed an interest in developing new ordinances, policies and programs with a purpose and intent to beautify the City. Assistant City Manager (ACM) Wells gave a presentation on Roadside Beautification at the November 10, 2025 City Council meeting at the direction of City Council that included existing programs, existing program enhancements and new program opportunities.

During ACM Well's presentation several existing Planning and Development services were discussed that contribute to not only the beautification of the City but serve to improve the quality of life and protect property values.

EXISTING SERVICES:

Community Maintenance

Trash removal
Graffiti removal
Bulky waste

Code Enforcement

Minimum Housing
Public Health Nuisance
Illegal parked cars

Contracting

Trash Removal
17 streets once
per month

Illegal dumping/sign removal
Downtown Dumpster Cleanout daily

The NC General State Statutes provides local governments the authority to establish programs, policies and ordinances that protect the public health, safety and welfare and the ability to remove, abate or remedy.

NC GENERAL STATE STATUTE AUTHORITY:

Unsafe Buildings Condemned: NC State Statute §160D-1119

Provides municipalities the authority to condemn residential or non-residential buildings if an inspector determines the building **dangerous to life** because of probability of fire or because of bad condition of walls, overloaded floors, defective construction, decay, unsafe wiring or heating system, inadequate means of egress, or other causes, shall be held to be unsafe and the inspector shall post a notice on the exterior of the building stating condemned and unsafe for human habitation. An ordinance is not required to be adopted for local governments to act on this statute. However, this tool can only be used if the building is a danger to life. Mere deterioration does not allow the city to use this tool. An example would be where the building appears to be collapsing.

Implementation of the Unsafe Buildings Condemned does not require an ordinance to be adopted by local governments therefore the City currently has the authority to enforce the unsafe buildings. **The NC Statute provides Building Inspectors the authority to enforce the Unsafe Buildings.**

Abandon Structure or Dwellings: NC State Statute §160D-1201 (b)

Any local government may adopt an ordinance for the repair, closing, or demolition of any abandoned structure or dwelling that the governing board finds to be a health or safety hazard as a result of the attraction of insects or rodents, conditions creating a fire hazard, dangerous conditions constituting a threat to children, or frequent use by vagrants as living quarters in the absence of sanitary facilities.

The existing Minimum Housing Ordinance contains language that addresses abandon residential dwellings, **which is currently enforced by the Code Enforcement Officers.** Monroe currently does not have an ordinance that addresses abandoned non-residential structures.

Non-Residential Building or Structure Code: NC State Statute §160D-1129

The governing board of the local government may adopt and enforce regulations relating to non-residential buildings or structures that fail to meet minimum standards of maintenance, sanitation, and safety established by the governing board. The minimum standards shall address only conditions that are dangerous and injurious to public health, safety and welfare and identify circumstances under which a public necessity exists for the repair, closing, or demolition of such buildings or structures.

The non-residential maintenance code would only apply to non-residential buildings or structures. If a non-residential maintenance code is adopted, staff would include the abandoned structure language for non-residential buildings and structures. The state statute provides local governments the ability to adopt a non-residential maintenance code for its entire planning and development jurisdiction or limit it to one or more designated zoning districts.

Enforcement for a non-residential maintenance code involves an administrative procedure, as opposed to a court order, and the cost of abatement becomes a high priority lien on the property.

Implementation of a non-residential maintenance code will follow the same process as the existing Minimum Housing Ordinance that includes, but is not limited to, the following steps:

1. Non-residential building or structure that does not meet minimum standards of maintenance, sanitation or safety is identified either by a public officer or complaint received.
2. Investigate the conditions of the non-residential building or structure via an exterior inspection to determine non-compliance.
3. Receive permission from property owner, the owner's agent, a tenant, or other person legally in possession of the premises to perform an interior inspection. If permission is not granted then an administrative warrant will be required to receive entry.
4. Investigate and inspect the subject property.
5. If preliminary investigation discloses evidence of a violation of the minimum standards, the Code Enforcement Officer shall issue and serve a notice of complaint upon the owner and schedule a public hearing to discuss all violations.
6. If after the notice and hearing, the Code Enforcement Officer determines the non-residential building or structure is not properly maintained, a finding of fact stating the determination and violations shall be issued and served upon the property owner or parties in interest.
7. The Code Enforcement Officer will determine the cost to repair, alter or improve the building or structure.
 - a. If the cost to repair, alter or improve the building or structure does not exceed 50% of its current value, then the Code Enforcement Officer shall issue and serve a finding of fact ordering the repair, alteration or improvement of the building or to vacate and close within 90-days.

- b. If the cost to repair, alter or improve the building or structure exceeds 50% of its current value, then the Code Enforcement Officer shall issue and serve a finding of fact ordering the building or structure to be demolished and removed or repaired, altered or improved within 90-days.
8. If the owner fails to comply with the Code Enforcements finding of fact order within the 90-day timeframe, an ordinance will be brought before City Council requesting adoption of an ordinance to vacate and close or demolish and remove.
9. If City Council has adopted an ordinance requiring a building or structure to be vacated and closed and the building has been vacated and closed for a period of two years, City Council may make findings that the owner has abandoned the intent to repair, alter or improve the building or structure. City Council can then adopt an ordinance to either to repair or demolish and remove or demolish and remove based on the cost to repair and the current value of the building.
10. Once City Council adopts an ordinance to demolish and remove a building or structure, the cost of demolition becomes a lien on the property.

Any non-residential maintenance code that may or may not be adopted will be enforced by the Code Enforcement Officers.

Demolition by Neglect of Historic Landmarks and Structures within South Monroe Historic District: NC State Statute §160D-949 (b)

The governing board may enact a regulation to prevent the demolition by neglect of any designated landmark or any building or structure within an established historic district. Such regulation shall provide appropriate safeguards to protect property owners from undue economic hardship.

The purpose of the Demolition by Neglect (DBN) ordinance prevents the gradual deterioration of historic resources due to a failure to provide normal and customary maintenance such that the unique attributes and character of the resources or historic district might be lost due to decay, deterioration or structural defects.

The DBN ordinance only applies to exterior features of any building or structure (including walls, fences, light fixtures, steps pavement, paths, or any other appurtenant feature), or any type of outdoor advertising sign either designated as a Historic Landmark or found to be a contributing resource to the Historic District Overlay District.

By NC law, any DBN ordinance must include safeguards to protect property owners from “undue economic hardship”. This process provides a legal defense for owners who lack the

financial means to make mandated repairs. The property owner is required to prove that a hardship exists by demonstrating the following:

1. The hardship is not “self-created”.
2. The property cannot provide a reasonable return on investment or a beneficial use in its current shape.
3. The property cannot be adapted for another use or sold to a buyer interested in its preservation.

Owners must provide evidence describing the circumstances of hardship that include:

1. Nature of ownership or legal possession, custody and control.
2. Financial resources of the owner and/or parties in interest.
3. Cost of repairs.
4. Assessed value of the land and improvements.
5. Real estate taxes for the previous two years.
6. Amount paid for the property, date of purchase, and party from whom purchased.
7. Annual debt service, if any, for previous two years.
8. Any listing of the property for sale or rent, price asked and offers received, if any.
9. Annual gross income, if any, from the property for the previous two years.
10. Itemized operating and maintenance expenses for the previous two years.

If a claim of undue economic hardship is made, all documents shall be obtained and reviewed to determine whether there is undue economic hardship. If undue economic hardship is determined a plan for relief of economic hardship shall be developed by the Historic District Commission. This plan may include, but it not limited to:

1. Capital expenditure by the property owner,
2. Property tax relief as may be allowed under North Carolina law,
3. Loans or grants from the city, the County, or other public, private or nonprofit resources,
4. Acquisition by purchase or eminent domain,
5. Changes in applicable zoning regulations, or
6. Relaxation of the provisions of the Demolition by Neglect ordinance sufficient to mitigate the undue economic hardship.

In the event of a determination of no undue economic hardship, the City shall issue an order stating the violations and provide a specific timeframe for the property to be repaired. Failure to comply with the violations of the ordinance may result in civil penalties.

If the property owner is unable to make the repairs and/or does not qualify for the plan for relief of economic hardship then the case is closed and resumed at a later date.

Any Demolition by Neglect Ordinance that may or may not be adopted will be implemented in partnership with Code Enforcement, Planners and the Historic District

Commission. An outside organization will be required to review all undue economic hardship documents.

STEPS FOR ENHANCED ENFORCEMENT TOOLS:

1. Ordinance development and review
2. Legal forms, brochures/flyers, checklist and notifications documents
3. CityView workflow development for new ordinances (includes Harris Computers in partnership Planning and Development and Information Technology to develop and implement-additional cost)
4. Training for staff
5. Identification of designated zoning district or city-wide for non-residential
6. Public outreach and education
7. Funding required: legal advertisements and notifications, CityView workflow development, title searches, register of deed recordings and certified mailings.
8. Zoning and Code Enforcement Supervisor position with vehicle

Suggestions for Consideration

1. Establish Demolition by Neglect for Historic Landmarks and Structures
2. Establish Non-Residential Building or Structure Code with Phased Approach
 - a. Designate Concord Avenue Revitalization Area and Downtown for Phase 1
3. Establish a project fund for Code Enforcement Abatement liens
4. Roll existing salary funding from FY 27 budget for Permit and Development Administrator position to Enforcement Administrator.

Timeline for Ordinance Development and Implementation

1. Ordinance development and review-9 months
2. Public outreach and education-6 months
3. Legal forms, brochures, checklist and notification letters-6 months
4. CityView software workflow development-10 to 12 months
5. Staff training-6 to 8 months
6. Total implementation-approximately 18 to 24 months

RECOMMENDATION

Staff is requesting that City Council hold discussion on the proposed enforcement tools and provide direction.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: February 10, 2026

FROM: Robert Miller, General Manager of Energy Services and Water Resources

PREPARED BY: Robert Miller, General Manager of Energy Services and Water Resources

SUBJECT: City of Monroe - Water Supply Update

SUMMARY STATEMENT

Staff will provide an update to City Council on the City's water supply.

REVIEW

Staff will provide an update on the current drought conditions and City's water supply.

RECOMMENDATION

This report is provided as information only.