

**CITY COUNCIL REGULAR MEETING  
300 WEST CROWELL STREET  
MONROE, NORTH CAROLINA 28112  
MARCH 10, 2026 – 6:00 P.M.  
AGENDA  
[www.monroenc.org](http://www.monroenc.org)**

**RECOGNITIONS**

1. Invocation
2. Pledge of Allegiance
3. Employee/Department Recognitions
  - A. Engineering Department
    - 1) Levi Adams – North Carolina Advanced Roads Scholar
    - 2) Alex Luther – North Carolina Master Roads Scholar
  - B. Human Resources Department
    - 1) New Hires for February 2026
    - 2) Service Anniversaries for March 2026
  - C. Police Department
    - 1) Retiring Employee Phillip Gabriel Broome
      - a. Award of Service Side Arm (Surplus Equipment)
      - b. Resolution of Appreciation
    - 2) Ricky Kilian – Officer of the Month

**AGENDA ADOPTION**

**CONSENT AGENDA**

The City Council uses a Consent Agenda to consider items that are non-controversial and routine. The Consent Agenda is acted upon by one motion and vote of the Council. Items may be removed from the Consent Agenda and placed on the Regular Agenda at the request of a Council Member or Citizen with consent of Council. The Consent Agenda contains the following items:

4. Advertisement of Unpaid Real Estate Property Taxes
5. Award of Fiscal Year 2026 Audit Contract to Martin Starnes & Associates
6. Budget Amendments
  - A. Fire Department Donation from Citizen
  - B. Police Department Donation from Hendrick Chevrolet
7. Call for Public Hearings to be Held April 28, 2026
  - A. Level IV Economic Development Incentive Grant to Confidential Company for Project Nickel
  - B. Zoning Map Amendment Request to Rezone Property Located at 600 Honeysuckle Lane from Residential Medium Density to Conditional Residential

8. Downtown Building Rehabilitation and Improvement Grant Policy Amendments
9. Minutes of City Council Meetings of February 10, 2026 and February 24, 2026
10. Ordinances
  - A. Code of Ordinances Amendment to Chapter 75 titled Traffic Schedules to Add Streets in Kellerton Place and Scotch Meadows Neighborhoods to Schedule II titled Through Streets
  - B. Code of Ordinances Amendment to Chapter 75 titled Traffic Schedules to Add Streets in Kellerton Place Neighborhood to Schedule I(B) titled Speed Limits – City-Maintained Streets
  - C. Code of Ordinances Amendment to Chapter 75 titled Traffic Schedules to Add One Section of Deese Road from Trinity Road to Concord Highway to Schedule I(A) titled Speed Limits – State-Maintained Streets
  - D. Fiscal Year 2025-2026 Fee Schedule Amendment Establishing Encroachment Review Fees for Chapter VII titled Engineering and Public Works
  - E. Prohibiting Vehicular Traffic on Portion of Richardson Street
11. Proclamations
  - A. Child Abuse Prevention Month as April 2026
  - B. Month of the Young Child as April 2026 and Week of the Young Child as April 11-17, 2026
12. Resolution of Intent to Abandon Walkway Right-of-Way Easement Between Elizabeth Avenue and Normand Street and Calling for Public Hearing to be Held April 28, 2026 to Consider Abandonment
13. Second Amendment to Offer to Purchase and Contract of Property to Pure Power Contractors, LLC for Project Power Up
14. Special Event Permit Requests
  - A. Music Across Main Fridays Hosted by Home Brew Taproom & Tunes to be Held April 24, 2026, May 15, 2026, June 26, 2026, July 24, 2026, August 28, 2026, September 25, 2026 and October 23, 2026
  - B. Seventy-Fifth Anniversary Celebration Hosted by Duke's Grill to be Held April 18, 2026
  - C. Spring Fest Hosted by Home Brew Taproom & Tunes to be Held April 11, 2026
15. Tax Releases for January 2026
16. Water and Sewer Capital Reserve Funds Amendments
  - A. Resolution for Establishment and Maintenance of Water Capital Reserve Fund
  - B. Amend Title of Water and Sewer Capital Reserve Fund to be Sewer Capital Reserve Fund
  - C. Capital Project Budget Ordinance



17. Winchester Avenue Culvert Replacement Project
  - A. Award of Contract to Litman Excavating & Construction
  - B. City Manager to Execute Document

## **INFORMATIONAL COMMITTEE MINUTES, COMMITTEE STAFF NOTES AND REPORTS**

18. Building Permit Data for January 2026
19. Charlotte-Monroe Executive Airport Aviation Activity for January 2026
20. City Council Discretionary Fund Disbursements for February 2026
21. Committee Minutes/Staff Notes
  - A. Minutes of Board of Adjustment Meeting of January 22, 2026
  - B. Minutes of General Services Committee Meeting of February 5, 2026
  - C. Minutes of Historic District Commission Meeting of January 12, 2026
  - D. Minutes of Planning Board Meeting of January 7, 2026
  - E. Minutes of Public Enterprise Committee Meetings of December 2, 2025 and January 6, 2026
  - F. Minutes of Public Safety Committee Meetings of September 18, 2025, November 3, 2025, December 1, 2025, January 5, 2026 and February 6, 2026
  - G. Minutes of Winchester Revitalization Committee Meeting of November 6, 2025
22. Financial Reports for January 2026
23. Piedmont Pharmaceutical Care Network, LLC Executive Summary for Employee Biometric Screenings for 2025
24. Summary of Contracts Awarded, Change Orders Approved and City Manager's Settlement of Claims for February 2026
25. Water Supply Update for March 2026

## **REGULAR AGENDA**

26. Citizens Appointment Committee Recommendations to Boards and Commissions
27. Reserved Parking Program Update
28. Closed Session Pursuant to North Carolina General Statute Sections 143-318.11(a)(1), (a)(3) – *Angelia James vs. City of Monroe*, (a)(4) and (a)(5)

- **Agenda** is tentative and is subject to change up to and including the time of the Meeting.
- **Addressing Item on Agenda:** Prior to the Meeting, please complete the Sign-up Sheet located in the Lobby area. Each speaker will be limited to three minutes.
- **Addressing Item Added to Agenda during Meeting:** Please raise your hand during the item you wish to address. Each speaker will be limited to three minutes.
- **Cell Phones/Pagers:** As a courtesy, please turn off cell phones and pagers while Meeting is in progress.
- **Rules Governing Public Comment Period and Rules of Decorum During City Council Regular Meetings** *Adopted: September 6, 2005 (R-2005-35); Amended: April 2, 2019 (R-2019-23); February 13, 2024; May 14, 2024; July 19, 2024; July 8, 2025; October 14, 2025; November 25, 2025; January 27, 2026)*
  1. A Public Comment Period shall be placed on the Agenda of the City Council Regular Meeting occurring on the fourth Tuesday of each month. Said agenda item shall occur on the Regular Meeting Agenda immediately following Public Hearings. When adopting the Agenda, City Council may move the Public Comment Period to another location on the Agenda solely at City Council's discretion. Such change is effective only during that meeting.
  2. Each person desiring to speak during the Public Comment Period shall sign up to speak prior to the start of the meeting on the form provided by listing their name, City and County of their residence, and topic on which he or she will speak. An individual may only sign up for themselves and not sign up or place another individual's name on the Signup Sheet. Any speaker that signs up and fails or refuses to give all the required information will not be called on to comment.
  3. A total time of sixty (60) minutes will be allotted for the Public Comment Period on the Regular Agenda. Any speaker that signs up to speak and does not get a chance to speak during the Public Comment Period due to the sixty-minute time limit will be given priority to speak during the next City Council Public Comment Period. City Council, in its discretion, may extend the sixty (60) minutes allotted for the Public Comment Period during any meeting.
  4. City of Monroe residents will be given the opportunity to speak first, followed by Union County residents, followed by residents of other areas. The Mayor, or presiding officer, shall determine the order in which speakers are called to comment.
  5. Each speaker shall be allotted up to two (2) minutes to speak which shall be strictly observed at all times. Speakers shall immediately cease speaking when their allotted time is over. Groups of persons speaking on the same topic are strongly encouraged to designate a spokesperson to speak on their behalf. As an incentive, a spokesperson making comments for two (2) to five (5) individuals that signed up to speak will be given up to three (3) minutes, and for six (6) or more, a spokesperson will be given up to five (5) minutes to speak.
  6. Speakers shall refrain from: obscene speech, defamation, communicating true threats of physical harm to anyone, incitement to imminent lawless action, or speaking fighting words. Speakers shall remain at the podium to make comments and not approach City Council or City staff. No one can accompany the speaker at the podium.
  7. Members of the audience shall not willfully interrupt, disturb, or disrupt a City Council meeting. Audience members shall refrain from commenting, jeering, clapping, or cheering in response to comments. Audience members shall not engage in demonstrations or theatrics and shall remain seated at all times unless called on to be identified from their seat when designating a spokesperson and immediately be seated. Audience members shall

never approach the podium or dais. Improper behavior as described in this section by a member of the audience will not be tolerated and may result in sanctions up to and including being asked to leave the meeting following the same procedures set out to sanction a speaker.

8. Members of the audience may hold signs no larger than 8 inches by 11½ inches in size but shall not raise them above their heads or so as to block the view of those behind them.
9. The Mayor, as the presiding officer, has the authority and responsibility to enforce and carry out these Rules. However, any member of City Council may identify improper conduct by raising a point of order during the meeting. Upon raising a point of order by a Council Member, the Mayor, or presiding officer, shall call for all public comments to cease immediately. The presiding officer shall then, at a minimum, warn the violator and demand the individual cease the violation first. If the violator continues to violate the rules, the presiding officer may impose appropriate sanctions including, but not limited to, loss of time, removal from the Council meeting, or other appropriate action needed to restore decorum. However, if a City Council member believes the warning or sanction imposed are insufficient based on the nature of the violation, any City Council Member may renew the point of order and call for additional sanctions up to and including removal of the offender from the meeting premises upon motion, second, and approval by a majority of City Council. The City Attorney, as Parliamentarian for the City, shall be the final arbiter of the procedural rules and take necessary action to see that proper parliamentary procedures are followed and maintained during City Council Meetings.
10. Anyone that willfully interrupts, disturbs, or disrupts a City Council Meeting may be asked to leave the meeting premises immediately by the Mayor or upon point of order by a City Council Member and approval by City Council. Upon failure to leave as directed, the individual may be cited for violating NC General Statute §143-318.17.
11. Speakers shall not speak on any topic which is the subject of a public hearing on the same Agenda.
12. City Council will refrain from engaging in a dialogue with speakers except to the extent necessary to clarify the speaker's position.
13. No formal action will be taken by City Council during the same meeting on any matter which was initially introduced during the Public Comment Period.
14. The City of Monroe shall not record, video, live stream, or post on the internet any video or audio recordings of public comments made during the Public Comment Period.
15. City Council shall not restrict the subject matter of any comment based on content in any way except as provided herein.

## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

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

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

**SUBJECT:** Employee Recognition – Levi Adams

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### **SUMMARY STATEMENT**

This is a recognition for Levi Adams for successfully completing the advanced education program requirements for becoming a North Carolina Advanced Roads Scholar.

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### **REVIEW**

The Advanced Roads Scholar Program is an advanced professional development opportunity offered by the North Carolina Local Technical Assistance Program at the Institute for Transportation Research and Education through NCSU. The purpose is to recognize local government personnel who have significantly increased their knowledge of road maintenance procedures and improved their technical and managerial skills. Levi has successfully completed seven Road Scholar courses and eight Advanced Roads Scholar courses that are offered. He also submitted a written summary of his training and work experiences to become an Advanced Roads Scholar. Levi is a Crew Leader II for the stormwater crew at the Street Division.

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### **RECOMMENDATION**

Item is informational only.



## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

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

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

**SUBJECT:** Employee Recognition – Alex Luther

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### **SUMMARY STATEMENT**

This is a recognition for Alex Luther for successfully completing the advanced education program requirements for becoming a North Carolina Master Roads Scholar.

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### **REVIEW**

The Master Roads Scholar Program is an advanced professional development opportunity offered by the North Carolina Local Technical Assistance Program at the Institute for Transportation Research and Education through NCSU. The purpose is to recognize local government personnel who have significantly increased their knowledge of road maintenance procedures and improved their technical and managerial skills. Alex has successfully completed seven Road Scholar courses, eight Advanced Roads Scholar courses, six of the Master Roads Scholar courses offered and submitted a case study of a transportation project in the area to become a Master Roads Scholar. Alex is a Crew Leader II for an asphalt crew at the Street Division.

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### **RECOMMENDATION**

Item is informational only.

## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Leesa Jensen, Director of Human Resources

**PREPARED BY:** Sheila Couick, Senior Human Resources Analyst

**SUBJECT:** Recognition of New Employees

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### **SUMMARY STATEMENT**

Recognition of new employees hired.

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### **REVIEW**

Recognition of new employees that have been hired during the month of February, 2026.

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### **RECOMMENDATION**

For informational purposes only.

Attachments: New Hires Report February 2026

# New Hires

## February 1, 2026 to February 28, 2026

| WATER RESOURCES |           |                  |           |
|-----------------|-----------|------------------|-----------|
| First Name      | Last Name | Job Class        | Hire Date |
| KINAL           | PATEL     | INTERN (PT)      | 2/9/2026  |
| VERNON BUTCH    | ARAVES    | CIVIL ENGINEER I | 2/9/2026  |

| FINANCE-BILLING |           |                              |           |
|-----------------|-----------|------------------------------|-----------|
| First Name      | Last Name | Job Class                    | Hire Date |
| JOHN            | GALLAGHER | UTILITY BILLING FIELD TECH I | 2/10/2026 |

| ENGINEERING |           |                      |           |
|-------------|-----------|----------------------|-----------|
| First Name  | Last Name | Job Class            | Hire Date |
| COLBY       | CASKEY    | EQUIPMENT OPERATOR I | 2/17/2026 |

| PARKS & RECREATION |            |                                   |           |
|--------------------|------------|-----------------------------------|-----------|
| First Name         | Last Name  | Job Class                         | Hire Date |
| FLETCHER           | DIAZ       | HOUSEKEEPING - MAFC               | 2/2/2026  |
| CYNTHIA            | GLENN      | DOWD THEATRE CUSTOMER SERVICE REP | 2/13/2026 |
| WILLIE             | CARMICHAEL | MAFC ATTENDANT                    | 2/17/2026 |
| STEVON             | MORRIS     | HOUSEKEEPING - MAFC               | 2/17/2026 |
| FRANCES            | SEYMOUR    | GROUP FITNESS INSTRUCTOR - AAC    | 2/19/2026 |
| SHANNON            | LOVELL     | DOWD THEATRE CUSTOMER SERVICE REP | 2/20/2026 |
| GWEN               | BITTING    | DOWD THEATRE CUSTOMER SERVICE REP | 2/20/2026 |
| GWENDOLYN          | BOTHUN     | DOWD THEATRE CUSTOMER SERVICE REP | 2/20/2026 |
| TYRESE             | BARBOUR    | RECREATION ATTENDANT              | 2/20/2026 |
| ALEXANDRA          | UNGUREANU  | RECREATION ATTENDANT              | 2/20/2026 |
| JOSEPH             | BRATCHIE   | MAFC - LIFE GUARD                 | 2/27/2026 |

| PROPERTY MANAGEMENT |           |           |           |
|---------------------|-----------|-----------|-----------|
| First Name          | Last Name | Job Class | Hire Date |
| JULIAN              | SERRANO   | CUSTODIAN | 2/23/2026 |

| POLICE     |           |                           |           |
|------------|-----------|---------------------------|-----------|
| First Name | Last Name | Job Class                 | Hire Date |
| OMAR       | QURESHI   | MASTER POLICE OFFICER III | 2/2/2026  |

| AIRPORT    |            |                                |           |
|------------|------------|--------------------------------|-----------|
| First Name | Last Name  | Job Class                      | Hire Date |
| IAN        | MCKENDRICK | AIRPORT LINE SERVICE TECH (PT) | 2/20/2026 |

| FIRE       |           |               |           |
|------------|-----------|---------------|-----------|
| First Name | Last Name | Job Class     | Hire Date |
| JASMINE    | BROWN     | FIREFIGHTER I | 2/9/2026  |
| JOHN       | GRAY      | FIREFIGHTER I | 2/9/2026  |
| NICHOLAS   | EUGENIO   | FIREFIGHTER I | 2/9/2026  |
| LUKE       | RISSE     | FIREFIGHTER I | 2/9/2026  |
| COLTON     | MEDLIN    | FIREFIGHTER I | 2/9/2026  |
| GAGE       | HAMBLIN   | FIREFIGHTER I | 2/9/2026  |
| ROXANNE    | SISK      | FIREFIGHTER I | 2/9/2026  |
| JAGGER     | DRY       | FIREFIGHTER I | 2/9/2026  |
| CODY       | WHITESEL  | FIREFIGHTER I | 2/9/2026  |

| HUMAN RESOURCES |           |                            |           |
|-----------------|-----------|----------------------------|-----------|
| First Name      | Last Name | Job Class                  | Hire Date |
| JANET           | COX       | TEMPORARY LABOR (PT)       | 2/9/2026  |
| STEPHANIE       | JACKSON   | HUMAN RESOURCES ANALYST II | 2/23/2026 |

## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Leesa Jensen, Director of Human Resources

**PREPARED BY:** Sheila Couick, Senior Human Resources Analyst

**SUBJECT:** Recognition of Employees for Service Anniversaries

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### **SUMMARY STATEMENT**

Recognition of City employees on their service anniversaries.

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### **REVIEW**

Recognition of City employees that have received service anniversaries within the City of Monroe during the month of March 2026.

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### **RECOMMENDATION**

For informational purposes only.

Attachments: March 2026 Service Anniversaries



# MARCH 2026 SERVICE AWARDS

## AIRPORT

| First Name | MI | Last Name | Title                         | Status | Service Date | Years |
|------------|----|-----------|-------------------------------|--------|--------------|-------|
| RICHARD    | J  | EDWARDS   | AIRPORT SR. LINE SERVICE TECH | FT     | 03/01/2006   | 20    |
| MARTHA     | S  | HELMS     | AIRPORT CUST SERV REP I       | FT     | 03/01/2006   | 20    |
| DAWN       | L  | ROBINSON  | AIRPORT LEAD CUSTOMER SVC REP | FT     | 03/01/2006   | 20    |

## ENERGY

| First Name | MI | Last Name | Title               | Status | Service Date | Years |
|------------|----|-----------|---------------------|--------|--------------|-------|
| COLTON     | J  | UNDERWOOD | LINE APPRENTICE III | FT     | 03/01/2021   | 5     |

## FINANCE - FLEET

| First Name | MI | Last Name | Title                          | Status | Service Date | Years |
|------------|----|-----------|--------------------------------|--------|--------------|-------|
| RICKY      | V  | AUSTIN    | AUTOMOTIVE MECHANIC SUPERVISOR | FT     | 03/13/2006   | 20    |

## PARKS & RECREATION

| First Name | MI | Last Name | Title                                  | Status | Service Date | Years |
|------------|----|-----------|----------------------------------------|--------|--------------|-------|
| THOMAS     | J  | LATIMER   | RECREATION DIVISION SUPERVISOR         | FT     | 03/21/2011   | 15    |
| KIMBERLY   | M  | SCOTT     | RECREATION CENTER SUPERVISOR           | FT     | 03/06/2006   | 20    |
| WESTON     | R  | POLLOCK   | PRO SHOP ATTENDANT (PT)                | PT     | 03/11/2021   | 5     |
| THOMAS     | M  | PELL      | GOLF CART ATTENDANT (PT)               | PT     | 03/12/2021   | 5     |
| HAROLD     | D  | BROWN     | PRO SHOP ATTENDANT (PT)                | PT     | 03/16/2021   | 5     |
| WILLIAM    | R  | POWELL    | FACILITIES MAINTENANCE WORKER I - MAFC | PT     | 03/26/2021   | 5     |

## WATER RESOURCES

| First Name | MI | Last Name | Title                          | Status | Service Date | Years |
|------------|----|-----------|--------------------------------|--------|--------------|-------|
| PAUL       | D  | ROGERS    | WATER RESOURCES CREW LEADER II | FT     | 03/05/2001   | 25    |



## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** William Rhett Bolen, Police Chief

**PREPARED BY:** Shannon Huntley, Police Major

**SUBJECT:** Retiring Employee Phillip (Gabe) Broome

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### SUMMARY STATEMENT

Award of service side arm (surplus equipment) to retiring employee, Lieutenant Gabe Broome and adoption of Resolution of Appreciation.

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### REVIEW

Lieutenant Gabe Broome will be retiring from the City of Monroe. The General Assembly of North Carolina recognizes the importance and the symbolism of the Police Officer's service side arm. General Statute §20-187.2 authorizes municipalities, at the discretion of the governing board, to honor retiring police officers by awarding them their service side arms. Section 20-187.2 states that the City Council may "award to a retiring member...upon request, the service side arm of such retiring member, at a price determined by such governing body, upon determining that the person receiving the weapon is not ineligible to own, possess, or receive a firearm."

Recognizing the importance of this side arm to Lt. Broome, Staff feels it is fitting and proper to honor him by awarding him with his side arm to cherish during retirement.

A Resolution of Appreciation is also requested to recognize Lt. Gabe Broome for his years of service to the City of Monroe.

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### **RECOMMENDATION**

Staff recommends that the City Council set the price of the service side arm (surplus equipment) at one cent, find that Lt. Gabe Broome is eligible to own, possess, or receive his service side arm and to adopt a Resolution of Appreciation

Attachment: Resolution R-2026-10

**RESOLUTION OF MONROE CITY COUNCIL  
HONORING RETIRING EMPLOYEE  
PHILLIP GABRIEL BROOME  
R-2026-10**

**WHEREAS**, on the occasion of his retirement on April 1, 2026, the City Council wishes to express its sincere appreciation to Phillip Gabriel Broome for his loyal and dedicated service to the City of Monroe Police Department; and

**WHEREAS**, Phillip Gabriel Broome has diligently served the City as a Public Safety Officer, working both Police and Fire, a Police Officer, Canine Handler, Narcotics Detective, Violent Crimes Detective, Administration, and as a School Resource Officer Supervisor. Phillip Gabriel Broome has also served with the DEA Task Force, ATF Task Force, FBI Task Force and Union County's Sheriff Office Narcotics Task Force; and

**WHEREAS**, for 30 years, Phillip Gabriel Broome has focused on the safety and protection of the residents of the City of Monroe; and

**WHEREAS**, Phillip Gabriel Broome has faithfully and loyally discharged his duties and has represented the Monroe Police Department and the City of Monroe with honor, integrity, and the utmost professionalism; and

**WHEREAS**, the City of Monroe is most grateful for the specialized and personal contributions, as well as the sacrifices, Phillip Gabriel Broome has made to the City of Monroe.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and City Council wish to acknowledge and express its appreciation to Phillip Gabriel Broome for his years of distinguished service to the City of Monroe, the residents, and the Monroe Police Department and extend very best wishes for a long and happy retirement.

**BE IT FURTHER RESOLVED** that this Resolution be entered upon the permanent Minutes of the City Council.

**IN WITNESS WHEREOF**, duly adopted by the Monroe City Council during the March 10, 2026 City Council Regular Meeting and signed by the Mayor on behalf of the Monroe City Council.

Attest:

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

\_\_\_\_\_  
Bridgette H. Robinson, City Clerk



## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Rhett Bolen, Chief of Police

**PREPARED BY:** Shannon Huntley, Police Major

**SUBJECT:** Employee Recognition – Ricky Kilian

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### SUMMARY STATEMENT

City Council is requested to consider the recognition of Officer Ricky Kilian.

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### REVIEW

The Monroe Police Department's Officer of the Month for March 2026 is Officer Ricky Kilian. Officer Kilian came out of retirement and started back with the Monroe Police Department as a school resource officer in August 2022. Officer Kilian was nominated by his supervisors for his compassion and dedication to the agency. Officer Kilian is currently assigned to the School Resource Division.

The nomination recognizes Officer Kilian's exceptional professionalism, compassion, and dedication to duty.

On Wednesday, February 4, 2026, Officer Kilian was the first officer on scene in response to a call involving an infant in cardiac arrest. Without hesitation, he immediately assessed the situation and began administering life-saving measures. He demonstrated sound judgment, urgency, and unwavering commitment while doing everything within his power to save the child's life.

Although every officer is trained to respond decisively in emergency situations, incidents involving children particularly infants carry an extraordinary emotional weight. Despite the gravity of the circumstances and the heartbreaking outcome, Officer Kilian remained focused, composed, and professional throughout the response. He controlled his emotions while rendering

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aid, fully aware that he had exhausted every possible option to help this child. This incident reflects the very best qualities of law enforcement service: courage under pressure, selflessness, emotional resilience, and an unwavering commitment to the community. Officer Kilian's actions exemplify what it means to serve with integrity and compassion, even in the most difficult and painful situations.

Responding to traumatic calls is an inherent part of this profession, but calls involving the loss of a child leave a lasting impact. Officer Kilian faced this moment with strength, dignity, and professionalism, setting an example for his peers and honoring the values of our department.

For his dedication, emotional fortitude, and exemplary service, Officer Rickey Kilian is highly deserving of recognition. It is my privilege to nominate him, and I respectfully recommend him for this honor.

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### **RECOMMENDATION**

City Council is requested to recognize Officer Kilian for this accomplishment.



## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Lisa Strickland, Finance Director

**PREPARED BY:** Bethany Hawver, Revenue Manager

**SUBJECT:** 2<sup>nd</sup> Monday in February report as required by GS §105-369 & Advertisement of Unpaid Real Estate Property Taxes

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### SUMMARY STATEMENT

City Council is requested to authorize the Tax Collector to advertise unpaid real estate taxes. The purpose of this requested advertisement is to be able to use in-rem foreclosure procedures as provided by N.C.G.S. §105-375 as a means of enforcement action against the collection of unpaid real estate property taxes.

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### REVIEW

N.C.G.S. §105-369(a) requires municipal tax collectors to report to their governing boards the total amount of unpaid taxes for the current fiscal year that are liens on real property. As of February 9, 2026, the unpaid balance of taxes is \$1,347,366.39. Upon receipt of this report, the governing board must order the Tax Collector to advertise the list of unpaid real estate taxes. In accordance with N.C.G.S. §105.369(c), the advertisement is required to include, in part, the name of the record owner & the principal amount of taxes owed. The advertisement must be placed in a newspaper with general circulation within the city. Funds in the quoted amount of \$1,782.00 are included in current fiscal year budget for the tax delinquency advertisement in The Enquirer Journal on April 11, 2026. The list of unpaid real estate tax is also available in the tax office.

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### RECOMMENDATION

Staff recommends that City Council authorize the Tax Collector to advertise the unpaid real estate taxes, pursuant to N.C.G.S. §105-369.

**Tax Collector's Report for 2025  
as of February 9, 2026**

|                                                                  | <u>Tax</u>    | <u>Value</u>     |
|------------------------------------------------------------------|---------------|------------------|
| 2025 Tax Scroll                                                  | \$ 35,457,228 | \$ 8,038,537,790 |
| 2025 Certifications                                              | \$ 432,115    | \$ 98,207,914    |
| 2025 Discoveries                                                 | \$ 414,212    | \$ 83,681,198    |
| Total Taxes Billed                                               | \$ 36,303,554 | \$ 8,220,426,901 |
| Less 2025 Releases                                               | \$ (186,357)  | \$ (40,969,359)  |
| 2025 Adjustments                                                 | \$ (1,774)    | \$ -             |
| 2025 Tax Levy                                                    | \$ 36,115,424 | \$ 8,179,457,542 |
|                                                                  |               |                  |
| Total Taxes Collected                                            | \$ 34,768,057 |                  |
| Taxes to be Collected                                            | \$ 1,347,366  |                  |
| Total 2025 Levy                                                  | \$ 36,115,424 |                  |
|                                                                  |               |                  |
| Percent Collected 96.27%                                         |               |                  |
|                                                                  |               |                  |
|                                                                  |               |                  |
| 2025 MSD Tax                                                     | \$ 81,713     | \$ 50,969,625    |
| 2025 MSD Certifications                                          | \$ 9,119      | \$ 5,699,225     |
| 2025 Discoveries                                                 | \$ 561        | \$ 350,413       |
| Total Taxes Billed                                               | \$ 91,393     | \$ 57,019,263    |
| Less MSD 2025 Releases                                           | \$ (1,561)    | \$ (975,888)     |
| 2025 MSD Adjustments                                             | \$ (7)        | \$ -             |
| 2025 MSD Tax Levy                                                | \$ 89,824     | \$ 56,043,375    |
|                                                                  |               |                  |
| 2025 MSD Collected                                               | \$ 80,681     |                  |
| MSD Tax to be Collected                                          | \$ 9,143      |                  |
| Total 2025 MSD Levy                                              | \$ 89,824     |                  |
|                                                                  |               |                  |
|                                                                  |               |                  |
| Percent Collected: 89.82%                                        |               |                  |
|                                                                  |               |                  |
| Taxes released for 2025 under \$5.00 total amount is \$1,780.60. |               |                  |





## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Lisa Strickland, Finance Director

**PREPARED BY:** Ashley Ivey, Assistant Finance Director

**SUBJECT:** Award of Audit Contract for Year Ending June 30, 2026 to Martin Starnes & Associates

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### SUMMARY STATEMENT

The purpose of this report is to provide information regarding the contract for audit services for the City of Monroe to Martin Starnes & Associates, CPA's, P.A. for the year ending June 30, 2026.

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### REVIEW

A Request for Proposals was done in February 2014 and Martin Starnes & Associates, CPA's P.A. was the firm selected by the Finance Committee's audit selection team. The City first contracted with Martin Starnes & Associates, CPA's P.A. for the fiscal year 2014 audit. A five-year service agreement was approved by City Council in fiscal year 2018 that lasted through fiscal year 2023. A new five-year service agreement was approved by City Council in fiscal year 2024 that will last through fiscal year 2028. If approved, this will be the thirteenth year with this audit firm. The cost estimates given by the firm for the next three years are as follows:

|           |                  |
|-----------|------------------|
| \$110,000 | Fiscal Year 2026 |
| \$121,000 | Fiscal Year 2027 |
| \$129,000 | Fiscal Year 2028 |

\*The fees listed above include up to 2 major programs for single audit purposes. Additional major programs in excess of 2 will be charged at \$4,000 each. The Assistant Finance Director and auditors have reviewed preliminary grant expenditures and anticipate 4 major programs for single audit purposes in the Fiscal Year 2026 audit. The City will only be charged for the actual, final number of major grant programs audited in Fiscal Year 2026.

There were no disputes or conflicts with the audit firm in the prior year and the City received the audit report and financial statements in a timely manner in order to meet the Local Government Commission's submission deadline of December 31<sup>st</sup>.

The proposed contract for audit services for the City for the fiscal year ending June 30, 2026 is \$110,000 plus \$8,000 for up to 4 major programs for single audit. This fee reflects maintaining the current level of audit services. This includes testing of internal controls to ensure that the City's financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles, preparation of the annual financial statements and an audit to maintain compliance with single audit act requirements.

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

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### **RECOMMENDATION**

The General Services Committee and Staff recommend that City Council approve the audit contract with Martin Starnes & Associates, CPA's, P.A. for \$118,000.

Attachments: Audit Contract  
Engagement Letter

|     |                                                                   |
|-----|-------------------------------------------------------------------|
| The | Governing Board<br>City Council                                   |
| of  | Primary Government Unit<br>City of Monroe, NC                     |
| and | Discretely Presented Component Unit (DPCU) (if applicable)<br>N/A |

*Primary Government Unit, together with DPCU (if applicable), hereinafter referred to as Governmental Unit(s)*

|     |                                                               |
|-----|---------------------------------------------------------------|
| and | Auditor Name<br>Martin Starnes & Associates, CPAs. P.A.       |
|     | Auditor Address<br>730 13th Avenue Drive SE, Hickory NC 28602 |

*Hereinafter referred to as Auditor*

|     |                                |                                                 |
|-----|--------------------------------|-------------------------------------------------|
| for | Fiscal Year Ending<br>06/30/26 | Date Audit Will Be Submitted to LGC<br>12/31/26 |
|-----|--------------------------------|-------------------------------------------------|

*Must be within six months of FYE*

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by "U.S. Auditing Standards – AICPA (Clarified)," referred to as generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types). Budgetary comparison information shall be prepared in accordance with applicable GASB standards. Budget-to-actual comparisons at the level of the legally adopted budget ordinance shall be presented as required supplementary information and shall not be included in the basic financial statements. Any other budgetary comparison information shall be presented only as supplementary information for funds required to be budgeted under NCGS Chapter 159, Article 3.

2. At a minimum, the Auditor shall conduct the audit and render the report in accordance with GAAS. If the Governmental Unit expended \$100,000 or more in combined Federal and State financial assistance during the reporting period, the Auditor shall perform the audit in accordance with *Generally Accepted Government Auditing Standards* (GAGAS). The Governmental Unit is subject to federal single audit requirements in accordance with Title 2 US Code of Federal Regulations Part 200 *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards*, Subpart F (*Uniform Guidance*) and the State Single Audit Implementation Act. Currently the threshold is \$1,000,000 for federal and state single audits, or such other threshold as applicable for the fiscal year under audit. This audit and all associated audit documentation may be subject to review by federal and State agencies in accordance with federal and State laws, including the staff of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit in accordance with the Uniform Guidance (§200.501) the Auditor and Governmental Unit(s) should discuss, in advance of the execution of this contract, the responsibility for submission of the audit and the accompanying data collection form (form SF-FAC) to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512) to ensure proper submission.

If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board).

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.
4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC Staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.
5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards* (2018 revision or subsequent revisions, as applicable) issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he or she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and to the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon the Auditor's receipt of an updated peer review report. If the audit firm receives a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.
- If the audit engagement is not subject to *Government Auditing Standards* or if financial statements are not prepared in accordance with U.S. generally accepted accounting principles (GAAP) and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment to this contract or in an amendment.
6. It is agreed that time is of the essence in this contract. All audits are to be performed, and the report of audit submitted to LGC Staff, within six months of fiscal year end. At the time of the execution of this contract, if the parties know that the anticipated submission date of the audit exceeds six months after fiscal year end, a written explanation shall be provided to the Secretary of the LGC on this contract form (see the space provided on Page 7). If it becomes necessary to amend the audit fee or the date that the audit report will be submitted to the LGC, an amended contract along with a written explanation of the change shall be submitted to the Secretary of the LGC for approval.
7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as they relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth the Auditor's findings, together with his or her recommendations for improvement. That written report shall include all matters determined to be "significant deficiencies and material weaknesses" in accordance with AU-C §265 "Communicating Internal Control Related Matters Identified in an Audit" of GAAS. The Auditor shall file a copy of that report with the Secretary of the LGC.

For GAAS or *Government Auditing Standards* audits, if an Auditor issues an AU-C §260 report, "Auditor's Communication With Those Charged With Governance," commonly referred to as a "Governance Letter," LGC staff does not require the report to be submitted unless the Auditor cites significant findings or issues from the audit, as defined in AU-C §260 paragraphs 12 - 14. This would include issues such as difficulties encountered during the audit, significant or unusual transactions, uncorrected misstatements, matters that are difficult or contentious for which the Auditor consulted outside the engagement team and, in the Auditor's judgment, are significant and relevant to those charged with governance, and other findings or issues that the Auditor believes are significant and relevant. If matters identified during the audit were required to be reported as described in AU-C §260 paragraphs 12 - 14 and were communicated in a method other than an AU-C §260 letter, the written documentation must be submitted.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Approval is also required for the Alternative Compliance Examination Engagement for auditing the Coronavirus State and Local Fiscal Recovery Funds expenditures as allowed by US Treasury. Approval is not required on audit contracts and invoices for system improvements and similar services of a non-auditing nature.
9. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. This also includes any progress billings [G.S. 159-34 and 115C-447]. All invoices for audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved' with approval date shall be returned to the Auditor to present to the Governmental Unit(s) for payment. This paragraph is not applicable to contracts for audits of hospitals.
10. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC if required, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal Single Audit Act and the State Single Audit Act. This does not include fees for any pre-issuance reviews that may be required by the North Carolina Association of Certified Public Accountants (NCACPA) Peer Review Committee or North Carolina State Board of CPA Examiners (see Paragraph 13).
11. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC Staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC Staff simultaneously with the Governmental Unit's (Units') audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.
12. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.
13. If the audit firm is required by the Secretary of the Local Government Commission to obtain a pre-issuance review or take corrective action as a result of peer review findings or quality control deficiencies, such corrective action shall be consistent with the authority and requirements of the North Carolina State Board of Certified Public Accountant Examiners, the AICPA Peer Review Program, and established Local Government Commission practice, including the use of report addenda or other remedial measures, as appropriate.

14. In accordance with G.S. 159-34, the Finance Officer of the Unit is responsible for filing the audited financial statements with the Secretary of the Local Government Commission.

The Auditor may upload the audit report and related documents through the LGC's electronic submission system; however, submission shall not be deemed complete until the Finance Officer has reviewed and certified the submission.

The Auditor, Finance Officer, other Unit staff member designated by the Finance Officer, or a third party approved by the Unit may enter all Data Input Report information except the information on the "transmittal doc info" tab. The "transmittal doc info" tab must be completed by the Auditor.

The Finance Officer shall review, approve, and certify the accuracy and completeness of the Data Input Report (DIR) in the LGC's LOGOS system prior to LGC review, regardless of whether the DIR is prepared by the Auditor or the Unit.

Finance Officer certification is required for any corrected or revised submissions.

Finance Officer certification of the DIR shall be completed in a timely manner following notification that the DIR is ready for review and within time frames prescribed by the LGC. Failure to complete certification in a timely manner may result in the audit being considered late due to unit action rather than auditor performance.

The Auditor shall conduct the audit in accordance with generally accepted auditing standards and shall ensure that the financial statements are prepared in accordance with generally accepted accounting principles as of the fiscal year end. Budget-to-actual comparisons at the level of the legally adopted budget ordinance shall be presented in required supplementary information, separate from the basic financial statements, and shall not be included in the audit opinion. The Auditor shall confirm that such information reconciles to the financial statements and is consistent with applicable accounting guidance and any LGC reporting requirements.

The Finance Officer shall certify in a timely manner that all data inputted in LOGOS used for preparation of the financial statements and required supplementary information is complete and accurate.

For audits of units other than hospitals, the audit report should be submitted when (or prior to) submitting the final invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the LGC by any interested parties. Any subsequent revisions to these reports shall be sent to the Secretary of the LGC. These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit(s) without requiring consent of the Auditor. If the LGC Staff determines that corrections need to be made to the Governmental Unit's (Units') financial statements and/or the compliance section, those corrections shall be provided within three business days of notification unless another deadline is agreed to by LGC Staff.



15. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.
16. If an approved contract needs to be modified or amended for any reason, the change shall be made in writing and preaudited if the change includes a change in audit fee (preaudit requirement does not apply to hospitals). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC.
17. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and except for fees, work, and terms not related to audit services, shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Paragraph 30 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.
18. Special provisions should be limited. Please list any special provisions in an attachment.
19. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in The Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the primary government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and Finance Officer also shall be included on this contract.
20. The contract shall be executed, preaudited (preaudit requirement does not apply to hospitals) and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.
21. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.
22. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.

23. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.

24. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.

25. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.

26. E-Verify. The Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if the Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.

27. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and *Government Auditing Standards, 2018 or 2024 Revision* (as applicable). Preparing financial statements in their entirety shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.

All non-attest service(s) being performed by the Auditor that are necessary to perform the audit must be identified and included in this contract. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the services and accept responsibility for the results of the services performed. If the Auditor is able to identify an individual with the appropriate SKE, the Auditor must document and include in the audit workpapers how the Auditor reached that conclusion. If the Auditor determines that an individual with the appropriate SKE cannot be identified, the Auditor cannot perform both the non-attest service(s) and the audit. See "Fees for Audit Services" page of this contract to disclose the person identified as having the appropriate SKE for the Governmental Unit.

28. **Applicable to audits with fiscal year ends of June 30, 2021 and later.** The Auditor shall present the audited financial statements including any compliance reports to the Government Unit's Governing Board or audit committee in an official meeting in open session as soon as the audited financial statements are available but not later than 45 days after the submission of the audit report to the Secretary of the LGC. The Auditor's presentation to the Governing Board or audit committee shall include:

- a) the description of each finding, including all material weaknesses and significant deficiencies, as found by the Auditor, and any other issues related to the internal controls or fiscal health of the Government Unit as disclosed in the management letter, the Single Audit or Yellow Book reports, or any other communications from the Auditor regarding internal controls as required by current auditing standards;
- b) the status of the prior year audit findings;
- c) the values of Financial Performance Indicators based on information presented in the audited financial statements; and
- d) notification to the Governing Board that the Governing Board shall develop a "Response to the Auditor's Findings, Recommendations, and Fiscal Matters," if required under Rule 20 NCAC 03 .0508.



29. Information based on the audited financial statements shall be submitted to the Secretary of the LGC through the LGC's LOGOS system, including completion of the Data Input Report (DIR). Submission is not complete and shall not be accepted by the LGC until the Finance Officer has reviewed and certified the DIR in accordance with Paragraph 14 of this contract.

30. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Paragraph 17 for clarification).

31. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and Units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at <https://www.nctreasurer.com/state-and-local-government-finance-division/local-government-commission/submitting-your-audit>.

32. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

33. **Applicable to audits with fiscal year ends of June 30, 2025, and later.** The Unit authorizes the LGC to grant access to the LGC's LOGOS system, including the Data Input Report (DIR), to employees of the contracted audit firm who are associated with and acting on behalf of the firm for purposes of performing audit and reporting services under this contract. Such access shall be limited to the scope necessary to perform contracted services and shall not relieve the Auditor or the Unit of their respective responsibilities under this contract.

34. Changes or edits to the text of this contract form are not permitted, except for the Secretary's authority to revise or update this contract form pursuant to LGC Rule 20 NCAC 03. 0502.

**For contracts with an anticipated audit submission date exceeding six months after fiscal year end, please use this space to explain the reason for the late submission, as required by Paragraph 6 of this contract form:**

## FEES FOR AUDIT SERVICES

1. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct (as applicable) and *Government Auditing Standards, 2018 Revision*. Refer to Paragraph 27 of this contract for specific requirements. The following information must be provided by the Auditor; contracts presented to the LGC without this information will be not be approved.

Financial statements were prepared by: ☒ Auditor ☐ Governmental Unit ☐ Third Party

If applicable: The individual at the Governmental Unit designated to have the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the non-attest services and accept responsibility for the results of these services:

Name:

Title and Unit / Company:

Email Address:

Lisa Strickland

Finance Director, City of Monroe

lstrickland@monroenc.org

OR Not Applicable ☐ (Identification of SKE Individual on the LGC-205 Contract is not applicable for GAAS-only audits or audits with FYEs prior to June 30, 2020.)

2. Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter but may not be included in this contract or in any invoices requiring approval of the LGC. See Paragraphs 8 and 13 for details on other allowable and excluded fees.

3. The audit fee information included in the table below for both the Primary Government Fees and the DPCU Fees (if applicable) should be reported as a specific dollar amount of audit fees for the year under this contract. If any language other than an amount is included here, the contract will be returned to the audit firm for correction.

4. Prior to the submission of the completed audited financial report and applicable compliance reports subject to this contract, or to an amendment to this contract (if required) the Auditor may submit interim invoices for approval for services rendered under this contract to the Secretary of the LGC, not to exceed 75% of the billings for the Unit's last annual audit that was submitted to the Secretary of the LGC. All invoices for services rendered in an audit engagement as defined in Rule 20 NCAC .0503 shall be submitted to the Secretary of the LGC for approval before any payment is made. Payment before approval is a violation of law. (This paragraph not applicable to contracts and invoices associated with audits of hospitals).

|                                                            |                                                        |
|------------------------------------------------------------|--------------------------------------------------------|
| <b>Primary Government Unit</b>                             | City of Monroe, NC                                     |
| Audit Fee (financial and compliance if applicable)         | \$ 99,300 (includes single audit for up to 2 programs) |
| Fee per Major Program (if not included above)              | \$ 4,000 per major program in excess of 2              |
| <b>Additional Fees Not Included Above (if applicable):</b> |                                                        |
| Financial Statement Preparation (incl. notes and RSI)      | \$ 10,700                                              |
| All Other Non-Attest Services                              | \$                                                     |
| <b>TOTAL AMOUNT NOT TO EXCEED</b>                          | <b>\$ 118,000 (includes 4 major programs)</b>          |

|                                                            |           |
|------------------------------------------------------------|-----------|
| <b>Discretely Presented Component Unit</b>                 | N/A       |
| Audit Fee (financial and compliance if applicable)         | \$        |
| Fee per Major Program (if not included above)              | \$        |
| <b>Additional Fees Not Included Above (if applicable):</b> |           |
| Financial Statement Preparation (incl. notes and RSI)      | \$        |
| All Other Non-Attest Services                              | \$        |
| <b>TOTAL AMOUNT NOT TO EXCEED</b>                          | <b>\$</b> |

## SIGNATURE PAGE

## AUDIT FIRM

|                                                                          |                                                                                               |
|--------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| Audit Firm*                                                              |                                                                                               |
| Martin Starnes & Associates, CPAs. P.A.                                  |                                                                                               |
| Authorized Firm Representative (typed or printed)*<br>Amber Y. McGhinnis | Signature*  |
| Date*<br>02/23/26                                                        | Email Address*<br>amcghinnis@msa.cpa                                                          |

## GOVERNMENTAL UNIT

|                                                                               |                                       |
|-------------------------------------------------------------------------------|---------------------------------------|
| Governmental Unit*                                                            |                                       |
| City of Monroe, NC                                                            |                                       |
| Date Governing Board Approved Audit Contract*<br>(Enter date in box to right) |                                       |
| Mayor/Chairperson (typed or printed)*<br>Robert Burns, Mayor                  | Signature*                            |
| Date                                                                          | Email Address*<br>rburns@monroenc.org |

|                                                             |               |
|-------------------------------------------------------------|---------------|
| Chair of Audit Committee (typed or printed, or "NA")<br>N/A | Signature     |
| Date                                                        | Email Address |

## GOVERNMENTAL UNIT – PREAUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1). Not applicable to hospital contracts.

*This instrument has been preaudited in the manner required by The Local Government Budget and Fiscal Control Act or by The School Budget and Fiscal Control Act.*

|                                                                                                    |                                            |
|----------------------------------------------------------------------------------------------------|--------------------------------------------|
| Sum Obligated by This Transaction:                                                                 | \$ 118,000 (includes 4 major programs)     |
| Primary Governmental Unit Finance Officer* (typed or printed)<br>Lisa Strickland, Finance Director | Signature*                                 |
| Date of Preaudit Certificate*                                                                      | Email Address*<br>lstrickland@monroenc.org |

**SIGNATURE PAGE – DPCU**  
(complete only if applicable)

**DISCRETELY PRESENTED COMPONENT UNIT**

|                                                                                    |                |
|------------------------------------------------------------------------------------|----------------|
| DPCU*                                                                              |                |
| N/A                                                                                |                |
| Date DPCU Governing Board Approved Audit Contract*<br>(Enter date in box to right) |                |
| DPCU Chairperson (typed or printed)*                                               | Signature*     |
| Date*                                                                              | Email Address* |

|                                                      |               |
|------------------------------------------------------|---------------|
| Chair of Audit Committee (typed or printed, or "NA") | Signature     |
| N/A                                                  |               |
| Date                                                 | Email Address |

**DPCU – PREAUDIT CERTIFICATE**

Required by G.S. 159-28(a1) or G.S. 115C-441(a1). Not applicable to hospital contracts.

*This instrument has been preaudited in the manner required by The Local Government Budget and Fiscal Control Act or by The School Budget and Fiscal Control Act.*

|                                          |                |
|------------------------------------------|----------------|
| Sum Obligated by this Transaction:       | \$             |
| DPCU Finance Officer (typed or printed)* | Signature*     |
| N/A                                      |                |
| Date of Preaudit Certificate*            | Email Address* |

Remember to print this form, and obtain all  
required signatures prior to submission.

PRINT

## Report on the Firm's System of Quality Control

To the Shareholders of Martin Starnes & Associates, CPAs, P.A. and the  
Peer Review Committee, Coastal Peer Review, Inc.

We have reviewed the system of quality control for the accounting and auditing practice of Martin Starnes & Associates, CPAs, P.A. (the firm) in effect for the year ended December 31, 2023. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

### Required Selections and Considerations

Engagements selected for review included engagements performed under Government Auditing Standards, including compliance audits under the Single Audit Act and an audit of an employee benefit plan.

As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Martin Starnes & Associates, CPAs, P.A. in effect for the year ended December 31, 2023, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Martin Starnes & Associates, CPAs, P.A. has received a peer review rating of *pass*.

*Dean Dorton Allen Ford, PLLC*

Dean Dorton Allen Ford, PLLC

May 10, 2024

# MARTIN ♦ STARNES

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## & ASSOCIATES, CPAs, P.A.

*"A Professional Association of Certified Public Accountants and Management Consultants"*

February 23, 2026

Lisa Strickland  
City of Monroe  
P.O. Box 69  
Monroe, NC 28111

Martin Starnes & Associates, CPAs, P.A. ("we") are pleased to provide the City of Monroe (the "City," "you" or "your") with the professional services described below. Please read this letter, and any other attachments incorporated herein (collectively, "Agreement"). This Agreement details the nature and limitations of the services we will provide, the terms of our engagement and each party's responsibilities.

### **Engagement Objective and Scope**

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Monroe, NC, as of June 30, 2026, and for the year then ended, and the related notes to the financial statements, which collectively comprise the City of Monroe's basic financial statements as listed in the table of contents.

In addition, we will audit the entity's compliance over major federal and state award programs for the period ended June 30, 2026. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audits will be conducted with the objectives of our expressing an opinion on each opinion unit and an opinion on compliance regarding the entity's major federal and state award programs. The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and in accordance with *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

The objectives of our compliance audit are to obtain sufficient appropriate audit evidence to form an opinion and report at the level specified in the governmental audit requirement about whether the entity complied in all material respects with the applicable compliance requirements and identify audit and reporting requirements specified in the governmental audit requirement that are supplementary to GAAS and *Government Auditing Standards*, if any, and perform procedures to address those requirements.

Accounting principles generally accepted in the United States of America require that certain supplementary information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

- Management's Discussion and Analysis
- Budgetary comparison info and related notes to RSI
- Law Enforcement Officers' Special Separation Allowance schedules
- Other Post-Employment Benefits' schedules
- Local Governmental Employees' Retirement System's schedules

Supplementary information other than RSI will accompany the City of Monroe's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following supplementary information in relation to the financial statements as a whole:

- Combining and individual fund financial statements
- Budgetary schedules
- Other schedules
- Schedule of Expenditures of Federal and State Awards

We will read the introductory section and statistical section accompanying the financial statements and consider whether a material inconsistency exists between the other information and the basic financial statements. In addition, we will remain alert for indications that a material inconsistency exists between the other information and knowledge obtained in the audit, or if such information contains a material misstatement of fact or is otherwise misleading. If based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

This engagement letter documents the agreed-upon terms of the audit in accordance with AU-C section 210. In accordance with AU-C section 935, the provisions of AU-C section 210 have been adapted and applied to meet the objectives of a compliance audit under the Uniform Guidance.

### **Schedule of Expenditures of Federal and State Awards**

We will subject the Schedule of Expenditures of Federal and State Awards to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether

the Schedule of Expenditures of Federal and State Awards is presented fairly in all material respects in relation to the financial statements as a whole.

### **Data Collection Form (if applicable)**

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, Schedule of Expenditures of Federal and State Awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the Federal Audit Clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the Federal Audit Clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the *earlier* of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

### **Audit of the Financial Statements**

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS), the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America; the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and the State Single Audit Implementation Act. As part of an audit of financial statements in accordance with GAAS and in accordance with *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.
- May include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected customers, creditors, financial institutions, and other third parties as part of our audit procedures. We also may request written representations from your attorneys on litigation, claims, and assessments as part of the engagement, and they may bill you for responding to our inquiries. At the conclusion of our audit, we also will require certain written representations from management made during the audit about the financial statements and related matters.
- Obtain an understanding of internal control in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the



financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Monroe's ability to continue as a going concern for a reasonable period of time.

We may advise management about appropriate accounting principles and their application, and we may assist in the assembly of your financial statements. However, management has the final responsibility for the selection and application of accounting policies and the fair presentation of financial statements that reflect the nature and operation of the City of Monroe.

We plan to obtain and place reliance on the report of other auditors for the City of Monroe ABC Board, a discretely presented component unit of the City, assuming that our communications with the other auditors and review of their audit report and the financial statements of the City of Monroe ABC Board provide sufficient and appropriate audit evidence on which to base our opinion on the discretely presented component unit.

Although we are currently in the planning stage of our audit, we have identified the following significant risks during our audit to date that require special audit consideration:

- Improper revenue recognition is considered a fraud and significant risk according to GAAS
- Management override of controls (including journal entries and budget amendments) is considered a fraud and significant risk according to GAAS

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

### **Audit of Major Program Compliance**

Our audit of the City of Monroe's major federal and state award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended, the Uniform Guidance, and the State Single Audit Implementation Act, and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance and the State Single Audit Implementation Act and other procedures we consider necessary to enable us to express such an opinion on major federal and state award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The objective of a compliance audit under the Uniform Guidance and the State Single Audit Implementation Act is to obtain reasonable assurance about whether the entity complied in all material respects with the applicable compliance requirements for each of its major federal programs and to express an opinion on the entity's compliance based on the audit.

The Uniform Guidance and the State Single Audit Implementation Act require that we also plan and perform the audit to obtain reasonable assurance about whether material noncompliance with applicable laws and regulations, the provisions of contracts and grant agreements applicable to major federal and state award programs, and the applicable compliance requirements occurred, whether due to fraud or error, and express an opinion on the entity's compliance based on the audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, the Uniform Guidance, and the State Single Audit Implementation Act will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the entity's compliance with the requirements of the federal or state programs as a whole.

As part of a compliance audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit. We also identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks.

Our procedures will consist of determining major federal and state programs and, performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs, and performing such other procedures as we consider necessary in the circumstances. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance and the State Single Audit Implementation Act.

Also, as required by the Uniform Guidance and the State Single Audit Implementation Act, we will obtain an understanding of the entity's internal control over compliance relevant to the audit in order to design and perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal and state award programs. Our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report. However, we will communicate to management and those charged with governance, regarding, among other matters, the planned scope and timing of the compliance audit and any significant deficiencies and material weaknesses in internal control over compliance that we have identified during the audit.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal and state award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

### **Management's Responsibilities**

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance, acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;

2. For the design, implementation, and maintenance of the system of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
3. For the prevention and detection of fraud, including the design and implementation of programs and controls to prevent and detect fraud;
4. For identifying, in its accounts, all federal and state awards received and expended during the period and the federal and State programs under which they were received;
5. For maintaining records that adequately identify the source and application of funds for federal and state funded activities;
6. For preparing the Schedule of Expenditures of Federal and State Awards (including notes and noncash assistance received) in accordance with the Uniform Guidance and State Single Audit Implementation Act;
7. For designing, implementing, and maintaining effective internal control over federal and state awards that provides reasonable assurance that the entity is managing federal and state awards in compliance with federal and state statutes, regulations, and the terms and conditions of the federal and state awards;
8. For identifying and ensuring that the entity complies with federal and state laws, statutes, regulations, rules, provisions of contracts or grant agreements, and the terms and conditions of federal and state award programs, and implementing systems designed to achieve compliance with applicable federal and state statutes, regulations and the terms and conditions of federal and state award programs;
9. For disclosing accurately, currently and completely the financial results of each federal and state award in accordance with the requirements of the award;
10. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
11. For taking prompt action when instances of noncompliance are identified;
12. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
13. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
14. For submitting the reporting package and data collection form to the appropriate parties;
15. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
16. To provide us with:
  - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including the disclosures, and relevant to federal and state award programs, such as records, documentation, and other matters;
  - b. Additional information that we may request from management for the purpose of the audit;
  - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
  - d. A written acknowledgement of all the documents that management expects to issue that will be included in the annual report and the planned timing and method of issuance of that annual report (if applicable); and
  - e. A final version of the annual report (including all the documents that, together, comprise the annual report) in a timely manner prior to the date of the auditor's report (if applicable).
17. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year or period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;

18. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
19. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
20. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant roles in the system of internal control and others where fraud could have a material effect on the financials and/or compliance;
21. For the accuracy and completeness of all information provided;
22. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information, records and documentation;
23. For informing us of any events encountered subsequent to the period under audit that may require adjustment to or note disclosure in the financial statements; and
24. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility (a) for the preparation of the supplementary information in accordance with the applicable criteria, (b) to provide us with the appropriate written representations regarding supplementary information, (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information, and (d) to present the supplementary information with the audited basic financial statements, or if the supplementary information will not be presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

With regard to the Schedule of Expenditures of Federal and State Awards referred to above, you acknowledge and understand your responsibility (a) for the preparation of the Schedule of Expenditures of Federal and State Awards in accordance with the Uniform Guidance and the State Single Audit Implementation Act, (b) to provide us with the appropriate written representations regarding the Schedule of Expenditures of Federal and State Awards, (c) to include our report on the Schedule of Expenditures of Federal and State Awards in any document that contains the Schedule of Expenditures of Federal and State Awards and that indicates that we have reported on such schedule, and (d) to present the Schedule of Expenditures of Federal and State Awards with the audited financial statements, or if the schedule will not be presented with the audited financial statements, to make the audited basic financial statements readily available to the intended users of the Schedule of Expenditures of Federal and State Awards no later than the date of issuance by you of the schedule and our report thereon.

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

You agree to inform us of facts that may affect the financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

### **Limitations of the Audit Report**

Should the City wish to include or incorporate by reference these financial statements and our report thereon into any other document at some future date, we will consider granting permission to include our report into another such document at the time of the request. However, we may be required by generally accepted auditing standards (GAAS) to perform certain procedures before we can give our permission to include our report in another document such as an annual report, private placement, regulator filing, official statement,

offering of debt securities, etc. You agree that the City will not include or incorporate by reference these financial statements and our report thereon, or our report into any other document without our prior written permission. In addition, to avoid unnecessary delay or misunderstandings, it is important to provide us with timely notice of your intention to issue any such document.

### **Nonattest Services**

We will perform the following nonattest services:

- Draft of financial statements and footnotes
- GASB 34 conversion entries
- Clerical services

We will not assume management responsibilities on behalf of the City of Monroe. However, we will provide advice and recommendations to assist management of the City of Monroe in performing its responsibilities.

The City of Monroe's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) designing, implementing, and maintaining the system of internal control, including the process used to monitor the system of internal control.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.
- The nonattest services are limited to the services previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries.

*Government Auditing Standards* require that we document an assessment of the skills, knowledge, and experience of management, should we participate in any form of preparation of the basic financial statements and related schedules or disclosures as these actions are deemed a non-audit service.

You may request that we perform additional services not contemplated in this engagement letter. If this occurs, we will communicate with you regarding the scope and estimated cost of these additional services. Engagements for additional services may necessitate that we amend the Agreement or issue a separate agreement to reflect the obligations of all parties. In the absence of any other written communications from us documenting additional services, our services will be limited to and governed by the terms of this Agreement.

### **Reporting**

We will issue a written report upon completion of our audit of the City of Monroe's basic financial statements. Our report will be addressed to the governing body of the City of Monroe. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

In accordance with the Uniform Guidance, we will issue (1) a report on compliance for each major program and (2) a report on internal control over compliance. These reports are intended solely for the information and use of management, those charged with governance, federal awarding agencies, pass-through entities, and oversight bodies, and are not intended to be used by anyone other than these specified parties.

We will provide copies of our reports to the City. However, management is responsible for distribution of the reports and financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

We also are responsible for communicating with the City's management or those charged with governance our audit responsibility under GAAS, an overview of the planned scope and timing of the audit including significant risks identified by us, significant issues or findings from the audit, including our views about the qualitative aspects of the City of Monroe's significant accounting practices, significant unusual transactions, significant difficulties encountered during the audit, disagreements with management, difficult or contentious matters for which we consulted outside the engagement team and that are, in our professional judgment, relevant to those charged with governance, uncorrected and corrected misstatements, and other findings or issues arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

### **Electronic Transmittals**

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

If you intend to publish or otherwise reproduce the basic financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

During the course of the engagement, a portal will be in place for information to be shared, but not stored. Our policy is to terminate access to this portal after one year. The City is responsible for data

backup for business continuity and disaster recovery, and our workpaper documentation is not to be used for these purposes.

If you decide to transmit your confidential information to us in a manner other than a secure portal, you accept responsibility for any and all unauthorized access to your confidential information. If you request that we transmit confidential information to you in a manner other than a secure portal, you agree that we are not responsible for any liability, including but not limited to, (a) any loss or damage of any nature, whether direct or indirect, that may arise as a result of our sending confidential information in a manner other than a secure portal, and (b) any loss arising as a result of any virus being passed on or with, or arising from any alteration of, any email message.

### **Timing of Engagement**

We expect to begin our services at a time mutually determined by you and Martin Starnes & Associates, CPAs, P.A. and after receipt of this executed Agreement and all documents requested by our office. The timing of our work is dependent upon the timely receipt of the information we request from you, including timely responses to any questions we may ask.

Our services under this Agreement will conclude at the earlier of:

- issuance of the deliverable outlined in this Agreement;
- written notification by either party that the Agreement is terminated

### **Provisions of Engagement Administration and Fees**

Paula Hodges is the engagement partner for the audit services specified in this letter. The engagement partner's responsibilities include supervising Martin Starnes & Associates, CPAs, P.A.'s services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report. To ensure that our independence is not impaired under the AICPA Code of Professional Conduct, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

The audit documentation for this engagement is the property of Martin Starnes & Associates, CPAs, P.A. and constitutes confidential information. However, we may be requested to make certain audit documentation available to the Local Government Commission, Office of the State Auditor, federal or state agencies and the U.S. Government Accountability Office pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Martin Starnes & Associates, CPAs, P.A.'s personnel. Furthermore, upon request, we may provide copies of selected audit documentation to these agencies and regulators. The regulators and agencies may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

Our fees for these services are as follows:

|                                             |                   |
|---------------------------------------------|-------------------|
| Audit Fee (includes up to 2 major programs) | \$ 99,300         |
| Financial Statement Drafting                | 10,700            |
|                                             | <u>\$ 110,000</u> |
| <b>Additional Fees:</b>                     |                   |
| Charge per major program in excess of 2     | <u>\$ 4,000</u>   |
|                                             |                   |

Please note that the fees above include up to 2 major programs, as indicated. The “total amount not to exceed” listed on the audit contract includes up to 4 major programs. If the total number of major programs exceeds 4 and the “total amount not to exceed” needs to be increased, we will prepare an amended contract to include the fees necessary based on the per program amount listed as additional fees above.

Our invoices for these fees will be rendered in four installments as work progresses and are payable upon presentation. The City agrees to pay all cost of collection (including reasonable attorney fees) that the Firm may incur in connection with the collection of unpaid invoices. In accordance with our firm policies, work may be suspended if your account becomes overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for non-payment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our reports. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. In the event that work is discontinued, either temporarily or permanently, as a result of delinquent or non-payment, we shall not be liable for any loss you may incur as a result of the work stoppage, including penalties and interest. In such cases, you assume all risk associated with your failure to meet any governmental or other deadlines.

We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use the City of Monroe’s personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit. Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

We want our clients to receive the maximum value for our professional services and to perceive that our fees are reasonable and fair. In working to provide you with such value, we find there are certain circumstances that can cause us to perform work in excess of that contemplated in our fee estimate.

Following are some of the more common reasons for potential supplemental billings:

#### *Changing Laws and Regulations*

There are many governmental and rule-making boards that regularly add or change their requirements. Although we attempt to plan our work to anticipate the requirements that will affect our engagement, there are times when this is not possible. We will discuss these situations with you at the earliest possible time in order to make the necessary adjustments and amendments in our engagement.

The estimated fees are based on auditing and accounting standards effective as of the date of this engagement letter and known to apply to the City at this time. Unless otherwise indicated, estimated fees do not include any time related to the application of new auditing or accounting standards that impact the City for the first time.

#### *Incorrect Accounting Methods or Errors in Client Records*

We base our fee estimates on the expectation that client accounting records are in order so that our work can be completed using our standard testing and accounting procedures. However, should we find numerous errors, incomplete records, or the application of incorrect accounting methods, we will have to perform additional work to make the corrections and reflect those changes in the financial statements. If, for any reason, the City is unable to provide such schedules, information, and assistance, the Firm and the City will mutually revise the fee to reflect additional services, if any, required of us to achieve these objectives.



### *Failure to Prepare for the Engagement*

In an effort to minimize your fees, we assign you the responsibility for the preparation of schedules and documents needed for the engagement. We also discuss matters such as availability of your key personnel, deadlines, and work space. If your personnel are unable, for whatever reasons, to provide these items as previously agreed upon, it might substantially increase the work we must do to complete the engagement within the scheduled time.

### *Starting and Stopping Our Work*

If we must withdraw our staff or accommodate the City's requested scheduling change because of the condition of the client's records, or the failure to provide agreed upon items within the established timeline for the engagement, we will not be able to perform our work in a timely, efficient manner, as established by our engagement plan. This will result in additional fees, as we must reschedule our personnel and incur additional start-up costs.

Our fees are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our fees for such services range from \$90-\$450 per hour.

### *Non-Solicitation of Employees and Independent Contractors*

During the term of this engagement and for a period of eighteen (18) months after the end of this engagement, for whatever reason, you agree that you shall not, directly or indirectly: (i) solicit or attempt to solicit for employment or for engagement as an independent contractor, any of our employees or independent contractors; or (ii) solicit, encourage, or induce, or attempt to solicit, encourage, or induce, any of our employees or independent contractors to leave the employment of Martin Starnes & Associates, CPAs, P.A. or terminate their relationship with Martin Starnes & Associates, CPAs, P.A. For the avoidance of doubt, general advertisements for employment shall not be deemed a violation of this paragraph.

You agree that we invest a large amount of capital and resources to ensure that our employees and independent contractors deliver the highest level of service in our industry. You also agree that the cost of recruiting and hiring qualified individuals to replace our employees or independent contractors would be a lengthy and expensive process. You therefore agree that your violation of the non-solicitation provision above will result in economic damages that are difficult to ascertain and that, in the event of a breach of the non-solicitation provision above, you will pay to Martin Starnes & Associates, CPAs, P.A. a fee equal to One Hundred Percent (100%) of the employee's or independent contractor's annual rate of compensation at the time their relationship with us ends.

You further agree that your breach or threatened breach of the non-solicitation provision above would result in irreparable loss and injury to us. You agree that, in addition to all other remedies provided at law or equity, we shall be entitled to a temporary restraining order and preliminary and permanent injunctive relief in the event of a breach or threatened breach of the non-solicitation provision above, and you hereby waive any requirement that we post any bond in connection with obtaining such restraining order and/or injunctive relief. We shall be entitled to a restraining order and/or injunctive relief without regard to whether we can demonstrate that we have suffered actual damages or economic loss as a result of the breach or threatened breach of the non-solicitation provision.

### ***Termination and Withdrawal***

Either party may terminate this Agreement at any time and for any reason. If this Agreement is terminated before services are completed, you agree to pay all fees and expenses we incur through the effective date of termination.

### ***Proprietary Information***

You acknowledge that proprietary information, documents, materials, management techniques and other intellectual property are a material source of the services we perform and were developed prior to our association with you. Any new forms, software, documents or intellectual property we develop during this engagement for your use shall belong to us, and you shall have the limited right to use them solely within your business. All reports, templates, manuals, forms, checklists, questionnaires, letters, agreements and other documents which we make available to you are confidential and proprietary to us. Neither you, nor any of your agents, will copy, electronically store, reproduce or make available to anyone other than your personnel, any such documents. This provision will apply to all materials whether in digital, “hard copy” format or other medium.

### ***Conflicts of Interest***

If we, in our sole discretion, believe a conflict of interest has arisen affecting our ability to deliver services to you in accordance with either the ethical standards of our firm or the ethical standards of our profession, we may be required to terminate our services without issuing our work product.

### ***Third-Party Service Providers or Subcontractors***

We may use third-party service providers, subcontractors, commercially available artificial intelligence, or software tools, some of which may utilize or offer artificial intelligence capabilities (collectively, “external party” or “external parties”), to assist us where necessary to help provide professional services to you or support the needs of our firm. You consent to our use of external parties. Our firm remains responsible for exercising reasonable care in providing our services, and our services and work product will be subjected to our firm's customary quality control procedures.

We may provide your confidential information to external parties in support of our services. You consent to the disclosure of your confidential information to those external parties. We take reasonably prudent business care consistent with our professional standards to prevent the unauthorized release of your confidential information.

In certain circumstances, we may require a separate, written consent from you before your information is transmitted to an external party or parties.

### ***Records Management***

We will return any original records and documents you provide to us. Our copies of your records and documents are solely for our documentation purposes and are not a substitute for your own record-keeping obligations under any applicable laws or regulations. You are responsible for maintaining complete and accurate books and records, which may include financial statements, schedules, tax returns and other deliverables provided to you by us. If we provide deliverables or other records to you via an information portal, you must download this information within 60 days. Professional standards may preclude us from being the sole repository of your original data, records, or information.

Workpapers and other items created by us to support the delivery of our services are our property and will remain in our control. We will consider requests for copies of workpapers and other items created by us in accordance with the AICPA Code of Professional Conduct. Our workpapers will be maintained by us in accordance with our firm's record retention policy and any applicable legal and regulatory requirements.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report. Catastrophic events or physical deterioration may result in damage to or destruction of our firm's records, causing the records to be unavailable before the expiration of the retention period, as stated in our record retention policy.

### ***Summons or Subpoenas***

All information you provide to us in connection with this engagement will be maintained by us on a confidential basis.

If we receive a summons or subpoena which our legal counsel determines requires us to produce documents from this engagement or testify about this engagement, provided that we are not prohibited from doing so by applicable laws or regulations, we agree to inform you of such summons or subpoena as soon as practicable. You may, within the time permitted for our firm to respond to any request, initiate such legal action as you deem appropriate, at your sole expense, to attempt to limit discovery. If you take no action within the time permitted for us to respond, or if your action does not result in a judicial order protecting us from supplying requested information, we may construe your inaction or failure as consent to comply with the request.

If we are not a party to the proceeding in which the information is sought, you agree to reimburse us for our professional time and expenses, as well as the fees and expenses of our legal counsel, incurred in responding to such requests.

### ***Confidentiality***

In providing services to you, we may require information that is considered confidential and may include Personally Identifiable Information (PII), i.e. information that can be used to distinguish or trace an individual's identity such as address, bank account and social security information. We will maintain all client information, including PII, on a confidential basis and have a duty to do so based on the standards promulgated by the American Institute of Certified Public Accountants as well as applicable laws and regulations. You assume the risk of loss if you provide us with information, including PII, which differs from the information we request in order to provide services to you in accordance with the Agreement.

### ***Referrals***

In the course of providing services to you, you may request referrals to products or professionals such as attorneys, brokers, or investment advisors. As a courtesy, we may identify professional(s) or product(s) for your consideration. However, you are responsible for evaluating, selecting, and retaining any professional or product and determining if the professional or product meets your needs. You agree that we will not oversee the activities of and have no responsibility for the work product of any professional or suitability of any product we refer to you or that you separately retain.

### ***Limitations on Oral and Email Communications***

We may discuss with you our views regarding the treatment of certain items or decisions you may encounter. We may also provide you with information in an email. Any advice or information delivered orally or in an email (rather than through a memorandum delivered as an email attachment) will be based upon limited research and a limited discussion and analysis of the underlying facts. Additional research or a more complete review of the facts may affect our analysis and conclusions.

Due to these limitations and the related risks, it may not be appropriate to proceed with a decision solely on the basis of any oral or email communication from us. You accept all responsibility for any liability, including but not limited to additional tax, penalties or interest resulting from your decision (i) not to have

us perform the research and analysis necessary to reach a more definitive conclusion and (ii) to instead rely on an oral or email communication. The limitation in this paragraph will not apply to an item of written advice that is a deliverable of a separate engagement. If you wish to engage us to provide formal advice on a matter on which we have communicated orally or by email, we will confirm this service in a separate agreement.

### ***Disclaimer of Legal and Investment Advice***

Our services under this Agreement do not constitute investment advice unless specifically engaged in the *Engagement Objective and Scope* section of this Agreement. Our services under this Agreement do not constitute legal advice.

### ***Electronic Data Communication and Storage***

In the interest of facilitating our services to you, we may send data over the Internet, temporarily store electronic data via computer software applications hosted remotely on the Internet, or utilize cloud-based storage. Your confidential electronic data may be transmitted or stored using these methods. In using these data communication and storage methods, our firm employs measures designed to maintain data security. We use reasonable efforts to keep such communications and electronic data secure in accordance with our obligations under applicable laws, regulations, and professional standards.

You recognize and accept that we have no control over the unauthorized interception or breach of any communications or electronic data once it has been transmitted or if it has been subject to unauthorized access while stored, notwithstanding all reasonable security measures employed by us. You consent to our use of these electronic devices and applications during this engagement.

### ***Marketing and Educational Communications***

If we send you newsletters, updates, explanations of technical developments or similar communications, it is strictly for marketing or general educational purposes and should not be construed as professional advice on which you may rely. These communications, by themselves, do not create a contractual relationship between us and you, a binding obligation for us to provide services to you, nor a requirement on our part to monitor issues for you.

### ***Independent Contractor***

When providing services to your company, we will function as an independent contractor and in no event will we or any of our employees be an officer of you, nor will our relationship be that of joint venturers, partners, employer and employee, principal and agent, or any similar relationship giving rise to a fiduciary duty to you.

Our obligations under this Agreement are solely obligations of Martin Starnes & Associates, CPAs, P.A., and no Martin Starnes & Associates, CPAs, P.A. stakeholder shall be subjected to any personal liability whatsoever to you or any person or entity.

### ***Severability***

If any portion of this Agreement is deemed invalid or unenforceable, said finding shall not operate to invalidate the remainder of the terms set forth in this Agreement.

### ***Survivability***

The following sections of this Agreement shall survive termination of the Agreement: Limitation of Liability and Statute of Limitations.

### ***Assignment, No Third-Party Beneficiaries***

All parties acknowledge and agree that the obligations and responsibilities of this Agreement cannot be assigned to any third party except as agreed to in writing. This Agreement has been entered into solely between you and Martin Starnes & Associates, CPAs, P.A., and no third-party beneficiaries are created hereby.

### ***Force Majeure***

Neither party shall be held liable for any delays resulting from circumstances or causes beyond our reasonable control, including, without limitation, fire or other casualty, act of God, strike or labor dispute, war or other violence, epidemics or pandemics as defined by The Centers for Disease Control and Prevention, or any law, order or requirement of any governmental agency or authority. However, no Force Majeure event shall excuse you of any obligation to pay any outstanding invoice or fee or from any indemnification obligation under this Agreement.

### ***Electronic Signatures and Counterparts***

Each party hereto agrees that any electronic signature intended to replicate a written signature, shall be presumed valid, and we may reasonably rely upon it. For purposes hereof, "electronic signature" includes, but is not limited to, a scanned copy of a manual signature, an electronic copy of a manual signature affixed to a document, a signature incorporated into a document utilizing touchscreen capabilities, or a digital signature. Documents may be executed in one or more counterparts, each of which shall be considered an original instrument, but all of which shall be considered one and the same agreement.

### ***Entire Agreement***

This Agreement, including the LGC-205 Contract to Audit Accounts, represents the entire agreement of the parties and supersedes all previous oral, written or other understandings and agreements between the parties. Any modification to the terms of this Agreement must be made in writing and signed by both parties.

### ***Statute of Limitations***

You agree that any claim or legal action arising out of or related to this contract and the services provided hereunder shall be commenced no more than one (1) year from the date of delivery of the work product to You or the termination of the services described herein (whichever is earlier), regardless of any statute of limitations prescribing a longer period of time for commencing such a claim under law. This time limitation shall apply regardless of whether Martin Starnes & Associates, CPAs, P.A. performs other or subsequent services for You. A claim is understood to be a demand for money or services, demand for mediation, or the service of suit based on a breach of this contract or the acts or omissions of Martin Starnes & Associates, CPAs, P.A. in performing the services provided herein. This provision shall not apply if enforcement is disallowed by applicable law or professional standards.

### ***Limitation of Liability***

You agree that Martin Starnes & Associates, CPAs, P.A.'s liability, if any, arising out of or related to this contract and the services provided hereunder, shall be limited to the amount of the fees paid by You for

services rendered under this contract. In no event shall Martin Starnes & Associates, CPAs, P.A. be liable to You or a third party for any indirect, special, consequential, punitive, or exemplary damages, including but not limited to lost profits, loss of revenue, interruption, loss of use, damage to goodwill or reputation, regardless of whether You were advised of the possibility of such damages, regardless of whether such damages were reasonably foreseeable, and regardless of whether such damages arise under a theory of contract, tort, strict liability, or otherwise. The foregoing limitations shall not apply to the extent it is finally, judicially determined that the liability resulted from gross negligence or fraud of Martin Starnes & Associates, CPAs, P.A. or if enforcement of this provision is disallowed by applicable law or professional standards.

### ***Mediation***

If a timely dispute arises out of or relates to this Agreement, including the scope of services contained herein, or the breach thereof, and if the dispute cannot be settled through negotiation, the parties agree first to try to settle the dispute by mediation administered by the American Arbitration Association (“AAA”) under the *AAA Accounting and Related Services Arbitration Rules and Mediation Procedures* before resorting to arbitration, litigation, or any other dispute resolution procedure. The mediator will be selected by mutual agreement of the parties. If the parties cannot agree on a mediator, a mediator shall be designated by the AAA. The mediation will be conducted in North Carolina.

The mediation will be treated as a settlement discussion and, therefore, all discussions during the mediation will be confidential. The mediator may not testify for either party in any later proceeding related to the dispute. No recording or transcript shall be made of the mediation proceedings. The costs of any mediation proceedings shall be shared equally by all parties. Any costs of legal representation shall be borne by the hiring party.

This provision shall not apply to any dispute of fees owed, billed or due.

### ***Arbitration Procedures***

If a dispute has not been resolved within 90 days after the effective date of the written notice beginning the mediation process (or such longer period, if the parties so agree in writing), the mediation shall terminate and the dispute shall be settled by binding arbitration to be held at a mutually agreeable location. The arbitration shall be conducted in accordance with the CPR Rules for Non-Administered Arbitration that are in effect at the time of the commencement of the arbitration, except to the extent modified by this Dispute Resolution Provision (the rules). The arbitration shall be conducted before a panel of three arbitrators. Each of the City and firm shall designate one arbitrator in accordance with the “screened” appointment procedure provided in the Rules, and the two party-designated arbitrators shall jointly select the third in accordance with the Rules. No arbitrator may serve on the panel unless he or she has agreed in writing to enforce the terms of the engagement letter and to abide by the terms of the Rules. Except with respect to the interpretation and enforcement of these arbitration procedures (which shall be governed by the Federal Arbitration Act), the arbitrators shall apply the laws of the state of North Carolina (without giving effect to its choice of law principles) in connection with the dispute. The arbitrators may render a summary disposition relative to all or some of the issues, provided that the responding party has had an adequate opportunity to respond to any such application for such disposition. Any discovery shall be conducted in accordance with the Rules. The result of the arbitration shall be binding on the parties, and judgment on the arbitration award may be entered in any court having jurisdiction.

### ***Costs***

Each party shall bear its own costs in both the mediation and the arbitration; however, the parties shall share the fees and expenses of both the mediators and the arbitrators equally.

In accordance with the requirements of *Government Auditing Standards*, we have attached a copy of our latest external peer review report of our firm to the Contract to Audit Accounts for your consideration and files.

Please sign and return a copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements and compliance over major federal and state award programs, including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,

*Martin Starnes & Associates, CPAs, P.A.*

Martin Starnes & Associates, CPAs, P.A.  
Hickory, North Carolina

RESPONSE:

This letter correctly sets forth our understanding.

Acknowledged and agreed on behalf of the City of Monroe by:

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



## **STAFF REPORT**

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

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

**PREPARED BY:** Alice Withers, Administrative Assistant II - Fire

**SUBJECT:** Budget Amendment for Donation Received for Fire Department

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### **SUMMARY STATEMENT**

The Fire Department seeks acceptance of a donation to Monroe Fire Department and approval of a budget amendment allocating these funds to the Fire Department.

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### **REVIEW**

The Fire Department received a \$50 donation from a citizen.

The Public Safety Committee considered this matter at their March 2<sup>nd</sup> meeting and recommended moving this to Council for approval.

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### **RECOMMENDATION**

Staff recommends that Council accept this donation and approve Budget Amendment BA-2026-04, and to appropriate and designate these funds to Fire Department expenditures account.

Attachment: BA-2026-04



**CITY OF MONROE  
BUDGET AMENDMENT  
BA-2026-04**

1. Amendment necessary to designate and appropriate funds received from a citizen, and to appropriate and designate these funds to Fire Department expenditures account:

General Fund:

Revenues:

|                      |      |
|----------------------|------|
| Miscellaneous – Fire | \$50 |
|----------------------|------|

Expenditures:

|                 |      |
|-----------------|------|
| Fire Department | \$50 |
|-----------------|------|

Adopted this the 10<sup>th</sup> day of March of 2026.

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Robert A. Burns, Mayor

Attest:

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Bridgette H. Robinson, City Clerk



## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Rhett Bolen, Chief of Police

**PREPARED BY:** Shannon Huntley, Major

**SUBJECT:** Budget Amendment for Donation Received from Hendrick Chevrolet.

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### SUMMARY STATEMENT

The Police Department seeks to accept a \$750 donation from Hendrick Chevrolet for the Monroe Police Citizen's Academy Program and requests adoption of a Budget Amendment.

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### REVIEW

The Police Department has received a \$750 donation from Hendrick Chevrolet. These funds will be used for the Monroe Police Citizen's Academy Program.

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### RECOMMENDATION

This matter was presented to Public Safety Committee on March 02, 2026. Staff recommends that Council adopt a Budget Amendment appropriating and designating the funds to the Monroe Citizen's Academy Program.

Attachment: Budget Amendment BA-2026-07

**BUDGET AMENDMENT  
BA-2026-07**

1. Amendment necessary to designate and appropriate funds received from Hendrick Chevrolet, and to appropriate and designate these funds to Police Department expenditures account.

General Fund:

Revenue:

|                        |       |
|------------------------|-------|
| Miscellaneous – Police | \$750 |
|------------------------|-------|

Expenditure:

|                   |       |
|-------------------|-------|
| Police Department | \$750 |
|-------------------|-------|

Adopted this the 10<sup>th</sup> day of March, 2026.

Attest:

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Robert A. Burns, Mayor

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Bridgette H. Robinson, City Clerk



## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Teresa Campo, Director of Economic Development  
Robert Miller, General Manager of Energy Services and Water Resources

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

**SUBJECT:** Call for Public Hearing to be Held April 28, 2026 to Consider Award of Level IV Economic Development Incentive Grant to Confidential Company for Project Nickel

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### SUMMARY STATEMENT

Request to call for a public hearing to be held on April 28, 2026 to consider the award of a Level IV Economic Development Incentive Grant to a Confidential Company for Project Nickel.

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### REVIEW

The City of Monroe is in discussions with a manufacturing company that is considering significant capital investments in real property and other manufacturing equipment at a location in Monroe. The name of the company will be disclosed at the public hearing.

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### RECOMMENDATION

Staff recommends that City Council call for a public hearing to be held on April 28, 2026 to consider the award of a Level IV Economic Development Incentive Grant to a Confidential Company for Project Nickel.



## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Lisa Stiwinter, Planning and Development Director

**PREPARED BY:** Keri Mendler, Senior Planner

**SUBJECT:** Call for Public Hearing to be held on April 28, 2026 to consider a Zoning Map Amendment for the property located at 600 Honeysuckle Lane from RMD to Conditional Residential

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### SUMMARY STATEMENT

City Council is requested to call for a public hearing to consider a zoning map amendment for the property located at 600 Honeysuckle Lane and further identified with tax parcel 09-180-027 from RMD (Residential Medium Density) to Conditional Residential in order to operate a Group Home.

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### REVIEW

Staff received a rezoning application from Union County requesting a conditional rezoning to Conditional Residential in order to operate a Group Home that will serve six (6) or more clients at 600 Honeysuckle Lane. Part of the request is also to deviate from the required ½ mile distance from other such facilities.

Staff is requesting that City Council call for a public hearing to be held on April 28, 2026 to consider this item.

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### RECOMMENDATION

Staff recommends City Council call for the required public hearing to be held on April 28, 2026 at 6:00 p.m. to consider this matter.



## STAFF REPORT

**TO:** City Council

**VIA:** March Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Jeff Wells, Assistant City Manager

**PREPARED BY:** Ashley Nowell, Downtown Director

**SUBJECT:** Downtown Incentive Program Updates

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### SUMMARY STATEMENT

City Staff has reviewed the current Building Rehabilitation and Improvement Grant available to downtown businesses and property owners. Staff has provided some updates to the grant including setting a maximum award amount and recommending a yearly budget.

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### REVIEW

Currently, Downtown Monroe operates two incentive grants: Grow Monroe and the Building Rehabilitation and Improvement Grant (BRIG). The Grow Monroe grant supports new or expanding businesses and is a 50/50 matching grant, with amount differing based on identified business clusters. This grant assists with rent, upfit, or expansion expenses.

The BRIG Program is designed to stimulate investment and encourage owners to make physical repairs and improvements to their properties. Currently, it is a 50/50 matching grant with a maximum amount of 10% of the tax value after project completion. This grant includes escalators that added additional incentive if business was in a certain cluster, if a company was relocating or moving to upper-story space, or if housing was added above street level.

City staff would like to better align downtown incentive grants with the economic development incentive policy that is being developed. The city wants to continue to assist with building rehabs and improvements, but set a maximum award amount and a yearly budget. This will help to estimate expenses in the future. Additionally, staff has removed the connection to tax value for this grant program.

Changes have been tracked in the grant documentation and include:

- Detailing the maximum award amount of \$7,500
- Removing award amount connection to tax value
- Removing Incentive Escalators
- Adding some clarifying language
- Proposing a \$50,000 budget for FY27

Additionally, the Downtown Director will be reviewing economic development incentives for larger redevelopment project investment. We'll need to determine the types of projects to incentivize. Incentives will be based on total investment and the increase in property tax value. The goal would be to incentivize vacant properties to redevelop.

Staff presented this to the Downtown Advisory Board on February 18, 2026 and to General Services on March 5, 2026.

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### **RECOMMENDATION**

The Downtown Advisory Board and General Services Committee recommend that City Council approve of changes to the Building Rehabilitation and Improvement Grant Policy.

Attachment: BRIG Program Edits

|                                                                                   |                                                                       |                                       |
|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------|---------------------------------------|
|  | <b>Policy:</b> Downtown Building Rehabilitation and Improvement Grant | <b>Effective Date:</b> May 13, 2025   |
|                                                                                   |                                                                       | <b>Revision Effective Date:</b>       |
|                                                                                   | <b>Policy Number:</b> DM-09                                           | <b>Page</b> 1 of 7                    |
|                                                                                   | <hr/> <b>William M. Watson, City Manager</b>                          | <b>Downtown<br/>Responsible Party</b> |

## Overview:

The City of Monroe values the commercial buildings in the downtown area and has created the Downtown Building Rehabilitation and Improvement Grant (BRIG) to offer an incentive that stimulates investment and encourages property and business owners to make improvements to their building(s) and/or business operations. This reimbursement grant provides assistance with the significant improvement and rehabilitation of properties in the Downtown Business District. Improvement of these buildings preserves downtown's unique attributes and promotes economic growth by attracting and retaining residents and businesses, creates jobs, and reduces the deterioration of properties in the downtown district.

The Building Rehabilitation and Improvement Grant (BRIG) program provides 50/50 matching grants with a maximum amount of \$7,500 ~~(50/50)~~ that encourage improvements and/or upgrades to the interior and exteriors of buildings in the Business District to make them more attractive for new, existing, and expanding businesses and residences.

Grant applications will be accepted on an ongoing basis. Awards are based on the availability of funds and meeting the programs requirements. Work done prior to approval of an application is not eligible for reimbursement.

## Eligible Properties:

A commercial building located within the Downtown Business District of Monroe. Private dwellings are not eligible unless they originally functioned as commercial buildings and were later converted.

Only one application per year, per property is eligible ~~(Separate addresses within a single building may qualify if there is more than one tenant)~~. The applicant may be either the owner or a tenant of the building (tenant/s will need to have written permission from the owner).





### **Downtown Business District Description:**

Beginning at the CXS Railroad Right of Way and Charlotte Ave to Lancaster Ave. Lancaster Ave. to Morrow Ave., Morrow Ave. to Church St., Church St. to Windsor St., Windsor St. to Franklin St., Franklin St. to Jefferson St., Jefferson St. to Church St., Church St. to the CXS Railroad Right of Way, the CXS Railroad Right of Way to Charlotte Ave., the place of beginning.

### **The Grant:**

This is a 50/50 matching reimbursement grant, with a maximum payment of \$7,500. ~~Approved applicants are eligible for (50%) of the eligible costs up to a maximum amount of 10% of the tax value (After improvements).~~ Payments will be made upon the completion of the project, review of receipts by a designated member of City Staff and the final approval of City Council.

### **Example:**

~~An applicant submits documentation for \$222,000 in eligible improvements (111,000 50/50) with a tax value (after improvements) of \$880,000. The applicant would qualify for 10% of the new assessed value (per the Union County Tax Assessor Office) or \$88,000 in reimbursement.~~

### **Requirements:**

- Applicants must obtain approval from the Downtown Manager/Director prior to beginning work. Work completed prior to approval will not be eligible for any reimbursement.
- All rehabilitation work must comply with City Zoning and Building Code requirement, historic district requirements (if applicable), and established standards within the designated area.
- All work must meet the guidelines of The Secretary of the Interior's Standards for Rehabilitation and the Supplementary Requirements for Development in the Central Business District [City of Monroe Code of Ordinances Title XV, Chapter 156.054] will be used as guidelines for awarding project reimbursements.
- Applicant must show proof of ownership or a leasing contract and consent from owner if the property is leased.
- A certificate of occupancy is required upon completion of the project, if applicable.

|                          |                                                                            |                    |
|--------------------------|----------------------------------------------------------------------------|--------------------|
| <b>Policy No.:</b> DM-09 | <b>Policy Name:</b> Downtown Building Rehabilitation and Improvement Grant | <b>Page</b> 3 of 7 |
|--------------------------|----------------------------------------------------------------------------|--------------------|

- All approved work must be completed within 1 year of the application approval. If a project will require additional time, the applicant will need to make that request in writing before the 1 year limit expires.
- Grant awardees are eligible to apply for a new eligible project one year after a prior award is paid.

#### **Eligible projects include:**

- Structural Repairs including masonry repair and restoration
- Roofing repair/replacement
- Plumbing, electrical, HVAC and similar elements
- Construction for accessibility, fire code, etc.
- Painting
- Flooring
- Building façade, or building side which faces a public right of way including; Removal of false fronts, cleaning of brick, and/or historic reconstruction.
- Window, front door repair/replacement - the repair of original material that adhere to the Secretary of Interiors standards for Historic Rehabilitation and EPA Guidelines.
- Installation of new pedestrian amenities such as city approved outdoor seating, awnings, and lighting.
- Railing and ironwork repair
- Cornice repair/replacement
- Exterior step repair/replacement
- Equipment repair/replacement
- Energy efficiency upgrades
- Improving restroom facilities
- Improving or re-installing stairways
- Up-fit, replacement, or new installation of an elevator
- Other projects not listed will be considered unless ineligible

*\*Applications can include one or more eligible projects*

*\*Grant awardees are eligible to apply for a new eligible project one year after a prior award is executed.*

#### **Ineligible projects include:**

- Building and land acquisition
- New building construction
- Interior design services
- Architectural design services
- Demolition expenses
- Fire, flood, or water damage repairs

|                          |                                                                            |                    |
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- Furnishings, equipment, or personal property not part of the building construction repair or replacement
- Legal, zoning, or building permit fees
- ~~Routine maintenance work~~
- Parking lot repair/resurfacing
- Pest extermination
- Work on an active code compliance citation
- Work begun prior to application submittal meeting or done without required permits

### Application Procedures

1. Submission of the grant application with all required forms and documents to the Downtown Office.
2. The Downtown Manager/Director will schedule an application review meeting with an applicant (within two weeks of receipt of application).

| Application Checklist                                                                              |  |
|----------------------------------------------------------------------------------------------------|--|
| Completed application                                                                              |  |
| Summary outlining the full extent of work                                                          |  |
| A minimum of 2 quotes from licensed, bonded, and insured contractor/s covering full extent of work |  |
| Site plans, elevation plans, drawings                                                              |  |
| Photos of existing conditions                                                                      |  |
| Certificate of Appropriateness, if property is within the Local Historic District                  |  |
| Copies of all required permit application/s                                                        |  |
| Property owner's written permission, if tenant is applying.                                        |  |

3. Staff will present the application and documents to the Downtown Advisory Board. Upon their recommendation, staff will request a call for a public hearing. The award recommendation will then be presented to City Council at their next regularly scheduled meeting. If approved, funds will be encumbered and held until the project is completed and a new assessed value is provided by the Union County Tax Assessors office.  
*Note: The approval process will take a minimum of 3-4 months.*
4. An approval letter will be mailed, emailed, or given by hand to the applicant upon approval. If an application is not approved, the downtown office will convey the rejection through email along with the reason for the rejection.

### Application Review and Reimbursement Procedures

|                          |                                                                            |                    |
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Upon completion of the project in accordance with the approved plan of work ~~and a new tax assessed value is provided by the Union County Tax Assessor~~, the applicant will submit the following to the Downtown Manager/Director:

- Copy of Certificate of Occupancy, if applicable
- Copies of paid invoices for total rehabilitation costs (invoices must reflect a zero balance and signed by the contractor on the contracting invoice or letter head).
- Photos of improvements
- ~~New Tax assessed value by the Union County Tax Assessor. This is provided each January to anyone who has applied for a permit. The new assessed value is determined using the last county reevaluation criteria.~~
- Any remaining documentation requested by the Downtown office.

The improvements will be inspected and approved by Downtown Manager/Director or approved City Staff member. Once completed the Accounting Department will issue a check to the applicant. If the site inspection based on the scope of work is not satisfactory, the applicant will be notified and allowed up to thirty working days for correction of unsatisfactory items.

#### ~~New Business and Residential Incentive Escalators~~

~~Additional escalators to the BRIG grant have been established to encourage companies, businesses, and investors considering relocating or expanding to or within the Central Business district. These escalators are calculated after the BRIG grant reimbursement has been confirmed.~~

- ~~1. An additional 10% of the total grant award if the company or business is part of one of the approved business clusters (See table below) and creates a minimum of 3 new jobs.~~
- ~~2. An additional 10% of the total grant award if an existing company or business will be relocating or establishing their new business in a vacant space on floors above the street level.~~
- ~~3. An additional 20% of the total grant amount to applicant who is creating residential units in floors above the street level.~~

#### ~~Cluster Business type~~

| <del>Cluster</del>                          | <del>Business type</del>                                             |
|---------------------------------------------|----------------------------------------------------------------------|
| <del>Financial Services and Insurance</del> | <del>Financial Investment and Related Activities</del>               |
|                                             | <del>Credit Intermediation and Related Activities</del>              |
|                                             | <del>Insurance Carriers and Related Activities</del>                 |
| <del>Professional Services</del>            | <del>Accounting, Bookkeeping and Auditing</del>                      |
|                                             | <del>Human Resources and Payroll Services</del>                      |
|                                             | <del>Architectural, Engineering, Design and Surveying Services</del> |
|                                             | <del>Medical, Dental or Optical Services</del>                       |

|                          |                                                                            |                    |
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| Cluster                             | Business-type                                                                                                                                                                                                                                                                                                                          |
|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                     | Law firms and Legal Services                                                                                                                                                                                                                                                                                                           |
|                                     | Public Relation Services                                                                                                                                                                                                                                                                                                               |
|                                     | Real Estate Services                                                                                                                                                                                                                                                                                                                   |
|                                     | Recruitment Services                                                                                                                                                                                                                                                                                                                   |
|                                     | Graphic Design Services                                                                                                                                                                                                                                                                                                                |
| Information Technology and Industry | Software Development                                                                                                                                                                                                                                                                                                                   |
|                                     | Media, Film and Video Production                                                                                                                                                                                                                                                                                                       |
|                                     | Analytics and Cybersecurity Consulting                                                                                                                                                                                                                                                                                                 |
|                                     | Cybersecurity Consulting                                                                                                                                                                                                                                                                                                               |
| Retail Stores                       | Art and Craft Supply, Antiques, Vintage, and Collectables, Children and Baby, Bath and Body, Beauty and Cosmetics, Bike, Bookstores, Bridal and Formal Wear, Apparel, Florist, Furniture, Hobby Sports Equipment, Home Décor, Jewelry, Kitchenware, Music and Musical Instruments, Footwear, Printing and Stationery , and Pharmacies. |
| Restaurants and Food Service        | Bakeries, Coffee Stores, Fish Market, Gourmet Food Stores, Ice Cream Shops, Natural Food Stores, Tea Shops, Delicatessens, Ethnic Grocery Stores, Farmers Markets and Butcher Shops                                                                                                                                                    |
| Hospitality                         | Hotel, Bed and Breakfast, Health and Fitness, Event Spaces, Spas, and Wellness Centers.                                                                                                                                                                                                                                                |

*\*Applicants are required to meet performance requirements which may include, but are not limited to job creation, level of capital investment, creation of new residential units.*

### Example:

An applicant (also the property owner) submits an application to move their existing accounting firm to the second floor of a building in the Central Business district and add 3 new jobs as part of their plan. The building they have purchased has an existing retail business on the street level and 2 vacant upper floors in need of significant renovation. Their application fully outlines the extent of their planned work and they have included: Site plans, drawing, photos of existing conditions, copies of required permit applications along with price quotes from licensed, bonded, and insured contractors. They estimate the work will total \$250,000 in eligible improvements. This will make them eligible for 50% of their final costs up to a maximum amount of 10% of their tax value after improvements or an amount not to exceed \$125,000. Their application is presented at a public hearing and approved by City Council.

After the work is completed the owner submits all of the required documents along with documentation of the new assessed value (after improvements) from Union County of \$880,000. As a result of the new tax value, the applicant would now only qualify for \$88,000 in reimbursement.

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~~Since this applicant is expanding, and adding 3 new jobs, on the second and third floors of an existing building they would qualify for:~~

- ~~1. +10% because their business is in one of the approved clusters, and adding an additional 3 jobs.~~
- ~~2. +10% because they renovating and relocating this business to a vacant 2nd and 3rd floor of an existing building.~~

~~The final reimbursement would be \$104,000.~~

**CITY OF MONROE**  
**CITY COUNCIL STRATEGIC PLANNING MEETING**  
**FEBRUARY 10, 2026**  
**MINUTES**

The City Council of the City of Monroe, North Carolina, met in Strategic Planning Session in the City Hall Council Chambers located at 300 W. Crowell Street in Monroe, North Carolina at 4:30 p.m. on February 10, 2026 with Mayor Robert Burns presiding.

Mayor Burns called the City Council Strategic Planning Meeting of February 10, 2026 to order at 4:35 p.m. A quorum was present.

**Present:** Mayor Robert Burns, Mayor Pro Tem Surluta Anthony, Council Member Gary Anderson, Council Member David Dotson, Council Member James Kerr, Council Member Franco McGee, Council Member Julie Thompson, City Manager Mark Watson, City Attorney Richard Long and City Clerk Bridgette Robinson.

**Absent:** None.

**Visitors:** Angela Davis, Angie Carnes, Ashley Ivey, Ashley Nowell, Doug Britt, Jason Puckett, Jay Voyles, Jeff Wells, Jennifer Smith, Lisa Hollowell, Lisa Kerner, Lisa Stiwinter, Lisa Strickland, Malcolm Weeks, Mark Browder, Maryann Raspberry, Payton Mills, Pete Hovanec, Rob Miller, Rhett Bolen, Ryan Jones, Scott Hunt, Shannon Huntley, Terry Sholar, TJ Goforth, Lisa Stiwinter and others.

**Item No. 1. Downtown Master Plan Update.** Downtown Director Ashley Nowell advised that a Master Plan aligned the community's wants and needs and set a clear vision for the future of Downtown. Ms. Nowell advised that it ensured that any growth that happened Downtown harmonized with the current character and charm. She advised that it also established Downtown as the heart of Monroe and ensured that it remained walkable; welcoming; and, connected. Ms. Nowell advised that this was a big picture plan that would look at transportation and safety, both vehicular and pedestrian; parking; land use; infill development opportunities; and, some key redevelopment opportunity sites throughout Downtown Monroe.

Ms. Nowell advised that Staff had expanded the study area for the master plan to include some of the entrances and gateways into the district. She advised that the purpose of this was to make sure that those entrances and gateways and surrounding neighborhoods were accessible and connected back into the Downtown commercial area. Ms. Nowell advised that added the following: Historic Residential District; Winchester Community; Five Points; and, the Skyway Drive corridor. She advised that the team for this plan included: Assistant City Manager Jeff Wells; Planning and Development Director Lisa Stiwinter; Economic Development Donna O'Keefe; Communications Jason Puckett; Engineering; Energy Services; Planning; and, Historic Preservation as needed. Ms. Nowell advised that the consultant for the project was Shook Kelly, a nationally-recognized planning and place making firm chosen specifically for their expertise in Downtown revitalization, public engagement, branding and urban design.

Ms. Nowell advised that the Steering Committee had 20 residents; business owners; property owners; community stakeholders; and was a good representation of the Downtown community. She advised that their role was to serve as the sounding board for the Shook Kelly team, and helped evaluate any concepts that were presented from the Shook Kelly team, and ensured that kept clear communication to the public. Ms. Nowell advised that one of their biggest roles was their connections, and helped connect Staff with their community and networks to get wide ranging community feedback.

Ms. Nowell advised that there were eight affinity groups that were plugged into this project as well; several people in group, or one on one interviews with Shook Kelly. At this point, she advised that there were more than 100 people already involved in this plan.

Ms. Nowell advised that stakeholder interviews were held in the fall. She advised that the first Steering Committee meeting was held on December 8, 2025. Ms. Nowell advised that Staff had launched Downtown Master Plan branding and worked with the Steering Committee and the Shook Kelly team; launched the website and could visit [Monroenc.org](http://Monroenc.org) Downtown Master Plan for information on how to get involved in the plan process.

Ms. Nowell advised that currently the Shook Kelly team was working on a market and technical analysis to look at the current conditions of the Downtown area and also kicked off public input. She advised that there was an introductory survey on the website that was live as of 3:00 pm today and had 24 responses. Ms. Nowell advised that also launched an interactive map that the Planning Department put together, and had more than 80 points added to that map that allowed people to add points of interest, and different improvements that needed to be made, whether transportation or pedestrian improvements, as well as any businesses they wanted to see in particular areas.

Ms. Nowell advised that the Planning Department produced a video that showed how to use the interactive map. She advised that the first drop-in style community workshop had been planned for February 18, 2026 from 4:00 p.m. to 7:00 p.m. at the Dowd Center Theatre. Ms. Nowell advised that the Shook Kelly team would be present that day, along with a lot of the Steering Committee.

Ms. Nowell advised that the Steering Committee reviewed a draft of the market analysis and were going to schedule additional community input opportunities at both Downtown businesses and local churches. She advised that there would be some additional surveys that would come out through the process.

**Item No. 2. Employee Health Plan Recommendations for Fiscal Year 2026-2027.** Finance Director Lisa Strickland advised that Staff requested Council consider some options for the City's Employee Medical and Dental Plan for Fiscal Year 2026/2027. Ms. Strickland advised that the current plan was with Tucker Administrators, and Staff was looking at some options with Blue Cross and Blue Shield of North Carolina (BCBSNC). She advised that they would administer and provide services that could save the City over \$500,000, kept employee costs the same, and, provided the same benefits.

Mr. Mark Browder, Mark III, advised that over the past three years, the Plan had seen claims volatility: 2023 – 2024: claims down 13%; 2024 – 2025: claims up 14%; 2025-2026: claims down 4%. Mr. Browder advised that the steady funding strategy deployed for over a decade ago of increasing Plan funding consistently by 4% every year had served the City well by smoothing out funding volatility.



Mr. Browder advised that claims drivers matched regional and national trends, which included: oncology/cancer; end stage renal disease; cardiovascular disease; specialty pharmacy spend; musculoskeletal; diabetes; and, obesity.

Mr. Browder advised that historical highlights included: since 2019–2020, the City’s claims trend had been 1.5% which was amazing when the market was in the 8 to 10% range on average. He advised that this was well below regional and national averages. Mr. Browder advised that the City continued improving pharmacy contract provisions; with respect to Plan benefits, significant member satisfaction; implementation of a Benefits Administration system to improve Plan management efficiencies; 2024-2025, the City saved approximately \$467,000 by transitioning to BCBSNC (IHA) stop loss; 2025-2026 fixed cost below the 2023-2024 levels.

Mr. Browder advised that claims were up about 14%; however, from a budgetary standpoint, the City was in a very strong position. He advised that in the current year, claims were down about 4%; however, budgetarily the City was still in a solid position.

Mr. Browder advised that the City was a part the Intergovernmental Healthcare Alliance (IHA) with almost 30,000 members. He advised that this was the largest block of business that BCBSNC had in the state with anyone and the City was part of that for the stop loss contract. Mr. Browder advised that this national account contract and the City remained independent for benefit design and funding strategy; and, taking advantage of the leverage of that large group.

Mr. Browder advised that IHA began in the spring 2022. He advised that Mark III sought opportunities to provide customers with best-in-class solutions, leverage, scale, and National Account contract terms through partners that could deliver administration; Pharmacy Benefit Management Contract – terms and pass-through that provided prospects and clients with the greatest financial and contract terms; Stop/Loss contracts – representing significant book of business leverage that reduced risk and improved economic opportunity; unique cost containment strategies

Mr. Browder advised that IHA incorporated the following policy provision to protect and reward performance at no additional cost to participants: no new laser contract (they could not give the City a higher pooling level for significantly at risk individuals); renewal rate cap provision; Custom Experience Refund Provision (2022-2023 Plan Year – \$2,700,000; 2023-2024 Plan Year – \$4,300,000; and, 2024-2025 Plan year – \$6,800,00) He advised that for the 2025-2026 Plan Year – \$6.8 million to be distributed next month.

Mr. Browder advised that there were two options: (1) the City could remain with Tucker and the funding level would still be a 3% increase; (2) BCBSNC and Network Advantage, the City would save approximately \$500,000 by making the transition.

Mr. Browder advised that over the past three years, the City had been well protected under the stop loss contract. He advised that stop loss insurance paid for high claimants. Mr. Browder advised that BCBSNC in 2024-2025 went net negative and over the past two years had been running in a negative position.

Mr. Browder advised that budgetarily, he along with Staff recommended a 3% increase for 2026-2027. He advised that the City was self-funded and responsible for Plan liabilities and it equated to about \$380,000.

Mr. Browder advised that in summary, in 2026-2027, the City could 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 was an excellent 97% tier match. He advised that as with all formularies, there would be some tier disruption and challenges in the first six months of the new Plan Year with long-term gains for the members and Plan. Mr. Browder advised that for Dental Plan Administration, the recommendation was Ameritas, a premier administrator. He advised that no medications were excluded from the formulary. Mr. Browder advised that formularies changed every quarter and there would always be changes within it; but as it stood today, there were no medications excluded.

**A. Award of Contract and Plan Administration to Blue Cross and Blue Shield of North Carolina.**

Mayor Pro Tem Anthony moved to award the Fiscal Year 2026-2027 employee health plan contract and plan administration to Blue Cross and Blue Shield of North Carolina and authorize the City Manager to execute any and all necessary documents. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

**B. City Manager To Execute Documents.** Mayor Pro Tem Anthony moved to authorize the City Manager to execute any and all documents with regard to the 2026-2027 employee health plan contract and plan administration to Blue Cross and Blue Shield of North Carolina. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

**Item No. 3. Parks and Recreation Facility Rental Regulations.** Parks, Recreation and Tourism Director Pete Hovanec advised that the Parks and Recreation Commission requested modifications to the Community Center Use Application; Park Shelter Use Application; and, subsequent Facility Rental Regulations. Mr. Hovanec advised that the Committee requested Council's consideration of deleting language specific to the promotion and use of City-owned facilities and parks.

Mr. Hovanec advised that the City rented recreation centers and picnic shelters in most all of the parks to the public. He advised that the current wording in the rental agreements stated they must be private rentals; however, currently those facilities were rented as private events which meant they could not advertise to

the public to come to that event. Mr. Hovanec advised that the Parks and Recreation Advisory Commission recommended revising to allow those rentals to be open. For example, he advised that if a non-profit organization used the facility to raise money or have an event, currently they were not allowed to promote their event online inviting people to come to the event. Mr. Hovanec advised that it had to be a targeted invite and everything went through that organization. He advised that this was changed about three or four years ago to accommodate that to better control and not have the facilities overrun by people. Mr. Hovanec advised that the Parks and Recreation Advisory Commission requested removing the private language and just letting people rent it.

Council Member McGee inquired if there were any issues where facilities had been inundated by guests from any rentals.

Mr. Hovanec inquired if he meant too many people, not to his knowledge.

Council Member McGee advised that to be fair, there were several nonprofits that had been able to take advantage of the marketing strategies from social media and have not had any issues. He advised that there had also been other nonprofits, particularly the grassroots, that had scrutiny from Staff or whomever policing the websites and social media so that they could not advertise on social media. Council Member McGee advised that he requested, along with the Parks and Recreation Advisory Commission, that the City update their policy so that it was fair across the board to ensure that the City was equitable and transparent with the process. He advised that this had been vetted several times through Legal and with Assistant City Manager Wells and both seemed to agree that the policy update was fair.

Council Member McGee advised that he requested Council's support in order to move on from this because people in the community questioned why they could not advertise when someone else was able to advertise. He advised that it had caused a lot of issues where some people have moved on to other facilities and did not want to use the City's facility and that was not fair. Council Member McGee advised that he wanted Council to review and rethink the purpose of it and also make sure that the facilities were being used in the right way because a lot of nonprofits used the City's facilities. He advised that to advertise was an opportunity for them to fundraise and to continue to do the work that they were doing in the communities which supported and stood in the gaps as a Council and as a City.

Mayor Pro Tem Anthony inquired if some nonprofits had been denied use.

Council Member McGee advised that he knew of two that had been denied use of social media and were asked to take their advertisement down while others have clearly been able to do so. He advised that he had shared some evidence of that earlier so that Council could see that different entities had been able to use that feature and it was nothing against them; however, needed to make sure that Staff and the City were consistent on how it allowed different nonprofits to use that.

Council Member McGee advised that Red Cross, A Few Good Men, and the Deltas had been able to use it with no issue and were advertised on social media; however, when others have wanted to do that, they were asked to take it down.

Mayor Pro Tem Anthony advised that she believed that rentals should be fair and equal to all nonprofits. She advised that needed to be ironed out whether it could be publicized or not and if so, what could and

could not go on it because had to remember the fire codes and what if it was advertised and 1,000 tickets were sold and only 300 people could come in.

Council Member McGee advised that was not going to happen because Staff would make sure. He advised that every rental understood the parameters of the policy of how many people could be in those facilities. Council Member McGee advised that was really up to the host who knew they were not in compliance, then they could be shut down,

Mayor Pro Tem Anthony advised that as long as the host had a clear understanding as that would cause them and the City problems later on if 500 people showed up, then the police showed up and then that was not a good experience for either person. She advised that she wanted all groups to use it and it was a recreation center and not an event center.

Council Member McGee advised that to be clear, these were specialized events and people were not showing up out of the woodwork to go to these events. He advised that the issue was that people had been using social media to advertise and market their events, and that had not been a problem as Mr. Hovanec said. Council Member McGee advised that there had not been an issue of being inundated or overran by people coming to these events. He advised that they cost money and most of them were fundraisers so people were not just showing up to come unfortunately for them; however, it would be nice if they were able to turn people away, but that had not been an issue to date. He advised that it was a situation that needed to be fair where everybody had an opportunity to promote their events on social media and Staff not pick and choose who those individuals were.

Mr. Hovanec advised that to be fair it was when Staff was notified because they were not out there policing social media; when Staff found one that was advertising it, then it was addressed. He did not want to make it sound like Staff was picking who they chose to allow to promote it or not because when Staff found one that was being promoted, Staff reached out to those folks and asked them not to.

Council Member Thompson advised that some of the slides he showed were events that were held and if they were asked not to put that up or to take that down.

Mr. Hovanec advised that they were not and during this in between time while Parks and Recreation, General Services and Council were deciding, Staff had let it be; however, he wanted to clarify. He advised that a post that showed someone had to go somewhere to get the ticket and it was not saying the public could just show up or go and did have to get a ticket for that. Mr. Hovanec advised that there were events such as a free line dance event this past weekend at the Bazemore Active Adult Center and 80 people showed up. He advised that Staff pulled the camera and counted everybody and that was a free event open to the public, even though they asked for people to pre-register.

Council Member McGee advised that most had done a pre-registration.

Council Member Thompson inquired if the problem was if some people had been asked to take theirs down and some had not; however, if these had been successful, why not just leave it like it was.

Mr. Hovanec advised that it was because the language in the paperwork said they could not be publicized. He advised that if Staff saw something that was being publicized, then they contacted them to let them

know they could not publicize that as a free open to the public event and inquired if Council wanted to do away with that.

Council Member Thompson inquired if it was as simple as just leaving the rental policy private and just letting it be publicized, and then go from there.

Mayor Pro Tem Anthony advised that it sounded like in the language.

Council Member Thompson advised that it could be publicized and maybe have to go back to someone; however, it had to meet fire code and did all the things that she thought were already happening because these folks were being proactive with their QR codes and things.

Mr. Hovanec advised that there were capacities listed on the rental form.

Council Member McGee advised that in the new language, some of those questions had been addressed.

Council Member Thompson inquired if it was making it such that were changing the language so that people did not feel as though they were not following the rules and just doing something and then if they were caught, they took it down.

Council Member McGee advised that they did not want people to do that.

Council Member McGee advised that they were changing the language so that it fit the criteria in which all the parameters had been met and it had been vetted by Legal, Parks and Recreation Advisory Commission, Mr. Wells and other Staff. He advised that they had looked at this several months and it needed to move forward so that organizations that supported the City knew that they could utilize City facilities and not worry about not following the rules.

Council Member Thompson advised that she understood; however, if he was requesting this language to be removed, she might be asking for a friendly amendment to that. She inquired if it could read parks and recreation facilities were available for private rentals and then the language included that they could be advertised and had to meet capacity requirements and that be the language instead of removing the whole thing. Council Member Thompson advised that if there were no parameters, then it opened the City up to things they were not real sure about.

Council Member Dotson advised that there were probably some loopholes that might want to bring back such as 75 to 80 people at a private event was a lot of people whatever type of event that might be and there were no security requirements. He advised that personally, he would like to see Staff look into something similar to what the Dowd Center Theatre had with a scalable security portion. Council Member Dotson advised that he would like to see the damage policy strengthened so that if the Community Centers or anything were damaged from having these events once they did advertise. He advised that if were going to go further with it, there should be a policy that required children under a certain age have their parent or guardian with them at City facilities as well. Council Member Dotson advised that those were just things that Council did not have to agree on right now, but did need to be brought back while reviewing this.

Mayor Pro Tem Anthony advised that it needed to go back to the Parks and Recreation Advisory Commission first to revise the language and then brought back to Council. She advised that not to go so far as try to do parenting for people. Mayor Pro Tem Anthony advised that parents knew where they wanted their children to go and agreed that the City needed to be fair in the rental policy.

Council Member McGee advised that the misconception was Council thought that people were just showing up; however, these were not parties as they were fundraising events. For example, he advised that the Deltas held a line dancing event for fundraising and if they were not a line dancer, they did not go as he did not go. Council Member McGee advised that these were specialized events which made them private or maybe some were open to the public, but it was not where people were just having these events and everybody was storming the doors. He advised that they were private in the sense that specialized groups were attending; however, it was open to the public and if they were interested, then they would attend.

Council McGee advised that there were fire codes at the facilities for a reason that protected the City. He advised that all City facilities had that and Staff was at the facility to make sure that everything had been done. Council Member McGee advised that they did not have police at facilities now so why should the police be at a facility with a special group having an organized and fun event for fundraising.

Council Member Dotson advised that to hope for the best, but be prepared for the worst.

Council Member McGee advised that they should not have to prepare for anything.

Council Member Dotson advised that when they were the City and also an elected official, they had to prepare for those things as they were important.

Council Member McGee inquired if he was saying needed to have police at all City parks and facilities.

Council Member Dotson advised that he did not say that as he was referring to a private event where a facility was rented that taxpayers paid for and having over 75 people. He inquired how to legally enforce tickets at a park.

Mayor Pro Tem Anthony advised that he was talking more about the recreation centers.

Council Member Dotson advised that it said in the parks.

Mr. Hovanec advised that it was for both the recreation centers and the park shelters.

Mayor Pro Tem Anthony advised that there was a clause already in there that it had to be cleaned, and if not, there was a charge. She did not want to give the impression that the City was renting to people that were barbaric.

Council Member McGee advised that there had not been an issue and had been doing facility rentals forever. As a former Parks and Recreation Director, he advised that he had rented to several people, and never had an issue with people tearing up the facility because as the person that was there while it was going on, he made sure that the facilities were going to be taken care of. Council Member McGee advised

that there was more of an instance during day to day operations where there might be an issue, as opposed to renting it to a specialized group that was coming there that were inviting their guests making sure that they were there to have a good time and to fundraise for their events.

Mayor Burns advised that consistency did matter and if enforced or created a policy for one facility, it needed to go across all the facilities and he agreed with Council Member Dotson. He advised that a policy was created for the Dowd Center Theatre and if were going to start looking at contracts and what this was going to snowball into. Mayor Burns suggested that the potential to look at the security policy, the deposit policy, all these other things because if were going to start altering contracts, it needed to be consistent across all places.

Mayor Burns advised that to be really clear, what he heard was not making much sense on the request to be removed from this language. He advised that Council had heard about advertising and the concern was to change the language so that people could advertise; however, the request was to remove community centers were not available for events that were open to the public, so that would then do the opposite, then they would be available. Mayor Burns advised that Parks and Recreation facilities were available for private rentals only; however, rentals or events that were advertised or open to the public are not allowed. He inquired if that was being requested to remove because that was in this, obviously that meant that the parks and recreation facilities were available to all people, all parties, and then rentals and events that are advertised or open to the public are allowed. Mayor Burns advised that was what would be doing if the language was removed. He advised that was specific to this request for review on the staff report for parks and recreation.

Mayor Burns advised that to be clear because he was hearing that it was advertising and were doing this for advertising; however, there was a request to remove language that would open it up the public. He advised that to Council Member Thompson's point, if it was the concern about advertising, then Council should consider just the advertising.

Council Member McGee advised that the other part was not being considered. He advised that currently anybody could utilize the City's forms and did not come through Parks and Recreation. For instance, Council Member McGee advised that there were an event and people could just show up and gather, and they could advertise that were going to gather at the park and come out and they could just do that.

City Attorney Long advised that a park was a public forum and could say meet me at the park to dance and everyone could meet at the park and dance.

Council Member McGee advised that at least this policy gave Staff some leverage to be able to control that by people going through the process by renting it and at least Staff knew who would be at the City's facilities.

Mayor Burns inquired if that was what he was requesting and was that what he was saying. He advised that to Mayor Pro Tem Anthony's point if he wanted this changed like that, it should be taken back to the Parks and Recreation Advisory Commission and revised.

Council Member McGee inquired if Staff Attorney Terry Sholar would help Council with the language because maybe that was something that was misunderstood because when this was vetted, they talked

about making sure that was going to be in the language. He advised that perhaps the language was not reading properly; however, that was the point of the language to make sure that it was open to the public and that the public would be able to advertise.

Senior Staff Attorney Terry Sholar advised that the language was what the intent of the Parks and Recreation Advisory Commission, at least his understanding, to take this language out that stated it had to be open to the public and for advertisement and for public use, not just restricted to private events and that sort of thing. He advised that was the thrux of the language that was being removed and what he heard from Parks and Recreation.

Mayor Burns advised that the written request was just simply he wanted to open up the parks and facilities for everybody with no regulation.

Council Member Thompson advised that it was just the community centers.

Mayor Burns advised that it was the parks and recreation facilities.

Mr. Sholar advised that parks and recreation facilities was correct.

Mayor Pro Tem Anthony advised that they never said no regulations and this was something way beyond the original intent. She recommended taking it back to the Parks and Recreation Advisory Commission and anything that was unclear, make it clearer, but make sure that it was fair for all nonprofits.

Mr. Sholar advised that it seemed like the issue was with nonprofits being able to come in and use the facilities for fundraising events or limited events that had been traditionally going on over the years. He advised that there had been some conflict in the past and some were told they could not advertise. Mr. Sholar inquired if the approach should be to focus on nonprofits and opened up for them to have these facilities available for their use and advertise if wanted to, sell tickets at the door, but they were fundraising events for nonprofits only and not just throw it wide open for anybody and everybody who wanted to come in and do whatever they wanted to do in a Parks and Recreation facility. He advised that to him, it was a way to focus what they were trying to do, and then if needed to make adjustments from there, Staff could do that; however, that made it consistent across the board for nonprofits which seemed to be where the inconsistency lies.

Council Member Thompson advised that she understood that; however, if they were talking about parks and all buildings because that was not clear.

Mr. Hovanec advised that picnic shelters and communities; however, not parks themselves.

Mr. Sholar advised that for those areas that the City rented which was limited right now to community shelters, centers, park picnic facilities and those kinds of things; however, it did not just open it wide open, but those areas that the City rented, it would be opened up for nonprofits to be able to use for their fundraising purposes.

Council Member McGee advised that on the other hand, anybody could gather at any park and have anything that they wanted to.



Mr. Sholar advised that absolutely.

Council Member McGee advised that had nothing to do with this policy and anybody could just come and gather at any of the City's spaces, and there were no regulations and could not do anything about that.

Council Member Thompson inquired if he was open to his wording and revisit his wording through his committee back to Council.

Council Member McGee inquired just to add nonprofits and Mr. Sholar had recommended what we have with this.

Council Member Thompson advised that this was not clear to her and she would like additional clarification.

Mr. Sholar advised that what was written here was open to everyone and would open it up to any group, any use, and for any purpose.

Council Member McGee advised that Legal would go back and add the nonprofits specifically.

Mr. Sholar advised that and to also add some language for Parks and Recreation Advisory Commission to consider trying to focus this a little bit more just dealing with nonprofits and making that consistent.

Mr. Hovanec advised that this was just for the Community Centers: Old Armory; Sutton Park; J. Ray Shute; Bazemore; Dickerson; and, Winchester.

City Attorney Long advised that to send it back to the Parks and Recreation Advisory Commission and then send it back to Council.

Mr. Hovanec advised that he would caution with just allowing nonprofits to use City facilities, a lot of rentals were birthday parties, anniversaries and if that fell into the same category.

Mr. Sholar advised that those private events would continue.

Mr. Hovanec advised that he just wanted to make sure that segment was not cut out by just allowing nonprofits.

Council Member Dotson moved to send the Parks and Recreation Facility Rental Regulations back to Legal and bring it back with a clear list and different language that clarified what actually were trying to accomplish and then it would come back through the Parks and Recreation Advisory Commission. Council Member McGee seconded the motion, which passed unanimously with the following votes:

|       |                                                                                                   |
|-------|---------------------------------------------------------------------------------------------------|
| AYES: | Council Members Anderson, Dotson, Kerr, McGee,<br>Thompson, Mayor Pro Tem Anthony and Mayor Burns |
| NAYS: | None                                                                                              |

**Item No. 4. Proposed Enforcement Ordinances for City Beautification.** Planning and Development Director Lisa Stiwinter advised that Council was requested to review, consider and discuss the proposed enforcement ordinances that would serve in beautifying the City; improve the quality of life; and, protect property values.

Ms. Stiwinter advised that Assistant City Manager Wells provided a presentation at the November City Council Meeting on roadside beautification that included some existing programs and enhancements and new program opportunities. She advised that Council directed Staff to bring forward proposed tools that served to address the maintenance, sanitation and safety of non-residential buildings and prevented demolition of historic resources.

Ms. Stiwinter advised that the North Carolina General State Statute did provide local governments the authority to establish those programs, policies and ordinances that served to protect the public health, safety and welfare. She advised that state statute gave municipalities the ability to remove, abate and remedy any violations that posed a threat to the public, self-health, safety and welfare.

Ms. Stiwinter advised that one tool that was currently available to the City was the Unsafe Buildings. Condemned NC State Statute 160D-1119. She advised that this statute provided the North Carolina Building Inspectors the authority to condemn not only residential, but non-residential buildings that were dangerous to life and were in a condition that the building warranted a demolition, and were beyond the repair and needed to be removed. Ms. Stiwinter advised that an ordinance was not required to be adopted by Council; therefore, the City currently had the authority to enforce the unsafe buildings.

Ms. Stiwinter advised that the Unsafe Buildings Condemned Statute was enforced by the Building Inspector upon discovering a building that was in unsafe condition or received a complaint. She advised that it was Staff's duty to investigate and verify those complaints. Ms. Stiwinter advised that if it was an unsafe building that warranted condemnation, a notice would be posted on the property stating that the structure was unsafe and condemned. She advised that the Building Inspector would then issue an order in writing stating the violations and giving 60 days for those violations to be corrected. Ms. Stiwinter advised that if the defected conditions were not corrected within the specified time frame, the City did have the ability to abate those conditions and put a lien on the property.

Ms. Stiwinter advised that the Abandon Structure or Dwellings: North Carolina State Statute 160D-1201 (b) also gave local governments the ability to adopt an ordinance to repair, close or demolish any abandoned structure or dwelling that was a health or safety hazard. She advised that the statute applied to residential and non-residential buildings or structures. Ms. Stiwinter advised that the City's existing Minimum Housing Ordinance had language that addressed abandoned residential dwellings that was enforced by the Code Enforcement Officers. She advised that the enforcement of the Minimum Housing Ordinance was also the abatement and lien process. At this time, Ms. Stiwinter advised that the City did not have an ordinance that addressed the abandoned structures for non-residential buildings; however, if Council had an interest in establishing Abandoned Structure Ordinance for non-residentials, it would be Staff's preference to include that language in a non-residential building or structural or maintenance code.

Ms. Stiwinter advised that the Non-Residential Building or Structure Code: North Carolina State Statute 160D-1129 provided the City the ability to adopt and enforce regulations for non-residential buildings and structures that failed to meet the minimum standards of maintenance, sanitation and safety. She advised

that those minimum standards should address conditions that were dangerous to the public health, safety and welfare and that were unsafe for human habitation and warrant either repairing, closing or demolishing.

Ms. Stiwinter advised that this statute was very similar to the City's existing Minimum Housing Ordinance that Staff already operated for residential dwellings. She advised that this just applied to non-residential buildings and structures. Ms. Stiwinter advised that one unique aspect of this state statute was the governments were given the ability to either adopt the ordinance that applied this Ordinance to the City as a whole, or could designate certain zoning districts that might want to use this Ordinance for. She advised that if there was a revitalization area, then could apply this Ordinance to strictly that zoning district. Ms. Stiwinter advised that enforcement for a non-residential maintenance code would also be handled by the Code Enforcement Division, and also consisted of the abatement and lien process.

Ms. Stiwinter advised that the Minimum Housing Non-residential Maintenance Code and the Abandoned Structure were all the enforcement of abatement and lien. She advised that the state law provided a notification process and a specific timeframe for the property owner to correct those violations, and then would be brought to Council for an ordinance adoption to either repair, close, demolish, or vacate.

Ms. Stiwinter advised that the next state statute was Demolition by Neglect of Historic Landmarks and Structures within South Monroe Historic District North Carolina State Statue 1601D-949 (b). She advised that this statute gave local governments the ability to enact regulations that served to prevent the demolition by neglect of any designated landmark or any building or structure within the established historic district. Ms. Stiwinter advised that the purpose of this ordinance was to prevent the gradual deterioration of historic resources due to the failure for property owner to provide normal and customary maintenance that would take away from the unique attributes and characters for the historic properties in the district because they were going in decay, deterioration. She advised that this was an additional tool that was offered to municipalities and something that would be used before utilized a Minimum Housing Ordinance. Ms. Stiwinter advised that this tool was strictly to address the deteriorated factors or features on the exterior of the dwellings. She advised that this ordinance applied to exterior features of any building or structure that included walls, fences, light fixtures, steps, pavement and were all considered part of the contributing factors for properties within the historic district.

Ms. Stiwinter advised that by North Carolina law, any Demolition by Neglect Ordinance must include safeguards to protect property owners from undue economic hardship. She advised that this process provided a legal defense for owners who lacked the financial means to make mandated repairs if the property fell into Demolition by Neglect Ordinance, the City, of course, similar to previous enforcement ordinances, would issue an order stating the violations to the property owner, provide a certain time frame to correct those violations; however, instead of the abatement and lien enforcement process, the statutes only gave the City the civil citation process for this ordinance.

Ms. Stiwinter advised that the pros included the ordinances served to protect the public health, safety and welfare; preservation tool for the historic landmarks and structures; protected property values and quality of life; and, it served to beautify the City.

Ms. Stiwinter advised that some of the cons for these ordinances would be enforcement actions as they took time and money; they were all legal processes; and, the government could be perceived as being the

bully. She advised that no one liked new enforcement tools; however, they did have their benefits, and the City, most likely would recoup very little money that was spent on enforcing or abating these violations, and it was unsure as to whether the owners would follow a City order to abate.

Ms. Stiwinter advised that if the City chose to establish these new enforcement tools, there were necessary steps that included: ordinance, development and review; legal forms, brochures/flyers, checklist and notification documents. She advised that Demolition by Neglect was required to be reviewed by the North Carolina State Preservation Office. Ms. Stiwinter advised that CityView workflow developments for new ordinances; training for Staff to identify as to whether wanted to apply the non-residential maintenance code to the city-wide or designated to certain zoning districts; public outreach and education; funding required (legal advertisement notifications, CityView workflow development, title searches, Register of Deed recordings and certified mailings); Zoning and Code Enforcement Supervisor position with vehicle.

Ms. Stiwinter advised that Staff believed the City was in need of some additional enforcement tools, especially Staff had struggled in the Historic District for several years because utilizing the Minimum Housing Ordinance alone, Staff was required to, once received a case to inspect the exterior and the interior, which could lead to demolition. She advised that the prevention by Demolition by Neglect Ordinance would address violations on the exterior and gave Staff the ability to catch historic properties earlier in the deterioration phase, which hopefully would serve to help the property owners as well.

Ms. Stiwinter advised that Staff suggested establishing Demolition by Neglect for Historic Landmarks and Structures; establish Non-Residential Building or Structure Code with Phased Approach. She advised that Staff would designate the Concord Avenue Revitalization Area and Downtown for Phase I because of already having gone through a public planning process and deemed for revitalization; establish a project fund for Code Enforcement Abatement liens; roll existing salary funding from FY27 budget for Permit and Development Administrator position to Enforcement Administrator. Ms. Stiwinter advised that Permit and Development Administrator (promoted internally); and Zoning Enforcement Supervisor was not funded at the time. She advised that the one position was promoted internally and still had available funding if Council chose to go in that direction.

Council Member Dotson requested clarification.

Ms. Stiwinter advised that there was one funded position that was promoted internally and with the new Staff in the Permit Center over the years, and were working to train new staff to do more commercial projects. She advised that Staff was able to manage the load right now so did not feel as though they needed to fill that position.

Ms. Stiwinter advised that the timeline for ordinance development and implementation: ordinance development and review – 9 months; public outreach and education – 6 months; legal forms, brochures, checklist and notification letters – 6 months; CityView software workflow development – 10 to 12 months; Staff training- 6 to 8 months; and total implementation – approximately 18 to 24 months.

Mayor Pro Tem Anthony inquired if this was specifically for non-residential.

Ms. Stiwinter advised that this would be for non-residential maintenance code, depending on if Council chose to do just the two designated districts, or wanted to go City wide and then the prevention by demolition by neglect ordinance that applied just to the Historic District.

Council Member Dotson inquired if this created position would be funded through the General Fund.

City Manager Watson inquired if it was the one that was requested and not funded.

Council Member Dotson advised that was correct.

City Manager Watson advised that if it made it through the Budget process, it would come back to Council.

Council Member Thompson moved for Staff to move forward with the implementation plan first step, and then see what happened after that. Council Member Anderson seconded the motion.

Council Member Dotson advised that Council had to do both because wanted to make sure to take care of the Historic District and this was a new addition.

Mayor Pro Tem Anthony advised that this was so Staff could address commercial and non-residential.

Ms. Stiwinter advised that there were two non-residential and then a prevention by Demolition by Neglect. for the historic residential.

Council Member Kerr inquired if there were designated properties that were not in the Historic District.

Ms. Stiwinter advised that there were historic landmarks not in the Historic District and that ordinance, if adopted, would apply to those.

Mayor Burns inquired what if someone could not afford those suggestions.

Ms. Stiwinter advised that it was complicated and if someone were to claim undue economic hardship, the hardship could not be self-created; the property could not provide a reasonable return on investment or a beneficial use in its current shape; the property could not be adapted for another use or sold to a buyer interested in its preservation. She advised that owners must provide evidence describing the circumstances of hardship that included: nature of ownership or legal possession, custody and control; financial resources of the owner and/or parties in interest; cost of repairs; assessed value of the land and improvements; real estate taxes for the previous two years; amount paid for the property, date of purchase, and party from whom purchased; annual debt service, if any, for previous two years; any listing of the property for sale or rent, price asked and offers received, if any; annual gross income, if any, from the property for the previous two years; itemized operating and maintenance expenses for the previous two years. Ms. Stiwinter advised that most likely a third party would be hired to review those financial documents because that would not be in their expertise.

Ms. Stiwinter advised that if a claim of undue economic hardship was made, all documents shall be obtained and reviewed to determine whether there was undue economic hardship. If undue economic hardship as determined, a plan for relief of economic hardship shall be developed by the Historic District

commission. She advised that this plan might include, but it was not limited to: capital expenditure by the property owner; property tax relief as may be allowed under North Carolina law; loans or grants from the City, County, or other public, private or nonprofit resources; acquisition by purchase or eminent domain; changes in applicable zoning regulations or; relaxation of the provisions of the Demolition by Neglect ordinance sufficient to mitigate the undue economic hardship.

Council Member Kerr advised that it could be a great tool. He advised that the Historic District Commission had a very painful ruling eight years ago about a house on Hayne Street with a press tin roof. Council Member Kerr advised that the guidelines with the Historic District Commission were statutes and not something to interpret. He advised that it was heartbreaking that could not approve to let the woman put on a regular asphalt roof as the tin roof was going to be four times the cost of a regular asphalt roof and their hands were tied. Council Member Kerr advised that this would allow a little more common sense, not necessarily hurting the structure, but would allow perhaps a third party that could have helped her with the funding on that roof.

Ms. Stiwinter advised that there were options to modify the zoning regulations.

Council Member Dotson advised that the idea was to avoid Council having to vote to demolish something and provide them with legal options.

Ms. Stiwinter advised that they did not want to keep losing resources.

Mayor Burns advised that for clarification, these were all civil penalties.

Ms. Stiwinter advised that for prevention by Demolition by Neglect and non-residential was abatement and lien process.

Council Member Thompson moved to move forward in the implementation of the ordinance development and reviews in the two areas for non-residential and for the Historic District. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

|       |                                                                                                   |
|-------|---------------------------------------------------------------------------------------------------|
| AYES: | Council Members Anderson, Dotson, Kerr, McGee,<br>Thompson, Mayor Pro Tem Anthony and Mayor Burns |
| NAYS: | None                                                                                              |

**Item No. 5. Water Supply Update.** Due to time constraints, this item was moved to the Council Regular Meeting Agenda of February 10, 2026.

There being no further business, Mayor Burns recessed the City Council Strategic Planning Meeting of February 10, 2026 at 5:40 p.m. to reconvene at 6:00 p.m.

Attest:

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Robert A. Burns, Mayor

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Bridgette H. Robinson, City Clerk

*Transcribed by Deputy City Clerk Sherry Hicks*

**CITY OF MONROE  
CITY COUNCIL REGULAR MEETING  
FEBRUARY 10, 2026  
MINUTES**

The City Council of the City of Monroe, North Carolina, met in Regular Session in the City Hall Council Chambers located at 300 W. Crowell Street in Monroe, North Carolina at 6:00 p.m. on February 10, 2026 with Mayor Robert Burns presiding.

Mayor Burns called the City Council Regular Meeting of February 10, 2026 to order at 6:02 p.m. A quorum was present.

**Present:** Mayor Robert Burns, Mayor Pro Tem Surluta Anthony, Council Member Gary Anderson, Council Member David Dotson, Council Member James Kerr, Council Member Franco McGee, Council Member Julie Thompson, City Manager Mark Watson, City Attorney Richard Long and City Clerk Bridgette Robinson.

**Absent:** None.

**Visitors:** TJ Goforth, Shannon Huntley, Rhett Bolen, Jeff Wells, Will Auret, Scott Hunt, Lisa Hollowell, Terry Sholar, Malcom Weeks, Libby Helms, Rob Miller, Jay Voyles, Ashley Nowell, Lisa Strickland, Lisa Kerner, Angie Carnes, Jason Puckett, Payton Mills, Jennifer Smith, Maryann Rasberry, Ron Fowler, Haywood Hilliard, Tiffany Hilliard and others.

**RECOGNITIONS**

**Item No. 1. Invocation.** Pastor Billy Gowan from Life Church of Monroe delivered the invocation.

**Item No. 2. Pledge of Allegiance.** Mayor Burns led the Pledge of Allegiance.

**Item No. 3. Employee/Department Recognitions.**

**A. Engineering Department.**

**1) Street Division.** Assistant City Manager Jeff Wells recognized employees of the Street Division for their exceptional service and response to the City's recent weather events.

**B. Human Resources Department.**

**1) New Hires for January 2026.** City Manager Watson welcomed the following employees who joined the City in January 2026:

| Department      | Name             |
|-----------------|------------------|
| Energy Services | Jennifer Simmons |
| Engineering     | Jesse Hines      |



| Department           | Name                 |
|----------------------|----------------------|
| Finance              | Cassandra Harrington |
| Finance              | Bianca Smith         |
| Parks and Recreation | Shamira Young        |
| Parks and Recreation | Cooper Cagna         |
| Parks and Recreation | Leo Smith            |
| Water Resources      | Jasmine Wiggins      |

**2) Service Anniversaries for February 2026.** Mayor Burns recognized the service anniversaries for the following City employees for February 2026:

| Employee       | Years of Service |
|----------------|------------------|
| Matthew Brooks | 10               |
| Daniel Ciminna | 10               |
| Bryan High     | 5                |

### **C. Police Department.**

**1) Marge Lucia Ramirez – Officer of the Month.** Police Chief Rhett Bolen recognized Police Officer Marge Lucia Ramirez for being named as Officer of the Month.

**D. Winchester Redevelopment Initiative Community Engagement Session #2 and Downtown Master Plan Public Input Workshop.** Assistant City Manager Jeff Wells advised that the Winchester Redevelopment Initiative Community Engagement Session #2 was scheduled to be held on February 17, 2026 from 4:00 p.m. to 7:00 p.m. at the Winchester Community Center.

Mr. Well advised that a drop-in Downtown Master Plan Public Input Workshop was scheduled to be held on February 18, 2026 from 4:00 p.m. to 7:00 p.m. at the Dowd Center Theatre.

### **AGENDA ADOPTION**

Mayor Burns advised that a Water Supply Update was scheduled to be heard at the February 10, 2026 City Council Strategic Planning Meeting. However, due to time limitations, this matter was not discussed; therefore, the matter was moved to the Regular Agenda section of the Regular Meeting Agenda.

Mayor Pro Tem Anthony moved to adopt the City Council Regular Meeting Agenda of February 10, 2026 noting that the Water Supply Update would be moved to be Item No. 27. Council Member Dotson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

## CONSENT AGENDA

### **Item No. 4. Annexation and Rezoning Requests for 58.18 Acres Located along Rogers Road.**

Planning and Development Director Lisa Stiwinter advised by memorandum that South Piedmont Community College was requesting an annexation and zoning map amendment for 58.18 acres located along Rogers Road (Tax Parcel #s 09-369-008, 09-369-008 and 09-366-009) to be rezoned from Union County RA-20 to City of Monroe General Industrial. Ms. Stiwinter requested that Council adopt Resolutions directing the Clerk to investigate the Petition and fixing the date of the public hearing to be held on March 24, 2026 on the question of the annexation and approve a call for public hearing to be held on March 24, 2026 to consider the rezoning request.

**A. Resolution Directing Clerk to Investigate Petition Received under G.S. §160A-31.** Council Member Thompson moved to adopt Resolution R-2026-01:

**RESOLUTION DIRECTING CLERK TO INVESTIGATE  
PETITION RECEIVED UNDER G.S. §160A-31 FOR 58.18 ACRES  
LOCATED ALONG ROGERS ROAD  
R-2026-01**

**WHEREAS**, a petition requesting annexation of an area described in said petition was received on February 9, 2024 by the City Council; and

**WHEREAS**, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the City Clerk before further annexation proceedings may take place; and

**WHEREAS**, the City Council of the City of Monroe deems it advisable to proceed in response to this request for annexation.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Monroe that the City Clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify as soon as possible to the City Council the result of the investigation.

Adopted this 10<sup>th</sup> day of February, 2026.

Council Member Anderson seconded the motion, which passed unanimously with the following votes:

|       |                                                                                                   |
|-------|---------------------------------------------------------------------------------------------------|
| AYES: | Council Members Anderson, Dotson, Kerr, McGee,<br>Thompson, Mayor Pro Tem Anthony and Mayor Burns |
| NAYS: | None                                                                                              |

**B. Resolution Fixing Date of Public Hearing to be Held March 24, 2026 on Question of Annexation Pursuant to G.S. §160A-31.** Council Member Thompson moved to adopt Resolution R-2026-02:

**RESOLUTION FIXING DATE OF PUBLIC HEARING TO BE HELD  
MARCH 24, 2026 ON QUESTION OF ANNEXATION  
PURSUANT TO G.S. §160A-31 FOR 58.18 ACRES  
LOCATED ALONG ROGERS ROAD  
R-2026-02**

**WHEREAS**, a petition requesting annexation of the area described herein has been received; and

**WHEREAS**, the City Council has by Resolution directed the City Clerk to investigate the sufficiency of the petition; and

**WHEREAS**, certification by the City Clerk as to the sufficiency of the petition shall be made.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Monroe, North Carolina that:

**Section 1.** A public hearing on the question of annexation of the area described herein will be held at the City Hall Council Chambers at 6:00 p.m. on March 24, 2026.

**Section 2.** The area proposed for annexation is described on the attached map:

**ANNEXATION DESCRIPTION**

**THE ANNEXATION OF 58.18 ACRES, BEING THE BALANCE OF TAX  
PARCELS 09369008, 09369008B & 09366009,  
ALL OWNED BY THE SOUTH PIEDMONT COMMUNITY COLLEGE**

Being in North Carolina, Union County, Monroe Township and being more particularly described as follows: **BEGINNING** at a found PK nail in the centerline of Rogers Road, (SR 1353) having a 60-foot public right-of-way and being the northwest corner of now or formerly the South Piedmont Community College property recorded in Record Book 3485, Page 389 in the Union County Registry, a common corner with now or formerly the AMH LANDCO Williams Pond, LLC property recorded in Record Book 8897, Page 325 recorded in the Union County Registry and on the line of now or formerly the Sunvalley Business Park Limited Partnership property recorded in Record Book 1146, Page 459 in the Union County Registry and being a corner of the existing town limits of now or formerly the Town of Indian Trail found in the annexation ordinance recorded in Record Book 7976, Page 718 in the Union County Registry: thence leaving the said town limits line and with the centerline of Rogers Road and with the said Sunvalley property N 81° 59' 39" E, 129.57 feet to a set PK nail, a common corner with now or formerly the RM Enterprises, Inc. property recorded in Record Book 1534, Page 221 in the Union County Registry and said PK nail being on the existing city limits line of now or formerly the City of Monroe found in the annexation ordinance recorded in Deed Book 477, Page 833 in the Union County Registry; thence with the said city limits line and crossing the said College property S 7° 18' 52" E, 30.55 feet to a set iron on the southern right-of-way line of Rogers Road; thence with the southern right-of-way line of Rogers Road and with the said city limits line and continuing across the said College property three (3) calls as follows: 1) N 81° 51' 3" E, 285.39 feet to a set iron; 2) N 81° 51' 3" E, 388.60 feet to a calculated point; 3) with a curve to the left, having a radius of 1,015.77 feet, and a chord bearing and distance of N 78° 45' 54" E, 109.37 feet to a set iron on the line of now or formerly the South Piedmont Community College property recorded in Record Book 1457, Page 594 in the Union County Registry; thence continuing with southern right-of-way or Rogers Road and continuing with the said city limits line and crossing the said College property two (2) calls

as follows: 1) with a curve to the left, having a radius of 1,015.77 feet, and chord bearing and distance of N 69° 4' 53" E, 233.41 feet to a calculated point; 2) N 62° 29' 2" E, 96.61 feet to a set iron, on line of the said existing city limits and said iron being on the line of now or formerly the South Piedmont Community College property recorded in Record Book 1457, Page 594 in the Union County Registry and said iron being located S 30° 30' 25" E, 30.09 feet from a calculated point in the centerline of Rodgers Road having North Carolina grid coordinates of North 470,067.240 feet and East 1,513,316.378 feet tied to the North American Datum 83-CORS; thence leaving the southern right-of-way of Rogers Road and with the said city limits line and with the said College property S 30° 30' 25" E, 464.22 feet to a set iron, a common corner with now or formerly the South Piedmont Community College property recorded in Record Book 1361, Page 889 in the Union County Registry; thence continuing with the said city limits line and with the said College property S 30° 30' 25" E, 494.11 feet to a found axle, said axle being on the line of now or formerly the Janna N V property recorded in Record Book 4336, Page 6 in the Union County Registry; thence continuing with the said city limits line and with the said Janna property S 56° 19' 9" W, 260.59 feet to a found pipe, a common corner with now or formerly the Island Creek Holdings property recorded in Record Book 3982, Page 516 in the Union County Registry; thence continuing with the said city limits line and with the Holdings property three (3) calls as follows: 1) S 56° 22' 22" W, 178.72 feet to a found concrete monument; 2) S 53° 45' 45" W, 727.46 feet to a found concrete monument; 3) S 60° 36' 15" E, 657.51 feet to a found iron, a common corner with now or formerly the South Piedmont Community College Board of Trustees property recorded in Record Book 9000, Page 149 in the Union County Registry; thence leaving the existing city limits line and with the said Trustees property three (3) calls as follows: 1) S 28° 21' 7" W, 854.83 feet to a found iron; 2) S 62° 11' 8" W, 70.87 feet to a found pipe; 3) N 61° 47' 31" W, 180.47 feet to a found iron, a common corner with now or formerly the Greiner Bio-One North America, Inc. property recorded in Record Book 7394, Page 381 in the Union County Registry and said pipe being a common corner with now or formerly the Cornerstone Property Owners Association of Union County, Inc. property recorded in Record Book 1688, Page 810 in the Union County Registry and said iron being on the existing city limits line of now or formerly the City of Monroe found in the annexation ordinance recorded in Record Book 7593, Page 677 in the Union County Registry and said iron being on the existing town limits line of now or formerly the Town of Indian Trail found in the annexation ordinance recorded in Record Book 1452, Page 458 in the Union County Registry; thence leaving the said city limits of the City of Monroe and with the said town limits of the Town of Indian Trail and with the said Cornerstone property N 54° 10' 4" W, 376.58 feet to a found iron, a common corner with now or formerly the AMH LANDCO Williams Pond, LLC property recorded in Record Book 8897, Page 325 in the Union County Registry and said iron being on the existing town limits line of now or formerly the Town of Indian Trail found in the annexation ordinance recorded in Record Book 7976, Page 718 in the Union County Registry; thence with the said town limits line and with the said Pond property N 9° 44' 14" W, passing an found iron at 2,241.41 feet, for a total distance of 2,272.29 feet to the **POINT OF BEGINNING** and containing 58.18 acres more or less as shown on a plat entitled "Annexation Boundary For The City of Monroe Property of South Piedmont Community College" prepared by Lawrence Associates, (Clinton D. Lawrence, PLS) and dated January 15, 2024, and last revised 12-4-2025. Said annexation plat is recorded in Plat Cabinet \_\_\_\_\_, Files \_\_\_\_\_.

Being in North Carolina, Union County, Monroe Township

**Section 3.** Notice of the public hearing shall be published in *The Enquirer-Journal*, a newspaper having general circulation in the City of Monroe, at least ten days prior to the date of the public hearing.

Adopted this 10<sup>th</sup> day of February, 2026.



## City of Monroe Petition Requesting Annexation

Applicant's Name: Erik Dagenhart

Applicant's Mailing Address: 1851 South Piedmont Street, Monroe, NC 28110

Applicant's Phone Number: (704) 290-1713

Applicant's Email: edagenhart@spcc.edu

Property Owner Name: South Piedmont Community College

Property Owner Mailing Address: P.O. Box 126, Polkton, NC 28135

**FOR STAFF USE ONLY**

PROJECT \_\_\_\_\_  
DATE RECEIVED \_\_\_\_\_

FEE AMOUNT \_\_\_\_\_  
FEE RECEIVED \_\_\_\_\_

REVIEWED BY \_\_\_\_\_  
REVIEW DATE \_\_\_\_\_  
PLANNING BOARD DATE \_\_\_\_\_

**Applicant's Relationship to the Property Owner (Check the one that applies):**

- ☒ Owner
- ☐ Legal Representative of the Owner (must attach Affidavit of owner's permission for this action)
- ☐ Developer (must attach Affidavit of owner's permission for this action)
- ☐ Other, specify (must attach Affidavit of owner's permission for this action)

Property Address: Rogers Road 09366009

Tax ID Number: 09369008, 09369008B & 09366009 Acreage/Sq. Ft. 58.88

1. I/We the undersigned owner(s) of real property respectfully request that the area described in Item 2 below be annexed to the City of Monroe. Furthermore, I/we do declare and certify that all legal owners of real property in the annexation area have signed this petition in Item 3 below.
2. The area to be annexed is (**choose one**):
  - ☒ Contiguous to the primary corporate limits of the City of Monroe. A complete and accurate legal description of the property and a recently prepared survey map are attached; **OR**
  - ☐ Not contiguous to the primary corporate limits of the City of Monroe. A complete and accurate legal description of the property, a recently prepared survey map, and a map showing the area proposed for annexation in relation to the primary corporate limits of the City are attached. In addition, in compliance with Session Law 2003-321, I/we certify that:
    - (A) The nearest point on the proposed satellite corporate limits must be not more than two miles from the primary corporate limits of the annexing city or must be contiguous to the satellite corporate limits of the annexing city; **and**

- (B) No point on the proposed satellite corporate limits may be closer to the primary corporate limits of another city than to the primary corporate limits of the annexing city, except that this subdivision does not apply if the area proposed for annexation is contiguous to the satellite corporate limits.
3. I/We acknowledge that any zoning vested rights acquired pursuant to G.S. 160D-108 and 160D-108.1 must be declared and identified on this petition. I/We further acknowledge that failure to declare such rights on this petition shall result in a termination of vested rights previously acquired for the property. If zoning vested rights are claimed, indicate below and attach proof (copy of a valid building permit, conditional use permit, etc.)

By signing and submitting this document, I agree that all signatures where required may be Electronically Signed by either party pursuant to NCGS 66-315(b). **\*\*If you are signing on behalf of a business (such as an LLC), you must include your title with the company\*\***

| Owner Name<br>(please type or print)                                   | Vested<br>Rights? *<br>(yes or no) | Owner Signature          |
|------------------------------------------------------------------------|------------------------------------|--------------------------|
| South Piedmont Community College<br>L. Erik Dagenhart, Capital Project | No                                 | <i>L. Erik Dagenhart</i> |
| South Piedmont Community College<br>L. Erik Dagenhart, Capital Project | No                                 | <i>L. Erik Dagenhart</i> |
| South Piedmont Community College<br>L. Erik Dagenhart, Capital Project | No                                 | <i>L. Erik Dagenhart</i> |
|                                                                        |                                    |                          |

***\*If you answer yes to vested rights, you must attach a detailed description of the right you are claiming; otherwise you will forfeit this right within the City.***

Number and attach additional pages as needed. Indicate here how many pages are attached: 0

#### **PLAT REQUIREMENTS FOR ANNEXATION**

- Owner must submit Final Annexation Map as PDF and two (2) quality mylar drawings with all information for recording. *Review and approval will occur before you provide mylars.*
- A written legal description in **Microsoft Word** (sent via email or provided on flash drive) of annexation.
- Plat must be drawn from recent field survey within a two-year period.
- The survey must be oriented with the N.C. Grid System if annexation is within 2000 feet per G.S. 47-30. The grid coordinates of one point on the survey shall be shown on the plat. Bearings and distances must be shown on boundaries of the plat.
- All corners of property must be properly witnessed by permanent monuments on the corners or reference permanent monuments on line for inaccessible corners.

6. Existing city limit lines must be shown.
7. If the area to be annexed is separated from the municipal boundary by a street right-of-way, a creek or river, or the right-of-way of a railroad or other public service corporation, lands owned by the municipality or some other political subdivision, or lands owned by the State, then the foregoing should be included on the plat if practical to do so.
8. For annexation of non-contiguous "satellite areas" the plat must show the area proposed for annexation in relation to the primary corporate limits of Monroe and in relation to the primary corporate limits of another city when there is substantial question as to whether the area may be closer to the other city than to Monroe.
9. A sketch vicinity map must be shown.
10. Maximum size for recording shall be no more than 17" x 22" for border and no more than 18" x 24" overall.
11. Scale is to be as large as will fit on 18"x24" plat. However, scale will be no smaller than 1" = 200' unless impractical to do so. A north point will be shown.
12. Survey accuracy is to be (1) linear – 1:10,000 and (2) angular – 20 sec. x square root of the number of angles turned in the field.
13. All rights-of-way with names and road numbers and public utility easements will be shown on voluntary annexations.
14. Surrounding property lines, owner's names, deed references, and Tax ID Numbers will be shown.
15. The land surveyor's certification statement and seal must be original.
16. The certification format by the City Clerk must be as follows:

I, \_\_\_\_\_, City Clerk of the City of Monroe, North Carolina, hereby certify that on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the City Council approved this plat for annexation and recording.

\_\_\_\_\_  
Date City Clerk (SEAL)

17. A suggested title block with the minimum information shown below shall be shown in the lower right-hand corner of the plat:

|                          |                        |
|--------------------------|------------------------|
| Title                    |                        |
| Owner(s) and Address(es) |                        |
| Date Drawn               | By                     |
| Surveyed By              | City of Monroe Map No. |
| Scale                    | Date                   |

Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns

NAYS: None

**C. Call for Public Hearing to be Held March 24, 2026 to Consider Rezoning of Property from Union County RA-20 to City of Monroe General Industrial.** Council Member Thompson

moved to call for a public hearing to be held on March 24, 2026 at 6:00 p.m. to consider this request. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

**Item No. 5. Asphalt Paving Program for 2025-2026.** Engineering Director Sarah McAllister advised by memorandum that on October 14, 2025, Council awarded the resurfacing project contract to TrueRock Construction, LLC. She advised that this was a request to approve a Change Order from TrueRock in the amount of \$1,084,661.24 for additional work to reclaim and resurface streets following a water line replacement project in the Curtis Street area and repair areas of pavement at the City's Operations Center. Ms. McAllister advised that the original contract amount was \$5,443,297.04 bringing the total contract amount to \$6,527,958.28 with the approved Change Order.

Ms. McAllister advised that the Contract Resurfacing Capital Project had sufficient funds for the Curtis Street area work with Water Resources Department contributing \$77,000 that would have gone towards patching the streets in accordance with the City's Street Cut Pavement Repair Standards. She advised that there were sufficient funds to cover the Operations Center repairs.

Ms. McAllister advised that this information was presented to the Public Safety Committee on February 6, 2026. She advised that it was the recommendation of the Public Safety Committee and Staff that Council approve the Change Order from TrueRock Construction, LLC in the amount of \$1,084,661.24 for additional work to reclaim and resurface streets following a water line replacement project in the Curtis Street area and repair areas of pavement at the City's Operations Center and authorize the City Manager to execute any and all necessary documents.

**A. Change Order from TrueRock Construction, LLC.** Council Member Thompson moved to approve the Change Order from TrueRock Construction, LLC in the amount of \$1,084,661.24 for additional work to reclaim and resurface streets following a water line replacement project in the Curtis Street area and repair areas of pavement at the City's Operations Center. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

**B. City Manager to Execute Documents.** Council Member Thompson moved to authorize the City Manager to execute any and all necessary documents with regard to Change Order from TrueRock Construction, LLC for additional work to reclaim and resurface streets following a water line replacement project in the Curtis Street area and repair areas of pavement at the City's Operations Center. Council Member Anderson seconded the motion, which passed unanimously with the following votes:



AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

**Item No. 6. Call for Public Hearing to be Held March 24, 2026 to Consider Downtown Economic Development Grow Monroe Grant to Cathy Haney for Flora Greens.** Downtown Director Ashley Nowell requested by memorandum that Council call for a public hearing to be on March 24, 2026 to consider a Downtown Economic Development Grow Monroe Grant to Cathy Haney for Flora Greens.

Council Member Thompson moved to call for a public hearing to be held on March 24, 2026 at 6:00 p.m. to consider this request. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

**Item No. 7. Customer Service Policy Amendments to Update Billing Adjustments.** Assistant City Manager Lisa Hollowell advised by memorandum that Section 9(1) titled Payment Requirements for Utility Services of the Customer Service Policy addressed adjustments to prior billings. Ms. Hollowell advised that an update was necessary to this section to remove the one-year limitation on adjustments for non-residential accounts. She advised that currently, any adjustment for overcharges or undercharges were adjusted on a customer account retroactively for a period of one year. Ms. Hollowell advised that an update to the Policy would leave this one-year period in place for residential accounts only, but remove it for non-residential accounts.

Ms. Hollowell advised that this information was presented to the General Services Committee on February 5, 2026. She advised that it was the recommendation of the General Services Committee and Staff that Council approve the amendments to the Customer Service Policy to be effective upon approval:

Council Member Thompson moved to approve the amendments to the Customer Service Policy to be effective upon approval:

#### **CUSTOMER SERVICE POLICY (FA-02)**

##### **City of Monroe Service Strategy**

The goal of the City of Monroe is to provide reliable, responsive, quality services to the Community at the lowest reasonable costs to be accomplished through courteous, personal service to meet customers' unique needs while making Monroe a better place to work and live.

##### **Customer Service Department Service Strategy**

The goal of the City of Monroe Customer Service Department is to provide quality customer service by administering friendly, flexible service as well as mastering problem solving skills that will give the customer a positive, memorable experience.

## **SECTION 1. PURPOSE OF CUSTOMER SERVICE POLICY**

The purpose of this Customer Service Policy (“Policy”) is to inform our customers of the manner in which the City will provide utilities service to them, and to outline our responsibilities in providing these services. This Policy is not meant to be all-inclusive, but is intended to offer direction and guidance to the City and its customers. The Policy also outlines the responsibilities and duties of the customer, recognizing the need to treat all customers in a fair and indiscriminate manner.

The Policy is not meant as a substitute for personal initiative on the part of City employees. It is to serve as a guide for reasonable response to customer needs while meeting the requirements of good business practices on the part of the City.

This Policy may be revised, amended, supplemented, or otherwise changed from time to time by action of the City Council.

Specific policies and procedures related to each utility and its operation are contained in the respective Utility’s Service Policy. Copies of each Utility’s Service Policy are available at Customer Service and at the City’s Utilities Operations Center.

## **SECTION 2. RESPONSIBILITIES OF CITY AND CUSTOMER**

### **1. Responsibilities of City:**

- A. To treat each customer fairly and equally.
- B. To review the needs of each customer and provide service that best suits the customer’s needs.
- C. To respond to customer complaints and concerns promptly and courteously.
- D. To provide information on a customer’s account when requested by the customer.
- E. To be respectful of the customer’s property.

### **2. Responsibilities of Customer:**

- A. To be responsible in paying their account in a prompt manner each month.
- B. To provide information requested for provision of service by the City.
- C. To be respectful and cooperative in dealing with City personnel.
- D. To safeguard City property that is installed on the customer’s property to provide for delivery and metering of service.
- E. To bring inaccuracies or errors in billing to the City’s immediate attention.
- F. To notify the City of any extenuating circumstances pertaining to the customer’s account.

These responsibilities are not intended to be all-inclusive, but are expressed as general guidelines to be followed in the relationship between the City and its customers.

### SECTION 3. DEFINITIONS

**Applicant.** Any person, group of persons, association, partnership, firm or corporation requesting from the City electricity, natural gas, water, solid waste disposal, or waste water services.

**City.** The City of Monroe, North Carolina.

**Customer.** Any person, group of persons, association, partnership, firm or corporation provided utilities services by the City.

**Delivery Point.** The point where the City's lines for supplying utilities are connected to the customer's lines for receiving utilities, unless otherwise specified in the agreement with the customer for the purchase of utilities.

**Deteriorates.** To pass from a high to a lower condition; worsen, depreciate.

**Lines.** The City's conduits (i.e. wire, pipe, etc.) for supplying and/or the customer's conduits (i.e. wire, pipe, etc.) for receiving utilities.

**Owner.** The person, persons, association, partnership, firm, corporation, or other legal entity having legal title to the premises to be served.

**Tenant.** The person, persons, association, partnership, firm, corporation, or other legal entity lawfully occupying the premises to be served.

**Utilities.** One or more of the following services: electricity, natural gas, water, solid waste disposal, or wastewater.

### SECTION 4. APPLICATION FOR UTILITY SERVICES

Only the Owner(s) or Tenant(s) can apply for utility service with the City. The City requires proof that the applicant is the owner or tenant of the premises to be served. The following procedures apply with regard to application for utilities services:

1. A residential applicant requesting utility services with the City must make application to the City for desired services and provide two forms of identification. The following types of non-expired, picture identification will be accepted as a primary form of identification: any official State or government issued driver's license or identification card, alien registration identification card, government passport, permanent resident card,. Secondary forms of identification could be any of the forms of identification listed above or a social security card, employer or taxpayer identification number, a Medicaid or Medicare card, a paycheck stub, an insurance card, a birth certificate, vehicle registration card, veteran's identification card or an employee identification badge. However, for customers that refuse to allow us to make a copy of their two forms of identification, an office visit is required and the two forms of identification are to be shown at the time of the application.
2. A commercial applicant requesting utility services with the City must make application to the City for desired services and provide two forms of identification as specified above. Or a person other than an individual (such as a corporation, partnership, or trust) must show documents showing the existence of the entity, such as certified articles of incorporation, a government-issued business license, a partnership agreement, a trust instrument, a certificate of incumbency or a written statement on company letterhead authorizing the applicant to conduct business on behalf of the company.

3. Application for existing services (connects and/or disconnects) will be completed within 72 hours. Please reference Schedule of Fees and Charges for appropriate charges.
4. The customer shall pay an application fee as set forth in Schedule of Fees and Charges. This charge is to be collected whether there is one or multiple services established at such address. Only one application fee per location shall be charged, and the fee may be added to the customer's first utility bill.
5. On previous accounts receivable, the City will search its records to determine if a previous account existed for new applicants. If an account did previously exist, and it contains a balance due the City, the balance must be settled in full prior to establishing a new account, or arrangements made to settle an old account.
6. All unpaid account balances on inactive accounts will be transferred to an active account and should be paid in full by the next cutoff date to avoid interruption in utility services at the active location.
7. Pursuant to North Carolina General Statute §160A-32(a)(6b) we are to notify all electric customers that they may be entitled to choose another electric supplier to provide electric service. Although the notice is provided to all customers, customer choice only applies to certain new customers and not to existing customers.

Forms of application (service agreement), contract, schedules, rates and copies of service regulations are available at the City of Monroe Customer Service Building located at 201 E. Windsor Street and will be furnished to the customer on request. The City's mailing address is Post Office Box 69, Monroe, North Carolina 28111-0069 and the telephone number is (704) 282-4511.

All agreements and contracts for service between the City and its customers, including the rate schedules and these service regulations, are subject to such changes and modifications as may be made and approved by City Council, or otherwise imposed by lawful authority.

## **SECTION 5. DEPOSITS**

### **A. Commercial/Non-Profit/Industrial Customer Deposits**

1. Commercial and industrial customers shall, at the time of application for service, pay a deposit as specified in the Schedule of Fees and Charges.
2. In lieu of cash deposit, commercial and industrial customers may provide the City with an irrevocable bank letter of credit or with a surety bond in the amount of the specified deposit valid for a period of 24 months from date of issuance, issued by an insurance company or bank authorized to do business in North Carolina. The City may require that the letter of credit or surety bond be renewed after the initial 24 months if a customer's credit history is determined to be "not good" as defined in the residential customer deposit section.
3. The deposit may be waived for Commercial/Non-Profit/Industrial customers based on credit worthiness as determined by third party reporting agencies or their payment history from a comparable utility. The fee(s) associated with the determination of credit worthiness shall be paid by the customer in accordance to the Schedule of Fees and Charges.
4. If the owner of the business has had previous service with the City under another business name or comparable consumption level as a residential customer, and has had a "good" utility payment history, the customer may request a waiver from this requirement.

However, if at any time the payment record for the business deteriorates, a security deposit shall be required for continued utility service. (*Amended June 19, 2001.*)

5. If at any time payment record of a commercial/industrial deteriorates to “not good,” a security deposit shall be required according to the City of Monroe Fees Schedule.
6. Non-profit organizations are considered as commercial customers and require a deposit for service as specified above for commercial customers.
7. The deposit may be refunded after 24 continuous months of good payment history. The City reserves the right to hold a deposit for longer than 24 months if it deems necessary.

#### B. Deposit and Service Disconnect

1. Any customer whose payment history becomes “not good” as defined above shall pay such deposit as required in the Schedule of Fees and Charges to protect the City from loss of revenue. Within ten days of written notice, any customer who fails to make required deposits or provide surety bonds when specified shall be subject to disconnection of service.
2. Any present customer without a deposit on file, or whose deposit is less than the deposit required thereunder, and whose service is involuntarily terminated for either non-payment, returned check, meter tampering or other such reason, will be required to pay a deposit or update existing deposit as specified above prior to re-connection of service.

#### C. Deposit Requirement

The City may require the customer to make an initial deposit, based on the current Schedule of Fees and Charges, as a guarantee of the payment for utilities used. In some cases, the City will allow customers to provide proof of credit worthiness in place of the required deposit. Proof of customer credit worthiness may also be obtained by the City through information provided to it by third-party credit reporting agencies.

#### D. Residential Customer Deposit

1. Residential Customers of the premises to be served may not be required to provide an initial deposit at the time of application for service if their credit history is determined to be classified as “good.” However, if the applicant’s payment history on prior utilities is determined to be “not good,” the initial deposit shall be required.
2. A customer’s credit history shall be classified as “not good” if the customer has two credit offenses of being subject to disconnection for non-payment or having a check returned to the City for insufficient funds or a combination of the two, during the preceding thirteen month period.
3. If a customer has been classified as “good” for the five consecutive years immediately preceding two credit offenses they will not be classified as “not good” until their third credit offense.
4. If at any time the payment record of a Residential Customer deteriorates to “not good,” a security deposit shall be required according to the City of Monroe Fees Schedule. Payment arrangements for additional deposits of up-to six months may be made when customers are required to pay deposits due to deteriorated credit.

5. The deposit may be refunded after 24 continuous months of good payment history. The City reserves the right to hold a deposit for longer than 24 months if it deems necessary.
6. A deposit will be refunded automatically when service is voluntarily discontinued. All outstanding amounts on the final bill will be deducted from the deposit amount. The remaining deposit amount will be refunded to the customer.
7. Residential customers moving into rented dwellings, houses, apartments, or manufactured homes shall pay an initial deposit at the time of application for service, as defined in the Schedule of Fees and Charges. Customers who can provide a letter of credit reference from their previous utility provider or who have a previous good utility payment history with the City may request a waiver from this requirement. However, as with owner-occupants, if a customer's payment record deteriorates, a security deposit may be required for continued utility service.
8. In order to provide an additional incentive to offer prospective teachers recruited to teach in the schools located in the City, Council has waived the initial deposit for eligible, new full-time teachers recruited by Union County Public School for teaching jobs in the public schools within the corporate limits of the City. *(Amended April 17, 2007.)*
9. In an effort to assist our military applicants, Council has waived the initial deposit for active duty military applicants. They are required to provide a copy of their active duty papers and if their credit history deteriorates, a security deposit shall be required according to the City of Monroe Fees Schedule. *(Amended August 19, 2008.)*

## **SECTION 6. SELECTION OF RATES**

1. The City, through consultation with the customer, will select the appropriate rate schedule of those available, under which the customer will be billed for each utility service. Copies of the City's rate schedules may be obtained from the Customer Service Department or at the City's Utilities Operations Center.
2. When the customer notifies the City in writing of changes in the customer's operating conditions or other factors that may affect the selection of the rate schedule, an investigation will be made by the City and the customer will be advised if a change in the rate schedule is appropriate. Any customer who feels he/she is being billed under an inappropriate rate schedule may appeal to the Customer Service Manager.

## **SECTION 7. METERING AND METER READING**

1. When meters are installed by the City to measure utility services used by its customers, all charges for units consumed, except certain minimum charges, shall be calculated from the readings of such meters.

It is the City's policy to read every utility meter each month. The reading dates are scheduled to fall within the same weekly period each month. The City will strive to maintain a billing cycle of no less than 25 days nor more than 35 days in the billing period. When a connection of service has been made within ten days of reading date, a bill will not be rendered until the following month.

The City reserves the right to estimate usage when extenuating circumstances prevail. However, it is the policy of the City not to estimate an account for two consecutive months, unless unavoidable.

Because the metering system is based on “continuous read” meters, estimating consumption for one month will not affect total consumption over a two month period.

If a customer requests a rereading of the meter, a meter reread charge will be levied in accordance with Schedule of Fees and Charges. If it is determined that the initial reading was accurate the fee shall be retained. If it is determined the reading was in error, the fee will be credited to the customer’s account.

2. All metering devices installed for the purpose of metering utility service shall be located on the exterior of structures, easily and safely accessible by City personnel, so that they will be accessible for reading and servicing. If metering devices are made inaccessible, the City has the right to disconnection of service, after proper notification by the City.

There are currently a number of meters inside dwellings and businesses. If the meter reader cannot gain entry, the meter is automatically estimated. In case any authorized employee is refused admittance to the premises by the tenant or owner or is hindered by the tenant or owner from making an examination of the meters, the City reserves the right to disconnect utility services until free access is granted to an authorized employee.

When a customer remodels, improves, or makes other alterations to a structure with an external meter, the customer bears all costs associated with the relocation of the meter to an alternative location so as not to render the meter inaccessible for reading and servicing. Large commercial or industrial customers may be exempt from this requirement.

When a dwelling or business with utility metering devices currently installed inside structures becomes vacant, or is altered, repaired, or renovated, the owner shall cause any interior utility meter or meters to be relocated to the exterior in order to continue to receive utility service.

The City may make reasonable exceptions to this meter location policy when it is mutually determined that it would be in the best interests of the City and the customer to do so.

3. The City will test each of the customer’s meters for accuracy upon request once per calendar year. These tests will be charged to the customer based on the Schedule of Fees and Charges. Should the meter be found to be more than two percent (2%) fast because of incorrect calibration, the meter testing fee will be refunded as a credit on the next bill following meter test completion. Meters currently in service may be also be randomly tested by the City at any time.

Upon request, a written report of the results of the test will be made to the customer within ten days after the completion of the test.

## **SECTION 8. METER TAMPERING OR UNAUTHORIZED/UNSAFE CONNECTION TO UTILITY SYSTEM**

Any customer whose service has been disconnected because the meter, lines, or other apparatus serving their residence or business has been tampered with in any manner shall pay such deposit as required to protect the City from loss of revenue, in addition to penalties and re-connection fees as defined in the Schedule of Fees and Charges. Customer may also be subject to any civil or criminal penalties as may be imposed by City, State, or Federal regulations.

Tampering with utility meters is expressly prohibited by North Carolina General Statute §14-151.1 and is punishable by fines and/or imprisonment. For purposes of this Policy, load management devices are considered to be the same as meters and will be treated in the same manner.

Any customer or outside party who makes an unauthorized, unsafe or unmetered connection to any City utility system shall be subject to the penalties and fees as defined in the Schedule of Fees and Charges.

## **SECTION 9. PAYMENT REQUIREMENTS FOR UTILITY SERVICES**

### **1. Adjustments to Prior Billings**

If the City has inadvertently overcharged or undercharged for utility service, the City will notify the active customer of the error and a billing adjustment will be made as follows:

- A. Amount will be refunded or billed to the customer for the period of overcharge or undercharge. The amount of the adjustment to be billed shall be limited to a maximum of one year for the residential billing class only.
- B. Usage and demand will be estimated if exact usage cannot be determined.
- C. The reimbursement to the City resulting from underpayments may be paid out no longer than over the same period of time that the underpayment occurred.

### **2. A. Application of Payment**

The City reserves the right to apply any payment or payments made by the customer in whole or in part to any account due the City by the customer in connection with the furnishing of utility services.

### **B. Cash Payments Not Offered in the Exact Amount**

Cash payments offered in an amount greater than the exact amount due may result in rounding up of the amount paid if the proper currency is not available to provide change. The resulting overage collected will be applied to the subsequent bill.

### **3. Billing Procedures**

Utility charges shall begin when the utility is installed and the service line is connected to the premises. Service charges will commence 90 days after the tap is installed, or when meter is installed (if service was pre-installed by a developer), if the service line to the premises has not been installed.

Utility bills are mailed to each customer once each month and are due upon receipt. Bills are considered delinquent if not paid by the “current charges past due date” as shown below, and a service fee is assessed.

Example for September bill cycles:

| <b>Bill Cycle</b> | <b>Current Charges Past Due After</b> | <b>Bank Draft Date</b> | <b>Subject to Disconnection Date</b> |
|-------------------|---------------------------------------|------------------------|--------------------------------------|
| September 7       | October 3                             | September 28           | October 13                           |
| September 14      | October 10                            | October 6              | October 20                           |
| September 21      | October 17                            | October 13             | October 27                           |
| September 28      | October 24                            | October 20             | November 3                           |



Unless payment is made, service will be subject to disconnection on the cutoff date as listed above. When the delinquent date falls on a weekend or holiday, the next working day will be considered as the delinquent date.

The City shall use the United States Postal Service to distribute utility bills. Any customer who fails to receive a billing is not relieved of payment responsibility and should contact the City to determine the amount of said billing prior to the delinquent date. If payment is received past the close of business on the delinquent date, a penalty according to rates established in the Schedule of Fees and Charges will be applied.

#### 4. Payment Arrangements and Waiver of Penalties

- A. Only questions of proper billing or billed deposits will be considered for payment arrangement. Any customer disputing the correctness of the bill shall have the right to a hearing as stated in Section 15.
- B. Requests for delay or waiver of penalties will not be considered except under the requirements specified in Section 15.

#### 5. Payment Arrangements by Social Service Agencies

The City recognizes that, due to financial hardship or other circumstances, customers may sometimes require the assistance of Social Service agencies to pay their utility bills. The City reserves the right to modify the above payment requirements so that Social Service agencies or other recognized community service agencies may be allowed to assist customers.

#### 6. Payment Extension Agreement

Contact with a City customer service representative prior to disconnection is always more favorable than making arrangements after service is involuntarily interrupted. Payment options may be available prior to disconnection that will save the customer from additional higher deposit amounts and additional fees.

##### A. Residential

An extension will be made on utility payments if the customer has made arrangements with the City and has signed a Payment Extension Agreement and Promissory Note, approved by the Customer Service Representative. All requests must be made by the tenant of record or the owner. No more than three payment extensions will be granted in a 12-month period. These extensions cannot be consecutive. The City has the right to grant more than three extension requests if it determines it would be in the City's interest to do so.

Each customer's credit history shall determine the terms of extension that can be granted, based on the customer's 12-month credit history. In no instance will the extension be greater than ten calendar days from disconnection date, unless in the City's judgment extenuating circumstances apply.

If payment is not made as agreed to in the Payment Extension Agreement and Promissory Note, service will be discontinued without further notice, and all payments, including any disconnect and reconnect charges, will have to be received by the City before reconnecting service.

##### B. Commercial/Non-Profit/Industrial

An extension will be made on utility payments if the customer has made arrangements with the City and has signed a Payment Extension Agreement and Promissory Note approved by the Customer Service Manager. All requests must be made by an authorized representative of the company. No more than three payment extensions will be granted in a 12-month period. The City has the right to grant more than three extensions request if it determines it would be in the City's interest to do so.

Each customer's credit history shall determine the terms of the extension that can be granted, based on the customer's 12-month credit history.

If payment is not made as agreed to in the Payment Extension Agreement and Promissory Note, service will be discontinued without further notice, and all payments, including any disconnect and reconnect charges, will have to be received by the City before reconnecting service.

#### 7. Place of Payment

Bills are payable at the City Collections Office or to any agent or agency authorized by the City. When service has been discontinued due to nonpayment, payment must be made at the City Collections Office. Payments shall be made without regard to any offset.

### **SECTION 10. CREDIT HISTORY**

1. The City will maintain a credit record on all customers based on historical payment of utility bills.
2. The cut-off list will be prepared by the City for each billing cycle from customers who fail to pay utility accounts by the subject to disconnection date.
3. The City will furnish information regarding a customer's credit history only upon the written request of the customer.

### **SECTION 11. RETURNED CHECKS**

1. When a customer's check is returned by the bank on which it is drawn because the bank will not honor it, for any reason, the customer will be notified that the check was not honored and that service will be terminated on a specified date unless the check is made good. A returned check can be made good by presenting cash, money order or certified funds. The returned check will not be re-deposited nor will another check be accepted for the returned check.
2. When a customer has a check returned, a service charge will apply in addition to any other charges and fees (*See Schedule of Fees and Charges*).
3. The City reserves the right to require a customer to pay utility bills in cash when two or more returned checks are received during the previous thirteen month period.

### **SECTION 12. ALTERNATIVE FORMS OF PAYMENT**

#### 1. Budget Billing Program

- A. The purpose of Budget Billing is to spread the cost of utility services evenly, on a monthly basis, over an annual period. This program is designed for those customers who wish to ease the impact of seasonal billings and level their monthly payments. Budget Billing does

not raise or lower the annual utility billings; it does allow the customer to plan ahead by establishing a fixed-monthly payment amount. *(Adopted September 18, 2001.)*

- B. This program is available only to residential customers with good credit payment history and 12 consecutive months of service at the current location. Due to the seasonal nature of utility billings, customers may enter the program in the billing month of May only. Both outstanding and current balances must be paid before the first Budget Billing due date. *(Adopted September 18, 2001.)*
- C. The City will monitor each account and reserves the right to adjust the Budget Billing amount, should actual billings differ substantially from estimated billings. *(Adopted September 18, 2001.)*
- D. The 12<sup>th</sup> month of the Budget Billing is settlement billing month. This month's billing will reflect either an additional payment or credit issued to the account to balance all billings for the year to all payments. Should the required payment be more than the Budget Billing payment, the customer must pay the additional amount. Should Budget Billing payments exceed annual billings, the excess (credit) will be refunded to the customer. *(Adopted September 18, 2001.)*
- E. The City reserves the right to adjust the Budget Billing amount to reflect rate increases approved by City Council. *(Adopted September 18, 2001.)*
- F. A customer may discontinue use of the Budget Billing program by written request at any time. Settlement of additional amounts due or credit for the current billing year shall be made at the time of discontinued use of the program. *(Adopted September 18, 2001.)*
- G. Should a Budget Billing account become delinquent, the entire balance may be declared due and payable, and the account no longer eligible for the program. *(Adopted September 18, 2001.)*

## 2. Credit/Debit Card

The City provides a convenient program to allow for a customer's utility bill to be charged to his/her credit/debit card. This relieves the customer from having the possibility of lost or late payments or the cost of an envelope and stamp. At the customer's option, the City will charge his/her credit/debit card for the amount of his/her bill. The customer still receives a copy of the bill for his/her review.

By allowing the credit/debit card to be charged, a customer does not forego his/her right to contest a bill or to have a correction for a billing error. The correction would be made in the form of a refund, a credit, or a charge to the account. If the credit/debit card charge is revoked for any reason, the same remedies the City has under Section 11 regarding returned checks shall apply.

## 3. Direct Draft

The City provides a convenient program to allow for a customer's utility bill to be drafted from his/her checking account. This relieves the customer from having the possibility of lost or late payments and saves a trip to Customer Service or the cost of an envelope and stamp. At the customer's option, the City will draft his/her bank account each month for the amount of his/her bill. The draft will occur 22 days after the billing date. The customer still receives a copy of the bill for his/her review.

By allowing the draft, a customer does not forego his/her right to contest a bill or to have a correction for a billing error. The correction would be made in the form of a refund, a credit, or a charge to the account. If the draft is returned due to insufficient funds, the same remedies the City has under Section 11 regarding returned checks shall apply.

### **SECTION 13. DISCONTINUANCE OF SERVICE**

#### **1. Circumstances Beyond Customer's Control**

If, during the term of agreement for furnishing utilities to a customer, the customer is unable to operate his/her facilities in whole or in part, because of accident, act of God, or fire occurring at the location where utilities are supplied, the charge for units during the period reasonably necessary to correct any such conditions may, in the City's discretion, be reasonably adjusted in accordance with all pertinent facts and conditions.

#### **2. Customer's Rights Prior to Discontinuance of Service**

- A. It is the policy of the City to discontinue utility service to customers by reason of nonpayment of bill only after proper notice and a meaningful opportunity has been given to be heard on disputed bills.
- B. If any customer disputes the accuracy of his/her bill, they have a right to a hearing at which they may be represented in person or by any other person of their choosing and may present, orally or in writing, their complaint and contentions.
- C. Any customer desiring a hearing should contact the Customer Service Office located in the Customer Service Building, 201 E. Windsor Street, Monroe, North Carolina. The Customer Service Manager is authorized to make a final determination of the complaint and has the authority to order that service not be discontinued.

#### **3. Involuntary Discontinuance of Service**

- A. The City reserves the right to discontinue furnishing utility services to a customer, at any time without notice, upon the occurrence of any one or more of the following events:
  - 1) Whenever the City has reasonable cause to believe that the customer is receiving utilities without paying for them, or that the City's meters, lines, or other apparatus have in any manner been tampered with.
  - 2) Whenever, in the City's opinion, the condition of the customer's lines, equipment and/or appliances are unsuitable for receiving services, or pose potential safety or health hazards to City property, City personnel, the customer, or to the public.
  - 3) Whenever the City determines that the customer's use of utilities or equipment interferes with or may be detrimental to the City's utilities systems or to the supply of utilities by the City to any other customer, including the violation of any City ordinances regarding the use of any utilities.
  - 4) Whenever the customer has denied an authorized City representative access to the City's meters, lines, or other apparatus installed on the customer's premises.
  - 5) Whenever it is necessary to prevent fraud upon the City.

- B. The City will discontinue the supply of utilities to a customer whenever requested by any public authority having jurisdiction.
- C. The City reserves the right to discontinue the supply of utilities under any of the above conditions irrespective of any claim of a customer pending against the City, or any amounts of money on deposit with the City as required in Section 5.
- D. Whenever the supply of utilities is discontinued in accordance with this policy, the City shall not be liable for any damages, direct or indirect, that may result from such discontinuance or reconnection.
- E. As a general rule, the City will not disconnect a customer's utility service after 1:00 p.m. on a Friday, on the day before a holiday, or on a weekend or holiday. However, in certain instances in which a service presents a hazardous, life threatening, or otherwise undesirable condition or in instances of meter tampering, the City reserves the right to discontinue utility service at any time (as stipulated earlier in this section).
- F. As a general rule, the City will not disconnect a residential customer's service if the predicted heat index for the day of disconnection is in excess of 100° Fahrenheit, or the predicted wind chill index for the day of disconnection is below 32° Fahrenheit. This delay in disconnection for nonpayment will not preclude the City from disconnection at a future date, and does not change a customer's liability for payment of all bills and fees. (*Amended July 20, 2010.*)

#### 4. Voluntary Discontinuance of Service

In order to insure discontinuation of services at a time requested by the customer, notice to the City in advance is required. When a customer desires to discontinue service, notice must be given to the City at least 24 hours in advance on a workday. The customer will be responsible for all services consumed up until the time the services are disconnected by the City.

### SECTION 14. RECONNECTION OF UTILITY SERVICES

- 1. If utility services have been discontinued for any of the reasons covered by Section 13, "Discontinuance of Service," the City shall have two working days to reconnect the customer's service after the conditions causing discontinuance have been corrected.
- 2. If utilities have been discontinued because of improper use, or if in the City's opinion its meters or lines or other apparatus have been tampered with, the City may refuse to reconnect the customer's service until the customer has done the following:
  - A. Paid all utility charges currently owed.
  - B. Paid to the City an amount estimated by the City to be sufficient to cover the utilities used but not recorded by metering devices and not previously paid for, plus a special reconnection charge (*see Schedule of Fees and Charges*), plus any actual cost for damages to City apparatus.
  - C. Made such changes in lines or equipment as may, in the opinion of the City, be proper for the City's protection.
  - D. Achieved compliance with Ordinances or regulations on utility use when disconnected for violation thereof.

3. If utility service has been discontinued by the City at the request of any public authority having jurisdiction, the customer's service will not be reconnected until authorization to do so has been obtained from the public authority.
4. When it becomes necessary for the City to discontinue utility service for any reason, service will be reinstated only after payment of all past due utility bills and any deposit that may be required by Section 5. Applicable reconnect charges are summarized in the Schedule of Fees and Charges. Applicable penalties and any reconnection fee in effect at the time of discontinuance of service must also be paid before service will be restored.
5. In the event the customer's premises are destroyed by fire or other casualty, or the operation of its plant is shut down because of strike, fire, or other causes beyond customer's control, causing a complete cessation of the use of service, upon written notice by the customer to the City within 30 days thereafter, advising that the customer intends to resume service as soon as possible, any minimum charge or guarantee for which the customer may be liable will be waived during the period of such cessation, and the term of the contract shall be extended for a corresponding period; otherwise, the agreement for service shall immediately terminate.

## **SECTION 15. REVIEW PROCESS**

1. Any customer who believes an error has been made in an account balance or the amount of a bill shall be able to appeal a decision, based on the following order of sequence:

|                |                                                               |
|----------------|---------------------------------------------------------------|
| First Review:  | To the Customer Service Representative.                       |
| Second Review: | To the Customer Service Supervisor.                           |
| Third Review:  | A scheduled appointment with the Director of Finance.         |
| Final Review:  | A written request to the City Manager or Director of Finance. |

2. The City Manager or his/her designee may establish payment arrangements or provide a waiver of penalties for cases of billing error resulting from improperly programmed computers, malfunctioning meters, where proper notice was not given, procedures were not followed by City employees, or any other similar errors not caused by the fault of the customer.

## **SECTION 16. RESPONSIBILITIES WITH REGARD TO PROVISION OF SERVICES**

1. The customer shall be responsible at all times for the safekeeping of all City property installed on the customer's premises, and to that end, shall give no one except authorized City employees access to such property.
2. The customer shall be liable for the cost of repairs or damage to the City property on the customer's premises resulting from the negligence or misuse by other than City employees.
3. Utilities are supplied by the City and purchased by the customer upon the express condition that once utilities pass the delivery point they become the property of the customer to be used only as herein provided. The City shall not be liable for loss or damage to any person or property whatsoever, resulting directly or indirectly from the use, misuse, or presence of said utility after it passes the delivery point or for any loss or damage resulting from the presence, character or condition of the lines, or equipment of the customer, or for the inspection or repair thereof.

4. The City agrees to use reasonable diligence in providing for regular and uninterrupted utilities services. The City shall in no case be liable to any customer for any defect in quality, quantity, pressure, interruption or the discontinuance of any of these utility services in the event of any natural disaster, strike, accident, adverse legal proceeding or action, act of God, or other circumstances beyond the control of the City.
5. The customer shall be responsible for the maintenance and repair of the customer's lines and equipment. Should the customer report trouble with the supply of utilities, the City will respond to such call with the purpose only of correcting such trouble as may be in the City's equipment supplying the customer. If the trouble appears to be in the customer's line or appliances, the City's employees may, if requested by the customer, make such inspection of the customer's lines or equipment as the City's employees are prepared to make, but any inspection of the customer's lines or equipment by the City's employees is made upon the express condition that the customer assumes the entire and sole risk, liability and responsibility for all acts, omissions and negligence of the City's employees. The City retains all responsibility only with respect to the action of its employees in connection with property owned by the City.

## **SECTION 17. PRIVACY OF BILLING DATA POLICY**

All billing data is the property of the City of Monroe.

### **1. Commercial Accounts**

Billing and account information will not be disclosed to the media, other businesses, agency or individuals without the expressed written consent of the individual business account holder on a form provided authorizing the City to release the information.

### **2. Residential Accounts**

Billing and account information will not be given to the media, business, agency or individual not included on the account without the expressed written permission of the account holder on a form provided authorizing the City to release the information. Current billing information may be released (without any account history) when it is deemed in the best interest of the city and the individual account holder in order to aid the account holder in paying the current bill.

Information may be shared at the discretion of the city with another governmental agency that is included under the limitation of the privacy legislation and any information shared shall be used solely for the benefit of said agency and upon written consent that all information provided shall not be disclosed to any other individual or entity.

Council Member Anderson seconded the motion, which passed unanimously with the following votes:

|       |                                                                                                   |
|-------|---------------------------------------------------------------------------------------------------|
| AYES: | Council Members Anderson, Dotson, Kerr, McGee,<br>Thompson, Mayor Pro Tem Anthony and Mayor Burns |
| NAYS: | None                                                                                              |

**Item No. 8. Fire Stations Refresh Project.** Fire Chief Ron Fowler advised by memorandum that informal bids were solicited on December 19, 2025 for the renovation and refresh of all City-owned Fire Stations. Mr. Fowler advised that the following informal bids were submitted on January 15, 2026: D.A.P Contracting – \$494,366.83; KO and Co. Contracting – \$812,591; and,

Hoss Contracting, Incorporated – no response. He advised that the bids were based on a comprehensive scope of work encompassing all six fire stations developed from a prioritized needs list compiled jointly by the Fire Department and the Property Management Department. Mr. Fowler advised that Council adopted a Budget Ordinance (BO-2026-03) on January 13, 2026 appropriating funds for this work.

Mr. Fowler advised that the scope of work also included concrete apron repairs and apparatus bay floor renovations at Fire Station 2 which was currently funded under a separate capital project. He advised that while all of the work would be included within a single contract, the costs would be allocated to the appropriate capital projects accordingly. Mr. Fowler provided a breakdown of the capital projects from which this work would be funded: general renovation of Fire Stations – \$387,623.83; and, Station 2 concrete apron and apparatus bay floor repair – \$106,743.

Mr. Fowler advised that this information was presented to the Public Safety Committee on February 6, 2026. Based on a review of the bids, he advised that it was the recommendation of the Public Safety Committee and Staff that Council award of contract for the Fire Stations Refresh Project to D.A.P. Contracting in the amount of \$494,366.83 and authorize the City Manager to execute any and all necessary documents.

**A. Award of Contract to D.A.P. Contracting.** Council Member Thompson moved to award the contract for the Fire Stations Refresh Project to D.A.P. Contracting in the amount of \$494,366.83. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

|       |                                                                                                   |
|-------|---------------------------------------------------------------------------------------------------|
| AYES: | Council Members Anderson, Dotson, Kerr, McGee,<br>Thompson, Mayor Pro Tem Anthony and Mayor Burns |
| NAYS: | None                                                                                              |

**B. City Manager to Execute Documents.** Council Member Thompson moved to authorize the City Manager to execute any and all necessary documents with regard to the contract with D.A.P. Contracting for the Fire Stations Refresh Project. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

|       |                                                                                                   |
|-------|---------------------------------------------------------------------------------------------------|
| AYES: | Council Members Anderson, Dotson, Kerr, McGee,<br>Thompson, Mayor Pro Tem Anthony and Mayor Burns |
| NAYS: | None                                                                                              |

## **Item No. 9. Grant Applications.**

**A. North Carolina Department of Transportation/Federal Aviation Administration Infrastructure Investment and Jobs Act Contract Tower Competitive Grant Program.** Finance Director Lisa Strickland advised by memorandum that the grant period to apply for the North Carolina Department of Transportation/Federal Aviation Administration Infrastructure Investment and Jobs Act Contract Tower Competitive Grant Program opened on December 8, 2025 and closed on January 15, 2026. Ms. Strickland advised that Staff submitted an application requesting \$11,824,000 to fund the planning and design of a contract airport tower at the Charlotte-



Monroe Executive Airport. She advised that there was no matching requirement for this Grant. Ms. Strickland advised that the total project costs were \$17,824,000. She advised that the City had secured \$6 million for the project from the State of North Carolina.

Ms. Strickland advised that this information was presented to the General Services Committee on February 5, 2026. She advised that it was the recommendation of the General Services Committee and Staff that Council authorize Staff to continue with the application process.

Council Member Thompson moved to authorize Staff to continue with the application for the North Carolina Department of Transportation/Federal Aviation Administration Infrastructure Investment and Jobs Act Contract Tower Competitive Grant Program. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

|       |                                                                                                   |
|-------|---------------------------------------------------------------------------------------------------|
| AYES: | Council Members Anderson, Dotson, Kerr, McGee,<br>Thompson, Mayor Pro Tem Anthony and Mayor Burns |
| NAYS: | None                                                                                              |

**B. United States Department of Transportation Better Utilizing Investments to Leverage Development Grant for Johnson Street and Franklin Street Intersection.** Engineering Director Sarah McAllister advised by memorandum that Union County and the North Carolina Department of Transportation (NCDOT) had expressed an interest in working together to submit a grant application for critical intersection improvement. Ms. McAllister advised that on May 13, 2025, Council selected Alternate 1B - Proposed Traffic Signal with Landscaped Median as the preferred alternative for the Johnson Street and Franklin Street intersection. She advised that this project had been discussed as a good candidate for the United States Department of Transportation's (USDOT) Better Utilizing Investments to Leverage Development (BUILD) Grant funds.

Ms. McAllister advised that this project would require a 20% local match. She advised that cost estimates generated through the 2024 Union County Critical Intersection Program had a total project cost of \$5,184,390. Based on this estimate, Ms. McAllister advised that the 20% local match would be \$1,036,878. She advised that Union County could match up to 50% of the local match amount and would need to take this before the Board of County Commissioners. Ms. McAllister advised that the NCDOT might also have safety funds available to contribute.

Ms. McAllister advised that this information was presented to the Public Safety Committee on February 6, 2026. She advised that it was the recommendation of the Public Safety Committee and Staff that Council authorize Staff to apply for the BUILD Grant for the Johnson Street and Franklin Street intersection.

Council Member Thompson moved to authorize Staff to apply for the BUILD Grant for the Johnson Street and Franklin Street intersection. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

**Item No. 10. Minutes of City Council Meetings of January 13, 2026 and January 27, 2026.**

Council Member Thompson moved to approve the Minutes of the City Council Meetings of January 13, 2026 and January 27, 2026. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

**Item No. 11. Monroe Aquatics and Fitness Center Starting Blocks Donation from Union Academy Charter School.**

Parks, Recreation and Tourism Director Pete Hovanec advised by memorandum that the Monroe Aquatics and Fitness Center (MAFC) and Union Academy Charter School (UA) had a long-term partnership whereas MAFC served as the home practice facility for the UA Swim Team. Mr. Hovanec advised that UA would like to donate six starting blocks to the MAFC enabling the MAFC to host swim meets locally instead of requiring students to travel outside of Union County. In return, the MAFC would waive meet and practice fees for UA for a duration of five school years. He advised that the addition of starting blocks would also allow the MAFC to generate additional revenue by hosting competition meets for other schools and organizations. Mr. Hovanec advised that this collaboration promises significant benefits for both the MAFC and UA.

Mr. Hovanec advised that this information was presented to the General Services Committee on February 5, 2026. He advised that it was the recommendation of the General Services Committee and Staff that Council approve the Memorandum of Agreement and authorize the City Manager to execute any and all necessary documents.

**A. Memorandum of Agreement Accepting Donation and Approving Waiver of Monroe Aquatics and Fitness Center's Meet and Practice Fees for Union Academy Charter School Swim Team.**

Council Member Thompson moved to approve the Memorandum of Agreement Accepting Donation and Approving Waiver of Monroe Aquatics and Fitness Center's Meet and Practice Fees for Union Academy Charter School Swim Team:

**MEMORANDUM OF AGREEMENT**

**THIS MEMORANDUM OF AGREEMENT** (this "Agreement") is made and entered into as of the 10<sup>th</sup> day of February, 2026, by and between the **CITY OF MONROE** ("Monroe"), and **UNION ACADEMY CHARTER SCHOOL** ("UA").

A. WHEREAS, Monroe owns and operates the Monroe Aquatics and Fitness Center (MAFC) located at 2325 Hanover Drive, Monroe, North Carolina 28110 (the "Facility"); and

B. WHEREAS, UA operates a charter school located within the City of Monroe which includes a swim program and swim team; and

C. WHEREAS, UA desires to utilize the MAFC pool for the UA Swim Teams and host Swim Meets at the MAFC pool for a period of five (5) years; and

D. WHEREAS, Monroe is willing to provide its pool facilities for use by the UA Swim Teams for the five-year period upon the terms and conditions specified in this Agreement.

**NOW, THEREFORE**, for and in consideration of the promises, covenants and agreements contained herein, and for other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

**1. Union Academy Charter School agrees to provide the following:**

- a. UA agrees to acquire at its sole cost, deliver, install, and pay all applicable taxes directly to the supplying vendor for the purchase and installation of six starting blocks identified as Paddock EZ Set II – 304L – Dual Post, 4909, Powder Coating, Custom Logo Package.
- b. The Starting Blocks described above will be installed at the MAFC pool, and UA will work with the supply vendor and MAFC Aquatics Division Supervisor to establish an appropriate installation location, date, and time.
- c. Upon expiration or termination of this Agreement, the starting blocks shall remain the exclusive property of Monroe.
- d. UA will name MAFC as the official home of the UA Swim Teams
- e. Upon the expiration or termination of this agreement, UA will resume payment for practices and meet fees based on the schedule of fees established in the Monroe Fee Schedule.
- f. UA will secure the officials and is responsible for the payment of their wages.
- g. UA will secure and schedule the opposing teams, timers, and other volunteers as needed to operate the meet.
- h. UA is responsible for the collection and retention of spectator entry fees.
- i. UA will prepare and supply Swim Meet heat sheets along with any other programs or material provided to spectators.
- j. UA will ensure meets are limited to a maximum of 100 swimmers, including both home and opposing teams.
- k. Team members, staff, and spectators will adhere to MAFC Rules of Conduct at all times.

**2. Monroe agrees to provide the following:**

- a. Monroe agrees accept the donation of and allow the installation of the above described starting blocks at the sole expense of UA.
- b. UA High School and Middle School swim teams may practice at MAFC, with no charge, during the school year swim seasons of 2026/27, 2027/28, 2028/29, 2029/30, 2030/31 while this Agreement remains in effect.
- c. MAFC will provide up to three lap lanes during practice times. Practice times will be established and scheduled in advance at the beginning of each swim season between the Aquatics Division Supervisor and UA Swim Coach.
- d. During practice times, MAFC will provide UA the use of three showers, dressing facility, and family locker room. Students are not allowed in the adult side of the locker rooms during normal facility operations and UA will be responsible for monitoring and supervision of activities within these facilities while in use by UA.
- e. MAFC will provide the use of the pool area and locker rooms for up to six (6) swim meets per school year with the following conditions:
  - i. Swim meets will be held on Friday evenings. The dates and times are to be scheduled in advance.

- ii. Should a weeknight date, excluding Friday, be requested, the decision will rest with the sole discretion of the Aquatics Division Supervisor and Facility Superintendent, provided there are no conflicting events or programming at MAFC that would negatively impact membership.
  - iii. Meet nights may be used for middle or high school UA teams.
  - iv. UA will not be charged a fee as the home team during meets while this 5-year agreement remains in effect.
  - v. Opposing teams are responsible for paying \$100 per team, per meet to MAFC.
  - vi. Meet dates are not exclusive to UA, but UA will have first choice of dates. All other dates and any date passed on by UA may be booked by other schools/organizations.
  - vii. Warm-ups will start at 5:30pm, meets begin at 6:00pm.
  - viii. Water temperature will be decreased to at least 82°F for meets (temperature may fluctuate  $\pm 1^\circ\text{F}$ ). Water temperature during practices will remain the standard temperature as normal MAFC operations of 84°F.
  - ix. MAFC will provide at least two lifeguards for all practices and meets.
  - x. MAFC will provide at least one front desk attendant to monitor facility entry excluding collection of entry fees.
  - xi. MAFC will provide at least one full-time employee to be on-site throughout the duration of the event.
  - xii. MAFC will provide use of a starter timing system.
  - xiii. MAFC will provide lap counters, stop watches, and clipboards for timers.
  - xiv. MAFC will set up one table and one chair for starting table and clerk of course for Swim Meets.
  - xv. MAFC will provide use of locker rooms, showers, and dressing areas for the duration of the meet for swimmers, but UA will be responsible for monitoring and supervision of Swim Meet participants' use such facilities.
  - xvi. MAFC will provide restrooms for spectators in the front lobby restrooms.
  - xvii. MAFC will provide a hospitality room for officials, but UA will be responsible for providing any refreshments or snacks for the hospitality room.
  - xviii. MAFC will provide spectator seating on benches of pool deck.
- f. MAFC reserves the right to increase meet fees during this 5-year agreement, if deemed necessary.
3. **Insurance.** Each party agrees to maintain adequate liability insurance covering the services provided by such party hereunder or to self-insure for the same. Each party shall require any independent contractors providing services hereunder to have adequate liability insurance coverage in effect.
4. **Waiver and Release.** To the maximum extent allowed by law, each Party Waives, Releases, and Discharges on behalf of itself, its employees, agents, and assigns the other Party, its officers, agents, employees, and assigns from any and all claims, losses, or cause of action including but not limited to personal injury or property damages, where caused by the negligence, misconduct, or intentional acts of the releasing Party.
5. **Indemnification.** To the maximum extent allowed by North Carolina law, UA agrees to defend, indemnify, and save harmless the City of Monroe, its agents, officers, and employees, from and against all charges, costs, expenses, or other liability that may arise in any manner from any claims, damages, or losses in connection with, or arising out of this Agreement except for claims, damages, or losses caused by the negligence of the City its agents, officers, or employees.

6. **E-Verify Requirement.** UA shall comply with the requirements of Article 2 of Chapter 64 of the General Statutes. Further, if the Contractor utilizes a subcontractor, the Contractor shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the General Statutes.

7. **General Provisions.**

- a. This Agreement contains the entire agreement and understanding of the parties relating to the matters referred to herein. Neither party may waive, modify, alter or amend anything in this Agreement, except by another written instrument signed by the parties. Each party has the authority to enter into this Agreement.
- b. This Agreement shall not be assigned by either party without prior written consent of the other party.
- c. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and permitted assigns.
- d. Nothing contained in this Agreement shall be deemed or construed so as to in any way estop, limit, or impair Monroe from exercising or performing any regulatory, policing, legislative, governmental, or other powers or functions.
- e. This contract is intended for the benefit of the Monroe and UA and not any other person.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed by their duly authorized officers effective the day and year first above written.

Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

**B. City Manager to Execute Documents.** Council Member Thompson moved to authorize the City Manager to execute any and all necessary documents with regard to the Memorandum of Agreement Accepting Donation and Approving Waiver of Monroe Aquatics and Fitness Center's Meet and Practice Fees for Union Academy Charter School Swim Team. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

**Item No. 12. Ordinances.**

**A. Code of Ordinances Amendment to Chapter 131 titled Charlotte-Monroe Executive Airport Regarding Federal Aviation Administration Guidelines Regarding Self-Fueling Activities.** Assistant City Manager Lisa Hollowell advised by memorandum that this was a proposed amendment to Chapter 131 titled Charlotte-Monroe Executive Airport of the City's Code of Ordinances to reflect the Federal Aviation Administration's (FAA) guidance regarding self-

service activities conducted by aircraft owners on airport property. Ms. Hollowell advised that the FAA distinguished between owner-performed activities and commercial services and provided guidance on how each might be regulated by an airport sponsor. She advised that the proposed Ordinance amendments aligned the Charlotte-Monroe Executive Airport's local regulations with this federal framework while preserving the City's ability to establish reasonable rules and standards for airport operations.

Ms. Hollowell advised that this proposed amendment clarified self-fueling definitions, rights and obligations specifically with respect to mobile self-fueling and self-fueling fuel farms and authorized the establishment of required inspections, standards, and fees regarding same related to permits, registrations, flowage, and similar airport-related activities through the Airport Fee Schedule, with all such fees subject to approval by Council.

Ms. Hollowell advised that this information was presented to the Public Enterprise Committee on February 3, 2026. She advised that it was the recommendation of the Public Enterprise Committee and Staff that Council adopt an Ordinance approving the amendments.

Council Member Thompson moved to adopt Ordinance O-2026-05:

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES  
TITLE XIII: GENERAL OFFENSES  
CHAPTER 131: CHARLOTTE-MONROE EXECUTIVE AIRPORT  
O-2026-05**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XIII, CHAPTER 131 OF THE MONROE ORDINANCES IS HEREBY AMENDED AS FOLLOWS:**

**Section 1.** Amend Section 131.02 DEFINITIONS to have Mobile Self-Fueling to read as follows:

MOBILE SELF-FUELNG. A Self-Fueling operation (as defined below) utilizing a Vehicle-based fuel storage and dispensing unit designed to travel to a parked aircraft or fuel farm for the purpose of dispensing fuel.

**Section 2.** Amend Section 131.02 DEFINITIONS by adding a new definition of Self-Fueling to include Mobile Self-Fueling and Self-Fueling Fuel Farm to read as follows:

SELF-FUELING. Self-Fueling means the fueling of an aircraft by the owner of the aircraft with his or her own employees and using his or her own equipment. Self-Fueling cannot be contracted or delegated out to another party.

MOBILE SELF-FUELING (MSF). A Self-Fueling operation utilizing a Vehicle-based fuel storage and dispensing unit designed to travel to a parked aircraft for the purpose of dispensing fuel.

SELF FUELING-FUEL FARM (FF). A Self Fueling operation utilizing fuel storage tanks, pumps and dispensing equipment to fuel aircraft.

**Section 3.** Amend Section 131.02 DEFINITIONS by deleting subsection (B) in its entirety.

~~(B) These definitions shall not supersede any definitions contained in contractual agreements with the City of Monroe.~~

**Section 4.** Amend Section 131.07 FUELING AND DEFUELING AIRCRAFT to have subsection (A)(1) to read as follows:

- (1) Excluding Self-Fueling operations, all aviation fuels and oils for sale at the Airport will be dispensed only by the City. No other company, group, or individual will be allowed to transport, store, fuel or otherwise introduce petroleum products to the Airport without the express written permission of the City. Only then will this operation be allowed in areas designated by the City and which meet all operational and safety procedures and requirements.

**Section 5.** Amend Chapter 131 Section 131.07 FUELING AND DEFUELING AIRCRAFT subsection (A)(10) to read as follows:

- (10) Fueling vehicles, fueling hoses, and other fueling equipment shall be maintained in a safe, sound and non-leaking condition, shall be approved by the National Board of Fire Underwriters in all respects and parts, and comply will all FAA aircraft fueling requirements.

**Section 6.** Amend 131.07 FUELING AND DEFUELING AIRCRAFT by deleting subsection (B) in its entirety and substituting and replacing with language to read as follows:

(B) MOBILE SELF-FUELING.

- (1) Pursuant to FAA requirements, an aircraft owner or operator (as defined in FAA Advisory Circular No. 150/5190-6 dated January 4, 2007 as revised or amended) may engage in MSF of his/her own aircraft, provided the service is performed by the aircraft owner/operator or his/her employees with a mobile fuel truck/vehicle and related equipment owned by the aircraft owner or operator, and consistent with the definition of Self-Fueling. The service must be conducted in accordance with reasonable rules, regulations or standards established by the City.
- (2) Permit. Prior to engaging in MSF activities, an owner/operator must obtain a Self-Fueling Permit from the City, which shall not be unreasonably withheld. A Self-Fueling Permit fee and any other duly adopted fee established in the City of Monroe Fee Schedule for MSF shall be required to be paid in order to obtain the permit by each owner/operator desiring to Self-Fuel in order to obtain the permit. An owner/operator possessing a Self-Fueling Permit shall be required to pay an annual fee for each subsequent calendar year in order to renew and maintain the validity of the Mobile Self-Fueling Permit. The amount of said fees will be set out in the City of Monroe Fee Schedule.
- (3) Permittees shall comply with all duly enacted or promulgated Federal, State and local laws, regulations, ordinances, and codes, City policies, and FAA Advisory Circulars as they may apply to MSF activities and operation of equipment or machinery used in MSF, to fuel delivery, to access to the Airport, and/or to training for fuel handling, delivery, equipment and activities including but not limited to Occupational Safety and Health Administration standards, fire safety standards, sanitation

considerations, fire codes, and safety regulations. All required certification of equipment, and identification of the person(s) conducting the self-fueling operation shall be provided to the City prior to obtaining a Self-Fueling Permit or annual renewal.

- (4) It is the responsibility of the Permittee to ensure that only aircraft owned or operated (as defined in FAA Advisory Circular No. 150/5190-6 dated January 4, 2007 as revised or amended) by the Permittee shall be Mobile Self-Fueled by the Permittee, the Permittee's employees, or using the Permittee's fuel truck/vehicle and equipment.
- (5) The City is under no obligation to permit aircraft owners or operators to introduce equipment, personnel, or practices on the Airport that would be unsafe, unsightly, or detrimental to the public welfare or that would affect the efficient use of airport facilities by the public. Prior to any Mobile Self-Fueling activity, the Permittee must provide evidence of fuel safety training as required by the City for the Permittee and/or any employees involved in the Mobile Self-Fueling.
- (6) Permittee shall, at its sole expense, maintain its Self-Fueling facilities and equipment in a presentable condition consistent with best management practices.
- (7) The Permittee shall be responsible for any clean-up costs of any site on the Airport that becomes contaminated due to the Self-Fueling activities of the Permittee.
- (8) Permittee shall provide liability insurance coverage for its Self-Fueling operations in limits that are stated in the Permittee's lease, or if no lease exists, in the minimum amount of one million dollars (\$1,000,000) per occurrence. Further, by accepting a permit to engage in Self-Fueling from the City, the Permittee agrees to indemnify and hold the City, its agents and employees harmless from any and all claims, costs, loss, or expenses arising from Permittee's Self-Fueling operations. Indemnification shall also include environmental claims, clean-up costs, loss, or expenses due to any fuel spill or contamination due to a Permittee's Self-Fueling operations.
- (9) Mobile Self-Fueling of aircraft may only occur upon prior issuance of a Self-Fueling Permit which specifically permits Mobile Self-Fueling. Prior to issuance of a Self-Fueling Permit which allows Mobile Self-Fueling, appropriate City staff must inspect and approve all fuel trucks/vehicles and equipment associated with a Permittee's Mobile Self-Fueling operations and pay any fee established in the City of Monroe Fee Schedule for MSF. In addition, the owner must provide a current up-to-date copy of the motor vehicle registration card of any fuel truck/vehicle utilized in the permittee's MSF activity. Mobile Self-Fueling equipment may only be operated or stored upon surfaces that are within the weight-bearing capacity of such surface. Mobile fuel trucks/vehicles may only be fueled at locations that are approved by the City. No truck-to-truck/vehicle-to-vehicle fueling shall occur. An owner/operator possessing a Self-Fueling Permit which allows Mobile Self-Fueling shall also be required to pay any fee established in the City of Monroe Fee



Schedule for MSF for each subsequent calendar year in order to renew and maintain the validity of the Self-Fueling Permit which includes the ability to conduct Mobile Self-Fueling. All other applicable fueling requirements of Permittees as set out herein shall apply to Mobile Self-Fueling.

- (10) In the event of any alleged violation by a Permittee of these Self-Fueling Regulations, the City shall give written notice to the Permittee of such alleged violation and the grounds for same. The Permittee shall then have a period of thirty (30) days to cure such alleged violation. Upon failure of the Permittee to take appropriate action, the City may take such action as necessary to correct the violation including but not limited to revocation of the Self-Fueling Permit. Serious safety violations which pose an imminent hazard to persons or property may result in immediate action by the City without such prior notice and cure period.
- (11) Permittee must pay a flowage fee as established in the Fee Schedule of the City for all fuel brought on the Airport for Mobile Self-Fueling activities.

**Section 7.** Amend Section 131.07 FUELING AND DEFUELING AIRCRAFT by addition subsection (C) to read as follows:

(C) SELF-FUELING FUEL FARM.

- (1) Pursuant to FAA requirements, an aircraft owner or operator (as defined in FAA Advisory Circular No. 150/5190-6 dated January 4, 2007 as revised or amended) with a valid hangar lease at the Airport may apply for and be permitted to install its own fuel tanks/fuel farm and associated pumps and dispensing equipment for the purpose of Self-Fueling. Such FF activities must be conducted in accordance with reasonable rules, regulations or standards established by the City.
- (2) Permit. Prior to engaging in FF activities, an owner/operator must obtain a Self-Fueling Fuel Farm Permit from the City, which shall not be unreasonably withheld. A Self-Fueling Fuel Farm Permit fee and any other duly adopted and required fees established by the City of Monroe Fee Schedule for FF shall be required to be paid in order to obtain the permit by each owner/operator desiring to Self-Fuel in order to obtain the permit. An owner/operator possessing a Self-Fueling Fuel Farm Permit shall be required to pay an annual fee established in the Fee Schedule for FF for each subsequent calendar year in order to renew and maintain the validity of the Self-Fueling Permit. The amount of said fees will be set out in the City of Monroe Fee Schedule.
- (3) Permittees shall comply with all duly enacted or promulgated Federal, State and local laws, regulations, ordinances, and codes, City policies, and FAA Advisory Circulars as they may apply to FF activities and operation of equipment or machinery used in FF, to fuel delivery, to access to the Airport, and/or to training for fuel handling, delivery, of equipment and activities including but not limited to Occupational Safety and Health Administration standards, fire safety standards, sanitation considerations, fire codes, building codes, and safety regulations. Permittee shall be

responsible for applying for and obtaining all permits, bonds, and certifications required by the State of North Carolina for its fuel storage tanks. All required certification of equipment, and person conducting the self-fueling operation shall be provided to the City prior to obtaining a Self-Fueling Permit or annual renewal.

- (4) The City is not obligated to lease additional Airport facilities and land for Self-Fueling Fuel Farm activities. In the event that the City allows a Permittee to install any Self-Fueling Fuel Farm equipment, at the termination of a Permittee's hangar lease of property where the Self-Fueling Fuel Farm equipment is installed, the disposition of the self-fueling equipment shall be the same as for other equipment installed or used by the lessee at the Airport as provided for in the lease.
- (5) It is the responsibility of the Permittee to ensure that only aircraft owned or operated (as defined in FAA Advisory Circular No. 150/5190-6 dated January 4, 2007 as revised or amended) by the Permittee shall be fueled utilizing the Permittee's Self-Fueling Fuel Farm equipment and facilities.
- (6) The cost of all Self-Fueling Fuel Farm equipment, including construction, maintenance and repairs, shall be the sole responsibility of the Permittee. The City shall not incur any expense in regard to FF equipment and their operation.
- (7) The City is under no obligation to permit aircraft owners or operators to introduce tanks, fueling equipment, personnel, or practices on the Airport that would be unsafe, unsightly, or detrimental to the public welfare or that would affect the efficient use of airport facilities by the public. If allowed, Self-Fueling Fuel Farms shall include only above-ground storage tanks. Prior to the installation or use of any Self-Fueling equipment the City must receive and approve the plans and materials for same. The City will require detailed plans and specifications sealed by a registered engineer, and may require that any work be performed only by an appropriately licensed general contractor. Construction shall not commence prior to written approval by the City. Once approved by the City, the Permittee shall not make changes to the specifications without receiving additional written approval from the City. Prior to any Self-Fueling activity, the Permittee must provide evidence of fuel safety certifications and training as required by the City for the Permittee and/or any employees involved in the Self-Fueling activity.
- (8) Permittee shall, at its sole expense, maintain its Self-Fueling facilities and equipment in a presentable condition consistent with best management practices.
- (9) The Permittee shall be responsible for any clean-up costs of any site on the Airport that becomes contaminated due to the Self-Fueling activities of the Permittee.
- (10) Permittee shall provide liability insurance coverage for its Self-Fueling operations in limits that are stated in the Permittee's lease, or if no lease exists, in the minimum amount of one million dollars (\$1,000,000) per occurrence. Further, by accepting a permit to engage in Self-Fueling from

the City, the Permittee agrees to indemnify and hold the City, its agents and employees harmless from any and all claims, costs, loss, or expenses arising from Permittee's Self-Fueling operations. Indemnification shall also include environmental claims, clean-up costs, loss, or expenses due to any fuel spill or contamination due to a Permittee's Self-Fueling operations.

- (11) Appropriate City staff must inspect and approve all fuel trucks/vehicles and equipment delivering fuel to a Permittee's Self-Fueling Fuel Farm operations and Permittee must pay any required fees in connection with such inspection and approval. Self-Fueling trucks/vehicles and equipment delivering fuel may only be operated or stored upon surfaces that are within the weight-bearing capacity of such surface. No truck-to-truck/vehicle-to-vehicle fueling shall occur. An owner/operator possessing a Self-Fueling Fuel Farm Permit which allows Self-Fueling shall also be required to pay any annual fee established by the City of Monroe Fee Schedule for FF for each subsequent calendar year in order to renew and maintain the validity of the Self-Fueling Permit which includes the ability to conduct Self-Fueling. All other applicable fueling requirements of Permittees as set out herein shall apply to Self-Fueling Fuel Farms.
- (12) In the event of any alleged violation by a Permittee of these Self-Fueling Regulations, the City shall give written notice to the Permittee of such alleged violation and the grounds for same. The Permittee shall then have a period of thirty (30) days to cure such alleged violation. Upon failure of the Permittee to take appropriate action, the City may take such action as necessary to correct the violation including but not limited to revocation of the Self-Fueling Permit. Serious safety violations which pose an imminent hazard to persons or property may result in immediate action by the City without such prior notice and cure period.
- (13) Permittee must pay a flowage fee as established in the Fee Schedule of the City for all fuel brought on the Airport for Self-Fueling Fuel Farm activities.

**Section 8.** This Ordinance shall be effective upon adoption.

Adopted this 10<sup>th</sup> day of February, 2026.

Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

**B. Fiscal Year 2025-2026 Fee Schedule Amendment Establishing Fees for Chapter IX titled Clubhouse 1936.** Parks, Recreation and Tourism Director Pete Hovanec advised by memorandum that Clubhouse 1936 would offer guests the opportunity to purchase time in one of five digital golf

hitting bays. Mr. Hovanec advised that each bay would be offered to reserve for an hour at a time with the option to purchase additional time if that bay was not reserved by another individual.

Mr. Hovanec advised that Staff had compared similar facilities in the region and had determined the following proposed Fee Schedule for use of the hitting bays:

| Day       | Time             | 1 hour fee | Extra 30 Min | Time            | 1 hour fee | Extra 30 Min |
|-----------|------------------|------------|--------------|-----------------|------------|--------------|
| Tuesday   | 10 a.m. - 3 p.m. | \$40       | \$20         | 3 p.m. - 9 p.m. | \$50       | \$25         |
| Wednesday | 10 a.m. - 3 p.m. | \$40       | \$20         | 3 p.m. - 9 p.m. | \$50       | \$25         |
| Thursday  | 10 a.m. - 3 p.m. | \$40       | \$20         | 3 p.m. - 9 p.m. | \$50       | \$25         |
| Friday    | 10 a.m. - 3 p.m. | \$50       | \$25         | 3 p.m. - 9 p.m. | \$60       | \$30         |
| Saturday  | 10 a.m. - 3 p.m. | \$50       | \$25         | 3 p.m. - 9 p.m. | \$60       | \$30         |
| Sunday    | 10 a.m. - 3 p.m. | \$50       | \$25         | 3 p.m. - 9 p.m. | \$60       | \$30         |

Mr. Hovanec advised that Staff was also proposing the private rental cost of \$200 per hour with a minimum of three hours for a private rental. He advised that additional hours over the three would be assessed a \$150 per hour fee.

|                   | Three Hour Minimum Rental | Each Additional Hour |
|-------------------|---------------------------|----------------------|
| Three Hour Rental | \$600                     | \$150                |

Mr. Hovanec advised that Staff was also proposing \$10 per bay, per hour fee for the use of Clubhouse 1936 rental clubs.

Mr. Hovanec advised that this information was presented to the General Services Committee on February 5, 2026. He advised that it was the recommendation of the General Services Committee and Staff that Council adopt an Ordinance establishing the Fee Schedule for Clubhouse 1936 for hourly, club rental and private rental fees.

Council Member Thompson moved to adopt Ordinance O-2026-03:

**ORDINANCE TO AMEND  
CITY OF MONROE FEE SCHEDULE  
FISCAL YEAR 2025-2026  
O-2026-03**

**BE IT ORDAINED BY THE CITY OF MONROE COUNCIL THAT THE FISCAL YEAR 2025-2026 CITY OF MONROE FEE SCHEDULE IS HEREBY AMENDED AS FOLLOWS:**

**Section 1. Amend CHAPTER IX. MONROE COUNTRY CLUB by deleting ARTICLE B. FACILITY RENTAL:**

|                                             | City Resident | Non-City Resident | Approved Non-Profit Rentals | Full Time City Employee Rate<br>(Limit 1 Rental per Year) |
|---------------------------------------------|---------------|-------------------|-----------------------------|-----------------------------------------------------------|
| Daily Rate                                  | \$1,100       | \$1500            | 50% discount                | 50% discount                                              |
| Hourly Rate                                 | \$140         | \$165             | NA                          | 50% discount                                              |
| Rental in conjunction with Golf Tournament: |               |                   |                             |                                                           |
| Mon. – Thurs.                               | \$350         | \$350             | NA                          | NA                                                        |
| Fri. – Sun.                                 | \$500         | \$500             | NA                          | NA                                                        |
| China/Crystal/Flatware                      | \$100         | \$150             |                             |                                                           |
| Security Officer Fee†                       | \$35          | \$35              | \$35                        | \$35                                                      |
| Refundable Damage Deposit♦                  | ½ Rental Fee  | ½ Rental Fee      | ½ Rental Fee                | ½ Rental Fee                                              |

\*Approved Non-Profit rental rate not valid on Saturdays or during the month of December. Limited to one rental per year. All other rentals will be at regular pricing. Discount is only provided for Non-Profits located and operating in Union County.

\*\*Employee discount not valid for Saturdays or during the month of December.

\*\*\*Hourly rate limited to Monday – Thursday rentals.

†All rentals allowing alcohol must pay security officer fees.

♦ Damage deposits will be refunded in their entirety if all rental agreement rules and regulations are met.

*Effective July 1, 2023.*

**Section 2.** Amend **CHAPTER IX. MONROE COUNTRY CLUB** to add the new **ARTICLE B. CLUBHOUSE 1936** to read as follows:

#### **ARTICLE B. CLUBHOUSE 1936**

##### **Hourly Rental**

| Day                | Time             | 1 hour fee | Extra 30 Min | Time            | 1 hour fee | Extra 30 Min |
|--------------------|------------------|------------|--------------|-----------------|------------|--------------|
| Tuesday - Thursday | 10 a.m. – 3 p.m. | \$40       | \$20         | 3 p.m. – 9 p.m. | \$50       | \$25         |
| Friday - Sunday    | 10 a.m. - 3 p.m. | \$50       | \$25         | 3 p.m. - 9 p.m. | \$60       | \$30         |

##### **Private Rental**

|                | Three Hour Minimum Rental | Each Additional Hour |
|----------------|---------------------------|----------------------|
| \$200 per Hour | \$600                     | \$150                |

\*\*Additional fee of \$10 per bay, per hour for use of the Clubhouse 1936 rental clubs.

*Effective March 1, 2026*

**Section 3.** This Ordinance shall be effective March 1, 2026.

Adopted this 10<sup>th</sup> day of February, 2026.

Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

**Item No. 13. Police Department Therapy Dog Donation from Project 2 Heal.** Police Chief Rhett Bolen advised by memorandum that Project 2 Heal had donated a therapy dog to the Police Department. Mr. Bolen advised that Project 2 Heal would run a campaign that would seek donations from the public to cover the cost of the dog and training. He advised that the dog would be utilized for Officer wellness as well as for community events.

Mr. Bolen advised that this information was presented to the Public Safety Committee on February 6, 2026. He advised that it was the recommendation of the Public Safety Committee and Staff that Council accept the therapy dog donation.

Council Member Thompson moved to accept the therapy dog donation from Project 2 Heal for the Police Department. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

**Item No. 14. Resolutions.**

**A. Disposal by Auction Sale of 2005 Freightliner Dump Truck.** Finance Director Lisa Strickland advised by memorandum that this was a request to dispose a 2005 Freightliner Dump truck (#2218 C05043; VIN #1FVHC5CV95HU67803) in accordance with North Carolina General Statute Section 160-270A and Chapter 34 titled Finance of the City's Code of Ordinances. Ms. Strickland advised that Staff believed that the potential proceeds of this surplus equipment might be in excess of \$30,000. She advised that this item would be sold on GovDeals.com and the proceeds from the sale would be returned to the respective operating funds.

Ms. Strickland advised that this information was presented to the General Services Committee on February 5, 2026. She advised that it was the recommendation of the General Services Committee and Staff that Council adopt a Resolution approving the disposal by auction sale of the dump truck.

Council Member Thompson moved to adopt Resolution R-2026-09:

**RESOLUTION AUTHORIZING DISPOSAL BY AUCTION SALE  
2005 FREIGHTLINER DUMP TRUCK  
R-2026-09**

**WHEREAS**, the City of Monroe (hereinafter, “City”), has accumulated surplus personal property that has a believed fair market value in excess of \$30,000; and

**WHEREAS**, said personal property located at the City Operations Center at 2401 Walkup Avenue in Monroe, North Carolina is no longer being utilized by the City of Monroe; and

**WHEREAS**, North Carolina General Statute §160A-270 permits the City to sell personal property at public auction upon approval of the City Council and after publication of a notice announcing the auction; and

**WHEREAS**, the electronic auction site, govdeals.com will be utilized in auctioning said piece of equipment; and

**WHEREAS**, the property will be transferred in its current condition, as is, and the City gives no warranty with respect to usability of the property; and

**WHEREAS**, title and possession of the property will be transferrable at the auction’s close on February 13, 2026 at 10:00AM EST when the sale is completed and payment is made; and

**WHEREAS**, the buyer will pay the full amount of his or her bid at the conclusion of the auction, either by card or wire transfer. Failure to make payment on or before February 18<sup>th</sup> 2026 cancels the buyer’s bid.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council hereby declares surplus and authorizes staff to dispose of by auction sale the 2005 Freightliner Dump truck 2218 C05043 VIN #1FVHC5CV95HU67803 pursuant to G.S. §160A-270.

**BE IT FURTHER RESOLVED THAT** the City Manager is hereby authorized to take any and all action necessary regarding the disposal of the Assets listed above.

**BE IT FURTHER RESOLVED THAT** the City reserves the right to withdraw any listed property from the auction at any time before the auction sale of that property.

Adopted this the 10<sup>th</sup> day of February, 2026.

Council Member Anderson seconded the motion, which passed unanimously with the following votes:

|       |                                                                                                   |
|-------|---------------------------------------------------------------------------------------------------|
| AYES: | Council Members Anderson, Dotson, Kerr, McGee,<br>Thompson, Mayor Pro Tem Anthony and Mayor Burns |
| NAYS: | None                                                                                              |

**B. Donation of Computer Equipment to New Covenant Community Development Center.**

Assistant City Manager Lisa Hollowell advised by memorandum that the City regularly replaced desktop and laptop computers as part of its ongoing technology refresh cycle. Ms. Hollowell advised that this equipment was typically processed and sold on Gov Deals or disposed of at the end of its useful life. She advised surplus computer equipment generally fetched an average of less than \$75 per computer.

Ms. Hollowell advised that this was a request to donate 25 surplus desktop and/or laptop computers and all accessories to the New Covenant Community Development Center. She advised that the type of devices would be determined based upon replacement and condition at the time of

replacement. Ms. Hollowell advised that all equipment would be provided at no cost to New Covenant Community Development Center. She advised that this donation supported local educational and community initiatives while allowing the City to responsibly repurpose surplus technology that was no longer needed for municipal operations. Ms. Hollowell advised that the donation had an estimate value of less than \$2,000.

Ms. Hollowell advised that North Carolina General Statute Section 160A-280 allowed cities to donate surplus equipment to a nonprofit organization with the adoption of a Resolution. Per the statute, a public notice was published on the City's website and posted on the City Hall outside bulletin board no less than five days prior to the February 10, 2026 City Council Regular Meeting.

Ms. Hollowell advised that this information was presented to the General Services Committee on February 5, 2026. She advised that it was the recommendation of the General Services Committee and Staff that Council adopt a Resolution approving the donation of the equipment.

Council Member Thompson moved to adopt Resolution R-2026-05:

**RESOLUTION AUTHORIZING DONATION OF  
COMPUTERS AND ACCESSORIES TO  
NEW COVENANT COMMUNITY DEVELOPMENT CENTER  
R-2026-05**

**WHEREAS**, the City replaces computer equipment on a regular cycle and anticipates replacing desktops and laptops in the current year; and

**WHEREAS**, a non-profit organization has requested a donation of 25 surplus computers and accessories to be used for academic enrichment and instructional activities.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council hereby declares surplus and donates used computer equipment and accessories pursuant to North Carolina General Statute §160A-280 valued at less than \$2,000 to New Covenant Community Development Center (NCCDC).

**BE IT FURTHER RESOLVED THAT** the City Manager is hereby authorized to take any and all action necessary regarding the donation of said property to NCCDC.

Adopted this the 10<sup>th</sup> day of February, 2026.

Council Member Anderson seconded the motion, which passed unanimously with the following votes:

|       |                                                                                                   |
|-------|---------------------------------------------------------------------------------------------------|
| AYES: | Council Members Anderson, Dotson, Kerr, McGee,<br>Thompson, Mayor Pro Tem Anthony and Mayor Burns |
| NAYS: | None                                                                                              |

**Item No. 15. Retiring Employee Rodney Linn Rogers.** Fire Chief Ron Fowler advised by memorandum that Captain Rodney Rogers would be retiring on March 1, 2026, with 30 years of service to the City and requested that Council adopt a Resolution of Appreciation recognizing Mr. Rogers for his service to the City.



Mr. Fowler advised that the General Assembly of North Carolina recognized the importance and the symbolism of the Firefighter's helmet and General Statute Section 160A-294.1 authorized municipalities, at the discretion of the governing board, to honor retiring firefighters by awarding them their fire helmet. Recognizing the importance of the fire helmet to Mr. Rogers, Mr. Fowler advised that Staff felt that it was fitting and proper to honor him by awarding him with his fire helmet to cherish during retirement. In accordance with General Statute Section 160A-294.1, Mr. Fowler advised that Staff recommended that Council set the price of the helmet at one cent.

This information was presented to the Public Safety Committee on February 6, 2026. Mr. Fowler advised that it was the recommendation of the Public Safety Committee and Staff that Council adopt a Resolution of Appreciation and award Mr. Rogers his fire helmet.

**A. Resolution of Appreciation.** Council Member Thompson moved to adopt Resolution R-2026-08:

**RESOLUTION OF MONROE CITY COUNCIL  
HONORING RETIRING EMPLOYEE  
RODNEY LINN ROGERS  
R-2026-08**

**WHEREAS**, on the occasion of his retirement on March 1, 2026, City Council finds it is fitting and proper to express its sincere appreciation to Captain Rodney Rogers for his loyal and dedicated service to the Monroe Public Safety and Monroe Fire Departments over the last 30 years; and

**WHEREAS**, Rodney Rogers joined Monroe Public Safety Department as a Public Safety Officer on September 15, 1997, and following the reorganization of the Monroe Fire Department in 1999, continued to serve with the Fire Department advancing through the ranks and serving in key positions as Engineer, Lieutenant, and Captain for the City of Monroe, was a valued member of the Type II Swiftwater team; and

**WHEREAS**, Rodney Rogers achieved numerous fire service professional certifications and accomplishments from the State of North Carolina and the National Fire Academy; and

**WHEREAS**, Rodney Rogers' experience, skills, and commitment to excellence positively influenced other members of the Fire Department, and Captain Rogers contributed greatly to developing the Monroe Fire Department into the modern-day professional fire department it is today; and

**WHEREAS**, Rodney Rogers played vital roles in the advancement of the Monroe Fire Department, including organization and growth of the Fire Department and development of personnel; and

**WHEREAS**, Rodney Rogers has selflessly and faithfully served the citizens of Monroe and Union County, where his personal integrity, professionalism, and devotion to duty has been a tremendous example of public service; and

**WHEREAS**, Members of Monroe Fire Department are most grateful to Captain Rogers for his professional and personal contributions over his 30 years of distinguished service to the citizens of Monroe, and the Monroe Fire Department, and wish him God's blessings for a long and happy retirement.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Monroe, North Carolina, does hereby proclaim Rodney Rogers a vital part of the City of Monroe community and encourage all citizens to express appreciation and support for his accomplishments.

**BE IT FURTHER RESOLVED** that this Resolution be entered upon the permanent Minutes of the Monroe City Council.

**IN WITNESS WHEREOF**, duly adopted by the Monroe City Council during the February 10, 2026 City Council Regular Meeting and signed by the Mayor on behalf of the Monroe City Council.

Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

**B. Award of Fire Helmet (Surplus Equipment).** Council Member Thompson moved to award Mr. Rogers his fire helmet (surplus equipment) at a cost of one cent. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

**Item No. 16. Storm Drainage Policies.** Engineering Director Sarah McAllister advised by memorandum that the intended purpose of the Storm Drainage Policy was to provide general guidelines for storm drainage systems improvements, define the City's maintenance and operational roles and limits and prioritize capital and operational needs to ensure public safety and long-term system sustainability.

Ms. McAllister advised that the current strategy for developing stormwater construction projects was shifting to better address the needs of an aging storm drainage system. She advised that this approach prioritized repairs, rehabilitation and maintenance by allowing a reduced level of service design standard where capacity and performance permit, rather than automatically replacing infrastructure to meet new development standards. Ms. McAllister advised that the project decisions were guided by consideration for public safety and cost-benefit analysis using objective ranking criteria.

Ms. McAllister advised that the proposed revisions of the Policy would also shift focus of the stormwater program from reacting to private drainage complaints to proactively investing in appropriately prioritized public infrastructure. She advised that key revisions to the Policy were: removed redundant text and sections that are covered in other City documents to make this policy more concise; clarified criteria for City participation assistance on private property; allowed for flexible Level of Service design storms where capacity and performance permit; redefined project priorities categories; and, created a new, stand-alone Policy for a privately owned pond.

Ms. McAllister advised that this information was presented to the Public Enterprise Committee on February 3, 2026. She advised that it was the recommendation of the Public Enterprise Committee

and Staff that Council approve the Drainage Assistance for Privately Owned Ponds Policy and approve the amendments to the Storm Draining Assistance Policy both effective upon approval.

**A. Drainage Assistance for Privately Owned Ponds Policy (New).** Council Member Thompson moved to approve the new Drainage Assistance for Privately Owned Ponds Policy:

## **DRAINAGE ASSISTANCE FOR PRIVATELY OWNED PONDS POLICY (ED-08)**

### **GENERAL PURPOSE**

The intended purpose of this policy is to outline when the City of Monroe may offer limited maintenance or operational assistance for privately owned ponds, subject to available resources and the Criteria for City Participation on Private Property listed below.

### **DRAINAGE ASSISTANCE POLICY**

When stormwater from public right of way flows into a private pond (also refers to “lakes” in this policy), the property owner is solely responsible for the pond’s maintenance and operation. The City assumes no responsibility for private pond maintenance or related downstream impacts, regardless of the runoff source.

After investigating a request from a private pond owner for drainage assistance, Stormwater Engineering staff will determine program eligibility based on the guidance below.

### **CRITERIA FOR CITY PARTICIPATION ON PRIVATE PROPERTY**

The following conditions as evaluated by the City Engineer must be met in order to qualify for consideration of City funding for pond improvements:

- The pond must provide, or have the potential to provide, a significant flood control, pollution control, or public safety benefit that represents cost avoidance to the City in construction and maintenance of drainage infrastructure;
- The pond is part of a larger, comprehensive watershed management plan or water quality plan;
- The pond is not a regulatory requirement associated with planned development; and/or
- The pond is not receiving a stormwater fee credit.

Water quality control issues such as algae, mosquitoes, fish kills, beavers, and trash removal are not a public benefit that qualifies for maintenance or improvements through the Drainage Assistance policy.

### **DAM STRUCTURES**

Dam structures subject to the State Dam Safety Law are under the purview of the North Carolina Department of Environmental Quality.

### **REQUEST FOR SERVICE**

The City of Monroe Stormwater Engineering Division is responsible for investigating drainage concerns from property owners. After receiving an assistance request for private pond improvements, Engineering staff will perform a site inspection to determine existing conditions and the nature of the request. If the pond condition meets the minimum eligibility requirements, it is evaluated and classified based upon risk and benefit to the City.

For qualifying improvements, the property owner will be notified in writing of recommended best management practice options. The property owner will also be forwarded the Private Property Agreement Form which will serve as the contract for the proposed improvements.

### **CONTRACTUAL OBLIGATIONS**

The Private Property Agreement Form stipulates the terms of each party's obligations. The scope of work outlined must be agreed to by the affected property owner(s) for policy participation by the City.

#### City Responsibilities:

- Provide materials, labor, equipment, and resources as needed to construct the drainage improvements to meet current industry standards for design and construction.
- Perform work by City personnel or an approved City contractor.
- Provide Right of Entry documentation to affected owners
- Provide survey and mapping necessary for easement recordation.
- Manage necessary permits.
- Restore site conditions after construction.

#### Property Owner Responsibilities:

- Sign Private Property Owner Agreement detailing the work to be performed and consenting to property access by City personnel.
- Donate the necessary permanent and temporary easements for the drainage improvements. Dedicated easements shall be recorded with the Union County Register of Deeds.
- Agree to hold the City and its agents harmless from any liability (personal injury, property damage, tree/shrub damage, etc.) arising from the work.
- Provide payment for any upgrade costs to the City.
- Communicate and coordinate with neighbors
- Relocate any impacted buildings, sheds, fences, or other structures out of the designated easement/work zone.
- Remove trees, landscaping, and debris before City stormwater crews begin work.

### **POLICY APPEALS PROCESS**

Determinations by the City Engineer may be appealed by the property owner(s) to the Public Enterprise Committee for additional review if (1) the drainage condition is found to be outside the provisions of the policy or (2) the scope of work requested by the property owner(s) is deemed unreasonable by the City Engineer. The complaining parties must formally submit their concerns in writing to the City Engineer who will then be responsible for scheduling the complaint at the next available meeting of the Public Enterprise Committee.

Council Member Anderson seconded the motion, which passed unanimously with the following votes:

|       |                                                                                                   |
|-------|---------------------------------------------------------------------------------------------------|
| AYES: | Council Members Anderson, Dotson, Kerr, McGee,<br>Thompson, Mayor Pro Tem Anthony and Mayor Burns |
| NAYS: | None                                                                                              |

**B. Storm Drainage Assistance Policy Amendments.** Council Member Thompson moved to approve the amendments to the Storm Drainage Assistance Policy:

## **STORM DRAINAGE ASSISTANCE POLICY (ED-02)**

### **GENERAL PURPOSE**

The City's Stormwater Division's mission includes conveying stormwater through well-maintained drainage systems. The intended purpose of this policy is to provide general guidelines for storm drainage systems improvements, define the City of Monroe's maintenance and operational roles and limits, and prioritize capital and operational needs to ensure public safety and long-term system sustainability.

The City of Monroe is responsible for all maintenance of storm drainage systems within city-maintained rights-of-way and city-maintained storm drainage easements. All other storm drainage systems are the responsibility of private property owners, North Carolina Department of Transportation, or the CSX Railroad.

The City may participate in the replacement or improvement of storm drainage systems outside of the City's responsibility in order to protect the traveling public or to benefit the City Storm Drainage System.

### **DRAINAGE ASSISTANCE POLICY**

The Drainage Assistance Policy may be provided to owners of stormwater drainage systems outside of the City's responsibility, subject to the Criteria for City Participation on Private Property and to the extent that funds and resources are available. Stormwater Engineering staff will assess determine program eligibility, categorize qualifying drainage conditions, and prioritize storm drainage operations, maintenance, and improvements based on the guidance below.

### **CRITERIA FOR CITY PARTICIPATION ON PRIVATE PROPERTY**

To be eligible for assistance, the following requirements must all be met:

- The drainage condition must be caused by stormwater runoff from a City-maintained street (during a storm event equal to or less than the design storm event).
- The drainage condition must be part of the City Stormwater Drainage System or addressing the drainage condition must hydraulically or structurally benefit the City Stormwater Drainage System.
- The drainage condition must meet one of the following:
  - Failing stormwater drainage system (indicators include, but are not limited to: visible holes/cavities, active erosion, active settlement),
  - Flooding (must fail the desired level of service described in the City's "Level of Service Design Guidance" document.
  - Active erosion along a natural or engineered channel that is within the Qualifying Zone of Influence (see Figure 2) of a roadway, sidewalk, Principal Structure, Accessory Structure, or Primary Driveway, or
  - 25% or more silt or permanent blockage of a catch basin or pipe.

If the drainage concern meets the minimum requirements, it is evaluated on its risk to the traveling public. Factors considered within the evaluation include maintenance responsibility, condition, capacity, and performance of the stormwater drainage system. City staff uses evaluation results of the drainage conditions to identify and prioritize future storm drainage improvements. The City reserves the right to reevaluate and review drainage assistance projects at any time.

### **PROJECT PRIORITY CATEGORIES:**

The City shall prioritize eligible drainage based on the risk and extent of work required.

**Critical Projects:**

Critical projects require repairs to the City Stormwater Drainage System located within the City streets, right-of-way and acquired easements. Resources are assigned as available to design and construct these projects as soon as practical due to elevated risk conditions. These projects address visible holes/cavities, erosion, and active settlement that create a hazard for the traveling public within:

- The back-of-curb, edge of pavement or asphalt on a City-maintained street (see Figure 1), or
- The City-maintained right-of-way or acquired easement that:
  - Compromises or is within the Qualifying Zone of Influence (See Figure 2) of a Principal Structure (foundation or integrity of the structure),
  - Results in the Primary Driveway being impassable (no alternative passage available),
  - Results in the sidewalk being impassable (no alternative passage available),
  - Compromises the embankment of a high hazard dam.

**Major/Minor Projects:**

Major and Minor Storm Drainage Improvement Projects (SDIPs) require repairs and/or improvements to the City Stormwater Drainage System to address eligible conditions. Major and Minor projects are identified and prioritized by City staff using asset risk scores. Minor SDIPs are typically less complex and smaller in scope and size than Major SDIPs.

**Routine Maintenance and Operations:**

Routine operations in the City-maintained right-of-way or acquired easement that meet eligibility requirements may include:

- Replacing missing stormwater drainage structure frames, grates, or covers
- Cleaning catch basin or pipe
- Re-grading of ditches
- Repairing or replacing of pipe
- Repairing or replacing stormwater drainage structures
- Removing debris from channels that could compromise the condition or function of a pipe system or could flood a city-maintained street or a structure.
- Incidental and minor repairs.

**Not Eligible for Assistance (Does Not Qualify):**

Assistance on private property is only considered where minimum eligibility requirements are met as defined above. DNQ conditions include, but are not limited to:

- Non-City Stormwater Drainage System conditions that do not impact the City Stormwater Drainage System
- Drainage conditions within NCDOT right-of-way
- Properties with a certificate of occupancy for two years or less
- Flooding or ponding water within FEMA-regulated floodplain
- Flooding that does not fail the desired level of service in Level of Service Design Guidance document
- Flooding of sheds smaller than 150 square feet
- Yard flooding, standing water, or ponding.
- Drainage issues caused by landscaping, clearing, or yard grading.
- Areas of wetness or ponding due to underground springs, wetlands, or groundwater seepage.
- Routine maintenance tasks (mowing grass, weed-eating, removing debris or litter in driveway pipes, swales, ditches, or channels).

- Erosion along a channel that does not compromise the structural integrity of a roadway, sidewalk, Principal Structure, Accessory Structure, or Primary Driveway.
- Erosion caused by sheet flow due to lack of established vegetation
- Mitigation/stream restoration projects completed by others
- Roof/gutter drainage systems; private pipe and inlet systems
- Nuisance wildlife issues (e.g., insects, snakes, beaver dams).
- Any ordinance required drainage facility or system that the property owner is required to maintain.
- Pipe and/or spillways for private ponds
- Bury pits /spoil areas
- Aesthetic improvements
- Proposed or under-construction commercial or residential developments.
- Vacant Properties (non-developed property).
- Localized flooding or ponding on undisturbed property caused by natural occurrences.
- Stormwater runoff that accumulates onto a property and/or flows from an adjacent private property is considered "private" stormwater runoff and does not qualify for City services.
- New construction or new development

### **REQUEST FOR SERVICE**

The City of Monroe Stormwater Engineering Department is responsible for investigating drainage concern/problems and responding to drainage questions from citizens and businesses. After receiving a request to investigate a drainage concern, Stormwater staff will perform a site inspection to determine the nature of the problem. If the drainage condition meets the minimum eligibility requirements for assistance, it is evaluated and classified based upon risk and the extent of work required based upon this Policy.

For qualifying drainage improvements, the property owner will be notified in writing of recommended best management practice options, potential drainage easement requirements, and information regarding any neighboring properties that may be involved in project participation. The property owner will also be forwarded the *Private Property Agreement Form* which will serve as the contract for the proposed improvements.

Upon receipt of the Private Property Agreement Form(s) for a drainage improvement, the project will be placed in queue based upon its risk assessment score and assigned to Engineering staff for further evaluation. Project improvements will be completed based upon ranked priority and availability of funds.

### **CONTRACTUAL OBLIGATIONS**

The *Private Property Agreement Form* stipulates the terms of each party's obligations. The scope of work outlined must be agreed to by the affected property owner(s) for policy participation by the City.

#### **City Responsibilities:**

- Provide materials, labor, equipment, and resources as needed to construct the drainage improvements to meet City standards for design and construction.
- Perform work by City personnel or an approved City contractor.
- Provide survey and mapping necessary for easement recordation with the Union County Register of Deeds.
- Obtain necessary permits.
- Restore site conditions after construction.

#### **Property Owner Responsibilities:**

- Sign Private Property Owner Agreement detailing the work to be performed and consenting to property access by City personnel.
- Grant the necessary permanent and temporary easements for the drainage improvements prior to disturbance of the property within the dedicated easement limits. Reference Municipal Code Section 58-12, City Unified Development Ordinance Section 7.5, and “Storm Drainage Easements” document for more information on drainage easements.
- Agree to hold the City and its agents harmless from any liability (personal injury, property damage, tree/shrub damage, etc.) arising from the work.
- Communicate and coordinate with neighbors to receive Private Property Agreement Forms, if applicable.
- Relocate or remove any impacted buildings, sheds, fences, trees, landscaping, debris, irrigation systems, or other structures out of the designated easement/work zone.

## **DEFINITIONS**

Accessory Structure – Structures that are customarily or typically subordinate to and serve a Principal Use or Principal Structure, is clearly subordinate in area, extent, or purpose to the Principal Use or Principal Structure served; and is located on the same lot as the Principal Use or Principal Structure. Examples of Accessory Structures may include, but are not limited to, detached garages, sheds that are 150 square feet or larger, furnace/boiler rooms, pump houses, attached decks, and in-ground swimming pools.

City Stormwater Drainage System – Portions of the stormwater drainage system (may include but are not limited to, pipes, channels, and culverts) described as the city’s responsibility in Monroe Code Sec. 58-12, Limitations of responsibility, as follows:

A) The city shall be responsible only for the portions of the stormwater drainage system which are in city-maintained street rights-of-way and permanent storm drainage easements conveyed to and accepted by the city in accordance with the terms of those easements. Repairs and improvements to the drainage system shall be in accordance with established standards, policies, and schedules.

B) The city’s acquisition of storm drainage easements and/or the construction or repair by the city of drainage facilities does not constitute a warranty against stormwater hazards, including, but not limited to, flooding, erosion, or standing water.

Non-City Stormwater Drainage System – Portions of any stormwater drainage system not otherwise described as the City’s under the Monroe City Code Sec. 58-12.

Primary Driveway – Access area to a property where no other access is available. This does not include area used solely for parking.

Principal Structure – Buildings or structures which support or propose to support the Principal Use of a lot. Principal Structures may include but are not limited to, houses, condominiums, townhomes, industrial, commercial and office buildings, and manufactured homes. Accessory Structures are not included in this definition.

Principal Use – The primary purpose or zoned function that a lot serves or is proposed to serve.

Private Property Agreement Form - Stipulates the terms of each party's obligations and serves as the Contract for the proposed drainage improvements.

Qualifying Zone of Influence – The area from the point of interest to the limits of potential failure (see Figure 2).



Routine Operations – Activity that restores the functionality of a drainage system or feature and returns the system to the original performance design intent. Routine Operations are limited to City Stormwater Drainage Systems located within a city-maintained right-of-way or city-maintained easement; no relocations, upsizing or adding of new systems; and no survey, easements, permits, or utility relocations needed (with the exception of water and sewer line adjustments and replacements).

Figure 1: Critical Project Classification Conditions

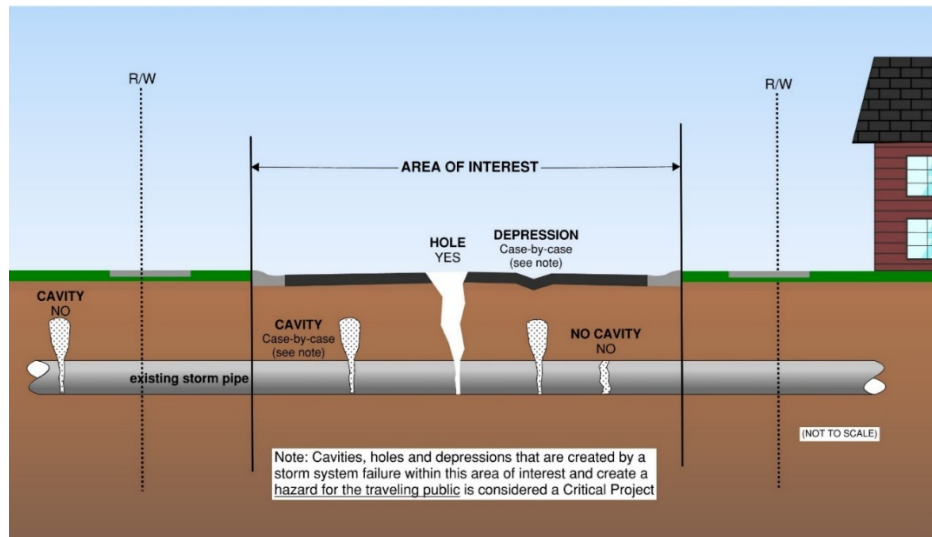
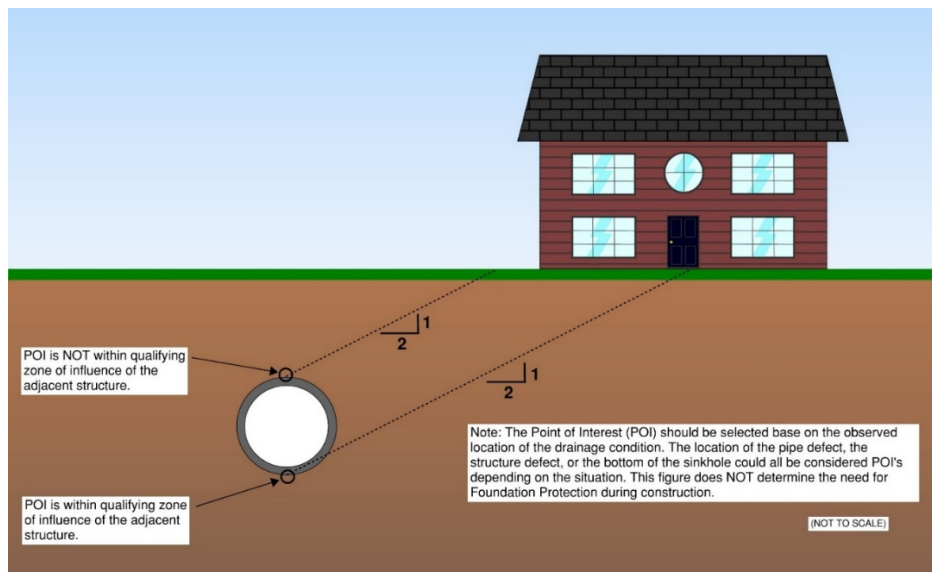


Figure 2: Qualifying Zone of Influence



Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee, Thompson, Mayor Pro Tem Anthony and Mayor Burns  
 NAYS: None

**Item No. 17. Tax Releases for December 2025.** Finance Director Lisa Strickland advised by memorandum that the refunds and releases of taxes pursuant to North Carolina General Statute §105-381 for December 2025 totaled \$5,027.08. Ms. Strickland advised that these releases were created by a change or reduction in value for the City of Monroe by the Union County Tax Assessor. She advised that the Union County Board of County Commissioners had previously approved these releases and Staff was now requesting that Council approve the releases.

Council Member Thompson moved to approve tax releases for December 2025 in the amount of \$5,027.08. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

## **INFORMATIONAL COMMITTEE MINUTES, COMMITTEE STAFF NOTES AND REPORTS**

**Item No. 18. Annual Written Reports of Boards and Commissions for 2025.** In accordance with the Boards and Commissions Policy, City Clerk Bridgette Robinson submitted the 2025 Annual Written Reports for the following: Board of Adjustment; Airport Advisory Committee; Downtown Advisory Board; Firemen Relief Fund Board of Trustees; Historic District Commission; Monroe Tourism Development Authority; Parks and Recreation Advisory Commission; and, Planning Board.

**Item No. 19. Building Permit Data for December 2025.** For informational purposes only, Planning and Development Director Lisa Stiwwinter reported by memorandum that 520 building permits were issued for December 2025.

**Item No. 20. Charlotte-Monroe Executive Airport Aviation Activity for December 2025.** For informational purposes only, Assistant City Manager Lisa Hollowell reported by memorandum that the total Airport operations for December 2025 were approximately 5,700.

**Item No. 21. City Council Discretionary Fund Disbursements for January 2026.** For informational purposes only, City Clerk Bridgette Robinson reported by memorandum requests for Fiscal Year 2025-2026 City Council Discretionary Fund disbursements for January 2026:

| <b>Requestor</b>             | <b>Recipient</b>                          | <b>Public Purpose</b>                                                                                                            | <b>Amount</b> |
|------------------------------|-------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|---------------|
| Council Member Gary Anderson | Community Health Services of Union County | Provide personalized high-quality care to uninsured residents of Union County living with diabetes and its related complications | \$250         |
| Council Member James Kerr    | Union County Crimestoppers                | Support of law enforcement                                                                                                       | \$500         |
| Council Member James Kerr    | American Red Cross                        | Provides emergency assistance, disaster relief and                                                                               | \$500         |

| Requestor                     | Recipient                                       | Public Purpose                                                                                                                   | Amount |
|-------------------------------|-------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|--------|
|                               |                                                 | disaster preparedness education                                                                                                  |        |
| Council Member Julie Thompson | Community Health Services of Union County, Inc. | Provide personalized high-quality care to uninsured residents of Union County living with diabetes and its related complications | \$200  |

**Item No. 22. Committee Minutes/Staff Notes.**

**A. Minutes of Animal Welfare Committee Meeting of October 22, 2025.** Minutes of the Animal Welfare Committee Meeting of October 22, 2025 were received as information by Council.

**B. Minutes of Board of Adjustment Meeting of October 23, 2025.** Minutes of the Board of Adjustment Meeting of October 23, 2025 were received as information by Council.

**C. Minutes of General Services Committee Meeting of January 8, 2026.** Minutes of the General Services Committee Meeting of January 8, 2026 were received as information by Council.

**D. Minutes of Historic District Commission Meeting of December 8, 2025.** Minutes of the Historic District Commission Meeting of December 8, 2025 were received as information by Council.

**E. Minutes of Monroe Tourism Development Authority Meeting of October 9, 2025.** Minutes of the Monroe Tourism Development Authority Meeting of October 9, 2025 were received as information by Council.

**F. Minutes of Parks and Recreation Advisory Commission Meeting of December 16, 2025.** Minutes of the Parks and Recreation Advisory Commission Meeting of December 16, 2025 were received as information by Council.

**G. Minutes of Planning Board Meeting of November 5, 2025.** Minutes of the Planning Board Meeting of November 5, 2025 were received as information by Council.

**Item No. 23. Financial Reports for December 2025.** Financial Reports for December 2025 were received as information by Council.

**Item No. 24. Summary of Contracts Awarded, Change Orders Approved and City Manager's Settlement of Claims for January 2026.** For informational purposes only, City Manager Mark Watson reported by memorandum the following award of contracts pursuant to Ordinance O-2001-17 and Change Orders (CO) approved pursuant to Resolution R-2000-76 for January 2026:

| Name                                 | Purpose                                                               | Fiscal Impact                       |              |
|--------------------------------------|-----------------------------------------------------------------------|-------------------------------------|--------------|
|                                      |                                                                       | Fund                                | Amount       |
| Tina Gibson                          | Taylor Sing Along                                                     | Park & Recreation-Center Theatre    | \$18,350.00  |
| Tina Gibson                          | Chi Town Transit Authority Chicago Tribute                            | Park & Recreation-Center Theatre    | \$11,650.00  |
| Nixon Power Service Company          | Coolant Service and Tune-up                                           | Electrical-Administration           | *\$2,857.17  |
| Superior Film Solutions, LLC         | Installation of window tint at Sunset Park Field House                | Property Mgmt-Buildings             | *\$596.00    |
| Waxhaw Blinds and Shades, LLC        | Installation of blinds at Sunset Park Field house and Downtown Office | Property Mgmt-Buildings             | *\$2,893.85  |
| DAP Contracting, Inc.                | Vinyl siding repairs at Fire Station 6                                | Property Mgmt-Buildings             | \$5,500.00   |
| Kiker Pools & Spa                    | Miscellaneous emergency plumbing repairs at City facilities           | Property Mgmt-Buildings             | \$6,000.00   |
| CT Construction                      | Concrete pad for MCC Maintenance facility                             | Park & Recreation-Golf Course       | \$6,800.00   |
| Winyah Mgmt Solutions, Inc.          | Consulting services for MCC operations                                | Park & Recreation-Golf Course       | \$16,000.00  |
| Knapheide Truck Equipment Company    | Purchase and install truck accessories boxes                          | Water and Sewer-Maintenance         | *\$4,500.00  |
| Smith Turf & Irrigation              | GL 9 golf lift and installation at MCC                                | Park & Recreation-Golf Course       | \$12,874.00  |
| Dawn Development Company, Inc.       | Streetlight installations                                             | Electrical-Maintenance/Const        | \$199,999.00 |
| Dawn Development Company, Inc.       | Miscellaneous underground construction                                | Electrical-System Improvements      | \$100,000.00 |
| Dawn Development Company, Inc.       | Electric facility installation for King Oak Subdivision               | Electrical-Maintenance/Const        | \$199,999.00 |
| Lawrence Associates, PA              | Professional Engineering and Surveying – Phase II                     | Electrical-Administration           | \$90,000.00  |
| Resolve Environmental Services, PLLC | Annual Brownfield certification inspections                           | Property Mgmt-Admin                 | *\$1,900.00  |
| Harrell's LLC                        | Spring fertilizer at MCC Golf Course                                  | Park & Recreation-Golf Course       | *\$1,750.00  |
| D H Griffin Wrecking Co., Inc.       | Demo of structure at 1001 S. Parker Street                            | Building Standards-Code Enforcement | \$13,500.00  |
| Tanisha Bomani                       | Aerobic instruction for BAAC                                          | Park & Recreation-Recreational      | *\$600.00    |
| Fire Facilities, Inc.                | Fire Training Tower inspection                                        | Property Mgmt-Admin                 | \$16,500.00  |
| Command Presence                     | Leadership Training session                                           | Police-Police                       | *\$3,500.00  |
| Union Mechanical Service, Inc.       | Replace HVAC system at Camp Sutton Substation                         | Electrical-Maintenance/Const        | *\$3,925.00  |
| Two-Way Radio of Carolina, Inc.      | Radio for Utility Services Manager                                    | Electrical-Administration           | *\$4,252.80  |
| *Approved by Department Director     |                                                                       | <b>TOTAL</b>                        | \$723,946.82 |

The following is a settlement of claim reported pursuant to Ordinance O-2018-50 for January 2026:

| Date of Incident | Claimant       | Fiscal Impact     |          |
|------------------|----------------|-------------------|----------|
|                  |                | Fund              | Amount   |
| 12/17/2025       | Angie Rangolan | Property/Casualty | \$46,000 |

## REGULAR AGENDA

**Item No. 25. Presentation of Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2025 (Tabled from January 13, 2026).** Ms. Elsa Swenson from Martin Starnes and Associates highlighted the results of the 2025 annual audit performed on the City's financial records. Ms. Swenson advised that the City received an unmodified opinion which was a clean audit opinion.

**Item No. 26. Outside City Residential Water Service Request by Timothy Ploshnik for 1806 Willis Long Road.** Energy Services and Water Resources General Manager Rob Miller advised that this was an outside City residential water service request by Timothy Ploshnik for 1806 Willis Long Road. Mr. Miller advised that Staff believed that this request was noncontroversial. He advised that there had been discussions over the past several months as to how an outside City service request should be brought forward for consideration and Staff believed that this request was a good example to present and receive feedback from Council on the information being provided. Mr. Miller advised that there were two future outside service commercial requests that would be presented to Council in the next few months and Staff wanted to ensure that they were meeting Council's informational requirements.

Mr. Miller reviewed a map of the area pointing out the location of the City limits and the associated water main in conjunction with this new home construction request. He advised that outside City service requests were not one size fits all situations. Mr. Miller advised that in this instance, there was already an asset that had been constructed and that receiving any income additional to the current plan was a bonus.

Mr. Miller advised that due to the fact that this home was under construction, it had not been assessed and would not be assessed until January 2027. He advised that the market value for the land was \$126,700. Mr. Miller advised that for this exercise, Staff used the average home value in Union County which was approximately \$442,058.

Mr. Miller advised that Staff's goal was to compare the assessed value of this property if it was annexed into the City. He advised that under the current tax rate of .0044, the land tax assessed value would be \$557 and the building tax assessment would be \$1,945 for a total annual tax of \$2,502. Mr. Miller advised that out of that tax and if a property like this was to be annexed into the City, the City would be required to provide police, fire, storm water, City permitting and waste collection services.

Mr. Miller advised that the Water and Sewer Extensions Policy (WR-09) established double tap fees and also a double customer charge. He advised that this home would have a 3/4" tap. Mr.

Miller advised that the inside City limit charge was \$1,613 and outside the City limit charge was \$3,226. He advised that the monthly customer charge inside the City limits was \$1,487 and outside the City limits was \$2,974. Mr. Miller advised that annualized, that was a difference of \$178.44. He advised that for the water service, there was a one-time tap fee of \$1,613 and then an annual double customer charge which was \$178.44.

Mr. Miller advised that had the property been next to the City limits, it might be a different scenario. However, this was on an asset that had already been built that was in an area that the City was not going to try to annex for one lot. He advised that Staff was provided this detailed analysis as requested previously by Council.

Council Member Dotson confirmed that this analysis provided the information requested to allow Council to make their decision.

Mr. Miller advised that in some instances, there would be developer-driven new infrastructure that was built and Staff would be able to bring the advantages within the City that the new infrastructure would be able to serve and give the utility for which the developer would bear the cost.

Council Member Kerr moved to approve the outside City residential water service request for 1806 Willis Long Road (Tax Parcel #08-303-016D). Mayor Pro Tem Anthony seconded the motion, which passed unanimously with the following votes:

|       |                                                                                                   |
|-------|---------------------------------------------------------------------------------------------------|
| AYES: | Council Members Anderson, Dotson, Kerr, McGee,<br>Thompson, Mayor Pro Tem Anthony and Mayor Burns |
| NAYS: | None                                                                                              |

**Item No. 27. Water Supply Update.** Energy Services and Water Resources General Manager Rob Miller advised that on January 28, 2026, the City Manager declared a Stage 1 voluntary conservation for the City's water supply. Mr. Miller advised that the voluntary recommendations being provided to City's customers included: fix leaks and running toilets promptly; keep showers brief; turn off faucets while brushing teeth or washing dishes; run laundry and dishwashers only with full loads; limit vehicle washing at home; avoid washing driveways, sidewalks and other outdoor surfaces; and, water outdoors only as needed for plant survival.

Mr. Miller advised that 100% of Union County remained in a severe drought. He advised that in that timeframe, the City received .1 inches of rain and a rain equivalent of .6 inches with the snow that fell. Mr. Miller advised that the snow recharged the groundwater which allowed additional runoff to the streams and lakes. He advised that the City had remained status quo during this period and had not moved towards Stage 2. He advised that the City was able to net the in and net the out.

Mr. Miller reported the following below normal lake levels: Lake Twitty – 6.7 ft.; Lake Lee – 4.5 ft.; and, Lake Monroe – 9 ft. He advised that the City was 12" short of normal.

Mr. Miller advised that Staff would continue to provide updates on the water supply status.

**Item No. 28. Sidewalk Deviation Request by Robert Moore for 1815 N. Rocky River Road.**

Land Development Engineering Manager Will Auret advised that this was a request from Architect Robert Moore for a deviation from the eight-ft. wide sidewalk requirements along 1815 N. Rocky River Road for a new addition to Dawn Development Co., Inc.

Mr. Auret advised that the Section 02.02.06 titled Sidewalk Requirements of the City's Standard Specifications and Detail Manual required sidewalk to be provided along existing arterial and collector streets as a development requirement based on definitions in Section 02.01.01 titled Development Requirements. He advised that this section required the eight-ft. wide sidewalk along the property frontage.

Mr. Auret advised that the reason for the deviation request cited lack of connectivity to existing sidewalks, excessive grading requirements, interference with drainage patterns and relocation of some utilities. He advised that the proposed site development consisted of a 1,116 sq. ft. office/warehouse addition.

Mr. Auret advised that as proposed, the site addition at Dawn Development required approximately 230 linear ft. of eight-ft. wide sidewalk along 1815 N. Rocky River Road. He advised that the intent of the Sidewalk Policy outlined in the Detail Manual was to allow new development to share in the placement of sidewalk along arterial and collector streets and providing for an alternative means of transportation other than motor vehicle. Mr. Auret advised that over time, this process would allow sections to be completed. He advised that pedestrian friendliness correlated to the livability of the community.

Mr. Auret advised that the inclusion of pedestrian facilities met the North Carolina Department of Transportation's Complete Streets Policy to consider and incorporated several modes of transportation when building new projects or making improvements to existing infrastructure. He advised that the existing pedestrian facilities were taken into consideration during the development of State Transportation Improvement Program Projects and decreased the costs to the City for their completion.

Mr. Auret advised that this request was first presented to the General Services Committee on January 8, 2026. He advised that at that meeting, the General Services Committee requested a total cost estimate to install a sidewalk along the frontage of Dawn Development as well as recent history of sidewalk deviations for this area on Rocky River Road. He advised that the most recent project, Road Wizards, Inc., located at 2000 N. Rocky River Road was approximately 1,200 ft. from Dawn Development. Mr. Auret advised that this project had sidewalk shown in their plans dated April 7, 2025, but for an unknown reason, Road Wizards, Inc. decided not to develop at this time.

Mr. Auret advised that Union Power Cooperative requested a sidewalk deviation due to liability concerns during snow and ice events and the lack of nearby existing sidewalk. He advised that Union Power Cooperative's project, located at 1525 N. Rocky River Road, was approximately 2,600 ft. from Dawn Development. Mr. Auret advised that the Public Enterprise Committee approved this deviation on January 15, 2019 and Council approved it on February 5, 2019.

Mr. Aurret advised that O'Reilly Auto Parts developed a parcel in 2009 located at 2511 N. Rocky River Road and was approximately 5,500 ft. from Dawn Development. He advised that O'Reilly installed a 5 ft. wide sidewalk along the property frontage.

Mr. Aurret advised that Shiloh Baptist Church requested a sidewalk deviation due to no existing sidewalk nearby and the sidewalk would not create a pedestrian benefit. He advised that Shiloh Baptist Church was located at 2301 N. Rocky River Road and was approximately 3,700 ft. from Dawn Development. Mr. Aurret advised that the City's Transportation Committee approved the sidewalk deviation on September 10, 2007 and Council approved it on October 2, 2007.

Mr. Aurret advised that the total estimated cost to install an eight-ft. wide sidewalk along Dawn Development frontage was \$19,000.

Mr. Aurret advised that this request was presented a second time to the General Services Committee on February 5, 2026. He advised that the General Services Committee recommended denial of the sidewalk deviation request.

Mayor Pro Tem and General Services Committee Member Anthony advised that one of the reasons the Committee recommended denial was connectivity. She advised that this was a sidewalk to nowhere at a cost of \$19,000.

Council Member Dotson advised that the purpose was not to build sidewalks at once but to kind of patchwork these things together over time.

Mr. Aurret confirmed that was correct.

Council Member Dotson advised O'Reilly Auto Parts put in sidewalk and had a gas station on one side and a landscaping business on the other. He advised that to him, it was about connectivity. Council Member Dotson advised that he could understand if the sidewalk was going to be torn up. He advised that the sidewalk at the Hyundai dealership would have been torn up because of the intersection and that request made sense. Council Member Dotson advised that he believed that the City had to start putting these sidewalks in at some point.

Mayor Burns inquired what triggered the request.

Mr. Aurret advised that the City's Detail Manual specified where the City required sidewalk. He advised that any development along an existing arterial or collector which was defined in the Detail Manual required an eight ft. sidewalk. Mr. Aurret advised that the City did require sidewalk on residential type infill lots.

Mayor Burns advised that this was an existing building being added onto and currently, there was no sidewalk there.

Mr. Aurret advised that was correct.



Mayor Burns advised that the addition to an existing building triggered the Ordinance that was requiring the company to build a small section of sidewalk and not an entire section.

Mr. Aurret confirmed that was correct.

Mayor Burns inquired if the property was located in a commercial area for the most part.

Mr. Aurret confirmed yes.

Mayor Burns inquired if there were any other sidewalks connecting to this property at this point.

Mr. Aurret confirmed no.

Mayor Burns advised that Assistant City Manager Jeff Wells had mentioned an option such as a Pay In Lieu Program. He requested that Mr. Wells share information on this option.

Mr. Wells advised that this was a policy decision that was not currently in the City's Ordinance. He advised that a Payment or Fee In Lieu Ordinance established criteria to where if someone wanted to deviate from the Ordinance and not build a sidewalk, they could contribute money into a fund. He advised for example, with this item, the cost of the sidewalk in this case would be \$19,000 and rather than building a sidewalk, the money would go into a project fund that could contribute towards another transportation project within the area. Mr. Wells advised that there were pros and cons to a program of this nature and this might not be an option that the City would want to offer for every project. Following additional questions and discussion, he advised that Staff would be glad to look into this option if that was the desire of Council. Mr. Wells reiterated that this was not an option for this item as there was no Payment or Fee In Lieu Ordinance in place.

Council Member Thompson inquired when turning onto Rocky River Road off of Highway 74, how many sidewalks were there before getting to the Dawn Development location and, if built, would this sidewalk be stuck in the middle of the road.

Mr. Aurret advised that there was only one sidewalk and that was at O'Reilly which was almost a mile away.

Council Member Thompson advised that was her point and inquired why would the City require the business to put in a sidewalk.

Council Member Dotson inquired when Staff had last reviewed what the main arteries were and, if it had been a while, he felt that a review of the main arteries and prioritization of the sidewalks was needed.

Mr. Rae Moore advised that Rocky River Road connected from the Bypass all the way over to Goldmine Road and there was basically one sidewalk on this roadway. He advised that the two properties beside Dawn Development had been developed with one having a deviation and there would never be a sidewalk built there.

Council Member Kerr moved to approve the sidewalk deviation request by Robert Moore for 1815 N. Rocky River Road. Council Member Thompson seconded the motion, which passed with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson and Mayor Burns  
NAYS: Mayor Pro Tem Anthony

**Item No. 29. City's Legislative Agenda.** Assistant City Manager Lisa Hollowell advised that there were some updates and considerations regarding the City's Legislative Agenda. Ms. Hollowell advised that the Biennial Legislature was in year 2026 which was a Short Session. She advised that the General Assembly had a Biennial Legislature that started out with a Long Session that involved handling major items such as budget preparation for two years and other major legislation. Ms. Hollowell advised that in the second year, they tweaked the budget and did cleanup from the first year.

Ms. Hollowell advised that there was not a budget last year; therefore, no comprehensive budget was approved at the General Assembly. She advised that many of the money items were not really considered. Ms. Hollowell advised that the City's Legislative Agenda was two years as well but there are some things that Staff proposed making changes to.

Ms. Hollowell advised that the North Carolina League of Municipalities (NCLM) followed the biennial process as well. She advised that the NCLM had their Legislative Agenda in place and while they would have a few tweaks, the Agenda would remain the same.

With regard to the City's top five money request items, Ms. Hollowell advised that request #1 was for \$8.5 million for Airport improvements including hangars, preparing pads for public-private partnerships and items related to the Air Traffic Control Tower.

Ms. Hollowell advised that request #2 was for Powell Bill funding. She advised that this was the aid to municipalities to help maintain and resurface the streets that they owned. Ms. Hollowell advised that Monroe owned 174 center lane miles. She advised that the City asked for a 20% increase. Ms. Hollowell advised that this program was currently about \$186 million which would have meant \$250,000 more for Monroe. Ms. Hollowell advised that the City currently received approximately \$1.3 million. Because there was not a budget passed, she advised that there was not adjustment to the Powell Bill and it remained the same.

Ms. Hollowell advised that request #3 was for the replacement of City Hall. She advised that the City Manager and Council had taken a different direction on this item; therefore, this item had fallen off of the list. Ms. Hollowell advised that renovations had been made to some of the City's facilities allowing some Departments/Divisions to be relocated to these buildings.

Ms. Hollowell advised that request #4 was for \$2.5 million for the Winchester Redevelopment for projects such as the Heritage Trail, pedestrian connectivity, public-private public partnerships in the area, etc.

Ms. Hollowell advised that request #5 was for Water Resources Infrastructure and this had been on the City's Legislative Agenda for a couple of years. She advised that this was the construction of a Wastewater Treatment Plant expansion project. Ms. Hollowell advised that this was going to be changing into more of a Policy discussion side since this was going to be a project that was postponed.

In reviewing the top five Policy request items, Ms. Hollowell advised that request #1 was related to the Powell Bill. She advised that Powell Bill funding went out based on population (75%) and the center lane miles (25%). Ms. Hollowell advised that a few years ago, the General Assembly put in place that those cities with populations over 400,000 would be held to their allocations of 2020 so that allowed more money to go to all of the cities that were under 400,000 in population. She advised that this was on the City's list to keep that in place. Ms. Hollowell advised that because a budget was not passed and the continuing Resolution kicked in, that policy carried forward. She advised that the larger cities did not get figured into the formula. Ms. Hollowell advised that Monroe was able to keep about the same level of allocation.

Ms. Hollowell advised that when the North Carolina Department of Transportation (NCDOT) had an emergency situation, they could go in and pull from all of the different funds they had available. She advised that the policy requested by Council and in place, was that the NCDOT could not reduce the amount going out to the municipalities in order to help with a NCDOT emergency. Ms. Hollowell advised that since the budget did not get passed, that remained in place also.

Ms. Hollowell advised that request #2 from Council was the regulation of the Inter-basin Transfers to occur at the river basin levels instead of the sub-basins. She advised that Council wanted the sub-basins to be taken away so it could be just based on those rivers. Ms. Hollowell advised that there was a Bill that went forward and was approved this year. She advised that Staff tried to get included in that Bill but that did not happen. Ms. Hollowell advised that the Inter-basin Transfer policy item was still on the Agenda.

Ms. Hollowell advised that request #3 was the County Tier Ranking System Study. She advised that this was requesting that the Department of Commerce or some other group take a look at how they currently did the economically distressed rankings and to look at something more specific than just at the county level. Ms. Hollowell advised that House Bill (HB) 649 would have required UNC-Chapel Hill's North Carolina Collaboratory to look at some changes. She advised that this Bill passed the House and was in Senate Rules. Ms. Hollowell advised that this could be something that was looked at and carried forward this coming Session.

Ms. Hollowell advised that request #4 was the Emergency Medical Services Delivery Evaluation. She advised that this was a request for a study on the consistency around the State and how the services were provided and for the legislature to make some changes if they saw that those needed to be made. Ms. Hollowell advised that there were some Bills that dealt with emergency medical services, but nothing on the delivery and the comprehensive approach.

Ms. Hollowell advised that request #5 was Downzoning/Local Planning Authority Session Law 2024-57. She advised that the troubling part of this Bill was related to Section 3K.1 that required that no downzoning could occur without the written consent of the property owners whose property

would be impacted as well as it could not create any nonconformity. Ms. Hollowell advised that what happened this past year, was that there was HB 24 and that would have revoked that Section and it would have benefited all of the localities and taken it back to actually when this Bill was passed in December of 2024. She advised that this particular Bill was in House Rules and it would take leadership to reach in and get that and put that in another vehicle to get that moved forward.

Ms. Hollowell advised that there were at least 26 local bills introduced to handle many different counties, towns, cities and villages all around the State to try to get them excluded from downzoning. She advised that HB 170 was the City's HB and was sponsored by Representative Dean Arp and Representative David Willis. Ms. Hollowell advised that this would have allowed downzoning for any locality within Union County. She advised that this particular Bill was potentially going to go anywhere as far as getting passage. Ms. Hollowell advised that this would take something at the broader level because there were just so many of those. She advised that the Legislature still needed to deal with that in the Short Session and hopefully that would happen now.

Ms. Hollowell advised that there was a House Select Committee on Property Tax Reduction and Reform and their purpose was to study options to reduce the property tax burden on North Carolina taxpayers while balancing the financial impacts on local governments. She advised that a second committee that was starting up was the Senate Republican Caucus Group which would study the issues that were contributing to rising property taxes and recommend legislative reforms that could be implemented. Ms. Hollowell advised that there had also been discussion of limiting the City's budget. She advised that Council decided what the tax rate was going to be, how the money was spent to provide services, etc.

Ms. Hollowell advised that 60% of the City's Budget was for public safety. She advised that the streets were also one of the City's biggest priorities for which ad valorem taxes paid for that. Ms. Hollowell advised that Council would want to watch this carefully and might want to take a position that the City would prefer for the General Assembly to not diminish the City of Monroe's opportunity to fund the City's services as they needed to fund those. She advised that it was definitely important to inform the Legislators about how these funds were used.

Ms. Hollowell advised that Council could put forth the following Position Statement and have it included in the Legislative Agenda packet:

*The City of Monroe opposes any state legislation that would diminish in any respect, the City's ability to generate, levy, collect or manage revenues necessary to provide essential public services to its residents. Any actions that weaken local fiscal decision-making authority risks undermining the City's ability to respond to community needs, maintain its assets and plan responsibly for growth.*

Ms. Hollowell advised that the ability for cities to do anything was given to them by the General Assembly including exemptions created on property taxes, etc. She advised that the cities did not have the ability to do this locally.

Ms. Hollowell requested direction from Council on inclusion of the proposed Position Statement as an addition to the City's Legislative Agenda and requested formal action calling for a Special Meeting to be held on March 9, 2026 beginning at either 8:30 a.m. or 9:00 a.m. at the Dowd Center Theatre. She advised that the Special Meeting would be an invitation to all of the State House Representatives as well as State Legislative candidates on the November 2026 ballot. Ms. Hollowell advised that the Senators were not able to attend a March 9, 2026 Meeting; therefore, Staff would be working to schedule a future meeting with those individuals.

**A. Position Statement.** After a period of additional discussion, consensus of the majority of Council was to include the following Position Statement on the City's Legislative Agenda:

*The City of Monroe opposes any state legislation that would diminish in any respect, the City's ability to generate, levy, collect or manage revenues necessary to provide essential public services to its residents. Any actions that weaken local fiscal decision-making authority risks undermining the City's ability to respond to community needs, maintain its assets and plan responsibly for growth.*

**B. Call for City Council Special Meeting to be Held March 9, 2026 at 9:00 a.m. at Dowd Center Theatre.** Mayor Pro Tem Anthony moved to call for a Special Meeting to be held on March 9, 2026 beginning at 9:00 a.m. at the Dowd Center Theatre to hold a discussion with the State Legislative Delegation regarding the City's Legislative Agenda. Council Member Kerr seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

**Item No. 30. Closed Session pursuant to North Carolina General Statute Sections 143-318.11(a)(1), (a)(3), (a)(4) and (a)(5).** Mayor Pro Tem Anthony moved to go into Closed Session pursuant to North Carolina General Statute Sections 143-318.11(a)(1), (a)(3) (a)(4) and (a)(5). Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

Upon return from Closed Session and there being no further business, Council Member Anderson moved to adjourn the City Council Regular Meeting of February 10, 2026 at 8:00 p.m. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Thompson, Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

Attest:

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Robert A. Burns, Mayor

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Bridgette H. Robinson, City Clerk

**CITY OF MONROE  
CITY COUNCIL REGULAR MEETING  
FEBRUARY 24, 2026  
MINUTES**

The City Council of the City of Monroe, North Carolina, met in Regular Session in the City Hall Council Chambers located at 300 W. Crowell Street in Monroe, North Carolina at 6:00 p.m. on February 24, 2026 with Mayor Robert Burns presiding.

Mayor Burns called the City Council Regular Meeting of February 24, 2026 to order at 6:00 p.m. A quorum was present.

**Present:** Mayor Robert Burns, Mayor Pro Tem Surluta Anthony, Council Member Gary Anderson, Council Member David Dotson, Council Member James Kerr, Council Member Franco McGee, City Manager Mark Watson, City Attorney Richard Long and City Clerk Bridgette Robinson.

**Absent:** Council Member Julie Thompson.

**Visitors:** Allen Morrison, Amelia Ball, Angelia James, Anita Wilson, Billy Gowan, Cedell Griffin, Cynthia Quinto, Cynthia Singleton, Eliza Ball, Ellie Metzger, Frederick Hicks, Helen Morrison, Jennifer Smith, Joe Quinto, Judah Metzger, Julia Metzger, Libby Helms, Michael Patterson, Michelle Ball, Michelle Tucker, Monica York, Monique Huntly, Nyla White, Steven Stegall, Yvonne Francis, and others.

**RECOGNITIONS**

**Item No. 1. Invocation.** Pastor Billy Gowan from Life Church of Monroe delivered the invocation.

**Item No. 2. Pledge of Allegiance.** Mayor Burns led the Pledge of Allegiance.

**Item No. 3. Excuse Council Member Julie Thompson.** Council Member Anderson moved to excuse Council Member Julie Thompson from the February 24, 2026 Meeting noting that accordingly, her vote would not count at this Meeting. Mayor Pro Tem Anthony seconded the motion, which passed unanimously with the following votes:

|       |                                                                                         |
|-------|-----------------------------------------------------------------------------------------|
| AYES: | Council Members Anderson, Dotson, Kerr, McGee,<br>Mayor Pro Tem Anthony and Mayor Burns |
| NAYS: | None                                                                                    |

**AGENDA ADOPTION**

Mayor Pro Tem Anthony moved to adopt the City Council Regular Meeting Agenda of February 24, 2026 as presented. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

## **PUBLIC HEARINGS**

### **Item No. 4. Code of Ordinances Text Amendment to Section 8.2.10 titled Exempt Signs of Zoning Code.**

**A. Public Hearing.** Mayor Burns opened the duly advertised public hearing.

Assistant Planning and Development Director Doug Britt advised that this was the consideration of a zoning text amendment to Section 8.2.10 titled Exempt Signs of Chapter 157 titled Zoning Code of the Code of Ordinances to modify the language in the sign code to exempt the City from the sign requirements regarding City identification and wayfinding signage. Mr. Britt advised that the exemption language was added to the previous Unified Development Ordinance in 2016 to allow implementation of the City's master sign program for wayfinding signs and facility signs; however, this exemption language was not carried forward in the new Code when adopted in 2022.

Mr. Britt advised that approval of this exemption language would allow identification and wayfinding signs to be installed to better assist residents and visitors with finding City facilities, while also making it clear when one enters the city limits.

Mr. Britt advised that this information was presented to the Planning Board on January 7, 2026. He advised that it was the recommendation of the Planning Board and Staff that Council approve the text amendment.

Mayor Pro Tem Anthony inquired if this included political signs.

Mr. Britt advised that this was strictly pertaining to the City's identification signage.

Council Member Kerr inquired if this amendment would tie into the signage for the Historic District.

Mr. Britt advised that the text amendment would allow Staff greater flexibility by removing the size and location restrictions currently required by the Code as the City moved forward with the project.

There being no other speakers, Mayor Burns closed the public hearing.

**B. Action – Resolution Approving Land Use and Transportation Plan Compliance.** Council Member Kerr moved to adopt Resolution R-2026-06:



**RESOLUTION APPROVING LAND USE AND  
TRANSPORTATION PLAN COMPLIANCE  
TITLE VX: LAND USAGE  
CHAPTER 157: ZONING CODE  
SECTION 8.2.10: EXEMPT SIGNS  
R-2026-06**

**WHEREAS**, in accordance with the provisions of North Carolina General Statute 160D-605, the City Council does hereby find and determine that the adoption of the zoning text amendment to amend the Code of Ordinances - Title XV: Land Usage, Chapter 157, Section 8.2.10 Exempt Signs is consistent with the Land Use and Transportation Plan because the Plan states Monroe will be a vibrant community that will be a great place to live and work and the proposed text amendment will allow uniform signage for the city that will assist visitors and residents in finding the services and facilities they need.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Monroe adopts the Resolution Approving Land Use and Transportation Plan Compliance to amend Section 8.2.10 Exempt Signs.

Adopted this 24<sup>th</sup> day of February, 2026.

Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

**C. Action – Ordinance Amending Code of Ordinances for Zoning Map.** Council Member Anderson moved to adopt Ordinance O-2026-02:

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES  
TITLE XV: LAND USAGE  
CHAPTER 157: ZONING CODE  
O-2026-02**

**Preamble**

**Pursuant to authority conferred by Chapter 160D-701 of the North Carolina General Statutes, as amended and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants of the City by lessening congestion in and around the streets; securing safety; preventing the overcrowding of land; avoiding undue congestion; and facilitating the adequate provision of transportation,**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV, CHAPTER 157: ZONING CODE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:**

## TEXT AMENDMENT

### **Section 1.** Amend §157.8.2.10 titled Exempt Signs as follows:

- A. **Types of Exempt Signs.** The following signs are permitted and may be erected in any zoning district, unless otherwise provided, without securing a permit, subject to meeting all requirements of this UDO:
1. Signs required by Federal, State, or local laws, ordinances, codes, or regulations.
  2. Street address signs.
  3. Professional nameplates not exceeding six (6) square feet in area.
  4. Identification signs at the entrance of the property limited to three (3) square feet in area.
  5. Signs inside a building or structure or located on property such that they are not visible from a public rights-of-way.
  6. On-site directional signs not exceeding three (3) square feet in sign area and three (3) feet in height.
  7. On-site parking space signs not exceeding one (1) square foot of sign face per sign. One such sign shall be allowed for each parking space on the property.
  8. Emergency warning signage erected by a governmental agency, public utility, or contractor performing work within the right-of-way
  9. Regulatory signage erected by the City of Monroe.
  10. Signage erected by the North Carolina Department of Transportation (NCDOT)
  11. Flagpoles and flags, provided the standards below are met:
    - a. Flagpoles shall not exceed twenty-five (25) feet in height in residential districts, thirty-five (35) feet in nonresidential districts.
    - b. Only (1) one flag per pole, up to six (6) feet by ten (10) feet, or two (2) flags per pole for flags up to four (4) feet by six (6) feet, may be flown at a single time.
    - c. Flagpoles shall be located no closer than fifteen (15) feet from the edge of any adjacent right-of-way or separate property.
    - d. There shall be a maximum of three (3) flagpoles per lot or parcel.
  12. Signage on fence wraps affixed to perimeter fencing at a construction site that are exempt pursuant to N.C.G.S. § 160D-907.
  13. Signs, lights, figurines, and decorations that are temporarily displayed for a maximum of sixty (60) days at a time, three (3) times a year. Maximum four (4) square feet for any sign.
  14. Additional exemptions for residential uses:
    - a. Up to twelve (12) square feet of signage placed in a window or in a yard.
    - b. In addition to signs permitted in subsection (a), an additional twelve (12) square feet of signage may be placed in a window or in a yard:
      - i. Beginning forty-five (45) days before, and ending five (5) days after, a Federal, State, or local government election;
      - ii. While the property where the sign is located is offered for sale or rent; or

- iii. Beginning two (2) days before, and ending one (1) day after, an otherwise permitted garage or yard sale.
- 15. Human held signs that do not obstruct the flow of vehicular or pedestrian traffic.
- 16. Permanent city identification and wayfinding signs as authorized by the Monroe City Council and/or City Manager.

**Section 2.** This Ordinance shall be effective upon adoption.

Adopted this 24<sup>th</sup> day of February, 2026.

Mayor Pro Tem Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Mayor Pro Tem Anthony and Mayor Burns

NAYS: None

**Item No. 5. Zoning Map Amendment Request to Rezone Property Located at 4301 Old Charlotte Highway from Neighborhood Business to General Industrial.**

**A. Public Hearing.** Mayor Burns opened the duly advertised public hearing.

Planner Megan Brightharp advised that this was the consideration of a zoning map amendment request from Mark Tantillo on behalf of Guy Properties to rezone the undeveloped property located at 4301 Old Charlotte Highway (Tax Parcel # 09-366-010) from Neighborhood Business to General Industrial (GI). Ms. Brightharp advised that the GI District was intended to permit light industrial and manufacturing establishments of varying scales and limited commercial and office/medical uses necessary for the vitality of an industrial district.

Ms. Brightharp advised that adjoining land uses/Zoning Districts included Industrial/GI and Residential/Residential Low Density (RLD).

Ms. Brightharp advised that the Land Use and Transportation Plan indicated that this area was Suburban. She advised that while residential uses typically took the form of neighborhoods with uniform housing types and densities, a mix of housing types and lot sizes was preferred in Suburban locations. Ms. Brightharp advised that commercial development mostly served the needs of nearby residents and often located along corridors with higher traffic volumes and near prominent intersections. She advised that emphasis should be placed on integrating the design of commercial centers with surrounding neighborhoods.

Ms. Brightharp advised that this information was presented to the Planning Board on January 7, 2026. She advised that Planning Staff believed that the request was not consistent with the Land Use and Transportation Plan because the proposed rezoning to GI would establish an industrial use in an area designated for residential development.

Ms. Brightharp advised that the Planning Board and Staff recommended denial of the rezoning request. She advised that 21 letters were mailed to adjacent property owners located within 150 ft. of the subject property. Ms. Brightharp advised that Staff received phone calls from two homeowners in opposition sharing that this property was located near a residential district and rezoning it to GI was in contrast to what the area was meant to be.

Mayor Pro Tem Anthony inquired what type of business the applicant was proposing for the site, if rezoned.

Ms. Brightharp advised that the proposed use was an automotive repair. However, if the rezoning was approved, she advised that the applicant would not be held to automotive repair use but would be held to the GI zoning because the automotive repair project could fall through but the zoning would remain.

Ms. Michelle Tucker advised that she was one of the property owners that had expressed opposition to Staff on this rezoning request. Ms. Tucker advised that while she received the rezoning notification letter, her residents did not receive a letter and would like clarity as to who received the 21 letters.

Ms. Tucker advised that she purchased her three acres six years ago to make her long-term residence on Rogers Road. She advised that having an industrial zoning less than 100 ft. from her residence that she had invested all of her life savings on was certainly not going to offer her the quality of life that she would like to experience in her older days. Ms. Tucker advised that her neighbors shared the same sentiments. She requested Council's consideration that this property remain as residential and the rezoning request be denied.

There being no other speakers, Mayor Burns closed the public hearing.

**B. Action – Resolution Denying Land Use and Transportation Plan Compliance.** Council Member Anderson moved to adopt Resolution R-2026-07:

**RESOLUTION DENYING LAND USE AND  
TRANSPORTATION PLAN COMPLIANCE  
4301 OLD CHARLOTTE HIGHWAY  
R-2026-07**

**WHEREAS**, in accordance with the provisions of North Carolina General Statute 160D-605, City Council does hereby find and determine that the adoption of the zoning map amendment for a portion of the property located at 4301 Old Charlotte Highway further described below is not consistent with the adopted Land Use and Transportation Plan. The Land Use and Transportation Plan indicates this area as Suburban, industrial is not listed as a priority use; therefore, it is not consistent. The proposal is not reasonable and not in the public interest because the proposed rezoning to General Industrial (GI) will establish an industrial use in an area designated for residential development.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Monroe adopts the Resolution Denying Land Use and Transportation Plan Compliance for the property with Union County Tax Parcel Number 09-366-010.

Adopted this 24<sup>th</sup> day of February, 2026.

Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

**C. Action – Zoning Map Amendment Denial.** Council Member Anderson moved to deny the zoning map amendment request. Mayor Pro Tem Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

## **REGULAR AGENDA**

**Item No. 6. Rock Quarry Supplemental Water Supply Activation.** Energy Services and Water Resources Deputy General Manager Jay Voyles advised that the City and the majority of Union County were within an extreme drought which had negatively impacted the City's water supply assets. Mr. Voyles advised that the City remained under the Stage 1 voluntary conservation for the City's water supply. He advised that the Water Resources Department maintained a diversified raw water supply system to ensure reliability, operational flexibility and system resiliency. Mr. Voyles provided details on the current inter-reservoir operations, the status of Lake Twitty, Lake Lee and Lake Monroe noting the need for rainfall.

Mr. Voyles advised that the City's Rock Quarry was approved in 2008 as a supplemental water source. As part of the City's water supply resiliency strategy, he advised that Staff was advancing activation of the quarry to enhance system redundancy and strengthen supply flexibility during drought conditions. Mr. Voyles advised that the project components included: raw water conveyance infrastructure between the Rock Quarry and Lake Lee; and, site and source reservoir preparation and minor land clearing to facilitate safe and maintainable operations.

Mr. Voyles advised that it was the recommendation of Staff that Council adopt a Capital Project Budget Ordinance appropriating \$408,000 (\$258,982.45 for the contract) from the Water Resources Fund Balance to the Source Water Asset Management account, award the contract for the temporary piping, pumping equipment rental (two months) and installation services associated with activation of the Rock Quarry supplemental water supply to United Rentals in the amount of \$258,982.45 and authorize the City Manager to execute any and all necessary documents.

Mayor Pro Tem Anthony inquired if the equipment rental rate would be pro-rated if the project took less than two months.

In response to questions on the funding source for this project, Mr. Voyles reiterated that this project would be funded by enterprise funds that already existed in the Water Resources Fund Balance.

The Mayor reiterated that this was not tax funded.

Mr. Voyles confirmed that was correct and it was all enterprise fund dollars.

Council Member Dotson inquired what part of the preparation could be permanent in case the City had to do this again, six months from now.

Mr. Voyles advised that a lot of the site preparation efforts (i.e., vegetation clearing, stabilization of the shoreline, cascade system into Lake Lee) were going to be made permanent. He advised that the actual pumps and piping would not be permanent.

Council Member Dotson advised that the City might not have to incur this kind of cost again if this had to be done again.

Mr. Voyles advised that was correct.

Council Member Dotson inquired how long it would be for Staff would be able to say what a permanent ability to do this would be, instead of just having to rent over and over again.

Mr. Voyles advised that a Request for Qualifications for the source water supply study went out last month and the submittals had been received. He advised that this study looked at a lot of other options for a long-term water supply and not just the Rock Quarry. Mr. Voyles advised that Staff estimated the timeframe would be roughly nine months. He advised that Staff would anticipate being back before Council at this point next year, if not sooner, to talk about the long-term water supply needs.

Mayor Burns advised that he would like to consider what it would look like after the recharging had been completed to use that infrastructure, if possible, to see what would it look like to help recharge Lake Monroe. He inquired if this would be feasible, and, if so, what that cost would be.

Mr. Voyles advised that Staff could certainly look at that as an option. He advised that there were certainly additional roads and encumbrances that went beyond to be able to pipe out all the way to Lake Monroe. Mr. Voyles advised that with the existing infrastructure being on Lake Lee, that was what the focus had been on because the Lake Lee water was able to be transported to Lake Twitty which was what was needed for water treatment.

Mayor Burns inquired if there was the potential for the rental equipment to extend past two months that the City was quoted.

Mr. Voyles advised that there was always the potential for going past the proposed timeframe to complete the project. If that were to happen, he advised that Staff would go through the Change Order process to lengthen the time.

**A. Capital Project Budget Ordinance.** Mayor Pro Tem Anthony moved to adopt Budget Ordinance BO-2026-06:

**CAPITAL PROJECT BUDGET ORDINANCE  
ACTIVATION OF SUPPLEMENTAL WATER SUPPLY  
BO-2026-06**

**WHEREAS**, the City of Monroe and most of Union County are within extreme drought which has negatively impacted the City's water supply assets; and,

**WHEREAS**, the City of Monroe's Rock Quarry was approved in 2008 as a supplemental water source to provide for water supply resiliency, operational flexibility, and reliability; and,

**WHEREAS**, there are necessary efforts to integrate the Rock Quarry into the City's raw water system such as conveyance infrastructure between the Rock Quarry and Lake Lee, site preparation and land clearing to facilitate safe and maintainable operations, and debris removal to support intake functionality; and,

**WHEREAS**, the budget ordinance will appropriate \$408,000 from unrestricted fund balance to WR2502 Source Water Asset Management fund for project implementation costs including equipment rental, piping, site preparation, and associated operational components; and,

**NOW, THEREFORE, BE IT ORDAINED** that the City Council hereby transfers funding for Activation of Supplemental Water Supply to the Source Water Asset Management project fund and appropriates the following revenues and expenditures:

Water/Sewer Fund:

Revenue:

|                               |           |
|-------------------------------|-----------|
| Appropriation of Fund Balance | \$408,000 |
|-------------------------------|-----------|

Expense:

|                                            |           |
|--------------------------------------------|-----------|
| Transfer to WR Capital Project Fund WR2502 | \$408,000 |
|--------------------------------------------|-----------|

Water/Sewer Capital Project Fund:

Revenue:

|                                |           |
|--------------------------------|-----------|
| Transfer from Water/Sewer Fund | \$408,000 |
|--------------------------------|-----------|

Expense:

|                                      |           |
|--------------------------------------|-----------|
| WR2502 Source Water Asset Management | \$408,000 |
|--------------------------------------|-----------|

**BE IT FURTHER ORDAINED** that an amendment to the Water/Sewer Fund Balance Budget for Fiscal Year 2025-2026 is approved to transfer funding to the Water Resources Capital Project Fund for the Source Water Asset Management in the amount of \$408,000.

Adopted this 24<sup>th</sup> day of February, 2026.

Council Member McGee seconded the motion, which passed unanimously with the following votes:

**AYES:** Council Members Anderson, Dotson, Kerr, McGee,  
Mayor Pro Tem Anthony and Mayor Burns

NAYS: None

**B. Award of Contract to United Rentals.** Mayor Pro Tem Anthony moved to award the contract for the temporary piping, pumping equipment rental and installation services associated with activation of the Rock Quarry supplemental water supply to United Rentals in the amount of \$258,982.45. Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Mayor Pro Tem Anthony and Mayor Burns

NAYS: None

**B. City Manager to Execute Documents.** Mayor Pro Tem Anthony moved to authorize the City Manager to execute any and all necessary documents with United Rentals for the temporary piping, pumping equipment rental and installation services associated with activation of the Rock Quarry supplemental water supply. Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Mayor Pro Tem Anthony and Mayor Burns

NAYS: None

**Item No. 7. Proclamation Observing February 17<sup>th</sup> of Each Year as Reverend Jesse Jackson Day.** Council Member McGee advised that before discussion ensued, he wanted to take a moment to acknowledge the significance of what was before Council. He advised that this was an opportunity for the City to lead with intention by recognizing a moment that reflected the shared values and commitment to unity, dignity and justice.

Council Member McGee advised that honoring Reverend Jesse Jackson was not only about recognizing history, it was about affirming the principles that continued to guide work today, his lifelong call to “Keep Hope Alive” and his reminder that “we are all somebody” spoke directly to the responsibility Council carried as public servants. He advised that as Council considered this item, he hoped that the discussion reflected the spirit of unity and forward thinking leadership that strengthens the community and helped ensure that Monroe continued to be a place where every voice mattered and every resident feels seen and valued.

Council Member McGee moved to adopt Proclamation P-2026-05:

**PROCLAMATION OBSERVING FEBRUARY 17<sup>TH</sup> EACH YEAR AS  
REVEREND JESSE JACKSON DAY  
P-2026-05**

**WHEREAS**, Reverend Jesse Jackson emerged from the Civil Rights Movement as a fearless advocate for voting rights, economic justice, labor protections, educational equity, and peace standing shoulder to shoulder with working families, the poor, the marginalized, and the voiceless across America; and



**WHEREAS**, through his prophetic leadership and global advocacy, Reverend Jackson has reminded generations that democracy demands participation, courage, and accountability, and that justice is not passive but must be actively pursued; and

**WHEREAS**, Reverend Jackson's enduring message to "Keep Hope Alive" has served as a rallying cry for communities facing adversity affirming that progress is possible when people organize, persist, and believe in a future greater than their present circumstances; and

**WHEREAS**, his declaration that "We are all somebody" has affirmed the inherent worth of every human being, inspiring countless individuals to recognize their own value, claim their voice, and engage fully in civic life; and

**WHEREAS**, the legacy of Reverend Jackson resonates deeply within the City of Monroe, where the ongoing pursuit of equity, inclusion, and opportunity reflects the very principles he has championed for decades; and

**WHEREAS**, recognizing Reverend Jackson is not only an acknowledgment of his past contributions, but a recommitment by the City of Monroe to the values of justice, unity, service, and transformational leadership that strengthen our community and our democracy; and

**WHEREAS**, this day shall serve as a time of reflection, recognition and recommitment honoring Reverend Jackson's bold leadership, his unwavering pursuit of justice, and his lifelong insistence that hope must remain alive in the hearts and actions of the people.

**NOW, THEREFORE**, the City Council of the City of Monroe does hereby observe February 17<sup>th</sup> of each year as Reverend Jesse Jackson Day and encourages all citizens to observe this day by uplifting values Reverend Jackson exemplifies: civic engagement, compassion, fairness, and the unshakeable belief that every person matters.

**IN WITNESS WHEREOF**, duly adopted by the Monroe City Council during the February 24, 2026 City Council Regular Meeting and signed by the Mayor Pro Tem on behalf of the Monroe City Council.

Mayor Pro Tem Anthony seconded the motion noting Rev. Jackson's unifying spirit and contributions to civil engagement and justice.

Council Member Dotson advised that in keeping with this Council's precedent of not wanting to put the City seal and authorize Proclamations on items might be seen as controversial, he expressed reluctance to declare a day for any individual. He advised that he believed that adoption of the Proclamation would be setting a precedent.

Following brief discussion, the motion passed with the following votes:

|       |                                                                 |
|-------|-----------------------------------------------------------------|
| AYES: | Council Members Anderson, Kerr, McGee and Mayor Pro Tem Anthony |
| NAYS: | Council Member Dotson and Mayor Burns                           |

#### **Item No. 8. Airport Advisory Committee.**

**A. Removal of Airport Advisory Committee Member.** Mayor Pro Tem Anthony advised that it had come to the attention of both she and the Mayor that a current Airport Advisory Committee

Member had violated the trust of the Committee and other citizens by making threats and operating in a manner that was unbecoming of anyone serving in the capacity of trust of the people.

Mayor Pro Tem Anthony moved to remove the individual from his position as a member of the Airport Advisory Committee effective immediately due to a conflict of interest.

Council Member Kerr requested specifics for the removal.

Mayor Pro Tem Anthony advised that she was trying to give the individual grace however, she shared that during the recent winter storm where the City was covered with snow and ice, it made conditions unsafe for workers and could have potentially caused damage to the runway at the Airport. Mayor Pro Tem Anthony advised that this Airport Advisory Committee Member tried to use his authority as an Airport Member to fulfill a promise he had made to an individual that he could fly his jet in and use his hanger during this winter storm. She advised that this would have cost the City a lot of money and potential damage to the runway to do a favor. Mayor Pro Tem Anthony advised that the City served as the trustees and stewards of the citizens' money and with that in mind, the City had to do what was best for all of the people.

Council Member Kerr inquired who were the threats made to.

Mayor Pro Tem Anthony advised that the threats were made to the Airport Manager. She advised that the Airport Member had not denied anything.

Mayor Burns advised that this individual worked for the company that was requesting access to the Airport. He advised that the threat came that this individual was going to make it more difficult for operations at the Airport and those that worked for City Staff. Mayor Burns advised that this individual worked for one of the companies that also had a hangar at the Airport. He advised that he was trying to show grace here, but this individual did have a conflict of interest, specifically, when you threaten City employees that they were going to make it much more difficult.

Council Member Kerr inquired if this individual had threatened the Airport Manager.

Mayor Pro Tem Anthony advised that if something had been stated incorrectly, this individual had avenues to address this.

Mayor Burns advised that there did not have to be any other explanation because as Council had seen before, this individual served at the pleasure of Council.

Council Member McGee seconded the motion, which passed unanimously with the following votes:

|       |                                                                                         |
|-------|-----------------------------------------------------------------------------------------|
| AYES: | Council Members Anderson, Dotson, Kerr, McGee,<br>Mayor Pro Tem Anthony and Mayor Burns |
| NAYS: | None                                                                                    |

**B. Suspend Rules of Procedure for City Council.** Council Member Anderson moved to suspend the Rules of Procedure for City Council to clarify the motion to remove the Airport Advisory Committee Member. Mayor Burns seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

**C. Removal of Airport Advisory Committee Member Martin Andrew Erdle.** Due to a conflict of interest, Mayor Burns moved to remove Martin Andrew Erdle from the Airport Advisory Committee effective immediately. Mayor Pro Tem Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

## RECOGNITION

**Item No. 9. Public Comment Period.** The following individuals spoke during the Public Comment Period with their listed topic noted in parenthesis: Michelle Ball (drag, taxes, housing); Allen Morrison (lowering flag); Monica York (Rev. Jesse Jackson Proclamation); Steven Stegall (Jesse Jackson); Lisa Metzger (voting); Judah Metzger (drag); and, Julia Metzger (protecting kids).

There being no further business, Council Member Anderson moved to adjourn the City Council Regular Meeting of February 24, 2026 at 7:15 p.m. Council Member Kerr seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anderson, Dotson, Kerr, McGee,  
Mayor Pro Tem Anthony and Mayor Burns  
NAYS: None

Attest:

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Robert A. Burns, Mayor

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Bridgette H. Robinson, City Clerk



## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

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

**PREPARED BY:** Chad Splawn, Engineering Associate

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

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### **SUMMARY STATEMENT**

City Council is requested to consider an amendment to the City of Monroe Traffic Code – Chapter 75 - Schedule II: Through Streets with the addition of several streets.

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### **REVIEW**

The City of Monroe has accepted maintenance of a number of streets constructed in accordance with the City of Monroe Standard Specifications and Detail Manual. These streets are within the Kellerton Place and Scotch Meadows neighborhoods. These streets were accepted for maintenance in January and February of 2026. The needed changes are reflected in the attached Ordinance Amendment (O-2026-07) amending the Traffic Schedules – Schedule II: Through Streets.

This matter was presented to the Public Safety Committee on March 2, 2026.

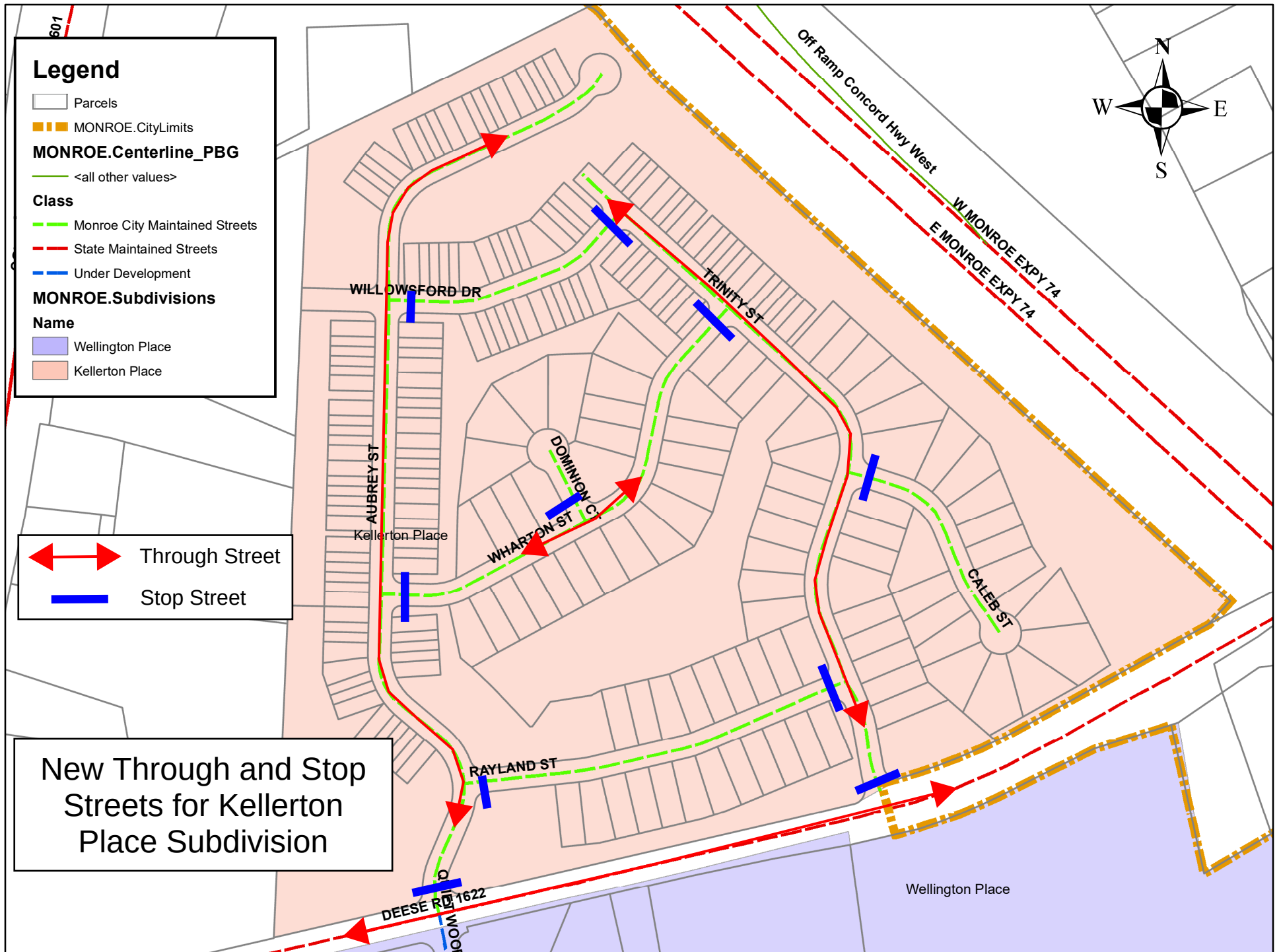
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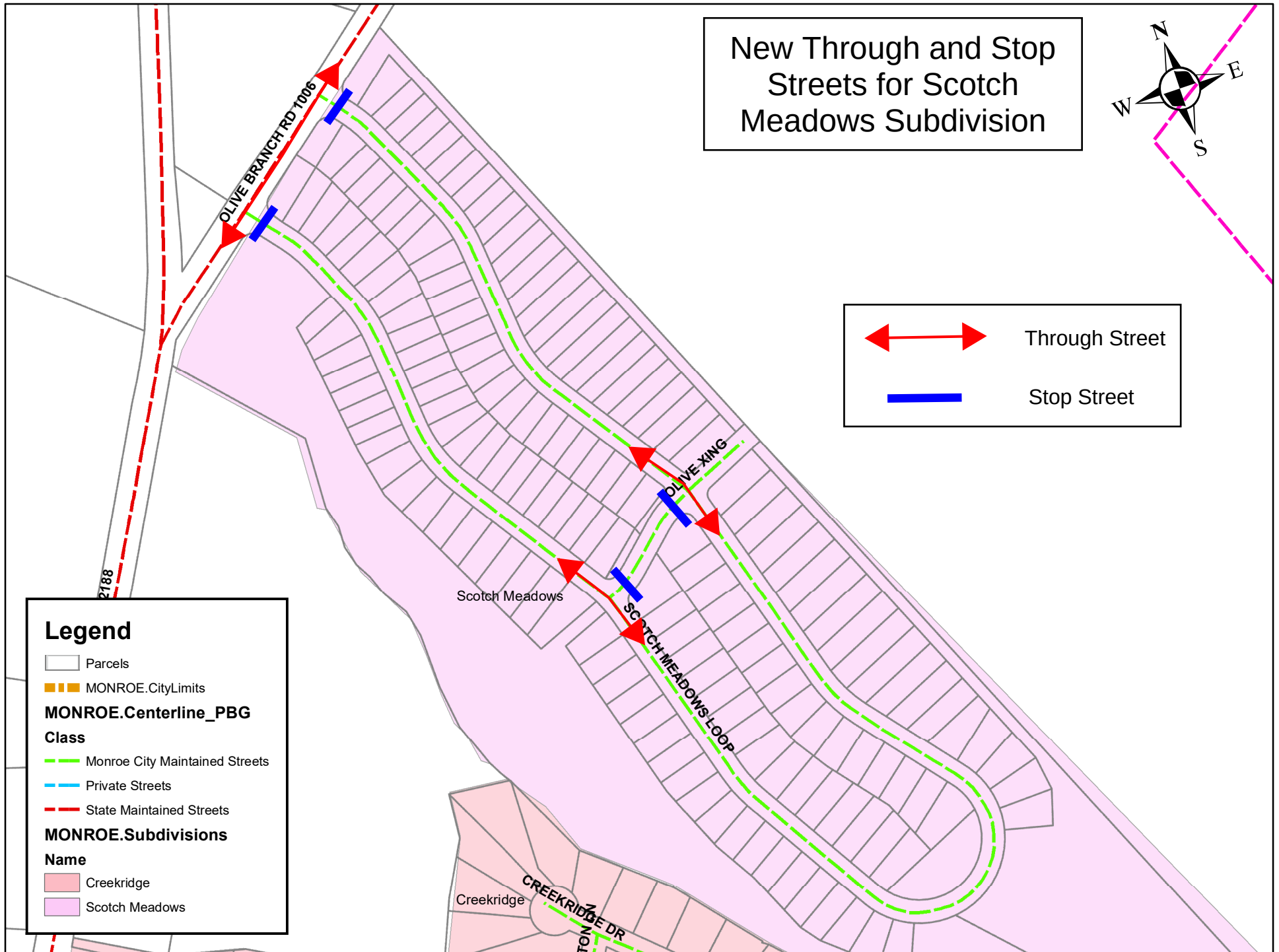
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### **RECOMMENDATION**

The Public Safety Committee and Staff recommend approval of the attached Ordinance Amendment (O-2026-07) amending Chapter 75 Traffic Schedules - Schedule II. Through Streets.

Attachments:  
Maps  
Ordinance (O-2026-07)





**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES**  
**TITLE VII: TRAFFIC CODE**  
**CHAPTER 75: TRAFFIC SCHEDULES**  
**O-2026-07**

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

**Section 1.** Amend **SCHEDULE II. THROUGH STREETS** to add the following

| <b>Through Street</b> | <b>Stop Street</b> |
|-----------------------|--------------------|
| Aubrey Street         | Rayland Street     |
| Aubrey Street         | Wharton Street     |
| Aubrey Street         | Willowsford Drive  |
| Deese Road            | Aubrey Street      |
| Deese Road            | Trinity Street     |
| Trinity Street        | Caleb Street       |
| Trinity Street        | Rayland Street     |
| Trinity Street        | Wharton Street     |
| Trinity Street        | Willowsford Drive  |
| Wharton Street        | Dominion Court     |

**Section 2.** This Ordinance shall become effective upon adoption.

Adopted this 10<sup>th</sup> day of March, 2026.

Attest:

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

\_\_\_\_\_  
Bridgette H. Robinson, City Clerk

## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Sarah McAllister, Director of Engineering

**PREPARED BY:** Chad Splawn, Engineering Associate

**SUBJECT:** Ordinance to Amend Traffic Code – Chapter 75: Traffic Schedules  
Schedule I. (B) Speed Limits City Maintained Streets

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### SUMMARY STATEMENT

City Council is requested to consider amending Chapter 75: Traffic Schedules, Schedule I: Speed Limits (B) City Maintained Streets to include the streets in the Kellerton Place neighborhood.

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### REVIEW

The Kellerton Place streets were recently accepted for maintenance by the City of Monroe and the attached Ordinance Amendment (O-2026-09) provides for adding the Kellerton Place Neighborhood streets to Chapter 75: Traffic Schedules, Schedule I. Speed Limits (B) City Maintained Streets. These streets will be posted as 25 mph and marked at the entrances with a “Neighborhood” plaque mounted above the speed limit sign and an “Unless Otherwise Posted” plaque mounted below the speed limit sign per the neighborhood speed limit policy once approved by City Council.

This matter was presented to the Public Safety Committee on March 2, 2026.

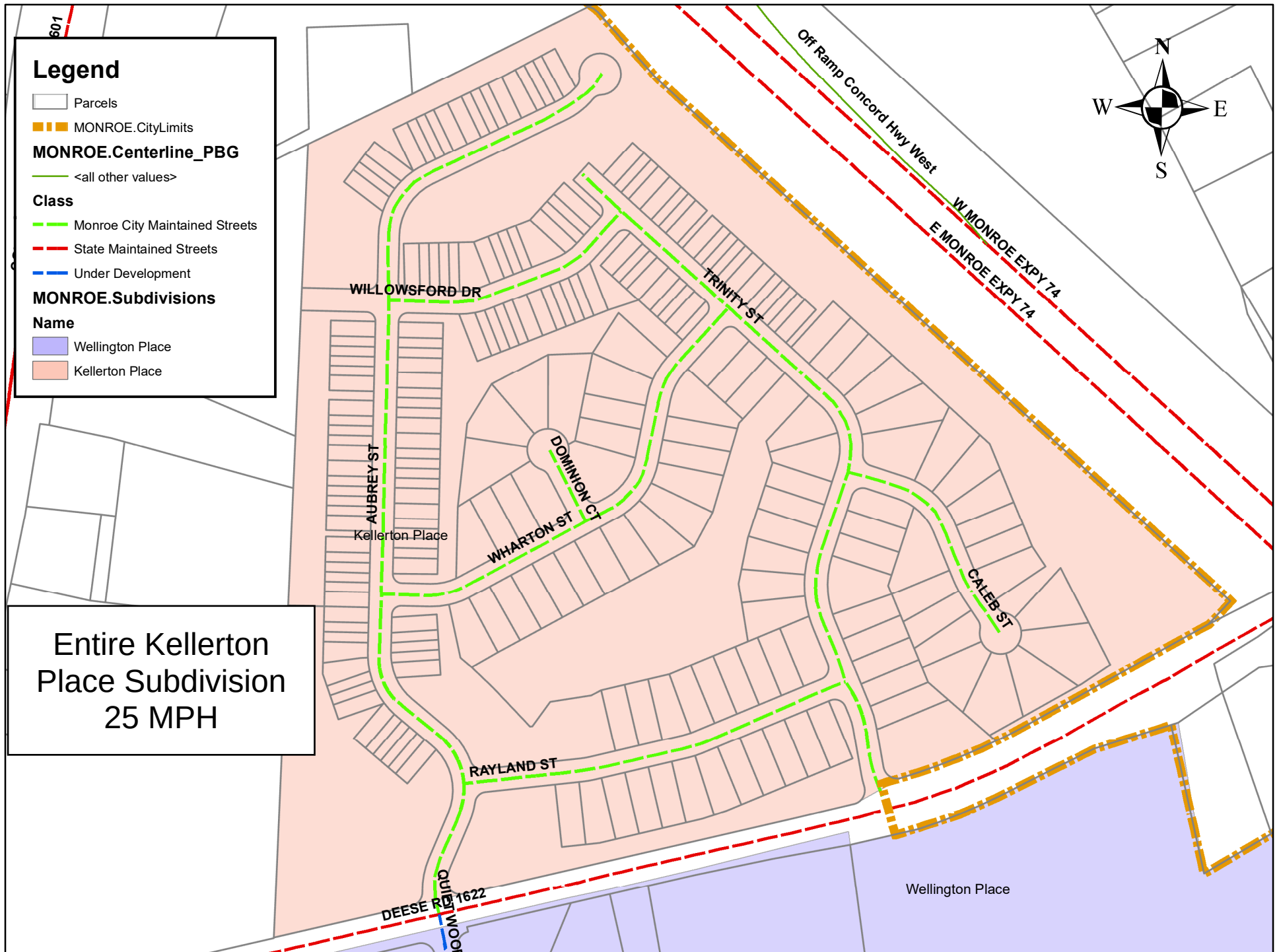
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### RECOMMENDATION

The Public Safety Committee and Staff recommend adding the Kellerton Place streets to Schedule I: Speed Limits (B) City Maintained Streets by approval of Ordinance (O-2026-09).

Attachments:  
Map  
Ordinance (O-2026-09)





**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES**  
**TITLE VII: TRAFFIC CODE**  
**CHAPTER 75: TRAFFIC SCHEDULES**  
**O-2026-09**

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

**Section 1.** Amend **SCHEDULE I(B) SPEED LIMITS – CITY MAINTAINED STREETS** to add the following

| <b>Street Name</b> | <b>Description</b> | <b>Speed Limit</b> |
|--------------------|--------------------|--------------------|
| Aubrey Street      | Entire Length      | 25                 |
| Caleb Street       | Entire Length      | 25                 |
| Dominion Court     | Entire Length      | 25                 |
| Rayland Street     | Entire Length      | 25                 |
| Trinity Street     | Entire Length      | 25                 |
| Wharton Street     | Entire Length      | 25                 |
| Willowsford Drive  | Entire Length      | 25                 |

**Section 2.** This Ordinance shall become effective upon adoption.

Adopted this 10<sup>th</sup> day of March, 2026.

Attest:

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

\_\_\_\_\_  
Bridgette H. Robinson, City Clerk



## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Sarah McAllister, Director of Engineering

**PREPARED BY:** Chad Splawn, Engineering Associate

**SUBJECT:** Ordinance to Amend Traffic Code – Chapter 75: Traffic Schedules  
Schedule I. Speed Limits (A) State Maintained Streets

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### **SUMMARY STATEMENT**

City Council is requested to consider amending Chapter 75: Traffic Schedules Schedule I: Speed Limits (A) State Maintained Streets to add one section of Deese Road from Trinity Road to Concord Hwy that was annexed into the City of Monroe in previous years.

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### **REVIEW**

Deese Road is not currently listed in Chapter 75: Traffic Schedules, Schedule I. Speed Limits (A) State Maintained Streets. The attached Ordinance Amendment (O-2026-06) provides for adding one section of Deese Road. The speed limit on this section of Deese Road is currently posted 45 MPH.

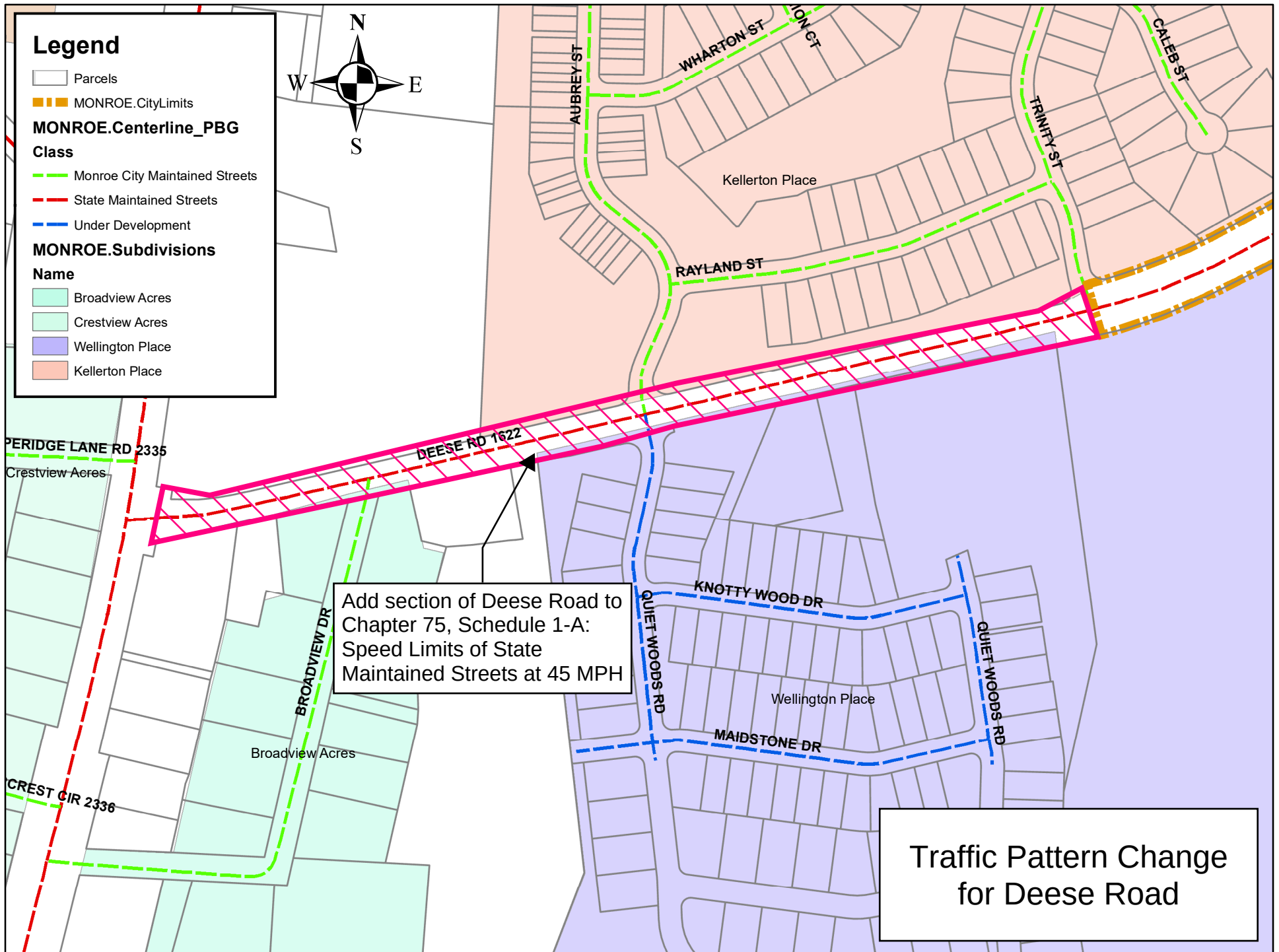
This matter was presented to the Public Safety Committee on March 2, 2026.

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### **RECOMMENDATION**

The Public Safety Committee and Staff recommend adding this section of Deese Road to Chapter 75: Traffic Schedules, Schedule I. Speed Limits (A) State Maintained Streets by approval of Ordinance (O-2026-06).

Attachments:  
Map  
Ordinance (O-2026-06)



**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES**  
**TITLE VII: TRAFFIC CODE**  
**CHAPTER 75: TRAFFIC SCHEDULES**  
**O-2026-06**

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

**Section 1.** Amend **SCHEDULE I(A) SPEED LIMITS – STATE MAINTAINED STREETS** to add the following

| <b>Street Name</b> | <b>Description</b>                     | <b>Speed Limit</b> |
|--------------------|----------------------------------------|--------------------|
| Deese Road         | From Trinity Street to Concord Highway | 45                 |

**Section 2.** This Ordinance shall become effective upon adoption.

Adopted this 10<sup>th</sup> day of March, 2026.

Attest:

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

\_\_\_\_\_  
Bridgette H. Robinson, City Clerk

## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

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

**PREPARED BY:** Katie Millican, Engineering Technician II

**SUBJECT:** Fee Schedule Change for Encroachment Review Fees

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### **SUMMARY STATEMENT**

City Council is requested to approve a change to the City of Monroe Fee Schedule that will add a review fee for Encroachment Reviews at a rate of \$0.40 per linear foot plus a flat fee of \$500.

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### **REVIEW**

Over the course of the year 2025, between three companies doing large scale fiber installation, there has been a total of 648,321 linear feet of fiber optic cable approved for installation within the City limits on City maintained streets. (This does not include approvals on NCDOT maintained streets.) City staff can spend a significant number of hours in a week on encroachments alone between review, inspection, and assisting customers with issues from the work, including damages to utilities, roadways and sidewalks, and yards and driveways. Given this time spent, particularly time spent addressing utility damages, staff has looked at how other municipalities are handling encroachments and are proposing instituting a fee. Engineering looked at the fee schedules of other counties and municipalities in the U.S. to decide on a reasonable fee. Staff would like to propose something similar to the City of Raleigh's and the Town of Waxhaw's fee schedules that combines a flat fee (\$500) with a fee per linear foot of work (\$0.40/ft). At that rate, the City would have collected a total of \$372,830 in permit fees in 2025.

The spreadsheet of fee comparisons from other counties and municipalities is attached along with a summation of the total fees that could have been collected from approved encroachments in 2025 using the proposed fees.

In addition to the proposed encroachment fee structure, Engineering is actively collaborating with the Utilities Department's Damage Prevention Division to develop a revised master encroachment agreement. This agreement will be required for all excavators and installers operating within the public right-of-way and will clearly define responsibilities related to utility damages, workmanship standards, restoration requirements, customer communication expectations, and associated

penalties or fees for non-compliance. This framework is currently under development and will be presented to the Committee for review and consideration at a future meeting.

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

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### **RECOMMENDATION**

The General Services Committee, Engineering, Water Resources and Energy Services Staff recommend implementation of encroachment permit review fees by adopting Ordinance Amendment O-2026-13.

Attachments:

Fee Comparison Spreadsheet

Potential Fee Collection for 2025

Ordinance Amendment O-2026-13





## Fee Comparison Spreadsheet

| Encroachment and R/W Permit Fees in other Municipalities |                      |                           |                     |                            |
|----------------------------------------------------------|----------------------|---------------------------|---------------------|----------------------------|
| City                                                     | Type of Permit       | Fees                      |                     | Notes/Additional           |
| Durham, NC                                               | RoW Permit           | Permit                    | \$260               | plus processing fee        |
| Madison, WI                                              | Encroachment         | Permit                    | \$750               |                            |
| Stallings, NC                                            | Encroachment         | Permit                    | \$100               |                            |
| Denver, CO                                               | RoW Utility Plan     | length 750 - 1499 Ft      | \$500               |                            |
|                                                          |                      | length 1500 - 2249 Ft     | \$750               |                            |
|                                                          |                      | length > 2250 Ft          | \$1,000             |                            |
| Waxhaw, NC                                               | Encroachment         | Minor                     | \$0.05/ft           | up to 1000 ft              |
|                                                          |                      | Major                     | \$0.10/ft           | up to 1000 ft              |
|                                                          |                      | Site Plan                 | \$500               |                            |
| Raleigh, NC                                              | Encroachment         | Application               | \$347               |                            |
|                                                          |                      | Work                      | \$0.39/ft           |                            |
| Richmond, VA                                             | Utility Construction | Local                     | \$0.25/sf           |                            |
|                                                          | and Street Cuts      | Collector                 | \$0.50/sf           |                            |
|                                                          |                      | Arterial                  | \$1.00/sf           |                            |
| Gwinnett County, GA                                      | RoW Permit           | Application               | \$50                |                            |
|                                                          |                      | Permit                    | \$0.18/ft           |                            |
| Cheyenne, WY                                             | Row Permit           | Permit                    | \$23.50 to \$993.75 | based of valuation of work |
|                                                          |                      | Plan Review (if required) | 65% permit fee      | also goes higher for work  |
|                                                          |                      |                           |                     | over \$100,000             |
| Gainesville, FL                                          | RoW Permit           | Application               | \$137.75            |                            |
|                                                          |                      | Footage of infrastructure | \$38.05             | per 500 ft                 |

## 2025 Encroachment Fees

| Permit Holder | Sum of LF  | Review Fee   | Fee Per LF    |
|---------------|------------|--------------|---------------|
| Frontier      | 239,056.00 | \$ 35,500.00 | \$ 95,622.40  |
| Gigapower     | 336,980.00 | \$ 38,000.00 | \$ 134,792.00 |
| Ripple Fiber  | 138,091.00 | \$ 7,000.00  | \$ 55,236.40  |
| Spectrum      | 3,341.00   | \$ 2,000.00  | \$ 1,336.40   |
| SEGRA         | 1,243.00   | \$ 2,000.00  | \$ 497.20     |
| MCNC          | 864.00     | \$ 500.00    | \$ 345.60     |
|               | 719,575.00 | \$ 85,000.00 | \$ 287,830.00 |

Grand Total: \$ 372,830.00

**ORDINANCE TO AMEND  
CITY OF MONROE FEE SCHEDULE  
FISCAL YEAR 2025-2026  
O-2026-13**

**BE IT ORDAINED BY THE CITY OF MONROE COUNCIL THAT THE FISCAL YEAR 2025-2026 CITY OF MONROE FEE SCHEDULE IS HEREBY AMENDED AS FOLLOWS:**

**Section 1.** Amend **CHAPTER VII. ENGINEERING/PUBLIC WORKS, ARTICLE A. FEES** to add Encroachment Review Fees as follows:

Section 4. Charges and Fees

| Description                         | Fee                    |
|-------------------------------------|------------------------|
| Engineering Reviews and Inspections |                        |
| Encroachment Review Fees            | \$0.40 per linear foot |
| Flat Rate Fee                       | \$500                  |

**Section 2.** This Ordinance shall be effective April 1, 2026.

Adopted this 10<sup>th</sup> day of March, 2026.

Attest:

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

\_\_\_\_\_  
Bridgette H. Robinson, City Clerk



## **STAFF REPORT**

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

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

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

**SUBJECT:** Proposed Closure to Public Access - Richardson Street

---

### **SUMMARY STATEMENT**

City Council is requested to consider a request to close approximately 363 linear feet of Richardson Street to vehicular traffic access, from 245 feet from the northern right-of-way of Walkup Avenue extending north to the rear property line of parcel 09150233.

---

### **REVIEW**

Energy Services Staff have initiated a request to close approximately 363 linear feet on Richardson Street to vehicular traffic access from 245 feet from the northern right-of-way of Walkup Avenue extending north to the rear property line of parcel 09150233. The City of Monroe has acquired the property along all sides of this portion of Richardson Street. The attached boundary and topographic survey as prepared by Lawrence Associates dated February 5, 2026 shows the area to be closed to public access where a gate will be installed.

In preparation for the Public Safety Committee meeting, the request has been routed directly to all City departments for review. Any comments provided will be presented to the Committee at the meeting on March 2, 2026.

Ordinance O-2026-08 is attached for approval to permanently prohibit vehicular traffic on Richardson Street from 245 feet from the northern right-of-way of Walkup Avenue extending north to the rear property line of parcel 0915233.

This matter was presented to the Public Safety Committee on March 2, 2026.

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**RECOMMENDATION**

The Public Safety Committee and Engineering Staff recommend approval of Ordinance O-2026-08 ordering that vehicular access be permanently prohibited on Richardson Street from 245 feet from the northern right-of-way of Walkup Avenue extending north to the rear property line of parcel 09150233.

Attachments:  
Boundary and Topographic Survey of City  
of Monroe Property prepared by  
Lawrence Associates  
Ordinance (O-2026-08)





C DESIGN  
704.333.0093  
www.cdesigninc.com  
1000 W Morehead Street,  
Suite 170 Charlotte, NC 28208



CITY OF MONROE

MONROE ENERGY OPS

2201 Walkup Ave.  
Monroe, NC 28110

Robert Miller  
704.282.4602



LAWRENCE  
ASSOCIATES  
106 W. Jefferson St.  
Monroe, North Carolina 28112  
P 704-289-1013 F 704-283-9035  
www.lawrenceassociates.com  
Firm License Number: C-2856

## ROADWAY DESIGN PACKAGE

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| NO. | DATE     | ISSUE                 |
|-----|----------|-----------------------|
| 1   | 08/16/25 | NCDOT REVIEW COMMENTS |
| 2   | 10/01/25 | NCDOT REVIEW COMMENTS |



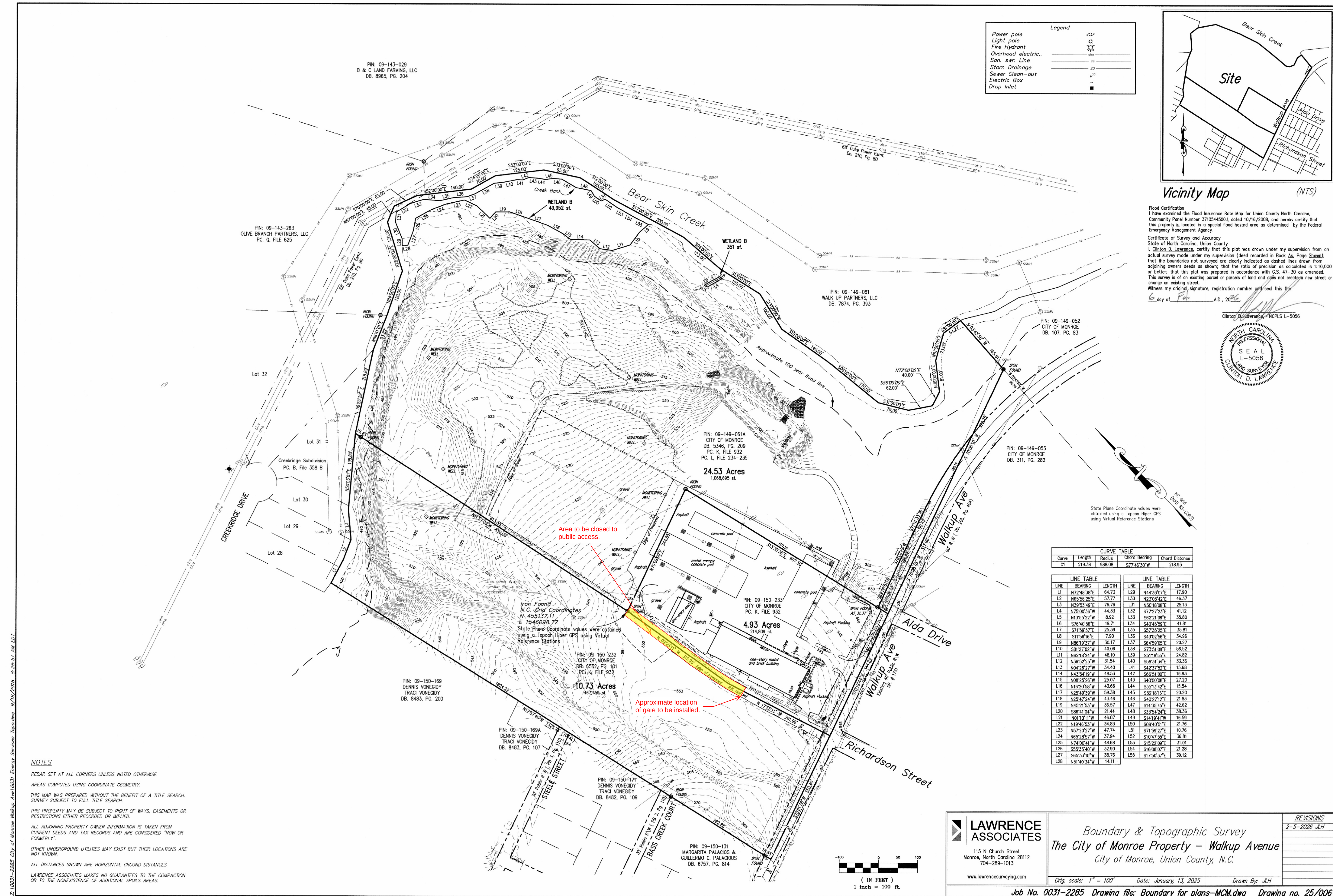
02/05/26



PROJECT NUMBER 0604-0621  
DATE 11.15.2024

EXISTING  
CONDITIONS

C-1.0





**ORDINANCE TO PROHIBIT VEHICULAR TRAFFIC ON RICHARDSON STREET  
FROM 245 FEET FROM NORTHERN RIGHT-OF-WAY OF WALKUP AVENUE TO  
REAR PROPERTY LINE OF PARCEL 09150233**

**O-2026-08**

**WHEREAS**, the City of Monroe owns all property surrounding Richardson Street on the north side of Walkup Avenue; and,

**WHEREAS**, the City of Monroe would like to install a gate on Richardson Street 245 feet from the northern right-of-way of Walkup Avenue to ensure secure access to the facilities located on both sides of the street; and,

**WHEREAS**, Richardson Street is not under the authority and control of the North Carolina Department of Transportation; and,

**WHEREAS**, pursuant to North Carolina General Statute Section 160A-300, the City has the right to prohibit pedestrian or vehicular traffic upon the public streets; and,

**WHEREAS**, prohibiting vehicular traffic on this portion of Richardson Street would not be contrary to the public interest and no individual owning property in the vicinity of said street would thereby be deprived of reasonable means of ingress and egress to their property.

**NOW, THEREFORE**, it is hereby ordered that vehicular traffic is permanently prohibited on Richardson Street from 245 feet from the northern right-of-way of Walkup Avenue extending north to the rear property line of parcel 09150233. It is further ordered that a certified copy of this order shall be filed in the office of the Register of Deeds of Union County.

Adopted this 10<sup>th</sup> day of March, 2026.

Attest:

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

\_\_\_\_\_  
Bridgette H. Robinson, City Clerk



## **STAFF REPORT**

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Mark Watson, City Manager

**PREPARED BY:** Bridgette H. Robinson, City Clerk

**SUBJECT:** Proclamation Observing Child Abuse Prevention Month as April 2026

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### **SUMMARY STATEMENT**

Proclamation observing Child Abuse Prevention Month as April 2026.

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### **REVIEW**

Alliance for Children, Turning Point and the Union County Department of Social Services have requested a Proclamation observing April 2026 as Child Abuse Prevention Month. They have requested that the Mayor present the Proclamation at an event scheduled for April 1, 2026.

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### **RECOMMENDATION**

City Council is requested to adopt a Proclamation observing April 2026 as Child Abuse Prevention Month in the City of Monroe.

Attachment: Proclamation P-2026-06



**PROCLAMATION OBSERVING  
CHILD ABUSE PREVENTION MONTH  
APRIL 2026  
P-2026-06**

**WHEREAS**, young children are among Monroe’s most valuable and vulnerable citizens, and their safety, well-being, and healthy development are vital to the future of our community; and

**WHEREAS**, child abuse and neglect can have long-lasting emotional, psychological, and physical effects on children and families, impacting the overall health and prosperity of our community; and

**WHEREAS**, the prevention of child abuse and neglect is a shared responsibility that requires the collective commitment of families, educators, faith communities, service organizations, law enforcement, healthcare providers, businesses, and concerned citizens; and

**WHEREAS**, communities that provide supportive relationships, access to resources, and prevention education help strengthen families and reduce the risk of abuse and neglect; and

**WHEREAS**, Alliance for Children, Turning Point, Union County Department of Social Services serve children and families impacted by abuse by providing coordinated services, advocacy, and community education, and will host awareness activities throughout April 2026 to raise awareness and promote prevention efforts across the City of Monroe; and

**WHEREAS**, recognizing Child Abuse Prevention Month provides an opportunity to reaffirm our commitment to protecting children, supporting families, and ensuring that every child in the City of Monroe has the opportunity to grow up in a safe, stable, and nurturing environment;

**NOW, THEREFORE**, the City Council of the City of Monroe does hereby proclaim and observe April 2026 as Child Abuse Prevention Month and urges all residents to work together to strengthen families, support prevention initiatives, and help ensure the safety and well-being of every child.

**IN WITNESS WHEREOF**, duly adopted by the Monroe City Council during the March 10, 2026 City Council Regular Meeting and signed by the Mayor on behalf of the Monroe City Council.

Attest:

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Robert A. Burns, Mayor

---

Bridgette H. Robinson, City Clerk



## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Mark Watson, City Manager

**PREPARED BY:** Bridgette H. Robinson, City Clerk

**SUBJECT:** Proclamation Observing Month of the Young Child as April 2026 and Week of the Young Child as April 11-17, 2026

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### SUMMARY STATEMENT

Proclamation observing Month of the Young Child as April 2026 and Week of the Young Child as April 11-17, 2026.

---

### REVIEW

Alliance for Children has requested a Proclamation observing April 2026 as Month of the Young Child and April 11-17, 2026 as Week of the Young Child in the City of Monroe. They have requested that the Mayor present the Proclamation at an event scheduled for April 1, 2026.

---

### RECOMMENDATION

City Council is requested to adopt a Proclamation observing April 2026 as Month of the Young Child and April 11-17, 2026 as Week of the Young Child in the City of Monroe.

Attachment: Proclamation P-2026-04

**PROCLAMATION OBSERVING  
MONTH OF THE YOUNG CHILD AS APRIL 2026  
AND  
WEEK OF THE YOUNG CHILD AS APRIL 11-17, 2026  
P-2026-04**

**WHEREAS**, the City of Monroe recognizes that the early years of a child's life are critical to their lifelong learning, development, and success; and

**WHEREAS**, high-quality early childhood education programs increase children's chances of achieving success in school and becoming productive members of society; and

**WHEREAS**, the National Association for the Education of Young Children along with Alliance for Children and early childhood professionals across our community are celebrating the Month of the Young Child and the Week of the Young Child to focus attention on the needs of young children and their families; and

**WHEREAS**, Alliance for Children serves as the local host for Monroe's Week of the Young Child activities and works in partnership with families, educators, and community organizations to support the healthy development and education of young children; and

**WHEREAS**, public policies that support early learning for all young children are crucial to the future prosperity of our community and our nation.

**NOW, THEREFORE**, the City Council of the City of Monroe does hereby proclaim and observe April 2026 as the Month of the Young Child and April 11-17, 2026 as the Week of the Young Child and encourages all citizens to support early childhood education and invest in the well-being of our youngest learners.

**IN WITNESS WHEREOF**, duly adopted by the Monroe City Council during the March 10, 2026 City Council Regular Meeting and signed by the Mayor on behalf of the Monroe City Council.

Attest:

---

Robert A. Burns, Mayor

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Bridgette H. Robinson, City Clerk



## **STAFF REPORT**

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

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

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

**SUBJECT:** Proposed Right-of-way Abandonment – 4 foot-wide-walkway between Elizabeth Avenue and Normand Street

---

### **SUMMARY STATEMENT**

City Council is requested to consider a request to abandon approximately 203 linear feet of four-foot-wide walkway right-of-way between Elizabeth Avenue and Normand Street.

---

### **REVIEW**

The City obtained an easement in 1972 for the purposes of constructing and/or widening a four-foot-wide walkway on parcel 09192075 near East Elementary School between Elizabeth Avenue and Normand Street. The walkway is four feet wide with a chain link fence on both sides and has a make shift bridge over a drainage ditch consisting of two wooden power poles laid across the ditch with wooden boards attached to the top. The Street Division had been maintaining the vegetation along the walkway and fences until they noticed damage to portions of the concrete walkway and bridge. They then placed sidewalk closed signs at each end in March of 2025. To date, no inquiries have been received regarding the walkway.

Staff is now bringing forward a request to abandon the four-foot-wide walkway right-of-way easement starting at the front property line of parcel 09192075 and extending north to the rear property line of parcel 09192075 owned by Veronica Torres Rodriguez and Ximena Rodriguez-

Torres (deed recorded in Plat Book 8963, Page 333). The attached map highlights the area to be abandoned.

The request was routed directly to all City departments for review and no comments were received. City Council is requested to approve a resolution calling for a Public Hearing to be held on April 28, 2026 to consider the right-of-way abandonment request. The resolution calling for the Public Hearing will be published once a week for four (4) consecutive weeks prior to April 28<sup>th</sup> in accordance with the General Statutes. Right-of-way closing signs will also be posted in at least two places along the right-of-way advising the Public Hearing date. A resolution of intent to abandon the four-foot-wide walkway is attached.

This matter was presented to the Public Safety Committee on March 2, 2026.

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### **RECOMMENDATION**

The Public Safety Committee and Engineering Staff recommend approval of Resolution (R-2026-11) to call for a Public Hearing to be held on April 28, 2026 to consider the requested right-of-way abandonment.

Attachment:  
Walkway Right-of-Way Easement dated  
August 30, 1972  
Map  
Resolution (R-2026-11)

city of monroe

BOOK 255 PAGE 25

Walkway

~~STREET~~ RIGHT-OF-WAY

State Excise Tax 50¢

NORTH CAROLINA

UNION COUNTY

KNOW ALL MEN BY THESE PRESENTS, That I (We) Jerry T. Murray

and \_\_\_\_\_ of Monroe, N. C., Grantor(s), in considera-

tion of One (\$1.00) Dollar to me (us) paid by the City of Monroe and in further consideration of benefits accruing to myself (ourselves) my (our) heirs, repre-

sentatives and successors in title, receipt whereof is hereby acknowledged, to

hereby grant and convey to the City of Monroe, North Carolina, a 4 foot walkway

~~xxxxx~~ right-of-way easement for the purpose of constructing and/or widening a 4 foot walkway

\_\_\_\_\_, located in the City of Monroe, said point being

located on my (our) property beginning at: the common corner of lots #11 & #12, on Elizabeth Avenue, and running thence with the lot line of #11 & #12 North 10 deg. 04 min. and 20 sec. West 201.12 feet to an iron stake a common corner of lots #11 & #12; thence with the lot line of #11 North 60 deg. 36 min and 30 sec. East 4.24 feet to a stake; thence South 10 deg. 04 min. 20 sec. East 202.52 feet to a stake located on the North side of Elizabeth Avenue; thence with Elizabeth Avenue South 79 deg, 55 min 40 sec. west 4 feet to the beginning

Said easement to also include the installation, operation and maintenance of all utilities (water, gas, sewer and electricity) above or below ground.

IN TESTIMONY WHEREOF, the party (ies) of the first part, grantor (s) have (has) hereunto set his (their) hand. (s) and seal (s) on the 30 day of

August, 1972.

Witness:

L. B. Dore

Jerry T. Murray (Seal)

(Seal)

(Seal)

North Carolina-Union County

I, Claudette H. Smith, a Notary Public in and for said County and State, do hereby certify that Jerry T. Murray personally appeared before me this day (and acknowledged the due execution of the foregoing instrument) or (and being duly sworn stated that in his presence signed the foregoing instrument) for the purpose and intents therein expressed.

Witness my hand and Notarial Seal, this the 30 day of August, 1972.

My Commission Expires: Dec. 1, 1975

Claudette H. Smith (Seal)

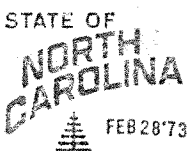
North Carolina - Union County

The foregoing certificate of Claudette H. Smith Notary Public of Union County is ~~certified~~ to be correct. Let the foregoing instrument with this certificate be registered. Filed for registration

This 28 day of February, 1973, at 1:00 o'clock P. M.

UNION  
COUNTY

12214

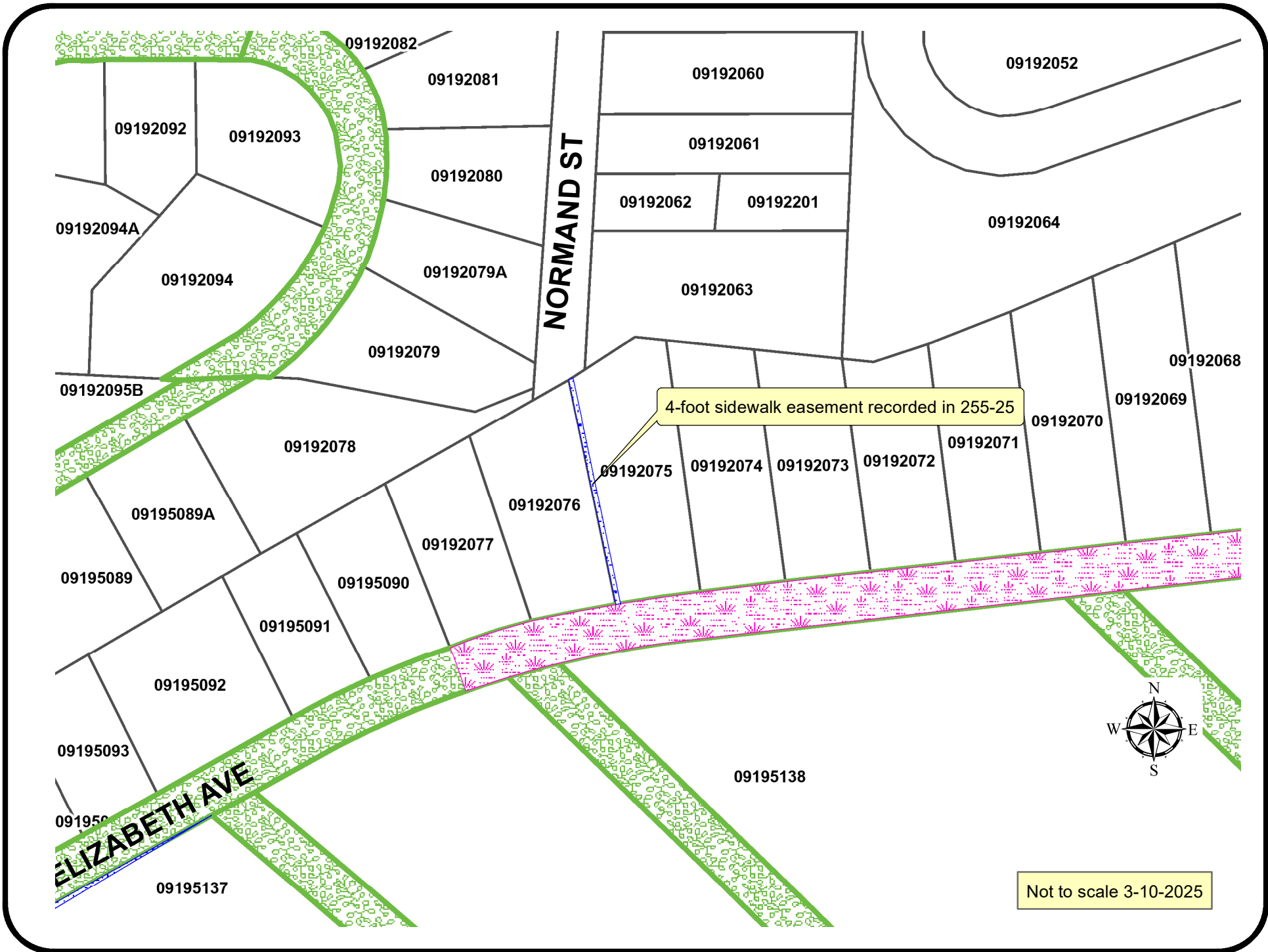


Real Estate  
Excise Tax  
00.50

Page 184 of 402

Mary B. Carriger (Seal)  
Register of Deeds

Book 255- Page 25



**RESOLUTION OF INTENT  
TO ABANDON FOUR-FOOT-WIDE WALKWAY RIGHT-OF-WAY EASEMENT  
FROM FRONT PROPERTY LINE OF PARCEL 09192075 TO  
REAR PROPERTY LINE OF PARCEL 09192075 AND  
CALLING FOR PUBLIC HEARING TO BE HELD APRIL 28, 2026  
R-2026-11**

**THAT WHEREAS,** the City of Monroe proposes to permanently abandon a four-foot-wide walkway right-of-way easement pursuant to North Carolina General Statute Section 160A-299 starting at the front property line of parcel 09192075 and extending north to the rear property line of parcel 09192075, about 203 linear feet in length.

**NOW, THEREFORE, BE IT RESOLVED** that the Monroe City Council declares its intent to permanently abandon a four-foot-wide walkway right-of-way easement starting at the front property line of parcel 09192075 and extending north to the rear property line of parcel 09192075 owned by Veronica Torrez Rodriguez and Ximena Rodriguez-Torrez (deed recorded in Plat Book 8963, Page 333), about 203 linear feet in length.

The City Council orders that a public hearing be called on the question at 6:00 p.m., Tuesday, April 28, 2026. The City Clerk is hereby directed to:

1. Publish a copy of this Resolution in a newspaper authorized to publish legal ads in the City of Monroe as required by statute.
2. Send a copy of this Resolution by certified or registered mail to all owners of the property adjoining the street as shown on the tax records.
3. Cause a notice of the closing and public hearing to be prominently posted in at least two places along said street.

Adopted this 10<sup>th</sup> day of March, 2026.

Attest:

---

Robert A. Burns, Mayor

---

Bridgette H. Robinson, City Clerk





## **STAFF REPORT**

**TO:** Mayor and City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Terry Sholar

**PREPARED BY:** Terry Sholar

**SUBJECT:** Second Amendment to Purchase and Sale Contract of Property to Pure Power Contractors, LLC for Project Power Up

---

### **SUMMARY STATEMENT**

The Monroe City Council is asked to consider an amendment to the Purchase and Sale Contract of City owned real property to Pure Power Contractors, LLC in the Monroe Corporate Center on Gold Mine Road.

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### **REVIEW**

On November 10, 2025, City Council approved and on December 3, 2025, the City entered into a Purchase and Sale Contract to sell approximately 18.52 acres in the Monroe Corporate Center on Gold Mine Road. The property is identified as Parcel Number 09-399-002. At the time the Parties entered into the Purchase and Sale Contract, Union County GIS showed the parcel containing 18.52 acres which included a strip of land from the parcel to Phil Hargett Court. Subsequent ALTA surveys obtained by the Buyer for the closing indicate the City did not own the strip of land attached to the parcel. As a result, the actual acreage of the tract being acquired was reduced from 18.52 acres to 15.305 acres. Based on the same price per acre, the sale price should be reduced from \$1,400,000 to \$1,156,966. The Second Amendment to the Purchase and Sale Contract amends the sale price to coincide with the true acreage being sold.

---

## **RECOMMENDATION**

Staff recommends approving the Second Amendment to the Purchase and Sale Contract amending the sale price to \$1,156,966.00 to adjust for the accurate acreage being sold.

### Attachments:

Second Amendment to Offer to Purchase  
and Contract  
ALTA NSPS Land Title Survey, Prepared  
by Eagle Engineering, Dated 01/08/2006

## SECOND AMENDMENT TO OFFER TO PURCHASE AND CONTRACT

THIS SECOND AMENDMENT TO OFFER TO PURCHASE AND CONTRACT (“Amendment”) is made as of the 10<sup>th</sup> day of March, 2026 by and between **CITY OF MONROE**, a political subdivision of the State of North Carolina (“Seller”), and **PURE POWER CONTRACTORS, LLC**, a North Carolina limited liability company (“Buyer”).

### RECITALS

WHEREAS, Seller and Buyer are parties to that certain Offer to Purchase and Contract with an Effective Date of December 3, 2025, as amended by that First Amendment to Offer to Purchase and Contract dated March 2, 2026 (collectively the “Contract”), pursuant to which Seller agreed to sell, and Buyer agreed to buy, certain real property in the City of Monroe, Union County, North Carolina, as more particularly described in the Contract; and

WHEREAS, Seller and Buyer have agreed to modify the terms of the Contract pursuant to the terms set forth herein.

NOW, THEREFORE, for and in consideration of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and in the further consideration of the agreements contained herein, the parties agree that the Contract is amended as follows:

1. Recitals. The Recitals above are hereby incorporated into this Amendment.
2. Purchase Price. Notwithstanding anything in the Contract to the contrary, the Purchase Price is hereby reduced to \$1,156,966.00 given the fact that Buyer’s ALTA survey reflects that the Property is 15.305 acres, rather than 18.52 acres.
3. Miscellaneous. Except as modified by this Amendment, all of the terms and conditions of the Contract shall remain in full force and effect and the Contract is hereby ratified and restated in its entirety. If there is any conflict between this Amendment and the Contract, this Amendment shall control. Except where the context otherwise requires, all references in this Amendment to the Contract shall be deemed to include the provisions of this Amendment. Capitalized terms not otherwise defined herein shall have the meanings set forth in the Contract. The terms and provisions of this Amendment shall be binding upon and shall inure to the benefit of the parties hereto, their respective successors, heirs and assigns, if any. This Amendment may be executed in counterparts and/or with counterpart signature pages, all of which together shall constitute a single agreement. Electronic facsimiles of signatures shall be acceptable and binding upon the parties hereto.

[SIGNATURES APPEAR ON FOLLOWING PAGE(S)]

**IN WITNESS WHEREOF**, Seller and Buyer have executed this Amendment as of the day and year set forth above.

**SELLER:**

**CITY OF MONROE**, a political subdivision of the State of North Carolina

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

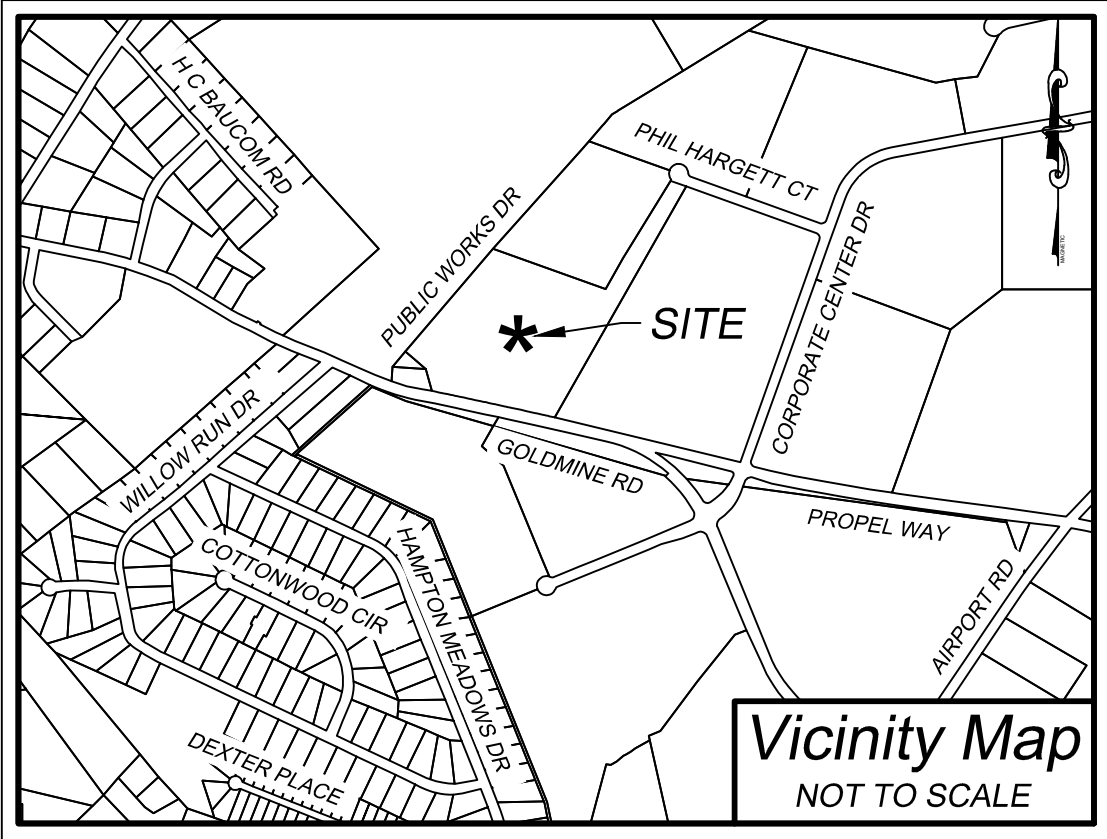
**BUYER:**

**PURE POWER CONTRACTORS, LLC**, a North Carolina limited liability company

By: \_\_\_\_\_

Justin Taylor, Manager





MISCELLANEOUS NOTES

NO NGS MONUMENTATION WITHIN 2000' OF SITE. GRID POSITIONS WERE DETERMINED USING A TRIMBLE R-12 GNSS GPS RECEIVER UTILIZING THE NORTH CAROLINA GEODETIC SURVEY VRS NETWORK. ALL COORDINATES AND BEARING SHOWN ARE BASED ON NAD 83/2011.

AREAS COMPUTED USING COORDINATE GEOMETRY.

IRON REBARS AT ALL PROPERTY CORNERS UNLESS OTHERWISE NOTED.

DEED REFERENCE(S): AS SHOWN.

THIS SURVEY IS OF AN EXISTING PARCEL OR PARCELS OF LAND.

ALL ADJOINER PROPERTY OWNER INFORMATION IS TAKEN FROM CURRENT DEEDS AND TAX RECORDS AND ARE CONSIDERED "NOW OR FORMERLY".

RAW ERROR OF CLOSURE: 1:10,000+. BOUNDARY TRAVERSE WAS ADJUSTED USING THE LEAST SQUARES METHOD.

OTHER UNDERGROUND UTILITIES MAY EXIST BUT THEIR LOCATIONS ARE NOT KNOWN.

ALL DISTANCES SHOWN ARE HORIZONTAL GROUND DISTANCES.

COMBINED GRID FACTOR = 0.999855379

PROJECT DATUM IS REFERENCED TO NAVD 88.

THE TOPOGRAPHICAL DATA SHOWN ON THIS SURVEY WAS GENERATED BY A COMBINATION OF FIELD RUN SURVEY, AERIAL LIDAR AND PHOTOGRAMMETRY.

CONTOUR INTERVAL = 1 FOOT.

THE SUBJECT PROPERTY SHOWN HEREON IS NOT LOCATED WITHIN A SPECIAL FLOOD HAZARD AREA AS SHOWN ON F.E.M.A. FLOOD INSURANCE RATE MAP COMMUNITY PANEL NO. 3710540600J, EFFECTIVE DATE 10/16/2008.

LEGEND OF SYMBOLS & ABBREVIATIONS

CAB - CABINET  
C.P. - COMPUTED POINT  
CPP - CORRUGATED PLASTIC PIPE  
D.B. - DEED BOOK  
DI - DROP INLET  
ECM - EXISTING CONCRETE MONUMENT  
EIP - EXISTING IRON PIPE  
EIR - EXISTING IRON REBAR  
EOP - EDGE OF PAVEMENT  
EPK - EXISTING P.K. NAIL  
FDC - FIRE DEPARTMENT CONNECTION  
FES - FLARED END SECTION  
GPU - GENERAL PUBLIC UTILITY EASEMENT  
INV - INVERT  
NIR - NEW IRON REBAR  
PG - PAGE  
RW - RIGHT OF WAY  
RCP - REINFORCED CONCRETE PIPE  
S.T. - SIGHT TRIANGLE  
M.B.S. - MINIMUM BUILDING SETBACK  
NAVD - NORTH AMERICAN VERTICAL DATUM  
PIN - PARCEL IDENTIFICATION NUMBER  
P.S.D.E. - PUBLIC STORM DRAINAGE EASEMENT  
P.S.E. - PRIVATE SANITARY SEWER EASEMENT  
S.S.E. - SANITARY SEWER EASEMENT  
SSMH - SANITARY SEWER MANHOLE  
TBM - TEMPORARY BENCHMARK  
UFO - UNDERGROUND FIBER OPTIC

UTILITY POLE  
SANITARY SEWER MANHOLE  
FIRE HYDRANT  
WATER VALVE  
YARD INLET / AREA DRAIN  
SIGN  
ELECTRIC BOX/TRANSFORMER  
CURB INLET  
GUY WIRE  
WATER METER  
BOUNDARY (LINES SURVEYED)  
ADJOINERS (LINES NOT SURVEYED)  
BOUNDARY TIE LINE (SURVEYED)  
RIGHT OF WAY  
SETBACK  
GAS - UNDERGROUND GASLINE  
P.OH - OVERHEAD UTILITY LINE  
P.UG - UNDERGROUND POWER LINE  
SS - SANITARY SEWER LINE  
SD - STORM DRAIN  
W - WATER LINE  
X - FENCE LINE  
FO - FIBER OPTIC LINE  
T.UG - UNDERGROUND TELEPHONE  
PAVEMENT

SUE CERTIFICATION

THE LOCATION OF SUB SURFACE UTILITIES AS SHOWN HEREON ARE BASED ON LEVEL B UTILITY DESIGNATING BY EAGLE ENGINEERING INCORPORATED (EEI). FOLLOWING ASCE 38-02 STANDARDS THROUGH THE APPLICATION OF APPROPRIATE SURFACE GEOPHYSICAL METHODS TO DETERMINE THE EXISTENCE AND APPROXIMATE HORIZONTAL POSITION OF SUBSURFACE UTILITIES. THIS SURVEYOR MAKES NO GUARANTEE THAT THE UTILITIES SHOWN HEREON COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE OWNER, HIS CONSULTANTS AND HIS CONTRACTORS SHALL HEREBY DISTINCTLY UNDERSTAND THAT UTILITIES AND STRUCTURES NOT SHOWN MAY BE ENCOUNTERED. EEI CERTIFIES THAT THE UTILITIES LOCATED ARE DONE SO AS ACCURATELY AS POSSIBLE FROM THE INFORMATION AVAILABLE.

ZONING INFORMATION

ACCORDING TO THE UNION COUNTY GEOGRAPHIC INFORMATION SYSTEM (GIS) WEBSITE ADDRESS ON 01/06/2026, THE SUBJECT PROPERTY IS ZONED GI (GENERAL INDUSTRIAL). BECAUSE THERE MAY BE A NEED FOR INTERPRETATION OF THE APPLICABLE ZONING CODES, WE REFER YOU TO THE CITY OF MONROE UNIFIED DEVELOPMENT ORDINANCE OF UNION COUNTY, NORTH CAROLINA, AND THE APPLICABLE ZONING CODES.

THE FOLLOWING SETBACK, YARD, AND BUILDING HEIGHT REQUIREMENTS ARE PER CITY OF MONROE UNIFIED DEVELOPMENT ORDINANCE SECTION 4.4.1 GI - GENERAL INDUSTRIAL TABLE, DATED/ADOPTED APRIL 12TH 2022.

FRONT SETBACK: 25 FEET  
REAR SETBACK: 25 FEET  
SIDE YARD: 10 FEET  
MAX HEIGHT: 5 STORIES

SURVEYORS CERTIFICATION

CERTIFY TO:  
• ?  
• ??

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE REQUIREMENTS PROVIDED BY THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS AND INCLUDES ITEMS 1, 2, 3, 4, 5, 6, 13, 18 AND 19 OF TABLE A THEREOF.

THAT THIS SURVEY DOES NOT CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

THE GLOBAL POSITIONING SYSTEM (GPS) WAS USED TO ORIENT THIS SITE TO THE NORTH CAROLINA STATE PLANE COORDINATE SYSTEM. PARTICULARS OF THE GPS SURVEY ARE AS FOLLOWS:

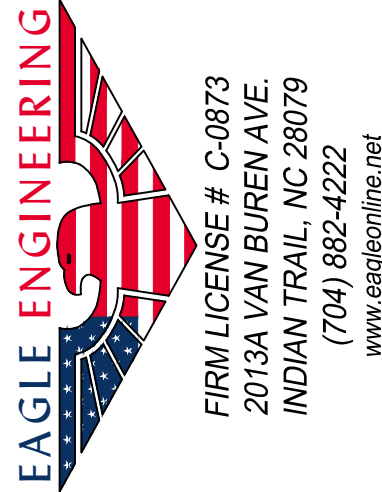
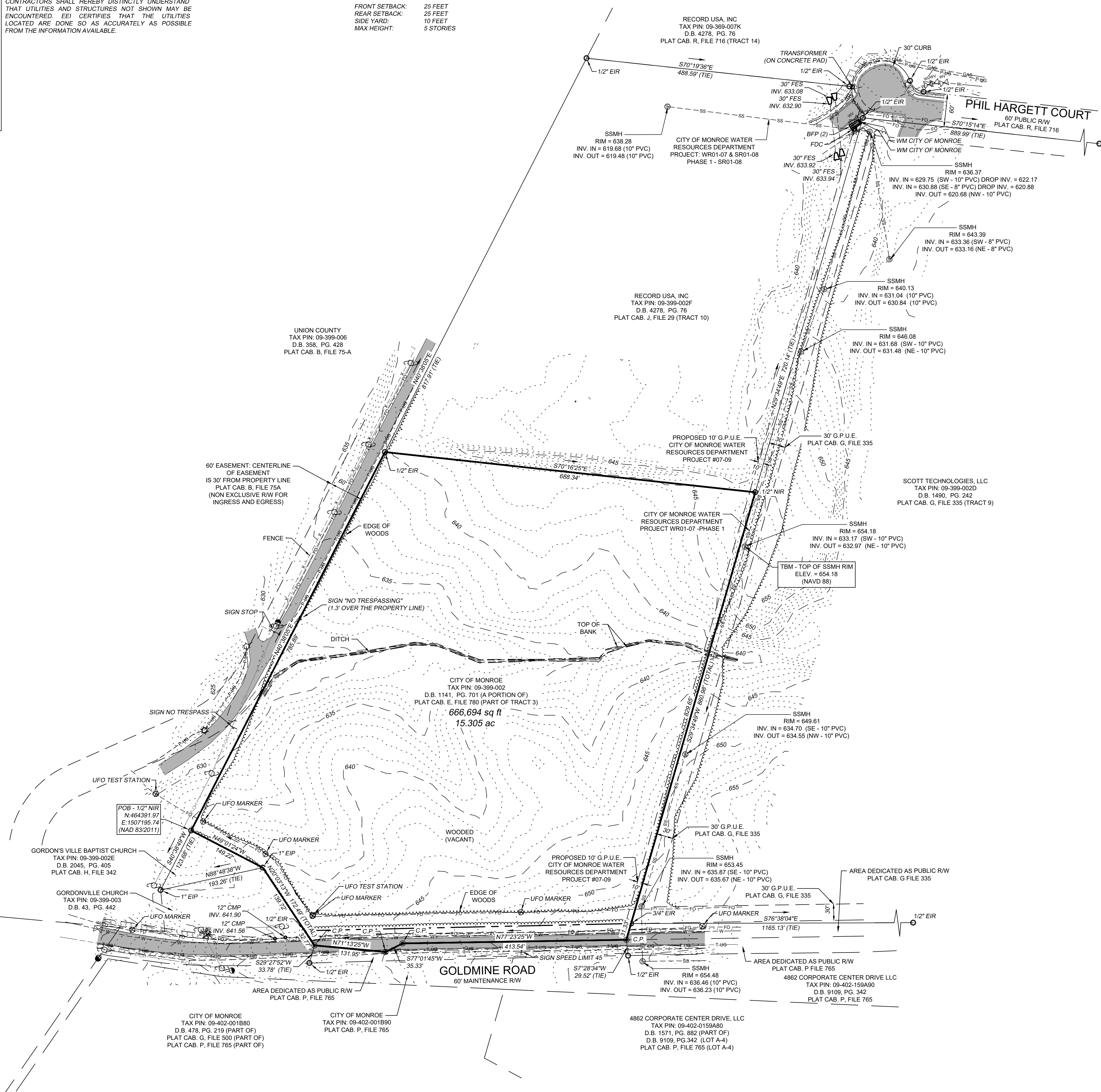
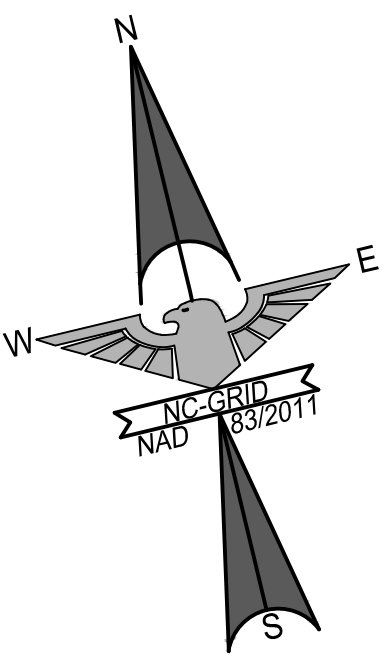
THE FIELD WORK WAS COMPLETED IN JANUARY 8TH, 2026.

DATE OF PLAT OR MAP: JANUARY 8TH, 2026.

CLASS OF SURVEY: A  
POSITIONAL ACCURACY: 0.062  
TYPE OF GPS FIELD PROCEDURE: STATIC OBSERVED CONTROL POINT  
DATE OF SURVEY: 01/08/2026  
DATUM/EPOCH: NAD83/2011  
PUBLISHED/FIELD CONTROL USE: RTN/NCVRS  
GEOID MODEL: 2018  
COMBINED GRID FACTOR(S): 0.999855379  
UNITS: US FEET

SIGNED AND SEALED:  
RUSSELL L. WHITEHURST  
PROFESSIONAL LAND SURVEYOR #381  
STATE OF NORTH CAROLINA

DRAFT



FIRM LICENSE # C-0873  
20734 VAN BUREN AVE.  
INDIAN TRAIL, NC 28079  
(704) 882-4222  
www.eagleonline.net

CITY OF MONROE PROPERTY  
CITY OF MONROE, MONROE TOWNSHIP  
UNION COUNTY, NORTH CAROLINA

CERTIFY TO:  
DH&A ARCHITECTURE PA  
1208 CURTIS STREET  
MONROE, NORTH CAROLINA 28112

ALTA/NSPS LAND TITLE  
SURVEY

| DESIGNED BY | DRAWN BY  | CHECKED BY | DATE       | SCALE     |
|-------------|-----------|------------|------------|-----------|
| N/A         | RMC / ATZ | RLW        | 01/08/2026 | 1" = 100' |

PRELIMINARY  
NOT FOR SALES,  
CONVEYANCE, OR  
RECORDATION

01/08/2026

Sheet

1 OF 1

GRAPHIC SCALE

0 100' 200'

( IN FEET )  
1 inch = 100 ft.





## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Lisa Stiwinter, Planning and Development Director

**PREPARED BY:** Catherine Mullis, Permit & Development Administrator

**SUBJECT:** Special Events in Downtown Monroe – Music across Main Fridays for Home Brew

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### SUMMARY STATEMENT

City Council is requested to consider the special event permits to be held in Downtown Monroe. The Music across Main Fridays for 2026 are proposed to be on the following dates: April 24, May 15, June 26, July 24, August 28, September 25, and October 23, from 6 p.m. to 11 p.m.

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### REVIEW

The applicant, Greg Moore with Home Brew Taproom & Tunes is requesting the special event permit to hold events in Downtown Monroe from April to October.

The Music across Main Fridays for 2026 are proposed to be on the following dates: April 24, May 15, June 26, July 24, August 28, September 25, and October 23, from 6 p.m. to 11 p.m. Main Street will be closed from Talleyrand Avenue to Morrow Avenue from 6 p.m. to 11 p.m. for the preparation and tear down of the event. The applicant is estimating 200 people will attend the event with a total of 100 people at peak periods. The events will include music on the front patio of McEwen Funeral Home. There will be no alcohol sales as part of the event as the event is within the social district. The businesses that will be open during the event have all signed in favor of the event on page 14 of their application. I have included the application, map, Event Explanation for your reference.

## **DEPARTMENT REVIEWS**

The following departments have reviewed and approved the applications with the following comments:

### **Fire Department:**

1. Monroe Fire Department approves permit pending an approved fire inspection. Applicant Must Call Monroe Fire Department 24hrs. in advance to schedule fire inspection at 704-282-4726.

### **Police Department:**

This event has been approved pending compliance/understanding of Policy 59.

#### **Officer Availability**

Requests for officers are not guaranteed. Officers volunteer for extra duty assignments and are not required to accept any or all requests. All Monroe Police Department personnel are subject to call-out and must respond to any high-priority event or any event related to their normal duty assignment. Employers are only responsible for payment of the time the officer worked prior to leaving an extra duty assignment due to call-out.

#### **Advance Notice Requirement**

Employers must notify EDS at least 36 hours in advance of the requested date of service. Requests made within 36 hours of the requested date will be subject to the Premium Rate.

#### **Alcohol Establishments**

Alcohol establishments hiring officers for security are required to hire a minimum of two (2) officers per shift. Officers shall not be placed in a position to intimidate or coerce patrons for the benefit of the business. Officers will be positioned in the parking lot and must be able to respond inside promptly upon request for law enforcement action.

#### **Events and Crowd Size Requirements**

For events involving large crowds or the potential for large crowds, staffing levels are as follows:

- 0–75 attendees: 1 officer
- 75–175 attendees: 2 officers
- 175–300 attendees: 3 officers
- For every additional 100 attendees, one additional officer is required

#### **Supervisory Requirement**

When four (4) or more officers are required for an event, a supervisor must also be assigned (e.g., 4 officers + 1 supervisor). One supervisor is required for every four officers (e.g., 8 officers + 2 supervisors). An acting supervisor may be used and must be appointed by the Secondary Employment Liaison.

#### **Cancellation**

A. If an employer cancels or withdraws an extra duty request within 24 hours of the scheduled assignment, the employer is required to compensate each officer scheduled to work for a minimum of three (3) hours.

B. If an employer cancels or withdraws an extra duty request more than 24 hours prior to the scheduled assignment, no compensation is due to the officer(s) scheduled to work.

**Engineering Department:**

1. Main Street approved to temporarily close between Morrow Ave and Talleyrand Ave.
2. Applicant to notify all businesses/property owners opened or closed within and adjacent to the closure and provide them with their contact information for questions/concerns prior to the closure.
3. Applicant is responsible for placing and removing the barricades on the days of the closures. Applicant is responsible for ensuring barricades are maintained in place throughout the event. Barricades should be delivered by the Street Division 24 hours prior. Report issues or concerns to the Street Division at 704-282-4533 during normal business hours and to the Street Division Standby at 704-226-5916 after hours.
4. Applicant is responsible for removal of all trash and debris generated by the event.

**Planning and Development Department:**

Special Events. A special event includes, but is not limited to arts and craft shows, cultural events, musical events, concerts and stage shows, celebrations, festivals, fairs, carnivals, circuses, or outdoor civic, religious or non-profit events.

1. No premise shall be the site of a special event exceeding a collective total of twenty (20) days or, three (3) individual weekends, or both, within any one (1) calendar year. In this context, a weekend shall constitute three (3) consecutive days.

a. A special event sponsored by the City, a county or the State shall be allowed to extend beyond the collective total of twenty (20) days or, three (3) individual weekends, or both within one (1) calendar year.

2. A special event not exceeding the collective total of days and weekends shall receive a temporary use permit. Special events exceeding the collective total of days and weekends shall receive a Special Use Permit from the Board of Adjustment in accordance with Section 3.4.9: Special Use Permit.

**Downtown:**

The event is approved, with these requests:

1. The is responsible for notifying downtown businesses and residents of street closures. Street closure maps and notification must also be sent to the Downtown Director (anowell@monroenc.org).
2. The applicant will need to provide off duty police officers and supervisors as recommended by the Monroe Police Department.
3. The applicant will be responsible for managing trash throughout the event period and area, including emptying the city-owned trash cans.

**Union County Environmental Health:**

1. Review not required. No vendors permitted for this event series.

**Legal:**

1. Review pending COI submittal.



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### **RECOMMENDATION**

The General Services Committee and staff recommend City Council to approve the special event permit for the Music across Main Fridays 2026.

Attachments:

1. Application
2. Map
3. Event Explanation
4. Barricade Map



## SPECIAL EVENT PERMIT APPLICATION

### SECTION I: GENERAL INFORMATION

|                                |                                         |              |  |
|--------------------------------|-----------------------------------------|--------------|--|
| Title of Event:                | Music Across Main - 2026 concert season |              |  |
| Event Website (if applicable): | Event Date/s:                           | Event Hours: |  |
|                                | multiple                                | 6-10pm       |  |

### USE ADDITIONAL ATTACHMENTS FOR ANY PORTIONS OF APPLICATION AS NEEDED

|                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Event Category: (please check all that apply)                                                                                                                                                                                                                                                                                                                                               | Special Considerations: (please check all that apply)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <input type="checkbox"/> Assembly<br><input type="checkbox"/> Festival/Outdoor Market<br><input type="checkbox"/> Run/Walk<br><input type="checkbox"/> Parade<br><input type="checkbox"/> Demonstration<br><input checked="" type="checkbox"/> Concert/Performance<br><input type="checkbox"/> Block Party<br><input type="checkbox"/> Educational<br><input type="checkbox"/> Other: _____ | <input type="checkbox"/> Alcoholic Beverages<br><input type="checkbox"/> Food Sales<br><input type="checkbox"/> Cooking<br><input type="checkbox"/> Merchandise Sales<br><input type="checkbox"/> Pets/Animals<br><input checked="" type="checkbox"/> Sound Amplification<br><input type="checkbox"/> Tents / Inflatables<br><input type="checkbox"/> Fireworks/Pyrotechnics<br><input type="checkbox"/> Portable Restrooms<br><input type="checkbox"/> Fire Watch/Crowd Manager (if deemed necessary by Fire Marshall)<br><input type="checkbox"/> Other: _____ |
| Time Set up Begins:                                                                                                                                                                                                                                                                                                                                                                         | Time Break Down Ends:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 6pm                                                                                                                                                                                                                                                                                                                                                                                         | 11pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Estimated Event Attendance:                                                                                                                                                                                                                                                                                                                                                                 | Estimated # of People at Peak Periods:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 200                                                                                                                                                                                                                                                                                                                                                                                         | 100                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Estimated # of Vehicles:                                                                                                                                                                                                                                                                                                                                                                    | Estimated Vehicles at Peak Periods:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 50                                                                                                                                                                                                                                                                                                                                                                                          | 25                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

### SECTION II: EVENT ORGANIZATION INFORMATION

|                             |                 |                       |       |
|-----------------------------|-----------------|-----------------------|-------|
| Host Organization:          | Applicant Name: |                       |       |
| Home Brew                   | Greg Moore      |                       |       |
| Address:                    | City:           | State:                | Zip:  |
| 215 S Main St               | Monroe          | NC                    | 28112 |
| Phone#:                     | Mobile#:        | Email:                |       |
| 980 215 3564                |                 | Homebrewtaproom@gmail |       |
| Primary On-Site Contact:    | Mobile#:        |                       |       |
| Greg Moore                  | 980 215 3564    |                       |       |
| Other On-Site Contact Info: |                 |                       |       |

### SECTION III: EVENT DETAILS

|                                                |                                           |  |  |
|------------------------------------------------|-------------------------------------------|--|--|
| Description of the Event:                      | Outdoor concerts on S Main St. Dates are: |  |  |
| 4/24, 5/15, 6/26, 7/24, 8/28, 9/25, and 10/23  |                                           |  |  |
| Dates are the same as the city's music on main |                                           |  |  |
| Location/s of the Event:                       | Site Capacity:                            |  |  |
| S Main St                                      |                                           |  |  |



|                                        |                         |
|----------------------------------------|-------------------------|
| Property Address: <u>215 S Main St</u> |                         |
| Property Owner/s: <u>Grea Moore</u>    | Owner/s Authorized Use: |

### SECTION IV: INSURANCE REQUIREMENTS

[REQUIRED FOR STREET CLOSURE (CITY OR NC-DOT), IF ON CITY OF MONROE PROPERTY, OR IF FIREWORKS OR ALCOHOL BEING REQUESTED]

**A COPY OF POLICY MUST BE PROVIDED WITH THE APPLICATION.**  
**CITY OF MONROE MUST BE LISTED AS "ADDITIONAL INSURED" PARTY.**

| COVERAGE                       | MINIMUM LIMITS                                   |
|--------------------------------|--------------------------------------------------|
| Workers' Compensation          | Statutory Limits                                 |
| Employers' Liability           | \$500,000                                        |
| General Liability              | \$1,000,000 per occurrence/\$2,000,000 aggregate |
| Automobile Liability           | \$1,000,000                                      |
| Professional Liability (E & O) | \$1,000,000 per occurrence/\$2,000,000 aggregate |

Applicant shall provide the City with a Certificate of Insurance for review prior to the issuance of any permit. This should be an ACORD form. All Certificates of Insurance will require thirty (30) days written notice by the insurer or applicant's agent in the event of cancellation, reduction or other modifications of coverage. In addition to the notice requirement above, Applicant shall provide the City with immediate written notice of cancellation, reduction, or other modification of coverage of insurance. Upon failure of the Applicant to provide such notice, Applicant assumes sole responsibility for all losses incurred by the City for which insurance would have provided coverage. The insurance certificate shall be for the initial contract period of one (1) year and shall be renewed by the applicant for each subsequent renewal period of the contract.

The City shall be named as an additional insured and it is required that coverage be placed with "A" rated insurance companies acceptable to the City. Statement should read "City of Monroe is to be added as an additional insured as evidenced by an endorsement attached to this certificate."

### SECTION V: SPECIAL CONSIDERATION DETAIL

(CHECK EACH BOX AS APPLICABLE AND PROVIDE DETAIL REQUESTED)

- ☐ **Street Closures** (map of proposed closing and route must be provided with application)  
**NOTE: ALL NCDOT ROADS MUST BE APPROVED BY NCDOT**

Reason for Street Closure: Seating and safety

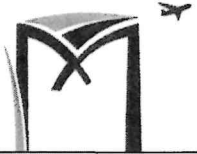
Name of Street to be closed: S Main St from Talleyrand to Morrow

Additional Street: \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_

# of Barricades needed: \_\_\_\_\_ # of cones needed \_\_\_\_\_ Drop-off location: \_\_\_\_\_

Date of Closure: multiple dates Start Time: 6pm to 11pm

Additional Comments: please see previous page for dates



☐ **Trash/Debris Plan:** N/A

### SECTION V: SPECIAL CONSIDERATION DETAIL (Continued)

(CHECK EACH BOX AS APPLICABLE AND PROVIDE DETAIL REQUESTED)

☐ **Alcoholic Beverages\*** (check all that apply)

- ☐ Free/Host Alcohol
- ☐ Alcohol Sales (ABC Permit must accompany)
- ☐ Host and Sale Alcohol
- ☐ Beer
- ☐ Wine
- ☐ Beer and Wine
- ☐ Liquor

\* Applicant must provide a map of proposed designated area with this application. Right to modify area is reserved by the City.

**Additional Permit Attachments Required:**

- ☒ Site Map of All Activities
- ☐ Parking Plan
- ☐ Security Plan
- ☐ General Liability Insurance
- ☐ ABC Permit
- ☐ Alcohol Beverage Designated Area Map
- ☐ Proof of 501C Status
- ☐ Application Fee
- ☐ Property Owner Authorization
- ☒ Business Notification Form

☐ **Parade/Run/Walk/Procession/Demonstration** (map of route required)

- ☐ Open Sidewalks only
- ☐ Streets w/ temporary traffic interruptions
- ☐ Street Closures
- ☐ Sidewalk Closures

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Purpose: \_\_\_\_\_

☐ **Tents** (Width x Length X Height)  
Dimensions of Tent: \_\_\_\_\_

**Tents greater than 400 square feet require an additional \$40 permit fee**

☐ **Inflatables** (Width x Length X Height)  
Dimensions of Inflatable: \_\_\_\_\_

☐ **Cooking or Warming Food?** (Circle One)  
Method of Heat: \_\_\_\_\_

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understand, and agree to abide by the rules and regulations governing the proposed Special Event under the City of Monroe Municipal Code and I understand that this application is made subject to the rules and regulations established by the City Council and/or City Manager or City Manager's designee. Applicant agrees to comply with all other requirements by the City, County, State, and Federal Government, and any other applicable entity which may pertain to the use of the Event venue and the conduct of the Event. I agree to abide by these rules, and further certify that I, on behalf of the host organization, am also authorized to commit that organization, and therefore the host organization agrees to be financially responsible for any costs, fees, and damages, that may be incurred by or on behalf of the Event to the City of Monroe. I understand the application fee is non-refundable and due at the time of application submittal. The submission of this application is not an automatic approval or guarantee. No City of Monroe logo or seal may be used on any promotional material or advertisement.

Print Name of Application/Host Organization: Greg Moore Title: Host

Signature: \_\_\_\_\_ Submission Date: \_\_\_\_\_



(FOR PRIVATE SPONSORED EVENTS)

Talleyrand to Morrow

## Page 14

## Catherine Mullis

---

**From:** Greg & Jen <homebrewtaproom@gmail.com>  
**Sent:** Wednesday, December 31, 2025 3:35 PM  
**To:** Jessica L. Brummer  
**Subject:** Fwd: Spring & Fall Festivals

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Categories:** Birthdays

### This Message Is From an Untrusted Sender

You have not previously corresponded with this sender.

Report Suspicious

Jessica, here's another email granting permission from McEwens for Music Across Main along with the festivals.

Thank you

Greg

Home Brew Taproom & Tunes

----- Forwarded message -----

**From:** Blackwell, David <David.Blackwell@dignitymemorial.com>  
**Date:** Wed, Dec 31, 2025 at 3:13 PM  
**Subject:** Spring & Fall Festivals  
**To:** [homebrewtaproom@gmail.com](mailto:homebrewtaproom@gmail.com) <[homebrewtaproom@gmail.com](mailto:homebrewtaproom@gmail.com)>

To whom it may concern,

Greg, the owner of Home Brew Tap Room has permission from the McEwen Funeral Home Manager (David Blackwell) to utilize the use of our front porch and walkway for Music on Main 2026. Also, Home Bew Tap Room has permission to utilize the McEwen parking lot for Porta-Jon's during the Spring & Fall Festival of 2026. If you have any questions, please don't hesitate to reach out to me.

Thank You,

David

## Catherine Mullis

---

**From:** Lambert, Brandi <brandi.lambert@sci-us.com>  
**Sent:** Friday, January 2, 2026 9:31 AM  
**To:** Jessica L. Brummer  
**Subject:** Re: Music on Main

---

**This Message Is From an Untrusted Sender**

You have not previously corresponded with this sender.

[Report Suspicious](#)

Hello, I am writing on behalf of McEwen Funeral Home of Monroe to state that we are perfectly ok with Home Brew Tap Room & Tunes playing music for the Music on Main event!

### DIGNITY MEMORIAL USA

---

**BRANDI LAMBERT**

Office Manager

O 704.289.3173

McEwen Funeral Home of Monroe

Location 7289

[McEwenMonroeChapel.com](http://McEwenMonroeChapel.com)



---

*Every Detail Remembered™* | **Dignity**  
MEMORIAL

---

**From:** Jessica L. Brummer <jbrummer@monroenc.org>  
**Sent:** Wednesday, December 31, 2025 3:13 PM  
**To:** Lambert, Brandi <brandi.lambert@sci-us.com>  
**Cc:** Greg & Jen <homebrewtaproom@gmail.com>  
**Subject:** RE: Music on Main

Brandi,

Since your actual email doesn't have McEwen in the email address, can you please either make an email signature with your name & title & company logo, etc. with McEwen or send me an actual letter on letterhead for the file please? Thanks!

The same will need to be done for the permission letter for Home Brew to placement of portable restrooms for the Spring & Fall Fest.

**City of Monroe offices will be closed Thursday, January 1<sup>st</sup> in observance of New Year's Day.**

**Use the link below to apply for permits online:**

**<https://cvportal.monroenc.org/portal>**



Thanks,

**Jessica Brummer**

City of Monroe  
Senior Permit Technician  
Office 704-282-4524  
Fax 704-282-4735  
300 W Crowell St.  
PO Box 69  
Monroe NC 28111  
[jbrummer@monroenc.org](mailto:jbrummer@monroenc.org)  
[monroenc.org](http://monroenc.org)



E-mail correspondence to and from this address may be subject to North Carolina's public records laws and if so, may be disclosed.

**From:** Greg & Jen <homebrewtaproom@gmail.com>  
**Sent:** Wednesday, December 31, 2025 2:50 PM  
**To:** Jessica L. Brummer <jbrummer@monroenc.org>  
**Subject:** Fwd: Music on Main

Jessica, here's an email from Brandi of McEwens. She's taking over for Chris who just retired.

I should have a separate email for Spring & Fall Fest by the end of the day.

Thanks

Greg

Home Brew Taproom & Tunes

----- Forwarded message -----

**From:** **Lambert, Brandi** <[brandi.lambert@sci-us.com](mailto:brandi.lambert@sci-us.com)>  
**Date:** Wed, Dec 31, 2025 at 12:43 PM  
**Subject:** Music on Main  
**To:** [homebrewtaproom@gmail.com](mailto:homebrewtaproom@gmail.com) <[homebrewtaproom@gmail.com](mailto:homebrewtaproom@gmail.com)>

Hello, I am writing on behalf of McEwen Funeral Home of Monroe to state that we are perfectly ok with Home Brew Tap Room & Tunes playing music for the Music on Main event!

Music Across Main - April through October  
Closing Talleyrand to Morrow  
**Map of Downtown**



## **MUSIC ACROSS SOUTH MAIN ST (MUSIC ON MAIN FRIDAYS IN DOWNTOWN MONROE)**

**Hello, this is Greg from Home Brew Taproom & Tunes and for the past 4 years we've been adding music on South Main St on Friday nights when Park & Rec hosts Music on Main on North Main St. For the past 2 years we've partnered with McEwen's by placing our bands on their front patio which has become a hit for our community.**

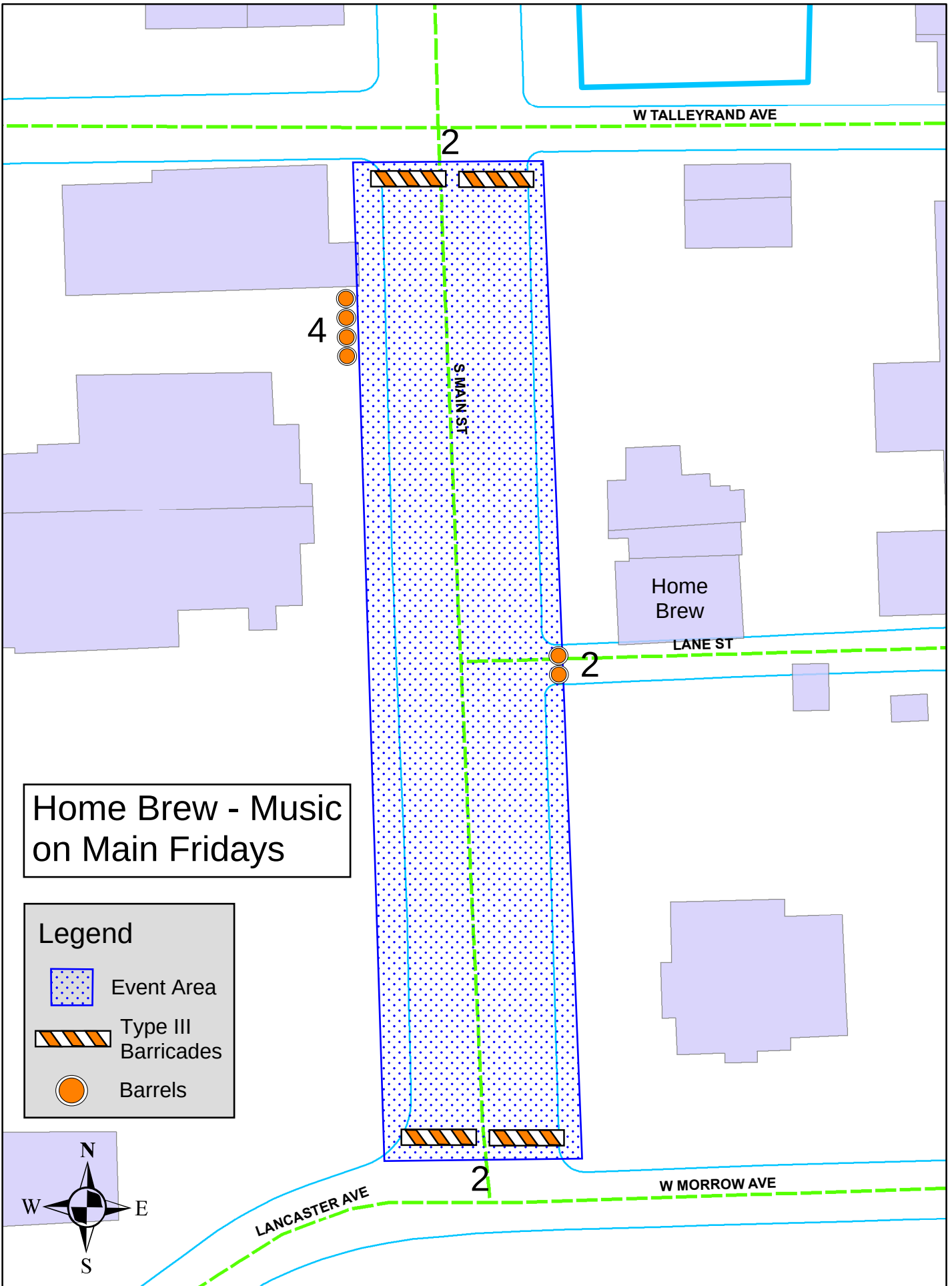
**Going into our 5<sup>th</sup> year we'd like to continue closing down Main St on Music on Main Nights from Talleyrand to Morrow Ave. The reason behind this is we're continuing to grow a crowd on South Main St and having vehicles travelling in between the music and the crowd creates a potential hazard.**

**There will be no tents on Main St but we would like to have the community setup their lawn chairs on Main so they can enjoy the music safely. We'll also created a kid zone with games like Corn Hole, Ladder Ball, Nerf Football, and more so the kids can play while their parents enjoy a night on the town.**

**Dates for Music on Main are: Friday, April 24<sup>th</sup> – Friday, May 15<sup>th</sup> – Friday, June 26<sup>th</sup> – Friday, July 24<sup>th</sup> – Friday, August 28<sup>th</sup> – Friday, September 25<sup>th</sup>, - Friday, October 23<sup>rd</sup>.**

**Thank you**

**Greg Moore**





## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Lisa Stiwinter, Planning and Development Director

**PREPARED BY:** Catherine Mullis, Permit & Development Administrator

**SUBJECT:** Special Event – Duke’s Grill 75<sup>th</sup> Anniversary Celebration

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### SUMMARY STATEMENT

City Council is requested to consider a special event permit to be held on April 18, 2026 for Duke’s Grill’s 75<sup>th</sup> Anniversary Celebration.

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### REVIEW

The applicant, Ryan Tyson with Duke’s Grill, is requesting a special event permit for Saturday, April 18, 2026.

Duke’s Grill has applied to hold a Classic Car Cruise-In to be held on Saturday, April 18, 2026 from 10am – 2pm. Phifer Street will be closed from Concord Avenue to Cherry Street from 8am – 5pm for the preparation and tear down of the event. The applicant is estimating 500 people will attend the event with a total of 500 people at peak periods. The event will include a Classic Car Cruise-in with music and food. There will be no alcohol sales as part of the event. There are no affected businesses on the street closure route. I have included the application, map, and barricade map (created by the Engineering Department) for your reference.

## **DEPARTMENT REVIEWS**

The following departments have reviewed and approved the applications with the following comments:

### **Fire Department:**

Monroe Fire Department Approves Permit Pending an Approved Fire Inspection. Applicant Must Call Monroe Fire Department 24hrs in Advance to Schedule Fire Inspection at 704-282-4726. Applicant must allow for Emergency Apparatus if needed during the event.

### **Police Department:**

This event has been approved pending compliance/understanding of Policy 59.

#### **Officer Availability**

Requests for officers are not guaranteed. Officers volunteer for extra duty assignments and are not required to accept any or all requests. All Monroe Police Department personnel are subject to call-out and must respond to any high-priority event or any event related to their normal duty assignment. Employers are only responsible for payment of the time the officer worked prior to leaving an extra duty assignment due to call-out.

#### **Advance Notice Requirement**

Employers must notify EDS at least 36 hours in advance of the requested date of service. Requests made within 36 hours of the requested date will be subject to the Premium Rate.

#### **Alcohol Establishments**

Alcohol establishments hiring officers for security are required to hire a minimum of two (2) officers per shift. Officers shall not be placed in a position to intimidate or coerce patrons for the benefit of the business. Officers will be positioned in the parking lot and must be able to respond inside promptly upon request for law enforcement action.

#### **Events and Crowd Size Requirements**

For events involving large crowds or the potential for large crowds, staffing levels are as follows:

- 0–75 attendees: 1 officer
- 75–175 attendees: 2 officers
- 175–300 attendees: 3 officers
- For every additional 100 attendees, one additional officer is required

#### **Supervisory Requirement**

When four (4) or more officers are required for an event, a supervisor must also be assigned (e.g., 4 officers + 1 supervisor). One supervisor is required for every four officers (e.g., 8 officers + 2 supervisors). An acting supervisor may be used and must be appointed by the Secondary Employment Liaison.

#### **Cancellation**

A. If an employer cancels or withdraws an extra duty request within 24 hours of the scheduled assignment, the employer is required to compensate each officer scheduled to work for a minimum of three (3) hours.

B. If an employer cancels or withdraws an extra duty request more than 24 hours prior to the scheduled assignment, no compensation is due to the officer(s) scheduled to work.

**Engineering Department:**

1. Phifer Street approved to temporarily close between Concord Avenue and Cherry Street between 10 am and 2 pm.
2. Applicant to notify all property owners/residents within the closure one week prior to the event and provide them with their contact information for questions/concerns before or during the event. Failure to contact all property owners/residents and provide event information can and will affect future approvals.
3. Applicant is responsible for placing and removing barricades on the day of the event per the attached map. Applicant is responsible for ensuring barricades are maintained in place throughout the event. Barricades should be delivered by the Street Division 24 hours prior. Report issues or concerns to the Street Division at 704-282-4533 during normal business hours and to the Street Division Standby at 704-226-5916 after hours.
4. Applicant is responsible for removal of all trash and debris generated by the event. The area should be cleaned on Saturday after the event is completed.
5. Tents and other temporary structures are allowed within the street right-of-way provided no pegs are driven into the pavement. Please use sandbags, weights, or other means for stabilization.

**Planning and Development Department:**

Special Events. A special event includes, but is not limited to arts and craft shows, cultural events, musical events, concerts and stage shows, celebrations, festivals, fairs, carnivals, circuses, or outdoor civic, religious or non-profit events.

1. No premise shall be the site of a special event exceeding a collective total of twenty (20) days or, three (3) individual weekends, or both, within any one (1) calendar year. In this context, a weekend shall constitute three (3) consecutive days.

- a. A special event sponsored by the City, a county or the State shall be allowed to extend beyond the collective total of twenty (20) days or, three (3) individual weekends, or both within one (1) calendar year.

2. A special event not exceeding the collective total of days and weekends shall receive a temporary use permit. Special events exceeding the collective total of days and weekends shall receive a Special Use Permit from the Board of Adjustment in accordance with Section 3.4.9: Special Use Permit.

**Union County Environmental Health:**

A permit from Union County Environmental Health will not be required for this event.

**Legal:**

No COI submitted at this time. The COI must be submitted and approved by Legal before the permit can be issued.

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**RECOMMENDATION**

The General Services Committee and staff recommend City Council to approve the special event permit for Duke's Grill's 75<sup>th</sup> Anniversary Celebration.

Attachments:

1. Application
2. Map
3. Barricade Map





## SPECIAL EVENT PERMIT APPLICATION

### SECTION I: GENERAL INFORMATION

Title of Event: Duke's Grill 75th Anniversary

Event Website (if applicable):

Event Date/s: 4-18-26

Event Hours: 11-2

### USE ADDITIONAL ATTACHMENTS FOR ANY PORTIONS OF APPLICATION AS NEEDED

Event Category: (please check all that apply)

- ☐ Assembly
- ☐ Festival/Outdoor Market
- ☐ Run/Walk
- ☐ Parade
- ☐ Demonstration
- ☐ Concert/Performance
- ☒ Block Party
- ☐ Educational
- ☐ Other: \_\_\_\_\_

Special Considerations: (please check all that apply)

- ☐ Alcoholic Beverages
- ☒ Food Sales
- ☒ Cooking
- ☐ Merchandise Sales
- ☐ Pets/Animals
- ☒ Sound Amplification
- ☐ Tents / Inflatables
- ☐ Fireworks/Pyrotechnics
- ☐ Portable Restrooms
- ☐ Fire Watch/Crowd Manager (if deemed necessary by Fire Marshall)
- ☐ Other: \_\_\_\_\_

Time Set up Begins: 8:00 AM

Time Break Down Ends: 2:00 - 5:00 PM

Estimated Event Attendance: 500

Estimated # of People at Peak Periods: 500

Estimated # of Vehicles: 35

Estimated Vehicles at Peak Periods: 60

### SECTION II: EVENT ORGANIZATION INFORMATION

Host Organization: Duke's Grill of Monroe

Applicant Name: Ryan Tyson Owner

Address: 1114 Concord Ave

City: Monroe

State: NC

Zip: 28110

Phone#: 704-283-4960

Mobile#: 704-320-0090

Email: ryantyson@juddsrestaurant.com

Primary On-Site Contact: Ryan Tyson

Mobile#: 704-320-0090

Other On-Site Contact Info:

### SECTION III: EVENT DETAILS

Description of the Event:

Cruise In - Classic Cars Celebration w/ music & food

Location/s of the Event: 1114 Concord Ave

Site Capacity:



Property Address: 1114 Concord Ave Monroe NC 28110

Property Owner/s: Ryan Tuson Owner/s Authorized Use:

#### SECTION IV: INSURANCE REQUIREMENTS

[REQUIRED FOR STREET CLOSURE (CITY OR NC-DOT), IF ON CITY OF MONROE PROPERTY, OR IF FIREWORKS OR ALCOHOL BEING REQUESTED]

**A COPY OF POLICY MUST BE PROVIDED WITH THE APPLICATION.**

**CITY OF MONROE MUST BE LISTED AS "ADDITIONAL INSURED" PARTY.**

| COVERAGE                       | MINIMUM LIMITS                                   |
|--------------------------------|--------------------------------------------------|
| Workers' Compensation          | Statutory Limits                                 |
| Employers' Liability           | \$500,000                                        |
| General Liability              | \$1,000,000 per occurrence/\$2,000,000 aggregate |
| Automobile Liability           | \$1,000,000                                      |
| Professional Liability (E & O) | \$1,000,000 per occurrence/\$2,000,000 aggregate |

Applicant shall provide the City with a Certificate of Insurance for review prior to the issuance of any permit. This should be an ACORD form. All Certificates of Insurance will require thirty (30) days written notice by the insurer or applicant's agent in the event of cancellation, reduction or other modifications of coverage. In addition to the notice requirement above, Applicant shall provide the City with immediate written notice of cancellation, reduction, or other modification of coverage of insurance. Upon failure of the Applicant to provide such notice, Applicant assumes sole responsibility for all losses incurred by the City for which insurance would have provided coverage. The insurance certificate shall be for the initial contract period of one (1) year and shall be renewed by the applicant for each subsequent renewal period of the contract.

The City shall be named as an additional insured and it is required that coverage be placed with "A" rated insurance companies acceptable to the City. Statement should read "City of Monroe is to be added as an additional insured as evidenced by an endorsement attached to this certificate."

#### SECTION V: SPECIAL CONSIDERATION DETAIL

(CHECK EACH BOX AS APPLICABLE AND PROVIDE DETAIL REQUESTED)

- ☐ **Street Closures** (map of proposed closing and route must be provided with application)  
**NOTE: ALL NCDOT ROADS MUST BE APPROVED BY NCDOT**

Reason for Street Closure: Space to park for Cruise In  
Name of Street to be closed: Phifer St. from 411 to Corner of Concord Ave  
Additional Street: \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
# of Barricades needed: 2 # of cones needed \_\_\_\_\_ Drop-off location: \_\_\_\_\_  
Date of Closure: 4-18-20 Start Time: 10 AM to 2:00 PM  
Additional Comments: \_\_\_\_\_



☐ **Trash/Debris Plan:** \_\_\_\_\_

Trash Central Dumpsters on site w/containers

### SECTION V: SPECIAL CONSIDERATION DETAIL (Continued)

(CHECK EACH BOX AS APPLICABLE AND PROVIDE DETAIL REQUESTED)

☐ **Alcoholic Beverages\*** (check all that apply)

- ☐ Free/Host Alcohol
- ☐ Alcohol Sales (ABC Permit must accompany)
- ☐ Host and Sale Alcohol
- ☐ Beer
- ☐ Wine
- ☐ Beer and Wine
- ☐ Liquor

\* Applicant must provide a map of proposed designated area with this application. Right to modify area is reserved by the City.

**Additional Permit Attachments Required:**

- ☐ Site Map of All Activities
- ☐ Parking Plan
- ☐ Security Plan
- ☐ General Liability Insurance
- ☐ ABC Permit
- ☐ Alcohol Beverage Designated Area Map
- ☐ Proof of 501C Status
- ☐ Application Fee
- ☐ Property Owner Authorization
- ☐ Business Notification Form

☐ **Parade/Run/Walk/Procession/Demonstration**  
(map of route required)

- ☐ Open Sidewalks only
- ☐ Streets w/ temporary traffic interruptions
- ☐ Street Closures
- ☐ Sidewalk Closures

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Purpose: \_\_\_\_\_

☐ **Tents** (Width x Length X Height)  
Dimensions of Tent: \_\_\_\_\_

**Tents greater than 400 square feet require an additional \$40 permit fee**

☐ **Inflatables** (Width x Length X Height)  
Dimensions of Inflatable: \_\_\_\_\_

☒ **Cooking or Warming Food?** (Circle One)  
Method of Heat: \_\_\_\_\_

Already Graded restaurant

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understand, and agree to abide by the rules and regulations governing the proposed Special Event under the City of Monroe Municipal Code and I understand that this application is made subject to the rules and regulations established by the City Council and/or City Manager or City Manager's designee. Applicant agrees to comply with all other requirements by the City, County, State, and Federal Government, and any other applicable entity which may pertain to the use of the Event venue and the conduct of the Event. I agree to abide by these rules, and further certify that I, on behalf of the host organization, am also authorized to commit that organization, and therefore the host organization agrees to be financially responsible for any costs, fees, and damages, that may be incurred by or on behalf of the Event to the City of Monroe. I understand the application fee is non-refundable and due at the time of application submittal. The submission of this application is not an automatic approval or guarantee. No City of Monroe logo or seal may be used on any promotional material or advertisement. By signing and submitting this document, I agree that all signatures where required may be Electronically Signed by either party, pursuant to NCGS 66-315(b).

Print Name of Application/Host Organization: Dukes Grill of Monroe Title: Owner

Signature \_\_\_\_\_

Submission Date: \_\_\_\_\_

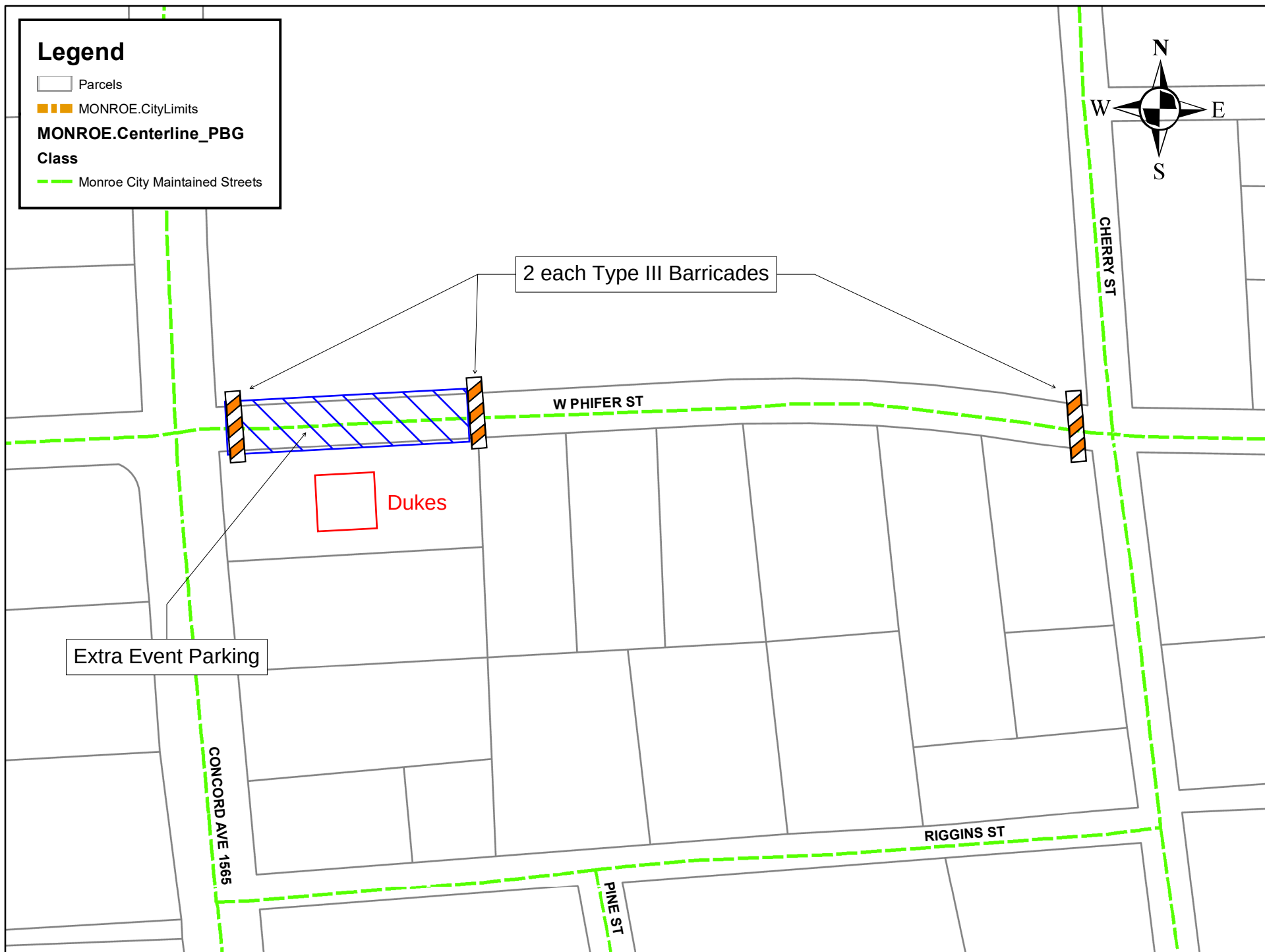


Date of Proposed Event: 11.18.26

Times of Proposed Event: 11 - 2 pm

Thirfer St. from 411 House to Corner of Concord Ave







## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Lisa Stiwinter, Planning and Development Director

**PREPARED BY:** Catherine Mullis, Permit & Development Administrator

**SUBJECT:** Special Event in Downtown Monroe – Spring Fest at Home Brew

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### **SUMMARY STATEMENT**

City Council is requested to consider a special event permit to be held in Downtown Monroe. The Spring Fest will be held on April 11, 2026 with a rain date of April 12, 2026.

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### **REVIEW**

The applicant, Greg Moore with Home Brew Taproom & Tunes is requesting a special event permit to hold an event in Downtown Monroe on Saturday, April 11, 2026 with the rain date Sunday, April 12, 2026.

#### **Spring Fest:**

The Spring Fest at Home Brew event will be held Saturday, April 11, 2026 in Downtown Monroe from 11am – 5pm. Main Street will be closed from Franklin Street to Morrow Avenue from 8am – 10pm for the preparation and tear down of the event. The applicant is estimating 2,000 people will attend the event with a total of 800 people at peak periods. The festival will include food sales, food trucks, merchandise sales/vendors, and music. There will be no alcohol sales as the event is within the social district. The businesses that will be open during the event have all signed in favor of the event on page 14 of their application. I have included the application, map, and barricade map (created by the Engineering Department) for your reference.

## **DEPARTMENT REVIEWS**

The following departments have reviewed and approved the applications with the following comments:

### **Fire Department:**

Monroe Fire Department Approves Permit Pending an Approved Fire Inspection. Applicant Must Call Monroe Fire Department 24hrs in Advance to Schedule Fire Inspection at 704-282-4726. For Every 7th Tent, a 12ft. Break is Required.

### **Police Department:**

This event has been approved pending compliance/understanding of Policy 59.

### **Officer Availability**

Requests for officers are not guaranteed. Officers volunteer for extra duty assignments and are not required to accept any or all requests. All Monroe Police Department personnel are subject to call-out and must respond to any high-priority event or any event related to their normal duty assignment. Employers are only responsible for payment of the time the officer worked prior to leaving an extra duty assignment due to call-out.

### **Advance Notice Requirement**

Employers must notify EDS at least 36 hours in advance of the requested date of service. Requests made within 36 hours of the requested date will be subject to the Premium Rate.

### **Alcohol Establishments**

Alcohol establishments hiring officers for security are required to hire a minimum of two (2) officers per shift. Officers shall not be placed in a position to intimidate or coerce patrons for the benefit of the business. Officers will be positioned in the parking lot and must be able to respond inside promptly upon request for law enforcement action.

### **Events and Crowd Size Requirements**

For events involving large crowds or the potential for large crowds, staffing levels are as follows:

- 0–75 attendees: 1 officer
- 75–175 attendees: 2 officers
- 175–300 attendees: 3 officers
- For every additional 100 attendees, one additional officer is required

### **Supervisory Requirement**

When four (4) or more officers are required for an event, a supervisor must also be assigned (e.g., 4 officers + 1 supervisor). One supervisor is required for every four officers (e.g., 8 officers + 2 supervisors). An acting supervisor may be used and must be appointed by the Secondary Employment Liaison.

### **Cancellation**

A. If an employer cancels or withdraws an extra duty request within 24 hours of the scheduled assignment, the employer is required to compensate each officer scheduled to work for a minimum of three (3) hours.



B. If an employer cancels or withdraws an extra duty request more than 24 hours prior to the scheduled assignment, no compensation is due to the officer(s) scheduled to work.

**Engineering Department:**

1. Main Street approved to temporarily close between Franklin Street and Morrow Avenue.
2. Applicant to notify all businesses/ property owners opened or closed within and adjacent to the event and provide them with their contact info for questions/concerns before or during the event. Applicant shall notify ALL businesses located along the entire length of Main Street one week prior to the event. This is in addition to the proof of notification already provided. Failure to contact all businesses/ property owners and provide event information can and will affect future approvals;
3. Applicant is responsible for placing and removing barricades on day of event per the attached map Spring Fest Barricades. Applicant is responsible for ensuring barricades are maintained in place throughout the event. Barricades should be delivered by the Street Division 24 hours prior. Report issues or concerns to the Street Division at 704-282-4533 during normal business hours and to the Street Division Standby at 704-226-5916 after hours;
4. Applicant is responsible for removal of all trash and debris generated by the event. The area should be cleaned on Saturday after the event is completed.
5. Tents and other temporary structures are allowed within the street right-of-way provided no pegs are driven into the pavement. Please use sandbags, concrete weights or other means for stabilization.

**Planning and Development Department:**

Special Events. A special event includes, but is not limited to arts and craft shows, cultural events, musical events, concerts and stage shows, celebrations, festivals, fairs, carnivals, circuses, or outdoor civic, religious or non-profit events.

1. No premise shall be the site of a special event exceeding a collective total of twenty (20) days or, three (3) individual weekends, or both, within any one (1) calendar year. In this context, a weekend shall constitute three (3) consecutive days.
  - a. A special event sponsored by the City, a county or the State shall be allowed to extend beyond the collective total of twenty (20) days or, three (3) individual weekends, or both within one (1) calendar year.
2. A special event not exceeding the collective total of days and weekends shall receive a temporary use permit. Special events exceeding the collective total of days and weekends shall receive a Special Use Permit from the Board of Adjustment in accordance with Section 3.4.9: Special Use Permit.

**Union County Environmental Health:**

Pending their approval before permit issuance.

**Downtown:**

This event is approved, with the following comments:

1. The applicant is responsible for notifying downtown businesses and residents of street closures. Street closure maps and notification must also be sent to the Downtown Director (anowell@monroenc.org).
2. The applicant will need to provide off duty police officers and supervisors as recommended by the Monroe Police Department.
3. The applicant will need to rent a dumpster to handle additional trash needs. The Downtown office has contact for dumpster rental and trash pick-up services, if needed.

**Legal:**

No COI submitted at this time. The COI must be submitted and approved by Legal before the permit can be issued.

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**RECOMMENDATION**

The General Services Committee and staff recommend City Council to approve the special event permit the Spring Fest 2026.

Attachments:

1. Application
2. Map
3. Barricade Map



## SPECIAL EVENT PERMIT APPLICATION

### SECTION I: GENERAL INFORMATION

|                                       |                              |                              |
|---------------------------------------|------------------------------|------------------------------|
| Title of Event: <u>Spring Fest 26</u> |                              |                              |
| Event Website (if applicable):        | Event Date/s: <u>4/11/26</u> | Event Hours: <u>11am-5pm</u> |

### USE ADDITIONAL ATTACHMENTS FOR ANY PORTIONS OF APPLICATION AS NEEDED

|                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Event Category:</b> (please check all that apply)<br><br><input type="checkbox"/> Assembly<br><input checked="" type="checkbox"/> Festival/Outdoor Market<br><input type="checkbox"/> Run/Walk<br><input type="checkbox"/> Parade<br><input type="checkbox"/> Demonstration<br><input type="checkbox"/> Concert/Performance<br><input type="checkbox"/> Block Party<br><input type="checkbox"/> Educational<br><input type="checkbox"/> Other: _____ | <b>Special Considerations:</b> (please check all that apply)<br><br><input type="checkbox"/> Alcoholic Beverages<br><input checked="" type="checkbox"/> Food Sales<br><input type="checkbox"/> Cooking<br><input type="checkbox"/> Merchandise Sales<br><input type="checkbox"/> Pets/Animals<br><input type="checkbox"/> Sound Amplification<br><input checked="" type="checkbox"/> Tents / Inflatables<br><input type="checkbox"/> Fireworks/Pyrotechnics<br><input checked="" type="checkbox"/> Portable Restrooms<br><input type="checkbox"/> Fire Watch/Crowd Manager (if deemed necessary by Fire Marshall)<br><input type="checkbox"/> Other: _____ |
| Time Set up Begins: <u>8am</u>                                                                                                                                                                                                                                                                                                                                                                                                                          | Time Break Down Ends: <u>6pm</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Estimated Event Attendance: <u>2,000</u>                                                                                                                                                                                                                                                                                                                                                                                                                | Estimated # of People at Peak Periods: <u>800</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Estimated # of Vehicles: <u>500</u>                                                                                                                                                                                                                                                                                                                                                                                                                     | Estimated Vehicles at Peak Periods: <u>200</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

### SECTION II: EVENT ORGANIZATION INFORMATION

|                                            |                     |                                     |                   |
|--------------------------------------------|---------------------|-------------------------------------|-------------------|
| Host Organization: <u>Home Brew</u>        |                     | Applicant Name: <u>Greg Moore</u>   |                   |
| Address: <u>215 S Main St</u>              | City: <u>Monroe</u> | State: <u>NC</u>                    | Zip: <u>28112</u> |
| Phone#: <u>980-215-3564</u>                | Mobile#: _____      | Email: <u>Homebrewtaproom@gmail</u> |                   |
| Primary On-Site Contact: <u>Greg Moore</u> |                     | Mobile#: <u>980 215 3564</u>        |                   |
| Other On-Site Contact Info: _____          |                     |                                     |                   |

### SECTION III: EVENT DETAILS

|                                                                                                |                                   |
|------------------------------------------------------------------------------------------------|-----------------------------------|
| Description of the Event: <u>Early vendor festival with games and activities for families.</u> |                                   |
| Location/s of the Event: <u>Main St + Windsor St</u>                                           | Site Capacity: <u>90+ vendors</u> |



Property Address: 215 S Main St

Property Owner/s: Greg Moore

Owner/s Authorized Use:

#### SECTION IV: INSURANCE REQUIREMENTS

[REQUIRED FOR STREET CLOSURE (CITY OR NC-DOT), IF ON CITY OF MONROE PROPERTY, OR IF FIREWORKS OR ALCOHOL BEING REQUESTED]

**A COPY OF POLICY MUST BE PROVIDED WITH THE APPLICATION.**

**CITY OF MONROE MUST BE LISTED AS "ADDITIONAL INSURED" PARTY.**

| COVERAGE                       | MINIMUM LIMITS                                   |
|--------------------------------|--------------------------------------------------|
| Workers' Compensation          | Statutory Limits                                 |
| Employers' Liability           | \$500,000                                        |
| General Liability              | \$1,000,000 per occurrence/\$2,000,000 aggregate |
| Automobile Liability           | \$1,000,000                                      |
| Professional Liability (E & O) | \$1,000,000 per occurrence/\$2,000,000 aggregate |

Applicant shall provide the City with a Certificate of Insurance for review prior to the issuance of any permit. This should be an ACORD form. All Certificates of Insurance will require thirty (30) days written notice by the insurer or applicant's agent in the event of cancellation, reduction or other modifications of coverage. In addition to the notice requirement above, Applicant shall provide the City with immediate written notice of cancellation, reduction, or other modification of coverage of insurance. Upon failure of the Applicant to provide such notice, Applicant assumes sole responsibility for all losses incurred by the City for which insurance would have provided coverage. The insurance certificate shall be for the initial contract period of one (1) year and shall be renewed by the applicant for each subsequent renewal period of the contract.

The City shall be named as an additional insured and it is required that coverage be placed with "A" rated insurance companies acceptable to the City. Statement should read "City of Monroe is to be added as an additional insured as evidenced by an endorsement attached to this certificate."

#### SECTION V: SPECIAL CONSIDERATION DETAIL

(CHECK EACH BOX AS APPLICABLE AND PROVIDE DETAIL REQUESTED)

- ☐ **Street Closures** (map of proposed closing and route must be provided with application)  
**NOTE: ALL NCDOT ROADS MUST BE APPROVED BY NCDOT**

Reason for Street Closure: Spring Fest 26

Name of Street to be closed: Main St from Franklin to Morrow

Additional Street: Windsor St from Stewart to Hayne St

# of Barricades needed:      # of cones needed      Drop-off location:     

Date of Closure: 4/11/26 Start Time: 8am to 6pm

Additional Comments: Rain date would be Sunday, April 12th



- ☐ **Trash/Debris Plan:** Like I have for previous events I will collect all garbage and deliver it to the dumpsters near Stewart and Franklin

### SECTION V: SPECIAL CONSIDERATION DETAIL (Continued)

(CHECK EACH BOX AS APPLICABLE AND PROVIDE DETAIL REQUESTED)

☐ **Alcoholic Beverages\*** (check all that apply)

- ☐ Free/Host Alcohol
- ☐ Alcohol Sales (ABC Permit must accompany)
- ☐ Host and Sale Alcohol
- ☐ Beer
- ☐ Wine
- ☐ Beer and Wine
- ☐ Liquor

\* Applicant must provide a map of proposed designated area with this application. Right to modify area is reserved by the City.

**Additional Permit Attachments Required:**

- ☐ Site Map of All Activities
- ☐ Parking Plan
- ☐ Security Plan
- ☐ General Liability Insurance
- ☐ ABC Permit
- ☐ Alcohol Beverage Designated Area Map
- ☐ Proof of 501C Status
- ☐ Application Fee
- ☐ Property Owner Authorization
- ☐ Business Notification Form

☐ **Parade/Run/Walk/Procession/Demonstration** (map of route required)

- ☐ Open Sidewalks only
- ☐ Streets w/ temporary traffic interruptions
- ☐ Street Closures
- ☐ Sidewalk Closures

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Purpose: \_\_\_\_\_

☐ **Tents** (Width x Length X Height)  
Dimensions of Tent:

10' x 10'

**Tents greater than 400 square feet require an additional \$40 permit fee**

☐ **Inflatables** (Width x Length X Height)  
Dimensions of Inflatable:

\_\_\_\_\_

☐ **Cooking or Warming Food?** (Circle One)  
Method of Heat:

\_\_\_\_\_

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understand, and agree to abide by the rules and regulations governing the proposed Special Event under the City of Monroe Municipal Code and I understand that this application is made subject to the rules and regulations established by the City Council and/or City Manager or City Manager's designee. Applicant agrees to comply with all other requirements by the City, County, State, and Federal Government, and any other applicable entity which may pertain to the use of the Event venue and the conduct of the Event. I agree to abide by these rules, and further certify that I, on behalf of the host organization, am also authorized to commit that organization, and therefore the host organization agrees to be financially responsible for any costs, fees, and damages, that may be incurred by or on behalf of the Event to the City of Monroe. I understand the application fee is non-refundable and due at the time of application submittal. The submission of this application is not an automatic approval or guarantee. No City of Monroe logo or seal may be used on any promotional material or advertisement.

Print Name of Application/Host Organization: Greg Monroe Title: Host

Signature: [Signature] Submission Date: \_\_\_\_\_

# Business Notification Form (FOR PRIVATE SPONSORED EVENTS)

Proposed Event Title and Nature of Event:

Date of Proposed Event: Spring Fest 26 / Fall Fest 26

Streets Proposed to be closed or Partially Closed:

Times of Proposed Event: 11am - 5pm

Main St from Franklin to Morrow  
Windsor St from Hayne to Stewart

## Businesses Notified

| Business Name     | Date of Notification | Time of Notification | Person Notified   | Favor/Against | Signature (if possible) |
|-------------------|----------------------|----------------------|-------------------|---------------|-------------------------|
| McEwens           | 12/9/25              | 10:48am              | Chris Tate        | FAVOR         | Chris Tate              |
| Petal Shoppe      | 12/9/25              | 10:51                | Jackie Deman      | FAVOR         | Jackie Deman            |
| Outland on Main   | 12/10/25             | 4:45                 | Theron Stegall    | FAVOR         | Theron Stegall          |
| Beauty Memorials  | 12/9/25              | 10:53                | Janet Chapman     | FAVOR         | Janet Chapman           |
| Simpsons Bridal   | 12/9/25              | 10:55                | Krista Philmon    | FAVOR         | Krista Philmon          |
| m Bellish         | 12/9/25              | 10:57                | Robin Laney       | FAVOR         | Robin Laney             |
| Bookery           | 12/9/25              | 11:00                | Stephanie VanHorn | FAVOR         | Stephanie VanHorn       |
| Local Logie       | 12/9/25              | 4:46                 | Tustin Shuck      | FAVOR         | Tustin Shuck            |
| Gilbert Chiro     | 12/9/25              | 11:07                | Emily Gilbert     | FAVOR         | Emily Gilbert           |
| Oasis             | 12/9/25              | 11:08                | Mark Fox          | FAVOR         | Mark Fox                |
| Jamz              | 12/9/25              | 11:02                | Chris Hittell     | FAVOR         | Chris Hittell           |
| Victory Shoe      | 12/9/25              | 11:25                | Turner Wilk       | FAVOR         | Turner Wilk             |
| Sorella           | 12/9/25              | 11:42                | Lisa Boy          | FAVOR         | Lisa Boy                |
| Main St Bistro    | 12/10/25             | 4:33                 | Walter Gibson     | FAVOR         | Walter Gibson           |
| Jampac Records    | 12/9/25              | 11:44                | UBCRAXRAE         | FAVOR         | UBCRAXRAE               |
| Presson Gallery   | 12/10/25             | 4:28                 | Casi Gonzalez     | FAVOR         | Casi Gonzalez           |
| Backstage         | 12/10/25             | 4:30                 | Kerry Thomas      | FAVOR         | Kerry Thomas            |
| Low Country       | 12/9/25              | 4:25                 | Elora Mavable     | FAVOR         | Elora Mavable           |
| Murphy's          | 12/9/25              | 4:30                 | Casey Pancer      | FAVOR         | Casey Pancer            |
| MA Dance Co       | 12/9/25              | 4:32                 |                   |               |                         |
| Infinity's End    | 12/9/25              | 4:25                 |                   |               |                         |
| Halo Salon        | 12/10/25             | 4:30                 |                   |               |                         |
| Charles           | 12/9/25              | 4:25                 |                   |               |                         |
| Americana         | 12/9/25              | 11:30                |                   |               |                         |
| Directors Cut     | 12/9/25              | 11:30                |                   |               |                         |
| SUPERIOR MEMORIES | 12/9/25              | 11:30                |                   |               |                         |
| Silver Lining     | 12/9/25              | 4:15                 |                   |               |                         |





## Catherine Mullis

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**From:** Greg & Jen <homebrewtaproom@gmail.com>  
**Sent:** Wednesday, December 31, 2025 3:35 PM  
**To:** Jessica L. Brummer  
**Subject:** Fwd: Spring & Fall Festivals

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Categories:** Birthdays

### This Message Is From an Untrusted Sender

You have not previously corresponded with this sender.

Report Suspicious

Jessica, here's another email granting permission from McEwens for Music Across Main along with the festivals.

Thank you

Greg

Home Brew Taproom & Tunes

----- Forwarded message -----

**From:** Blackwell, David <David.Blackwell@dignitymemorial.com>  
**Date:** Wed, Dec 31, 2025 at 3:13 PM  
**Subject:** Spring & Fall Festivals  
**To:** [homebrewtaproom@gmail.com](mailto:homebrewtaproom@gmail.com) <[homebrewtaproom@gmail.com](mailto:homebrewtaproom@gmail.com)>

To whom it may concern,

Greg, the owner of Home Brew Tap Room has permission from the McEwen Funeral Home Manager (David Blackwell) to utilize the use of our front porch and walkway for Music on Main 2026. Also, Home Brew Tap Room has permission to utilize the McEwen parking lot for Porta-Jon's during the Spring & Fall Festival of 2026. If you have any questions, please don't hesitate to reach out to me.

Thank You,



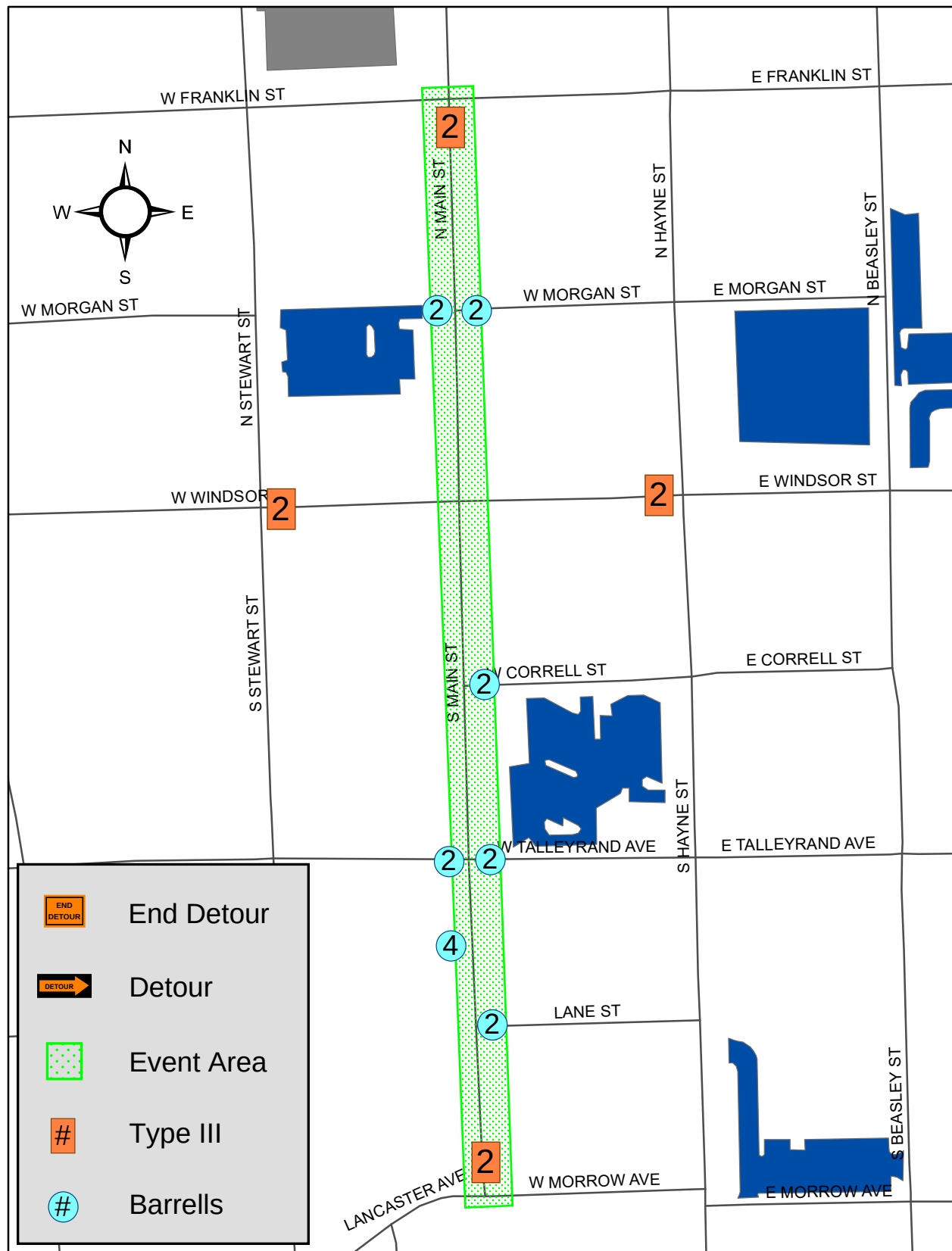
David

Spring & Fall Fest 2026

## Map of Downtown



• = garbage cans



# Spring Fest Pop-up Market Barricades 4/11/26



## **STAFF REPORT**

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Lisa Strickland, Finance Director

**PREPARED BY:** Bethany Hawver, Revenue Manager

**SUBJECT:** Tax Releases for January 2026

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### **SUMMARY STATEMENT**

City Council is requested to consider approval of tax releases.

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### **REVIEW**

Pursuant to North Carolina General Statute 105-381, refunds and releases are being reported to City Council. The total releases for January equal \$695.03. These releases were created by a change or reduction in value for the City of Monroe by the Union County Tax Assessor. Union County Commissioners have previously approved these releases; they are now before City Council for their approval as well.

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### **RECOMMENDATION**

City Council is requested to approve the tax releases for January 2026, in the amount of \$695.03

Attachment(s): Release Listing

## RELEASES - 01/01/2026 TO 01/31/2026

| OWNER NAME AND ADDRESS                                                                | CAT YEAR<br>PROPERTY<br>REASON                                       | BILL             | EFF DATE   | JUR  | REF NO | VALUE |             | AMOUNT                              |
|---------------------------------------------------------------------------------------|----------------------------------------------------------------------|------------------|------------|------|--------|-------|-------------|-------------------------------------|
|                                                                                       |                                                                      |                  |            |      |        |       | CHARGE      |                                     |
| 362665 ADVANCED RESIDUALS MANAGEMENT LLC<br>1503 N ROCKY RIVER RD<br>MONROE, NC 28110 | PP 2025<br>93365<br>RELEASE<br>MV IN SC DURING GAP                   | 11335            | 01/30/2026 | 200G | 365    | 0     | 20GB        | 87.27                               |
| 360362 BOUTIQUE ON MAIN<br>106 S MAIN ST<br>MONROE, NC 28112                          | PP 2025<br>658015<br>RELEASE<br>Duplicately Listed Assets            | 2969             | 01/30/2026 | 222P | 363    | 0     | 15P<br>17PM | 330.37<br>120.14<br>-----<br>450.51 |
| 361876 HILTON, RUBY MARIE<br>2048 AUTUMN DR<br>MONROE, NC 28110                       | PP 2025<br>92267<br>RELEASE<br>MV IN SC DURING GAP                   | 10237            | 01/30/2026 | 200G | 364    | 0     | 20GB        | 132.66                              |
| 347856 MARTIN MESHAUNDA LETRICE<br>2834 HOPETON CT<br>MONROE, NC 28110                | PP 2025<br>651452<br>RELEASE<br>per DMV '08 Toyota sold as of 1/1/25 | 2866             | 01/30/2026 | 200P | 362    | 0     | 15P<br>15LL | 22.35<br>2.24<br>-----<br>24.59     |
| DETAIL SUMMARY                                                                        | COUNT: 4                                                             | RELEASES - TOTAL |            |      |        | 0     |             | 695.03                              |

RELEASES - 01/01/2026 TO 01/31/2026

RELEASES - JURISDICTION SUMMARY FOR ALL CLERKS

| JUR  | YEAR | CHARGE                         | AMOUNT |
|------|------|--------------------------------|--------|
| 200G | 2025 | 20GB MOTOR VEHICLE GAP BILLING | 219.93 |
|      |      | 200G TOTAL                     | 219.93 |
| 200P | 2025 | 15LL PERSONAL PROPERTY LL      | 2.24   |
| 200P | 2025 | 15P PERSONAL PROPERTY          | 22.35  |
|      |      | 200P TOTAL                     | 24.59  |
| 222P | 2025 | 15P PERSONAL PROPERTY          | 330.37 |
| 222P | 2025 | 17PM PP MSD                    | 120.14 |
|      |      | 222P TOTAL                     | 450.51 |
|      |      | SUMMARY TOTAL                  | 695.03 |



## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Robert Miller, General Manager of Energy Services and Water Resources  
Lisa Strickland, Finance Director

**PREPARED BY:** Lisa Strickland, Finance Director

**SUBJECT:** Creation of Separate Water & Sewer Capital Reserve Funds

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### SUMMARY STATEMENT

The City currently has one Capital Reserve Fund that is for sewer improvements, specifically the expansion of the Wastewater Treatment Plant. The City collects system development fees for both water and sewer. To comply with state statutes, a separate Water Capital Reserve Fund needs to be established.

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### REVIEW

The City currently has one Capital Reserve Fund that is for sewer improvements, specifically the expansion of the Wastewater Treatment Plant. The City collects system development fees for both water and sewer. The Sewer Capital Reserve was established and began accumulating all system development fees in 2017. The current balance in the reserve is \$26,288,656.83. Recent information has been received that each type of system development fee needs to be used for their specific purpose, water for water system improvements and sewer for sewer system improvements.

Through an analysis of water and sewer capacity fee collections and any project funding provided from the reserve account and investment earnings, the balance has been separated between water and sewer. The total water portion is \$8,637,550.70 and the total sewer portion is \$17,651,106.13. To comply with state statutes, a separate Water Capital Reserve Fund needs to be established. This fund will be funded by the water system development fees and be used for Monroe's water system, including facilities for the supply, storage, treatment and distribution of water. The Water and Sewer Capital Reserve Fund will remain for the purpose of funding enhancements to Monroe's sewer system, including expansion of the City's Waste Water Treatment Facility and other

facilities associated with the treatment of wastewater. The name of this fund will be changed to the Sewer Capital Reserve Fund.

The information was scheduled to be presented to the Public Enterprise Committee on March 3, 2026; however, due to cancellation of the meeting, the Chair approved placement of this item on the Consent section of the City Council Regular Meeting Agenda of March 10, 2026 for consideration of approval.

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### **RECOMMENDATION**

Staff recommends that City Council adopt a Resolution establishing a Water Capital Reserve Fund, change the name of the Water and Sewer Capital Reserve Fund to the Sewer Capital Reserve Fund and adopt a Budget Ordinance BO-2026-07 to transfer the water reserve portion to the Water Capital Reserve Fund.

Attachments: Resolution R-2026-13  
Budget Ordinance BO-2026-07



**ESTABLISHMENT AND MAINTENANCE OF  
SEPARATE WATER AND SEWER CAPITAL RESERVE FUNDS  
R-2026-13**

**WHEREAS**, City of Monroe, North Carolina (the “City”) has previously established a Water and Sewer Capital Reserve Fund to fund the expansion of the Wastewater Treatment Plant (WWTP) and maintain the existing system; and

**WHEREAS**, the City has determined the need to provide for the City’s water system separately to fund the facilities for the supply, storage, treatment and distribution of water; and

**WHEREAS**, the City desires to separate the existing Water and Sewer Capital Reserve Fund into two separate funds to comply with state statutes, a Water Capital Reserve Fund and a Sewer Capital Reserve Fund; and

**WHEREAS**, the City would like to repeal Resolution R-2017-22 that established the Water and Sewer Capital Reserve Fund; and

**WHEREAS**, the City would like to transfer the beginning balance of \$8,637,550.70 to the Water Capital Reserve Fund and rename the existing fund to the Sewer Capital Reserve Fund with a balance of \$17,651,106.13.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of City of Monroe, North Carolina that:

**Section 1.** The Monroe City Council hereby creates a new Water Capital Reserve Fund pursuant to the provision of North Carolina General Statute §159-18 for the purpose of improving the facilities necessary for the supply, storage, treatment and distribution of water.

**Section 2.** The Monroe City Council hereby renames the existing Water and Sewer Capital Reserve Fund to Sewer Capital Reserve Fund, pursuant to the provisions of North Carolina General Statute §159-18 for the purpose of expanding the City’s Wastewater Treatment Plant and maintenance of the existing sewer treatment facilities.

**Section 3.** The amount of \$8,637,550.70 in this Water and Sewer Capital Reserve Fund shall be transferred to the Water Capital Reserve Fund.

**Section 4.** Proceeds transferred into the Capital Reserve Funds will come from water and sewer system development fees and be placed in their respective funds.

Adopted this 10<sup>th</sup> day of March, 2026.

Attest:

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

\_\_\_\_\_  
Bridgette H. Robinson, City Clerk

**CAPITAL PROJECT BUDGET ORDINANCE  
TRANSFER FUNDING TO ESTABLISH  
THE WATER CAPITAL RESERVE FUND  
BO-2026-07**

**WHEREAS**, the City desires to separate the existing Water and Sewer Capital Reserve Fund into two separate funds to comply with state statutes, a Water Capital Reserve Fund and a Sewer Capital Reserve Fund; and

**WHEREAS**, the City would like to transfer the beginning balance of \$8,637,550.70 to the Water Capital Reserve Fund leaving the Sewer Capital Reserve Fund with a balance of \$17,651,106.13.

**NOW, THEREFORE, BE IT ORDAINED** that the City Council hereby transfers funding for the Water Capital Reserve Fund and appropriates the following revenues and expenditures:

Water Capital Reserve Fund:

Revenue:

|                                          |             |
|------------------------------------------|-------------|
| Transfer from Sewer Capital Reserve Fund | \$8,637,551 |
|------------------------------------------|-------------|

Expense:

|                                      |             |
|--------------------------------------|-------------|
| Reserved for Water Capital Expansion | \$8,637,551 |
|--------------------------------------|-------------|

Sewer Capital Reserve Fund:

Expenses:

|                                        |             |
|----------------------------------------|-------------|
| Transfer to Water Capital Reserve Fund | \$8,637,551 |
|----------------------------------------|-------------|

|                                                |             |
|------------------------------------------------|-------------|
| Reserved for Water and Sewer Capital Expansion | \$8,637,551 |
|------------------------------------------------|-------------|

**BE IT FURTHER ORDAINED** that an amendment to the Capital Project Fund budgets for Fiscal Year 2025-2026 is approved to transfer funding to the Water Capital Reserve Fund in the amount of \$8,637,550.70.

Adopted this 10<sup>th</sup> day of March, 2026.

Attest:

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Robert A. Burns, Mayor

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Bridgette H. Robinson, City Clerk



## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

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

**PREPARED BY:** Sam Starnes, Stormwater Engineering Associate

**SUBJECT:** Winchester Avenue Culvert Replacement

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### SUMMARY STATEMENT

City Council is requested to consider information related to award of the construction contract for the Winchester Avenue Culvert Replacement Project.

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### REVIEW

Project SU2001 – was created in Fiscal Year 2020 which transferred surplus funds from the Oak Hill Capital Improvement Project into a project account for future storm drainage improvement projects. Currently, \$100,000.00 per year is allocated into SU2001 to continue allocating funds for future improvements. The stone box culvert and corrugated metal pipe under Winchester Avenue are in extremely poor condition. A portion of the box has collapsed on the south side of Winchester Avenue next to the street and the deteriorating condition is leading to additional sinkholes on the shoulder. The size of the culvert under Winchester Avenue are currently 3.4' x 3.4' and 60". To meet the City of Monroe's current standards, the proposed culvert was designed for the 25-year storm event that has a 4 percent chance of occurrence in any given year. The final design requires that the existing culverts be replaced with a single precast concrete box culvert measuring 8' (w) x 5' (h). As part of the improvements, roadway crown will be corrected and three additional inlets will be added to the curb line to reduce the spread of runoff into the travel lanes during rainfall events. Staff has been working with CSX to encourage them to remove a blockage in their system on the opposite side of the tracks to fully restore flow under Winchester Avenue. If this work does occur, it should reduce the occurrence of flooding on Franklin Street near the Landscape Maintenance Facility. All temporary and permanent easements as well as all necessary permits have been acquired for construction. This project has been included in the brownfields plan for the Winchester revitalization study and it has its own Environmental Management Plan.

In 2021, the Engineering Department initiated a contract with Lawrence Associates for on-call engineering and surveying services. The Winchester Avenue culvert was selected as one of the projects for an analysis and design. Lawrence Associates provided complete, sealed drawings and a project manual on January 16, 2026.

The Engineer's Estimate for this project was \$725,629.30 and a formal bid process was followed to solicit bids for 23 days, closing on February 12, 2026. Staff held a formal bid opening on February 12, 2026 at 2:00 PM. Nine bids were received and the results are below.

| <b>Contractor</b>                | <b>Bid Amount</b> | <b>Comment</b>  |
|----------------------------------|-------------------|-----------------|
| Litman Excavating & Construction | \$660,606.10      | Recommend Award |
| Mountaineer Contractors          | \$759,517.00      |                 |
| Rushing Contracting Group        | \$782,801.14      |                 |
| Carolina Prime Developers        | \$857,637.27      |                 |
| Elite Infrastructure Group       | \$989,508.96      |                 |
| JM Custom Construction           | \$995,190.90      |                 |
| Truerock Construction            | \$1,267,659.80    |                 |
| Anson Contractors                | \$1,290,666.30    |                 |
| Birdsall Excavation              | \$1,293,240.52    |                 |

A 10% contingency is included in the bid to cover possible change orders during the course of the work. Construction inspections and project oversight/management will be provided by the Engineering Department. The contract period is 180 days with liquidated damages occurring at a rate of \$800.00 per day thereafter.

Staff has vetted the contractor recommended for award and has found them to be qualified. They are listed in the NCDOT Directory of Firms as a prequalified contractor and their general contractor's license is current and correct to perform this work in the State of North Carolina. A reference from a project with a similar work scope in a nearby municipality spoke positively of the contractor and noted the field work performed was high quality and the project was under budget upon completion. Project account SU2001 currently has \$745,621.69 of available funds, which is sufficient to fully fund the project. There will be an initial surplus of \$85,015.59 in the project account following the award of the contract to Litman Excavating & Construction. The surplus balance will be used to fund contracts for geotechnical testing and potential construction support from the design engineer, should the need arise. Any funds remaining after completion of all construction will be remain in the project account to fund future storm drainage improvement projects.

The information was scheduled to be presented to the Public Enterprise Committee on March 3, 2026; however, due to cancellation of the meeting, the Chair approved placement of this item on the Consent section of the City Council Regular Meeting Agenda of March 10, 2026 for consideration of approval.

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### **RECOMMENDATION**

Staff recommends that City Council award the Winchester Avenue Culvert Replacement contract to Litman Excavating & Construction in the amount of \$660,606.10 and authorize the City Manager to execute any and all necessary documents including future Change Orders, if required.

# CITY OF MONROE, NORTH CAROLINA

## BUILDING PERMIT DATA: January 2026

Prepared by: Catherine Mullis

| BUILDING PERMIT DATA:                       | CURRENT MONTH    |                  | FISCAL YR TO DATE |                  | PREVIOUS YEAR   |                 | PREVIOUS FYR TO DATE |                  |
|---------------------------------------------|------------------|------------------|-------------------|------------------|-----------------|-----------------|----------------------|------------------|
| Number of Permits Issued                    | 636              |                  | 3676              |                  | 378             |                 | 4834                 |                  |
| Value of Permits                            | \$ 33,632,620.00 |                  | \$ 165,999,923.50 |                  | \$ 6,586,264.27 |                 | \$ 126,208,598.28    |                  |
| NEW CONSTRUCTION:                           | CURRENT MONTH    |                  | FISCAL YR TO DATE |                  | PREVIOUS YEAR   |                 | PREVIOUS FYR TO DATE |                  |
|                                             | PERMITS          | VALUATION        | PERMITS           | VALUATION        | PERMITS         | VALUATION       | PERMITS              | VALUATION        |
| Assembly (Church, Restaurant)               | 0                | \$ -             | 4                 | \$ 4,356,209.00  | 0               | \$ -            | 3                    | \$ 4,416,249.00  |
| Residential Care                            | 0                | \$ -             | 0                 | \$ -             | 0               | \$ -            | 1                    | \$ 3,500,000.00  |
| Business/Mercantile                         | 4                | \$ 440,500.00    | 5                 | \$ 797,500.00    | 0               | \$ -            | 2                    | \$ 856,000.00    |
| Educational                                 | 0                | \$ -             | 0                 | \$ -             | 0               | \$ -            | 4                    | \$ 2,771,725.00  |
| Industries / Factory / Storage / Utility    | 1                | \$ 35,000.00     | 3                 | \$ 7,099,985.00  | 0               | \$ -            | 16                   | \$ 1,909,403.00  |
| Institutions / Hospital                     | 0                | \$ -             | 0                 | \$ -             | 0               | \$ -            | 0                    |                  |
| Construction Trailers                       | 0                | \$ -             | 5                 | \$ 87,000.00     | 3               | \$ 8,000.00     | 6                    | \$ 24,600.00     |
| Attached/Detached Single Family Dwelling    | 61               | \$ 11,166,964.00 | 334               | \$ 63,869,633.00 | 25              | \$ 4,584,402.00 | 486                  | \$ 77,755,750.00 |
| Multi-Family/Apartments                     | 110              | \$ 20,893,430.00 | 110               | \$ 20,893,430.00 | 0               | \$ -            | 24                   | \$ 9,600,000.00  |
| ADDITIONS & ALTERATIONS:                    |                  |                  |                   |                  |                 |                 |                      |                  |
| Residential Add & Alter                     | 12               | \$ 447,404.00    | 98                | \$ 2,834,276.00  | 15              | \$ 514,501.00   | 170                  | \$ 4,206,606.48  |
| Non-Residential Add & Alter                 | 8                | \$ 36,168.00     | 35                | \$ 1,831,149.00  | 3               | \$ 15,000.00    | 20                   | \$ 1,826,818.00  |
| Multi-Family/Apartments                     | 0                | \$ -             | 24                | \$ 229,997.00    | 0               | \$ -            | 0                    | \$ -             |
| Utility Reconnect                           | 16               | \$ 9,900.00      | 42                | \$ 17,626.00     | 17              | \$ 7,767.50     | 48                   | \$ 13,001.50     |
| Change of Use                               | 6                | \$ -             | 57                | \$ -             | 5               | \$ -            | 68                   | \$ 9,295.00      |
| Demolition (Residential & Commercial)       | 3                | \$ 150,154.00    | 19                | \$ 40,309,546.00 | 3               | \$ 15,000.00    | 11                   | \$ 36,450.00     |
| Hotel / Motel                               | 0                | \$ -             | 0                 | \$ -             | 0               | \$ -            | 0                    | \$ -             |
| Assembly (Church, Restaurant)               | 0                | \$ -             | 4                 | \$ 331,123.00    | 2               | \$ 378,204.00   | 8                    | \$ 1,549,204.00  |
| Industrial / Factory                        | 0                | \$ -             | 2                 | \$ 9,279,350.00  | 0               | \$ -            | 3                    | \$ 750,000.00    |
| Business / Mercantile                       | 0                | \$ -             | 24                | \$ 5,388,088.00  | 3               | \$ 452,000.00   | 25                   | \$ 6,435,837.00  |
| Hospital / Institutional                    | 0                | \$ -             | 0                 | \$ -             | 0               | \$ -            | 1                    | \$ 500,000.00    |
| Public Works / Utilities                    | 0                | \$ -             | 0                 | \$ -             | 0               | \$ -            | 2                    | \$ 30,000.00     |
| School & Educational Building               | 0                | \$ -             | 0                 | \$ -             | 0               | \$ -            | 2                    | \$ 67,000.00     |
| Storage                                     | 0                | \$ -             | 0                 | \$ -             | 0               | \$ -            | 0                    | \$ -             |
| Residential Garage / Carport                | 0                | \$ -             | 9                 | \$ 232,736.00    | 0               | \$ -            | 9                    | \$ 172,350.00    |
| Residential Outbuilding                     | 0                | \$ -             | 11                | \$ 85,063.44     | 1               | \$ 25,000.00    | 11                   | \$ 155,310.00    |
| Sign - Temporary                            | 1                | \$ -             | 1                 | \$ -             | 0               | \$ -            | 0                    | \$ -             |
| Sign - Permanent                            | 9                | \$ 65,055.00     | 69                | \$ 378,826.00    | 12              | \$ 88,769.00    | 79                   | \$ 600,729.51    |
| Electrical Stand Alones                     | 11               | \$ 11,169.00     | 101               | \$ 740,974.06    | 23              | \$ 47,611.98    | 127                  | \$ 1,294,343.00  |
| Mechanical Stand Alones                     | 17               | \$ 245,484.00    | 191               | \$ 2,516,759.00  | 31              | \$ 335,340.79   | 235                  | \$ 2,735,820.79  |
| Plumbing Stand Alones                       | 7                | \$ 39,189.00     | 37                | \$ 299,818.00    | 5               | \$ 21,000.00    | 58                   | \$ 398,882.00    |
| Pools / Spas                                | 0                | \$ -             | 5                 | \$ 315,049.00    | 0               | \$ -            | 11                   | \$ 1,023,282.00  |
| Temporary Use                               | 1                | \$ -             | 38                | \$ -             | 3               | \$ -            | 79                   | \$ -             |
| Engineering                                 | 2                | \$ -             | 25                | \$ 2,400,000.00  | 1               | \$ -            | 21                   | \$ -             |
| Fire                                        | 5                | \$ 74,809.00     | 43                | \$ 1,482,341.00  | 5               | \$ 58,443.00    | 74                   | \$ 3,438,287.00  |
| Zoning                                      | 7                | \$ 17,394.00     | 70                | \$ 223,445.00    | 14              | \$ 35,225.00    | 74                   | \$ 131,655.00    |
| Care Home (Group Home, Home Daycare)        | 0                | \$ -             | 1                 | \$ -             | 0               | \$ -            | 2                    | \$ -             |
| INSPECTIONS:                                | CURRENT MONTH    |                  | FISCAL YR TO DATE |                  | PREVIOUS YEAR   |                 | PREVIOUS FYR TO DATE |                  |
| Field Inspections                           | 1,949            |                  | 11,585            |                  | 2,214           |                 | 17,520               |                  |
| Number of Sites Inspected                   | 755              |                  | 4,683             |                  | 773             |                 | 6,615                |                  |
| MONEY (Includes Bldg, Zoning, Fire, & Eng.) | CURRENT MONTH    |                  | FISCAL YR TO DATE |                  | PREVIOUS YEAR   |                 | PREVIOUS FYR TO DATE |                  |
| Cash                                        | \$ 2,170.00      |                  | \$ 17,195.51      |                  | \$ 3,840.77     |                 | \$ 26,126.21         |                  |
| Charge                                      | \$ 172,516.45    |                  | \$ 862,230.04     |                  | \$ 77,028.39    |                 | \$ 1,324,336.54      |                  |
| Check                                       | \$ 119,044.27    |                  | \$ 278,485.25     |                  | \$ 18,027.61    |                 | \$ 158,967.37        |                  |
| <b>Total:</b>                               | \$ 293,730.72    |                  | \$ 1,157,910.80   |                  | \$ 98,896.77    |                 | \$ 1,509,430.12      |                  |

## **STAFF REPORT**

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Lisa Hollowell, Assistant City Manager

**PREPARED BY:** Lisa Hollowell, Assistant City Manager

**SUBJECT:** EQY Operations Report

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### **SUMMARY STATEMENT**

This report summarizes all aviation activity at the Charlotte-Monroe Executive Airport for January 2026, as compiled and reported by 1200 Aero. The data reflects overall airport operations during the month, including aircraft movements and related services, which provides a snapshot of airport utilization and demand. Collectively, the information demonstrates continued operational activity at the Airport and supports ongoing monitoring of trends that inform planning, budgeting, and long-term infrastructure and service decisions.

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### **REVIEW**

The January aircraft report reflects strong operational activity to begin the calendar year. Total operations for the month were 5,942. Landings totaled 2,710 and takeoffs totaled 2,858, together accounting for approximately 94 percent of total operations.

Go-arounds (164) and overflights (210) remain a small portion of total activity and do not materially impact overall operational levels. January operations are slightly below the historical monthly average of approximately 6,445 operations, as reflected in the rolling historical data; however, activity remains consistent with typical winter seasonal patterns and demonstrates stable demand at the Airport. The month of January had an ice event weekend that affected airport operations, which decreased traffic at the Airport.

General aviation activity continues to represent the overwhelming majority of operations (approximately 98 percent). Piston-powered aircraft accounted for approximately 94 percent of operations, with jet aircraft comprising approximately 4 percent. The distribution of engine types remains consistent with prior months and reflects the Airport's core general aviation user base, while continuing to support a steady level of jet activity that is increasing.



Itinerant flights accounted for approximately 64 percent of activity, with local operations representing approximately 36 percent. Training operations comprised approximately 43 percent of total activity, demonstrating continued use of the Airport for instructional and proficiency purposes.

For comparison, January activity continues to track closely with recent months and reflects sustained utilization of Airport infrastructure and services.

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### **RECOMMENDATION**

This item is presented for informational purposes only to keep City Council informed of Airport business activity and operational trends.

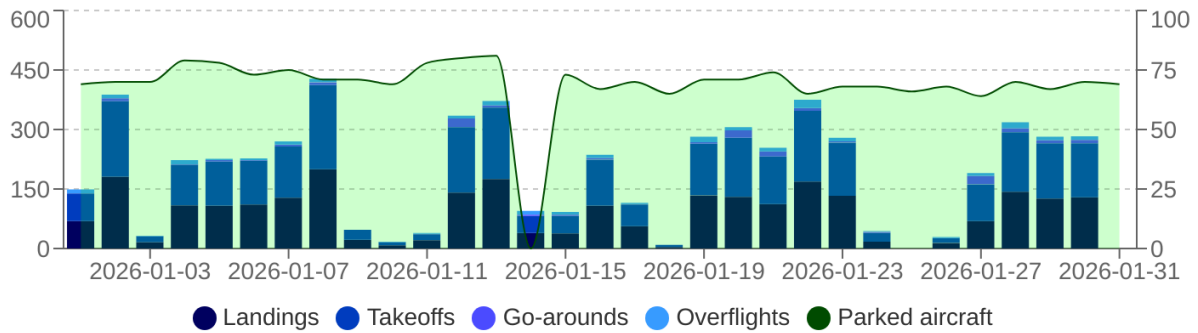


## Charlotte-Monroe Exec | Runway Operations Report

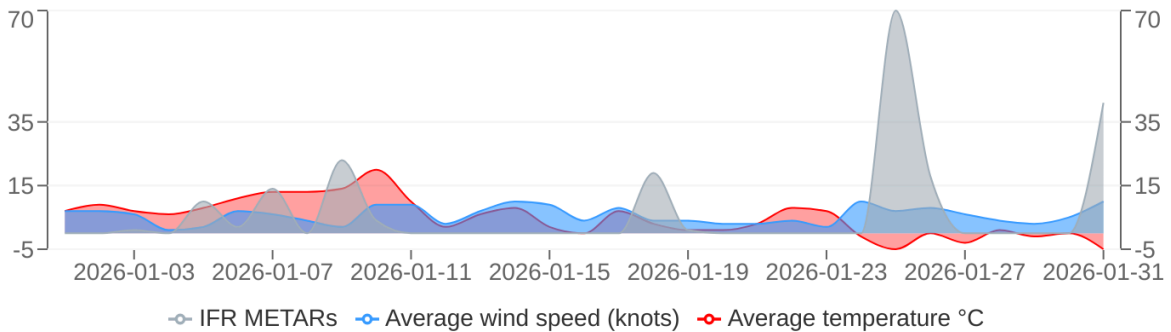
Report Date Range: 01/2026  
 Report creation date: 02/27/2026 04:52  
 Generated by: mweeks@monroenc.org

| Total Operations | Landings     | Takeoffs     | Go-Arounds | Overflights |
|------------------|--------------|--------------|------------|-------------|
| <b>5,942</b>     | <b>2,710</b> | <b>2,858</b> | <b>164</b> | <b>210</b>  |

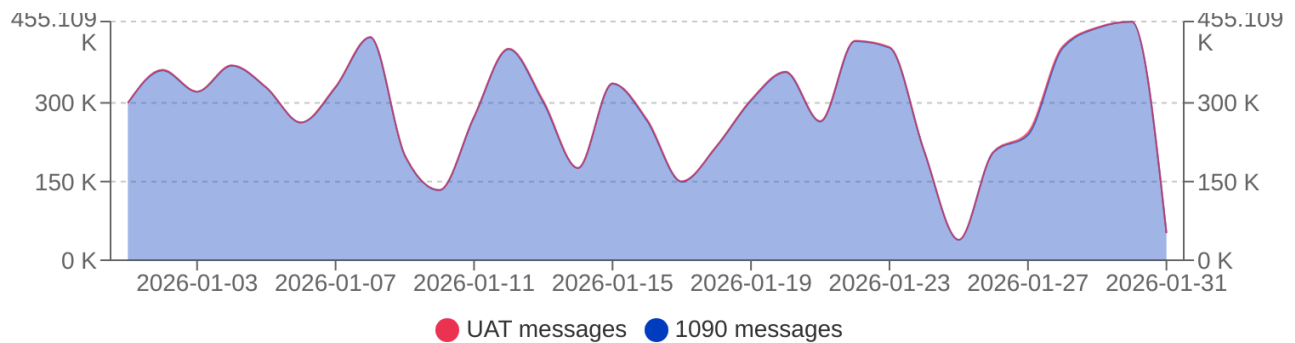
### Operations by Day



### Weather Conditions



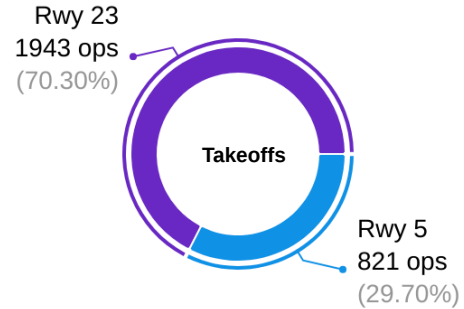
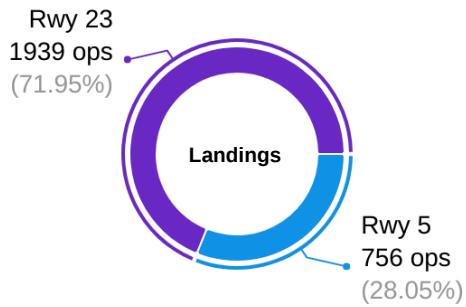
### Receiver health



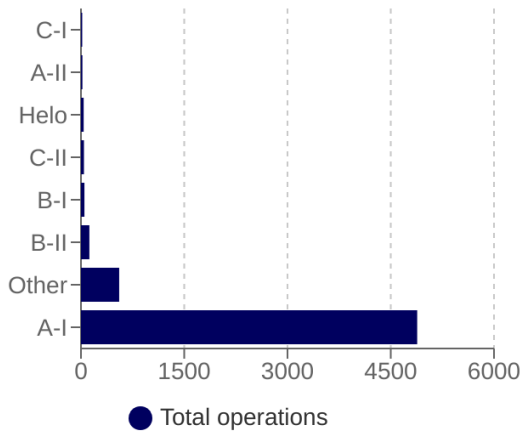
## Charlotte-Monroe Exec | Runway Operations Report

Report Date Range: 01/2026

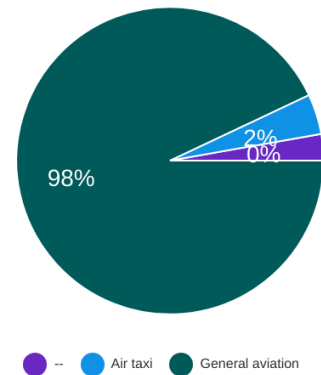
### Operations by Runway



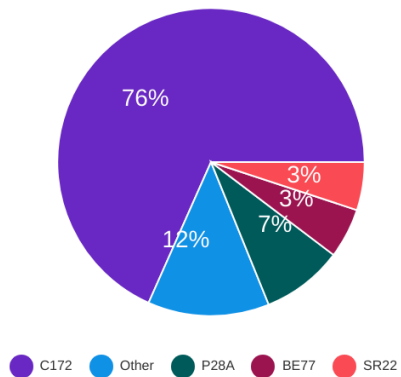
### Operations by Category



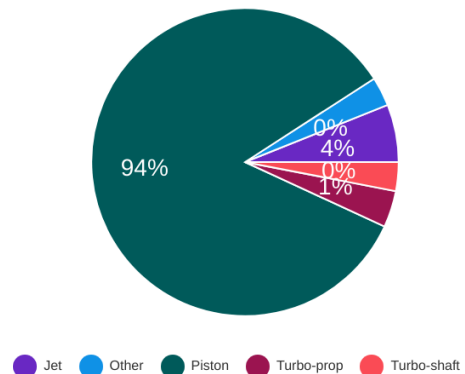
### Operations by Type



### Top Aircraft Types



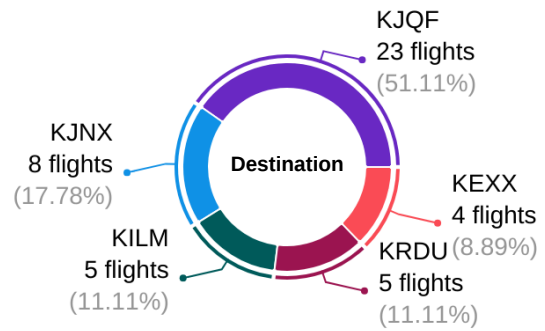
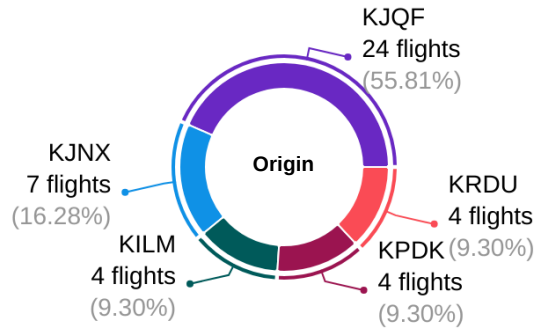
### Operations by Engine Type



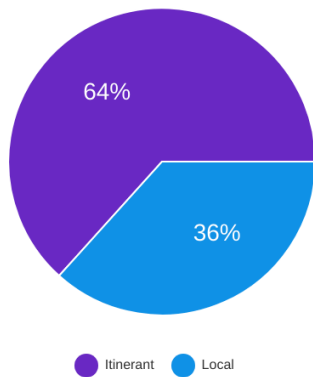
## Charlotte-Monroe Exec | Runway Operations Report

Report Date Range: 01/2026

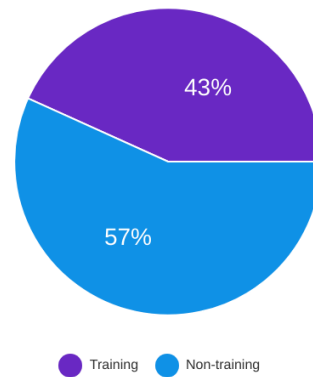
### Top Airports



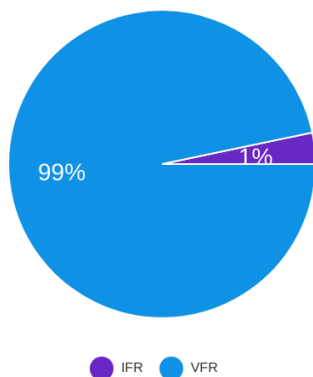
### Local vs Itinerant Flights



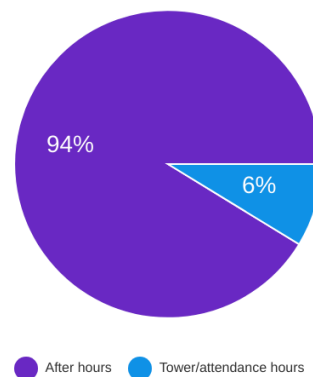
### Training Operations



### IFR vs VFR Flights



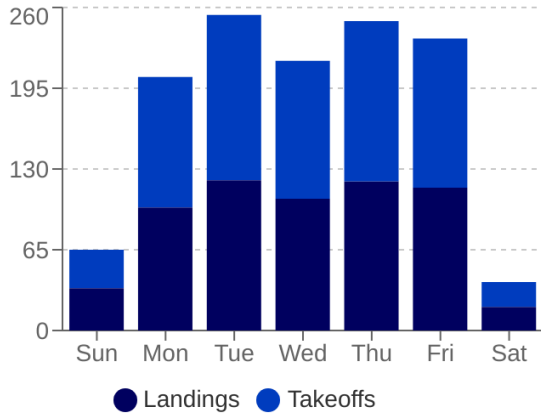
### After Hours Operations



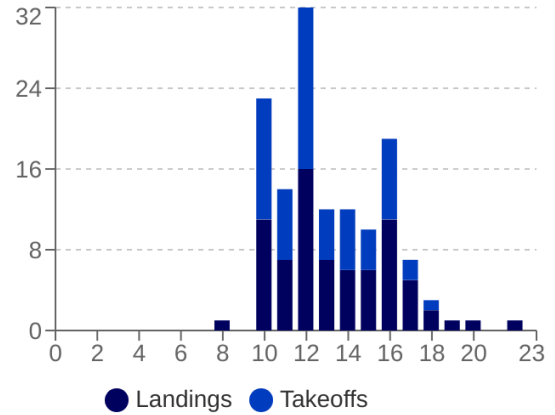
## Charlotte-Monroe Exec | Runway Operations Report

Report Date Range: 01/2026

### Operations by Day of Week

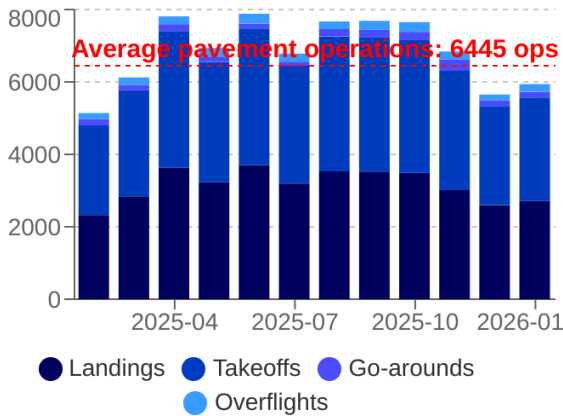


### Operations by Hour



## Historical Data

### Landings and Takeoff By Month



### Busiest Days on Record

| Rank | Date           | Pavement ops | Aircraft |
|------|----------------|--------------|----------|
| 1    | 2025-04-29 (T) | 487          | 46       |
| 2    | 2025-09-24 (W) | 434          | 52       |
| 2    | 2025-08-15 (F) | 434          | 53       |
| 3    | 2023-02-18 (S) | 431          | 42       |
| 4    | 2024-08-14 (W) | 426          | 48       |
| 5    | 2025-04-17 (T) | 425          | 55       |
| 6    | 2024-08-16 (F) | 421          | 41       |
| 7    | 2025-12-09 (T) | 418          | 53       |
| 8    | 2026-01-08 (T) | 412          | 56       |
| 9    | 2023-06-27 (T) | 407          | 46       |



## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Bridgette H. Robinson, City Clerk

**PREPARED BY:** Sherry K. Hicks, Deputy City Clerk

**SUBJECT:** City Council Discretionary Fund Disbursements for February 2026

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### SUMMARY STATEMENT

Notification of requests for disbursements of Fiscal Year 2025-2026 City Council Discretionary Funds for February 2026.

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### REVIEW

For informational purposes only, the following requests for disbursement of City Council Discretionary Funds were received for February 2026:

| Requestor                     | Recipient                                | Public Purpose                                                                                                          | Amount |
|-------------------------------|------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|--------|
| Council Member Gary Anderson  | A Few Good Men Citizen of the Year Event | Provide scholarships to the youth in the community and/or outreach for community events                                 | \$50   |
| Council Member Julie Thompson | Healthquest                              | Provides prescription maintenance medicines to people who cannot afford them and who do not have prescription insurance | \$100  |
| Council Member Julie Thompson | Project2Heal                             | Human relations programs                                                                                                | \$100  |

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### RECOMMENDATION

There is no action required from Council.

# **MINUTES OF THE BOARD OF ADJUSTMENT MEETING**

**January 22, 2026, at 5:30 P.M.**

**Council Chambers**

**300 W. Crowell St., Monroe, NC**

To HR: 01/23/26

**5:30-6:00pm   Quasi-Judicial Training – Atty. Melanie D. Cox**

**Item 1.        Call to Order – Roll Call**

Corey Noland called the Board of Adjustment meeting to order at 6:00 p.m. Kimberly Davis, Administrative Assistant, called the roll.

Members Present:                Corey Noland, Thomas Loria, Myles Kuly, Cary Rogers, Matthew Kegel

Members Absent:                Ryan Haywood

Staff Present:                    Melanie D. Cox, BOA Attorney; Doug Britt, Asst. Dir. Of Planning and Dev.; Patrick Blaszyk, Planner I; Kimberly Davis, Admin. Asst. II;

Guests, Witnesses:            Michael and Linda Clevenger, Daniel Casteline

**Item 2.        Appoint Chair**

**Motion:**            **Thomas Loria made a motion to appoint Corey Noland to serve as Acting Chair for this January 22, 2026 Board of Adjustment Meeting.**

**Second:**           **Cary Rogers**

**Action:**            **The motion passed unanimously with the following votes:**

**AYES:**        **Corey Noland, Thomas Loria, Myles Kuly, Cary Rogers, Matthew Kegel**

**NAYS:**        **None**

**Item 3.        Pledge of Allegiance and Moment of Silence**

**Item 4.        Adopt Agenda- No motion was made.**

**Item 5.        Conflicts of Interest – None noted.**

**Item 6.        Approval of Minutes – Minutes of October 23, 2025**

**Motion:**            **Thomas Loria made a motion to approve the minutes of the October 23, 2025, meeting.**

**Second:**           **Myles Kuly**

**Action:**            **The motion to approve the minutes passed unanimously with the following votes:**

**AYES:**        **Corey Noland, Thomas Loria, Myles Kuly, Cary Rogers, Matthew Kegel**

**NAYS: None**

**Item 7. Quasi-Judicial Statement:**

Attorney Melanie Cox - This is for the audience, and it is a brief explanation of what the Board of Adjustment does. This is a quasi-judicial hearing, which means it is like a court hearing. North Carolina law sets specific procedures and rules concerning how this board of adjustment must make its decisions. These rules are different from other types of land use decisions, such as a rezoning. This board's discretion is limited. This board must base its decisions on competent, relevant and substantial evidence in the record. A quasi-judicial process is not a popularity contest. It is a decision limited by the standards in the zoning ordinance and based on the facts presented. If you will speak as a witness, please focus on the facts and ordinance standards, not personal preference or opinion. Participation is limited by state law and this meeting is open to the public. Everyone is welcome to watch and parties with standing have rights to participate fully. Parties may present evidence, call witnesses and make legal arguments. Parties are limited to the town, applicants and individuals who can show that they will suffer special damages. Other individuals may serve as witnesses when called by the chair. General witness testimony is limited to facts, not opinions. For certain topics, this board needs to hear opinion testimony from expert witnesses. These topics include impacts on property values and increased traffic. Persons providing expert opinion must be qualified as experts and provide the factual evidence on which their opinions are based. Witnesses may be cross-examined by parties with standing and witnesses must swear or affirm their testimony.

**Item 8. Approval of Denial of Order for Variance for 508 E. Talleyrand**

**Motion:** Thomas Loria made a motion to approve the denial of order for variance for 508 E. Talleyrand.

**Second:** Cary Rogers

**Action:** The motion passed unanimously with the following votes.

**AYES:** Corey Noland, Thomas Loria, Myles Kuly, Cary Rogers, Matthew Kegel

**NAYS:** None

**Item 9. PLZNA 2026-00102 Variance - The Board of Adjustment is requested to consider a 5-foot variance from the accessory structure setback requirement in a residential zoning district in order to construct a detached garage in the rear yard of 1915 Overhill Drive. (Parcel ID 09-298-035)**

Patrick Blaszyk, Michael Clevenger and Daniel Casteline came forward and were sworn in.

Patrick Blaszyk, Planner 1, presented the proposed findings:

1. The subject property located at 1915 Overhill Drive is owned by Michael and Linda Clevenger and is zoned RLD (Residential Low Density). (Exhibit 1-3) Exhibit 1 is a copy of the Ortho Map showing the subject property highlighted in blue. The subject property is located to the west of Overhill Drive. Exhibit 2 is the Zoning Map showing the subject property highlighted in blue. The subject property, as are the surrounding parcels, are zoned RLD (Residential Low Density). Exhibit 3 is a copy of the Deed.



2. On December 15th 2025, the applicant submitted a variance application to request a 5-foot variance from the 10-foot accessory structure setback requirement in order to construct a 26'x 30' detached garage in the rear yard of 1915 Overhill Drive. (Exhibit 4) Exhibit 4 is a copy of the application.
3. Section 157.7.5 Accessory Uses and Accessory Structures of the Unified Development Ordinance (UDO) states in relative parts:
  - A. General Accessory Use Standards
    9. Setbacks
      - a. Within a residential district, shall not be located closer than ten (10) feet to a property line. (Exhibit 5) Exhibit 5 show the standards highlighted in yellow.
4. The applicant submitted a site plan of the proposed location of the 26'x 30' detached garage as well as photos of the site at 1915 Overhill Drive. The site plan indicates the accessory structure will be located 5-feet from the rear property line. (Exhibit 6-7) Exhibit 6 is the Site Plan submitted by the applicant indicating that the new detached garage will be located 5-ft off the rear property line and 42-ft off the left-side property line. Exhibit 7 are photos of the property. The first photo is the proposed location of where the new garage would be constructed in the area to the rear of the home. Here are some photos of the property submitted by the applicant.
5. All adjacent property owners have been notified of the proposed variance. (Exhibit 8-9) Exhibit 8 is the APO Map where the subject property has a red star on it. Exhibit 9 is a copy of the APO List.

The applicant, Michael Clevenger, from 1915 Overhill Drive, Monroe, came to the podium for questions. He told the Board he was applying for the variance to put in a sizable garage with a workspace and storage behind the house, but also allow enough room for a deck and a ramp for his special needs grandson who stays with him every other weekend. His neighbor behind him has no issue with the building 5-ft off the property line and also built a 7 or 8-ft fence. His neighbor also took down a tree on his property in order to give him enough height space to put the building there. The hardship would be limiting the size of the building that he needs in order to maintain and repair his vehicles and also for his family. He has lived at this property for forty-two years. The right side of the property is not feasible to build on due to the sewer easement. The property is wooded and road frontage would have to be done as well which would be another expense. He needs to add a deck off the back where there is a sliding glass door along with a ramp in order for his grandson to visit. The sewer easement is on the right side of the property and begins behind the brown building on his lot. He is limited as to where he can put it without incurring more expense.

Daniel Casteline, a neighbor of the applicant, said Mr. Clevenger has already had to get a smaller garage due to the limitations. He is speaking in favor of Mr. Clevenger getting the variance.

There were no other final questions for the staff or the witnesses. The evidentiary portion of the hearing is now closed.

**Motion:** Corey Noland made a motion to adopt proposed Findings of Fact 1-5 and include the additional Findings of Fact 6-9:

6. The proposed site for the garage sits on the flattest part of the property and would sit behind the residence as to not be visible from the street.
7. Based on the testimony of the applicant, there is no other suitable place for the garage to be built without incurring significant expense.
8. The location of the sewer easement on the property limits where the proposed garage can be placed.
9. The applicant states that he intends to build a ramp for his handicapped grandchild to enter the residence through doors in the back of the residence, further limiting the possible placement of the garage.

The applicant was afforded the opportunity to offer evidence, cross-examine witnesses, and inspect the evidence that was presented.

**Second:** Thomas Loria

**Action:** The motion passed unanimously with the following votes:

**AYES:** Corey Noland, Thomas Loria, Myles Kuly, Cary Rogers, Matthew Kegel

**NAYS:** None

1. It is the Board's CONCLUSION that unnecessary hardship **would/would not** result from the strict application of the ordinance.

**Motion:** Thomas Loria made a motion that an unnecessary hardship would result from the strict application of the ordinance based on the Findings of Facts 6 through 9. There would be an undue expense that would be incurred if the garage was to be placed in another location of the property.

**Second:** Corey Noland

**Action:** The motion passed unanimously with the following votes:

**AYES:** Corey Noland, Thomas Loria, Myles Kuly, Cary Rogers, Matthew Kegel

**NAYS:** None

2. It is the Board's CONCLUSION that the hardship **is/is not** peculiar to the applicant's property.

**Motion:** Thomas Loria made a motion that the hardship is peculiar to the applicant's property based on the topography, the sewer easement location and configuration of the house on the lot.

**Second:** Cary Rogers

**Action:** The motion passed unanimously with the following votes:

**AYES:** Corey Noland, Thomas Loria, Myles Kuly, Cary Rogers, Matthew Kegel

**NAYS:** None

3. It is the Board's CONCLUSION that the hardship **is/is not** the result of the applicant's own actions.

**Motion:** Matthew Kegel made a motion that the hardship **is not** the result of the applicant's own actions because of the location of the sewer easement and sloping of the property.

**Second:** Myles Kuly

**Action:** The motion passed unanimously with the following votes:

**AYES:** Corey Noland, Thomas Loria, Myles Kuly, Cary Rogers, Matthew Kegel

**NAYS:** None

4. (a) It is the Board's CONCLUSION that the variance **is/is not** consistent with the spirit, purpose, and intent of the ordinance.

**Motion:** Myles Kuly made a motion that the variance **is** consistent with the spirit, purpose, and intent of the ordinance.

**Second:** Matthew Kegel

**Action:** The motion passed unanimously with the following votes:

**AYES:** Corey Noland, Thomas Loria, Myles Kuly, Cary Rogers, Matthew Kegel

**NAYS:** None

(b) It is the Board's CONCLUSION that in **granting/denying** the variance, the public safety **will/will not** be secured and substantial justice **will/will not** be achieved.

**Motion:** Thomas Loria made a motion that in **granting** the variance, public safety **will** be secured and substantial justice **will** be achieved.

**Second:** Myles Kuly

**Action:** The motion passed unanimously with the following votes:

**AYES:** Corey Noland, Thomas Loria, Myles Kuly, Cary Rogers, Matthew Kegel

**NAYS:** None

**Motion:** Corey Noland made a motion to **approve** the proposed variance as requested.

**Second:** Myles Kuly

**Action:** The motion passed unanimously with the following votes:

**AYES:** Corey Noland, Thomas Loria, Myles Kuly, Cary Rogers, Matthew Kegel

**NAYS:** None

**Item 10.** **Next Meeting:** Thursday, February 26, 2026

**Item 11.** **Adjournment**

**Motion:** Thomas Loria made a motion to adjourn the meeting.

**Second:** Corey Noland

**Action:** The motion passed unanimously with the following votes:

**AYES:**     **Corey Noland, Thomas Loria, Myles Kuly, Cary Rogers, Matthew  
                  Kegel**  
**NAYS:**     **None**

The meeting was adjourned at **6:25 p.m.**

Respectfully submitted,

Thomas Loria  
Acting Chair

Kimberly Davis  
Clerk of the Board



**CITY OF MONROE  
GENERAL SERVICES COMMITTEE MEETING**

City Hall Conference Room  
300 W. Crowell Street  
Monroe, NC 28112  
February 5, 2026 - 4:15 PM

**MINUTES**

Present: Committee Member Julie Thompson (Chairwoman), Committee Member Surluta Anthony

Absent: Committee Member Gary Anderson

Staff: Mark Watson, City Manager; Lisa Hollowell, Assistant City Manager; Jeffrey Wells, Assistant City Manager; Richard Long Jr., City Attorney; William Hunt, Assistant City Attorney; Lisa Strickland, Director of Finance; Katrina Myers-Arnold, Accounting Manager; Angela Duncan, Senior Budget Analyst; Camden Baucom, Budget Analyst; Lisa Kerner, Grant Administrator; Leesa Jensen, Human Resources Director; William Auret, Land Development Engineering Manager; Vitaliy Chepel, Civil Engineer I; Sarah McAllister, Director of Engineering; Pete Hovanec, Director of Park/Rec and Tourism; Ashley Howell, Downtown Director; Leann Yandle, MAFC Superintendent; Sophia Williams, Aquatics Division Supervisor.

Visitor(s): Bob Moore, Robert Moore Architect; Ryan Price, Jencon Builders; Deacon Gineene, Lawrence Associates; Amy Yermack, Union Academy; Brittany Rope, Union Academy; Clint Lawrence, Lawrence Associates.

The General Services Committee met in the City Hall Conference Room at 4:15 p.m. on February 5, 2026. A quorum was present. Chairwoman Julie Thompson presided.

**Item 1. General Services Committee Meeting Minutes January 8, 2026.**

The minutes from the January 8, 2026 General Services Committee meeting were presented for the Committee's approval.

Committee Member Anthony moved to approve the minutes of the General Services Committee Meeting of January 8, 2025.

Chairwoman Thompson seconded the motion, which unanimously passed with the following votes:

AYES: Chairwoman Thompson, Committee Member Anthony

NAYS: None

Chairwoman Thompson requested that the discussion begin with Item 11, the sidewalk deviation request, to accommodate visitors present for this topic.

**Item 11. Request for Sidewalk Deviation at 1815 N Rocky River Road.**

Will Auret, Land Development Engineering Manager, presented that the General Services Committee is requested to consider a request from Robert E. Moore, Architect, for a deviation from the sidewalk requirements along 1815 N Rocky River Road. The requirements consist of an eight-foot-wide sidewalk along frontage of 1815 N Rocky River Road associated with the proposed addition at 1815 N Rocky River Road.

The City of Monroe Standard Specifications and Detail Manual, Section 02.02.06 Sidewalk Requirements, requires sidewalk to be provided along existing arterial and collector streets as a development requirement based on definitions in Section 02.01.01. Development Requirements of the Manual. This section requires the eight-foot-wide sidewalk along the property frontage. An email is attached from Robert E. Moore, Architect requesting a deviation from the sidewalk requirements along 1815 N Rocky River Road. Reasons for the deviation request cite lack of connectivity to existing sidewalks, excessive grading requirements, interference with drainage patterns, and relocation of some utilities. The proposed site development consists of a 1,116 SF office/warehouse addition.

As proposed, the site addition requires approximately 230 linear feet of eight-foot-wide sidewalk along 1815 N Rocky River Road. The intent of the sidewalk policy outlined in the Detail Manual is to allow new development to share in the placement of sidewalk along arterial and collector streets, providing for an alternative means of transportation other than motor vehicle. Over time, this process will allow sections to be completed. Pedestrian friendliness correlates to the livability of the community.

The inclusion of pedestrian facilities meets the NCDOT Complete Streets Policy to consider and incorporate several modes of transportation when building new projects or making improvements to existing infrastructure. Existing pedestrian facilities are taken into consideration during the development of State Transportation Improvement Program Projects and decreases the costs to the City for their completion.

A copy of the email from Robert E. Moore, Architect requesting the deviation is attached along with the site plan for 1815 N Rocky River Road. At the meeting on January 8, 2026, the General Services Committee requested a total cost estimate to install a sidewalk along the frontage of Dawn Development as well as recent history of sidewalk deviations for this area on Rocky River Rd.

1. The most recent project located at 2000 N Rocky River Road is approx. 1,200 feet from Dawn Development. This project had sidewalk shown in their plans dated April 7, 2025, but for unknown reason Road Wizards Inc. decided not to develop at this time.
2. Union Power Cooperatives requested a sidewalk deviation due to liability concerns during snow and ice events and the lack of nearby existing sidewalk. Union Power Cooperatives project located at 1525 N Rocky River Road is approx. 2,600 feet from Dawn Development. Public Enterprise Committee approved this deviation on January 15, 2019 and City Council approved it on February 5, 2019.
3. O'Reilly Auto Parts developed a parcel in 2009 located at 2511 N Rocky River Road and is approx. 5,500 feet from Dawn Development. O'Reilly installed a 5' wide sidewalk along the property frontage.
4. Shiloh Baptist Church requested a sidewalk deviation due to no existing sidewalk nearby and would create no pedestrian benefit. Shiloh Baptist Church located at 2301 N Rocky River Road is approx. 3,700 feet from Dawn Development. Transportation Committee approved sidewalk deviation on September 10, 2007 and City Council approved it on October 2, 2007.

The total estimated cost to install an 8' wide sidewalk along Dawn Development frontage is \$19,000.

The General Services Committee is requested to consider the request for a deviation from the City's Standard Specifications and Detail Manual regarding the sidewalk requirements along the property frontage on 1815 N Rocky River Road for the proposed project.

Committee Member Anthony made a motion to recommend denial of a deviation request and move to the Consent Agenda for final determination.

Chairwoman Thompson seconded the motion, which unanimously passed with the following votes:

AYES: Chairwoman Thompson, Committee Member Anthony

NAYS: None

**Item 2. Donation of Computer Equipment to New Covenant Community Development Center.**

Lisa Hollowell, Assistant City Manager presented that the City of Monroe replaces employee computer equipment on a regular cycle and anticipates replacing desktops and laptops in 2026. City staff is requesting Council approval to donate 25 surplus desktop and/or laptop computers to the New Covenant Community Development Center (NCCDC), a 501(c)(3) nonprofit organization.

The City of Monroe regularly replaces desktop and laptop computers as part of its ongoing technology refresh cycle. This equipment is typically processed and sold on Gov Deals or disposed of if at the end of its useful life. Surplus computer equipment generally fetches an average of less than \$75 per computer. City staff is requesting City Council approval to donate 25 surplus desktop and/or laptop computers and all accessories to the New Covenant Community Development Center. The type of devices will be determined based upon replacement and condition at the time of replacement. All equipment will be provided at no cost to New Covenant Community Development Center. This donation supports local educational and community initiatives while allowing the City to responsibly repurpose surplus technology that is no longer needed for municipal operations. This donation has an estimate value of less than \$2,000.

North Carolina General Statute 160A-280 allows Cities to donate surplus equipment to a nonprofit organization with the approval of a Resolution. A Resolution is attached for Council consideration. Per the statute, a public notice will be published on the City's website and outside bulletin board no less than 5 days prior to the February 10, 2026 council meeting.

City staff requests City Council Approval Resolution 2026-05 to donate 25 surplus desktop and laptop computers to the New Covenant Community Development Center in 2026, with an estimated value of less than \$2,000.

Committee Member Anthony made a motion to approve the donation of the surplus desktop and laptop computers to the New Covenant Community Development Center in 2026 and forward it to the Consent Agenda.

Chairwoman Thompson seconded the motion, which unanimously passed with the following votes:

AYES: Chairwoman Thompson, Committee Member Anthony

NAYS: None

**Item 3. Ordinance Amending Chapter IX Titled Clubhouse 1936 of Fiscal Year 2025-2026 Fee Schedule.**

Pete Hovanec, Parks and Recreation Director, presented that Clubhouse 1936, the indoor golf simulator facility at Monroe Country Club, is close to being ready to open for business. Construction is slated to be complete some time in mid to late February and hopefully staffing will be in place to begin simulator operations by mid-March.

Clubhouse 1936 will offer guests the opportunity to purchase time in one of five digital golf hitting bays. Each bay will be offered to reserve for an hour at a time with the option to purchase additional time if that bay is not reserved by another individual. Staff has compared similar facilities in the region and has determined the following proposed fee schedule for use of the hitting bays:

| Day       | Time        | 1 hour fee | Extra 30 Min | Time       | 1 hour fee | Extra 30 Min |
|-----------|-------------|------------|--------------|------------|------------|--------------|
| Tuesday   | 10a.m.-3p.m | \$40       | \$20         | 3p.m-9p.m. | \$50       | \$25         |
| Wednesday | 10a.m.-3p.m | \$40       | \$20         | 3p.m-9p.m. | \$50       | \$25         |
| Thursday  | 10a.m.-3p.m | \$40       | \$20         | 3p.m-9p.m. | \$50       | \$25         |
| Friday    | 10a.m.-3p.m | \$50       | \$25         | 3p.m-9p.m. | \$60       | \$30         |
| Saturday  | 10a.m.-3p.m | \$50       | \$25         | 3p.m-9p.m. | \$60       | \$30         |
| Sunday    | 10a.m.-3p.m | \$50       | \$25         | 3p.m-9p.m. | \$60       | \$30         |

Staff is also proposing the private rental cost of \$200 per hour with a minimum of three hours for a private rental. Additional hours over the three will be asses a \$150 per hour fee.

|                   |                           |                      |
|-------------------|---------------------------|----------------------|
|                   | Three Hour Minimum Rental | Each Additional Hour |
| Three Hour Rental | \$600                     | \$150                |

Staff is also proposing \$10 per bay, per hour fee for the use of Clubhouse 1936 rental clubs.

Approve the proposed fee schedule for Clubhouse 1936 hourly, club rental, and private rental fees and send to City Council for approval.

Committee Member Anthony made a motion to approve the proposed fee schedule for Clubhouse 1936 and send to City Council for approval.

Chairwoman Thompson seconded the motion, which unanimously passed with the following votes:

AYES: Chairwoman Thompson, Committee Member Anthony

NAYS: None

**Item 4. Downtown Master Plan Update.**

Ashley Nowell, Downtown Director, provided the General Services Committee with an update on the status of Monroe's Downtown.

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.

The Plan emphasizes historic preservation, improved walkability, and the connection of neighborhoods to downtown. Multiple affinity groups (e.g., transportation, historic preservation) and over 100 engaged stakeholders are helping spread awareness and gather grassroots feedback. The team highlighted targeted outreach to ensure inclusion, accessibility, and partnership with community groups.

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 will go live on the City's communication channels (Facebook, Instagram, website, email, etc.) in Late-January along with an initial short survey. It is also planned to create posters, banners, and a-frame signs to share the plan.

This item is informational only.

**Item 5. Donation of Starting Blocks to Monroe Aquatics and Fitness Center.**

Leann Yandle, MAFC Superintendent, presented Monroe Aquatics and Fitness Center seeks to accept the donation of six starting blocks from Union Academy Charter School.

Monroe Aquatics and Fitness Center (MAFC) and Union Academy Charter School (UA) have a long-term partnership whereas MAFC serves as the home practice facility for the UA Swim Team. UA would like to donate six starting blocks to MAFC, enabling the center to host swim meets locally instead of requiring students to travel outside of the county. In return, MAFC will waive meet and practice fees for UA for a duration of five school years. The addition of starting blocks will also allow MAFC to generate additional revenue by hosting competition meets for other schools and organizations. This collaboration promises significant benefits for both MAFC and UA. A proposed Memorandum of Agreement, drafted by Terry Sholar, Senior Attorney, has been prepared, and both parties are in agreement with its terms.

The General Services Committee is requested to provide a favorable recommendation to City Council to approve the acceptance of six starting blocks in accordance with the proposed agreement.



Committee Member Anthony made a motion to approve the recommendation to City Council to approve the acceptance of six starting blocks in accordance with the proposed agreement.

Chairwoman Thompson seconded the motion, which unanimously passed with the following votes:

AYES: Chairwoman Thompson, Committee Member Anthony

NAYS: None

**Item 6. Parks and Recreation Facility Rental Regulations.**

Pete Hovanec, presented that 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.

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.

Staff requests the General Services recommendation for Council approval to modify the Community Center Use Application and Park Shelter Use Application and subsequent Facility Rental Regulations.

Committee Member Anthony made a motion to approve the recommendation and sent it to City Council for final decision.

Chairwoman Thompson seconded the motion, which unanimously passed with the following votes:

AYES: Chairwoman Thompson, Committee Member Anthony

NAYS: None

**Item 7. Resolution to Dispose of 2005 Freightliner Dump Truck.**

Lisa Strickland, Director of Finance, presented Staff requests approval for disposal of surplus property (1) 2005 Freightliner Dump Truck located at Operations Center.

Staff is requesting City Council approval to authorize staff to dispose of the following piece of equipment as defined by G.S. 160-270A. Pursuant to G.S. 160-270A and Title III, Chapter 34 of the City of Monroe Code of Ordinances staff is required to seek board approval when the fair market value of surplus personal property is believed to exceed \$30,000. It is staff's belief that the potential proceeds of this surplus equipment may be in excess of \$30,000, therefore, staff requests adoption of a Resolution giving authority to dispose of the following items:

(1) 2005 Freightliner Dump truck 2218 C05043 VIN #1FVHC5CV95HU67803

Items will be sold on GovDeals.com, an auction site for government equipment. Proceeds from the sale of these assets will be returned to the respective operating funds.

Staff requests a favorable recommendation from General Services Committee to City Council for the approval of the disposal of surplus property (1) 2005 Freightliner Dump Truck by approving Resolution R-2026-09.

Committee Member Anthony made a motion to approve the recommendation and send to City Council for approval.

seconded the motion, which unanimously passed with the following votes:

AYES: Chairwoman Thompson, Committee Member Anthony

NAYS: None

**Item 8. Health Plan Recommendations for Fiscal Year 2026-2027**

Leesa Jensen, Human Services Director, presented that staff will present the Fiscal Year 2026-2027 health plan recommendations for Fiscal Year 2026- 2027.

Staff will present the Fiscal Year 2025-2026 health plan recommendations, which includes health and dental administration and coverage, pharmacy benefits, stop loss insurance, flex plan administration and other cost associated with the operation of the City's plan.

Staff recommends that the General Services Committee provide feedback regarding the Fiscal Year 2026-2027 plan recommendations. Options will be presented by Mark III and staff at the February 10, 2026 Strategic Council Meeting.

Committee Member Anthony made a motion to approve the health plan recommendation and forward it to City Council for approval.

Chairwoman Thompson seconded the motion, which unanimously passed with the following votes:

AYES: Chairwoman Thompson, Committee Member Anthony

NAYS: None

**Item 9. DOT/FAA IIJA Competitive Grant Project/Contract Tower Program Application**

Lisa Kerner, Grant Administrator, presented that staff recommends the General Services Committee approve an application to the DOT/FAA IIJA Competitive Grant Project/Contract Tower Program requesting \$11,824,000 to fund the planning and design of a contract airport tower at the Charlotte-Monroe Executive Airport. There is no matching requirement for this grant. Total project costs are \$17,824,000. The City of Monroe has secured \$6 million for the project from the State of North Carolina.

The grant application period opened on December 8, 2025 and closed on January 15, 2026. Staff prepared and submitted an application on January 15, 2026.

Staff recommends that the General Services Committee approve the submission of the grant application to the DOT/FAA IIJA Competitive Grant Project/Contract Tower Program requesting \$11,824,000 to fund the planning and design of a contract airport tower at the Charlotte-Monroe Executive Airport, and approve this matter for the Consent Agenda for approval by City Council on February 10, 2026.

Committee Member Anthony made a motion to approve the submission of the grant application to DOT/FAA IIJA Competitive Grant Project and move to the Consent Agenda for approval.

Chairwoman Thompson seconded the motion, which unanimously passed with the following votes:

AYES: Chairwoman Thompson, Committee Member Anthony

NAYS: None

**Item 10. Update of Customer Service Policy.**

Lisa Hollowell, Assistant City Manager, presented Section 9(1) of the Customer Service Policy addresses adjustments to prior billings. An update is necessary to this section to remove the one-year limitation on

adjustments for non-residential accounts.

Section 9(1) of the Customer Service Policy addresses adjustments to prior billings. An update is necessary to this section to remove the one-year limitation on adjustments for non-residential accounts. Currently any adjustment for overcharges or undercharges are adjusted on a customer account retroactively for a period of one year. An update to the policy will leave this one-year period in place for residential accounts, but remove it for non-residential accounts. The update is as follows:

#### SECTION 9. PAYMENT REQUIREMENTS FOR UTILITY SERVICES

##### 1. Adjustments to Prior Billings

If the City has inadvertently overcharged or undercharged for utility service, the City will notify the active customer of the error and a billing adjustment will be made as follows:

A. Amount will be refunded or billed to the customer for the period of overcharge or undercharge. The amount of the adjustment to be billed shall be limited to a maximum of one year for the residential billing class only.

B. Usage and demand will be estimated if exact usage cannot be determined.

C. The reimbursement to the City resulting from underpayments may be paid out no longer than over the same period of time that the underpayment occurred.

General Services Committee is requested to recommend City Council approval of the revised Customer Service Policy FA-02

Committee Member Anthony made a motion to approve the recommendation and forward to City Council for approval.

Chairwoman Thompson seconded the motion, which unanimously passed with the following votes:

AYES: Chairwoman Thompson, Committee Member Anthony

NAYS: None

#### **Other Items.**

**There being no further business the meeting adjourned at 5:30 p.m.**

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Committee Chairwoman, Julie Thompson



# **HISTORIC DISTRICT COMMISSION MINUTES**

**MONDAY, JANUARY 12, 2026 AT 6:00 PM**

**COUNCIL CHAMBERS - CITY HALL**

**300 West Crowell Street, Monroe, North Carolina**

*Sent to HR: 1/15/26*

## **Item 1: Call to Order – Roll Call**

Archie Morgan, Chair, called the meeting to order at 6:00 p.m. A quorum was present. Keri Mendler called the roll.

Members Present: Archie Morgan (Chair); Jennifer Smith (Vice Chair); Allen Watson; Jennifer Loria; Matthew Klaren;

Members Absent: None

Staff Present: Richard Long, City Attorney; Keri Mendler, Senior Planner; Megan Brightharp, Planner 1; Patrick Blaszyk, Planner 1;

Guests: Jordan Hennessee, Elaine Hennessee, Natasha Higgins, Dusti Wiggins, Kathy Cullum,

## **Item 2. Pledge of Allegiance and Moment of Silence**

## **Item 3. Conflicts of Interest – None noted.**

## **Item 4. Approval of Minutes – December 8, 2025**

**Motion:** Jennifer Smith made a motion to approve the minutes of the December 8, 2025 meeting.

**Second:** Jennifer Loria

**Action:** The motion to approve passed with the following votes:

**AYES:** Archie Morgan, Jennifer Smith, Allen Watson, Jennifer Loria, Matthew Klaren

**NAYS:** None

## **Item 5. Quasi-Judicial Statement**

Archie Morgan, Chair, said this hearing is a quasi-judicial evidentiary hearing and that means that it is like a court hearing. State law sets specific procedures and rules concerning how this board must make its decisions. These rules are different from other types of land use decisions, like rezoning cases. The Board's discretion is limited and the Board must base its decision on competent and relevant and substantial evidence into the record. Participation is limited and this meeting is of course open to the public and everyone is welcome to watch. Parties with standing have rights to participate fully and parties may present evidence, call witnesses, make legal arguments; parties are limited to the applicant, the local government and individuals who can show they will suffer special damages.

## **Item 6. COA PLHR-2026-00095 - The Historic District Commission is requested to consider a Certificate of Appropriateness request from Kathy Cullum. The**

**applicant is requesting approval to swap the locations of an existing window and metal door on the side of the home and to replace the metal door with a wood door with a window feature at 106 S. Washington Street. (Parcel ID # 09-232-168)**

Megan Brightharp approached the dais and was sworn in by the Chair.

Megan Brightharp, Planner 1, presented the following Proposed Findings:

1. The subject property located at 106 S. Washington Street is owned by Kathy Cullum and is zoned RMD (Residential Medium Density). (Exhibit 1-2) Exhibit 1 is a copy of the aerial map showing the subject property highlighted in blue. The subject property is located south of West Windsor Street and west of South Washington Street. Exhibit 2 is a copy of the zoning map showing the subject property highlighted in blue. The subject property, as are the contiguous properties, are all zoned RMD (Residential Medium Density).
2. The property is located in the South Monroe Historic District. (Exhibit 3) Exhibit 3 is a copy of the Historic District Map. The parcels that are shaded blue are within the Historic District and those that are not shaded blue are outside the District.
3. On December 2, 2025, the applicant submitted an application requesting approval to swap the locations of an existing window and metal door on the side of the home and to replace the metal door with a wood door with a window feature at 106 S. Washington Street. (Exhibit 4-8) Exhibit 4 is a copy of the application. Exhibit 5 is a copy of the site plan. It shows, at the bottom left, a plan of the home with a red circle showing the location of the existing window and the existing doors. Those locations do not face the street. Exhibit 6 is a photo of the existing door to be replaced and the existing window. Shown on the left is the existing metal door and, on the right, you can see from the side where the door and the window are located, the applicant is just asking to switch their locations. I would also like to point out the existing brick steps underneath the window and the concrete steps with the significant drop underneath the metal door. Exhibit 7 is a collection of photos of the other existing doors on the home, showing the wood doors with window features, as well as having existing brick steps. Exhibit 8 are two examples of doors the applicant is proposing. They are wood doors with window features. You can select either option 1 or 2, but if you do not have a preference then you can leave the selection up to the applicant.
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 6.3 of the Unified Development Ordinance.
5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 9-10) Exhibit 9 is a copy of the APO list. Exhibit 10 is a copy of the APO map.

The applicant, Kathy Cullum, approached the dais and was sworn in by the Chair.

The Commission had questions for Megan Brightharp. Prior to purchasing the home, the existing door and window were in the opposite location. There is evidence that, where the window was, there was an entrance, however, there is no historic evidence to support that. That is the reason this is coming before the Commission.

The applicant, Kathy Cullum, from 106 S. Washington Street, approached the podium to answer questions. The door and the window are the same size. Where the window is now, there is an exterior light fixture and a doorbell indicating there was a door there originally. It also has the original brick steps that match the steps on the rest of the house. When the door is removed and a window is placed back in that location, the concrete steps in that area will be removed.

The Commission members agreed that they did not have a door preference, but as long as it is one of the two wooden door options presented, the applicant can choose which one she prefers.

**Motion:** Jennifer Loria made a motion that the Historic District Commission Find as a Fact that the proposed project, COA PLHR-2026-00095, if constructed according to the plans reviewed at this meeting is congruous with the character of the district because the standards state that nothing is being changed on the exterior of the house. The applicant is putting it back the way it looks like it is supposed to go. She is putting doors back on and windows back on that are already on the house. Therefore, the application is generally in harmony with the special character of the neighboring properties and the Historic District as a whole.

**Second:** Matthew Klaren

**Action:** The motion passed with the following votes:

**AYES:** Archie Morgan, Jennifer Smith, Allen Watson, Jennifer Loria, Matthew Klaren

**NAYS:** None

**Motion:** Matt Klaren made a motion, based on the preceding Findings of Fact, that the Historic District Commission grant a Certificate of Appropriateness to Kathy Cullum regarding the proposals as shown in PLHR-2026-00095. Such certificate to be subject to the conditions contained in the previous motion.

**Second:** Jennifer Smith

**Action:** The motion passed with the following votes:

**AYES:** Archie Morgan, Jennifer Smith, Allen Watson, Jennifer Loria, Matthew Klaren

**NAYS:** None

**Item 7.** COA PLHR-2026-00103- The Historic District Commission is requested to consider a Certificate of Appropriateness from Jordan Hennessee requesting approval to install a 6' tall, wood privacy fence along the eastern front-side yard of the property located at 321 E. Houston Street.

Patrick Blaszyk and Jordan Hennessee approached the dais and were sworn in by the Chair.

Patrick Blaszyk, Planner 1, presented the following Proposed Findings:

1. The subject property located at 321 E Houston Street is owned by Jordan Hennessee and is zoned RMD (Residential Medium Density). (Exhibit 1-2) Exhibit 1 is a copy of the aerial map showing the subject property highlighted in blue. The subject property is located to the north of East Houston Street and to the west of Maurice Street. Exhibit 2 is a copy of the zoning map showing the subject property highlighted in blue. The subject property, as are the surrounding properties, are all zoned RMD (Residential Medium Density).
2. The property is located in the South Monroe Historic District. (Exhibit 3) Exhibit 3 is a copy of the Historic District Map.
3. On December 15, 2025, the applicant applied for a COA to request approval to install a 6' tall wood privacy fence along the eastern front-side yard of the property located at 321 E. Houston Street. (Exhibit 4-7) Exhibit 4 is a copy of the application. Exhibit 5 is the site plan submitted by the applicant. The area highlighted in yellow is the location where the fence will be installed. Exhibit 6 is the proposed fence location that also outlines the existing conditions on the property. Exhibit 7 is the proposed fence and what it looks like once it is completed.
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 6.3 of the Unified Development Ordinance.
5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 8-9) Exhibit 8 is a copy of the APO map. Exhibit 9 is a copy of the APO list. Thirty-four parcels were notified and no responses were received.

The Commission had questions for the applicant, Jordan Hennessee, from 321 E. Houston Street. To the far right of the house, the proposed fence will be right on the property line with the rest of the existing fence being an extension of that. The neighbor alongside him had a survey done, but the applicant said he would not build right on the line and will not impede on the sight line of the driveway. He and his neighbor have reached a verbal agreement.

Due to the Commission's questions, Patrick Blaszyk confirmed that the finished side of a new fence has to be facing outward.

**Motion:** Jennifer Loria made a motion that the Historic District Commission Find as a Fact that the proposed project, COA PLHR-2026-00103, if constructed according to the plans reviewed at this meeting is congruous with the character of the district because the standards state that fences will be made of wood, will be 6-ft in height, it will not impede any sightlines or visibility, and it will be in line with the front corner of the house. Therefore, the application is generally in harmony with the special character of the neighboring properties and the Historic District as a whole.

**Second:** Jennifer Smith

**Action:** The motion passed with the following votes:

**AYES:** Archie Morgan, Jennifer Smith, Allen Watson, Jennifer Loria, Matthew Klaren



**NAYS:     None**

**Motion:**     Allen Watson made a motion, based on the preceding Findings of Fact, that the Historic District Commission grant a Certificate of Appropriateness to Jordan Hennessee regarding the proposals as shown in COA PLHR-2026-00103. Such certificate to be subject to the conditions contained in the previous motion.

**Second:**     Jennifer Smith

**Action:**     The motion passed with the following votes:

**AYES:**     Archie Morgan, Jennifer Smith, Allen Watson, Jennifer Loria,  
                 Matthew Klaren

**NAYS:**     None

**Item 8.**     Next Meeting: Monday, February 9, 2026 at 6:00pm

**Item 9.**     Adjournment

**Motion:**     Jennifer Smith made a motion to adjourn this meeting.

**Second:**     Jennifer Loria

**Action:**     The motion to adjourn passed with the following votes:

**AYES:**     Archie Morgan, Jennifer Smith, Allen Watson, Jennifer Loria,  
                 Matthew Klaren

**NAYS:**     None

The meeting adjourned at **6:25 pm**.

Respectfully submitted,

Archie Morgan  
Chairman

Kimberly Davis  
Secretary to the Board

# MINUTES OF THE PLANNING BOARD MEETING

January 7, 2026, at 6:00 PM  
City Hall – Council Chambers  
300 W. Crowell Street, Monroe, NC

Emailed to HR: 01/08/26

## **Item 1.**      **Call to Order - Roll Call**

Jennifer Smith, Chair, called the January 7, 2026 meeting to order at 6:00 p.m. Kimberly Davis called the roll.

**Members Present:** Jennifer Smith (Chair); Archie Morgan; Maryann Rasberry; Daryle Anderson; Chip Wardwell; Pamela Duda (ETJ Member); John Harris (Alternate); Robin Holland (Alternate);

**Members Absent:** Alisha DeBerry

**Staff Present:**      Jeffrey Wells, Asst. City Manager; Keri Mendler, Senior Planner; Megan Brightharp, Planner I; Kimberly Davis, Admin. Asst. II;

**Guests:**      Mark Tantillo, Sal Tantillo

## **Item 2.**      **Pledge of Allegiance and Moment of Silence**

## **Item 3.**      **Conflicts of Interest-** None noted.

## **Item 4.**      **Approval of Minutes – November 5, 2025.**

**Motion:**      Archie Morgan made a motion to approve the minutes from November 5, 2025.

**Second:**      John Harris

**Action:**      The motion to approve passed with the following votes:

**AYES:** Jennifer Smith, Archie Morgan, Maryann Rasberry, Daryle Anderson,  
Pamela Duda, Chip Wardwell, John Harris,

**NAYS:** None

## **Item 5.**      **Planning Board is requested to consider a zoning map amendment request to rezone the property located at 4301 Old Charlotte Highway and further identified as tax parcel 09-366-010 from Neighborhood Business (NB) to General Industrial (GI).**

Megan Brightharp, Planner I, presented the proposed zoning map amendment request. The ortho map (Attachment 1) shows the subject property highlighted in blue. It is located south of Old Charlotte Highway and west of Rogers Road. To the east is Southern Piedmont Community College. This parcel is no longer vacant and they have new construction on that site. To the north is Charlotte Pipe and Foundry. To the south and to the immediate west are residential properties. The General Industrial (GI) district is intended to permit light industrial and manufacturing establishments of varying scales and limited commercial and office/medical uses necessary for the vitality of an industrial district. The property is currently undeveloped.

The zoning map (Attachment 2) shows the subject property highlighted in blue. It is zoned Neighborhood Business (NB) as is the property to the immediate west. Property to the north, shown in purple, are part of Indian Trail. To the northeast, that property is zoned Heavy Industrial (HI). To the east, opposite Rogers Road, is zoned General Industrial (GI) and to the south, shown in yellow, is Residential Low Density (RLD).

The Land Use and Transportation Plan indicates this area as Suburban. While residential uses typically take the form of neighborhoods with uniform housing types and densities, a mix of housing types and lot sizes is preferred in Suburban locations. Commercial development mostly serves the needs of nearby residents and often locates along corridors with higher traffic volumes and near prominent intersections. Emphasis should be placed on integrating the design of commercial centers with surrounding neighborhoods. Planning staff believes the request is not consistent with the Land Use and Transportation Plan because the proposed rezoning to General Industrial (GI) will establish an industrial use in an area designated for residential development.

The Future Land Use Plan (Attachment 3) shows the subject property highlighted in blue and is Suburban as are the contiguous parcels to the west and the south. The areas shown in gray are intended for industrial. A rezoning notification sign will be posted ten days prior to the public hearing and an official notification letter will be sent to adjacent property owners, located within 150 feet, ten days prior to the public hearing. Planning staff recommends denial of the rezoning.

The Board had some questions for Megan. There have been no questions or call-ins from neighborhoods in the area since that happens typically after we send a legal notice prior the City Council meeting. The City recommends denial because the property is in the suburban character area and industrial is not a priority use in that character area. The homes and parcels to the right on Charlotte Highway is zoned Neighborhood Business (NB) so the homes that are used as residential will be grandfathered in. If they cease to use them as residential for 180 consecutive days, any continuation or any use on that site would need to be Neighborhood Business (NB). The Monroe city limit line is just behind that parcel. Neighborhood Business (NB) is small-scale commercial, general retail, for example small restaurants, offices, dry cleaners, coffee shops. Neither the current nor proposed zoning districts are for residential. General Industrial (GI) also allows some commercial and office uses as well which is why the applicant has selected that zoning district. Neighborhood Business (NB) is a more-restricted commercial district. Office use is allowed in both districts. Major and minor automotive repair are not allowed in Neighborhood Business (NB) although it is allowed in General Business (GB), General Industrial (GI) and Heavy Industrial (HI). There is a new facility being built across from the property for South Piedmont Community College. The line of homes starts right next to that parcel.

The applicant, Mark Tantillo, who lives at Archerfield Court, Waxhaw, NC, approached the podium for questions from the Board. He is interested in purchasing the property to build an auto body/collision repair center, but the current zoning does not allow it to be built on this property. It is an available property mostly surrounded by industrial. To address the potential noise issue, there is a big buffer between the property and the homes. It is 3.3 acres and not all of it will be developed. There are stipulations, like a 50-ft buffer, according to the zoning which will be kept as undeveloped woods. None of the acreage would be sold separately and, in order to use more of the back property, a water-retention pond would have to be put in. The neighbors will not hear any additional noise than what is already going on in the area from much larger industrial. Auto body repair is not heavy industry and is no different than a tire repair center. The only difference is that auto body does welding and painting and

spray booths are needed. Although no survey has been done and plans have not been drawn up, his vision of the building would have a country-contemporary look with a concrete porch on the front and would face Old Charlotte Highway. He owned 2.5 acres across from Bob Mayberry with a body shop in two buildings before he sold and retired. They contain any items or chemicals that need to be disposed of and a company comes in and take them away. There is no spilling or dumping and all containers have lids as well as chemical spill kits are available. The spray booths are all self-contained. There is not a need to keep a lot of cars on the property if the scheduling is done properly. This is all based on scheduling and management of the shop. The cars being kept overnight would be kept inside. The size of the shop would be around 15,000 square feet.

Keri Mendler clarified that, although it is important to the Board to know what the applicant wants to do with the property, it is not a conditional district and not site-specific. They are requesting a general rezoning to industrial. The focus is whether or not to recommend approval for industrial and not in regards to recommending a collision body painting shop.

Robin Holland, from 2732 Rolling Hills Drive, Monroe, asked to speak and approached the podium. She expressed concern about Old Charlotte Highway and the added industrial traffic. Another concern is the noise coming from the industrial area near the college. A third concern is that a tree barrier will not prevent the noise from traveling to the houses and the college.

**Motion:** Jennifer Smith made a motion to recommend adoption of the Resolution denying Land Use and Transportation Plan Compliance.

**Second:** Maryann Rasberry

**Action:** The motion to deny passed with the following votes:

**AYES:** Jennifer Smith, Archie Morgan, Maryann Rasberry, Daryle Anderson,  
Pamela Duda, Chip Wardwell, John Harris,

**NAYS:** None

**Motion:** Jennifer Smith made a motion to recommend denial of the zoning map amendment.

**Second:** Archie Morgan

**Action:** The motion to deny passed with the following votes:

**AYES:** Jennifer Smith, Archie Morgan, Maryann Rasberry, Daryle Anderson,  
Pamela Duda, Chip Wardwell, John Harris,

**NAYS:** None

**Item 6.** Planning Board is requested to consider a zoning text amendment to the Unified Development Ordinance Section 8.2.10 titled “Exempt Signs.”

Keri Mendler, Senior Planner, presented the proposed text amendment to Section 8.2.10 titled “Exempt Signs.” The purpose of this text amendment is to modify the language in the sign code to exempt the City from the sign requirements regarding city identification and wayfinding signage. Exemption language was added to the previous Unified Development Ordinance in 2016 to allow implementation of the City’s master sign program for wayfinding signs and facility signs; however, this exemption language was not carried forward in the new code when adopted in 2022. One of the wayfinding signs is in between City Hall and the Police Department. It tells citizens and visitors where City facilities are located. The master sign program has proposals that do not technically meet the sign code currently, but this would help alleviate the issues by allowing identification and wayfinding signs to be installed to

better assist residents and visitors with finding city facilities, while also making it clear when one enters the city limits. The only item in consideration for the Planning Board is the text amendment on “Permanent city identification and wayfinding signs as authorized by the Monroe City Council and/or City Manager.”

Some of the Board members asked Keri Mendler about possibly addressing, at a later date, some of the other items in the UDO Section 8.2.10 titled “Exempt Signs.” Keri Mendler explained that many of these reference State and Federal statutes as well as free speech in signage that cannot be regulated.

**Motion:** Maryann Rasberry made a motion to adopt Resolution recommending approval of the Land Use and Transportation Plan Compliance.

**Second:** Jennifer Smith

**Action:** The motion to approve passed with the following votes:

**AYES:** Jennifer Smith, Archie Morgan, Maryann Rasberry, Daryle Anderson, Pamela Duda, Chip Wardwell, John Harris,

**NAYS:** None

**Motion:** Maryann Rasberry made a motion to adopt the Ordinance amending Code of Ordinances – Title XV; Land Usage, Chapter 157; Section 8.2.10.

**Second:** Jennifer Smith

**Action:** The motion to approve passed with the following votes:

**AYES:** Jennifer Smith, Archie Morgan, Maryann Rasberry, Daryle Anderson, Pamela Duda, Chip Wardwell, John Harris,

**NAYS:** None

**Item 7.** Next Meeting: Wednesday, February 4, 2026 at 6:00pm

**Item 8.** Adjournment

**Motion:** John Harris made a motion to adjourn.

**Second:** Archie Morgan

**Action:** The motion to adjourn passed with the following votes:

**AYES:** Jennifer Smith, Archie Morgan, Maryann Rasberry, Daryle Anderson, Pamela Duda, Chip Wardwell, John Harris,

**NAYS:** None

The meeting was adjourned at 6:34 p.m.

*Respectfully Submitted,*

Jennifer Smith, Chair  
Planning Board

Kimberly Davis  
Secretary to the Board

Public Enterprise Committee Minutes  
December 2, 2025  
City Hall Conference Room  
4:00 p.m.

Members Present: Council Member Julie Thompson, Council Member James Kerr,

Staff: Rob Miller, Jeff Wells, Lisa Hollowell, Jason Jarrett, Rich Riser, Ashley Ivey, Lisa Strickland, Scott Hunt, Bryson Hester and Sandra Slifer

Council Member James Kerr called the December 2, 2025 Public Enterprise Committee meeting to order at 4:03p.m.

**Item #1: Adoption of Minutes of the November 4, 2025 Meeting**

**Recommendation:**

Council Member James Kerr asked if anyone had any questions or concerns about the minutes, if not, if anyone would like to make a motion that the minutes of November 4, 2025 Public Enterprise Committee be approved.

**Motion:** Adopt November 4, 2025 meeting minutes

**Motion made by:** Council Member James Kerr

**Second:** Council Member Julie Thompson

**Voting:** **In Favor** – Council Member Julie Thompson, Council Member James Kerr

**Opposed** – None

**Action:** Motion approved

**Item #2: Energy Services Department Digger Derrick Truck Purchase**

**Recommendation:**

The Public Enterprise Committee staff requested to consider approving the purchase of one (1) DH50E Digger Derrick truck for the Energy Services Department- Electric Division

**Presentation and Discussion:**

Robert Miller, General Manager of Energy Services and Water Resources, recommended the purchase of DH50E Digger Derrick truck that meets all the needs and specifications for the Electric Division through Sourcewell. Sourcewell is a purchasing cooperative that collectively bids specified vehicles and equipment, providing competitive pricing as well as meeting statutory requirements. Municipalities and various educational institutions are allowed to utilize Sourcewell through membership to the cooperative. The City has been a member since 2010 and utilizing these contracts saves the time and expense of processing formal bids.

The vendor (Altec Industries, Inc.) and Sourcewell have entered into an agreement (Contract #12418-ALT) for the procurement of a Digger Derrick truck. Altec Industries, Inc. has provided a quote to the City for the Digger truck in the amount of \$437,736.00 that meets the requirements of the Sourcewell Contract. Sufficient funds are budgeted for the purchase in the account 5408220 424010.

**Motion:** To recommend sending the request to City Council for approval to award the purchase of one (1) DH50 Digger Derrick truck to Altec Industries, Inc. in the amount \$437,736 through Sourcewell's Cooperative Purchasing program. Sufficient funds are budgeted for the acquisition in account number 5408220 424010.

**Motion made by:** Council Member James Kerr

**Second:** Council Member Julie Thompson

**Voting:** **In Favor** – Council Member James Kerr, Council Member Julie Thompson

**Opposed** – None

**Action:** Motion approved

### **Item #3: Award of Airport Leases**

#### **Recommendation:**

The Public Enterprise Committee shared that the City of Monroe released an RFP in 2024 for a long-term land lease on Airport pad L1 and selected Charlotte-Monroe Hangar 1, LLC to develop a new aircraft storage hangar under a thirty year lease with renewal options. Council approval is now requested to ratify the lease agreement signed by the City Manager and Tenant.

#### **Presentation and Discussion:**

Lisa Hollowell, Assistant City Manager, presented that the City of Monroe issued a Request for Proposals in 2024 for a long-term land lease on a building pad at the Airport known as L1, Staff recommended and Council approved Charlotte-Monroe Hangar 1, LLC as the approved contractor for a land lease. This agreement establishes a thirty-year lease with two 5-year renewals for the construction of a hangar to be used for aircraft storage. The Tenant for this project was presented to and approved by City Council in 2024, and Council is now being asked to ratify the City Manager's execution of the land lease for a hangar to be built on pad "L1."

The City has renegotiated hangar leases with an existing business operating on Airport property, Aerowood Aviation, LLC, for hangars #5, #6, #9 aircraft storage, all associated office space and the main terminal office space. These agreements extend beyond one year. The Council is being asked to ratify these signed agreements.



**Motion:** To recommend to advise to Council ratification of the contracts with Charlotte-Monroe Hangar 1, LLC, for the land lease and with Aerowood Aviation, LLC for the multi-year leases for hangar storage. Additionally, recommends that Council delegate the authority to the City Manager to negotiate, enter into and sign all future, authorized Airport leases without the need for further City Council consideration.

**Motion made by:** Council Member James Kerr

**Second:** Council Member Julie Thompson

**Voting:** **In Favor** – Council Member James Kerr, Council Member Julie Thompson  
**Opposed** – None

**Action:** Motion approved

**Item #4: Sanitary Sewer Relocation at 1403 W. Franklin Street Change Order and Budget Ordinance**

**Recommendation:**

The Public Enterprise Committee requested to consider a change of Order for the contract for construction of the sanitary sewer relocation at 1403 W. Franklin Street. Rock was unexpected encountered at the bore location and an unknown sewer lateral was discovered that needs to be relocated. A change order in the amount of \$51,500.00 is to account for the equipment, materials, and labor needed to bore through rock and relocate the lateral. City Council approved the original construction contract on August 12, 2025 in the amount of \$294,375.00 to Richard Suggs Construction, LLC. The revised contract will be not to exceed \$345,875.00.

**Presentation and Discussion**

Jason Jarrett, Engineering Manager of Water Resources, proposed to consider for the contract for construction of the sanitary sewer a change order with Richard Suggs Construction, Inc. for \$51,500.00 recommended for award.

On June 11, 2024, City Council adopted the Annual Balanced Budget for Fiscal Year 2024-2025. The adopted budget included \$300,000 in funding for the sanitary sewer relocation at 1403 W. Franklin Street which included relocation of an existing sanitary sewer. Easement acquisition cost reduced the available budget below the \$300,000 funded budget, requiring a budget amendment. Additional funding in the amount of \$50,000 was requested to be appropriated via budget amendment BO-2025-15 from the Water/Sewer Capital Project Reserve Fund. Additional funding in the amount of \$50,000.00 is requested to be appropriated via budget amendment BO-2025-24 from the Water/Sewer Capital Project Reserve Fund. This will provide an additional \$41,125 contingency in the contract to account for any remaining unforeseen circumstances.



| Summary of Budget History |           |               |                         |
|---------------------------|-----------|---------------|-------------------------|
| Source                    | Date      | Amount        | Revised Total Remaining |
| CIP                       | FY2025    | \$300,000.00  | \$300,000.00            |
| Easement Acquisition      | 3/21/2025 | -\$13,000.00  | \$287,000.00            |
| Budget Ordinance          | 8/12/2024 | +\$50,000.00  | \$337,000.00            |
| Construction Contract     | 8/12/2024 | -\$294,375.00 | \$42,625.00             |
| Budget Ordinance          | 12/9/2025 | +\$50,000.00  | \$92,625.00             |
| Contract Change Order     | 12/9/2025 | -\$51,500.00  | \$41,125.00             |

**Motion:** To award of a contract change order for construction of the sanitary sewer relocation at 1403 W. Franklin Street to Richard D. Suggs Construction Inc., and authorize the City Manager to execute all Contract documents. The contract change order with Richard D. Suggs Construction Inc. will be in the amount of \$51,500.00. Additionally, to recommend a motion to approve Budget Ordinance BO-2025-24 for \$50,000.00 and forward to City Council for consideration on the December 9th consent agenda.

**Motion made by:** Council Member Julie Thompson

**Second:** Council Member James Kerr

**Voting:** **In Favor** – Council Member James Kerr, Council Member Julie Thompson

**Opposed** – None

**Action:** Motion approved

#### **Item #5: NCDOT Utility Construction Requests**

##### **Recommendation:**

The PEC is requested to consider a Utility Construction Request (UCR) for utility relocation of existing water and sewer facilities along Hwy74 between Rocky River Road and Dickerson Boulevard, as well as Hwy 74 at the intersection of Secrest Short Cut Road in coordination with an NCDOT widening and improvement project.

##### **Presentation and Discussion**

Jason Jarrett, Engineering Manager of Water Resources, explained that the NCDOT is in the early stages of design and right-of-way acquisition for their WBS Projects 50177.1.1(12) and 45941.1.1(13), which involves road widening in Hwy 74 between Rocky River Road / Dickerson Blvd. and intersection/widening improvements at Hwy 74 and Secrest Short Cut Road. The intent of these road improvements is to improve traffic flow along the Hwy 74 corridor. As part of the NCDOT road improvement project, numerous City of Monroe water and sewer facilities will be impacted and will require relocation. The Let Date is anticipated for June, 2030.

Jason Jarrett, also mentioned that due to the nature of NCDOT projects of this sort, it is best to coordinate the design and work for the relocated water and sewer facilities with the NCDOT throughout the project undertaking. This coordination includes utilizing an NCDOT approved

engineering firm to do the design as well as having the water and sewer facilities relocation incorporated in the NCDOT contract for the road improvement project. Without this coordination, the City of Monroe would be required to complete the design in conjunction with NCDOT design and obtain the services of a contractor to perform the water and sewer relocation in sequence with the construction activities of the NCDOT contractor.

Jason Jarrett, mentioned that currently, according to NCDOT policy, municipalities with utilities encroaching in an NCDOT right-of-way are required to pay a portion of the cost for relocation of the utilities. This portion is based upon population. The City of Monroe, with a population below 50,000 would need to pay 25% of the relocation cost. Once population reaches 50,000 the percentage increases to 50%.

The Utility Construction Request (UCR) is the document produced by NCDOT to allow for government bodies to request such coordination. Once the plans are finalized and the NCDOT has generated an estimate of cost, an agreement will be executed between the NCDOT and the City of Monroe. This agreement will include an estimated cost, with final cost being based upon actual cost of engineering, right-of-way acquisition and construction. Funding will be appropriated at the time of the agreement.

|                               |                                                                                                                                                                    |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b><u>Motion:</u></b>         | To recommend authorization for the City Manager to sign the UCR and recommend forwarding to City Council for consideration on the December 9, 2025 consent agenda. |
| <b><u>Motion made by:</u></b> | Council Member Julie Thompson                                                                                                                                      |
| <b><u>Second:</u></b>         | Council Member James Kerr                                                                                                                                          |
| <b><u>Voting:</u></b>         | <b>In Favor</b> – Council Member James Kerr, Council Member Julie Thompson                                                                                         |
|                               | <b>Opposed</b> – None                                                                                                                                              |
| <b><u>Action:</u></b>         | Motion approved                                                                                                                                                    |

#### **Item #6: Stewart Creek Pump Station Upgrade**

##### **Recommendation:**

The PEC is requested to consider a contract award for the installation of a fourth pump and pertinent upgrades at the Stewarts Creek Pump Station to increase pumping capacity, supporting community growth, while providing added pump redundancy.

##### **Presentation and Discussion**

Jason Jarrett, Engineering Manager of Water Resources, presented that the Water Resources Department received Request for Proposal responses on August 8, 2025 for Stewarts Creek Pump Station Upgrade. The project involves installation of a fourth pump, replacement of three check valves, installation of three new gauges and saddles, and application of new coatings on all existing piping. The pump and guide rail system will be provided by the city. The Stewarts Creek Pump Station was originally equipped with three pumps and is critical for our wastewater management. Due to increased wastewater volumes and future growth projections, we are upgrading the station by adding a fourth pump. By upgrading the pump station, we aim to ensure

the sustainability and resilience of our wastewater management infrastructure to support ongoing community growth and maintain high service standards.

Responsive proposals were received from the following qualified contractors:

| <b><u>Contractor</u></b>   | <b><u>Proposal</u></b> |
|----------------------------|------------------------|
| Harper General Contractors | \$240,597.20           |
| State Utilities            | \$351,200.00           |

For this contract, Staff is recommending award to Harper General Contractors in the amount of \$240,597.20

The project construction funding previously approved by Council was \$750,000.

**Motion:** To award the contract for the Stewarts Creek Pump Station Upgrade fourth pump installation, replacement of three check valves, installation of three new gauges and saddles, and application of new coatings on all existing piping to Harper General Contractors, in the amount of \$240,597.20, authorization for the City Manager to execute the necessary documents, and send to Council for approval on December 9th consent agenda.

**Motion made by:** Council Member Julie Thompson

**Second:** Council Member James Kerr

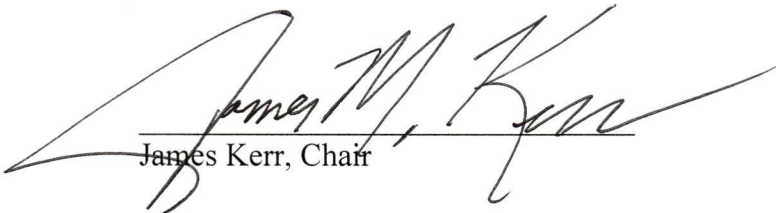
**Voting:** **In Favor** – Council Member James Kerr, Council Member Julie Thompson

**Opposed** – None

**Action:** Motion approved

There being no further business, the meeting was adjourned at 4:23 p.m.

**Next Meeting- January 6, 2026.**



James Kerr, Chair



Public Enterprise Committee Minutes  
January 6, 2026  
City Hall Conference Room  
4:00 p.m.

Members Present: Council Member Julie Thompson, Council Member Franco McGee

Staff: Jay Voyles, Rob Miller, Jason Jarrett, Bonnie Fisher, David Lucore, Sarah McAllister, Rich Riser, Glen La Grande, Malcom Weeks, Scott Hunt, Jeff Wells, Lisa Strickland, Bryson Hester, Sandra Slifer, Lisa Hollowell, Terry Sholar, and Mark Watson

Council Member Julie Thompson called the January 6, 2026 Public Enterprise Committee meeting to order at 4:00 p.m.

**Item #1: Adoption of Minutes of the December 2, 2025 Meeting**

**Recommendation:**

Council Member Julie Thompson asked if anyone had any questions or concerns about the minutes, if not, if anyone would like to make a motion that the minutes of the December 2, 2025 Public Enterprise Committee be approved.

**Motion:** Adopt December 2, 2025 meeting minutes

**Motion made by:** Council Member Julie Thompson

**Second:** Council Member Franco McGee

**Voting:** **In Favor** – Council Member Julie Thompson, Council Member Franco McGee

**Opposed** – None

**Action:** Motion approved

**Item #2: NPDES MS4 Stormwater Permit – Post Construction Measure**

**Recommendation:**

Engineering Staff provided a brief report on one of the key measures of the City's NPDES (National Pollutant Discharge Elimination System) Phase II MS4 Stormwater permit, "Post Construction" requirements.

**Presentation and Discussion:**

Bonnie Fisher, Stormwater Engineering Manager explained that under the rules of the Federal Clean Water Act, the City of Monroe was designated a small municipal separate storm sewer system (MS4) and was issued NPDES Permit No. NCS000482. The City is required to address six minimum measures of the permit:

- Public Education and Outreach on Stormwater Impacts
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination
- Construction Site Stormwater Runoff Control

- Post-Construction Stormwater Management in New Development and Redevelopment
- Pollution Presentation/Good Housekeeping for Municipal Operations

Staff will report on key requirements of the “Post-Construction” measure and how compliance impacts long-term maintenance of SCM’s (Stormwater Control Measures).

No further action necessary as presentation is for informational purposes only.

### **Item #3: 2025-2026 Insurance Renewals: Excess Workers Compensation and Airport Operations Liability**

#### **Recommendation:**

Staff submits to the Public Enterprise Committee, the 2025- 2026 Airport Liability and Workers Compensation Excess insurance renewals for review. Staff is requesting approval for payment of renewal premiums as outlined and authorization for the City Manager to execute necessary documents.

#### **Presentation and Discussion:**

Glen Le Grande, Risk Manager presented that the City of Monroe purchases insurance coverage for Airport Operations Liability as well as Excess Workers Compensation coverage. The City of Monroe is self-insured for Workers Compensation exposure with a \$ 650K per claim retention. The City purchases excess coverage above the self-insured retention.

#### **Airport Liability:**

The City' s Airport Operations Liability coverage is through CHUBB Insurance on ACE Property& Casualty Insurance company paper (AA S& P, A++ BEST). Coverage limits for airport operations liability is \$ 50M each occurrence/ event for bodily injury or property damage. \$ 50M each not " in flight" Hangarkeepers any one occurrence and any one aircraft. Also \$ 50M Non-Owned aircraft liability any one occurrence.

Expiring premium: \$ 56, 584. 00

Renewal Premium: \$ 57, 999. 00

2.5% increase from expiring premium

#### **Excess Workers Compensation:**

The City' s Excess Workers Compensation coverage is through Midwest Employers Casualty, with an expiring premium of \$ 138, 978. 00, and a specific retention of \$ 650K including Statutory Limits.

The carrier has presented several options for the renewal. Please see the attached renewal table for specific details relative to the various options. In summary, the options range from 1- year term with split retentions for public safety departments to 2-year term offerings with \$ 650K retention and split retentions for public safety departments.

I would like to focus your attention on options # 1 and # 3 as outlined in the attached premium renewal table.

Option# 1: \$ 650K retention 1- year term at \$ 149, 591. 00.

Option# 3: \$ 650K retention 2-year term expiring 12/ 1/ 2027 at \$ 149,591.00(annual billing) for a total of 299, 182. 00 for 2- year term.

**Motion:** To approve Option #3 for Excess Workers Compensation for a 2-year term and Airport Operations Liability coverage totaling \$357,18.00 and authorize the City Manager to execute the necessary documents.

**Motion made by:** Council Member Franco McGee

**Second:** Council Member Julie Thompson

**Voting:** **In Favor** – Council Member Franco McGee and Council Member Julie Thompson  
**Opposed** – None

**Action:** Motion approved

#### **Item #4: Update to Customer Service Policy to Address Penny Shortage**

##### **Recommendation:**

Due to the United States Mint halting production of new pennies, staff requests approval of an amendment to the Customer Service Policy FA-02 to provide a procedure for cash payments that are greater than the exact amount due.

##### **Presentation and Discussion:**

Lisa Strickland, Director of Finance, presented that due to the United States Mint halting production of new pennies, staff requests approval of an amendment to the Customer Service Policy FA-02 to provide a procedure for cash payments that are greater than the exact amount due. Staff is requesting the addition of the following section to the Customer Service Policy, SECTION 9. PAYMENT REQUIREMENTS FOR UTILITY SERVICES:

##### **B. Cash Payments Not Offered in the Exact Amount**

Cash payments offered in an amount greater than the exact amount due may result in rounding up of the amount paid if the proper currency is not available to provide change. The resulting overage collected will be applied to the subsequent bill.

The following procedure will be observed:

1. If the payer presents the exact amount owed, payment will be accepted.
2. If the payer does not have the exact amount in cash and staff does not have pennies available to provide change, staff will offer alternate payment methods such as check, credit card, ACH draft.
3. If the payer still prefers to pay in cash, the payment will be rounded up.
4. The payer's account will always be credited for the entire payment amount and the credit will be applied toward the next bill.

**Motion:** To recommend City Council approval of the revised Customer Service Policy FA-02.

**Motion made by:** Council Member Franco McGee

**Second:** Council Member Julie Thompson



**Voting:**                   **In Favor** – Council Member Julie Thompson, Council Member Franco McGee.  
**Action:**                   **Opposed** – None  
Motion approved

**Item #5: Purchase of Two (2) 145K V Transmission Line Circuit Breakers**

**Recommendation:**

Energy Services Staff requests Public Enterprise Committee to consider approving the purchase of two (2) GE Vernova 145kV transmission line breakers from Wesco.

**Presentation and Discussion:**

Rob Miller, General Manager of Energy Services and Water Resources, presented that on September 9th, 2025 City Council approved the purchase of two (2) 145 kV transmission line breakers from GE Vernova. The manufacturer of the equipment required the City to agree to tariff language terms that would violate pre-audit requirements set forth in NC G.S. 159-28(a).

Alternatively, Energy Services staff proposes that the GE Transmission line breakers be purchased through Sourcewell. Sourcewell is a purchasing cooperative that collectively bids specified equipment providing competitive pricing as well as meeting statutory requirements. The vendor (Wesco) and Sourcewell have entered into an agreement (Contract # 091422) for the procurement of said breakers. Wesco has provided a quote to the City for the two (2) required transmission line breakers that meets the requirements of the Sourcewell Contract and is not subject to tariff language terms. The quote breakdown is as follows:

|                                                                                  |                                        |              |
|----------------------------------------------------------------------------------|----------------------------------------|--------------|
| 145 kV GE Vernova DT1-145 Line Breaker - \$153,194 per unit – Quantity (2) ----- | \$306,388.00                           |              |
| Shipping-----                                                                    | \$3,480 per unit – Quantity (2) -----  | \$6,960.00   |
| Taxes-----                                                                       | \$21,150.99 total – Quantity (1) ----- | \$21,150.99  |
| Grand total-----                                                                 |                                        | \$334,498.99 |

**Motion:**                   To approve sending the request to City Council for consideration and approval of two (2) 145kV GE Vernova DT1-145 transmission line breakers in the amount of \$334,498.99 through Sourcewell's Cooperative Purchasing program. Sufficient funds are budgeted for the acquisition in the Substation Modernization project account. Energy Services Staff requests that this item is placed on the City Council consent agenda.

**Motion made by:**       Council Member Franco McGee

**Second:**                   Council Member Julie Thompson

**Voting:**                   **In Favor** – Council Member Julie Thompson, Council Member Franco McGee.

**Action:**                   **Opposed** – None

Motion approved

**Item #6: NCDOT Utility Construction Request:**

- **NCDOT WBS Project 51524**

**Recommendation:**

The Public Enterprise Committee is requested to consider a Utility Construction Request (UCR) for utility relocation of existing water and sewer facilities at the intersections of Morgan Mill Road / Sutherland Avenue and Morgan Mill Road / Olive Branch Road in coordination with an NCDOT improvement project.

**Presentation and Discussion:**

Jason Jarrett, Water Resources Engineer Manager, presented that the NCDOT is in the design and right-of-way acquisition phase of their WBS Project 51524, which involves intersection improvements at the intersections of Morgan Mill Road / Sutherland Avenue and Morgan Mill Road / Olive Branch Road. As part of the NCDOT road improvement project, several City of Monroe water and sewer facilities will be impacted and will require relocation. The Let Date is anticipated for June, 2027.

Due to the nature of NCDOT projects of this sort, it is best to coordinate the design and work for the relocated water and sewer facilities with the NCDOT throughout the project undertaking. This coordination includes utilizing an NCDOT approved engineering firm to do the design as well as having the water and sewer facilities relocation incorporated in the NCDOT contract for the road improvement project. Without this coordination, the City of Monroe would be required to complete the design in conjunction with NCDOT design and obtain the services of a contractor to perform the water and sewer relocation in sequence with the construction activities of the NCDOT contractor.

Currently, according to NCDOT policy, municipalities with utilities encroaching in an NCDOT right-of-way are required to pay a portion of the cost for relocation of the utilities. This portion is based upon population. The City of Monroe, with a population below 50,000 would need to pay 25% of the relocation cost. Once population reaches 50,000 the percentage increases to 50%.

The Utility Construction Request (UCR) is the document produced by NCDOT to allow for government bodies to request such coordination. A copy of this document has been completed and accompanies this Staff Report. Once the plans are finalized and the NCDOT has generated an estimate of cost, an agreement will be executed between the NCDOT and the City of Monroe. This agreement will include an estimated cost, with final cost being based upon actual cost of engineering, right-of-way acquisition and construction. Funding will be appropriated at the time of the agreement.

**Motion:** To recommend authorization for the City Manager to sign the Utility Construction Request and recommends forwarding to City Council for consideration on the January 13, 2026 consent agenda.

**Motion made by:** Council Member Franco McGee

**Second:** Council Member Julie Thompson

**Voting:** **In Favor** – Council Member Julie Thompson, Council Member Franco McGee.

**Opposed** – None

**Action:** Motion approved



## **Item #7: Town of Unionville Water and Wastewater Interlocal Renewal Agreement**

### **Recommendation:**

The PEC is requested to consider an Interlocal Renewal Agreement with the Town of Unionville for considering outside city water and sewer service requests for land parcels located in Unionville town limits.

### **Presentation and Discussion:**

Jason Jarrett, Water Resources Engineer Manager, stated that occasionally receives requests for water and sewer service from parcels located outside the city of Monroe limits that are not good candidates for voluntary annexation. All such requests requires both City Council and Union County Board of Commissioner approval pursuant to City Ordinances and the Water and Sewer Master Agreement with Union County. These requests are limited to locations where the city has existing water and/or sewer infrastructure.

The original Town of Unionville Interlocal Agreement was entered upon on or about January 2020 and was valid for five (5) years, expiring on or about January 2025. The Renewal Agreement will be effective for a period of ten (10) years.

Outside city water and sewer customers pay double tap fees and double monthly customer base charges on their city accounts.

**Motion:** To forward the Town of Unionville Interlocal Renewal Agreement to City Council for consideration on the January 13, 2026 consent agenda.

**Motion made by:** Council Member Franco McGee

**Second:** Council Member Julie Thompson

**Voting:** **In Favor** – Council Member Julie Thompson, Council Member Franco McGee.

**Opposed** – None

**Action:** Motion approved

## **Item #8: City of Monroe – Water Supply Update**

### **Recommendation:**

Staff will provide an update on the City's Water Supply and upcoming review.

### **Presentation and Discussion:**

Jay Voyles, Deputy General Manager and Rob Miller, General Manager of Energy Services and Water Resources, will provide an update on the project activities and schedule.

This item will be provided as information only.

**Item #9: Budget Ordinance BO 2026-05**

**Recommendation:**

The Public Enterprise Committee is requested to consider approving Budget Ordinance BO 2026- 05, to appropriate funding from Water Resources towards contract street paving efforts.

**Presentation and Discussion:**

Jay Voyles, Deputy General Manager, presented that the Water Resources has completed the water line replacement project in the Curtis Street area and has temporarily patched all utility cuts within the affected roadways. As part of this project, Water Resources is required to perform substantial pavement restoration where utility work disturbed the roadway.

In coordination with the Engineering Department, staff evaluated options for completing the required paving and determined that a coordinated approach would provide the best outcome. Due to the existing pavement condition of the streets within the project area, even prior to the utility work, staff recommends pooling resources so that the City's street paving contractor can resurface the full width of the roadway at one time. This approach avoids partial paving by multiple contractors at different times, improves roadway uniformity, and results in overall cost savings

The proposed budget ordinance appropriates \$77,000 from the Water Resources capital project WR2402 Water Main Replacement/Rehabilitation to RD2501 Contract Street Paving. This amount represents Water Resources' proportional share of the paving work associated with this project.

**Motion:** To approve sending to City Council for approval of BO 2026-05 and to be placed on the January 13<sup>th</sup> 2026 Consent Agenda.

**Motion made by:** Council Member Franco McGee

**Second:** Council Member Julie Thompson

**Voting:** **In Favor** – Council Member Julie Thompson, Council Member Franco McGee

**Opposed** – None

**Action:** Motion approved

There being no further business, the meeting was adjourned at 5:03 p.m.



James Kerr, Chair

**Next Meeting- February 3, 2026.**

**PUBLIC SAFETY COMMITTEE  
MEETING MINUTES  
September 18, 2025**

The Public Safety Committee met on September 18, 2025, at 4:15 p.m. in the City Hall Large Conference Room.

Members Present: Chairman David Dotson, Council Member Gary Anderson

Absent: Council Member Julie Thompson

Staff Present: City Manager Mark Watson, Assistant City Manager, Lisa Hollowell, Assistant City Manager, Jeff Wells, Fire Chief Ron Fowler, Fire Administrative Assistant II Alice Withers, Fire Deputy Chief Travis Stegall, Deputy Fire Chief Bryan Kindley, Police Chief Rhett Bolen, Assistant Police Chief TJ Goforth, Police Lieutenant Shannon Huntley, City Attorney Richard Long, Senior Staff Attorney Terry Sholar, Legal Secretary Angie Carnes, Finance Director Lisa Strickland, Engineering Director Sarah McAllister, Civil Engineer Chad Splawn, Assistant Finance Director Ashely Ivey, Planning & Development Director Lisa Stiwinter, Assistant Planning and Development Director Doug Britt, Transportation Planner Bryson Hester, Communication Supervisor Jason Puckett

Guests: Scott Hunt

Chairman David Dotson called the meeting to order at 4:43 p.m.

**Item 1: Minutes from August 4, 2025 Meeting**

Council Member Anderson made a motion to approve the minutes of the Public Safety Committee meeting of August 4, 2025. Chairman Dotson seconded the motion and the motion passed unanimously.

**Item 2: Union County Interlocal Agreement**

Fire Chief Fowler presented to the Committee a Interlocal Agreement with Union County in the amount of \$75,000. Chief Fowler, on behalf of the fire department, requested the Committee recommend that Council accept the \$75,000 and approve BA-2025-27 and to appropriate and designate these funds to Fire expenditure accounts. Council Member Anderson made a motion to place this item on the Council agenda for approval. Chairman Dotson seconded the motion and the motion passed unanimously.

**Item 3: Budget Amendment – Donation for Fire Explorers**

Fire Chief Fowler presented to the Committee a donation of \$500 from Council Member Anderson's discretionary funds to be used in support of the Fire Explorer's Program. Chairman Dotson made a motion to forward to Council for approval and to designate the funds to the Fire Department expenditure account. Council Member Anderson seconded the motion and the motion passed unanimously.

**Item 4: Automatic Aid Agreement with Griffith Road Volunteer Fire Department**

Fire Chief Fowler presented to the Committee an Automatic Aid Agreement with Griffith Road Volunteer Fire Department for structure fire response for areas off of Sunset Drive. Under this agreement, response time to those areas off Sunset Drive would improve. This agreement would also have a positive effect on property owner's fire insurance rates. Council Member Anderson made a motion to forward to Council for approval of the Agreement. Chairman Dotson seconded the motion and the motion passed unanimously.

**Item 5: Reduced Conflict Intersections at US 74, Morgan Mill Road and Walkup Avenue**

Engineering Director Sarah McAllister presented to the Committee a request for consideration of support for a safety project along US Hwy 74 with two intersections at Morgan Mill Road and Walkup Avenue. The proposed project would provide pedestrian accommodations where none exist today. Council Member Anderson made a motion to forward to Council to support the RCI project along US Hwy 74. Chairman Dotson seconded the motion and the motion passed unanimously.

**Item 6: Ordinance to Amend Traffic Code – Chapter 75: Traffic Schedules – Schedule II: Through Streets**

Engineering Associate Chad Splawn presented to the Committee an Ordinance Amendment to include the streets within Woodlands Creek, Waverly and Alexander Commons neighborhoods that were accepted for maintenance in August 2025. Chairman Dotson made a motion to approve the Ordinance Amendment O-2025-48, and to place the proposed amendment on the consent agenda at the October 14, 2025 meeting. Council Member Anderson seconded the motion and the motion passed unanimously.

**Item 7: Ordinance to Amend Traffic Code – Chapter 75: Traffic Schedules. Schedule I. Speed Limits (A) State Maintained Streets and (B) City Maintained Streets**

Engineering Associate Chad Splawn presented to the Committee and Ordinance Amendment to Chapter 75: Traffic Schedules, Schedule I. Speed Limits (A) State Maintained Streets to add Secrest Shortcut Road and (B) City Maintained Streets to add the remaining streets in the Woodlands Creek Neighborhood. Council Member Anderson made a motion to approve the Ordinance Amendment O-2025-37, and to place the proposed amendment on the consent agenda at the October 14, 2025 Council meeting. Chairman Dotson seconded the motion and the motion passed unanimously.

**Item 8: Safe Streets and Roads for All (SS4A) Grant Agreement and Budget Amendment**

Engineering Director Sarah McAllister presented to the Committee a request for authorization of the City Manager to execute the grant agreement for Safe Streets and Roads for All (SS4A) grant and approval of budget amendment. This grant would be used to develop a comprehensive safety action plan focused on improving roadway safety for all users by reducing and eliminating serious injury and fatal crashes. Council Member Anderson made a motion to recommend authorization of the City Manager to execute the SS4A City of Monroe Grant Agreement and approve Budget Amendment AB-2025-33 and place this item on the consent agenda for City Council at the October 14, 2025 meeting. Chairman Dotson seconded the motion and the motion passed unanimously.

**Item 9: Interlocal Agreement – Hornyak Drive**

Engineering Associate Chad Splawn presented to the Committee a request to consider entering into an Interlocal agreement with the Town of Unionville to allow the City of Monroe to accept a 268 foot section of Hornyak Drive located within the town limits of Unionville for maintenance and to allow the City Manager to execute the agreement for the Resolution. Council Member Anderson made a motion to recommend authorization of the City Manager to execute the agreement and endorse the Interlocal Agreement and place this item on the consent agenda for City Council at the October 14, 2025 meeting. Chairman Dotson seconded the motion and the motion passed unanimously.

**Item 10: Request to Award the Purchase of a Mini-Excavator**

Engineering Director Sarah McAllister presented to the Committee that the Street Division has the replacement of a 2011 mini-excavator included in the budget for FY26 that was budgeted for \$106,500. A 2025 model has been identified that meets all the needs and specifications for the Street Division in the amount of \$104,000. Director McAllister is requesting the Committee approve the award of the mini-excavator in the amount of \$104,000 and authorize the City Manager to execute any and all documents. Chairman Dotson made a motion to place this item on the Council agenda for approval. Council Member Anderson seconded the motion and the motion passed unanimously.

**Item 11: Award of 2025 – 2026 Resurfacing Contract**

Engineering Director Sarah McAllister presented to the Committee a request to consider a proposed Budget Ordinance for the bids received for the resurfacing contract and award the contract for the 2025 – 2026 Asphalt Paving Program to True Rock Construction, LLC. Also, authorize a contingency allowance in the amount of \$100,000 and authorize the City Manager to execute all documents, including contract and future change orders if required. Council Member Anderson made a motion to forward to Council for approval. Chairman Dotson seconded the motion and the motion passed unanimously.

**Item 12: Proposed Pavement Management Services Contract**

Engineering Director Sarah McAllister presented to the Committee a request to consider awarding a contract to Roadway Asset Services to provide pavement management consulting services, in the amount of \$129,594. In addition, Director McAllister requested approval of the



City Manager to authorize any and all necessary documents. Council Member Anderson made a motion to forward to Council for approval. Chairman Dotson seconded the motion and the motion passed unanimously.

**Item 13: Update on Jefferson Street, Charlotte Avenue, Franklin Street Intersection**

For informational purposes only, no action is needed.

**Item 14: NC200 (MLK/Dickerson) and Charlotte Ave**

Engineering Director Sarah McAllister presented to the Committee two concepts for improving NC200 (MLK/Dickerson) and Charlotte Ave. For informational purposes only.

There being no further business, Council Member Anderson made a motion to adjourn the meeting. Chairman Dotson seconded the motion, which passed unanimously, and the meeting was adjourned at 5:16 p.m.

Respectfully submitted,

Alice Withers – Committee Secretary

**PUBLIC SAFETY COMMITTEE  
MEETING MINUTES  
November 3, 2025**

The Public Safety Committee met on November 3, 2025, at 4:15 p.m. in the City Hall Large Conference Room.

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

Staff Present: City Manager Mark Watson, Assistant City Manager Lisa Hollowell, Assistant City Manager Jeff Wells, Fire Chief Ron Fowler, Fire Deputy Chief Bryan Kindley, Fire Administrative Assistant II Alice Withers, Police Chief Rhett Bolen, Police Assistant Chief T J Goforth, Police Lieutenant Shannon Huntley, City Attorney Richard Long, Senior Staff Attorney Terry Sholar, Staff Attorney Scott Hunt, Human Resources Director, Leesa Jensen, Senior Budget Analyst Angela Duncan, Engineering Manager Will Auret, Grant Administrator Lisa Kerner

Guests: Peter Napoles

Chairman David Dotson called the meeting to order at 4:18 p.m.

**Item 1: Minutes from September 18, 2025 Meeting**

Council Member Anderson made a motion to approve the minutes of the Public Safety Committee meeting of September 18, 2025. Council Member Thompson seconded the motion and the motion passed unanimously.

**Item 2: Fire Station Maintenance Needs**

Fire Chief Fowler presented to the Committee the property maintenance and repair needs at all Monroe fire stations and discussed the potential funding sources for these needs. This item is for informational and discussion purposes only.

**Item 3: Update on Ladder/Rescue Separation**

Fire Chief Fowler presented to the Committee an update on plans for the Ladder/Rescue separation, including recruitment and hiring plans for the six additional firefighters allocated in the current budget to start January 2026. This item is for informational and discussion purposes only.

**Item 4: Request to Awar the Purchase of a Crew Truck**

Engineering Manager Aurret presented to the Committee a request to consider approving the purchase of a new 2026 Dodge Ram 5500 Crew Truck, replacing the 2012 Ford F-550. This item was included in the Street Division's FY26 budget. Council Member Anderson made a motion to forward to City Council for approval. Council Member Thompson seconded the motion and the motion passed unanimously

**Item 5: Monroe Police Department Overview**

Police Chief Bolen and Assistant Chief Goforth presented to the Committee an update on the current status of the Monroe Police Department regarding the performance and organization. This item is for informational and discussion purposes only.

**Adjournment**

There being no further business, Council Member Thompson made a motion to adjourn the meeting. Council Member Anderson seconded the motion, which passed unanimously, and the meeting was adjourned at 5:31 p.m.

Respectfully submitted,

Alice Withers – Committee Secretary



**PUBLIC SAFETY COMMITTEE  
MEETING MINUTES  
December 1, 2025**

The Public Safety Committee met on December 1, 2025, at 4:15 p.m. in the City Hall Large Conference Room.

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

Staff Present: City Manager Mark Watson, Assistant City Manager Lisa Hollowell, Assistant City Manager Jeff Wells, Fire Chief Ron Fowler, Fire Deputy Chief Bryan Kindley, Fire Deputy Chief Travis Stegall, Fire Battalion Chief Johnny Blythe, Fire Administrative Assistant II Alice Withers, Police Chief Rhett Bolen, Police Assistant Chief T J Goforth, Police Lieutenant Shannon Huntley, Police Captain Steve Morton, City Attorney Richard Long, Senior Staff Attorney Terry Sholar, Staff Attorney Scott Hunt, Finance Director, Lisa Strickland, Grant Administrator Lisa Kerner

Guests: David Hyatt, Denise White, Peter Napoles

Chairman David Dotson called the meeting to order at 4:18 p.m.

**Item 1: Minutes from December 1, 2025 Meeting**

Council Member Anderson made a motion to approve the minutes of the Public Safety Committee meeting of December 1, 2025. Council Member Thompson seconded the motion and the motion passed unanimously.

**Item 2: Update on EMS Services Delivery**

Per Council's request during the Strategic Planning Retreat on September 16, 2025, Union EMS Director David Hyatt provided a presentation of the current EMS service delivery. This item was for informational purposes only. Council Member Anderson made a motion to explore more options. Council Member Thompson seconded the motion and the motion passed unanimously.

**Item 3: Monroe Fire Department 2024 Annual Compliance Report**

Fire Deputy Chief Bryan Kindley presented to the Committee an overview on the Monroe Fire Department's 2024 Annual Compliance Report (ACR). The report contains a summary of the Fire Department's activities during the 2024 calendar year to address recommendations found during the last accreditation site visit. Staff was pleased to report that the Commission has approved the Fire Department's 2024 ACR. This item was for informational purposes only.

**Adjournment**

There being no further business, Council Member Anderson made a motion to adjourn the meeting. Council Member Thompson seconded the motion, which passed unanimously, and the meeting was adjourned at 5:32 p.m.

Respectfully submitted,

Alice Withers – Committee Secretary

**PUBLIC SAFETY COMMITTEE  
MEETING MINUTES  
January 5, 2026**

The Public Safety Committee met on January 5, 2026, at 4:15 p.m. in the City Hall Large Conference Room.

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

Staff Present: City Manager Mark Watson, Assistant City Manager Lisa Hollowell, Assistant City Manager Jeff Wells, Fire Chief Ron Fowler, Fire Deputy Chief Bryan Kindley, Fire Deputy Chief Travis Stegall, Fire Administrative Assistant II Alice Withers, Police Chief Rhett Bolen, Police Assistant Chief T J Goforth, Police Lieutenant Shannon Huntley, City Attorney Richard Long, Senior Staff Attorney Terry Sholar, Finance Director, Lisa Strickland, Engineering Director Sarah McAllister, Director of Property Management Ryan Jones, Parks & Recreation Program Coordinator Amy Austin, Land Development Engineering Manager Will Auret

Guests:

Chairman David Dotson called the meeting to order at 4:16 p.m.

**Item 1: Minutes from December 1, 2025 Meeting**

Council Member Anderson made a motion to approve the minutes of the Public Safety Committee meeting of December 1, 2025. Council Member Thompson seconded the motion and the motion passed unanimously.

**Item 2: Fire Station Maintenance Needs and Budget Ordinance**

Fire Chief Fowler presented to the Committee a presentation on property maintenance and repair needs at all Monroe fire stations, consideration of a budget ordinance to fund the needed repairs and cancellation of the remaining contracts for the Fire Station #6 construction project. Chief Fowler requested that the Committee forward this item to Council and recommend they adopt budget ordinance BO-2026-3 to create a new Fire Station Refresh project and authorize the cancellation of the Fire Station #6 contracts. Council Member Anderson made the motion to forward to Council for approval. Council Member Thompson seconded the motion and the motion passed unanimously.

**Item 3: Update on EMS Service Delivery**

Fire Chief Fowler provided an update to the December 1, 2025 meeting on EMS Service Delivery in Monroe. This was for information purposes only. Chairman Dotson made a motion to move this to the upcoming Strategic Planning agenda. Council Member Thompson seconded the motion and the motion passed unanimously.

**Item 4: Budget Amendment for Donation to Police Department from Quik Trip, Carolina Division**

Police Chief Bolen presented to the Committee a donation made by Quik Trip, Carolina Division. This donation will be used towards the Police Explorers Program, if approved. Council Member Anderson made a motion to forward to Council for approval. Council Member Thompson seconded the motion and the motion passed unanimously.

**Item 5: Budget Amendment for Donation for Police Department from Tractor Supply Company Foundation**

Police Chief Bolen presented to the Committee a donation made by Tractor Supply Company Foundation. This donation will be used towards the Police Explorers Program, if approved. Council Member Anderson made a motion to forward to Council for approval. Council Member Thompson seconded the motion and the motion passed unanimously.

**Item 6: Municipal Agreement with NCDOT for Bridge Inspections**

Engineering Director Sarah McAllister presented to the Committee a request to approve Resolution (R-2026-03) authorizing the Mayor and City Clerk to execute a municipal agreement with NCDOT for inspection of bridges on the City's maintained streets. Council Member Thompson made a motion to place this item on the consent agenda for the January 13, 2026, Council meeting. Council Member Anderson seconded the motion and the motion passed unanimously.

**Item 7: Pedestrian Access between Elizabeth Ave and Normand St**

Engineering Director Sarah McAllister presented to the Committee a request for direction in how to proceed with an easement that has been closed since March 2025 that was a pedestrian access between Elizabeth Ave and Normand St. Chair Dotson made a motion to forward to Council a recommendation to abandon that property. Council Member Thompson seconded the motion and the motion passed unanimously.

**Item 8: Memorandum of Agreement with North Carolina Sedimentation Control Commission**

Land Development Engineering Manager Will Auret presented to the Committee a request to approve Resolution (R-2026-04) authorizing Mayor Robert Burns to execute the Memorandum of Agreement with the North Carolina Sedimentation Control Commission on behalf of the City of Monroe, along with the NC Sedimentation Control Commission to define responsibilities and expectations. Council Member Anderson made a motion to place this item on the consent agenda for the January 13, 2026 Council meeting. Council Member Thompson seconded the motion and the motion passed unanimously.

**Item 9: Ordinance to Amend Traffic Code – Chapter 76: Parking Schedules Schedule I: Parking Prohibited at all times**

Land Development Engineering Manager Will Auret presented to the Committee an Ordinance to amend Traffic Code – Chapter 76: Parking Schedules Schedule I: Parking Prohibited At All Times for parking spaces at the intersection of Morgan St and Hayne St. Council Member Thompson made a motion to place this item on the consent agenda for the January 13, 2026 Council meeting. Council Member Anderson seconded the motion and the motion passed unanimously.

**Adjournment**

There being no further business, Council Member Thompson made a motion to adjourn the meeting. Council Member Anderson seconded the motion, which passed unanimously, and the meeting was adjourned at 5:17 p.m.

Respectfully submitted,

Alice Withers – Committee Secretary

**PUBLIC SAFETY COMMITTEE  
MEETING MINUTES  
February 6, 2026**

The Public Safety Committee met on February 6, 2026, at 4:15 p.m. in the City Hall Large Conference Room.

Members Present: Chairman David Dotson, Council Member Julie Thompson

Absent: Council Member Gary Anderson

Staff Present: City Manager Mark Watson, Assistant City Manager Lisa Hollowell, Assistant City Manager Jeff Wells, Fire Chief Ron Fowler, Fire Deputy Chief Bryan Kindley, Fire Deputy Chief Travis Stegall, Fire Administrative Assistant II Alice Withers, Police Chief Rhett Bolen, Police Lieutenant Chad Shoultes, Police Investigative Analyst Peter Chryst, Police Crime Scene Tech Lexie Church, Senior Staff Attorney Terry Sholar, Staff Attorney William Hunt, Finance Director, Lisa Strickland, Engineering Director Sarah McAllister, Finance Assistant Director Ashley Ivey, Land Development Engineering Manager Will Auret, Director of Planning and Development Lisa Stiwwinter

Guests:

Chairman David Dotson called the meeting to order at 4:18 p.m.

**Item 1: Minutes from January 6, 2026 Meeting**

Chairman Dotson made a motion to approve the minutes of the Public Safety Committee meeting of January 5, 2026. Council Member Thompson seconded the motion and the motion passed unanimously.

**Item 2: Project 2 Heal Donation to Public Safety**

Police Chief Rhett Bolen along with Investigative Analyst Peter Chryst presented to the Committee a request for the approval of the donation of a therapy dog owned and trained by Project 2 Heal, a non-profit organization in Union County for the Monroe Police Department. Council Member Thompson made a motion to accept this donation and forward to full Council for approval. Chairman Dotson seconded the motion and the motion passed unanimously.

**Item 3: Change Order One for the 2025-2026 Resurfacing Contract**

Land Development Engineering Manager Auret presented to the Committee a request for change one order for the 2025-2026 Resurfacing Contract to 2025-2026 Asphalt Paving Program and to authorize the City Manager to execute change order one to the 2025-2026 Asphalt Paving Program. Council Member Thompson made a motion to place this item on the consent agenda for Council to consider for approval. Chairman Dotson seconded the motion and the motion passed unanimously.

**Item 4: US Department of Transportation 2026 BUILD Grant**

Land Development Engineering Manager Auret presented to the Committee a request to consider applying for The U.S. Department of Transportation's (USDOT) Better Utilizing Investments to Leverage Development (BUILD) grant. The USDOT BUILD grant program provides grants for surface transportation infrastructure projects with significant local or regional impact. Council Member Thompson made a motion to approve the request to apply for the USDOT BUILD grant and to forward to Council for approval. Chairman Dotson seconded the motion and the motion passed unanimously.

**Item 5: Award of Fire Helmet and Retirement Resolution for Captain Rodney Rogers**

Fire Chief Fowler presented to the Committee a request to consider a recommendation for City Council to authorize awarding Captain Rodney Rogers his fire helmet and to adopt Resolution R-2026-08 on the occasion of his retirement after 30 years of service to the City of Monroe. Council Member Thompson made a motion to approve the request and to forward to Council for approval. Chairman Dotson seconded the motion and the motion passed unanimously.

**Item 6: Award of Contract for Fire Station Refresh**

Fire Deputy Chief Travis Stegall presented to the committee a request to consider a recommendation for awarding the contract for the renovation of the city owned Fire Station properties that include Fire Stations #1-6 to D. A. P. Contracting and authorize the City Manager to execute all required documents. Chairman Dotson made a motion to forward to Council for approval. Council Member Thompson seconded the motion and the motion passed unanimously.

**Item 7: Fire Department Strategic Plan**

Fire Deputy Chief Bryan Kindley presented to the committee an overview of the Monroe Fire Department's 2025-2030 Strategic Plan. This item was for informational purposes only.

**Adjournment**

There being no further business, Chairman Dotson made a motion to adjourn the meeting. Council Member Thompson seconded the motion, which passed unanimously, and the meeting was adjourned at 4:56 p.m.

Respectfully submitted,

Alice Withers – Committee Secretary

**WINCHESTER REVITALIZATION COMMITTEE REGULAR MEETING  
MONROE CITY HALL COUNCIL CHAMBERS  
300 W. CROWELL STREET  
MONROE, NORTH CAROLINA 28112  
NOVEMBER 6, 2025 – 3:00 PM  
MINUTES**

The Winchester Revitalization Committee of the City of Monroe, North Carolina met in the City Hall Council Chambers located at 300 West Crowell Street in Monroe, North Carolina at 3:00pm on November 6, 2025 with Chair Surluta Anthony presiding.

Members Present: Mayor Pro Tem Surluta Anthony (Chair), Mayor Robert Burns, Council Member Julie Thompson, Eleanor McGinnis, and Clerk Angie Carnes

Members Absent: Eric Hall, Celestine Alsbrooks, and Minnie Atwater

Staff: City Manager (CM) Mark Watson, Assistant City Manager (ACM) Lisa Hollowell, Assistant City Manager (ACM) Jeffrey Wells, Economic Development Director (EDD) Teresa Campo (Staff Liaison), Senior Planner Keri Mendler, Planner I Patrick Blaszyk, and Grant Administrator Lisa Kerner

Visitors: None

**Item No. 1. Call to Order and Item No. 2. Welcome and Introductions.** Chair Anthony called the Winchester Revitalization Committee Meeting of November 6, 2025 to order at 3:01pm and welcomed everyone in attendance. A quorum was present.

**Item No. 3. Approval of Minutes – October 2, 2025 Regular Meeting.** The Minutes from the October 2, 2025 Regular Meeting were presented for review and approval. Council Member Thompson made a motion to approve the October 2, 2025 Minutes as presented. Council Member McInnis seconded the motion, which passed unanimously.

**Item No. 4. Winchester Revitalization Updates.**

- a) **Winchester Clean Up/Ground Penetrating Radar.** CM Watson introduced ACM Jeffrey Wells. ACM Wells stated property management has cleaned the underbrush out of the redevelopment area now that the growing season is complete and to also make it easier for Resolve to access the redevelopment area because they will be onsite next week to conduct some ground penetrating radar mapping to identify some of the old infrastructure there that is still underground. He advised property management was able to unearth more of the turntable when they were out there working, but there was still more to find, and we



would look forward to seeing those results. He advised that additionally, Council approved the revised contract for LandDesign and that was moving forward, and the public engagement session had been scheduled for Thursday, Dec. 4, from 5:00pm – 8:00pm at the Winchester Community Center. ACM Wells advised it was scheduled to be a drop-in style workshop where folks could come anytime during that window to provide some feedback on the redevelopment concepts as well as offer their fresh ideas and would be festive for the season with some hot chocolate, cookies, and to try to entice participation as we were getting cranked up for Christmastime. He advised they were creating a large-style postcard to send to the entire community and extras would be made that could be provided to the committee to hand out. He advised it would also be translated into Spanish. He went over the wording and design and advised everyone hoped for a good turnout.

- b) **Land Design Update.** ACM Wells indicated that was his update (above).
- c) **Boundary Survey & Other Technical Document Updates.** CM Watson stated SSA Sholar was not able to attend the meeting but CM Watson advised he believed the survey and all the other documents necessary for the City to have taken in the parcel that was donated way down on the tip had been completed. The boundary survey had been done but we hadn't received the actual documents, but we had received some preliminary boundary survey drawings. He advised the surveyor did mark the property corners and the actual property line that existed between the City property and CSX, so we knew exactly where that was located now. CM Watson also advised he thought it was good timing that we had checked with CSX because the huge pile of cross ties that was there during the July site visit, CSX had a contract with a recycler for all that material and they came and got all that and CSX had moved all of their supplies that they had stored there off of our property, so they had it all lined up and categorized all their railroad ties and iron pins and rails, and all that stuff had been moved off of our property. He advised it was very easy now to really get a sense (especially since property management had cleared some additional brush away) of exactly where our property was at and what the development area was going to entail. He advised with all the railroad supplies out of the way, there was a lot of usable developable area in there now that you could see everything clearly marked, all the corners were marked and all the lines were marked. Chair Anthony advised she was glad they were being very good neighbors, and CM Watson advised they had been very cooperative and very friendly when we had talked to them.

**Item No. 5. Brownfield's Environmental Status/Remnant Properties Update.** CM Watson advised all the Brownfield's work for that area on the far end was in process along with some of the Brownfield's mitigation plans but nothing new to report. He advised it was all in process but nothing of significance was new to report. ACM Wells advised there was one new thing in that we did submit the small triangular parcel on the very west side that we just acquired to be part of the Brownfield's. Chair Anthony inquired if that was the Catawba property and ACM Wells advised that was correct.

**Item No. 6. Winchester Ave High School – Historical Research/Canvas Photo Design.** SP Mendler advised the historical research and memorabilia cataloging project kickoff was yesterday and unfortunately no one showed up so she asked the committee to get the word out to the community to bring items/photos they had to the next session which was the next Wednesday, November 12. She advised if there were some that weren't local anymore but they had items they would like to have photographed, they could get in contact with her and she would arrange for a way to get the information through the internet and email, so we did have ways to get information if people weren't in the area anymore.

SP Mendler presented photos that Payton Mills, Webmaster, took on the trip to Belmont. SP Mendler advised in the past there were a couple of discussions on how to visually share the history of the Winchester community through murals or photographs or maybe some larger signs on the outside of the Winchester gym, or inside the gym or community center. She advised that CM Watson had brought up Belmont as an example and Clerk Angie Carnes had suggested a field trip to Belmont so that was done on October 7. Teresa Campo, SP Mendler, Payton Mills, and Angie Carnes went on the trip. SP Mendler advised a photo from her phone was shown at the last meeting that showed the google street view of the picture that was on the building that CM Watson had mentioned. She mentioned a photo on the screen that was from the same time frame and was showing where some of the images had peeled off so not sure what it was made of but it was almost like a paper mache or something glued to the brick but when discussed with the individuals at the City of Belmont, they indicated that people were picking at it and it wasn't very sustainable. She advised on the trip to Belmont, the photo on the bottom right of the screen showed that same building wall and the photos had since been removed. She advised they met with some individuals who worked with Belmont's Downtown and they said it had been gone for quite a while but not really sure and the pictures from google were from 2022, so it didn't last very long. She advised she had the opportunity to take a close look at the building to see how those were adhered, there weren't any type of anchors, leaving her to believe that it was some type of canvas or paper actually adhered to the brick. She advised that even though the trip was originally to learn about that particular project, they learned a lot. She advised they met with the Downtown Coordinator for Belmont and she took them on a walking tour of downtown Belmont and showed all of their murals. She advised they had an entire webpage dedicated to their murals, and SP Mendler presented a collage of photos that she put together of the murals. She stated they had a lot of different types of murals, different mediums for signage, there were a lot of actual painted brick and painted concrete and they also had metal or PVC signage, and they had wraps that wrapped their utility cabinets to make them more visually appealing. CM Watson advised Monroe had quite a few of those large utility cabinets in the downtown area that might be good candidates for those wraps. SP Mendler advised a particular project they saw was in Abbey Alley which was across from the building they originally went to look at, that had a "Portraits of Our People" art project and you could see all the partnerships that were involved, Gaston Arts Council, North Carolina Arts Council, City of Belmont, Gaston Sign Company, Nellie's Southern Kitchen, and the Belmont Middle School Eighth Grade Art Students were who actually took the photos, so this was a public arts project, but this particular project appeared to have been installed about a year ago. She advised it appeared that there were four panels that made up the length of the project and they were a lightweight PVC material. She advised it had been up for about a year and it wasn't

faded and was still in really good shape, so material wise, that might be a good option depending on where these signs might be going. Mayor Burns inquired if this was on any type of corkboard or anything like that, and SP Mendler advised it was adhered directly into the brick. She advised the images were actually printed on the material and then the panels were attached to the brick. Chair Anthony inquired if it had any type of preservative sprayed on it, and SP Mendler advised she didn't think so but that it was just the materials they used were made to withstand the elements of being outside. She advised she did try to call the Gaston Sign Company that presumably did this project to ask further questions and was unfortunately not able to get in touch with them, but it was in very good shape and showed no fading and still looked brand new. SP Mendler advised based on that and knowing what little she knew about the other project, she would recommend proceeding with some type of PVC lightweight materials or maybe metal, but relying on a sign contractor who really knew their stuff and determining with them the best material to use based on where the signs ended up going. She advised moving on to inspiration to gather some feedback on what we were thinking, there were different ways you could do photos, murals, collages, and showed diagrams on the screen of blocked, more organized versus organized but sort of individual photos that had been rounded or cropped and sort of phased so it looked like a uniform or seamless piece and then she showed two illustrations of a school where they had their sports photos showing different options. She displayed a diagram of pictures in the shape of a tree and indicated she wanted to show the tree and in doing research saw the tree and thought it would be nice if something similar but relevant to Winchester could be done so she thought something could be done in the shape of a buffalo, so she asked Payton Mills, Webmaster, if she could put something together and SP Mendler thought she "knocked it out of the park" and displayed a collage of photos in the shape of a buffalo that Payton Mills created. Everyone loved it! Chair Anthony said she liked this and the shape of it being in the buffalo since that was the mascot and said it was a really good idea. SP Mendler advised we would have to get with a sign company but she didn't know why somebody out there wouldn't be able to create a sign with a custom shape like this with all the tools and equipment that are out there today. CM Watson advised he thought there was a collage of historic photographs (that he thought they collected from the heritage room) in the shape of Union County in the lobby at American Bank that he thought was a similar concept to what was being talked about and maybe to go take a look at that. Chair Anthony said she liked the idea of collages and the idea that people had to look at the pictures and try to identify people, it made you stop to think and remember it all. Member Thompson said tell Payton she gets a thumbs up!

SP Mendler went over the presented photos and received the committee's preferences. CM Watson advised the picture on the slide that had the name of the school, the one wall of the gym that is across from the bleachers, the long wall, would be a really good candidate for that, or in the hallway as you were coming in the gym. Chair Anthony agreed and advised she liked the black and white as well. SP Mendler confirmed the committee liked the upper right version of the picture and gave some direction of where to go with the photos.

SP Mendler advised Jason Puckett and Payton Mills (both in the City's Communications Dept) went to the genealogy room at the library and were able to get a ton of images, and they were also going to go to the Heritage Room to see if they could get anything. Chair Anthony advised Jason Puckett told her he was able to pull a lot of the pictures from the flash drive and SP Mendler

advised that was where a lot of the pictures came from. Chair Anthony advised she was going to pick up some annuals and bring them to SP Mendler on the 11<sup>th</sup> or 12<sup>th</sup>.

**Item No. 7. Discussion – Covering at Front of Winchester Community Center.** ACM Hollowell gave a presentation regarding the Winchester Community Center and indicated she wanted to get the committee's feedback on several things. She presented photos to get some ideas of options on what the front of the community center would look like regarding the roof pitch (gable/hip/flat) and the doors and structure that currently existed where the doors were, whether or not the committee was happy with those, ceiling fans, furniture, etc. She presented photos of the front of the community center and then presented options for the committee to review. After discussion, ACM Hollowell advised the decision points were the roof pitch everyone was a fan of was the gable roof and/or the combination of the gable and hip, the door in the middle with possible windows replacing the other doors, the columns square and not rounded and white and wood, and then the types of railing would be the white wood or the wrought iron and CM Watson advised building code would dictate the railings. ACM Hollowell asked wrought iron vs. wood and Mayor Burns asked squared or rounded wrought iron, and she asked if the committee was a fan of the wrought iron and the answer was yes. ACM Hollowell asked if the committee wanted to keep steps from the outside to walk up and enter onto the porch without having to go inside the community center and the answer was yes, and the furniture was the committee liked the porch swing, gliders, and some rocking chairs and at least two ceiling fans, and the bottom of the porch deck would be wood. Mayor Burns advised to make the front door look very residential. Member McGinnis asked the purpose of the ceiling fans and when they would be turned on and off. ACM Hollowell advised if you were accessing from the inside, they would be turned on and off from the inside. Mayor Burns asked if you could put timers on the fans and CM Watson advised a switch could be on the outside as well. ACM Hollowell indicated she and Ryan Jones had heard loud and clear what the committee's interests were and that the project would get transitioned to property management to get into the final design and pricing, and they would bring it back to the committee to see what it looked like and possibly have it considered in the next year's budget.

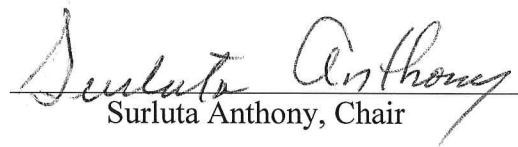
ACM Hollowell also advised that in January, Mr. Hilliard with the Winchester Community group had invited some City Staff to go out there and meet with them and the plan could be shared and anyone who wanted to go could go. She indicated she would get the project cost, how it would be paid for, the plan for construction, and then there would be a big grand opening where all the neighborhood could come. Mayor Burns advised there should be a cookout. Chair Anthony indicated when it was presented, it needed to be presented as this was the plan so it couldn't be dissected and switched around.

ACM Hollowell also informed that John Dillard who was the state rep for CSX was going to be in Monroe on January 4<sup>th</sup> which was the day of the next meeting, and he would be meeting with some City Staff earlier that day but maybe he could come to the next meeting and get introduced to the committee since he would be a neighbor and Chair Anthony said absolutely.

**Item No. 8. Other Business (if any).** SP Mendler advised they had added something to the website. She advised the Monroe Living episode on Winchester revitalization had been added as well as a sign up for email updates so if people were asking about the project, they could go there and sign up to receive emails. She advised then there would be a list of email addresses so when we had events like the LandDesign public engagement or the memorabilia, etc. we could send out an email blast and we would have a nice working email list, and to please let people know that feature was now on the website.

**Item No. 9. Adjourn.** There being no further business, Council Member Thompson made a motion to adjourn the Winchester Revitalization Committee Meeting of November 6, 2025. Mayor Burns seconded the motion, which passed unanimously.

The meeting adjourned at 3:42pm.

  
Surluta Anthony, Chair

Attest:

  
Angie Carnes, Clerk

**CITY OF MONROE  
GENERAL FUND BALANCE  
SUMMARY COMMENTARY  
AS OF 1/13/2026**

**Commentary**

The unassigned General Fund balance is \$ **1,544,344**

**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.



CITY OF MONROE  
GENERAL FUND BALANCE  
AS OF 1/13/2026

|                     |            |                                                                       | 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 <sup>(1)</sup> | Subsequent Year's Expenditures <sup>(3)</sup> | Formal Assignments |              |                    |
| 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      |
| FY24                | Date       | Description                                                           |               |              |                             |                       |               |                        |                              |                                           |                                               |                    |              |                    |
| BO-2025-13          | 06/23/2025 | Appropriations included in FY26 Council Adopted Budget <sup>(2)</sup> |               |              |                             | 1,381,327             |               | -                      |                              |                                           | 4,856,116                                     |                    |              |                    |
| BA-2025-26          | 08/12/2025 | Police - night vision equipment                                       |               |              |                             |                       |               |                        |                              |                                           |                                               |                    | 194,050      |                    |
| BO-2025-14          | 08/12/2025 | Downtown Master Plan                                                  |               |              |                             |                       |               |                        |                              |                                           |                                               | 209,000            |              |                    |
| BO-2025-17          | 08/12/2025 | Sunset Park field house renovation                                    |               |              |                             |                       |               |                        |                              |                                           |                                               | 350,000            |              |                    |
| BO-2025-18          | 08/12/2025 | Downtown offices renovation                                           |               |              |                             |                       |               |                        |                              |                                           |                                               | 360,000            |              |                    |
| BA-2025-21          | 08/26/2025 | Downtown Economic Incentive (Bursting Boba Café)                      |               |              |                             |                       |               |                        |                              |                                           |                                               |                    | 6,409        |                    |
| BA-2025-22          | 08/26/2025 | Downtown Economic Incentive (Silver Lining)                           |               |              |                             |                       |               |                        |                              |                                           |                                               |                    | 8,400        |                    |
| BA-2025-29          | 09/09/2025 | Unspent appropriations from prior year                                |               |              |                             |                       | 81,689        |                        |                              |                                           |                                               |                    | 26,684       |                    |
| BA-2025-32          | 10/14/2025 | Historic Preservation Fund Grant for Architectural Survey             |               |              |                             |                       |               |                        |                              |                                           |                                               |                    | 8,000        |                    |
| BA-2025-41          | 11/10/2025 | Mass Communications and Closed Captioning Systems                     |               |              |                             |                       |               |                        |                              |                                           |                                               |                    | 30,000       |                    |
| BO-2025-23          | 11/10/2025 | Airport Wildlife Perimeter Fence Repair Project                       |               |              |                             |                       |               |                        |                              |                                           |                                               | 66,679             |              |                    |
| BA-2025-34          | 11/25/2025 | Downtown Economic Incentive (Folts & Faded Salon & Spa)               |               |              |                             |                       |               |                        |                              |                                           |                                               |                    | 14,046       |                    |
| BA-2025-37          | 11/25/2025 | Downtown Economic Incentive (JamZ Pizza and Wings)                    |               |              |                             |                       |               |                        |                              |                                           |                                               |                    | 8,000        |                    |
| BO-2026-04          | 01/13/2026 | Culvert Replacement, & Downtown Furniture                             |               |              |                             |                       |               |                        |                              |                                           |                                               |                    | (517,454)    |                    |
| BA-2026-01          | 01/13/2026 | Mid-Year Various Budget Adjustments                                   |               |              |                             |                       |               |                        |                              |                                           |                                               |                    | (461,408)    |                    |
|                     |            |                                                                       | \$ -          | \$ -         | \$ -                        | \$ 1,381,327          | \$ 81,689     | \$ -                   | \$ -                         | \$ -                                      | \$ 4,856,116                                  | \$ 985,679         | \$ (683,273) |                    |
|                     |            |                                                                       | \$ 212,037    | \$ 3,995,425 | \$ 2,651,487                | \$ 3,110,579          | \$ -          | \$ 377,271             | \$ 2,970,140                 | \$ 17,540,299                             | \$ -                                          | \$ 580,931         | \$ 1,544,344 |                    |

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.

|                                                                     | Unassigned   | Restricted             |
|---------------------------------------------------------------------|--------------|------------------------|
| (2) Appropriations General Fund Balance FY24 Original Budget :      |              |                        |
| 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   | 18,000       |                        |
| Request but handled by Property Management                          |              |                        |
| 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      | 27,383       |                        |
| Logos, Parks and Rec Request but handled by property                |              |                        |
| management                                                          |              |                        |
| 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. eDrualic 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      | 16,013       |                        |
| Configuration                                                       |              |                        |
| 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         |              | 40,000                 |
| services for upgraded signal installations.                         |              |                        |
| PB funded - Increase in roadway maintenance funds.                  |              | 50,000                 |
| FY26 PB allocation used                                             |              | (576,700)              |
| 1640 - Housekeeping Sprvsr 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 1/13/2026

| Date     | Transaction                                                                                               | Airport Grant<br>Acceptance | Projects<br>Downtown <sup>(1)</sup> |
|----------|-----------------------------------------------------------------------------------------------------------|-----------------------------|-------------------------------------|
| 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)                           |
| 11/10/25 | BO-2025-23 Airport Wildlife Perimeter Fence Repair Project                                                | (66,679)                    | -                                   |
|          |                                                                                                           | <b>\$ 129,938</b>           | <b>\$ 450,993</b>                   |
|          | <b>Total Assigned Fund Balance</b>                                                                        |                             | <b>\$ 580,931</b>                   |

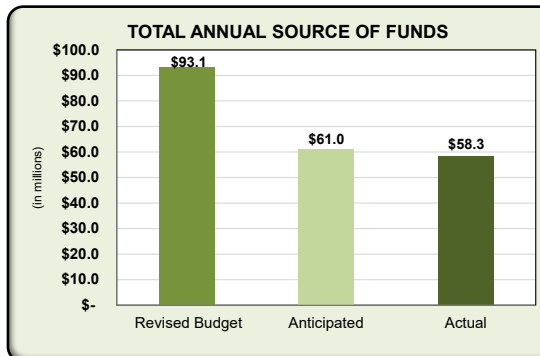
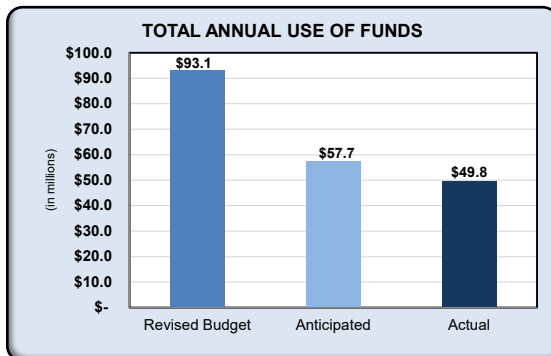
Notes:

- (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.

**CITY OF MONROE  
GENERAL FUND  
FINANCIAL SUMMARY REPORT  
FISCAL YEAR 2025-2026  
(As of January 31st, 2026)**



|                                             | Actual<br>FY25        | Original<br>Budget<br>FY26 | Revised<br>Budget<br>FY26 | Actual<br>to Date<br>FY26 | YTD %<br>Anticipated | YTD %<br>Realized |
|---------------------------------------------|-----------------------|----------------------------|---------------------------|---------------------------|----------------------|-------------------|
| <b>Revenues</b>                             |                       |                            |                           |                           |                      |                   |
| Ad Valorem Property Taxes                   | \$ 28,218,015         | \$ 34,962,466              | \$ 34,962,466             | \$ 34,400,657             | 104.6%               | 98.39%            |
| Vehicle Property Taxes                      | 2,508,086             | 2,047,717                  | 2,047,717                 | 1,123,029                 | 64.9%                | 54.8%             |
| Prior Year Taxes                            | 184,125               | 130,000                    | 130,000                   | 70,029                    | 91.2%                | 53.9%             |
| Penalties and Interest                      | 135,899               | 105,000                    | 105,000                   | 45,382                    | 55.5%                | 43.2%             |
| Other Taxes & Licenses                      | 172,335               | 146,225                    | 146,225                   | 106,176                   | 68.4%                | 72.6%             |
| Additional City Vehicle Tax                 | 986,970               | 1,005,262                  | 1,005,262                 | 576,300                   | 61.2%                | 57.3%             |
| Intergovernmental                           | 389,058               | 293,746                    | 293,746                   | 24,000                    | 13.3%                | 8.2%              |
| Grants                                      | 2,729,722             | 2,304,314                  | 2,870,734                 | 1,750,409                 | 83.5%                | 61.0%             |
| Sales Tax <sup>(1)</sup>                    | 12,652,465            | 13,524,994                 | 13,524,994                | 4,658,619                 | 57.4%                | 34.4%             |
| Electric Sales Tax <sup>(1)</sup>           | 3,430,889             | 3,557,597                  | 3,557,597                 | 905,692                   | 66.3%                | 25.5%             |
| Telecom Sales Tax <sup>(1)</sup>            | 152,682               | 147,767                    | 147,767                   | 47,626                    | 46.0%                | 32.2%             |
| Cable Sales Tax <sup>(1)</sup>              | 154,395               | 156,371                    | 156,371                   | 29,944                    | 51.9%                | 19.1%             |
| Sales Tx Piped Nat Gas <sup>(1)</sup>       | 267,954               | 262,112                    | 262,112                   | 57,409                    | 93.6%                | 21.9%             |
| Permits and Fees                            | 1,132,580             | 1,107,046                  | 1,107,046                 | 643,530                   | 57.7%                | 58.1%             |
| Building Permits / Tech Fees                | 1,974,550             | 2,088,950                  | 2,088,950                 | 1,051,565                 | 74.5%                | 50.3%             |
| Sales and Services                          | 462,488               | 482,865                    | 482,865                   | 272,725                   | 11.7%                | 56.5%             |
| Investment Earnings <sup>(2)</sup>          | 2,311,334             | 2,244,764                  | 2,244,764                 | 1,864,079                 | 34.0%                | 83.0%             |
| Miscellaneous                               | 396,442               | 312,210                    | 328,694                   | 266,199                   | 100.2%               | 81.0%             |
| Other Sources                               | 4,735,323             | 797,787                    | 3,697,049                 | 3,795,917                 | 32.2%                | 102.7%            |
| <b>Total</b>                                | <b>\$ 62,995,312</b>  | <b>\$ 65,677,193</b>       | <b>\$ 69,159,359</b>      | <b>\$ 51,689,287</b>      | <b>79.0%</b>         | <b>74.7%</b>      |
| <b>Reimbursements from Other Funds</b>      | <b>\$ 9,851,713</b>   | <b>\$ 10,893,081</b>       | <b>\$ 10,889,586</b>      | <b>\$ 6,597,927</b>       | <b>58.3%</b>         | <b>60.6%</b>      |
| <b>Total Revenues and Reimbursements</b>    | <b>\$ 72,847,025</b>  | <b>\$ 76,570,274</b>       | <b>\$ 80,048,945</b>      | <b>\$ 58,287,214</b>      |                      |                   |
| <b>Expenditures</b>                         |                       |                            |                           |                           |                      |                   |
| General Government                          | \$ 21,814,266         | \$ 24,390,526              | \$ 25,164,473             | \$ 11,366,156             | 58.3%                | 45.2%             |
| Outside Agency                              | 291,670               | 346,930                    | 401,128                   | 154,567                   | 58.3%                | 38.5%             |
| Transportation                              | 3,609,445             | 8,769,636                  | 8,137,265                 | 2,553,154                 | 58.3%                | 31.4%             |
| Police                                      | 19,496,270            | 19,669,921                 | 20,237,680                | 11,698,374                | 58.3%                | 57.8%             |
| Fire                                        | 15,265,145            | 14,950,627                 | 19,729,958                | 10,883,810                | 58.3%                | 55.2%             |
| Building Standards                          | 1,549,160             | 1,784,028                  | 1,800,418                 | 951,355                   | 58.3%                | 52.8%             |
| Cultural and Recreational                   | 2,706,182             | 2,877,765                  | 2,973,463                 | 1,668,245                 | 58.3%                | 56.1%             |
| Debt Service                                | 2,818,956             | 3,328,284                  | 2,912,666                 | 233,820                   | 58.3%                | 8.0%              |
| <b>Total</b>                                | <b>\$ 67,551,094</b>  | <b>\$ 76,117,717</b>       | <b>\$ 81,357,051</b>      | <b>\$ 39,509,482</b>      |                      |                   |
| <b>Contributions to Other Functions</b>     |                       |                            |                           |                           |                      |                   |
| Airport                                     | \$ 1,599,587          | \$ 2,229,551               | \$ 2,229,551              | \$ 1,300,571              | 58.3%                | 58.3%             |
| Downtown                                    | 507,242               | 386,410                    | 423,265                   | 262,261                   | 58.3%                | 62.0%             |
| Dowd Theatre                                | 702,801               | 470,859                    | 470,859                   | 274,668                   | 58.3%                | 58.3%             |
| Golf Course                                 | 168,357               | 314,180                    | 306,884                   | 190,568                   | 58.3%                | 62.1%             |
| Capital Projects (Elec)                     | 6,500,000             | -                          | -                         | -                         |                      |                   |
| Capital Projects (GF)                       | 3,651,636             | 3,289,000                  | 8,227,014                 | 8,227,014                 | 100.0%               | 100.0%            |
| Capital Projects (Airport)                  | -                     | -                          | 66,679                    | 66,679                    | 100.0%               | 100.0%            |
| <b>Total</b>                                | <b>\$ 13,129,623</b>  | <b>\$ 6,690,000</b>        | <b>\$ 11,724,252</b>      | <b>\$ 10,321,761</b>      |                      |                   |
| <b>Total Expenditures and Contributions</b> | <b>\$ 80,680,717</b>  | <b>\$ 82,807,717</b>       | <b>\$ 93,081,303</b>      | <b>\$ 49,831,242</b>      |                      |                   |
| <b>Net Change in Fund Balance</b>           | <b>\$ (7,833,692)</b> | <b>\$ (6,237,443)</b>      | <b>\$ (13,032,358)</b>    | <b>\$ 8,455,972</b>       | <b>100.0%</b>        |                   |



Notes:

<sup>(1)</sup> Sales Tax revenues are distributed on a 90 day delay.

<sup>(2)</sup> Investment Earnings are distributed quarterly to all funds.

| CITY OF MONROE BUDGET<br>NET OPERATING PROFIT/(LOSS)<br>ENTERPRISE FUND OPERATIONS |                      |                            |                           |                       |
|------------------------------------------------------------------------------------|----------------------|----------------------------|---------------------------|-----------------------|
|                                                                                    | Actual<br>2025       | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 |
| <b>Monroe Country Club</b>                                                         |                      |                            |                           |                       |
| <b>Golf Course</b>                                                                 |                      |                            |                           |                       |
| Revenues                                                                           | \$ 1,463,958         | \$ 1,836,480               | \$ 1,836,480              | \$ 850,333            |
| Expenditures                                                                       | 1,449,522            | 1,620,192                  | 1,628,955                 | 872,726               |
| Net Operating Profit/(Loss)                                                        | <b>\$ 14,436</b>     | <b>\$ 216,288</b>          | <b>\$ 207,525</b>         | <b>\$ (22,393)</b>    |
| <b>Clubhouse 1936</b>                                                              |                      |                            |                           |                       |
| Revenues                                                                           | \$ 12,420            | \$ 347,596                 | \$ 347,596                | \$ 1,670              |
| Expenditures                                                                       | 52,841               | 560,460                    | 608,882                   | 48,909                |
| Net Operating Profit/(Loss)                                                        | <b>\$ (40,421)</b>   | <b>\$ (212,864)</b>        | <b>\$ (261,286)</b>       | <b>\$ (47,239)</b>    |
| Total Monroe Country Club Net Operating Profit/(Loss)                              | <b>\$ (25,984)</b>   | <b>\$ 3,424</b>            | <b>\$ (53,762)</b>        | <b>\$ (69,633)</b>    |
| <b>Center Theatre</b>                                                              |                      |                            |                           |                       |
| Revenues                                                                           | \$ 199,548           | \$ 462,672                 | \$ 462,672                | \$ 136,147            |
| Expenditures                                                                       | 726,486              | 842,718                    | 844,319                   | 428,312               |
| Net Operating Profit/(Loss)                                                        | <b>\$ (526,937)</b>  | <b>\$ (380,046)</b>        | <b>\$ (381,647)</b>       | <b>\$ (292,165)</b>   |
| <b>Monroe Aquatics &amp; Fitness Center</b>                                        |                      |                            |                           |                       |
| Revenues                                                                           | \$ 4,793,869         | \$ 5,667,919               | \$ 5,667,919              | \$ 2,696,290          |
| Expenditures                                                                       | 4,531,705            | 5,414,015                  | 5,462,931                 | 2,668,666             |
| Net Operating Profit/(Loss)                                                        | <b>\$ 262,163</b>    | <b>\$ 253,904</b>          | <b>\$ 204,988</b>         | <b>\$ 27,624</b>      |
| <b>Stormwater</b>                                                                  |                      |                            |                           |                       |
| Revenues                                                                           | \$ 3,161,876         | \$ 3,274,617               | \$ 3,274,617              | \$ 1,774,659          |
| Expenditures                                                                       | 2,688,791            | 3,115,733                  | 3,197,159                 | 1,713,818             |
| Net Operating Profit/(Loss)                                                        | <b>\$ 473,085</b>    | <b>\$ 158,884</b>          | <b>\$ 77,458</b>          | <b>\$ 60,840</b>      |
| <b>Water Resources</b>                                                             |                      |                            |                           |                       |
| Revenues                                                                           | \$ 33,125,796        | \$ 31,802,193              | \$ 31,802,193             | \$ 18,842,648         |
| Expenditures                                                                       | 18,088,431           | 21,244,419                 | 22,389,117                | 11,361,042            |
| Net Operating Profit/(Loss)                                                        | <b>\$ 15,037,365</b> | <b>\$ 10,557,774</b>       | <b>\$ 9,413,076</b>       | <b>\$ 7,481,606</b>   |
| <b>Electric</b>                                                                    |                      |                            |                           |                       |
| Revenues                                                                           | \$ 68,178,294        | \$ 69,372,982              | \$ 69,372,982             | \$ 35,426,578         |
| Expenditures                                                                       | 52,931,124           | 58,994,136                 | 59,305,875                | 26,136,171            |
| Net Operating Profit/(Loss)                                                        | <b>\$ 15,247,170</b> | <b>\$ 10,378,846</b>       | <b>\$ 10,067,107</b>      | <b>\$ 9,290,407</b>   |
| <b>Natural Gas</b>                                                                 |                      |                            |                           |                       |
| Revenues                                                                           | \$ 22,606,226        | \$ 22,167,840              | \$ 22,167,840             | \$ 12,596,622         |
| Expenditures                                                                       | 14,589,074           | 15,602,353                 | 15,717,646                | 7,326,271             |
| Net Operating Profit/(Loss)                                                        | <b>\$ 8,017,151</b>  | <b>\$ 6,565,487</b>        | <b>\$ 6,450,194</b>       | <b>\$ 5,270,351</b>   |
| <b>Airport</b>                                                                     |                      |                            |                           |                       |
| <b>Operations</b>                                                                  |                      |                            |                           |                       |
| Revenues                                                                           | \$ 2,879,121         | \$ 3,105,603               | \$ 3,105,603              | \$ 2,092,294          |
| Expenditures                                                                       | 2,953,064            | 3,114,294                  | 3,167,988                 | 1,847,217             |
| Net Operating Profit/(Loss)                                                        | <b>\$ (73,943)</b>   | <b>\$ (8,691)</b>          | <b>\$ (62,385)</b>        | <b>\$ 245,077</b>     |
| <b>U.S. Customs Service</b>                                                        |                      |                            |                           |                       |
| Revenues                                                                           | 562                  | 1,250                      | 1,250                     | 485                   |
| Expenditures                                                                       | 36,409               | 70,546                     | 70,546                    | 15,145                |
| Net Operating Profit/(Loss)                                                        | <b>\$ (35,848)</b>   | <b>\$ (69,296)</b>         | <b>\$ (69,296)</b>        | <b>\$ (14,660)</b>    |
| Total Airport Net Operating Profit/(Loss)                                          | <b>\$ (109,791)</b>  | <b>\$ (77,987)</b>         | <b>\$ (131,681)</b>       | <b>\$ 230,417</b>     |
| <b>Solid Waste</b>                                                                 |                      |                            |                           |                       |
| <b>Operations</b>                                                                  |                      |                            |                           |                       |
| Revenues                                                                           | \$ 3,932,960         | \$ 4,385,873               | \$ 4,465,873              | \$ 2,443,058          |
| Expenditures                                                                       | 4,044,517            | 4,377,880                  | 4,532,880                 | 2,257,795             |
| Net Operating Profit/(Loss)                                                        | <b>\$ (111,558)</b>  | <b>\$ 7,993</b>            | <b>\$ (67,007)</b>        | <b>\$ 185,263</b>     |

Notes:

Does not include capital, debt service, sale of fixed assets, one-time restricted intergovernmental or other financing sources and uses

| CITY OF MONROE BUDGET<br>GENERAL FUND BUDGET SUMMARY |                       |                            |                           |                       |               |
|------------------------------------------------------|-----------------------|----------------------------|---------------------------|-----------------------|---------------|
| Sources and<br>Uses of Funds                         | Actual<br>2025        | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <i>Sources of Funds</i>                              |                       |                            |                           |                       |               |
| <b>Beginning Balance</b>                             | <b>\$ 36,433,149</b>  | <b>\$ 28,599,457</b>       | <b>\$ 28,599,457</b>      | <b>\$ 28,599,457</b>  | <b>NA</b>     |
| <b>Revenues</b>                                      |                       |                            |                           |                       |               |
| Taxes                                                | \$ 31,046,125         | \$ 37,245,183              | \$ 37,245,183             | \$ 35,639,097         | 95.69%        |
| Other Taxes and Licenses                             | 1,159,305             | 1,151,487                  | 1,151,487                 | 682,476               | 59.27%        |
| Intergovernmental Revenues Unrestricted              | 17,047,443            | 17,942,587                 | 17,942,587                | 5,723,290             | 31.90%        |
| Intergovernmental Revenues Restricted                | 2,729,722             | 2,304,314                  | 2,870,734                 | 1,750,409             | 60.97%        |
| Permits and Fees                                     | 3,107,129             | 3,195,996                  | 3,195,996                 | 1,695,095             | 53.04%        |
| Sales and Services                                   | 462,488               | 482,865                    | 482,865                   | 272,725               | 56.48%        |
| Investment Earnings                                  | 2,311,334             | 2,244,764                  | 2,244,764                 | 1,864,079             | 83.04%        |
| Miscellaneous                                        | 396,442               | 312,210                    | 328,694                   | 266,199               | 80.99%        |
| Sub Total                                            | \$ 58,259,989         | \$ 64,879,406              | \$ 65,462,310             | \$ 47,893,370         | 73.16%        |
| <b>Other Financing Sources</b>                       |                       |                            |                           |                       |               |
| Transfer From Other Funds                            | \$ 2,048,319          | \$ 797,787                 | \$ 1,356,512              | \$ 1,455,380          | 107.29%       |
| Proceeds From Limited Obligation Bonds               | -                     | -                          | -                         | -                     | NA            |
| Proceeds From LT Debt / Installment Pur.             | 1,800,000             | -                          | -                         | -                     | NA            |
| Inception Capital Lease                              | 148,486               | -                          | -                         | -                     | NA            |
| Subscription Financing                               | 738,518               | -                          | -                         | -                     | NA            |
| Advance To/From Other Funds                          | -                     | -                          | 2,340,537                 | 2,340,537             | NA            |
| Sub Total                                            | \$ 4,735,323          | \$ 797,787                 | \$ 3,697,049              | \$ 3,795,917          | 102.67%       |
| <b>Reimbursements from Other Funds</b>               |                       |                            |                           |                       |               |
| Cost Allocations                                     | \$ 9,851,713          | \$ 10,893,081              | \$ 10,889,586             | \$ 6,597,927          | 60.59%        |
| Sub Total                                            | \$ 9,851,713          | \$ 10,893,081              | \$ 10,889,586             | \$ 6,597,927          | 60.59%        |
| <b>Annual Sources of Funds</b>                       | <b>\$ 72,847,025</b>  | <b>\$ 76,570,274</b>       | <b>\$ 80,048,945</b>      | <b>\$ 58,287,214</b>  | <b>72.81%</b> |
| <b>Total Sources of Funds</b>                        | <b>\$ 109,280,174</b> | <b>\$ 105,169,731</b>      | <b>\$ 108,648,401</b>     | <b>\$ 86,886,670</b>  | <b>79.97%</b> |
| <i>Uses of Funds</i>                                 |                       |                            |                           |                       |               |
| <b>Expenditures</b>                                  |                       |                            |                           |                       |               |
| General Government                                   | \$ 22,105,937         | \$ 24,737,456              | \$ 25,565,601             | \$ 11,520,723         | 45.06%        |
| Transportation                                       | 3,609,445             | 8,769,636                  | 8,137,265                 | 2,553,154             | 31.38%        |
| Public Safety                                        |                       |                            |                           |                       |               |
| Building Standards                                   | 1,549,160             | 1,784,028                  | 1,800,418                 | 951,355               | 52.84%        |
| Police                                               | 19,496,270            | 19,669,921                 | 20,237,680                | 11,698,374            | 57.80%        |
| Fire                                                 | 15,265,145            | 14,950,627                 | 19,729,958                | 10,883,810            | 55.16%        |
| Culture & Recreation                                 | 2,706,182             | 2,877,765                  | 2,973,463                 | 1,668,245             | 56.10%        |
| Capital Projects (Elec)                              | 6,500,000             | -                          | -                         | -                     | NA            |
| Debt Service                                         | 2,818,956             | 3,328,284                  | 2,912,666                 | 233,820               | 8.03%         |
| Sub Total                                            | \$ 74,051,094         | \$ 76,117,717              | \$ 81,357,051             | \$ 39,509,482         | 48.56%        |
| <b>Other Financing Uses</b>                          |                       |                            |                           |                       |               |
| Transfers to Other Funds                             | \$ 6,629,623          | \$ 6,690,000               | \$ 11,724,252             | \$ 10,321,761         | 88.04%        |
| Sub Total                                            | \$ 6,629,623          | \$ 6,690,000               | \$ 11,724,252             | \$ 10,321,761         | 88.04%        |
| <b>Total Uses of Funds</b>                           | <b>\$ 80,680,717</b>  | <b>\$ 82,807,717</b>       | <b>\$ 93,081,303</b>      | <b>\$ 49,831,242</b>  | <b>53.54%</b> |
| <b>Ending Balance</b>                                | <b>\$ 28,599,457</b>  | <b>\$ 22,362,014</b>       | <b>\$ 15,567,099</b>      | <b>\$ 37,055,428</b>  |               |

1/31/2026

| CITY OF MONROE BUDGET<br>GENERAL FUND REVENUES |                      |                            |                           |                       |               |
|------------------------------------------------|----------------------|----------------------------|---------------------------|-----------------------|---------------|
| Revenue Sources                                | Actual<br>2025       | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Taxes</b>                                   |                      |                            |                           |                       |               |
| Ad Valorem Property Taxes                      | \$ 28,218,015        | \$ 34,962,466              | \$ 34,962,466             | \$ 34,400,657         | 98.39%        |
| Vehicle Property Taxes                         | 2,482,437            | 2,040,217                  | 2,040,217                 | 1,116,895             | 54.74%        |
| Current Year Tax Gap Bills                     | 25,649               | 7,500                      | 7,500                     | 6,134                 | 81.79%        |
| Prior Year Taxes                               | 182,267              | 130,000                    | 130,000                   | 68,010                | 52.32%        |
| Prior Yr Gap Bills                             | 1,858                | -                          | -                         | 2,019                 | NA            |
| Penalties and Interest                         | 135,899              | 105,000                    | 105,000                   | 45,382                | 43.22%        |
| <b>Total Taxes</b>                             | <b>\$ 31,046,125</b> | <b>\$ 37,245,183</b>       | <b>\$ 37,245,183</b>      | <b>\$ 35,639,097</b>  | <b>95.69%</b> |
| <b>Other Taxes and Licenses</b>                |                      |                            |                           |                       |               |
| Privilege License                              | \$ 2,122             | \$ 2,200                   | \$ 2,200                  | \$ 2,189              | 99.49%        |
| Priv License Penalties                         | 35                   | 25                         | 25                        | -                     | 0.00%         |
| Rental of Motor Vehicle                        | 101,199              | 82,000                     | 82,000                    | 56,255                | 68.60%        |
| Add'l City Vehicle Tax                         | 986,970              | 1,005,262                  | 1,005,262                 | 576,300               | 57.33%        |
| Heavy Duty Rental Equip                        | 68,978               | 62,000                     | 62,000                    | 47,732                | 76.99%        |
| <b>Total Other Taxes and Licenses</b>          | <b>\$ 1,159,305</b>  | <b>\$ 1,151,487</b>        | <b>\$ 1,151,487</b>       | <b>\$ 682,476</b>     | <b>59.27%</b> |
| <b>Unrestricted Intergovernmental</b>          |                      |                            |                           |                       |               |
| Beer and Wine Tax                              | \$ 148,665           | \$ 179,000                 | \$ 179,000                | \$ -                  | 0.00%         |
| State Fire Fees                                | 2,484                | 2,656                      | 2,656                     | -                     | 0.00%         |
| ABC Profit Distribution                        | 237,909              | 112,090                    | 112,090                   | 24,000                | 21.41%        |
| Local Option Sales Tax                         | 12,652,465           | 13,524,994                 | 13,524,994                | 4,658,619             | 34.44%        |
| Electricity Sales Tax                          | 3,430,889            | 3,557,597                  | 3,557,597                 | 905,692               | 25.46%        |
| Telecom Sales Tax                              | 152,682              | 147,767                    | 147,767                   | 47,626                | 32.23%        |
| Cable Sales Tax                                | 154,395              | 156,371                    | 156,371                   | 29,944                | 19.15%        |
| Nat Gas Sales Tax                              | 267,954              | 262,112                    | 262,112                   | 57,409                | 21.90%        |
| <b>Total Unrestricted Intergovernmental</b>    | <b>\$ 17,047,443</b> | <b>\$ 17,942,587</b>       | <b>\$ 17,942,587</b>      | <b>\$ 5,723,290</b>   | <b>31.90%</b> |
| <b>Restricted Intergovernmental</b>            |                      |                            |                           |                       |               |
| Reimbursements FEMA                            | \$ -                 | \$ -                       | \$ -                      | \$ -                  | NA            |
| FEMA Covid-19 Claim                            | -                    | -                          | -                         | -                     | NA            |
| CARES Funds                                    | -                    | -                          | -                         | -                     | NA            |
| Federal Grants Police Dept                     | -                    | -                          | 25,459                    | -                     | 0.00%         |
| E Byrne Mem Justice Asst Grant                 | -                    | -                          | 49,494                    | -                     | 0.00%         |
| COPS Hiring Grant                              | 1,073                | -                          | -                         | (1,073)               | NA            |
| Police Grant 2020-DJ-BX-0266                   | -                    | -                          | -                         | -                     | NA            |
| Federal Grants Fire Dept                       | 203,437              | -                          | -                         | -                     | NA            |
| State Grants Econ Dev                          | -                    | -                          | -                         | -                     | NA            |
| DEA Funds - Local                              | -                    | -                          | -                         | -                     | NA            |
| DEA Funds - State                              | 24,210               | -                          | -                         | 8,683                 | NA            |
| Fed Cybersecurity Grant                        | -                    | -                          | 115,472                   | -                     | 0.00%         |
| Powell Bill State Allocation                   | 1,311,187            | 1,311,187                  | 1,311,187                 | 1,335,716             | 101.87%       |
| Safe Streets & Roads Grant                     | -                    | -                          | 120,000                   | -                     | 0.00%         |
| State Grants Fire Dept                         | 159,862              | -                          | 134,834                   | -                     | 0.00%         |
| NCDPS Mutual Aid Assist                        | 169,789              | -                          | -                         | (169,789)             | NA            |
| State Historic Pres. Office                    | -                    | -                          | 15,000                    | -                     | 0.00%         |
| State Grants Parks&Rec                         | -                    | -                          | -                         | -                     | NA            |
| Local Grants Planning                          | -                    | -                          | -                         | -                     | NA            |
| Interlocal Agreement / Finance                 | 3,400                | -                          | -                         | -                     | NA            |
| Interlocal Agreement Fire                      | 75,000               | 40,000                     | 115,000                   | 75,000                | 65.22%        |
| Interlocal Agreement SRO                       | 478,700              | 635,755                    | 635,755                   | 324,509               | 51.04%        |
| Interlocal Agreement SPCC LEO                  | 155,665              | 188,837                    | 188,837                   | 109,050               | 57.75%        |
| Interlocal Agreement ABC LEO                   | 121,002              | 128,535                    | 128,535                   | 68,584                | 53.36%        |
| One NC Econ Dev Grant                          | -                    | -                          | -                         | -                     | NA            |
| Rural Econ Dev Center                          | -                    | -                          | -                         | -                     | NA            |
| Federal Grants Parks&Rec                       | -                    | -                          | 9,504                     | -                     | 0.00%         |
| NCRPA New Initiative Grant                     | -                    | -                          | -                         | -                     | NA            |
| Centralina Area Agency Grants                  | 26,397               | -                          | 21,657                    | (271)                 | -1.25%        |
| Reimbursements FEMA                            | -                    | -                          | -                         | -                     | NA            |
| CARES Funds                                    | -                    | -                          | -                         | -                     | NA            |
| OAA-Senior Center Grant                        | -                    | -                          | -                         | -                     | NA            |
| USTA Grant (Tennis Assoc)                      | -                    | -                          | -                         | -                     | NA            |
| <b>Total Restricted Intergovernmental</b>      | <b>\$ 2,729,722</b>  | <b>\$ 2,304,314</b>        | <b>\$ 2,870,734</b>       | <b>\$ 1,750,409</b>   | <b>60.97%</b> |
| <b>Permits and Fees</b>                        |                      |                            |                           |                       |               |
| Erosion-Sed Ctrl Permits                       | \$ 105,250           | \$ 141,526                 | \$ 141,526                | \$ 47,300             | 33.42%        |
| Erosion-Sed Ctrl Cvt Citations                 | -                    | -                          | -                         | -                     | NA            |
| Erosion-Sed Ctrl Inspectn Fees                 | -                    | -                          | -                         | -                     | NA            |
| Construction Re-inspection Fee                 | 4,100                | 1,400                      | 1,400                     | 1,000                 | 71.43%        |
| P&Z Permit Fees                                | 166,365              | 165,000                    | 165,000                   | 85,935                | 52.08%        |
| P&Z Action Fees                                | 29,350               | 51,000                     | 51,000                    | 9,925                 | 19.46%        |
| P&Z Board of Adjustment Fees                   | 5,950                | 7,300                      | 7,300                     | 1,950                 | 26.71%        |
| P&Z Historic District Fees                     | 7,975                | 6,500                      | 6,500                     | 2,375                 | 36.54%        |
| P&Z Publication Fees                           | 40                   | -                          | -                         | -                     | NA            |
| P&Z Other                                      | 9,825                | 3,500                      | 3,500                     | 2,925                 | 83.57%        |
| P&Z Civil Citations                            | 800                  | 700                        | 700                       | 700                   | 100.00%       |
| P&Z Technology Fee                             | 16,961               | 15,000                     | 15,000                    | 8,516                 | 56.78%        |
| P&Z Small Cell Wireless                        | -                    | -                          | -                         | -                     | NA            |
| Police Court Fees                              | 8,896                | 10,000                     | 10,000                    | 4,321                 | 43.21%        |
| Police Parking                                 | 9,975                | 10,000                     | 10,000                    | 4,850                 | 48.50%        |
| Police Parking Tkt Late Fees                   | 2,860                | 3,000                      | 3,000                     | 3,340                 | 111.33%       |
| Police Precious Metals Permit                  | -                    | 500                        | 500                       | 900                   | 180.00%       |
| Police Firing Range Fees                       | 2,400                | 2,400                      | 2,400                     | -                     | 0.00%         |
| Police Pawnbroker's License                    | -                    | 720                        | 720                       | 540                   | 75.00%        |

| CITY OF MONROE BUDGET<br>GENERAL FUND REVENUES |                     |                            |                           |                       |               |
|------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Revenue Sources                                | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| Utility Misc Charge                            | 532,394             | 510,000                    | 510,000                   | 369,605               | 72.47%        |
| NSF Fees                                       | 40,951              | 40,500                     | 40,500                    | 21,245                | 52.46%        |
| Building Permit Fees                           | -                   | -                          | -                         | -                     | NA            |
| Bldg Interlocal Reimb Fees                     | -                   | -                          | -                         | -                     | NA            |
| Bldg Homeowner Recovery Fund                   | 716                 | 750                        | 750                       | 682                   | 90.93%        |
| Code Enf Civil Citations                       | 93,807              | 22,000                     | 22,000                    | 25,585                | 116.30%       |
| Bldg Publication Fees                          | -                   | -                          | -                         | -                     | NA            |
| Code Enforce Abatements                        | 21,112              | 37,000                     | 37,000                    | 14,335                | 38.74%        |
| PROP Application Fee                           | -                   | -                          | -                         | -                     | NA            |
| PROP Civil Citations                           | -                   | -                          | -                         | -                     | NA            |
| Technology Fee                                 | 173,775             | 175,000                    | 175,000                   | 93,195                | 53.25%        |
| Inspections-Building                           | 532,440             | 547,000                    | 547,000                   | 270,379               | 49.43%        |
| Inspections-Electrical                         | 490,041             | 523,000                    | 523,000                   | 249,409               | 47.69%        |
| Inspections-Mechanical                         | 375,739             | 398,000                    | 398,000                   | 203,219               | 51.06%        |
| Inspections-Plumbing                           | 347,478             | 366,000                    | 366,000                   | 182,972               | 49.99%        |
| Inspections-Other                              | 47,611              | 73,800                     | 73,800                    | 49,509                | 67.08%        |
| Plan Review                                    | 6,750               | 5,400                      | 5,400                     | 2,200                 | 40.74%        |
| Small Cell Wireless                            | -                   | -                          | -                         | -                     | NA            |
| Fire Dept Inspection Fees                      | 57,561              | 63,000                     | 63,000                    | 29,819                | 47.33%        |
| Fire Dept Plan Review                          | 16,009              | 16,000                     | 16,000                    | 8,363                 | 52.27%        |
| <b>Total Permits and Fees</b>                  | <b>\$ 3,107,129</b> | <b>\$ 3,195,996</b>        | <b>\$ 3,195,996</b>       | <b>\$ 1,695,095</b>   | <b>53.04%</b> |
| <b>Sales and Services</b>                      |                     |                            |                           |                       |               |
| Cemetery Plot Sales                            | \$ 16,345           | \$ 13,000                  | \$ 13,000                 | \$ 12,325             | 94.81%        |
| Grave Openings                                 | 23,740              | 19,000                     | 19,000                    | 21,150                | 111.32%       |
| Recording Fees                                 | 600                 | 650                        | 650                       | 480                   | 73.85%        |
| Sale of Fixed Assets                           | 152,549             | 148,450                    | 148,450                   | 62,160                | 41.87%        |
| Rent Misc Buildings                            | 5                   | -                          | -                         | 5                     | NA            |
| Rent Old City Hall                             | 8,160               | 7,800                      | 7,800                     | 4,760                 | 61.03%        |
| Parking Space Lease                            | 10                  | -                          | -                         | -                     | NA            |
| Street Signs                                   | 5,919               | -                          | -                         | 4,210                 | NA            |
| Resident Address Plates                        | 187                 | 225                        | 225                       | 156                   | 69.45%        |
| Misc Sales Other                               | 7,751               | 8,900                      | 8,900                     | 1,803                 | 20.25%        |
| Merchandise for Sale                           | 1,050               | 2,300                      | 2,300                     | -                     | 0.00%         |
| Ceramics Senior Center                         | 1,924               | 2,700                      | 2,700                     | 1,379                 | 51.08%        |
| Pottery Senior Center                          | 1,413               | 500                        | 500                       | 530                   | 106.00%       |
| Computer Senior Center                         | -                   | 500                        | 500                       | -                     | 0.00%         |
| Youth Basketball                               | 13,425              | 11,050                     | 11,050                    | 11,620                | 105.16%       |
| Adult Softball                                 | 35                  | 1,800                      | 1,800                     | -                     | 0.00%         |
| Adult Basketball                               | 35                  | 1,000                      | 1,000                     | -                     | 0.00%         |
| Youth Baseball                                 | 3,680               | 4,000                      | 4,000                     | 1,830                 | 45.75%        |
| Youth Softball                                 | 1,120               | 1,500                      | 1,500                     | 410                   | 27.33%        |
| Youth Flag Football                            | 6,950               | 1,500                      | 1,500                     | (70)                  | -4.67%        |
| Pickleball                                     | -                   | 1,000                      | 1,000                     | -                     | 0.00%         |
| Camps & Clinics                                | 2,300               | 1,000                      | 1,000                     | (660)                 | -66.00%       |
| Youth Soccer                                   | 13,977              | 8,000                      | 8,000                     | 10,290                | 128.63%       |
| Track Program                                  | 3,340               | 3,000                      | 3,000                     | 180                   | 6.00%         |
| Bocce                                          | -                   | 350                        | 350                       | -                     | 0.00%         |
| Cornhole                                       | -                   | 240                        | 240                       | -                     | 0.00%         |
| Adult Trips                                    | 7,848               | 20,000                     | 20,000                    | 7,598                 | 37.99%        |
| Yearly Facility Maint Fee                      | (17)                | -                          | -                         | -                     | NA            |
| Instructional Programs                         | 1,238               | 1,200                      | 1,200                     | 864                   | 72.00%        |
| Special Event Fees                             | 3,265               | 4,000                      | 4,000                     | 10                    | 0.25%         |
| After School                                   | 135,353             | 150,000                    | 150,000                   | 55,651                | 37.10%        |
| Winchester Pool Fees                           | 846                 | 1,900                      | 1,900                     | 569                   | 29.95%        |
| Daily Fees                                     | 3,222               | 3,000                      | 3,000                     | 1,268                 | 42.27%        |
| Membership Fees                                | 853                 | 1,200                      | 1,200                     | 395                   | 32.92%        |
| Sale of Fixed Assets                           | 1,002               | -                          | -                         | 11,550                | NA            |
| Rent Dickerson Ctr                             | 825                 | 1,400                      | 1,400                     | 170                   | 12.14%        |
| Rent Active Adult Center                       | 16,490              | 13,500                     | 13,500                    | 7,840                 | 58.07%        |
| Rent Sutton Park                               | 5,753               | 4,500                      | 4,500                     | 495                   | 11.00%        |
| Rent Shute Center                              | 1,823               | 4,500                      | 4,500                     | 1,090                 | 24.22%        |
| Rent Winchester Center                         | 410                 | 1,300                      | 1,300                     | 170                   | 13.08%        |

| CITY OF MONROE BUDGET<br>GENERAL FUND REVENUES |                      |                            |                           |                       |                |
|------------------------------------------------|----------------------|----------------------------|---------------------------|-----------------------|----------------|
| Revenue Sources                                | Actual<br>2025       | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized  |
| Rent Parks                                     | 4,405                | 6,000                      | 6,000                     | 1,453                 | 24.21%         |
| Rent Parks Williams Athl Cmplx                 | 5,500                | 11,000                     | 11,000                    | 3,815                 | 34.68%         |
| Rent Old Armory                                | 8,708                | 11,900                     | 11,900                    | 9,515                 | 79.96%         |
| Rent Baseball Fields                           | 450                  | 2,000                      | 2,000                     | 1,315                 | 65.75%         |
| Carowinds Tickets                              | -                    | 7,000                      | 7,000                     | -                     | 0.00%          |
| <b>Total Sales and Services</b>                | <b>\$ 462,488</b>    | <b>\$ 482,865</b>          | <b>\$ 482,865</b>         | <b>\$ 272,724.58</b>  | <b>56.48%</b>  |
| <b>Investment Earnings</b>                     |                      |                            |                           |                       |                |
| Investment Earnings                            | \$ 2,310,487         | \$ 2,244,764               | \$ 2,244,764              | 1,864,014             | 83.04%         |
| Interest Earned Trustee                        | 847                  | -                          | -                         | 65                    | NA             |
| <b>Total Investment Earnings</b>               | <b>\$ 2,311,334</b>  | <b>\$ 2,244,764</b>        | <b>\$ 2,244,764</b>       | <b>\$ 1,864,079</b>   | <b>83.04%</b>  |
| <b>Miscellaneous</b>                           |                      |                            |                           |                       |                |
| Federal Bureau of Invest.                      | \$ -                 | \$ -                       | \$ -                      | \$ -                  | NA             |
| Reimb US Mashal Srv                            | 11,582               | -                          | -                         | 4,366                 | NA             |
| Reimb DEA/OT Justice Dept                      | 11,851               | -                          | -                         | -                     | NA             |
| Third Party                                    | 301                  | -                          | -                         | -                     | NA             |
| Highway 74 Upkeep                              | -                    | 10,500                     | 10,500                    | -                     | 0.00%          |
| Miscellaneous Reimbursements                   | 79,081               | 5,625                      | 5,625                     | 241                   | 4.28%          |
| Hazmat Materials-Fire                          | 130                  | -                          | -                         | (70)                  | NA             |
| Occupancy Tax Collections                      | 19,277               | 26,760                     | 26,760                    | 9,506                 | 35.52%         |
| Police Private                                 | 6,000                | -                          | 6,500                     | 6,500                 | 100.00%        |
| Police Explorers                               | 500                  | -                          | -                         | -                     | NA             |
| Fire Donations/Sponsorships                    | 1,200                | -                          | 500                       | -                     | 0.00%          |
| Fire Youth Group                               | -                    | -                          | -                         | -                     | NA             |
| Fire Fighter Camp                              | 600                  | -                          | 500                       | -                     | 0.00%          |
| Police Athletic League (PALs)                  | -                    | 7,000                      | 7,000                     | -                     | 0.00%          |
| Donations Air Show                             | 222,389              | 210,000                    | 210,000                   | 197,492               | 94.04%         |
| PILT Monroe Housing Auth                       | -                    | -                          | -                         | -                     | NA             |
| Miscellaneous Other                            | 3,042                | 5,000                      | 7,300                     | 20,667                | 283.11%        |
| Cash Discounts                                 | -                    | -                          | -                         | -                     | NA             |
| Purchasing Rebate                              | 28,720               | 33,000                     | 33,000                    | -                     | 0.00%          |
| Misc St. James Assoc                           | -                    | 6,325                      | 6,325                     | -                     | 0.00%          |
| Highway 74 Upkeep                              | 10,914               | -                          | -                         | 9,050                 | NA             |
| Miscellaneous Reimbursements                   | -                    | -                          | -                         | 18,212                | NA             |
| P&R Donations/Sponsorships                     | 856                  | 8,000                      | 14,684                    | 234                   | 1.59%          |
| Dedications / Bench and Trees                  | -                    | -                          | -                         | -                     | NA             |
| Miscellaneous Other                            | -                    | -                          | -                         | -                     | NA             |
| Cash Discounts                                 | -                    | -                          | -                         | -                     | NA             |
| <b>Total Miscellaneous</b>                     | <b>\$ 396,442</b>    | <b>\$ 312,210</b>          | <b>\$ 328,694</b>         | <b>\$ 266,199</b>     | <b>80.99%</b>  |
| <b>Other Financing Sources</b>                 |                      |                            |                           |                       |                |
| Transfers from other funds                     |                      |                            |                           |                       |                |
| TF From Center Theatre                         | \$ -                 | \$ -                       | \$ -                      | \$ 520,000            | NA             |
| TF From Parks & Rec                            | \$ 17,395            | \$ -                       | \$ -                      | \$ -                  | NA             |
| TF From Golf Course                            | 91,736               | -                          | -                         | -                     | NA             |
| TF From Comm Dev                               | -                    | -                          | 38,494                    | 38,493                | 100.00%        |
| TF From Police Forfeiture Fund                 | 152,742              | -                          | -                         | -                     | NA             |
| TF From Water & Sewer                          | 6,554                | -                          | -                         | -                     | NA             |
| TF From Downtown Monroe                        | -                    | -                          | -                         | -                     | NA             |
| TF fr MUCED                                    | -                    | -                          | -                         | -                     | NA             |
| TF From ARPA                                   | -                    | -                          | -                         | -                     | NA             |
| TF From Gov Capital Project                    | 1,076,389            | -                          | 520,231                   | 231                   | 0.04%          |
| TF From Electric Fund                          | 471,762              | 591,787                    | 591,787                   | 718,423               | 121.40%        |
| TF From Natural Gas                            | 205,410              | 206,000                    | 206,000                   | 178,233               | 86.52%         |
| TF From Airport                                | -                    | -                          | -                         | -                     | NA             |
| TF From Airport Capital Proj                   | 43,726               | -                          | -                         | -                     | NA             |
| TF from Prop & Liab                            | -                    | -                          | -                         | -                     | NA             |
| TF From General Fund                           | 2,455,418            | 2,795,862                  | 2,777,763                 | 1,649,019             | 59.36%         |
| <b>Sub Total Transfers from Other Funds</b>    | <b>\$ 4,521,132</b>  | <b>\$ 3,593,649</b>        | <b>\$ 4,134,275</b>       | <b>\$ 3,104,398</b>   | <b>267.33%</b> |
| Proceeds Limited Obligation Bd                 | \$ -                 | \$ -                       | \$ -                      | \$ -                  | NA             |
| Proceeds Installment Purchase                  | 1,800,000            | -                          | -                         | -                     | NA             |
| Appropriation Of Fund Bal                      | -                    | 6,237,443                  | 12,974,505                | -                     | 0.00%          |
| Appropriation Of Fund Bal                      | -                    | -                          | 57,853                    | -                     | 0.00%          |
| Oth Fin Inception of Lease                     | 132,870              | -                          | -                         | -                     | NA             |
| Oth Fin Inception of Lease                     | 15,617               | -                          | -                         | -                     | NA             |
| Subscription Financing                         | 738,518              | -                          | -                         | -                     | NA             |
| Advance From Electric Fund                     | -                    | -                          | 2,340,537                 | 2,340,537             | 100.00%        |
| <b>Total Other Financing Sources</b>           | <b>\$ 7,208,136</b>  | <b>\$ 9,831,092</b>        | <b>\$ 19,507,170</b>      | <b>\$ 5,444,935</b>   | <b>27.91%</b>  |
| <b>Total General Fund Revenues</b>             | <b>\$ 65,468,125</b> | <b>\$ 74,710,498</b>       | <b>\$ 84,969,480</b>      | <b>\$ 53,338,305</b>  | <b>62.77%</b>  |

## Notes:

- (1) Investment Earnings - Funds are distributed quarterly among all funds.  
 (2) Monthly local option sales tax is distributed on a 90 day delay.  
 (3) Utility sales tax is distributed quarterly.



| CITY OF MONROE BUDGET<br>GENERAL FUND EXPENDITURES |                      |                            |                           |                       |               |
|----------------------------------------------------|----------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                  | Actual<br>2025       | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>General Government</b>                          |                      |                            |                           |                       |               |
| <b>Legislative</b>                                 |                      |                            |                           |                       |               |
| Legislative - City Council                         | \$ 371,872           | \$ 442,746                 | \$ 443,792                | \$ 201,629            | 45.43%        |
| Special Appropriations (Outside Agencies-1015)     | 291,670              | 346,930                    | 401,128                   | 154,567               | 38.53%        |
| Planning Board (1022)                              | 2,503                | 11,920                     | 12,920                    | 1,077                 | 8.33%         |
| Board of Adjustments (1023)                        | 1,973                | 7,975                      | 8,175                     | 763                   | 9.33%         |
| Airport Commission (1025)                          | 1,130                | 4,306                      | 4,306                     | 538                   | 12.50%        |
| Community Appearance (1026)                        | -                    | -                          | -                         | 129                   |               |
| Historic District Commission (1027)                | 5,820                | 8,960                      | 8,960                     | 3,437                 | 38.36%        |
| Downtown Monroe Board (1028)                       | -                    | 3,768                      | 3,768                     | 121                   | 3.21%         |
| Sub Total Legislative                              | \$ 674,970           | \$ 826,605                 | \$ 883,049                | \$ 362,261            | 41.02%        |
| <b>Administration</b>                              |                      |                            |                           |                       |               |
| City Manager                                       | \$ 1,646,499         | \$ 1,750,408               | \$ 1,680,014              | \$ 916,579            | 54.56%        |
| City Attorney                                      | 701,159              | 944,682                    | 944,682                   | 433,768               | 45.92%        |
| Economic Development                               | 1,628,217            | 1,756,704                  | 1,846,698                 | 191,932               | 10.39%        |
| Sub Total Administration                           | \$ 3,975,875         | \$ 4,451,794               | \$ 4,471,394              | \$ 1,542,279          | 34.49%        |
| <b>Property Management<sup>(2)</sup></b>           |                      |                            |                           |                       |               |
| Property Management Admin                          | \$ 345,543           | \$ 316,031                 | \$ 330,031                | \$ 190,319            | 57.67%        |
| Property Management Building Maintenance           | \$ 1,712,659         | \$ 1,921,944               | \$ 2,020,015              | \$ 887,779            | 43.95%        |
| Property Management Grounds Maintenance            | \$ 2,716,267         | \$ 2,817,959               | \$ 3,002,904              | \$ 1,807,631          | 60.20%        |
| Property Management Housekeeping                   | \$ 362,930           | \$ 798,317                 | \$ 806,100                | \$ 291,908            | 36.21%        |
| Sub Total Property Management                      | \$ 5,137,400         | \$ 5,854,251               | \$ 6,159,049              | \$ 3,177,637          | 51.59%        |
| <b>Public Information</b>                          |                      |                            |                           |                       |               |
| Public Information                                 | \$ 485,528           | \$ 277,824                 | \$ 307,824                | \$ 149,557            | 48.59%        |
| Sub Total Public Information                       | \$ 485,528           | \$ 277,824                 | \$ 307,824                | \$ 149,557            | 48.59%        |
| <b>Finance</b>                                     |                      |                            |                           |                       |               |
| Accounting                                         | \$ 702,815           | 886,069                    | 886,069                   | 413,152               | 46.63%        |
| Finance Administration                             | 613,130              | 854,584                    | 866,569                   | 439,565               | 50.72%        |
| Billing                                            | 1,045,321            | 1,116,815                  | 1,116,815                 | 558,727               | 50.03%        |
| Payment Center                                     | 688,005              | 756,857                    | 758,442                   | 400,263               | 52.77%        |
| Customer Service                                   | 670,099              | 746,436                    | 746,436                   | 377,660               | 50.60%        |
| Purchasing                                         | 355,421              | 465,162                    | 389,310                   | 151,617               | 38.95%        |
| Fleet (Garage)                                     | 394,800              | 444,455                    | 444,455                   | 259,882               | 58.47%        |
| Warehouse                                          | 320,390              | 368,435                    | 368,435                   | 188,199               | 51.08%        |
| Sub Total Finance                                  | \$ 4,789,981         | \$ 5,638,813               | \$ 5,576,531              | \$ 2,789,064          | 50.01%        |
| <b>Human Resources</b>                             |                      |                            |                           |                       |               |
| Human Resources                                    | \$ 862,557           | \$ 1,204,426               | \$ 1,301,426              | \$ 550,273            | 42.28%        |
| Safety & Health                                    | 157,124              | 216,071                    | 216,071                   | 88,288                | 40.86%        |
| Sub Total Human Resources                          | \$ 1,019,681         | \$ 1,420,497               | \$ 1,517,497              | \$ 638,561            | 42.08%        |
| <b>Engineering</b>                                 |                      |                            |                           |                       |               |
| Engineering                                        | \$ 1,656,566         | \$ 1,711,435               | \$ 1,839,146              | \$ 966,155            | 52.53%        |
| Sub Total Engineering                              | \$ 1,656,566         | \$ 1,711,435               | \$ 1,839,146              | \$ 966,155            | 52.53%        |
| <b>Planning and Development</b>                    |                      |                            |                           |                       |               |
| Planning                                           | \$ 1,341,497         | \$ 1,551,442               | \$ 1,575,522              | \$ 762,551            | 48.40%        |
| Community Redevelopment                            | 210,730              | 178,616                    | 284,126                   | 58,835                | 20.71%        |
| Community Maintenance                              | 141,805              | 176,002                    | 176,002                   | 98,071                | 55.72%        |
| Sub Total Planning and Development                 | \$ 1,694,033         | \$ 1,906,060               | \$ 2,035,650              | \$ 919,457            | 45.17%        |
| <b>Information Technology</b>                      |                      |                            |                           |                       |               |
| Information Technology                             | \$ 2,671,902         | \$ 2,650,177               | \$ 2,775,461              | \$ 975,751            | 35.16%        |
| Sub Total Information Technology                   | \$ 2,671,902         | \$ 2,650,177               | \$ 2,775,461              | \$ 975,751            | 35.16%        |
| <b>Total General Government</b>                    | <b>\$ 22,105,937</b> | <b>\$ 24,737,456</b>       | <b>\$ 25,565,601</b>      | <b>\$ 11,520,723</b>  | <b>45.06%</b> |
| <b>Transportation</b>                              |                      |                            |                           |                       |               |
| <b>Engineering</b>                                 |                      |                            |                           |                       |               |
| Street Dept                                        | \$ 2,680,176         | \$ 6,079,609               | \$ 3,387,896              | \$ 1,493,272          | 44.08%        |
| Powell Bill                                        | 929,269              | 2,690,027                  | 4,749,369                 | 1,059,882             | 22.32%        |
| Sub Total Engineering                              | \$ 3,609,445         | \$ 8,769,636               | \$ 8,137,265              | \$ 2,553,154          | 31.38%        |
| <b>Total Transportation</b>                        | <b>\$ 3,609,445</b>  | <b>\$ 8,769,636</b>        | <b>\$ 8,137,265</b>       | <b>\$ 2,553,154</b>   | <b>31.38%</b> |
| <b>Public Safety</b>                               |                      |                            |                           |                       |               |
| <b>Building Standards</b>                          |                      |                            |                           |                       |               |
| Code Enforcement                                   | \$ 727,880           | \$ 801,535                 | \$ 815,385                | \$ 450,228            | 55.22%        |
| Building Standards                                 | 821,280              | 982,493                    | 985,033                   | 501,127               | 50.87%        |
| Sub Total Building Standards                       | \$ 1,549,160         | \$ 1,784,028               | \$ 1,800,418              | \$ 951,355            | 52.84%        |
| <b>Police</b>                                      | \$ 19,496,270        | \$ 19,669,921              | \$ 20,237,680             | \$ 11,698,374         | 57.80%        |
| <b>Fire</b>                                        | 15,265,145           | 14,950,627                 | 19,729,958                | 10,883,810            | 55.16%        |
| <b>Total Public Safety</b>                         | <b>\$ 36,310,574</b> | <b>\$ 36,404,576</b>       | <b>\$ 41,768,056</b>      | <b>\$ 23,533,539</b>  | <b>56.34%</b> |



| CITY OF MONROE BUDGET<br>GENERAL FUND EXPENDITURES |                       |                            |                         |                       |               |
|----------------------------------------------------|-----------------------|----------------------------|-------------------------|-----------------------|---------------|
| Function/Activity                                  | Actual<br>2025        | Original<br>Budget<br>2026 | Final<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Cultural and Recreational</b>                   |                       |                            |                         |                       |               |
| Administration                                     | \$ 212,790            | \$ 548,572                 | \$ 562,772              | \$ 439,031            | 78.01%        |
| Recreation                                         | 2,493,392             | 2,329,193                  | 2,410,691               | 1,229,214             | 50.99%        |
| <b>Total Cultural and Recreational</b>             | <b>\$ 2,706,182</b>   | <b>\$ 2,877,765</b>        | <b>\$ 2,973,463</b>     | <b>\$ 1,668,245</b>   | <b>56.10%</b> |
| <b>Sub Total Expenditures</b>                      | <b>\$ 64,732,138</b>  | <b>\$ 72,789,433</b>       | <b>\$ 78,444,385</b>    | <b>\$ 39,275,662</b>  | <b>50.07%</b> |
| <b>Reimbursements from Other Funds</b>             |                       |                            |                         |                       |               |
| Administration                                     | \$ (4,839,995)        | \$ (5,174,809)             | \$ (5,174,809)          | \$ (3,018,639)        | 58.33%        |
| Utility Billing                                    | (1,050,126)           | (1,169,486)                | (1,169,486)             | (682,200)             | 58.33%        |
| Customer Service/Collections                       | (1,335,556)           | (1,510,749)                | (1,510,749)             | (881,270)             | 58.33%        |
| Engineering                                        | (398,504)             | (515,572)                  | (515,572)               | (300,750)             | 58.33%        |
| Street                                             | (661,698)             | (546,216)                  | (546,216)               | (468,681)             | 85.81%        |
| Administrative Services (Purchasing)               | (92,452)              | (126,608)                  | (126,608)               | (73,855)              | 58.33%        |
| Fleet (Garage)                                     | (398,280)             | (404,753)                  | (401,258)               | (329,681)             | 82.16%        |
| Warehouse                                          | (543,255)             | (603,673)                  | (603,673)               | (352,143)             | 58.33%        |
| Parks Maintenance                                  | (24,359)              | (24,102)                   | (24,102)                | (14,060)              | 58.33%        |
| Facilities Maintenance                             | (220,209)             | (239,617)                  | (239,617)               | (139,777)             | 58.33%        |
| Manual Adjs Allocations                            | (287,278)             | (577,496)                  | (577,496)               | (336,873)             | 58.33%        |
| <b>Total Reimbursements from Other Funds</b>       | <b>\$ (9,851,713)</b> | <b>\$ (10,893,081)</b>     | <b>\$ (10,889,586)</b>  | <b>\$ (6,597,927)</b> | <b>60.59%</b> |
| <b>Transfers Out to Other Funds<sup>(1)</sup></b>  |                       |                            |                         |                       |               |
| General Fund                                       | \$ 17,395             | \$ -                       | \$ -                    | \$ -                  | NA            |
| Dowd Theatre                                       | 702,801               | 470,859                    | 470,859                 | 274,668               | 58.33%        |
| Parks & Recreation                                 | 2,455,418             | 2,795,862                  | 2,777,763               | 1,649,019             | 59.36%        |
| Golf Course                                        | 168,357               | 314,180                    | 306,884                 | 190,568               | 62.10%        |
| Downtown Monroe                                    | 507,242               | 386,410                    | 423,265                 | 262,261               | 61.96%        |
| Monroe-Union Co Econ Dev                           | -                     | -                          | -                       | -                     | NA            |
| ARPA                                               | -                     | -                          | -                       | -                     | NA            |
| Govn Capital Reserve                               | -                     | -                          | -                       | -                     | NA            |
| Capital Projects General Gov                       | 3,651,636             | 3,289,000                  | 8,227,014               | 8,227,014             | 100.00%       |
| Capital Projects P&R                               | -                     | -                          | -                       | -                     | NA            |
| TF To Electric Capital Proj                        | 6,500,000             | -                          | -                       | -                     | -             |
| Airport                                            | 1,599,587             | 2,229,551                  | 2,229,551               | 1,300,571             | 58.33%        |
| Airport - Capital Projects                         | -                     | -                          | 66,679                  | 66,679                | 100.00%       |
| SIF - Property Casualty                            | -                     | -                          | -                       | -                     | NA            |
| <b>Transfers Out to Other Funds</b>                | <b>\$ 15,602,436</b>  | <b>\$ 9,485,862</b>        | <b>\$ 14,502,015</b>    | <b>\$ 11,970,779</b>  | <b>82.55%</b> |
| <b>Debt Service</b>                                |                       |                            |                         |                       |               |
| General Fund                                       | 2,450,252.60          | \$ 2,953,482               | \$ 2,555,963            | \$ 203,595            | 7.97%         |
| Parks & Recreation Fund                            | 368,704               | 374,802                    | 356,703                 | 30,225                | 8.47%         |
| <b>Total Debt Service</b>                          | <b>\$ 2,818,956</b>   | <b>\$ 3,328,284</b>        | <b>\$ 2,912,666</b>     | <b>\$ 233,820</b>     | <b>8.03%</b>  |
| <b>Unreserved</b>                                  |                       |                            |                         |                       |               |
| General Fund                                       | \$ -                  | \$ -                       | \$ -                    | \$ -                  | NA            |
| Parks & Recreation Fund                            | -                     | -                          | -                       | -                     | NA            |
| <b>Total Unreserved</b>                            | <b>\$ -</b>           | <b>\$ -</b>                | <b>\$ -</b>             | <b>\$ -</b>           | <b>NA</b>     |
| <b>Total General Fund Expenditures</b>             | <b>\$ 73,301,817</b>  | <b>\$ 74,710,498</b>       | <b>\$ 84,969,480</b>    | <b>\$ 44,882,334</b>  | <b>52.82%</b> |

(0)

**NOTES:**

<sup>(1)</sup>General Fund Debt Service :

|                                                          | 2026 Payment | Prin. Bal. @<br>6/30/2025 | Payoff Yr |
|----------------------------------------------------------|--------------|---------------------------|-----------|
| Economic Incentive                                       | \$ 87,649    | \$ 438,245                | 2031      |
| Replace Three Fire Trucks                                | 200,354      | 200,220                   | 2027      |
| Replace Two Fire Trucks                                  | 189,328      | 379,663                   | 2028      |
| Replace One Fire Truck                                   | 73,535       | 220,535                   | 2029      |
| Replace Fire Department Blaze Unit                       | 94,920       | 380,177                   | 2030      |
| Demolish Building and Pave Parking Lot                   | 45,424       | 479,711                   | 2039      |
| New Senior Center (EJ Renovations)                       | 294,403      | 3,428,092                 | 2039      |
| New Police Headquarters                                  | 844,047      | 9,828,258                 | 2039      |
| Purchase new Software                                    | 140,378      | 702,154                   | 2030      |
| Purchase FS #6 Pumper                                    | 101,360      | 711,480                   | 2033      |
| Replace Rescue #1                                        | 175,199      | 1,399,110                 | 2034      |
| Leaf Collection Truck/Golf Carts                         | 165,771      | 499,011                   | 2029      |
| Airport Refueling Trucks/Replace Quint 2                 | 272,766      | 2,446,908                 | 2035      |
| Rec Center & Pro Shop Improvements & Purchase Station #6 | 223,956      | 1,832,321                 | 2035      |
| IT Data Center and Purchasing Offices                    | 397,519      | 7,552,861                 | 2045      |
| Purchase temporary station #6                            | 180,000      | 1,350,000                 | 2036      |
|                                                          | 3,486,608    | 31,848,746                |           |

| CITY OF MONROE BUDGET<br>POLICE ASSET FORFEITURE FUND |                |                            |                           |                       |               |
|-------------------------------------------------------|----------------|----------------------------|---------------------------|-----------------------|---------------|
| Sources and<br>Uses of Funds                          | Actual<br>2025 | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <i>Sources of Funds</i>                               |                |                            |                           |                       |               |
| <b>Beginning Balance</b>                              | \$ 366,366     | \$ (395,220)               | \$ (395,220)              | \$ (395,220)          | NA            |
| <b>Restricted Revenues</b>                            |                |                            |                           |                       |               |
| Sale of Fixed Assets                                  | \$ -           | \$ -                       | \$ -                      | \$ 20,461             | NA            |
| DEA Funds - Justice Dept                              | \$ (525,439)   | \$ -                       | \$ -                      | \$ -                  | NA            |
| DEA Funds - Treasury Dept                             | -              | -                          | -                         | -                     | NA            |
| Investment Earnings                                   | (18,623)       | -                          | -                         | 10,231                | NA            |
| Sub Total                                             | \$ (544,062)   | \$ -                       | \$ -                      | \$ 30,692             | NA            |
| <b>Other Financing Sources</b>                        |                |                            |                           |                       |               |
| Appropriation Of Fund Bal                             | \$ -           | \$ 240,000                 | \$ 672,817                | \$ -                  | 0.00%         |
| Sub Total                                             | \$ -           | \$ 240,000                 | \$ 672,817                | \$ -                  | 0.00%         |
| <b>Annual Sources of Funds</b>                        | \$ (544,062)   | \$ 240,000                 | \$ 672,817                | \$ 30,692             | 4.56%         |
| <b>Total Sources of Funds</b>                         | \$ (177,696)   | \$ (155,220)               | \$ 277,598                | \$ (364,527)          | -131.31%      |
| <i>Uses of Funds</i>                                  |                |                            |                           |                       |               |
| <b>Expenditures</b>                                   |                |                            |                           |                       |               |
| US Justice Drugs                                      | \$ 132,599     | \$ 137,000                 | \$ 669,564                | \$ 37,139             | 5.55%         |
| US Treasury Drugs                                     | 84,923         | 103,000                    | 3,253                     | -                     | 0.00%         |
| TF To General Fund                                    | 152,742        | -                          | -                         | -                     | NA            |
| Sub Total                                             | \$ 217,523     | \$ 240,000                 | \$ 672,817                | \$ 37,139             | 5.52%         |
| <b>Total Uses of Funds</b>                            | \$ 217,523     | \$ 240,000                 | \$ 672,817                | \$ 37,139             | 5.52%         |
|                                                       |                |                            |                           |                       |               |
| <b>Ending Balance</b>                                 | \$ (395,220)   | \$ (395,220)               | \$ (395,220)              | \$ (401,667)          |               |

Notes:  
Police Asset Forfeiture funds were reported previously in the General Fund.

| CITY OF MONROE BUDGET<br>CHARLOTTE-MONROE EXECUTIVE AIRPORT FUND BUDGET SUMMARY |                |                            |                           |                       |               |
|---------------------------------------------------------------------------------|----------------|----------------------------|---------------------------|-----------------------|---------------|
| Sources and<br>Uses of Funds                                                    | Actual<br>2025 | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <i>Sources of Funds</i>                                                         |                |                            |                           |                       |               |
| <b>Beginning Balance</b>                                                        | \$ 9,177       | \$ 28,480                  | \$ 28,480                 | \$ 28,480             | NA            |
| <b>Revenues</b>                                                                 |                |                            |                           |                       |               |
| Restricted Intergovernmental                                                    | \$ 1,800       | \$ -                       | \$ -                      | \$ -                  | NA            |
| Sales and Services                                                              | 2,755,120      | 2,972,511                  | 2,972,511                 | 2,091,070             | 70.35%        |
| Investment Earnings                                                             | 1              | -                          | -                         | -                     | NA            |
| Miscellaneous <sup>(1)</sup>                                                    | 150,161        | 134,342                    | 134,342                   | 1,709                 | 1.27%         |
| Sub Total                                                                       | \$ 2,907,082   | \$ 3,106,853               | \$ 3,106,853              | \$ 2,092,779          | 67.36%        |
| <b>Other Financing Sources</b>                                                  |                |                            |                           |                       |               |
| Transfer From Other Funds                                                       | \$ 1,599,587   | \$ 2,229,551               | \$ 2,229,551              | \$ 1,300,571          | 58.33%        |
| Proceeds From Revenue Bonds                                                     | -              | -                          | -                         | -                     | NA            |
| Proceeds From LT Debt / Installment Pur.                                        | 410,000        | -                          | -                         | -                     | NA            |
| Inception of Lease                                                              | 10,928         | 15,189                     | 15,189                    | -                     | 0.00%         |
| Sub Total                                                                       | \$ 2,020,514   | \$ 2,244,740               | \$ 2,244,740              | \$ 1,300,571          | 57.94%        |
| <b>Annual Sources of Funds</b>                                                  | \$ 4,927,597   | \$ 5,351,593               | \$ 5,351,593              | \$ 3,393,350          | 63.41%        |
| <b>Total Sources of Funds</b>                                                   | \$ 4,936,774   | \$ 5,380,073               | \$ 5,380,073              | \$ 3,421,831          | 63.60%        |
| <i>Uses of Funds</i>                                                            |                |                            |                           |                       |               |
| <b>Expenditures</b>                                                             |                |                            |                           |                       |               |
| Personnel                                                                       | \$ 1,154,781   | \$ 1,216,013               | \$ 1,216,013              | \$ 690,838            | 56.81%        |
| Capital                                                                         | 859,318        | 1,017,720                  | 1,018,720                 | 3,875                 | 0.38%         |
| Operating                                                                       | 1,396,146      | 1,496,565                  | 1,550,259                 | 922,045               | 59.48%        |
| Customs                                                                         | 36,409         | 70,546                     | 70,546                    | 15,145                | 21.47%        |
| Airport Debt Service                                                            | 1,059,502      | 1,149,033                  | 1,149,033                 | 33,677                | 2.93%         |
| Sub Total                                                                       | \$ 4,506,156   | \$ 4,949,877               | \$ 5,004,571              | \$ 1,665,579          | 33.28%        |
| <b>Reimbursements to other funds</b>                                            |                |                            |                           |                       |               |
| Cost Allocations                                                                | \$ 402,137     | \$ 401,716                 | \$ 401,716                | \$ 234,334            | 58.33%        |
| Sub Total                                                                       | \$ 402,137     | \$ 401,716                 | \$ 401,716                | \$ 234,334            | 58.33%        |
| <b>Other Financing Uses</b>                                                     |                |                            |                           |                       |               |
| Other Financing Uses - Transfers to Other Funds                                 | \$ -           | \$ -                       | \$ -                      | \$ -                  | NA            |
| Sub Total                                                                       | \$ -           | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Total Uses of Funds</b>                                                      | \$ 4,908,293   | \$ 5,351,593               | \$ 5,406,287              | \$ 1,899,914          | 35.14%        |
| <b>Ending Balance</b>                                                           | \$ 28,480      | \$ 28,480                  | \$ (26,213)               | \$ 1,521,917          | NA            |

Notes:

| CITY OF MONROE BUDGET<br>CHARLOTTE-MONROE EXECUTIVE AIRPORT FUND REVENUES |                     |                            |                           |                       |               |
|---------------------------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Revenue Sources                                                           | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Restricted Revenues</b>                                                |                     |                            |                           |                       |               |
| CARES Funds                                                               | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| State Grants Airport                                                      | 1,800               | -                          | -                         | -                     | NA            |
| <b>Total Restricted Revenues</b>                                          | <b>\$ 1,800</b>     | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| <b>Sales and Services</b>                                                 |                     |                            |                           |                       |               |
| Merchandise for Sale                                                      | \$ 755              | \$ 500                     | \$ 500                    | \$ 1,478              | 295.68%       |
| Sale of Land                                                              | -                   | -                          | -                         | -                     | NA            |
| Sale of Fixed Assets                                                      | 25,600              | -                          | -                         | -                     | NA            |
| Rent Terminal Office Spac                                                 | -                   | 1,673                      | 1,673                     | -                     | 0.00%         |
| Land Lease                                                                | 4,315               | 16,970                     | 16,970                    | 10,889                | 64.17%        |
| Flowage Fee                                                               | -                   | 12,500                     | 12,500                    | -                     | 0.00%         |
| Tie-down Lease                                                            | 93,753              | 101,315                    | 101,315                   | 53,749                | 53.05%        |
| Hangar Lease                                                              | 380,408             | 380,200                    | 380,200                   | 315,308               | 82.93%        |
| Office Lease                                                              | 19,492              | 18,520                     | 18,520                    | 19,405                | 104.78%       |
| T-hangar Lease                                                            | 103,492             | 110,384                    | 110,384                   | 64,225                | 58.18%        |
| Towing                                                                    | 6,750               | 6,900                      | 6,900                     | 3,150                 | 45.65%        |
| Pumping Fee                                                               | 117,002             | 124,718                    | 124,718                   | 39,411                | 31.60%        |
| Catering                                                                  | -                   | -                          | -                         | -                     | NA            |
| Overnight Tie-down/Hangar                                                 | 37,601              | 37,500                     | 37,500                    | 45,403                | 121.08%       |
| Charges for Service-Misc                                                  | 32,466              | 31,000                     | 31,000                    | 16,048                | 51.77%        |
| Maintenance Hangar Lease                                                  | 20,417              | 21,500                     | 21,500                    | 13,373                | 62.20%        |
| Operation Fees                                                            | 3,132               | 52,584                     | 52,584                    | 18,734                | 35.63%        |
| Fuel Storage Fee                                                          | -                   | -                          | -                         | -                     | NA            |
| Aircraft Ramp Fee                                                         | 96,356              | 93,672                     | 93,672                    | 119,191               | 127.24%       |
| Customs User Fees                                                         | 9,790               | 8,900                      | 8,900                     | 6,350                 | 71.35%        |
| Customs Regulated Garbage                                                 | 510                 | 650                        | 650                       | 2,565                 | 394.62%       |
| Call Out Fee                                                              | 9,750               | 12,175                     | 12,175                    | 2,975                 | 24.44%        |
| Aircraft Washes                                                           | 80                  | -                          | -                         | 140                   | NA            |
| Ground Handling Fee                                                       | -                   | -                          | -                         | -                     | NA            |
| Delinquent Penalty                                                        | 1,800               | 4,400                      | 4,400                     | 1,031                 | 23.43%        |
| Account Reinstatement Fee                                                 | -                   | -                          | -                         | -                     | NA            |
| Hertz Rental Commission                                                   | 2,287               | 2,100                      | 2,100                     | 161                   | 7.67%         |
| Airport Development Fee                                                   | 25,106              | 30,000                     | 30,000                    | 9,000                 | 30.00%        |
| Publications                                                              | 498                 | 1,000                      | 1,000                     | 251                   | 25.11%        |
| Pilot Supplies                                                            | 64                  | 250                        | 250                       | 234                   | 93.44%        |
| Oil Sales                                                                 | 2,611               | 3,100                      | 3,100                     | 2,201                 | 71.02%        |
| Aviation Fuel Sales                                                       | 1,761,085           | 1,900,000                  | 1,900,000                 | 1,345,796             | 70.83%        |
| Military Fuel Sales                                                       | -                   | -                          | -                         | -                     | NA            |
| Misc Sales Other                                                          | -                   | -                          | -                         | -                     | NA            |
| <b>Total Sales and Services</b>                                           | <b>\$ 2,755,120</b> | <b>\$ 2,972,511</b>        | <b>\$ 2,972,511</b>       | <b>\$ 2,091,070</b>   | <b>70.35%</b> |
| <b>Investment Earnings</b>                                                |                     |                            |                           |                       |               |
| Investment Earnings                                                       | \$ 1                | \$ -                       | \$ -                      | \$ -                  | NA            |
| Interest Earned Trustee                                                   | -                   | -                          | -                         | -                     | NA            |
| <b>Total Investment Earnings</b>                                          | <b>\$ 1</b>         | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| <b>Miscellaneous</b>                                                      |                     |                            |                           |                       |               |
| Miscellaneous Reimbursements                                              | \$ 11               | \$ -                       | \$ -                      | \$ -                  | NA            |
| ACE Camp Grant                                                            | \$ (5)              | \$ -                       | \$ -                      | \$ 1,709              | NA            |
| Miscellaneous Other                                                       | -                   | -                          | -                         | -                     | NA            |
| Cash Discounts                                                            | -                   | -                          | -                         | -                     | NA            |
| Lease Revenue                                                             | 137,480             | 128,210                    | 128,210                   | -                     | 0.00%         |
| Lease Interest Income                                                     | 12,675              | 6,132                      | 6,132                     | -                     | 0.00%         |
| <b>Total Miscellaneous</b>                                                | <b>\$ 150,161</b>   | <b>\$ 134,342</b>          | <b>\$ 134,342</b>         | <b>\$ 1,709</b>       | <b>1.27%</b>  |
| <b>Other Financing Sources</b>                                            |                     |                            |                           |                       |               |
| Transfers from other funds (to subsidize operations)                      |                     |                            |                           |                       |               |
| TF From General Fund                                                      | \$ 1,599,587        | \$ 2,229,551               | \$ 2,229,551              | \$ 1,300,571          | 58.33%        |
| TF From Airport Capital Proj                                              | -                   | -                          | -                         | -                     | NA            |
| <b>Sub Total Interfund Transfers</b>                                      | <b>\$ 1,599,587</b> | <b>\$ 2,229,551</b>        | <b>\$ 2,229,551</b>       | <b>\$ 1,300,571</b>   | <b>58.33%</b> |
| Proceeds Revenue Bonds                                                    | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| Proceeds Installment Purchase                                             | 410,000             | -                          | -                         | -                     | NA            |
| Appropriation Of Fund Bal                                                 | -                   | -                          | 54,694                    | -                     | 0.00%         |
| Oth Fin Inception of Lease                                                | 10,928              | 15,189                     | 15,189                    | -                     | 0.00%         |
| <b>Total Other Financing Sources</b>                                      | <b>\$ 2,020,514</b> | <b>\$ 2,244,740</b>        | <b>\$ 2,299,434</b>       | <b>\$ 1,300,571</b>   | <b>56.56%</b> |
| <b>Total Airport Fund Revenues</b>                                        | <b>\$ 4,927,597</b> | <b>\$ 5,351,593</b>        | <b>\$ 5,406,287</b>       | <b>\$ 3,393,350</b>   | <b>62.77%</b> |

Notes:

| CITY OF MONROE BUDGET<br>CHARLOTTE-MONROE EXECUTIVE AIRPORT FUND EXPENDITURES |                     |                            |                           |                       |               |
|-------------------------------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                                             | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Airport Operations</b>                                                     |                     |                            |                           |                       |               |
| <b>Personnel</b>                                                              |                     |                            |                           |                       |               |
| Salary                                                                        | \$ 776,367          | \$ 829,312                 | \$ 829,312                | \$ 466,617            | 56.27%        |
| Overtime                                                                      | 12,192              | 18,600                     | 18,600                    | 5,003                 | 26.90%        |
| Standby                                                                       | -                   | -                          | -                         | 143                   | NA            |
| Car Allowance                                                                 | -                   | -                          | -                         | 1,385                 | NA            |
| Social Security Taxes                                                         | 57,011              | 61,651                     | 61,651                    | 35,026                | 56.81%        |
| Life Insurance                                                                | 1,469               | 1,540                      | 1,540                     | 960                   | 62.32%        |
| Employer Share Insurance                                                      | 171,597             | 146,790                    | 146,790                   | 88,746                | 60.46%        |
| Retirement                                                                    | 99,758              | 114,777                    | 114,777                   | 66,988                | 58.36%        |
| 401(k)                                                                        | 31,814              | 36,967                     | 36,967                    | 21,025                | 56.88%        |
| Cell Phone Allowance                                                          | -                   | -                          | -                         | 1,225                 | NA            |
| Workers Compensation                                                          | 4,574               | 6,376                      | 6,376                     | 3,719                 | 58.33%        |
| Temporary Labor                                                               | -                   | -                          | -                         | -                     | NA            |
| Pay Adjustments                                                               | -                   | -                          | -                         | -                     | NA            |
| CARES Grant Personnel                                                         | -                   | -                          | -                         | -                     | NA            |
| <b>Total Personnel</b>                                                        | <b>\$ 1,154,781</b> | <b>\$ 1,216,013</b>        | <b>\$ 1,216,013</b>       | <b>\$ 690,838</b>     | <b>56.81%</b> |
| <b>Capital</b>                                                                |                     |                            |                           |                       |               |
| Capitalized Motor Vehicles                                                    | \$ 443,037          | \$ -                       | \$ -                      | \$ -                  | NA            |
| Capitalized Equipment                                                         | 31,212              | 192,720                    | 193,720                   | -                     | 0.00%         |
| Capital Outlay Buildings                                                      | -                   | 825,000                    | 825,000                   | 3,875                 | 0.47%         |
| Capitalized Infrastructure                                                    | 374,140             | -                          | -                         | -                     | NA            |
| Capital Lease                                                                 | 10,928              | -                          | -                         | -                     | NA            |
| <b>Total Capital</b>                                                          | <b>\$ 859,318</b>   | <b>\$ 1,017,720</b>        | <b>\$ 1,018,720</b>       | <b>\$ 3,875</b>       | <b>0.38%</b>  |
| <b>Operating</b>                                                              |                     |                            |                           |                       |               |
| Bank Service Charges                                                          | \$ 30,421           | \$ 68,000                  | \$ 59,900                 | \$ 23,883             | 39.87%        |
| Financial Management                                                          | 1,535               | 1,512                      | 1,512                     | 1,455                 | 96.23%        |
| Engineering Services                                                          | -                   | 1,500                      | 46,500                    | 3,610                 | 7.76%         |
| Technical Contracted Services                                                 | 1,292               | 2,253                      | 2,253                     | -                     | 0.00%         |
| Mutual Aide Reimbursable Exp                                                  | -                   | -                          | -                         | -                     | NA            |
| Repairs & Maint Equipment                                                     | 112,408             | 89,570                     | 92,802                    | 34,261                | 36.92%        |
| Repairs & Maint Buildings                                                     | 8,105               | 42,600                     | 44,406                    | 28,679                | 64.58%        |
| Repairs & Maint Grounds                                                       | 2,471               | 8,500                      | 8,500                     | 4,226                 | 49.72%        |
| Software License & Support                                                    | 13,737              | 10,818                     | 10,818                    | 10,362                | 95.78%        |
| Repairs & Maint Copiers                                                       | 1,096               | 1,000                      | 1,000                     | 586                   | 58.57%        |
| Repairs & Maint ERP System AMA                                                | 7,947               | 8,345                      | 8,345                     | -                     | 0.00%         |
| Equipment Rentals                                                             | -                   | -                          | -                         | -                     | NA            |
| Vehicle Fuel                                                                  | 7,924               | 7,182                      | 7,182                     | 3,665                 | 51.03%        |
| Vehicle Maintenance                                                           | 14,969              | 20,000                     | 20,953                    | 16,929                | 80.79%        |
| ACE Academy                                                                   | -                   | -                          | -                         | -                     | NA            |
| Unemployment Insurance                                                        | 449                 | 410                        | 410                       | -                     | 0.00%         |
| Wellness & Clinic Cost                                                        | 7,738               | 7,888                      | 7,888                     | 4,601                 | 58.33%        |
| Property Damages                                                              | 84,092              | 97,202                     | 97,202                    | 56,701                | 58.33%        |
| Telecommunications                                                            | 13,412              | 8,256                      | 15,756                    | 8,355                 | 53.03%        |
| Marketing & Promotions                                                        | 1,790               | 13,700                     | 13,700                    | 13                    | 0.10%         |
| Uniforms and Shoes                                                            | 11,548              | 23,975                     | 23,975                    | 5,983                 | 24.95%        |
| Training and Travel Adv                                                       | -                   | -                          | -                         | -                     | NA            |
| Training and Travel Exp                                                       | 1,741               | 10,965                     | 10,965                    | 1,653                 | 15.08%        |
| Customer Fuel Rebates                                                         | -                   | 2,000                      | 2,000                     | -                     | 0.00%         |
| Titan Customer Fuel Rewards                                                   | 545                 | 1,500                      | 1,500                     | 653                   | 43.52%        |
| General Supplies                                                              | 13,803              | 14,000                     | 14,000                    | 5,373                 | 38.38%        |
| Postage                                                                       | 38                  | 100                        | 100                       | -                     | 0.00%         |
| Small Equipment                                                               | 27,941              | 30,450                     | 33,152                    | 24,351                | 73.45%        |
| PC's Peripherals                                                              | 5,109               | 2,418                      | 3,018                     | 3,006                 | 99.61%        |
| Utilities                                                                     | 106,930             | 106,089                    | 106,089                   | 59,136                | 55.74%        |
| Items for Resale Merchandise                                                  | 2,549               | 9,500                      | 9,500                     | 1,273                 | 13.40%        |
| Items for Resale Av Gas                                                       | 894,633             | 891,436                    | 891,436                   | 617,488               | 69.27%        |
| Items for Resale Oil                                                          | 2,849               | 3,600                      | 3,600                     | 2,337                 | 64.93%        |
| Items for Resale Catering                                                     | -                   | 1,000                      | 1,000                     | -                     | 0.00%         |
| Organizational Dues                                                           | 425                 | 1,209                      | 1,209                     | 650                   | 53.74%        |
| Subscriptions & Publications                                                  | 129                 | 1,165                      | 1,165                     | -                     | 0.00%         |
| Bad Debt Expense                                                              | 13,828              | 12                         | 12                        | -                     | 0.00%         |
| Other Operating Expense                                                       | 4,684               | 3,410                      | 3,410                     | 2,394                 | 70.21%        |
| Special Events                                                                | 7                   | 5,000                      | 5,000                     | 422                   | 8.43%         |
| Over/Short Fuel Inventory                                                     | -                   | -                          | -                         | -                     | NA            |
| <b>Total Operating</b>                                                        | <b>\$ 1,396,146</b> | <b>\$ 1,496,565</b>        | <b>\$ 1,550,259</b>       | <b>\$ 922,045</b>     | <b>59.48%</b> |

| CITY OF MONROE BUDGET<br>CHARLOTTE-MONROE EXECUTIVE AIRPORT FUND EXPENDITURES |                     |                            |                           |                       |               |
|-------------------------------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                                             | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Reimbursements to other funds</b>                                          |                     |                            |                           |                       |               |
| Allocations Administration                                                    | \$ 304,342          | \$ 291,656                 | \$ 291,656                | \$ 170,133            | 58.33%        |
| Allocations Utility Billing                                                   | 20,320              | 23,091                     | 23,091                    | 13,470                | 58.33%        |
| Allocations Cust Srv/Pmt Ctr                                                  | 16,897              | 20,170                     | 20,170                    | 11,766                | 58.33%        |
| Allocations Engineering                                                       | -                   | -                          | -                         | -                     | NA            |
| Allocations Purchasing                                                        | 6,026               | 8,252                      | 8,252                     | 4,814                 | 58.33%        |
| Allocations Fleet                                                             | 12,154              | 13,509                     | 13,509                    | 7,880                 | 58.33%        |
| Allocations Grounds Maint                                                     | 12,353              | 12,311                     | 12,311                    | 7,181                 | 58.33%        |
| Allocations Building Maint                                                    | 30,045              | 32,727                     | 32,727                    | 19,091                | 58.33%        |
| Allocations Manual Adjs                                                       | -                   | -                          | -                         | -                     | NA            |
| Sub Total Reimbursements to other funds                                       | \$ 402,137          | \$ 401,716                 | \$ 401,716                | \$ 234,334            | 58.33%        |
| <b>Unreserved / Balance</b>                                                   | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Total Operations</b>                                                       | <b>\$ 3,812,382</b> | <b>\$ 4,132,014</b>        | <b>\$ 4,186,708</b>       | <b>\$ 1,851,092</b>   | <b>44.21%</b> |
| <b>Capital</b>                                                                |                     |                            |                           |                       |               |
| Capitalized Equipment                                                         | \$ 6,014            | \$ -                       | \$ -                      | \$ -                  | NA            |
| Sub Total Capital                                                             | \$ 6,014            | \$ -                       | \$ -                      | \$ -                  | NA            |
| Customs Service                                                               | \$ 18,416           | \$ 15,000                  | \$ 15,000                 | \$ 10,942             | 72.94%        |
| Technical Contracted Services                                                 | -                   | 14,390                     | 14,390                    | -                     | 0.00%         |
| Cleaning Srv Waste Disposal                                                   | -                   | 4,800                      | 4,800                     | -                     | 0.00%         |
| Repairs & Maint Equipment                                                     | -                   | 4,870                      | 4,870                     | -                     | 0.00%         |
| Repairs & Maint Buildings                                                     | -                   | -                          | -                         | -                     | NA            |
| Software License & Support                                                    | -                   | -                          | -                         | -                     | NA            |
| Property Damages                                                              | 170                 | -                          | -                         | -                     | NA            |
| Telecommunications                                                            | 4,842               | 21,347                     | 21,347                    | -                     | 0.00%         |
| Training and Travel Exp                                                       | -                   | 2,000                      | 2,000                     | -                     | 0.00%         |
| General Supplies                                                              | -                   | -                          | -                         | -                     | NA            |
| Small Equipment                                                               | -                   | 1,000                      | 1,000                     | -                     | 0.00%         |
| Software                                                                      | -                   | -                          | -                         | 425                   | NA            |
| PC's Peripherals                                                              | -                   | -                          | -                         | -                     | NA            |
| Utilities                                                                     | 6,923               | 7,139                      | 7,139                     | 3,778                 | 52.92%        |
| Other Operating Expense                                                       | 44                  | -                          | -                         | -                     | NA            |
| <b>Total Customs Service</b>                                                  | <b>\$ 36,409</b>    | <b>\$ 70,546</b>           | <b>\$ 70,546</b>          | <b>\$ 15,145</b>      | <b>21.47%</b> |
| <b>Airport Debt Service <sup>(1)(2)</sup></b>                                 |                     |                            |                           |                       |               |
| Installment Principal                                                         | \$ 7,213            | \$ 85,395                  | \$ 85,395                 | \$ -                  | 0.00%         |
| Installment Interest                                                          | 18,093              | 33,566                     | 33,566                    | 9,096                 | 27.10%        |
| Bonds Principal                                                               | 915,040             | 922,320                    | 922,320                   | -                     | 0.00%         |
| Bonds Interest                                                                | 110,095             | 99,203                     | 99,203                    | 17,330                | 17.47%        |
| Bonds Admin Fees                                                              | 3,245               | 3,246                      | 3,246                     | 3,245                 | 99.97%        |
| Debt Issuance Cost                                                            | -                   | -                          | -                         | -                     | NA            |
| Bonds Pmt Escrow Agent                                                        | -                   | -                          | -                         | -                     | NA            |
| Bonds Yrly Monitoring Fee                                                     | 2,480               | 2,381                      | 2,381                     | 2,301                 | 96.65%        |
| Capital Leases Principal                                                      | 3,040               | 2,696                      | 2,696                     | 1,563                 | 57.96%        |
| Capital Leases Interest                                                       | 296                 | 226                        | 226                       | 142                   | 62.83%        |
| <b>Total Debt Service</b>                                                     | <b>\$ 1,059,502</b> | <b>\$ 1,149,033</b>        | <b>\$ 1,149,033</b>       | <b>\$ 33,677</b>      | <b>2.93%</b>  |
| <b>Transfers to Other Funds</b>                                               |                     |                            |                           |                       |               |
| TF To General Fund                                                            | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| TF To Gov Capital Project                                                     | -                   | -                          | -                         | -                     | NA            |
| <b>Total Transfers out to Other Funds</b>                                     | <b>\$ -</b>         | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| <b>Total Airport Fund Expenditures</b>                                        | <b>\$ 4,908,293</b> | <b>\$ 5,351,593</b>        | <b>\$ 5,406,287</b>       | <b>\$ 1,899,914</b>   | <b>35.14%</b> |

**NOTES:**

<sup>(1)</sup> Airport Debt Service :

Airport Hangar Construction  
20A Refunding Rev  
17 Rev (New)  
20 ERP System

|           | 2026             | Balance             | Payoff Yr |
|-----------|------------------|---------------------|-----------|
| \$        | 60,265           | \$ 602,651          | 2036      |
|           | 883,975          | 1,770,104           | 2028      |
|           | 141,203          | 2,392,873           | 2043      |
|           | 8,102            | 32,423              | 2030      |
| <b>\$</b> | <b>1,093,545</b> | <b>\$ 4,798,051</b> |           |

<sup>(2)</sup> Governmental accounting standards (GASB 87) require the City to recognize leases as a part of its debt service.

**Charlotte Monroe Airport**  
**10 Year History of Taxable Assets**

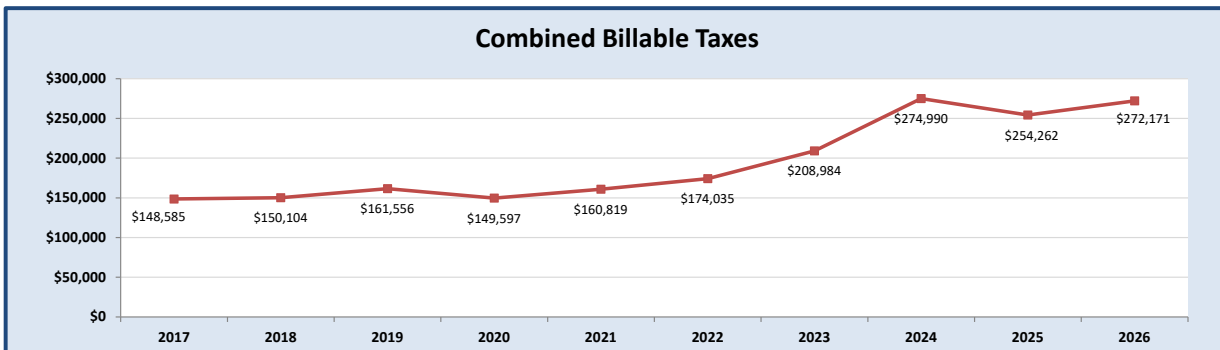
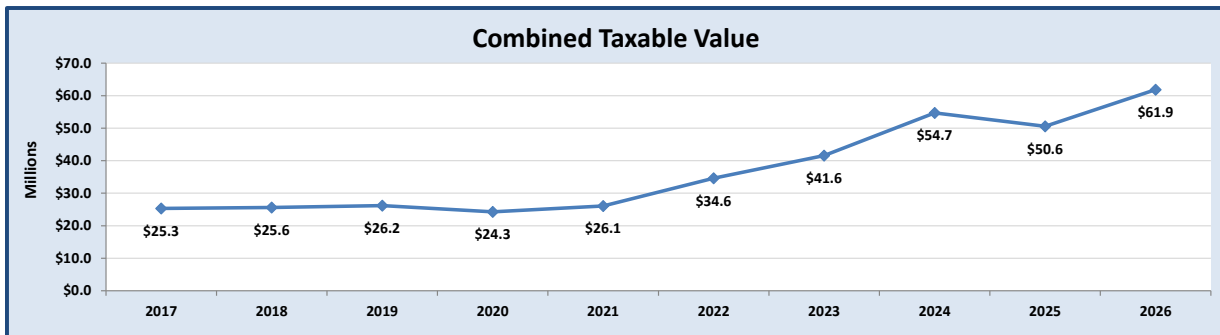
| Value as of January 1          | 2016          | 2017          | 2018          | 2019          | 2020          | 2021          | 2022          | 2023          | 2024          | 2025          |
|--------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| for tax collection Fiscal Year | 2017          | 2018          | 2019          | 2020          | 2021          | 2022          | 2023          | 2024          | 2025          | 2026          |
| <b>Airplanes</b> #             | 83            | 115           | 107           | 99            | 110           | 112           | 116           | 106           | 102           | 103           |
| (As of November Value          | \$ 24,736,391 | \$ 24,995,479 | \$ 25,607,498 | \$ 23,666,954 | \$ 25,487,933 | \$ 34,126,927 | \$ 41,081,942 | \$ 54,217,420 | \$ 50,092,478 | \$ 59,006,478 |
| Tax Rate <sup>(1)</sup>        | 0.5863        | 0.5863        | 0.6163        | 0.6163        | 0.6163        | 0.5025        | 0.5025        | 0.5025        | 0.5025        | 0.4400        |
| <b>Taxes</b>                   | \$ 145,029    | \$ 146,548    | \$ 157,819    | \$ 145,859    | \$ 157,082    | \$ 171,488    | \$ 206,437    | \$ 272,443    | \$ 251,715    | \$ 259,629    |
| Average Value/Planes           | \$ 298,029    | \$ 217,352    | \$ 239,322    | \$ 239,060    | \$ 231,708    | \$ 304,705    | \$ 354,155    | \$ 511,485    | \$ 491,103    | \$ 572,878    |
| <b>Hangers</b> #               | 3             | 3             | 3             | 3             | 3             | 3             | 3             | 3             | 3             | 4             |
| Sq.Ft.                         | 19,044        | 19,044        | 19,044        | 19,044        | 19,044        | 19,044        | 19,044        | 19,044        | 19,044        | 37,044        |
| Value                          | \$ 606,400    | \$ 606,400    | \$ 606,400    | \$ 606,400    | \$ 606,400    | \$ 506,900    | \$ 506,900    | \$ 506,900    | \$ 506,900    | \$ 2,850,500  |
| Tax Rate <sup>(1)</sup>        | 0.5863        | 0.5863        | 0.6163        | 0.6163        | 0.6163        | 0.5025        | 0.5025        | 0.5025        | 0.5025        | 0.4400        |
| <b>Taxes</b>                   | \$ 3,555      | \$ 3,555      | \$ 3,737      | \$ 3,737      | \$ 3,737      | \$ 2,547      | \$ 2,547      | \$ 2,547      | \$ 2,547      | \$ 12,542     |
| <b>Avg Value SF</b>            | \$ 31.84      | \$ 31.84      | \$ 31.84      | \$ 31.84      | \$ 31.84      | \$ 26.62      | \$ 26.62      | \$ 26.62      | \$ 26.62      | \$ 76.95      |
| Combined Taxable Value         | \$ 25,342,791 | \$ 25,601,879 | \$ 26,213,898 | \$ 24,273,354 | \$ 26,094,333 | \$ 34,633,827 | \$ 41,588,842 | \$ 54,724,320 | \$ 50,599,378 | \$ 61,856,978 |
| <b>Combined Billable Taxes</b> | \$ 148,585    | \$ 150,104    | \$ 161,556    | \$ 149,597    | \$ 160,819    | \$ 174,035    | \$ 208,984    | \$ 274,990    | \$ 254,262    | \$ 272,171    |

Notes:

<sup>(1)</sup> A revenue neutral tax rate (0.5025) was adopted in FY22.

<sup>(2)</sup> FY22 & FY23 fuel rates increased with the market avg rate; expecting FY24 fuel revenues and expenditures to level out

|                                       | FY24<br>Actual | FY25<br>Budget | Change     |
|---------------------------------------|----------------|----------------|------------|
| Operating Revenues <sup>(2)</sup>     | \$ 2,690,721   | \$ 3,040,350   | \$ 349,629 |
| Operating Expenditures <sup>(2)</sup> | 2,908,904      | 3,218,607      | 309,703    |
| Net Operating Revenue / (Deficit)     | \$ (218,183)   | \$ (178,257)   | \$ 39,926  |
| Combined Billable Taxes               | 254,262        | 272,171        | 17,909     |
| Net Revenue / (Deficit)               | \$ 36,079      | \$ 93,914      | \$ 57,835  |
| Annual Debt Service                   | \$ 1,059,148   | \$ 1,101,860   | \$ 42,712  |



| CITY OF MONROE BUDGET<br>MONROE AQUATIC & FITNESS CENTER BUDGET SUMMARY |                     |                            |                           |                       |               |
|-------------------------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Sources and<br>Uses of Funds                                            | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <i>Sources of Funds</i>                                                 |                     |                            |                           |                       |               |
| <b>Beginning Balance</b>                                                | <b>\$ 2,100,528</b> | <b>\$ 2,061,202</b>        | <b>\$ 2,061,202</b>       | <b>\$ 2,061,202</b>   | <b>NA</b>     |
| <b>Revenues</b>                                                         |                     |                            |                           |                       |               |
| Sales and Services                                                      | \$ 4,719,267        | \$ 5,589,446               | \$ 5,589,446              | \$ 2,660,707          | 47.60%        |
| Investment Earnings <sup>(1)</sup>                                      | 74,602              | 82,263                     | 82,263                    | 35,583                | 43.26%        |
| Miscellaneous                                                           | -                   | -                          | -                         | -                     | NA            |
| Inception of Lease                                                      | 6,140               | -                          | -                         | -                     | NA            |
| Installment Purchase Cont                                               | -                   | -                          | -                         | -                     | NA            |
| <b>Total Revenues</b>                                                   | <b>\$ 4,800,009</b> | <b>\$ 5,671,709</b>        | <b>\$ 5,671,709</b>       | <b>\$ 2,696,290</b>   | <b>47.54%</b> |
| <b>Annual Sources of Funds</b>                                          | <b>\$ 4,800,009</b> | <b>\$ 5,671,709</b>        | <b>\$ 5,671,709</b>       | <b>\$ 2,696,290</b>   | <b>47.54%</b> |
| <b>Total Sources of Funds</b>                                           | <b>\$ 6,900,537</b> | <b>\$ 7,732,911</b>        | <b>\$ 7,732,911</b>       | <b>\$ 4,757,492</b>   | <b>61.52%</b> |
| <i>Uses of Funds</i>                                                    |                     |                            |                           |                       |               |
| <b>Expenditures</b>                                                     |                     |                            |                           |                       |               |
| Personnel                                                               | \$ 3,026,266        | \$ 3,562,571               | \$ 3,562,571              | \$ 1,719,690          | 48.27%        |
| Capital                                                                 | 269,606             | 447,000                    | 447,000                   | 329,404               | 73.69%        |
| Operating                                                               | 1,099,026           | 1,339,541                  | 1,388,457                 | 650,366               | 46.84%        |
| Debt Service                                                            | 38,023              | 36,474                     | 36,474                    | 1,353                 | 3.71%         |
| <b>Sub Total</b>                                                        | <b>\$ 4,432,922</b> | <b>\$ 5,385,586</b>        | <b>\$ 5,434,502</b>       | <b>\$ 2,700,814</b>   | <b>49.70%</b> |
| <b>Reimbursements to other funds</b>                                    |                     |                            |                           |                       |               |
| Cost Allocations                                                        | \$ 406,413          | \$ 511,903                 | \$ 511,903                | \$ 298,610            | 58.33%        |
| <b>Sub Total</b>                                                        | <b>\$ 406,413</b>   | <b>\$ 511,903</b>          | <b>\$ 511,903</b>         | <b>\$ 298,610</b>     | <b>58.33%</b> |
| <b>Transfer out to other funds</b>                                      |                     |                            |                           |                       |               |
| Transfer out to other funds                                             | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Sub Total</b>                                                        | <b>\$ -</b>         | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| <b>Total Uses of Funds</b>                                              | <b>\$ 4,839,335</b> | <b>\$ 5,897,489</b>        | <b>\$ 5,946,405</b>       | <b>\$ 2,999,424</b>   | <b>50.44%</b> |
| <b>Ending Balance</b>                                                   | <b>\$ 2,061,202</b> | <b>\$ 1,835,422</b>        | <b>\$ 1,786,506</b>       | <b>\$ 1,758,069</b>   |               |

Notes:

<sup>(1)</sup> Investment Earnings allocated among all funds on a quarterly basis.



| CITY OF MONROE BUDGET<br>MONROE AQUATIC & FITNESS CENTER REVENUES |                     |                            |                           |                       |               |
|-------------------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Revenue Sources                                                   | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Sales and Services</b>                                         |                     |                            |                           |                       |               |
| Merchandise for Sale                                              | \$ 7,041            | \$ 4,000                   | \$ 4,000                  | \$ 4,677              | 116.92%       |
| Vending Machines                                                  | 2,234               | 3,000                      | 3,000                     | 1,800                 | 60.00%        |
| Commission MAFC Pro Shop                                          | 3,408               | -                          | -                         | 2,066                 | NA            |
| Commission MAFC Trainers                                          | 6,693               | -                          | -                         | 3,715                 | NA            |
| Adult Trips                                                       | 782                 | 11,000                     | 11,000                    | 1,403                 | 12.75%        |
| Swimming Lessons                                                  | 55,207              | 45,000                     | 45,000                    | 18,952                | 42.12%        |
| Day Camp                                                          | 167,936             | 100,000                    | 100,000                   | 106,075               | 106.08%       |
| Nursery Fees                                                      | -                   | -                          | -                         | -                     | NA            |
| Guest Fees                                                        | 72,086              | 77,000                     | 77,000                    | 41,510                | 53.91%        |
| Joining Fees                                                      | 140,580             | 90,000                     | 90,000                    | 42,303                | 47.00%        |
| Monthly Dues                                                      | 4,048,933           | 5,026,556                  | 5,026,556                 | 2,321,344             | 46.18%        |
| Special Programs                                                  | 15,016              | 10,000                     | 10,000                    | 11,690                | 116.90%       |
| Juice/Health Bar                                                  | 122,185             | 135,000                    | 135,000                   | 65,100                | 48.22%        |
| Membership Chgs Fee                                               | 5,490               | 4,000                      | 4,000                     | 2,765                 | 69.13%        |
| Membership Freeze Fee                                             | 4,920               | 6,500                      | 6,500                     | 4,590                 | 70.62%        |
| Sale of Fixed Assets                                              | -                   | 3,790                      | 3,790                     | -                     | 0.00%         |
| Rent Aquatic Ctr-Facility                                         | 48,938              | 58,600                     | 58,600                    | 25,378                | 43.31%        |
| Rent Aquatic Center-Pool                                          | 17,820              | 15,000                     | 15,000                    | 7,340                 | 48.93%        |
| <b>Total Sales and Services</b>                                   | <b>\$ 4,719,267</b> | <b>\$ 5,589,446</b>        | <b>\$ 5,589,446</b>       | <b>\$ 2,660,707</b>   | <b>47.60%</b> |
| <b>Investment Earnings</b>                                        |                     |                            |                           |                       |               |
| Investment Earnings                                               | \$ 74,602           | \$ 82,263                  | \$ 82,263                 | \$ 35,583             | 43.26%        |
| <b>Total Investment Earnings</b>                                  | <b>\$ 74,602</b>    | <b>\$ 82,263</b>           | <b>\$ 82,263</b>          | <b>\$ 35,583</b>      | <b>43.26%</b> |
| <b>Miscellaneous</b>                                              |                     |                            |                           |                       |               |
| Third Party                                                       | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| Miscellaneous Other                                               | -                   | -                          | -                         | -                     | NA            |
| Cash Discounts                                                    | -                   | -                          | -                         | -                     | NA            |
| <b>Total Miscellaneous</b>                                        | <b>\$ -</b>         | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| <b>Other Financing Sources</b>                                    |                     |                            |                           |                       |               |
| TF From Aquatics Ctr Cap Proj                                     | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| TF From Natural Gas                                               | -                   | -                          | -                         | -                     | NA            |
| Proceeds Installment Purchase                                     | -                   | -                          | -                         | -                     | NA            |
| Appropriation Of Fund Bal                                         | -                   | 380,000                    | 428,916                   | -                     | 0.00%         |
| Oth Fin Inception of Lease                                        | 6,140               | -                          | -                         | -                     | NA            |
| Subscription Financing                                            | -                   | -                          | -                         | -                     | NA            |
| <b>Total Other Financing Sources</b>                              | <b>\$ 6,140</b>     | <b>\$ 380,000</b>          | <b>\$ 428,916</b>         | <b>\$ -</b>           | <b>0.00%</b>  |
| <b>Total MAFC Fund Revenues</b>                                   | <b>\$ 4,800,009</b> | <b>\$ 6,051,709</b>        | <b>\$ 6,100,625</b>       | <b>\$ 2,696,290</b>   | <b>44.20%</b> |

| CITY OF MONROE BUDGET<br>MONROE AQUATIC & FITNESS CENTER EXPENDITURES |                |                            |                           |                       |               |
|-----------------------------------------------------------------------|----------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                                     | Actual<br>2025 | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>MAFC Operations</b>                                                |                |                            |                           |                       |               |
| <b>Personnel</b>                                                      |                |                            |                           |                       |               |
| Salary                                                                | \$ 2,452,890   | \$ 1,086,931               | \$ 1,086,931              | \$ 1,375,260          | 126.53%       |
| Overtime                                                              | 12,659         | 10,298                     | 10,298                    | 5,907                 | 57.36%        |
| PT Staffing (Pool)                                                    | -              | 1,836,344                  | 1,836,344                 | 324                   | 0.02%         |
| Social Security Taxes                                                 | 187,859        | 214,056                    | 214,056                   | 106,680               | 49.84%        |
| Life Insurance                                                        | 1,571          | 1,660                      | 1,660                     | 1,031                 | 62.10%        |
| Employer Share Insurance                                              | 171,810        | 176,443                    | 176,443                   | 94,166                | 53.37%        |
| Retirement                                                            | 121,027        | 138,781                    | 138,781                   | 79,350                | 57.18%        |
| 401(k)                                                                | 41,350         | 45,662                     | 45,662                    | 26,180                | 57.33%        |
| Cell Phone Allowance                                                  | 3,050          | 2,500                      | 2,500                     | 2,725                 | 109.00%       |
| Workers Compensation                                                  | 10,037         | 19,896                     | 19,896                    | 11,906                | 59.84%        |
| Temporary Labor                                                       | 24,012         | 30,000                     | 30,000                    | 16,159                | 53.86%        |
| Pay Adjustments                                                       | -              | -                          | -                         | -                     | NA            |
| Sub Total Personnel                                                   | \$ 3,026,266   | \$ 3,562,571               | \$ 3,562,571              | \$ 1,719,690          | 48.27%        |
| <b>Capital</b>                                                        |                |                            |                           |                       |               |
| Capitalized Motor Vehicles                                            | \$ 33,114      | \$ -                       | \$ -                      | \$ -                  | NA            |
| Capitalized Equipment                                                 | 63,391         | 122,500                    | 122,500                   | 10,340                | 8.44%         |
| Capital Outlay Buildings                                              | -              | 25,000                     | 25,000                    | 22,410                | 89.64%        |
| Improvements O/T Buildings                                            | 166,961        | 299,500                    | 299,500                   | 296,654               | 99.05%        |
| Capital Lease                                                         | 6,140          | -                          | -                         | -                     | NA            |
| Subs Initial Impl Stage Outlay                                        | -              | -                          | -                         | -                     | NA            |
| Sub Total Capital                                                     | \$ 269,606     | \$ 447,000                 | \$ 447,000                | \$ 329,404            | 73.69%        |
| <b>Operating</b>                                                      |                |                            |                           |                       |               |
| Bank Service Charges                                                  | \$ 51,237      | \$ 50,400                  | \$ 50,400                 | \$ 23,658             | 46.94%        |
| Financial Management                                                  | 1,994          | 2,532                      | 2,532                     | 2,438                 | 96.29%        |
| Technical Contracted Services                                         | 24,572         | 19,500                     | 19,500                    | 11,064                | 56.74%        |
| Mutual Aide Reimbursable Exp                                          | -              | -                          | -                         | -                     | NA            |
| Cleaning Srv Building                                                 | 95,704         | 98,941                     | 98,941                    | 48,085                | 48.60%        |
| Cleaning Srv Linen                                                    | -              | 3,500                      | 3,500                     | 872                   | 24.90%        |
| Repairs & Maint Equipment                                             | 37,063         | 40,080                     | 40,080                    | 19,885                | 49.61%        |
| Repairs & Maint Buildings                                             | 49,722         | 79,070                     | 98,416                    | 21,062                | 21.40%        |
| Repairs & Maint Grounds                                               | 110            | 16,200                     | 16,200                    | 2,643                 | 16.31%        |
| Software License & Support                                            | 12,468         | 3,000                      | 26,750                    | 12,895                | 48.20%        |
| Repairs & Maint Copiers                                               | 3,608          | 3,500                      | 3,500                     | 1,872                 | 53.48%        |
| Repairs & Maint ERP System AMA                                        | 6,830          | 7,172                      | 7,172                     | -                     | 0.00%         |
| Repairs & Maint Pools                                                 | 32,541         | 36,500                     | 37,468                    | 21,448                | 57.24%        |
| Repairs & Maint Generators                                            | -              | 600                        | 600                       | -                     | 0.00%         |
| Vehicle Fuel                                                          | 900            | 997                        | 997                       | 620                   | 62.16%        |
| Vehicle Maintenance                                                   | 6,593          | 5,200                      | 5,200                     | 3,105                 | 59.71%        |
| Unemployment Insurance                                                | 1,172          | 1,050                      | 1,050                     | -                     | 0.00%         |
| Wellness & Clinic Cost                                                | 8,383          | 7,325                      | 7,325                     | 4,273                 | 58.33%        |
| Property Damages                                                      | 53,406         | 66,687                     | 66,687                    | 38,901                | 58.33%        |
| Telecommunications                                                    | 14,854         | 16,752                     | 16,752                    | 10,055                | 60.02%        |
| Marketing & Promotions                                                | 62,786         | 99,500                     | 103,067                   | 39,488                | 38.31%        |
| Printing                                                              | 13,073         | 12,000                     | 12,000                    | 5,229                 | 43.57%        |
| Uniforms and Shoes                                                    | 9,544          | 10,425                     | 10,425                    | 6,244                 | 59.90%        |
| Training and Travel Exp                                               | 4,766          | 8,308                      | 8,308                     | 1,475                 | 17.76%        |
| Trip Costs - Adults                                                   | 864            | 11,000                     | 11,000                    | 1,182                 | 10.75%        |
| General Supplies                                                      | 11,159         | 12,000                     | 12,000                    | 3,275                 | 27.29%        |
| Postage                                                               | 3,139          | 8,750                      | 8,750                     | -                     | 0.00%         |
| Housekeeping                                                          | 56,913         | 65,000                     | 65,000                    | 30,015                | 46.18%        |
| Small Equipment                                                       | 48,512         | 134,569                    | 134,569                   | 90,618                | 67.34%        |
| PC's Peripherals                                                      | 14,279         | 9,017                      | 9,017                     | 9,654                 | 107.06%       |
| Pool Chemicals                                                        | 38,030         | 56,921                     | 56,921                    | 19,244                | 33.81%        |
| Software                                                              | 433            | 500                        | 500                       | -                     | 0.00%         |
| Utilities                                                             | 280,167        | 296,723                    | 296,723                   | 143,041               | 48.21%        |
| Items for Resale Merchandise                                          | 18,318         | 8,615                      | 8,615                     | 4,261                 | 49.46%        |
| Organizational Dues                                                   | 142            | 620                        | 620                       | 133                   | 21.45%        |
| Subscriptions & Publications                                          | -              | -                          | -                         | -                     | NA            |
| Other Operating Expense                                               | 28,447         | 27,787                     | 27,787                    | 12,649                | 45.52%        |
| Special Events                                                        | 11,758         | 16,800                     | 16,800                    | 6,092                 | 36.26%        |

| CITY OF MONROE BUDGET<br>MONROE AQUATIC & FITNESS CENTER EXPENDITURES |                     |                            |                           |                       |               |
|-----------------------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                                     | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| Oth Day Camp                                                          | 21,961              | 32,000                     | 33,285                    | 9,574                 | 28.76%        |
| Oth Juice/Health Bar                                                  | 73,578              | 70,000                     | 70,000                    | 45,318                | 64.74%        |
| Sub Total Operating                                                   | \$ 1,099,026        | \$ 1,339,541               | \$ 1,388,457              | \$ 650,366            | 46.84%        |
| <b>Transfers Out to Other Funds</b>                                   |                     |                            |                           |                       |               |
| TF To Gov Capital Project                                             | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Total Transfers Out to Other Funds</b>                             | -                   | -                          | -                         | -                     | 0.00%         |
| <b>Reimbursements to other funds</b>                                  |                     |                            |                           |                       |               |
| Allocations Administration                                            | \$ 367,727          | \$ 420,845                 | \$ 420,845                | \$ 245,493            | 58.33%        |
| Allocations Cust Srv/Pmt Ctr                                          | 16,696              | 19,931                     | 19,931                    | 11,626                | 58.33%        |
| Allocations Purchasing                                                | 4,046               | 5,540                      | 5,540                     | 3,232                 | 58.33%        |
| Allocations Fleet                                                     | 2,835               | 3,151                      | 3,151                     | 1,838                 | 58.33%        |
| Allocations Grounds Maint                                             | 2,594               | 2,585                      | 2,585                     | 1,508                 | 58.33%        |
| Allocations Building Maint                                            | 12,515              | 13,632                     | 13,632                    | 7,952                 | 58.33%        |
| Allocations Manual Adjs                                               | -                   | 46,219                     | 46,219                    | 26,961                | 58.33%        |
| Sub Total Reimbursements to other funds                               | \$ 406,413          | \$ 511,903                 | \$ 511,903                | \$ 298,610            | 58.33%        |
| <b>Unreserved</b>                                                     | \$ -                | \$ 154,220                 | \$ 154,220                | \$ -                  | 0.00%         |
| <b>Total MAFC Operations</b>                                          | <b>\$ 4,801,312</b> | <b>\$ 6,015,235</b>        | <b>\$ 6,064,151</b>       | <b>\$ 2,998,070</b>   | <b>49.44%</b> |
| <b>MAFC Debt Service<sup>(2)</sup></b>                                |                     |                            |                           |                       |               |
| Installment Principal                                                 | \$ 8,982            | \$ 9,142                   | \$ 9,142                  | \$ -                  | 0.00%         |
| Installment Interest                                                  | 1,112               | 933                        | 933                       | 396                   | 42.41%        |
| Capital Leases Principal                                              | 3,387               | 1,515                      | 1,515                     | 878                   | 57.95%        |
| Capital Leases Interest                                               | 206                 | 127                        | 127                       | 80                    | 62.83%        |
| Subscriptions Financing Princ                                         | 24,187              | 24,187                     | 24,187                    | -                     | 0.00%         |
| Subscription Interest                                                 | 150                 | 570                        | 570                       | -                     | 0.00%         |
| <b>Total MAFC Debt Service</b>                                        | <b>\$ 38,023</b>    | <b>\$ 36,474</b>           | <b>\$ 36,474</b>          | <b>\$ 1,353</b>       | <b>3.71%</b>  |
| <b>Total MAFC Fund Expenditures</b>                                   | <b>\$ 4,839,335</b> | <b>\$ 6,051,709</b>        | <b>\$ 6,100,625</b>       | <b>\$ 2,999,424</b>   | <b>49.17%</b> |

**NOTES:**<sup>(1)</sup> MAFC Debt Service :

2020 New ERP System (share)

| 2026      | Balance   | Payoff Yr |
|-----------|-----------|-----------|
| 10,088    | 40,373    | 2030      |
| \$ 10,088 | \$ 40,373 |           |

<sup>(2)</sup> Governmental accounting standards (GASB 87) require the City to to recognize leases as a part of its debt service.

| CITY OF MONROE BUDGET<br>WATER RESOURCES BUDGET SUMMARY |                      |                            |                           |                       |               |
|---------------------------------------------------------|----------------------|----------------------------|---------------------------|-----------------------|---------------|
| Sources and<br>Uses of Funds                            | Actual<br>2025       | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <i>Sources of Funds</i>                                 |                      |                            |                           |                       |               |
| <b>Beginning Balance</b>                                | <b>\$ 20,072,146</b> | <b>\$ 24,466,979</b>       | <b>\$ 24,466,979</b>      | <b>\$ 24,466,979</b>  | <b>NA</b>     |
| <b>Revenues</b>                                         |                      |                            |                           |                       |               |
| Restricted Intergovernmentas                            | \$ -                 | \$ -                       | \$ -                      | \$ -                  | NA            |
| Sales and Services                                      | 34,555,984           | 30,001,935                 | 30,001,935                | 17,963,569            | 59.87%        |
| Investment Earnings <sup>(1)</sup>                      | 1,760,231            | 1,790,258                  | 1,790,258                 | 875,080               | 48.88%        |
| Miscellaneous                                           | 9,581                | 10,000                     | 10,000                    | 4,000                 | 40.00%        |
| Sub Total                                               | \$ 36,325,796        | \$ 31,802,193              | \$ 31,802,193             | \$ 18,842,648         | 59.25%        |
| <b>Other Financing Sources</b>                          |                      |                            |                           |                       |               |
| Transfers from Other Funds                              | \$ -                 | \$ -                       | \$ -                      | \$ -                  | NA            |
| Inception of Lease                                      | 22,886               | -                          | -                         | -                     | NA            |
| Proceeds From LT Debt/ Revenue Bonds                    | -                    | -                          | 1,957,000                 | 1,956,165             | 99.96%        |
| Installment Purchase Cont                               | -                    | -                          | -                         | -                     | NA            |
| Sub Total                                               | \$ 22,886            | \$ -                       | \$ 1,957,000              | \$ 1,956,165          | 99.96%        |
| <b>Annual Sources of Funds</b>                          | <b>\$ 36,348,682</b> | <b>\$ 31,802,193</b>       | <b>\$ 33,759,193</b>      | <b>\$ 20,798,814</b>  | <b>61.61%</b> |
| <b>Total Sources of Funds</b>                           | <b>\$ 56,420,828</b> | <b>\$ 56,269,172</b>       | <b>\$ 58,226,172</b>      | <b>\$ 45,265,792</b>  | <b>77.74%</b> |
| <i>Uses of Funds</i>                                    |                      |                            |                           |                       |               |
| <b>Expenditures</b>                                     |                      |                            |                           |                       |               |
| Personnel                                               | \$ 7,503,808         | \$ 9,572,106               | \$ 9,617,106              | \$ 5,053,167          | 52.54%        |
| Capital & Construction                                  | 4,006,050            | 2,633,336                  | 4,029,678                 | 2,113,778             | 52.46%        |
| Operating                                               | 7,887,575            | 8,633,795                  | 9,733,493                 | 4,535,406             | 46.60%        |
| Debt Service                                            | 2,073,242            | 3,697,889                  | 5,654,889                 | 2,354,312             | 41.63%        |
| Sub Total                                               | \$ 21,470,676        | \$ 24,537,126              | \$ 29,035,166             | \$ 14,056,663         | 48.41%        |
| <b>Reimbursements to other funds</b>                    |                      |                            |                           |                       |               |
| Cost Allocations                                        | \$ 2,697,048         | \$ 3,038,518               | \$ 3,038,518              | \$ 1,772,469          | 58.33%        |
| Sub Total                                               | \$ 2,697,048         | \$ 3,038,518               | \$ 3,038,518              | \$ 1,772,469          | 58.33%        |
| <b>Other Financing Uses</b>                             |                      |                            |                           |                       |               |
| Transfers to Other Funds                                | \$ 7,786,126         | \$ 5,760,499               | \$ 5,760,499              | \$ 3,500,579          | 60.77%        |
| Sub Total                                               | \$ 7,786,126         | \$ 5,760,499               | \$ 5,760,499              | \$ 3,500,579          | 60.77%        |
| <b>Unreserved</b>                                       | \$ -                 | \$ -                       | \$ -                      | \$ -                  | NA            |
| Sub Total                                               | \$ -                 | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Total Uses of Funds</b>                              | <b>\$ 31,953,850</b> | <b>\$ 33,336,143</b>       | <b>\$ 37,834,183</b>      | <b>\$ 19,329,711</b>  | <b>51.09%</b> |
| <b>Ending Balance</b>                                   | <b>\$ 24,466,979</b> | <b>\$ 22,933,028</b>       | <b>\$ 20,391,988</b>      | <b>\$ 25,936,081</b>  |               |

Notes:

<sup>(1)</sup> Investment Earnings are distributed quarterly among all funds.

| CITY OF MONROE BUDGET<br>WATER RESOURCES REVENUES |                      |                            |                           |                       |               |
|---------------------------------------------------|----------------------|----------------------------|---------------------------|-----------------------|---------------|
| Revenue Sources                                   | Actual<br>2025       | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Restricted Intergovernmental</b>               |                      |                            |                           |                       |               |
| Reimbursements FEMA                               | \$ -                 | \$ -                       | \$ -                      | \$ -                  | NA            |
| FEMA Covid-19 Claim                               | -                    | -                          | -                         | -                     | NA            |
| <b>Total Restricted Intergovernmental</b>         | <b>\$ -</b>          | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| <b>Sales and Services</b>                         |                      |                            |                           |                       |               |
| Sale of Land                                      | \$ 3,200,000         | \$ -                       | \$ -                      | \$ -                  | NA            |
| Sale of Fixed Assets                              | 26,185               | 10,000                     | 10,000                    | 53,933                | 539.33%       |
| Rent Antenna Space                                | -                    | -                          | -                         | -                     | NA            |
| Rent Land                                         | -                    | -                          | -                         | -                     | NA            |
| Sales of Water                                    | 10,807,194           | 11,233,855                 | 11,233,855                | 6,483,619             | 57.71%        |
| Wastewater Treatment                              | 12,746,349           | 12,304,803                 | 12,304,803                | 7,441,583             | 60.48%        |
| Cty Wastewater Treatment                          | 663,875              | 692,741                    | 692,741                   | 391,312               | 56.49%        |
| Water and Sewer Taps                              | 130,819              | 197,122                    | 197,122                   | 127,023               | 64.44%        |
| Grease Trap Inspection                            | 29,796               | 38,374                     | 38,374                    | 32,582                | 84.91%        |
| High Strength Wastewater                          | 198,969              | 185,060                    | 185,060                   | 22,441                | 12.13%        |
| Wastewater Civil Penalti                          | 1,400                | 1,333                      | 1,333                     | -                     | 0.00%         |
| Service Charges                                   | 1,838,537            | 250,000                    | 250,000                   | 188,549               | 75.42%        |
| Lake Permits                                      | 28,827               | 33,568                     | 33,568                    | 5,481                 | 16.33%        |
| Septic Hauler Permits                             | -                    | -                          | -                         | -                     | NA            |
| Industrial Use Permits                            | 22,558               | 30,820                     | 30,820                    | 22,626                | 73.41%        |
| Unauthorized Taking of WA                         | 3,708                | 4,000                      | 4,000                     | 1,151                 | 28.76%        |
| Water Shortage Response Fees                      | -                    | -                          | -                         | -                     | NA            |
| Main Extension Permits                            | 5,206                | 4,760                      | 4,760                     | 1,678                 | 35.24%        |
| Other Operating Misc                              | 33,318               | 30,000                     | 30,000                    | 4,154                 | 13.85%        |
| Water Capacity Fees                               | 2,004,104            | 2,429,809                  | 2,429,809                 | 1,091,194             | 44.91%        |
| Sewer Capacity Fees                               | 2,815,138            | 2,555,690                  | 2,555,690                 | 2,091,285             | 81.83%        |
| Misc Sales Other                                  | -                    | -                          | -                         | 4,958                 | NA            |
| <b>Total Sales and Services</b>                   | <b>\$ 34,555,984</b> | <b>\$ 30,001,935</b>       | <b>\$ 30,001,935</b>      | <b>\$ 17,963,569</b>  | <b>59.87%</b> |
| <b>Investment Earnings</b>                        |                      |                            |                           |                       |               |
| Investment Earnings                               | \$ 1,760,231         | \$ 1,790,258               | \$ 1,790,258              | \$ 875,080            | 48.88%        |
| Interest Earned Trustee                           | -                    | -                          | -                         | -                     | NA            |
| <b>Total Investment Earnings</b>                  | <b>\$ 1,760,231</b>  | <b>\$ 1,790,258</b>        | <b>\$ 1,790,258</b>       | <b>\$ 875,080</b>     | <b>48.88%</b> |
| <b>Miscellaneous</b>                              |                      |                            |                           |                       |               |
| Third Party                                       | \$ -                 | \$ -                       | \$ -                      | \$ -                  | NA            |
| Miscellaneous Reimbursements                      | 7,940                | 10,000                     | 10,000                    | -                     | 0.00%         |
| Home Warranty Program                             | 1,641                | -                          | -                         | -                     | NA            |
| Miscellaneous Other                               | -                    | -                          | -                         | 4,000                 | NA            |
| Cash Discounts                                    | -                    | -                          | -                         | -                     | NA            |
| <b>Total Miscellaneous</b>                        | <b>\$ 9,581</b>      | <b>\$ 10,000</b>           | <b>\$ 10,000</b>          | <b>\$ 4,000</b>       | <b>40.00%</b> |
| <b>Other Financing Sources</b>                    |                      |                            |                           |                       |               |
| Transfers from other funds                        |                      |                            |                           |                       |               |
| TF From W&S Capital Projects                      | \$ -                 | \$ -                       | \$ -                      | \$ -                  | NA            |
| TF From Gov Capital Project                       | -                    | -                          | -                         | -                     | NA            |
| <b>Sub Total Interfund Transfers</b>              | <b>\$ -</b>          | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| Proceeds Revenue Bonds                            | \$ -                 | \$ -                       | \$ 1,957,000              | \$ 1,956,165          | 99.96%        |
| Proceeds Installment Purchase                     | -                    | -                          | -                         | -                     | NA            |
| Appropriation Of Fund Bal                         | -                    | 1,533,950                  | 4,074,990                 | -                     | 0.00%         |
| Oth Fin Inception of Lease                        | 22,886               | -                          | -                         | -                     | NA            |
| <b>Total Other Financing Sources</b>              | <b>\$ 22,886</b>     | <b>\$ 1,533,950</b>        | <b>\$ 6,031,990</b>       | <b>\$ 1,956,165</b>   | <b>32.43%</b> |
| <b>Total Water &amp; Sewer Fund Revenues</b>      | <b>\$ 36,348,682</b> | <b>\$ 33,336,143</b>       | <b>\$ 37,834,183</b>      | <b>\$ 20,798,814</b>  | <b>54.97%</b> |

Notes:

| CITY OF MONROE BUDGET<br>WATER RESOURCES EXPENDITURES |                     |                            |                           |                       |               |
|-------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                     | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>W&amp;S Administration Division</b>                |                     |                            |                           |                       |               |
| <b>Personnel</b>                                      |                     |                            |                           |                       |               |
| Salary                                                | \$ 1,224,875        | \$ 1,903,126               | \$ 1,903,126              | \$ 906,456            | 47.63%        |
| Overtime                                              | 30                  | -                          | -                         | 68                    | NA            |
| Car Allowance                                         | 4,846               | 3,001                      | 3,001                     | 1,731                 | 57.67%        |
| Social Security Taxes                                 | 90,464              | 123,907                    | 123,907                   | 66,122                | 53.36%        |
| Life Insurance                                        | 2,772               | 2,920                      | 2,920                     | 2,032                 | 69.59%        |
| Employer Share Insurance                              | 241,299             | 313,449                    | 313,449                   | 133,231               | 42.50%        |
| Retirement                                            | 162,232             | 238,296                    | 238,296                   | 130,027               | 54.57%        |
| 401(k)                                                | 54,365              | 73,011                     | 73,011                    | 38,392                | 52.58%        |
| Cell Phone Allowance                                  | 2,788               | 1,950                      | 1,950                     | 1,138                 | 58.33%        |
| Workers Compensation                                  | 12,347              | 21,937                     | 21,937                    | 12,797                | 58.33%        |
| Temporary Labor                                       | -                   | -                          | -                         | -                     | NA            |
| Sub Total Personnel                                   | \$ 1,796,017        | \$ 2,681,597               | \$ 2,681,597              | \$ 1,291,994          | 48.18%        |
| <b>Capital &amp; Construction</b>                     |                     |                            |                           |                       |               |
| Capitalized Motor Vehicles                            | \$ 235,029          | \$ 41,900                  | \$ 43,350                 | \$ -                  | 0.00%         |
| Capitalized Equipment                                 | -                   | -                          | -                         | -                     | NA            |
| Capitalized Software                                  | -                   | -                          | -                         | -                     | NA            |
| Capitalized Infrastructure                            | -                   | -                          | 90,122                    | 65,389                | 72.56%        |
| Capital Lease                                         | 10,704              | -                          | -                         | -                     | NA            |
| Sub Total Capital & Construction                      | \$ 245,733          | \$ 41,900                  | \$ 133,472                | \$ 65,389             | 48.99%        |
| <b>Operating</b>                                      |                     |                            |                           |                       |               |
| Bank Service Charges                                  | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| Financial Management                                  | 14,307              | 16,591                     | 16,591                    | 15,971                | 96.26%        |
| Engineering Services                                  | 84,317              | 125,000                    | 176,824                   | 46,963                | 26.56%        |
| Technical Contracted Services                         | 54,127              | 40,575                     | 50,876                    | 22,822                | 44.86%        |
| Mutual Aide Reimbursable Exp                          | -                   | -                          | -                         | -                     | NA            |
| Repairs & Maint Equipment                             | 3,533               | 8,700                      | 4,700                     | 1,562                 | 33.24%        |
| Repairs & Maint Buildings                             | 1,973               | 5,186                      | 14,596                    | 11,290                | 77.35%        |
| Software License & Support                            | 17,397              | 67,457                     | 67,457                    | 34,510                | 51.16%        |
| Repairs & Maint Copiers                               | 3,537               | 3,000                      | 3,000                     | 1,609                 | 53.63%        |
| Repairs & Maint ERP System AMA                        | 37,092              | 38,947                     | 38,947                    | -                     | 0.00%         |
| Repairs & Maint SCADA                                 | 9,793               | 10,294                     | 10,294                    | 8,889                 | 86.35%        |
| Repairs/Maint City Beautificat                        | -                   | 5,000                      | -                         | -                     | NA            |
| Vehicle Fuel                                          | 5,743               | 8,006                      | 8,006                     | 5,344                 | 66.75%        |
| Vehicle Maintenance                                   | 2,835               | 1,500                      | 3,378                     | 3,625                 | 107.34%       |
| Unemployment Insurance                                | 1,109               | 1,013                      | 1,013                     | -                     | 0.00%         |
| Wellness & Clinic Cost                                | 10,317              | 11,832                     | 11,832                    | 6,902                 | 58.33%        |
| Property Damages                                      | 9,072               | 22,233                     | 22,233                    | 12,969                | 58.33%        |
| Telecommunications                                    | 11,640              | 13,836                     | 13,836                    | 6,038                 | 43.64%        |
| Marketing & Promotions                                | 6,711               | 9,200                      | 7,750                     | 3,870                 | 49.94%        |
| Uniforms and Shoes                                    | 4,321               | 10,005                     | 10,005                    | 1,570                 | 15.70%        |
| Training and Travel Adv                               | -                   | -                          | -                         | 315                   | NA            |
| Training and Travel Exp                               | 35,386              | 49,885                     | 49,885                    | 10,951                | 21.95%        |
| Water Shortage Response                               | -                   | -                          | -                         | -                     | NA            |
| General Supplies                                      | 16,870              | 26,603                     | 28,081                    | 15,174                | 54.03%        |
| Small Equipment                                       | 20,254              | 8,450                      | 6,572                     | 3,164                 | 48.14%        |
| PC's Peripherals                                      | 18,636              | 21,451                     | 21,451                    | 18,617                | 86.79%        |
| Software                                              | -                   | -                          | -                         | -                     | NA            |
| Utilities                                             | 39,886              | 47,365                     | 47,365                    | 22,756                | 48.04%        |
| Organizational Dues                                   | 1,689               | 6,029                      | 6,029                     | 1,488                 | 24.68%        |
| Subscriptions & Publications                          | 406                 | 228                        | 228                       | 213                   | 93.51%        |
| Bad Debt Expense                                      | 70,254              | 50,258                     | 50,258                    | (3,858)               | -7.68%        |
| Other Operating Expense                               | 3,711               | 3,600                      | 3,600                     | 2,928                 | 81.33%        |
| Sub Total Operating                                   | \$ 484,916          | \$ 612,244                 | \$ 674,807                | \$ 255,681            | 37.89%        |
| <b>Reimbursements to other funds</b>                  |                     |                            |                           |                       |               |
| Allocations Administration                            | \$ 194,788          | \$ 206,439                 | \$ 206,439                | \$ 120,423            | 58.33%        |
| Allocations Utility Billing                           | 651,240             | 731,900                    | 731,900                   | 426,942               | 58.33%        |
| Allocations Cust Srv/Pmt Ctr                          | 357,186             | 400,065                    | 400,065                   | 233,371               | 58.33%        |
| Allocations Purchasing                                | 7,725               | 10,580                     | 10,580                    | 6,172                 | 58.33%        |
| Allocations Fleet                                     | 916                 | 922                        | 922                       | 538                   | 58.33%        |
| Allocations Building Maint                            | 74,026              | 80,595                     | 80,595                    | 47,014                | 58.33%        |
| Allocations Water Res Admin                           | (215,000)           | (215,000)                  | (215,000)                 | (125,417)             | 58.33%        |
| Allocations Manual Adjs                               | 90,086              | 191,090                    | 191,090                   | 111,469               | 58.33%        |
| Sub Total Reimbursements to other funds               | \$ 1,160,967        | \$ 1,406,591               | \$ 1,406,591              | \$ 820,512            | 58.33%        |
| <b>Unreserved / Balance</b>                           | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Total W&amp;S Administration Division</b>          | <b>\$ 3,687,633</b> | <b>\$ 4,742,332</b>        | <b>\$ 4,896,467</b>       | <b>\$ 2,433,575</b>   | <b>49.70%</b> |

| CITY OF MONROE BUDGET<br>WATER RESOURCES EXPENDITURES |                       |                            |                           |                       |               |
|-------------------------------------------------------|-----------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                     | YTD<br>Actual<br>2025 | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>W&amp;S Maintenance Division</b>                   |                       |                            |                           |                       |               |
| <b>Personnel</b>                                      |                       |                            |                           |                       |               |
| Salary                                                | \$ 1,333,450          | \$ 1,581,838               | \$ 1,581,838              | \$ 847,673            | 53.59%        |
| Overtime                                              | 107,036               | 56,384                     | 56,384                    | 73,990                | 131.23%       |
| Standby                                               | 26,067                | 21,540                     | 21,540                    | 12,955                | 60.15%        |
| Social Security Taxes                                 | 107,600               | 109,645                    | 109,645                   | 68,661                | 62.62%        |
| Life Insurance                                        | 2,839                 | 2,990                      | 2,990                     | 1,837                 | 61.42%        |
| Employer Share Insurance                              | 311,401               | 323,041                    | 323,041                   | 172,977               | 53.55%        |
| Retirement                                            | 195,441               | 210,691                    | 210,691                   | 135,561               | 64.34%        |
| 401(k)                                                | 67,118                | 71,428                     | 71,428                    | 44,316                | 62.04%        |
| Cell Phone Allowance                                  | 2,200                 | 2,220                      | 2,220                     | 1,095                 | 49.32%        |
| Workers Compensation                                  | 20,738                | 27,741                     | 27,741                    | 16,182                | 58.33%        |
| Pay Adjustments                                       | -                     | -                          | -                         | -                     | NA            |
| Sub Total Personnel                                   | \$ 2,173,891          | \$ 2,407,518               | \$ 2,407,518              | \$ 1,375,248          | 57.12%        |
| <b>Capital &amp; Construction</b>                     |                       |                            |                           |                       |               |
| Imprvmt Contrct Material&Labor                        | \$ 802,185            | \$ 750,000                 | \$ 1,235,699              | \$ 381,987            | 30.91%        |
| Capitalized Motor Vehicles                            | 275,703               | 322,100                    | 322,100                   | 321,910               | 99.94%        |
| Capitalized Equipment                                 | 422,324               | 98,155                     | 98,245                    | 74,688                | 76.02%        |
| Capitalized Software                                  | -                     | -                          | -                         | -                     | -             |
| Capital Outlay Buildings                              | -                     | -                          | -                         | -                     | NA            |
| Capital Lease                                         | 1,004                 | -                          | -                         | -                     | NA            |
| Sub Total Capital & Construction                      | \$ 1,501,215          | \$ 1,170,255               | \$ 1,656,044              | \$ 778,585            | 47.01%        |
| <b>Operating</b>                                      |                       |                            |                           |                       |               |
| Engineering Services                                  | \$ -                  | \$ -                       | \$ -                      | \$ -                  | NA            |
| Technical Contracted Services                         | 192,870               | 119,293                    | 254,774                   | 31,593                | 12.40%        |
| Repairs & Maint Equipment                             | 2,105                 | 5,000                      | 6,666                     | 3,278                 | 49.17%        |
| Repairs & Maint Buildings                             | 613                   | 5,000                      | 5,000                     | -                     | 0.00%         |
| Software License & Support                            | 23,964                | 35,520                     | 35,520                    | 17,556                | 49%           |
| Repairs & Maint Copiers                               | 76                    | 200                        | 200                       | 85                    | 42.54%        |
| Repairs & Maint Pump Stations                         | 258,518               | 180,000                    | 192,179                   | 141,531               | 73.65%        |
| Repairs & Maint Utility Lines                         | 2,412                 | 15,000                     | 19,999                    | 1,077                 | 5.39%         |
| Repairs STs-Dir Cost UT Cuts                          | 245,394               | 200,000                    | 200,000                   | 92,878                | 46.44%        |
| Vehicle Fuel                                          | 69,490                | 52,518                     | 52,518                    | 25,930                | 49.37%        |
| Vehicle Maintenance                                   | 100,172               | 55,000                     | 56,115                    | 59,460                | 105.96%       |
| Default Fleet Management                              | -                     | -                          | -                         | -                     | NA            |
| Wellness & Clinic Cost                                | 12,896                | 12,959                     | 12,959                    | 7,559                 | 58.33%        |
| Property Damages                                      | 54,947                | 105,978                    | 105,978                   | 61,821                | 58.33%        |
| Telecommunications                                    | 20,976                | 39,131                     | 8,510                     | 6,929                 | 81.42%        |
| Uniforms and Shoes                                    | 19,210                | 27,835                     | 27,835                    | 16,501                | 59.28%        |
| Training and Travel Adv                               | -                     | -                          | -                         | -                     | NA            |
| Training and Travel Exp                               | 39,537                | 59,000                     | 59,000                    | 15,397                | 26.10%        |
| Permits                                               | 1,760                 | 2,000                      | 2,000                     | 1,859                 | 92.95%        |
| Compliance Fines                                      | -                     | 5,000                      | 5,000                     | -                     | 0.00%         |
| General Supplies                                      | 10,951                | 20,150                     | 20,150                    | 7,819                 | 38.80%        |
| Materials                                             | 359,562               | 269,500                    | 269,500                   | 187,880               | 69.71%        |
| I & I Materials                                       | 15,361                | 50,000                     | 50,000                    | 5,431                 | 10.86%        |
| Tap Crew Materials                                    | 23,997                | 61,564                     | 61,564                    | 10,391                | 16.88%        |
| Safety                                                | 23,840                | 11,720                     | 14,720                    | 899                   | 6.11%         |
| Small Equipment                                       | 133,527               | 84,783                     | 84,693                    | 50,036                | 59.08%        |
| PC's Peripherals                                      | 4,137                 | 8,621                      | 9,242                     | 9,242                 | 100.00%       |
| Meter Exchanges                                       | 603,749               | 350,000                    | 350,000                   | 375,755               | 107.36%       |
| Streets-Dir Cost New Taps                             | 104,021               | 90,800                     | 90,800                    | 66,224                | 72.93%        |
| Organizational Dues                                   | 7,519                 | 8,116                      | 8,116                     | 4,215                 | 51.93%        |
| Other Operating Expense                               | 2,729                 | 2,000                      | 2,000                     | 1,304                 | 65.18%        |
| Sub Total Operating                                   | \$ 2,334,332          | \$ 1,876,688               | \$ 2,005,037              | \$ 1,202,648          | 59.98%        |
| <b>Reimbursements to Other Funds</b>                  |                       |                            |                           |                       |               |
| Allocations Administration                            | \$ 350,617            | \$ 371,590                 | \$ 371,590                | \$ 216,761            | 58.33%        |
| Allocations Street                                    | 46,043                | 45,753                     | 45,753                    | 26,689                | 58.33%        |
| Allocations Purchasing                                | 13,903                | 19,044                     | 19,044                    | 11,109                | 58.33%        |
| Allocations Fleet                                     | 40,273                | 58,183                     | 58,183                    | 33,940                | 58.33%        |
| Allocations Warehouse                                 | 34,401                | 38,227                     | 38,227                    | 22,299                | 58.33%        |
| Allocations Grounds Maint                             | 2,454                 | 2,362                      | 2,362                     | 1,378                 | 58.33%        |
| Force Account Labor                                   | (9,609)               | -                          | -                         | -                     | NA            |
| Allocations Water Res Admin                           | 65,000                | 65,000                     | 65,000                    | 37,917                | 58.33%        |
| Allocations Manual Adjs                               | -                     | -                          | -                         | -                     | NA            |
| Allocations Credits                                   | -                     | -                          | -                         | -                     | NA            |
| Sub Total Reimbursements to other funds               | \$ 543,082            | \$ 600,159                 | \$ 600,159                | \$ 350,093            | 58.33%        |
| <b>Total W&amp;S Maintenance Division</b>             | <b>\$ 6,552,520</b>   | <b>\$ 6,054,620</b>        | <b>\$ 6,668,759</b>       | <b>\$ 3,706,573</b>   | <b>55.58%</b> |



| CITY OF MONROE BUDGET<br>WATER RESOURCES EXPENDITURES |                       |                            |                           |                       |               |
|-------------------------------------------------------|-----------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                     | YTD<br>Actual<br>2025 | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>W&amp;S Construction Division</b>                  |                       |                            |                           |                       |               |
| <b>Personnel</b>                                      |                       |                            |                           |                       |               |
| Salary                                                | \$ 643,095            | \$ 891,146                 | \$ 891,146                | \$ 445,644            | 50.01%        |
| Overtime                                              | 9,073                 | 10,049                     | 55,049                    | 21,934                | 39.84%        |
| Standby                                               | 1,890                 | 2,000                      | 2,000                     | 1,393                 | 69.63%        |
| Social Security Taxes                                 | 48,915                | 66,072                     | 66,072                    | 35,031                | 53.02%        |
| Life Insurance                                        | 1,203                 | 1,260                      | 1,260                     | 901                   | 71.53%        |
| Employer Share Insurance                              | 134,107               | 143,388                    | 143,388                   | 72,623                | 50.65%        |
| Retirement                                            | 76,483                | 108,059                    | 108,059                   | 60,530                | 56.02%        |
| 401(k)                                                | 25,182                | 36,140                     | 36,140                    | 19,235                | 53.22%        |
| Cell Phone Allowance                                  | 1,950                 | 2,100                      | 2,100                     | 1,170                 | 55.71%        |
| Workers Compensation                                  | 7,851                 | 13,099                     | 13,099                    | 7,641                 | 58.33%        |
| Temporary Labor                                       | -                     | 40,000                     | 40,000                    | -                     | 0.00%         |
| Pay Adjustments                                       | -                     | -                          | -                         | -                     | NA            |
| Sub Total Personnel                                   | \$ 949,750            | \$ 1,313,313               | \$ 1,358,313              | \$ 666,101            | 49.04%        |
| <b>Capital &amp; Construction</b>                     |                       |                            |                           |                       |               |
| Land Right of Way                                     | \$ 356                | \$ 10,000                  | \$ 10,000                 | \$ -                  | 0.00%         |
| Imprvmt Contrct Material&Labor                        | 559,541               | 550,000                    | 563,750                   | 119,332               | 21.17%        |
| Streets-Direct Cost Infrastruc                        | 84,889                | 200,000                    | 200,000                   | 111,120               | 55.56%        |
| Capitalized Motor Vehicles                            | 96,706                | -                          | 1,496                     | -                     | 0.00%         |
| Capitalized Equipment                                 | 668,096               | 82,000                     | 82,000                    | 80,975                | 98.75%        |
| Capital Outlay Buildings                              | -                     | -                          | -                         | -                     | NA            |
| Capitalized Infrastructure                            | 127,720               | -                          | -                         | -                     | NA            |
| Capital Lease                                         | 840                   | -                          | -                         | -                     | NA            |
| Sub Total Capital & Construction                      | \$ 1,538,148          | \$ 842,000                 | \$ 857,246                | \$ 311,426            | 36.33%        |
| <b>Operating</b>                                      |                       |                            |                           |                       |               |
| Engineering Services                                  | \$ 2,981              | \$ 82,000                  | \$ 172,785                | \$ 1,431              | 0.83%         |
| Technical Contracted Services                         | 299,925               | 3,500                      | 197,235                   | 156,991               | 79.60%        |
| Repairs & Maint Equipment                             | 6,330                 | 15,000                     | 19,999                    | 4,108                 | 20.54%        |
| Repairs & Maint Buildings                             | -                     | 5,000                      | 5,000                     | -                     | 0.00%         |
| Software License & Support                            | 6,920                 | 6,898                      | 6,898                     | 4,934                 | 71.53%        |
| Repairs & Maint Copiers                               | 24                    | 50                         | 50                        | 22                    | 43.24%        |
| Equipment Rentals                                     | 525                   | 4,500                      | 5,975                     | 630                   | 10.54%        |
| Vehicle Fuel                                          | 21,215                | 16,483                     | 16,483                    | 8,784                 | 53.29%        |
| Vehicle Maintenance                                   | 30,348                | 46,700                     | 46,700                    | 19,547                | 41.86%        |
| Default Fleet Management                              | -                     | -                          | -                         | -                     | NA            |
| Wellness & Clinic Cost                                | 6,448                 | 5,634                      | 5,634                     | 3,287                 | 58.33%        |
| Property Damages                                      | 50,034                | 27,396                     | 27,396                    | 15,981                | 58.33%        |
| Telecommunications                                    | 1,304                 | 1,080                      | 1,080                     | 698                   | 64.65%        |
| Uniforms and Shoes                                    | 11,040                | 16,276                     | 16,276                    | 9,103                 | 55.93%        |
| Training and Travel Adv                               | -                     | -                          | -                         | 1,682                 | NA            |
| Training and Travel Exp                               | 31,039                | 45,728                     | 50,228                    | 21,268                | 42.34%        |
| Permits                                               | -                     | -                          | -                         | -                     | NA            |
| General Supplies                                      | 1,436                 | 8,350                      | 8,105                     | 784                   | 9.67%         |
| Materials                                             | 64,646                | 107,872                    | 92,872                    | 24,213                | 26.07%        |
| Tap Crew Materials                                    | 5,883                 | 10,000                     | 19,670                    | -                     | 0.00%         |
| Safety                                                | 13,633                | 12,400                     | 15,400                    | 248                   | 1.61%         |
| Small Equipment                                       | 36,245                | 35,010                     | 35,010                    | 23,320                | 66.61%        |
| PC's Peripherals                                      | 10,295                | 2,418                      | 2,663                     | 2,663                 | 100.00%       |
| Software                                              | -                     | -                          | -                         | -                     | NA            |
| Streets-Dir Cost New Taps                             | 5,687                 | 10,000                     | 10,000                    | -                     | 0.00%         |
| Utilities                                             | -                     | -                          | -                         | 430                   | NA            |
| Organizational Dues                                   | 240                   | 1,370                      | 1,370                     | 873                   | 63.69%        |
| Subscriptions & Publications                          | -                     | -                          | -                         | -                     | NA            |
| Other Operating Expense                               | 1,113                 | 1,500                      | 1,500                     | 1,039                 | 69.28%        |
| Over/Short Water Inventory                            | -                     | -                          | -                         | -                     | NA            |
| Sub Total Operating                                   | \$ 607,311            | \$ 465,165                 | \$ 758,329                | \$ 302,034            | 39.83%        |
| <b>Reimbursements to other funds</b>                  |                       |                            |                           |                       |               |
| Allocations Administration                            | \$ 194,788            | \$ 206,439                 | \$ 206,439                | \$ 120,423            | 58.33%        |
| Allocations Engineering                               | -                     | -                          | -                         | -                     | NA            |
| Allocations Purchasing                                | 7,725                 | 10,580                     | 10,580                    | 6,172                 | 58.33%        |
| Allocations Fleet                                     | 26,543                | 22,948                     | 22,948                    | 13,386                | 58.33%        |
| Force Account Labor                                   | -                     | -                          | -                         | -                     | NA            |
| Allocations Water Res Admin                           | 35,000                | 35,000                     | 35,000                    | 20,417                | 58.33%        |
| Allocations Manual Adjs                               | -                     | -                          | -                         | -                     | NA            |
| Allocations Charges                                   | -                     | -                          | -                         | -                     | NA            |
| Allocations Credits                                   | -                     | -                          | -                         | -                     | NA            |
| Sub Total Reimbursements to other funds               | \$ 264,056            | \$ 274,967                 | \$ 274,967                | \$ 160,397            | 58.33%        |
| <b>Total W&amp;S Construction Division</b>            | <b>\$ 3,359,265</b>   | <b>\$ 2,895,445</b>        | <b>\$ 3,248,855</b>       | <b>\$ 1,439,958</b>   | <b>44.32%</b> |



| CITY OF MONROE BUDGET<br>WATER RESOURCES EXPENDITURES |                       |                            |                           |                       |               |
|-------------------------------------------------------|-----------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                     | YTD<br>Actual<br>2025 | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Water Treatment Plant</b>                          |                       |                            |                           |                       |               |
| <b>Personnel</b>                                      |                       |                            |                           |                       |               |
| Salary                                                | \$ 717,131            | \$ 920,001                 | \$ 920,001                | \$ 505,824            | 54.98%        |
| Overtime                                              | 16,336                | 10,049                     | 10,049                    | 15,691                | 156.14%       |
| Standby                                               | 4,125                 | -                          | -                         | 3,984                 | NA            |
| Social Security Taxes                                 | 58,196                | 67,715                     | 67,715                    | 40,020                | 59.10%        |
| Life Insurance                                        | 1,482                 | 1,550                      | 1,550                     | 1,107                 | 71.42%        |
| Employer Share Insurance                              | 185,044               | 198,612                    | 198,612                   | 105,872               | 53.31%        |
| Retirement                                            | 97,869                | 125,101                    | 125,101                   | 76,079                | 60.81%        |
| 401(k)                                                | 31,609                | 40,715                     | 40,715                    | 23,180                | 56.93%        |
| Cell Phone Allowance                                  | 1,500                 | 2,140                      | 2,140                     | 840                   | 39.25%        |
| Workers Compensation                                  | 13,314                | 19,080                     | 19,080                    | 11,130                | 58.33%        |
| Temporary Labor                                       | -                     | -                          | -                         | -                     | NA            |
| Pay Adjustments                                       | -                     | -                          | -                         | -                     | NA            |
| <b>Sub Total Personnel</b>                            | <b>\$ 1,126,606</b>   | <b>\$ 1,384,963</b>        | <b>\$ 1,384,963</b>       | <b>\$ 783,726</b>     | <b>56.59%</b> |
| <b>Capital &amp; Construction</b>                     |                       |                            |                           |                       |               |
| Capitalized Motor Vehicles                            | \$ 156,714            | \$ -                       | \$ -                      | \$ 89                 | NA            |
| Capitalized Equipment                                 | 73,780                | -                          | 31,737                    | 28,203                | 88.86%        |
| Capitalized Software                                  | -                     | -                          | -                         | -                     | NA            |
| Capital Outlay Buildings                              | 259,331               | 105,000                    | 114,558                   | 7,736                 | 6.75%         |
| Capitalized Infrastructure                            | 78,889                | 27,000                     | 41,000                    | 45                    | 0.11%         |
| Capital Lease                                         | 7,216                 | -                          | -                         | -                     | NA            |
| <b>Sub Total Capital &amp; Construction</b>           | <b>\$ 575,931</b>     | <b>\$ 132,000</b>          | <b>\$ 187,296</b>         | <b>\$ 36,072</b>      | <b>19.26%</b> |
| <b>Operating</b>                                      |                       |                            |                           |                       |               |
| Engineering Services                                  | \$ 46,685             | \$ 55,000                  | \$ 72,982                 | \$ -                  | 0.00%         |
| Technical Contracted Services                         | 113,648               | 18,000                     | 105,538                   | 38,264                | 36.26%        |
| Lake Wardens                                          | 56,977                | 82,800                     | 124,200                   | 27,958                | 22.51%        |
| Cleaning Srv Waste Disposal                           | 14,149                | 54,500                     | 75,917                    | 4,798                 | 6.32%         |
| Repairs & Maint Equipment                             | 208,880               | 263,000                    | 363,635                   | 174,799               | 48.07%        |
| Repairs & Maint Buildings                             | 151,277               | 30,000                     | 110,510                   | 86,112                | 77.92%        |
| Software License & Support                            | 24,171                | 10,990                     | 9,807                     | 4,568                 | 46.58%        |
| Repairs & Maint Copiers                               | 88                    | 150                        | 219                       | 293                   | 133.98%       |
| Repairs & Maint Generators                            | 11,473                | 20,000                     | 20,407                    | 9,331                 | 45.72%        |
| Repairs & Maint Tanks                                 | 15,302                | 137,371                    | 174,298                   | 30,551                | 17.53%        |
| Repairs & Maint Dams                                  | 73,508                | 83,000                     | 99,415                    | 6,552                 | 6.59%         |
| Repairs & Maint SCADA                                 | 88                    | 5,000                      | 35,675                    | 7                     | 0.02%         |
| Vehicle Fuel                                          | 2,296                 | 2,669                      | 2,669                     | 2,469                 | 92.52%        |
| Vehicle Maintenance                                   | 7,260                 | 4,800                      | 4,800                     | 3,961                 | 82.52%        |
| Default Fleet Management                              | -                     | -                          | -                         | -                     | NA            |
| Wellness & Clinic Cost                                | 8,383                 | 6,761                      | 6,761                     | 3,944                 | 58.33%        |
| Property Damages                                      | 51,408                | 54,401                     | 54,401                    | 31,734                | 58.33%        |
| Telecommunications                                    | 15,008                | 17,019                     | 17,019                    | 5,212                 | 30.63%        |
| Marketing & Promotions                                | 11,537                | 16,000                     | 16,000                    | 504                   | 3.15%         |
| Uniforms and Shoes                                    | 10,090                | 13,142                     | 13,142                    | 7,765                 | 59.09%        |
| Training and Travel Adv                               | -                     | -                          | -                         | -                     | NA            |
| Training and Travel Exp                               | 21,964                | 13,767                     | 15,023                    | 15,658                | 104.23%       |
| Permits                                               | 7,060                 | 7,060                      | 7,080                     | 7,079                 | 99.99%        |
| Compliance Monitoring                                 | 21,250                | 35,800                     | 49,708                    | 15,533                | 31.25%        |
| Process & System Testing                              | 53,663                | 46,300                     | 56,020                    | 31,872                | 56.89%        |
| Lead/Copper Compliance                                | -                     | 2,250                      | 2,250                     | -                     | 0.00%         |
| General Supplies                                      | 12,933                | 14,834                     | 14,834                    | 15,785                | 106.41%       |
| Materials                                             | 3,643                 | 4,050                      | 4,050                     | -                     | 0.00%         |
| Safety                                                | 1,355                 | 4,000                      | 7,000                     | -                     | 0.00%         |
| Small Equipment                                       | 64,748                | 25,400                     | 25,400                    | 3,553                 | 13.99%        |
| PC's Peripherals                                      | 2,048                 | 4,994                      | 6,177                     | 6,177                 | 100.00%       |
| Treatment Chemicals                                   | 1,393,772             | 2,000,000                  | 1,990,176                 | 782,370               | 39.31%        |
| Laboratory Supplies                                   | 17,329                | 32,630                     | 32,630                    | 5,211                 | 15.97%        |
| Utilities                                             | 322,522               | 361,014                    | 361,014                   | 215,295               | 59.64%        |
| Organizational Dues                                   | 9,148                 | 9,403                      | 9,403                     | 1,755                 | 18.66%        |
| Subscriptions & Publications                          | -                     | 500                        | 500                       | 15                    | 2.96%         |
| Other Operating Expense                               | 2,077                 | 2,000                      | 724                       | 221                   | 30.55%        |
| Union County                                          | 128,529               | 120,000                    | 120,000                   | 145,784               | 121.49%       |
| <b>Sub Total Operating</b>                            | <b>\$ 2,884,268</b>   | <b>\$ 3,558,605</b>        | <b>\$ 4,009,385</b>       | <b>\$ 1,685,130</b>   | <b>42.03%</b> |
| <b>Reimbursements to other funds</b>                  |                       |                            |                           |                       |               |
| Allocations Administration                            | \$ 233,743            | \$ 247,727                 | \$ 247,727                | \$ 144,507            | 58.33%        |
| Allocations Purchasing                                | 9,270                 | 12,696                     | 12,696                    | 7,406                 | 58.33%        |
| Allocations Fleet                                     | 8,238                 | 12,319                     | 12,319                    | 7,186                 | 58.33%        |
| Allocations Water Res Admin                           | 45,000                | 45,000                     | 45,000                    | 26,250                | 58.33%        |
| Allocations Manual Adjs                               | -                     | -                          | -                         | -                     | NA            |
| <b>Sub Total Reimbursements to other funds</b>        | <b>\$ 296,251</b>     | <b>\$ 317,742</b>          | <b>\$ 317,742</b>         | <b>\$ 185,350</b>     | <b>58.33%</b> |
| <b>Total Water Treatment Plant</b>                    | <b>\$ 4,883,056</b>   | <b>\$ 5,393,310</b>        | <b>\$ 5,899,386</b>       | <b>\$ 2,690,279</b>   | <b>45.60%</b> |

| CITY OF MONROE BUDGET<br>WATER RESOURCES EXPENDITURES |                       |                            |                           |                       |               |
|-------------------------------------------------------|-----------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                     | YTD<br>Actual<br>2025 | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Waste Treatment Plant</b>                          |                       |                            |                           |                       |               |
| <b>Personnel</b>                                      |                       |                            |                           |                       |               |
| Salary                                                | \$ 923,255            | \$ 1,201,897               | \$ 1,201,897              | \$ 618,585            | 51.47%        |
| Overtime                                              | 33,843                | 9,247                      | 9,247                     | 11,784                | 127.43%       |
| Standby                                               | 5,193                 | -                          | -                         | 2,105                 | NA            |
| Social Security Taxes                                 | 71,505                | 85,248                     | 85,248                    | 47,008                | 55.14%        |
| Life Insurance                                        | 1,904                 | 2,010                      | 2,010                     | 1,338                 | 66.57%        |
| Employer Share Insurance                              | 236,246               | 251,768                    | 251,768                   | 122,162               | 48.52%        |
| Retirement                                            | 127,982               | 159,049                    | 159,049                   | 90,515                | 56.91%        |
| 401(k)                                                | 40,033                | 53,687                     | 53,687                    | 29,390                | 54.74%        |
| Cell Phone Allowance                                  | 1,320                 | 1,260                      | 1,260                     | 1,225                 | 97.22%        |
| Workers Compensation                                  | 16,264                | 20,549                     | 20,549                    | 11,987                | 58.33%        |
| Temporary Labor                                       | -                     | -                          | -                         | -                     | NA            |
| Pay Adjustments                                       | -                     | -                          | -                         | -                     | NA            |
| <b>Sub Total Personnel</b>                            | <b>\$ 1,457,544</b>   | <b>\$ 1,784,715</b>        | <b>\$ 1,784,715</b>       | <b>\$ 936,098</b>     | <b>52.45%</b> |
| <b>Capital &amp; Construction</b>                     |                       |                            |                           |                       |               |
| Capitalized Motor Vehicles                            | \$ 123,839            | \$ 57,469                  | \$ 57,469                 | \$ 56,284             | 97.94%        |
| Capitalized Equipment                                 | 18,062                | 389,712                    | 389,712                   | 198,515               | 50.94%        |
| Capital Outlay Buildings                              | -                     | -                          | -                         | -                     | NA            |
| Capitalized Infrastructure                            | -                     | -                          | 748,440                   | 667,507               | 89.19%        |
| Capital Lease                                         | 3,123                 | -                          | -                         | -                     | NA            |
| <b>Sub Total Capital &amp; Construction</b>           | <b>\$ 145,024</b>     | <b>\$ 447,181</b>          | <b>\$ 1,195,621</b>       | <b>\$ 922,306</b>     | <b>77.14%</b> |
| <b>Operating</b>                                      |                       |                            |                           |                       |               |
| Engineering Services                                  | \$ -                  | \$ 10,000                  | \$ 28,500                 | \$ -                  | 0.00%         |
| Technical Contracted Services                         | 1,458                 | 3,000                      | 6,000                     | -                     | 0.00%         |
| Mutual Aide Reimbursable Exp                          | -                     | -                          | -                         | -                     | NA            |
| Cleaning Srv Waste Disposal                           | 47,780                | 136,681                    | 149,978                   | 27,467                | 18.31%        |
| Repairs & Maint Equipment                             | 274,711               | 191,261                    | 317,749                   | 200,653               | 63.15%        |
| Repairs & Maint Buildings                             | 31,176                | 5,000                      | 16,213                    | 15,050                | 92.83%        |
| Software License & Support                            | 13,367                | 13,792                     | 13,792                    | 6,142                 | 44.53%        |
| Repairs & Maint Copiers                               | 328                   | 500                        | 500                       | 227                   | 45.41%        |
| Repairs & Maint Generators                            | 37,175                | 50,000                     | 50,000                    | 32,966                | 65.93%        |
| Repairs & Maint SCADA                                 | -                     | 5,000                      | 30,000                    | -                     | 0.00%         |
| Vehicle Fuel                                          | 14,392                | 10,834                     | 10,834                    | 6,347                 | 58.59%        |
| Vehicle Maintenance                                   | 14,917                | 9,500                      | 9,500                     | 15,535                | 163.52%       |
| Default Fleet Management                              | -                     | -                          | -                         | -                     | NA            |
| Wellness & Clinic Cost                                | 10,317                | 10,142                     | 10,142                    | 5,916                 | 58.33%        |
| Property Damages                                      | 70,895                | 106,798                    | 106,798                   | 62,299                | 58.33%        |
| Telecommunications                                    | 5,080                 | 4,425                      | 4,425                     | 2,490                 | 56.27%        |
| Uniforms and Shoes                                    | 11,304                | 17,437                     | 17,437                    | 8,068                 | 46.27%        |
| Training and Travel Adv                               | -                     | -                          | -                         | -                     | NA            |
| Training and Travel Exp                               | 28,049                | 29,220                     | 29,220                    | 16,845                | 57.65%        |
| Permits                                               | 8,265                 | 8,265                      | 8,265                     | 1,859                 | 22.49%        |
| Compliance Fines                                      | -                     | 5,000                      | 5,000                     | -                     | 0.00%         |
| Compliance Monitoring                                 | 32,600                | 57,000                     | 67,366                    | 23,566                | 34.98%        |
| General Supplies                                      | 20,883                | 12,720                     | 12,720                    | 9,783                 | 76.91%        |
| Materials                                             | 19,705                | 60,000                     | 60,000                    | 59,350                | 98.92%        |
| Safety                                                | 1,479                 | 9,475                      | 9,475                     | 1,921                 | 20.28%        |
| Small Equipment                                       | 10,679                | 7,100                      | 18,600                    | 1,458                 | 7.84%         |
| PC's Peripherals                                      | 13,948                | 6,045                      | 10,045                    | 9,469                 | 94.27%        |
| Treatment Chemicals                                   | 223,302               | 408,950                    | 338,450                   | 144,132               | 42.59%        |
| Pre-Treatment Chemicals                               | 160,881               | 334,000                    | 334,000                   | 117,590               | 35.21%        |
| Laboratory Supplies                                   | 34,858                | 42,911                     | 54,887                    | 16,069                | 29.28%        |
| Software                                              | -                     | -                          | -                         | -                     | NA            |
| Utilities                                             | 465,872               | 542,357                    | 542,357                   | 282,530               | 52.09%        |
| Organizational Dues                                   | 20,798                | 21,408                     | 21,408                    | 21,334                | 99.66%        |
| Subscriptions & Publications                          | -                     | -                          | -                         | 15                    | NA            |
| Other Operating Expense                               | 2,530                 | 2,272                      | 2,272                     | 830                   | 36.52%        |
| <b>Sub Total Operating</b>                            | <b>\$ 1,576,748</b>   | <b>\$ 2,121,093</b>        | <b>\$ 2,285,933</b>       | <b>\$ 1,089,913</b>   | <b>47.68%</b> |
| <b>Reimbursements to other funds</b>                  |                       |                            |                           |                       |               |
| Allocations Administration                            | \$ 324,647            | \$ 344,066                 | \$ 344,066                | \$ 200,705            | 58.33%        |
| Allocations Purchasing                                | 12,875                | 17,633                     | 17,633                    | 10,286                | 58.33%        |
| Allocations Fleet                                     | 15,561                | 7,360                      | 7,360                     | 4,293                 | 58.33%        |
| Force Account Labor                                   | 9,609                 | -                          | -                         | -                     | NA            |
| Allocations Water Res Admin                           | 70,000                | 70,000                     | 70,000                    | 40,833                | 58.33%        |
| Allocations Manual Adjs                               | -                     | -                          | -                         | -                     | NA            |
| Allocations Charges                                   | -                     | -                          | -                         | -                     | NA            |
| <b>Sub Total Reimbursements to other funds</b>        | <b>\$ 432,692</b>     | <b>\$ 439,059</b>          | <b>\$ 439,059</b>         | <b>\$ 256,118</b>     | <b>58.33%</b> |
| <b>Total Waste Treatment Plant</b>                    | <b>\$ 3,612,008</b>   | <b>\$ 4,792,048</b>        | <b>\$ 5,705,328</b>       | <b>\$ 3,204,436</b>   | <b>56.17%</b> |

| CITY OF MONROE BUDGET<br>WATER RESOURCES EXPENDITURES              |                       |                            |                           |                         |               |
|--------------------------------------------------------------------|-----------------------|----------------------------|---------------------------|-------------------------|---------------|
| Function/Activity                                                  | YTD<br>Actual<br>2025 | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026   | %<br>Realized |
| <b>W&amp;S Debt Service</b>                                        |                       |                            |                           |                         |               |
| <b>Installment Purchase Agreements &amp; State Revolving Loans</b> |                       |                            |                           |                         |               |
| Installment Principal                                              | \$ 27,223             | \$ 27,708                  | \$ 27,708                 | \$ -                    | 0.00%         |
| Installment Interest                                               | 3,368                 | 2,827                      | 2,827                     | 1,201                   | 42.47%        |
| <b>Revenue Bonds</b>                                               |                       |                            |                           |                         |               |
| Bonds Principal                                                    | 1,016,340             | 1,039,225                  | 1,039,225                 | -                       | 0.00%         |
| Bonds Interest                                                     | 582,291               | 2,200,509                  | 2,200,509                 | 131,084                 | 5.96%         |
| Bonds Admin Fees                                                   | 6,433                 | 6,433                      | 6,433                     | 6,433                   | 99.99%        |
| Debt Issuance Cost                                                 | -                     | -                          | 21,335                    | 21,333                  | 99.99%        |
| Bonds Pmt Escrow Agent                                             | -                     | -                          | 1,935,665                 | 1,934,815               | 99.96%        |
| Bonds Yrly Monitoring Fee                                          | 6,917                 | 7,338                      | 7,338                     | 7,093                   | 96.66%        |
| Union Co Water Agreement                                           | 423,696               | 407,731                    | 407,731                   | 247,156                 | 60.62%        |
| <b>Capital Leases<sup>(1)</sup></b>                                |                       |                            |                           |                         |               |
| Capital Leases Principal                                           | 6,381                 | 5,645                      | 5,645                     | 4,791                   | 84.87%        |
| Capital Leases Interest                                            | 593                   | 473                        | 473                       | 406                     | 85.82%        |
| <b>Total W&amp;S Debt Service</b>                                  | <b>\$ 2,073,242</b>   | <b>\$ 3,697,889</b>        | <b>\$ 5,654,889</b>       | <b>\$ 2,354,312</b>     | <b>41.63%</b> |
| <b>Transfers to Other Funds</b>                                    |                       |                            |                           |                         |               |
| TF To General Fund                                                 | \$ 6,554              | \$ -                       | \$ -                      | \$ -                    | NA            |
| TF to ARPA                                                         | \$ 60,330             | \$ -                       | \$ -                      | \$ -                    | NA            |
| TF To Gov Capital Project                                          | \$ -                  | \$ -                       | \$ -                      | \$ -                    | NA            |
| TF To W&S Capital Reserve                                          | 4,819,242             | 4,985,499                  | 4,985,499                 | 2,725,579               | 54.67%        |
| TF To W&S Capital Projects                                         | 2,900,000             | 775,000                    | 775,000                   | 775,000                 | 100.00%       |
| TF To Electric Capital Proj                                        | -                     | -                          | -                         | -                       | NA            |
| Total Transfers out to Other Funds                                 | <b>7,786,126</b>      | <b>5,760,499</b>           | <b>5,760,499</b>          | <b>3,500,579</b>        | <b>60.77%</b> |
| <b>Total W&amp;S</b>                                               | <b>\$ 31,953,850</b>  | <b>\$ 33,336,143</b>       | <b>\$ 37,834,183</b>      | <b>\$ 19,329,710.90</b> | <b>51.09%</b> |

**NOTES:**

<sup>(1)</sup> Governmental accounting standards (GASB 87) require the City to recognize leases as a part of its debt service.

Bad Debt Expense - Collection of customer charges written off in prior year. Current fiscal year write offs will post in May to offset credit balance.

**State Revolving Loans:**

**Revenue Bonds:**

|                      | 2026    | Balance    | Payoff Yr |
|----------------------|---------|------------|-----------|
| 16 Refunding Rev     | 326,452 | 2,287,589  | 2033      |
| 17 Revenue Bonds     | 719,791 | 12,197,815 | 2043      |
| 20 B Refunding Bonds | 552,088 | 4,037,048  | 2034      |

**Other Debt**

|                             |                     |                      |      |
|-----------------------------|---------------------|----------------------|------|
| 19 Union County Agreement   | 232,059             | 4,177,065            | 2042 |
| 07 Union County Agreement   | 175,670             | 367,310              | 2026 |
| 2020 New ERP System (share) | 30,578              | 122,371              | 2030 |
|                             | <u>\$ 2,036,638</u> | <u>\$ 23,189,198</u> |      |

| CITY OF MONROE BUDGET<br>ELECTRIC FUND BUDGET SUMMARY |                       |                            |                           |                       |               |
|-------------------------------------------------------|-----------------------|----------------------------|---------------------------|-----------------------|---------------|
| Sources and<br>Uses of Funds                          | Actual<br>2025        | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <i>Sources of Funds</i>                               |                       |                            |                           |                       |               |
| <b>Beginning Balance</b>                              | <b>\$ 50,420,385</b>  | <b>\$ 43,525,443</b>       | <b>\$ 43,525,443</b>      | <b>\$ 43,525,443</b>  | <b>NA</b>     |
| <b>Revenues</b>                                       |                       |                            |                           |                       |               |
| Restricted Intergovernmentas                          | \$ -                  | \$ -                       | \$ -                      | \$ -                  | NA            |
| Sales and Services                                    | 64,287,114            | 66,132,112                 | 66,132,112                | 33,818,381            | 51.14%        |
| Investment Earnings <sup>(1)</sup>                    | 3,649,509             | 3,120,870                  | 3,120,870                 | 1,704,275             | 54.61%        |
| Miscellaneous                                         | 263,571               | 120,000                    | 120,000                   | (21,579)              | -17.98%       |
| Sub Total                                             | \$ 68,200,194         | \$ 69,372,982              | \$ 69,372,982             | \$ 35,501,078         | 51.17%        |
| <b>Other Financing Sources</b>                        |                       |                            |                           |                       |               |
| Transfers from Other Funds                            | \$ 6,500,000          | \$ -                       | \$ -                      | \$ -                  | NA            |
| Proceeds From LT Debt                                 | -                     | -                          | 8,242,000                 | 8,241,360             | 99.99%        |
| Inception of Lease                                    | 6,269                 | -                          | -                         | -                     | NA            |
| Repayment of Advances                                 | 32,803                | 32,803                     | 32,803                    | -                     | 0.00%         |
| Sub Total                                             | \$ 6,539,072          | \$ 32,803                  | \$ 8,274,803              | \$ 8,241,360          | 99.60%        |
| <b>Annual Sources of Funds</b>                        | <b>\$ 74,739,266</b>  | <b>\$ 69,405,785</b>       | <b>\$ 77,647,785</b>      | <b>\$ 43,742,438</b>  | <b>56.33%</b> |
| <b>Total Sources of Funds</b>                         | <b>\$ 125,159,651</b> | <b>\$ 112,931,228</b>      | <b>\$ 121,173,228</b>     | <b>\$ 87,267,881</b>  | <b>72.02%</b> |
| <i>Uses of Funds</i>                                  |                       |                            |                           |                       |               |
| <b>Expenditures</b>                                   |                       |                            |                           |                       |               |
| Personnel                                             | \$ 7,426,962          | \$ 8,874,766               | \$ 8,874,766              | \$ 4,675,441          | 52.68%        |
| Capital & Construction                                | 6,347,492             | 2,834,000                  | 5,048,972                 | 3,042,014             | 60.25%        |
| Operating                                             | 43,534,681            | 47,692,303                 | 48,004,042                | 20,044,941            | 41.76%        |
| Debt Service                                          | 1,398,830             | 1,401,123                  | 9,643,417                 | 8,433,712             | 87.46%        |
| Sub Total                                             | \$ 58,707,965         | \$ 60,802,192              | \$ 71,571,197             | \$ 36,196,108         | 50.57%        |
| <b>Reimbursements to other funds</b>                  |                       |                            |                           |                       |               |
| Cost Allocations                                      | \$ 1,969,480          | \$ 2,427,067               | \$ 2,427,067              | \$ 1,415,789          | 58.33%        |
| Sub Total                                             | \$ 1,969,480          | \$ 2,427,067               | \$ 2,427,067              | \$ 1,415,789          | 58.33%        |
| <b>Other Financing Uses</b>                           |                       |                            |                           |                       |               |
| Transfers to Other Funds                              | \$ 20,956,762         | \$ 4,766,787               | \$ 4,766,787              | \$ 4,893,423          | 102.66%       |
| Advances to/from Other Funds                          | -                     | -                          | 2,340,537                 | 2,340,537             | 100.00%       |
| Sub Total                                             | \$ 20,956,762         | \$ 4,766,787               | \$ 7,107,324              | \$ 7,233,960          | 101.78%       |
| <b>Total Uses of Funds</b>                            | <b>\$ 81,634,207</b>  | <b>\$ 67,996,046</b>       | <b>\$ 81,105,588</b>      | <b>\$ 44,845,857</b>  | <b>55.29%</b> |
| <b>Ending Balance</b>                                 | <b>\$ 43,525,443</b>  | <b>\$ 44,935,182</b>       | <b>\$ 40,067,640</b>      | <b>\$ 42,422,024</b>  |               |

Notes:

<sup>(1)</sup> Investment Earnings - Distributed quarterly among funds

| CITY OF MONROE BUDGET<br>ELECTRIC FUND REVENUES |                      |                            |                           |                       |                |
|-------------------------------------------------|----------------------|----------------------------|---------------------------|-----------------------|----------------|
| Revenue Sources                                 | Actual<br>2025       | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized  |
| <b>Restricted Intergovernmental</b>             |                      |                            |                           |                       |                |
| Reimbursements FEMA                             | \$ -                 | \$ -                       | \$ -                      | \$ -                  | NA             |
| FEMA Covid-19 Claim                             | -                    | -                          | -                         | -                     | NA             |
| Electricities Grant                             | -                    | -                          | -                         | -                     | NA             |
| <b>Total Restricted Intergovernmental</b>       | <b>\$ -</b>          | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>      |
| <b>Sales and Services</b>                       |                      |                            |                           |                       |                |
| Sale of Land                                    | \$ 1,609,100         | \$ -                       | \$ -                      | \$ -                  | NA             |
| Sale of Fixed Assets                            | 21,900               | -                          | -                         | 74,500                | NA             |
| Sales of Power                                  | 59,631,587           | 63,234,365                 | 63,234,365                | 32,327,428            | 51.12%         |
| Tax On Sales Of Power                           | 2,384,602            | 2,529,375                  | 2,529,375                 | 1,466,855             | 57.99%         |
| REPS Charges                                    | 284,097              | 316,172                    | 316,172                   | 180,423               | 57.06%         |
| Service Charges                                 | 485                  | -                          | -                         | (5,403)               | NA             |
| Facilities Charges                              | -                    | -                          | -                         | -                     | NA             |
| Rebates                                         | -                    | 2,200                      | 2,200                     | 650                   | 29.55%         |
| Pole Attachments                                | 99,507               | -                          | -                         | (389,458)             | NA             |
| Telecomm-Fiber Optic Att                        | 43,023               | 5,000                      | 5,000                     | 2,964                 | 59.28%         |
| Dark Fiber Use                                  | 45,860               | 45,000                     | 45,000                    | 38,946                | 86.55%         |
| Interconnection Agreement                       | 700                  | -                          | -                         | 600                   | NA             |
| Misc Sales Other                                | 166,252              | -                          | -                         | 120,875               | NA             |
| <b>Total Sales and Services</b>                 | <b>\$ 64,287,114</b> | <b>\$ 66,132,112</b>       | <b>\$ 66,132,112</b>      | <b>\$ 33,818,381</b>  | <b>51.14%</b>  |
| <b>Investment Earnings</b>                      |                      |                            |                           |                       |                |
| Investment Earnings                             | \$ 3,649,509         | \$ 3,120,870               | \$ 3,120,870              | \$ 1,704,275          | 54.61%         |
| <b>Total Investment Earnings</b>                | <b>\$ 3,649,509</b>  | <b>\$ 3,120,870</b>        | <b>\$ 3,120,870</b>       | <b>\$ 1,704,275</b>   | <b>54.61%</b>  |
| <b>Miscellaneous</b>                            |                      |                            |                           |                       |                |
| Third Party                                     | \$ -                 | \$ -                       | \$ -                      | \$ -                  | NA             |
| Miscellaneous Reimbursements                    | 261,084              | 120,000                    | 120,000                   | (20,605)              | (0)            |
| Power Agency Funding                            | -                    | -                          | -                         | -                     | NA             |
| Power AgencyTier #2                             | -                    | -                          | -                         | -                     | NA             |
| Miscellaneous Other                             | 2,487                | -                          | -                         | (974)                 | NA             |
| Cash Discounts                                  | -                    | -                          | -                         | -                     | NA             |
| <b>Total Miscellaneous</b>                      | <b>\$ 263,571</b>    | <b>\$ 120,000</b>          | <b>\$ 120,000</b>         | <b>\$ (21,579)</b>    | <b>-17.98%</b> |
| <b>Other Financing Sources</b>                  |                      |                            |                           |                       |                |
| Transfers from other funds                      |                      |                            |                           |                       |                |
| TF From General Fund                            | \$ -                 | \$ -                       | \$ -                      | \$ -                  | NA             |
| TF From Gov Capital Project                     | -                    | -                          | -                         | -                     | NA             |
| TF From Water & Sewer                           | -                    | -                          | -                         | -                     | NA             |
| TF From Electric Capital Proj                   | 6,500,000            | -                          | -                         | -                     | NA             |
| TF From N Gas Capital Proj                      | -                    | -                          | -                         | -                     | NA             |
| TF From Airport                                 | -                    | -                          | -                         | -                     | NA             |
| <b>Sub Total Interfund Transfers</b>            | <b>\$ 6,500,000</b>  | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>      |
| Proceeds Revenue Bonds                          | \$ -                 | \$ -                       | \$ 8,242,000              | \$ 8,241,360          | 1              |
| Proceeds Installment Purchase                   | -                    | -                          | -                         | -                     | NA             |
| <b>Sub Total Proceeds from Financing</b>        | <b>\$ -</b>          | <b>\$ -</b>                | <b>\$ 8,242,000</b>       | <b>\$ 8,241,360</b>   | <b>99.99%</b>  |
| Appropriation Of Fund Bal                       | \$ -                 | \$ -                       | \$ 4,867,542              | \$ -                  | 0.00%          |
| Oth Fin Inception of Lease                      | 6,269                | -                          | -                         | -                     | NA             |
| Gen Fund Repayment of Advance                   | 15,603               | 15,603                     | 15,603                    | -                     | -              |
| Airport Repayment of Advance                    | 17,200               | 17,200                     | 17,200                    | -                     | 0.00%          |
| <b>Total Other Financing Sources</b>            | <b>\$ 6,539,072</b>  | <b>\$ 32,803</b>           | <b>\$ 13,142,345</b>      | <b>\$ 8,241,360</b>   | <b>62.71%</b>  |
| <b>Total Electric Fund Revenues</b>             | <b>\$ 74,739,266</b> | <b>\$ 69,405,785</b>       | <b>\$ 82,515,327</b>      | <b>\$ 43,742,438</b>  | <b>53.01%</b>  |

| CITY OF MONROE BUDGET<br>ELECTRIC FUND EXPENDITURES |                     |                            |                           |                       |               |
|-----------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                   | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Electric Administration Division</b>             |                     |                            |                           |                       |               |
| <b>Personnel</b>                                    |                     |                            |                           |                       |               |
| Salary                                              | \$ 1,906,578        | \$ 2,682,964               | \$ 2,682,964              | \$ 1,266,193          | 47.19%        |
| Overtime                                            | 17,010              | 17,745                     | 17,745                    | 8,104                 | 45.67%        |
| Car Allowance                                       | 4,846               | 3,001                      | 3,001                     | 1,731                 | 57.68%        |
| Social Security Taxes                               | 142,892             | 188,879                    | 188,879                   | 93,921                | 49.73%        |
| Life Insurance                                      | 4,173               | 4,390                      | 4,390                     | 2,816                 | 64.15%        |
| Employer Share Insurance                            | 285,513             | 353,662                    | 353,662                   | 173,003               | 48.92%        |
| Retirement                                          | 255,557             | 348,752                    | 348,752                   | 182,998               | 52.47%        |
| 401(k)                                              | 89,557              | 119,867                    | 119,867                   | 66,505                | 55.48%        |
| Cell Phone Allowance                                | 3,688               | 3,390                      | 3,390                     | 1,878                 | 55.38%        |
| Workers Compensation                                | 19,774              | 26,378                     | 26,378                    | 15,387                | 58.33%        |
| Temporary Labor                                     | -                   | -                          | -                         | -                     | NA            |
| Pay Adjustments                                     | -                   | -                          | -                         | -                     | NA            |
| Sub Total Personnel                                 | \$ 2,729,587        | \$ 3,749,028               | \$ 3,749,028              | \$ 1,812,536          | 48.35%        |
| <b>Capital &amp; Construction</b>                   |                     |                            |                           |                       |               |
| Land                                                | \$ 3,200,000        | \$ -                       | \$ 1,087,500              | \$ 1,090,082          | 100.24%       |
| Capital Lease                                       | 5,767               | -                          | -                         | -                     | NA            |
| Sub Total Capital & Construction                    | \$ 3,205,767        | \$ -                       | \$ 1,087,500              | \$ 1,090,082          | 100.24%       |
| <b>Operating</b>                                    |                     |                            |                           |                       |               |
| Legal Services                                      | \$ 3,454            | \$ 25,000                  | \$ 43,506                 | \$ 10,900             | 25.05%        |
| Financial Management                                | 33,758              | 38,391                     | 38,391                    | 36,955                | 96.26%        |
| Engineering Services                                | 243,303             | 189,500                    | 267,418                   | 36,575                | 13.68%        |
| Technical Contracted Services                       | 28,436              | 108,299                    | 176,005                   | 58,811                | 33.41%        |
| Mutual Aide Reimbursable Exp                        | -                   | -                          | -                         | -                     | NA            |
| Repairs & Maint Equipment                           | 26                  | 4,280                      | 4,280                     | 7                     | 0.17%         |
| Repairs & Maint Buildings                           | 16,296              | 36,540                     | 40,589                    | 12,888                | 31.75%        |
| Software License & Support                          | 117,986             | 157,507                    | 159,007                   | 116,256               | 73.11%        |
| Repairs & Maint Copiers                             | 3,705               | 5,000                      | 5,000                     | 2,947                 | 58.94%        |
| Repairs & Maint ERP System AMA                      | 28,594              | 30,024                     | 30,024                    | -                     | 0.00%         |
| Copier Rental                                       | 1,967               | -                          | -                         | 931                   | NA            |
| Vehicle Fuel                                        | 1,442               | 1,601                      | 1,601                     | -                     | 0.00%         |
| Vehicle Maintenance                                 | 2,573               | 1,141                      | 1,141                     | 688                   | 60.30%        |
| Default Fleet Management                            | -                   | -                          | -                         | -                     | NA            |
| Unemployment Insurance                              | 3,685               | 3,365                      | 3,365                     | -                     | 0.00%         |
| Wellness & Clinic Cost                              | 13,541              | 12,396                     | 12,396                    | 7,231                 | 58.33%        |
| Property Damages                                    | 9,171               | 4,588                      | 4,588                     | 2,676                 | 58.33%        |
| Telecommunications                                  | 9,239               | 8,952                      | 8,952                     | 5,903                 | 65.94%        |
| Marketing & Promotions                              | 3,198               | 15,399                     | 15,399                    | 831                   | 5.39%         |
| Helping Hands                                       | 5,429               | 16,000                     | 16,000                    | 2,947                 | 18.42%        |
| Uniforms and Shoes                                  | 6,412               | 9,000                      | 9,000                     | 6,921                 | 76.90%        |
| Training and Travel Adv                             | -                   | -                          | -                         | -                     | NA            |
| Training and Travel Exp                             | 33,834              | 73,970                     | 63,970                    | 20,898                | 32.67%        |
| General Supplies                                    | 7,079               | 9,350                      | 9,350                     | 6,832                 | 73.06%        |
| Small Equipment                                     | 390                 | 2,000                      | 7,000                     | 313                   | 4.47%         |
| PC's Peripherals                                    | 28,489              | 31,077                     | 31,077                    | 21,006                | 67.59%        |
| Software                                            | 339                 | 1,000                      | 1,000                     | -                     | 0.00%         |
| Utilities                                           | 71,630              | 80,301                     | 80,301                    | 43,817                | 54.57%        |
| Organizational Dues                                 | 2,100               | 3,610                      | 3,610                     | 1,575                 | 43.63%        |
| Subscriptions & Publications                        | -                   | 164                        | 164                       | 168                   | 102.44%       |
| Other Operating Expense                             | 17,167              | 4,100                      | 10,469                    | 7,567                 | 72.28%        |
| Sub Total Operating                                 | \$ 693,245          | \$ 872,555                 | \$ 1,043,603              | \$ 405,644            | 38.87%        |
| <b>Reimbursements to other funds</b>                |                     |                            |                           |                       |               |
| Allocations Administration                          | \$ 1,408,775        | \$ 1,568,629               | \$ 1,568,629              | \$ 915,034            | 58.33%        |
| Allocations Utility Billing                         | 65,329              | 70,189                     | 70,189                    | 40,944                | 58.33%        |
| Allocations Cust Srv/Pmt Ctr                        | 534,546             | 611,639                    | 611,639                   | 356,789               | 58.33%        |
| Allocations Street                                  | 3,515               | 3,494                      | 3,494                     | 2,038                 | 58.33%        |
| Allocations Purchasing                              | 15,485              | 21,206                     | 21,206                    | 12,370                | 58.33%        |
| Allocations Fleet                                   | 52,418              | 58,259                     | 58,259                    | 33,984                | 58.33%        |
| Allocations Building Maint                          | 96,368              | 104,971                    | 104,971                   | 61,233                | 58.33%        |
| Allocation Electric Admin                           | (790,000)           | (790,000)                  | (790,000)                 | (460,833)             | 58.33%        |
| Allocations Manual Adjs                             | 98,596              | 241,185                    | 241,185                   | 140,691               | 58.33%        |
| Sub Total Reimbursements to other funds             | \$ 1,485,032        | \$ 1,889,572               | \$ 1,889,572              | \$ 1,102,250          | 58.33%        |
| <b>Total Electric Administration Division</b>       | <b>\$ 8,113,631</b> | <b>\$ 6,511,155</b>        | <b>\$ 7,769,703</b>       | <b>\$ 4,410,512</b>   | <b>56.77%</b> |

| CITY OF MONROE BUDGET<br>ELECTRIC FUND EXPENDITURES |                       |                            |                           |                       |               |
|-----------------------------------------------------|-----------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                   | YTD<br>Actual<br>2025 | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Maintenance/Construction Division</b>            |                       |                            |                           |                       |               |
| <b>Personnel</b>                                    |                       |                            |                           |                       |               |
| Salary                                              | \$ 3,259,170          | \$ 3,579,747               | \$ 3,579,747              | \$ 1,929,909          | 53.91%        |
| Overtime                                            | 108,310               | 89,990                     | 89,990                    | 93,675                | 104.09%       |
| Standby                                             | 39,430                | 39,075                     | 39,075                    | 24,415                | 62.48%        |
| Social Security Taxes                               | 252,021               | 263,728                    | 263,728                   | 151,470               | 57.43%        |
| Life Insurance                                      | 6,671                 | 7,050                      | 7,050                     | 4,099                 | 58.15%        |
| Employer Share Insurance                            | 398,135               | 433,222                    | 433,222                   | 236,526               | 54.60%        |
| Retirement                                          | 451,841               | 506,177                    | 506,177                   | 300,092               | 59.29%        |
| 401(k)                                              | 161,471               | 171,758                    | 171,758                   | 102,307               | 59.56%        |
| Cell Phone Allowance                                | -                     | -                          | -                         | -                     | NA            |
| Workers Compensation                                | 20,326                | 34,991                     | 34,991                    | 20,411                | 58.33%        |
| Temporary Labor                                     | -                     | -                          | -                         | -                     | NA            |
| Pay Adjustments                                     | -                     | -                          | -                         | -                     | NA            |
| Sub Total Personnel                                 | \$ 4,697,375          | \$ 5,125,738               | \$ 5,125,738              | \$ 2,862,905          | 55.85%        |
| <b>Capital &amp; Construction</b>                   |                       |                            |                           |                       |               |
| Land                                                | \$ -                  | \$ -                       | \$ -                      | \$ -                  | NA            |
| Capitalized Motor Vehicles                          | 992,758               | 818,000                    | 1,862,595                 | 724,881               | 38.92%        |
| Capitalized Equipment                               | 163,929               | 121,000                    | 121,000                   | 59,644                | 49.29%        |
| Capital Lease                                       | 502                   | -                          | -                         | -                     | NA            |
| Sub Total Capital & Construction                    | \$ 1,157,189          | \$ 939,000                 | \$ 1,983,595              | \$ 784,524            | 39.55%        |
| <b>Operating</b>                                    |                       |                            |                           |                       |               |
| Bank Service Charges                                | \$ -                  | \$ -                       | \$ -                      | \$ -                  | NA            |
| Technical Meter Repairs                             | 19,994                | 30,000                     | 30,000                    | 19,994                | 66.65%        |
| Technical Contracted Services                       | 280,160               | 420,000                    | 496,075                   | 156,026               | 31.45%        |
| Tree Trimming                                       | 334,459               | 479,400                    | 479,400                   | 174,778               | 36.46%        |
| Mutual Aide Reimbursable Exp                        | -                     | -                          | -                         | -                     | NA            |
| Repairs & Maint Equipment                           | 5,480                 | 10,000                     | 10,000                    | 3,095                 | 30.95%        |
| Software License & Support                          | 116,105               | 109,343                    | 109,343                   | 75,167                | 68.74%        |
| Repairs & Maint Copiers                             | 13                    | 10                         | 10                        | 11                    | 112.50%       |
| Repairs & Maint Transformers                        | 696                   | 15,400                     | 15,400                    | 8,719                 | 56.62%        |
| Repairs & Maint Poles                               | 62,128                | 88,000                     | 88,000                    | 11,400                | 12.95%        |
| Repairs & Maint SCADA                               | 17,579                | 40,744                     | 40,744                    | 36,869                | 90.49%        |
| Repairs & Maint Substations                         | 212,827               | 180,000                    | 200,672                   | 86,441                | 43.08%        |
| Repairs & Maint Distrib Lines                       | 260,089               | 295,000                    | 295,000                   | 289,620               | 98.18%        |
| Repairs/Maint City Beautificat                      | -                     | 5,000                      | 5,000                     | -                     | 0.00%         |
| Vehicle Fuel                                        | 80,225                | 62,912                     | 62,912                    | 31,967                | 50.81%        |
| Vehicle Maintenance                                 | 139,480               | 85,000                     | 85,000                    | 84,197                | 99.06%        |
| Default Fleet Management                            | -                     | -                          | -                         | -                     | NA            |
| Wellness & Clinic Cost                              | 17,410                | 15,776                     | 15,776                    | 9,203                 | 58.33%        |
| Property Damages                                    | 140,726               | 153,569                    | 153,569                   | 89,582                | 58.33%        |
| Telecommunications                                  | 14,231                | 19,216                     | 48,096                    | 30,083                | 62.55%        |
| Uniforms and Shoes                                  | 44,499                | 49,100                     | 49,100                    | 40,584                | 82.66%        |
| Training and Travel Adv                             | -                     | -                          | -                         | -                     | NA            |
| Training and Travel Exp                             | 64,396                | 83,200                     | 83,200                    | 37,968                | 45.63%        |
| Energy Incentive Programs                           | 150                   | 10,000                     | 10,000                    | 500                   | 5.00%         |
| EDR1 Econ Dev Rate Rider                            | 254,817               | 601,578                    | 546,578                   | 161,175               | 29.49%        |
| General Supplies                                    | 10,320                | 12,000                     | 12,000                    | 4,771                 | 39.76%        |
| Materials                                           | -                     | -                          | -                         | -                     | NA            |
| Small Equipment                                     | 157,729               | 82,500                     | 152,320                   | 91,785                | 60.26%        |
| PC's/Peripherals                                    | 23,860                | 13,134                     | 13,134                    | 11,981                | 91.22%        |
| Software                                            | -                     | -                          | -                         | -                     | NA            |
| Organizational Dues                                 | -                     | 45,000                     | 45,000                    | -                     | 0.00%         |
| Subscriptions & Publications                        | -                     | -                          | -                         | -                     | NA            |
| Bad Debt Expense                                    | 125,030               | 159,490                    | 159,490                   | (10,476)              | -6.57%        |
| Other Operating Expense                             | 102,466               | 60,000                     | 60,243                    | 42,979                | 71.34%        |
| Over/Short Electric Inventory                       | -                     | -                          | -                         | -                     | NA            |
| Electric Purchases                                  | 38,009,258            | 40,962,732                 | 40,962,732                | 17,007,124            | 41.52%        |
| Sales Tax Power Purchase                            | 2,347,310             | 2,731,644                  | 2,731,644                 | 1,143,753             | 41.87%        |
| Sub Total Operating                                 | \$ 42,841,437         | \$ 46,819,748              | \$ 46,960,439             | \$ 19,639,298         | 41.82%        |
| <b>Reimbursements to other funds</b>                |                       |                            |                           |                       |               |
| Allocations Administration                          | \$ -                  | \$ -                       | \$ -                      | \$ -                  | NA            |
| Allocations Warehouse                               | 477,956               | 531,112                    | 531,112                   | 309,815               | 58.33%        |
| Allocations Grounds Maint                           | 6,492                 | 6,383                      | 6,383                     | 3,723                 | 58.33%        |
| Force Account Labor                                 | -                     | -                          | -                         | -                     | NA            |
| Allocations Manual Adjs                             | -                     | -                          | -                         | -                     | NA            |
| Sub Total Reimbursements to other funds             | \$ 484,448            | \$ 537,495                 | \$ 537,495                | \$ 313,539            | 58.33%        |
| <b>Unreserved / Balance</b>                         | \$ -                  | \$ 1,409,739               | \$ 1,409,739              | \$ -                  | 0.00%         |
| <b>Total Maintenance/Construction Division</b>      | <b>\$ 49,180,449</b>  | <b>\$ 54,831,720</b>       | <b>\$ 56,017,005</b>      | <b>\$ 23,600,266</b>  | <b>42.13%</b> |



| CITY OF MONROE BUDGET<br>ELECTRIC FUND EXPENDITURES  |                       |                            |                           |                       |               |
|------------------------------------------------------|-----------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                    | YTD<br>Actual<br>2025 | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Electrical System Improvements Division</b>       |                       |                            |                           |                       |               |
| <b>Capital &amp; Construction</b>                    |                       |                            |                           |                       |               |
| Imprvmt Construction                                 | \$ 1,653,724          | \$ 1,275,000               | \$ 1,299,371              | \$ 989,408            | 76.15%        |
| Imprvmt Engineering                                  | -                     | 50,000                     | 56,281                    | -                     | 0.00%         |
| Imprvmt Contrct/Frc Acct Labor                       | 330,812               | 570,000                    | 622,226                   | 178,000               | 28.61%        |
| Sub Total Capital & Construction                     | \$ 1,984,536          | \$ 1,895,000               | \$ 1,977,877              | \$ 1,167,408          | 59.02%        |
| <b>Total Electrical System Improvements Division</b> | <b>\$ 1,984,536</b>   | <b>\$ 1,895,000</b>        | <b>\$ 1,977,877</b>       | <b>\$ 1,167,408</b>   | <b>59.02%</b> |
| <b>Electric Debt Service</b>                         |                       |                            |                           |                       |               |
| <b>Installment Purchase Agreements</b>               |                       |                            |                           |                       |               |
| Installment Principal                                | \$ 24,084             | \$ 24,512                  | \$ 24,512                 | \$ -                  | 0.00%         |
| Installment Interest                                 | 2,980                 | 2,501                      | 2,501                     | 1,062                 | 42.47%        |
| <b>Revenue Bonds</b>                                 |                       |                            |                           |                       |               |
| Bonds Principal                                      | 921,633               | 964,334                    | 964,334                   | -                     | 0.00%         |
| Bonds Interest                                       | 437,924               | 400,726                    | 400,726                   | 181,711               | 45.35%        |
| Bonds Admin Fees                                     | 2,847                 | 2,847                      | 2,847                     | 2,847                 | 99.99%        |
| Debt Issuance Cost                                   | -                     | -                          | 89,880                    | 89,877                | 100.00%       |
| Bonds Pmt Escrow Agent                               | -                     | -                          | 8,152,120                 | 8,151,412             | 99.99%        |
| Bonds Yrly Monitoring Fee                            | 4,372                 | 4,526                      | 4,526                     | 4,375                 | 96.66%        |
| <b>Capital Leases<sup>(1)</sup></b>                  |                       |                            |                           |                       |               |
| Capital Leases Principal                             | 4,809                 | 1,547                      | 1,841                     | 2,347                 | 127.48%       |
| Capital Leases Interest                              | 182                   | 130                        | 130                       | 81                    | 62.65%        |
| Total Electric Debt Service                          | \$ 1,398,830          | \$ 1,401,123               | \$ 9,643,417              | \$ 8,433,712          | 87.46%        |
| <b>Transfers to Other Funds</b>                      |                       |                            |                           |                       |               |
| TF To General Fund                                   | \$ 471,762            | \$ 591,787                 | \$ 591,787                | \$ 718,423            | 121.40%       |
| TF To Gov Capital Project                            | -                     | -                          | -                         | -                     | NA            |
| TF To Electric Capital Proj                          | 20,485,000            | 4,175,000                  | 4,175,000                 | 4,175,000             | 100.00%       |
| TF To Airport Capital Proj                           | -                     | -                          | -                         | -                     | NA            |
| Total Transfers out to Other Funds                   | \$ 20,956,762         | \$ 4,766,787               | \$ 4,766,787              | \$ 4,893,423          | 102.66%       |
| <b>Advances to Other Funds</b>                       |                       |                            |                           |                       |               |
| Adv to General Fund                                  | \$ -                  | \$ -                       | \$ 2,340,537              | \$ 2,340,537          | 100.00%       |
| Total Advances to Other Funds                        | \$ -                  | \$ -                       | \$ 2,340,537              | \$ 2,340,537          | 100.00%       |
| <b>Total Electric</b>                                | <b>\$ 81,634,207</b>  | <b>\$ 69,405,785</b>       | <b>\$ 82,515,327</b>      | <b>\$ 44,845,857</b>  | <b>54.35%</b> |

**NOTES:**

<sup>(1)</sup> Governmental accounting standards (GASB 87) require the City to recognize leases as a part of its debt service.

Bad Debt Expense - Collection of customer charges written off in prior year. Current fiscal year write offs will post in May to offset credit balance.

**Revenue Bonds:**

16 Refunding Rev

**Other Debt**

2020 New ERP System (share)

|  | 2026                | Balance             | Payoff Yr |
|--|---------------------|---------------------|-----------|
|  | \$ 1,371,453        | \$ 9,610,350        | 2033      |
|  | 27,052              | 108,259             | 2030      |
|  | <u>\$ 1,398,505</u> | <u>\$ 9,718,609</u> |           |



| CITY OF MONROE BUDGET<br>NATURAL GAS FUND BUDGET SUMMARY |                      |                            |                           |                       |               |
|----------------------------------------------------------|----------------------|----------------------------|---------------------------|-----------------------|---------------|
| Sources and<br>Uses of Funds                             | Actual<br>2025       | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <i>Sources of Funds</i>                                  |                      |                            |                           |                       |               |
| <b>Beginning Balance</b>                                 | <b>\$ 30,538,698</b> | <b>\$ 30,140,460</b>       | <b>\$ 30,140,460</b>      | <b>\$ 30,140,460</b>  | <b>NA</b>     |
| <b>Revenues</b>                                          |                      |                            |                           |                       |               |
| Intergovernmental Restricted                             | \$ -                 | \$ -                       | \$ -                      | \$ -                  | NA            |
| Sales and Services                                       | 20,808,459           | 20,420,717                 | 20,420,717                | 11,775,756            | 57.67%        |
| Investment Earnings <sup>(1)</sup>                       | 1,611,975            | 1,534,213                  | 1,534,213                 | 798,699               | 52.06%        |
| Miscellaneous                                            | 194,642              | 212,910                    | 212,910                   | 60,902                | 28.60%        |
| Sub Total                                                | \$ 22,615,076        | \$ 22,167,840              | \$ 22,167,840             | \$ 12,635,356         | 57.00%        |
| <b>Other Financing Sources</b>                           |                      |                            |                           |                       |               |
| Proceeds From LT Debt                                    | \$ -                 | \$ -                       | \$ 1,378,000              | \$ 1,377,418          | 99.96%        |
| Inception of Lease                                       | 2,190                | -                          | -                         | -                     | NA            |
| Transfers from other funds                               | -                    | -                          | -                         | -                     | NA            |
| Advance from other funds                                 | -                    | -                          | -                         | -                     | NA            |
| Sub Total                                                | \$ 2,190             | \$ -                       | \$ 1,378,000              | \$ 1,377,418          | 99.96%        |
| <b>Annual Sources of Funds</b>                           | <b>\$ 22,617,265</b> | <b>\$ 22,167,840</b>       | <b>\$ 23,545,840</b>      | <b>\$ 14,012,775</b>  | <b>59.51%</b> |
| <b>Total Sources of Funds</b>                            | <b>\$ 53,155,963</b> | <b>\$ 52,308,300</b>       | <b>\$ 53,686,300</b>      | <b>\$ 44,153,235</b>  | <b>82.24%</b> |
| <i>Uses of Funds</i>                                     |                      |                            |                           |                       |               |
| <b>Expenditures</b>                                      |                      |                            |                           |                       |               |
| Personnel                                                | \$ 2,632,760         | \$ 3,230,012               | \$ 3,230,012              | \$ 1,495,204          | 46.29%        |
| Capital & Construction                                   | 1,123,398            | 1,678,000                  | 1,685,600                 | 612,123               | 36.31%        |
| Operating                                                | 9,780,227            | 10,122,693                 | 10,237,986                | 4,518,772             | 44.14%        |
| Debt Service                                             | 2,742,621            | 2,741,414                  | 4,119,414                 | 1,599,617             | 38.83%        |
| Sub Total                                                | \$ 16,279,006        | \$ 17,772,119              | \$ 19,273,012             | \$ 8,225,716          | 42.68%        |
| <b>Reimbursements to other funds</b>                     |                      |                            |                           |                       |               |
| Cost Allocations                                         | \$ 2,176,087         | \$ 2,249,648               | \$ 2,249,648              | \$ 1,312,295          | 58.33%        |
| Sub Total                                                | \$ 2,176,087         | \$ 2,249,648               | \$ 2,249,648              | \$ 1,312,295          | 58.33%        |
| <b>Other Financing Uses</b>                              |                      |                            |                           |                       |               |
| Transfers to Other Funds                                 | \$ 4,560,410         | \$ 3,802,000               | \$ 5,280,444              | \$ 5,241,677          | 99.27%        |
| Sub Total                                                | \$ 4,560,410         | \$ 3,802,000               | \$ 5,280,444              | \$ 5,241,677          | 99.27%        |
| <b>Total Uses of Funds</b>                               | <b>\$ 23,015,504</b> | <b>\$ 23,823,767</b>       | <b>\$ 26,803,104</b>      | <b>\$ 14,779,688</b>  | <b>55.14%</b> |
| <b>Ending Balance</b>                                    | <b>\$ 30,140,460</b> | <b>\$ 28,484,533</b>       | <b>\$ 26,883,195</b>      | <b>\$ 29,373,546</b>  |               |

Notes:

<sup>(1)</sup> Investment Earnings - Allocation to all funds posted quarterly.

| CITY OF MONROE BUDGET<br>NATURAL GAS FUND REVENUES |                      |                            |                           |                       |               |
|----------------------------------------------------|----------------------|----------------------------|---------------------------|-----------------------|---------------|
| Revenue Sources                                    | Actual<br>2025       | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Restricted Intergovernmental</b>                |                      |                            |                           |                       |               |
| Reimbursements FEMA                                | \$ -                 | \$ -                       | \$ -                      | \$ -                  | NA            |
| FEMA Covid-19 Claim                                | -                    | -                          | -                         | -                     | NA            |
| <b>Total Restricted Intergovernmental</b>          | <b>\$ -</b>          | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| <b>Sales and Services</b>                          |                      |                            |                           |                       |               |
| Sale of Fixed Assets                               | \$ 8,850             | \$ -                       | \$ -                      | \$ 38,734             | NA            |
| Sales Of Natural Gas                               | 19,868,763           | 19,494,573                 | 19,494,573                | 11,299,965            | 57.96%        |
| Tax on Sales of N Gas                              | 929,410              | 923,544                    | 923,544                   | 435,512               | 47.16%        |
| Service Charges                                    | 1,436                | 2,600                      | 2,600                     | 1,545                 | 59.42%        |
| PSNC Capacity Charge                               | -                    | -                          | -                         | -                     | NA            |
| Misc Sales Other                                   | -                    | -                          | -                         | -                     | NA            |
| <b>Total Sales and Services</b>                    | <b>\$ 20,808,459</b> | <b>\$ 20,420,717</b>       | <b>\$ 20,420,717</b>      | <b>\$ 11,775,756</b>  | <b>57.67%</b> |
| <b>Investment Earnings</b>                         |                      |                            |                           |                       |               |
| Investment Earnings                                | \$ 1,611,975         | \$ 1,534,213               | \$ 1,534,213              | \$ 798,699            | 52.1%         |
| Interest Earned Trustee                            | -                    | -                          | -                         | -                     | NA            |
| Interest Earned Wells Far                          | -                    | -                          | -                         | -                     | NA            |
| <b>Total Investment Earnings</b>                   | <b>\$ 1,611,975</b>  | <b>\$ 1,534,213</b>        | <b>\$ 1,534,213</b>       | <b>\$ 798,699</b>     | <b>52.06%</b> |
| <b>Miscellaneous</b>                               |                      |                            |                           |                       |               |
| Third Party                                        | \$ -                 | \$ -                       | \$ -                      | \$ -                  | NA            |
| Miscellaneous Reimbursements                       | 154,632              | 183,250                    | 183,250                   | 34,855                | 19.02%        |
| Pipeline O&M Reimbursmnt                           | 39,710               | 29,060                     | 29,060                    | 26,047                | 89.63%        |
| Miscellaneous Other                                | 300                  | 600                        | 600                       | -                     | 0.00%         |
| Cash Discounts                                     | -                    | -                          | -                         | -                     | NA            |
| <b>Total Miscellaneous</b>                         | <b>\$ 194,642</b>    | <b>\$ 212,910</b>          | <b>\$ 212,910</b>         | <b>\$ 60,902</b>      | <b>28.60%</b> |
| <b>Other Financing Sources</b>                     |                      |                            |                           |                       |               |
| Transfers from other funds                         |                      |                            |                           |                       |               |
| TF From General Fund                               | \$ -                 | \$ -                       | \$ -                      | \$ -                  | NA            |
| TF From Gov Capital Project                        | -                    | -                          | -                         | -                     | NA            |
| TF From Aquatics Ctr                               | -                    | -                          | -                         | -                     | NA            |
| TF From Electric Capital Proj                      | -                    | -                          | -                         | -                     | NA            |
| TF From N Gas Capital Proj                         | -                    | -                          | -                         | -                     | NA            |
| Sub Total Interfund Transfers                      | -                    | -                          | -                         | -                     | NA            |
| Proceeds from Financing                            |                      |                            |                           |                       |               |
| Proceeds Revenue Bonds                             | \$ -                 | \$ -                       | \$ 1,378,000              | \$ 1,377,418          | 99.96%        |
| Proceeds Limited Obligation Bd                     | -                    | -                          | -                         | -                     | NA            |
| Proceeds Installment Purchase                      | -                    | -                          | -                         | -                     | NA            |
| Sub Total Proceeds from Financing                  | -                    | -                          | 1,378,000                 | 1,377,418             | 99.96%        |
| Appropriation Of Fund Bal                          | -                    | 1,950,000                  | 3,551,337                 | -                     | 0.00%         |
| Oth Fin Inception of Lease                         | 2,190                | -                          | -                         | -                     | NA            |
| Advance From Electric Fund                         | -                    | -                          | -                         | -                     | NA            |
| <b>Total Other Financing Sources</b>               | <b>\$ 2,190</b>      | <b>\$ 1,950,000</b>        | <b>\$ 4,929,337</b>       | <b>\$ 1,377,418</b>   | <b>27.94%</b> |
| <b>Total Natural Gas Fund Revenues</b>             | <b>\$ 22,617,265</b> | <b>\$ 24,117,840</b>       | <b>\$ 27,097,177</b>      | <b>\$ 14,012,775</b>  | <b>51.71%</b> |

NOTES:

| CITY OF MONROE BUDGET<br>NATURAL GAS FUND EXPENDITURES |                |                            |                           |                       |               |
|--------------------------------------------------------|----------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                      | Actual<br>2025 | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Maintenance/Construction Division</b>               |                |                            |                           |                       |               |
| <b>Personnel</b>                                       |                |                            |                           |                       |               |
| Salary                                                 | \$ 1,725,615   | \$ 2,192,500               | \$ 2,192,500              | \$ 985,898            | 44.97%        |
| Overtime                                               | 44,536         | 47,245                     | 47,245                    | 19,908                | 42.14%        |
| Standby                                                | 24,440         | 24,510                     | 24,510                    | 14,483                | 59.09%        |
| Social Security Taxes                                  | 131,483        | 151,315                    | 151,315                   | 74,535                | 49.26%        |
| Life Insurance                                         | 3,713          | 3,950                      | 3,950                     | 2,195                 | 55.56%        |
| Employer Share Insurance                               | 363,825        | 383,743                    | 383,743                   | 184,643               | 48.12%        |
| Retirement                                             | 239,652        | 292,113                    | 292,113                   | 147,797               | 50.60%        |
| 401(k)                                                 | 81,899         | 96,173                     | 96,173                    | 49,096                | 51.05%        |
| Cell Phone Allowance                                   | 420            | 420                        | 420                       | 245                   | 58.33%        |
| Workers Compensation                                   | 17,177         | 28,121                     | 28,121                    | 16,404                | 58.33%        |
| Temporary Labor                                        | -              | 9,922                      | 9,922                     | -                     | 0.00%         |
| Sub Total Personnel                                    | \$ 2,632,760   | \$ 3,230,012               | \$ 3,230,012              | \$ 1,495,204          | 46.29%        |
| <b>Capital &amp; Construction</b>                      |                |                            |                           |                       |               |
| Capitalized Motor Vehicles                             | 235,445        | 240,000                    | 240,000                   | 50,945                | 21.23%        |
| Capitalized Equipment                                  | 156,937        | 308,000                    | 315,600                   | 38,597                | 12.23%        |
| Capitalized Software                                   | -              | -                          | -                         | -                     | NA            |
| Capital Lease                                          | 2,190          | -                          | -                         | -                     | NA            |
| Sub Total Capital & Construction                       | \$ 394,572     | \$ 548,000                 | \$ 555,600                | \$ 89,542             | 16.12%        |
| <b>Operating</b>                                       |                |                            |                           |                       |               |
| Legal Services                                         | \$ 85,679      | \$ 95,000                  | \$ 115,534                | \$ -                  | 0.00%         |
| Financial Management                                   | 12,303         | 10,788                     | 10,788                    | 10,384                | 96.26%        |
| Engineering Services                                   | 1,791          | 30,000                     | 30,000                    | 261                   | 0.87%         |
| Midland                                                | 264,681        | 292,844                    | 292,844                   | 292,844               | 100.00%       |
| Mooresville                                            | 60,100         | 61,903                     | 61,903                    | 61,723                | 99.71%        |
| Technical Meter Repairs                                | 77,924         | 70,000                     | 70,000                    | 52,928                | 75.61%        |
| Technical Contracted Services                          | 49,967         | 95,000                     | 132,925                   | 70,663                | 53.16%        |
| Repairs & Maint Equipment                              | 7,880          | 13,500                     | 16,500                    | 4,695                 | 28.45%        |
| Software License & Support                             | -              | 800                        | 800                       | 280                   | 34.94%        |
| Repairs & Maint Copiers                                | 36             | 50                         | 50                        | 51                    | 101.82%       |
| Repairs & Maint ERP System AMA                         | 17,236         | 18,099                     | 18,099                    | -                     | 0.00%         |
| Repairs & Maint SCADA                                  | 22,222         | 33,360                     | 33,360                    | 19,232                | 57.65%        |
| Repairs & Maint Utility Lines                          | 8,470          | 32,000                     | 33,880                    | 4,383                 | 12.94%        |
| Repairs & Maint LNG Facility                           | 112,096        | 125,000                    | 146,938                   | 51,504                | 35.05%        |
| Repairs & Maint Trans Pipeline                         | 72,349         | 105,000                    | 105,000                   | 25,434                | 24.22%        |
| Repairs/Maint City Beautificat                         | -              | 5,000                      | 5,000                     | -                     | 0.00%         |
| Equipment Rentals                                      | 100            | 3,000                      | 3,000                     | -                     | 0.00%         |
| Vehicle Fuel                                           | 63,215         | 64,513                     | 64,513                    | 25,782                | 39.96%        |
| Vehicle Maintenance                                    | 47,741         | 47,500                     | 47,500                    | 22,375                | 47.11%        |
| Unemployment Insurance                                 | 96             | -                          | -                         | -                     | NA            |
| Wellness & Clinic Cost                                 | 18,055         | 15,776                     | 15,776                    | 9,203                 | 58.33%        |
| Property Damages                                       | 48,906         | 63,618                     | 63,618                    | 37,111                | 58.33%        |
| Telecommunications                                     | 19,858         | 21,640                     | 21,640                    | 12,124                | 56.02%        |
| Marketing & Promotions                                 | 6,431          | 7,500                      | 7,500                     | 5,523                 | 73.64%        |
| Public Information                                     | 15,609         | 26,000                     | 26,000                    | 18,777                | 72.22%        |
| Special Assistance Progra                              | 16,000         | 16,000                     | 16,000                    | 16,000                | 100.00%       |
| Uniforms and Shoes                                     | 43,133         | 54,100                     | 54,100                    | 34,328                | 63.45%        |
| Training and Travel Adv                                | -              | -                          | -                         | -                     | NA            |
| Training and Travel Exp                                | 53,454         | 106,970                    | 106,970                   | 23,698                | 22.15%        |
| Energy Incentive Programs                              | 400            | 40,000                     | 40,000                    | 200                   | 0.50%         |
| General Supplies                                       | 543            | 4,750                      | 4,750                     | 270                   | 5.69%         |
| Materials                                              | 130            | -                          | -                         | 81                    | NA            |
| Small Equipment                                        | 101,260        | 85,750                     | 87,650                    | 42,800                | 48.83%        |
| PC's Peripherals                                       | 1,602          | 19,437                     | 19,437                    | 19,807                | 101.90%       |
| Software                                               | -              | -                          | -                         | -                     | NA            |
| Utilities                                              | 20,697         | 22,672                     | 22,672                    | 12,879                | 56.81%        |
| Organizational Dues                                    | 29,630         | 27,000                     | 27,000                    | 17,051                | 63.15%        |
| Subscriptions & Publications                           | -              | 2,000                      | 2,000                     | -                     | 0.00%         |
| Bad Debt Expense                                       | 25,539         | 36,680                     | 36,680                    | (2,015)               | -5.49%        |
| Other Operating Expense                                | 34,624         | 31,350                     | 31,350                    | 16,178                | 51.60%        |
| Over/Short N Gas Inventory                             | -              | -                          | -                         | -                     | NA            |
| Natural Gas Purchases                                  | 7,340,602      | 7,432,908                  | 7,322,908                 | 3,353,499             | 45.79%        |
| LNG Purchases                                          | 187,969        | 111,000                    | 249,117                   | 94,614                | 37.98%        |
| Sales Tax Natural Gas                                  | 911,898        | 894,185                    | 894,185                   | 164,106               | 18.35%        |
| Sub Total Operating                                    | \$ 9,780,227   | \$ 10,122,693              | \$ 10,237,986             | \$ 4,518,772          | 44.14%        |
| <b>Reimbursements to other funds</b>                   |                |                            |                           |                       |               |
| Allocations Administration                             | \$ 636,565     | \$ 643,173                 | \$ 643,173                | \$ 375,184            | 58.33%        |
| Allocations Utility Billing                            | 230,710        | 258,242                    | 258,242                   | 150,641               | 58.33%        |

| CITY OF MONROE BUDGET<br>NATURAL GAS FUND EXPENDITURES |                      |                            |                           |                       |               |
|--------------------------------------------------------|----------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                      | Actual<br>2025       | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| Allocations Cust Srv/Pmt Ctr                           | 343,294              | 383,482                    | 383,482                   | 223,698               | 58.33%        |
| Allocations Street                                     | 3,515                | 3,494                      | 3,494                     | 2,038                 | 58.33%        |
| Allocations Purchasing                                 | 9,125                | 12,490                     | 12,490                    | 7,286                 | 58.33%        |
| Allocations Fleet                                      | 33,384               | 37,104                     | 37,104                    | 21,644                | 58.33%        |
| Allocations Warehouse                                  | 30,898               | 34,334                     | 34,334                    | 20,028                | 58.33%        |
| Allocation Electric Admin                              | 790,000              | 790,000                    | 790,000                   | 460,833               | 58.33%        |
| Allocations Manual Adjs                                | 98,596               | 87,329                     | 87,329                    | 50,942                | 58.33%        |
| Allocations Credits                                    | -                    | -                          | -                         | -                     | NA            |
| Sub Total Reimbursements to other funds                | \$ 2,176,087         | \$ 2,249,648               | \$ 2,249,648              | \$ 1,312,295          | 58.33%        |
| <b>Unreserved / Balance</b>                            | \$ -                 | \$ 294,073                 | \$ 294,073                | \$ -                  | 0.00%         |
| <b>Total Maintenance/Construction Division</b>         | <b>\$ 14,983,646</b> | <b>\$ 16,444,426</b>       | <b>\$ 16,567,319</b>      | <b>\$ 7,415,813</b>   | <b>44.76%</b> |
| <b>N Gas System Improvements Division</b>              |                      |                            |                           |                       |               |
| <b>Capital &amp; Construction</b>                      |                      |                            |                           |                       |               |
| Land                                                   | \$ -                 | \$ -                       | \$ -                      | \$ -                  | NA            |
| Imprvmt Construction                                   | 494,100              | 400,000                    | 400,000                   | 369,339               | 92.33%        |
| Imprvmt Contract/Frc Acct Labor                        | 202,843              | 300,000                    | 300,000                   | 138,640               | 46.21%        |
| Capitalized Infrastructure                             | -                    | 400,000                    | 400,000                   | -                     | 0.00%         |
| Repairs STs-Dir Cost UT Cuts                           | 31,883               | 30,000                     | 30,000                    | 14,603                | 48.68%        |
| <b>Total NG System Improvements Division</b>           | <b>\$ 728,826</b>    | <b>\$ 1,130,000</b>        | <b>\$ 1,130,000</b>       | <b>\$ 522,582</b>     | <b>46.25%</b> |
| <b>N Gas Debt Service</b>                              |                      |                            |                           |                       |               |
| <b>Installment Purchase Agreements</b>                 |                      |                            |                           |                       |               |
| Installment Principal                                  | \$ 1,336,192         | \$ 1,401,480               | \$ 1,401,480              | \$ -                  | 0.00%         |
| Installment Interest                                   | 1,171,437            | 1,104,036                  | 1,104,036                 | 190,304               | 17.24%        |
| <b>Revenue Bonds</b>                                   |                      |                            |                           |                       |               |
| Bonds Principal                                        | 153,988              | 161,123                    | 161,123                   | -                     | 0.00%         |
| Bonds Interest                                         | 73,170               | 66,955                     | 66,955                    | 30,358                | 45.34%        |
| Bonds Admin Fees                                       | 6,476                | 6,476                      | 6,476                     | 476                   | 7.34%         |
| Debt Issuance Cost                                     | -                    | -                          | 15,025                    | 15,022                | 99.98%        |
| Bonds Pmt Escrow Agent                                 | -                    | -                          | 1,362,975                 | 1,362,385             | 99.96%        |
| Bonds Yrly Monitoring Fee                              | 731                  | 757                        | 757                       | 731                   | 96.56%        |
| <b>Capital Leases<sup>(1)</sup></b>                    |                      |                            |                           |                       |               |
| Capital Leases Principal                               | 571                  | 541                        | 541                       | 313                   | 57.80%        |
| Capital Leases Interest                                | 58                   | 46                         | 46                        | 28                    | 61.78%        |
| <b>Total N Gas Debt Service</b>                        | <b>\$ 2,742,621</b>  | <b>\$ 2,741,414</b>        | <b>\$ 4,119,414</b>       | <b>\$ 1,599,617</b>   | <b>38.83%</b> |
| <b>Transfers to Other Funds</b>                        |                      |                            |                           |                       |               |
| TF To General Fund                                     | \$ 205,410           | \$ 217,000                 | \$ 217,000                | \$ 178,233            | 82.14%        |
| TF to Gov Capital Project                              | -                    | -                          | -                         | -                     | NA            |
| TF To Electric Capital Proj                            | -                    | -                          | -                         | -                     | NA            |
| TF To N Gas Capital Proj                               | 4,355,000            | 3,585,000                  | 5,063,444                 | 5,063,444             | 100.00%       |
| <b>Total Transfers out to Other Funds</b>              | <b>\$ 4,560,410</b>  | <b>\$ 3,802,000</b>        | <b>\$ 5,280,444</b>       | <b>\$ 5,241,677</b>   | <b>99.27%</b> |
| <b>Total N Gas</b>                                     | <b>\$ 23,015,504</b> | <b>\$ 24,117,840</b>       | <b>\$ 27,097,177</b>      | <b>\$ 14,779,688</b>  | <b>54.54%</b> |

**NOTES:**

<sup>(1)</sup> Governmental accounting standards (GASB 87) require the City to to recognize leases as a part of its debt service.

Bad Debt Expense - Collection of customer charges written off in prior year. Current fiscal year write offs will post in May to offset credit balance.

**Revenue Bonds:**

16 Refunding (2008 Combined Enterprise Bonds)

|    | 2026    | Balance      | Payoff Yr |
|----|---------|--------------|-----------|
| \$ | 229,144 | \$ 1,605,711 | 2033      |

**Other:**

16 Limited Obligation Bonds (LOBs) (Refunding)

18 New Limited Obligation Bonds (LOBS)

2020 New ERP System (share)

|                     |                      |      |
|---------------------|----------------------|------|
| 2,003,550           | 26,024,838           | 2039 |
| 506,763             | 8,619,456            | 2043 |
| 18,188              | 72,783               | 2030 |
| <b>\$ 2,757,645</b> | <b>\$ 36,322,788</b> |      |

| CITY OF MONROE BUDGET<br>STORMWATER UTILITY FUND BUDGET SUMMARY |                     |                            |                           |                       |               |
|-----------------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Sources and<br>Uses of Funds                                    | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <i>Sources of Funds</i>                                         |                     |                            |                           |                       |               |
| <b>Beginning Balance</b>                                        | <b>\$ 2,182,837</b> | <b>\$ 779,206</b>          | <b>\$ 779,206</b>         | <b>\$ 779,206</b>     | <b>NA</b>     |
| <b>Revenues</b>                                                 |                     |                            |                           |                       |               |
| Intergovernmental Restricted                                    | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| Sales and Services                                              | 3,027,274           | 3,154,307                  | 3,154,307                 | 1,849,334             | 58.63%        |
| Investment Earnings <sup>(1)</sup>                              | 134,602             | 120,310                    | 120,310                   | 58,974                | 49.02%        |
| Miscellaneous                                                   | -                   | -                          | -                         | -                     | NA            |
| Sub Total                                                       | \$ 3,161,876        | \$ 3,274,617               | \$ 3,274,617              | \$ 1,908,309          | 58.28%        |
| <b>Other Financing Sources</b>                                  |                     |                            |                           |                       |               |
| Proceeds From LT Debt                                           | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| Oth Fin Inception of Lease                                      | -                   | -                          | -                         | -                     | NA            |
| Transfers from other funds                                      | -                   | -                          | -                         | -                     | NA            |
| Advances from other funds                                       | -                   | -                          | -                         | -                     | NA            |
| Sub Total                                                       | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Annual Sources of Funds</b>                                  | <b>\$ 3,161,876</b> | <b>\$ 3,274,617</b>        | <b>\$ 3,274,617</b>       | <b>\$ 1,908,309</b>   | <b>58.28%</b> |
| <b>Total Sources of Funds</b>                                   | <b>\$ 5,344,713</b> | <b>\$ 4,053,823</b>        | <b>\$ 4,053,823</b>       | <b>\$ 2,687,515</b>   | <b>66.30%</b> |
| <i>Uses of Funds</i>                                            |                     |                            |                           |                       |               |
| <b>Expenditures</b>                                             |                     |                            |                           |                       |               |
| Personnel                                                       | \$ 1,371,157        | \$ 1,517,423               | \$ 1,517,423              | \$ 853,261            | 56.23%        |
| Capital & Construction                                          | 876,358             | 106,500                    | 106,500                   | 103,980               | 97.63%        |
| Operating                                                       | 474,737             | 612,540                    | 693,967                   | 285,525               | 41.14%        |
| Debt Service                                                    | 10,358              | 10,338                     | 10,338                    | 2,034                 | 19.67%        |
| Sub Total                                                       | \$ 2,732,610        | \$ 2,246,801               | \$ 2,328,228              | \$ 1,244,800          | 53.47%        |
| <b>Reimbursements to other funds</b>                            |                     |                            |                           |                       |               |
| Cost Allocations                                                | \$ 842,897          | \$ 985,770                 | \$ 985,770                | \$ 575,032            | 58.33%        |
| Sub Total                                                       | \$ 842,897          | \$ 985,770                 | \$ 985,770                | \$ 575,032            | 58.33%        |
| <b>Other Financing Uses</b>                                     |                     |                            |                           |                       |               |
| Transfers to Other Funds                                        | \$ 990,000          | \$ 400,000                 | \$ 400,000                | \$ 400,000            | 100.00%       |
| Sub Total                                                       | \$ 990,000          | \$ 400,000                 | \$ 400,000                | \$ 400,000            | 100.00%       |
| <b>Total Uses of Funds</b>                                      | <b>\$ 4,565,507</b> | <b>\$ 3,632,571</b>        | <b>\$ 3,713,997</b>       | <b>\$ 2,219,832</b>   | <b>59.77%</b> |
| <b>Ending Balance</b>                                           | <b>\$ 779,206</b>   | <b>\$ 421,252</b>          | <b>\$ 339,826</b>         | <b>\$ 467,682</b>     |               |

Notes:

<sup>(1)</sup> Investment Earnings distributed quarterly among funds

| CITY OF MONROE BUDGET<br>STORMWATER UTILITY FUND REVENUES |                     |                            |                           |                       |               |
|-----------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Revenue Sources                                           | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Restricted Intergovernmental</b>                       |                     |                            |                           |                       |               |
| Reimbursements FEMA                                       | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| FEMA Covid-19 Claim                                       | -                   | -                          | -                         | -                     | NA            |
| <b>Total Restricted Intergovernmental</b>                 | <b>\$ -</b>         | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| <b>Sales and Services</b>                                 |                     |                            |                           |                       |               |
| Storm Wtr Permits                                         | \$ 51,730           | \$ 46,200                  | \$ 46,200                 | \$ 42,350             | 91.67%        |
| Storm Wtr BMP Annual Inspectn                             | 27,500              | 23,500                     | 23,500                    | 21,350                | 90.85%        |
| Storm Wtr Civil Citation                                  | 150                 | -                          | -                         | -                     | NA            |
| Sale of Fixed Assets                                      | -                   | -                          | -                         | 133,650               | NA            |
| Stormwater Receipts                                       | 2,947,894           | 3,084,607                  | 3,084,607                 | 1,651,984             | 53.56%        |
| <b>Total Sales and Services</b>                           | <b>\$ 3,027,274</b> | <b>\$ 3,154,307</b>        | <b>\$ 3,154,307</b>       | <b>\$ 1,849,334</b>   | <b>58.63%</b> |
| <b>Investment Earnings</b>                                |                     |                            |                           |                       |               |
| Investment Earnings                                       | \$ 134,602          | \$ 120,310                 | \$ 120,310                | \$ 58,974             | 49.02%        |
| <b>Total Investment Earnings</b>                          | <b>\$ 134,602</b>   | <b>\$ 120,310</b>          | <b>\$ 120,310</b>         | <b>\$ 58,974</b>      | <b>49.02%</b> |
| <b>Miscellaneous</b>                                      |                     |                            |                           |                       |               |
| Miscellaneous Reimbursements                              | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| Cash Discounts                                            | -                   | -                          | -                         | -                     | NA            |
| <b>Total Miscellaneous</b>                                | <b>\$ -</b>         | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| <b>Other Financing Sources</b>                            |                     |                            |                           |                       |               |
| Transfers from other Funds                                | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| TF From General Fund                                      | -                   | -                          | -                         | -                     | NA            |
| TF From Gov Capital Project                               | -                   | -                          | -                         | -                     | NA            |
| TF From Stormwtr Capital Proj                             | -                   | -                          | -                         | -                     | NA            |
| Sub Total Interfund Transfers                             | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| Proceeds Installment Purchase                             | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| Appropriation Of Fund Bal                                 | -                   | 506,500                    | 587,927                   | -                     | 0.00%         |
| Oth Fin Inception of Lease                                | -                   | -                          | -                         | -                     | NA            |
| Advance From Electric Fund                                | -                   | -                          | -                         | -                     | NA            |
| <b>Total Other Financing Sources</b>                      | <b>\$ -</b>         | <b>\$ 506,500</b>          | <b>\$ 587,927</b>         | <b>\$ -</b>           | <b>0.00%</b>  |
| <b>Total Stormwater Utility Fund Revenues</b>             | <b>\$ 3,161,876</b> | <b>\$ 3,781,117</b>        | <b>\$ 3,862,544</b>       | <b>\$ 1,908,309</b>   | <b>49.41%</b> |

| CITY OF MONROE BUDGET<br>STORMWATER UTILITY FUND EXPENDITURES |                     |                            |                           |                       |               |
|---------------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                             | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Maintenance Division</b>                                   |                     |                            |                           |                       |               |
| <b>Personnel</b>                                              |                     |                            |                           |                       |               |
| Salary                                                        | 912,121             | \$ 1,015,307               | \$ 1,015,307              | \$ 567,260            | 55.87%        |
| Overtime                                                      | 1,577               | 4,373                      | 4,373                     | -                     | 0.00%         |
| Standby                                                       | 3,086               | 4,094                      | 4,094                     | 1,584                 | 38.70%        |
| Social Security Taxes                                         | 67,350              | 75,406                     | 75,406                    | 41,583                | 55.15%        |
| Life Insurance                                                | 2,060               | 2,180                      | 2,180                     | 1,280                 | 58.73%        |
| Employer Share Insurance                                      | 200,021             | 198,957                    | 198,957                   | 116,413               | 58.51%        |
| Retirement                                                    | 121,991             | 143,356                    | 143,356                   | 82,218                | 57.35%        |
| 401(k)                                                        | 39,903              | 49,790                     | 49,790                    | 28,945                | 58.14%        |
| Cell Phone Allowance                                          | 1,335               | 1,020                      | 1,020                     | 595                   | 58.33%        |
| Workers Compensation                                          | 21,713              | 22,940                     | 22,940                    | 13,382                | 58.33%        |
| Temporary Labor                                               | -                   | -                          | -                         | -                     | NA            |
| Pay Adjustments                                               | -                   | -                          | -                         | -                     | NA            |
| Sub Total Personnel                                           | \$ 1,371,157        | \$ 1,517,423               | \$ 1,517,423              | \$ 853,261            | 56.23%        |
| <b>Capital &amp; Construction</b>                             |                     |                            |                           |                       |               |
| Imprvmt Construction                                          | \$ 5                | \$ -                       | \$ -                      | \$ -                  | NA            |
| Imprvmt Conctrct Material&Labor                               | -                   | -                          | -                         | -                     | NA            |
| Imprvmt Contingencies                                         | -                   | -                          | -                         | -                     | NA            |
| Capitalized Motor Vehicles                                    | 665,529             | -                          | -                         | -                     | NA            |
| Capitalized Equipment                                         | 210,823             | 106,500                    | 106,500                   | 103,980               |               |
| Capital Outlay Buildings                                      | -                   | -                          | -                         | -                     | NA            |
| Sub Total Capital & Construction                              | \$ 876,358          | \$ 106,500                 | \$ 106,500                | \$ 103,980            | 97.63%        |
| <b>Operating</b>                                              |                     |                            |                           |                       |               |
| Bank Service Charges                                          | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| Management Services                                           | -                   | -                          | -                         | -                     | NA            |
| Financial Management                                          | 1,546               | 1,769                      | 1,769                     | 1,703                 | 96.27%        |
| Engineering Services                                          | 79,413              | 125,000                    | 171,400                   | 34,307                | 20.02%        |
| Technical Contracted Services                                 | 22,298              | 45,000                     | 76,230                    | 34,105                | 44.74%        |
| Mutual Aide Reimbursable Exp                                  | -                   | -                          | -                         | -                     | NA            |
| Cleaning Srv Waste Disposal                                   | 26,614              | 40,000                     | 40,000                    | 14,415                | 36.04%        |
| Repairs & Maint Equipment                                     | 8,974               | 15,000                     | 15,000                    | 4,494                 | 29.96%        |
| Software License & Support                                    | 3,271               | 3,535                      | 3,535                     | 2,917                 | 82.53%        |
| Repairs & Maint ERP System AMA                                | 8,619               | 9,050                      | 9,050                     | -                     | 0.00%         |
| Repairs/Maint City Beautifcat                                 | -                   | -                          | -                         | -                     | NA            |
| Vehicle Fuel                                                  | 41,716              | 35,829                     | 35,829                    | 17,073                | 47.65%        |
| Vehicle Maintenance                                           | 44,982              | 40,000                     | 40,000                    | 33,802                | 84.50%        |
| Default Fleet Management                                      | -                   | -                          | -                         | -                     | NA            |
| Unemployment Insurance                                        | 2,039               | 146                        | 146                       | -                     | 0.00%         |
| Wellness & Clinic Cost                                        | 9,350               | 8,452                      | 8,452                     | 4,930                 | 58.33%        |
| Property Damages                                              | 15,910              | 32,376                     | 32,376                    | 18,886                | 58.33%        |
| Telecommunications                                            | 5,186               | 9,180                      | 9,180                     | 2,727                 | 29.70%        |
| Marketing & Promotions                                        | -                   | -                          | -                         | -                     | NA            |
| Uniforms and Shoes                                            | 5,386               | 8,079                      | 8,079                     | 3,559                 | 44.05%        |
| Training and Travel Adv                                       | -                   | -                          | -                         | -                     | NA            |
| Training and Travel Exp                                       | 10,175              | 12,000                     | 12,000                    | 5,317                 | 44.31%        |
| General Supplies                                              | 7,506               | 11,000                     | 11,000                    | 1,307                 | 11.88%        |
| Materials                                                     | 160,808             | 185,000                    | 188,797                   | 84,310                | 44.66%        |
| Small Equipment                                               | 3,508               | 5,950                      | 5,950                     | 1,960                 | 32.95%        |
| PC's Peripherals                                              | 2,201               | 5,310                      | 5,310                     | 6,463                 | 121.71%       |
| Software                                                      | -                   | -                          | -                         | -                     | NA            |
| Organizational Dues                                           | 7,708               | 7,204                      | 7,204                     | 7,004                 | 97.23%        |
| Subscriptions & Publications                                  | 140                 | -                          | -                         | -                     | NA            |
| Bad Debt Expense                                              | 5,051               | 4,367                      | 4,367                     | (343)                 | -7.85%        |
| Other Operating Expense                                       | 2,338               | 8,293                      | 8,293                     | 6,589                 | 79.46%        |
| Sub Total Operating                                           | \$ 474,737          | \$ 612,540                 | \$ 693,967                | \$ 285,525            | 41.14%        |
| <b>Reimbursements to other funds</b>                          |                     |                            |                           |                       |               |
| Allocations Administration                                    | \$ 219,356          | \$ 246,816                 | \$ 246,816                | \$ 143,976            | 58.33%        |
| Allocations Utility Billing                                   | 44,200              | 46,058                     | 46,058                    | 26,867                | 58.33%        |
| Allocations Cust Srv/Pmt Ctr                                  | 20,687              | 23,832                     | 23,832                    | 13,902                | 58.33%        |
| Allocations Engineering                                       | 342,555             | 443,187                    | 443,187                   | 258,526               | 58.33%        |
| Allocations Street                                            | 171,053             | 168,475                    | 168,475                   | 98,277                | 58.33%        |
| Allocations Purchasing                                        | 3,028               | 4,146                      | 4,146                     | 2,419                 | 58.33%        |
| Allocations Fleet                                             | 35,691              | 39,669                     | 39,669                    | 23,140                | 58.33%        |
| Allocations Grounds Maint                                     | 82                  | 79                         | 79                        | 46                    | 58.30%        |
| Allocations Building Maint                                    | 6,245               | 6,621                      | 6,621                     | 3,862                 | 58.33%        |
| Allocations Manual Adjs                                       | -                   | 6,887                      | 6,887                     | 4,017                 | 58.33%        |
| Sub Total Reimbursements to other funds                       | \$ 842,897          | \$ 985,770                 | \$ 985,770                | \$ 575,032            | 58.33%        |
| <b>Total Maintenance Division</b>                             | <b>\$ 3,565,149</b> | <b>\$ 3,222,233</b>        | <b>\$ 3,303,659</b>       | <b>\$ 1,817,799</b>   | <b>55.02%</b> |

| CITY OF MONROE BUDGET<br>STORMWATER UTILITY FUND EXPENDITURES |                     |                            |                           |                       |                |
|---------------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|----------------|
| Function/Activity                                             | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized  |
| <b>Stormwater Debt Service</b>                                |                     |                            |                           |                       |                |
| <b>Installment Purchase Agreements</b>                        |                     |                            |                           |                       |                |
| Installment Principal                                         | \$ 9,218            | \$ 9,382                   | \$ 9,382                  | \$ -                  | 0.00%          |
| Installment Interest                                          | 1,141               | 956                        | 956                       | 406                   | 42.48%         |
| <b>Capital Leases<sup>(1)</sup></b>                           |                     |                            |                           |                       |                |
| Capital Leases Principal                                      | -                   | -                          | -                         | 1,525                 | NA             |
| Capital Leases Interest                                       | -                   | -                          | -                         | 103                   | NA             |
| <b>Total Stormwater Debt Service</b>                          | <b>\$ 10,358</b>    | <b>\$ 10,338</b>           | <b>\$ 10,338</b>          | <b>\$ 2,034</b>       | <b>19.67%</b>  |
| <b>Transfers to other funds</b>                               |                     |                            |                           |                       |                |
| TF To Gov Capital Project                                     | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA             |
| TF To Stormwtr Capital Proj                                   | 990,000             | 400,000                    | 400,000                   | 400,000               | 100.00%        |
| <b>Total Transfers Out to Other Funds</b>                     | <b>\$ 990,000</b>   | <b>\$ 400,000</b>          | <b>\$ 400,000</b>         | <b>\$ 400,000</b>     | <b>100.00%</b> |
| <b>Unreserved / Balance</b>                                   | <b>\$ -</b>         | <b>\$ 148,546</b>          | <b>\$ 148,546</b>         | <b>\$ -</b>           | <b>0.00%</b>   |
| <b>Total Stormwater Utility Fund Expenditures</b>             | <b>\$ 4,565,507</b> | <b>\$ 3,781,117</b>        | <b>\$ 3,862,544</b>       | <b>\$ 2,219,832</b>   | <b>57.47%</b>  |

**Notes:**

<sup>(1)</sup> Governmental accounting standards (GASB 87) require the City to recognize leases as a part of its debt service.

Bad Debt Expense - Collection of customer charges written off in prior year. Current fiscal year write offs will post in May to offset credit balance.

**Other:**

2020 New ERP System (share)

| 2026      | Balance   | Payoff Yr |
|-----------|-----------|-----------|
| 10,353    | 41,433    | 2030      |
| \$ 10,353 | \$ 41,433 |           |



| CITY OF MONROE BUDGET<br>SOLID WASTE FUND BUDGET SUMMARY |                     |                            |                           |                       |               |
|----------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Sources and<br>Uses of Funds                             | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <i>Sources of Funds</i>                                  |                     |                            |                           |                       |               |
| <b>Beginning Balance</b>                                 | <b>\$ 725,666</b>   | <b>\$ 606,113</b>          | <b>\$ 606,113</b>         | <b>\$ 606,113</b>     | <b>NA</b>     |
| <b>Revenues</b>                                          |                     |                            |                           |                       |               |
| Intergovernmental Restricted                             | \$ 29,084           | \$ 28,400                  | \$ 28,400                 | \$ 7,603              | 26.77%        |
| Sales and Services                                       | 3,899,147           | 4,341,020                  | 4,421,020                 | 2,433,754             | 55.05%        |
| Investment Earnings <sup>(1)</sup>                       | 4,729               | 16,453                     | 16,453                    | 1,702                 | 10.34%        |
| Miscellaneous                                            | -                   | -                          | -                         | -                     | NA            |
| Sub Total                                                | \$ 3,932,960        | \$ 4,385,873               | \$ 4,465,873              | \$ 2,443,058          | 54.71%        |
| <b>Other Financing Sources</b>                           |                     |                            |                           |                       |               |
| Installment Purchase Proceeds                            | \$ -                | \$ -                       | \$ -                      | \$ -                  | 0.00%         |
| TF From General Fund                                     | -                   | -                          | -                         | -                     |               |
| Sub Total                                                | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Annual Sources of Funds</b>                           | <b>\$ 3,932,960</b> | <b>\$ 4,385,873</b>        | <b>\$ 4,465,873</b>       | <b>\$ 2,443,058</b>   | <b>54.71%</b> |
| <b>Total Sources of Funds</b>                            | <b>\$ 4,658,626</b> | <b>\$ 4,991,986</b>        | <b>\$ 5,071,986</b>       | <b>\$ 3,049,171</b>   | <b>60.12%</b> |
| <i>Uses of Funds</i>                                     |                     |                            |                           |                       |               |
| <b>Expenditures</b>                                      |                     |                            |                           |                       |               |
| Personnel                                                | \$ 230,458          | \$ 239,831                 | \$ 239,831                | \$ 140,742            | 58.68%        |
| Capital/Construction                                     | -                   | -                          | -                         | -                     | NA            |
| Operating                                                | 3,591,412           | 3,826,070                  | 3,981,070                 | 1,969,124             | 49.46%        |
| Debt Service                                             | 7,996               | 7,993                      | 7,993                     | 313                   | 3.92%         |
| Sub Total                                                | \$ 3,829,866        | \$ 4,073,894               | \$ 4,228,894              | \$ 2,110,179          | 49.90%        |
| <b>Reimbursements to other funds</b>                     |                     |                            |                           |                       |               |
| Cost Allocations                                         | \$ 222,647          | \$ 253,592                 | \$ 253,592                | \$ 147,929            | 58.33%        |
| <b>Other Financing Uses</b>                              |                     |                            |                           |                       |               |
| Transfers to Other Funds                                 | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| Sub Total                                                | \$ 222,647          | \$ 253,592                 | \$ 253,592                | \$ 147,929            | 58.33%        |
| <b>Total Uses of Funds</b>                               | <b>\$ 4,052,513</b> | <b>\$ 4,327,486</b>        | <b>\$ 4,482,486</b>       | <b>\$ 2,258,108</b>   | <b>50.38%</b> |
| <b>Ending Balance</b>                                    | <b>\$ 606,113</b>   | <b>\$ 664,500</b>          | <b>\$ 589,500</b>         | <b>\$ 791,063</b>     |               |

Notes:

<sup>(1)</sup> Investment Earnings are distributed among funds on a quarterly basis

| CITY OF MONROE BUDGET<br>SOLID WASTE FUND REVENUES |                     |                            |                           |                       |               |
|----------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Revenue Sources                                    | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Intergovernmental Revenues Restricted</b>       |                     |                            |                           |                       |               |
| DOR Disposal Tax Distrib                           | \$ 29,084           | \$ 28,400                  | \$ 28,400                 | \$ 7,603              | 26.77%        |
| <b>Total Intergovernmental Revenues Restricted</b> | <b>\$ 29,084</b>    | <b>\$ 28,400</b>           | <b>\$ 28,400</b>          | <b>\$ 7,603</b>       | <b>26.77%</b> |
| <b>Sales and Services</b>                          |                     |                            |                           |                       |               |
| Solid Waste Violations                             | \$ 300              | \$ 5,000                   | \$ 5,000                  | \$ (7,550)            | -151.00%      |
| Refuse Collection Fees                             | 3,898,847           | 4,336,020                  | 4,416,020                 | 2,441,304             | 55.28%        |
| Sale of Fixed Assets                               | -                   | -                          | -                         | -                     | NA            |
| Recycling Materials                                | -                   | -                          | -                         | -                     | NA            |
| <b>Total Sales and Services</b>                    | <b>\$ 3,899,147</b> | <b>\$ 4,341,020</b>        | <b>\$ 4,421,020</b>       | <b>\$ 2,433,754</b>   | <b>55.05%</b> |
| <b>Investment Earnings</b>                         |                     |                            |                           |                       |               |
| Investment Earnings                                | \$ 4,729            | \$ 16,453                  | \$ 16,453                 | \$ 1,702              | 10.34%        |
| <b>Total Investment Earnings</b>                   | <b>\$ 4,729</b>     | <b>\$ 16,453</b>           | <b>\$ 16,453</b>          | <b>\$ 1,702</b>       | <b>10.34%</b> |
| <b>Miscellaneous</b>                               |                     |                            |                           |                       |               |
| Cash Discounts                                     | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Total Miscellaneous</b>                         | <b>\$ -</b>         | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| <b>Other Financing Sources</b>                     |                     |                            |                           |                       |               |
| Proceeds Installment Purchase                      | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| Appropriation Of Fund Bal                          | -                   | -                          | 75,000                    | -                     | 0.00%         |
| TF From General Fund                               | -                   | -                          | -                         | -                     | NA            |
| <b>Total Other Financing Sources</b>               | <b>\$ -</b>         | <b>\$ -</b>                | <b>\$ 75,000</b>          | <b>\$ -</b>           | <b>0.00%</b>  |
| <b>Total Solid Waste Fund Revenues</b>             | <b>\$ 3,932,960</b> | <b>\$ 4,385,873</b>        | <b>\$ 4,540,873</b>       | <b>\$ 2,443,058</b>   | <b>53.80%</b> |

| CITY OF MONROE BUDGET<br>SOLID WASTE UTILITY FUND EXPENDITURES |                |                            |                           |                       |               |
|----------------------------------------------------------------|----------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                              | Actual<br>2025 | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Operating</b>                                               |                |                            |                           |                       |               |
| <b>Personnel</b>                                               |                |                            |                           |                       |               |
| Salary                                                         | \$ 154,757     | \$ 159,250                 | \$ 159,250                | \$ 90,915             | 57.09%        |
| Overtime                                                       | 73             | -                          | -                         | -                     | NA            |
| Social Security Taxes                                          | 11,228         | 11,706                     | 11,706                    | 6,525                 | 55.74%        |
| Life Insurance                                                 | 335            | 360                        | 360                       | 202                   | 56.00%        |
| Employer Share Insurance                                       | 34,502         | 35,063                     | 35,063                    | 23,588                | 67.27%        |
| Retirement                                                     | 20,636         | 22,485                     | 22,485                    | 13,070                | 58.13%        |
| 401(k)                                                         | 6,727          | 6,940                      | 6,940                     | 4,094                 | 58.99%        |
| Cell Phone Allowance                                           | 900            | 600                        | 600                       | 350                   | 58.33%        |
| Workers Compensation                                           | 1,300          | 3,427                      | 3,427                     | 1,999                 | 58.33%        |
| Temporary Labor                                                | -              | -                          | -                         | -                     | NA            |
| Pay Adjustments                                                | -              | -                          | -                         | -                     | NA            |
| Sub Total Personnel                                            | \$ 230,458     | \$ 239,831                 | \$ 239,831                | \$ 140,742            | 58.68%        |
| <b>Capital &amp; Construction</b>                              |                |                            |                           |                       |               |
| Capitalized Motor Vehicles                                     | \$ -           | \$ -                       | \$ -                      | \$ -                  | NA            |
| Capital Lease                                                  | -              | -                          | -                         | -                     | NA            |
| Sub Total Capital & Construction                               | \$ -           | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Operating</b>                                               |                |                            |                           |                       |               |
| Collection Fees                                                | \$ -           | \$ 250                     | \$ 250                    | \$ -                  | 0.00%         |
| Bank Service Charges                                           | -              | -                          | -                         | -                     | NA            |
| Financial Management                                           | 1,689          | 1,967                      | 1,967                     | 1,894                 | 96.29%        |
| Technical Contracted Services                                  | 231            | 402                        | 402                       | -                     | 0.00%         |
| Refuse Collection                                              | 3,403,741      | 3,600,848                  | 3,755,848                 | 1,850,888             | 49.28%        |
| Roadside Trash Pickup                                          | 26,400         | -                          | -                         | -                     | NA            |
| Software License & Support                                     | -              | 8,600                      | 8,600                     | -                     | 0.00%         |
| Repairs & Maint ERP System AMA                                 | 5,216          | 5,478                      | 5,478                     | -                     | 0.00%         |
| Repairs/Maint City Beautificat                                 | -              | 5,000                      | 5,000                     | -                     | 0.00%         |
| Vehicle Fuel                                                   | 535            | 1,016                      | 1,016                     | 413                   | 40.65%        |
| Vehicle Maintenance                                            | 705            | 500                        | 500                       | 251                   | 50.29%        |
| Default Fleet Management                                       | -              | -                          | -                         | -                     | NA            |
| Unemployment Insurance                                         | 677            | 618                        | 618                       | -                     | 0.00%         |
| Wellness & Clinic Cost                                         | 1,612          | 1,127                      | 1,127                     | 657                   | 58.34%        |
| Property Damages                                               | 253            | -                          | -                         | -                     | NA            |
| Telecommunications                                             | 1,026          | 684                        | 684                       | 599                   | 87.50%        |
| Uniforms and Shoes                                             | 267            | 200                        | 200                       | -                     | 0.00%         |
| Training and Travel Adv                                        | -              | -                          | -                         | -                     | NA            |
| Training and Travel Exp                                        | 189            | 3,500                      | 3,500                     | 326                   | 9.30%         |
| General Supplies                                               | 98             | -                          | -                         | 15                    | NA            |
| Small Equipment                                                | 120,988        | 161,050                    | 161,050                   | 114,105               | 70.85%        |
| PC's Peripherals                                               | 1,095          | -                          | -                         | -                     | NA            |
| Organizational Dues                                            | -              | 209                        | 209                       | 215                   | 102.81%       |
| Bad Debt Expense                                               | 16,695         | 12,330                     | 12,330                    | (1,395)               | -11.31%       |
| Other Operating Expense                                        | 291            | 2,291                      | 2,291                     | (424)                 | -18.53%       |
| Solid Waste Education                                          | 9,704          | 20,000                     | 20,000                    | 1,581                 | 7.91%         |
| Sub Total Operating                                            | \$ 3,591,412   | \$ 3,826,070               | \$ 3,981,070              | \$ 1,969,124          | 49.46%        |
| <b>Reimbursements to other funds</b>                           |                |                            |                           |                       |               |
| Allocations Administration                                     | \$ 79,426      | \$ 81,719                  | \$ 81,719                 | \$ 47,669             | 58.33%        |
| Allocations Utility Billing                                    | 38,327         | 40,006                     | 40,006                    | 23,337                | 58.33%        |
| Allocations Cust Srv/Pmt Ctr                                   | 46,250         | 51,630                     | 51,630                    | 30,118                | 58.33%        |
| Allocations Engineering                                        | 55,949         | 72,385                     | 72,385                    | 42,225                | 58.33%        |
| Allocations Planning                                           | -              | -                          | -                         | -                     | NA            |
| Allocations Purchasing                                         | 477            | 653                        | 653                       | 381                   | 58.34%        |
| Allocations Fleet                                              | 1,195          | 1,329                      | 1,329                     | 775                   | 58.34%        |
| Allocations Grounds Maint                                      | 13             | 13                         | 13                        | 8                     | 58.15%        |
| Allocations Building Maint                                     | 1,010          | 1,071                      | 1,071                     | 625                   | 58.33%        |
| Allocations Manual Adjs                                        | -              | 4,786                      | 4,786                     | 2,792                 | 58.33%        |
| Sub Total Reimbursements to other funds                        | \$ 222,647     | \$ 253,592                 | \$ 253,592                | \$ 147,929            | 58.33%        |
| <b>Total Administration Division</b>                           | \$ 4,044,517   | \$ 4,319,493               | \$ 4,474,493              | \$ 2,257,795          | 50.46%        |

| CITY OF MONROE BUDGET<br>SOLID WASTE UTILITY FUND EXPENDITURES |                     |                            |                           |                       |               |
|----------------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                              | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Solid Waste Debt Service</b>                                |                     |                            |                           |                       |               |
| <b>Installment Purchase Agreements</b>                         |                     |                            |                           |                       |               |
| Installment Principal                                          | \$ 7,115            | \$ 7,242                   | \$ 7,242                  | \$ -                  | 0.00%         |
| Installment Interest                                           | 881                 | 751                        | 751                       | 313                   | 41.71%        |
| <b>Capital Leases<sup>(1)</sup></b>                            |                     |                            |                           |                       |               |
| Capital Leases Principal                                       | -                   | -                          | -                         | -                     | NA            |
| Capital Leases Interest                                        | -                   | -                          | -                         | -                     | NA            |
| <b>Total Solid Waste Debt Service</b>                          | \$ 7,996            | \$ 7,993                   | \$ 7,993                  | \$ 313                | 3.92%         |
| <b>Transfers to other funds</b>                                |                     |                            |                           |                       |               |
| TF To General Fund                                             | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| TF To Gov Capital Project                                      | -                   | -                          | -                         | -                     | NA            |
| <b>Total Transfers Out to Other Funds</b>                      | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Unreserved / Balance</b>                                    | -                   | 58,387                     | 58,387                    | -                     | 0.00%         |
| <b>Total Solid Waste Fund Expenditures</b>                     | <b>\$ 4,052,513</b> | <b>\$ 4,385,873</b>        | <b>\$ 4,540,873</b>       | <b>\$ 2,258,108</b>   | <b>49.73%</b> |

**NOTES:**

<sup>(1)</sup> Governmental accounting standards (GASB 87) require the City to recognize leases as a part of its debt service.

Bad Debt Expense - Collection of customer charges written off in prior year. Current fiscal year write offs will post in May to offset credit balance.

**Other:**

2020 New ERP System (share)

| 2026     | Balance   | Payoff Yr |
|----------|-----------|-----------|
| \$ 7,991 | \$ 31,981 | 2030      |
| \$ 7,991 | \$ 31,981 |           |

| CITY OF MONROE BUDGET<br>DOWNTOWN MONROE BUDGET SUMMARY |                     |                            |                           |                       |               |
|---------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Sources and<br>Uses of Funds                            | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <i>Sources of Funds</i>                                 |                     |                            |                           |                       |               |
| <b>Beginning Balance</b>                                | <b>\$ 547,593</b>   | <b>\$ 638,273</b>          | <b>\$ 638,273</b>         | <b>\$ 638,273</b>     | <b>NA</b>     |
| <b>Revenues</b>                                         |                     |                            |                           |                       |               |
| Taxes                                                   | \$ 77,319           | \$ 93,575                  | \$ 93,575                 | \$ 88,576             | 94.66%        |
| Miscellaneous <sup>(1)</sup>                            | -                   | -                          | -                         | -                     | NA            |
| Sub Total                                               | \$ 77,319           | \$ 93,575                  | \$ 93,575                 | \$ 88,576             | 94.66%        |
| <b>Other Financing Sources</b>                          |                     |                            |                           |                       |               |
| Transfers from other funds                              | \$ 507,242          | \$ 386,410                 | \$ 423,265                | \$ 262,261            | 61.96%        |
| Proceeds from Financing                                 | -                   | -                          | -                         | -                     | NA            |
| Inception of Lease                                      | 1,354               | -                          | -                         | -                     | NA            |
| Sub Total                                               | \$ 508,596          | \$ 386,410                 | \$ 423,265                | \$ 262,261            | 61.96%        |
| <b>Annual Sources of Funds</b>                          | <b>\$ 585,915</b>   | <b>\$ 479,985</b>          | <b>\$ 516,840</b>         | <b>\$ 350,837</b>     | <b>67.88%</b> |
| <b>Total Sources of Funds</b>                           | <b>\$ 1,133,508</b> | <b>\$ 1,118,258</b>        | <b>\$ 1,155,113</b>       | <b>\$ 989,110</b>     | <b>85.63%</b> |
| <i>Uses of Funds</i>                                    |                     |                            |                           |                       |               |
| <b>Expenditures</b>                                     |                     |                            |                           |                       |               |
| Personnel                                               | \$ 136,118          | \$ 139,534                 | \$ 139,534                | \$ 58,979             | 42.27%        |
| Capital                                                 | 17,453              | 98,000                     | 196,914                   | 122,033               | 61.97%        |
| Operating <sup>(2)</sup>                                | 333,874             | 234,330                    | 333,524                   | 136,132               | 40.82%        |
| Debt Service                                            | 7,789               | 8,121                      | 8,121                     | 1,918                 | 23.62%        |
| Sub Total                                               | \$ 495,234          | \$ 479,985                 | \$ 678,093                | \$ 319,062            | 47.05%        |
| <b>Other Financing Uses</b>                             |                     |                            |                           |                       |               |
| Transfers to Other Funds                                | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| Sub Total                                               | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Total Uses of Funds</b>                              | <b>\$ 495,234</b>   | <b>\$ 479,985</b>          | <b>\$ 678,093</b>         | <b>\$ 319,062</b>     | <b>47.05%</b> |
| <b>Ending Balance</b>                                   | <b>\$ 638,273</b>   | <b>\$ 638,273</b>          | <b>\$ 477,020</b>         | <b>\$ 670,048</b>     |               |

Notes:

<sup>(1)</sup> Includes Downtown Pioneers loan payments.

<sup>(2)</sup> Operating expenditures include Downtown Incentive for the Buggy Factory, \$400K.

| CITY OF MONROE BUDGET<br>DOWNTOWN MONROE FUND REVENUES |                   |                            |                           |                       |               |
|--------------------------------------------------------|-------------------|----------------------------|---------------------------|-----------------------|---------------|
| Revenue Sources                                        | Actual<br>2025    | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Taxes</b>                                           |                   |                            |                           |                       |               |
| MSD Taxes                                              | \$ 73,753         | \$ 91,415                  | \$ 91,415                 | \$ 78,858             | 86.26%        |
| Vehicle Property Taxes                                 | 2,769             | 1,890                      | 1,890                     | 673                   | 35.61%        |
| Prior Year Taxes                                       | 344               | 120                        | 120                       | -                     | 0.00%         |
| Penalties and Interest                                 | 454               | 150                        | 150                       | 44                    | 29.66%        |
| Parking Space Lease                                    | -                 | -                          | -                         | 9,000                 | NA            |
| <b>Total Taxes</b>                                     | <b>\$ 77,319</b>  | <b>\$ 93,575</b>           | <b>\$ 93,575</b>          | <b>\$ 88,576</b>      | <b>94.66%</b> |
| <b>Miscellaneous</b>                                   |                   |                            |                           |                       |               |
| Misc Sales Other                                       | \$ -              | \$ -                       | \$ -                      | \$ -                  | NA            |
| DM Donations-Sponsorships                              | -                 | -                          | -                         | -                     | NA            |
| Cash Discounts                                         | -                 | -                          | -                         | -                     | NA            |
| Misc Downtown Pioneers                                 | -                 | -                          | -                         | -                     | NA            |
| Miscellaneous Reimbursements                           | -                 | -                          | -                         | -                     | NA            |
| <b>Total Miscellaneous</b>                             | <b>\$ -</b>       | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| <b>Other Financing Sources</b>                         |                   |                            |                           |                       |               |
| Proceeds Installment Purchase                          | \$ -              | \$ -                       | \$ -                      | \$ -                  | NA            |
| Appropriation Of Fund Bal                              | -                 | -                          | 161,253                   | -                     | 0.00%         |
| Oth Fin Inception of Lease                             | 1,354             | -                          | -                         | -                     | NA            |
| Subscription Financing                                 | 16,100            | -                          | -                         | -                     | -             |
| TF From General Fund                                   | 507,242           | 386,410                    | 423,265                   | 262,261               | 61.96%        |
| <b>Total Other Financing Sources</b>                   | <b>\$ 524,695</b> | <b>\$ 386,410</b>          | <b>\$ 584,518</b>         | <b>\$ 262,261</b>     | <b>44.87%</b> |
| <b>Total Downtown Monroe Revenues</b>                  | <b>\$ 602,014</b> | <b>\$ 479,985</b>          | <b>\$ 678,093</b>         | <b>\$ 350,837</b>     | <b>51.74%</b> |

Notes:

| CITY OF MONROE BUDGET<br>DOWNTOWN MONROE EXPENDITURES |                   |                            |                           |                       |               |
|-------------------------------------------------------|-------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                     | Actual<br>2025    | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Personnel</b>                                      |                   |                            |                           |                       |               |
| Salary                                                | \$ 96,291         | \$ 94,795                  | \$ 94,795                 | \$ 39,291             | 41.45%        |
| Overtime                                              | -                 | -                          | -                         | -                     | NA            |
| Car Allowance                                         | 692               | -                          | -                         | -                     | NA            |
| Social Security Taxes                                 | 6,970             | 6,524                      | 6,524                     | 2,666                 | 40.86%        |
| Life Insurance                                        | 189               | 200                        | 200                       | 96                    | 48.10%        |
| Employer Share Insurance                              | 12,529            | 17,625                     | 17,625                    | 7,458                 | 42.31%        |
| Retirement                                            | 12,747            | 13,385                     | 13,385                    | 5,954                 | 44.48%        |
| 401(k)                                                | 4,810             | 4,740                      | 4,740                     | 2,069                 | 43.64%        |
| Cell Phone Allowance                                  | 125               | -                          | -                         | 125                   | NA            |
| Workers Compensation                                  | 1,765             | 2,265                      | 2,265                     | 1,321                 | 58.33%        |
| <b>Sub Total Personnel</b>                            | <b>\$ 136,118</b> | <b>\$ 139,534</b>          | <b>\$ 139,534</b>         | <b>\$ 58,979</b>      | <b>42.27%</b> |
| <b>Capital &amp; Construction</b>                     |                   |                            |                           |                       |               |
| Land                                                  | \$ -              | \$ -                       | \$ -                      | \$ -                  | NA            |
| Capitalized Motor Vehicles                            | -                 | -                          | -                         | -                     | NA            |
| Capitalized Equipment                                 | -                 | 98,000                     | 196,914                   | 122,033               | 61.97%        |
| Capital Outlay Buildings                              | -                 | -                          | -                         | -                     | NA            |
| Capital Lease                                         | 1,354             | -                          | -                         | -                     | NA            |
| Subs Initial Impl Stage Outlay                        | 16,100            | -                          | -                         | -                     | NA            |
| <b>Sub Total Capital &amp; Construction</b>           | <b>\$ 17,453</b>  | <b>\$ 98,000</b>           | <b>\$ 196,914</b>         | <b>\$ 122,033</b>     | <b>61.97%</b> |
| <b>Operating</b>                                      |                   |                            |                           |                       |               |
| Collection Fees                                       | \$ 49             | \$ -                       | \$ -                      | \$ 13                 | NA            |
| Technical Contracted Services                         | 90,072            | 85,385                     | 109,706                   | 48,619                | 44.32%        |
| Software License & Support                            | -                 | -                          | 319                       | 305                   | 95.49%        |
| Repairs & Maint Equipment                             | -                 | 4,400                      | 4,400                     | -                     | 0.00%         |
| Repairs & Maint Copiers                               | 213               | 150                        | 150                       | 269                   | 179.46%       |
| Repairs & Maint ERP System AMA                        | 1,494             | 1,569                      | 1,569                     | -                     | 0.00%         |
| Copier Rental                                         | -                 | -                          | -                         | -                     | NA            |
| Vehicle Fuel                                          | -                 | -                          | -                         | -                     | NA            |
| Unemployment Insurance                                | 103               | 94                         | 94                        | -                     | 0.00%         |
| Wellness & Clinic Cost                                | 645               | 563                        | 563                       | 328                   | 58.34%        |
| Property Damages                                      | -                 | -                          | -                         | -                     | NA            |
| Telecommunications                                    | 399               | -                          | -                         | 260                   | NA            |
| Public Information                                    | 15,627            | 27,390                     | 25,640                    | 4,540                 | 17.71%        |
| Facade Grants                                         | 10,295            | 20,000                     | 20,000                    | 4,000                 | 20.00%        |
| Downtown Incentive Prog                               | 198,626           | 22,187                     | 92,095                    | 45,397                | 49.29%        |
| Training and Travel Adv                               | -                 | -                          | -                         | -                     | NA            |
| Training and Travel Exp                               | 875               | 4,700                      | 6,450                     | 865                   | 13.41%        |
| General Supplies                                      | 431               | 2,500                      | 2,500                     | 1,038                 | 41.52%        |
| Promotional Materials                                 | 4,855             | 21,500                     | 20,223                    | 4,541                 | 22.45%        |
| Small Equipment                                       | 151               | 500                        | 3,023                     | 2,523                 | 83.46%        |
| PC's Peripherals                                      | -                 | 1,367                      | 1,367                     | 1,253                 | 91.69%        |
| Software                                              | -                 | -                          | -                         | 55                    | NA            |
| Utilities                                             | 4,332             | 40,695                     | 40,695                    | 20,218                | 49.68%        |
| Organizational Dues                                   | 560               | 950                        | 950                       | 375                   | 39.47%        |
| Subscriptions & Publications                          | 129               | 380                        | 380                       | -                     | 0.00%         |
| Bad Debt Expense                                      | -                 | -                          | -                         | -                     | NA            |
| Other Operating Expense                               | 5,017             | -                          | 3,400                     | 1,533                 | 45.08%        |
| <b>Sub Total Operating</b>                            | <b>\$ 333,874</b> | <b>\$ 234,330</b>          | <b>\$ 333,524</b>         | <b>\$ 136,132</b>     | <b>40.82%</b> |
| <b>Downtown Debt Service<sup>(1)(2)</sup></b>         |                   |                            |                           |                       |               |
| Installment Principal                                 | \$ 2,002          | \$ 2,039                   | \$ 2,039                  | \$ -                  | 0.00%         |
| Installment Interest                                  | 247               | 209                        | 209                       | 89                    | 42.40%        |
| Capital Leases Principal                              | 399               | 318                        | 318                       | 1,710                 | 537.62%       |
| Capital Leases Interest                               | 36                | 27                         | 27                        | 120                   | 442.81%       |
| Subscriptions Financing Princ                         | 5,000             | 5,213                      | 5,213                     | -                     | 0.00%         |
| Subscription Interest                                 | 105               | 315                        | 315                       | -                     | 0.00%         |
| <b>Total Debt Service</b>                             | <b>\$ 7,789</b>   | <b>\$ 8,121</b>            | <b>\$ 8,121</b>           | <b>\$ 1,918</b>       | <b>23.62%</b> |
| <b>Transfers to Other Funds</b>                       |                   |                            |                           |                       |               |
| TF To General Fund                                    | \$ -              | \$ -                       | \$ -                      | \$ -                  | NA            |
| TF To Gov Capital Project                             | -                 | -                          | -                         | -                     | NA            |
| <b>Total Transfers out to Other Funds</b>             | <b>\$ -</b>       | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| <b>Total Downtown Monroe Expenditures</b>             | <b>\$ 495,234</b> | <b>\$ 479,985</b>          | <b>\$ 678,093</b>         | <b>\$ 319,062</b>     | <b>47.05%</b> |

**Notes:**

<sup>(1)</sup>2020 New ERP System (share)

<sup>(2)</sup> Governmental accounting standards (GASB 87) require the City to recognize leases as a part of its debt service.

Downtown Incentive for the Buggy Factory, \$400K.

|                             | 2026     | Balance  | Payoff Year |
|-----------------------------|----------|----------|-------------|
| 2020 New ERP System (share) | \$ 2,249 | \$ 9,002 | 2030        |
|                             | \$ 2,249 | \$ 9,002 |             |

| CITY OF MONROE FINANCIAL PLAN<br>SIF HEALTH & DENTAL FINANCIAL PLAN SUMMARY |                      |                           |                         |                       |               |
|-----------------------------------------------------------------------------|----------------------|---------------------------|-------------------------|-----------------------|---------------|
| Sources and<br>Uses of Funds                                                | Actual<br>2025       | Financial<br>Plan<br>2026 | Revised<br>Plan<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <i>Sources of Funds</i>                                                     |                      |                           |                         |                       |               |
| <b>Beginning Balance</b>                                                    | <b>\$ 1,658,181</b>  | <b>\$ 1,674,057</b>       | <b>\$ 1,674,057</b>     | <b>\$ 1,674,057</b>   | <b>NA</b>     |
| <b>Revenues</b>                                                             |                      |                           |                         |                       |               |
| Contributions                                                               | \$ 11,510,497        | \$ 12,004,051             | \$ 12,004,051           | \$ 6,388,930          | 53.22%        |
| Investment Earnings <sup>(1)</sup>                                          | 63,520               | 66,839                    | 66,839                  | 20,768                | 31.07%        |
| Miscellaneous                                                               | 2,493,774            | 1,834,001                 | 1,834,001               | 492,030               | 26.83%        |
| Sub Total                                                                   | \$ 14,067,791        | \$ 13,904,891             | \$ 13,904,891           | \$ 6,901,728          | 49.64%        |
| <b>Other Financing Sources</b>                                              |                      |                           |                         |                       |               |
| Transfer From Other Funds                                                   |                      |                           |                         |                       |               |
| Sub Total                                                                   | \$ -                 | \$ -                      | \$ -                    | \$ -                  | NA            |
| <b>Annual Sources of Funds</b>                                              | <b>\$ 14,067,791</b> | <b>\$ 13,904,891</b>      | <b>\$ 13,904,891</b>    | <b>\$ 6,901,728</b>   | <b>49.64%</b> |
| <b>Total Sources of Funds</b>                                               | <b>\$ 15,725,972</b> | <b>\$ 15,578,948</b>      | <b>\$ 15,578,948</b>    | <b>\$ 8,575,785</b>   | <b>55.05%</b> |
| <i>Uses of Funds</i>                                                        |                      |                           |                         |                       |               |
| <b>Expenditures</b>                                                         |                      |                           |                         |                       |               |
| Operating                                                                   | \$ 13,825,638        | \$ 13,670,305             | \$ 13,686,212           | \$ 7,402,160          | 54.08%        |
| Sub Total                                                                   | \$ 13,825,638        | \$ 13,670,305             | \$ 13,686,212           | \$ 7,402,160          | 54.08%        |
| <b>Reimbursements to other funds</b>                                        |                      |                           |                         |                       |               |
| Cost Allocations                                                            | \$ 226,276           | \$ 234,586                | \$ 234,586              | \$ 136,842            | 58.33%        |
| Sub Total                                                                   | \$ 226,276           | \$ 234,586                | \$ 234,586              | \$ 136,842            | 58.33%        |
| <b>Other Financing Uses</b>                                                 |                      |                           |                         |                       |               |
| Transfers to Other Funds                                                    | \$ -                 | \$ -                      | \$ -                    | \$ -                  | NA            |
| Sub Total                                                                   | \$ -                 | \$ -                      | \$ -                    | \$ -                  | NA            |
| <b>Total Uses of Funds</b>                                                  | <b>\$ 14,051,914</b> | <b>\$ 13,904,891</b>      | <b>\$ 13,920,798</b>    | <b>\$ 7,539,001</b>   | <b>54.16%</b> |
| <b>Ending Balance</b>                                                       | <b>\$ 1,674,057</b>  | <b>\$ 1,674,057</b>       | <b>\$ 1,658,150</b>     | <b>\$ 1,036,784</b>   | <b>62.53%</b> |

Notes:

<sup>(1)</sup> Investment Earnings are allocated among funds on a quarterly basis.



| CITY OF MONROE FINANCIAL PLAN<br>SIF HEALTH & DENTAL REVENUES |                      |                           |                         |                       |               |
|---------------------------------------------------------------|----------------------|---------------------------|-------------------------|-----------------------|---------------|
| Revenue Sources                                               | Actual<br>2025       | Financial<br>Plan<br>2026 | Revised<br>Plan<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Contributions</b>                                          |                      |                           |                         |                       |               |
| Health Contrib-Employer                                       | \$ 8,637,810         | 9,108,967                 | \$ 9,108,967            | \$ 4,627,518          | 50.80%        |
| Health Contrib-Employee                                       | 1,018,355            | 1,030,411                 | 1,030,411               | 651,072               | 63.19%        |
| Retire Health-Emprr/Retire                                    | 884,104              | 856,817                   | 856,817                 | 534,005               | 62.32%        |
| Cobra Payments                                                | 20,453               | 20,000                    | 20,000                  | 11,926                | 59.63%        |
| Dental Contrib-City/Retir                                     | 42,127               | 40,000                    | 40,000                  | 24,791                | 61.98%        |
| Dental Contrib-Employer                                       | 120,659              | 172,969                   | 172,969                 | 76,015                | 43.95%        |
| Dental Contrib-Employee                                       | 413,964              | 422,743                   | 422,743                 | 258,186               | 61.07%        |
| H&D Wellness Contrib-Depts                                    | 371,412              | 352,144                   | 352,144                 | 205,418               | 58.33%        |
| H&D Wellness Contrib-MUCEDC                                   | 1,612                | -                         | -                       | -                     | NA            |
| <b>Total Contributions</b>                                    | <b>\$ 11,510,497</b> | <b>\$ 12,004,051</b>      | <b>\$ 12,004,051</b>    | <b>\$ 6,388,930</b>   | <b>53.22%</b> |
| <b>Investment Earnings</b>                                    |                      |                           |                         |                       |               |
| Interest Earned on SIF                                        | \$ 63,520            | \$ 66,839                 | \$ 66,839               | \$ 20,768             | 31.07%        |
| <b>Total Investment Earnings</b>                              | <b>\$ 63,520</b>     | <b>\$ 66,839</b>          | <b>\$ 66,839</b>        | <b>\$ 20,768</b>      | <b>31.07%</b> |
| <b>Miscellaneous</b>                                          |                      |                           |                         |                       |               |
| Third Party                                                   | \$ -                 | \$ -                      | \$ -                    | \$ -                  | NA            |
| Stop-Loss Reimbursements                                      | 1,881,869            | 1,284,001                 | 1,284,001               | 96,833                | 7.54%         |
| Caremark Rebate                                               | 598,590              | 550,000                   | 550,000                 | 395,197               | 71.85%        |
| Miscellaneous Reimbursements                                  | 5,654                | -                         | -                       | -                     | NA            |
| Miscellaneous Other                                           | 7,661                | -                         | -                       | -                     | NA            |
| <b>Total Miscellaneous</b>                                    | <b>\$ 2,493,774</b>  | <b>\$ 1,834,001</b>       | <b>\$ 1,834,001</b>     | <b>\$ 492,030</b>     | <b>26.83%</b> |
| <b>Other Financing Sources</b>                                |                      |                           |                         |                       |               |
| Appropriation Of Fund Bal                                     | \$ -                 | \$ -                      | \$ 15,907               | \$ -                  | 0.00%         |
| <b>Total Other Financing Sources</b>                          | <b>\$ -</b>          | <b>\$ -</b>               | <b>\$ 15,907</b>        | <b>\$ -</b>           | <b>0.00%</b>  |
| <b>Total Health &amp; Dental Revenues</b>                     | <b>\$ 14,067,791</b> | <b>\$ 13,904,891</b>      | <b>\$ 13,920,798</b>    | <b>\$ 6,901,728</b>   | <b>49.58%</b> |

| CITY OF MONROE FINANCIAL PLAN<br>SIF HEALTH & DENTAL EXPENDITURES |                      |                           |                         |                       |               |
|-------------------------------------------------------------------|----------------------|---------------------------|-------------------------|-----------------------|---------------|
| Function/Activity                                                 | Actual<br>2025       | Financial<br>Plan<br>2026 | Revised<br>Plan<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Operating</b>                                                  |                      |                           |                         |                       |               |
| Social Security Taxes                                             | \$ 5,760             | \$ -                      | \$ -                    | \$ 6,566              | NA            |
| Life Insurance                                                    | 334                  | 390                       | 390                     | 390                   | 99.88%        |
| Employer Share Insurance                                          | 13,541               | 13,950                    | 13,950                  | 16,148                | 115.76%       |
| Healthcare Clinic                                                 | 127,885              | 148,649                   | 148,649                 | 85,308                | 57.39%        |
| Healthcare Clinic X-Rays                                          | 220                  | 25,000                    | 25,000                  | 110                   | 0.44%         |
| Technical Contracted Services                                     | -                    | -                         | -                       | -                     | NA            |
| Repairs & Maint ERP System AMA                                    | 1,141                | 1,199                     | 1,199                   | -                     | 0.00%         |
| Stop Loss Premium                                                 | 1,897,533            | 2,351,004                 | 2,351,004               | 1,512,756             | 64.35%        |
| Retirees' Medicare Supple                                         | 330,686              | 342,000                   | 342,000                 | 179,817               | 52.58%        |
| Disability Claims                                                 | -                    | 5,000                     | 5,000                   | 16,882                | 337.64%       |
| Health Claims                                                     | 6,137,423            | 5,412,728                 | 5,412,728               | 2,547,233             | 47.06%        |
| Dental Claims                                                     | 428,160              | 404,560                   | 404,560                 | 201,719               | 49.86%        |
| Flex Admin Fees                                                   | 6,639                | 10,509                    | 10,509                  | 5,543                 | 52.74%        |
| Retiree Health Claims                                             | 902,359              | 1,299,190                 | 1,299,190               | 671,153               | 51.66%        |
| Retirees'Life Insurance                                           | 850                  | 864                       | 864                     | 513                   | 59.33%        |
| Retiree Dental Claims                                             | 44,407               | 50,100                    | 50,100                  | 20,668                | 41.25%        |
| Retire Health City Portio                                         | 575,252              | 601,620                   | 601,620                 | 346,910               | 57.66%        |
| Retire Dental City Portio                                         | 28,192               | 29,635                    | 29,635                  | 16,259                | 54.86%        |
| Retiree Vision Claims                                             | 65                   | -                         | -                       | 115                   | NA            |
| Prescription Claims                                               | 2,759,313            | 2,327,988                 | 2,327,988               | 1,325,634             | 56.94%        |
| Wellness Program                                                  | 9,083                | 33,500                    | 33,500                  | 9,945                 | 29.69%        |
| Chronic Care Management                                           | 46,097               | 62,004                    | 77,911                  | 17,639                | 22.64%        |
| Wellness-Risk Assessment                                          | 55,000               | 60,000                    | 60,000                  | 55,000                | 91.67%        |
| Vision Claims                                                     | 1,580                | 2,000                     | 2,000                   | 722                   | 36.08%        |
| Claim Processing Fees                                             | 38,640               | 40,000                    | 40,000                  | 25,845                | 64.61%        |
| Retiree Claim Processing                                          | 2,465                | 3,500                     | 3,500                   | 577                   | 16.49%        |
| Wellness Health Coaching                                          | 4,216                | 5,000                     | 5,000                   | 1,313                 | 26.25%        |
| Health and Dental Admin                                           | 274,547              | 299,500                   | 299,500                 | 205,729               | 68.69%        |
| Insurance Broker                                                  | 19,709               | 19,920                    | 19,920                  | 13,792                | 69.24%        |
| PCORI FEES                                                        | 2,917                | 3,955                     | 3,955                   | -                     | 0.00%         |
| Transitional Reinsurance                                          | -                    | -                         | -                       | -                     | NA            |
| HSA Employer Contribution                                         | 24,375               | 26,540                    | 26,540                  | 25,125                | 94.67%        |
| HRA Retiree Hearing Aids                                          | 6,000                | -                         | -                       | 3,000                 | NA            |
| Wellness Incentives-Cash                                          | 81,250               | 90,000                    | 90,000                  | 89,750                | 99.72%        |
| Bad Debt Expense                                                  | -                    | -                         | -                       | -                     | NA            |
| Other Operating Expense                                           | -                    | -                         | -                       | -                     | NA            |
| <b>Sub Total Operating</b>                                        | <b>\$ 13,825,638</b> | <b>\$ 13,670,305</b>      | <b>\$ 13,686,212</b>    | <b>\$ 7,402,160</b>   | <b>54.08%</b> |
| <b>Reimbursements to other funds</b>                              |                      |                           |                         |                       |               |
| Allocations Administration                                        | \$ 226,276           | \$ 234,586                | \$ 234,586              | \$ 136,842            | 58.33%        |
| <b>Allocations Purchasing</b>                                     | -                    | -                         | -                       | -                     | NA            |
| Allocations Manual Adjs                                           | -                    | -                         | -                       | -                     | NA            |
| <b>Sub Total Reimbursements to other funds</b>                    | <b>\$ 226,276</b>    | <b>\$ 234,586</b>         | <b>\$ 234,586</b>       | <b>\$ 136,842</b>     | <b>58.33%</b> |
| <b>Other Financing Uses</b>                                       |                      |                           |                         |                       |               |
| TF To Gov Capital Project                                         | \$ -                 | \$ -                      | \$ -                    | \$ -                  | NA            |
| <b>Sub Total</b>                                                  | <b>\$ -</b>          | <b>\$ -</b>               | <b>\$ -</b>             | <b>\$ -</b>           | <b>NA</b>     |
| <b>Unreserved / Balance</b>                                       | <b>\$ -</b>          | <b>\$ -</b>               | <b>\$ -</b>             | <b>\$ -</b>           | <b>NA</b>     |
| <b>Total Health &amp; Dental Expenditures</b>                     | <b>\$ 14,051,914</b> | <b>\$ 13,904,891</b>      | <b>\$ 13,920,798</b>    | <b>\$ 7,539,001</b>   | <b>54.16%</b> |

| CITY OF MONROE FINANCIAL PLAN<br>SIF PROPERTY & CASUALTY FINANCIAL PLAN SUMMARY |                     |                           |                         |                       |               |
|---------------------------------------------------------------------------------|---------------------|---------------------------|-------------------------|-----------------------|---------------|
| Sources and<br>Uses of Funds                                                    | Actual<br>2025      | Financial<br>Plan<br>2026 | Revised<br>Plan<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <i>Sources of Funds</i>                                                         |                     |                           |                         |                       |               |
| <b>Beginning Balance</b>                                                        | <b>\$ 1,003,177</b> | <b>\$ 1,001,402</b>       | <b>\$ 1,001,402</b>     | <b>\$ 1,001,402</b>   | <b>NA</b>     |
| <b>Revenues</b>                                                                 |                     |                           |                         |                       |               |
| Contributions                                                                   | \$ 1,156,353        | \$ 1,291,701              | \$ 1,291,701            | \$ 753,492            | 58.33%        |
| Investment Earnings <sup>(1)</sup>                                              | 48,602              | 30,849                    | 30,849                  | 26,364                | 85.46%        |
| Miscellaneous                                                                   | 51,610              | 20,003                    | 351,407                 | 351,405               | 100.00%       |
| Sub Total                                                                       | \$ 1,256,565        | \$ 1,342,553              | \$ 1,673,957            | \$ 1,131,261          | 67.58%        |
| <b>Annual Sources of Funds</b>                                                  | <b>\$ 1,256,565</b> | <b>\$ 1,342,553</b>       | <b>\$ 1,673,957</b>     | <b>\$ 1,131,261</b>   | <b>67.58%</b> |
| <b>Total Sources of Funds</b>                                                   | <b>\$ 2,259,742</b> | <b>\$ 2,343,955</b>       | <b>\$ 2,675,359</b>     | <b>\$ 2,132,664</b>   | <b>79.72%</b> |
| <i>Uses of Funds</i>                                                            |                     |                           |                         |                       |               |
| <b>Expenditures</b>                                                             |                     |                           |                         |                       |               |
| Operating                                                                       | \$ 1,141,364        | \$ 1,220,749              | \$ 1,679,903            | \$ 1,439,855          | 85.71%        |
| Sub Total                                                                       | \$ 1,141,364        | \$ 1,220,749              | \$ 1,679,903            | \$ 1,439,855          | 85.71%        |
| <b>Reimbursements to other funds</b>                                            |                     |                           |                         |                       |               |
| Cost Allocations                                                                | \$ 116,976          | \$ 121,804                | \$ 121,804              | \$ 71,052             | 58.33%        |
| Sub Total                                                                       | \$ 116,976          | \$ 121,804                | \$ 121,804              | \$ 71,052             | 58.33%        |
| <b>Other Financing Uses</b>                                                     |                     |                           |                         |                       |               |
| Transfers to Other Funds                                                        | \$ -                | \$ -                      | \$ -                    | \$ -                  | NA            |
| Sub Total                                                                       | \$ -                | \$ -                      | \$ -                    | \$ -                  | NA            |
| <b>Total Uses of Funds</b>                                                      | <b>\$ 1,258,340</b> | <b>\$ 1,342,553</b>       | <b>\$ 1,801,707</b>     | <b>\$ 1,510,907</b>   | <b>83.86%</b> |
| <b>Ending Balance</b>                                                           | <b>\$ 1,001,402</b> | <b>\$ 1,001,402</b>       | <b>\$ 873,652</b>       | <b>\$ 621,756</b>     |               |

Notes:

<sup>(1)</sup> Investment Earnings are allocated among funds on a quarterly basis.

| CITY OF MONROE FINANCIAL PLAN<br>SIF PROPERTY & CASUALTY REVENUES |                     |                           |                         |                       |                |
|-------------------------------------------------------------------|---------------------|---------------------------|-------------------------|-----------------------|----------------|
| Revenue Sources                                                   | Actual<br>2025      | Financial<br>Plan<br>2026 | Revised<br>Plan<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized  |
| <b>Sales and Services</b>                                         |                     |                           |                         |                       |                |
| P&L Contributions-Departments                                     | \$ 1,156,353        | \$ 1,291,701              | \$ 1,291,701            | \$ 753,492            | 58.33%         |
| <b>Total Sales and Services</b>                                   | <b>\$ 1,156,353</b> | <b>\$ 1,291,701</b>       | <b>\$ 1,291,701</b>     | <b>\$ 753,492</b>     | <b>58.33%</b>  |
| <b>Investment Earnings</b>                                        |                     |                           |                         |                       |                |
| Interest Earned on SIF                                            | \$ 48,602           | \$ 30,849                 | \$ 30,849               | \$ 26,364             | 85.46%         |
| <b>Total Investment Earnings</b>                                  | <b>\$ 48,602</b>    | <b>\$ 30,849</b>          | <b>\$ 30,849</b>        | <b>\$ 26,364</b>      | <b>85.46%</b>  |
| <b>Miscellaneous</b>                                              |                     |                           |                         |                       |                |
| Third Party                                                       | \$ 51,610           | \$ 20,003                 | \$ 351,407              | \$ 351,405            | 100.00%        |
| Miscellaneous Reimbursements                                      | -                   | -                         | -                       | -                     | NA             |
| <b>Total Miscellaneous</b>                                        | <b>\$ 51,610</b>    | <b>\$ 20,003</b>          | <b>\$ 351,407</b>       | <b>\$ 351,405</b>     | <b>100.00%</b> |
| <b>Other Financing Sources</b>                                    |                     |                           |                         |                       |                |
| Transfers In from other funds (other)                             |                     |                           |                         |                       |                |
| TF From General Fund                                              | \$ -                | \$ -                      | \$ -                    | \$ -                  | NA             |
| Sub Total Transfers from Other Funds                              | \$ -                | \$ -                      | \$ -                    | \$ -                  | NA             |
| Appropriation Of Fund Bal                                         | \$ -                | \$ -                      | \$ 127,750              | \$ -                  | 0.00%          |
| <b>Total Other Financing Sources</b>                              | <b>\$ -</b>         | <b>\$ -</b>               | <b>\$ 127,750</b>       | <b>\$ -</b>           | <b>0.00%</b>   |
| <b>Total Property &amp; Casualty Revenues</b>                     | <b>\$ 1,256,565</b> | <b>\$ 1,342,553</b>       | <b>\$ 1,801,707</b>     | <b>\$ 1,131,261</b>   | <b>62.79%</b>  |

| CITY OF MONROE FINANCIAL PLAN<br>SIF PROPERTY & CASUALTY EXPENDITURES |                     |                           |                         |                       |               |
|-----------------------------------------------------------------------|---------------------|---------------------------|-------------------------|-----------------------|---------------|
| Function/Activity                                                     | Actual<br>2025      | Financial<br>Plan<br>2026 | Revised<br>Plan<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Operating</b>                                                      |                     |                           |                         |                       |               |
| Repairs & Maint ERP System AMA                                        | \$ 839              | \$ 882                    | \$ 882                  | \$ -                  | 0.00%         |
| Stop Loss Premium                                                     | -                   | -                         | -                       | -                     | NA            |
| Property/Casualty Insuran                                             | 818,966             | 945,077                   | 945,077                 | 916,707               | 97.00%        |
| Property Damages                                                      | 321,559             | 272,290                   | 608,694                 | 397,898               | 65.37%        |
| General Liability                                                     | -                   | 2,500                     | 125,250                 | 125,250               | 100.00%       |
| Bad Debt Expense                                                      | -                   | -                         | -                       | -                     | NA            |
| Sub Total Operating                                                   | \$ 1,141,364        | \$ 1,220,749              | \$ 1,679,903            | \$ 1,439,855          | 85.71%        |
| <b>Reimbursements to other funds</b>                                  |                     |                           |                         |                       |               |
| Allocations Administration                                            | \$ 116,976          | \$ 121,804                | \$ 121,804              | \$ 71,052             | 58.33%        |
| Allocations Purchasing                                                | -                   | -                         | -                       | -                     | NA            |
| Allocations Manual Adjs                                               | -                   | -                         | -                       | -                     | NA            |
| Sub Total Reimbursements to other funds                               | \$ 116,976          | \$ 121,804                | \$ 121,804              | \$ 71,052             | 58.33%        |
| <b>Other Financing Uses</b>                                           |                     |                           |                         |                       |               |
| TF To General Fund                                                    | \$ -                | \$ -                      | \$ -                    | \$ -                  | NA            |
| TF To Gov Capital Project                                             | -                   | -                         | -                       | -                     | NA            |
| Sub Total                                                             | \$ -                | \$ -                      | \$ -                    | \$ -                  | NA            |
| Unreserved / Balance                                                  | \$ -                | \$ -                      | \$ -                    | \$ -                  | NA            |
| <b>Total Property &amp; Casualty Expenditures</b>                     | <b>\$ 1,258,340</b> | <b>\$ 1,342,553</b>       | <b>\$ 1,801,707</b>     | <b>\$ 1,510,907</b>   | <b>83.86%</b> |

| CITY OF MONROE FINANCIAL PLAN<br>SIF WORKERS' COMPENSATION SUMMARY |                     |                           |                         |                       |               |
|--------------------------------------------------------------------|---------------------|---------------------------|-------------------------|-----------------------|---------------|
| Sources and<br>Uses of Funds                                       | Actual<br>2025      | Financial<br>Plan<br>2026 | Revised<br>Plan<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <i>Sources of Funds</i>                                            |                     |                           |                         |                       |               |
| <b>Beginning Balance</b>                                           | <b>\$ 1,035,544</b> | <b>\$ 842,504</b>         | <b>\$ 842,504</b>       | <b>\$ 842,504</b>     | <b>NA</b>     |
| <b>Revenues</b>                                                    |                     |                           |                         |                       |               |
| Contributions-Employer                                             | \$ 593,942          | \$ 800,000                | \$ 800,000              | \$ 466,667            | 58.33%        |
| Investment Earnings <sup>(1)</sup>                                 | 33,729              | 42,160                    | 42,160                  | 12,557                | 29.78%        |
| Miscellaneous                                                      | 17,807              | -                         | -                       | -                     | NA            |
| Sub Total                                                          | \$ 645,478          | \$ 842,160                | \$ 842,160              | \$ 479,224            | 56.90%        |
| <b>Other Financing Sources</b>                                     |                     |                           |                         |                       |               |
| Transfer From Other Funds                                          | \$ -                | \$ -                      | \$ -                    | \$ -                  | NA            |
| Sub Total                                                          | \$ -                | \$ -                      | \$ -                    | \$ -                  | NA            |
| <b>Annual Sources of Funds</b>                                     | <b>\$ 645,478</b>   | <b>\$ 842,160</b>         | <b>\$ 842,160</b>       | <b>\$ 479,224</b>     | <b>56.90%</b> |
| <b>Total Sources of Funds</b>                                      | <b>\$ 1,681,022</b> | <b>\$ 1,684,664</b>       | <b>\$ 1,684,664</b>     | <b>\$ 1,321,728</b>   | <b>78.46%</b> |
| <i>Uses of Funds</i>                                               |                     |                           |                         |                       |               |
| <b>Expenditures</b>                                                |                     |                           |                         |                       |               |
| Operating                                                          | \$ 686,147          | \$ 657,804                | \$ 683,804              | \$ 442,151            | 64.66%        |
| Sub Total                                                          | \$ 686,147          | \$ 657,804                | \$ 683,804              | \$ 442,151            | 64.66%        |
| <b>Reimbursements to other funds</b>                               |                     |                           |                         |                       |               |
| Cost Allocations                                                   | \$ 152,371          | \$ 158,356                | \$ 158,356              | \$ 92,374             | 58.33%        |
| Sub Total                                                          | \$ 152,371          | \$ 158,356                | \$ 158,356              | \$ 92,374             | 58.33%        |
| <b>Other Financing Uses</b>                                        |                     |                           |                         |                       |               |
| Transfers to Other Funds                                           | \$ -                | \$ -                      | \$ -                    | \$ -                  | NA            |
| Sub Total                                                          | \$ -                | \$ -                      | \$ -                    | \$ -                  | NA            |
| <b>Total Uses of Funds</b>                                         | <b>\$ 838,518</b>   | <b>\$ 816,160</b>         | <b>\$ 842,160</b>       | <b>\$ 534,525</b>     | <b>63.47%</b> |
| <b>Ending Balance</b>                                              | <b>\$ 842,504</b>   | <b>\$ 868,504</b>         | <b>\$ 842,504</b>       | <b>\$ 787,203</b>     |               |

Notes:

<sup>(1)</sup> Investment Earnings are allocated among funds on a quarterly basis.

| CITY OF MONROE FINANCIAL PLAN<br>SIF WORKERS' COMPENSATION REVENUES |                   |                           |                         |                       |               |
|---------------------------------------------------------------------|-------------------|---------------------------|-------------------------|-----------------------|---------------|
| Revenue Sources                                                     | Actual<br>2025    | Financial<br>Plan<br>2026 | Revised<br>Plan<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Contributions</b>                                                |                   |                           |                         |                       |               |
| WC Contributions-Employer                                           | \$ 593,942        | \$ 800,000                | \$ 800,000              | \$ 466,667            | 58.33%        |
| <b>Total Sales and Services</b>                                     | <b>\$ 593,942</b> | <b>\$ 800,000</b>         | <b>\$ 800,000</b>       | <b>\$ 466,667</b>     | <b>58.33%</b> |
| <b>Investment Earnings</b>                                          |                   |                           |                         |                       |               |
| Interest Earned on SIF                                              | \$ 33,729         | \$ 42,160                 | \$ 42,160               | \$ 12,557             | 29.78%        |
| <b>Total Investment Earnings</b>                                    | <b>\$ 33,729</b>  | <b>\$ 42,160</b>          | <b>\$ 42,160</b>        | <b>\$ 12,557</b>      | <b>29.78%</b> |
| <b>Miscellaneous</b>                                                |                   |                           |                         |                       |               |
| Third Party                                                         | \$ 17,807         | \$ -                      | \$ -                    | \$ -                  | NA            |
| Miscellaneous Reimbursements                                        | -                 | -                         | -                       | -                     | NA            |
| <b>Total Miscellaneous</b>                                          | <b>\$ 17,807</b>  | <b>\$ -</b>               | <b>\$ -</b>             | <b>\$ -</b>           | <b>NA</b>     |
| <b>Other Financing Sources</b>                                      |                   |                           |                         |                       |               |
| Transfers from other funds                                          |                   |                           |                         |                       |               |
| TF From General Fund                                                | \$ -              | \$ -                      | \$ -                    | \$ -                  | NA            |
| Sub Total Transfers from Other Funds                                | \$ -              | \$ -                      | \$ -                    | \$ -                  | NA            |
| Appropriation Of Fund Bal                                           | -                 | -                         | 26,000                  | -                     | 0.00%         |
| <b>Total Other Financing Sources</b>                                | <b>\$ -</b>       | <b>\$ -</b>               | <b>\$ 26,000</b>        | <b>\$ -</b>           | <b>0.00%</b>  |
| <b>Total Workers' Comp Revenues</b>                                 | <b>\$ 645,478</b> | <b>\$ 842,160</b>         | <b>\$ 868,160</b>       | <b>\$ 479,224</b>     | <b>55.20%</b> |

| CITY OF MONROE FINANCIAL PLAN<br>SIF WORKERS' COMPENSATION EXPENDITURES |                   |                           |                         |                       |               |
|-------------------------------------------------------------------------|-------------------|---------------------------|-------------------------|-----------------------|---------------|
| Function/Activity                                                       | Actual<br>2025    | Financial<br>Plan<br>2026 | Revised<br>Plan<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Operating</b>                                                        |                   |                           |                         |                       |               |
| Repairs & Maint ERP System AMA                                          | \$ 549            | \$ 577                    | \$ 577                  | \$ -                  | 0.00%         |
| Stop Loss Premium                                                       | 238               | -                         | -                       | -                     | NA            |
| Insurance Consultant Expenses                                           | 8,558             | 15,000                    | 15,000                  | 3,808                 | 25.38%        |
| Workers Comp Ins Premiums                                               | 144,518           | 145,000                   | 150,000                 | 149,591               | 99.73%        |
| Disability Claims                                                       | -                 | -                         | -                       | -                     | NA            |
| Worker Compensation Claim                                               | 532,284           | 497,227                   | 518,227                 | 288,752               | 55.72%        |
| Sub Total Operating                                                     | \$ 686,147        | \$ 657,804                | \$ 683,804              | \$ 442,151            | 64.66%        |
| <b>Reimbursements to other funds</b>                                    |                   |                           |                         |                       |               |
| Allocations Administration                                              | \$ 152,371        | \$ 158,356                | \$ 158,356              | \$ 92,374             | 58.33%        |
| Allocations Purchasing                                                  | -                 | -                         | -                       | -                     | NA            |
| Allocations Manual Adjs                                                 | -                 | -                         | -                       | -                     | NA            |
| Sub Total Reimbursements to other funds                                 | \$ 152,371        | \$ 158,356                | \$ 158,356              | \$ 92,374             | 58.33%        |
| <b>Other Financing Uses</b>                                             |                   |                           |                         |                       |               |
| TF To Gov Capital Project                                               | \$ -              | \$ -                      | \$ -                    | \$ -                  | NA            |
| Sub Total                                                               | \$ -              | \$ -                      | \$ -                    | \$ -                  | NA            |
| <b>Unreserved / Balance</b>                                             | <b>\$ -</b>       | <b>\$ 26,000</b>          | <b>\$ 26,000</b>        | <b>\$ -</b>           | <b>0.00%</b>  |
| <b>Total Workers' Comp Expenditures</b>                                 | <b>\$ 838,518</b> | <b>\$ 842,160</b>         | <b>\$ 868,160</b>       | <b>\$ 534,525</b>     | <b>61.57%</b> |

| CITY OF MONROE BUDGET<br>OCCUPANCY TAX FUND |                |                            |                           |                       |               |
|---------------------------------------------|----------------|----------------------------|---------------------------|-----------------------|---------------|
| Sources and<br>Uses of Funds                | Actual<br>2025 | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <i>Sources of Funds</i>                     |                |                            |                           |                       |               |
| <b>Beginning Balance</b>                    | \$ 260,565     | \$ 325,584                 | \$ 325,584                | \$ 325,584            | NA            |
| <b>Revenues</b>                             |                |                            |                           |                       |               |
| Restricted Intergovernmental                | \$ 302,815     | \$ 288,413                 | \$ 288,413                | \$ 102,458            | 35.52%        |
| Investment Earnings                         | 16,514         | 17,481                     | 17,481                    | 8,696                 | 49.74%        |
| Miscellaneous                               | -              | -                          | -                         | -                     | NA            |
| Sub Total                                   | \$ 319,329     | \$ 305,894                 | \$ 305,894                | \$ 111,154            | 36.34%        |
| <b>Other Financing Sources</b>              |                |                            |                           |                       |               |
| Proceeds from LT Debt                       | \$ -           | \$ -                       | \$ -                      | \$ -                  | NA            |
| Transfers from Other Funds                  | 3,912          | -                          | -                         | -                     | NA            |
| Sub Total                                   | \$ 3,912       | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Annual Sources of Funds</b>              | \$ 323,242     | \$ 305,894                 | \$ 305,894                | \$ 111,154            | 36.34%        |
| <b>Total Sources of Funds</b>               | \$ 583,807     | \$ 631,478                 | \$ 631,478                | \$ 436,738            | 69.16%        |
| <i>Uses of Funds</i>                        |                |                            |                           |                       |               |
| <b>Expenditures</b>                         |                |                            |                           |                       |               |
| Operating                                   | \$ -           | \$ -                       | \$ -                      | \$ -                  | NA            |
| Debt Service                                | 255,029        | 257,904                    | 257,904                   | 28,470                | 11.04%        |
| Transfers out                               | 3,194          | -                          | -                         | -                     | NA            |
| Sub Total                                   | \$ 258,223     | \$ 257,904                 | \$ 257,904                | \$ 28,470             | 11.04%        |
| <b>Total Uses of Funds</b>                  | \$ 258,223     | \$ 257,904                 | \$ 257,904                | \$ 28,470             | 11.04%        |
| <b>Ending Balance</b>                       | \$ 325,584     | \$ 373,574                 | \$ 373,574                | \$ 408,268            | 109.29%       |

| CITY OF MONROE BUDGET<br>OCCUPANCY TAX FUND      |                   |                            |                           |                       |               |
|--------------------------------------------------|-------------------|----------------------------|---------------------------|-----------------------|---------------|
| Revenue Sources                                  | Actual<br>2025    | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Restricted Intergovernmental</b>              |                   |                            |                           |                       |               |
| Monroe Tourism and Develo                        | \$ 302,815        | \$ 288,413                 | \$ 288,413                | \$ 102,458            | 35.52%        |
| Sale of Fixed Assets                             | -                 | -                          | -                         | -                     | NA            |
| <b>Total Restricted Revenue</b>                  | <b>\$ 302,815</b> | <b>\$ 288,413</b>          | <b>\$ 288,413</b>         | <b>\$ 102,458</b>     | <b>35.52%</b> |
| <b>Investment Earnings</b>                       |                   |                            |                           |                       |               |
| Investment Earnings                              | \$ 16,514         | \$ 17,481                  | \$ 17,481                 | \$ 8,696              | 49.74%        |
| Interest Earned Trustee                          | -                 | -                          | -                         | -                     | NA            |
| <b>Total Investment Earnings</b>                 | <b>\$ 16,514</b>  | <b>\$ 17,481</b>           | <b>\$ 17,481</b>          | <b>\$ 8,696</b>       | <b>49.74%</b> |
| <b>Miscellaneous</b>                             |                   |                            |                           |                       |               |
| Tourism Donations-Sponsorships                   | \$ -              | \$ -                       | \$ -                      | \$ -                  | NA            |
| Cash Discounts                                   | -                 | -                          | -                         | -                     | NA            |
| <b>Total Misc.</b>                               | <b>\$ -</b>       | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| <b>Other Financing Sources</b>                   |                   |                            |                           |                       |               |
| Proceeds from Financing                          |                   |                            |                           |                       |               |
| Proceeds Limited Obligation Bd                   | \$ -              | \$ -                       | \$ -                      | \$ -                  | NA            |
| Proceeds Installment Purchase                    | -                 | -                          | -                         | -                     | NA            |
| Sub Total Proceeds from Financing                | \$ -              | \$ -                       | \$ -                      | \$ -                  | NA            |
| Appropriation Of Fund Bal                        | -                 | -                          | -                         | -                     | NA            |
| Transfers from Other Funds                       |                   |                            |                           |                       |               |
| TF From General Fund                             | -                 | -                          | -                         | -                     | NA            |
| TF From Occup Tax Proj Fund                      | 3,912             | -                          | -                         | -                     | NA            |
| Sub Total Transfers from Other Funds             | \$ 3,912          | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Total Other Financing Sources</b>             | <b>\$ 3,912</b>   | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| <b>Total Occupancy Tax Project Fund Revenues</b> | <b>\$ 323,242</b> | <b>\$ 305,894</b>          | <b>\$ 305,894</b>         | <b>\$ 111,154</b>     | <b>36.34%</b> |

| CITY OF MONROE BUDGET<br>OCCUPANCY TAX FUND          |                   |                            |                           |                       |               |
|------------------------------------------------------|-------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                    | Actual<br>2025    | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Operating</b>                                     |                   |                            |                           |                       |               |
| Technical Contracted Services                        | \$ -              | \$ -                       | \$ -                      | \$ -                  | NA            |
| Other Operating Expense                              | -                 | -                          | -                         | -                     | NA            |
| <b>Total Operating</b>                               | <b>\$ -</b>       | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| <b>Debt Service</b>                                  |                   |                            |                           |                       |               |
| Installment Principal                                | \$ 140,000        | \$ 150,000                 | \$ 150,000                | \$ -                  | 0.00%         |
| Installment Interest                                 | 113,973           | 106,848                    | 106,848                   | 27,326                | 25.57%        |
| Bonds Principal                                      | -                 | -                          | -                         | -                     | NA            |
| Bonds Interest                                       | -                 | -                          | -                         | -                     | NA            |
| Bonds Admin Fees                                     | 1,056             | 1,056                      | 1,056                     | 1,144                 | 108.33%       |
| Debt Issuance Cost                                   | -                 | -                          | -                         | -                     | NA            |
| Capital Leases Principal                             | -                 | -                          | -                         | -                     | NA            |
| Capital Leases Interest                              | -                 | -                          | -                         | -                     | NA            |
| <b>Total Debt Service</b>                            | <b>\$ 255,029</b> | <b>\$ 257,904</b>          | <b>\$ 257,904</b>         | <b>\$ 28,470</b>      | <b>11.04%</b> |
| <b>Other Financing Uses</b>                          |                   |                            |                           |                       |               |
| TF To General Fund                                   | \$ -              | \$ -                       | \$ -                      | \$ -                  | NA            |
| TF To Gov Capital Project                            | -                 | -                          | -                         | -                     | NA            |
| TF To Occup Tax Proj Fund                            | 3,194             | -                          | -                         | -                     | NA            |
| Sub Total Transfers to other Funds                   | 3,194             | -                          | -                         | -                     | NA            |
| <b>Total Other Financing Uses</b>                    | <b>\$ 3,194</b>   | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| <b>Unreserved / Balance</b>                          | <b>\$ -</b>       | <b>\$ 47,990</b>           | <b>\$ 47,990</b>          | <b>\$ -</b>           | <b>0.00%</b>  |
| <b>Total Occupancy Tax Project Fund Expenditures</b> | <b>\$ 258,223</b> | <b>\$ 305,894</b>          | <b>\$ 305,894</b>         | <b>\$ 28,470</b>      | <b>9.31%</b>  |

Notes:

(1)Monroe Science Center :  
18 LOBs

|            |              |           |
|------------|--------------|-----------|
| 2026       | Balance      | Payoff Yr |
| \$ 258,713 | \$ 3,834,312 | 2038      |



| CITY OF MONROE BUDGET<br>MONROE COUNTRY CLUB BUDGET SUMMARY |                     |                            |                           |                       |               |
|-------------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Sources and<br>Uses of Funds                                | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <i>Sources of Funds</i>                                     |                     |                            |                           |                       |               |
| <b>Beginning Balance</b>                                    | <b>\$ 146,434</b>   | <b>\$ 125,377</b>          | <b>\$ 125,377</b>         | <b>\$ 125,377</b>     | <b>NA</b>     |
| <b>Revenues</b>                                             |                     |                            |                           |                       |               |
| Intergovernmental Restricted                                | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| Sales and Services                                          | 1,476,378           | 2,184,076                  | 2,184,076                 | 852,003               | 39.01%        |
| Miscellaneous                                               | -                   | -                          | -                         | -                     | NA            |
| Sub Total                                                   | \$ 1,476,378        | \$ 2,184,076               | \$ 2,184,076              | \$ 852,003            | 39.01%        |
| <b>Other Financing Sources</b>                              |                     |                            |                           |                       |               |
| Transfer From Other Funds                                   | \$ 168,357          | \$ 314,180                 | \$ 306,884                | \$ 190,568            | 62.10%        |
| Proceeds From LT Debt / Installment Pur.                    | -                   | -                          | -                         | -                     | NA            |
| Inception of Lease                                          | 463                 | -                          | -                         | -                     | NA            |
| Sub Total                                                   | \$ 168,820          | \$ 314,180                 | \$ 306,884                | \$ 190,568            | 62.10%        |
| <b>Annual Sources of Funds</b>                              | <b>\$ 1,645,198</b> | <b>\$ 2,498,256</b>        | <b>\$ 2,490,960</b>       | <b>\$ 1,042,571</b>   | <b>41.85%</b> |
| <b>Total Sources of Funds</b>                               | <b>\$ 1,791,632</b> | <b>\$ 2,623,633</b>        | <b>\$ 2,616,337</b>       | <b>\$ 1,167,948</b>   | <b>44.64%</b> |
| <i>Uses of Funds</i>                                        |                     |                            |                           |                       |               |
| <b>Expenditures</b>                                         |                     |                            |                           |                       |               |
| Personnel                                                   | \$ 913,807          | \$ 1,361,156               | \$ 1,361,156              | \$ 607,811            | 44.65%        |
| Capital                                                     | 47,936              | 197,700                    | 460,859                   | 269,686               | 58.52%        |
| Operating                                                   | 588,556             | 819,496                    | 876,682                   | 313,825               | 35.80%        |
| Debt Service                                                | 115,957             | 119,904                    | 112,608                   | 7,091                 | 6.30%         |
| Sub Total                                                   | \$ 1,666,255        | \$ 2,498,256               | \$ 2,811,304              | \$ 1,198,413          | 42.63%        |
| <b>Total Uses of Funds</b>                                  | <b>\$ 1,666,255</b> | <b>\$ 2,498,256</b>        | <b>\$ 2,811,304</b>       | <b>\$ 1,198,413</b>   | <b>42.63%</b> |
| <b>Ending Balance</b>                                       | <b>\$ 125,377</b>   | <b>\$ 125,377</b>          | <b>\$ (194,967)</b>       | <b>\$ (30,465)</b>    |               |

Notes:

| CITY OF MONROE BUDGET<br>MONROE COUNTRY CLUB REVENUES |                     |                            |                           |                       |               |
|-------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Revenue Sources                                       | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Restricted Intergovernmental</b>                   |                     |                            |                           |                       |               |
| Reimbursements FEMA                                   | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Total Restricted Intergovernmental</b>             | <b>\$ -</b>         | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| <b>Sales and Services</b>                             |                     |                            |                           |                       |               |
| Merchandise for Sale- Pro Shop                        | \$ 88,813           | \$ 90,000                  | \$ 90,000                 | \$ 44,156             | 49.06%        |
| Snack Bar - Pro Shop                                  | 114,521             | 110,000                    | 110,000                   | 63,940                | 58.13%        |
| Concessions Tournaments                               | 75                  | 3,000                      | 3,000                     | -                     | 0.00%         |
| Cart Fees                                             | 552,534             | 600,000                    | 600,000                   | 318,244               | 53.04%        |
| Green Fees                                            | 499,282             | 600,000                    | 600,000                   | 307,868               | 51.31%        |
| Membership Dues                                       | 198,171             | 200,800                    | 200,800                   | 108,549               | 54.06%        |
| Golf Lessons                                          | -                   | 1,400                      | 1,400                     | -                     | 0.00%         |
| Handicap Fees                                         | 202                 | 900                        | 900                       | (112)                 | -12.44%       |
| Range Fees                                            | 10,361              | 8,380                      | 8,380                     | 5,518                 | 65.85%        |
| Sale of Fixed Assets                                  | -                   | -                          | -                         | 2,170                 | NA            |
| Rental Discounts - Spec Promo                         | -                   | (2,000)                    | (2,000)                   | -                     | 0.00%         |
| Indoor Round Fees                                     | 12,420              | 349,596                    | 349,596                   | 1,670                 | 0.48%         |
| Special Events-Clubhouse 1936                         | -                   | 7,000                      | 7,000                     | -                     | 0.00%         |
| Merch for Sale-Clubhouse 1936                         | -                   | 15,000                     | 15,000                    | -                     | 0.00%         |
| Snack Bar - Clubhouse 1936                            | -                   | 200,000                    | 200,000                   | -                     | 0.00%         |
| Club Rentals - Clubhouse 1936                         | -                   | -                          | -                         | -                     | NA            |
| <b>Total Sales and Services</b>                       | <b>\$ 1,476,378</b> | <b>\$ 2,184,076</b>        | <b>\$ 2,184,076</b>       | <b>\$ 852,003</b>     | <b>22.12%</b> |
| <b>Miscellaneous</b>                                  |                     |                            |                           |                       |               |
| MCC Sponsorships                                      | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| Miscellaneous Other                                   | -                   | -                          | -                         | -                     | NA            |
| Cash Discounts                                        | -                   | -                          | -                         | -                     | NA            |
| <b>Total Miscellaneous</b>                            | <b>\$ -</b>         | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| <b>Other Financing Sources</b>                        |                     |                            |                           |                       |               |
| TF From General Fund                                  | \$ 168,357          | \$ 314,180                 | \$ 306,884                | \$ 190,568            | 62.10%        |
| Proceeds Installment Purchase                         | -                   | -                          | -                         | -                     | NA            |
| Appropriation Of Fund Bal                             | -                   | -                          | 320,344                   | -                     | 0.00%         |
| Oth Fin Inception of Lease                            | 463                 | -                          | -                         | -                     | NA            |
| <b>Total Other Financing Sources</b>                  | <b>\$ 168,820</b>   | <b>\$ 314,180</b>          | <b>\$ 627,228</b>         | <b>\$ 190,568</b>     | <b>30.38%</b> |
| <b>Total MCC Revenues</b>                             | <b>\$ 1,645,198</b> | <b>\$ 2,498,256</b>        | <b>\$ 2,811,304</b>       | <b>\$ 1,042,571</b>   | <b>37.08%</b> |

| CITY OF MONROE BUDGET<br>MONROE COUNTRY CLUB EXPENDITURES |                     |                            |                           |                       |               |
|-----------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                         | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Golf Course</b>                                        |                     |                            |                           |                       |               |
| <b>Personnel</b>                                          |                     |                            |                           |                       |               |
| Salary                                                    | \$ 651,143          | \$ 650,643                 | \$ 650,643                | \$ 396,902            | 61.00%        |
| Overtime                                                  | 78                  | 624                        | 624                       | 4,014                 | 643.27%       |
| PT Staffing (Pool)                                        | -                   | 102,000                    | 102,000                   | 5,189                 | 5.09%         |
| Social Security Taxes                                     | 48,594              | 48,171                     | 48,171                    | 30,026                | 62.33%        |
| Life Insurance                                            | 964                 | 1,010                      | 1,010                     | 675                   | 66.79%        |
| Employer Share Insurance                                  | 110,434             | 127,978                    | 127,978                   | 73,476                | 57.41%        |
| Retirement                                                | 65,320              | 77,343                     | 77,343                    | 46,242                | 59.79%        |
| 401(k)                                                    | 20,055              | 23,417                     | 23,417                    | 13,565                | 57.93%        |
| Cell Phone Allowance                                      | 2,500               | 1,800                      | 1,800                     | 1,365                 | 75.83%        |
| Workers Compensation                                      | 5,245               | 7,502                      | 7,502                     | 4,376                 | 58.33%        |
| Temporary Labor                                           | -                   | -                          | -                         | -                     | NA            |
| Pay Adjustments                                           | -                   | -                          | -                         | -                     | NA            |
| Sub Total Personnel                                       | \$ 904,332          | \$ 1,040,488               | \$ 1,040,488              | \$ 575,831            | 55.34%        |
| <b>Capital &amp; Construction</b>                         |                     |                            |                           |                       |               |
| Land                                                      | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| Capitalized Motor Vehicles                                | -                   | -                          | -                         | -                     | NA            |
| Capitalized Equipment                                     | 47,473              | 197,700                    | 460,859                   | 269,686               | 58.52%        |
| Capital Lease                                             | 463                 | -                          | -                         | -                     | NA            |
| Sub Total Capital & Construction                          | \$ 47,936           | \$ 197,700                 | \$ 460,859                | \$ 269,686            | 58.52%        |
| <b>Operating</b>                                          |                     |                            |                           |                       |               |
| Bank Service Charges                                      | \$ 38,492           | \$ 33,000                  | \$ 33,000                 | \$ 17,654             | 53.50%        |
| Financial Management                                      | -                   | -                          | -                         | -                     | NA            |
| Technical Contracted Services                             | 37,301              | 49,196                     | 54,955                    | 23,544                | 42.84%        |
| Repairs & Maint Equipment                                 | 27,102              | 31,680                     | 31,680                    | 15,791                | 49.85%        |
| Repairs & Maint Buildings                                 | 10,194              | 2,800                      | 2,906                     | 3,862                 | 132.92%       |
| Repairs & Maint Grounds                                   | 31,995              | 35,000                     | 30,880                    | 7,219                 | 23.38%        |
| Software License & Support                                | -                   | 7,755                      | 7,755                     | 1,392                 | 17.94%        |
| Repairs & Maint Copiers                                   | 86                  | 120                        | 120                       | 74                    | 61.79%        |
| Repairs & Maint ERP System AMA                            | 4,805               | 5,046                      | 5,046                     | -                     | 0.00%         |
| Repairs & Maint Golf Course                               | 19,374              | 34,200                     | 36,623                    | 2,600                 | 7.10%         |
| Repairs & Maint Golf Carts                                | 6,447               | 8,400                      | 8,285                     | 2,906                 | 35.07%        |
| Copier Rental                                             | -                   | -                          | -                         | -                     | NA            |
| Vehicle Fuel                                              | 34,103              | 28,022                     | 32,379                    | 17,340                | 53.55%        |
| Vehicle Maintenance                                       | 1,702               | 3,300                      | 3,300                     | 1,300                 | 39.39%        |
| Default Fleet Management                                  | -                   | -                          | -                         | -                     | NA            |
| Unemployment Insurance                                    | 1,095               | 1,000                      | 1,000                     | -                     | 0.00%         |
| Wellness & Clinic Cost                                    | 4,514               | 5,071                      | 5,071                     | 2,958                 | 58.33%        |
| Property Damages                                          | 11,092              | 9,757                      | 9,757                     | 5,692                 | 58.33%        |
| Telecommunications                                        | 1,649               | 2,600                      | 2,600                     | 985                   | 37.88%        |
| Marketing & Promotions                                    | 400                 | -                          | -                         | -                     | NA            |
| Public Information                                        | 940                 | 5,000                      | 5,000                     | 1,100                 | 22.00%        |
| Store Credits                                             | -                   | 5,000                      | 500                       | -                     | 0.00%         |
| Uniforms and Shoes                                        | 6,171               | 5,390                      | 5,390                     | 5,455                 | 101.21%       |
| Training and Travel Adv                                   | -                   | -                          | -                         | 748                   | NA            |
| Training and Travel Exp                                   | 2,219               | 2,850                      | 2,850                     | 1,371                 | 48.10%        |
| General Supplies                                          | 2,056               | 2,475                      | 2,475                     | 2,166                 | 87.51%        |
| Small Equipment                                           | 10,880              | 18,620                     | 18,620                    | 6,528                 | 35.06%        |
| PC's Peripherals                                          | 1,098               | -                          | -                         | -                     | NA            |
| Chemicals & Fertilizers                                   | 75,043              | 81,199                     | 81,199                    | 41,584                | 51.21%        |
| Software                                                  | -                   | -                          | -                         | -                     | NA            |
| Utilities                                                 | 47,871              | 50,093                     | 50,093                    | 36,127                | 72.12%        |
| Items for Resale Merchandise                              | 74,566              | 75,000                     | 79,855                    | 47,597                | 59.60%        |
| Items for Resale Snack Bar                                | 75,301              | 51,000                     | 51,000                    | 42,444                | 83.22%        |
| Organizational Dues                                       | 1,392               | 2,590                      | 2,590                     | 1,672                 | 64.56%        |
| Subscriptions & Publications                              | -                   | -                          | -                         | -                     | NA            |
| Bad Debt Expense                                          | -                   | -                          | -                         | -                     | NA            |
| Other Operating Expense                                   | 12,437              | 11,780                     | 11,780                    | 5,697                 | 48.36%        |
| Special Events                                            | 1,253               | 7,500                      | 7,500                     | 862                   | 11.49%        |
| Golf Handicap Srv                                         | 3,610               | 4,260                      | 4,260                     | 230                   | 5.40%         |
| Sub Total Operating                                       | \$ 545,189          | \$ 579,704                 | \$ 588,467                | \$ 296,896            | 50.45%        |
| <b>Total Golf Course Division</b>                         | <b>\$ 1,497,458</b> | <b>\$ 1,817,892</b>        | <b>\$ 2,089,814</b>       | <b>\$ 1,142,413</b>   | <b>54.67%</b> |

| CITY OF MONROE BUDGET<br>MONROE COUNTRY CLUB EXPENDITURES |                     |                            |                           |                       |               |
|-----------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                         | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Clubhouse 1936</b>                                     |                     |                            |                           |                       |               |
| <b>Personnel</b>                                          |                     |                            |                           |                       |               |
| Salary                                                    | \$ 8,212            | \$ 190,687                 | \$ 190,687                | \$ 22,553             | 11.83%        |
| Overtime                                                  | -                   | 570                        | 570                       | -                     | 0.00%         |
| PT Staffing (Pool)                                        | -                   | 55,037                     | 55,037                    | -                     | 0.00%         |
| Social Security Taxes                                     | 627                 | 16,837                     | 16,837                    | 1,685                 | 10.01%        |
| Life Insurance                                            | -                   | -                          | -                         | 42                    | NA            |
| Employer Share Insurance                                  | 76                  | 35,250                     | 35,250                    | 3,185                 | 9.04%         |
| Retirement                                                | 67                  | 18,090                     | 18,090                    | 3,032                 | 16.76%        |
| 401(k)                                                    | 22                  | 3,844                      | 3,844                     | 1,128                 | 29.34%        |
| Cell Phone Allowance                                      | -                   | -                          | -                         | 150                   | NA            |
| Workers Compensation                                      | 470                 | 353                        | 353                       | 206                   | 58.34%        |
| Temporary Labor                                           | -                   | -                          | -                         | -                     | NA            |
| Pay Adjustments                                           | -                   | -                          | -                         | -                     | NA            |
| Sub Total Personnel                                       | \$ 9,474            | \$ 320,668                 | \$ 320,668                | \$ 31,981             | 9.97%         |
| <b>Capital &amp; Construction</b>                         |                     |                            |                           |                       |               |
| Capitalized Motor Vehicles                                | -                   | -                          | -                         | -                     | NA            |
| Sub Total Capital & Construction                          | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Operating</b>                                          |                     |                            |                           |                       |               |
| Capitalized Equipment                                     | \$ -                | \$ -                       | \$ 48,422                 | \$ -                  | 0.00%         |
| Capital Outlay Buildings                                  | -                   | -                          | -                         | -                     | NA            |
| Bank Service Charges                                      | 7,512               | 2,600                      | 2,600                     | -                     | 0.00%         |
| Repairs & Maint Equipment                                 | -                   | 15,000                     | 15,000                    | -                     | 0.00%         |
| Repairs & Maint Buildings                                 | 10,542              | 15,000                     | 15,000                    | -                     | 0.00%         |
| Repairs & Maint Grounds                                   | -                   | -                          | -                         | -                     | NA            |
| Wellness & Clinic Cost                                    | -                   | -                          | -                         | -                     | NA            |
| Property Damages                                          | 6,122               | 9,368                      | 9,368                     | 5,465                 | 58.33%        |
| Telecommunications                                        | -                   | 4,500                      | 4,500                     | -                     | 0.00%         |
| Marketing & Promotions                                    | -                   | 20,000                     | 20,000                    | -                     | 0.00%         |
| Uniforms and Shoes                                        | -                   | 3,000                      | 3,000                     | -                     | 0.00%         |
| General Supplies                                          | -                   | 4,500                      | 4,500                     | 213                   | 4.73%         |
| Small Equipment                                           | -                   | 2,200                      | 2,200                     | -                     | 0.00%         |
| PC's Peripherals                                          | -                   | -                          | -                         | -                     | NA            |
| Utilities                                                 | 18,312              | 58,624                     | 58,624                    | 10,610                | 18.10%        |
| Items for Resale Merchandise                              | -                   | 10,000                     | 10,000                    | -                     | 0.00%         |
| Items for Resale Snack Bar                                | -                   | 70,000                     | 70,000                    | -                     | 0.00%         |
| Subscriptions & Publications                              | -                   | -                          | -                         | -                     | NA            |
| Other Operating Expense                                   | 879                 | 18,000                     | 18,000                    | 642                   | 3.56%         |
| Special Events                                            | -                   | 7,000                      | 7,000                     | -                     | 0.00%         |
| Sub Total Operating                                       | \$ 43,366           | \$ 239,792                 | \$ 288,214                | \$ 16,929             | 5.87%         |
| <b>Total Clubhouse 1936 Division</b>                      | <b>\$ 52,841</b>    | <b>\$ 560,460</b>          | <b>\$ 608,882</b>         | <b>\$ 48,909</b>      | <b>8.03%</b>  |
| <b>Debt Service</b>                                       |                     |                            |                           |                       |               |
| <b>Installment Purchase Agreements</b>                    |                     |                            |                           |                       |               |
| Installment Principal                                     | \$ 92,438           | \$ 95,082                  | \$ 95,082                 | \$ -                  | 0.00%         |
| Installment Interest                                      | 22,666              | 23,633                     | 16,337                    | 6,397                 | 39.16%        |
| Capital Leases Principal                                  | 771                 | 1,097                      | 1,097                     | 630                   | 57.47%        |
| Capital Leases Interest                                   | 82                  | 92                         | 92                        | 64                    | 69.20%        |
| <b>Total MCC Debt Service</b>                             | <b>\$ 115,957</b>   | <b>\$ 119,904</b>          | <b>\$ 112,608</b>         | <b>\$ 7,091</b>       | <b>6.30%</b>  |
| <b>Transfers to Other Funds</b>                           |                     |                            |                           |                       |               |
| TF To General Fund                                        | 91,736              | -                          | -                         | -                     | NA            |
| <b>Total Transfers out to Other Funds</b>                 | <b>91,736</b>       | <b>-</b>                   | <b>-</b>                  | <b>-</b>              | <b>NA</b>     |
| <b>Total MCC Fund Expenditures</b>                        | <b>\$ 1,757,991</b> | <b>\$ 2,498,256</b>        | <b>\$ 2,811,304</b>       | <b>\$ 1,198,413</b>   | <b>42.63%</b> |

NOTES:

Other:

2020 New ERP System (share)  
2024 Golf Carts

| 2026              | Balance           | Payoff Year |
|-------------------|-------------------|-------------|
| \$ 7,186          | \$ 28,756         | 2030        |
| 104,875           | 315,701           | 2034        |
| <b>\$ 112,061</b> | <b>\$ 344,457</b> |             |

| CITY OF MONROE BUDGET<br>COMMUNITY DEVELOPMENT BUDGET SUMMARY |                |                            |                           |                       |               |
|---------------------------------------------------------------|----------------|----------------------------|---------------------------|-----------------------|---------------|
| Sources and<br>Uses of Funds                                  | Actual<br>2025 | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <i>Sources of Funds</i>                                       |                |                            |                           |                       |               |
| <b>Beginning Balance</b>                                      | \$ 56,562      | \$ 56,562                  | \$ 56,562                 | \$ 56,562             | NA            |
| <b>Revenues</b>                                               |                |                            |                           |                       |               |
| Miscellaneous <sup>(1)</sup>                                  | \$ -           | \$ -                       | \$ -                      | \$ -                  | NA            |
| Sub Total                                                     | \$ -           | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Annual Sources of Funds</b>                                | \$ -           | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Total Sources of Funds</b>                                 | \$ 56,562      | \$ 56,562                  | \$ 56,562                 | \$ 56,562             | 100.00%       |
| <i>Uses of Funds</i>                                          |                |                            |                           |                       |               |
| <b>Expenditures</b>                                           |                |                            |                           |                       |               |
| Operating                                                     | \$ -           | \$ -                       | \$ (18,068)               | \$ (15,878)           | NA            |
| Sub Total                                                     | \$ -           | \$ -                       | \$ (18,068)               | \$ (15,878)           | NA            |
| <b>Total Uses of Funds</b>                                    | \$ -           | \$ -                       | \$ (18,068)               | \$ (15,878)           | NA            |
| <b>Ending Balance</b>                                         | \$ 56,562      | \$ 56,562                  | \$ 74,630                 | \$ 72,440             | 97.07%        |

<sup>(1)</sup> Winchester loan repayments

1/31/2026

| CITY OF MONROE BUDGET<br>GOVERNMENT CAPITAL RESERVE BUDGET SUMMARY |                 |                |                           |                       |               |
|--------------------------------------------------------------------|-----------------|----------------|---------------------------|-----------------------|---------------|
| Sources and<br>Uses of Funds                                       | Reserve To Date |                | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
|                                                                    | Actual<br>2025  | Budget<br>2025 |                           |                       |               |
| <i>Sources of Funds</i>                                            |                 |                |                           |                       |               |
| Revenues                                                           |                 |                |                           |                       |               |
| Investment Earnings                                                | \$ 18,131       | \$ 3,993       | \$ -                      | \$ -                  | 0.00%         |
| Transfers from Other Funds                                         | 600,000         | 600,000        | -                         | -                     | 0.00%         |
| Sub Total                                                          | \$ 618,131      | \$ 603,993     | \$ -                      | \$ -                  | 0.00%         |
| Annual Sources of Funds                                            | \$ 618,131      | \$ 603,993     | \$ -                      | \$ -                  | 0.00%         |
| Total Sources of Funds                                             | \$ 618,131      | \$ 603,993     | \$ -                      | \$ -                  | 0.00%         |
| <i>Uses of Funds</i>                                               |                 |                |                           |                       |               |
| Expenditures                                                       |                 |                |                           |                       |               |
| Transfer to General Capital Projects Fund                          | \$ 400,000      | \$ 400,000     | \$ -                      | \$ -                  | 0.00%         |
| Sub Total                                                          | \$ 400,000      | \$ 400,000     | \$ -                      | \$ -                  | 0.00%         |
| Total Uses of Funds                                                | \$ 400,000      | \$ 400,000     | \$ -                      | \$ -                  | 0.00%         |
| Total Governmental Capital Reserve for future expenditures         | \$ 218,131      | \$ 203,993     | \$ -                      | \$ -                  | 0.00%         |
| Reserve Balance                                                    |                 |                |                           | \$ 218,131            |               |

- <sup>(1)</sup> Government Capital Reserve Fund was establish in May 2013 by City Council for constructing greenways (R-2013-11). This fund will remain operational for a period not to exceed six years (beginning July 1, 2013 and ending June 30, 2019) or until a cumulative sum not to exceed six hundred thousand (\$600,000) has been received.

| <b>TABLE 17B</b><br><b>CITY OF MONROE BUDGET</b><br><b>GOVERNMENTAL CAPITAL RESERVE REVENUES</b> |                 |                |                           |                       |               |
|--------------------------------------------------------------------------------------------------|-----------------|----------------|---------------------------|-----------------------|---------------|
| Revenue Sources                                                                                  | Reserve To Date |                | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
|                                                                                                  | Actual<br>2025  | Budget<br>2025 |                           |                       |               |
| <b>Investment Earnings</b>                                                                       |                 |                |                           |                       |               |
| Investment Earnings                                                                              | \$ 9,364        | \$ -           | \$ -                      | \$ 4,717              | NA            |
| <b>Total Investment Earnings</b>                                                                 | <b>\$ 9,364</b> | <b>\$ -</b>    | <b>\$ -</b>               | <b>\$ 4,717</b>       | <b>NA</b>     |
| <b>Other Financing Sources</b>                                                                   |                 |                |                           |                       |               |
| Transfers from Other Funds                                                                       |                 |                |                           |                       |               |
| Transfer from Parks & Recreation                                                                 | \$ -            | \$ -           | \$ -                      | \$ -                  | NA            |
| Sub Total Transfers from Other Funds                                                             | \$ -            | \$ -           | \$ -                      | \$ -                  | NA            |
| Appropriation Of Fund Bal                                                                        | \$ -            | \$ -           | \$ -                      | \$ -                  | NA            |
| <b>Total Other Financing Sources</b>                                                             | <b>\$ -</b>     | <b>\$ -</b>    | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| <b>Total Governmental Capital Reserve Revenues</b>                                               | <b>\$ 9,364</b> | <b>\$ -</b>    | <b>\$ -</b>               | <b>\$ 4,717</b>       | <b>NA</b>     |

| <b>TABLE 17C</b><br><b>CITY OF MONROE BUDGET</b><br><b>GOVERNMENTAL CAPITAL RESERVE FOR FUTURE EXPENDITURES</b> |                 |                |                           |                       |               |
|-----------------------------------------------------------------------------------------------------------------|-----------------|----------------|---------------------------|-----------------------|---------------|
| Function/Activity                                                                                               | Reserve To Date |                | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
|                                                                                                                 | Actual<br>2025  | Budget<br>2025 |                           |                       |               |
| Transfer to Gen Fund Capital Project Fund                                                                       | \$ -            | \$ -           | \$ -                      | \$ -                  | NA            |
| Fund Balance Designations - Reserved                                                                            | -               | -              | -                         | -                     | NA            |
| <b>Total Governmental Capital Reserve for future expenditures</b>                                               | <b>\$ -</b>     | <b>\$ -</b>    | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |

| CITY OF MONROE BUDGET<br>CENTER THEATRE |                     |                            |                           |                       |               |
|-----------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Sources and<br>Uses of Funds            | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <i>Sources of Funds</i>                 |                     |                            |                           |                       |               |
| <b>Beginning Balance</b>                | <b>\$ 1,105,553</b> | <b>\$ 981,270</b>          | <b>\$ 981,270</b>         | <b>\$ 981,270</b>     | <b>NA</b>     |
| <b>Revenues</b>                         |                     |                            |                           |                       |               |
| Sales and Services                      | \$ 193,630          | \$ 367,447                 | \$ 367,447                | \$ 119,802            | 32.60%        |
| Investment Earnings <sup>(1)</sup>      | 210                 | -                          | -                         | 16                    | NA            |
| Miscellaneous                           | 5,708               | 95,225                     | 95,225                    | 16,329                | 17.15%        |
| Sub Total                               | \$ 199,548          | \$ 462,672                 | \$ 462,672                | \$ 136,147            | 29.43%        |
| <b>Other Financing Sources</b>          |                     |                            |                           |                       |               |
| Transfer From Other Funds               | \$ 702,801          | \$ 470,859                 | \$ 470,859                | \$ 274,668            | 58.33%        |
| Proceeds from Debt                      | -                   | -                          | -                         | -                     | NA            |
| Inception of Lease                      | 3,758               | -                          | -                         | -                     |               |
| Sub Total                               | \$ 706,559          | \$ 470,859                 | \$ 470,859                | \$ 274,668            | 58.33%        |
| <b>Annual Sources of Funds</b>          | <b>\$ 906,107</b>   | <b>\$ 933,531</b>          | <b>\$ 933,531</b>         | <b>\$ 410,815</b>     | <b>44.01%</b> |
| <b>Total Sources of Funds</b>           | <b>\$ 2,011,660</b> | <b>\$ 1,914,801</b>        | <b>\$ 1,914,801</b>       | <b>\$ 1,392,085</b>   | <b>72.70%</b> |
| <i>Uses of Funds</i>                    |                     |                            |                           |                       |               |
| <b>Expenditures</b>                     |                     |                            |                           |                       |               |
| Personnel                               | \$ 227,645          | \$ 322,529                 | \$ 322,529                | \$ 163,022            | 50.54%        |
| Capital                                 | 3,758               | -                          | -                         | -                     | NA            |
| Operating                               | 498,840             | 520,189                    | 521,790                   | 265,290               | 50.84%        |
| Debt Service                            | 300,147             | 290,813                    | 290,813                   | 28,177                | 9.69%         |
| Sub Total                               | \$ 1,030,390        | \$ 1,133,531               | \$ 1,135,132              | \$ 456,489            | 40.21%        |
| <b>Total Uses of Funds</b>              | <b>\$ 1,030,390</b> | <b>\$ 1,133,531</b>        | <b>\$ 1,135,132</b>       | <b>\$ 456,489</b>     | <b>40.21%</b> |
| <b>Ending Balance</b>                   | <b>\$ 981,270</b>   | <b>\$ 781,270</b>          | <b>\$ 779,669</b>         | <b>\$ 935,596</b>     |               |

Notes:

<sup>(1)</sup> Investment Earnings are distributed among all funds each quarter.



| CITY OF MONROE BUDGET<br>CENTER THEATRE REVENUES  |                   |                            |                           |                       |               |
|---------------------------------------------------|-------------------|----------------------------|---------------------------|-----------------------|---------------|
| Revenue Sources                                   | Actual<br>2025    | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Sales and Services</b>                         |                   |                            |                           |                       |               |
| Merchandise for Sale                              | \$ 9,055          | \$ 20,775                  | \$ 20,775                 | \$ 8,135              | 39.16%        |
| Theatre Ticket Sales                              | 178,528           | 95,013                     | 95,013                    | 107,967               | 113.63%       |
| User Fees/Technical Labor                         | -                 | 70,584                     | 70,584                    | -                     | 0.00%         |
| User Fees/Equip Rentals                           | 97                | 35,292                     | 35,292                    | -                     | 0.00%         |
| User Fees/Event Staff                             | -                 | 42,350                     | 42,350                    | -                     | 0.00%         |
| User Fees/Event Cleaning                          | 600               | 21,175                     | 21,175                    | 600                   | 2.83%         |
| Rent Center Theatre Facil                         | 5,350             | 82,258                     | 82,258                    | 3,100                 | 3.77%         |
| <b>Total Sales and Services</b>                   | <b>\$ 193,630</b> | <b>\$ 367,447</b>          | <b>\$ 367,447</b>         | <b>\$ 119,802</b>     | <b>32.60%</b> |
| <b>Investment Earnings</b>                        |                   |                            |                           |                       |               |
| Investment Earnings                               | \$ 210            | \$ -                       | \$ -                      | \$ 16                 | NA            |
| Interest Earned Trustee                           | -                 | -                          | -                         | -                     | NA            |
| <b>Total Investment Earnings</b>                  | <b>\$ 210</b>     | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ 16</b>          | <b>NA</b>     |
| <b>Miscellaneous</b>                              |                   |                            |                           |                       |               |
| Miscellaneous Reimbursements                      | \$ -              | \$ -                       | \$ -                      | \$ -                  | NA            |
| Theatre Donations/Sponsorships                    | 22                | 19,000                     | 19,000                    | 9,900                 | 52.11%        |
| Theatre Foundation Grants                         | -                 | -                          | -                         | -                     | NA            |
| Miscellaneous Other                               | 182               | -                          | -                         | 373                   | NA            |
| Cash Discounts                                    | (16,407)          | 23,690                     | 23,690                    | (7,013)               | -29.60%       |
| Misc Ticketing Fees                               | 17,226            | 27,163                     | 27,163                    | 10,401                | 38.29%        |
| Misc Annual Membership                            | -                 | 5,000                      | 5,000                     | -                     | 0.00%         |
| Misc Program Advertising                          | 22                | 6,791                      | 6,791                     | -                     | 0.00%         |
| Misc Facility Fees                                | 4,663             | 13,581                     | 13,581                    | 2,669                 | 19.65%        |
| <b>Total Miscellaneous</b>                        | <b>\$ 5,708</b>   | <b>\$ 95,225</b>           | <b>\$ 95,225</b>          | <b>\$ 16,329</b>      | <b>17.15%</b> |
| <b>Other Financing Sources</b>                    |                   |                            |                           |                       |               |
| Transfers from other funds                        |                   |                            |                           |                       |               |
| TF From General Fund                              | \$ 702,801        | \$ 470,859                 | \$ 470,859                | \$ 274,668            | 58.33%        |
| <b>Sub Total Interfund Transfers</b>              | <b>\$ 702,801</b> | <b>\$ 470,859</b>          | <b>\$ 470,859</b>         | <b>\$ 274,668</b>     | <b>58.33%</b> |
| Proceeds From LT Debt / Installment Purchase Cont |                   |                            |                           |                       |               |
| Proceeds Limited Obligation Bd                    | \$ -              | \$ -                       | \$ -                      | \$ -                  | NA            |
| Proceeds Installment Purchase                     | -                 | -                          | -                         | -                     | NA            |
| <b>Sub Total Proceeds from Debt</b>               | <b>\$ -</b>       | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| Appropriation Of Fund Bal                         | \$ -              | \$ 200,000                 | \$ 201,601                | \$ -                  | 0.00%         |
| Oth Fin Inception of Lease                        | \$ 3,758          | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Total Other Financing Sources</b>              | <b>\$ 706,559</b> | <b>\$ 670,859</b>          | <b>\$ 672,460</b>         | <b>\$ 274,668</b>     | <b>40.85%</b> |
| <b>Total Center Theatre Revenues</b>              | <b>\$ 906,107</b> | <b>\$ 1,133,531</b>        | <b>\$ 1,135,132</b>       | <b>\$ 410,815</b>     | <b>36.19%</b> |

Notes:

| CITY OF MONROE BUDGET<br>CENTER THEATRE EXPENDITURES |                   |                            |                           |                       |               |
|------------------------------------------------------|-------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                    | Actual<br>2025    | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Center Theatre Operations</b>                     |                   |                            |                           |                       |               |
| <b>Personnel</b>                                     |                   |                            |                           |                       |               |
| Salary                                               | \$ 163,704        | \$ 211,477                 | \$ 211,477                | \$ 112,619            | 53.25%        |
| Overtime                                             | -                 | -                          | -                         | -                     | NA            |
| PT Staffing (Pool)                                   | -                 | 31,532                     | 31,532                    | -                     | 0.00%         |
| Social Security Taxes                                | 12,459            | 11,646                     | 11,646                    | 8,426                 | 72.35%        |
| Life Insurance                                       | 288               | 310                        | 310                       | 234                   | 75.64%        |
| Employer Share Insurance                             | 23,740            | 42,394                     | 42,394                    | 22,428                | 52.90%        |
| Retirement                                           | 19,352            | 17,336                     | 17,336                    | 14,707                | 84.83%        |
| 401(k)                                               | 6,171             | 5,060                      | 5,060                     | 2,925                 | 57.80%        |
| Cell Phone Allowance                                 | 570               | 910                        | 910                       | 595                   | 65.38%        |
| Workers Compensation                                 | 1,361             | 1,864                      | 1,864                     | 1,087                 | 58.33%        |
| Pay Adjustments                                      | -                 | -                          | -                         | -                     | NA            |
| Sub Total Personnel                                  | \$ 227,645        | \$ 322,529                 | \$ 322,529                | \$ 163,022            | 50.54%        |
| <b>Capital</b>                                       |                   |                            |                           |                       |               |
| Capitalized Motor Vehicles                           | \$ -              | \$ -                       | \$ -                      | \$ -                  | NA            |
| Capitalized Equipment                                | -                 | -                          | -                         | -                     | NA            |
| Capital Outlay Buildings                             | -                 | -                          | -                         | -                     | NA            |
| Capital Lease                                        | 3,758             | -                          | -                         | -                     | NA            |
| Sub Total Capital                                    | \$ 3,758          | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Operating</b>                                     |                   |                            |                           |                       |               |
| Bank Service Charges                                 | \$ 17,499         | \$ 7,500                   | \$ 7,500                  | \$ 10,728             | 143.03%       |
| Technical Contracted Services                        | 37,376            | -                          | 3,373                     | 1,823                 | 54.04%        |
| Repairs & Maint Equipment                            | 3,887             | 5,100                      | 5,100                     | 2,295                 | 45.01%        |
| Repairs & Maint Buildings                            | 193               | -                          | -                         | 79                    | NA            |
| Repairs & Maint Grounds                              | -                 | -                          | -                         | -                     | NA            |
| Software License & Support                           | -                 | 5,319                      | 3,547                     | -                     | 0.00%         |
| Repairs & Maint Copiers                              | 34                | 40                         | 40                        | 48                    | 119.93%       |
| Equipment Rentals                                    | -                 | -                          | -                         | -                     | NA            |
| Copier Rental                                        | -                 | -                          | -                         | -                     | NA            |
| Wellness & Clinic Cost                               | 1,934             | 1,690                      | 1,690                     | 986                   | 58.33%        |
| Property Damages                                     | 3,791             | 3,882                      | 3,882                     | 2,265                 | 58.33%        |
| Telecommunications                                   | -                 | 5,000                      | 5,000                     | -                     | 0.00%         |
| Marketing & Promotions                               | 5,318             | 25,800                     | 25,800                    | 3,763                 | 14.59%        |
| Printing                                             | 464               | 15,000                     | 5,000                     | -                     | 0.00%         |
| Training and Travel Adv                              | -                 | -                          | -                         | -                     | NA            |
| Training and Travel Exp                              | -                 | 9,000                      | 9,000                     | 1,913                 | 21.25%        |
| General Supplies                                     | 4,920             | 5,000                      | 5,000                     | 5,591                 | 111.82%       |
| Postage                                              | 132               | 10,000                     | 5,000                     | 292                   | 5.83%         |
| Small Equipment                                      | 1,688             | 10,145                     | 25,145                    | 9,847                 | 39.16%        |
| PC's Peripherals                                     | 1,098             | 7,140                      | 7,140                     | 3,589                 | 50.26%        |
| Utilities                                            | 36,796            | 37,844                     | 37,844                    | 20,365                | 53.81%        |
| Items for Resale Merchandise                         | 5,086             | 8,829                      | 8,829                     | 2,290                 | 25.94%        |
| Organizational Dues                                  | -                 | 5,000                      | 5,000                     | 685                   | 13.70%        |
| Subscriptions & Publications                         | 661               | 4,200                      | 4,200                     | 610                   | 14.52%        |
| Bad Debt Expense                                     | -                 | -                          | -                         | -                     | NA            |
| Other Operating Expense                              | 664               | 1,000                      | 1,000                     | 788                   | 78.82%        |
| Special Events                                       | 1,113             | 2,550                      | 2,550                     | 1,407                 | 55.19%        |
| Fund Raising                                         | -                 | 5,150                      | 5,150                     | -                     | 0.00%         |
| Programming Events & Film                            | 376,184           | 345,000                    | 345,000                   | 195,928               | 56.79%        |
| Sub Total Operating                                  | \$ 498,840        | \$ 520,189                 | \$ 521,790                | \$ 265,290            | 50.84%        |
| <b>Total Center Theatre Operations</b>               | <b>\$ 730,243</b> | <b>\$ 842,718</b>          | <b>\$ 844,319</b>         | <b>\$ 428,312</b>     | <b>50.73%</b> |

| CITY OF MONROE BUDGET<br>CENTER THEATRE  |                     |                            |                           |                       |               |
|------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                        | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Debt Service</b>                      |                     |                            |                           |                       |               |
| Installment Principal                    | \$ 185,975          | \$ 185,975                 | \$ 185,975                | \$ -                  | 0.00%         |
| Installment Interest                     | 112,063             | 102,764                    | 102,764                   | 26,413                | 25.70%        |
| Bonds Principal                          | -                   | -                          | -                         | -                     | NA            |
| Bonds Interest                           | -                   | -                          | -                         | -                     | NA            |
| Bonds Admin Fees                         | 1,114               | 1,114                      | 1,114                     | 1,206                 | 108.29%       |
| Debt Issuance Cost                       | -                   | -                          | -                         | -                     | NA            |
| Capital Leases Principal                 | 901                 | 885                        | 885                       | 511                   | 57.76%        |
| Capital Leases Interest                  | 95                  | 75                         | 75                        | 46                    | 61.92%        |
| <b>Total Center Theatre Debt Service</b> | <b>\$ 300,147</b>   | <b>\$ 290,813</b>          | <b>\$ 290,813</b>         | <b>\$ 28,177</b>      | <b>9.69%</b>  |
| <b>Total Center Theatre Expenditures</b> | <b>\$ 1,030,390</b> | <b>\$ 1,133,531</b>        | <b>\$ 1,135,132</b>       | <b>\$ 456,489</b>     | <b>40.21%</b> |

**NOTES:**

Center Theatre Debt Service :  
18 LOBs (Center Theatre)

| 2026       | Balance      | Payoff Yr |
|------------|--------------|-----------|
| \$ 291,051 | \$ 3,073,702 | 2039      |

| MONROE TOURISM AND DEVELOPMENT<br>BUDGET TO ACTUAL SUMMARY |                     |                            |                           |                       |               |
|------------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Sources and<br>Uses of Funds                               | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <i>Sources of Funds</i>                                    |                     |                            |                           |                       |               |
| <b>Beginning Fund Balance</b>                              | <b>\$ 907,460</b>   | <b>\$ 911,397</b>          | <b>\$ 911,397</b>         | <b>\$ 911,397</b>     | <b>NA</b>     |
| <b>Revenues</b>                                            |                     |                            |                           |                       |               |
| Occupancy Tax                                              | \$ 908,446          | \$ 865,240                 | \$ 865,240                | \$ 307,375            | 35.52%        |
| Sales and Services                                         | 220,163             | 354,375                    | 354,375                   | 121,330               | 34.24%        |
| Investment Earnings <sup>(1)</sup>                         | 18,272              | 18,991                     | 18,991                    | 8,408                 | 44.27%        |
| Miscellaneous                                              | 100                 | 500                        | 500                       | 115                   | 23.00%        |
| <b>Annual Sources of Funds</b>                             | <b>\$ 1,146,980</b> | <b>\$ 1,239,106</b>        | <b>\$ 1,239,106</b>       | <b>\$ 437,228</b>     | <b>35.29%</b> |
| <b>Total Sources of Funds</b>                              | <b>\$ 2,054,440</b> | <b>\$ 2,150,503</b>        | <b>\$ 2,150,503</b>       | <b>\$ 1,348,625</b>   | <b>62.71%</b> |
| <i>Uses of Funds</i>                                       |                     |                            |                           |                       |               |
| <b>Expenditures</b>                                        |                     |                            |                           |                       |               |
| Personnel                                                  | \$ 551,294          | \$ 628,897                 | \$ 628,897                | \$ 329,734            | 52.43%        |
| Operating                                                  | 560,221             | 610,209                    | 601,459                   | 269,926               | 44.88%        |
| MTDA Debt Service                                          | 31,528              | -                          | -                         | 1,813                 | NA            |
| <b>Total Uses of Funds</b>                                 | <b>\$ 1,143,043</b> | <b>\$ 1,239,106</b>        | <b>\$ 1,230,356</b>       | <b>\$ 601,473</b>     | <b>48.89%</b> |
| <b>Ending Fund Balance</b>                                 | <b>\$ 911,397</b>   | <b>\$ 911,397</b>          | <b>\$ 920,147</b>         | <b>\$ 747,152</b>     | <b>81%</b>    |

Notes:

<sup>(1)</sup> Investment Earnings are distributed among all funds each quarter.

| MONROE TOURISM AND DEVELOPMENT AUTHORITY<br>MTDA REVENUES |                     |                            |                           |                       |               |
|-----------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Revenue Sources                                           | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Other Taxes and Licenses</b>                           |                     |                            |                           |                       |               |
| Occupancy Tax                                             | \$ 908,446          | \$ 865,240                 | \$ 865,240                | \$ 307,375            | 35.52%        |
| Occ Tx Penalties & Interest                               | -                   | -                          | -                         | -                     | NA            |
| <b>Total Occupancy Taxes</b>                              | <b>\$ 908,446</b>   | <b>\$ 865,240</b>          | <b>\$ 865,240</b>         | <b>\$ 307,375</b>     | <b>35.52%</b> |
| <b>Sales and Services</b>                                 |                     |                            |                           |                       |               |
| Merchandise for Sale                                      | \$ -                | \$ 25,000                  | \$ 25,000                 | \$ -                  | 0.00%         |
| Gift Shop Sales                                           | 34,358              | 60,000                     | 60,000                    | 20,036                | 33.39%        |
| Rent Misc Buildings                                       | 3,500               | -                          | -                         | -                     | NA            |
| Rent Science Ctr Facility                                 | -                   | 6,000                      | 6,000                     | -                     | 0.00%         |
| Birthday Party Packages                                   | 4,687               | 12,375                     | 12,375                    | 4,403                 | 35.58%        |
| Admission Fees                                            | 177,617             | 251,000                    | 251,000                   | 96,890                | 38.60%        |
| Show Appearance Fees                                      | -                   | -                          | -                         | -                     | NA            |
| Tinker Belle Walk-Thru Sales                              | -                   | -                          | -                         | -                     | NA            |
| Misc Sales Other                                          | -                   | -                          | -                         | -                     | NA            |
| <b>Total Sales and Services</b>                           | <b>\$ 220,163</b>   | <b>\$ 354,375</b>          | <b>\$ 354,375</b>         | <b>\$ 121,330</b>     | <b>34.24%</b> |
| <b>Investment Earnings</b>                                |                     |                            |                           |                       |               |
| Investment Earnings                                       | \$ 18,272           | \$ 18,991                  | \$ 18,991                 | \$ 8,408              | 44.27%        |
| Interest Earned MTDA Acct                                 | -                   | -                          | -                         | -                     | NA            |
| <b>Total Investment Earnings</b>                          | <b>\$ 18,272</b>    | <b>\$ 18,991</b>           | <b>\$ 18,991</b>          | <b>\$ 8,408</b>       | <b>44.27%</b> |
| <b>Miscellaneous</b>                                      |                     |                            |                           |                       |               |
| Miscellaneous Reimbursements                              | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| Tourism Donations-Sponsorships                            | 100                 | 500                        | 500                       | 115                   | 23.00%        |
| Cash Discounts                                            | -                   | -                          | -                         | -                     | NA            |
| Misc Annual Membership                                    | -                   | -                          | -                         | -                     | NA            |
| <b>Total Miscellaneous</b>                                | <b>\$ 100</b>       | <b>\$ 500</b>              | <b>\$ 500</b>             | <b>\$ 115</b>         | <b>23.00%</b> |
| <b>Other Financing Sources</b>                            |                     |                            |                           |                       |               |
| Appropriation Of Fund Bal                                 | -                   | -                          | 3,000                     | -                     | 0.00%         |
| Oth Fin Inception of Lease                                | 12,217              | -                          | -                         | -                     | NA            |
| Subscription Financing                                    | 28,969              | -                          | -                         | -                     | -             |
| <b>Total Other Financing Sources</b>                      | <b>\$ 41,186</b>    | <b>\$ -</b>                | <b>\$ 3,000</b>           | <b>\$ -</b>           | <b>0.00%</b>  |
| <b>Total MTDA Revenues</b>                                | <b>\$ 1,188,166</b> | <b>\$ 1,239,106</b>        | <b>\$ 1,242,106</b>       | <b>\$ 437,228</b>     | <b>35.20%</b> |

Notes:

| MONROE TOURISM AND DEVELOPMENT AUTHORITY<br>MTDA EXPENDITURES |                      |                            |                           |                       |               |
|---------------------------------------------------------------|----------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                             | Actual<br>2025       | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Tourism Development Authority</b>                          |                      |                            |                           |                       |               |
| <b>Personnel</b>                                              |                      |                            |                           |                       |               |
| Salary                                                        | \$ 113,735           | \$ 142,229                 | \$ 142,229                | \$ 74,929             | 52.68%        |
| Car Allowance                                                 | 4,200                | 4,201                      | 4,201                     | 2,423                 | 57.68%        |
| Social Security Taxes                                         | 8,561                | 7,969                      | 7,969                     | 5,658                 | 71.01%        |
| Life Insurance                                                | 233                  | 250                        | 250                       | 137                   | 54.83%        |
| Employer Share Insurance                                      | 11,984               | 12,341                     | 12,341                    | 7,101                 | 57.54%        |
| Retirement                                                    | 15,203               | 14,935                     | 14,935                    | 10,430                | 69.83%        |
| 401(k)                                                        | 4,692                | 4,231                      | 4,231                     | 3,110                 | 73.50%        |
| Cell Phone Allowance                                          | 875                  | 2,275                      | 2,275                     | 613                   | 26.92%        |
| Internet Connect Allowanc                                     | 378                  | 819                        | 819                       | 221                   | 26.92%        |
| Workers Compensation                                          | 21                   | 43                         | 43                        | 25                    | 58.28%        |
| Pay Adjustments                                               | -                    | -                          | -                         | -                     | NA            |
| Sub Total Personnel                                           | \$ 159,883           | \$ 189,293                 | \$ 189,293                | \$ 104,646            | 55.28%        |
| <b>Capital &amp; Construction</b>                             |                      |                            |                           |                       |               |
| Capitalized Motor Vehicles                                    | \$ 49,446            | \$ -                       | \$ -                      | \$ -                  | NA            |
| Capital Lease                                                 | \$ 730               | \$ -                       | \$ -                      | \$ -                  | NA            |
| Subs Initial Impl Stage Outlay                                | \$ 28,969            | \$ -                       | \$ -                      | \$ -                  | NA            |
| Sub Total Capital & Construction                              | \$ 79,145            | \$ -                       | \$ -                      | \$ -                  | NA            |
| <b>Operating</b>                                              |                      |                            |                           |                       |               |
| Bank Service Charges                                          | \$ -                 | \$ -                       | \$ -                      | \$ -                  | NA            |
| Management Services                                           | -                    | -                          | -                         | -                     | NA            |
| Financial Management                                          | 7,500                | 8,000                      | 8,000                     | 8,000                 | 100.00%       |
| Technical Contracted Services                                 | -                    | -                          | -                         | -                     | NA            |
| Repairs & Maint Equipment                                     | 178                  | -                          | -                         | -                     | NA            |
| Repairs & Maint Buildings                                     | -                    | -                          | 5,500                     | 6,200                 | 112.73%       |
| Software License & Support                                    | -                    | -                          | -                         | 229                   | NA            |
| Repairs & Maint Copiers                                       | 99                   | 90                         | 90                        | 50                    | 55.41%        |
| Repairs & Maint ERP System AMA                                | 2,114                | 2,218                      | 2,218                     | -                     | 0.00%         |
| Land & Building Rental                                        | 26,053               | 20,000                     | 14,000                    | 13,070                | 93.36%        |
| Vehicle Fuel                                                  | -                    | -                          | -                         | 75                    | NA            |
| Aircraft Fuel                                                 | -                    | -                          | -                         | -                     | NA            |
| Unemployment Insurance                                        | 20                   | 22                         | 22                        | -                     | 0.00%         |
| Property/Casualty Insuran                                     | 600                  | 450                        | 450                       | -                     | 0.00%         |
| Wellness & Clinic Cost                                        | -                    | -                          | -                         | -                     | NA            |
| Property Damages                                              | -                    | -                          | -                         | -                     | NA            |
| Telecommunications                                            | 375                  | 300                        | 300                       | 266                   | 88.78%        |
| Marketing & Promotions                                        | 29,435               | 80,000                     | 74,500                    | 30,286                | 40.65%        |
| Public Information                                            | 569                  | 600                        | 600                       | -                     | 0.00%         |
| Printing                                                      | 9,861                | 10,000                     | 13,000                    | 4,552                 | 35.02%        |
| Training and Travel Adv                                       | -                    | -                          | -                         | 913                   | NA            |
| Training and Travel Exp                                       | 3,466                | 2,600                      | 2,600                     | -                     | 0.00%         |
| General Supplies                                              | 1,166                | 750                        | 750                       | 482                   | 64.24%        |
| Postage                                                       | -                    | 35                         | 35                        | -                     | 0.00%         |
| Small Equipment                                               | 34                   | -                          | -                         | -                     | NA            |
| PC's Peripherals                                              | 2,484                | 1,367                      | 1,367                     | 229                   | 16.75%        |
| Utilities                                                     | -                    | -                          | -                         | -                     | NA            |
| Items for Resale Merchandise                                  | -                    | -                          | -                         | 380                   | NA            |
| Organizational Dues                                           | -                    | 100                        | 100                       | -                     | 0.00%         |
| Subscriptions & Publications                                  | -                    | -                          | -                         | 144                   | NA            |
| Bad Debt Expense                                              | -                    | -                          | -                         | -                     | NA            |
| Other Operating Expense                                       | 1,302                | 1,500                      | 7,500                     | 6,311                 | 84.15%        |
| Special Events                                                | 17,072               | 15,000                     | 15,000                    | 2,385                 | 15.90%        |
| Occ Tx Cap Proj Distribution                                  | 302,815              | 288,413                    | 288,413                   | 102,458               | 35.52%        |
| Allocations Administration                                    | 29,598               | 30,964                     | 30,964                    | 18,062                | 58.33%        |
| Allocations Manual Adjs                                       | -                    | -                          | -                         | -                     | NA            |
| Subscription Interest                                         | 189                  | -                          | -                         | -                     | NA            |
| Sub Total Operating                                           | \$ 434,930           | \$ 462,409                 | \$ 465,409                | \$ 194,092            | 41.70%        |
| Unreserved / Balance                                          | -                    | -                          | -                         | -                     | NA            |
| <b>Total Tourism Development Authority Operations</b>         | <b>\$ 673,957.86</b> | <b>\$ 651,702.00</b>       | <b>\$ 654,702.00</b>      | <b>\$ 298,737.73</b>  | <b>45.63%</b> |

| MONROE TOURISM AND DEVELOPMENT<br>MTDA EXPENDITURES           |                     |                            |                           |                       |               |
|---------------------------------------------------------------|---------------------|----------------------------|---------------------------|-----------------------|---------------|
| Function/Activity                                             | Actual<br>2025      | Original<br>Budget<br>2026 | Revised<br>Budget<br>2026 | YTD<br>Actual<br>2026 | %<br>Realized |
| <b>Tinker Belle</b>                                           |                     |                            |                           |                       |               |
| <b>Operating</b>                                              |                     |                            |                           |                       |               |
| Technical Contracted Services                                 | \$ -                | \$ -                       | \$ -                      | \$ -                  | NA            |
| Repairs & Maint Equipment                                     | -                   | -                          | -                         | -                     | NA            |
| Land & Building Rental                                        | -                   | -                          | -                         | -                     | NA            |
| Aircraft Fuel                                                 | -                   | -                          | -                         | -                     | NA            |
| Property/Casualty Insuran                                     | -                   | -                          | -                         | -                     | NA            |
| Marketing & Promotions                                        | -                   | -                          | -                         | -                     | NA            |
| Public Information                                            | -                   | -                          | -                         | -                     | NA            |
| Printing                                                      | -                   | -                          | -                         | -                     | NA            |
| Training and Travel Exp                                       | -                   | -                          | -                         | -                     | NA            |
| Items for Resale Merchandise                                  | -                   | -                          | -                         | -                     | NA            |
| Allocations Administration                                    | -                   | -                          | -                         | -                     | NA            |
| <b>Total Tinker Belle Operating Expenditures</b>              | <b>\$ -</b>         | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ -</b>           | <b>NA</b>     |
| <b>Monroe Science Center</b>                                  |                     |                            |                           |                       |               |
| <b>Personnel</b>                                              |                     |                            |                           |                       |               |
| Salary                                                        | \$ 298,400          | \$ 177,055                 | \$ 177,055                | \$ 168,030            | 94.90%        |
| Overtime                                                      | 648                 | -                          | -                         | 71                    | NA            |
| PT Staffing (Pool)                                            | -                   | 175,000                    | 175,000                   | -                     | 0.00%         |
| Social Security Taxes                                         | 22,201              | 13,054                     | 13,054                    | 12,450                | 95.37%        |
| Life Insurance                                                | 374                 | 400                        | 400                       | 232                   | 58.04%        |
| Employer Share Insurance                                      | 37,160              | 39,334                     | 39,334                    | 23,045                | 58.59%        |
| Retirement                                                    | 23,225              | 24,968                     | 24,968                    | 15,240                | 61.04%        |
| 401(k)                                                        | 7,492               | 7,982                      | 7,982                     | 4,965                 | 62.20%        |
| Cell Phone Allowance                                          | 700                 | 600                        | 600                       | 350                   | 58.33%        |
| Workers Compensation                                          | 1,211               | 1,211                      | 1,211                     | 707                   | 58.35%        |
| <b>Total Personnel</b>                                        | <b>\$ 391,410</b>   | <b>\$ 439,604</b>          | <b>\$ 439,604</b>         | <b>\$ 225,089</b>     | <b>51.20%</b> |
| <b>Capital &amp; Construction</b>                             |                     |                            |                           |                       |               |
| Capital Lease                                                 | \$ 11,487           | \$ 11,750                  | \$ 11,750                 | \$ -                  | -             |
| <b>Sub Total Capital &amp; Construction</b>                   | <b>\$ 11,487</b>    | <b>\$ 11,750</b>           | <b>\$ 11,750</b>          | <b>\$ -</b>           | <b>0.00%</b>  |
| <b>Operating</b>                                              |                     |                            |                           |                       |               |
| Bank Service Charges                                          | \$ 7,397            | \$ 7,100                   | \$ 7,100                  | \$ 4,150              | 58.45%        |
| Technical Contracted Services                                 | 12,207              | 10,000                     | 10,000                    | 1,746                 | 17.46%        |
| Repairs & Maint Equipment                                     | 1,622               | 2,500                      | 2,500                     | 354                   | 14.17%        |
| Repairs & Maint Buildings                                     | 4,995               | 5,000                      | 5,000                     | 1,972                 | 39.43%        |
| Repairs & Maint Grounds                                       | -                   | 1,500                      | 1,500                     | -                     | 0.00%         |
| Software License & Support                                    | 1,444               | 20,200                     | 20,200                    | 20,396                | 100.97%       |
| Repairs & Maint Copiers                                       | 285                 | 750                        | 750                       | 286                   | 38.12%        |
| Copier Rental                                                 | -                   | -                          | -                         | -                     | NA            |
| Wellness & Clinic Cost                                        | 1,934               | 1,690                      | 1,690                     | 986                   | 58.33%        |
| Property Damages                                              | 1,937               | 3,021                      | 3,021                     | 1,762                 | 58.33%        |
| Telecommunications                                            | -                   | 500                        | 500                       | -                     | 0.00%         |
| Marketing & Promotions                                        | 13,044              | 10,000                     | 10,000                    | 6,025                 | 60.25%        |
| Public Information                                            | -                   | -                          | -                         | -                     | NA            |
| Printing                                                      | 6,274               | 5,000                      | 5,000                     | 320                   | 6.40%         |
| Training and Travel Adv                                       | -                   | -                          | -                         | -                     | NA            |
| Training and Travel Exp                                       | 1,751               | 2,000                      | 2,000                     | -                     | 0.00%         |
| General Supplies                                              | 6,977               | 3,000                      | 3,000                     | 2,395                 | 79.85%        |
| Small Equipment                                               | 1,794               | 500                        | 500                       | 893                   | 178.65%       |
| PC's Peripherals                                              | 6,139               | 1,367                      | 1,367                     | 1,253                 | 91.69%        |
| Utilities                                                     | 24,416              | 26,420                     | 26,420                    | 17,636                | 66.75%        |
| Items for Resale Gift Shop                                    | 18,119              | 20,000                     | 20,000                    | 3,883                 | 19.42%        |
| Organizational Dues                                           | 650                 | 750                        | 750                       | 660                   | 88.00%        |
| Subscriptions & Publications                                  | 879                 | 861                        | 861                       | 896                   | 104.10%       |
| Other Operating Expense                                       | 4,268               | 7,234                      | 7,234                     | 6,542                 | 90.43%        |
| Special Events                                                | 6,023               | 2,500                      | 2,500                     | 1,253                 | 50.12%        |
| Allocations Administration                                    | -                   | -                          | -                         | -                     | NA            |
| Allocations Cust Srv/Pmt Ctr                                  | -                   | -                          | -                         | -                     | NA            |
| Allocations Grounds Maint                                     | 371                 | 369                        | 369                       | 215                   | 58.33%        |
| Allocations Purchasing                                        | 2,767               | 3,788                      | 3,788                     | 2,210                 | 58.33%        |
| Allocations Building Maint                                    | -                   | -                          | -                         | -                     | NA            |
| <b>Total Operating</b>                                        | <b>\$ 125,291</b>   | <b>\$ 147,800</b>          | <b>\$ 136,050</b>         | <b>\$ 75,834</b>      | <b>0.00%</b>  |
| <b>Total Science Center Operations Operating Expenditures</b> | <b>\$ 516,702</b>   | <b>\$ 587,404</b>          | <b>\$ 587,404</b>         | <b>\$ 300,922</b>     | <b>51.23%</b> |
| <b>MTDA Debt Service<sup>(1)</sup></b>                        |                     |                            |                           |                       |               |
| Capital Leases Principal                                      | 3,192               | -                          | -                         | 1,662                 | NA            |
| Capital Leases Interest                                       | 314                 | -                          | -                         | 151                   | NA            |
| Subscriptions Financing Princ                                 | 27,899              | -                          | -                         | -                     | NA            |
| Subscription Interest                                         | 123                 | -                          | -                         | -                     | NA            |
| Subs Initial Impl Stage Outlay                                | -                   | -                          | -                         | -                     | NA            |
| <b>Total MTDA Debt Service</b>                                | <b>\$ 31,528</b>    | <b>\$ -</b>                | <b>\$ -</b>               | <b>\$ 1,813</b>       |               |
| <b>Total MTDA Expenditures</b>                                | <b>\$ 1,233,675</b> | <b>\$ 1,239,106</b>        | <b>\$ 1,242,106</b>       | <b>\$ 601,473</b>     | <b>48.42%</b> |

**NOTES:**

<sup>(1)</sup> Governmental accounting standards (GASB 87) require the City to recognize leases as a part of its debt service.

## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Leesa Jensen, Director of Human Resources

**PREPARED BY:** Sheila Couick, Senior Human Resources Analyst

**SUBJECT:** Piedmont Pharmaceutical Care Network 2025 Executive Summary

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### **SUMMARY STATEMENT**

Executive summary from Piedmont Pharmaceutical Care Network on wellness program for the City of Monroe.

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### **REVIEW**

Executive summary from Piedmont Pharmaceutical Care Network on wellness program for the City of Monroe.

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### **RECOMMENDATION**

For informational purposes only.

Attachments: PPCN Presentation

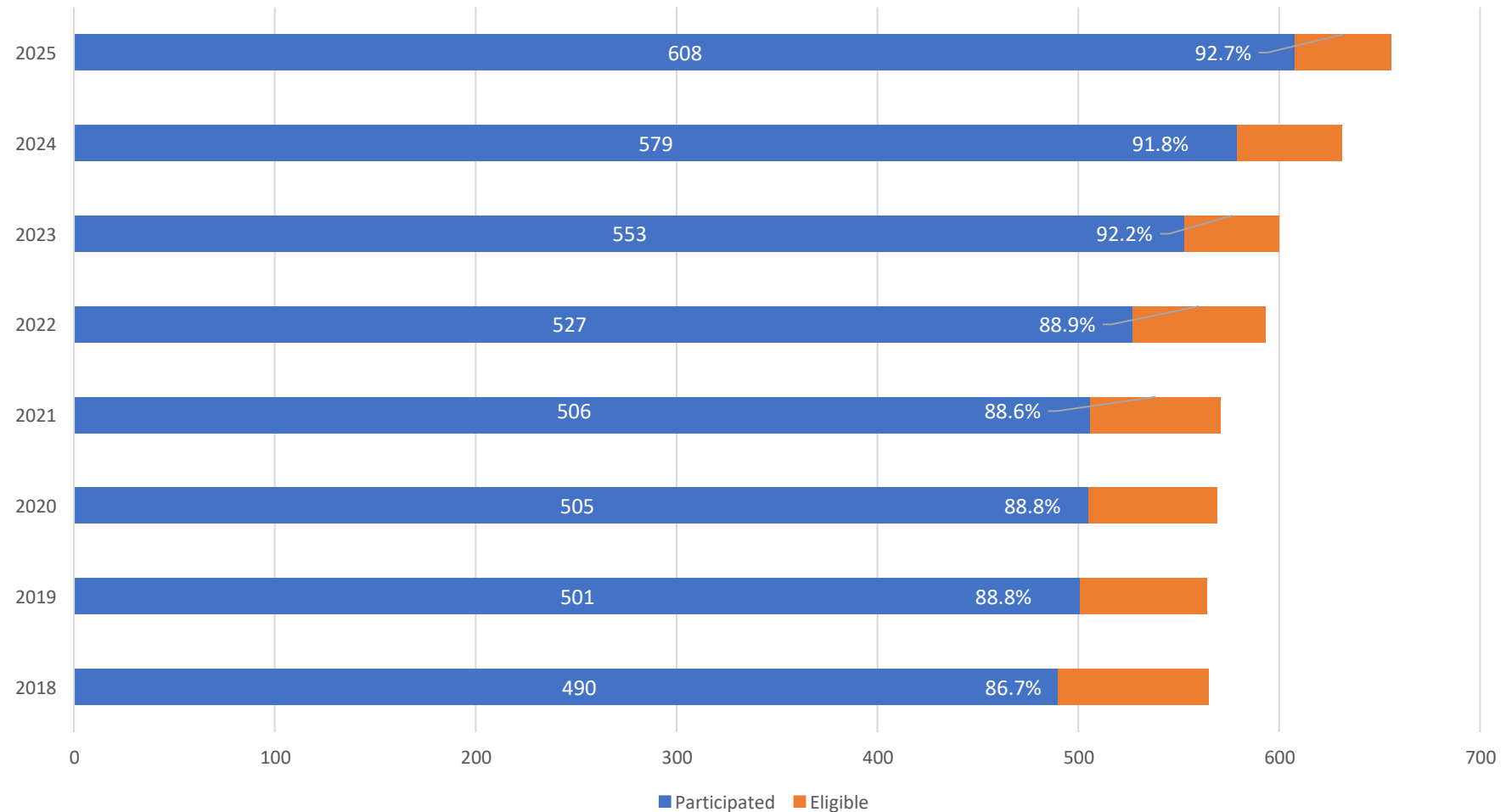


# Piedmont Pharmaceutical Care Network, LLC (PPCN)

- **PPCN** is an independent third-party contractor providing care management services on behalf of self-funded employers since the early 2000s.
- **Services**
  - Chronic Condition Management (HealthMapRx™)
  - Biometric Screening Coordination
  - Group Health Education
  - Health Coaching
  - Pharmacy Claims Review

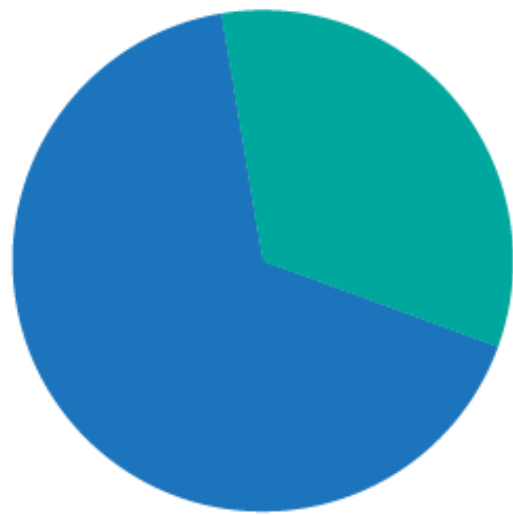


# City of Monroe Annual Participation



Participation in the City of Monroe wellness program is voluntary, and biometric screening results are confidential.

# 2025 Screening Demographics

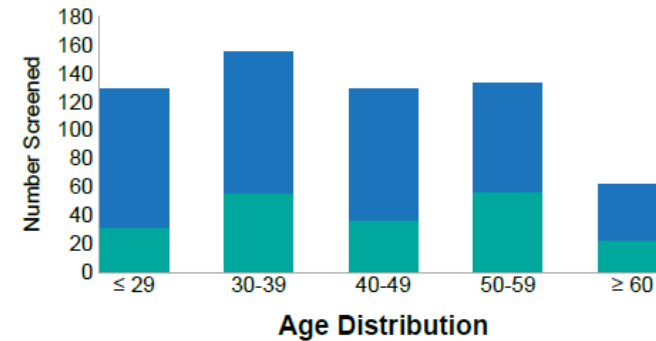


■ % Screened Male ■ % Screened Female

**Number of Males:** 406  
**Number of Females:** 202  
**Percentage of Males:** 66.8  
**Percentage of Females:** 33.2

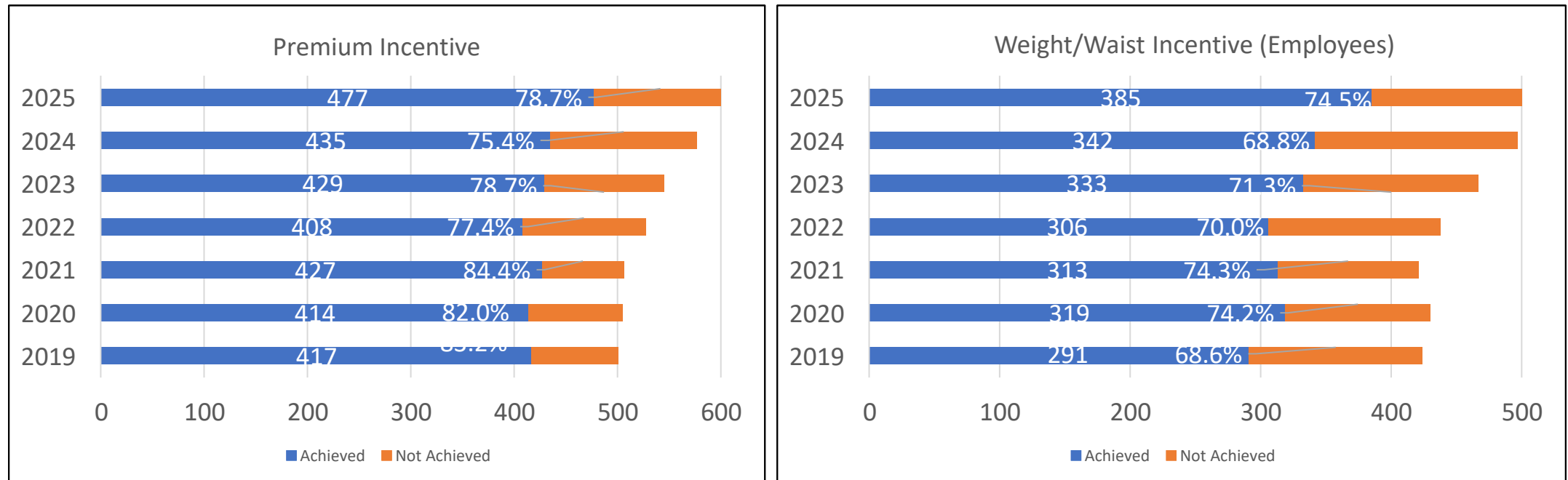
# 2025 Screening Demographics

**Average Age Male:** 41  
**Average Age Female:** 44  
**Average Age Overall:** 42



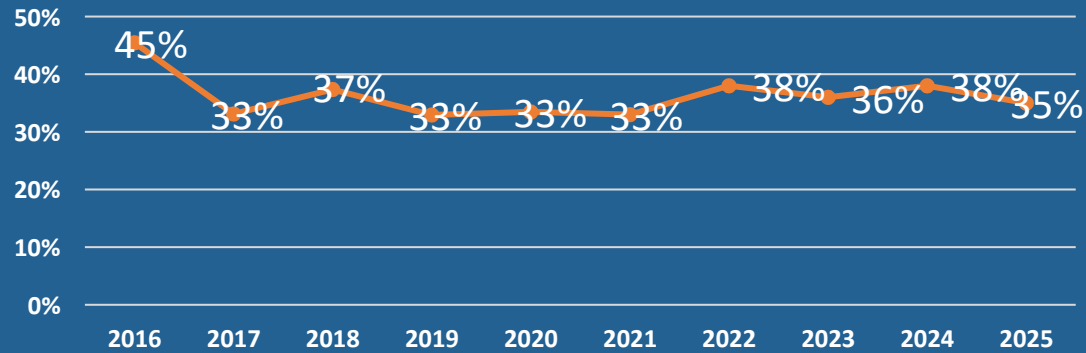
|      | Male                     | Female                   |
|------|--------------------------|--------------------------|
| 2025 | 66.9% (407) Avg. Age: 41 | 33.1% (201) Avg. Age: 44 |
| 2024 | 67.7% (392) Avg. Age: 41 | 32.3% (187) Avg. Age: 43 |
| 2023 | 66.5% (368) Avg. Age: 41 | 33.5% (185) Avg. Age: 43 |
| 2022 | 65% (343) Avg. Age: 42   | 35% (184) Avg. Age: 43   |
| 2021 | 65% (331), Avg. Age: 42  | 35% (175), Avg. Age: 44  |

# Biometric Screening Incentives

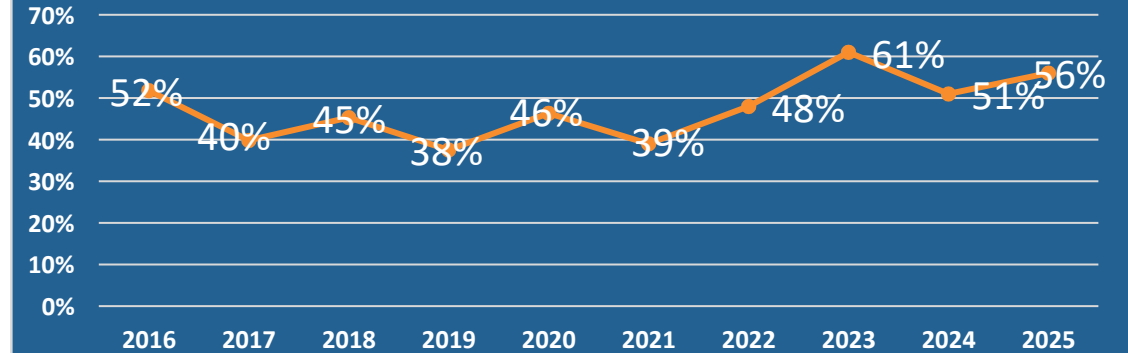


# High Risk Trending (All Participants)

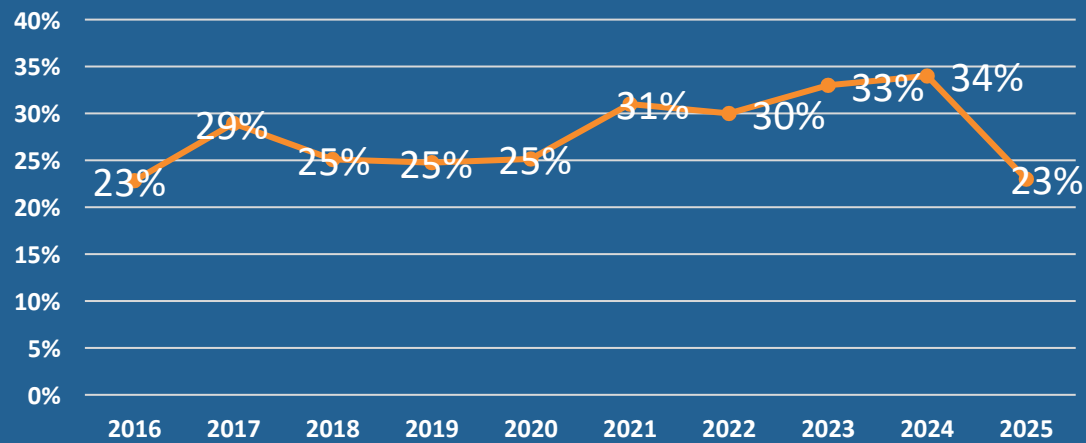
Waist Circum.:  $\geq 35$  in. (f),  $\geq 40$  in. (m)



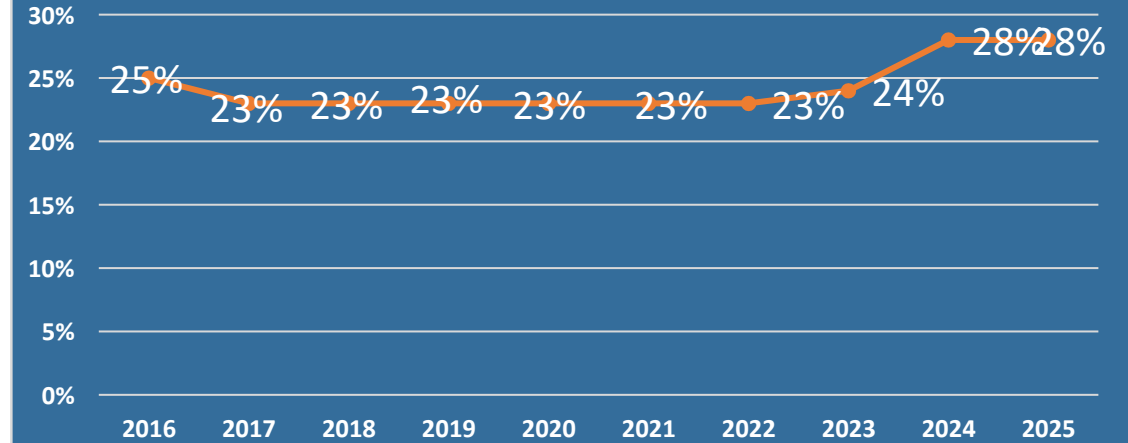
Hypertension: Stages 1 & 2



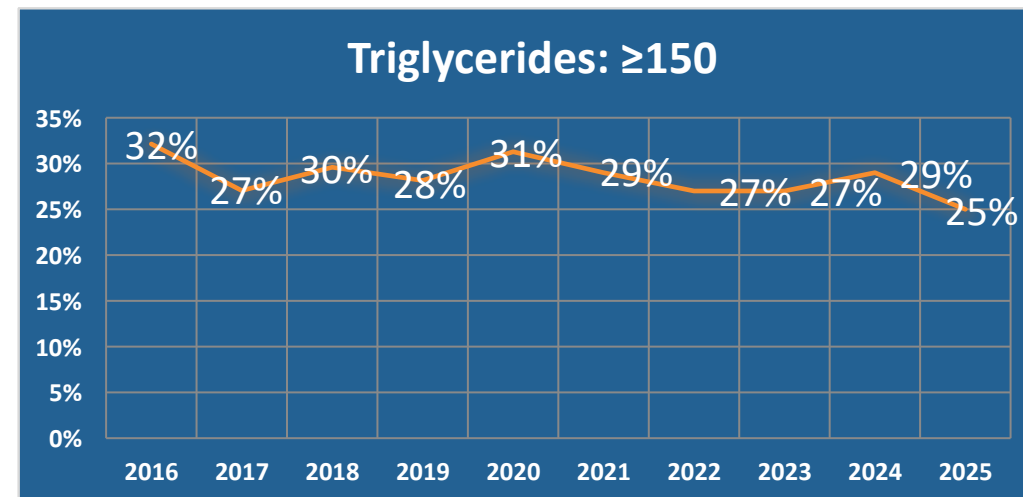
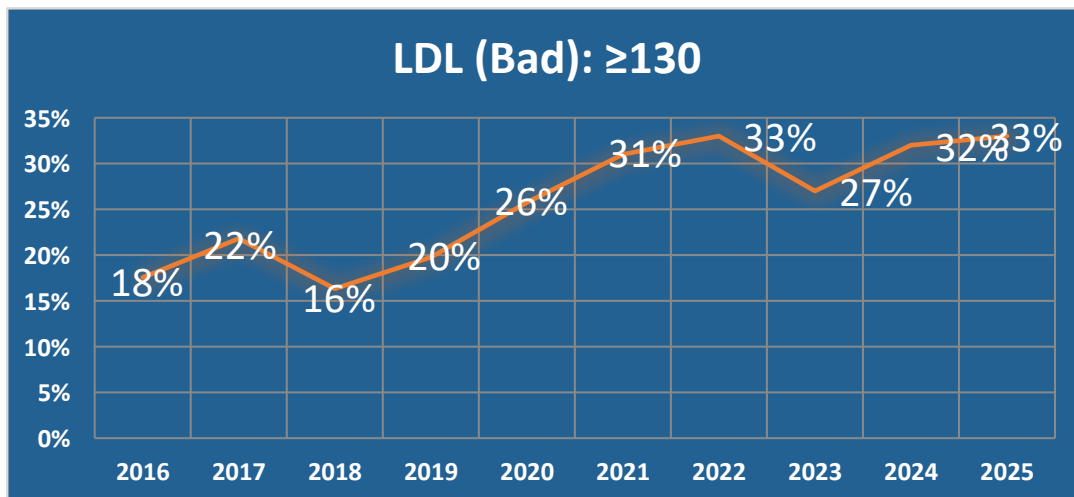
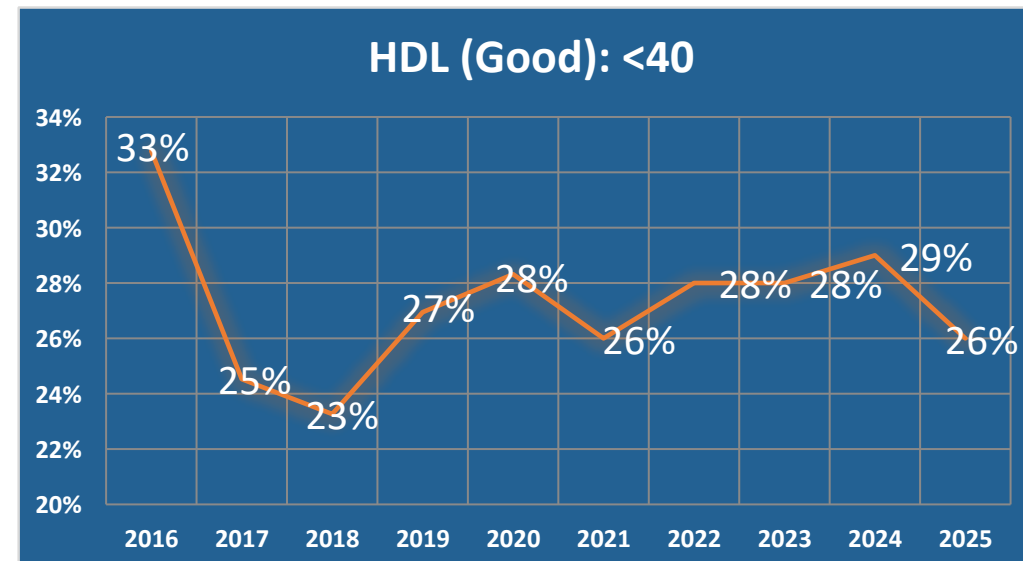
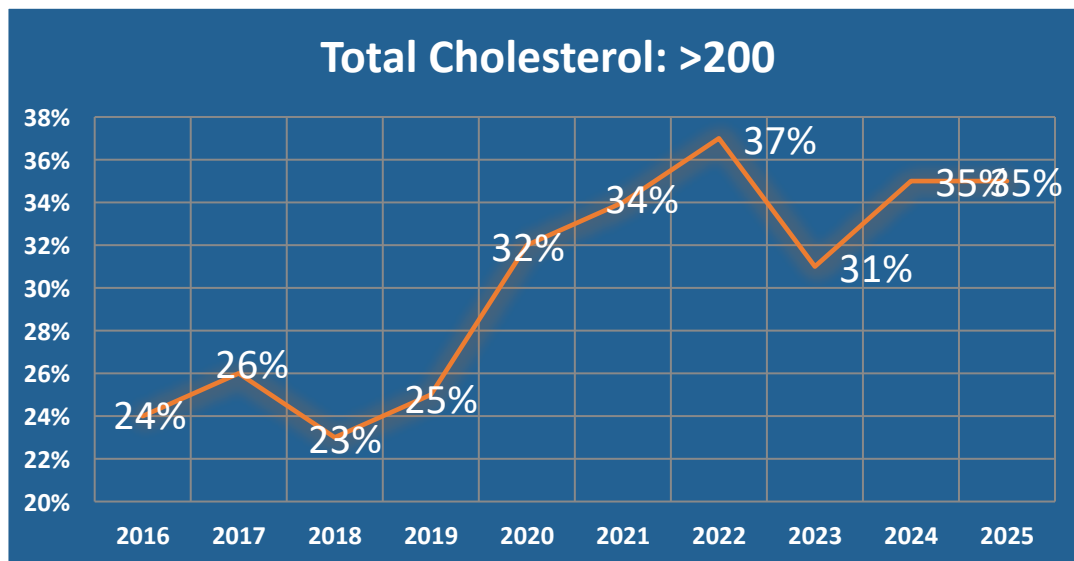
Glucose (A1C):  $\geq 5.7\%$



Tobacco Use: Cotinine  $>25$



# High Risk Trending (All Participants)



## Areas of Success (High Risk Groups)

- Waist Circumference Decreased (Change: -10%)
- HDL (Good) Cholesterol Decreased (Change: -7%)
- Triglycerides Decreased (Change: -7%)



# Areas of Focus (High Risk Groups)

- BMI (Classes 2 & 3 Obese) Increased (Change: +4%)
- Blood Pressure (HTN Stages 1 & 2) Increased (Change: +4%)
- Total Cholesterol Increased (Change: +11%)
- HDL Ratio *Maintained* (No Change)
- LDL (Bad) Increased (Change: +15%)
- Glucose (A1C) *Maintained* (No Change); Pre-DM Group Increased (Change: +2.0%)
- Cotinine/Nicotine Increased (Change: +3% )

# 2024 Biometric Screening Health Coaching Results

## **Participation: 42 (30% of eligible)**

- 1 session: 13, 31% (wellness pts 65-69)
- 2-4 sessions: 29, 69% (wellness pts < 65)
- Achieved 2025 Incentive Premium: **56%** (22/39)  
(3 individuals did not participate in the 2025 biometric screening event)

# 2024 Biometric Screening

## Health Coaching Results – Average Clinical Change (n=39)

| Clinical Value/Metric | 2024 | 2025*      |
|-----------------------|------|------------|
| Weight                | 242  | <b>237</b> |
| Waist Circumference   | 42   | 42         |
| Total Cholesterol     | 202  | <b>196</b> |
| HDL (Good)            | 46   | <b>47</b>  |
| LDL (Bad)             | 127  | <b>123</b> |
| Triglycerides         | 167  | <b>147</b> |
| Hemoglobin A1C        | 5.7  | <b>5.5</b> |
| Systolic BP           | 128  | <b>126</b> |
| Diastolic BP          | 84   | <b>81</b>  |
| Wellness Points       | 58   | <b>65</b>  |

\*Areas of improvement highlighted in green.

# Health Risk Assessment Highlights

## Exercise Habits and Nutrition

|                                                   | 0 times | 1 time | 2 times | 3-4 times    | 5+ times     |
|---------------------------------------------------|---------|--------|---------|--------------|--------------|
| How many times a week do you exercise on average? | 7.7%    | 12.3%  | 22.6%   | <b>40.2%</b> | <b>17.2%</b> |

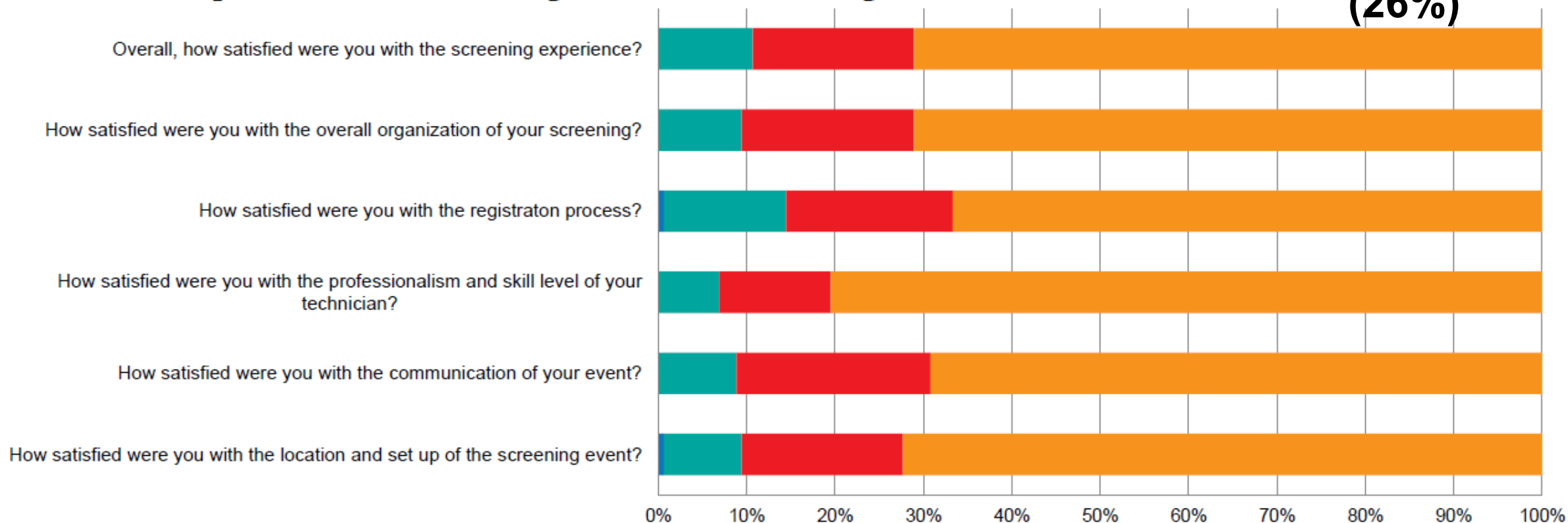
|                                  | All of the Time | Most of the Time | Sometimes | Not at All |
|----------------------------------|-----------------|------------------|-----------|------------|
| I follow sensible eating habits. | 15.4%           | <b>58.8%</b>     | 25.5%     | 0.4%       |

## Sleep

|                              | Less than 5 Hours | 5 to 6 Hours | More than 7 Hours |
|------------------------------|-------------------|--------------|-------------------|
| How many hours do you sleep? | 3.4%              | 39.8%        | <b>56.6%</b>      |

# Participant Survey Summary - 2025

Participation: 159  
(26%)



|                       | How satisfied were you with the location and set up of the screening event? | How satisfied were you with the communication of your event? | How satisfied were you with the professionalism and skill level of your technician? | How satisfied were you with the registration process? | How satisfied were you with the overall organization of your screening? | Overall, how satisfied were you with the screening experience? |
|-----------------------|-----------------------------------------------------------------------------|--------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------|-------------------------------------------------------------------------|----------------------------------------------------------------|
| ■ Not satisfied       | 0.6%                                                                        | 0.0%                                                         | 0.0%                                                                                | 0.6%                                                  | 0.0%                                                                    | 0.0%                                                           |
| ■ Satisfied           | 8.8%                                                                        | 8.8%                                                         | 6.9%                                                                                | 13.8%                                                 | 9.4%                                                                    | 10.7%                                                          |
| ■ Very satisfied      | 18.2%                                                                       | 22.0%                                                        | 12.6%                                                                               | 18.9%                                                 | 19.5%                                                                   | 18.2%                                                          |
| ■ Extremely satisfied | 72.3%                                                                       | 69.2%                                                        | 80.5%                                                                               | 66.7%                                                 | 71.1%                                                                   | 71.1%                                                          |

Diabetes **HMPRx** Enrollment

| Enrollment            | 2024 | 2025 | Budget   | Eligible    |
|-----------------------|------|------|----------|-------------|
| HealthMapRx-Diabetes  | 19   | 19   | 32 (59%) | 19/64 (30%) |
| Inactive Participants | 1    | 2    |          |             |

| Inactive Reason              | 2024 | 2025 |
|------------------------------|------|------|
| Insurance Terminated         | 1    | 2    |
| Patient Preference/Opted Out | 0    | 0    |
| Non-Compliance / No Response | 0    | 0    |

# Diabetes **HMPR<sub>x</sub>** vs. Industry Standards

| Clinical Goals                        | 2025<br>(n=19) | Baseline   | Industry<br>(HEDIS)* | PPCN<br>(n=1292) |
|---------------------------------------|----------------|------------|----------------------|------------------|
| Blood Glucose (A1C < 7%) (goal: >60%) | <b>58%</b>     | <b>42%</b> | 34.9%                | <b>65.7%</b>     |
| Blood Glucose (A1C < 8%) (goal: >80%) | <b>89%</b>     | <b>63%</b> | 49.9%                | <b>85.1%</b>     |
| Blood Glucose (A1C > 9%) (goal: <10%) | <b>0%</b>      | <b>0%</b>  | 42.5%                | <b>4.7%</b>      |

|                    | N= | Baseline<br>Avg. | Current<br>Avg. | PPCN<br>Avg. | Decrease<br>% | Days<br>Between |
|--------------------|----|------------------|-----------------|--------------|---------------|-----------------|
| Glucose (A1C < 7%) | 18 | <b>7.3</b>       | <b>6.7</b>      | 6.8          | 78%           | 495             |
| Weight (lbs.)      | 19 | <b>207.0</b>     | <b>199.1</b>    | 218          | 58%           | 516             |

\*2021 HEDIS Measures for Commercial Insured PPO; <https://www.ncqa.org/hedis/measures/>

# Medical Weight Management

## HMPRx Enrollment

| Enrollment |    | Budget |
|------------|----|--------|
| 2024       | 11 | 23     |
| 2025       | 2  |        |
| 2025       | 12 |        |
| Total      | 25 |        |

| Inactive Reason      |   |
|----------------------|---|
| Insurance Terminated | 1 |
| Patient Preference   | 4 |
| Non-Compliance       | 4 |



# Medical Weight Management

## HMPRx Clinical Trending

|      | Parts. | Baseline<br>Wt. | Current<br>Wt. | Differential | Decrease (%) |
|------|--------|-----------------|----------------|--------------|--------------|
| 2024 | 11     | 283.2           | 240.7          | -45.7        | -15.9%       |
| 2025 | 2      | 268.5           | 222.9          | -44.5        | -16.9%       |

|                  | Parts. | Baseline<br>A1C | Current<br>A1C | Differential | Days<br>Between |
|------------------|--------|-----------------|----------------|--------------|-----------------|
| A1C<br>(5.7-6.4) | 13     | 5.6             | 5.2            | -0.4         | 669             |



## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Bridgette H. Robinson, City Clerk

**PREPARED BY:** Sherry K. Hicks, Deputy City Clerk

**SUBJECT:** Summary of Contracts Awarded, Change Orders Approved and City Manager's Settlement of Claims for February 2026

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### SUMMARY STATEMENT

To inform City Council of the award of contracts pursuant to Ordinance O-2001-17, Change Orders (CO) approved pursuant to Resolution R-2000-76 and Settlement Claims pursuant to Ordinance O-2018-50.

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### REVIEW

The following is a summary of contracts recently awarded and approved change orders for the month of February 2026.

| Name                                        | Purpose                                                    | Fiscal Impact                        |              |
|---------------------------------------------|------------------------------------------------------------|--------------------------------------|--------------|
|                                             |                                                            | Fund                                 | Amount       |
| (11819) ClearGov Inc.                       | Capital budgeting and Digital Budget Book                  | (2015) Finance-Administration        | \$101,474.25 |
| (12879) Rock of Refuge Counseling Center    | Professional counseling and training for Police Department | (5010) Police-Police                 | \$20,00.00   |
| (10105) Arcadis G&M of North Carolina, Inc. | Mitigation design and permitting support - pipeline        | (8420) Natural Gas-Maintenance/Const | \$80,000.00  |

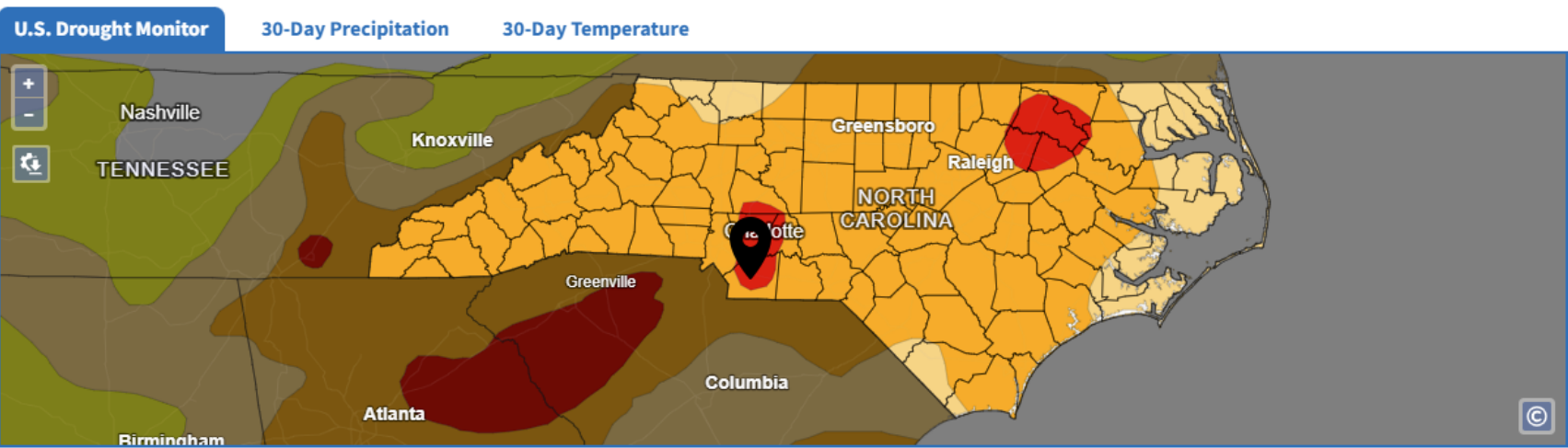
| Name                                   | Purpose                                                     | Fiscal Impact                              |                     |
|----------------------------------------|-------------------------------------------------------------|--------------------------------------------|---------------------|
|                                        |                                                             | Fund                                       | Amount              |
| (12221) SC Coach, LLC                  | Charter bus for BAAC Knights trip                           | (7011) Park & Recreation-Recreational      | *\$1,795.00         |
| (12323) Heavy Duty Truck Repair        | Repairs and maintenance for MAFC buses                      | (7040) Park & Recreation-MAFC              | *\$2,000.00         |
| (12885) Budo-San Martial Arts          | Self-defense classes at BAAC                                | (4610) Tourism Development                 | *\$100.00           |
| (9742) Mid Carolina Fire & Safety, LLC | New Ansul kitchen fire system Clubhouse 1936                | (7031) Park & Recreation Ballroom          | *\$4,800.00         |
| (11976) Samson Tree, LLC               | Tree removal at 339 East Franklin Street property           | (1630) Property Mgmt-Grounds               | \$16,500.00         |
| (11213) Inter Technologies Corporation | Economic Development Director office conferencing equipment | (1520) Administration-Economic Development | \$8,694.65          |
| (12893) Koala Insulation of Charlotte  | Insulation of Facilities Management Shop                    | (1620) Property Mgmt-Grounds               | \$8,800.00          |
| (12107) Marmic Fire & Safety Co., Inc. | Fire extinguisher service at LNG Facility                   | (8210) Electrical-Administration           | *\$2,500.00         |
| (12323) Heavy Duty Truck Repair        | Maintenance and repairs for Parks and Recreation buses      | (7011) Park & Recreation-Recreational      | *\$3,000.00         |
| (12047) Flooring Clearance Center      | Flooring at City Hall HR offices                            | (1620) Property Mgmt-Buildings             | *\$3,590.53         |
| (12493) Millie Bryant                  | Captain Rogers retirement                                   | (5510) Fire-Fire                           | *\$825.00           |
| (552) Booth & Associates               | Substation spill prevention control                         | (8210) Electrical-Administration           | \$23,220.00         |
| *Approved by Department Director       |                                                             | <b>TOTAL</b>                               | <b>\$277,299.43</b> |

No settlement claims to report.

### **RECOMMENDATION**

No action required – for Council Information only.

# City of Monroe Water Supply Update = March 10, 2026



The U.S. Drought Monitor depicts the location and intensity of drought across the country using 5 classifications: Abnormally Dry (D0), showing areas that may be going into or are coming out of drought, and four levels of drought (D1–D4).

The U.S. Drought Monitor is a joint effort of the National Drought Mitigation Center, U.S. Department of Agriculture, and National Oceanic and Atmospheric Administration.

Source(s): [NDMC](#), [NOAA](#), [USDA](#)

| Legend                       |                               |
|------------------------------|-------------------------------|
| Drought & Dryness Categories |                               |
|                              | D0 - Abnormally Dry           |
|                              | D1 - Moderate Drought         |
|                              | D2 - Severe Drought           |
|                              | D3 - Extreme Drought          |
|                              | D4 - Exceptional Drought      |
|                              | Total Area in Drought (D1–D4) |
| % of Union County            |                               |
|                              | 0%                            |
|                              | 0%                            |
|                              | 43.97%                        |
|                              | 56.03%                        |
|                              | 0%                            |
|                              | 100.00%                       |

Updates +

## Extreme Drought

Drought Index   Water Supply   Agriculture

| Wed 3/4      | Thu 3/5       | Fri 3/6          | Sat 3/7       | Sun 3/8          | Mon 3/9          | Tue 3/10      | Wed 3/11         | Thu 3/12    | Fri 3/13     |
|--------------|---------------|------------------|---------------|------------------|------------------|---------------|------------------|-------------|--------------|
| 75°   54°F   | 77°   58°F    | 81°   61°F       | 80°   64°F    | 79°   61°F       | 79°   61°F       | 86°   65°F    | 83°   63°F       | 66°   39°F  | 60°   44°F   |
|              |               |                  |               |                  |                  |               |                  |             |              |
| Mostly Sunny | Mostly Cloudy | AM Clouds/PM Sun | Partly Cloudy | PM Thunderstorms | PM Thunderstorms | Partly Cloudy | PM Thunderstorms | Few Showers | Mostly Sunny |
| 0 in         | 0 in          | 0 in             | 0 in          | 0.11 in          | 0.06 in          | 0 in          | 0.29 in          | 0.04 in     | 0 in         |

### Stage 1

## Voluntary Conservation

- Fix leaks and running toilets promptly
- Keep showers brief
- Turn off faucets while brushing teeth or washing dishes
- Run laundry and dishwashers only with full loads
- Limit vehicle washing at home
- Avoid washing driveways, sidewalks, and other outdoor surfaces
- Water outdoors only as needed for plant survival

### Lake Levels Below Normal

Lake Twitty = 4.75'  
Lake Lee = Full Pond  
Lake Monroe = 8'

### Rainfall Short of Normal

-9.9"

### Rainfall Since Last Update (2/24)

0.46"



## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Bridgette H. Robinson, City Clerk

**PREPARED BY:** Sherry K. Hicks, Deputy City Clerk

**SUBJECT:** Citizens Appointment Committee Recommendations to Boards and Commissions

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### **SUMMARY STATEMENT**

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

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### **REVIEW**

The Citizens Appointment Committee met on March 2, 2026. 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 Kasey Champ to a Full Term                              | 01-01-2026     | 12-31-2028          |
| Board of Adjustment          | Appoint Kevin Secrest to a Full Term as a Regular Member        | 01-01-2026     | 12-31-2029          |
| Historic District Commission | Appoint William Heidtmann to a Partial Term as a Regular Member | 01-01-2026     | 12-31-2026          |
| Historic District Commission | Appoint Natasha Higgins to a Partial Term as a Regular Member   | 01-01-2026     | 12-31-2026          |

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### **RECOMMENDATION**

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



## **STAFF REPORT**

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Jeff Wells, Assistant City Manager

**PREPARED BY:** Jeff Wells, Assistant City Manager

**SUBJECT:** Reserve Parking Program – March 2026 Update

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### **SUMMARY STATEMENT**

Staff will provide an update on the status of the reserve parking program for the parking lot located at the intersection of E Crowell/N Hayne Streets.

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### **REVIEW**

The reserve parking program for the E Crowell/N Hayne Street lot has been active for 6 months and is a success.

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### **RECOMMENDATION**

Item is information only.



## STAFF REPORT

**TO:** City Council

**VIA:** Mark Watson, City Manager

**DATE:** March 10, 2026

**FROM:** Richard Long, City Attorney

**PREPARED BY:** Bridgette H. Robinson, City Clerk

**SUBJECT:** Closed Session pursuant to North Carolina General Statute Sections 143-318.11(a)(1), (a)(3) – *Angelia James vs. City of Monroe*, (a)(4) and (a)(5)

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### SUMMARY STATEMENT

City Council is asked to approve a motion to go into Closed Session.

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### REVIEW

City Council is permitted to hold a Closed Session in accordance with North Carolina General Statute (N.C.G.S.) Sections 143-318.11(a)(1) to prevent the disclosure of information that is privileged or confidential pursuant to the laws of the State of North Carolina, (a)(3) to consult with the City's attorneys, (a)(4) to discuss matters relating to the location or expansion of business in the area served by this body and (a)(5) to establish or instruct Staff concerning the negotiation of the price and terms of a contract concerning the acquisition of real property.

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### RECOMMENDATION

Staff recommends that City Council approve a motion to go into Closed Session pursuant to N.C.G.S. Sections 143-318.11(a)(1), (a)(3) – *Angelia James vs. City of Monroe*, (a)(4) and (a)(5).