

**CITY COUNCIL REGULAR MEETING
300 WEST CROWELL STREET
MONROE, NORTH CAROLINA 28112
MAY 26, 2026 – 6:00 P.M.
AGENDA
www.monroenc.org**

RECOGNITIONS

1. Invocation
2. Pledge of Allegiance

AGENDA ADOPTION

PUBLIC HEARINGS

Please adhere to the following guidelines:

- Proceed to the podium, and state your name and address clearly;
 - Be concise; avoid repetition; limit comments to three (3) minutes or less;
 - Designate a spokesperson for large groups.
3. Abandonment of Approximately 379 Feet of Unopened Windsor Street Right-of-Way
 - A. Public Hearing
 - B. Action
 4. Code of Ordinances Amendments to Chapter 56 titled Water Shortage Response
 - A. Public Hearing
 - B. Action
 5. Downtown Economic Development Building Rehabilitation and Improvement Grant to Bill Heisner for Trattoria on Main Located at 109 S. Main Street
 - A. Public Hearing
 - B. Action
 6. Downtown Economic Development Grow Monroe Grant to Courtney Stevens-Garrison for Superior Home Medical Located at 108 S. Main Street
 - A. Public Hearing
 - B. Action
 7. Economic Development Level IV Incentive Grant to Monroe Hospitality, LLC for Downtown Hotel Project
 - A. Public Hearing
 - B. Action

8. Fiscal Year 2026-2027 Budget
 - A. Public Hearing
 - B. Action

9. Zoning Map Amendment Request to Rezone Properties Located at 4920 Secrest Shortcut Road from Regional Corridor Mixed-Use to Residential Low Density
 - A. Public Hearing
 - B. Action

10. Zoning Map Amendment Request to Rezone Property Located at 605 Treeway Drive from Residential Medium Density to General Industrial
 - A. Public Hearing
 - B. Action

RECOGNITION

11. Public Comment Period

REGULAR AGENDA

12. Closed Session Pursuant to North Carolina General Statute Sections 143-318.11(a)(1), (a)(3) 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: May 26, 2026
FROM: Sarah McAllister, P.E., Director of Engineering
PREPARED BY: Sarah McAllister, P.E., Director of Engineering
SUBJECT: Proposed Right-of-Way Abandonment – approximately 379 feet of unopened Windsor St Right-of-Way

SUMMARY STATEMENT

City Council is requested to consider a request to abandon a portion of the 38-foot right-of-way of Windsor Street starting at the eastern right-of-way of Harley Street to the eastern property line of Lot 10 of the Dr. B. C. Redfern subdivision recorded in Plat Book 2, Page 120, approximately 379 linear feet in length.

REVIEW

Staff is bringing forward a request from Griffin Walters to abandon a portion of the 38-foot right-of-way of Windsor Street starting at eastern right-of-way of Harley Street to the eastern property line of Lot 10 of the Dr. B. C. Redfern subdivision recorded in Plat Book 2, Page 120, approximately 379 linear feet in length. The attached map highlights the area to be abandoned. Griffin Land and Holdings, LLC owns all of the property adjacent to the proposed abandonment.

The request was routed directly to all City departments for review. Fire, Planning, and Water Resources all concurred with the abandonment with no exceptions. No other departments responded.

The request to abandon the unopened right-of-way between Harley Street and the eastern property line of Lot 10 of the Dr. B.C. Redfern subdivision was reviewed by the Public Safety Committee at their meeting on April 13, 2026. The Committee concurred with Staff's findings to recommend (1) abandonment, and (2) for City Council to approve Resolution (R-2026-19) calling for a Public Hearing to be held on May 26, 2026 to consider the right-of-way abandonment. The resolution calling for a public hearing was approved by City Council at their April 14, 2026 meeting.

In compliance with NC General Statute 160A-299, *Procedure for Permanently Closing Streets and Alleys*, the following actions have been completed by staff:

- 1) A copy of the Resolution of Intent has been sent by *Certified Mail* to adjoining property owners;
- 2) The street has been posted in two places along the right-of-way; and
- 3) The Resolution of Intent has been published once a week for four consecutive weeks prior to today's Public Hearing in accordance with the General Statute.

Resolution R-2026-29 abandoning the 38-foot-wide right-of-way of Windsor Street starting at eastern right-of-way of Harley Street to the eastern property line of Lot 10 of the Dr. B. C. Redfern subdivision recorded in Plat Book 2, Page 120, about 379 linear feet in length is attached for City Council's consideration.

RECOMMENDATION

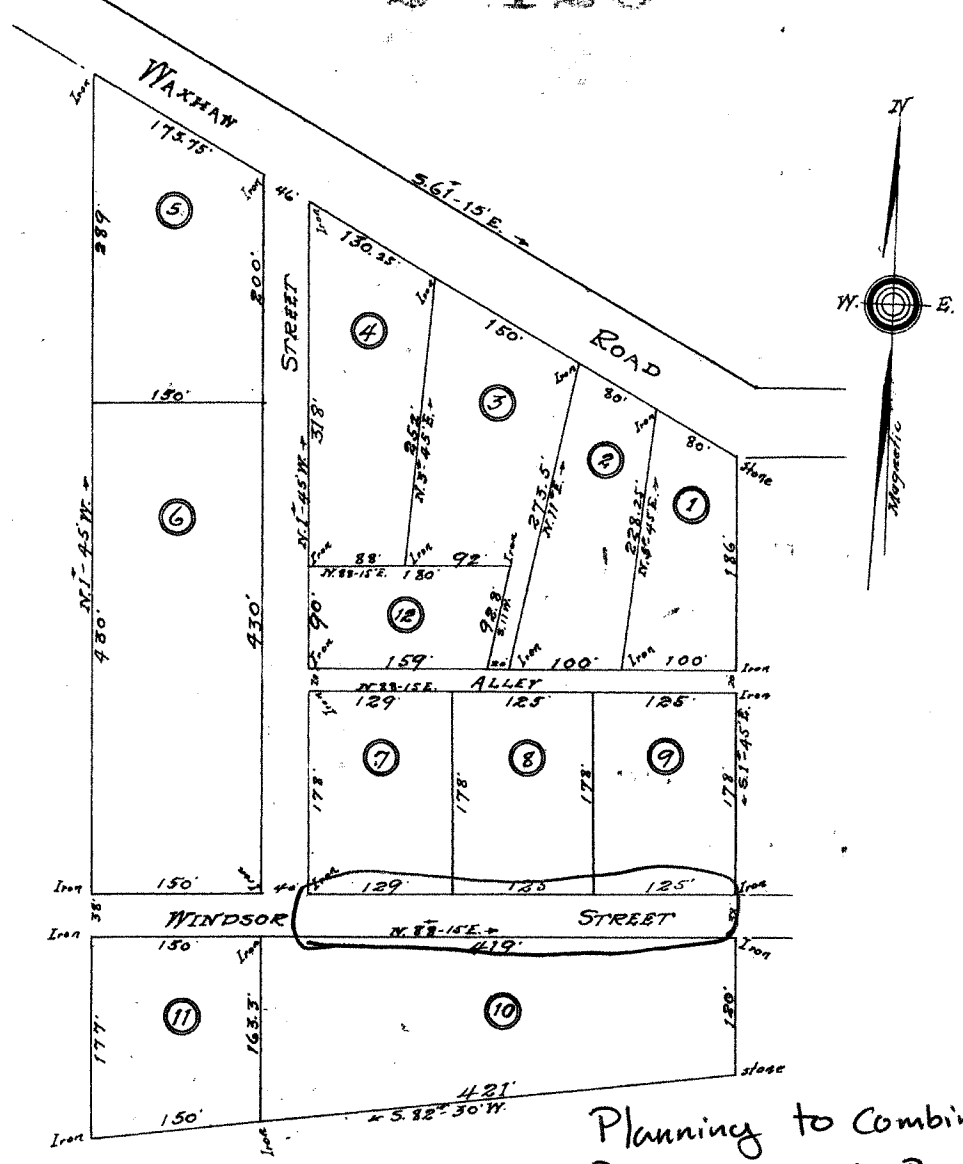
The Public Safety Committee and Staff recommend that City Council adopt Resolution R-2026-29 closing and abandoning the 38-foot-wide right-of-way of Windsor Street starting at eastern right-of-way of Harley Street to the eastern property line of Lot 10 of the Dr. B. C. Redfern subdivision recorded in Plat Book 2, Page 120, about 379 linear feet in length.

Attachments:

Dr. B. C. Redfern plat recorded in PB1,
Page 120

Map highlighting the area to be abandoned
Resolution (R-2026-29)

2-120



Planning to Combine
 Parcels 3115 A & B
 into one lot
 with access from
 Harley Street.

MAP - SUBDIVISION Harley Street.

DR. B.C. REDFERN, DEC'D. ESTATE PROPERTY

Monroe, Union County, N.C.

Surveyed September 9-10th, 1938. Scale: 1" = 100 ft.

By Ralph H. Elliott, c.s.



McCarten St

Welsh Ave

West St

Franklin St

40-foot R/W per PB 2, Pg 120

Unopened 20-ft R/W

Requested abandonment of 379 feet more or less of the 38-ft R/W for Windsor St recorded recorded in PB 2, Page 120

09-273-131

09-273-112

09-273-108

Harley St

Windsor St

Unopened R/W

09-273-115A

Unopened Windsor St R/W NOT being abandoned

09-273-130

09-273-107

Brookgreen Dr

3-4-2026 Not to scale

**RESOLUTION TO ABANDON
A PORTION OF A 38-FOOT RIGHT-OF-WAY FOR WINDSOR STREET FROM
EASTERN RIGHT-OF-WAY OF HARLEY STREET TO EASTERN PROPERTY
LINE OF LOT 10 OF THE DR. B. C. REDFERN SUBDIVISION RECORDED IN
PLAT BOOK 2, PAGE 120
R-2026-29**

WHEREAS, on the 14th day of April, 2026, the City Council of the City of Monroe directed the City Clerk to publish the Resolution of Intent of the City Council to consider abandoning the hereinafter described a portion of the 38-foot-wide right-of-way of Windsor Street pursuant to North Carolina General Statute Section 160A-299 starting at eastern right-of-way of Harley Street to the eastern property line of Lot 10 of the Dr. B. C. Redfern subdivision recorded in Plat Book 2, Page 120, about 379 linear feet in length in a newspaper authorized to publish legal ads in the City of Monroe as required by statute, such resolution advising to the public that a public hearing would be conducted on the question at the City of Monroe Council Meeting on May 26, 2026 at 6:00 pm; and,

WHEREAS, the City Council on the 14th day of April, 2026, ordered the City Clerk to notify all persons owning property adjoining the 38-foot-wide right-of-way of Windsor Street starting at the eastern right-of-way of Harley Street to the eastern property line of Lot 10 of the Dr. B. C. Redfern subdivision as shown on the county tax records, by registered or certified mail, enclosing with such notification a copy of the Resolution of Intent; and,

WHEREAS, the City Clerk has advised the City Council that she caused the Resolution of Intent to be published once a week for four consecutive weeks prior to the hearing and that she sent a letter to each adjoining property owner advising them of the day, time, and place of the meeting, enclosing a copy of the Resolution of Intent, and advising said abutting property owners that the question as to abandoning the 38-foot-wide right-of-way of Windsor Street starting at eastern right-of-way of Harley Street to the eastern property line of Lot 10 of the Dr. B. C. Redfern subdivision recorded in Plat Book 2, Page 120, about 379 linear feet in length, as shown on the county tax records would be acted upon, said letters have been sent by registered or certified mail; and,

WHEREAS, the City Clerk has advised the City Council that adequate notices were posted in at least two places on the applicable street as required by G.S. 160A-299; and,

WHEREAS, a full and complete consideration of the matter was given in the public hearing held on the 26th day of May, 2026 after having granted a full and complete opportunity for all interested persons to appear and register any objections that they might have; and,

WHEREAS, it now appears to the satisfaction of the City Council that the abandoning of said right-of-way is not contrary to the public interest, and that no individual owning property, either adjoining the walkway or in the vicinity of said right-of-way or in the subdivision in which said right-of-way is located, will, as a result of said abandoning, be thereby deprived of a reasonable means of ingress and egress to his property.

NOW, THEREFORE, the is hereby ordered the 38-foot right-of-way of Windsor Street starting at eastern right-of-way of Harley Street to the eastern property line of Lot 10 of the Dr. B. C. Redfern subdivision recorded in Plat Book 2, Page 120, about 379 linear feet in length abandoned, pursuant to NCGS 160A-299, and all right, title, and interest that may be vested in the public to said area for walkway purposes is hereby terminated with title vesting as provided in 160A-299(c).

The City Clerk is hereby ordered and directed to file in the Office of the Register of Deeds of Union County a certified copy of the resolution and order.

Upon motion duly made by _____, duly seconded by _____, the above Resolution was duly adopted by the City Council at a meeting held on May 26, 2026 in the City of Monroe Council Chambers.

Upon call for a vote, the following Council Members voted in the affirmative:

And the following Council Members voted in the negative:

This the 26th day of May, 2026.

ATTEST:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk

North Carolina, Union County

I, Sherry K. Hicks, Notary Public, in and for said County and State, do hereby certify that Bridgette H. Robinson personally appeared before me this day and acknowledged that she is the City Clerk of the City of Monroe, a municipal corporation of said State, and that by authority duly given and as an act of said City, the foregoing instrument was signed in the name of the City and in her presence by its Mayor, sealed with the corporate seal of said City, and attested by herself as its City Clerk.

Witness my hand and notarial seal, this _____ day of _____, 2026.

(Seal)

Notary Public

My Commission Expires: January 4, 2031



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: May 26, 2026

FROM: Jay Voyles, Deputy General Manager of Energy Services and Water Resources

PREPARED BY: Jay Voyles, Deputy General Manager of Energy Services and Water Resources

SUBJECT: Revisions to Water Shortage Response Plan

SUMMARY STATEMENT

The Department of Water Resources is proposing minor revisions to the City's Water Shortage Response Plan. The proposed amendments would remove the automatic 5% water rate increase currently associated with Stage 2 Water Shortage and update position titles within the plan to reflect the City's current combined utility structure.

REVIEW

Due to ongoing drought conditions affecting the City of Monroe and much of the Carolinas, the City is approaching Stage 2 Water Shortage with imposed mandatory water restrictions. Monroe has been operating under Stage 1 Water Shortage with voluntary restrictions for conservation since January 26, 2026.

Under the current Water Shortage Response Plan, entering Stage 2 would automatically result in a 5% water rate increase for all customers. Staff believes that customers, businesses, and the general public should receive an additional level of warning through mandatory conservation measures before a rate increase is imposed.

Stage 2 Mandatory Water Restrictions would still require customers to reduce water use and comply with mandatory conservation measures. However, removing the automatic 5% rate increase from Stage 2 would allow the City to emphasize compliance, public awareness, and conservation before imposing additional financial impacts on customers.

Staff is also proposing administrative updates to the plan to reflect the City's current organizational structure. Specifically, references to the "Director of Water Resources" would be revised to "General Manager of Energy Services and Water Resources," consistent with the City's combined utility structure.

The Public Enterprise Committee heard this request at the May 6, 2026 PEC meeting and recommended approval.

RECOMMENDATION

The Public Enterprise Committee and Staff recommend that City Council adopt an Ordinance approving the amendments to the Water Shortage Response Plan as presented.

Attachment: Ordinance O-2026-23

CHAPTER 56: WATER SHORTAGE RESPONSE

Section

- 56.01 Declaration
- 56.02 Definitions
- 56.03 Description of water supply shortages
- 56.04 Stages of water supply shortages
- 56.05 Public notification of water supply shortages
- 56.06 Compliance required in the event of water supply shortage
- 56.07 Restrictions and prohibitions during water supply shortage
- 56.08 Water supply shortage rates and surcharges
- 56.09 Compliance
- 56.10 Enforcement and civil penalty
- 56.11 Criminal fines
- 56.12 Discontinuance of service
- 56.13 Continuing and separate violations
- 56.14 Severance provision
- 56.15 Application of chapter
- 56.16 Termination of declared emergency
- 56.17 Repeal of prior ordinances
- 56.18 Tables
- 56.19 Review and revisions to ordinance
- 56.20 Irrigation meter requirement

§ 56.01 DECLARATION.

Whenever the water supply of the city is declining due to conditions which may adversely affect the continued availability of water for human consumption, sanitation, health and fire protection, it may become necessary to declare a water shortage and implement conservation requirements under the standards set in this chapter.

(Ord. O-2002-51, passed 8-20-02 ; Am. Ord. O-2007-35, passed 12-4-07)

§ 56.02 DEFINITIONS.

For the purpose of this ordinance, the following terms, words, and phrases and their derivations shall have the meaning given herein. The word “shall” is always mandatory and not merely directory.

AUTOMATIC IRRIGATION SYSTEM. Any system that performs landscape irrigation or watering via a timer, controller or other device, which operates independent of on site supervision or control.

CITY. The City of Monroe.

CUSTOMER. A person in whose name a water connection is made and to whom a bill is issued, whether such connection is inside or outside the corporate limits of the City.

HAND WATERING. Watering from hand held can or container, not connected to or filled from a hose or outside spigot.

HOSE WATERING. Watering from a garden or other type of watering hose connected to an outside spigot or faucet.

NON-POTABLE WATER. Water from any source other than the potable drinking water supply system. Does not include “grey water” as defined by the Health Department.

PERSON. Any person, firm, partnership, association, corporation, company, limited liability company, professional association, or organization of any kind. The term PERSON shall also include customers.

SPRINKLER WATERING. Watering from a hose connected sprinkler or from sprinklers connected to an irrigation system, with fixed heads that may or may not include an automatic timer control.

WATER. Raw or treated water from the City public water supply system.

(Ord. O-2002-51, passed 8-20-02 ; Am. Ord. O-2007-29, passed 10-24-07; Am. Ord. O-2007-35, passed 12-4-07)

§ 56.03 DESCRIPTION OF WATER SUPPLY SHORTAGE.

(A) A water supply shortage shall be declared to exist when the reserve water supply available to the City reaches the point where continued declines in supply may jeopardize the ability to provide citizens and businesses with water needed to protect health and safety without curtailing water demand.

(B) In determining the extent of the water shortage, the following criteria shall be considered: storage levels in City lakes, inflow from stream sources, daily water use

patterns and quantities, outlook for precipitation, and availability of water from other sources.

(C) A water shortage shall also be declared to exist when production, transmission, and storage facilities are incapable of meeting all daily water demands needed to protect public safety and health.

(Ord. O-2002-51, passed 8-20-02 ; Am. Ord. O-2007-35, passed 12-4-07)

§ 56.04 STAGES OF WATER SUPPLY SHORTAGE.

The severity of the water shortage shall be determined primarily by the criteria set out in § 56.03, as it relates to the number of days of water supply remaining in the city’s system. It shall be the responsibility of the city’s General Manager of Energy Services and Water Resources to monitor all components of the water supply system and determine when a shortage exists. The following stages are defined:

Water Shortage Stage	Response Level	Days of Supply Remaining
Stage 1	Voluntary	180
Stage 2	Mandatory	160
Stage 2A	Mandatory	130
Stage 3	Mandatory	100
Stage 4	Emergency	75
Stage 5	Rationing	50

(Ord. O-2010-01, passed 1-19-10)

§ 56.05 PUBLIC NOTIFICATION OF WATER SUPPLY STORAGE.

(A) In the event that a water shortage of any degree as defined herein occurs, the General Manager of Energy Services and Water Resources shall notify the City Manager of said shortage. The City Manager is authorized and empowered, after communication to the Mayor and City Council, to give notice to the general public of the existence and severity of the water shortage. In order to protect the health, safety, and livelihood of the people supplied water by the City, the City Manager may place in effect the restrictive provisions hereinafter authorized. Notice shall be given by public press announcement and other means as deemed necessary and the terms of the notice shall become effective immediately.

(B) The General Manager of Energy Services and Water Resources shall perform periodic review of the water supply status and notify the City Manager when the number of days water supply exceeds the upper threshold of the effective stage by more than ten days. In

such event, the City Manager shall modify the shortage stage, or cancel the water shortage if appropriate.

(Ord. O-2002-51, passed 8-20-02 ; Am. Ord. O-2007-35, passed 12-4-07)

§ 56.06 COMPLIANCE REQUIRED IN THE EVENT OF WATER SUPPLY SHORTAGE.

In the event that the City Manager issues a water shortage notice as described in this chapter, it shall be unlawful for any person to use or permit the use of water from the City's water system for any of the purposes hereinafter set forth until such time as this chapter is amended or repealed, or until the City Manager has declared such provisions no longer in effect.

(Ord. O-2002-51, passed 8-20-02 ; Am. Ord. O-2007-35, passed 12-4-07)

§ 56.07 RESTRICTIONS AND PROHIBITIONS DURING WATER SUPPLY SHORTAGE.

Upon declaration and notice by the City Manager of a water supply shortage, the following shall be in full force and effect:

(A) Stage 1 Water Shortage. The following voluntary water restrictions shall be requested:

(1) Voluntary, commercial, manufacturing, institutional and residential conservation measures will be strongly encouraged and recommended including the following:

- (a) Inspect and repair all faulty and defective parts of faucets and toilets.
- (b) Use shower for bathing rather than bathtub and limit shower to no more than five minutes. Turn off water while soaping up.
- (c) Do not leave faucets running while shaving, rinsing dishes, or brushing teeth.
- (d) Limit use of clothes washers and dishwashers and when used, operate fully loaded.
- (e) Limit lawn watering to that necessary for plant survival. Recommend that all watering occur between sunset and sunrise.
- (f) Water shrubbery the minimum required, reusing household water when possible.
- (g) Limit vehicle washing.
- (h) Do not wash down outside areas such as sidewalks, patios, driveways, etc.
- (i) Install water flow restrictions in showerheads and other water saving devices.
- (j) Use disposable and biodegradable dishes where possible.

- (k) Install water saving devices in toilets such as early closing flapper valves.
- (l) Limit hours of water-cooled air conditioners.
- (m) Do not fill swimming, wading pools, or decorative ponds.
- (n) Do not allow children to play with water hose connected to the City water system.

(2) Water supply line pressure should be reduced where feasible to reduce water consumption if it will not adversely affect the operation of fixtures, equipment, public safety, or health devices.

(3) Conservation in public buildings, institutions, and similar facilities is encouraged by reducing pressure at plumbing fixtures and by installation of restricting devices.

(4) Water conservation should be followed during all phases of construction related activities. Where appropriate, water needed should be obtained from supplemental sources.

(B) Stage 2 Water Shortage. If the voluntary restrictions from Stage 1 are not sufficient, and the City water supply continues to decline, the mandatory water restrictions contained in Table 2 shall be imposed.

(C) Stage 2A Water Shortage. If the City water supply continues to decline after implementation of Stage 2 mandatory restrictions, the mandatory water restrictions shown in Table 2A, in addition to those from Stage 2, shall be imposed. In any situation where the terms and conditions of Stage 2A conflict with the terms and conditions of any other water shortage stage, the more restrictive shall apply.

(D) Stage 3 Water Shortage. If the City water supply continues to decline after implementation of Stage 2A mandatory restrictions, the mandatory water restrictions shown in Table 3, in addition to those from Stage 2A, shall be imposed. In any situation where the terms and conditions of Stage 3 conflict with the terms and conditions of any other water shortage stage, the more restrictive shall apply. Usage exceeding that defined in § 56.08 shall be subject to surcharge.

(1) It shall be unlawful to:

(a) Violate any water restriction shown in Table 3.

(b) Exceed the following water usage mandate: All residential customers shall comply with the allowable use quantities in § 56.08. All non-residential customers shall reduce their water usage by 10% of their average usage during a corresponding or comparable billing period, in which no Stage of this ordinance was in effect. If no meter readings are recorded or otherwise available for a customer's billing period, an average of similar users will be established for the customer by the Water Resources Director. Nonresidential customers include governmental, commercial, industrial, multi-family, institutional, public, social, and all other such users. It is the primary responsibility of each non-residential customer to meet its mandated water use reduction in whatever manner possible, including limitation of operating hours, or days, if necessary.

(c) Each customer shall provide access to City personnel for the purposes of meter reading and monitoring compliance with this ordinance. If the mandated reduction in water usage cannot be obtained without threatening health or safety, or if there has been a significant change in the customer's circumstances, the customer may apply to the City Manager, or his or her designee, for a variance to the mandate.

(E) Stage 4 Water Shortage. If the City water supply continues to decline after implementation of Stage 3 restrictions, the emergency water restrictions shown in Table 4, in addition to those from Stage 3, shall be imposed. In any situation where the terms and conditions of Stage 4 conflict with the terms and conditions of any other water shortage stage, the more restrictive shall apply. Usage exceeding that defined in § 56.08 shall be subject to surcharge.

(1) It shall be unlawful to:

(a) Violate any water restriction shown in Table 4.

(b) Exceed the following water usage mandate:

1. All residential customers shall comply with the allowable use quantities in § 56.08. All non-residential customers shall reduce their water usage by 25% of their average usage during a corresponding or comparable billing period, in which no Stage of this ordinance was in effect. If no meter readings are recorded or otherwise available for a customer's billing period, an average of similar users will be established for the customer by the General Manager of Energy Services and Water Resources. Nonresidential customers include governmental, commercial, industrial, multi-family, institutional, public, social, and all other such users. It is the primary responsibility of each non-residential customer to meet its mandated water use reduction in whatever manner possible, including limitation of operating hours, or days, if necessary.

2. Each customer shall provide access to City personnel for the purposes of meter reading and monitoring compliance with this ordinance. If the mandated reduction in water usage cannot be obtained without threatening health or safety, or if there has been a significant change in the customer's circumstances, the customer may apply to the City Manager, or his or her designee, for a variance to the mandate.

(F) Stage 5 Water Shortage.

(1) If the City water supply continues to decline after implementation of Stage 4 restrictions, the rationing water restrictions shown in Table 5, in addition to those from Stage 4, shall be imposed. In any situation where the terms and conditions of Stage 5 conflict with the terms and conditions of any other water shortage stage, the more restrictive shall apply. Usage exceeding that defined in § 56.08 shall be subject to surcharge.

(2) It shall be unlawful to:

(a) Violate any water restriction shown in Table 5.

(b) Serve food or beverages in restaurants, cafeterias, and other commercial food establishments to customers using anything other than disposable plates, saucers, cups, utensils, napkins, and tablecloths.

(c) Exceed the following water usage mandate: All residential customers shall comply with the allowable use quantities in § 56.08. All non-residential customers shall reduce their water usage by 50% of their average usage during a corresponding or comparable billing period, in which no Stage of this ordinance was in effect. If no meter readings are recorded or otherwise available for a customer's billing period, an average of similar users will be established for the customer by the General Manager of Energy Services and Water Resources. Nonresidential customers include governmental, commercial, industrial, multi-family, institutional, public, social, and all other such users. It is the primary responsibility of each non-residential customer to meet its mandated water use reduction in whatever manner possible, including limitation of operating hours, or days, if necessary.

(d) Make any new service connections to the City water system except for public and other schools satisfying the compulsory education requirements of the laws of the State of North Carolina, public facilities for sheriff, police, fire protection, hospitals and emergency medical services, and facilities of public service companies regulated as public utilities under the laws of the State of North Carolina.

(G) The General Manager of Energy Services and Water Resources shall utilize water production and customer billing data to evaluate the effectiveness of water use restriction and actual water savings.

(H) Requests from water customers for a variance from the stated water restrictions shall be sent in writing to the General Manager of Energy Services and Water Resources. The request shall outline the basis and justification for the variance request including, but not limited to, the number of persons in the home, medical conditions, severe economic hardship, and the like. Each request shall also outline the conservation measures that have been adopted by the customer and an acknowledgment of receipt of all public information items regarding water conservation provided by the City. The General Manager shall review each request and send a recommendation to the City Manager. The City Manager's decision related to each request shall be final.

(Ord. O-2002-51, passed 8-20-02; Am. Ord. O-2007-35, passed 12-4-07; Am. Ord. O-2010-01, passed 1-19-10)

§ 56.08 WATER SUPPLY SHORTAGE RATES AND SURCHARGES.

(A) During a declared water supply shortage it shall be necessary to impose temporary water rate increases to ensure adequate operating revenue and to encourage conservation. The following table shows the magnitude of rate increase to be imposed, above the prevailing fee schedule, for the volumetric usage charge per 1,000 gallons. This shall apply to all customer classes. Monthly customer charges shall not be increased by these

percentages. Increases shall be prorated over the billing period based on the effective date of the water shortage declaration.

Water Shortage Stage	% Increase
Stage 1	None
Stage 2	None
Stage 2A	5%
Stage 3	15%
Stage 4	30%
Stage 5	50%

(B) During a declared water supply shortage it shall also be necessary to impose additional fees for excessive water use. For residential accounts the allowable use shall be based on a fixed monthly allowable volume as shown below. For residential accounts having both a domestic and irrigation metered service, allowable use shall be based on the consumption for both meters. Fines for unauthorized taking of water as defined in Chapter 53 of this Code, shall be doubled during any declared water shortage. For non-residential accounts, allowable use shall be based on a required percentage reduction from their average usage during the most recent 12 months in which no water shortage declaration was in effect. For example, a 10% reduction will result in an allowable use of 90% of previously demonstrated usage from the previous 12-month period. If no meter readings are available for a customer's billing period, an average of similar users will be established for the customer by the General Manager of Energy Services and Water Resources. Such customers shall include governmental, commercial, industrial, institutional, public, multi-family, and all other such users. The following table shows the allowable usage quantities and the excessive usage charge.

<i>Water Shortage Stage</i>	<i>Allowable Use Quantity</i>		<i>Excessive Use Fee</i>
	<i>Residential</i>	<i>Commercial</i>	
	<i>(Per 1,000 Gallons)</i>		
Stage 1	N/A	N/A	None
Stage 2 and 2A	N/A	N/A	None
Stage 3	6,000 Gal	90%	5 Times Existing Rate
Stage 4	5,000 Gal	75%	5 Times Existing Rate

Stage 5

4,000 Gal

50%

10 Times Existing Rate

(C) It is the primary responsibility of each non-residential customer to meet its mandated water use reduction by utilizing whatever means necessary, including limitation of operating hours, days, etc. Each customer shall provide access to City personnel for the purpose of meter reading and monitoring compliance with this ordinance. If the mandated reduction in water use cannot be obtained without threatening health or safety, or if there has been a significant change in the customer's circumstances, the customer may apply to the City Manager or his or her designee, for a variance to this mandate.

(Ord. O-2002-51, passed 8-20-02 ; Am. Ord. O-2007-35, passed 12-4-07)

§ 56.09 COMPLIANCE.

Compliance with the provisions of this chapter shall be enforced by personnel of the Water Resources Department, the City of Monroe Police Department, and other such personnel as designated by the City Manager. Failure to comply with any of the regulations of this chapter shall be unlawful and a violation of the ordinance and all remedies authorized by G.S. § 160A-175 for noncompliance with the ordinance, including the issuance of a civil penalty or criminal citation, and actions for injunctive relief to enjoin or restrain violations. It shall be unlawful to fail to act in accordance therewith or to use water in any manner or attempt to evade or avoid such water restrictions.

§ 56.10 ENFORCEMENT AND CIVIL PENALTY.

(A) Residential users. Any residential user who shall violate any provision of this chapter shall be subject to civil penalties recoverable in the nature of a civil debt.

(1) Civil penalties for a violation of Stage 2, 2A and 3 mandatory restrictions shall be as follows:

- (a) A warning for the first offense;
- (b) A civil penalty in the amount of \$100 for the second offense; and
- (c) A civil penalty in the amount of \$200 for the third and successive offenses.

(2) In Stages 4 or 5, there shall be no warnings given for violations by residential users of the mandatory restrictions of these Stages and the penalties shall be \$100 for the first offense, \$200 for the second offense and successive offenses.

(B) Non-residential users. Any non-residential customer, who violates any provision of this chapter, shall be subject to a civil penalty recoverable in the nature of a civil debt except as provided in section (D) below. Civil penalties for a violation of any mandatory restriction of any Stage of this ordinance shall be as follows:

- (1) A warning for the first offense;
- (2) A civil penalty of \$200 for the second violation;
- (3) A civil penalty of \$500 for the third violation; and
- (4) A civil penalty of \$1,000 for the fourth and successive offenses.

(C) Accumulation of violations. Violations shall be accumulated by all customers so long as this ordinance, in any of its Stages, is continuously in effect and until no Stage of this ordinance has been in effect for a period of one calendar year. Violations of any of the mandatory restrictions of any Stage shall accumulate with violations of other Stages. Should a customer move, or cease and renew service, during the period described herein, the customer's violations shall continue to accumulate as if such move or cessation had not occurred.

(D) Civil penalties for excessive water use. Excessive use water rates imposed upon users by Stages 3, 4 and 5 constitute the sole monetary penalty for such excessive use. Other violations by such users shall be subject to the civil penalties and other enforcement measures set out herein. Other enforcement procedures shall apply to such users for excessive use and other violations.

(Ord. O-2002-51, passed 8-20-02 ; Am. Ord. O-2007-35, passed 12-4-07)

§ 56.11 CRIMINAL FINES.

Upon a fourth or subsequent violation of this ordinance a criminal warrant may be issued to the offending person. Any violations of the provisions of this chapter shall constitute a Class 3 misdemeanor punishable upon conviction by a term of imprisonment and by a fine as provided by G.S. § 14-4.

(Ord. O-2002-51, passed 8-20-02 ; Am. Ord. O-2007-35, passed 12-4-07)

§ 56.12 DISCONTINUANCE OF SERVICE.

The City Manager shall have the authority to discontinue, or restrict, water service to any person or structure in the event of a violation of the provisions of this chapter during a Stage 2, 3, 4, or 5 water shortage period. Prior to such termination, written notice of intent to terminate or restrict shall be given.

(Ord. O-2002-51, passed 8-20-02 ; Am. Ord. O-2007-35, passed 12-4-07)

§ 56.13 CONTINUING AND SEPARATE VIOLATIONS.

Each day's continuing violation of this chapter shall be a separate and distinct criminal or civil offense. Each violation of the ordinance shall be a separate offense even if occurring on the same day.

(Ord. O-2002-51, passed 8-20-02 ; Am. Ord. O-2007-35, passed 12-4-07)

§ 56.14 SEVERANCE PROVISION.

If any section, subdivision, clause, or provision of this chapter shall be judged invalid, such adjudication shall apply only to such section, subdivision, clause, or provision so adjudged, and the remainder of this chapter shall be declared valid and effective.

(Ord. O-2002-51, passed 8-20-02 ; Am. Ord. O-2007-35, passed 12-4-07)

§ 56.15 APPLICATION OF CHAPTER.

The provisions of this ordinance shall apply to all such persons using public water both in and outside the City, regardless of whether any such person using water shall have a contract for water service with the City.

(Ord. O-2002-51, passed 8-20-02 ; Am. Ord. O-2007-35, passed 12-4-07)

§ 56.16 TERMINATION OF DECLARED EMERGENCY.

Termination of any phase of the emergency provisions of this chapter shall be determined by the City Manager when he or she finds that the water supply of the City water system is no longer so low as to constitute a water emergency. Upon termination of any emergency declared under this ordinance, all fines or penalties incurred by any person or customer shall remain in effect until paid. Upon such termination, discontinued users may have their service restored upon payment of the regular cut-on fees except for those users cut off without notice.

(Ord. O-2002-51, passed 8-20-02 ; Am. Ord. O-2007-35, passed 12-4-07)

§ 56.17 REPEAL OF PRIOR ORDINANCES.

All ordinances and clauses of ordinances in conflict herewith are stayed while any Stage of this ordinance is in effect. Such conflicting ordinances and clauses shall become effective upon termination of such Stages.

(Ord. O-2002-51, passed 8-20-02 ; Am. Ord. O-2007-35, passed 12-4-07)

§ 56.18 TABLES.

Water Shortage Stage 2

Table 2	Residential		Commercial/Industrial	
Type of Watering or use	Allowed	Time Restrictions	Allowed	Time Restrictions
Automatic irrigation system	Yes	(5)	Yes	(5)
Sprinkler watering	Yes	(5)	Yes	(5)
Hose watering	Yes	(5)	Yes	(5)
Hand watering	Yes	None	Yes	None
Non-potable water	Yes	None	Yes	None
Vehicle washing (1)	No	Not allowed	Yes	None
Washing down of streets, sidewalks, buildings etc.	No	Not allowed	No	Not allowed
Filling or topping off pools (2)	No	Not allowed	No	Not allowed
Filling of topping off fountains or ponds (2)	No	Not allowed	No	See footnote
Pressure washing (3)	No	Not allowed	Yes	None
Health and safety needs (4)	Yes	None	Yes	None

<i>Footnotes.</i>
(1) Commercial car washes or business must be permanently located.
(2) Allowable only to maintain aquatic life.
(3) Commercial pressure washers may continue to operate if activity required for health and safety.
(4) Requires documentation of health and safety needs.
(5) 6:00am to 10:00am and/or 6:00pm to 10:00pm ** Commercial companies regularly engaged in the sale of plants may water as needed to maintain plant life.
<i>Definitions.</i> For the purpose of this table the following definitions shall apply unless the context clearly indicates or requires a different meaning.
AUTOMATIC IRRIGATION SYSTEM. Any system that performs landscape irrigation or watering via a timer, controller or other device, which operates independent of on site supervision or control.
HAND WATERING. Watering from hand-held can or container, not connected to or filled from a hose or outside spigot.
HOSE WATERING. Watering from a garden or other type of watering hose connected to an inside or outside spigot or faucet.
NON-POTABLE WATER. Water from any source other than the potable drinking water supply system. Does not include “grey” water as defined by the Health Department.
SPRINKLER WATERING. Watering from a hose connected sprinkler or from sprinklers connected to an irrigation system, with fixed heads that may or may not include an automatic timer control.

Water Shortage Stage 2A

<i>Table 2A</i>	<i>Residential</i>	<i>Commercial/Industrial</i>
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<i>Type of Watering or use</i>	<i>Allowed</i>	<i>Time Restrictions</i>	<i>Allowed</i>	<i>Time Restrictions</i>
Automatic irrigation system	No	Not allowed	No	Not allowed
Sprinkler watering	No	Not allowed	No	Not allowed
Hose watering	No	Not allowed	No	Not allowed
Hand watering	Yes	None	Yes	None
Non-potable water	Yes	None	Yes	None
Vehicle washing (1)	No	Not allowed	Yes	None
Washing down of streets, sidewalks, buildings etc.	No	Not allowed	No	Not allowed
Filling or topping off pools (2)	No	Not allowed	No	Not allowed
Filling of topping off fountains or ponds (2)	No	Not allowed	No	See footnote
Pressure washing (3)	No	Not allowed	Yes	None
Health and safety needs (4)	Yes	None	Yes	None

Footnotes.

(1) Commercial car washes or business must be permanently located.

(2) Allowable only to maintain aquatic life.

(3) Commercial pressure washers may continue to operate if activity required for health and safety.

(4) Requires documentation of health and safety needs.

** Commercial companies regularly engaged in the sale of plants may water as needed to maintain plant life.

Definitions. For the purpose of this table the following definitions shall apply unless the context clearly indicates or requires a different meaning.

AUTOMATIC IRRIGATION SYSTEM. Any system that performs landscape irrigation or watering via a timer, controller or other device, which operates independent of on site supervision or control.

HAND WATERING. Watering from hand-held can or container, not connected to or filled from a hose or outside spigot.

HOSE WATERING. Watering from a garden or other type of watering hose connected to an inside or outside spigot or faucet.

NON-POTABLE WATER. Water from any source other than the potable drinking water supply system. Does not include “grey” water as defined by the Health Department.

SPRINKLER WATERING. Watering from a hose connected sprinkler or from sprinklers connected to an irrigation system, with fixed heads that may or may not include an automatic timer control.

Water Shortage Stage 3

Table 3	Residential		Commercial/Industrial	
Type of Watering or use	Allowed	Time Restrictions	Allowed	Time Restrictions
Automatic irrigation system	No	Not allowed	No	Not allowed
Sprinkler watering	No	Not allowed	No	Not allowed
Hose watering	No	Not allowed	No	Not allowed
Hand watering	Yes	None	Yes	None
Non-potable water	Yes	None	Yes	None
Vehicle washing (1)	No	Not allowed	Yes	None
Washing down of streets, sidewalks, buildings etc.	No	Not allowed	No	Not allowed
Filling or topping off pools (2)	No	Not allowed	No	Not allowed
Fire hydrant meter accounts	No	Not allowed	No	Not allowed
Dust control or earth compaction	No	Not allowed	No	Not allowed
Filling of topping off fountains or ponds (2)	No	Not allowed	No	See footnote
Pressure washing (3)	No	Not allowed	Yes	None

Health and safety needs (4)	Yes	None	Yes	None
<i>Footnotes.</i>				
(1) Commercial car washes or business must be permanently located.				
(2) Allowable only to maintain aquatic life.				
(3) Commercial pressure washers may continue to operate if activity required for health and safety.				
(4) Requires documentation of health and safety needs.				
(5) Excessive use surcharges apply.				
** Commercial companies regularly engaged in the sale of plants may water as needed to maintain plant life.				
Definitions. For the purpose of this table the following definitions shall apply unless the context clearly indicates or requires a different meaning.				
AUTOMATIC IRRIGATION SYSTEM. Any system that performs landscape irrigation or watering via a timer, controller or other device, which operates independent of on site supervision or control.				
HAND WATERING. Watering from hand-held can or container, not connected to or filled from a hose or outside spigot.				
HOSE WATERING. Watering from a garden or other type of watering hose connected to an inside or outside spigot or faucet.				
NON-POTABLE WATER. Water from any source other than the potable drinking water supply system. Does not include "grey" water as defined by the Health Department.				
SPRINKLER WATERING. Watering from a hose connected sprinkler or from sprinklers connected to an irrigation system, with fixed heads that may or may not include an automatic timer control.				

Water Shortage Stage 4

Table 4	Residential		Commercial/Industrial	
	Allowed	Time Restrictions	Allowed	Time Restrictions
Automatic irrigation system	No	Not allowed	No	Not allowed
Sprinkler watering	No	Not allowed	No	Not allowed
Hose watering	No	Not allowed	No	Not allowed
Hand watering	Yes	None	Yes	None
Non-potable water	Yes	None	Yes	None
Vehicle washing (1)	No	Not allowed	Yes	None
Washing down of streets, sidewalks, buildings etc.	No	Not allowed	No	Not allowed
Filling or topping off pools (2)	No	Not allowed	No	Not allowed
Fire hydrant meter accounts	No	Not allowed	No	Not allowed
Dust control or earth compaction	No	Not allowed	No	Not allowed
Filling of topping off fountains or ponds (2)	No	Not allowed	No	See footnote

Pressure washing (3)	No	Not allowed	Yes	None
Health and safety needs (4)	Yes	None	Yes	None

Footnotes.

(1) Commercial car washes or business must be permanently located.

(2) Allowable only to maintain aquatic life.

(3) Commercial pressure washers may continue to operate if activity required for health and safety.

(4) Requires documentation of health and safety needs.

(5) Excessive use surcharges apply.

** Commercial companies regularly engaged in the sale of plants may water as needed to maintain plant life.

Definitions. For the purpose of this table the following definitions shall apply unless the context clearly indicates or requires a different meaning.

AUTOMATIC IRRIGATION SYSTEM. Any system that performs landscape irrigation or watering via a timer, controller or other device, which operates independent of on site supervision or control.

HAND WATERING. Watering from hand-held can or container, not connected to or filled from a hose or outside spigot.

HOSE WATERING. Watering from a garden or other type of watering hose connected to an inside or outside spigot or faucet.

NON-POTABLE WATER. Water from any source other than the potable drinking water supply system. Does not include “grey” water as defined by the Health Department.

SPRINKLER WATERING. Watering from a hose connected sprinkler or from sprinklers connected to an irrigation system, with fixed heads that may or may not include an automatic timer control.

Water Shortage Stage 5

<i>Table 5</i>	<i>Residential</i>		<i>Commercial/Industrial</i>	
	<i>Allowed</i>	<i>Time Restrictions</i>	<i>Allowed</i>	<i>Time Restrictions</i>
Automatic irrigation system	No	Not allowed	No	Not allowed
Sprinkler watering	No	Not allowed	No	Not allowed
Hose watering	No	Not allowed	No	Not allowed
Hand watering	No	Not allowed		Not allowed
Non-potable water	Yes	None	Yes	None
Vehicle washing (1)	No	Not allowed	Yes	None
Washing down of streets, sidewalks, buildings etc.	No	Not allowed	No	Not allowed

Filling or topping off pools (2)	No	Not allowed	No	Not allowed
Fire hydrant meter accounts	No	Not allowed	No	Not allowed

Dust control or earth compaction	No	Not allowed	No	Not allowed
Filling of topping off fountains or ponds (2)	No	Not allowed	No	See footnote
Pressure washing (3)	No	Not allowed	No	Not allowed
Health and safety needs (4)	Yes	None	Yes	None

Footnotes.

(1) Commercial car washes or business must be permanently located.

(2) Allowable only to maintain aquatic life.

(3) Commercial pressure washers may continue to operate if activity required for health and safety.

(4) Requires documentation of health and safety needs.

(5) Excessive use surcharges apply.

** Commercial companies regularly engaged in the sale of plants may water as needed to maintain plant life.

Definitions. For the purpose of this table the following definitions shall apply unless the context clearly indicates or requires a different meaning.

AUTOMATIC IRRIGATION SYSTEM. Any system that performs landscape irrigation or watering via a timer, controller or other device, which operates independent of on site supervision or control.

HAND WATERING. Watering from hand-held can or container, not connected to or filled from a hose or outside spigot.

HOSE WATERING. Watering from a garden or other type of watering hose connected to an inside or outside spigot or faucet.

NON-POTABLE WATER. Water from any source other than the potable drinking water supply system. Does not include “grey” water as defined by the Health Department.

SPRINKLER WATERING. Watering from a hose connected sprinkler or from sprinklers connected to an irrigation system, with fixed heads that may or may not include an automatic timer control.

§ 56.19 REVIEW AND REVISIONS TO ORDINANCE.

The provisions of the ordinance codified herein shall be reviewed regularly and revised based on new circumstances and any time that emergency response restrictions are implemented. At a minimum, the ordinance codified herein shall be updated every five years. All revisions shall be approved by the City Council via published agenda, providing opportunity for public review and comment. The ordinance will be posted for 15 days at City Hall prior to City Council considering changes.

(Ord. O-2010-01, passed 1-19-10)

§ 56.20 IRRIGATION METER REQUIREMENT.

Pursuant to G.S. § 143-355.4 all new in-ground irrigation systems shall be supplied from a separate irrigation meter. The metered irrigation service may be connected by direct tap to the water main or by a split line off of the non-irrigation water service as determined by the General Manager of Energy Services and Water Resources. All installations shall be in accordance with all applicable regulations, policies, permits, and procedures.

(Ord. O-2010-01, passed 1-19-10)



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: May 26, 2026

FROM: Ashley Nowell, Downtown Director

PREPARED BY: Ashley Nowell, Downtown Director

SUBJECT: Building Redevelopment & Improvement Grant Application – Bill Heisner, 109 S Main Street

SUMMARY STATEMENT

City Council is asked to consider a recommendation for a Building Redevelopment & Improvement Grant application for Bill Heisner, owner of 109 S Main Street.

REVIEW

Bill Heisner owns 109 S Main Street and is currently leasing to Trattoria on Main. He has applied for a Building Rehabilitation on Improvement Grant to assist with some minor façade improvements. This is a 50/50 matching grant that provides up to \$7,500 for general rehab or maintenance on buildings in the downtown central business district.

Mr. Heisner will be repainting the façade and adding three gooseneck lights with photocells. Total cost of the project is \$4,500, so Mr. Heisner is eligible for \$2,250. The amount is reimbursed after paid receipts have been submitted to the Downtown Office.

RECOMMENDATION

Staff and the Downtown Advisory Board recommend that City Council adopt a Resolution awarding a Building Rehabilitation and Improvement Downtown Economic Development Grant of no more than \$2,250 to Bill Heisner, owner of 109 S Main Street, approve the Resolution and authorize the Mayor to execute the necessary documents to appropriate funds of \$2,250.

Attachments:
 Agreement
 Acceptance
 Resolution R-2026-35

**RESOLUTION OF MONROE CITY COUNCIL
AWARDING DOWNTOWN INCENTIVES TO
BILL HEISNER
R-2026-35**

WHEREAS, the City of Monroe has adopted a Downtown Economic Development Grow Monroe Grant Program, hereinafter “Program”; and,

WHEREAS, Bill Heisner, property owner of 109 S Main Street, has duly applied for a Downtown Economic Development Building Rehabilitation and Improvement Grant and,

WHEREAS, a public hearing was conducted by the City Council on May 26, 2026, at which hearing testimony was given by Ashley Nowell, Director, Downtown Monroe for the City of Monroe; and,

WHEREAS, the City Council makes the following findings with respect to said application:

1. Mr. Heisner, the property owner, proposes façade improvements including painting and lighting work at 109 S Main Street.
2. Total project costs will be no more than \$4,500.
3. The renovations and improvements as proposed will have a significant effect on revitalization of the City’s Central Business District as indicated in the Downtown Master Plan.
4. That the applicant meets all other applicable requirements of the Program set forth by the City Council.
5. The renovations and improvements to the above described property and/or operation of the business as proposed will (a) stimulate the local economy, (b) promote business, and (c) result in creation of job(s) that pay at or above the median wage.

WHEREAS, based on the above findings and other documentation in the file the City Council concludes that the applicant qualifies for the Building Rehabilitation and Improvement Grant for an amount not to exceed \$2,250. With qualification for the incentive established and the economic benefits accrued to the City in the form of new employment, increased tax base and property value and increased City utility revenues, the grant application should be approved subject to compliance with the Program and subject to appropriation; and,

WHEREAS, the City of Monroe and Bill Heisner, seek to enter into an Economic Development Grant Agreement under the terms and conditions stated therein.

NOW, THEREFORE, BE IT RESOLVED THAT the incentive application of Bill Heisner, for Downtown Economic Development Building Rehabilitation and Improvement Grant

Program is hereby approved pursuant to the terms and conditions set out in the attached Incentive Agreement, the Incentive Agreement with Bill Heisner is approved and the Mayor and other staff as necessary are authorized to execute any and all documents and instruments necessary to carry out said approval. The appropriation of any funds is reserved for future action consistent with the terms of the Incentive Agreement.

Adopted this 26th day of May, 2026.

Attest:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk

**NORTH CAROLINA
UNION COUNTY**

This **INCENTIVE AGREEMENT** made and entered this 26th Day of May, 2026 between Bill Heisner, owner of 109 S Main Street, (the “Company”) and the **CITY OF MONROE** (the “City”).

WHEREAS, the North Carolina General Statute 158-7.1 and 160A-458.3 authorizes a municipality to undertake an economic development project by extending assistance to a company as an incentive to cause the company to renovate and rehabilitate a downtown historic structure thereby expanding the tax base of the City and providing jobs for its citizens; and

WHEREAS, the Monroe City Council adopted a Downtown Economic Development Grants Program to provide such assistance as an incentive for new investments in the downtown, City of Monroe; and

WHEREAS, City Council adopted a Downtown Master Plan which calls for increased investment and private development in Downtown Monroe; and

WHEREAS, the Downtown Master Plan identified and emphasized the importance of developing restaurant and retail for increased downtown development; and

WHEREAS, the Company plans to make certain improvements to the building façade at 109 S Main Street; and

WHEREAS, such improvements qualify for assistance through the Downtown Economic Development Grant Programs by the City, and the City Council of the City of Monroe, after public hearing, approved granting up to \$2,250 (two thousand two hundred fifty dollars) to the Company under the terms and conditions stated herein based on the qualifying investment of the Company; and

WHEREAS, the Company and the City enter into this agreement to describe the incentives to be provided by the City in connection with the Company’s investments in the City’s downtown central business district.

NOW THEREFORE, in consideration of the foregoing premises and the mutual covenants contained in this agreement, the parties agree as follows:

1. **Capital Investments:** Up-fit improvements and new investment shall be made to the Property as described herein. The Company shall provide the City with all necessary documentation and access to the Property to inspect improvements necessary to confirm compliance by the Company prior to the City’s advance of grant funds at completion of the project.
2. **City Grant:** The City agrees to grant to the Company \$2,250 through the Downtown Economic Development Building Rehabilitation and Improvement Grant Program. \$2,250

will be paid following the completion of the façade work. Proof of timely payment is required before funds are released.

3. **Limitations:** The grant is subject to the Company meeting the minimum qualifications required by the City of Monroe Downtown Economic Development Grants Programs (the terms of which are incorporated herein by reference) and upon the terms and conditions set out in attached Exhibit A which are incorporated as if fully set out herein.
4. **Assignments:** No party shall sell or assign any interest in or obligation under this Agreement without the prior expressed written consent of all the parties, no reasonable approval withheld.
5. **E-Verify Requirement.** The Contractor 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.
6. **Limitation of Obligation by the City: NO PROVISION OF THIS AGREEMENT SHALL BE CONSTRUED OR INTERPRETED AS CREATING A PLEDGE OF THE FAITH AND CREDIT OF THE CITY WITHIN THE MEANING OF ANY CONSTITUTIONAL DEBT LIMITATION.** No provision of this Agreement shall be construed or interpreted neither as delegating governmental powers nor as a donation or the lending of the credit of the City within the meaning of the North Carolina constitution. This Agreement shall not directly or indirectly or contingently obligate the City to make any payments beyond those appropriated in the City's sole discretion for any fiscal year in which this Agreement shall be in effect. No provision of this agreement shall be construed to pledge or create a lien on any class or source of the City's moneys, nor shall any provision of this Agreement restrict to any extent prohibited by law, any action or right of action on the part of any future City governing body. To the extent of any conflict between this paragraph and any other provision of this Agreement, this paragraph shall take priority.
7. **Miscellaneous:**
 - a. This Agreement shall be governed by and interpreted by the laws of the State of North Carolina.
 - b. Nothing contained in this Agreement shall be deemed or construed so as to in any way estop, limit, or impair the City from exercising or performing any regulatory, policing, legislative, governmental, or other powers or functions.
 - c. Any Communication required or permitted by this Agreement must be in writing and shall be deemed given when delivered by hand for mailing first-class mail, postage paid, and addressed as follows:

If to the Company: Bill Heisner
408 Windsor Street

Monroe, NC 28112

If to the City: City of Monroe
PO Box 69
Monroe, NC 28111-0069
Attn: Ashley Nowell, Downtown Director

- d. If any provision of this Agreement shall be determined to be unenforceable, that provision shall be severable and shall not affect any other provisions of this Agreement.
- e. This Agreement constitutes the entire agreement between the parties, and this Agreement shall not be changed or modified except in writing signed by all the parties.
- f. Subject to the specific provisions of this Agreement, this Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties and their respective successors and assigns.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their corporate names by their duly authorized officers, all as of the date first above written.

BILL HEISNER

CITY OF MONROE

By: _____
Bill Heisner

By: _____
Robert A. Burns, Mayor

Attest:

Bridgette H. Robinson, City Clerk

This Instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer: _____
Lisa Strickland

DATE: _____

EXHIBIT A

- 1. The Company shall renovate, rehabilitate and improve the Property consistent with the terms of this Agreement.

2. The Company shall comply with all State, Federal, and local laws, regulations, ordinances and permits in carrying out the purpose of this Agreement and shall during the term of this Agreement remain in good standing with the City.
3. Prior to initiation of rehabilitation and improvements, the Company shall submit all plans for renovations and improvements for review and approval by the City, reasonable approval not withheld.
4. The Company shall meet or exceed the minimum matching investment requirements as outlined in the grant. Proof of expenditure(s) is required as outlined in the grant prior to payment.



STAFF REPORT

TO: City Council
VIA: Mark Watson, City Manager
DATE: May 26, 2026
FROM: Ashley Nowell, Downtown Director
PREPARED BY: Ashley Nowell, Downtown Director
SUBJECT: Grow Monroe Grant Application – Superior Home Medical Supply

SUMMARY STATEMENT

City Council is asked to consider a recommendation for a GROW Monroe Grant application to Superior Home Medical Supply, owned by Courtney Stevens-Garrison, located at 108 S Main Street.

REVIEW

Superior Home Medical Supply owner, Courtney Stevens-Garrison, has applied for a Grow Monroe Grant. The Grow Monroe Grant is a matching 50/50 downtown grant program designed to provide assistance with rental expenses and/or up-fit expenses for expanding businesses in the central downtown business district. Awards are determined using a formula based square footage.

Superior Home Medical Supply is currently located at 108 S Main Street Street, and will be expanding into the neighboring storefront at 106 S Main Street. The expanded space is 1,080 square foot, and an expanding retail business is eligible for \$4/sqft, for a total of \$4,320 through this grant program.

Ms. Stevens-Garrison has applied for \$4,320 in rent subsidy. Rent subsidy will be paid 50% after six months and the remaining 50% after twelve months. Proof of timely payment for the full amount of rent is required before funds are released.

Staff presented this application to the Downtown Advisory Board on May 20, 2026. The DAB recommended that Superior Home Medical Supply be approved for the full eligible award of \$4,320 in rental assistance.

RECOMMENDATION

Staff and the Downtown Advisory Board recommend that City Council adopt a Resolution awarding a Grow Monroe Downtown Economic Development Grant of \$4,320 to Superior

Home Medical Supply, owned by Courtney Stevens-Garrison, approve the Resolution and authorize the Mayor to execute the necessary documents to appropriate funds of \$4,320.

Attachments:

Agreement

Acceptance

Resolution R-2026-36

**RESOLUTION OF MONROE CITY COUNCIL
AWARDING DOWNTOWN INCENTIVES TO
SUPERIOR HOME MEDICAL SUPPLY
R-2026-36**

WHEREAS, the City of Monroe has adopted a Downtown Economic Development Grow Monroe Grant Program, hereinafter “Program”; and,

WHEREAS, Courtney Stevens-Garrison, as member by and on behalf of Superior Home Medical Supply at 108 S Main Street, has duly applied for a Downtown Economic Development Grow Monroe Grant for 108 S Main Street; and,

WHEREAS, a public hearing was conducted by the City Council on May 26, 2026, at which hearing testimony was given by Ashley Nowell, Director, Downtown Monroe for the City of Monroe; and,

WHEREAS, the City Council makes the following findings with respect to said application:

1. 108 South Main Street is approximately 1,080 square feet of retail space and within the Downtown Monroe Master Plan area.
2. The applicant proposes a retail store in accordance with the Downtown Master Plan.
3. The renovations and improvements as proposed will have a significant effect on revitalization of the City’s Central Business District as indicated in the Downtown Master Plan.
4. That the applicant meets all other applicable requirements of the Program set forth by the City Council.
5. The renovations and improvements to the above described property and/or operation of the business as proposed will (a) stimulate the local economy, (b) promote business, and (c) result in creation of job(s) that pay at or above the median wage.

WHEREAS, based on the above findings and other documentation in the file the City Council concludes that the applicant qualifies for the Grow Monroe Program for an amount not to exceed \$4,320. With qualification for the incentive established and the economic benefits accrued to the City in the form of new employment, increased tax base and property value and increased City utility revenues, the grants² application should be approved subject to compliance with the Program and subject to appropriation; and,

WHEREAS, the City of Monroe and Superior Home Medical Supply, by and through its member Courtney Stevens-Garrison, seek to enter into an Economic Development Grant Agreement under the terms and conditions stated therein.

NOW, THEREFORE, BE IT RESOLVED THAT the incentive application of Superior Home Medical Supply, by and through its member Courtney Stevens-Garrison, for Downtown Economic Development Grow Monroe Grant Program is hereby approved pursuant to the terms and conditions set out in the attached Incentive Agreement, the Incentive Agreement with Superior Home Medical Supply by and through its member Courtney Stevens-Garrison, is approved and the Mayor and other staff as necessary are authorized to execute any and all documents and instruments necessary to carry out said approval. The appropriation of any funds is reserved for future action consistent with the terms of the Incentive Agreement.

Adopted this 26th day of May, 2026.

Attest:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk

**NORTH CAROLINA
UNION COUNTY**

This **INCENTIVE AGREEMENT** made and entered this 26th Day of May, 2026 between Superior Home Medical Supply, by and through its Member, Courtney Stevens-Garrison (the “Company”) and the **CITY OF MONROE** (the “City”).

WHEREAS, the North Carolina General Statute 158-7.1 and 160A-458.3 authorizes a municipality to undertake an economic development project by extending assistance to a company as an incentive to cause the company to renovate and rehabilitate a downtown historic structure thereby expanding the tax base of the City and providing jobs for its citizens; and

WHEREAS, the Monroe City Council adopted a Downtown Economic Development Grants Program to provide such assistance as an incentive for new investments in the downtown, City of Monroe; and

WHEREAS, City Council adopted a Downtown Master Plan which calls for increased investment and private development in Downtown Monroe; and

WHEREAS, the Downtown Master Plan identified and emphasized the importance of developing restaurant and retail for increased downtown development; and

WHEREAS, the Company plans to make certain improvements as needed to operate at 205 East Franklin Street for retail use; and

WHEREAS, the Company anticipates creating new job(s); and

WHEREAS, such business qualifies for assistance through the Downtown Economic Development Grant Programs by the City, and the City Council of the City of Monroe, after public hearing, approved granting up to \$4,320 (four thousand three hundred twenty dollars) to the Company as rent subsidy under the terms and conditions stated herein based on the qualifying investment of the Company; and

WHEREAS, the Company and the City enter into this agreement to describe the incentives to be provided by the City in connection with the Company’s investments in the City’s downtown central business district.

NOW THEREFORE, in consideration of the foregoing premises and the mutual covenants contained in this agreement, the parties agree as follows:

1. **Capital Investments:** Up-fit improvements and new investment shall be made to the Property as described herein. The Company shall provide the City with all necessary documentation and access to the Property to inspect improvements necessary to confirm compliance by the Company prior to the City’s advance of grant funds at completion of the project.

2. **City Grant:** The City agrees to grant to the Company \$4,320 through the Downtown Economic Development Grow Monroe Grant Program. \$4,320 will be paid in rent subsidy and will be paid over a one (1) year period (with fifty percent of the amount payable at six and twelve months). Proof of timely payment for the full amount of the rent is required before funds are released.
3. **Limitations:** The grant is subject to the Company meeting the minimum qualifications required by the City of Monroe Downtown Economic Development Grants Programs (the terms of which are incorporated herein by reference) and upon the terms and conditions set out in attached Exhibit A which are incorporated as if fully set out herein.
4. **Assignments:** No party shall sell or assign any interest in or obligation under this Agreement without the prior expressed written consent of all the parties, no reasonable approval withheld.
5. **E-Verify Requirement.** The Contractor 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.
6. **Limitation of Obligation by the City: NO PROVISION OF THIS AGREEMENT SHALL BE CONSTRUED OR INTERPRETED AS CREATING A PLEDGE OF THE FAITH AND CREDIT OF THE CITY WITHIN THE MEANING OF ANY CONSTITUTIONAL DEBT LIMITATION.** No provision of this Agreement shall be construed or interpreted neither as delegating governmental powers nor as a donation or the lending of the credit of the City within the meaning of the North Carolina constitution. This Agreement shall not directly or indirectly or contingently obligate the City to make any payments beyond those appropriated in the City's sole discretion for any fiscal year in which this Agreement shall be in effect. No provision of this agreement shall be construed to pledge or create a lien on any class or source of the City's moneys, nor shall any provision of this Agreement restrict to any extent prohibited by law, any action or right of action on the part of any future City governing body. To the extent of any conflict between this paragraph and any other provision of this Agreement, this paragraph shall take priority.
7. **Miscellaneous:**
 - a. This Agreement shall be governed by and interpreted by the laws of the State of North Carolina.
 - b. Nothing contained in this Agreement shall be deemed or construed so as to in any way estop, limit, or impair the City from exercising or performing any regulatory, policing, legislative, governmental, or other powers or functions.
 - c. Any Communication required or permitted by this Agreement must be in writing and shall be deemed given when delivered by hand for mailing first-class mail, postage paid, and addressed as follows:

If to the Company: Superior Home Medical Supply
Attn: Courtney Stevens-Garrison
106 S Main Street
Monroe, NC 28112

If to the City: City of Monroe
Attn: Ashley Nowell, Downtown Director
PO Box 69
Monroe, NC 28111-0069

- d. If any provision of this Agreement shall be determined to be unenforceable, that provision shall be severable and shall not affect any other provisions of this Agreement.
- e. This Agreement constitutes the entire agreement between the parties, and this Agreement shall not be changed or modified except in writing signed by all the parties.
- f. Subject to the specific provisions of this Agreement, this Agreement shall be binding upon and inure to the benefit of and be enforceable be the parties and their respective successors and assigns.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their corporate names by their duly authorized officers, all as of the date first above written.

**SUPERIOR HOME
MEDICAL SUPPLY**

CITY OF MONROE

By: _____
Courtney Stevens-Garrison,
Member

By: _____
Robert A. Burns, Mayor

Attest:

Bridgette H. Robinson, City Clerk

This Instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer: _____
Lisa Strickland

DATE: _____

EXHIBIT A

1. The Company shall renovate, rehabilitate and improve the Property consistent with the terms of this Agreement.
2. The Company shall comply with all State, Federal, and local laws, regulations, ordinances and permits in carrying out the purpose of this Agreement and shall during the term of this Agreement remain in good standing with the City.
3. Prior to initiation of rehabilitation and improvements, the Company shall submit all plans for renovations and improvements for review and approval by the City, reasonable approval not withheld.
4. The Company shall meet or exceed the minimum matching investment requirements as outlined in the grant. Proof of expenditure(s) is required as outlined in the grant prior to payment.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: May 26, 2026

FROM: Terry Sholar, Senior Staff Attorney

PREPARED BY: Terry Sholar, Senior Staff Attorney

SUBJECT: Conduct a Public Hearing and Consider Approval of an Economic Development Level IV Incentive Grant to Monroe Hospitality, LLC for Downtown Hotel Project

SUMMARY STATEMENT

City Council is requested to conduct a public hearing and thereafter consider awarding an Economic Development Level IV Incentive Grant to Monroe Hospitality, LLC and approving a resolution authorizing the City entering into an Economic Development Incentive Agreement.

REVIEW

This is a request for City Council to hold a public hearing pursuant to NC General Statute § 158-7.1 and thereafter consider the award of a Level IV Incentive Grant to Monroe Hospitality, LLC for a Downtown Hotel Project under the City’s Economic Development Grant Program. This grant is based on the company’s projected capital investment of Forty-Million Dollars (\$40,000,000) to construct a hotel in the former Joffre Hotel site. In addition, City Council is requested to consider adopting a resolution approving the award of the Level IV Incentive Grant and the Economic Development Incentive Agreement with Monroe Hospitality, LLC to be signed by the Mayor on behalf of the City of Monroe.

RECOMMENDATION

Staff recommends that City Council conduct a public hearing and thereafter consider the award of an Economic Development Level IV Incentive Grant to Monroe Hospitality, LLC under the terms

and conditions set out in the Economic Development Incentive Agreement for signing by the Mayor on behalf of the City.

**RESOLUTION OF MONROE CITY COUNCIL
AWARDING LEVEL IV INCENTIVE GRANT TO
MONROE HOSPITALITY, LLC
R-2026-37**

WHEREAS, the City of Monroe has adopted an Economic Development Incentive Grant Program, hereinafter “Program”; and,

WHEREAS, at its June 11, 2024 meeting, Monroe City Council approved Resolution R-2024-40 awarding an Economic Development Incentive Grant and e-DIG Grant to Monroe Hospitality, LLC for \$20,000,000 capital investment to construct a hotel in downtown Monroe; and

WHEREAS, since that time Monroe Hospitality, LLC’s plans changed significantly, including a request to close a portion of Stewart Street, relocation of utilities within the street right of way, and an increase in its estimated capital investment to \$40,000,000 in connection with its plan to construct a hotel in downtown Monroe (collectively the “Project”); and

WHEREAS, due to the significant changes in the Project, the prior Incentive Grant Agreement, under which no grant funds have been paid to date, is no longer appropriate for the Project such that the prior Agreement should be deemed null and void; and

WHEREAS, in addition the City recently amended and revised its Economic Development Incentive policy, ECD-01, and the applicant and City desire to revise the Incentive Agreement to conform and be consistent with the revised policy; and

WHEREAS, Monroe Hospitality, LLC has duly applied for a new Level IV Incentive grant under said Program; and,

WHEREAS, a public hearing was conducted by the City Council on May 26, 2026, at which hearing testimony was given by the City of Monroe Legal Staff and a Monroe Hospitality, LLC representative and a copy of the proposed Level IV Economic Incentive Grant Agreement was provided (the “2026 Economic Incentive Grant Agreement”);

WHEREAS, the City Council makes the following findings with respect to said application:

1. Downtown Monroe is the selected location for the Project, and all facilities are proposed to be built and/or improved by the applicant on property currently within the corporate limits of the City of Monroe.
2. The applicant will create numerous additional new jobs in downtown Monroe and be the principal employer of persons with respect to the grant application under the Program.

3. The applicant is a tourism related business, which will have a minimum new investment of \$30,000,000 in new taxable building improvements and equipment to qualify for a Level IV grant.
4. The construction and operation of a new hotel on the site of the prior Joffre Hotel in downtown Monroe is believed to significantly contribute to the continued long-term viability, economic improvement, quality of life, and revitalization of downtown Monroe.
5. Other than the prior Incentive Grant identified above, no other grant from the Program has been awarded to the applicant for this Project.
6. The applicant's Project is not in the retail or the construction trade.
7. That the applicant meets all other applicable requirements of the Program set forth by the City Council.

WHEREAS, based on the above findings and other documentation in the file, the City Council concludes that the applicant qualifies for a Level IV Grant under the Program to be paid over a five-year grant period pursuant to the City's Economic Development Grant Policy based on the terms and conditions set out in the 2026 Economic Incentive Grant Agreement. With qualification for the grant established and the economic benefits accrued to the City in the form of new employment, increased tax base and increased City utility revenues, the grant application should be approved subject to compliance with the Program and subject to subsequent appropriations by City Council when applicable; and,

WHEREAS, the City of Monroe anticipates entering into an Economic Incentive Grant Agreement with Monroe Hospitality, LLC pursuant to the Program,

NOW, THEREFORE, BE IT RESOLVED THAT the prior Economic Development Incentive Grant is hereby declared null and void; the new grant application of Monroe Hospitality, LLC for a Level IV Grant is approved subject to compliance with the requirements and provisions of the Program and subject to future appropriations. The Level IV 2026 Economic Incentive Grant Agreement with Monroe Hospitality, LLC is hereby approved and the Mayor is hereby authorized to execute it on behalf of the City the Agreement with Monroe Hospitality, LLC pursuant to the Economic Incentive Grant Policy.

Adopted this 26th day of May, 2026.

Attest:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk

**NORTH CAROLINA
UNION COUNTY**

This **ECONOMIC DEVELOPMENT INCENTIVE AGREEMENT** is made and entered into this 26th day of May, 2026 between Monroe Hospitality LLC, a North Carolina limited liability company, or its assigns (the “Company”) and the CITY OF MONROE (the “City”).

WHEREAS, North Carolina General Statutes §158-7.1 authorizes a municipality to undertake an economic development project by extending assistance to a company as an incentive to cause the company to newly locate or expand its operations, thereby increasing the tax base of the City and providing jobs for its citizens; and

WHEREAS, the Monroe City Council adopted Economic Development Incentive Grant Guidelines to provide such assistance as an incentive for newly locating or expanding business investments in the City of Monroe; and

WHEREAS, the Monroe City Council also adopted an Economic Development Incentive Grant Program for Downtown Monroe to provide such assistance as an incentive for expanding business investments in the City of Monroe; and

WHEREAS, the Company intends to build a new Hospitality Structure and purchase and install accessory equipment (excluding furniture and fixtures) on parcels located in the City of Monroe and identified as Tax Parcel Nos. 09-232-097 and 09-232-098, as more particularly described in that Option to Repurchase Real Property agreement entered between the City and the Company on May __, 2026, located in Monroe (the “Property”) and thereby invest approximately Forty-Million Dollars (\$40,000,000) in taxable new capital real estate and personal assets and anticipates creating new jobs (the “Project”); and

WHEREAS, such establishment of a business in the City of Monroe’s Municipal Service District (MSD) qualifies it for an Economic Development Incentive Grant by the City; and

WHEREAS the City Council of the City of Monroe, after due notice and public hearing held on May 26, 2026, approved awarding Incentive Grants Part A and Part B described below as well as the additional incentives in the form of street closing and utility relocations to the Company.

WHEREAS, the Company and the City enter into this agreement to describe the incentives to be provided by the City in connection with the Company’s investments.

NOW, THEREFORE, in consideration of the foregoing premises and the mutual covenants contained in this Agreement, the Parties agree as follows:

1. **Capital Investments:** The Company commits to investing approximately Forty-Million Dollars (\$40,000,000), but no less than Twenty-Million Dollars (\$20,000,000.00), in new taxable Hospitality Structure and accessory equipment (excluding furniture and fixtures) to be completed over a five (5) year period beginning in 2026. Said improvements and new investment shall be located in the City of Monroe’s Municipal Service District and

will include the value of the capital investment in qualifying personal property relocated into the City as well as newly acquired real property and real property improvements. The Company shall provide the City with all necessary documentation including all personal property inventory and schedules provided the Union County Tax Assessor and access to inspect improvements necessary to confirm compliance by the Company prior to the City's annual appropriation of the grant.

- 2. Annual Grants:** The City agrees to pay the Company both a Part A and Part B grant over the five year grant period consistent with the terms of the City of Monroe Economic Development Incentive Grant Policy. Based upon the amount of planned new capital investment by the Company, benefit to the City due to its location in the Downtown District, increased tax base, and significant employment, the Company qualifies for a Level IV incentive grant. Payment of both Part A and B of the grant shall be spread over a five (5) year period beginning with the next City fiscal year commencing after an updated assessment for the Property is published by the Union County Tax Assessor following the earlier of: i) issuance of the Certificate of Occupancy; or ii) five (5) years from the date of this Agreement (the "Grant Payment Period"). Each Part's annual payment shall be appropriated by the Monroe City Council as part of its annual budget adoption process pursuant to the requirements of North Carolina law. The amount of each annual payment during the Grant Payment Period shall be calculated for each of Part A and Part B with reference to: i) the increase between the assessed value on the date of this Agreement and the most recently available assessed tax value of real property, including any improvements, plus qualifying personal property relocated into the City for the Project as determined by the Union County Tax Assessor; ii) the applicable Grant Factor in effect for the fiscal year immediately preceding the fiscal year in which each grant payment is made; and iii) the applicable City of Monroe ad valorem tax rate for the fiscal year immediately preceding the fiscal year in which each grant payment is made.

A. The City will set the ad valorem tax rates each fiscal year. The annual grant factors are also set by the City for each fiscal year during the annual budget process and will change depending on the applicable ad valorem tax rate each year. The annual grant factors set for each fiscal year will be available upon request on or after July 1 each year from the Office of Economic Development. Accordingly, Part A and B have different grant factors although of the same "level" because the funds from which they are paid have different ad valorem tax rates. The calculated Annual Grant Payment under this Agreement for the Company for each Part of the Grant is calculated as follows:

- 1. Part A:** Each Annual Grant shall be based upon the actual assessed tax value of qualifying real and personal property in connection with the Project as determined by the Union County Tax Assessor, the annual grant factor for the fiscal year in which the grant payment is to be made, and the applicable City of Monroe ad valorem tax rate for the fiscal year in which the grant payment is to be made. By way of illustration only, assuming fiscal year 2026 as the first year of the Grant Payment Period and assuming (i) an assessed tax value of \$40,000,000 in qualifying real and personal property, (ii) a Level IV Grant Factor of 1.87%, and (iii) the Monroe tax rate of 0.0044, the assessed City of Monroe annual ad valorem tax collected due to the Project is estimated to be \$176,000 and the Incentive Grant for

Part A is estimated to be \$149,600. The Annual Grant Payment for each subsequent fiscal year during the Grant Payment Period would be determined during the annual budget adoption process and utilize the most recent assessed tax value available, the Level IV Grant Factor for the fiscal year immediately preceding the fiscal year in which the grant payment was to be made, and the applicable Monroe ad valorem tax rate for the fiscal year immediately preceding the fiscal year in which the grant payment was to be made. These funds for Part A are allocated from the City's general fund budget.

2. Part B: the Part B grant is calculated the same as Part A, but using the Monroe Municipal Service District Tax. By way of illustration, assuming 2026 as the first year of the Grant and assuming (i) an assessed tax value of \$40,000,000, (ii) a Level IV Grant Factor of 0.68%, and (iii) the MSD tax rate of .0016, the assessed annual MSD tax collected due to the Project is estimated to be \$64,000 and the Incentive Grant for Part B is \$54,400. These funds for Part B are allocated from the City's Municipal Service District Tax budget.

The Actual Grant Payment may differ from year to year as it is calculated using the applicable Grant Factor and City of Monroe ad valorem tax rate for the fiscal year immediately prior to the fiscal year in which the grant payment is to be made, and the most recently available assessed value of the qualifying real property and personal property associated with this Agreement as determined by the Union County Tax Assessor.

- B. The Company must be in good standing with the City during the grant period in order to receive each of the annual grant payments. "Good Standing" means that the Company is not delinquent in the payment of any taxes due and owing to the City, has paid all permit fees which are due and owing to the City, has not ceased operations within the City for a period of time greater than thirty (30) days during the preceding fiscal year, has made the level of investment required herein and such investment remains in the City, is in compliance with all City of Monroe ordinances and policies, and Company has filed all required reports and is in good standing with the North Carolina Secretary of State's Office. If at any time the Company fails to be in Good Standing, grant payments will be suspended until such time the Company returns to Good Standing.
 - C. The Company must request each year's annual grant payment by filing the proper form(s) and necessary exhibits. Said forms are available upon request annually from the offices of the City of Monroe Economic Development Office.
 - D. The City will pay the grant payment within sixty (60) days of commencement of each new fiscal year during the Grant Payment Period and confirmation of good standing of the Company. The payment will be in the form of a check mailed or hand delivered to the local business establishment, unless another location is otherwise requested.
3. **Additional Incentives:** In addition to the Annual Grants identified in Paragraph 2 above, the City agrees to provide the following additional incentives:

A. Abandonment of Stewart Street: The Company has identified the abandonment of the public right of way of Stewart Street immediately adjacent to the Property on which the hotel facilities will be located, as essential for development of a hotel facility. The City agrees to pursue the process pursuant to NC General Statute 160A-299 to permanently abandon and close the portion of Stewart Street immediately adjacent to the Property within six (6) months of entering into this Economic Development Incentive Agreement. If the City fails to abandon the relevant portion of Stewart Street within the designated time for any reason, the City agrees to repurchase the real property acquired by the Company from the City for the same purchase price paid by the Company and this Incentive Agreement shall terminate. In addition, if the City abandons the relevant portion of Stewart Street and the Company fails to comply with the requirements set out in the Option to Repurchase Agreement so that the City repurchases the property on which the hotel facilities will be located, the Company agrees to convey back to the City any interest in the right of way of Stewart Street it may have acquired due to the abandonment.

B. Relocation of Utilities within Stewart Street: If the City abandons and closes the public right of way of the portion of Stewart Street immediately adjacent to the Property, the City agrees to relocate the existing utilities located within the abandoned portion and the cost of such utility relocations shall be considered additional Economic Incentive Grant by the City. The cost to the City for this additional Economic Incentive Grant is estimated to total \$800,000.00 for relocation of all City-owned utilities. The relocated utilities include City owned water, sewer, natural gas, electricity, and any other City owned utility. The City is not responsible for the relocation of non City-owned utilities such as telephone, cable, internet, or other telecommunication utilities. The relocation of City-owned utilities shall be completed with twelve (12) months of the abandonment and closure of Stewart Street. Failure to complete this relocation of City-owned utilities within the allotted time also triggers a right to demand repurchase as set forth in the Option to Repurchase Real Property agreement entered into between the Parties.

4. Limitations: Any grant provided herein is subject to final appropriation at the sole discretion of the Monroe City Council. Also, any grants provided under this Agreement are subject to the Company meeting the minimum qualifications required by the City of Monroe's Downtown Economic Development Incentive Grant Program. The minimum qualifications require capital expenditures by the Company with an ongoing presence in the City of Monroe, which results in the associated additional taxable investment as shown on the Union County tax records. In any year that the Company's capital expenditures fail to meet the minimum qualifications set out herein, the Company shall not be entitled to a grant payment for that year. Such failure will not extend or alter the Grant Payment Period, rather it would result in no payment being due for each year in which the minimum qualifications are not met.

5. Assignments: No party shall sell or assign any interest in or obligation under this Agreement without the prior expressed written consent of all the parties.

6. Limitation of Obligation by the City: NO PROVISION OF THIS AGREEMENT SHALL BE CONSTRUED OR INTERPRETED AS CREATING A PLEDGE OF

THE FAITH AND CREDIT OF THE CITY WITHIN THE MEANING OF ANY CONSTITUTIONAL DEBT LIMITATION. No provision of this Agreement shall be construed or interpreted neither as delegating governmental powers nor as a donation or the lending of the credit of the City within the meaning of the North Carolina constitution. This Agreement shall not directly, indirectly, or contingently obligate the City to make any payments beyond those appropriated in the City's sole discretion for any fiscal year in which this Agreement shall be in effect. No provision of this agreement shall be construed to pledge or create a lien on any class or source of the City's moneys, nor shall any provision of this Agreement restrict to any extent prohibited by law, any action or right of action on the part of any future City governing body. To the extent of any conflict between this paragraph and any other provision of this Agreement, this paragraph shall take priority.

7. Miscellaneous:

- a. This Agreement shall be governed by and interpreted by the laws of the State of North Carolina.
- b. Any Communication required or permitted by this Agreement must be in writing and shall be deemed given when delivered by hand or mailed first-class mail, postage paid, and addressed as follows:

If to the Company: Monroe Hospitality, LLC
 Post Office Box 1609
 Monroe, North Carolina 28111

If to the City: City of Monroe
 Post Office Box 69
 Monroe, North Carolina 28111-0069
 Attn: City Attorney

- c. If any provision of this Agreement shall be determined to be unenforceable, that provision shall be severable and shall not affect any other provision of this Agreement.
- d. This Agreement and the City of Monroe Economic Development Incentive Grant Policy (Policy Number ECD-01) as effective at the time this Agreement is entered (which Economic Development Incentive Grant Policy is incorporated herein by reference) constitute the entire agreement between the parties, and this Agreement shall not be changed or modified except in writing, signed by all the parties.
- e. Subject to the specific provisions of this Agreement, this Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties and their respective successors and assigns.
- f. **E-Verify Requirement.** The Company shall comply with the requirements of Article 2 of Chapter 64 of the General Statutes. Further, if the Company utilizes a subcontractor, the Company shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the General Statutes.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their corporate names by their duly authorized officers, all as of the date first above written.

MONROE HOSPITALITY, LLC

By _____
Title: _____

The Mayor and City Clerk hereby acknowledge the award of the grant.

CITY OF MONROE

ATTEST:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk

(SEAL)

This Instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer: _____
Lisa Strickland

DATE: _____



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: May 26, 2026

FROM: Lisa Strickland, Finance Director

PREPARED BY: Angela Duncan, Senior Budget Analyst

SUBJECT: Resolution and Budget Ordinance for Fiscal Year 2027
Financial Plan for Self-Insurance Funds for Fiscal Year 2027

SUMMARY STATEMENT

A resolution and budget ordinance are recommended for approval of the fiscal year 2027 annual budget. A financial plan for the self-insurance funds (includes Health & Dental Fund, Workers Compensation Fund and Property Casualty Fund) is also recommended for approval for fiscal year 2027.

REVIEW

The budget provides a basis for all fiscal policy decisions during the fiscal year. Staff has met with City Council for direction on compiling the fiscal year 2027 budget and conducted a workshop to outline the elements included in the proposed budget on April 21, 2026. Pursuant to N.C.G.S. §159-12, on May 12, 2026 the budget message was presented to City Council at the regular council meeting. The proposed budget was made available to the public and posted on the City's website. A public hearing is being held for the proposed budget at the regular council meeting on May 26, 2026.

Pursuant to N.C.G.S. §159-13, the governing board shall adopt a budget ordinance making appropriations and levying taxes for the budget year.

Pursuant to N.C.G.S. §159-13.1, if a local government or public authority establishes and operates one or more intragovernmental service funds, it need not include such a fund in its budget ordinance. However, at the same time it adopts the budget ordinance, the governing board shall approve a balanced financial plan for each intragovernmental service fund.

RECOMMENDATION

Staff recommends that Council adopt Resolution R-2026-31 and Budget Ordinance BO-2026-10 for the fiscal year 2027 annual budget. Staff also recommends approval of the internal service funds financial plan for fiscal year 2027.

Attachment: R-2026-31
BO-2026-10
Financial Plan for Self-Insurance Funds

**RESOLUTION TO ADOPT ANNUAL
BALANCED BUDGET FOR FISCAL YEAR 2026-2027
R-2026-31**

WHEREAS, the City of Monroe is required by the North Carolina Local Government Budget and Fiscal Control Act to adopt an annual balanced budget; and

WHEREAS, a balanced budget has been prepared for the City of Monroe for fiscal year 2026-2027 under the provisions set forth in the above referenced legislation.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the following budget ordinance:

**BUDGET ORDINANCE
BO-2026-10**

BE IT ORDAINED by the City Council of the City of Monroe, North Carolina:

Section 1A The following amounts are hereby appropriated in the General Fund for the operation of the City government and its activities for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

General Government	\$	17,082,617
Economic and Physical Development		323,327
Transportation		4,343,253
Environmental Protection		189,089
Public Safety		41,339,943
Cultural and Recreational		6,583,378
Transfers out to Other Funds		2,524,126
	\$	72,385,733

Section 1B It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Ad Valorem Taxes	\$	39,771,335
Other Taxes and Licenses		1,241,283
Unrestricted Intergovernmental		19,088,233
Restricted Intergovernmental		2,332,979
Sales and Services		5,803,569
Investment Earnings		1,458,745
Miscellaneous		100,454
Other Financing Sources		1,614,135
Transfers in from Other Funds		975,000
	\$	72,385,733

Section 1C There is hereby levied a tax at the rate of forty-four cents (\$0.44) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2026, for the purpose of current year property taxes listed under “Ad Valorem Taxes” in the General Fund in Section 1B. This rate is based on an estimated total valuation of property for the purposes of taxation of \$9,015,767,624 and an estimated rate of collection of ninety-nine and fifty-seven hundredths of a percent (99.57%) for real property and one-hundred percent (100%) for motor vehicles.

Section 1D There is hereby levied a tax of thirty dollars (\$30.00) per motor vehicle residing in the City of Monroe, for the purpose of current year taxes listed under “Other Taxes and Licenses” in the General Fund in Section 1B.

Section 2A The following amounts are hereby appropriated in the Governmental Capital Projects Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Capital Outlay	\$	450,000
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Section 2B It is estimated that the following revenues will be available in the Governmental Capital Projects Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Transfers in from Other Funds	\$	450,000
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Section 3A The following amounts are hereby appropriated in the Downtown Monroe Fund to record the activities related to economic and physical development for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Economic and Physical Development	\$	586,152
-----------------------------------	----	---------

Section 3B It is estimated that the following revenues will be available in the Downtown Monroe Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Municipal Service District Tax	\$	92,654
Transfers in from Other Funds		493,498
	\$	586,152

Section 3C There is hereby levied a tax at the rate of sixteen (\$0.16) cents per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2026, for the purpose of "Municipal Service District Tax" in the Special Revenue Funds in Section 3B. This rate was based on an estimated total valuation of property in the Municipal Service District for the purposes of taxation of \$57,881,540 and an estimated rate of collection of ninety-nine and ninety-nine hundredths of a percent (99.99%) for real property and one-hundred percent (100%) for motor vehicles.

Section 4A The following amounts are hereby appropriated in the Occupancy Tax Fund for capital projects to promote tourism in the city for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Economic and Physical Development	\$	322,699
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Section 4B It is estimated that the following revenues will be available in the Occupancy Tax Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Restricted Intergovernmental	\$	308,952
Investment Earnings		13,747
	\$	<u>322,699</u>

Section 5A The following amounts are hereby appropriated in the Police Forfeiture Fund to record the activities related to assets forfeited to the Police for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Public Safety	\$	198,000
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Section 5B It is estimated that the following revenues will be available in the Police Forfeiture Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Restricted Intergovernmental	\$	198,000
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Section 6A The following amounts are hereby appropriated in the Water and Sewer Fund for the operation of the water and sewer utility for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Distribution System		16,759,147
Water Filter Plant		5,690,138
Waste Treatment Plant		4,587,964
Transfers out to Other Funds		5,982,489
	\$	<u>33,019,738</u>

Section 6B It is estimated that the following revenues will be available in the Water and Sewer Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Charges for Services	\$	25,577,031
Other Revenues		827,845
System Development Fees		4,985,499
Investment Income		1,629,363
Other Financing Sources		-
	\$	<u>33,019,738</u>

Section 7A The following amounts are hereby appropriated in the Water Resources Sewer Capital Reserve Fund for future construction of a new wastewater treatment plant for fiscal year beginning July 1, 2026, and ending June 30, 2027:

Reserved	\$	3,257,570
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Section 7B It is estimated that the following revenues will be available in the Water Resources Sewer Capital Reserve Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Investment Earnings	\$	701,880
Transfers In from Other Funds		2,555,690
	\$	<u>3,257,570</u>

Section 8A It is estimated that the following revenues will be available in the Water Resources Water Capital Reserve Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Reserved	\$	2,714,442
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Section 8B It is estimated that the following revenues will be available in the Water Resources Water Capital Reserve Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Investment Earnings	\$	284,633
Transfers In from Other Funds		2,429,809
	\$	<u>2,714,442</u>

Section 9A It is estimated that the following amounts are hereby appropriated in the Water and Sewer Capital Projects Fund for improvements to the City’s water and sewer system for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Capital Outlay	\$	1,038,814
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Section 9B It is estimated that the following revenues will be available in the Water and Sewer Capital Projects Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Investment Earnings	\$	38,814
Transfers in from Other Funds		1,000,000
	\$	<u>1,038,814</u>

Section 10A The following amounts are hereby appropriated in the Stormwater Fund for the operation of the stormwater utility for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Operations	\$	3,091,351
Transfers out to Other Funds		175,000
	\$	<u>3,266,351</u>

Section 10B It is estimated that the following revenues will be available in the Stormwater Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Stormwater Receipts	\$	3,084,607
Other Operating Revenues		102,500
Investment Earnings		79,244
Other Financing Sources		-
	\$	<u>3,266,351</u>

Section 11A The following amounts are hereby appropriated in the Stormwater Capital Projects Fund for improvements to the stormwater system for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Capital Outlay	\$	175,000
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Section 11B It is estimated that the following revenues will be available in the Stormwater Capital Projects Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Transfers from Other Funds	\$	175,000
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Section 12A The following amounts are hereby appropriated in the Aquatics and Fitness Center Fund for the operation of the Aquatics and Fitness Center for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Operations	\$	5,727,807
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Section 12B It is estimated that the following revenues will be available in the Aquatics and Fitness Center Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Sales and services	\$	5,679,290
Investment Earnings		48,517
Other Financing Sources		-
	\$	<u>5,727,807</u>

Section 13A The following amounts are hereby appropriated in the Electric Fund for the operation of the City's electrical system for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Purchases of Electricity	\$	42,061,284
Energy Services Administrative		8,144,380
Electric System Maintenance and Improvements		17,349,005
Transfers out to Other Funds		7,497,293
	\$	<u>75,051,962</u>

Section 13B It is estimated that the following revenues will be available in the Electric Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Charges for Electricity	\$	72,150,544
Investment Earnings		2,083,806
Other Revenues		528,810
Other Financing Sources		288,802
	\$	<u>75,051,962</u>

Section 14A The following amounts are hereby appropriated in the Electric Capital Projects Fund for improvements to the City's electric system for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Capital Outlay	\$	7,086,570
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Section 14B It is estimated that the following revenues will be available in the Electric Capital Projects Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Investment Earnings	\$	386,519
Transfers in from Other Funds		6,700,051
	\$	<u>7,086,570</u>

Section 15A The following amounts are hereby appropriated in the Natural Gas Fund for the operation of the City's natural gas system for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Natural Gas Purchases	\$	14,287,565
Natural Gas Maintenance and Improvements		11,672,924
Transfers out to Other Funds		4,400,000
	\$	<u>30,360,489</u>

Section 15B It is estimated that the following revenues will be available in the Natural Gas Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Charges for Natural Gas	\$	25,690,215
Investment Earnings		1,020,475
Other Revenues		220,200
Other Financing Sources		3,429,599
	\$	<u>30,360,489</u>

Section 16A The following amounts are hereby appropriated in the Natural Gas Capital Projects Fund for improvements to the City's natural gas system for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Capital Outlay	\$	4,225,000
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Section 16B It is estimated that the following revenues will be available in the Natural Gas Capital Projects Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Transfers in from Other Funds	\$	4,225,000
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Section 17A The following amounts are hereby appropriated in the Airport Fund for the operation of the City's municipal airport for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Operations	\$	5,139,965
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Section 17B It is estimated that the following revenues will be available in the Airport Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Sales and Services	\$	3,544,148
Other Financing Sources		15,189
Transfers in from Other Funds		1,580,628
	<u>\$</u>	<u>5,139,965</u>

Section 18A The following amounts are hereby appropriated in the Airport Fund Capital Projects Fund for improvements of the City's municipal airport for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Capital Outlay	\$	182,747
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Section 18B It is estimated that the following revenues will be available in the Airport Capital Projects Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Investment Earnings	\$	182,747
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Section 19A The following amounts are hereby appropriated in the Solid Waste Fund for the operation of refuse collection for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Operations	\$	5,127,814
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Section 19B It is estimated that the following revenues will be available in the Solid Waste Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027:

Refuse Collection Fees	\$	5,091,180
Other Sales & Services		5,000
Unrestricted Intergovernmental Revenues		28,400
Investment Earnings		3,234
	<u>\$</u>	<u>5,127,814</u>

- Section 20 The City Manager, the City’s Budget Officer, is hereby authorized to transfer appropriations as contained herein under the following conditions:
- a. He/she may transfer amounts between line-item expenditures within a department without limitation and without a report being required. These changes should not result in increases in recurring obligations such as salaries.
 - b. He/she may transfer between departments within the same fund. These changes should not result in increases in the total budget for the fund.
 - c. He/she may not transfer any amounts between funds or activities as adopted, except as approved by the City Council in the Budget Ordinance as amended.
- Section 21 Encumbrances. Appropriations herein authorized and made shall have the total of outstanding encumbrances as of June 30, 2026 added to each appropriation as it appears in order to account for the expenditures in the fiscal year they are paid.
- Section 22 A copy of this Budget Ordinance shall be furnished to the Director of Finance for the City of Monroe to be kept on file for direction in the disbursement of funds.

Adopted this 26th day of May, 2026.

Attest:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk

Fiscal Year 2026-27 Financial Plan - Internal Service Funds

	Fiscal Year 2024-25 Actual	Fiscal Year 2025-26 Financial Plan	Fiscal Year 2026-27 Financial Plan
SIF Health and Dental			
<u>Revenues</u>			
Contributions from Departments	\$ 9,994,525	\$ 10,530,897	\$ 10,827,237
Investment Earnings	65,903	66,839	45,000
Miscellaneous	3,946,547	3,307,155	3,820,000
Appropriations from Fund Balance	-	-	-
<i>Total Revenues</i>	<u>\$ 14,006,975</u>	<u>\$ 13,904,891</u>	<u>\$ 14,692,237</u>
<u>Expenditures</u>			
Operations	\$ 13,825,638	\$ 13,670,305	\$ 14,527,395
Unreserved	-	-	-
Allocations	226,276	234,586	164,842
<i>Total Expenditures</i>	<u>\$ 14,051,914</u>	<u>\$ 13,904,891</u>	<u>\$ 14,692,237</u>
Net Revenues/(Expenditures)	<u>\$ (44,939)</u>	<u>\$ -</u>	<u>\$ -</u>

SIF Property Casualty			
<u>Revenues</u>			
Contributions from Departments	\$ 1,156,353	\$ 1,291,701	\$ 1,296,337
Investment Earnings	50,931	30,849	45,000
Miscellaneous	51,610	20,003	120,000
Appropriations from Fund Balance	-	-	64,763
<i>Total Revenues</i>	<u>\$ 1,258,894</u>	<u>\$ 1,342,553</u>	<u>\$ 1,526,100</u>
<u>Expenditures</u>			
Operations	\$ 1,141,364	\$ 1,220,749	\$ 1,393,068
Unreserved	-	-	-
Allocations	116,976	121,804	133,032
<i>Total Expenditures</i>	<u>\$ 1,258,340</u>	<u>\$ 1,342,553</u>	<u>\$ 1,526,100</u>
Net Revenues/(Expenditures)	<u>\$ 554</u>	<u>\$ -</u>	<u>\$ -</u>

SIF Workers' Compensation			
<u>Revenues</u>			
Contributions from Departments	\$ 593,942	\$ 800,000	\$ 1,388,572
Investment Earnings	35,253	42,160	20,000
Miscellaneous	17,807	-	-
Appropriations from Fund Balance	-	-	-
<i>Total Revenues</i>	<u>\$ 647,002</u>	<u>\$ 842,160</u>	<u>\$ 1,408,572</u>
<u>Expenditures</u>			
Operations	\$ 686,147	\$ 657,804	\$ 765,206
Unreserved	-	26,000	489,818
Allocations	152,371	158,356	153,548
<i>Total Expenditures</i>	<u>\$ 838,518</u>	<u>\$ 842,160</u>	<u>\$ 1,408,572</u>
Net Revenues/(Expenditures)	<u>\$ (191,516)</u>	<u>\$ -</u>	<u>\$ -</u>



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: May 26, 2026

FROM: Lisa Stiwinter, Director of Planning and Development

PREPARED BY: Patrick Blaszyk, Planner

SUBJECT: Zoning Map Amendment for the properties located at 4920 Secrest Shortcut Road, further identified as tax parcel 08-303-003C and tax parcel 08-303-003A

SUMMARY STATEMENT

City Council is requested to consider a zoning map amendment for the properties located at 4920 Secrest Shortcut Road, further identified as tax parcel 08-303-003C and 08-303-003A from Regional Corridor Mixed-Use (RC-MX) to Residential Low Density (RLD).

REVIEW

The City of Monroe has received a request from Shirley Williams to rezone 9 acres from Regional Corridor Mixed-Use (RC-MX) to Residential Low Density (RLD).

The Regional Corridor Mixed-Use (RC-MX) district is intended to permit intense concentrations of retail, employment, and high-density residential uses through a mixed-use development. Residential Low Density (RLD) district is intended to implement the rural land use character area as defined in the Forward Monroe plan. This district is designed to accommodate single-family residential development and is not appropriate for higher density development. RLD is intended to allow for single family homes on larger lots.

The property at 4920 Secrest Shortcut Road is currently occupied by a 1,025 square-foot single-family residential home that was constructed in 1973. Tax parcel 08-303-003A is undeveloped.

AREA CHARACTERISTICS

Adjoining Land Uses and Zoning District

	Existing Uses	Zoning District
North	Construction Equipment & Vehicle Rental	Regional Corridor Mixed-Use (RC-MX)
East	Single-Family Residential and Agricultural	Residential Low Density (RLD), Union County (RA-40)
South	Single-Family Residential	Residential Low Density (RLD)
West	Single Family Residential	Regional Corridor Mixed-Use (RC-MX), Residential Low Density (RLD), Residential Rural (RR)

LAND USE AND TRANSPORTATION PLAN CONSISTENCY

The Land Use and Transportation Plan indicates this area as Regional Mixed-Use Center. Regional Mixed-Use Centers attract people beyond Monroe for shopping, entertainment, employment, or recreation. It is likely that Regional Mixed-Use Centers will support the most intense concentrations of retail, employment, high density residential, and other mixed uses. These areas typically locate near major highways to ensure ease of access for longer trips.

Planning staff believes the request is not consistent with the Land Use and Transportation Plan because single-family residential is not a priority use.

PUBLIC NOTIFICATION

A rezoning notification sign was posted 10 days prior to the public hearing.

An official rezoning notification letter was sent to the adjacent property owners located within 150 feet, 10 days prior to the public hearing.

RECOMMENDATION

Planning staff recommends denial of the rezoning request.

Planning Board recommends approval of the rezoning request as the board concluded the use of a single-family residential home at 4920 Secrest Shortcut Road and rezoning the parcel to Residential Low Density (RLD) is in harmony with the surrounding suburban character of the area.

Denial Actions

1. Motion to adopt a Resolution *Denying* Land Use and Transportation Plan Compliance
2. Motion to deny the zoning map amendment

Approval Actions

1. Motion to adopt a Resolution *Approving* Land Use and Transportation Plan compliance
2. Motion to adopt the Ordinance amending Section 157.1.2.1- Official Zoning Map

Attachments:

- Attachment 1-Ortho Map
- Attachment 2-Ortho Map Wide
- Attachment 3-Zoning Map
- Attachment 4-Future Land Use Map
- Attachment 5-FLUM Description
- Attachment 6-APO Map
- Attachment 7-APO List
- Attachment 8-PB Draft Minutes
- Attachment 9-R-2026-25 Denial
- Attachment 10-R-2026-25 Approval
- Attachment 11-O-2026-20 Section 157.1.2.1



Ortho Map

Case #: PLMA-2026-00134

4920 Secret Shortcut Rd.

Legend

-  City Limits
-  Centerlines
-  Parcels
-  Subject Property

Owner: Shirley Williams

Acres: 9

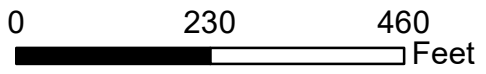


Exhibit 1

Ortho Map

Case #: PLMA-2026-00134

**4920 Secret Shortcut
Road**

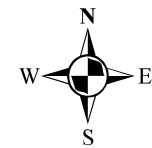
Legend

— Centerlines

▭ Parcels

Owner: Shirley Williams

Acres: 9



0 7,100 14,200
Feet




Exhibit 2









Subject Property

Zoning Map

Case #: PLMA-2026-00134

4920 Secret Shortcut Rd.

Legend

-  City Limits
-  Centerlines
-  Parcels
-  RC-MX
-  RLD
-  RR
-  Union County RA-40
-  Subject Property

Owner: Shirley Williams

Acres: 9

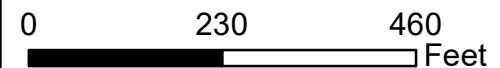
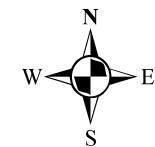








Exhibit 3

Future Land Use Map

Case #: PLMA-2026-00134

4920 Secret Shortcut Rd.

Legend

-  City Limits
-  Centerlines
-  Parcels
-  Regional Mixed-Use Centers
-  Suburban
-  Subject Property

Owner: Shirley Williams

Acres: 9

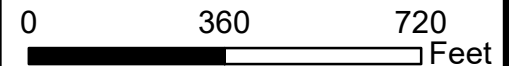


Exhibit 4

Land Use and Transportation Plan Description

Regional Mixed-Use Center

Regional Mixed-Use Centers attract people beyond Monroe for shopping, entertainment, employment, or recreation. These centers are usually large-scale, measuring one mile in diameter that represents approximately a 20-minute walking distance. These centers are master-planned areas that are built in phases with a mix of non-residential, residential, and civic uses. It is likely that Regional Mixed-Use Centers will support the most intense concentrations of retail, employment, high-density residential, and other mixed uses. These areas typically locate near major highways to ensure ease of access for longer trips.

Exhibit 5

APO Map

PLMA-2026-00134

Legend

- Centerlines
- 150-Foot Buffer
- Parcels
- Notified Properties
- Subject Property

15 Parcels Notified



Exhibit 6

ACCTNO	CURR_NAME1	CURR_NAME2	CURR_ADDR1	CURR_CITY	CURR_STATE	CURR_ZIPCODE
08303001H	DIXON MARK A	DIXON DORIS A	3324 LEXIE LN	MONROE	NC	28110
08303003, 08303003F	DECOY TRUCKING INC		3504 N ROCKY RIVER RD	MONROE	NC	28110
08303003A, 08303003C	WILLIAMS SHIRLEY		4920 SECREST SHORT CUT RD	MONROE	NC	28110
08303001T	BAYER ASHLEY L	BAYER ANDREW M	3333 LEXIE LN	MONROE	NC	28110
08303023	REYNOLDS NORMAN DENNIS JR	REYNOLDS DONNA C	4814 SECREST SHORTCUT RD	MONROE	NC	28110
08303024	SUMMERLIN MICHAEL E	SUMMERLIN REBECCA L A	4820 SECREST SHORTCUT RD	MONROE	NC	281109260
08303001D	BREWER JOEL F	LAFFERTY RICK A	4921 SECREST SHORTCUT RD	MONROE	NC	28110
08303003B	ORNELAS MARIO GUILLERMO PEREDO	DOMINGUEZ YASMIN RODRIGUEZ	4904 SECREST SHORTCUT RD	MONROE	NC	28110
08303001J	KEROLUS STEVEN	KEROLUS LORENA	3300 LEXIE LN	MONROE	NC	28110
08303001S	ATWELL DEREK	ATWELL MARY	3319 LEXIE LN	MONROE	NC	28110
09336022D	SLIFER ROBERT J	SLIFER SANDRA J	4821 SECREST SHORT CUT RD	MONROE	NC	281109260
09336022A	HODGINS KENNETH J	HODGINS DONNA	4819 SECREST SHORT CUT RD	MONROE	NC	281109260
08303001C	ORTIZ JUAN MANUEL PLASCENCIA	BONILLA CATALINA CRUZ	5005 SECREST SHORTCUT RD	MONROE	NC	28110
08303001G	MYALIK ALEKSANDR S	MYALIK NADEZHDA	3310 N ROCKY RIVER RD	MONROE	NC	281109293
8303009	PASUPULA RAVI ET AL	MARELLA GAYATRI	6005 TEA OLIVE RD	MARVIN	NC	28173

Exhibit 7

**MINUTES OF THE
PLANNING BOARD MEETING**

**April 1, 2026, at 6:00 PM
City Hall – Council Chambers
300 W. Crowell Street, Monroe, NC**

Emailed to HR: 04/02/26

Item 1. Call to Order - Roll Call

Jennifer Smith, Chair, called the April 1, 2026 meeting to order at 6:00 p.m. The Chair called the alternate, Robin Holland, to serve on the Board with one regular member absent. Kimberly Davis called the roll.

Members Present: Jennifer Smith (Chair); Archie Morgan; Alisha DeBerry; Daryle Anderson; Maryann Raspberry; Pamela Duda (ETJ Member); Robin Holland (Alternate);

Members Absent: Chip Wardwell; John Harris (Alternate);

Staff Present: Jeffrey Wells, Asst. City Manager; Jay Voyles, Deputy General Manager of Energy Svcs; Doug Britt, Asst. Dir. of Planning & Dev.; Patrick Blaszyk, Planner II; Kimberly Davis, Admin. Asst. II;

Guests: Yolanda and Ricky Williams; Shirley Williams; Heidi Petterson; Darrell DeBerry;

Item 6. Planning Board is requested to consider a zoning map amendment for the properties located at 4920 Secrest Shortcut Road, further identified as tax parcel 08-303-003C and 08-303-003A from Regional Corridor Mixed-Use (RC-MX) to Residential Low Density (RLD).

Patrick Blaszyk, Planner II, presented the zoning map amendment request. The City of Monroe has received a request from Shirley Williams to rezone 9 acres from Regional Corridor Mixed-Use (RC-MX) to Residential Low Density (RLD). The Regional Corridor Mixed-Use (RC-MX) district is intended to permit intense concentrations of retail, employment, and high-density residential uses through a mixed-use development. While the RLD district is intended to implement the rural land use character area as defined in the Forward Monroe plan. This district is designed to accommodate single family Residential housing. Exhibit 1 is the Ortho Map for the area where the subject properties are seen here highlighted in blue. The properties are located to the northeast of Secrest Shortcut Road, to the southeast of Rocky River Road and are located next door to the Iron Peddlers equipment suppliers. The property is currently occupied by a 1,025 square foot single-family residential home that was constructed in 1973. Tax parcel number is 08-303-003A is undeveloped. The area characteristics show that parcels to the north are used for construction equipment and vehicle rental. Parcels to the east fall under the use of agricultural and single-family residential. Parcels to the south and west are for single-family residential.

Exhibit 2 is another Ortho Map for the area where the subject properties can be seen highlighted in blue and displays their relation to the City of Monroe boundaries. Exhibit 3 is the Zoning Map for the area where the subject properties are zoned RC-MX as are the parcels to the north. Parcels to the east are

zoned RLD as well as Union County RA-40 shown in brown. Parcels to the south and west are zoned RLD, Residential Rural and RC-MX.

The Land Use and Transportation Plan indicates the subject parcels are located in the Regional Mixed-Use Center. Exhibit 4 is the Future Land Use Map. The black hatch area with the red outline indicates the extent of the Regional-Mixed Use Center and it will support the most intense concentrations of retail, employment and high-density residential as far as other mixed uses. Exhibit 5 is the Regional Mixed-Use Center Future Land Use and Transportation Plan Description.

Planning staff believes the request is not consistent with the Land Use and Transportation Plan because single-family residential is not a priority use. A rezoning notification sign will be posted 10 days prior to the public hearing. An official rezoning notification letter will be sent to the adjacent property owners located within 150 feet, 10 days prior to the public hearing. Planning staff recommends denial of the rezoning request.

The Board had questions for Patrick Blaszyk. The Planning staff recommends denial of the rezoning request because this area falls into the Regional Mixed-Use Centers Future Land Use type and, in that use, single-family residential is not a priority. It is not consistent with the Future Land Use Plan. Since the majority of the area of the parcels being requested is within the Future Land Use Map, the entire parcel is then zoned RC-MX.

Board member, Pamela Duda, thanked the homeowners for being present. She expressed that the “swaths” on the Future Land Use Map might discourage homeowners from “keeping the rural integrity of their property” and that “the higher density district is being encouraged by the City.”

Board member, Daryle Anderson, thanked the Planning staff for providing a map which shows the subject property in relation to the City of Monroe as a whole.

Doug Britt responded to the Board’s questions about the Future Land Use Plan. It was adopted in 2018 and is a 20 to 25-year plan. One question is, “Is it consistent with Planning or not?” Both of these parcels together are around 9 acres and only about 5,000 square feet falls outside of the Regional Mixed-Use Center node. If the vast majority of the parcel falls into one category, then they will go with that category. The other question is, “Is it reasonable?” It can be consistent and unreasonable from Planning staff and recommend denial. It could be a “reasonable request,” but not “consistent” with the Land Use Plan. The Planning Board is all about recommendation on a decision and it will be carried, ultimately, to the City Council, for a final decision. The Future Land Use Plan is not etched in stone unlike the Ordinances which is different. Other options, like downzoning, are illegal and not viable options. The only avenue to be removed from the RC-MX zoning is to physically apply for it. If the property is rezoned to RLD, there could be approximated thirteen homes built. As RC-MX, apartments and/or condos could be built on it.

Yolanda and Ricky Williams, the applicants, were invited to approach the podium to speak. The owner of the home, Shirley Williams, is also present. They are requesting the property “to be restored to Residential zoning which, more accurately reflects what the property is currently used for.” The home is owner-occupied by a widow who relies on a fixed income. It is not operating commercially and used exclusively as a resident. Since the Mixed-Use designation was applied, property taxes increase from \$3,250 in 2023 to \$12,900 in 2025, a 297.6 percent increase in two years. The increase did not result from a new development or a change in use, but from a zoning designation. The property is taxed as if

it were commercial. They want to rezone it to make it more affordable and to align with its current use. They have no intentions to sell, change or develop the property.

Motion: Pamela Duda made a motion to recommend adoption of the Resolution approving 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, Alisha DeBerry, Pamela Duda, Daryle Anderson, Robin Holland,

NAYS: None

Motion: Pamela Duda made a motion to recommend adoption of the Ordinance amending Section 157.1.2.1- Official Zoning Map and authorization for staff to draft the resolution based on the reason(s) provided and authorization for the Chair to sign at a later date.

Second: Daryle Anderson

Action: The motion to approve passed with the following votes:

AYES: Jennifer Smith, Archie Morgan, Maryann Rasberry, Alisha DeBerry, Pamela Duda, Daryle Anderson, Robin Holland,

NAYS: None

**RESOLUTION DENYING LAND USE AND
TRANSPORTATION PLAN COMPLIANCE**

R-2026-25

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 the properties located at 4920 Secrest Shortcut Road and tax parcel number 08-303-003A further described below is not consistent with the adopted Land Use and Transportation Plan. The Land Use and Transportation Plan indicates this area as Regional Mixed-Use Center, single-family residential is not listed as a priority use; therefore, it is not consistent. It is likely that Regional Mixed-Use Centers will support the most intense concentrations of retail, employment, high-density residential, and other mixed uses. These areas typically locate near major highways to ensure ease of access for longer trips. The proposal is not reasonable and not in the public interest because the use of the property as single-family residential will not be in harmony with the Regional Commercial Center as indicated in the City of Monroe Future Land Use and Transportation Plan.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Denying Land Use and Transportation Plan Compliance of the zoning map amendment for the property with Union County Tax Parcel Numbers 08-303-003A, and 08-303-003C.

Adopted this 26th day of May, 2026.

Robert A. Burns, Mayor

Attest:

Bridgette H. Robinson, City Clerk

Exhibit 9

**RESOLUTION APPROVING LAND USE AND
TRANSPORTATION PLAN COMPLIANCE**

R-2026-25

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 map amendment for the properties located at 4920 Secrest Shortcut Road and tax parcel number 08-303-003A further described below is not consistent with the adopted Land Use and Transportation Plan. The Land Use and Transportation Plan indicates this area as Regional Mixed-Use Center, single-family residential is not listed as a priority use; therefore, it is not consistent. It is likely that Regional Mixed-Use Centers will support the most intense concentrations of retail, employment, high-density residential, and other mixed uses. These areas typically locate near major highways to ensure ease of access for longer trips. This proposal is a reasonable use and in the public interest because continuing the use of single-family residential dwellings on these parcels would be in harmony with the surrounding residential character of the area.

Based on this information, the conditions have changed which justify amending the Land Use and Transportation Plan. As a result of this zoning map amendment approval, the Land Use and Transportation Plan is amended to reflect the land use modification.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Approving Land Use and Transportation Plan Compliance of the zoning map amendment for the property with Union County Tax Parcel Numbers: 08-303-003A, and 08-303-003C.

Adopted this 26th day of May, 2026.

Robert A. Burns, Mayor

Attest:

Bridgette H. Robinson, City Clerk

Exhibit 10

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 157: ZONING CODE
O-2026-20**

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:

Section 1. Amend §157.1.2.1 OFFICIAL ZONING MAP as follows:

Rezone the property located at 4920 Secrest Shortcut Road, further identified as tax parcel 08-303-003C and 08-303-003A from Regional Corridor Mixed-Use (RC-MX) to Residential Low Density (RLD)

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 26th day of May, 2026

Attest:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk

Exhibit 11



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: May 26, 2026

FROM: Lisa Stiwinter, Director of Planning and Development

PREPARED BY: Keri Mendler, Senior Planner

SUBJECT: Zoning Map Amendment for the property located at 605 Treeway Drive, further identified as tax parcel 09-084-008A.

SUMMARY STATEMENT

City Council is requested to consider a zoning map amendment for the property located at 605 Treeway Drive, further identified as tax parcel 09-084-008A from Residential Medium Density (RMD) to General Industrial (GI).

REVIEW

The City of Monroe Water Resources Department is requesting to rezone the subject property from Residential Medium Density (RMD) to General Industrial (GI).

The General Industrial (GI) district is intended to permit light industrial, manufacturing establishments, and office uses. The Residential Medium Density (RMD) district is intended to allow for single family residential uses with a mix of housing types to includes detached and attached homes.

The property at 605 Treeway Drive is currently occupied by a 1,287 square-foot single-family residential home that was constructed in 1977.

AREA CHARACTERISTICS

Adjoining Land Uses and Zoning District

	Existing Uses	Zoning District
North	City of Monroe Water Treatment Plan	GI (General Industrial)

East	Vacant& Single Family Residential	Residential Medium Density (RMD)
South	Vacant	GI (General Industrial)
West	Multi-Family Apartments	RHD (Residential High Density)

LAND USE AND TRANSPORTATION PLAN CONSISTENCY

The subject property falls within the Manufacturing, Logistics, and Aerospace character area of the Land Use and Transportation Plan, which support manufacturing and production at a variety of scales including utilities. Clusters of uses that support or serve similar industrial uses typically locate nearby.

Planning staff believes the request is consistent with the Land Use and Transportation Plan because industrial and offices uses are priority uses in this character area.

PUBLIC NOTIFICATION

A rezoning notification sign was posted 10 days prior to the public hearing.

Sixty-two (62) official rezoning notification letters were sent to the adjacent property owners located within 150 feet, 10 days prior to the public hearing.

RECOMMENDATION

Planning staff and Planning Board recommend approval of the rezoning request.

Approval Actions

1. Motion to adopt the Resolution *Approving* Land Use and Transportation Plan compliance
2. Motion to adopt the Ordinance amending Section 157.1.2.1- Official Zoning Map

Denial Actions

1. Motion to adopt the Resolution *Denying* Land Use and Transportation Plan Compliance
2. Motion to deny the zoning text amendment

Attachments:

1. Ortho Map
2. Ortho Map Wide
3. Zoning Map
4. Future Land Use Map
5. FLUM Description
6. APO List
7. APO Map
8. Draft PB Minutes
9. R-2026-24 Approval
10. R-2026-24 Denial
11. O-2026-19 Section 157.1.2.1

Ortho Map

PLMA-2026-00143

Legend

- Centerlines
- Parcels
- City Limits

**Existing: RMD
(Residential Medium Density)**

Owner: City of Monroe

Acres: .94



0 110 220
Feet

Attachment 1

Ortho Map

PLMA-2026-00143

Legend

 Parcels

Subject Property

**Existing: RMD
(Residential Medium Density)**


Owner: City of Monroe

Acres: .94



Attachment 2

0 5,800 11,600
Feet



Zoning Map

PLMA-2026-00143

Legend

— Centerlines

▭ Parcels

⋯ City Limits

Zoning Districts

■ GI

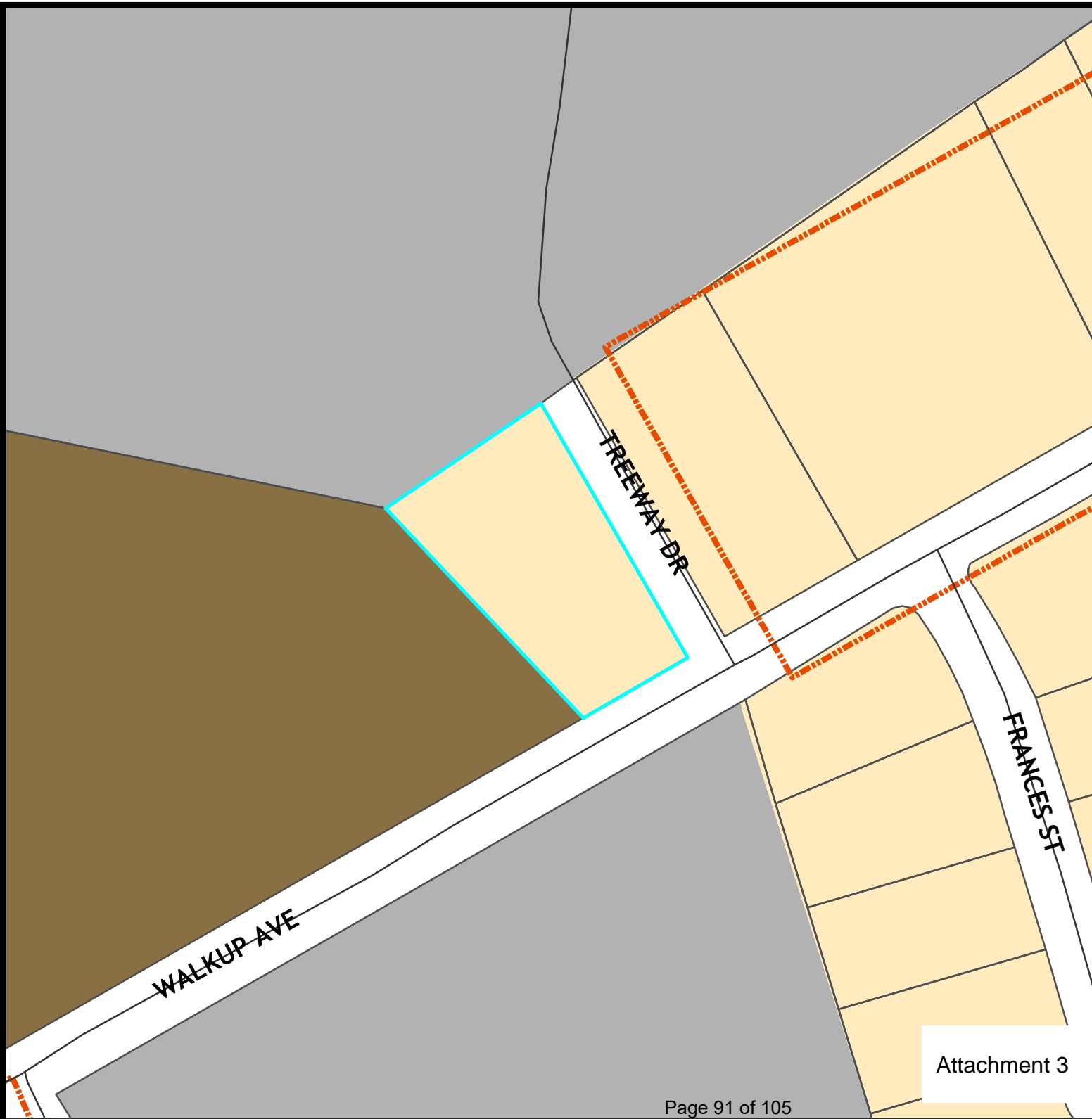
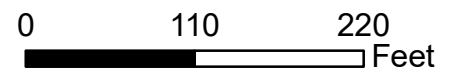
■ RHD

■ RMD

**Existing: RMD
(Residential Medium Density)**

Owner: City of Monroe

Acres: .94






Attachment 3



**Future Land Use
Plan**

PLMA-2026-00143

Legend

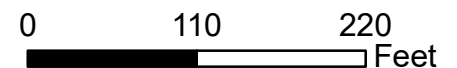
-  Centerlines
-  Parcels
-  City Limits

Future Land Use Plan

-  Industrial
-  Suburban

Owner: City of Monroe

Acres: .94



Attachment 4

Land Use and Transportation Plan Description

Manufacturing, Logistics, and Aerospace

The Manufacturing, Logistics, and Aerospace designation includes the city's existing base of industrial centers. These areas support manufacturing and production at a variety of scales, including assembly and processing, warehousing and distribution, bulk storage, and utilities. Manufacturing, Logistics, and Aerospace areas are found near major transportation assets (e.g., highway, rail, and/or air) and generally are buffered from surrounding development. Clusters of uses that support or serve similar industrial uses typically locate nearby




	ACCTNO	CURR_NAME1	CURR_ADDR1	CURR_CITY	CURR_STATE	CURR_ZIPCODE
1	9111009	3011 WALKUP LLC	2772 SOUTH PECK RD	MONROVIA	CA	91016
2	9084002	ALEXANDER CECIL C	3461 WALKUP AVE	MONROE	NC	28110
3	9084022	AMARO JESUS	598 FRANCES ST	MONROE	NC	28110
4	9084029	AVILA-GRIJALVA JESUS G	589 FRANCES ST	MONROE	NC	28110
5	09081003A	BALAJI OAKS LLC	14211 BALLANTYNE CLUB DR	CHARLOTTE	NC	28277
6	9114001	BROOKGREEN ARMS INC	PO BOX 846	MONROE	NC	281110846
7	9084011	BROWER RICHARD MARSHALL	103 FLORENCE ST	MONROE	NC	281108159
8	9084001	C & D DEVELOPMENTS LLC	716 VICTORIAN LANE	MONROE	NC	28112
9	9084026	CALLEJAS CHRIS ALEXIS	582 FRANCES ST	MONROE	NC	28110
10	9084018	CAROL MELISSA ROMAN	104 FLORENCE DR	MONROE	NC	28110
11	9114002	CAROLINA BUILDERS CORPORATION	PO BOX 250329	ATLANTA	GA	303251329
12	09084008C	CHRISTIAN MISSION BAPTIST CHURCH INC	5018 OLD GOLDMINE RD	MARSHVILLE	NC	28103
13	9084008	CHRISTIAN MISSION BAPTIST CHURCH INC	5018 OLD GOLDMINE RD	MARSHVILLE	NC	28103
14	09084008A	CITY OF MONROE	PO BOX 69	MONROE	NC	28111
15	9111008	CITY OF MONROE	PO BOX 69	MONROE	NC	281110069
16	9084040	CITY OF MONROE	PO BOX 69	MONROE	NC	281110069
17	9084036	CITY OF MONROE	300 W CROWELL ST	MONROE	NC	28112
18	9084005	CITY OF MONROE	300 W CROWELL ST	MONROE	NC	28112
19	09084008B	CITY OF MONROE	PO BOX 69	MONROE	NC	28111
20	09084036A	CITY OF MONROE	300 W CROWELL ST	MONROE	NC	28112
21	09114002A	CITY OF MONROE	PO BOX 69	MONROE	NC	281110069
22	9084007	CITY OF MONROE	300 W CROWELL ST	MONROE	NC	28112
23	9084025	CLARK DARRIN	586 FRANCIS ST	MONROE	NC	281108897
24	9084035	DATASCOPE LOGISTICS PARK LLC	1042 HAWTHORNE DR	INDIAN TRAIL	NC	28079
25	9114003	DRIVELINE AUTO TRANSPORT LLC	1508 YELLOW DAISY DR	MATTHEWS	NC	28104
26	9081004	EDWARDS TIMBER COMPANY INC	PO BOX 219	MARSHVILLE	NC	28103
27	9111002	ESTATE INVESTMENTS INC	750 INDUSTRIAL DR	MONROE	NC	28110
28	09114003A	FRONTIER COMMUNICATIONS OF THE CAROLINAS LLC	1919 MCKINNEY AVE	DALLAS	TX	75201
29	09081005 01	GILES ROBERT ET AL	3624 MONROE ANSONVILLE RD	MONROE	NC	28110
30	9084020	HAMILTON GEORGIA ANN	108 FLORENCE DR	MONROE	NC	28110
31	9084021	HE PING	5730 BARDSEY CT	MATTHEWS	NC	28104
32	9084024	HERNANDEZ MARIA GERRERO	590 FRANCES ST	MONROE	NC	28110
33	9084013	HESTER BERTHA L HEIRS	107 FLORENCE DR	MONROE	NC	28110
34	9084037	IMET PROPERTIES LLC	3000 STITT ST STE 150 7432	MONROE	NC	281103916
35	9111014	LANSFORD DEVELOPMENT	4414 N AZUSA CANYON RD	IRWINDALE	CA	91706
36	9111010	LANSFORD DEVELOPMENT	4414 N AZUSA CANYON RD	IRWINDALE	CA	91706
37	9084027	LEAKS LAMONT	1228 SAM COX LANE	WINGATE	NC	28174




38	9084019	LUJANO MARIA IMELDA MORALES	109 FLORENCE DR	MONROE	NC	281108159
39	9084014	MARTINEZ JOSE R	109 FLORENCE DR	MONROE	NC	28110
40	09084033B	MASON WILLIAM B	409 N BIVENS RD	MONROE	NC	28110
41	09084033A	MASON WILLIAM BIVENS	409 N BIVENS RD	MONROE	NC	28110
42	9111003	MCINNIS WILLIAM D	PO BOX 846	MONROE	NC	281110846
43	9111001	MONROE HOUSING AUTHORITY	PO BOX 69	MONROE	NC	281110069
44	9084003	MOORE CLAUDIA G	3465 WALKUP AVE	MONROE	NC	28110
45	9084030	MURRILLO CECILIO	593 FRANCES ST	MONROE	NC	28110
46	9108004	MYERS BEN HELMS	3208 HELMS POND RD	MONROE	NC	28110
47	9112015	NANCAP LEASING LLC	650 BROOME ST	MONROE	NC	28110
48	9084038	ORO MANUFACTURING COMPANY	5000 STITT ST	MONROE	NC	28110
49	9084039	ORO MFG CO INC	5000 STITT ST	MONROE	NC	28110
50	9084042	ORO MFG CO INC	5000 STITT ST	MONROE	NC	28110
51	9084012	PARSONS EDDIE S	105 FLORENCE DR	MONROE	NC	28110
52	9084010	PASZKIEWICZ ANDREW	101 FLORENCE DR	MONROE	NC	28110
53	9084023	PORTILLO GERMAN	594 FRANCES ST	MONROE	NC	281108897
54	9084028	ROMAN-REBOLLEDO RUBEN	585 FRANCES ST	MONROE	NC	28110
55	9112014	RR INDUSTRIES LLC	608 BROOME ST	MONROE	NC	28110
56	9084017	SANCHEZ EDGAR	102 FLORENCE DR	MONROE	NC	28110
57	9084031	SANCHEZ-HUERTA DIONISIO	597 FRANCIS ST	MONROE	NC	281108897
58	9084016	SPENCER JENNIFER MARIE	3456 WALKUP AVE	MONROE	NC	28110
59	09084004A	STIMSON BARBARA L	3473 WALKUP AVE.	MONROE	NC	281109133
60	9084006	THIRTYONE THIRTEEN LLC	PO BOX 105	DENVER	NC	28037
61	09112016A	THOMAS CONCRETE OF NORTH CAROLINA INC	2500 CUMBERLAND PWKY SUITE 210	ATLANTA	GA	30339
62	9084015	WILLIAMS GUERNHARDT A	100 FLORENCE DR	MONROE	NC	28110

APO Map

605 Treeway Drive

Legend

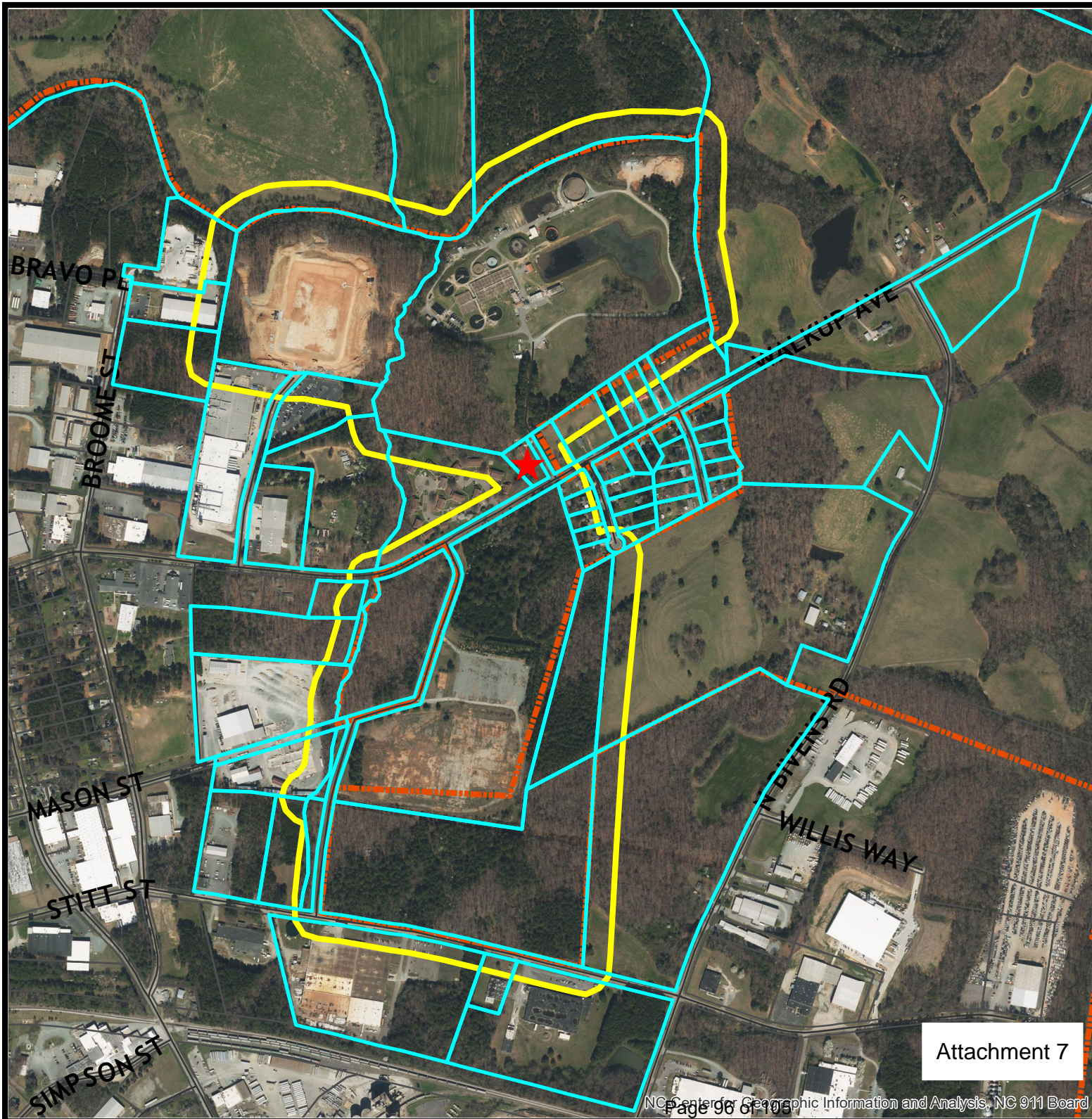
-  Centerlines
-  Parcels
-  City Limits

-  150-ft Buffer
-  Notified Properties
-  Subject Property

62 Parcels Notified



Attachment 7



**MINUTES OF THE
PLANNING BOARD MEETING**

**April 1, 2026, at 6:00 PM
City Hall – Council Chambers
300 W. Crowell Street, Monroe, NC**

Emailed to HR: 04/02/26

Item 1. Call to Order - Roll Call

Jennifer Smith, Chair, called the April 1, 2026 meeting to order at 6:00 p.m. The Chair called the alternate, Robin Holland, to serve on the Board with one regular member absent. Kimberly Davis called the roll.

Members Present: Jennifer Smith (Chair); Archie Morgan; Alisha DeBerry; Daryle Anderson; Maryann Rasberry; Pamela Duda (ETJ Member); Robin Holland (Alternate);

Members Absent: Chip Wardwell; John Harris (Alternate);

Staff Present: Jeffrey Wells, Asst. City Manager; Jay Voyles, Deputy General Manager of Energy Svcs; Doug Britt, Asst. Dir. of Planning & Dev.; Patrick Blaszyk, Planner II; Kimberly Davis, Admin. Asst. II;

Guests: Yolanda and Ricky Williams; Shirley Williams; Heidi Petterson; Darrell DeBerry;

Item 7. Planning Board is requested to consider a zoning map amendment for the property located at 605 Treeway Drive, further identified as tax parcel 09-084-008A from Residential Medium Density (RMD) to General Industrial (GI).

Doug Britt, Assistant Director of Planning and Development, presented the zoning map amendment request. The City of Monroe Water Resources Department is requesting to rezone the subject property from Residential Medium Density (RMD) to General Industrial (GI) to use it for offices for the wastewater treatment plant. Attachment 1 shows an aerial map with Walkup Avenue to the south. The wastewater treatment plant is behind and to the north of the parcel. The City has acquired this property and are requesting to rezone it to General Industrial (GI). Attachment 2 shows where the parcel is located within the city limits. To the north of the parcel is General Industrial, to the east is Residential Medium Density, to the south is General Industrial and to the west is Residential High Density.

The Future Land Use Plan projects this area as Manufacturing, Logistics and Aerospace. Their request is consistent with the Land Use Plan. Planning staff does recommend approval.

Motion: **Jennifer Smith made a motion to recommend adoption of the Resolution approving Land Use and Transportation Plan Compliance.**

Second: **Alisha DeBerry**

Action: **The motion to approve passed with the following votes:**

**AYES: Jennifer Smith, Archie Morgan, Maryann Rasberry, Alisha DeBerry,
Pamela Duda, Daryle Anderson, Robin Holland,**

NAYS: None

Motion: Jennifer Smith made a motion to recommend adoption of the Ordinance amending section 157.1.2.1- Official Zoning Map.

Second: Archie Morgan

Action: The motion to approve passed with the following votes:

AYES: Jennifer Smith, Archie Morgan, Maryann Rasberry, Alisha DeBerry,
Pamela Duda, Daryle Anderson, Robin Holland,

NAYS: None

DRAFT

**RESOLUTION APPROVING LAND USE AND
TRANSPORTATION PLAN COMPLIANCE**

R-2026-24

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 map amendment for the property located at 605 Treeway Drive and further described below is consistent with the adopted Land Use and Transportation Plan. The Land Use and Transportation Plan indicates this area as the Manufacturing, Logistics, and Aerospace character area, which allows utility and offices uses; therefore, the rezoning is consistent. The rezoning is a reasonable use and in the public interest because it will allow additional office space for the adjacent water treatment plant.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Approving Land Use and Transportation Plan Compliance of the zoning map amendment for the property with Union County Tax Parcel Number: 09-084-008A.

Adopted this 26th day of May, 2026

Attest:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk

**RESOLUTION DENYING LAND USE AND
TRANSPORTATION PLAN COMPLIANCE**

R-2026-24

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 map amendment for the properties located at 605 Treeway Drive and further described below is consistent with the adopted Land Use and Transportation Plan. The Land Use and Transportation Plan indicates this area as the Manufacturing, Logistics, and Aerospace character area, which allows utility and offices uses; therefore, the rezoning is consistent. However, the proposal is not reasonable and not in the public interest because the proposed industrial use could have an adverse effect on the adjacent residential properties. Based on this information, the conditions have changed which justify amending the Land Use and Transportation Plan. As a result of this zoning map amendment denial, the Land Use and Transportation Plan is amended to reflect the land use modification.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Denying Land Use and Transportation Plan Compliance of the zoning map amendment for the property with Union County Tax Parcel Number: 09-084-008A.

Adopted this 26th day of May, 2026

Attest:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 157: ZONING CODE
O-2026-19**

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:

Section 1. Amend §157.1.2.1 OFFICIAL ZONING MAP as follows:

Rezone the property located at 605 Treeway Drive, further identified as tax parcel 09-084-008A Residential Medium Density (RMD) to General Industrial (GI).

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 26th day of May, 2026

Attest:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council
VIA: Mark Watson, City Manager
DATE: May 26, 2026
FROM: Bridgette H. Robinson, City Clerk
PREPARED BY: Bridgette H. Robinson, City Clerk
SUBJECT: Public Comment Period

SUMMARY STATEMENT

The Public Comment Period is set aside to receive comment from the Public in accordance with North Carolina General Statutes.

REVIEW

RULES GOVERNING PUBLIC COMMENT PERIOD AND RULES OF DECORUM DURING CITY COUNCIL REGULAR MEETINGS

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.

Adopted: September 6, 2005 (R-2005-35)

Amended: April 2, 2023 (R-2019-23); February 13, 2024; May 14, 2024; July 8, 2025, October 14, 2025; November 25, 2025; January 27, 2026

RECOMMENDATION

Receive public comment.



STAFF REPORT

TO: City Council
VIA: Mark Watson, City Manager
DATE: May 26, 2026
FROM: Mark Watson, City Manager
PREPARED BY: Bridgette H. Robinson, City Clerk
SUBJECT: Closed Session Pursuant to North Carolina General Statute Sections 143-318.11(a)(1), (a)(3) and (a)(5)

SUMMARY STATEMENT

City Council is asked to approve a motion to go into Closed Session.

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 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.

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) and (a)(5).