

**CITY OF MONROE
CITIZENS APPOINTMENT COMMITTEE MEETING
CITY HALL COUNCIL CHAMBERS
300 W. CROWELL STREET
MONROE, NORTH CAROLINA 28112
JUNE 1, 2026 – 4:00 P.M.
AGENDA**

1. Minutes of Citizens Appointment Committee Meetings of January 13, 2025, August 25, 2025 and December 1, 2025.
2. Consideration of Appointments.
 - A. Airport Advisory Commission
 - 1) Libby Helms
 - 2) Drew Lawrence
 - B. Economic Development Advisory Board
 - 1) Will Duke
 - 2) Greggie Mull
 - 3) Christie Panto
 - C. Monroe Historic District Commission
 - 1) Ric Helton
 - D. Monroe Housing Authority
 - 1) James Mungo

CITY OF MONROE
CITIZENS APPOINTMENT COMMITTEE SPECIALMEETING
JANUARY 13, 2025
4:00 P.M.

The Citizens Appointment Committee of the City of Monroe, North Carolina, met in Special Session in the City Hall Council Chambers located at 300 West Crowell Street in Monroe, North Carolina at 4:00 p.m. on January 13, 2025 with Mayor Pro Tem David Dotson presiding.

Present: Mayor Pro Tem/Chair David Dotson, Council Member Gary Anderson and Council Member Surluta Anthony

Absent: None.

Visitors: Mark Watson, Richard Long, Terry Sholar, and Bradley Lucore.

Mayor Pro Tem/Chair Dotson called the Citizens Appointment Committee Special Meeting of January 13, 2025 to order at 4:00 p.m. A quorum was present

Item No. 1. Consideration of Appointments. The Citizens Appointment Committee reviewed applications. Following review and discussion, the following recommendations were made to be presented to City Council on January 14, 2025 for consideration of formal appointments:

A. Downtown Advisory Board.

1) Lisa Boix. Council Member Anderson moved to recommend appointment of Lisa Boix to a full term on the Downtown Advisory Board with an effective date of January 1, 2025 and term expiration date of December 31, 2028. Mayor Pro Tem Dotson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Dotson, Council Member Anderson and Council Member Anthony

NAYS: None

2) Bill Heisner. Council Member Anderson moved to recommend appointment of Bill Heisner to a full term on the Downtown Advisory Board with an effective date of January 1, 2025 and term expiration date of December 31, 2028. Mayor Pro Tem Dotson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Dotson, Council Member Anderson and Council Member Anthony

NAYS: None

3) Clint Lawrence. Council Member Anderson moved to recommend appointment of Clint Lawrence to a full term on the Downtown Advisory Board with an effective date of January 1,

2025 and term expiration date of December 31, 2028. Mayor Pro Tem Dotson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Dotson, Council Member Anderson and Council Member Anthony
NAYS: None

4) Greg Moore. Council Member Anderson moved to recommend appointment of Greg Moore to a full term on the Downtown Advisory Board with an effective date of January 1, 2025 and term expiration date of December 31, 2028. Mayor Pro Tem Dotson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Dotson, Council Member Anderson and Council Member Anthony
NAYS: None

5) Courtney Stevens-Garrison. Council Member Anderson moved to recommend appointment of Courtney Stevens-Garrison to a full term on the Downtown Advisory Board with an effective date of January 1, 2025 and term expiration date of December 31, 2028. Mayor Pro Tem Dotson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Dotson, Council Member Anderson and Council Member Anthony
NAYS: None

B. Planning Board.

1) Chip Wardwell. Council Member Anderson moved to recommend appointment of Chip Wardwell to a full term on the Planning Board with an effective date of January 1, 2025 and term expiration date of December 31, 2028. Mayor Pro Tem Dotson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Dotson, Council Member Anderson and Council Member Anthony
NAYS: None

2) John Harris. Council Member Anderson moved to recommend appointment of John Harris as an Alternate to a full term on the Planning Board with an effective date of January 1, 2025 and term expiration date of December 31, 2028. Mayor Pro Tem Dotson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Dotson, Council Member Anderson and Council Member Anthony
NAYS: None

Item No. 2. Discussion of Planning Board Chair. Council Member Anthony advised that it was a very slippery slope when changing the Chair for one committee. She advised that perhaps the

Planning Board had their own recommendation because she felt that it was meddling. Council Member Anthony advised that she was not aware of any complaints about how the Planning Board was operating.

Mayor Pro Tem Dotson advised that there were 7,800 residences that were either approved to be built or being built and came at a cost to the City. He advised that the Planning Board was one of the most important boards. Mayor Pro Tem Dotson advised that the Planning Board chair directed the agenda and, in some ways, influenced some of the topics of discussion.

Mayor Pro Tem Dotson advised that relying on Council Member Anthony's definite knowledge, he was not insinuating that there was anything wrong with the current chair; however, the current direction of the City did not seem to be changing. He advised that one of the ways to do that without also changing the board members was to change the chair and allow the chair to be receptive of the ideas of the board members.

Mayor Pro Tem Dotson advised that as a former Planning Board Member, he spoke from experience and that particular board was tough to get new ideas on the agenda and UDO discussion. He advised that with a change of the chair, it would allow not only a different direction, but also allow more input by all of the members. Mayor Pro Tem Dotson advised that City Council made the final decision on the committee chairs.

Council Member Anthony advised that she understood Mayor Pro Tem/Chair Dotson's rationale as she also served on the Planning Board and ultimately it was up to City Council to take the lead; however, the chair still had one vote and she hoped that every Planning Board Member analyzed, asked the necessary questions, and voted fair. She advised that whoever was on any committee was intelligent and wise enough and had the best interest of Monroe at heart. Council Member Anthony advised that the chair would not have overwhelming power. She advised that she would be opposed to the Citizens Appointment Committee changing the chair.

Council Member Anderson inquired clarification if the Citizens Appointment Committee appointed the chair.

Senior Staff Attorney advised that the Ordinance directed City Council to appoint chairs and vice-chairs; however, there were a few that were specific in the Ordinance such as the Mayor Pro Tem served as chair of the Citizens Appointment Committee. Mr. Sholar advised that boards and commissions did not select their own chairs and vice-chairs.

Council Member Anthony inquired if the current chair was supported by City Council.

Senior Staff Attorney Sholar advised that was correct; however, in the past, the Mayor made those appointments. Mr. Sholar advised that these were all standing committees not mayoral committees. He advised that standing committees were appointed by City Council and City Council also appointed the chair and vice chair of all standing committees as the Ordinance was written that way.

Mayor Pro Tem Dotson reiterated that it fell to the elected officials to set the direction of the City and did that as a group and not individually and everything took a vote.

Council Member Anthony advised that it would be advantageous to look at every Planning Board Member on who would be the best candidate. She advised that she was still opposed; however, the majority ruled.

Mayor Pro Tem Dotson advised that he recommended Planning Board Member Ken Deal. He advised that Mr. Deal was a retired Navy Commander, worked to help implement parts of the UDO to reduce density, and educated himself regarding each City departments.

Mayor Pro Tem Dotson moved to recommend Ken Deal as the Chair of the Planning Board. Council Member Anderson seconded the motion, which passed with the following votes:

AYES: Mayor Pro Tem/Chair Dotson and Council Member Anderson
NAYS: Council Member Anthony

Item No. 3. Charlotte-Monroe Executive Airport Commission Appointment. Mayor Pro Tem/Chair Dotson moved to modify Lynn Keziah's appointment recommendation to the Charlotte-Monroe Executive Airport Commission as an Ex-Officio non-voting position that would be a lifetime honorary position. He advised that Mr. Keziah had worked very hard for the City and the Airport.

Council Member Anthony advised that she did not think anyone should have a lifetime position on a committee. She advised that Mr. Keziah would rather be able to vote as he had served well and was knowledgeable about the Airport. Council Member Anthony recommended he be a voting member.

Mayor Pro Tem Dotson advised that Mr. Keziah served as the Ex-Officio Council Member on the Charlotte-Monroe Executive Airport Commission; however, after his term ended, Council Member James Kerr was appointed as the Ex-Officio position.

Council Member Anderson advised that Mr. Keziah was recommended for appointment as a voting member and it seemed to be the logical choice for him to stay on as a voting member.

Item No. 4. Application Process. Mayor Pro Tem Dotson/Chair advised that there had been some inquiries about applicants not being asked about their criminal background more extensively than just felony convictions. He inquired if it would be a benefit to revise the question to reflect convictions such as anything other than a minor traffic offense. Mayor Pro Tem Dotson advised that Section 114.06 of the City Code stated that permits shall not be issued to an applicant convicted of a felony or crime of moral turpitude.

Council Member Anthony advised that she would like to explore that. She advised that an applicant could not have felonies, but did not want a habitual DUI or disorderly conduct as those did not cast a good light.

Mayor Pro Tem Dotson/Chair moved that the City Attorney research the appropriate wording to add a question to the Boards and Commissions application regarding an applicant's criminal

history prior to presenting to City Council. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Dotson, Council Members Anderson and Council Member Anthony
NAYS: None

Mayor Pro Tem/Chair Dotson moved to modify the two meeting requirement to one prior to submitting an application. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Dotson, Council Members Anderson and Council Member Anthony
NAYS: None

There being no further business, Council Member Anderson moved to adjourn the Citizens Appointment Committee Special Meeting of January 13, 2025 at 4:15 p.m. Mayor Pro Tem Dotson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Dotson, Council Members Anderson and Council Member Anthony
NAYS: None

David Dotson Mayor Pro Tem/Chair

Attest:

Sherry K. Hicks, Deputy City Clerk

CITY OF MONROE
CITIZENS APPOINTMENT COMMITTEE REGULAR MEETING
AUGUST 25, 2025
4:00 P.M.

The Citizens Appointment Committee of the City of Monroe, North Carolina, met in Regular Session in the City Hall Council Chambers located at 300 West Crowell Street in Monroe, North Carolina at 4:00 p.m. on August 25, 2025 with Mayor Pro Tem Surluta Anthony presiding.

Present: Mayor Pro Tem/Chair Surluta Anthony, Council Member Gary Anderson and Council Member David Dotson

Absent: None.

Visitors: Mark Watson, Richard Long, Terry Sholar, and Bradley Lucore.

Mayor Pro Tem/Chair Anthony called the Citizens Appointment Committee Regular Meeting of August 25, 2025 to order at 4:00 p.m. A quorum was present

Item No. 1. Minutes of Citizens Appointment Committee Meetings of March 4, 2024, April 1, 2024, June 3, 2024, August 26, 2024, October 15, 2024 and December 2, 2024. Council Member Dotson moved to approved the Minutes of the Citizens Appointment Committee Meetings of March 4, 2024, April 1, 2024, June 3, 2024, August 26, 2024, October 15, 2024 and December 2, 2024. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson
NAYS: None

Item No. 2. Consideration of Appointments. The Citizens Appointment Committee reviewed applications. Following review and discussion, the following recommendations were made to be presented to City Council on September 9, 2025 for consideration of formal appointments:

A. Animal Welfare Committee.

1) Jennifer Loria. Council Member Dotson moved to recommend appointment of Jennifer Loria to a full term on the Animal Welfare Committee with an effective date of January 1, 2025 and term expiration date of December 31, 2028. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson
NAYS: None

Council Member Dotson advised that he discussed with Legal about what the policy allowed him to do in order to be the temporary Chair of the Animal Welfare Committee until they could have one more meeting to recommend a Chair and a Vice-Chair to City Council. He advised that there would also be a change of meeting schedule and a new staff liaison.

Consensus was for Council Member Dotson to serve as temporary Chair of the Animal Welfare Committee.

B. Board of Adjustment.

1). Myles Kuly. Council Member Anderson moved to recommend appointment of Myles Kuly to a partial term on the Board of Adjustment with an effective date of January 1, 2025 and term expiration date of December 31, 2026. Council Member Dotson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson
NAYS: None

C. Airport Advisory Commission. Mayor Pro Tem/Chair Anthony advised that there were four applicants. She advised that the Committee should review this very carefully because something had come to their attention that might need further investigation; however, two of the four would be appointed tonight while they found out about the other if that was agreed to.

Council Member Dotson advised that there was one available County resident slot and three County applicants and he agreed with Mayor Pro Tem Anthony.

Mayor Pro Tem/Chair Anthony advised that Mr. Fulton was the only one that lived in Waxhaw and the other two applicants lived in Monroe. She advised that two vacancies would be filled tonight and there was a question about a potential conflict with an applicant.

Council Member Dotson advised that there was one county vacancy available and if the Committee was going to fill one of the City with a County.

Senior Staff Attorney Terry Sholar advised that it could be up to three County members.

City Attorney Richard Long advised that it said up to three; however, it did not have to be. He inquired if Mayor Pro Tem/Chair Anthony stated that Mr. Fulton was a City resident.

Mayor Pro Tem/Chair Anthony advised that according to the address on his application, he was from Waxhaw.

1) Chris Cooper. Council Member Dotson moved to recommend appointment of Chris Cooper to a partial term on the Airport Advisory Commission with an effective date of January 1, 2025 and term expiration date of December 31, 2026. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson
NAYS: None

2) Rob Fulton. Council Member Dotson moved to recommend appointment of Rob Fulton to a full term on the Airport Advisory Commission with an effective date of January 1, 2025 and term expiration date of December 31, 2028. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony Council Member Anderson and Council Member Dotson
NAYS: None

City Attorney Long advised that Mr. Cooper was a City resident. He advised that the motion was to appoint Mr. Cooper and Mr. Fulton and that would fill a County resident and a City resident and still have one City resident opening.

D. Committee on Disabilities.

1) Jonathan Belk. Council Member Anderson moved to recommend appointment of Jonathan Belk to a full term on the Committee on Disabilities as an Ex-Officio with an effective date of January 1, 2025 and term expiration date of December 31, 2028. Council Member Dotson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson
NAYS: None

2) Committee on Disabilities Chair. Council Member Anderson moved to recommend Council Member Thompson provide input on recommendation for the Committee on Disabilities Chair. Council Member Dotson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson
NAYS: None

E. Homeless and Addiction Committee.

1) Myles Kuly. Council Member Anderson moved to recommend appointment of Myles Kuly to a partial term on the Homeless and Addiction Committee with an effective date of January 1, 2025 and term expiration date of February 28, 2026. Council Member Dotson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson
NAYS: None

F. Monroe Tourism Development Authority. Mayor Pro Tem/Chair Anthony advised that three applications had been received for three vacancies (At-Large; Restaurant; and, Hotel): William Heisner (At-Large); Pat Kahle (At-Large); and Jennifer Moore (Restaurant). She advised that there was an applicant that fit the Restaurant vacancy, Ms. Moore, since she ran Home Brew.

Council Member Dotson advised that Ms. Kahle had served on the TDA for 11 years and her long standing dedication was greatly appreciated; however, Mr. Heisner was seeking his first opportunity to serve on this board and he applied in February before Ms. Kahle retired and decided to apply for the At-Large position. Council Member Dotson advised that he was community oriented and formerly on the Dowd Theatre Board of Directors and currently served on the Downtown Advisory Board.

1) William Heisner. Council Member Dotson moved to recommend appointment of William Heisner to a full term on the Monroe Tourism Development Authority as the At-Large Representative with an effective date of January 1, 2025 and term expiration date of December 31, 2028. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson
NAYS: None

2) Jennifer Moore. Council Member Dotson moved to recommend appointment of Jennifer Moore to a full term on the Monroe Tourism Development Authority as the Restaurant Representative with an effective date of January 1, 2025 and term expiration date of December 31, 2028. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson
NAYS: None

G. Parks and Recreation Advisory Commission. Mayor Pro Tem/Chair Anthony advised that five applications were received for three vacancies: Jose Ayala, Debra Huhnerkoch, Denise Leon, Jalen Sowell, Luis Yens. She advised that to take into consideration all things regarding what the Parks and Recreation Advisory Commission did and some people had experience and some were bilingual.

1) Jose Ayala. Council Member Dotson moved to recommend appointment of Jose Ayala to a full term on the Parks and Recreation Advisory Commission with an effective date of January 1, 2025 and term expiration date of December 31, 2028. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson

NAYS: None

Council Member Dotson advised that Ms. Huhnerkoch had children and grandchildren that actively participated in the programs and would bring a very good perspective to the Parks and Recreation Advisory Commission.

2) Debra Huhnerkoch. Council Member Dotson moved to recommend appointment of Debra Huhnerkoch to a full term on the Parks and Recreation Advisory Commission with an effective date of January 1, 2025 and term expiration date of December 31, 2028. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson

NAYS: None

Mayor Pro Tem/Chair Anthony advised that Mr. Sowell had experience and would bring youth to the Committee and according to his application, he grew up using the City's parks and recreation services.

3) Jalen Sowell. Mayor Pro Tem/Chair Anthony moved to recommend appointment of Jalen Sowell to a full term on the Parks and Recreation Advisory Commission with an effective date of January 1, 2025 and term expiration date of December 31, 2028. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson

NAYS: None

H. Planning Board. Mayor Pro Tem/Chair Anthony advised that two applications were received for two vacancies (Regular Member and Alternate Member): Alisha DeBerry and Robin Holland.

Council Member Dotson advised that both of these applicants were active and current real estate agents. He advised that his concern was if they were to be placed on the Planning Board by City Council, it would put them in a position where they might have to recuse themselves from things; and/or put themselves into positions of possible conflicts of interest. Council Member Dotson advised that with social media being the way that it was, having two real estate agents on the Planning Board and the way that everyone was heightened about the Planning Board's decisions, he felt that either financially and/or reputation wise, they would be put in a position on social media where there were real estate agents making decisions regarding residential developments.

Mayor Pro Tem/Chair Anthony advised that she realized both were in real estate and hoped both would be intelligent and honest enough if they were in a compromising position, to recuse themselves; however, she did not know if they could be denied just by their occupation as that was

not fair. She advised that both met the criteria and there had previously been realtors on the board and it was not stated anywhere that they were not eligible.

Council Member Dotson advised that he was in no way imputing her integrity and he found them both very courteous; however, he did not want to put them in that position and in no way was he saying either one of them had issues.

Mayor Pro Tem/Chair Anthony advised that a lot of people on the board were well known in Monroe for a long time and a lot of them bought and sold property and she could care less about Facebook because Facebook did not run them. She advised that she knew both of the applicants and did not want to influence one way or the other.

1) Alisha DeBerry. Mayor Pro Tem/Chair Anthony moved to recommend appointment of Alisha DeBerry to a partial term as a Regular Member on the Planning Board with an effective date of January 1, 2025 and term expiration date of December 31, 2026. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony and Council Member Anderson
NAYS: Council Member Dotson

2) Robin Holland. Mayor Pro Tem/Chair Anthony moved to recommend appointment of Robin Holland to a partial term as an Alternate on the Planning Board with an effective date of January 1, 2025 and term expiration date of December 31, 2027. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony and Council Member Anderson
NAYS: Council Member Dotson

Item No. 3. Other Business. Mayor Pro Tem/Chair Anthony advised that it was a requirement that an applicant attend one meeting within one year prior to submitting an application and include a resume. She inquired as to why resumes were required because applicants were not applying for a full-time job; however, if the Committee thought it was necessary then that was fine. Mayor Pro Tem/Chair Anthony advised that some people might not provide a professional resume and she did not want that to keep someone from applying and questioned if some were written by AI.

Council Member Anderson advised that he did not have a problem with removing the resume requirement.

Council Member Dotson advised that the word resume was intimidating and perhaps if it was looked at from a different perspective such as providing a paragraph or two about their background because the resumes did not have to be in any particular form. He advised that it was good to ask for some of their background and a little more in-depth information.

Council Member Dotson moved to recommend that Council direct Staff to revise possible different wording on the application in the request for background information. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson

NAYS: None

There being no further business, Council Member Anderson moved to adjourn the Citizens Appointment Committee Meeting of August 25, 2025 at 4:25 p.m. Council Member Dotson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Members Anderson and Council Member Dotson

NAYS: None

Surluta Anthony, Mayor Pro Tem/Chair

Attest:

Sherry K. Hicks, Deputy City Clerk

CITY OF MONROE
CITIZENS APPOINTMENT COMMITTEE REGULAR MEETING
DECEMBER 1, 2025
4:00 P.M.

The Citizens Appointment Committee of the City of Monroe, North Carolina, met in Regular Session in the City Hall Council Chambers located at 300 West Crowell Street in Monroe, North Carolina at 4:00 p.m. on December 1, 2025 with Mayor Pro Tem Surluta Anthony presiding.

Present: Mayor Pro Tem/Chair Surluta Anthony, Council Member Gary Anderson and Council Member David Dotson

Absent: None.

Visitors: Mark Watson, Richard Long, Terry Sholar, and Bradley Lucore.

Mayor Pro Tem/Chair Anthony called the Citizens Appointment Committee Regular Meeting of December 1, 2025 to order at 4:00 p.m. A quorum was present

Item No. 1. Consideration of Appointments. The Citizens Appointment Committee reviewed applications. Following review and discussion, the following recommendations were made to be presented to City Council on December 9, 2025 for consideration of formal appointments:

A. ABC Board.

1) Henry Ligon Bundy. Council Member Dotson moved to recommend appointment of Henry Ligon Bundy to a full-term on the ABC Board with an effective date of January 1, 2026 and term expiration date of December 31, 2028. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson

NAYS: None

2) Gary Roderick. Council Member Anderson moved to recommend appointment of Gary Roderick to Chair on the ABC Board with an effective date of January 1, 2026 and term expiration date of December 31, 2027. Council Member Dotson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson

NAYS: None

B. Airport Advisory Commission.

1) Andrew Erdle. Council Member Anderson moved to recommend appointment of Andrew Erdle to term on the Airport Advisory Commission with an effective date of January 1, 2026 and term expiration date of December 31, 2029. Council Member Dotson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson
NAYS: None

C. Animal Welfare Committee.

1) Bob Yanacsek. Council Member Dotson moved to recommend appointment of Bob Yanacsek to Chair of the Animal Welfare Committee with an effective date of January 1, 2026 and term expiration date of December 31, 2028. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson
NAYS: None

2) Jennifer Loria. Council Member Dotson moved to recommend appointment of Jennifer Loria to Vice-Chair on the Animal Welfare Committee with an effective date of January 1, 2026 and term expiration date of December 31, 2028. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony Council Member Anderson and Council Member Dotson
NAYS: None

D. Board of Adjustment.

1) Matthew Kegel. Council Member Dotson moved to recommend appointment of Matthew Kegel as an Alternate Member to a full term on the Board of Adjustment with an effective date of January 1, 2026 and term expiration date of December 31, 2029. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson
NAYS: None

2) Cary Rogers. Council Member Dotson moved to recommend appointment of Cary Rogers as a Regular Member to a full term on the Board of Adjustment with an effective date of January 1, 2026 and term expiration date of December 31, 2029. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson

NAYS: None

E. Economic Development Advisory Board (New Committee).

1) Randy Adcock. Council Member Dotson moved to recommend appointment of Randy Adcock to a two-year term on the Economic Development Advisory Board with an effective date of January 1, 2026 and term expiration date of December 31, 2027. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson

NAYS: None

2) Jeff Duke. Council Member Dotson moved to recommend appointment of Jeff Duke to a full term on the Economic Development Advisory Board with an effective date of January 1, 2026 and term expiration date of December 31, 2029. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson

NAYS: None

Council Member Dotson moved to recommend appointment of Jeff Duke to Vice-Chair on the Economic Development Advisory Board with an effective date of January 1, 2026 and term expiration date of December 31, 2029. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson

NAYS: None

3) Jonathan Edwards. Council Member Dotson moved to recommend appointment of Jonathan Edwards to a three-year term on the Economic Development Advisory Board with an effective date of January 1, 2026 and term expiration date of December 31, 2028. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson

NAYS: None

4) Chad Griffin. Council Member Dotson moved to recommend appointment of Chad Griffin to full-term on the Economic Development Advisory Board with an effective date of January 1, 2026

and term expiration date of December 31, 2029. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson
NAYS: None

Council Member Dotson moved to recommend appointment of Chad Griffin to Chair on the Economic Development Advisory Board with an effective date of January 1, 2026 and term expiration date of December 31, 2029. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson
NAYS: None

5) Drew Lawrence. Council Member Dotson moved to recommend appointment of Drew Lawrence to a three-year term on the Economic Development Advisory Board with an effective date of January 1, 2026 and term expiration date of December 31, 2028. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson
NAYS: None

6) Eric Paszkowski. Council Member Dotson moved to recommend appointment of Eric Paszkowski to a two-year term on the Economic Development Advisory Board with an effective date of January 1, 2026 and term expiration date of December 31, 2027. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson
NAYS: None

7) Dr. Stacy Walters-Bailey. Council Member Dotson moved to recommend appointment of Dr. Stacy Walters-Bailey as an Ex-Officio Member to the Economic Development Advisory Board with an effective date of January 1, 2026. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson
NAYS: None

8) Clayton Whitson. Council Member Dotson moved to recommend appointment of Clayton Whitson as an Ex-Officio Member to the Economic Development Advisory Board with an

effective date of January 1, 2026. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Member Anderson and Council Member Dotson
NAYS: None

F. Planning Board. An application was received from Pamela Duda for consideration of reappointment to the Planning Board as an ETJ Member.

1) Pam Duda. Council Member Dotson moved to recommend reappointment of Pamela Duda as an ETJ Member to full-term on the Planning Board. Motion failed for lack of second.

There being no further business, Council Member Dotson moved to adjourn the Citizens Appointment Committee Meeting of December 1, 2025 at 4:20 p.m. Council Member Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Mayor Pro Tem/Chair Anthony, Council Members Anderson and Council Member Dotson
NAYS: None

Surluta Anthony, Mayor Pro Tem/Chair

Attest:

Sherry K. Hicks, Deputy City Clerk



STAFF REPORT

TO: Citizens Appointment Committee

VIA: Mark Watson, City Manager

DATE: June 1, 2026

FROM: Bridgette H. Robinson, City Clerk

PREPARED BY: Sherry K. Hicks, Deputy City Clerk

SUBJECT: Citizens Appointment Committee Recommendations to Boards and Commissions

SUMMARY STATEMENT

Consideration of Appointments to Boards.

REVIEW

The Citizens Appointment Committee will meet on June 1, 2026 to consider the following applications:

Name of Board	Vacancies	Applicant	Met Meeting Requirement and Provided Resume
Airport Advisory Commission	Two	Libby Helms – eligible for appointment Drew Lawrence – eligible for appointment	Yes
Economic Development Advisory Board	Six	Will Duke – eligible for appointment Greggie Mull – eligible for appointment Christie Panto – eligible for appointment	Yes Yes Yes
Monroe Historic District Commission	Two Alternates	Ric Helton – eligible for appointment as Alternate Member	Yes
Monroe Housing Authority	One MHA Resident Two Regular Members	James Mungo – eligible for appointment as Regular Member	Yes

RECOMMENDATION

Discussion and recommendation of appointments to City Council.

**CITY OF MONROE
APPLICATION TO SERVE ON APPOINTED BOARDS
COMMITTEES OR COMMISSIONS**

RECEIVED
MAY 21 2026

CITY OF MONROE
ADMINISTRATION

Applicant must attend a minimum of one (1) Committee meeting of interest within one year prior to submitting application before application will be considered.

DATE: 5/20/2026

COMMITTEE/BOARD seeking appointment: Airport

NAME: Libby Z. Helms

ADDRESS: 502 S. Hayne St., Monroe, NC 28112

MAILING ADDRESS: same

YEARS IN MONROE (UNION) COUNTY: 60 years

RESIDENCY: CITY / COUNTY (circle one)

Are you a United States citizen? YES / NO (circle one)

PRIMARY PHONE NUMBER: 704 534-1150 HOME / MOBILE / BUSINESS (circle one)

E-mail address: LibbyZHelms@gmail.com

EDUCATION:

List schools, dates attended, degrees obtained:

School	Date Attended	Degree
1. Meredith College	1962-1963	
2. Wingate University	1963-1964; 1981-1983	BA
3. University of Georgia	1964-1966	BA
4.		

OCCUPATION:

Past three and current employer(s) and positions held:

Employer	Position Held
1. Charlotte Country Day School	Elementary School Teacher - lead teacher 1983-2017
2.	
3.	

Please list civic and fraternal organizations in which you participate in Monroe/Union County:

- Rotary club of Monroe
 - Union County Symphony League
 - Daughters of American Revolution
 - Daughters of American Colonists
- Business and civic experience/skills relevant to the committee/board seeking appointment:
Regular attendee Monroe City Council

Areas of expertise/special skills relevant to the committee/board seeking appointment:

Please explain your interest in serving on the committee/board:

As an owner of building in City of Monroe (313 N. Main St.), I am interested in planned growth of the city and county

Are you currently serving on any other appointed bodies? YES NO (circle one). If yes, please list:

- 1.
2.
3.

Do you currently hold an elected office? YES NO (circle one). If yes, please list:

Could any of your business or personal interests create a conflict (either real or perceived) if appointed? YES NO (circle one). If yes, please explain conflict:

List the date of meeting(s) attended of the committee/board of interest:

- 1. Airport Commission - 5/20/2026
2.
3.

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction? YES NO (circle one) If yes, please explain complete disposition.

Have you completed the City's Citizen's Academy? YES NO (circle one). If yes, when did you complete the academy? 202

Have you ever been convicted of a crime other than minor traffic offenses? YES NO (circle one). If yes, explain:

Please attach a copy of your resume/curriculum vitae with this application. (If you are applying for reappointment and there are no changes, a resume/curriculum vitae is not required.)

Date: 5/20/2026 Signature: Libby Zealy Helms

I UNDERSTAND THAT THIS APPLICATION WILL BE KEPT IN ACTIVE STATUS FOR ONE (1) YEAR FROM DATE OF APPLICATION.

I certify that the information provided in this application is true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all information contained herein. I further authorize all persons having information concerning my qualifications to release information to City representatives and release such persons from all liability for any damages connected with the release of such information. I also release and discharge the City of Monroe from any claims and damages, losses, liabilities, costs, expenses or any other charges or complaints arising out of the City's use of any information provided pursuant to this release. I understand and agree that any misstatement will be cause for my removal from any board or committee. By submitting this application, I agree to adhere to all City policies pertaining to boards and commissions, including attendance. I hereby acknowledge that this application and information provided herein may constitute a public record, pursuant to North Carolina's Public Records Law, N.C.G.S. 132-1, et. seq., and as such, may be released in accordance with all applicable public record laws.

FOR OFFICE USE ONLY: Date Received: _____
ATTENDANCE REQUIREMENT MET: YES / NO

LIBBY HELMS
502 S. Hayne Street
Monroe, NC 28112
email and Phone: libbyzhelms@gmail.com
704-534-1150

Dedicated and accomplished educator with more than 30 years of teaching experience committed to student development, academic excellence, and community leadership. Extensive experience fostering positive learning environments, mentoring students, collaborating with families and faculty, and supporting educational advancement. Recognized for leadership, communication, organization, and longstanding service to civic and historical organizations within the Monroe community.

Teacher

Charlotte Country Day School; Approx. 30 Years of Service

- Provided classroom instruction and educational leadership across multiple decades in an independent school environment
- Developed and implemented engaging lesson plans designed to support student achievement and growth
- Mentored students academically and personally while fostering a supportive and disciplined classroom culture
- Collaborated with faculty, administration, and parents to promote educational success and student well-being
- Participated in curriculum development, school initiatives, and extracurricular activities
- Maintained a strong commitment to educational excellence, professionalism, and student-centered learning

Business Owner/Family Manager/Support

- Helped manage and support multiple family-owned businesses, including overseeing daily operations, customer service, scheduling, and administrative responsibilities.
- Demonstrated strong organizational, communication, and problem-solving skills while balancing business responsibilities and raising a family.
- Developed a reputation for reliability, leadership, multitasking, and commitment to both family and community involvement.

Community Leadership and Service

Regent, Daughters of the American Revolution (DAR)

Member, Rotary Club of Monroe

Member, Union County Symphony League

Member, Daughters of American Colonists

Regular Attendee of Monroe City Council

Education University of Georgia; Bachelor of Arts, Meredith College

CITY OF MONROE
APPLICATION TO SERVE ON APPOINTED BOARDS
COMMITTEES OR COMMISSIONS

RECEIVED
MAY 21 2026

CITY OF MONROE
ADMINISTRATION

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DATE: May 20, 2026

COMMITTEE/BOARD seeking appointment: Airport Advisory Commission

NAME: Drew Lawrence

ADDRESS: 2745 Rolling Hills Dr, Monroe, NC 28110

MAILING ADDRESS: 2745 Rolling Hills Dr, Monroe, NC 28110

YEARS IN MONROE (UNION) COUNTY: 50+

RESIDENCY: CITY / COUNTY (circle one)
Are you a United States citizen? YES / NO (circle one)

PRIMARY PHONE NUMBER: (704) 634 9951 HOME / MOBILE / BUSINESS (circle one)
E-mail address: Drew@Lawrencesurveying.com

EDUCATION:

List schools, dates attended, degrees obtained:

	School	Date Attended	Degree
1.	UNCC	Graduated 1996	Economics
2.			
3.			
4.			

OCCUPATION:

Past three and current employer(s) and positions held:

	Employer	Position Held
1.	Lawrence Associates, PA	President
2.		
3.		

Please list civic and fraternal organizations in which you participate in Monroe/Union County:

Union Academy Foundation Board

Business and civic experience/skills relevant to the committee/board seeking appointment:

City of Monroe Planning Board - 10 years

Areas of expertise/special skills relevant to the committee/board seeking appointment:

Registered Land Surveyor & President of Lawrence Associates, PA
50+ years serving citizens with land needs and navigating industry development and networking
business contacts

Please explain your interest in serving on the committee/board:

I am a resident, business and property owner in Monroe and my experience, skills and expertise could be beneficial to the growth and prosperity of Charlotte Monroe Executive Airport. Flying has been a primary interest of mine since I was a child and I also grew up flying at Charlotte Monroe Executive Airport.

Are you currently serving on any other appointed bodies? YES / NO (circle one). If yes, please list:

1. Union Academy Foundation Board
- 2.
- 3.

Do you currently hold an elected office? YES / NO (circle one). If yes, please list:

Could any of your business or personal interests create a conflict (either real or perceived) if appointed? YES / NO (circle one). If yes, please explain conflict:

List the date of meeting(s) attended of the committee/board of interest:

1. Monthly Meeting 5/20/2026
- 2.
- 3.

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction? YES / NO (circle one). If yes, please explain complete disposition.

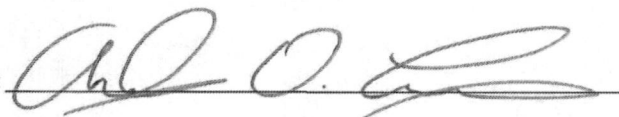
Have you completed the City's Citizen's Academy? YES / NO (circle one). If yes, when did you complete the academy?

Have you ever been convicted of a crime other than minor traffic offenses? YES / NO (circle one). If yes, explain:

Please attach a copy of your resume/curriculum vitae with this application. (If you are applying for reappointment and there are no changes, a resume/curriculum vitae is not required.)

Date: May 21, 2026

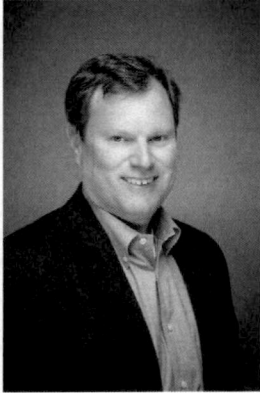
Signature: _____



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FOR OFFICE USE ONLY: Date Received: _____
ATTENDANCE REQUIREMENT MET: YES / NO



Andrew "Drew" Lawrence, PLS

Professional Land Surveyor — NC & SC

115 N. Church St * Monroe, NC 28112

704 289 1013 * Drew@Lawrencesurveying.com

PROFESSIONAL SUMMARY

Experienced Professional Land Surveyor and principal owner of Lawrence Associates with more than 26 years of expertise in land surveying, infrastructure coordination, construction staking, and municipal project management. Proven record of collaborating with local governments, utility agencies, developers, engineers, and contractors on complex public and private projects throughout North and South Carolina.

EDUCATION & LICENSURE

University of North Carolina at Charlotte — B.A. Economics

Professional Land Surveyor (PLS) — North Carolina

Professional Land Surveyor (PLS) — South Carolina

PROFESSIONAL EXPERIENCE

Principal | Lawrence Associates

Lead all aspects of land surveying operations for public- and private-sector projects, including boundary surveys, utility coordination, construction staking, easement mapping, subdivision plats, and as-built documentation.

SELECTED PROJECT EXPERIENCE

- Union County Public Works Department — Water infrastructure surveying and as-built documentation.
 - Charlotte Water — Completed 100+ utility as-built data collection projects.
 - City of Monroe — Surveying and staking support for Aeropointe Industrial Park and ATI expansions.
 - Town of Indian Trail — ALTA, topographic, and utility surveys for municipal developments.
-

AREAS OF EXPERTISE

Municipal & Public Works Coordination | Infrastructure & Utility Surveying | Construction Layout & Staking | Regulatory Coordination | Project Oversight

Sherry Hicks

From: noreply@civicplus.com
Sent: Tuesday, May 5, 2026 10:48 AM
To: Sherry Hicks; Bridgette Robinson
Subject: Online Form Submittal: Committee Application

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This message came from outside your organization.

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Committee Application

Committee Application

Fill out this form to apply for consideration to be on one of Monroe's committees or boards.

Please attend a meeting of the Committee or Board of interest before completing and submitting your application. This application will be kept in active status for one year from date of application.

[Contact Sherry Hicks for more information.](#)

Committee/Board Seeking Appointment	Economic Development Advisory Board
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Applicant's Name	Will Duke
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Street Address	6215 Pumpernickel Lane
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City	Monroe
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State	NC
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Postal / ZipCode	28110
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Applicant's Email	will@eliteinfrastructuregroup.com
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Applicant's Phone	3367079455
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Residency Information	City
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Are you a US citizen?	Yes
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Have you attended any meetings of the Committee/Board of interest?	Yes
List dates of meeting(s) attended of the Committee/Board of interest.	5/5/2026
Education: List schools, dates attended, degrees obtained.	Southwest Guilford High School - GED Western Carolina University - Bachelors Degree in Construction Management
Occupation: List past 3 and current employers and positions held.	Co Owner of Elite Infrastructure Group a turnkey sitework and public utility construction company located at 2675 Old Charlotte Hwy Monroe, NC 28110.
Please list civic and fraternal organizations in which you participate in Monroe/Union County.	N/A
Business and civic experience/skills relevant to the Committee/Board seeking appointment:	Co own and operate a sitework/Public utilities construction company. The sitework we primarily focus on is commercial with a lot of those projects being industrial. My business partner and I also entitle and either sell or develop raw land.
Areas of expertise/special skills relevant to the Committee/Board seeking appointment:	With extensive experience in the land development process, I have worked on various projects, including tilt-wall industrial sites, rock quarry permitting, and several asphalt plant sites. I believe the knowledge I have gained through this practical experience would be a significant asset to both the committee and city staff.
Please explain your interest in serving on the above named Committee/Board.	As a local business owner, I understand the dedication required to maintain a profitable enterprise. I am interested in supporting the City of Monroe by assisting businesses that are looking to establish roots here, as well as helping our existing industries stay competitive. My goal is to help ensure robust job opportunities for our citizens and contribute to the continued growth of our community responsibly.
Are you currently serving on any other appointed bodies?	No

Do you currently hold an elected office? No

Could any of your business or personal interests create a conflict (either real or perceived) if appointed? No

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction? No

Have you completed the City's Citizen's Academy? No

Have you ever been convicted of a crime other than minor traffic offenses? No

Submit Resume

Please attach a copy of your WRDuke Resume 10.4.24.docx resume/curriculum vitae.

Please contact Sherry Hicks for more information.

I understand that this application will be kept in active status for one year from date of application.

I certify that the information provided in this application is true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all information contained herein. I further authorize all persons having information concerning my qualifications to release information to city representatives and release such persons from all liability for any damages connected with the release of such information. I also release and discharge the City of Monroe from any claims and damages, losses, liabilities, costs, expenses or any other charges or complaints arising out of the City's use of any information provided pursuant to this release. I understand and agree that any misstatement will be cause for my removal from any board or committee. By submitting this application, I agree to adhere to all city policies pertaining to boards and commissions, including attendance. I hereby acknowledge that this application and information provided herein may constitute a public record, pursuant to North Carolina's Public Records Law, NC.G.S. 132-1, et. seq., and as such, may be released in accordance with all applicable public record laws.

By signing and submitting this document, you agree that all signatures where required may be Electronically Signed by either party, pursuant to NCGS 66-315(b). I understand

Signature Will Duke

Date 5/5/2026

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WILLIAM RYLAND DUKE

2606 W Roosevelt Blvd
Monroe, NC 28110 Suite C
Will@eliteinfrastructuregroup.com
336.707.9455

SKILLS

- Ability to manage, monitor and evaluate multiple projects concurrently
- Excellent written and verbal communication skills
- Creative, innovative and solution-oriented leader
- High emotional intelligence and ability to effectively address sensitive situations
- Proficient in Bid2Win, Microsoft, iOS, Google tools and multiple social media platforms

PROFESSIONAL EXPERIENCE

Elite Infrastructure Group, LLC

- **Co-Owner**, January 2023 – Present
 - Responsible for all day-to-day business management to include but not limited to estimating, financials, accounts payable, accounts receivables
 - Project management
 - Business Development

Boggs Contracting, May 2017 – January 2023

- **President**, March 2020 – January 2023
 - Formulated and implemented the company's strategic plan and managed a booking business of \$45-60 million per year
 - Established and implemented organizational procedures, goals and policies
 - Led, guided, directed and evaluated the work of senior leadership
 - Negotiated and approved contracts while guaranteeing accuracy and on time delivery
 - Analyzed performance indicators and made adjustments to ensure project success
 - Cultivated strategic relationships with current and future clients as well as monitored the competitive landscape
- **Project Manager/Estimator**, May 2017 – March 2020
 - Initiated project opportunities that would financially benefit the organization
 - Prepared and reviewed estimates to ensure all scopes items were included
 - Managed, mentored and trained superintendents in the field
 - Fostered strategic relationships with vendors and subcontractors by being responsive to their needs
 - Partnered with senior personnel, recommending and implementing new quality control procedures aiding in the executive decision making process

World Fiber Technologies, October 2009 – May 2017

- **Regional Vice President of Operations**, October 2015 – May 2017
 - Oversaw the organization's operations across multiple states including Georgia, Texas, Louisiana and Florida in order to ensure efficiency and yield profits
 - Budgeted for multiple projects including monitoring and controlling costs while managing \$35-\$50 million in contracts per year
 - Monitored performance to proactively identify efficiency issues and implement successful solutions
 - Developed leaders within the company and was responsible for managing approximately 100 employees
- **Project Manager**, June 2011 – October 2015
 - Interpreted agreed upon contracts by understanding each project's goals, needs and scope
 - Planned, monitored and documented all completed tasks throughout the entirety of project
 - Ensured all deliverables were on time
 - Managed \$25 million in multiple projects per year
- **Superintendent**, October 2009-June 2011
 - Responsible for quality, safety and on time delivery of project

- Performed quality assurance measures by inspecting/evaluating incoming supplies/materials
- Supervised and trained an onsite construction team of 15 people

EDUCATION & CERTIFICATIONS

- Western Carolina University, B.S. in Construction Management – May 2009

Sherry Hicks

From: noreply@civicplus.com
Sent: Thursday, May 7, 2026 4:38 PM
To: Sherry Hicks; Bridgette Robinson
Subject: Online Form Submittal: Committee Application

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Committee Application

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Committee/Board Seeking Appointment	Economic Development Advisory Board
Applicant's Name	Greggie Mull
Street Address	4901 Belk Mill Rd
City	Monroe
State	NC
Postal / ZipCode	28112
Applicant's Email	gmull@itec-ctvt.com
Applicant's Phone	704-320-7544
Residency Information	County
Are you a US citizen?	Yes

Have you attended any meetings of the Committee/Board of interest?	Yes
List dates of meeting(s) attended of the Committee/Board of interest.	Economic Development 5/5/2026
Education: List schools, dates attended, degrees obtained.	SPCC 2007-2012 Accounting Specific; PHR Certification; NC Notary
Occupation: List past 3 and current employers and positions held.	Instrument Transformer Equipment Corp.
Please list civic and fraternal organizations in which you participate in Monroe/Union County.	UCHRA Member
Business and civic experience/skills relevant to the Committee/Board seeking appointment:	30+ years in the field of HR
Areas of expertise/special skills relevant to the Committee/Board seeking appointment:	Human Resources management, workforce planning, employee development, leadership, communication, conflict resolution, team building, and organizational development. Strong understanding of workforce needs and business growth strategies that support economic development.
Please explain your interest in serving on the above named Committee/Board.	I am interested in serving on the City of Monroe Economic Development Committee because I want to use my 30+ years of HR and workforce development experience to support business growth, workforce readiness, and economic opportunities within the community. I believe my experience working with employees, employers, and organizational leadership would allow me to contribute valuable insight and help support the continued growth and success of the City of Monroe.
Are you currently serving on any other appointed bodies?	No
Do you currently hold an elected office?	No

Could any of your business or personal interests create a conflict (either real or perceived) if appointed? No

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction? No

Have you completed the City's Citizen's Academy? No

Have you ever been convicted of a crime other than minor traffic offenses? No

Submit Resume

Please attach a copy of your [Greggie Mull Resume.docx](#) resume/curriculum vitae.

Please [contact Sherry Hicks for more information.](#)

I understand that this application will be kept in active status for one year from date of application.

I certify that the information provided in this application is true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all information contained herein. I further authorize all persons having information concerning my qualifications to release information to city representatives and release such persons from all liability for any damages connected with the release of such information. I also release and discharge the City of Monroe from any claims and damages, losses, liabilities, costs, expenses or any other charges or complaints arising out of the City's use of any information provided pursuant to this release. I understand and agree that any misstatement will be cause for my removal from any board or committee. By submitting this application, I agree to adhere to all city policies pertaining to boards and commissions, including attendance. I hereby acknowledge that this application and information provided herein may constitute a public record, pursuant to North Carolina's Public Records Law, NC.G.S. 132-1, et. seq., and as such, may be released in accordance with all applicable public record laws.

By signing and submitting this document, you agree that all signatures where I understand

required may be
Electronically Signed by
either party, pursuant to
NCGS 66-315(b).

Signature	Greggie Mull
Date	5/7/2026

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GREGGIE MULL

4901 Belk Mill Road
Monroe, NC 28112
704-320-7544
greggiemull@yahoo.com

Professional Summary

Human Resources professional with over 30 years of experience in HR management, payroll administration, employee relations, benefits coordination, recruiting, and office management. Proven ability to manage confidential employee information, oversee compliance processes, coordinate benefits programs, and support organizational operations. Strong background in workforce development, payroll reporting, employee onboarding, and administrative leadership.

Core Skills

- Human Resources Management
- Employee Relations
- Payroll Administration
- Recruiting & Hiring
- Benefits Administration
- Personnel File Management
- Workers Compensation Claims
- Policy Administration
- Training & Onboarding
- Payroll Tax Reporting
- Insurance Management
- Office Management
- Financial Reporting
- Excel & Microsoft Word
- Spreadsheet & Database Creation
- Inventory Management
- Report & Document Preparation
- NC Notary Public

Professional Experience

Instrument Transformer Equipment Corp. – Monroe, NC

Human Resources Manager | 2012 – Present

- Manage all Human Resources functions for 130+ employees.
- Process payroll, payroll tax payments, and quarterly/annual payroll reports.
- Maintain confidential employee records including pay rates, bonus information, and personnel files.
- Coordinate hiring processes including background checks and pre-employment verifications.
- Administer employee benefits including health insurance and Simple IRA retirement plan.
- Process employee terminations and COBRA notices.
- Handle workers compensation claims and coordinate directly with insurance providers.
- Prepare W-2s, 1099s, and census reporting as required.
- Support company leadership with financial and administrative reporting.
- Assist with Accounts Receivable and Accounts Payable processing.
- Troubleshoot and maintain Peachtree accounting software operations.

Rebel Lumber Company – Peachland, NC

Human Resources / Administrative Manager | 1995 – 2012

- Directed Human Resources operations including recruiting, interviewing, hiring, and employee training.
- Maintained confidential employee records and compensation information.
- Administered employee benefits including health insurance and 401(k) plans.
- Processed payroll and payroll tax reporting for 80+ employees.
- Managed workers compensation claims and safety meeting documentation.
- Coordinated compliance documentation, census reporting, W-2s, and 1099 reporting.
- Assisted with office administration, purchasing, and inventory management.
- Supported financial operations including accounts payable, accounts receivable, and monthly reporting.
- Worked closely with management to support daily business operations and workforce needs.

Paul Hoge Creations – Marshville, NC

Administrative Assistant | 1987 – 1995

- Served as executive assistant to the management team.
- Maintained customer communications and provided administrative support.
- Assisted with employee and office coordination activities.

- Traveled nationally to gift shows assisting with sales and customer relations.
- Managed accounts receivable collections and customer account follow-up.
- Assisted with implementation of new computer software systems.

North Carolina Federal Savings and Loan – Marshville, NC
Customer Service Representative | 1981 – 1987

- Assisted customers with banking services and account support.
- Opened checking, savings, and certificate accounts.
- Processed teller transactions and loan documentation.
- Provided professional customer service and administrative assistance.

Education

South Piedmont Community College

Accounting Coursework | 2007 – 2012

GPA: 3.0/4.0

Representative Coursework: Human Resources, Accounting, Finance, Economics, Cost Accounting

Sherry Hicks

From: noreply@civicplus.com
Sent: Wednesday, May 6, 2026 9:08 AM
To: Sherry Hicks; Bridgette Robinson
Subject: Online Form Submittal: Committee Application

This Message Is From an External Sender

This message came from outside your organization.

Report Suspicious

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[Contact Sherry Hicks for more information.](#)

Committee/Board Seeking Appointment	Economic Development Advisory Board
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Applicant's Name	Christie Panto
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Street Address	4862 Corporate Center Drive
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City	MONROE
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State	North Carolina
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Postal / ZipCode	28110
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Applicant's Email	cmpanto@seecoswitch.com
-------------------	-------------------------

Applicant's Phone	3109888675
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Residency Information	City
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Are you a US citizen?	Yes
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Have you attended any meetings of the Committee/Board of interest?	Yes
List dates of meeting(s) attended of the Committee/Board of interest.	05/05/2026
Education: List schools, dates attended, degrees obtained.	<p>Master of Arts – Literacy & Language Arts Loyola Marymount University, Los Angeles, CA 2009</p> <p>Bachelor of Science – Statistics (Emphasis in Accounting) University of California, Riverside 1994</p>
Occupation: List past 3 and current employers and positions held.	<p>Southern Electrical Equipment Company (SEECO) Monroe, NC April 2021 – Present Operations, Special Projects & Community Engagement</p> <p>Department of Defense Education Activity (DoDEA) Fort Bragg, NC 2010 – 2012 Fourth Grade Teacher</p>
Please list civic and fraternal organizations in which you participate in Monroe/Union County.	<p>CATA Band of Blue Boosters Union County Chamber Member Turning Point</p>
Business and civic experience/skills relevant to the Committee/Board seeking appointment:	See attached resume
Areas of expertise/special skills relevant to the Committee/Board seeking appointment:	See attached resume
Please explain your interest in serving on the above named Committee/Board.	As a member of the Monroe community, I am committed to supporting its continued growth and vitality by fostering strong relationships between local businesses, educational institutions, and the community. My experience leading projects, navigating operational challenges, and building collaborative relationships allows me to contribute thoughtful, practical perspectives in support of effective and well-informed decision-making.

Are you currently serving on any other appointed bodies? No

Do you currently hold an elected office? No

Could any of your business or personal interests create a conflict (either real or perceived) if appointed? No

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction? No

Have you completed the City's Citizen's Academy? No

Have you ever been convicted of a crime other than minor traffic offenses? No

Submit Resume

Please attach a copy of your [My Resume.docx](#) resume/curriculum vitae.

Please [contact Sherry Hicks for more information.](#)

I understand that this application will be kept in active status for one year from date of application.

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Carolina's Public Records Law, NC.G.S. 132-1, et. seq., and as such, may be released in accordance with all applicable public record laws.

By signing and submitting this document, you agree that all signatures where required may be Electronically Signed by either party, pursuant to NCGS 66-315(b). I understand

Signature Christie Panto

Date 5/6/2026

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Christie M. Panto

Monroe, NC
10-988-8675 | cmpanto@seecoswitch.com

Professional & Commitment Summary

Operations and community-minded with a diverse background spanning manufacturing, project management, education, and finance. Proven ability to handle complex initiatives, solve operational challenges, and build meaningful partnerships between businesses and the community. Recognized for strategic thinking, strong organizational skills, and a commitment to strengthening connections that drive long-term growth and engagement. As a member of the Monroe community, I am committed to supporting its continued growth and vitality by fostering strong relationships between local businesses, educational institutions, and the community. My experience leading projects, navigating operational challenges, and building collaborative relationships allows me to contribute thoughtful, practical perspectives in support of effective and well-informed decision-making.

Professional Experience

Southern Electrical Equipment Company (SEECO)

Monroe, NC | April 2021 – Present

Operations, Special Projects & Community Engagement

- Implement cross-functional problem-solving initiatives to remove operational roadblocks and improve efficiency across facilities and systems
 - Directed development of a new receiving process, increasing accountability and operational efficiency
 - Project Manager for full company relocation, including site selection, property acquisition, contractor selection, and oversight of facility upfit to meet schedule and operational goals
 - Navigated and secured local and state incentive packages in support of company expansion
 - Build and maintain strategic relationships with local organizations, including the Chamber of Commerce, community colleges, and local programs to support workforce development and recruiting efforts
 - Spearheaded initiatives to strengthen and build our community by supporting local organizations such as leading company-driven fundraising and community engagement campaign for Atrium Health Levine Children's Hospital
 - Design employee engagement and team-building initiatives to strengthen company culture and retention
 - Act as a cross-functional resource supporting purchasing and other departments as needed
-

Department of Defense Education Activity (DoDEA)

Fort Bragg, NC | 2010 – 2012

Fourth Grade Teacher

- Designed and delivered standards-based curriculum across multiple subject areas, fostering academic growth and student engagement
 - Utilized data-driven instruction and assessment to monitor progress and tailor learning strategies
 - Managed classroom operations, behavior, and individualized student needs in a structured learning environment
 - Collaborated with faculty, administrators, and families to support student success and development
 - Demonstrated strong organization, communication, and leadership in a high-responsibility role
-

Air New Zealand – North American Cargo Division

El Segundo, CA | 1994 – 1998

Accounting Specialist

- Managed accounts payable, receiving, and account reconciliations with a high level of accuracy and attention to detail
 - Developed and documented departmental procedures and training manuals to improve consistency and efficiency
 - Supported financial operations for cargo division, ensuring timely and accurate processing of transactions
 - Cross-trained in reservations, providing operational flexibility and customer service support
 - Recognized for precision, organization, and process improvement mindset
-

Owner / Operator – Boutique Daycare

El Segundo, CA | 1998 – 2000

- Founded and managed a licensed childcare business, including regulatory compliance, operations, and financial management
 - Developed policies, procedures, and educational programming
 - Demonstrated entrepreneurial initiative, adaptability, and leadership
-

Board & Community Involvement

- **Pi Beta Phi, California Lambda Board – Special Events Coordinator** (Undergraduate)
- **El Segundo MOMS Club Board – Membership Chair** (2002-2004)
- **The John Crossland School – Teacher Appreciation & Christmas Party Chair** (2018 & 2019)
- **CATA Band of Blue Boosters – Transportation Chair** (2021 & 2022)
- **Union County Chamber Member**
- Volunteer with **Atrium Health Levine Children’s Hospital – Patient Experience Team**
- Active participant/supporter of:
 - Phoenix Society for Burn Survivors
 - NC Jaycee Burn Aftercare Group

- Firefighters Burned Children's Fund
 - Turning Point (Monroe)
 - Consistently foster connections between community organizations, businesses, and employees to strengthen local impact
-

Connection to Monroe

- Currently working in Monroe, NC
 - Own a home in Monroe
 - Children have attended Monroe schools
 - Actively engaged in community initiatives, supporting local healthcare, education, and other charitable organizations
-

Education

Master of Arts – Literacy & Language Arts

Loyola Marymount University, Los Angeles, CA | 2009

Bachelor of Science – Statistics (Emphasis in Accounting)

University of California, Riverside | 1994

High School Diploma

El Segundo High School | 1990

Core Skills & Strengths

- Strategic Problem Solving & Decision-Making
- Operations & Process Improvement
- Project & Relocation Management
- Community Engagement & Relationship Building
- Organizational Leadership & Team Building
- Resource Identification & Coordination
- Communication, Collaboration & Public Speaking
- Data Analysis, Attention to Detail, and Logical Thinking
- Adaptability & Continuous Learning

Sherry Hicks

From: noreply@civicplus.com
Sent: Monday, March 9, 2026 4:30 PM
To: Sherry Hicks; Bridgette Robinson
Subject: Online Form Submittal: Committee Application

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Committee Application

Committee Application

Fill out this form to apply for consideration to be on one of Monroe's committees or boards.

Please attend a meeting of the Committee or Board of interest before completing and submitting your application. This application will be kept in active status for one year from date of application.

Contact Sherry Hicks for more information.

Committee/Board Seeking Appointment	Monroe Historic District Commission
Applicant's Name	Ric Helton
Street Address	703 S Church St
City	Monroe
State	NC
Postal / ZipCode	28112-5620
Applicant's Email	richelton@gmail.com
Applicant's Phone	4049574636
Residency Information	City
Are you a US citizen?	Yes

Have you attended any meetings of the Committee/Board of interest?	Yes
List dates of meeting(s) attended of the Committee/Board of interest.	Feb 9, 2026; Mar 9, 2026
Education: List schools, dates attended, degrees obtained.	University of Georgia 1984-1988, Arts Bachelor in Journalism
Occupation: List past 3 and current employers and positions held.	Duke Energy, 2013 to present: Customer Data Reporting Team Lead Strategic Staffing Solutions, 2010 to 2013: Business Process Consultant and Data Steward Turner Broadcasting System, 2008-2009: Information Specialist
Please list civic and fraternal organizations in which you participate in Monroe/Union County.	Not yet
Business and civic experience/skills relevant to the Committee/Board seeking appointment:	Not yet
Areas of expertise/special skills relevant to the Committee/Board seeking appointment:	Not yet
Please explain your interest in serving on the above named Committee/Board.	I purchased a home in the Monroe South Historic District six years ago and have an interest in preserving the character and quality of life in my community. In particular I am interested in identifying opportunities for homeowners here who may need assistance in maintaining their properties, and in reaching out to vendors and service providers who work in the historic district so they are aware of the guidelines we require.
Are you currently serving on any other appointed bodies?	No
Do you currently hold an elected office?	No

Could any of your business or personal interests create a conflict (either real or perceived) if appointed? No

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction? No

Have you completed the City's Citizen's Academy? No

Have you ever been convicted of a crime other than minor traffic offenses? No

Submit Resume

Please attach a copy of your Ric Helton resume 2026.doc resume/curriculum vitae.

Please contact Sherry Hicks for more information.

I understand that this application will be kept in active status for one year from date of application.

I certify that the information provided in this application is true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all information contained herein. I further authorize all persons having information concerning my qualifications to release information to city representatives and release such persons from all liability for any damages connected with the release of such information. I also release and discharge the City of Monroe from any claims and damages, losses, liabilities, costs, expenses or any other charges or complaints arising out of the City's use of any information provided pursuant to this release. I understand and agree that any misstatement will be cause for my removal from any board or committee. By submitting this application, I agree to adhere to all city policies pertaining to boards and commissions, including attendance. I hereby acknowledge that this application and information provided herein may constitute a public record, pursuant to North Carolina's Public Records Law, NC.G.S. 132-1, et. seq., and as such, may be released in accordance with all applicable public record laws.

By signing and submitting this document, you agree that all signatures where I understand

required may be
Electronically Signed by
either party, pursuant to
NCGS 66-315(b).

Signature	Ric Helton
Date	3/9/2026

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Ric Helton

703 S Church Street, Monroe NC 28112
(404) 957-4636 / richelton@gmail.com

BUSINESS SKILLS

- Business Requirements
- Technical Analysis
- Problem Investigation
- Project Consulting
- Documentation
- Quality Assurance
- Business Intelligence
- Query and Reporting
- Subject Matter Expert

TECHNICAL PROFICIENCY

- Microsoft Access
- Microsoft Excel
- Microsoft Office
- SQL Server/SSMS
- DB2 SQL/QMF
- Informatica
- HTML/XML
- Lotus Notes
- SharePoint

TRAINING & EDUCATION

- **ABJ Telecomm Arts** (Radio/Television/Film Journalism), University of Georgia 1984-1988
- **Business Analysis Certificate Program**, University of North Carolina 2015
- **Emerging Leader Program**, Duke Energy 2015

PROFESSIONAL EXPERIENCE

Duke Energy, Charlotte NC

December 2013 to Present

Lead CSS Business Analyst

- Designed, executed and managed ad hoc queries and production control reports to monitor and correct data quality issues in a complex multi-platform production database environment using SQL Server Management Studio, Informatica Developer, Access and Excel
- Performed data quality investigations, determined root cause for anomalies, created SQL queries and procedures for corrective action, and coordinated repairs through completion
- Performed ad hoc queries and provided custom reporting to answer business questions and provide support for production Customer Data operations
- Provided subject matter expertise, participated in business requirements gathering and assisted in the design and execution of data validation testing with business and technical project teams to ensure the most accurate and appropriate use of Customer Hub data
- Served as a resource and coach to other team members for SQL and solution design

Strategic Staffing Solutions, Charlotte NC

April 2010 to December 2013

Data Usage Steward, Customer Services Support, Duke Energy

- Designed and executed ad hoc queries and production control reports to monitor and correct data quality issues in a complex multi-platform production database environment
- Performed data quality investigations, determined root cause for anomalies, created SQL queries and procedures for corrective action, and coordinated repairs through completion
- Performed ad hoc queries and provided custom reporting to answer business questions and provide support for production Customer Data operations

Business Process Consultant II, Customer Selection Facility, Wells Fargo

- Designed and implemented a systematic and modular approach to reduce cycle time needed for data validation from three days down to two hours and increased accuracy of validations
- Managed and performed import, export, testing, preparation, and distribution of large datasets from source systems to internal and external downstream electronic consumers using ODBC, SQL, Informix, FTP, PERL, SAS, Outlook
- Performed data validation and audits using SQL, Informix, Teradata, and proprietary enterprise tools and processes built into SharePoint, DTS, Unix and SAS scripts
- Designed, developed & implemented custom SQL processes & reporting for special projects
- Performed ad hoc research, investigation, analysis, and reporting for business queries

Information Specialist, Marketing Science

- Developed, managed and maintained databases and documents used in a high-profile project that analyzed "Initial Audience Retention" for television advertising commercial spots
- Provided executive reporting solutions utilizing SPSS statistical software along with Access and Excel to gather and evaluate raw statistical and demographic viewer data
- Developed databases for focus group facility and usability testing center
- Developed survey reporting database for statistical norms and benchmark scores

Siemens Business Services, Atlanta GA

March 2000 to March 2008

Process Analyst and Business Information Consultant

- Designed and developed a network services and applications outage notification system to notify intranet users of planned and unplanned outage events affecting performance and availability using HTML/XML, JavaScript, Visual Basic, and Microsoft .NET
- Designed, developed, implemented, and maintained custom intranet and database applications utilizing Access, Excel, VBA, SQL, SharePoint and Lotus Notes for Project Management, Incident Management, and other entities in the ITIL methodology framework
- Delivered business intelligence reporting solutions for Customer's North American operations

Project Manager and Practice Engineering Consultant

- Provided strategic best practices consulting for managing major global outsourcing accounts
- Designed outsourced service delivery engagements for major US accounts
- Designed, developed, implemented, and maintained custom project tracking application using Lotus Notes to provide automated workflow and track all Workstation Support projects for The Coca-Cola Company customized to their technical project management methodology
- Produced and managed performance metrics reporting and consulted with Customer teams

The Coca-Cola Company, Atlanta GA

January 1996 to February 2000

Quality Information Specialist and Workstation Support Project Manager

- Designed, developed and implemented comprehensive performance metrics reporting system in Access, Excel, VBA and SQL to manage service level objectives and response times for help desk calls, problem and incident tickets and service requests
- Designed, developed and implemented an end user survey system in Lotus Notes to manage customer satisfaction and feedback from Workstation Support requests that helped to identify and respond appropriately to complaints and incidents
- Performed vendor quality assurance investigations and technician performance analysis
- Coordinated vendor operations for outsourced workstation support services

Consultant, US Workstation Support

- Successfully implemented pilot service delivery project for Workstation Support that cleared two-year backlog of service requests and reduced request cycle time from months to days
- Provided end-user and peer consulting on processes and best practices
- Served as Subject Matter Expert on customer's Vantive CRM and other IT database systems

Dept Human Resources, State of Georgia, Atlanta GA

February 1994 to January 1996

System Support Specialist, Center for Health Information

- Developed, deployed & maintained patient clinical information system applications
- Performed training classes and provided ongoing application support for end users
- Provided primary PC network system support as resident Novell CNE for fifty health clinics across the state of Georgia including remote network administration and on site repairs

Sherry Hicks

From: noreply@civicplus.com
Sent: Thursday, March 12, 2026 10:37 AM
To: Sherry Hicks; Bridgette Robinson
Subject: Online Form Submittal: Committee Application

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This message came from outside your organization.

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Committee Application

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Please attend a meeting of the Committee or Board of interest before completing and submitting your application. This application will be kept in active status for one year from date of application.

Contact Sherry Hicks for more information.

Committee/Board Seeking Appointment	Monroe Housing Authority
Applicant's Name	James Mungo
Street Address	1307 Coakley St
City	Monroe
State	North Carolina
Postal / ZipCode	28110-3544
Applicant's Email	tmelvin@monroehousing-nc.com
Applicant's Phone	7042835307
Residency Information	City
Are you a US citizen?	Yes

Have you attended any meetings of the Committee/Board of interest?	Yes
List dates of meeting(s) attended of the Committee/Board of interest.	Former MHA Board Member
Education: List schools, dates attended, degrees obtained.	Central Piedmont Community College, 1971, Certificate
Occupation: List past 3 and current employers and positions held.	Retired
Please list civic and fraternal organizations in which you participate in Monroe/Union County.	N/A
Business and civic experience/skills relevant to the Committee/Board seeking appointment:	N/A
Areas of expertise/special skills relevant to the Committee/Board seeking appointment:	Past MHA Board Commissioner with knowledge of organization
Please explain your interest in serving on the above named Committee/Board.	I believe that affordable Housing should be available to families in need.
Are you currently serving on any other appointed bodies?	No
Do you currently hold an elected office?	No
Could any of your business or personal interests create a conflict (either real or perceived) if appointed?	No
Has any formal charge of professional misconduct	No

ever been sustained against
you in any jurisdiction?

Have you completed the City's Citizen's Academy? No

Have you ever been convicted of a crime other than minor traffic offenses? No

Submit Resume

Please attach a copy of your resume/curriculum vitae. *Field not completed.*

Please contact Sherry Hicks for more information.

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Signature James Mungo

Date

3/12/2026

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James Mungo

1307 Coakley Street

Monroe, NC 28110

(704) 283-5307

Summary

A dependable and experienced retiree with a lifetime of practical knowledge and dedication to community and family. Brings valuable life experience, sound judgment, and a positive attitude. Interested in opportunities to stay active, contribute skills and wisdom, and support organizations through volunteer service.

Experience

Monroe Manufacturing

- Spray Painter Retired

United States Air Force

- Radar Operator 1954-1958

Education

Central Piedmont Community College 1971

Volunteer Experience

Monroe Housing Authority Board of Commissioner 2010-2025