

CITY OF MONROE
PUBLIC ENTERPRISE COMMITTEE
300 W. CROWELL STREET, MONROE, NC 28112
TUESDAY, JUNE 2, 2026 - 4:00 PM
AGENDA
www.monroenc.org

1. Public Enterprise Committee Meeting of May 6, 2026 Minutes
2. Award the Purchase of one LEKTRO 88i Towbarless Tractor
3. Change Order for Contract with Complete Land Management
4. Union County Water and Wastewater Agreement Amendment
5. Aerial Asset Accessibility Grant Application
6. Aviation Drive Fence Project
7. Water Resources Fee Schedule Amendments

Public Enterprise Committee Minutes
May 6, 2025
City Hall Conference Room
4:00 p.m.

Members Present: Council Member James Kerr (Chair); Council Member Julie Thompson

Staff: Mark Watson, Jeffrey Wells, Richard Long, Robert Miller, Sarah McAllister, Lisa Strickland, Jay Voyles, Scott Hunt, Bonnie Fisher, Cathy Nance

Council Member James Kerr called the May 6, 2026 Public Enterprise Committee meeting to order at 4:00 p.m.

Item #1: Adoption of Minutes of the Meeting

Recommendation:

Council Member James Kerr asked if anyone had questions or concerns regarding the minutes of the February 3, 2026 meeting, and if not, would someone make a motion to approve.

Motion: Adopt February 3, 2026 PEC Meeting Minutes

Motion made by: Council Member Julie Thompson

Second: Council Member James Kerr

Voting: **In Favor:** Council Member James Kerr, Council Member Julie Thompson

Opposed: None

Action: Motion adopted

Item #2. Annual Bid Award for Water Resources Treatment Chemicals for FY27

Recommendation:

Staff recommends that the Public Enterprise Committee forward to City Council for consideration on the May 12, 2026 consent agenda that contracts be awarded to the vendors identified for the water and wastewater treatment chemicals based on the results of the Annual Water Resources Department Treatment Chemical Bid, and authorize the City Manager to execute the associated contracts for fiscal year 2027.

Presentation and Discussion:

Jay Voyles presented the bids for the Water and Wastewater Treatment Chemicals. He stated that funding for all chemicals will be available beginning July 1, 2026 and upon approval of the FY27 Water Resources Operating Budget.

Motion: Approve recommending awarding contracts to various vendors for Water and Wastewater Treatment chemicals, and forward the item to the consent agenda of the May 12, 2026 City Council meeting.

Motion made by: Council Member Julie Thompson

Second: Council Member James Kerr

Voting: **In Favor:** Council Member James Kerr, Council Member Julie Thompson

Opposed: None

Action: Motion adopted

Item #3: Updates to Engineering Standard Specifications and Detail Manual

Recommendation:

Staff is requesting the Public Enterprise Committee to consider recommended updates to the City of Monroe Engineering Standard Specifications and Detail Manual and the Policy for Post-Installation Inspection of Storm Drainage Pipes and Culverts, and to forward these to the consent agenda of the May 12, 2026 City Council meeting.

Presentation and Discussion:

Bonnie Fisher said staff had noted the need for some clarifications and additions since the last update to the manual in May 2025. The updates include adding construction notes to the Stormwater Checklist, and updates to Street Name Sign Installation Locations and Speed Cushion construction. In addition, there are several updates to the policy for Post-Installation Inspection of Storm Drainage Pipes and Culverts.

Motion: Approve changes as noted and place this item on the consent agenda of the May 12, 2026 City Council meeting

Motion made by: Council Member Julie Thompson

Second: Council Member James Kerr

Voting: **In Favor:** Council Member James Kerr, Council Member Julie Thompson

Opposed: None

Action: Motion adopted

Item #4: Revisions to Water Shortage Response Plan

Recommendation:

Staff requests that Public Enterprises Committee recommend approval for City Council to call for a public hearing at its May 12, 2026 Strategic Meeting, with the public hearing to be held at the May 26, 2026 City Council meeting.

Presentation and Discussion:

Jay Voyles presented information about the ongoing drought conditions affecting the City of Monroe. He proposed 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 the position titles within the plan to reflect the City's current combined utility structure.

Motion: Motion to approve City Council calling for a public hearing at its May 12, 2026 Strategic Meeting, with the public hearing to be held at the May 26, 2026 City Council Meeting

Motion made by: Council Member Julie Thompson

Second: Council Member James Kerr

Voting: **In Favor:** Council Member James Kerr, Council Member Julie Thompson

Opposed: None

Action: Motion adopted

Item #5: Outside City Water Request for Forest Hills Baptist Church at 2003 Willis Long Road

Recommendation:

Staff requests that the Public Enterprise Committee approve the request for outside city water service to the parcel located at 2003 Willis Long Road and forward to City Council for consideration on the May 12, 2026 regular agenda.

Presentation and Discussion:

Rob Miller said that Forest Hills Baptist Church is requesting outside city water service because their existing well has failed. The property address is 2003 Willis Long Road. Outside city water requests require both City Council approval and Union County Board of Commissioners approval. This request was approved by Union County Board of Commissioners at their March 2, 2026 meeting. Mr. Miller also shared the proposed revenue assessment.

- Motion:** Approve the request for outside city water request for 2003 Willis Long Road and forward to City Council for consideration on the May 12, 2026 regular agenda.
- Motion made by:** Council Member Julie Thompson
- Second:** Council Member James Kerr
- Voting:** **In Favor:** Council Member James Kerr, Council Member Julie Thompson
- Opposed:** None
- Action:** Motion adopted

There being no further business, the meeting adjourned at 4:40 p.m.

James Kerr, Chair

Next Meeting- June 2, 2026 at 4:00 p.m.



DRAFT

PriceList for LEKTRO 88i Towbarless Tractor

Charlotte-Monroe Executive Airport
Dale Hicks

Date: 4/1/26
Quote: 3126NC-MON

Base Unit LEKTRO 88i \$144,833 \$144,833

Options

CE Package	<input type="checkbox"/> CE Package Single Helm	\$1,633	\$0
	<input type="checkbox"/> CE Package Dual Helm	\$2,816	\$0
Batteries	<input type="checkbox"/> Lead Acid Battery Pack - 80 VDC, 440 AH, 35kWh	STD	\$0
	<input checked="" type="checkbox"/> Lead Acid Battery Pack - 80 VDC, 550 AH, 44kWh	\$3,773	\$3,773
	<input type="checkbox"/> Lithium Ion Battery Pack with Ballast - 80VDC, 44 kWh, CAMY	\$18,346	\$0
	<input type="checkbox"/> Customer Supplied Battery (FLA w/o BMID)	-\$17,477	\$0
	<input type="checkbox"/> Single-Point Central Battery Water Fill System (for Flooded Lead Acid Battery only)	STD	\$0
	<input type="checkbox"/> 5-Gallon Gravity-Feed Battery Water Fill Tank (for Flooded Lead Acid Battery only)	\$399	\$0
Charge Port	<input type="checkbox"/> Rear charge port with Anderson connector (for off-board charger only)	\$3,008	\$0
	<input type="checkbox"/> Rear charge port with Euro Anderson connector and BMID (for off-board charger only)	\$5,334	\$0
	<input type="checkbox"/> Manual disconnect Anderson connector under battery lid	STD	\$0
Off-Board Chargers	<input type="checkbox"/> Lead Acid battery charger - Output: 80VDC, 100A, Input: 208/240VAC, 50/60HZ, 3PH	\$6,256	\$0
	<input checked="" type="checkbox"/> Lead Acid Charger - Output: 80VDC, 120A, Input: 208/240/480VAC, 60HZ, 3PH	\$6,572	\$6,572
	<input type="checkbox"/> Lead Acid Charger - Output: 80VDC, 120A, Input: 208/240/400/480VAC, 50HZ, 3PH	\$8,423	\$0
	<input type="checkbox"/> Lead Acid Charger - Output: 80VDC, 139A, Input: 400VAC, 50/60HZ, 3PH (Recommended with BMID)	\$9,642	\$0
	<input type="checkbox"/> Lead Acid Charger - Output: 80VDC, 110A, Input: 400VAC, 50/60HZ, 3PH	\$6,311	\$0
	<input type="checkbox"/> LFP Battery Charger - Output: 80VDC, 200A, 20kW, Input: 380/480VAC, 50HZ, 3PH	\$11,496	\$0
Cab	<input type="checkbox"/> Black Seats	STD	\$0
	<input type="checkbox"/> Gray Seats	\$0	\$0
	<input type="checkbox"/> Fully Suspended A-Helm Operator Seat	STD	\$0
	<input type="checkbox"/> B-Helm Passenger Seat without Suspension	STD	\$0
	<input type="checkbox"/> B-Helm Passenger Seat with Suspension	\$387	\$0
	<input type="checkbox"/> B-Helm Additional Passenger Seat without Suspension	\$929	\$0
	<input type="checkbox"/> B-Helm Additional Passenger Seat with Suspension	\$1,316	\$0
	<input checked="" type="checkbox"/> Dual Operator Helm (B-Helm Side) with Suspended Seat	\$10,681	\$10,681
	<input type="checkbox"/> Cradle Camera with Display, A-Helm	\$4,979	\$0
	<input type="checkbox"/> Cradle Camera Display, B-Helm	\$2,564	\$0
	<input type="checkbox"/> Open Cab	STD	\$0
<input type="checkbox"/> Side View Mirrors, Single Helm	\$584	\$0	
<input type="checkbox"/> Side View Mirrors, Dual Helm	\$1,172	\$0	
Lights	<input checked="" type="checkbox"/> Dual Cradle Worklights, LED (B-Helm Side) & Dual Fender Controls	\$483	\$483
	<input checked="" type="checkbox"/> Amber lights on at all corners, LED	\$1,406	\$1,406
	<input type="checkbox"/> Amber beacon, on with ignition w Shield	STD	\$0
	<input checked="" type="checkbox"/> Headlight and Taillight Guards	\$1,618	\$1,618
	<input type="checkbox"/> 8' LED Whip Marker Light	\$475	\$0
Cradles & Options	<input type="checkbox"/> Universal Nose Gear Cradle with Front & Side Gates	STD	\$0
	<input type="checkbox"/> Universal Nose Gear Cradle without Side Gates	-\$1,291	\$0
Limit System Options	<input type="checkbox"/> Manual 2-Limit Aircraft Protection System	\$3,685	\$0
	<input type="checkbox"/> 2-Limit Automatic Aircraft Recognition System	\$8,360	\$0
	<input type="checkbox"/> AL-100 Brake Limiter (Airline Option)	\$333	\$0
Adapters	<input type="checkbox"/> 15" Highlift Aluminum Adapter with Cylinder Uplocks (Reduces Capacity-Consult Factory)	\$20,025	\$0
	<input checked="" type="checkbox"/> Citation X/Sovereign Hold Down Adapter	\$1,259	\$1,259
	<input type="checkbox"/> CL300 Overlay Plate w/ 1" x 23" Strut Strap	\$1,174	\$0
	<input type="checkbox"/> Dash 8 Adapter (Requires Extended Aluminum Rear Gate)	\$1,789	\$0
	<input type="checkbox"/> Canterng NLG Adpater & Receiver	\$2,641	\$0
	<input type="checkbox"/> Adapter Caps (Cirrus SR20/22)	\$345	\$0
	<input type="checkbox"/> Adapter Caps (Corvalis 350/400)	\$368	\$0
	<input type="checkbox"/> Adapter Caps (Diamond)	\$426	\$0
	<input type="checkbox"/> Adapter Caps (Grumman)	\$410	\$0
	<input type="checkbox"/> Adapter Caps (Cessna 162)	\$410	\$0
	<input checked="" type="checkbox"/> Lear 40/45/70/75 Yoke Adapter	\$1,581	\$1,581

Delete



DRAFT

PriceList for LEKTRO 88i Towbarless Tractor

Charlotte-Monroe Executive Airport
Dale Hicks

Date: 4/1/26
Quote: 3126NC-MON

	Long Reach Aluminum Universal Adapter (Fits Dauphin/S76B/Tail Dragger)		\$11,392	\$0
	1 Phenom 100 Poke-Yoke Adapter		\$1,168	\$1,168
	1 Phenom 300 Poke-Yoke Adapter		\$1,168	\$1,168
	CRJ/G2-6/GLEX Hold Down Adapter for Standard Cradle		\$3,089	\$0
	Pintle Towing Hook Adapter for Cradle		\$1,042	\$0
	F-16 Yoke Adapter for Universal NLG Widths		\$2,492	\$0
	1 Falcon 50/900/2000 Interface Tool		\$1,897	\$1,897
	1 Falcon 7X/8X Interface Tool		\$2,361	\$2,361
	1 Small Diameter NLG Hold Down Bracket (<15"/38cm)		\$673	\$673
	Pintle Towing Hook Adapter Mounted on Operator End of Tug	STD		\$0
	Draw Bar Pin Mounted on Operator End of Tug (Replaces Rear Pintle Hook)		\$416	\$0
	1 Extended Aluminum Rear Gate		\$3,046	\$3,046
	Extended Aluminum Rear Gate with Automatic Winch Cut-Off Switch		\$5,448	\$0
	1 Lear/Citation/Beechjet Hold Down Hoop (15"-18"/38-46cm Dia.)		\$789	\$789
	HH-60 (Blackhawk)/AH-64 (Apache) Adapter		\$2,991	\$0
	Steel Long Reach Adapter (Fits MU-2)		\$6,471	\$0
Weather Package	Drive Wheel Tire Chains (Standard-Duty)		\$349	\$0
	Drive Wheel Tire Chains (Heavy-Duty)		\$730	\$0
	96" Snow Plow Attachment for Cradle		\$5,452	\$0
	Tire Socks		\$247	\$0
	Hydraulic Oil, Multi Climate ISO VG 32	STD		\$0
Safety	Back-Up Alarm	STD		\$0
	Fire Extinguisher - 2.25 kg (5 lb.)		\$416	\$0
	Fire Extinguisher - 4.5kg (10 lb.)		\$512	\$0
	Fire Extinguisher - 9.07 kg (20 lb.)		\$609	\$0
	Steel Side Rub Rails (Black)		\$1,644	\$0
Miscellaneous	1 Dbl 1" x 29" Soft-Eye		\$136	\$136
	1 Double D-Ring 1" x 29" Nylon Strut Straps		\$132	\$132
	Double D-Ring 2" x 29" Nylon Strut Straps		\$320	\$0
	Chine Protectors	STD		\$0
	Rubber Coated Chine Protectors		\$208	\$0
	2"x44" D-Ring Strut Strap (Required for DC-3)		\$375	\$0
	iOPS Telemetry System Hardware		\$1,749	\$0
	Backup Alarm De-activation		\$0	\$0
	Export Shoring Without Crate		\$446	\$0
	Customer Supplied Logos		\$498	\$0
Tech Pubs	1 English Complete Manual (Ch. 1-5)	2 USB Qty.		\$0
		Paper Qty.		\$0
	1 Operator's Handbook (Ch. 1). Select Language:	2 Paper Qty.		\$0
	English			
	English Operation & Maint. Manual (Ch. 1-3)	Paper Qty.		\$0
	English Illustrated Parts List Manual (Ch. 4-5)	Paper Qty.		\$0
Paint	1 1 Color - Select Color (or 'other' if not on the list):		\$0	\$0
	LEKTRO Red - RAL3001			
	Additional Color Schemes - Requires SER			
	Select PDM (HMI) language:		\$0	
	Export Preservation		\$250	\$0

Miscellaneous

Discounted Unlisted Items			\$0
Cust. Supplied Items			
Spare Parts			\$0

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DRAFT

PriceList for LEKTRO 88i Towbarless Tractor

Charlotte-Monroe Executive Airport
Dale Hicks

Date: 4/1/26
Quote: 3126NC-MON

SER	Enter SER Number Enter SER Description		\$0
Unit List Price			\$183,574
Discount		0.000%	\$0
Training			\$0
Factory Visits			\$0
Warranty		\$0	\$0
Destination Country			
Agent Commission			\$0
Service Reimbursement	None		
Non-Discounted Items			\$0
Net List Price			\$183,574
Tariff Surcharge			\$1,072
Steel Surcharge			\$0
Annual Price Increase	Click here to Select Price Increase Option:	\$0	\$0
Price Adjustment			\$0
Freight	Collect Click here to Select a Freight Mode:		TBD
Freight (Secondary)	Click here to Select a Freight Mode:		\$0
Grand Total Sales Price			\$184,646
Number of Units			
Extended Sales Price			\$0
Validity length (in days)			
Comments			
Approval			

Dual Operator Helm Delete

184,646.00
(10,681.00)

\$173,965.00

178.275⁰⁰



STAFF REPORT

TO: Public Enterprise Committee
VIA: Mark Watson, City Manager
DATE: May 14, 2026
FROM: Malcolm Weeks, Airport Director
PREPARED BY: Malcolm Weeks, Airport Director
SUBJECT: Award the Purchase of one (1) LEKTRO 88i Towbarless Tractor

SUMMARY STATEMENT

The Public Enterprise Committee is requested to consider approving the purchase of one (1) LEKTRO 88i Towbarless Tractor (Tug) for the Airport.

REVIEW

The Purchasing Department has been instrumental in helping to identify a tractor (tug) that meets all the needs and specifications for the Airport through issuance of a formal bid per the City guidelines. The initial RFQ resulted in only one response which required us to reissue the bid and we received no additional responses.

The vendor (K2EQ, LLC dba OSHKOSH Aerotech) provided a quote to the City for the procurement of a LEKTRO 88i Towbarless Tractor in the amount of \$173,965 plus estimated shipping cost of \$4,300 (Total \$178,275). Therefore, it is recommended to purchase the LEKTRO 88i Towbarless Tractor in the amount of \$178,275.00. Sufficient funds are budgeted for the purchase in account 5808620 424020.

RECOMMENDATION

The Airport Staff recommends that the Public Enterprise Committee approve sending this request to City Council for approval to award the purchase of one (1) LEKTRO 88i Towbarless Tractor to

K2EQ, LLC dba OSHKOSH Aerotech. in the amount of \$173,965.00. Sufficient funds are budgeted for the acquisition in account number 5808620 424020. Staff requests that this item is placed on the City Council Consent Agenda.

Attachment(s): K2EQ, LLC dba OSHKOSH Aerotech Quote containing 3 pages.



STAFF REPORT

TO: Public Enterprise Committee
VIA: Mark Watson, City Manager
DATE: June 2, 2026
FROM: Rob Miller, General Manager of Energy Services and Water Resources
PREPARED BY: Steve Buchanan, Water Resources Maintenance and Construction Manager
SUBJECT: Sewer Right-of-Way Mowing

SUMMARY STATEMENT

Water Resources Staff requests the Public Enterprise Committee consider approving a Change Order for Sewer Right-of-Way mowing for the City of Monroe Maintenance Division.

REVIEW

The Water Resources Maintenance Division maintains approximately 75.6 miles of sewer right-of-way throughout the City’s wastewater collection system. Routine mowing and vegetation management of these sewer easements is necessary to maintain access for inspection, maintenance, emergency response activities, and to protect critical sewer infrastructure.

Earlier in the fiscal year, Staff executed a contract for mowing services covering approximately 37.8 miles of sewer right-of-way due to uncertainty regarding available funding for the remainder of the fiscal year. Staff planned to reevaluate the budget status in late May prior to proceeding with the remaining mowing areas.

Following a review of current budget conditions and projected expenditures, sufficient funds are available within the Maintenance Division budget to proceed with mowing the remaining 37.8 miles of sewer right-of-way. Staff is therefore requesting approval of a Change Order in the amount of \$83,160.00 to Complete Land Management for the additional mowing services.

The contractor has satisfactorily performed previous sewer right-of-way mowing services for the City and is familiar with the access requirements and conditions associated with maintaining the sewer easement system. Funding for this Change Order is available within the Maintenance Division operating budget.

RECOMMENDATION

It is the recommendation of Staff that the Public Enterprise Committee take the following action:

Motion to approve a Change Order with Complete Land Management in the amount of \$83,160.00 for the mowing of the remaining 37.8 miles of sewer right-of-way, authorize the City Manager to execute the necessary documents, and forward to City Council for approval on the consent agenda.

Attachment: Change Order – Sewer Right-of-Way Mowing Contract



CITY OF MONROE
NORTH CAROLINA

CHANGE ORDER

CHANGE ORDER NUMBER: 1

DATE: May 8, 2026

PROJECT: Sewer Right-of-Way, Dam, and EQ Basin Mowing

PROJECT NUMBER:

CONTRACT NUMBER: 14033

CONTRACTOR: Complete Land Management

**ADDRESS: 6122 Robinson Rd
Waxhaw, NC 28173**

THE CONTRACTOR IS HEREBY AUTHORIZED AND REQUESTED TO MAKE THE FOLLOWING CHANGES TO THE ABOVE DESCRIBED CONTRACT:

ORIGINAL CONTRACT AMOUNT		\$ <u>107,460.00</u>
Contingency Included in Contract	\$ _____	
Contingency Deduct	\$ _____	<i>(cumulative)</i>
Remaining Contingency	\$ _____	
NET CHANGE BY PREVIOUS CHANGE ORDER		\$ <u>0</u>
CONTRACT TOTAL PRIOR TO THIS CHANGE ORDER		\$ <u>107,460.00</u>
AMOUNT OF THIS CHANGE ORDER		\$ <u>83,160.00</u>
REVISED CONTRACT TOTAL INCLUDING THIS CHANGE ORDER		\$ <u>190,620.00</u>

CHANGE ORDER INCLUDES THE FOLLOWING WORK TO BE PERFORMED:
To provide additional sewer right-of-way mowing services necessary to complete mowing of all remaining City-owned sewer right-of-way corridors under the existing contract. The

original contract scope was structured to cover approximately half of the City's sewer right-of-way mileage through the end of FY26 due to funding uncertainty. Following additional budget review and funding availability, Water Resources has determined sufficient funds are available to proceed with mowing of the remaining sewer right-of-way areas. This Change Order will expand the contract scope to include the remaining approximately 37.8 miles of sewer right-of-way mowing services.

RECOMMENDED:

BY: _____ DATE: _____
Architect/Engineer/Consulting Staff

BY: [Signature] DATE: 5/12/2020
Contractor

BY: _____ DATE: _____
City Project Superintendent

BY: [Signature] DATE: 5/21/20
Department Head

APPROVED:

BY: _____ DATE: _____
City Manager

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

Signature: _____ Date: _____
Finance Officer

COMPLETE LAND MANAGEMENT LLC

6212 Robinson Rd
Waxhaw, NC 28173 USA
completelandmanagementllc@gmail.com
https://CLMForestry.com

Estimate

ADDRESS
City of Monroe Sewer

ESTIMATE 1000106
DATE 05/11/2026

SERVICE	DESCRIPTION	Q.TY	RATE	AMOUNT
Sewering line Maintenance	Price per mile	37.80	2,200.00	83,160.00

Project- the remaining 37.8 miles of Sewer right of way maintenance

SUBTOTAL	83,160.00
TAX	0.00
TOTAL	\$83,160.00

Accepted By

Accepted Date



STAFF REPORT

TO: Public Enterprise Committee
VIA: Mark Watson, City Manager
DATE: June 2, 2026
FROM: Rob Miller, General Manager of Energy Services and Water Resources
PREPARED BY: Amy Cook, Water Resources General Manager of Operations
SUBJECT: Amendment to Amendment 1 to Water and Wastewater Agreement between the City of Monroe and Union County

SUMMARY STATEMENT

The Public Enterprise Committee is requested to approve an amendment to the Water and Wastewater Agreement between the City of Monroe and Union County, authorize the City Manager to execute the agreement, and forward to City Council for approval.

REVIEW

The City of Monroe and Union County entered into a long-term Water and Wastewater Agreement in 2005. This agreement provides Union County with 2.65 MGD of wastewater capacity at the city’s Wastewater Treatment Plant (WWTP) to serve the county, including Wingate and Marshville. The City receives 1.99 MGD of water supply from Union County’s Catawba Water Treatment Plant (WTP). The agreement is perpetual in nature, or at a minimum, remains in effect through 2099.

The agreement was previously amended on August 8, 2019 under the title **Amendment 1 to Water and Wastewater Agreement** and on August 12, 2025 under the title **Amendment to Amendment 1 to Water and Wastewater Agreement**.

Water Resources staff is proposing an additional amendment - **Amendment to Amendment 1 to Water and Wastewater Agreement** - to update Exhibit 3 of the August 12, 2025 amendment. This update reflects Union County’s cost-share allocation for the design, construction, and commissioning of the City’s WWTP planned improvements as follows:

- Chlorine Contact Basin Coating - The City's Water Resources Department has fully funded design, construction, and inspection of this project through completion. Under this amendment, Union County will provide a lump sum payment of \$189,068 representing its allocated share of the project costs.
- Planning and/or design are currently underway for the following projects. Anticipated costs for each project are also indicated.
 - Clarifier 1 Rehabilitation - \$184,736
 - Clarifier 2 Rehabilitation - \$184,736
 - Clarifier 3 & 4 Rehabilitation - \$369,472
 - Lime Tank and Pump Replacement - \$10,192
 - Digester #2 Rehabilitation - \$445,914
 - SO2 Building Crane/Trolley - \$38,221
 - WWTP Solids Handling Facility - \$1,528,848

Under this amendment, after commissioning of each project, Union County will provide their allocated project cost share payments (25.48% of actual total project cost) to the City.

The Water Resources Department collaborated with the City's Legal Department to ensure appropriate content and language for the amendment. In parallel, Union County Water's leadership team reviewed and confirmed agreement with the proposed language. Final approval from the Union County Board of Commissioners will also be required.

RECOMMENDATION

It is the recommendation of Staff that the Public Enterprise Committee approve the **Amendment to Amendment 1 to Water and Wastewater Agreement** between the City of Monroe and Union County, authorize the City Manager to execute the agreement, and forward to the June 9, 2026 consent agenda for City Council for approval.

Attachment: Amendment to Amendment 1 to Water and Wastewater Agreement

STATE OF NORTH CAROLINA
COUNTY OF UNION

**AMENDMENT 2 TO AMENDMENT 1 TO WATER AND WASTEWATER
AGREEMENT**

This Amendment, made and entered into as of the _____ day of _____, 2026, by and between UNION COUNTY, a political subdivision of the State of North Carolina, hereinafter referred to as “Union,” and the CITY OF MONROE, a municipal corporation of the State of North Carolina, hereinafter referred to as “Monroe,” shall modify as indicated that Water and Wastewater Agreement between the parties dated December 5, 2005, as amended by Amendment 1 to Water and Wastewater Agreement on August 8, 2019, and Amendment to Amendment 1 to Water and Wastewater Agreement on August 12, 2025, hereinafter referred to as the “Agreement.”

WITNESSETH:

WHEREAS, Union and Monroe made and entered into an agreement in 2005 for the provision of water supply and wastewater treatment services between the parties; and

WHEREAS; Section 3.8 of said Agreement recognizes that there may be future capital improvements to Monroe’s WWTP, conveyance, and disposal facilities not related to increased allocated capacity, the cost for which Union would be responsible to the extent of its proportional share based upon its Allocated Capacity; and

WHEREAS, Section 3.6 of said Agreement provides that Union shall pay on a monthly basis for such improvements needed to maintain allocated capacities to Union (based on its proportional share), but that payments made lump sum by Union to Monroe and shown in Exhibit 3 shall not be included in the monthly fixed charges; and

WHEREAS, Monroe has made and financed such improvements; and

WHEREAS, Union and Monroe desire to update Exhibit 3 attached to the Agreement to reflect such additional improvements, including those improvements which Union will pay its share of such improvement costs through a single, lump sum payment.

NOW, THEREFORE, in consideration of the parties’ continuing obligations under the Agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto do each contract and agree with the other as follows:

1. Delete the Exhibit 3 attached to the Agreement, and replace it with the new Exhibit 3 attached hereto and incorporated herein by reference. Said new Exhibit 3 adds in the category of “Schedule of improvements for which single, lump sum payments are made” Project 5 and Project 6. Project 5 is described as WWTP Improvements, Chlorine Contact Chamber Coating, Clarifier 1 Rehabilitation and Clarifier 2 Rehabilitation which includes engineering services and construction costs. Project 6 is described as WWTP Improvements Clarifier 3 & 4 Rehabilitation, Lime Tank and Pump Replacement, Digester #2 Rehabilitation, SO2 Building Crane/Trolley, and WWTP Solids Handling Facility which includes engineering services and construction costs. Additionally, Exhibit 3 reflects the cost allocation to Union for the lump sum payment by Union of Capital Costs Not Related to Increased Capacity.

IN WITNESS WHEREOF the parties hereto, acting under authority of their respective governing bodies, have caused this amendment to be duly executed in duplicate counterparts, each of which shall constitute an original, this the day and year first above written.

Attest:

CITY OF MONROE

City Clerk

(Seal)

By: _____

City Manager

Date: _____

Attest:

UNION COUNTY

Clerk to the Board

(Seal)

By: _____

County Manager

Date: _____

Exhibit 3. Monroe Allocated Wastewater Capacity to Union

Schedule of improvements for which monthly payments are made

							Payment Terms		
Project	Date	Item	Percent Allocated to Union	Total Cost	Total Annual Debt Service Cost	Monthly Fixed Charge	Begin Month	End Month	
1	1995	SOC	21.67%	\$0	\$154,427	\$2,789	5/1/1995	4/1/2015	
2	1994	Biosolids Facility	21.67%	\$0	\$140,644	\$2,540	3/1/1994	2/1/2019	
3	1995	Expansion	30.00%	\$0	\$255,797	\$6,395	5/1/1995	4/1/2015	
4	2006	Interim Expansion to 10.4 MGD	50.00%	\$0	\$903,649	\$37,652	7/1/2006	6/1/2007	

Schedule of improvements for which single, lump sum payments are made

							Payment Terms	
Project	Date	Item	Percent Allocated to Union	Project Cost Estimate	Estimated Lump Sum Payment	Begin Month	End Month	
1	2018	WWTP Improvements						
		Itemized Costs for Project 1						
		Blower Replacement/upgrade	25.48%	\$600,000	\$152,880			
		RAS pump replacements		\$200,000	\$50,960			
		Screen/Auger Conveyor Replacement		\$572,000	\$145,746			
		Screening Building Elec. Code Upgrade		\$428,000	\$109,054			
		Engineering		\$90,370	\$23,026			
		2000 kW Generator replacement		\$1,025,000	\$261,170			
2	2019	Chlorine Gas Scrubber		\$1,200,000	\$305,760			
		Influent pump 5&6 replacement		\$425,000	\$108,290			
				\$4,540,370	\$1,156,886			
		WWTP Improvements						
		Itemized Costs for Project 2						
		Replace filter effluent and drain valves	25.48%	\$140,000	\$35,672			
		Replace Filter Blowers (2)		\$150,000	\$38,220			
				\$290,000	\$73,892			
3	2020	WWTP Improvements						
		Itemized Costs for Project 3						
		Replace belt press	25.48%	\$350,000	\$89,180			
		Repair Influent Pumping Conduit w/ engineering		\$125,000	\$31,850			
		\$475,000	\$121,030					
4	2025	WWTP Improvements						
		EQ Basin Construction	25.48%	\$5,399,543	\$1,375,847			
		Engineering		\$738,184	\$188,095			
		Miscellaneous (DC Controls, Phillip Mungo, Endress & Hauser, Carolina CAT, NCDEQ)		\$119,792	\$30,524			
				\$6,257,519	\$1,594,466			
5	2026	WWTP Improvements						
		Chlorine Contact Chamber Coating	25.48%	\$742,000	\$189,068			
		Clarifier 1 Rehabilitation		\$725,000	\$184,736			
		Clarifier 2 Rehabilitation		\$725,000	\$184,736			
		\$2,192,000	\$558,540					
6	2027	Clarifier 3 & 4 Rehabilitation	25.48%	\$1,450,000	\$369,472			
		Lime Tank and Pump Replacement		\$40,000	\$10,192			
		Digester #2 Rehabilitation		\$1,750,000	\$445,914			
		SO2 Building Crane/Trolley		\$150,000	\$38,221			
		WWTP Solids Handling Facility		\$6,000,000	\$1,528,848			
				\$9,390,000	\$2,392,647			

Notes:

- 1, 2, 3 Projects 1, 2, & 3 represent Work-in-Progress; schedule to be adjusted based on final project costs reflected on Monroe's financial statements
- 4 Project 4 represents final cost of completed project.
- 5 Project 5 represents Work-in-Progress; schedule to be adjusted based on final project costs reflected on Monroe's financial statements
- 6 Project 6 represents work beginning in FY2027; schedule to be adjusted based on final project costs reflected on Monroe's financial statements



STAFF REPORT

TO: Public Enterprise Committee
VIA: Mark Watson, City Manager
DATE: June 2, 2026
FROM: Lisa Hollowell, Assistant City Manager
PREPARED BY: Lisa Kerner, Grant Administrator
SUBJECT: Aerial Asset Accessibility Grant Application

SUMMARY STATEMENT

The Charlotte-Monroe Executive Airport is seeking approval of an application that was submitted to the NC Dept. of Public Safety, Dept. of Emergency Management, (NCEM), requesting funds through the Aerial Asset Accessibility Grant program in the amount of \$5,003,000. There is no matching funds requirement. The Monroe Fire Department is included in this grant application and will seek separate application approval through the Public Safety Committee.

REVIEW

The NCEM is accepting applications through June 15, 2026. Funds may be used to repair, replace, and restore infrastructure on airport property, including terminals, runways, gates, hangars, and roads damaged by Tropical Storm Helene. Also, funds may be used to increase capacity for emergency preparedness and disaster response through capital projects on airfield property, and includes funding for fire department equipment.

RECOMMENDATION

Staff is recommending that the Public Enterprise Committee approve the application submitted to NCEM’s Aerial Asset Accessibility Grant Program and include this item on the Consent Agenda for City Council’s consideration at the meeting on June 9, 2026.



STAFF REPORT

TO: Public Enterprise Committee

VIA: Mark Watson, City Manager

DATE: June 2, 2026

FROM: Lisa Hollowell, Assistant City Manager

PREPARED BY: Lisa Hollowell, Assistant City Manager

SUBJECT: Charlotte-Monroe Executive Airport Wildlife Perimeter Fence Repair
East Side Project Amendment for Additional Security Improvements Along
Aviation Drive

SUMMARY STATEMENT

The Charlotte-Monroe Executive Airport is requesting approval to relocate the Aviation Drive gate from its current location to a more visible area adjacent to the Main Terminal Building in order to enhance Airport security and access control. Funding for the design of this project will consist of federal grant funds with the required local match.

REVIEW

This is an amendment to a current agreement between the City and the Engineer of Record, Talbert, Bright & Ellington, LLC. The current project is the Wildlife Perimeter Fence Repair/East Side project that is removing and replacing approximately 5,200 linear feet of damaged fencing. This need was identified during a 2024 United States Department of Agriculture (USDA) site investigation. During initial work on this fence project, the Airport was notified of security deficiencies identified during a Transportation Security Administration (TSA) inspection.

To address these deficiencies and improve access control to the airfield, this proposed amendment expands the project scope to include additional fencing and gate security infrastructure along Aviation Drive. The NCDOT/Division of Aviation has agreed the City may use remaining project funds for this security enhancement. The additional work is anticipated to include approximately 1,900 linear feet of new fencing, three automatic vehicular access gates, two barrier arms, a concrete island, three pedestrian turnstile gates, electrical and communication enhancements, erosion control measures, clearing and grubbing, and other associated project elements. The amendment will authorize additional professional services necessary to incorporate these security improvements into the Airport.



The proposed amendment addresses security deficiencies identified through the TSA inspection and will improve controlled access to the airfield along Aviation Drive. The additional fencing and gate infrastructure will enhance Airport security, strengthen access management, and support compliance with applicable aviation security standards. The improvements are intended to enhance the Airport's overall security and support safe and efficient operations at the Charlotte-Monroe Executive Airport.

The amendment will require a budget ordinance to appropriate the additional project funding from Assigned Fund Balance for Airport Grant Acceptance for the design and expanded scope-of-work.

RECOMMENDATION

Staff recommends the Public Enterprise Committee recommend that City Council approve this amendment for additional professional services for security improvements along Aviation Drive, and approve the associated budget ordinance.

**CITY OF MONROE, NORTH CAROLINA
 CAPITAL PROJECT BUDGET ORDINANCE
 CHARLOTTE-MONROE EXECUTIVE AIRPORT
 WILDLIFE PERIMETER FENCE REPAIR PROJECT AMENDMENT
 BO-2026-12**

WHEREAS, the Talbert, Bright & Ellington is the engineer of record at the Charlotte-Monroe Executive Airport; and

WHEREAS, the City currently is currently working on a project to reinforce perimeter fencing for wildlife hazard compliance at the Charlotte-Monroe Executive Airport; and

WHEREAS, the City wishes to expand the scope of this project to include additional fencing and security infrastructure along Aviation Drive to include additional fencing, automatic gates, communication enhancements and other elements; and

WHEREAS, the City utilize \$105,738.49 from Non-Primary Entitlement Grant Funds (federal funds) from the NC Department of Transportation Division of Aviation to fund this amendment to the project. The City wishes to utilize \$6,961.00 of the City’s designated fund balance identified for Airport grant acceptance to provide the required matching funds for the grant; and

NOW, THEREFORE, BE IT ORDAINED that the City Council of the City of Monroe applies these grant funds and the associated local match, toward capital project AP2601 titled ‘Wildlife Perimeter Fence Repair Project’:

General Fund:

Revenue:		
	Appropriation from Designated Fund Balance	\$6,961
Expense:		
	Transfer to Airport Capital Project Fund	\$6,961

Airport Capital Project Fund:

Revenue:		
	Transfer from General Fund	\$6,961
	Restricted Intergovernmental	\$105,739
Expense:		
	Project AP2601 for Wildlife Perimeter Fence Repair	\$112,700

Adopted this 9th day of June, 2026.

Attest:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk

WORK AUTHORIZATION - AMENDMENT NO. 1

**ENGINEERING CONSULTING SERVICES BY:
TALBERT, BRIGHT & ELLINGTON, LLC**

**FOR:
WILDLIFE PERIMETER FENCE REPAIR – EAST SIDE &
NEW WILDLIFE PERIMETER FENCE - AVIATION DRIVE
(DESIGN)**

**AT:
CHARLOTTE-MONROE EXECUTIVE AIRPORT
MONROE, NORTH CAROLINA**

**REFERENCING:
NCDOT-DOA #: 36237.17.21.3
TBE #3212-2501**

April 2026

It is agreed to undertake the following work in accordance with the provisions of our Contract for Professional Services.

ADDITIONAL SERVICES REQUESTED AND AUTHORIZED BY THIS AMENDMENT

The original scope of this project included the removal and replacement of approximately 5,200 linear feet of damaged fence line on the East side of the airfield at Charlotte-Monroe Executive Airport that had been identified during a 2024 USDA site investigation. After completion of the initial project design, the Airport was notified of security deficiencies as part of a TSA inspection. To alleviate these TSA identified deficiencies, the City of Monroe proposes to install additional fencing, vehicular gates, and pedestrian gates along Aviation Drive to control access to the airfield.

The additional scope is expected to include additional clearing and grubbing, approximately 1,900 linear feet of new fence line, three (3) new automatic vehicular access gates, installation of two (2) new barrier arms, installation of a concrete island, installation of three (3) new turnstile gates, electrical and communication enhancements for all gates, erosion control, and other miscellaneous measures required for the completion of the project.

This work authorization amendment will include additional professional services to incorporate the proposed fencing along Aviation Drive into the upcoming Wildlife Perimeter Fence Repair – East Side project at Charlotte-Monroe Executive Airport.

ENGINEERING CONSULTING SERVICES

TASK 1 – Additional Grant Administrative Assistance Services

With the addition of the Aviation Drive fencing to the original scope of work, additional grant administration assistance services will also be required. The grant administration assistance services for this project include:

1. Assistance in preparing one (1) grant modification to incorporate the fee associated with this Work Authorization Amendment.
2. Assistance in preparing reimbursement claims (assume one (1) claim).
3. Complete Quarterly Status Reports (assume one (1) QSRs) and update cash flow estimates as required.

Task 1	Additional Grant Administration Assistance Services Lump Sum	\$9,704.01
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TASK 2 – Additional Design Services (TBE)

This Amendment includes additional design services associated with TBE’s original scope of work for the Wildlife Perimeter Fence Repair – Aviation Drive scope at Charlotte-Monroe Executive Airport.

The additional scope incorporates additional coordination and meetings with the Airport/City, subconsultant, and NCDOA; creation of new plan sheets (see list provided below); submission and coordination of the additional 90% submittal package to NCDOA; addressing comments provided from the NCDOA’s review of the 90% submittal package. The additional design services include an increase in hours as depicted in the attached Man Hour Summary.

New Plan Sheets:

1. Cover – Aviation Drive
2. Sheet Index, Quantities and General Notes Plan – Aviation Drive
3. Construction Safety and Phasing Plan – Aviation Drive
4. Demolition Plan – Aviation Drive
5. Fencing Layout Plan – Aviation Drive
6. Sediment and Erosion Control Plan – Aviation Drive
7. Electrical and Communication Layout Plan – Aviation Drive
8. Fencing Details – Aviation Drive
9. Miscellaneous Details – Aviation Drive

Task 2	Additional Design Services (TBE) Lump Sum	\$81,045.48
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TASK 3 – Additional Topographic Survey (Woolpert)

This Amendment also includes additional survey services required for the completion of the additional design for the Wildlife Perimeter Fence Repair – Aviation Drive scope at Charlotte-Monroe Executive Airport.

The topographic survey will cover approximately 5.75 acres that include the proposed construction site. The survey will provide locations and identifications of all planimetric features, including pavement edge, taxiway edge lights, signs, other planimetrics, etc. within the survey area will be located horizontally. Topographic ground survey will be provided using 1-foot contour interval standards within the indicated area. All existing pavement will have ground shots taken on an even twenty-five (25) foot grid throughout the project limits, including along the centerline of all roadways. Any additional cross sections between the normal 25-foot grid where obvious irregularities and grade breaks exist will be surveyed as well. Drainage structure locations and rim elevations, as well as pipe inverts will be acquired. There shall be benchmarks set at various locations around the project limits that will be able to be used by the Contractor. Vertical control shall be based on U.S. Coastal and Geodetic Datum (NAVD 88). Horizontal control shall be based on state plane coordinate system (NAD 83). Spot elevations will be given to ± 0.01 feet for paved sections and ± 0.1 feet for turfed sections.

The additional topographic survey services include an increase in fee as depicted in the attached Man Hour Summary.

Task 3	Additional Topographic Survey (Woolpert) Lump Sum	\$21,950.00
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GENERAL ASSUMPTIONS AND CLARIFICATIONS

1. *Funding will be provided in one (1) grant.*

Cost of Services: The method of payment shall be on a lump sum basis in accordance with Section V, Paragraph A1 and B of the Master Contract. The additional scope in this Amendment No. One (1) shall be performed in accordance with the Master Contract as a total lump sum of **\$87,521.79** including **\$3,227.70** for expenses. Special services shall be performed on a not to exceed basis with a budget of **\$21,950.00**. Below is a summary of the total revised contract amount.

Original Contract	\$96,798.30
Amendment No. 1 – Task 1	\$9,704.01
Amendment No. 1 – Task 2	\$81,045.48
Amendment No. 1 – Task 3	\$21,950.00
REVISED CONTRACT TOTAL	<u>\$209,497.79</u>

Agreed as to Scope of Services, Time Schedule, and Budget:

OWNER:
CITY OF MONROE
300 West Crowell St.
Monroe, NC 28112
704-282-7430

ENGINEER:
TALBERT, BRIGHT &
ELLINGTON, LLC
3525 Whitehall Park Drive
Suite 210
Charlotte, NC 28273
704-426-6070

BY: _____

Signed by:
Carl Ellington
B3804AF8882BF4CE...

President

TITLE: _____

TITLE: _____

DATE: _____

5/27/2026 | 7:43 PM EDT

DATE: _____

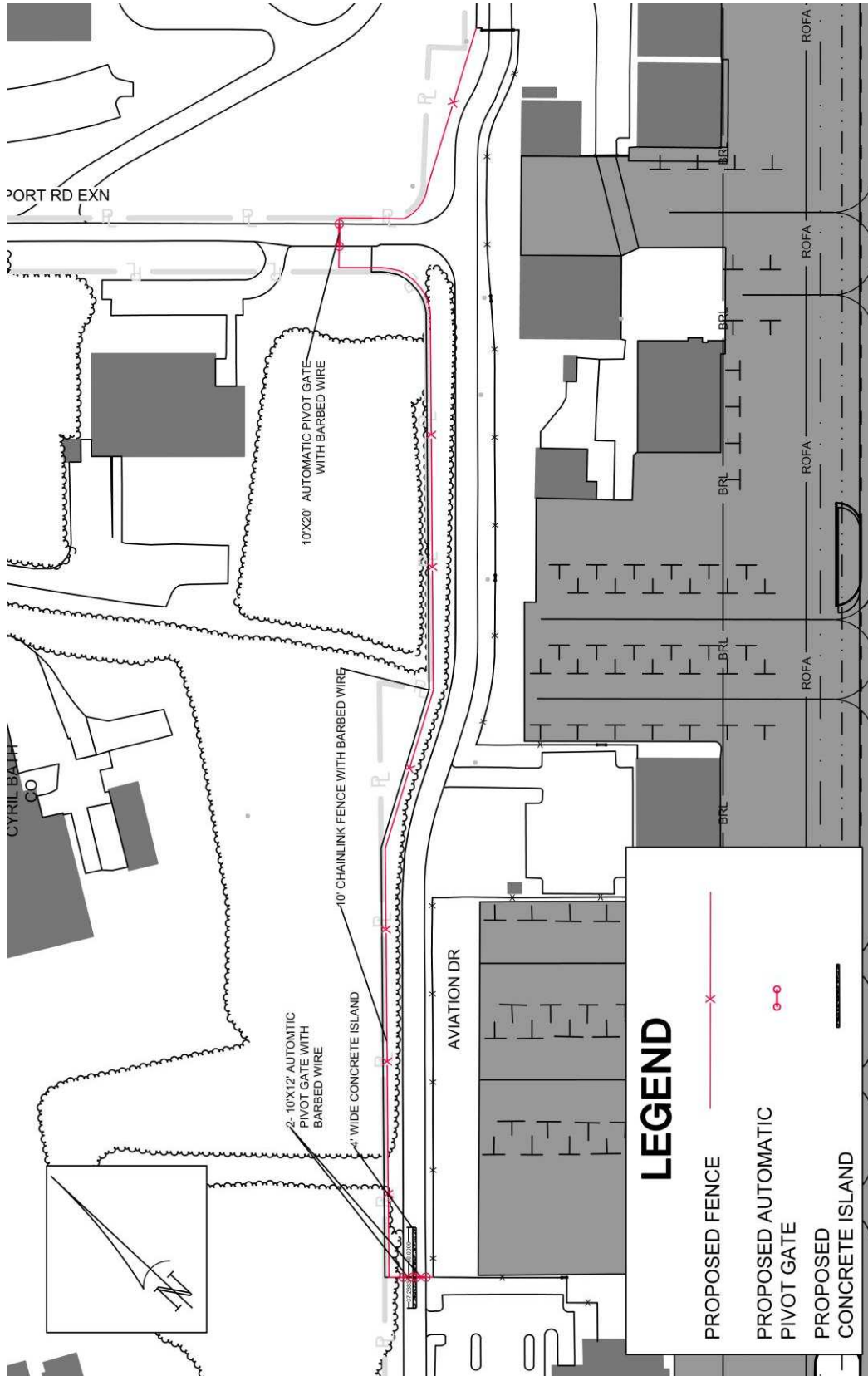
WITNESS: _____

Signed by:
Anthony Sular
01558E7C43E4FC...
WITNESS: _____

PROJECT MANAGER
CONTACT INFORMATION:

Michael W. Player, P.E.
Talbert, Bright & Ellington, LLC
3525 Whitehall Park Drive
Suite 210
Charlotte, NC 28273


EXHIBIT



APPENDIX A: EXAMPLE REVISED DRAWING SHEET LIST


- 1. Cover – Aviation Drive**
- 2. Sheet Index, Quantities and General Notes Plan – Aviation Drive**
- 3. Construction Safety and Phasing Plan – Aviation Drive**
- 4. Demolition Plan – Aviation Drive**
- 5. Fencing Layout Plan – Aviation Drive**
- 6. Sediment and Erosion Control Plan – Aviation Drive**
- 7. Electrical and Communication Layout Plan – Aviation Drive**
- 8. Fencing Details – Aviation Drive**
- 9. Miscellaneous Details – Aviation Drive**

APPENDIX B: BASIC SERVICES LUMP SUM FEE

MAN-HOUR/FEE ESTIMATE SUMMARY PAGE		 DIVISION OF AVIATION <small>NORTH CAROLINA DEPARTMENT OF TRANSPORTATION</small>	
TALBERT, BRIGHT & ELLINGTON	CHARLOTTE-MONROE EXECUTIVE AIRPORT (EQY) WILDLIFE PERIMETER FENCE REHABILITATION - EAST SIDE (D-B) & NEW FENCE - AVIATION DRIVE (D)		
GENERAL NOTE: Information in red and applicable shaded areas on task sheets are available for data entry. All other cells are protected.			
BASIC AND SPECIAL SERVICES: LABOR SUMMARY			
MAJOR TASK:	MAJOR TASK DESCRIPTION:	COST:	
TASK A - LABOR	(A-104) GRANT ADMINISTRATION ASSISTANCE PHASE	\$9,622.41	
TASK B - LABOR	(A-104) DESIGN PHASE	\$77,899.38	
TASK C - LABOR		\$0.00	
TASK D - LABOR		\$0.00	
TASK E - LABOR		\$0.00	
TASK F - LABOR		\$0.00	
TASK G - LABOR		\$0.00	
TASK H - LABOR		\$0.00	
TASK I - LABOR		\$0.00	
TASK J - LABOR		\$0.00	
TASK K - LABOR		\$0.00	
SUBTOTAL LABOR:		\$87,521.79	
BASIC AND SPECIAL SERVICES: NON-SALARY DIRECT COST			
TASK A - EXPENSES	(A-104) GRANT ADMINISTRATION ASSISTANCE PHASE	\$81.60	
TASK B - EXPENSES	(A-104) DESIGN PHASE	\$3,146.10	
TASK C - EXPENSES		\$0.00	
TASK D - EXPENSES		\$0.00	
TASK E - EXPENSES		\$0.00	
TASK F - EXPENSES		\$0.00	
TASK G - EXPENSES		\$0.00	
TASK H - EXPENSES		\$0.00	
TASK I - EXPENSES		\$0.00	
TASK J - EXPENSES		\$0.00	
TASK K - EXPENSES		\$0.00	
SUBTOTAL NON-SALARY DIRECT COSTS:		\$3,227.70	
SUBCONSULTANTS OR SUBCONTRACTORS			
Additional Topographic Survey	PROVIDED BY: Woolpert	\$21,950.00	
	PROVIDED BY:		
	PROVIDED BY:		
	PROVIDED BY:		
	PROVIDED BY:		
	PROVIDED BY:		
	PROVIDED BY:		
	PROVIDED BY:		
	PROVIDED BY:		
	PROVIDED BY:		
SUBTOTAL OF SUBCONSULTANTS:		\$21,950.00	
TOTAL FEE:		\$112,699.49	
PREPARED BY:	MICHAEL W. PLAYER, P.E.	SPONSOR:	MALCOLM WEEKS
TITLE:	PROJECT MANAGER	TITLE:	AIRPORT DIRECTOR
REPRESENTING:	TALBERT, BRIGHT & ELLINGOTN	WBS NUMBER:	TBD
DATE:	4/20/2026	SIGNATURE:	

TALBERT, BRIGHT & ELLINGTON		MAN-HOUR FEE ESTIMATE CHARLOTTE-MONROE EXEC. AIRPORT (EQY) WILDLIFE PENNILETER FENCE REHABILITATION - EAST SIDE (D- B) & NEW FENCE - AVIATION ROUTE (D)										DIVISION OF AVIATION NORTH CAROLINA DEPARTMENT OF TRANSPORTATION	
DATE: 4/20/2026													
BASIC AND SPECIAL SERVICES: DIRECT LABOR COSTS													
TASK A	104	GRANT ADMINISTRATION ASSISTANCE PHA	Senior Project Manager	Project Manager	Senior Planner	Engineer 5	Engineer 2	Engineer 1	Tech 5	Project Manager Assistant IV	RPR	Total Hours Per Task	Total Task Cost
Task A.1		Review EBS Project Request Record. Prepare Initial Budget from Work Authorization. Review and Identify Funding Sources.	2				2					4	\$ 272.00
Task A.2		Prepare General Request For Aid (RFA) Requirements as Required by AV-101 Checklist (dated March 2019) to include all AV Forms, Sketch of Project Area, Project Budget, MS Project Schedule, and Letter of Request from Sponsor. Coordinate Sponsor Approvals on Forms and Letter. Communicate with Sponsor, NCDOA-APM, NCDOA-GA for EBS RFA Readiness. Create File to Track Approval Progress of RFA.	2				4					6	\$ 366.00
Task A.3		Finalize Budget and Sponsor Information in EBS for New RFA. Upload Scanned Documentation. Coordinate w/Sponsor for PIN Approval of Application.	2				2					4	\$ 272.00
Task A.4		Monitor, Track and Communicate as Necessary with NCDDOT-DOA & Sponsor as Grant Application Progresses Through EBS approval phases.	2				2					4	\$ 272.00
Task A.5		Provide Grant Administration Assistance Including Preparation of Reimbursement Claims (assume 4 claims) in Accordance with AV-103 Checklist (dated July 2020) and Updates to Grant Budget. Assist NCDOA-GA with Questions and Requests, etc. Provide Payment Verification and Documentation.	4				8					12	\$ 732.00
Task A.6		Complete Quarterly Status Reports and Update Cash Flow Estimate as required. (Assume 3)	3				6					9	\$ 549.00
Task A.7		Prepare Change Request (assume 1 change request) for Grant # as Required by AV-102 Checklist (dated January 2021). Coordinate Sponsor Approvals on Forms and Letter. Communicate and Coordinate with Sponsor, NCDOA-APM, NCDOA-GA on Funding Sources and Grant Modification Submission.	1				2					3	\$ 183.00
Task A.8		Grant Closeout Coordination with Sponsor and NCDDOT-DOA	1				3					4	\$ 230.00
Task A.9			17	0	0	0	29	0	0	0	0	0	\$ -
TOTAL MAN-HOURS			89	75	63	67	47	36	53	55	0	46	\$ -
RAW LABOR COSTS PER HOUR			\$150.00	\$75.00	\$63.00	\$67.00	\$47.00	\$36.00	\$53.00	\$55.00	\$0.00		
TOTAL LABOR FEES (Without Multiplier)			\$0.00	\$0.00	\$0.00	\$0.00	\$1,363.00	\$0.00	\$0.00	\$0.00	\$0.00		\$ 2,876.00
TOTAL DIRECT LABOR COSTS:												\$ 2,876.00	
STATE AUDITED OVERHEAD RATES:												Apply Multiplier of: 3.0142	
												Overhead Subtotal: \$ 8,668.84	
												Profit: + \$ 953.57	
												Capital Costs: + \$ -	
TOTAL LABOR COSTS THIS TASK												\$ 9,622.41	

TALBERT, BRIGHT & ELLINGTON		MAN-HOUR FEE ESTIMATE CHARLOTTE-MONROE EXEC. AIRPORT (EQY) WILDLIFE PERIMETER FENCE REHABILITATION - EAST SIDE (D-B) & NEW FENCE - AVIATION DRIVE		DIVISION OF AVIATION NORTH CAROLINA DEPARTMENT OF TRANSPORTATION									
DATE: 4/20/2026													
BASIC AND SPECIAL SERVICES: DIRECT LABOR COSTS													
TASK B	(A-104) DESIGN PHASE	Project Principal	Senior Project Manager	Project Manager	Senior Planner	Engineer 5	Engineer 2	Engineer 1	Tech 5	Project Manager Assistant III	RPR	Total Hours Per Task	Total Task Cost
Task B.1	Preliminary Project Review with Owner	2	6			2			1			11	\$ 1,021.00
Task B.2	Preliminary Design Site Visit (Assume 1)	4	4									8	\$ 956.00
Task B.3	Develop Project Scope/Contract/Schedule	2	6							1		9	\$ 889.00
Task B.4	Subconsultant RFP and Subconsultant Agreements	1	3							1		5	\$ 472.00
Task B.5	Determine Project Approach	2	2						2			6	\$ 584.00
Task B.6	Project Scope/Contract/Schedule Revisions	1	2							1		4	\$ 383.00
Task B.7	Coordination/Meetings with Client/NCDOA	4	6							1		11	\$ 1,189.00
Task B.8	Subconsultant Coordination	2	4							1		7	\$ 711.00
Task B.9	Cover Sheet - Aviation Drive	2	2						2			4	\$ 284.00
Task B.10	Sheet Index, Quantities and General Notes Plan - Aviation Drive	1	2						4			7	\$ 540.00
Task B.11	CSPP - Plan and Report - Aviation Drive	2	6			6						14	\$ 1,236.00
Task B.12	Demolition/Clearing and Grubbing Plans - Aviation Drive	2	6						4			12	\$ 1,046.00
Task B.13	Fence Layout Plans - Aviation Drive	4	8						8			20	\$ 1,736.00
Task B.14	Sediment and Erosion Control Plan - Aviation Drive	4	8						6			18	\$ 1,630.00
Task B.15	Electrical and Communication Design	4	6						8			16	\$ 1,380.00
Task B.16	Electrical and Communication Layout Plan - Aviation Drive	4	4						4			9	\$ 718.00
Task B.17	Fencing Details - Aviation Drive	1	2						4			7	\$ 540.00
Task B.18	Miscellaneous Details - Aviation Drive	1	4									9	\$ 774.00
Task B.19	Quantities & Estimates	2	8							2		12	\$ 1,122.00
Task B.20	Specifications	8	2									10	\$ 1,378.00
Task B.21	Quality Assurance Review	3	6						8			17	\$ 1,408.00
Task B.22	Address Review Comments (Internal QA and NCDOA)	2	6						2			6	\$ 462.00
Task B.23	7460/CSPP Submittal	2	6							2		10	\$ 944.00
Task B.24	Coordinate Engineer's Report	2	2									8	\$ 746.00
Task B.24	Coordinate Supplemental Agreement with Contractor	59	113	0	16	0	0	0	53	9	0	250	
RAW LABOR COSTS PER HOUR		\$150.00	\$89.00	\$75.00	\$63.00	\$67.00	\$47.00	\$36.00	\$53.00	\$55.00	\$55.00		
TOTAL LABOR FEES (Without Multiplier)		\$8,850.00	\$10,057.00	\$0.00	\$0.00	\$1,072.00	\$0.00	\$0.00	\$2,809.00	\$495.00	\$0.00		\$ 23,283.00
TOTAL DIRECT LABOR COSTS:													
STATE AUDITED OVERHEAD RATES:													
Apply Multiplier of: 3.0142													
Overhead Subtotal: \$ 70,179.62													
Profit: 11.00% + \$ 7,719.76													
Capital Costs: 0.00% + \$ -													
TOTAL LABOR COSTS THIS TASK													
\$ 77,899.38													

TBE		MAN-HOUR FEE ESTIMATE			 DIVISION OF AVIATION <small>NORTH CAROLINA DEPARTMENT OF TRANSPORTATION</small>	
		CHARLOTTE-MONROE EXEC. AIRPORT (E)				
		FENCE - EAST (D-B) & AVIATION DR. (D)				
					4/20/2026	
BASIC AND SPECIAL SERVICES: REIMBURSABLE DIRECT COST (A-104) GRANT ADMINISTRATION ASSISTANCE PHASE						
GENERAL PROJECT WORK:						
	QTY	DESCRIPTION		UNIT COST		
Travel:						
Personal Mileage	0	Trip(s) in Sedan @	52 miles @	\$0.725		\$0.00
	0	Trip(s) in Carry-All @	0 miles @	\$0.745		\$0.00
Per Diem:	0	Breakfast	each	\$10.60		\$0.00
	0	Lunch	each	\$14.00		\$0.00
	0	Dinner	each	\$24.40		\$0.00
	0	Day	each	\$49.00		\$0.00
	0	Lodging	each	\$100.00		\$0.00
	0	Incidental Expenses	each	\$5.00		\$0.00
Rental Car	0	Sedan		\$50.00		\$0.00
	0	Mileage for Rental Car Only	miles @	\$0.20		\$0.00
Airfare	0	Flight Origin/Destination & Rate:	each	\$250.00		\$0.00
Reproduction:	25	8 1/2 x 11 B & W Copies	each	\$0.14		\$3.50
	10	11 x 17 B & W Copies	each	\$0.34		\$3.40
	50	8 1/2 x 11 Color Copies	each	\$0.83		\$41.50
	20	11 x 17 Color Copies	each	\$1.66		\$33.20
	0	24 x 36 B & W Copies	each	\$2.52		\$0.00
	0	24 x 36 Color Copies	each	\$8.62		\$0.00
Shipping / Postage	0	Express Shipping	each	\$20.00		\$0.00
	0	USPS Postage	each	\$5.00		\$0.00
					Subtotal	\$81.60
MISCELLANEOUS DIRECT EXPENSES:						
ITEM	QTY	DESCRIPTION	UNIT	UNIT COST		
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
					Subtotal	\$0.00
					TOTAL:	\$81.60



February 26, 2026

Michael Player
Talbert, Bright & Ellington
3525 Whitehall Park Drive, Suite 210
Charlotte, NC 28273

RE: Proposal: Wildlife Perimeter Fence Topographic Survey at Charlotte-Monroe Executive Airport, (EQY)

Dear Mr. Player:

We appreciate the opportunity to provide a proposal for supporting Talbert, Bright & Ellington with surveying services at the Charlotte-Monroe Executive Airport, (EQY) in Monroe, North Carolina.

Project Understanding

Woolpert understands that Talbert, Bright, & Ellington, Inc. is preparing plans for the design of a Wildlife Perimeter Fence project at the Charlotte-Monroe Executive Airport, Monroe, North Carolina. TBE is requesting a cost proposal for a topographic survey for the project.

Note: Woolpert understands that this survey is for design purposes only and is not required to be in compliance with AC 150/5300-16, 17 or 18.

Scope

1. Woolpert will compile Topographic and planimetric information for the 5.75+/- acre survey limits as outlined in Exhibit A (attached). One-foot contours will be included in all areas as defined in Exhibit A.
2. Woolpert will collect ground shots taken on an even twenty-five (25) foot grid for **All** pavements (paved roads public and private, parking lots, and access roads) throughout the project limits. Spot elevations will also be obtained at all breaks in grade. Drainage features will be depicted by top, toe, and center fault lines.
3. Woolpert will locate existing utilities within the project limits, resulting from Woolpert requesting location of all utilities through the 811 location service. Locations of all utilities will be given with top elevations, inverts, inside pipe diameters, pipe and manhole construction materials, etc. Any drainage or outfall lines existing within the project limits will be traced to the next junction point outside the project limits. Note, airfield electrical circuits and other private utilities exist within the project limits, and will require Woolpert to perform SUE services to locate and provide for inclusion in the final mapping deliverables.
4. The Primary Airport Control Station (PACS) MONROEPORT shall be utilized for localization along with the secondary Airport Control Station (SACS) MONROEPORT AZ MK in addition to the benchmarks provided. Vertical control shall be based on U.S. Coastal and Geodetic Datum (NAVD 88). Horizontal control shall be based on state plane coordinate system (NAD 83). Spot elevations shall be given to ± 0.01 feet for paved sections and ± 0.1 feet for turfed sections.

11301 Carmel Commons Blvd., Suite 300
Charlotte, NC 28226
704.526.3018



5. Maps will be produced in accordance with national map standards.
6. Boundary surveys and/or property maps will not be required.

GENERAL:

1. Woolpert will deliver an AutoCAD Release 2018 minimum drawing file for Talbert, Bright & Ellington, Inc.'s use. All spots will be on a separate layer and contain an attribute for elevation(s) and point description. A DTM surface will be submitted including all contours and spots for Talbert, Bright & Ellington, Inc.'s use. All contours will be polylines with intermediate and index layers. The .xml file used to create the contours will also be provided to Talbert, Bright & Ellington, Inc. The layers in the drawing shall be in accordance with Talbert, Bright & Ellington, Inc.'s layer convention. An ASCII or text file of the point information shall also be provided.
2. The files will be submitted to TBE electronically and labeled "Wildlife Perimeter Fence, Charlotte-Monroe Executive Airport
3. All activities on the airfield will be coordinated with the Owner and the Engineer. All crews working in the active aircraft operational areas will have aviation band radios and monitor the airport CTAF 122.70 MHZ at all times. It is anticipated that required work within the taxiway object free areas (within 65.5 feet of the taxiway centerline) will be accomplished with coordinated "pull backs". The work crews will be prepared to clear the object-free areas during aircraft operations. Company work vehicles operating within the project will be marked and lighted in accordance with FAA AC 150/5210-5D.
4. Woolpert is in compliance with Title VI Assurances.
5. Woolpert does have General Liability Insurance with a minimum coverage of \$1,000,000.00.

Lump Sum Fee Breakdown

Lump Sum Fee: EQY As-Built Survey for Apron Rehabilitation	
Labor	\$18,100.00
Direct Expenses	\$3,850.00
Project Total =	\$21,950.00

Woolpert estimates the entire project to take 1 month from the date of notice to proceed to the delivery of the final survey data. The proposed fee estimate is valid for ninety (90) days from proposal date.

February 26, 2026

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Please don't hesitate to contact me to discuss any comments or questions you may have (704.526.3018).

Sincerely,

Woolpert, Inc.
Paul F. Akers, PLS, PSM
Aviation Project Manager
Senior Associate

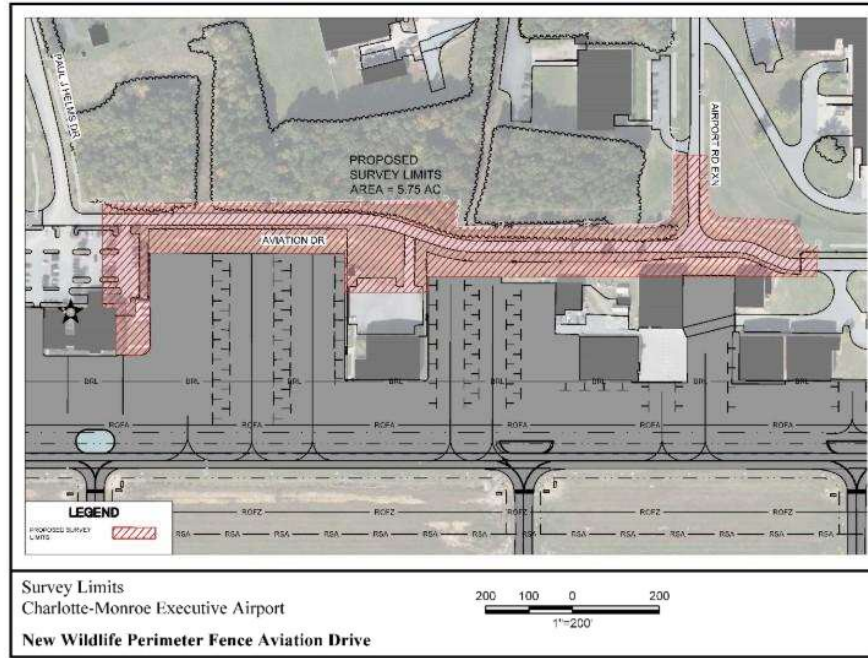
Woolpert, Inc.
Justin Nes, PLS
Aviation Practice Leader
Senior Associate

February 26, 2026

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Exhibit A: Limits of Topographic Survey



February 26, 2026

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STAFF REPORT

TO: Public Enterprise Committee

VIA: Mark Watson, City Manager

DATE: June 2nd, 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: Water Resources Fee Schedule Amendments

SUMMARY STATEMENT

Staff is proposing updates to the Water Resources fee schedule for site plan, subdivision, water extension, and sewer extension review. The proposed fees are intended to recover costs associated with third-party engineering review and related inspection services for developer-driven projects.

Historically, this work has been performed primarily by in-house Water Resources Engineering staff. Staff is recommending a shift toward using qualified third-party engineering firms for detailed technical review of developer-driven plans. This allows internal engineering staff to focus more directly on City utility priorities, including asset management, capital improvement planning, infrastructure rehabilitation, field operations support, and long-term system planning.

The City will continue to control the development review process. City staff will remain involved in customer service, coordination, interpretation of City standards, review oversight, and awareness of development activity. The detailed technical review will be performed in accordance with Monroe's adopted water and sewer standard details and specifications.

The proposed fees have been benchmarked against other communities and are consistent with standard practices used by other local government utility providers to recover the cost of development-related review services.

REVIEW

Developer-driven water and sewer infrastructure requires technical review to ensure that proposed public utility extensions are designed in accordance with City standards and can be properly incorporated into the City's utility systems.

Staff is proposing to establish Water Resources Plan Review and Inspection fees to recover the cost of third-party engineering review for these development-related submittals. This approach assigns the cost of development-driven review to the projects generating the need, rather than absorbing those costs through existing utility resources.

The proposed fee schedule would apply to site plans, subdivisions, water and sewer extensions, pump/lift stations, plan revisions, project review meetings, and certain re-reviews or re-inspections.

RECOMMENDATION

Staff recommends that the Public Enterprise Committee support the proposed Water Resources Plan Review and Inspection fee schedule and recommend the proposed fee changes for approval on the City Council Consent Agenda at the June 9th, 2026 regular meeting

Attachments:

Water Resources Fee Schedule Amendments.docx

**ORDINANCE TO AMEND
FISCAL YEAR 2026-2027 CITY OF MONROE FEES SCHEDULE
O-2026-25**

BE IT ORDAINED BY THE CITY OF MONROE COUNCIL THAT THE FISCAL YEAR 2026-2027 CITY OF MONROE FEE SCHEDULE IS HEREBY AMENDED AS FOLLOWS:

Section 1. Amend CHAPTER XIV. WATER & SEWER, ARTICLE A. WATER CONNECTION FEES to remove the current Section 7. Water and Sewer Extension Permits.

Section 7. Water and Sewer Extension Permits

All extensions to the City's water or sewer system shall be subject to the following fees _____ for each permit application submitted:

Water Main Extensions	\$ 345.50
Sewer Main Extensions	\$ 345.50

Section 2. Amend CHAPTER XIV. WATER & SEWER, ARTICLE A. WATER CONNECTION FEES to add Section 7. Water Resources Plan Review & Inspections.

Section 7. Water Resources Plan Review & Inspections

All site plan, subdivision, water & sewer extension permits will be subject to the following fees for each permit application submitted.

Item	Details/Notes	Adopted Fee
Water Lines *	Per linear foot of pipe	\$3.00
Sewer Lines *	Per linear foot of pipe	\$3.00
Pump/Lift Station *	Per proposed station	\$4,500
Re-inspection**	Per subsequent inspection	\$150
Revisions to Approved Plans	Per page/sheet	\$100
Water Extension Permit	Per permit	\$335.50
Sewer Extension Permit	Per permit	\$335.50
Design Review Meeting ‡	Per meeting	\$500

*Re-review of water and/or sewer extensions, including pump station reviews, reviewed more than (3) times will result in a charge of 20% of the original review fee cost for each subsequent review.

**Each plan review includes up to (2) inspections in the total review fee. Re-inspection more than (2) times will result in a \$150.00 re-inspection fee for each subsequent inspection.

‡A detailed technical meeting requested prior to formal submittal or resubmittal to discuss project-specific utility design questions, verify City standard requirements, or resolve design considerations necessary to advance the project.

This Ordinance shall be effective July 1, 2026.

Adopted this 9th day of June, 2026.

Attest:

Robert A. Burns., Mayor

Bridgette H. Robinson, City Clerk