

CITY COUNCIL STRATEGIC PLANNING MEETING
300 WEST CROWELL STREET
MONROE, NORTH CAROLINA 28112
JUNE 9, 2026 – 4:30 P.M.
AGENDA
www.monroenc.org

1. Speed Enforcement in Downtown Monroe
2. US 74 and Highway 601 Interchange Enhancements and Skyway Drive Streetscape Project Update
3. Outside Agency Funding Policy Discussion and Amendments



STAFF REPORT

TO: City Council
VIA: Mark Watson, City Manager
DATE: June 9, 2026
FROM: Rhett Bolen, Chief of Police
PREPARED BY: Shannon Huntley, Police Major
SUBJECT: Speed Enforcement Downtown

SUMMARY STATEMENT

City Council is requested to take part in discussion about addressing speeding in downtown Monroe.

REVIEW

On May 12, 2026 Monroe City Council requested the Monroe Police Department to present ideas and a plan on addressing “Strict Enforcement of Speed Limits in Downtown”. The Monroe Police Department would like to present some ideas, data and discuss future plans to address community concerns.

RECOMMENDATION

This is for informational purposes only.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 9, 2026

FROM: Jeff Wells, Assistant City Manager

PREPARED BY: Lisa Stiwinter, Director of Planning and Development

SUBJECT: US 74/601 Interchange Enhancements and Skyway Drive Streetscape Design Project Update and Request to apply for CRTPO Discretionary Funding for the Skyway Drive Streetscape Design Project.

SUMMARY STATEMENT

Staff will provide City Council with an update on the status of the US 74/601 Interchange Enhancement and Skyway Drive Streetscape Design Project. City Council is also requested to consider providing a recommendation in support of staff applying for the Charlotte Regional Transportation Planning Organization (CRTPO) 2026 Discretionary Grant Funding for the Skyway Drive Streetscape Design Project.

REVIEW

In November 2024, the City Council voted to award Kimley-Horn a contract to assist the City with the planning and design of an interchange enhancement project at US 74/601, as well as the preparation of construction documents for the Skyway Drive Streetscape Design Project from approximately Pedro Street to W. Myers Street.

In 2015, an area redevelopment plan titled “Concord Avenue Area Master Plan was adopted by City Council, which was the first step toward revitalization of an important gateway into Downtown Monroe. One of the special objectives for the Plan was to develop an action/implementation plan that provides recommendation strategies that will serve to implement the vision for the area.

Gateway, Streetscape and Intersection Enhancements were identified as action items in the Concord Avenue Area Master Plan that include landscaping, decorative street lighting, gateway monumentation, pedestrian sidewalks/connections, movement of utilities underground and signal modifications.

The North Carolina Department of Transportation (NCDOT) has an Interchange Improvement project located at US 74/601 (U-5723) that includes replacing the bridge, constructing roundabouts at both ends and including an 8-foot sidewalk on both sides. The project is currently in the right-of-way acquisition phase and is scheduled for construction in 2030.

The NCDOT Interchange Improvement Project at US 74/601 has provided the city a great opportunity to bring forward the Gateway and Intersection and Streetscape Enhancement recommendations outlined in the Concord Avenue Area Master Plan.

Since the execution of the contract with Kimley-Horn in February 2025, a great deal of work has taken place behind the scenes that include, but is not limited to:

- Project meetings and due diligence
- Survey and base mapping
- Utility coordination
- Subsurface utility exploration
- Preliminary concept designs
- Traffic signal design
- Design development and construction documentation
- Environmental permitting

Over the past 15 months, Kimley-Horn, City Planning staff and the North Carolina Department of Transportation (NCDOT) have been working diligently to coordinate the City's Interchange Enhancement and Skyway Drive Streetscape Project with NCDOT's Interchange Improvement Project at US 74/601.

To date, Kimley-Horn has prepared an overall landscape plan, gateway concept, monument sign renderings, and are currently working on 90% construction drawings for the Skyway Drive streetscape project. The streetscape project includes an 8-foot sidewalk on the north side of Skyway Drive and a 6-foot sidewalk on the south side. The streetscape project also includes landscaping, reduction of overhead utilities, street and decorative pedestrian lighting, stamped crosswalks, and traffic signal design modifications.

The City of Monroe is very fortunate to own and operate our own utilities. Planning staff had a vision to reduce the amount of overhead utility lines in the project area, and the Energy Services Department graciously partnered in helping bring that vision to life. Energy Services assisted with developing a utility reduction plan and lighting plan that will serve to improve aesthetics, safety, viability and overall appeal.

Project Next Steps:

- Presentation to City Council at the June 9th meeting
- Stakeholder workshop with property owners along Skyway Drive within the project limits from Pedro Street to W. Myers Street
- Open House Workshop-tentatively scheduled for August

Planning staff's goal is to apply for the 2026 Charlotte Regional Transportation Planning Organization (CRTPO) 2026 Discretionary Grant Funding for the Skyway Drive Streetscape portion of this project.

Based on the 75% construction drawings, the projected cost to include right-of-way acquisition is \$3,050,000. CRTPO Discretionary Grant Funding requires a minimum of a 20% match but strongly encourages a higher match to be competitive. Planning staff would propose a 25% match, which would be approximately \$762,500. The Concord Avenue Gateway Project account has funding available to support this match.

The US 74/601 Interchange Enhancements and Skyway Drive Streetscape Design Project update and request to apply for the CRTPO 2026 Discretionary Grant Funding for the Skyway Drive Streetscape Design Project was presented at the June 5, 2026 General Services Committee.

RECOMMENDATION

Planning staff is requesting City Council consider and discuss the US 74/601 Interchange Enhancements and Skyway Drive Streetscape Design project update. Staff is also seeking a recommendation in support of staff applying for the CRTPO 2026 Discretionary Grant Funding for the Skyway Drive Streetscape Design Project.



STAFF REPORT

TO: City Council
VIA: Mark Watson, City Manager
DATE: June 9, 2026
FROM: Franco McGee, Council Member
Surluta Anthony, Mayor Pro Tem
PREPARED BY: Bridgette H. Robinson, City Clerk
SUBJECT: Outside Agency Funding Policy Discussion and Amendments

SUMMARY STATEMENT

Discussion and action on increasing the Outside Agency funding Budget allocation to 2.5% of General Fund Budget.


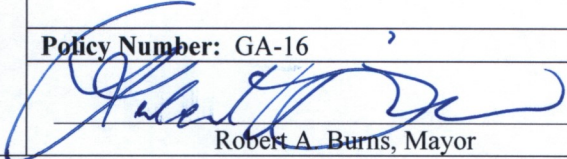
REVIEW

The purpose of this discussion is to increase the annual Outside Agency Funding allocation to 2.5% of the General Fund Budget. This recommendation is intended to help ensure that future Budget adoptions remain consistent with Council policy and provide a sustainable framework for supporting community organizations that deliver critical services to Monroe residents.

RECOMMENDATION

Discussion and action to amend the Outside Agency Funding Policy (GA-16) increase the Outside Agency funding Budget allocation to 2.5% of General Fund Budget.

Attachment: Outside Agency Funding Policy (GA-16)

	Policy: Outside Agency Funding	Effective Date: March 15, 2016 Revision: January 11, 2022; December 10, 2024
	Policy Number: GA-16	Page 1 of 6
 Robert A. Burns, Mayor		City Council Responsible Party

Introduction

The City of Monroe grants funding to Outside Agencies that contribute to the City’s cultural, social, and economic vitality. Outside Agency funding requests are considered by the City Council under the authority of the Public Purpose Clause of the North Carolina State Constitution (Article V, Sec. 2(1),(7)) with further guidance provided by North Carolina General Statute 160A-20.1 allowing the City of Monroe to contract with and appropriate money to carry out eligible activities that 1) are within the appropriate scope of governmental involvement and reasonably related to community needs and 2) benefit the general public. Funding is awarded to eligible organizations as a reimbursable grant.

Purpose

To set forth parameters and establish guidelines for the funding of outside agencies by the City and to ensure transparency, accountability, consistency, and adherence to best practices. This policy also establishes eligibility criteria for outside agencies and the required public process for consideration and allocation of funding by the City Council.

Policy

The City recognizes that non-profit organizations serve an important role in improving the quality of life for our community by delivering services to our citizens in a cost effective manner through the use of partnerships.

The City is committed to providing financial assistance to those nonprofit agencies which: assist the City government in carrying out its mission; demonstrably contribute to meeting the City’s objectives; are consistent with activities; support the delivery of needed services that the City does not provide or that can more effectively or efficiently deliver those services; provide programs or services that enhance a City function or service; and/or, address a documented need for the outside agency’s program or service.

Outside Agency Eligibility Criteria

Agencies must be located in the City of Monroe incorporated area and/or provide services to our citizens.

It shall be the policy of the City of Monroe to consider providing assistance to outside agencies meeting the criteria below.

Eligible applicants must be a non-profit organization that provides a service for the Monroe community. In order to be considered, the applicants are required to submit an original, complete

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application with a Financial Report and proof of 501(c)(3), and tax exempt letter of determination from the IRS.

Outside agencies must be incorporated and must not have their revenue suspended by the North Carolina Secretary of State or have overdue federal, state or local taxes.

All agencies that are eligible for funding must be registered and in good standing with the North Carolina Charitable Solicitation Licensing requirements. Agencies that are registered and comply with the exempt provisions or also eligible.

All agencies that apply for funding must have been in operation for at least three years by December 31st of the year preceding the application deadline. The City does not fund start-up agencies.

Eligible outside agencies must have a governing board and submit a current board roster.

Agency program(s)/service(s) must be available to all City of Monroe residents who meet the income eligibility and/or special needs population (including but not limited to domestic violence victims, elderly, disabled, homeless, etc.) requirements of the agency/program.

Program(s)/service(s) offered by the agency must comply with all state and federal statutes related to protection from discriminatory actions.

Outside agencies must provide a disclosure of any potential conflicts of interest.

Outside agencies shall adhere to accountability standards set by the City of Monroe City Council and as required by law, including complying with all financial and performance measurement requirements and reporting, and terms of contracts and / or memorandum of understanding, including meeting all deadlines.

Compliance with the standards is a criterion for funding. Funds will not be released until, and unless, all financial, performance, contract or memorandum terms, and deadlines are met.

All deadlines for reporting and for delivery of any follow up information will be clearly stated in writing and included in the City contract.

An agency must meet all eligibility requirements on its own, and may not use a funding agent or other third party arrangement to meet eligibility requirements.

The City places priority on stable organizations that can demonstrate leverage of municipal funding.

The City may fund operating expenses.

The City does not discriminate against faith based organizations, proselytization activities are not eligible for funding. Lobbying, political, and fundraising activities are not eligible for funding.

All agencies that are eligible for funding and provide transitional, supportive, permanent, and/or emergency housing and/or shelter may not house persons that are subject to a lifetime registration requirement under a state sex offender registration program. No person subject to a lifetime requirement under the state offender registration program is eligible. Agencies must comply with all North Carolina State Sex Offender Requirements.

All agencies eligible to receive funding from the City must ensure proper criminal background checks for any staff and/or volunteers having contact with special needs populations. Prohibiting individuals convicted of violent crimes and/or subject to any state sex offender registration to have unsupervised contact with children and any other vulnerable populations.

Financial Allocations

1. The aggregate resources (direct and indirect or in-kind) to be allocated to Outside Agencies may not exceed 2% of the City’s General Fund.

Example: FY 2016 General Fund Budget of \$35,514,157
 2% cap = \$710,283 not to exceed amount
 Actual FY 2016 funding level \$661,120 = 1.86%
 (Direct \$196,878 + Indirect \$464,242 = \$661,120)

2. Direct resources awarded to an individual agency may not exceed 20% of the total direct resources available for all agencies.

Example: FY 2016 Outside Agency Direct Funding level of \$196,878
 .20% cap = \$39,376 not to exceed amount
 Actual FY 2016 top individual agency = \$35,633

Assessment Process

All outside agency funding requests must be evaluated, discussed, and funding awarded and / or appropriated by the City Council in a public meeting, either as part of the annual budget deliberation and adoption process, or as an agenda item at a regular or special council meeting.

Funding requests must be made in writing. Outside agencies must complete an outside agency funding application, and provide all required documentation by the advertised deadline for annual budget consideration.

All outside agencies must attend the annual mandatory outside agency workshop. Completed applications should be submitted to the City Manager and/or their designee.

Incomplete applications may not be considered for funding.

All applications shall be evaluated by a City Staff and funding recommendations shall be made to the City Manager. Staff may utilize, but are not limited to, the following assessment criteria in evaluating the funding requests: merit of the program; economic impact; community impact and involvement; organizational effectiveness and demonstrated ability to meet goals; review of current financial relationship with the City; agency background and partnership history, if applicable; assessing achievement of the city's goals and alignment with the City's objectives; performance measurement evaluation and customer evaluation; cost/benefit analysis and benchmarking; identification of program challenges; and, fiscal health of the agency.

All applications of less than \$25,000 must be accompanied by a financial statement prepared by an accounting professional and approved by the agency's governing board, at its own expense, with a two year comparable, if applicable. Requests for over \$25,000 must submit a financial audit at its own expense conducted by a certified public accountant and financials must be two-year comparative.

Assessment Criteria (applicant shall respond in detail how they are and will meet these criteria):

Need: The program targets applicants with a high need for the program's services and it is addressing one or more needs.

Clients: The number of clients served is consistent with the program targets and reflects cost-effective use of agency resources, as well as effective service delivery strategies. Demographic information is detailed and reflects low to moderate income households or individuals.

Measurements: The program demonstrates that it successfully achieves its desired results and, in doing so, indicates a clear understanding of the effective use of outcomes and indicators to measure success.

Budget: The program budget is appropriate in relation to the services provided and reflects diversity in and leveraging of funding sources.

Certification: The agency is compliant with the City's public purpose requirements and policies and is financially stable.

The City Manager will make outside agency funding recommendations annually to the General Services Committee. The Committee recommendation will be included in the Recommended Budget to be adopted by City Council.

The City Council will approve final funding for all outside agencies.

Applicants shall be notified within one (1) week of budget adoption.

A revised scope of work and budget reflecting the final award amount will be required of outside agencies that receive an amount that differs from the original funding request prior to contract execution.

An agency awarded funds must accept the funds by the completion of a contract agreement which must be signed by the agency director and City Manager (or designee). The contractual agreement and other contract requirements must be signed by the agency and received by the Community Development Division no later than 30 days after the date the contract is received by the agency. Failure to comply with this date will result in funding awards being withdrawn.

No major changes can occur after contract signing, either in activities, financing or use of funds, without requesting and receiving approval in writing from the City of Monroe.

Required Reporting and Programmatic Monitoring

Relating to the agency's scope of services all outside agencies approved for funding shall be required to submit a programmatic report bi-annually no later than the end of February each year and fiscal yearend report with agency leveraging.

The report must indicate the extent to which City funds have been spent and goals and objectives are being achieved and / or have been achieved.

If performance is not at the expected level, the agency must submit an explanation for the deviation and describe actions it will take to remedy the situation.

Annual Agency Financial Reporting

Any outside agency that receives \$25,000 or more of funding must submit a financial audit at its own expense. The audit must be conducted by a certified public accountant; financials must be a two-year comparative, if applicable. Additional information may be requested if required to understand the financial statements of the agency.

An outside agency receiving less than \$25,000 must submit compiled financial statements that have been prepared by an accounting professional and approved by the agency's governing board. Financials must be two-year comparative. Additional information may be requested if required to understand the financial statements of the agency.

Any related-party transactions must be identified, and a detailed explanation provided, if not identified in the audited financial statements. A related-party transaction is a business deal or arrangement between two parties who have a relationship prior to the deal. This could include, but is not limited to, an arrangement between a key member of management, a close family member of key management staff, a parent or subsidiary company, or a member or a member of the managing board. Typical arrangements could include, but is not limited to, purchases, loans or receivables of the managing board.

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Other Requirements

All eligible agencies must meet and provide proof of the insurance requirement limits (provided annually), this includes General Liability, Worker's Compensation (if required), and Automobile Liability Coverage (if applicable). The City must be listed as certificate holder and additional insured.

All eligible agencies are subject to compliance with local, county, state and/or federal laws and/or regulations that include but are not limited to E-Verify, Iran Divestment Act, Fair Housing Act, Equal Employment Act, etc.