

**CITY COUNCIL STRATEGIC PLANNING MEETING
300 WEST CROWELL STREET
MONROE, NORTH CAROLINA 28112
MARCH 9, 2021 – 4:00 P.M.**

AGENDA

www.monroenc.org

Meeting will be conducted electronically with City Council following their adopted Electronic Meeting Rules. Members of the public will not be permitted to attend the meeting in person.

Meeting will be live-streamed on the City of Monroe YouTube channel at Monroe North Carolina Government - <https://www.youtube.com/channel/UCzrGKOKR72fmCEn7D0f9mlg>

1. Monroe Expressway Update from North Carolina Turnpike Authority
 2. Charlotte-Regional Transportation Planning Organization (CRTPO) Education and Information Session
 3. Call for City Council Special Joint Strategic Planning Meeting with Planning Board to be Held March 30, 2021 at 4:00 p.m.
 - A. Call for Special Meeting
 - B. Exception to City Council Electronic Meeting Rules to Allow One-Time Electronic Attendance by Planning Board
 4. Health Plan and Cafeteria Plan for Fiscal Year 2021-2022
 - A. Renewal Expectations/Options of Health Plan and Cafeteria Plan
 - B. Administrator to Administer Health Plan and Cafeteria Plan
 - C. Cost Share Between City and Employees
 - D. City Manager to Execute Documents
 5. Municipal Elections for 2021
 6. North Carolina Emergency Training Center Support
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- **Agenda** is tentative and is subject to change up to and including the time of the meeting.
- At the discretion of City Council, **Agenda Items** listed above that are not discussed at the Strategic Planning Meeting or moved at the request of Council, may be carried forward to the City Council Regular Meeting at 6:00 p.m. to be considered.



STAFF REPORT

TO: City Council

VIA: E.L. Faison, City Manager

DATE: March 9, 2021

FROM: Bridgette H. Robinson, City Clerk

PREPARED BY: Bridgette H. Robinson, City Clerk

SUBJECT: Monroe Expressway Update from North Carolina Turnpike Authority

SUMMARY STATEMENT

Council will receive an update on the Monroe Expressway.

REVIEW

Warren Cooksey from the North Carolina Turnpike Authority will be presenting an update on the Monroe Expressway.

RECOMMENDATION

No action required of Council.

02252101



STAFF REPORT

TO: City Council

VIA: E.L. Faison, City Manager

DATE: March 9, 2021

FROM: Brian Borne, Assistant City Manager

PREPARED BY: Lisa Stiwinter, Director of Planning and Development

SUBJECT: Charlotte Regional Transportation Planning Organization (CRTPO) education and information session.

SUMMARY STATEMENT

City Council is requested to consider and provide discussion on an overview of Metropolitan Planning Organizations (MPO) and the Charlotte Regional Planning Organization (CRTPO), CRTPO's responsibilities and funding programs for our region.

REVIEW

In September 2013, City Council adopted a Memorandum of Understanding (MOU) the governing document that outlines the policies, structure, membership and roles and responsibilities for CRTPO. The MOU is the governing document for CRTPO that serves to guide the cooperative, comprehensive, and continuing transportation planning process among the parties (Governor of North Carolina, North Carolina Department of Transportation, twenty-one (21) municipalities within three (3) county planning areas, and the Metropolitan Transit Commission in cooperation with the United States Department of Transportation).

Federal and State law requires defined urbanized areas (as defined by the Census Bureau) that exceeds a population of 50,000 establish a "continuing, cooperative, and comprehensive" (3-C) transportation planning process in order to qualify for federal transportation funds. Later, the Metropolitan Planning Organizations (MPOs) were created in order to carry out the required planning process. Jurisdictions within defined urbanized areas are required to coordinate their transportation planning activities under the umbrella of an MPO.

In the Charlotte Urbanized Area, the Charlotte Regional Transportation Planning Organization (CRTPO) is the current organization charged with implementing the federally mandated 3-C (continuing, cooperative, and continuing) transportation planning process. CRTPO is comprised of a governing body titled “Metropolitan Planning Organization (MPO)” and a technical body titled “Technical Coordinating Committee (TCC)”. The MPO is made up of elected officials that act as a forum for cooperative decision-making for the metropolitan area in cooperation with the State, thereby serving as the basis for cooperative planning process. The TCC consist of non-elected, technical representatives from each local, State and Federal governmental agency directly related to and concerned with the transportation planning process for the planning area. CRTPO’s lead planning agency (LPA) is the Charlotte Planning Design and Development Department.

The City of Monroe became part of the Charlotte Urbanized Area as a result of the 2000 Census and has been a participating member of CRTPO since 2003. To remain a member of CRTPO, the City was required to adopt the MOU document and pay annual membership dues. It is important that Monroe remain an active member of CRTPO due to the Federal and State law that requires CRTPO approve all projects and programs spending Federal funds in the Charlotte Urbanized Area.

Bob Cook, Assistant Planning Director and Neil Burke, Secretary and Program Manager with CRTPO will be making a presentation to provide an overview of Metropolitan Planning Organizations (MPO) and the Charlotte Regional Planning Organization (CRTPO), CRTPO’s responsibilities and funding programs for our region.

RECOMMENDATION

Planning staff recommends City Council consider and provide discussion on the overview of Metropolitan Planning Organizations (MPO) and the Charlotte Regional Planning Organization (CRTPO), CRTPO’s responsibilities and funding programs for our region.

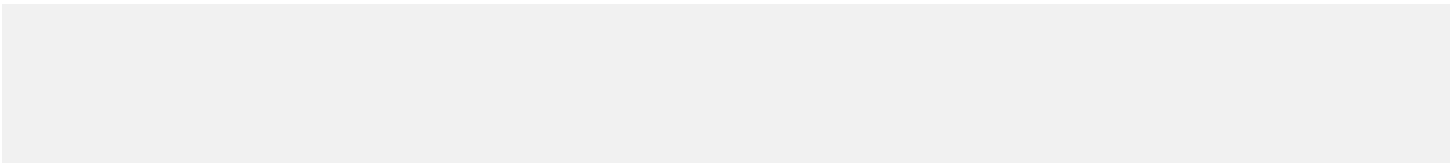
Attachments:
Attachment 1-MOU
Attachment 2-CRTPO 101

Charlotte Regional Transportation Planning Organization

Memorandum of Understanding

Effective Date: October 10, 2013

Endorsed by the
Mecklenburg-Union Metropolitan Planning Organization
July 17, 2013



**MEMORANDUM OF UNDERSTANDING
FOR**

COOPERATIVE, COMPREHENSIVE, AND CONTINUING TRANSPORTATION PLANNING

AMONG

THE GOVERNOR OF THE STATE OF NORTH CAROLINA,
THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION,
THE CITY OF CHARLOTTE, TOWN OF CORNELIUS, TOWN OF DAVIDSON, TOWN OF FAIRVIEW,
TOWN OF HUNTERSVILLE, TOWN OF INDIAN TRAIL, IREDELL COUNTY, TOWN OF MARSHVILLE,
VILLAGE OF MARVIN, TOWN OF MATTHEWS,
MECKLENBURG COUNTY, TOWN OF MINERAL SPRINGS, TOWN OF MINT HILL, CITY OF MONROE,
TOWN OF MOORESVILLE, TOWN OF PINEVILLE,
TOWN OF STALLINGS, CITY OF STATESVILLE, TOWN OF TROUTMAN, UNION COUNTY, TOWN OF
WAXHAW, TOWN OF WEDDINGTON, VILLAGE OF WESLEY CHAPEL, TOWN OF WINGATE and the
METROPOLITAN TRANSIT COMMISSION, IN COOPERATION WITH THE UNITED STATES DEPARTMENT
OF TRANSPORTATION

WITNESSETH THAT:

WHEREAS, Section 134(a) of Title 23 of the United States Code states:

“It is in the national interest to encourage and promote the development of transportation systems embracing various modes of transportation in a manner which will efficiently maximize mobility of people and goods within and through urbanized areas and minimize transportation-related fuel consumption and air pollution. To accomplish this objective, metropolitan planning organizations, in cooperation with the State, shall develop transportation plans and programs for urbanized areas of the State. Such plans and programs shall provide for the development of transportation facilities (including pedestrian walkways and bicycle transportation facilities), which will function as an intermodal transportation system for the State, the metropolitan areas, and the Nation. The process for developing such plans and programs shall provide for consideration of all modes of transportation and shall be continuing, cooperative, and comprehensive to the degree appropriate, based on the complexity of the transportation problems”; and,

WHEREAS, a transportation planning process includes the operational procedures and working arrangements by which short and long-range transportation plans are soundly conceived and developed and continuously evaluated in a manner that will:

1. Assist governing bodies and official agencies in determining courses of action and in formulating attainable capital improvement programs in anticipation of community needs; and,
2. Guide private individuals and groups in planning their decisions which can be important factors in the pattern of future development and redevelopment of the area; and,

WHEREAS, Chapter 136, Article 3A, Section 136-66.2(a) of the General Statutes of North Carolina requires that:

Each MPO, with cooperation of the Department of Transportation, shall develop a comprehensive transportation plan in accordance with 23 U.S.C. § 134. In addition, an MPO may include projects in its transportation plan that are not included in a financially constrained plan or are anticipated to be needed beyond the horizon year as required by 23 U.S.C. § 134. For municipalities located within an MPO, the development of a comprehensive transportation plan will take place through the metropolitan planning organization. For purposes of transportation planning and programming, the MPO shall represent the municipality's interests to the Department of Transportation.

WHEREAS, Chapter 136, Article 3A, Section 136-66.2(b1-4) provides that:

After completion and analysis of the plan, the plan shall be adopted by both the governing body of the municipality or MPO and the Department of Transportation as the basis for future transportation improvements in and around the municipality or within the MPO. The governing body of the municipality and the Department of Transportation shall reach agreement as to which of the existing and proposed streets and highways included in the adopted plan will be a part of the State highway system and which streets will be a part of the municipal street system. As used in this Article, the State highway system shall mean both the primary highway system of the State and the secondary road system of the State within municipalities.

The municipality or the MPO shall provide opportunity for public comments prior to adoption of the transportation plan.

For portions of a county located within an MPO, the development of a comprehensive transportation plan shall take place through the metropolitan planning organization.

To complement the roadway element of the transportation plan, municipalities and MPOs may develop a collector street plan to assist in developing the roadway network. The Department of Transportation may review and provide comments but is not required to provide approval of the collector street plan.

WHEREAS, Chapter 136, Article 3A, Section 136-66.2(d) provides that:

For MPOs, either the MPO or the Department of Transportation may propose changes in the plan at any time by giving notice to the other party, but no change shall be effective until it is adopted by both the Department of Transportation and the MPO.,

WHEREAS, it is the desire of these agencies that the previously established continuing, comprehensive, cooperative transportation planning process, as set forth in the Memorandum of Understanding dated September 2003 be revised and updated to comply with 23 U.S.C. subsections 134, as amended (Federal Highway Administration) and 49 U.S.C. 5303, 5305, 5306 and 5307 (Federal Transit Administration).

WHEREAS, the effective date of this document shall be the date on which it is signed by the Governor of the State of North Carolina, or his designee.

NOW THEREFORE the Memorandum of Understanding is amended to read as follows:

SECTION I. It is hereby agreed that the CITY OF CHARLOTTE, TOWN OF CORNELIUS, TOWN OF DAVIDSON, TOWN OF FAIRVIEW, TOWN OF HUNTERSVILLE, TOWN OF INDIAN TRAIL, IREDELL COUNTY, TOWN OF MARSHVILLE, VILLAGE OF MARVIN, TOWN OF MATTHEWS, MECKLENBURG COUNTY, TOWN OF MINERAL SPRINGS, TOWN OF MINT HILL, CITY OF MONROE, TOWN OF MOORESVILLE, TOWN OF PINEVILLE, TOWN OF STALLINGS, CITY OF STATESVILLE, TOWN OF TROUTMAN, UNION COUNTY, TOWN OF WAXHAW, TOWN OF WEDDINGTON, VILLAGE OF WESLEY CHAPEL, TOWN OF WINGATE, AND THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION in cooperation with THE UNITED STATES DEPARTMENT OF TRANSPORTATION, will participate in a continuing transportation planning process with responsibilities and undertakings as related in the following paragraphs:

- A. The area involved will consist of the Charlotte Urbanized Area as defined by the United States Department of Commerce, Bureau of the Census, in addition to that area beyond the existing urbanized area boundary that is expected to become urban within a twenty-year planning period. This area is hereinafter referred to as the Planning Area.

Portions of the Charlotte Urbanized Area located in the following counties are by agreement with adjacent metropolitan planning organizations (MPO) not part of the planning area of the Charlotte Regional Transportation Planning Organization (CRTPO): Cabarrus, Catawba, Gaston, Lancaster, Lincoln and York. The responsibility for implementing a continuing transportation planning process shall

be the responsibility of those MPOs, as noted in the mutually adopted agreements between CRTPO and the adjacent MPOs.

- B. The continuing transportation planning process will be a cooperative one and all planning discussions will be reflective of and responsible to the comprehensive plans for growth and development of the Planning Area.
- C. The continuing transportation planning process will be conducted in accordance with the intent, procedures, and programs of Title VI of the Civil Rights Act of 1964, as amended.
- D. The Charlotte Regional Transportation Planning Organization, hereinafter referred to as the CRTPO, is hereby established with responsibility for coordinating transportation policy of member local governments within the Planning Area and will consist of the Chief Elected Official or a single representative appointed by the Chief Elected Official from the following Boards of General Purpose Local Government as well as two members from the North Carolina Board of Transportation and one member representing the Metropolitan Transit Commission:

- 1. Charlotte City Council
- 2. Cornelius Board of Commissioners
- 3. Davidson Board of Commissioners
- 4. Fairview Town Council
- 5. Huntersville Board of Commissioners
- 6. Indian Trail Town Council
- 7. Iredell County Board of Commissioners
- 8. Marshville Town Council
- 9. Marvin Village Council
- 10. Matthews Board of Commissioners
- 11. Mecklenburg County Board of Commissioners
- 12. Metropolitan Transit Commission
- 13. Mineral Springs Town Council
- 14. Mint Hill Board of Commissioners
- 15. Monroe City Council
- 16. Mooresville Town Board of Commissioners
- 17. Pineville Town Council
- 18. Stallings Town Council
- 19. Statesville City Council
- 20. Troutman Board of Aldermen
- 21. Union County Board of Commissioners
- 22. Waxhaw Board of Commissioners
- 23. Weddington Town Council
- 24. Wesley Chapel Village Council
- 25. Wingate Board of Commissioners
- 26. North Carolina Board of Transportation-Division 10
- 27. North Carolina Board of Transportation-Division 12

The Chief Elected Official of the above member agencies is strongly encouraged to appoint an alternate, in accordance with the rules contained within the CRTPO Bylaws.

- E. The duties and responsibilities of the CRTPO are as follow:
 - 1. The CRTPO in cooperation with the State, and in cooperation with publicly owned operators of mass transportation services, shall be responsible for carrying out the urban transportation planning process specified by the U. S. Department of Transportation and shall develop the

Unified Planning Work Program, the Metropolitan Transportation Plan, and the Transportation Improvement Program..

2. The CRTPO shall be the forum for cooperative decision-making by elected officials of General Purpose Local Government. . However, this shall not limit the CRTPO's local responsibility for (1) insuring that the transportation planning process and the plans and improvement projects which emerge from that process are consistent with the policies and desires of local government; nor, (2) serving as a forum for the resolution of conflicts which arise during the course of developing the Metropolitan Transportation Plan and the Transportation Improvement Program.
3. The CRTPO shall review and approve the Unified Planning Work Program, Metropolitan Transportation Plan and Transportation Improvement Program.
4. The CRTPO as required shall review, approve, and endorse amendments to the Unified Planning Work Program, the Metropolitan Transportation Plan and the Transportation Improvement Program.
5. The CRTPO shall be responsible for adopting and amending the Comprehensive Transportation Plan. Action of the CRTPO in this regard (and this regard only) shall be construed as definitive action of any and all affected municipalities and shall meet the statutory requirement of G.S. 136-66.2(b) without further action of the local municipality(ies).
6. The CRTPO shall have the responsibility for keeping the Boards of General Purpose Local Government informed of the status and requirements of the transportation planning process; assisting in the dissemination and clarification of the decisions, inclinations, and policies of these Boards; and ensuring meaningful citizen participation in the transportation planning process.
7. The CRTPO shall review, approve and endorse changes to the Federal-Aid Urban Area System and Boundary, in conformance with Federal regulations.
8. The CRTPO shall review, approve, and endorse a Prospectus for transportation planning which defines work tasks and responsibilities for the various agencies participating in the transportation planning process; and
9. The CRTPO shall conduct the transportation planning process in conformance with the Clean Air Act, as amended.
10. The CRTPO is responsible for conducting public involvement and technical analyses to determine the preliminary alignments for transportation projects (both road and transitway) included in the Comprehensive Transportation Plan and Metropolitan Transportation Plan. These alignments will be used by local jurisdictions through their land development ordinances for right-of-way protection purposes. Once the CRTPO has adopted an official alignment, it can be modified only by official CRTPO action as outlined in the bylaws of the governing body and Technical Coordinating Committee.

The CRTPO adopts the alignment for right-of-way purposes even if the alternatives are produced through a State or locally funded environmental study process. CRTPO decisions are subject to the voting guidelines contained in Section I.G of this Memorandum of Understanding.

11. The representatives from each General Purpose Local Government on the CRTPO shall be responsible for instructing the clerk of his/her local government to submit certified and sealed copies of minutes or resolutions to the secretary of the CRTPO when formal action involving the Comprehensive Transportation Plan is taken by his/her local government.

12. The CRTPO is responsible for the distribution of funds distributed to CRTPO's under the provisions of MAP-21, and successor legislation.
13. The CRTPO shall adopt a set of Bylaws. Amendments to the Bylaws shall occur by a 3/4 vote of the CRTPO.
14. The CRTPO shall maintain a centralized information repository including but not limited to the Metropolitan Transportation Plan; Comprehensive Transportation Plan; the Unified Planning Work Program (UPWP); transportation conformity analysis; CRTPO and TCC Bylaws and membership lists; copies of all final environmental studies, public hearing maps, roadway corridor official maps, and noise reports on projects within the CRTPO boundaries; copies of adopted transportation project alignments; the Transportation Improvement Program (TIP) (local and state); and any other appropriate archival information. The CRTPO shall endeavor through the affected local governments and appropriate technological means to make this information easily available to local governments, citizens, and individuals involved in land development and real estate transactions.
15. The CRTPO shall have the primary responsibility for citizen input into the continuing transportation planning process.
18. Any other duties identified as necessary to further facilitate the transportation planning process.

F. CRTPO shall consist of both voting and non-voting members.

Voting membership in CRTPO will consist of representatives of the following General Purpose Local Government units, the Metropolitan Transit Commission and the North Carolina Board of Transportation, which shall have the indicated number of votes:

Unit	Number of votes
City of Charlotte	31
Town of Cornelius	2
Town of Davidson	1
Town of Fairview	1
Town of Huntersville	2
Town of Indian Trail	2
Iredell County	2
Town of Marshville	1
Village of Marvin	1
Town of Matthews	2
Mecklenburg County	2
Town of Mineral Springs	1
Town of Mint Hill	2
City of Monroe	2
Town of Mooresville	2
Town of Pineville	1
Town of Stallings	1
City of Statesville	2
Town of Troutman	1
Union County	2
Town of Waxhaw	1
Town of Weddington	1
Village of Wesley Chapel	1
Town of Wingate	1
N.C. Board of Transportation (Division 10)	1
N.C. Board of Transportation (Division 12)	1

Cities/Towns within the Planning Area must have local land use plans and development ordinances in place in order to be voting members. A county other than Iredell, Mecklenburg and Union that becomes part of the Planning Area in whole or in part with at least 5,000 persons in the unincorporated area will also be eligible for voting membership. (For the purpose of establishing membership and voting privileges, jurisdictional population figures shall be calculated based on the latest decennial Census reports of the population of each jurisdiction including, in Mecklenburg County, their Spheres of Influence, in Iredell, as outlined in Section J-2 of this document, and in Union County the area including their extra-territorial jurisdiction).

Members will vote on matters pursuant to the authority granted by their respective governmental bodies.

Non-voting membership. One representative from each of the following bodies will serve as a non-voting member:

Charlotte-Mecklenburg Planning Commission
Iredell County Planning Board
Union County Planning Board
U.S. Department of Transportation – FHWA, FTA

Other local, State, or Federal agencies impacting transportation in the Planning Area, as well as cities/towns in the Planning Area that do not otherwise qualify for voting membership can become non-voting members upon invitation by the CRTPO. Cities and towns which do not act to adopt this Memorandum of Understanding, and are otherwise eligible for voting membership, may request to participate in the CRTPO no more than three months after the Memorandum of Understanding's effective date. The effective date shall be defined as the date on which the Governor of the State of North Carolina, or his designee, signs the Memorandum of Understanding.

The term of any designated representative shall be one calendar year from the date of appointment. The CRTPO shall have a Chairperson and Vice-Chairperson and shall meet in accordance with the rules contained within the CRTPO Bylaws.

G. CRTPO Voting Policy

1. A simple majority (weighted) vote shall determine all issues except as provided in 2, 3 and 4 below.
2. When any project is on a road that does not carry an I., U.S., or N.C. route designation, and is totally contained within a single municipality's corporate limits or sphere of influence, its location shall be determined only with the consent of that municipality.
3. When any project is on a road that does not carry an I, U.S. or N.C route designation, the CRTPO cannot override the position of any individual local municipality when any portion of the project is within the municipality's corporate limits or sphere of influence, except by 3/4 majority vote of all votes eligible to be cast.
4. Amendments to the MOU or the CRTPO Bylaws require a 3/4 majority vote of all votes eligible to be cast
5. Quorum shall be established in accordance with rules contained within the CRTPO Bylaws.

6. Eligibility to vote on the CRTPO shall be limited to members in good standing. A member in good standing shall be defined as one having paid its share of funding as defined in Section J of this chapter.

H. A Technical Coordinating Committee, hereinafter referred to as the TCC, shall be established with the responsibility of general review, guidance, and coordination of the transportation planning process for the Planning Area and with the responsibility for making recommendations to the respective local and State governmental agencies and the CRTPO regarding any necessary actions relating to the continuing transportation planning process. The TCC shall be responsible for development, review, and recommendation for approval of the Prospectus, Unified Planning Work Program (UPWP), Comprehensive Transportation Plan, Transportation Improvement Program, Federal-Aid Urban System and Boundary, Metropolitan Transportation Plan, planning citizen participation, and documentation reports on the transportation study.

Membership of the TCC shall be defined in its bylaws and shall include technical representation from all local, county and State governmental agencies directly related to and concerned with the transportation planning process for the planning area.

A TCC member (or alternate) cannot be an elected official holding office in any CRTPO member Town/City Council or County Commission. Representatives of the municipalities shall be the chief administrative officers (town managers) or their designees. Other entities may be represented by their chief administrative officers or their designees. TCC members must be employees of the jurisdiction they represent. Each TCC member shall have one vote.

If the chief administrative officer of a TCC member entity wishes to be represented on the TCC by an individual previously designated to represent another entity on the TCC, the requesting entity's CRTPO representative or chief administrative officer must seek and obtain written approval of such an arrangement from the TCC Chair. If a single individual is the designated representative or alternate for more than one of the above entities, the designated representative shall cast one vote for each entity represented.

I. Administrative coordination for the CRTPO and for the TCC will be performed by the Charlotte-Mecklenburg Planning Department's Transportation Planning Manager, who shall report to the Chair of the CRTPO. Administrative support shall be furnished by the Charlotte-Mecklenburg Planning Department's Director. The Transportation Planning Manager shall supervise additional CRTPO staff as necessary and approved in the annual work program. The Transportation Planning Manager will serve as the Secretary for the CRTPO and TCC with the responsibility for such functions as follows:

1. Arranging meetings and agendas
2. Maintaining minutes and records
3. Preparing a Prospectus and Unified Planning Work Program (UPWP)
4. Assembling and publishing the Transportation Improvement Program
5. Serving as custodian of the Metropolitan Transportation Plan
6. Collecting from local governments certified and sealed minutes and resolutions that document transportation plan revisions and submitting these for mutual adoption by the North Carolina Department of Transportation annually or more often if deemed necessary by the CRTPO or local governments involved.
7. Monitoring the transportation planning process to insure its execution is in accordance with goals and objectives
8. Performing other coordinating functions as assigned by the CRTPO
9. Taking lead responsibility for structuring public involvement in the transportation planning process
10. Preparing the annual PL Expenditure Report

11. Supervising CRTPO staff

The Transportation Planning Manager shall be hired by the Charlotte-Mecklenburg Planning Department's Director with the concurrence of the Chairs of the CRTPO and TCC. The Transportation Planning Manager shall regularly report to the TCC and CRTPO on coordination activities and shall electronically or in writing inform interested parties of actions scheduled for consideration by the TCC and CRTPO.

J. Federal Aid Planning Grant Funds

1. All transportation and related Federal Aid planning grant funds available to promote the cooperative transportation planning process will be expended in accordance with the Unified Planning Work Program adopted by the CRTPO.
2. The required local match of the Federal Aid planning grant funds shall be shared among all municipal and county voting members of the CRTPO on a per capita basis. The population totals used to calculate a municipal or county share shall be based upon the most recent decennial Census. The method used to determine the total population shall be as follows:
 - Iredell County: the population calculation areas for Iredell County jurisdictions will consist of previously established future annexation areas agreed to by Mooresville, Troutman and Statesville. Further, because Statesville does not have a future annexation boundary to its north, the population calculation area line will be its northern extra-territorial jurisdiction line. Iredell County will be responsible for the area outside the municipalities' population calculation areas. The population calculation areas are depicted on a map entitled "Population Geographies for the MPO Portion of Iredell County," dated August 7, 2013.
 - Mecklenburg County: a municipality's share shall be based upon the total population contained within its corporate limits and Sphere of Influence, and the County share shall be based upon the total population of all areas not within a municipal Sphere of Influence.
 - Union County: a municipality's share shall be based upon the total population contained within its corporate limits and extra-territorial jurisdiction, and the County share shall be based upon the total population outside municipal corporate limits and extra-territorial jurisdictions in the CRTPO's planning area.
3. A member providing its share of the funding shall be considered a member in good standing. Any member not providing its share of the funding by the beginning of the next Federal Fiscal Year shall forfeit its right to be a voting member during the next two Federal Fiscal Years.

Administration of funding in support of the transportation planning process on behalf of the CRTPO will be conducted by the City of Charlotte which will execute appropriate agreements with funding agencies as provided by the Unified Planning Work Program.

SECTION II. Subscribing agencies to this Memorandum of Understanding may terminate their participation in the continuing transportation planning process by giving 30 calendar days written notice to the CRTPO Chairperson prior to the date of termination. When annexation occurs and member municipality boundaries extend beyond the adopted urbanized area boundary, the new boundaries will automatically become part of the urbanized area and will be so designated on the Comprehensive Transportation Plan within 60 calendar days of the annexation. After 18 months from the effective date of this document, the terms of this agreement will be evaluated by the participating members. It is further agreed that these agencies will assist in the transportation planning process by providing planning assistance, data, and inventories in accordance with the Prospectus. Additionally, these agencies shall coordinate zoning and subdivision approval in accordance with the adopted Comprehensive Transportation Plan.

SECTION III. In witness whereof, the Division Administrator (Federal Highway Administration) on behalf of the United States Department of Transportation, and the Secretary of Transportation on behalf of the Governor of

the State of North Carolina have signed this Memorandum of Agreement and the other parties to this Memorandum of Understanding have authorized appropriate officials to sign the same, the City of Charlotte by its Mayor, the Town of Cornelius by its Mayor, the Town of Davidson by its Mayor, the Town of Fairview by its Mayor, the Town of Huntersville by its Mayor, the Town of Indian Trail by its Mayor, Iredell County by the Chair of its Board of Commissioners, the Town of Marshville by its Mayor, the Village of Marvin by its Mayor, the Town of Matthews by its Mayor, Mecklenburg County by the Chair of its Board of Commissioners, the Town of Mineral Springs by its Mayor, the Town of Mint Hill by its Mayor, the City of Monroe by its Mayor, the Town of Mooresville by its Mayor, the Town of Pineville by its Mayor, the Town of Stallings by its Mayor, the City of Statesville by its Mayor, the Town of Troutman by its Mayor, Union County by the Chair of its Board of Commissioners, the Town of Waxhaw by its Mayor, the Town of Weddington by its Mayor, the Village of Wesley Chapel by its Mayor, the Town of Wingate by its Mayor and the Metropolitan Transit Commission by its chair.



Charlotte Regional Transportation Planning Organization

Transportation Planning in Our Region

Monroe City Council
March 9, 2021

- **Overview of MPOs and CRTPO**
- **CRTPO Responsibilities**
 - **Plans and Programs**
 - **Regional Initiatives**
- **Discretionary Projects Program**
- **Comments and Questions**

Metropolitan Planning Organization (MPO)

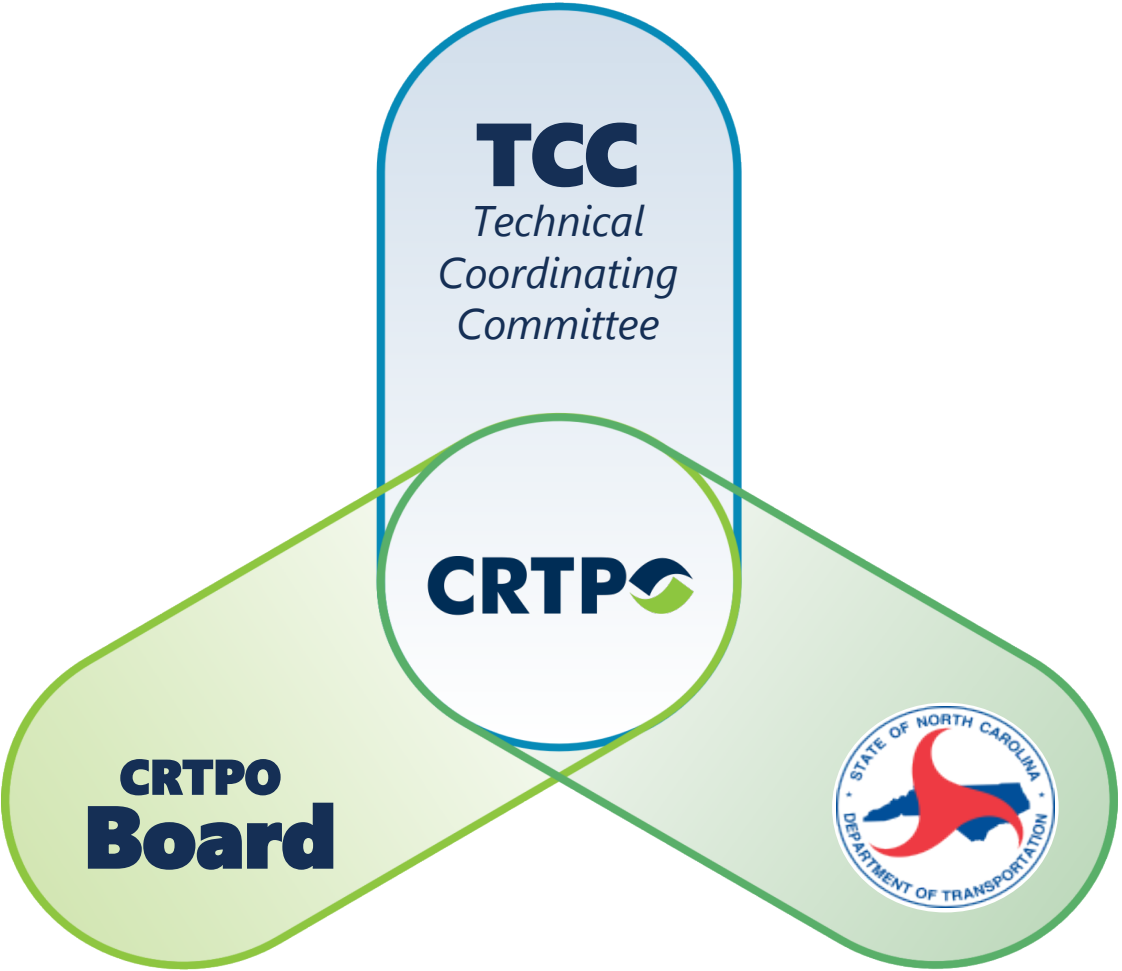
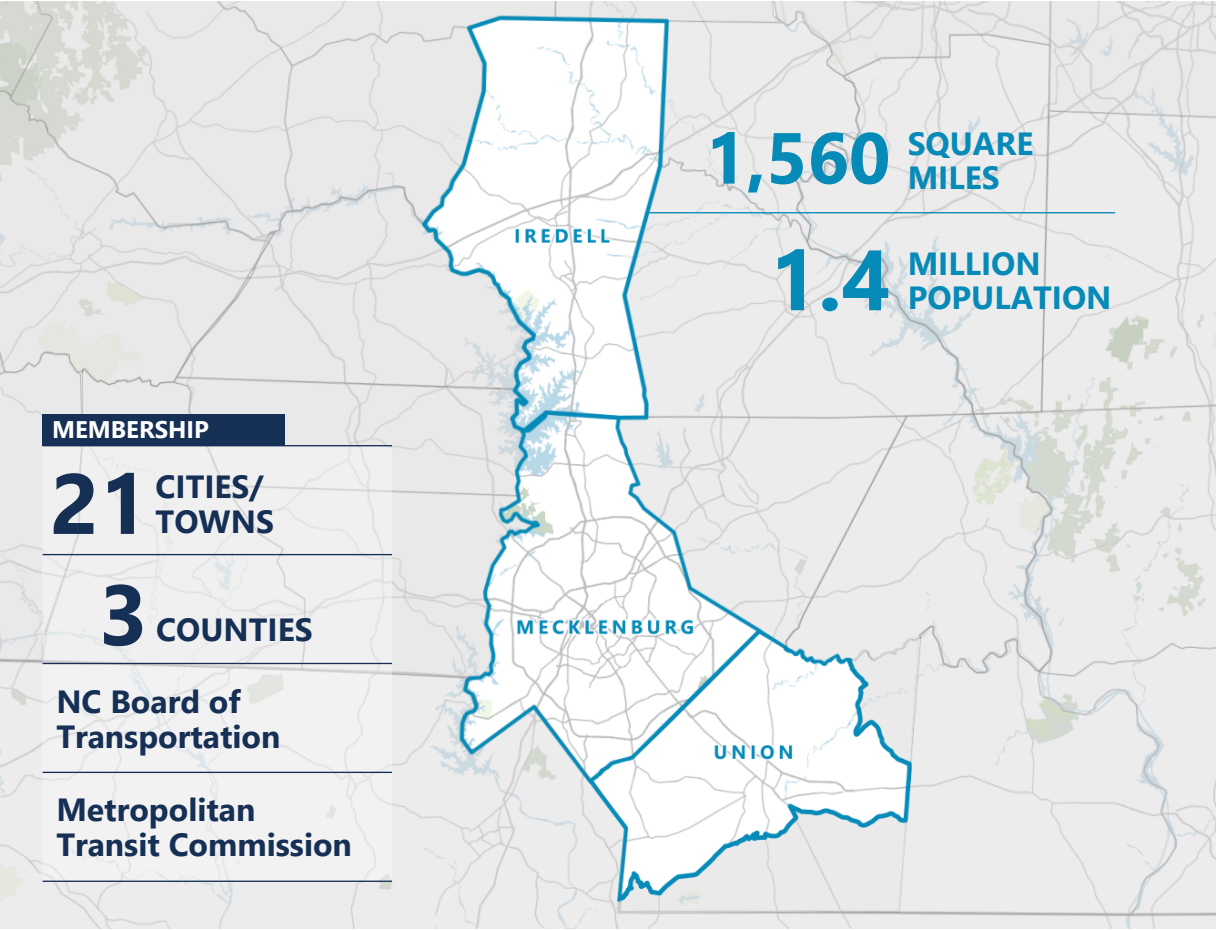
- Federally-designated transportation planning agencies for urbanized areas with populations > 50,000
- ~400 MPOs throughout US
- 1962: Federal-Aid Highway Act
 - Required urban transportation planning process
- 1970s: MPOs created to ensure planning process proceeding as envisioned in 1962



Charlotte Regional Transportation Planning Organization (CRTPO)

- Federally designated MPO for the Charlotte Urbanized Area
- Planning area boundary includes Iredell, Mecklenburg and Union counties
- Funding is contingent upon implementing the federally-mandated 3 **COMPREHENSIVE**
-C transportation planning process.
 - Continuing
 - Cooperative
 - Comprehensive

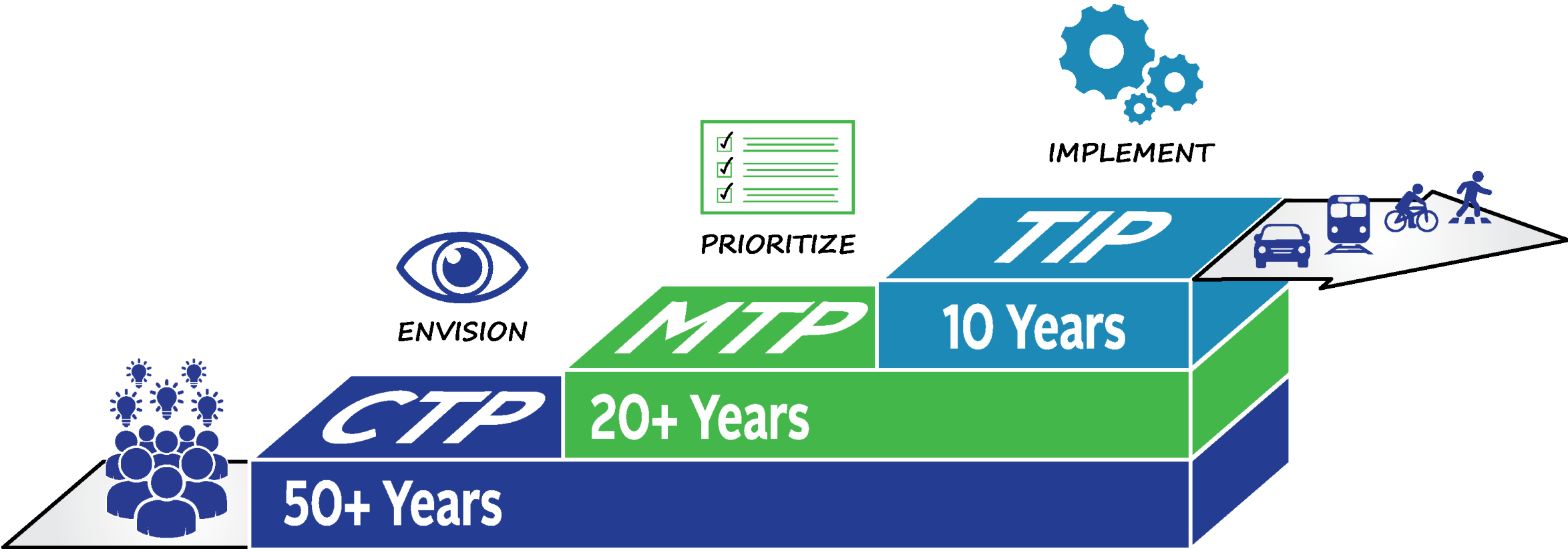




Required planning products ensure CRTPO's primary responsibilities are met

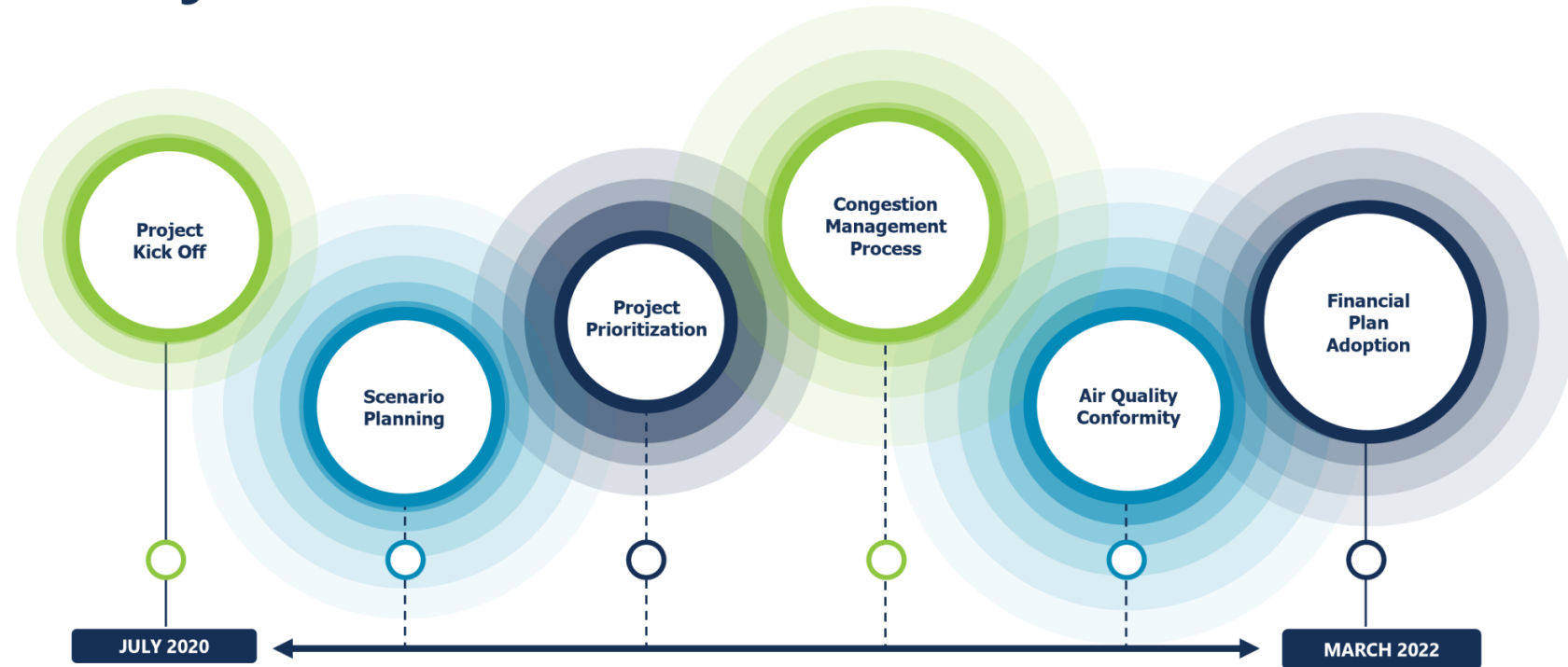
- Coordinate transportation policy for local governmental jurisdictions
- Allocate federal transportation funds; ensure funds are spent in accordance with federal policy





- CRTPO's long-range plan
- Updated every four years
- Must be fiscally constrained
- Establishes multimodal transportation priorities for the next 20-plus years
- 2050 MTP website:
2050mtp.org

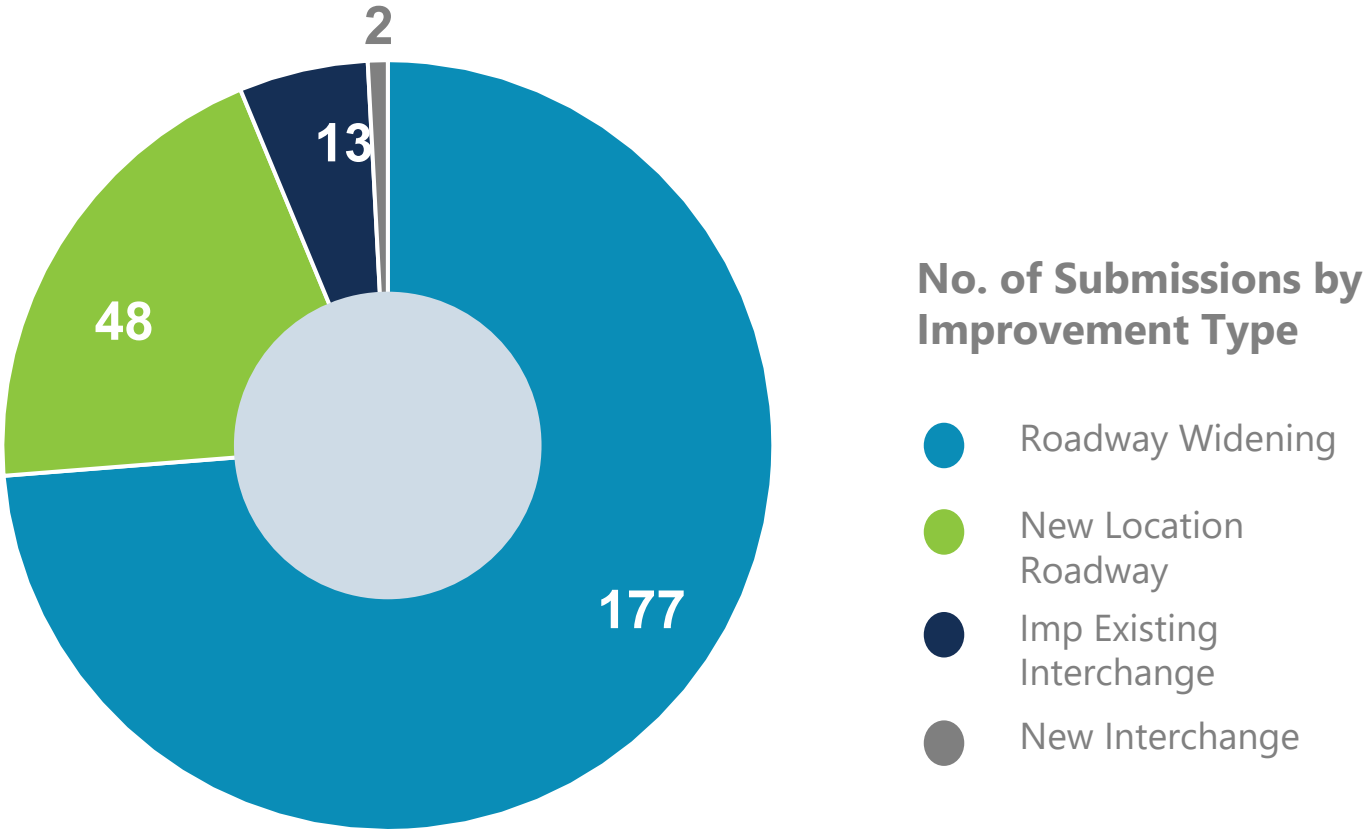
Project Timeline



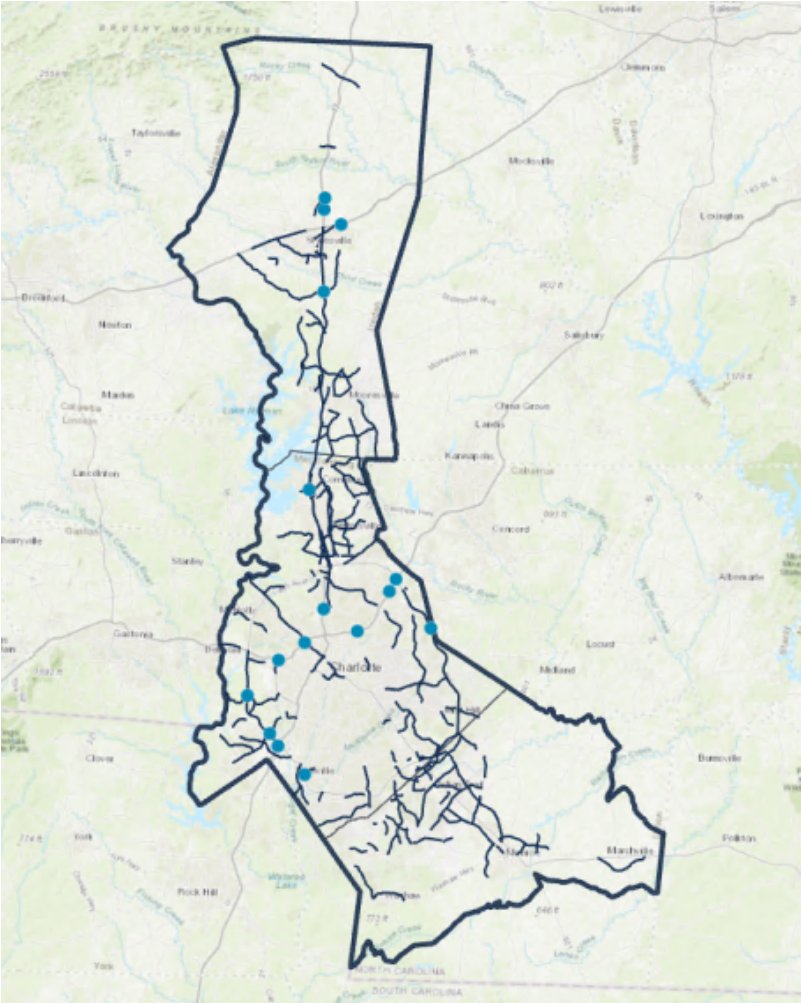
**Public engagement will be ongoing to educate and encourage feedback at specific milestones*

Summary of Candidate Roadway Projects

No. of Submissions by County	
County	No. of Submissions
Iredell	49
Mecklenburg and Iredell	1
Mecklenburg	131
Mecklenburg and Union	6
Union	53
Total	240



No. of Submissions by County	
County	No. of Submissions
Iredell	49
Mecklenburg and Iredell	1
Mecklenburg	131
Mecklenburg and Union	6
Union	53
Total	240



Submissions by Improvement Type

- Interchange/Intersection
- Widening/New Location

- Hired transit planner
- LYNX Silver Line
- CONNECT Beyond
- Transit Education Initiative Task Force

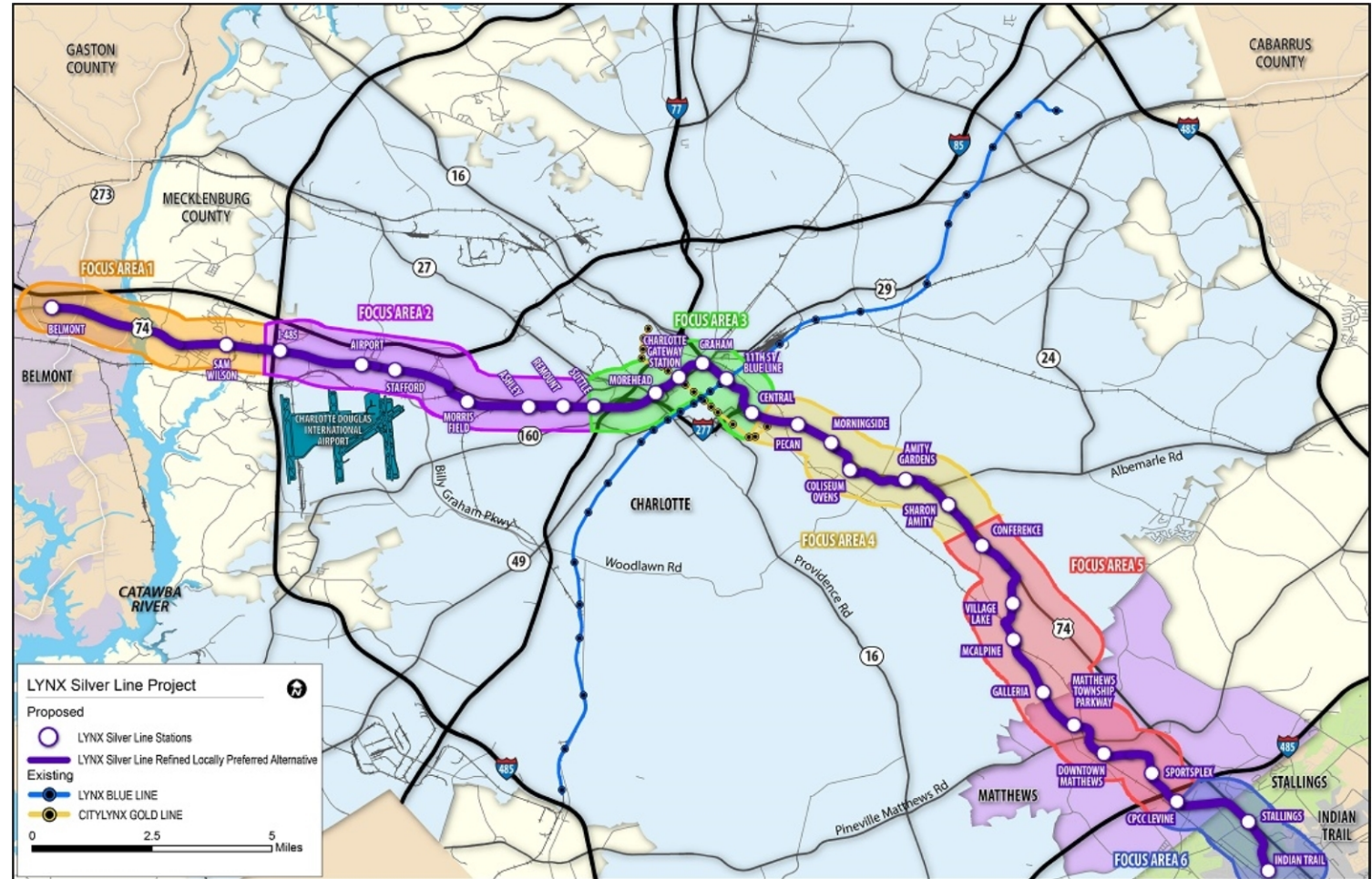


LYNX Silver Line

- CATS first regional light rail project
- 5 Municipalities, 3 Counties, and 2 MPO's

How does the LYNX Silver Line relate to CRTPO?

- Refined Locally Preferred Alternative (LPA) presented for CTP adoption summer 2021
- LYNX Silver Line to be included in CATS 2050 MTP project submittal
- Ongoing and future funding conversations with Gaston and Union Counties



CONNECT Beyond: A Regional Mobility Initiative

Bi-state, 12 county regional mobility initiative conducted by Centralina Regional Council and Metropolitan Transportation Commission

Guiding Principles:



Creating Mobility
Choice



Preparing for Future
Growth



Advancing Equity



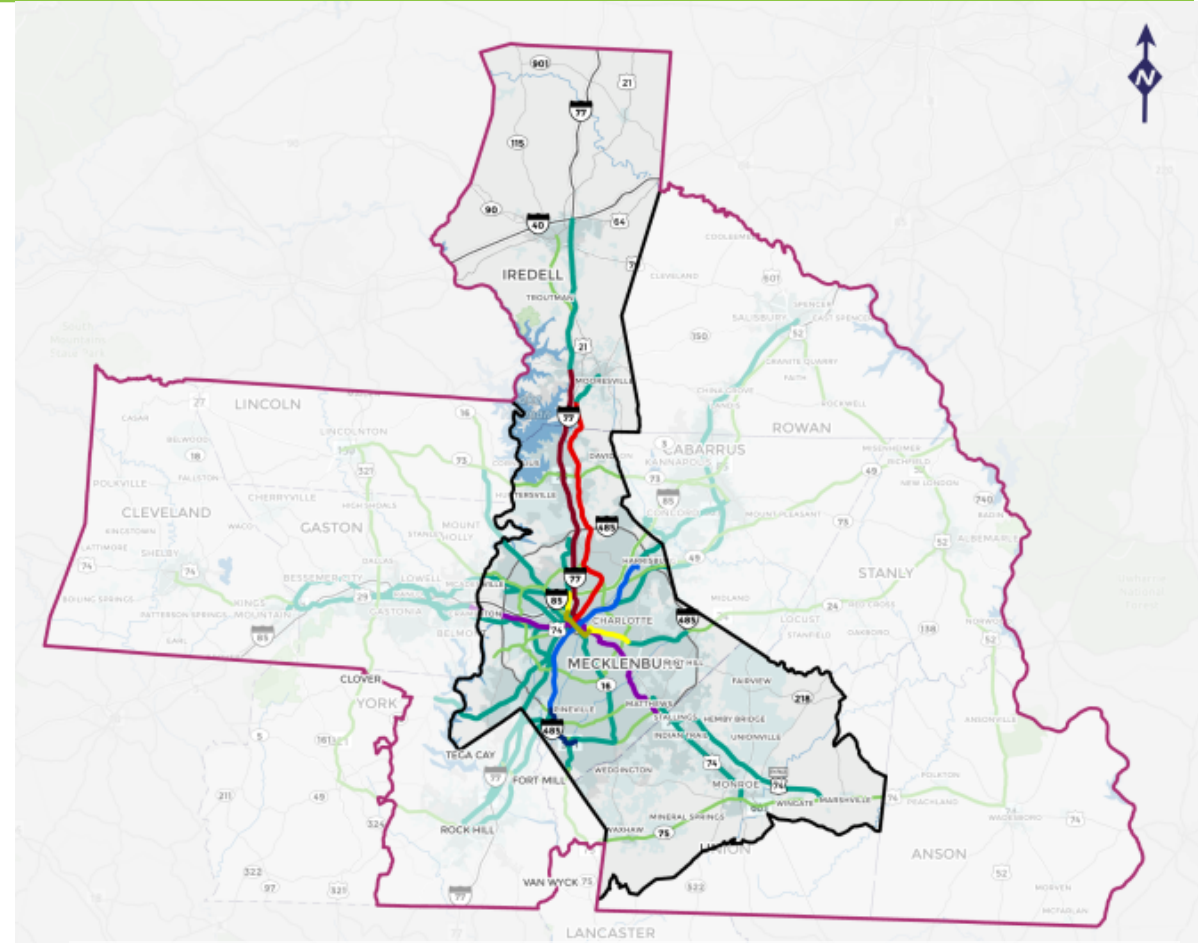
Aligning Plans and
Local Visions



Planning for
Implementation

Project Goals:

- Define a single, coordinated transit vision built upon local values and public support
- Identify high capacity transit corridors
- Strategize regional coordination that crosses organizational and geographic boundaries
- Develop action-oriented implementation strategies



How does CONNECT Beyond relate to CRTPO?

- Region's MPOs responsible for implementation
- CTP map changes requested late 2021

Transit Education Initiative (TEI) Task Force

- Purpose: develop a shared understanding of federal funding for public transit and possibly recommend an update of the formula for allocation of FTA Section 5307 funds
 - Includes: representatives from all the transit agencies; Board and TCC members
- Topics covered to date include:
 - Overview of transit providers
 - Review of federal, state, local rules and regulations for transit funding
 - Detailed review of the 5307 formula
- A subgroup has interviewed 11 peer agencies to understand how they disperse 5307 funds
 - Findings will be presented to the TEI on March 17

Iredell,
Mecklenburg
and Union

Discretionary Projects Program

- Discretionary funds support projects that improve the communities transportation system
- CRTPO manages and allocates approximately \$26 million in federal discretionary funds annually
- Federal funds originate from four funding sources

**Surface Transportation
Block Grant - Direct
Attributable
(STBG-DA)**

**Transportation
Alternatives Program -
Direct Attributable
(TAP-DA)**

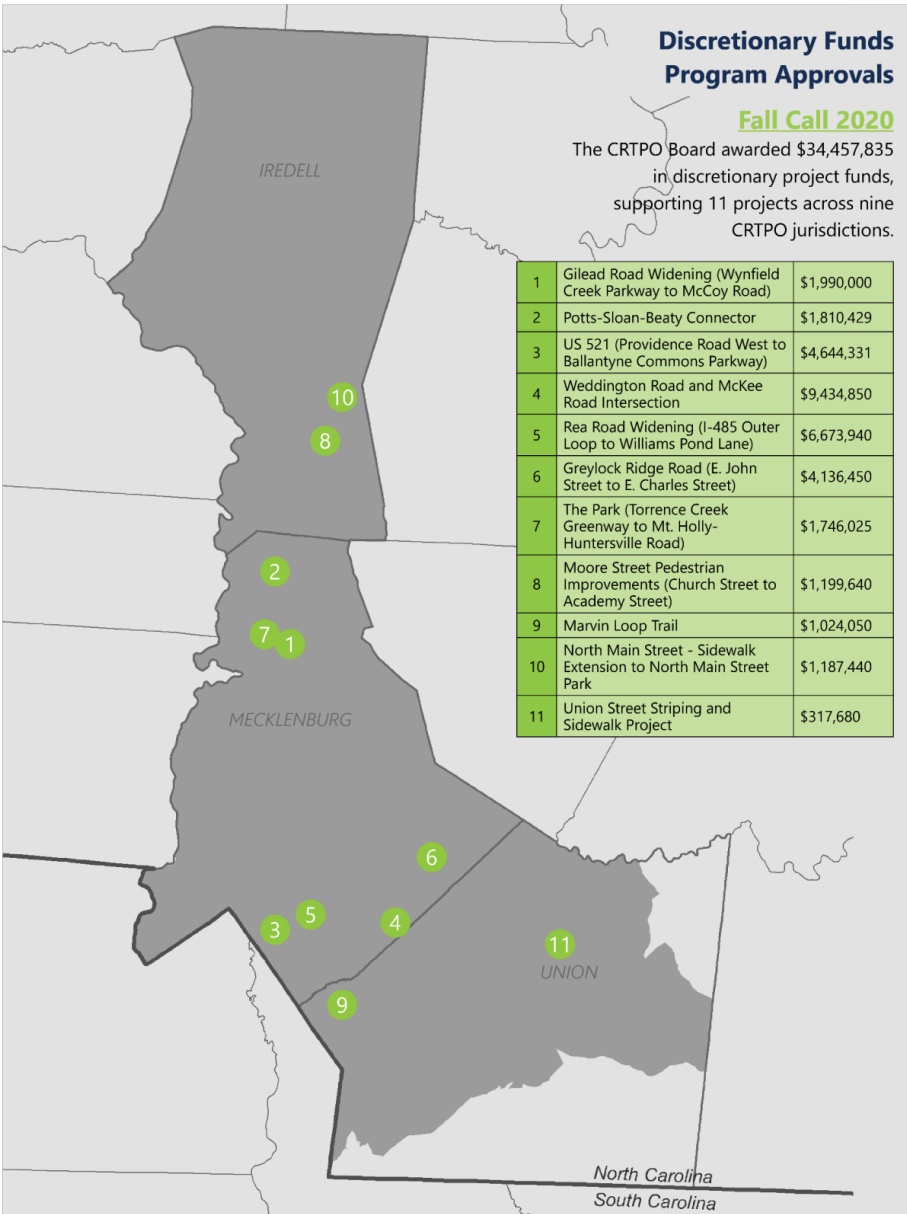
**Congestion Mitigation
Air Quality (CMAQ)**

**Bonus Allocation
(BA)**

Funds Awarded: 2020 Fall Call

- CRTPO contributed **\$34.4 million** in discretionary project funds
- Supporting 11 projects across 9 CRTPO jurisdictions
- CRTPO contributed **\$293,000** in transportation planning study funds
- Supporting all 3 counties in the CRTPO planning area

CRTPO FUNDING APPROVED FOR TRANSPORTATION PLANNING STUDIES		
1	Mooresville to Charlotte Trail (MCT) Advancement Study	\$125,000
2	Town of Mooresville - Downtown Traffic Improvement Study	\$60,000
3	Town of Mooresville - Transportation Unit Feasibility Study	\$60,000
4	Town of Waxhaw - Downtown Waxhaw Origin-Destination Study	\$48,000
Total		\$293,000



2021 Fall Call Timeline



CRTPO opens a “Call for Projects” twice a year:

- Spring Call: Shortfall Projects (those already receiving CRTPO Discretionary Funds)
- Fall Call: New and Shortfall Projects

Robert Cook, AICP

704-336-8643

Robert.W.Cook@charlottenc.gov

Meetings are being held virtually and are streamed on Facebook Live

TCC Meeting

1st Thursday of the month at 10 a.m.

CRTPO Board Meeting

3rd Wednesday of the month at 6 p.m.



www.crtpo.org



facebook.com/crtpo



email@crtpo.org



twitter.com/cltregionaltpo



STAFF REPORT

TO: City Council

VIA: E.L. Faison, City Manager

DATE: March 9, 2021

FROM: Brian Borne, Assistant City Manager

PREPARED BY: Lisa Stiwinter, Director of Planning and Development

SUBJECT: Call for Special Strategic Joint Planning Meeting with Planning Board to be held on March 30, 2021 at 4:00 p.m. and an Exception to City Council Electronic Meeting Rules of Procedures to Allow One-Time Electronic Planning Board Meeting.

SUMMARY STATEMENT

This is a request to call for a special strategic joint planning meeting between City Council and Planning Board to be held on March 30, 2021 at 4:00 p.m. and an Amendment to City Council electronic meeting rules of procedures to allow one-time electronic Planning Board meeting. The requested meeting is for the rewrite of the Unified Development Ordinance (UDO) and update to the Zoning Map.

REVIEW

Planning staff and Kimley-Horn and Associates is requesting to hold a joint Strategic Planning Meeting with City Council and Planning Board. The purpose of the meeting is to provide a general status update to the rewrite of the UDO, initiate the public review of the UDO and kick-off the update to the Zoning Map.

Planning staff is requesting City Council consider an exception to the City Council Electronic Meeting Rules of Procedures to allow one-time electronic Planning Board meeting. Planning Board shall adhere to the Rules of Procedure for electronic meetings adopted by City Council on March 24, 2020.

RECOMMENDATION

Staff recommends City Council take the following actions:

- A. Call for Special Strategic Joint Planning Meeting with Planning Board to be held on March 30, 2021 at 4:00 p.m.
- B. Exception to City Council Electronic Meeting Rules of Procedures to Allow One-Time Electronic Planning Board Meeting.

Attachments:

Attachment A: Rules of Procedures
Transform Monroe Newsletter

RULES OF PROCEDURE FOR ELECTRONIC MEETINGS OF MONROE CITY COUNCIL

APPROVED MARCH 24, 2020

The City Council of the City of Monroe, North Carolina, recognizes that Article 33C of Chapter 143 of the North Carolina General Statutes contemplates that official meetings of public bodies, such as the Monroe City Council, may take place by electronic means. In fact, §143-318.10(d) of the North Carolina General Statutes states that an official meeting can, “mean[] a meeting, assembly, or gathering together at any time or place or the simultaneous communication by conference telephone or other electronic means of a majority of the members of a public body for the purpose of conducting hearings, participating in deliberations, or voting upon or otherwise transacting the public business within the jurisdiction, real or apparent, of the public body.” The Rules of Procedure for Electronic Meetings are a guide for how Council will conduct meetings featuring electronic participation.

1. Meetings to Which These Rules Apply

These Rules of Procedure for Electronic Meetings (“Electronic Rules”) shall apply only to meetings of the Monroe City Council, and not to any other public bodies existing under the authority of the City of Monroe. The Electronic Rules are supplemental to the Rules of Procedure approved by the City Council for its meetings. Electronic Meetings can take place for any regular, special, or emergency meeting of the Monroe City Council, subject to the conditions governing the use of Electronic Meetings.

2. Conditions Necessary for Electronic Meetings

The City Council agrees that electronic meetings will only be permitted when any of the following entities declare that a state of emergency or a disaster exists in an area including the City of Monroe: the federal government of the United States of America; the Government of the State of North Carolina through the Governor of the State of North Carolina or other method permitted by Chapter 166A of the North Carolina General Statutes; Union County, North Carolina; or the City of Monroe, through the Mayor or other methods permitted by Chapter 37 of the Monroe City Code. The state of emergency declaration or disaster declaration must be related to a distinct event that reasonable persons can agree directly affects the City of Monroe (for example, a determination that an emergency exists under the National Emergencies Act related to piracy conducted by Somali pirates would not reasonably be related to the City of Monroe and cannot support use of electronic meetings). If no state of emergency or disaster exists, then the Electronic Rules may not be used.

3. Definition of an Electronic Meeting

An Electronic Meeting is any meeting where one or more members of the City Council participates through telephonic communication, or a telecommunications application

which allows simultaneous communication by multiple parties, or other similar means that allows the members of the City Council to hold a meeting without all members being physically present in the same room.

4. Notice of Electronic Meeting

If an Electronic Meeting is necessary, a public notice of the electronic meeting shall be sent as part of any notice required by North Carolina General Statutes §143-318.12. The public notice, in addition to the information required by North Carolina General Statutes §143-318.12, shall provide:

- a. The location of the physical meeting (which is where any Councilmembers and Staff able to attend the meeting in person shall gather); and
- b. The location of where a member of the public, member of the media, or others, may listen to the Electronic Meeting in accordance with § 143-318.13 of the North Carolina General Statutes.

The notice shall be provided in the manner required by Article 33C of Chapter 143 of the North Carolina General Statutes. If the Electronic Meeting is being used for any part of a regular meeting that is on the meeting schedule adopted by the City Council, then the information required above shall be provided in a separate notice to be provided in accordance with Article 33C of Chapter 143 of the North Carolina General Statutes. Any notice provided may also be posted on the City of Monroe's bulletin board, website and social media accounts, if possible.

5. Quorum

Councilmembers present in person or electronically, shall be included in the calculation for determining if a quorum exists of the City Council. If a Councilmember who participates electronically withdraws from the meeting, the rest of the meeting may be completed provided there is still a quorum of the City Council present either in person or electronically. Any Councilmember withdrawing from the meeting shall no longer be included for purposes of the quorum calculation.

6. Process of Opening Meeting

Immediately prior to opening the meeting, the Mayor, Mayor Pro Tem, or other presiding officer shall communicate with the Councilmember(s) who is (are) participating electronically and ensure that he/she is prepared to go forward. From that time forward until the adjournment of the meeting, the communication line or application shall be kept open. At the start of the meeting, the Mayor, Mayor Pro Tem, or presiding official shall state which Councilmembers are participating electronically.

7. Voting and Discussion

Councilmembers present for the meeting through electronic means are eligible to vote for all items considered by the City Council during the meeting. However, Councilmembers present for the meeting through electronic means will not be permitted to vote on any quasi-judicial matters coming before the Council. Also, a member voting must indicate verbally with a “yes,” “no,” “yea,” “nay,” “or “abstain” (when that is permitted) such that the City Clerk or her designee may record the vote. Prior to taking a vote on any issue, the Mayor, Mayor Pro Tem, or other presiding officer shall inquire of the Councilmembers participating electronically if he or she has been able to adequately monitor the discussion, including comments from the public, if any, and shall allow those Councilmembers to make any comments he or she desires, if they chose to not avail himself or herself of the opportunity to discuss the matter before the vote. However, it is the responsibility of the member to gain the attention of the Mayor or the presiding officer in order to be recognized for discussion. A Councilmember attending through electronic means that withdraws from the meeting without being excused from further attendance shall not be considered an affirmative vote on items before Council. If a Councilmember attending through electronic means becomes disconnected from the meeting, the Councilmember will not be counted as an affirmative or negative vote.

8. Minutes

The minutes of the meeting shall designate the name of each Councilmember who participated electronically, the nature of the electronic communication, and the duration of the Councilmember’s participation.

What is Transform Monroe?

Transform Monroe is the City's Unified Development Ordinance (UDO) and is a consolidated document that contains all of the City's land use and development requirements. Transform Monroe is based on (implements) the City's Land Use Plan—Forward Monroe, a Small-Area Redevelopment Plan-Concord Avenue Area Master Plan and the Downtown Master Plan, CA-O District as well as addresses recent amendments to the State's planning laws generally referred to as Chapter 160D. The proposed UDO has "sections" that address specific topics and standards ranging from review procedures and zoning districts to development standards such as parking, signage and architectural standards, and definitions. The UDO applies to land within the City's corporate limits and Extraterritorial Jurisdiction (ETJ) as identified on the City's official city limits and zoning map.

The diagram below identifies where the UDO is in the process of development. City staff and the consulting team have been working to build from the initial foundations outlined early on in the process (step 1), developing the key components of the UDO (step 2) and are now refining and fine tuning those items (step 3) in advance of the formal roll out and public workshops.

This newsletter provides a quick overview of key components to be provided in the updated UDO, including the proposed layout of the specific sections.

CURRENT UDO

City staff is currently working with the consulting team, Kimley-Horn, to prepare the compiled UDO section drafts (public review). Concurrently, City staff is working with the City's legal consultant on items of consistency. To date, most of the UDO sections have been drafted and received an initial review, most are undergoing revisions based on either City staff and or legal consultant comments. It is anticipated the City will initiate the public review & hearings in March with Hearings to follow late spring.

The UDO "sections" are provided on page 4 of this newsletter for Council's review and information.



.....
A lot is changing in Monroe and North Carolina. The City adopted **Forward Monroe**, the City's Land Use Plan. Meanwhile, new state planning laws (NCGS Chapter 160D) made the previous regulations outdated. A cohesive, updated document is needed to replace the older UDO providing the City with the tools to implement its vision for growth and development.
.....



Key Components of the UDO

MIXED USE VERSUS TRADITIONAL DISTRICTS (SECTIONS 4 AND 5)

Forward Monroe identified a vision including *Land Use Character Areas*. These Character Areas form the basis for the proposed Mixed Use Districts, which provide for a high-quality and predictable development and redevelopment form within specific areas of the City. The Mixed Use Districts differ from typical, Traditional Districts because they provide for a mix of residential and non-residential uses, standards for compact urban forms, and potential for enhanced community benefits. Traditional Districts are synonymous with “single use/type” districts aimed at protecting existing residential neighborhoods, conventional commercial, and industrial properties within the City.

USE TABLE (SECTION 7.1)

Within each zoning district, a list of specific uses are permitted by right or by special use permit (special permission). In some cases, specific uses require City Council approval. The UDO includes a table of permissible uses, Table 7.1. (see example below). The table of permissible uses is based on the broader “Use Categories” or groups of similar uses (Residential Use, Public and Institutional Use, Commercial Use, Office/Medical, Industrial Uses, and Other). The table identifies the Use Category and specific use and whether it is permitted within a specific zoning district. The table identifies if the use is allowed by-right (permitted), special use permit (approval with special considerations) or if the use is not permitted in a district.

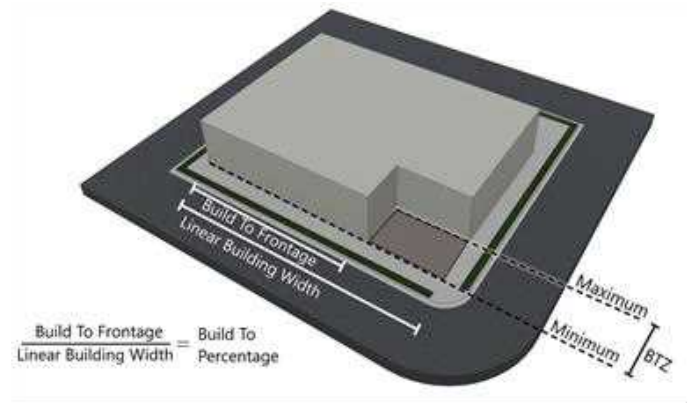
TABLE 7.1. - TABLE OF PERMISSIBLE USES																	
“P” = Permitted, “S” = Special Use Permit Required, “ ” (Blank Cell) = Prohibited																	
	Traditional Districts										Mixed-Use Districts						
Use Type	RLD	RMD	RHD	OM	NB	GB	GI	HI	PUD	PCD	DC-MX	DG-MX	CC-MX1	CC-MX2	RC-MX	MD-MX	REFERENCE
Office/Medical Uses																	
Professional Office				P	P	P	P		P	P	P	P	P	P	P	P	7.2.7.A
Personal & Financial Services without Drive-Through				P	P	P	P		P	P	P	P	P	P	P	P	7.2.7.B
Personal & Financial Services with Drive-Through				P	P	P	P			P	P	P	P	P	P	P	7.2.7.C
Hospital				P		P				P						P	7.2.7.D
Medical/Dental Office				P	P	P			P	P	P	P	P	P	P	P	7.2.7.E
Rehabilitative Clinic				S													7.2.7.F
Animal Hospital/Veterinarian				P	S	P				P	P	P	P	P	P	P	7.2.7.G

GRAPHICS (VARIOUS SECTIONS)

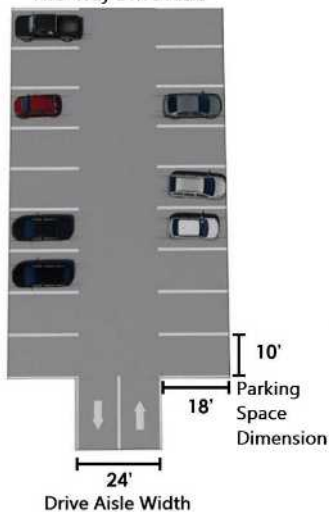
Graphics help illustrate key terms and standards throughout the UDO. These graphics include:

- **Building setbacks** that define front, side, rear yards and how far back from a property line a building/structure must be)
- **Build-to-zone (BTZ)** that defines how close a building needs to be to a property line
- **Parking area dimensions** that define parking space depth, width and drive aisle width);
- **Transparency** that defines how much of a building must include windows, doors or similar features
- **Signage and landscape/buffering**

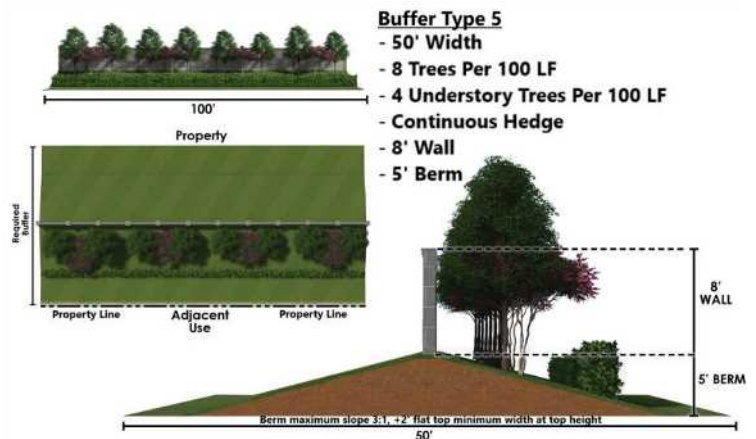
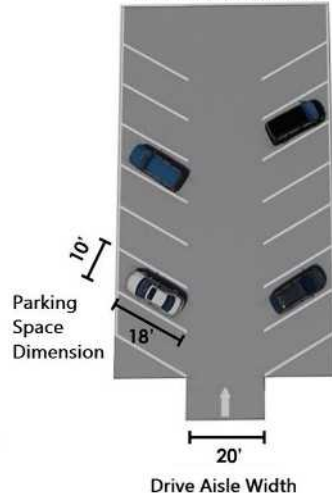
Examples of these graphics are provided for reference.



90 Degrees - Head-In Parking
Two-Way Drive Aisle



30 Degrees Parking
One-Way Drive Aisle





RECOMMENDED UPDATES

Throughout the development of the UDO, updates and amendments to the current standards are being proposed. Some of the primary changes involve Signs (Section 8.2), Landscape, Buffering, Fences and Walls (Section 8.3) and Parking (Section 8.4). Each of these sections expand the City's current standards, refine other standards, and/or create standards where standards may not have been developed (or were limited in scope).

For example, parking introduces minimum and maximum parking standards as well as provisions for shared parking, on- and off-street parking, satellite parking, and an "alternative parking plan" (alternate study provided to the City for review by an applicant). Parking requirements provide minimum and maximum standards to meet the parking needs generated by the various uses permitted by Forward Monroe and the UDO. This is done by providing a range of acceptable parking that responds to market conditions and individual project needs.

In addition, the Parking section links to the Landscape section with enhanced standards for parking lot landscaping and buffering. The key is to provide flexibility in the number of parking spaces provided, encourage shared parking between uses, minimize stormwater runoff and create more aesthetically pleasing parking areas.



UDO Sections

The UDO has been designed to help improve the flow of information and create links between key standards and sections. A total of 11 Sections are proposed:

1. Introduction
2. Forward Monroe and Relationship to the UDO
3. Administration (Review Processes) (includes the City's various review processes and procedures including review bodies and authorities)
4. Traditional Zoning Districts
5. Mixed-Use Zoning Districts
6. Overlays (includes floodplain, watersheds, historic and airports)
7. Permissible Uses and Standards
8. Supplemental Regulations (includes subdivision standards, signs, landscaping/buffering, parking, design standards, lighting and open spaces)
9. Wireless Telecommunication Facilities
10. Nonconformities
11. Definition of Terms



STAFF REPORT

TO: City Council

VIA: E.L. Faison, City Manager

DATE: March 9, 2021

FROM: Debra Chestnut Reed, Human Resources Director

PREPARED BY: Debra Chestnut Reed, Human Resources Director

SUBJECT: FY 2021-2022 Renewal Expectations, Options for the Health and Cafeteria Plans; Decision on Third Party Administrator to Administer Health and Cafeteria Plans; and, Authorization for City Manager to Execute Necessary Documents

SUMMARY STATEMENT

City Council is requested to approve the FY 2021-2022 renewal expectations, options for the City's Medical Plan, and Third party Administrator.

REVIEW

The Renewal Proposal continues the current Plan Design that is paired with an optional Health Saving Account (H.S.A.); the H.S.A. option continues the contribution amount of \$750 annually to individual accounts. The Renewal Proposal includes claims funding, administrative expenses, stop loss insurance, clinic costs, wellness program, risk assessment, and other costs associated with the operation of the City's plan. There is an increase in the amount of the renewal, those details will be presented to Council. The distribution of the additional cost between the City and the employee will need to be determined.

Additionally, the selection of the Third Party Administrator will need to be made. Proposals for the Administrator were solicited and evaluated by Mark III, our Medical Benefits Consultant, and narrowed to two vendors, Tucker Administrators (our current vendor) and Medcost.

RECOMMENDATION

The City Manager recommends that City Council approve the FY2021-2022 renewal expectations and options for the City's Medical Plan, select a Third Party Administrator, and determine the cost share between the City and our employees to reconcile the added cost of the renewal. Also, that the City Manager is authorized to execute the necessary documents to implement the proposal.

Attachment: Health Plan Options



MEDICAL PLAN UPDATE

Bid Responses – 2021 – 2022 Medical Plan Recommendation



March 9, 2021



- Based on the Fall renewal expectations, the Plan was bid.
- The responses were evaluated based on the following:
 - Pharmacy Administration
 - Medical Administration
 - Network Value
 - Stop Loss Contract
 - Service
 - Administrative Flexibility
- The renewal expectation for the 2021 – 2022 Plan Year has improved over the last several months, transitioning from the **20% range** to the lower around **13%**, then to the **mid-single digit range**.
- A significant improvement.

2020 – 2021 Plan Experience



PPO												
Date	Subs	Medical	Dental	Pharmacy	Vision	Combined Claims	Claims Per Sub Per Month				Clinic/X-rays Health Risk Ass	Net Position
July-20	469	\$398,833.49	\$31,881.27	\$58,503.92	\$0.00	\$489,218.68	\$1,043.11				\$22,316.33	\$23,192.08
August-20	464	\$193,784.64	\$30,548.32	\$162,570.96	\$256.96	\$387,160.88	\$834.40				\$22,316.33	\$23,192.08
September-20	466	\$443,985.71	\$27,073.10	\$116,523.61	\$64.00	\$587,646.42	\$1,261.04				\$22,316.33	\$23,192.08
October-20	464	\$271,327.74	\$21,863.72	\$86,671.37	\$51.27	\$379,914.10	\$818.78				\$22,316.33	\$23,192.08
November-20	472	\$407,907.41	\$33,589.12	\$88,230.71	\$344.12	\$530,071.36	\$1,123.03				\$22,316.33	\$23,192.08
December-20	473	\$378,030.23	\$19,893.20	\$128,032.50	\$29.95	\$525,985.88	\$1,112.02				\$22,316.33	\$23,192.08
January-21	473	\$569,006.91	\$40,372.25	\$58,563.94	\$135.46	\$668,078.56	\$1,412.43				\$22,316.33	\$23,192.08
February-21												
March-21												
April-21												
May-21												
June-21												
Total	3,281	\$2,662,876.13	\$205,220.98	\$699,097.01	\$881.76	\$3,568,075.88	\$1,087.50				\$156,214.31	\$162,344.56
HSA												
Date	Subs	Medical	Dental	Pharmacy	Vision	Combined Claims	Claims Per Sub Per Month	Total Cost	Stop-loss Credits	Net Costs	HSA Contribution	Net Position
July-20	24	\$2,333.22	\$374.84	\$775.00	\$0.00	\$3,483.06	\$145.13	\$3,483.06	\$0.00	\$3,483.06	\$1,500.00	\$4,983.06
August-20	24	\$284.00	\$0.00	\$720.00	\$0.00	\$1,004.00	\$41.83	\$1,004.00	\$0.00	\$1,004.00	\$1,500.00	\$2,504.00
September-20	24	\$1,131.43	\$0.00	\$427.00	\$0.00	\$1,558.43	\$64.93	\$1,558.43	\$0.00	\$1,558.43	\$1,500.00	\$3,058.43
October-20	24	\$750.61	\$0.00	\$784.60	\$0.00	\$1,535.21	\$63.97	\$1,535.21	\$0.00	\$1,535.21	\$1,500.00	\$3,035.21
November-20	24	\$1,409.42	\$0.00	\$2,154.00	\$0.00	\$3,563.42	\$148.48	\$3,563.42	\$0.00	\$3,563.42	\$1,500.00	\$5,063.42
December-20	24	\$6,606.26	\$0.00	\$195.00	\$0.00	\$6,801.26	\$283.39	\$6,801.26	\$0.00	\$6,801.26	\$1,500.00	\$8,301.26
January-21	24	\$914.18	\$0.00	\$2,776.30	\$1.00	\$3,691.48	\$153.81	\$3,691.48	\$0.00	\$3,691.48		
February-21												
March-21												
April-21												
May-21												
June-21												
Total	168	\$13,429.12	\$374.84	\$7,831.90	\$1.00	\$21,636.86	\$128.79	\$21,636.86	\$0.00	\$21,636.86	\$9,000.00	\$26,945.38
Combined												
Date	Subs	Medical	Dental	Pharmacy	Vision	Combined Claims	Claims Per Sub Per Month	Total Cost	Stop-loss Credits	Net Costs	Clinic/X-rays Health Risk Ass/HSA	Net Position
July-20	493	\$401,166.71	\$32,256.11	\$59,278.92	\$0.00	\$492,701.74	\$999.40	\$642,465.88	\$0.00	\$642,465.88	\$23,816.33	\$667,157.96
August-20	488	\$194,068.64	\$30,548.32	\$163,290.96	\$256.96	\$388,164.88	\$795.42	\$541,252.99	\$0.00	\$541,252.99	\$23,816.33	\$565,945.07
September-20	490	\$445,117.14	\$27,073.10	\$116,950.61	\$64.00	\$589,204.85	\$1,202.46	\$738,173.21	\$0.00	\$738,173.21	\$23,816.33	\$762,865.29
October-20	488	\$272,078.35	\$21,863.72	\$87,455.97	\$51.27	\$381,449.31	\$781.66	\$527,471.56	\$38,776.16	\$488,695.40	\$23,816.33	\$513,387.48
November-20	496	\$409,316.83	\$33,589.12	\$90,384.71	\$344.12	\$533,634.78	\$1,075.88	\$688,516.93	\$37,344.76	\$651,172.17	\$23,816.33	\$675,864.25
December-20	497	\$384,636.49	\$19,893.20	\$128,227.50	\$29.95	\$532,787.14	\$1,072.01	\$683,877.95	\$76,731.85	\$607,146.10	\$23,816.33	\$631,838.18
January-21	497	\$569,921.09	\$40,372.25	\$61,340.24	\$136.46	\$671,770.04	\$1,351.65	\$836,911.02	\$198,328.07	\$638,582.95	\$22,316.33	\$661,775.03
February-21												
March-21												
April-21												
May-21												
June-21												
Total	3,449	\$2,676,305.25	\$205,595.82	\$706,928.91	\$882.76	\$3,589,712.74	\$1,040.80	\$4,658,669.54	\$351,180.84	\$4,307,488.70	\$165,214.31	\$4,478,833.26
			Rx/Sub/Mth	\$204.97		Change	79.38%					\$135,135.47
				85.00%								



- The following vendors responded:
 - Aetna
 - BCBSNC
 - CIGNA
 - MedCost
 - Tucker Administrators – Incumbent
- The two finalists based on disruption, service, and overall cost was:
 - Tucker Administrators
 - MedCost
- Given the high touch service delivered to the City employees, the recommendation is to remain with **Tucker Administrators**.



City of Monroe	Total Number of Employees	Medical Benefit Payments	Pharmacy Benefit Payments	Dental Benefit Payments	Stop-Loss Credits	Net Claims
February-20	493	\$479,246.64	\$117,769.23	\$31,674.97	\$151,266.54	\$477,424.30
March-20	489	\$542,920.56	\$155,875.69	\$38,964.14	\$7,912.79	\$729,847.60
April-20	500	\$567,227.78	\$123,240.45	\$10,241.39	\$192,974.57	\$507,735.05
May-20	490	\$361,141.05	\$132,957.21	\$7,825.62	\$311,026.90	\$190,896.98
June-20	495	\$690,769.35	\$137,684.13	\$38,407.74	\$300,148.45	\$566,712.77
July-20	493	\$401,166.71	\$59,278.92	\$32,256.11	\$0.00	\$492,701.74
August-20	488	\$194,068.64	\$163,290.96	\$30,548.32	\$0.00	\$387,907.92
September-20	490	\$445,117.14	\$116,950.61	\$27,073.10	\$0.00	\$589,140.85
October-20	488	\$272,078.35	\$87,455.97	\$21,863.72	\$38,776.16	\$342,621.88
November-20	496	\$409,316.83	\$90,384.71	\$33,589.12	\$37,344.76	\$495,945.90
December-20	497	\$384,636.49	\$128,227.50	\$19,893.20	\$76,731.85	\$456,025.34
January-21	497	\$569,921.09	\$61,340.24	\$40,372.25	\$198,328.07	\$473,305.51
Total	5,916	\$5,317,610.63	\$1,374,455.62	\$332,709.68	\$1,314,510.09	\$5,710,265.84
Standard Renewal Calculations 2021 - 2022						
Current Plan Designs	Mature WSL					
Claims	\$5,710,265.84					
Standard Trend 8%	\$6,357,238.96					
Benefit Enhancements	\$6,357,238.96					
Annual Employee Count	5,916					
Administration and Stop-loss	\$1,946,364.00					
Expected Medical Plan Cost - 2021 - 2022	\$8,303,602.96					
PPACA - Fee for Comparative Effectiveness Research Agency - July 31, 2021	\$2,090.00					
Clinic, X-rays, Wellness Program, Health Risk Assessments	\$267,796.00					
FSA Fees	\$10,509.00					
Laser - \$400,000	\$0.00					
Wellness Bonus - \$250	\$65,500.00					
Expected Cost - 2021 - 2022	\$8,649,497.96					
Pharmacy Contract Improvements	\$109,043.00					
Low Clinical Value - In Calculation - 27 Members Disrupted	\$36,980					
Prudent Rx - Manufacturer Coupon Assistance Program - In Calculation - 13 Members to Enroll	\$116,785					
	Tucker/MedCost	MedCost				
Total 2020 - 2021 Cost	\$8,386,689.96	\$8,162,287.85				
City 2020 - 2021	\$7,914,247.32	\$7,914,247.32				
2021 - 2022 Rate Action - Projection	105.97%	103.13%	Difference			
Dollars	\$472,442.64	\$248,040.53	\$224,402.11			

- To gain the best economic result for the 2021 – 2022 renewal, implement **Low Clinical Value and Prudent Rx - Manufacturer Coupon Assistance Program.**



- Low Clinical Value eliminates high cost, low value medications such as Xyzbac and Duexis, which have affordable alternatives, without the significant cost or member disruption.
- Prudent Rx - Manufacturer Coupon Assistance Program takes advantage of monies available from the drug manufacturer to subsidize the cost of expensive medications.
- There are two funding models, Option 1 and 2.
- Option 2 is recommended.

2020 – 2021 Renewal



	Tucker/VOYA Cost Projection 7/20 - 6/21		Tucker/VOYA Cost Projection 7/21 - 6/22 Option 1	
	PPO	HSA - \$750	PPO	HSA - \$750
Primary Care Visits	\$35	Ded/Coinsurance	\$35	Ded/Coinsurance
Specialist Visits	\$70	Ded/Coinsurance	\$70	Ded/Coinsurance
Deductible - Benefit Period	\$1,500	\$1,500	\$1,500	\$1,500
Deductible - Family Maximum	\$4,500	\$3,000	\$4,500	\$3,000
Coinsurance Limit - Benefit Period	\$2,000	\$2,000	\$2,000	\$2,000
Coinsurance Limit - Family Max	\$6,000	\$2,000	\$6,000	\$2,000
Hospital Services	90%	80%	90%	80%
Emergency Room	\$250	Ded/Coinsurance	\$250	Ded/Coinsurance
Pharmacy	\$5/\$45/\$60/25% Maximum \$100	Ded/Coinsurance	\$5/\$45/\$60/25% Maximum \$100	Ded/Coinsurance
Urgent Care	\$70	Ded/Coinsurance	\$70	Ded/Coinsurance
Lifetime Maximum	Unlimited	Unlimited	Unlimited	Unlimited
	MedCost	MedCost	MedCost	MedCost
Percentage Change	107.2%		107.2%	
Total Dollars	\$8,035,417		\$8,035,417	
Dollar Change	\$540,030		\$540,030	
Implement Spouse Eligibility Change	Yes		Yes	
	Recommended 7.2%		Recommended 5.97%	
Dollar Change - City	\$432,024		\$377,954.11	
Dollar Change - Employee	\$108,006		\$75,590.82	
	City Monthly - 7.2%	City Monthly - 7.2%	City Monthly - 5.97%	City Monthly - 5.97%
Employee Only	\$821.12	\$821.12	\$870.14	\$870.14
Employee & Children	\$1,222.34	\$1,222.34	\$1,295.31	\$1,295.31
Employee & Spouse	\$1,222.34	\$1,222.34	\$1,295.31	\$1,295.31
Employee & Family	\$1,222.34	\$1,222.34	\$1,295.31	\$1,295.31
	Employee Monthly 7.2%	Employee Monthly 7.2%	Employee Monthly - 5.97%	Employee Monthly - 5.97%
Employee Only	\$31.81	\$0.00	\$33.71	\$0.00
Children	\$147.36	\$147.36	\$156.16	\$156.16
Spouse	\$341.94	\$341.94	\$362.35	\$362.35
Family	\$653.27	\$653.27	\$692.27	\$692.27

2020 – 2021 Renewal



	Tucker/VOYA Cost Projection 7/20 - 6/21		Tucker/VOYA Cost Projection 7/21 - 6/22 Option 2	
	PPO	HSA - \$750	PPO	HSA - \$750
Primary Care Visits	\$35	Ded/Coinsurance	\$35	Ded/Coinsurance
Specialist Visits	\$70	Ded/Coinsurance	\$70	Ded/Coinsurance
Deductible - Benefit Period	\$1,500	\$1,500	\$1,500	\$1,500
Deductible - Family Maximum	\$4,500	\$3,000	\$4,500	\$3,000
Coinsurance Limit - Benefit Period	\$2,000	\$2,000	\$2,000	\$2,000
Coinsurance Limit - Family Max	\$6,000	\$2,000	\$6,000	\$2,000
Hospital Services	90%	80%	90%	80%
Emergency Room	\$250	Ded/Coinsurance	\$250	Ded/Coinsurance
Pharmacy	\$5/\$45/\$60/25% Maximum \$100	Ded/Coinsurance	\$5/\$45/\$60/25% Maximum \$100	Ded/Coinsurance
Urgent Care	\$70	Ded/Coinsurance	\$70	Ded/Coinsurance
Lifetime Maximum	Unlimited	Unlimited	Unlimited	Unlimited
	MedCost	MedCost	MedCost	MedCost
Percentage Change	107.2%		107.2%	
Total Dollars	\$8,035,417		\$8,035,417	
Dollar Change	\$540,030		\$540,030	
Implement Spouse Eligibility Change	Yes		Yes	
	Recommended 7.2%		Recommended 5.97%	
Dollar Change - City	\$432,024		\$472,442.64	
Dollar Change - Employee	\$108,006		\$0	
	City Monthly - 7.2%	City Monthly - 7.2%	City Monthly - 7.7%	City Monthly - 7.7%
Employee Only	\$821.12	\$821.12	\$870.14	\$870.14
Employee & Children	\$1,222.34	\$1,222.34	\$1,295.31	\$1,295.31
Employee & Spouse	\$1,222.34	\$1,222.34	\$1,295.31	\$1,295.31
Employee & Family	\$1,222.34	\$1,222.34	\$1,295.31	\$1,295.31
	Employee Monthly 7.2%	Employee Monthly 7.2%	Employee Monthly 0%	Employee Monthly 0%
Employee Only	\$31.81	\$0.00	\$33.71	\$0.00
Children	\$147.36	\$147.36	\$156.16	\$156.16
Spouse	\$341.94	\$341.94	\$362.35	\$362.35
Family	\$653.27	\$653.27	\$692.27	\$692.27





STAFF REPORT

TO: City Council

VIA: E.L. Faison, City Manager

DATE: March 9, 2021

FROM: Bridgette H. Robinson, City Clerk

PREPARED BY: Bridgette H. Robinson, City Clerk

SUBJECT: Municipal Elections for 2021

SUMMARY STATEMENT

Council will discuss the municipal elections for 2021.

REVIEW

Council Member Surluta Anthony and Mayor Pro Tem Marion Holloway have requested a discussion on the municipal elections for 2021.

RECOMMENDATION

Council hold a discussion on the municipal elections for 2021.

02242101



STAFF REPORT

TO: City Council

VIA: E.L. Faison, City Manager

DATE: March 9, 2021

FROM: Ronald D. Fowler, Fire Chief

PREPARED BY: Alice Williams, Administrative Assistant

SUBJECT: NC Emergency Training Center Support

SUMMARY STATEMENT

Staff is seeking the Council's approval of a letter to provide a letter of support for the City for the North Carolina Emergency Training Center.

REVIEW

Fire Chief Ron Fowler received a request from the North Carolina Chief State Fire Marshal for a letter of support for funding from the Federal CARES Act and other federal funding to be used to enhance the North Carolina Emergency Training Center. The Commissioner of Insurance and Chief State Fire Marshal are meeting this week with Legislators on how the next round of the Federal CARES Act funding and related funding coming to North Carolina would be used. It is the Insurance Commissioner's and State Fire Marshall's goal to request federal funding for enhancements to the NC Emergency Training Center. The Insurance Commissioner and the Fire Marshall are requesting a letter of support to share with Legislative leadership. Council approval is needed as this is not a part of your current legislative agenda.

In December 2017 the North Carolina Insurance Commissioner and the North Carolina Air National Guard ("NCANG") entered into a Partnership/Memorandum of Understanding to form the North Carolina Emergency Training Center at the Stanly County Airport. The Stanly County Airport is where the NCANG currently trains North Carolina Firefighters and Guardsman from around the country in advanced rescue. The joint vision is to provide advanced training for Firefighters, First Responders and Guardsmen to be better prepared for natural and manmade disasters.

Staff views this facility as a good option for providing high quality advanced level training for our firefighters at a very reasonable cost. Monroe has sent firefighters to this facility for training in the past and plans to continue to utilize this facility for advanced firefighter training in the future.

Staff requests that Council authorize a letter from the Mayor on behalf of the City expressing support for funding for the North Carolina Emergency Training Center. Staff also requests that to the extent this is an amendment to the legislative agenda, that the legislative agenda be amended.

RECOMMENDATION

Staff recommends authorizing a letter of support for funding for enhancements to the NC Emergency Training Center and amending the City's legislative agenda as needed.