CITY OF MONROE
CITY COUNCIL REGULAR MEETING
300 WEST CROWELL STREET
MONROE, NORTH CAROLINA 28112
DECEMBER 1, 2020 – 6:00 P.M.
AGENDA
www.monroenc.org

This Meeting will be conducted virtually with City Council following their adopted Electronic Meeting Rules. The Meetings will, also be live-streamed on the City of Monroe YouTube channel at Monroe North Carolina Government - **https://www.youtube.com/channel/UCzrGKOKR72fmCEn7D0f9mlg?**

RECOGNITIONS

1. Public Comment Period The City will not have an in-person Public Comment Period

In an effort to meet and comply with guidance for social distancing from North Carolina health professionals and the Centers for Disease Control and Prevention (CDC) and mass gatherings, the City of Monroe is offering the public the opportunity to submit public comment for the December 1, 2020 City Council Meeting.

Those wishing to submit a comment electronically can do so by following this link: https://weblink.monroenc.org/Forms/Publiccomment. The form must be filled out completely in order to be part of the official record.

Residents without internet access or those who would like to drop off a comment can do so in person. There is a supply of forms and envelopes and a locked drop box outside Monroe City Hall located at 300 West Crowell Street. Residents are asked to fill out the form completely and place any comment in the locked drop box. Both the electronic forms and the handwritten forms must be submitted by **3 p.m. on November 30, 2020** in order to be part of the official record. As with all public comments, proper decorum is expected.

Comments submitted by 3 p.m. on November 30, 2020 will be provided to the Council at the December 1, 2020 City Council Meeting. The comments will also be made part of the official Minutes of the City Council Meeting.

CONSENT AGENDA

The City Council uses a Consent Agenda to consider items that are non-controversial and routine. The Consent Agenda is acted upon by one motion and vote of the Council. Items may be removed from the Consent Agenda and placed on the Regular Agenda at the request of a Council Member or Citizen with consent of Council. The Consent Agenda contains the following items:

2. Budget Amendments
   A. Charlotte-Monroe Executive Airport Quonset Hangar Reactivation
   B. Police Department Reimbursement from Union County Clerk of Court

3. Call for Public Hearings to be Held First City Council Regular Meeting in January 2021
   A. Zoning Map Amendment Request to Rezone Property Located at 806 Circle Drive from Conditional District "ETC Crematorium Amendment 1" to Conditional District "ETC Crematorium Amendment 2" and Text Amendment Request to Amend Code of Ordinances – Title XV: Land Usage, Chapter 156: Zoning Code, Section 156.106 titled "Official Zoning Map" and Section 156.98 titled "Conditional Districts Established"
   B. Zoning Map Amendment Request to Rezone Property Located Along Secrest Short Cut Road from R-40 to Conditional District "Secrest Meadows" and Text Amendment Request to Amend Code of Ordinances – Title XV: Land Usage, Chapter 156: Zoning Code, Section 156.106 titled "Official Zoning Map" and Section 156.98 titled "Conditional Districts Established"

4. Concord Avenue Sidewalk Improvements Project
   A. Award of Construction Contract to Armen Construction
   B. Award of Construction Engineering and Inspection Services Contract to A. Morton Thomas and Associates, Inc.
   C. Capital Project Budget Ordinance
   D. City Manager to Execute Documents

5. GolfNow Refund/Settlement/Release Agreement
   A. Refund/Settlement/Release Agreement
   B. City Manager to Execute Documents

6. Industrial Substation 34.5 kV to 4.16 kV
   A. Award of Labor Contract to Trull Powerline Company, Inc.
   B. City Manager to Execute Documents

7. Minutes and Reports
   A. Disbursement of Fiscal Year 2020-2021 City Council Discretionary Funds
      1) Council Member Angelia James
      2) Mayor Bobby Kilgore
   B. Financial Reports for October 2020
   C. Minutes of Charlotte-Monroe Executive Airport Commission Meeting of September 14, 2020
   D. Minutes of General Services Committee Meeting of October 15, 2020
   E. Minutes of Monroe Historic District Commission Meeting of October 12, 2020
   F. Minutes of Monroe Tourism Development Authority Meeting of September 10, 2020
   G. Minutes of Planning Board Meeting of October 7, 2020
   H. Utility Fee Grant Program Update

8. Parks and Recreation Trust Fund Grant Development of Belk Tonawanda Master Plan Phase I-B
   A. Grant Acceptance
   B. Capital Project Budget Ordinance

C. Mayor to Execute Documents

9. Police Department K-9 Donation from Have a Heart Foundation of Union County

10. Schedule of City Events for 2021

11. Series Resolution to Advance Refund Combined Enterprise System Revenue Refunding Bonds, Series 2011 and State Revolving Fund Loan

12. Substation Transformer
    A. Award of Contract to MVA Power
    B. City Manager to Execute Documents

13. Tax Releases for October 2020

14. Waste Water Treatment Plant Flow Equalization Storage Improvements
    A. Award of Engineering Services Contract to Hazen & Sawyer
    B. City Manager to Execute Documents

15. Water Resources Treatment Residuals Trucking
    A. Award of Contract to Redstone Materials
    B. City Manager to Execute Documents

REGULAR AGENDA

Public Hearings – Please adhere to the following guidelines:

- City Council will only be accepting written comments from residents wishing to express their views "for" or "against" a public hearing agenda item. The Public Hearing Comment Form can be completed online at the following the link (https://weblink.monroenc.org/Forms/Publichearing). Please select the appropriate hearing from the drop down menu. Forms are also available for pickup outside of the front entrance of City Hall located at 300 W. Crowell Street. A completed Public Hearing Comment Form can be placed in the locked drop box located outside of the front entrance of City Hall.
- Resident must use the Public Hearing Comment Form for any comments to be included in the official record.
- Submitted comments will be provided to City Council.

16. Comprehensive Annual Financial Report for Fiscal Year Ended June 30, 2020

17. Level I Economic Development Incentive Grant for American Wick Drain
    A. Public Hearing
    B. Action

18. Zoning Map Amendment Request to Rezone Property Located at 502 Miller Street from General Industrial (GI) to Residential-High Density (R-10)
    A. Public Hearing
    B. Action

19. Zoning Map Amendment Request to Rezone Property Located at 1402 Miller Street from General Business (GB) to Conditional District (CD) “Big Brothers Collision” and Text Amendment Request to Amend Code of Ordinances – Title XV: Land Usage, Chapter 156: Zoning Code, Section 156.106 titled “Official Zoning Map” and Section 156.98 titled “Conditional Districts Established”
    A. Public Hearing
    B. Action

20. Recommendation of Appointments/Reappointments to Commissions

21. Schedule of City Council Meetings for 2021

- **Agenda** is tentative and is subject to change up to and including the time of the Meeting.

STAFF REPORT

TO:	City Council
VIA:	E.L. Faison, City Manager
DATE:	December 1, 2020
FROM:	Bridgette H. Robinson, City Clerk
PREPARED BY:	Sherry K. Hicks, Deputy City Clerk
SUBJECT:	Public Comment Period

SUMMARY STATEMENT

The City will not have an in person Public Comment Period at the December 1, 2020 City Council Meeting.

In an effort to meet and comply with guidance for social distancing from North Carolina health professionals and the Centers for Disease Control and Prevention (CDC) and mass gatherings, the City of Monroe is offering the public the opportunity to submit public comment for the December 1, 2020 City Council Meeting.

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Comments submitted by 3:00 p.m. on November 30 will be provided to the Council at the December 1, 2020 City Council Meeting. The comments will also be made part of the official Minutes of the City Council Meeting.

RECOMMENDATION

Both the electronic forms and the handwritten forms must be submitted by **3:00 p.m. on November 30, 2020**.

City of Monroe
Where Heartland Meets High Tech

STAFF REPORT

TO: City Council

VIA: E.L. Faison, City Manager

DATE: December 1, 2020

FROM: Peter Cevallos, Airport Manager

SUBJECT: Budget Amendment – Quonset Hangar Re-activation and Leasing

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SUMMARY STATEMENT

City Council is requested to consider the reactivation of the Quonset Hanger for aircraft storage and offices uses. The hanger will require repairs and renovations of approximately $75,000. Revenue from space rental, aircraft property taxes, and fuel sales are projected to be in excess of $100,000 and will offset the renovation costs within the first year of usage.

REVIEW

Staff is taking steps to re-activate the Quonset Hangar as that City-owned facility is being unutilized, and has the potential for additional revenue and a definitive need at the Airport. Aerowood Aviation, which is the Airport's primary flight school, continues to expand their flight school operation. They currently operate their flight school from their leased space in the main terminal, which was previously the EDC offices. This lease space has become inadequate to support the flight school operation due to the number of students, and the terminal building lacks any classroom/training space. The Quonset Hangar offers the necessary office and classroom space where Aerowood can comfortably administer and operate their flight instruction. In addition, the hangar provides approximately 8,300 square feet of hangar area where additional based aircraft can be stored. Mr. Jeff Owens, an individual who manages privately owned corporate aircraft, is interested in leasing the hangar space to relocate three corporate aircraft. Both parties have provided me letters of intent requesting for the lease space.

To re-activate the hangar, certain capital improvements are required: the roof has a number of leaks due to previous penetrations and holes that have developed. The hangar's office space is not in the best condition: it require repainting, new flooring, some bathroom fixtures refurbished or replaced, etc. To accomplish the re-activation, an outlay of approximately $75,000 has been determined, with the roof repairs estimated to be between $18,000 - $20,000, approximately $36,000 to re-furbish the inside of the facility, and the remaining funds to be used to service the HVAC unit.

Once the hangar is reactivated, the hangar would be made available for occupancy. Aerowood Aviation is interested in leasing the entire office space, which includes two stories and is approximately 3,217 square feet: per the fee schedule, the current rate is $5 per sq. ft., per year, which will generate an annual rent of $ 16,085; Aerowood will pay for the building's utilities. For the hangar area, Mr. Jeff Owens will relocate the three aircraft to the Airport for customers he manages: a turbo-prop King Air 200, a Falcon 10 corporate jet and a Baron small twin. The three aircraft will generate $ 18,540 in annual lease revenue, total value of all three is close to $2 million and it is expected the aircraft will purchase large quantities of fuel. Even with these three aircraft, there will a balance of space that will allow basing of additional aircraft, including any new Cirrus aircraft which Aerowood's customer have recently purchased.

RECOMMENDATION

With Airport Commission and General Services Committee recommendation, staff is requesting City Council to approve Budget Amendment 2020-31 to fund the reactivation of the Quonset Hangar.

Attachment(s):
BA-2020-31
Business Plan

CITY OF MONROE
BUDGET AMENDMENT – REACTIVATION OF QUONSET HANGAR
BA-2020-31

1. Amendment necessary to appropriate funds for the reactivation of the Quonset Hangar so that it can be leased.

General Fund:

Revenues:

Appropriation from Formally Assigned for Airport Grant Acceptance Fund Balance	$75,000

Expenses:

Transfer to Airport Fund	$75,000

Airport Fund:

Revenues:

Transfer from General Fund	$75,000

Expenses:

Airport Operations	$75,000

Adopted this 1st day of December 2020.

____
Bobby G. Kilgore, Mayor

Attest:

____
Bridgette H. Robinson, City Clerk

10-Nov-20

CITY OF MONROE
AIRPORT CAPITAL PROJECT -
QUONSET HANGAR

Sources and Uses of Funds		
Sources of Funds		
Annual Revenues		
Hangar Space*: Aircraft #1 - King Air B200 Turboprop		
Annual Rent - $700/month	$	8,400
Property Tax (Acft value = ~ $850,000 X 0.6163/100)	$	5,239
Annual Fuel Revenue (Avg. 200 gals/fill-up @ $4.00/gal, est. 26 fill-ups)	$	20,800
Hangar Space*: Aircraft #2 - Dassualt Falcon 10 Jet		
Annual Rent - $550/month	$	6,600
Property Tax (Acft value = ~ $350,000 X 0.6163/100)	$	2,157
Annual Fuel Revenue (Avg. 200 gals/fill-up @ $4.00/gal, est. 26 fill-ups)	$	20,800
Hangar Space*: Aircraft #3 - Beechcraft Baron (sm twin)		
Annual Rent - $295/month	$	3,540
Property Tax (Acft value = ~ $450,000 X 0.6163/100)	$	2,773
Annual Fuel Revenue (Avg. 60.6 gals/fill-up @ $4.50/gal, est. 34 fill-ups)	$	9,272
Hangar Office Space - Aerowood Aviation		
Rent (3,177 sq. ft. @ $5/sf/yr)	$	15,885
Utilities (approximation based on expected use)	$	7,200
Total Annual Sources of Funds	**$**	**102,666**
Uses of Funds		
Reactivation Expenditures (not to exceed $75,000)		
Roof Leak repairs		$19,250
Office space clean-up, refurbishment		$35,000
HVAC Service		$7,500
Other		$13,250
Recurring Expenditures		
Utilities (reimbursement from Aerowood)	$	7,200
Total Annual Uses of Funds	**$**	**82,200**
Ending Balance	**$**	**20,466**

*** NOTE:** Hangar space has 8,300 sq. ft. of usable rent space; total square footage of committed aircraft is 5,670 sq. ft.; available space for additional aircraft is 2,670 sq.ft. (a minimum of 2 Cirrus aircraft valued over $1M each).

STAFF REPORT

TO:	City Council
VIA:	E.L. Faison, City Manager
DATE:	December 1, 2020
FROM:	J. Bryan Gilliard, Chief of Police
PREPARED BY:	Angie Rangolan
SUBJECT:	Budget Amendment for Court Ordered Restitution Payment

SUMMARY STATEMENT

The Police Department seeks to accept reimbursement from the Union County Clerk of Court in the amount of $93 and requests a budget amendment to designate and appropriate said funds.

REVIEW

Reimbursement has been received from the Union County Clerk of Court in the amount of $93 for restitution connected to charges filed by the Monroe Police Department. The Police Department is requesting that the reimbursements be designated to the overtime budget for the Police Department.

Staff presented this matter to the Public Safety Committee on November 16, 2020.

RECOMMENDATION

Public Safety Committee and Staff recommend that City Council adopt a Budget Amendment accepting the reimbursement and appropriating and designating the funds.

Attachment: Budget Amendment BA-2020-30

BUDGET AMENDMENT
BA-2020-30

1. Amendment necessary to designate and appropriate funds received from the Union County Clerk of Court for the Police Department overtime budget.

General Fund:

Revenues:	
Miscellaneous	$93
Expenditures:	
Public Safety	$93

Adopted this 1st day of December, 2020.

Attest:

____
Bobby G. Kilgore, Mayor

____
Bridgette H. Robinson, City Clerk

STAFF REPORT

TO: City Council

VIA: E.L. Faison, City Manager

DATE: December 1, 2020

FROM: Lisa Stiwinter, Planning and Development Director

PREPARED BY: Doug Britt, Senior Planner

SUBJECT: Call for Public Hearing to be held First City Council Regular Meeting in January 2021 to consider a zoning map and text amendment request to rezone the property located at 806 Circle Drive (Tax Parcel ID#: 09-195-010-B) from Conditional District "ETC Crematorium Amendment 1" to Conditional District "ETC Crematorium Amendment 2"

SUMMARY STATEMENT

This is a request to call for a public hearing to be held at the first City Council Regular Meeting in January 2021 to consider a zoning map and text amendment request to rezone the property located at 806 Circle Drive (Tax Parcel ID#: 09-195-010-B) from Conditional District "ETC Crematorium Amendment 1" to Conditional District "ETC Crematorium Amendment II".

REVIEW

Staff has received a zoning map and text amendment request to rezone property located at 806 Circle Drive (Tax Parcel ID#: 09-195-010-B) from Conditional District "ETC Crematorium Amendment 1" to Conditional District "ETC Crematorium Amendment 2". The rezoning is being requested in order to allow the existing funeral home to conduct services on site. The matter will be presented to the Planning Board on December 2, 2020. For timing and scheduling purposes, staff is requesting that City Council call for a public hearing to be held at the first City Council Regular Meeting in January 2021 to consider this item. If this item is not moved forward at the December 2, 2020 Planning Board meeting, staff will not initiate the necessary steps to bring the matter before City Council in January 2021.

RECOMMENDATION

Staff recommends City Council call for the required public hearing to be held at the first City Council Regular Meeting in January 2021 at 6:00 p.m. to consider this matter.

City of Monroe
Where Heartland Meets High Tech

STAFF REPORT

TO:	City Council
VIA:	E.L. Faison, City Manager
DATE:	December 1, 2020
FROM:	Lisa Stiwinter, Planning Director
PREPARED BY:	Keri Mendler, Planner
SUBJECT:	Call for Public Hearing to be held First City Council Regular Meeting in January 2021 to consider a zoning map and text amendment request to rezone property located along Secrest Short Cut Road and further identified with parcel ID numbers 09-256-001, 09-256-001D, 09-256-001J, and 09-256-001L from R-40 to Conditional District (CD) "Secrest Meadows"

SUMMARY STATEMENT

This is a request to call for a public hearing to be held at the first City Council Regular Meeting in January 2021 to consider a zoning map and text amendment request to rezone property located along Secrest Short Cut Road and further identified with parcel ID numbers 09-256-001, 09-256-001D, 09-256-001J, and 09-256-001L from R-40 to Conditional District (CD) "Secrest Meadows".

REVIEW

Staff has received a zoning map and text amendment request to rezone the property located along Secrest Short Cut Road from R-40 to Conditional District (CD) "Secrest Meadows." The rezoning is requested in order to develop 135 single family residential lots. The matter will be presented to the Planning Board on December 2, 2020. For timing and scheduling purposes, Staff is requesting that City Council call for a public hearing to be held at the first City Council Regular Meeting in January 2021 to consider this item. If this item is not moved forward at the December 2, 2020 Planning Board meeting, staff will not initiate the necessary steps to bring the matter before City Council in January 2021.

RECOMMENDATION

Staff recommends City Council call for the required public hearing to be held at the first City Council Regular Meeting in January 2021 at 6:00 p.m. to consider this matter.

STAFF REPORT

TO: City Council

VIA: E.L. Faison, City Manager

DATE: December 1, 2020

FROM: James N. Loyd, Jr., P.E., Engineering Director

PREPARED BY: Sarah McAllister, P.E., Land Development & Infrastructure Engineer

SUBJECT: Concord Avenue Sidewalk Improvement Project – Construction Contract Award and Construction Engineering & Inspection Contract Award

SUMMARY STATEMENT

City Council is requested to consider information related to award of the construction contract to Armen Construction and the Construction Engineering and Inspection (CEI) services contract to A. Morton Thomas and Associates, Inc. for the proposed Concord Avenue Sidewalk Improvements Project between Charlotte Avenue and Help Street.

REVIEW

The City of Monroe agreed to partner with Union County in July 2015 as a participant entitlement City for the "Urban County" Community Development Block Grant (CDBG) Program through the Centralina Council of Government. New sidewalk along Concord Avenue from Charlotte Avenue to Help Street was chosen as the first project. To date, the City has funded the necessary environmental review for the project in the amount of $4,400, and has been awarded $391,000 through the CDBG Program for the design and right-of-way purchase for the installation of approximately 4,000 linear feet of new sidewalk along Concord Avenue. American Engineering has completed the design and construction documents for the project and The Right of Way Group has obtained and recorded the necessary easement acquisitions. The City was recently awarded additional CDBG funds for construction of the project in the amount of $520,000. A copy of the fully executed agreement with Union County is attached. A nominal amount of less than $10,000 that can be used for construction is expected to remain from the original $391,000 award once American Engineering submits their final invoice.

Staff originally advertised the construction of the sidewalk improvements on July 27, 2020. Only two bids were received at the bid opening on August 28, 2020 so the project was re-advertised in accordance with formal bid procedures for a second bid opening on September 14, 2020. Three bids were received at the second opening but the low bidder quickly discovered a substantial bid error and the second lowest bid did not meet the requirements for a responsive bid. The last bid was approximately $300,000 more than the low bid when corrected for the error. Since the significant extra project costs would have been made up by Powell Bill Reserve funds, Staff recommended City Council reject all bids. The bids were formally rejected at the October 6, 2020 Council Meeting. The project was then advertised for a third time with the bid opening on November 4, 2020. Two bids were received and the results are shown below:

Contractor	Bid Amount	DBE %	Comment
Little Mountain Builders	$1,220,893.67	10%	Unresponsive bid, failed to include a line item. Reject bid.
Armen Construction	$1,349,674.70	100%	Recommend Award

The Engineer's Estimate for the project is $1,239,736.30. The bid tab is attached for reference. A 10% contingency was included in the bid to cover possible change orders during the course of the work. The project included a 10% goal for minority business participation which was met by the low bidder. Armen Construction is a DBE firm and they also included two Economically Disadvantaged subcontractors and one Hispanic subcontractor to an amount totaling 10% of the bid amount. The Contract includes a 240-day contract period with liquidated damages occurring at a rate of $500.00 per day thereafter.

Staff also advertised a Request for Letters of Interest (LOI) for the Construction Engineering and Inspection (CEI) services for the construction of the sidewalk improvements on August 17, 2020. Eleven letters of interest were received. Jim Loyd – Director of Engineering, Sarah McAllister – Land Development & Infrastructure Engineer, and Teresa Campo – Community Development Coordinator reviewed each LOI individually and scored them based on established criteria. The two firms with the highest scores were then selected for interviews. A. Morton Thomas and Associates, Inc. (AMT) was ultimately selected to submit a proposal for the CEI services. AMT submitted a proposal in the amount of $202,237.98. The lowest responsible bid for the construction of the project is $1,349,674.70 and therefore the services are approximately 15% of the total project cost. Typically, CEI services range from 15-20% of total project construction costs.

The construction contract will be funded with the CDBG grant monies of $520,000 along with Powell Bill reserve funds in the estimated amount of $626,000 which includes 10% in contingency for possible change orders. The CEI services contract will be funded entirely with Powell Bill Reserve funds in the amount of $222,000 which includes a 10% contingency amount. Budget Ordinance (BO-2020-15) is attached for the CDBG grant funds and the required Powell Bill Funds. Sufficient Powell Bill Reserve Funds are available for the project.

The above was reviewed and discussed by the Public Enterprise Committee at their meeting on November 17, 2020 and recommended for approval by the City Council.

RECOMMENDATION

The Public Enterprise Committee and Staff recommend the following to City Council:

A. Award of the Concord Avenue Sidewalk Improvements Project to Armen Construction in the amount of $1,349,674.70;
B. Award of the Construction Engineering and Inspection services contract to A. Morton Thomas and Associates, Inc. in the amount of $202,237.98;
C. Authorization of the City Manager to execute the documents for both including future change orders if required;
D. Approval of the attached Budget Ordinance (BO-2020-15).

Attachment:
CDBG Subrecipient Agreement
Budget Ordinance BO-2020-15
Construction Bid Tab

COMMUNITY DEVELOPMENT BLOCK GRANT
SUBRECIPIENT AGREEMENT

This Subrecipient Grant Agreement ("Agreement") is made and entered into this 11th day of June, 2020 by and between **Union County**, a political subdivision of the State of North Carolina, organized and existing under the laws of the State of North Carolina whose address is 500 North Main Street, Monroe, NC 28112, hereinafter referred to as the ("COUNTY") and the City of Monroe, hereinafter referred to as the "SUBRECIPIENT", whose address is 300 West Crowell Street, Monroe, NC 28112.

WITNESS THAT:

WHEREAS, the COUNTY has entered into an Agreement to receive funds under the Community Development Block Grant (CDBG) pursuant to Title I of the Housing and Community Development Act of 1974, Public Law 93-383 from the US Department of Housing and Urban Development (hereinafter called "HUD"); and

WHEREAS, the COUNTY has designated the above named organization as a SUBRECIPIENT pursuant to HUD rule 24 CFR Part 570, Subpart K which sets forth regulations to implement the CDBG programs; and

WHEREAS, the COUNTY and the SUBRECIPIENT have entered into this Agreement in order to provide the SUBRECIPIENT with funding for the purpose of **improvements and construction of new ADA compliant sidewalks.** Funding is permissible under 24 CFR Part 570, Subpart K;

Now, THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

A. DEFINITIONS:

Except to the extent modified or supplemented by this Agreement, any term defined in 24 CFR Part 570, Subpart K shall have the same meaning when used herein.

1) Agreement means this agreement, the approved application for CDBG assistance (including cover letters, maps, schedules, award letters prior and subsequent to this funding agreement, and others submissions in the approved application), and any subsequent amendments to this Agreement.
2) SUBRECIPIENT means **City of Monroe**.
3) Assistance means the funds provided under this Agreement.

4) Program means the project, including the administration thereof, for which assistance is being provided under this Agreement.

B. USE OF CDBG FUNDS:

1) The SUBRECIPIENT shall perform the projects or tasks related to its allocation of CDBG funds listed in Section G and according to the schedule and within the budget outlined in this Agreement.
2) The SUBRECIPIENT shall propose under this Agreement that which meets CDBG requirements under 24 CFR Part 570, Subpart K and conform to the County's Consolidated Plan, which is the County's tool to assess the housing and community development needs and market conditions, to make data-driven, place-based investment decisions.

C. DURATION OF THE AGREEMENT:

The COUNTY agrees to provide to the SUBRECIPIENT, Community Development Block Grant (CDBG) funds under Title I of the Housing and Community Development Act of 1974 as described in this Agreement. This Agreement will remain in effect for twelve (12) months from the date of this Agreement, or for as long as funds are made available.

D. SCOPE OF SERVICES:

Project funds will be used for SUBRECIPIENT to complete **Concord Avenue Sidewalk Project Construction Phase II, which includes improvements and construction of new ADA compliant sidewalks associated curbs, gutters and drainage along the designated project area.**

SUBRECIPIENT will carry out the following tasks/activities:

- Follow federal procurement regulations for construction management and construction. Reference the Union County Subrecipient Manual for updated procurement guidance.
- Oversee the construction of approximately 2,100 LF of sidewalk that will be ADA compliant, as well as required grading and drainage.
- Submit quarterly performance and final reports as required.
- Ensure all contractors are not listed on the Federal government's debarment site.
- Ensure all contractors, as required, comply with all applicable federal contractual provisions and reporting requirements.
- Responsible for timely payment to contractors and for ensuring all expenses are eligible.
- Responsible for reviewing and approval any change orders required for construction and covering any costs that are above the funding awarded in this agreement.

E. STAFFING:

The SUBRECIPIENT shall assign the following staff as Key Personnel to the CDBG Year 2018 (FY 2018 – 2019) **Concord Avenue Sidewalk Project Construction Phase II.**

EXHIBIT 1	
Staff Member Title	**General Program Duties**
Teresa Campo, Community Development Coordinator	General program oversight and administration; revisions of forms and procedures; CDBG grant coordination, facilitation, and mitigation, including outreach, submission of approved contractor invoices, grant reporting, reimbursement request approval and submittal.
Sarah McAllister, Civil Engineer II	Approval of contractor selection; approve contractor invoices; solicitation of contractors; plan review, contractor supervision.

F. PROJECT SCHEDULE:

Unless amended by a mutually written agreement by the SUBRECIPIENT and the Grantee, SUBRECIPIENT will perform the described tasks in conformance with the schedule listed in Exhibit 2. Minor adjustments to the project schedule will not require a formal contract amendment, provided these adjustments do not extend the term of the contract.

EXHIBIT 2

Task/Program Goals	**Mar 2020**	**April 2020**	**May 2020**	**June 2020**	**July 2020**	**Aug 2020**	**Sept 2020**	**Oct 2020**	**Nov 2020**	**Dec 2020**	**Jan 2021**
1. Execute Agreement				X							
2. Bid Documentation Prep				X							
3.Solicit Construction Bid (Advertisement Feb 28th)				X							
4. Bid Opening July					X						
5. Bid Award/Council August 18th						X					
6. Bid Award Documentation Execution (August 19th-31st)						X					
7. Construction (August 3rd through Dec 31st)							X	X	X	X	X
8. Submission of Quarterly Reports		X			X			X			
9. Submission of Closeout Report											X

G. AMOUNT OF ASSISTANCE:

The COUNTY shall make available to the SUBRECIPIENT, **FIVE HUNDRED TWENTY THOUSAND DOLLARS AND 00/00 ($520,000.00)** pursuant to this agreement. Said funds shall be disbursed by the COUNTY to the SUBRECIPIENT for performance of the services described in Section D of this agreement.

H. BUDGET:

The following is the budget for the CDBG Year 2018 (FY 2018-2019) for the SUBRECIPIENT, who will administer the **Concord Avenue Sidewalk Project Construction Phase II.** Minor adjustments to the use of funds will not require a formal contract amendment, provided these adjustments do not increase the total funding for contract activities. The determination of whether a change is minor is at the sole discretion of the COUNTY or their designee.

EXHIBIT 3				
SOURCES → USES ↓	CDBG	Other (General)	Other Grant Funds	Total
Construction	$520,000	$66,000	$250,000	$836,000
Total	$520,000	**$66,000**	**$250,000**	**$836,000**

I. OBLIGATIONS OF THE SUBRECIPIENT

1) SUBRECIPIENT shall comply with all applicable regulations outlined in 24 CFR Part 570 and all applicable lawful requirements of the COUNTY, all applicable requirements of the GENERAL Statutes of the State of North Carolina and any other applicable statutes, laws and Executive Orders currently or hereafter in force.

2) SUBRECIPIENT shall assume responsibility for managing the day-to-day operations of its CDBG program to assure compliance with program requirements outlined in 24 CFR Park 570, Subpart K, and for taking appropriate action when performance problems arise. The SUBRECIPIENT shall spend its allocation of CDBG funds under this Agreement on eligible activities within twelve (12) months from the date of this Agreement.

3) SUBRECIPIENT shall submit a Project Closeout Report to the COUNTY no later than 30 days after the final drawdown request for CDBG funds under this Agreement.

4) SUBRECIPIENT shall carry out each activity in compliance with all federal laws and regulations described in 24 CFR Part 570 Subpart K, including the environmental review.

5) SUBRECIPIENT shall assume all affirmative marketing responsibilities.

6) SUBRECIPIENT shall be responsible for complying with the provisions of this Agreement even when SUBRECIPIENT designates a third party or parties to undertake

all or any part of the program. All third parties must be bound in writing to the same provisions as required in this Agreement and approved in advance by the COUNTY.

7) SUBRECIPIENT shall comply with all lawful requirements of the COUNTY necessary to insure that the program is carried out in accordance with the SUBRECIPIENT Certifications including the certifications of assumption of environmental and labor standard responsibilities outlined in 24 CFR Part 570.

8) The assistance provided under this Agreement shall not be used by SUBRECIPIENT to pay a third party to lobby the COUNTY for funding approval, approval of applications for additional assistance, or any other approval or concurrence of the COUNTY required under this Agreement. CDBG funds may be used to pay reasonable fees for bona fide technical, consultant, managerial or other such services, other than actual solicitations, if these services are eligible as program costs, and in accordance with Section D: Scope of Services.

9) SUBRECIPIENT shall reimburse the COUNTY for any amount of CDBG funds determined by the COUNTY to have been improperly expended.

10) If applicable, SUBRECIPIENT shall abide by the conditions prescribed in 24 CFR Part 570 for the use of CDBG funds by religious organizations.

11) If applicable, SUBRECIPIENT shall notify the COUNTY in writing of any changes in its 501(C)3 tax exempt status throughout the specified period of this Agreement, or any other change to the nonprofit which alters the organization such that it no longer meets the definition of SUBRECIPIENT as provided under 24 CFR 570.

J. RECORDS AND REPORTS

1) SUBRECIPIENT shall maintain and make available at reasonable times and places all records, information and reports necessary to assist the COUNTY in meetings its internal and federally mandated record keeping and reporting requirements in accordance with 24 CFR 570. Such records and accounts shall include all property, personnel and financial records the COUNTY and Federal agencies deem necessary to assure a proper accounting for all CDBG program funds.

2) SUBRECIPIENT shall provide the COUNTY with information necessary for it to complete the Consolidated Annual Performance and Evaluation Review report and other reports required by HUD.

3) SUBRECIPIENT shall provide to the COUNTY, an annual audit report performed in compliance with 2 CFR 200.512, due six months after the SUBRECIPIENT year-end.

4) SUBRECIPIENT shall allow the COUNTY to conduct monitoring and evaluation activities as determined necessary by the COUNTY and HUD.

5) SUBRECIPIENT shall keep a fully executed copy of this Agreement and a copy of the CDBG regulations on file in their place of business at all times.

6) SUBRECIPIENT shall keep all documents used to determine their status as a SUBRECIPIENT current and available for inspection by the COUNTY for the duration of the Agreement.

7) SUBRECIPIENT agrees to repay, remit or return to the COUNTY any amount of remaining CDBG funds provided under this Agreement, if the COUNTY determines that the SUBRECIPIENT does not have the capacity to carry out its CDBG program on schedule or in a timely manner. The COUNTY shall provide a written documentation of its findings to the SUBRECIPIENT ten (10) days prior to the request to remit, return or repay the CDBG funds.

8) SUBRECIPIENT shall provide any duly authorized representative of the COUNTY, the Department of Housing and Urban Development and the Comptroller General of the United States, at all reasonable times, access to and the right to inspect, copy, monitor and examine all of the books, papers, records, and other documents relating to the CDBG grant and the fulfillment of this Agreement for a period of three years, following the completion of all closeout procedures respecting CDBG funds, and the final settlement and conclusion of all issues arising out of the CDBG grant.

9) SUBRECIPIENT must provide the COUNTY with the SUBRECIPIENT's DUNS number.

10) SUBRECIPIENT shall submit quarterly reports to the COUNTY or to the designated COORDINATING AGENCY by the 15th of each month following the closure of the quarter for which activity is being reported (January 15, April 15, July 15, and October 15). The report should cover the preceding three months' activities and must be forwarded to the COUNTY or the designated COORDINATING AGENCY, so as to arrive not later than 15 working days after the completion of the quarter. Failure to submit required reports can result in a delay in reimbursement payments, reduction in grant awards, and grant termination.

11) SUBRECIPIENT will submit a final report along with the final request for reimbursement within 30 days of completion of the project.

K. PAYMENT:

1) SUBRECIPIENT shall request reimbursement of the CDBG funds only for eligible expenditures made or eligible expenses incurred by the SUBRECIPIENT.

All expenditures and expenses shall be incurred in accordance with the provisions of the Agreement. Payments shall only be made after SUBRECIPIENT has presented documentation of expenses that meet COUNTY approval. It is expressly understood and agreed by SUBRECIPIENT that payment by the COUNTY will not exceed the maximum sum of **FIVE HUNDRED TWENTY THOUSAND DOLLARS AND 00/00 ($520,000.00)** for all of the services specified in Section D: Scope of Services. Further, SUBRECIPIENT understands and agrees that any payment made under this Agreement by the COUNTY is limited to funds made available under the grant referenced above. The COUNTY shall make payments upon receipt of a request for check from SUBRECIPIENT, documentation of expenditures and any other documentation that the COUNTY or its designee, may require from SUBRECIPIENT. All such documentation is to be in a form and substance satisfactory to the COUNTY. Payments shall be made only for the activities listed in Section D. Check requests for reimbursable expenses will be processed by the COUNTY for payment not more often than monthly, until all such grant funds have been expended or until this Agreement has expired, whichever comes first.

2) SUBRECIPIENT shall provide to the COUNTY, the documentation of expenses as outlined above, and any other information determined by the COUNTY to be necessary or appropriate for the proper monitoring of this Agreement.

3) SUBRECIPIENT will at a minimum submit quarterly Request for Reimbursement/Financial Status Reports. Reports are due January 15, April 15, July 15 and October 15. The report should include expenditures for the preceding three months' activities and must be forwarded to the COUNTY or the designated coordinating agency, so as to arrive not later than 15 working days after the completion of the quarter. Delays by the SUBRECIPIENT in making any report to the COUNTY or coordinating agency required by this Agreement may, at the COUNTY's sole discretion result in delays in payment to SUBRECIPIENT of part or all of SUBRECIPIENT's request for funds. A delay in making a disbursement by the COUNTY to SUBRECIPIENT does not change the time required of SUBRECIPIENT to submit reports to the COUNTY or coordinating agency.

L. CONFLICT OF INTEREST

1) No employee, agent, consultant, officer, elected official or appointed official of Union County who has responsibilities related to the CDBG Program or access to "inside" information concerning said program shall obtain a financial benefit or interest from any CDBG Program activity for themselves or those with whom they have family or business ties during their tenure for one year thereafter.

2) SUBRECIPIENT shall make a good faith effort to assure that this provision is not violated and that any suspected violations are promptly reported to the COUNTY.

M. DEFAULT

1) It is expressly agreed and understood that SUBRECIPIENT's designation as a subrecipient shall become null and void, at the COUNTY's option, in the event the Subrecipient fails to meet any one or more of the criteria for subrecipient designation.

2) The COUNTY shall notify SUBRECIPIENT in writing of any such default under this Agreement.

3) SUBRECIPIENT shall have sixty (60) days after receipt of the written notice of default within which to cure such default.

4) SUBRECIPIENT agrees to repay, remit or return to the COUNTY any amount of unspent CDBG funds provided to the SUBRECIPIENT in the event of a default under the terms of this Agreement.

N. <u>SUSPENSION OR TERMINATION</u>

1) The COUNTY may suspend or terminate this Agreement, in whole or in part, if SUBRECIPIENT materially fails to comply with any term of this Agreement, or with any of the rules, regulations or provisions referred to herein or announced by HUD.

2) In the event there is probable cause to believe SUBRECIPIENT is in noncompliance with any applicable rules or regulations, the COUNTY may withhold said CDBG funds until such time as SUBRECIPIENT is found to be in compliance by the COUNTY, or is otherwise determined to be in compliance.

3) The COUNTY shall advise SUBRECIPIENT in writing what action(s) must be taken for resumption of payments.

O. <u>INSURANCE</u>

SUBRECIPIENT's chief fiscal officer or insurer shall provide the COUNTY with a Certificate of Insurance assuring that all persons handling funds received or disbursed under this Agreement are covered by fidelity bond, moneys and securities or a crime policy in an amount consistent with sound fiscal practice and with the coverage necessary by the COUNTY for its own employees.

P. <u>LIABILITY OF COUNTY</u>

Work to be performed as provided herein shall be done by the SUBRECIPIENT as an independent contractor. The COUNTY shall not be liable for claims or damages or losses arising out of the performance of this Agreement by the SUBRECIPIENT, its sub-contractors or agents. This will apply except in those cases where the SUBRECIPIENT is a Department of Division of the COUNTY.

Q. <u>HOLD HARMLESS</u>

1) The COUNTY shall not be liable for any and all claims, actions, suits and judgments whatsoever arising out of the performance or nonperformance of this Agreement by the SUBRECIPIENT, its employees, officers or agents.

2) SUBRECIPIENT shall hold harmless, defend and indemnify the COUNTY its officers, agents and employees from all such claims, actions, suits, charges, and judgments under this Agreement.

R. AMENDMENTS

1) The COUNTY or SUBRECIPIENT may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, are executed in writing and signed by a duly authorized representative of both organizations.

2) Such agreements shall not invalidate this Agreement, nor relieve or release the COUNTY of SUBRECIPIENT from its obligations under this Agreement.

3) The COUNTY may at its discretion, amend this Agreement to conform with Federal, STATE or local government guidelines, policies and available funding amounts, or for other reasons.

4) If such amendment results in a change in CDBG funding, a new exhibit shall be executed with corresponding changes to the project tasks, schedule and/or budget that now appear in SECTION E, F & G.

S. UNIFORM ADMINISTRATION REQUIREMENTS

The SUBRECIPIENT will comply with applicable CDBG Regulations in 24 C.F.R. Part 570 as now in effect, and as such law may be amended during the term of this contract. SUBRECIPIENT will also comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements set forth in this contract and in 2 C.F.R. Part 200, (which have been adopted by HUD through 2 C.F.R. Part 2400) as now in effect, and as such law may be amended during the term of this contract, or any reasonably equivalent procedures and requirements that the COUNTY may prescribe.

In particular, SUBRECIPIENT agrees to establish internal controls in order to have reasonable assurance that SUBRECIPIENT is carrying out the Project in compliance with federal statutes, regulations, and terms and conditions of this contract, as required by 2 C.F.R. 200.303, as now in effect, and as such law may be amended during the term of this contract. SUBRECIPIENT also agrees to comply with provisions regarding protection of personally identifiable information as required by 2 C.F.R. 200.303 and 2 C.F.R. 200.512 as now in effect, and as such law may be amended during the term of this contract.

T. CIVIL RIGHTS

1) Compliance: The Subrecipient agrees to comply with all local and state civil rights ordinances and with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the

Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, Executive Order 11063 and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086.

2) Land Covenants: This contract is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and 24 CFR 570.601 and 570.602. In regard to the sale, lease or other transfer of land acquired, cleared or improved with assistance provided under this contract, the SUBRECIPIENT shall cause or require a covenant running with the land to be inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the local government and the United States are beneficiaries of and entitled to enforce such covenants. The SUBRECIPIENT, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

3) Section 504: The SUBRECIPIENT agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination against the individuals with disabilities or handicaps in any federally assisted program. The COUNTY shall provide the SUBRECIPIENT with any guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement.

4) Affirmative Action:

a) Approved Plan: The Subrecipient agrees that it shall be committed to carry out pursuant to the County's specifications an Affirmative Action Program in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1966. The County shall provide Affirmative Action guidelines to the SUBRECIPIENT to assist in the formulation of such a program. The Subrecipient shall submit a plan for an Affirmative Action Program for approval prior to the award of funds.

b) Women and Minority Owned Businesses (W/MBE): The SUBRECIPIENT will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable opportunity to participate in the performance of this contract. As used in this contract, the terms "small business" means a business that meets the criteria set forth in section 3(a) of the Small Business Act as amended (15 U.S.C. 632) and "minority and woman's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, and American Indians. The SUBRECIPIENT may rely on written representations by businesses regarding their status as minority or female business enterprises in lieu of an independent investigation.

c) Access to Records: The SUBRECIPIENT shall furnish and cause each of its own SUBRECIPIENTS or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the COUNTY, HUD or its agent, or other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations and provisions stated herein.

d) Notifications: The SUBRECIPIENT will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the SUBRECIPIENT contracting officer, advising the labor union or worker's representative of the SUBRECIPIENT's commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

5) Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement: The SUBRECIPIENT will, in all solicitations or advertisements for employees placed by or on behalf of the SUBRECIPIENT, state that it is an Equal Opportunity or Affirmative Action employer.

6) Subcontract Provision: The SUBRECIPIENT will include the provisions of Paragraphs S.1., Civil Rights, and S.4., Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding upon each of its own SUBRECIPIENTS or subcontractors.

U. MISCELLANEOUS PROVISIONS

1) Service of all notices under this Agreement shall be sufficient if given personally, by registered or certified mail, return receipt requested, and mailed to the party involved at the address and to the attention of the person set forth below, or to such other person or address as said party may provide in writing from time to time.

2) Any such notice mailed to such address shall be effective upon the date received as shown by the returned receipt or otherwise.

V. SPECIAL CONDITIONS

1) Eligible Activities: All activities funded through this Agreement shall either benefit persons of Low and Moderate Income, as defined by HUD, or aid in the prevention or elimination of slums and blight as required by HUD in regulations contained in 24 Code of Federal Regulations Part 570. Maximum feasible priority shall be given to activities that benefit low and moderate-income persons.

2) Non-Discrimination: In the provision of services made available by the use of these funds the SUBRECIPIENT will not discriminate against any employee or applicant for employment on the basis of religion and will not limit employment or give preference in employment to persons on the basis of race, color, national origin, sex, age, disability or religion.

SUBRECIPIENT will not discriminate against or limit services to any person applying for such public services on the basis of race, color national origin, sex, age, disability or religion.

3) Religious Activities: SUBRECIPIENT will provide no religious instruction or counseling, conduct no religious worship or services, engage in no religious proselytizing, and exert no other religious influence in the provision of such public services.

W. COMPLIANCE WITH OTHER FEDERAL REQUIREMENTS

SUBRECIPIENT in accepting and using Community Development Block Grant funds hereby assures and certifies that it will conduct and administer the activities and funds under this Agreement in compliance with the following Federal statutes, regulations and circulars when applicable:

1) Section 109 of the Housing and Community Development Act of 1974 (the Act) as amended; and regulations issued pursuant thereto regarding prohibited discriminatory actions; The SUBRECIPIENT agrees to comply with the non-discrimination in employment and contracting opportunities laws, regulations, and executive orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable.

2) Labor Standards: The labor standards requirements as set forth in 24 CFR Part 570 Subpart K and HUD regulations issued to implement Section 110 of the Act; The SUBRECIPIENT agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 et seq.) and all other applicable Federal, state and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The SUBRECIPIENT agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. 874 et seq.) and it's implementing regulations of the U.S. Department of Labor at 29 CFR Part 5. The SUBRECIPIENT shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the City for review upon request.

SUBRECIPIENT agrees that, except with respect to the rehabilitation or construction of residential property containing less than eight (8) units, all contractors engaged under contracts in excess of $2,000.00 for construction, renovation or repair work financed in whole or in part with assistance provided under this contract, shall comply with Federal requirements adopted by the COUNTY pertaining to such contracts and with the applicable requirements of the regulations of the Department of Labor, under 29 CFR Parts 1, 3, 5 and 7 governing the payment of wages and ratio of apprentices and trainees to journey workers; provided that, if wage rates higher than those required under the regulations are imposed by state or local law, nothing hereunder is intended to relieve the SUBRECIPIENT of its obligation, if any, to require payment of the higher wage.

SUBRECIPIENT shall cause or require to be inserted in full, in all such contracts subject to such regulations, provisions meeting the requirements of this paragraph.

3) Environmental Standards: Section 104(g) of the Act containing environmental standards and regulations contained in 24 CFR Part 58 to implement the requirements of the Act; The project awarded funding through this contract is subject to environmental review per 24 CFR Part 58. A Release of Funds has been obtained by Union County as the responsible entity for HUD. The project has received clearance and the letter is attached. Changes to the project may void this clearance and must be resubmitted for reevaluation. The Subrecipient must comply with the limitations in 24 CFR 58.22 even though the Subrecipient is not delegated the requirement under Section 104(g) of the HCD Act for environmental review, decision making, and action (see 24 CFR part 58) and is not delegated Union County's responsibilities for initiating the review process under the provisions of 24 CFR Part 52. 24 CFR 58.22 imposes limitations on activities pending clearance, and specifically limits commitments of HUD funds or non-HUD funds by any participant in the development process before completion of the environmental review. A violation of this requirement may result in a prohibition on the use of Federal funds for the activity.

4) The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and HUD implementing regulations in 24 CFR Part 42; The SUBRECIPIENT agrees to comply with (a) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and implementing regulations at 49 CFR Part 24 and 24 CFR 570.606(b); (b) the requirements of 24 CFR 570.606(c) governing the Residential Anti-displacement and Relocation Assistance Plan under section 104(d) of the HCD Act; and (c) the requirements in 24 CFR 570.606(d) governing optional relocation policies. [The COUNTY may preempt the optional policies.] The SUBRECIPIENT shall provide relocation assistance to displaced persons as defined by 24 CFR 570.606(b) (2) that are displaced as a direct result of acquisition, rehabilitation, demolition or conversion for a CDBG-assisted project. The SUBRECIPIENT also agrees to comply with applicable County ordinances, resolutions and policies concerning the displacement of persons from their residences.

5) Employment and Contracting: Executive Order 11246, as amended by Executive Order 12086 and regulations issued pursuant thereto (41 CFR Chapter 60) relating to employment and contracting opportunities;

6) Lead-Based Paint: Section 401(b) of the Lead-Based Paint Poisoning Prevention Act and implementing regulations contained in 24 CFR Part 35, Subpart B, prohibiting the use of lead-based paint in residential structures;

7) Debarred Contractors: The prohibition against employing, awarding of contracts to, or engaging the services of any contractor or subcontractor debarred suspended, or ineligible for Federal funds under 24 CFR Part 24;

8) Procurement Standards: SUBRECIPIENT shall submit to the COUNTY documentation evidencing adoption of procurement standards in compliance with provisions of federal law as now in effect, and as such law may be amended during the term of this contract, including but not limited to, 24 C.F.R. Part 85, 24 C.F.R. 570.489, and 2 C.F.R. 200.318 through 200.326, with emphasis on the provisions in 2 C.F.R. 200.322 regarding procurement of recovered materials. Such procurement standards must include (but are not limited to) the following:

   a) SUBRECIPIENT shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds. A signed copy of such written code or standard of conduct shall be attached to this Agreement as Exhibit 4.

   b) No employee, officer or agent of SUBRECIPIENT shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.

   c) No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the County, SUBRECIPIENT, or any designated public SUBRECIPIENT.

9) Executive Order 12372 concerning intergovernmental review of Federal programs, including implementing regulations contained in 24 CFR Part 52;

10) Section 3 of the Housing and Urban Development Act of 1968, as amended concerning Affirmative Action in the provision of training, employment and business opportunities, including the following provisions:

   a) Compliance: Compliance with the provisions of Section 3 of the HUD Act of 1968, as amended, and as implemented by the regulations set forth in 24 CFR 135, and all applicable rules and orders issued hereunder prior to the execution of this contract, shall be a condition of the Federal financial assistance provided under this contract and binding upon the COUNTY, the SUBRECIPIENT and any of the SUBRECIPIENT's SUBRECIPIENTS and subcontractors. Failure to fulfill these requirements shall subject the COUNTY, the SUBRECIPIENT and any of SUBRECIPIENT's, subrecipients and subcontractors, their successors and assigns, to those sanctions specified by the Agreement through which Federal assistance is provided. The SUBRECIPIENT certifies and agrees that no contractual or other disability exists that would prevent compliance with these requirements.

The SUBRECIPIENT further agrees to comply with these "Section 3" requirements and to include the following language in all subcontracts executed under this Agreement:

> *"The work to be performed under this Agreement is a project assisted under a program providing direct Federal financial assistance from HUD and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701). Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low- and very low-income residents of the project area, and that contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low- and very low-income persons residing in the metropolitan area in which the project is located."*

The SUBRECIPIENT further agrees to ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.

If applicable, The SUBRECIPIENT will provide the COUNTY a written plan for Section 3 compliance prior to the start of construction. The plan will identify which persons, facilities, organizations and/or neighborhood interest groups will be strategically targeted and suggest specific outreach efforts that will be used to notify low-income and very low-income persons of available opportunities. Union County will meet with SUBRECIPIENTS who receive more than $5,000 in CDBG assistance prior to construction to review the plan. The COUNTY will provide sample marketing materials to SUBRECIPIENTS to support their marketing efforts.

b) The SUBRECIPIENT certifies and agrees that no contractual or other legal incapacity exists that would prevent compliance with these requirements:

i) Notifications: The SUBRECIPIENT agrees to send to each labor organization or representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker's representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

ii) Subcontracts: The SUBRECIPIENT will include the "Section 3" clause, referenced in SECTION V, Subpart 10.a., in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor SUBRECIPIENT. The SUBRECIPIENT will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR Part 135 and will not let any subcontract unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

11) Drug Free Work Place Act;

12) National Historic Preservation Act of 1966, as amended;

13) Code of Federal Regulations Part 570 containing regulations for the Community Development Block Grant program.

14) Lobbying: The SUBRECIPIENT hereby certifies that:

a) No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any SUBRECIPIENT, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any SUBRECIPIENT, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;

c) It will require that the language of paragraph (d) of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all SUBRECIPIENTS shall certify and disclose accordingly; and

d) Lobbying Certification: This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

15) Hatch Act: SUBRECIPIENT agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.

16) Real Property Use: If applicable 24 CFR 570.503(b)(7) mandates that use of any real property under the SUBRECIPIENT'S control that is acquired or improved in whole or in part with CDBG funds in excess of $25,000, must be used by the subrecipient to continue to meet one of the CDBG program's National Objectives for at least five (5) years after the expiration of the Subrecipient Agreement (or a longer time as specified by the grantee in the Subrecipient Agreement). If a National Objective is not met during this time period, the grantee must be reimbursed for the current fair market value, less any portion of the value attributable to non-CDBG funds.

17) Use and Reversion of Assets: The use and disposition of real property and equipment under this Agreement shall be in compliance with the requirements of 24 CFR Part 84 and 24 CFR 570.502, 570.503, and 570.504, as applicable, which include but are not limited to the following:
a) The Subrecipient shall transfer to the Grantee any CDBG funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation, or termination.
b) Real property under the Subrecipient's control that was acquired or improved, in whole or in part, with funds under this Agreement in excess of $25,000 shall be used to meet one of the CDBG National Objectives pursuant to 24 CFR 570.208 until five (5) years after expiration of this Agreement [or such longer period of time as the Grantee deems appropriate]. If the Subrecipient fails to use CDBG-assisted real property in a manner that meets a CDBG National Objective for the prescribed period of time, the Subrecipient shall pay the Grantee an amount equal to the current fair market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to, the property. Such payment shall constitute program income to the Grantee. The Subrecipient may retain real property acquired or improved under this Agreement after the expiration of the five-year period [or such longer period of time as the Grantee deems appropriate].
c) In all cases in which equipment acquired, in whole or in part, with funds under this Agreement is sold, the proceeds shall be program income (prorated to reflect the extent to that funds received under this Agreement were used to acquire the equipment). Equipment not needed by the Subrecipient for activities under this

Agreement shall be (a) transferred to the Grantee for the CDBG program or (b) retained after compensating the Grantee [an amount equal to the current fair market value of the equipment less the percentage of non-CDBG funds used to acquire the equipment].

X. COMPLIANCE WITH STATE E-VERIFY REQUIREMENTS

Each Party affirms that it is exempt from the requirements of NCGS Chapter 64 Article 2 concerning the use of the free, web-based federal program known as "E-Verify" or other federally-authorized program to check the work authorization of all new employees in the United States (collectively, "E-Verify"), because it is a governmental body as defined in that Article. Each Party further affirms that it is a public entity that is required under other statutes to use E-Verify, and that it is at the time of execution of this Agreement, incompliance with those statutes concerning the use of E-Verify and agrees to remain in compliance with those statutes during the Term of this Agreement.

Y. COMPLIANCE WITH IRAN DIVESTMENT ACT (Required for contracts valued at more than $ 1,000).

Pursuant to Article 6E of Chapter 147 of the North Carolina General Statutes the COUNTY must require most entities with which it contracts, which would include the SUBRECIPIENT under this Agreement to certify that the entity is not identified on a list created by the State Treasurer pursuant to N.C.G.S. § 147-86.58 (the "final Divestment List"). This requirement is related to ensuring that entities with which local governments contract are not involved in investment activities in Iran. SUBRECIPIENT certifies that (i) it is not listed on the Final Divestment List; and (ii) it will not utilize any subcontractor performing work under this Agreement which is listed on the Final Divestment List.

Z. MISCELLANEOUS PROVISIONS

1) The singular of any term used in this agreement shall include the plural, and the masculine shall include the feminine, and vice versa.

2) Service of all notices under this Agreement shall be sufficient if given personally, by registered or certified mail, return receipt request and mailed to the Party involved at the address and to the attention of the person set forth below, or to such other person or address as said Party may provide in writing from time to time. Any such notice mailed to such address shall be effective upon the date received as shown by the returned receipt or otherwise:

The COUNTY: Union County
Patrick Niland, County Manager
Union County Assistant
500 North Main Street
Monroe, NC 28112

SUBRECIPIENT: City of Monroe
Teresa Campo, Community Development Coordinator
300 West Crowell Street
Monroe, NC 28112

IN WITNESS WHEREOF, Union County and SUBRECIPIENT have caused this Subrecipient Grant Agreement to be duly executed all as of the day and year first above written.

UNION COUNTY
NORTH CAROLINA

BY: Mark Watson ______________________ 8/17/2020
Mark Watson, County Manager — Date

ATTEST:

By: Lynn G. West ______________________ 8/17/2020
Lynn West, County Clerk — Date

UNION COUNTY 1942 NORTH CAROLINA PLANNED PROGRESS

NORTH CAROLINA
UNION COUNTY

I, Ava Strawn, a Notary Public for said County and State, certify that Lynn West personally came before me this day and acknowledged that she is County Clerk of the Union County, a political subdivision of the State of North Carolina, and that by authority duly given and as the act of the County, the foregoing instrument was signed in its name by its County Manager, sealed with the corporate seal, and attested by herself as its County Clerk.

WITNESS my hand and official seal, this the 17th day of August 2020

NOTARY PUBLIC Ava Strawn

MY COMMISSION EXPIRES: November 2, 2020

SEAL-STAMP

AVA STRAWN
NOTARY
PUBLIC
ANSON COUNTY, NC

Approved As To Legal Form AH

SUBRECIPIENT: City of Monroe

BY: ______________________ June 23. 2020
Date

~~E.L. Faison, City Manager~~
Brian J. Borne, Acting City Manager

ATTEST:

Bridgette R. Robinson June 23, 2020
Date

CITY OF MONROE 1844 NORTH CAROLINA

(Affix corporate seal here)

NORTH CAROLINA, Union County. I, a Notary Public of the County and State aforesaid, certify that Bridgette Robinson personally appeared before me this day and acknowledged the execution of the foregoing instrument. Witness my hand and official stamp or seal, this 23 day of June, 2020 My Commission expires: 01/04/2021

Sherry K. Hicks
NOTARY PUBLIC

SEAL-STAMP

SHERRY K. HICKS NOTARY PUBLIC UNION COUNTY, N.C.

EXHIBIT 4

Conflict of Interest Requirements and Certification

To ensure compliance with U.S. Department of Housing and Urban Development (HUD) requirements and provide a fair and open environment for access to opportunities that arise from project and activities assisted with funds from Union County Community Development Block Grant Program, the **City of Monroe** "SUBRECIPIENT" shall adhere to these Conflict of Interest Procedures. The Conflict of Interest provisions are based on the Community Development Block Grant (CDBG). Program regulations found in 24 CFR 570.611 as now in effect, and as such law may be amended during the term of this contract. SUBRECIPIENT will also comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements set forth in this contract and in 2 C.F.R. Part 200, (which have been adopted by HUD through 2 C.F.R. Part 2400) as now in effect, and as such law may be amended during the term of this contract, or any reasonably equivalent procedures and requirements that the COUNTY may prescribe.

General Prohibitions

No employees, agents, consultants, elected officials, or appointed officials of an organization shall participate in the selection, award or administration of a contract supported by funding from the U.S. Department of Housing and Urban Development (HUD) if a conflict of interest, real or apparent, exists. This includes but is not limited to, programs and projects funded in whole or in part through Union County's CDBG Program. Officers, employees, and agents of the SUBRECIPIENT shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, subcontractors, or parties to agreements. This prohibition remains in effect during employment or tenure of the parties mentioned herein, and for one year thereafter.

Applicability

1. In the procurement of supplies, equipment, construction, and services by subrecipient
2. Acquisition and disposition of real property and the provision of assistance by the subrecipient to individuals, businesses, and other private entities under eligible activities that authorize such assistance (e.g., rehabilitation, preservation, and other improvements of private properties or facilities pursuant to § 570.202; or grants, loans, and other assistance to businesses, individuals, and other private entities pursuant to § 570.203, 570.204, 570.455, or 570.703(i)).

Who is Covered?

Any person who is an employee, agent, consultant, elected official, or appointed official of an SUBRECIPIENT participating in a project funded in whole or in part with CDBG funds made available by Union County, is covered by the Conflict of Interest provisions if they are currently employed or separated in the past 12 months:

- Exercise any functions, duties, or responsibilities with respect to projects supported by CDBG funding; or
- Are in a position to participate in a decision-making process, or gain inside information with regard to these activities; or
- Has a financial interest in any contract, subcontract, or agreement with respect to a CDBG assisted project or the proceeds of the contract, subcontract, or agreement, either for themselves or for those with whom they have immediate family or business ties.

General Procedures for Contracts and Agreements

As part of the Subrecipient Agreement with the Union County, the designated signatory of the SUBRECIPIENT shall sign the certification at the end of this document, acknowledging these guidelines are understood and will be enforced by the SUBRECIPIENT. Each SUBRECIPIENT is responsible for enforcing these provisions in its own operations and bidding procedures and is subject to periodic review and monitoring by Union County or its designee. All documentation used to determine compliance with conflict of interest requirements must be retained by the SUBRECIPIENT for at least five (5) years and be made available for monitoring purposes and upon request by Union County.

Penalties for Violations Include Repayment and/or Ineligibility

The penalty for violation of any of these provisions may include repayment of funding assistance provided through Union County's CDBG program, and/or ineligibility from future participation in CDBG assisted projects. The penalty, sanction, or other disciplinary action is determined by Union County on a case-by-case basis. Union County may consult HUD for direction on these matters.

Exceptions and Requests for Exceptions

Upon written request to Union County, employees of the SUBRECIPIENT receiving CDBG funds, their agents, consultants, elected officers, or appointed officials and their immediate families may be considered for an exception to these provisions on a case-by-case basis. The designated signatory of the SUBRECIPIENT must submit the request for exception in writing to Patrick Niland, Assistant to the County Manager, Union County. In determining whether to grant the requested exception, Union County shall conclude that such an exception will serve to further the purposes of the CDBG program and the effective and efficient administration of the organization's program or project, taking into account the cumulative effect of the following factors as applicable. Union County reserves the right to refuse a request for exception. If this occurs, a written response will be provided.

Certification

As a duly authorized representative of the **City of Monroe** I agree to adhere to the above provisions for all projects receiving assistance from Union County's CDBG Program. All board and staff members have disclosed any potential conflicts of interest that could violate CDBG Program regulations at this time or at a later date. I certify I am an authorized official permitted to submit contractual documents.

AUTHORIZED REPRESENTATIVE:

Signature: ______________________

Typed Name: ~~E.L. Faison~~ Brian J. Borne, Acting City Manager

Title: Acting City Manager

Date: June 23. 2020.

CITY OF MONROE, NORTH CAROLINA
CAPITAL PROJECT BUDGET ORDINANCE
CONCORD AVENUE SIDEWALK PROJECT
BO-2020-15

WHEREAS, sidewalks will be constructed on the west side of Concord Avenue from Charlotte Avenue to Help Street; and

WHEREAS, the City has an agreement dated July 22, 2015 to partner with Union County for the entitlement program for the "Urban County" Community Development Block Grant (CDBG) Program;

WHEREAS, the City is a subrecipient of Community Development Block Grant Funds for the Year 2018 (FY 2018-2019) allocation in the amount of $520,000 to be used for the purpose of the construction of approximately 4,000 linear feet of new sidewalk on Concord Avenue from Charlotte Avenue to Help Street;

WHEREAS, Staff solicited bids for construction through the formal bid process and Armen Construction was the lowest responsive bidder in the amount of $1,349,674.70;

WHEREAS, Staff has solicited and reviewed proposals for Construction Engineering and Inspection (CEI) services for the construction of the sidewalk on Concord Avenue;

WHEREAS, A. Morton Thomas and Associates, Inc. was selected for the Construction Engineering and Inspection services and provided a proposal in the amount of $202,237.98;

WHEREAS, Staff recommends appropriating funds from Powell Bill Reserve Fund in the amount of $1,052,000 ($830,000 for construction and $222,000 for CEI) to cover the remaining costs of construction and CEI services for the sidewalk improvements which includes a 10% contingency amount and transferring these funds to the Capital Project account to allow award of a contracts.

NOW, THEREFORE, BE IT ORDAINED that the City Council of the City of Monroe hereby appropriates the revenues and expenses for the CDBG funds and appropriates and transfers funding from the Powell Bill Reserve Fund to the Concord Avenue Sidewalk Capital Project Account for the sidewalk project on Concord Avenue as follows:

General Fund:			
	Revenue:		
		Appropriation of Powell Bill Reserve Funds	$1,052,000
	Expense:		
		Transfer to General Capital Project Fund	$1,052,000
General Capital Project Fund:			
	Revenue:		
		Grant Revenue	$520,000
		Transfer from General Fund	$1,052,000
	Expense:		
		Capital Project Concord Ave Sidewalk	$1,572,000

Adopted this 1st day of December 2020.

Bobby G. Kilgore, Mayor

Attest:

Bridgette H. Robinson, City Clerk

Concord Avenue Sidewalk Improvements Project

BID TABULATION 11-4-2020

Item No.	Section	Item Description	Quantity & Unit		Engineer's Estimate Unit Bid Price	Engineer's Estimate Amount Of Bid	Little Mountain Buliders Bid Amount	Little Mountain Buliders Total	Armen Construction Bid Amount	Armen Construction Total
1	800	Mobilization (5.0%)	1	LS	$54,100.00	$54,100.00	$44,000.00	$44,000.00	$65,000.00	$65,000.00
2	SP-01	Comprehensive Grading	1	LS	$205,700.00	$205,700.00	$90,000.00	$90,000.00	$171,280.00	$171,280.00
3	226	Undercut Excavation	100	CY	$45.00	$4,500.00	$21.60	$2,160.00	$55.00	$5,500.00
4	SP-02	Select Granular Material	260	TN	$40.00	$10,400.00	$54.00	$14,040.00	$55.00	$14,300.00
5	300	Foundation Conditioning Material, Minor Structures	150	TN	$50.00	$7,500.00	$72.00	$10,800.00	$55.00	$8,250.00
6	300	Geotextile for Drainage	470	SY	$2.50	$1,175.00	$15.60	$7,332.00	$6.00	$2,820.00
7	310	12" R.C. Pipe Culverts, Class III	133	LF	$50.00	$6,650.00	$49.20	$6,543.60	$65.00	$8,645.00
8	310	15" R.C. Pipe Culverts, Class III	530	LF	$60.00	$31,800.00	$57.00	$30,210.00	$75.00	$39,750.00
9	310	18" R.C. Pipe Culverts, Class III	506	LF	$80.00	$40,480.00	$70.80	$35,824.80	$85.00	$43,010.00
10	310	15" R.C. Pipe Culverts, Class IV	238	LF	$75.00	$17,850.00	$62.58	$14,894.04	$80.00	$19,040.00
11	520	Aggregate Base Course	23	TN	$45.00	$1,035.00	$72.00	$1,656.00	$45.00	$1,035.00
11	607	Milling Asphalt Pavement, 3" depth	60	SY	$100.00	$6,000.00		$0.00	$100.00	$6,000.00
12	610	Asphalt Concrete Base Course, Type B25.0B	320	TN	$85.00	$27,200.00	$114.00	$36,480.00	$145.00	$46,400.00
13	610	Asphalt Concrete Intermediate Course, Type I19.0B	480	TN	$80.00	$38,400.00	$114.00	$54,720.00	$150.00	$72,000.00
14	610	Asphalt Concrete Surface Course, Type S9.5B	300	TN	$75.00	$22,500.00	$120.00	$36,000.00	$155.00	$46,500.00
15	620	Asphalt Binder for Plant Mix	60	TN	$800.00	$48,000.00	$600.00	$36,000.00	$550.00	$33,000.00
16	838	Brick Endwall	0.8	CY	$1,200.00	$960.00	$1,800.00	$1,440.00	$1,500.00	$1,200.00
17	801	Construction Surveying	1	LS	$10,000.00	$10,000.00	$30,000.00	$30,000.00	$5,600.00	$5,600.00
18	840	Masonry Drainage Structures	30	EA	$2,500.00	$75,000.00	$2,160.00	$64,800.00	$2,000.00	$60,000.00
19	840	Frame, Grate, and Hood (STD. 840.03)	5	EA	$800.00	$4,000.00	$894.00	$4,470.00	$750.00	$3,750.00
20	840	Frame & Grate (STD 840.16)	21	EA	$1,000.00	$21,000.00	$804.00	$16,884.00	$750.00	$15,750.00
21	840	Frame and Cover (STD. 840.54)	4	EA	$800.00	$3,200.00	$630.00	$2,520.00	$750.00	$3,000.00
22	840	Pipe Collars	0.5	CY	$1,000.00	$500.00	$1,800.00	$900.00	$1,000.00	$500.00
23	840	Pipe Plugs	0.2	CY	$500.00	$100.00	$1,800.00	$360.00	$1,000.00	$200.00
24	846	1' 6" Concrete Curb and Gutter	160	LF	$25.00	$4,000.00	$37.50	$6,000.00	$28.00	$4,480.00
25	846	2' 6" Concrete Curb and Gutter	2,140	LF	$28.00	$59,920.00	$46.95	$100,473.00	$29.00	$62,060.00
26	846	6"x18" Vertical Curb	100	LF	$25.00	$2,500.00	$38.40	$3,840.00	$30.00	$3,000.00
27	848	6" Concrete Driveways	470	SY	$55.00	$25,850.00	$73.20	$34,404.00	$70.00	$32,900.00
28	848	Concrete Curb Ramps	25	EA	$2,000.00	$50,000.00	$2,100.00	$52,500.00	$1,950.00	$48,750.00
29	848	4 " Concrete Sidewalk	2,010	SY	$40.00	$80,400.00	$57.60	$115,776.00	$58.00	$116,580.00
30	852	5" Monolithic Concrete Island	15	SY	$50.00	$750.00	$142.80	$2,142.00	$125.00	$1,875.00
31	858	Adjust Water Meters	7	EA	$850.00	$5,950.00	$300.00	$2,100.00	$850.00	$5,950.00
32	858	Adjust Water Valve Boxes	12	EA	$850.00	$10,200.00	$300.00	$3,600.00	$450.00	$5,400.00
33	866	Chain Link Fence, 60" Fabric	265	LF	$20.00	$5,300.00	$5.10	$1,351.50	$20.00	$5,300.00
34	866	Metal Line Post for 60" Chain Link Fence	12	EA	$65.00	$780.00	$32.40	$388.80	$35.00	$420.00
35	866	Metal Terminal Post for 60" Chain Link Fence	10	EA	$200.00	$2,000.00	$146.40	$1,464.00	$175.00	$1,750.00
36	867	Chain Link Fence Reset	255	LF	$50.00	$12,750.00	$14.40	$3,672.00	$35.00	$8,925.00
37	901	Contractor Furnished Sign, Type E	9	SF	$20.00	$180.00	$36.00	$324.00	$35.00	$315.00
38	903	Supports, 3-lb Steel U-Channel	11	LF	$8.00	$88.00	$26.40	$290.40	$12.00	$132.00
39	904	Sign Erection, Type E	1	EA	$105.00	$105.00	$180.00	$180.00	$250.00	$250.00
40	904	Sign Erection, Relocated Sign (Ground Mounted)	18	EA	$250.00	$4,500.00	$330.00	$5,940.00	$250.00	$4,500.00
41	1205	4" Thermoplastic Pavement marking Lines, 120 Mils	360	LF	$2.75	$990.00	$9.60	$3,456.00	$6.00	$2,160.00
42	1205	24" Thermoplastic Pavement marking Lines, 120 Mils	40	LF	$13.00	$520.00	$32.40	$1,296.00	$14.00	$560.00
43	1510	2" PVC (Water)	50	LF	$50.00	$2,500.00	$72.00	$3,600.00	$80.00	$4,000.00
44	1510	6" DIP (Water)	448	LF	$175.00	$78,400.00	$168.00	$75,264.00	$180.00	$80,640.00
45	1510	Ductile Iron Pipe Fittings	600	LBS	$20.00	$12,000.00	$24.00	$14,400.00	$25.00	$15,000.00
46	1515	Relocate Water Meters	17	EA	$1,700.00	$28,900.00	$780.00	$13,260.00	$1,700.00	$28,900.00
47	1515	Reconnect Water Meters	4	EA	$500.00	$2,000.00	$600.00	$2,400.00	$800.00	$3,200.00
48	1515	Relocate Hydrant	3	EA	$12,000.00	$36,000.00	$6,000.00	$18,000.00	$6,500.00	$19,500.00

49	1515	Relocate Water Valve	1	EA	$1,700.00	$1,700.00	$900.00	$900.00	$1,750.00	$1,750.00
50	1515	2" Blow Off	2	EA	$1,200.00	$2,400.00	$153.60	$307.20	$1,700.00	$3,400.00
51	1515	Water Service Line	10	LF	$40.00	$400.00	$534.00	$5,340.00	$75.00	$750.00
52	SP	Traffic Control	1	LS	$21,200.00	$21,200.00	$65,400.00	$65,400.00	$65,000.00	$65,000.00
53	SP	Miscellaneous Erosion and Sedimentation Control	1	LS	$30,900.00	$30,900.00	$15,000.00	$15,000.00	$19,500.00	$19,500.00
54	SP	Concrete Steps	10	CY	$500.00	$5,000.00	$1,260.00	$12,600.00	$600.00	$6,000.00
55	SP	Private Sign Relocation	1	LS	$800.00	$800.00	$1,800.00	$1,800.00	$1,500.00	$1,500.00
SUBTOTAL=					**$1,127,033.00**		**$1,109,503.34**		**$1,226,977.00**	
10% CONTINGENCY =					**$112,703.30**		**$110,950.33**		**$122,697.70**	
TOTAL BID AMOUNT =					**$1,239,736.30**		**$1,220,453.67**		**$1,349,674.70**	
DBE Effort					10% Goal		100.00%		100.00%	

Incomplete Bid

Does not match submitted bid total = $1,220,893.67

	Bid as submitted by Little Mountain Builders
Subtotal =	$1,109,903.34
10% Contingency =	$110,990.33
Total Bid Amount =	$1,220,893.67

STAFF REPORT

TO:	City Council
VIA:	E.L. Faison, City Manager
DATE:	December 1, 2020
FROM:	Tonya Edwards, Parks and Recreation Director
PREPARED BY:	Tonya Edwards, Parks and Recreation Director
SUBJECT:	Acceptance of Settlement funds from GolfNow

SUMMARY STATEMENT

Approval needed to accept settlement funds from GolfNow in the amount of $46,498 for unauthorized commission fees collected.

REVIEW

In September, 2020 staff at the Monroe Country Club discovered that unauthorized commission fees were being deducted from rounds of golf sold through our GolfNow online tee time reservation service. The Monroe Country Club contracts with GolfNow to provide our point of sale and tee time booking software for the golf course. Our current agreement provides GolfNow with two tee times per day to sell at their discretion in lieu of payment for this service. No additional commission fees are included in this agreement. In review of this issue, GolfNow found that our agreement was converted to a commission based service in May of 2017 in error. The unauthorized commission fees were deducted from various rounds sold from May, 2017 through September, 2020 and totaled $46,498. Our staff along with GolfNow account services staff have worked together to ensure that all funds collected in error during this period have been identified and accounted for. Council approval is needed for authorization to sign the settlement form and accept these funds.

RECOMMENDATION

The General Services Committee and Staff recommend that Council approve the acceptance of this GolfNow Refund/Settlement/Release agreement and accept these funds in the amount of $46,498 and authorize the City Manager to execute any and all required documents.

Attachment(s): GolfNow Refund/Settlement/Release Agreement

GOLFNOW Go. Play.

Refund / Settlement / Release

Course Name:	Monroe Country Club
Course Address:	1680 Pageland Highway, Monroe, NC 28112
Course Contact Name:	Nick Jacobi
Course Contact Email:	njacobi@monroenc.org

Refund / Settlement Amount:	$46,498.00 (the "Payment")

Description of Circumstances Requiring a Refund / Settlement:	In May 2017, GolfNow inadvertently began collecting commissions when Course did not have a commission deal. This was discovered in September 2020 and was turned off immediately.

Terms of Refund / Settlement: In exchange for the Payment, You and your organization hereby forever release and discharge GolfNow from any and all manner of actions, claims, demands, damages, losses, debts, liabilities, obligations, costs, expense, liens, claims for indemnity or contribution or causes of action of any kind or nature whatsoever, at law or in equity, whether based on tort, contract or any other theory of recovery, including without limitation court costs, expenses and attorneys' fees, which You and your organization had, now have, or may have in the future arising out of, relating to or otherwise concerning the events or circumstances necessitating the Payment as described above. These settlement conditions constitute the entire agreement between the parties with respect to the subject matter hereof and supersedes any previous or contemporaneous oral or written agreement between the parties regarding such subject matter.

Each party represents, warrants and covenants to the other that: (i) it has the full power and authority to enter into this settlement and to grant and convey the rights set forth herein; and (ii) all necessary approvals for the execution, delivery and performance of this settlement by it have been obtained, and this settlement has been duly executed and delivered by it and constitutes the legal and binding obligation of it enforceable in accordance with its terms.

Please acknowledge your acceptance of the terms and conditions of settlement outlined above by having an authorized officer execute in the signature block below and returning this letter to GolfNow at 7580 Golf Channel Drive, Orlando, Florida 32819, Attention: Legal Department.

ACKNOWLEDGED AND AGREED:

City of Monroe	GolfNow, LLC (Signature of a Senior Vice President Required)
By: ______	By: [signature]
Name: ______	Name: JERRAMY HAINLINE
Title: ______	Title: SVP/GM
Date: ______	Date: 11-13-20

STAFF REPORT

TO:	City Council
VIA:	E.L. Faison, City Manager
DATE:	December 1, 2020
FROM:	David E. Lucore, Director of Energy Services
PREPARED BY:	Robert Miller, General Manager of Engineering
SUBJECT:	New Substation 34.5 kV to 4.16 kV – Award Labor Contract

SUMMARY STATEMENT

The Council is requested to consider proposals for the labor and equipment to construct a new electric substation at ATI's new industrial facility.

REVIEW

The Energy Services Department – Electric Division solicited and evaluated bids for the labor and equipment to construct an electric substation. The bid includes labor and equipment to install structures, surge arrestors, single pole disconnecting switches, instrument transformers, foundations, grounding, and oil containment. On November 4, 2020, the Energy Services Department received six (6) bids.

The Energy Services Department reviewed the bids and concluded that it is in the best interest to award this contract to the low bidder Trull Powerline Company, Inc. for the amount of $183,270 to provide labor and equipment to construct the substation. There are sufficient funds budgeted for this contract in project EL2004.

This item was presented to the Public Enterprise Committee on November 17, 2020 and approved to bring to the full Council.

RECOMMENDATION

The Public Enterprise Committee and Staff recommend that the City Council award the labor contract to Trull Powerline Company, Inc. in the amount of $183,270and authorize the City Manager to execute all documents.

Attachments: 11-04-2020 – Industrial Substation 34.5 kV to 4.16 kV Labor Contract – Bid Summary

Wednesday, November 04, 2020

City of Monroe
Energy Services
Monroe, North Carolina

PROPOSALS FOR CONSTRUCTION LABOR AND EQUIPMENT
CITY OF MONROE'S 34.5 TO 4.16 KV SUBSTATION NO. 2

		Owner Furnished	Trull Powerline Company Inc.		Carolina Power & Signalization		Sumpter Utilites, Inc		PIKE		C Phase Services		Lee Electrical	
		Materials	Labor	Materials	Labor	Materials	Labor	Materials	Labor	Materials	Labor	Materials	Labor	Materials
A.	Structures	$ 38,661.00	$ 38,768.00	$ 38,661.00	$ 13,680.00	$ 38,661.00	$ 24,975.28	$ 38,661.00	$ 75,363.00	$ 38,661.00	$ 36,992.00	$ 51,490.10	$ 63,390.22	$ 42,904.04
C.	Surge Arrestors	$ 2,394.00	$ 2,261.00	$ 2,394.00	$ 1,438.00	$ 2,394.00	$ 610.76	$ 2,394.00	$ 2,763.00	$ 2,394.00	$ 666.00	$ 2,753.10	$ 6,080.90	$ 2,656.74
D.	Single-Pole Disconnecting Switches	$ 7,973.00	$ 2,093.00	$ 7,973.00	$ 6,000.00	$ 7,973.00	$ 1,223.20	$ 7,973.00	$ 5,446.00	$ 7,973.00	$ 1,896.00	$ 9,168.95	$ 6,080.90	$ 8,848.04
F.	Circuit Reclosers	$ 23,311.00	$ 2,180.00	$ 28,579.00	$ 5,500.00	$ 23,311.00	$ 1,901.35	$ 23,311.00	$ 8,713.00	$ 23,311.00	$ 2,750.00	$ 26,807.65	$ 18,240.71	$ 25,869.38
G.	Instrument Transformers	$ 10,380.00	$ 1,093.00	$ 15,302.00	$ 2,500.00	$ 10,380.00	$ 819.68	$ 10,380.00	$ 10,892.00	$ 10,380.00	$ 1,722.00	$ 11,937.00	$ 12,160.80	$ 11,519.21
H.	Transformers	$ 150,615.00	$ 1,047.00	$ 152,915.00	$ 11,942.00	$ 150,615.00	$ 22,536.82	$ 150,615.00	$ 31,784.00	$ 150,614.00	$ 6,300.00	$ 173,207.25	$ 12,160.80	$ 200,504.08
J.	Supervisory and Relay Control Equipment		$ 1,208.00	$ 173.00	$ 2,500.00	$ -	$ 10,614.51	$ -	$ -		$ 2,500.00	$ -	$ 6,080.90	$ -
K.	Conduit and Cable		$ 12,622.00	$ 3,548.00	$ 27,360.00	$ 12,409.00	$ 45,159.71	$ 7,740.60	$ 21,784.00	$ 11,550.00	$ 9,050.00	$ 8,016.00	$ 48,640.22	$ 32,816.68
L.	Foundations		$ 38,073.00	$ 24,150.00	$ 38,016.00	$ 28,530.00	$ 56,573.67	$ 42,129.33	$ 95,700.00		$ 197,800.00	$ 49,400.00	$ 80,110.64	$ 38,141.25
M.	Site Preparation		$ 4,265.00	$ 12,580.00	$ 16,896.00	$ 19,050.00	$ 21,229.03	$ 23,827.14	$ 16,338.00		$ 28,848.00	$ 18,360.00	$ 18,240.71	$ 24,560.35
O.	Station Grounding	$ 21,359.00	$ 14,709.00	$ 21,359.00	$ 50,040.00	$ 21,359.00	$ 28,991.10	$ 21,359.00	$ 54,460.00	$ 21,359.00	$ 30,205.00	$ 25,553.00	$ 52,044.96	$ 23,703.15
R.	Oil Containment System		$ 4,268.00	$ 14,720.00	$ 8,640.00	$ 25,279.00	$ 16,249.06	$ 11,398.30	$ 43,568.00	$ 21,001.00	$ 20,750.00	$ 20,172.00	$ 12,160.80	$ 20,398.21
W.	Accessories, Signs	$ 861.00			$ -	$ 6,974.20	$ -	$ 6,974.00	$ 4,473.00	$ 6,974.00			$ 1,216.98	$ 4,007.15
	Accessories, Signs	$ 6,113.00											$ 2,432.96	$ 7,288.22
Sub-Total Bid Schedule No. 1 Prices			$ 122,587.00	$ 322,354.00	$ 184,512.00	$ 346,935.20	$ 230,884.17	$ 346,762.37	$ 371,284.00	$ 294,217.00	$ 339,479.00	$ 396,865.05	$ 339,042.50	$ 443,216.50
Total Extended Bid Schedule No. 1 Price		**$ 261,667.00**	**$ 444,941.00**		**$ 531,447.20**		**$ 577,646.54**		**$ 665,501.00**		**$ 736,344.05**		**$ 782,259.00**	
Less Cost of Owner Furnished Materials			$ 261,667.00		$ 261,667.00		$ 261,667.00		$ 261,667.00		$ 261,667.00		$ 261,667.00	
Total Labor Contract			**$ 183,274.00**		**$ 269,780.20**		**$ 315,979.54**		**$ 403,834.00**		**$ 474,677.05**		**$ 520,592.00**	
Exceptions			None		Rock adder $475/Cubic Yd		None		Rock adder $400/Cubic Yd		None		None	
									7 Days per Week					

STAFF REPORT

TO: City Council

VIA: E.L. Faison, City Manager

DATE: December 1, 2020

FROM: Bridgette H. Robinson, City Clerk

PREPARED BY: Bridgette H. Robinson, City Clerk

SUBJECT: Disbursement of Fiscal Year 2020-2021 City Council Discretionary Funds

SUMMARY STATEMENT

Notification of request for disbursements of City Council Discretionary Funds.

REVIEW

Staff has received requests from Council Member Angelia James for disbursement of City Council Discretionary Funds to Project Greater Opportunities Daily in the amount of $100 and Heart for Monroe in the amount of $200. Disbursements for Council Member James to date are as follows:

Date	Recipient	Fiscal Impact	
		Amount	Balance
07/01/2020	Discretionary Allocation Fiscal Year 2020-2021		$3,000
10/12/2020	Shadow Vets	$500	$2,500
10/15/2020	Union County Kids	$800	$1,700
10/19/2020	Common Heart	$500	$1,200
10/21/2020	Helpers One to Another	$800	$400
11/12/2020	Project Greater Opportunities Daily	$100	$300
11/12/2020	Heart for Monroe	$200	$100

RECOMMENDATION

There is no action required from Council. This item is for informational purposes only.

City of Monroe
Where Heartland Meets High Tech

STAFF REPORT

TO: City Council

VIA: E.L. Faison, City Manager

DATE: December 1, 2020

FROM: Bridgette H. Robinson, City Clerk

PREPARED BY: Bridgette H. Robinson, City Clerk

SUBJECT: Disbursement of Fiscal Year 2020-2021 City Council Discretionary Funds

SUMMARY STATEMENT

Notification of request for disbursements of City Council Discretionary Funds.

REVIEW

Staff has received requests from Mayor Bobby Kilgore for disbursement of City Council Discretionary Funds to Common Hearts in the amount of $300 and Community Shelter of Union County in the amount of $200. Disbursements for Mayor Kilgore to date are as follows:

Date	Recipient	Fiscal Impact	
		Amount	Balance
07/01/2020	Discretionary Allocation Fiscal Year 2020-2021		$3,000
10/14/2020	Shadow Vets	$200	$2,800
11/13/2020	Common Hearts	$300	$2,500
11/13/2020	Community Shelter of Union County	$200	$2,300

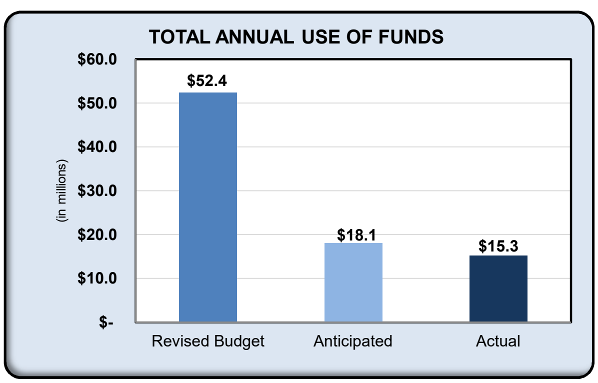
RECOMMENDATION

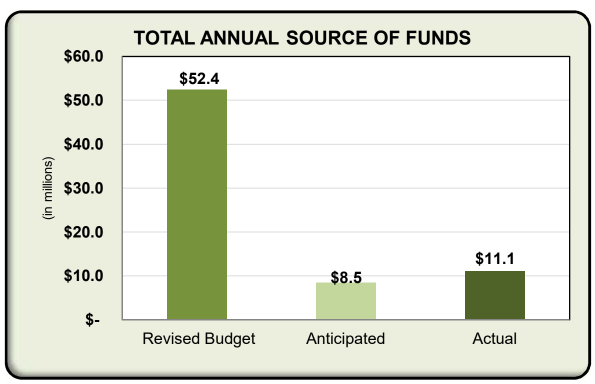
There is no action required from Council. This item is for informational purposes only.

CITY OF MONROE
GENERAL FUND
FINANCIAL SUMMARY REPORT
FISCAL YEAR 2020-2021
(As of October 31, 2020)

City of Monroe Finance

Revenues	Actual FY20	Original Budget FY21	Revised Budget FY21	Actual to Date FY21	YTD % Anticipated	YTD % Realized
Ad Valorem Property Taxes	$21,123,228	$20,497,245	$20,497,245	$ 3,877,359	16.6%	18.92%
Vehicle Property Taxes	1,815,533	1,860,897	1,860,897	512,145	12.8%	27.5%
Tax Gap Bills (Vehicles)	5,806	10,000	10,000	-	0.0%	0.0%
Prior Year Taxes	98,524	260,000	260,000	81,738	100.0%	31.4%
Prior Yr Gap Bills	-	-	-	168	0.0%	NA
Penalties and Interest	100,463	122,504	122,504	14,699	29.2%	12.0%
Other Taxes & Licenses	104,594	114,375	114,375	51,915	40.5%	45.4%
Additional City Vehicle Tax	838,420	833,700	833,700	230,010	25.1%	27.6%
Intergovernmental	366,200	372,016	372,016	-	0.0%	0.0%
Grants	1,863,978	1,356,587	1,484,273	1,497,645	27.4%	100.9%
Sales Tax [1]	8,112,034	6,848,883	6,848,883	762,417	7.5%	11.1%
Electric Sales Tax [1]	2,766,912	2,842,754	2,842,754	-	0.2%	0.0%
Telecom Sales Tax [1]	224,436	239,890	239,890	-	-0.4%	0.0%
Cable Sales Tax [1]	189,982	200,758	200,758	-	0.0%	0.0%
Sales Tx Piped Nat Gas [1]	227,144	175,217	175,217	-	8.8%	0.0%
Permits and Fees	576,333	672,927	672,927	145,107	42.8%	21.6%
Building Permits / Tech Fees	425,578	422,134	422,134	296,604	41.2%	70.3%
Sales and Services	458,959	467,794	467,794	76,526	31.5%	16.4%
Investment Earnings [2]	1,079,050	678,166	678,166	103,767	40.2%	15.3%
Miscellaneous	490,289	388,415	388,415	12,294	28.3%	3.2%
Other Sources	1,690,342	822,265	1,136,106	1,057,993	11.5%	93.1%
Total	$ 42,557,805	$ 39,186,527	$ 39,628,054	$8,720,387		
Reimbursements from Other Funds	$ 6,606,405	$ 6,580,272	$ 6,574,673	$ 2,344,926	33.3%	35.7%
Total Revenues and Reimbursements	**$ 49,164,210**	**$ 45,766,799**	**$ 46,202,727**	**$ 11,065,313**		
Expenditures						
General Government	$ 11,201,066	$ 12,600,011	$ 13,176,669	$ 3,806,931	33.3%	28.9%
Outside Agency	297,413	357,075	403,514	134,958	33.3%	33.4%
Transportation	2,996,714	4,083,096	5,245,841	1,560,480	33.3%	29.7%
Police	11,590,130	12,212,044	13,026,639	3,687,618	33.3%	28.3%
Fire	9,779,385	9,028,544	9,787,119	2,780,830	33.3%	28.4%
Building Standards	864,881	902,456	914,716	289,118	33.3%	31.6%
Cultural and Recreational	3,201,893	3,260,148	3,338,741	909,533	33.3%	27.2%
Debt Service	1,216,847	2,907,685	2,907,685	282,789	33.3%	9.7%
Total	$ 41,148,329	$ 45,351,059	$ 48,800,924	$ 13,452,257		
Contributions to Other Functions						
Airport	$ 1,638,973	$ 1,652,834	$ 1,632,160	$ 530,271	33.3%	32.5%
Downtown	115,865	220,080	220,080	73,360	33.3%	33.3%
Center Theatre	356,429	249,915	249,915	83,305	33.3%	33.3%
Golf Course	290,694	297,349	297,349	99,116	33.3%	33.3%
Economic Development	312,000	315,000	315,000	157,500	50.0%	50.0%
Capital Projects (GF)	2,474,882	745,333	863,167	863,167	100.0%	100.0%
Capital Projects (Airport)	997,163	-	144	(144)	100.0%	-100.0%
Total	$ 6,186,006	$ 3,480,511	$ 3,577,815	$ 1,806,575		
Total Expenditures and Contributions	**$ 47,334,335**	**$ 48,831,570**	**$ 52,378,739**	**$ 15,258,832**		
Net Change in Fund Balance	**$ 1,829,875**	**$ (3,064,771)**	**$ (6,176,012)**	**$ (4,193,519)**	100.0%	





Notes:
[1] Sales Tax revenues are distributed on a 90 day delay.
[2] Investment Earnings are distributed quarterly to all funds.

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CITY OF MONROE BUDGET NET OPERATING PROFIT/(LOSS) ENTERPRISE FUND OPERATIONS	Actual 2020	Original Budget 2021	Revised Budget 2021	YTD Actual 2021
Monroe Country Club				
Golf Course				
Revenues	$ 730,848	$ 800,780	$ 800,780	$ 403,735
Expenditures	790,347	977,645	974,905	269,265
Net Operating Profit/(Loss)	**$ (59,499)**	**$ (176,865)**	**$ (174,125)**	**$ 134,470**
Ballroom				
Revenues	$ 31,893	$ 38,550	$ 38,550	$ (3,165)
Expenditures	59,920	90,389	90,389	15,138
Net Operating Profit/(Loss)	**$ (28,027)**	**$ (51,839)**	**$ (51,839)**	**$ (18,303)**
Total Monroe Country Club Net Operating Profit/(Loss)	**$ (87,526)**	**$ (228,704)**	**$ (225,964)**	**$ 116,167**
Center Theatre				
Revenues	$ 666,807	$ 678,506	$ 678,506	$ 344,768
Expenditures	175,667	788,856	818,136	90,338
Net Operating Profit/(Loss)	**$ 491,140**	**$ (110,350)**	**$ (139,630)**	**$ 254,430**
Monroe Aquatics & Fitness Center				
Revenues	$ 3,124,327	$ 4,193,423	$ 4,193,423	$ 188,799
Expenditures	3,247,901	4,141,940	4,142,629	721,513
Net Operating Profit/(Loss)	**$ (123,574)**	**$ 51,483**	**$ 50,794**	**$ (532,714)**
Stormwater				
Revenues	$ 2,345,473	$ 2,530,333	$ 2,530,333	$ 655,002
Expenditures	1,986,319	2,244,381	2,397,859	692,833
Net Operating Profit/(Loss)	**$ 359,154**	**$ 285,952**	**$ 132,474**	**$ (37,831)**
Water Resources				
Revenues	$ 20,167,834	$ 18,780,999	$ 18,780,999	$ 5,972,458
Expenditures	12,805,252	12,398,879	13,128,641	3,414,603
Net Operating Profit/(Loss)	**$ 7,362,582**	**$ 6,382,120**	**$ 5,652,358**	**$ 2,557,855**
Electric				
Revenues	$ 62,760,462	$ 66,770,149	$ 66,770,149	$ 17,585,846
Expenditures	53,963,387	58,843,252	59,085,186	14,525,335
Net Operating Profit/(Loss)	**$ 8,797,075**	**$ 7,926,897**	**$ 7,684,963**	**$ 3,060,511**
Natural Gas				
Revenues	$ 15,942,025	$ 17,844,998	$ 17,844,998	$ 2,035,541
Expenditures	8,652,227	13,751,749	13,773,270	1,784,974
Net Operating Profit/(Loss)	**$ 7,289,798**	**$ 4,093,249**	**$ 4,071,728**	**$ 250,567**
Airport				
Operations				
Revenues	$ 1,795,132	$ 2,129,677	$ 2,129,677	$ 602,703
Expenditures	2,167,014	2,394,573	2,400,322	642,510
Net Operating Profit/(Loss)	**$ (371,882)**	**$ (264,896)**	**$ (270,645)**	**$ (39,807)**
U.S. Customs Service				
Revenues	3,800	7,200	7,200	1,000
Expenditures	150,316	159,539	208,842	43,520
Net Operating Profit/(Loss)	**$ (146,516)**	**$ (152,339)**	**$ (201,642)**	**$ (42,520)**
Total Airport Net Operating Profit/(Loss)	**$ (518,398)**	**$ (417,235)**	**$ (472,287)**	**$ (82,327)**
Solid Waste				
Operations				
Revenues	$ 2,594,810	$ 2,662,435	$ 2,662,435	$ 756,947
Expenditures	2,600,674	2,930,250	2,963,080	730,253
Net Operating Profit/(Loss)	**$ (5,864)**	**$ (267,815)**	**$ (300,645)**	**$ 26,694**

Notes:
Does not include capital, debt service, sale of fixed assets, one-time restricted intergovernmental or other financing sources and uses

TABLE 1A CITY OF MONROE BUDGET GENERAL FUND BUDGET SUMMARY					
Sources and Uses of Funds	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Sources of Funds					
Beginning Balance	**$ 33,440,405**	**$ 35,270,280**	**$ 35,270,280**	**$ 35,270,280**	**NA**
Revenues					
Taxes	$ 23,143,554	$ 22,750,646	$ 22,750,646	$ 4,486,109	19.72%
Other Taxes and Licenses	943,014	948,075	948,075	281,925	29.74%
Intergovernmental Revenues Unrestricted	11,886,708	10,679,518	10,679,518	762,417	7.14%
Intergovernmental Revenues Restricted	1,863,978	1,356,587	1,484,273	1,497,645	100.90%
Permits and Fees	1,001,911	1,095,061	1,095,061	441,711	40.34%
Sales and Services	458,959	467,794	467,794	76,526	16.36%
Investment Earnings	1,079,050	678,166	678,166	103,767	15.30%
Miscellaneous	490,289	388,415	388,415	12,294	3.17%
Sub Total	$ 40,867,463	$ 38,364,262	$ 38,491,948	$ 7,662,394	19.91%
Other Financing Sources					
Transfer From Other Funds	$ 832,842	$ 822,265	$ 1,136,106	$ 1,057,993	93.12%
Proceeds From Limited Obligation Bonds	-	-	-	-	NA
Proceeds From LT Debt / Installment Pur.	857,500	-	-	-	NA
Inception Capital Lease	-	-	-	-	NA
Advance To/From Other Funds	-	-	-	-	NA
Sub Total	$ 1,690,342	$ 822,265	$ 1,136,106	$ 1,057,993	93.12%
Reimbursements from Other Funds					
Cost Allocations	$ 6,606,405	$ 6,580,272	$ 6,574,673	$ 2,344,926	35.67%
Sub Total	$ 6,606,405	$ 6,580,272	$ 6,574,673	$ 2,344,926	35.67%
Annual Sources of Funds	**$ 49,164,210**	**$ 45,766,799**	**$ 46,202,727**	**$ 11,065,313**	**23.95%**
Total Sources of Funds	**$ 82,604,615**	**$ 81,037,079**	**$ 81,473,007**	**$ 46,335,593**	**56.87%**
Uses of Funds					
Expenditures					
General Government	$ 11,498,479	$ 12,957,086	$ 13,580,183	$ 3,941,889	29.03%
Transportation	2,996,714	4,083,096	5,245,841	1,560,480	29.75%
Public Safety					
Building Standards	864,881	902,456	914,716	289,118	31.61%
Police	11,590,130	12,212,044	13,026,639	3,687,618	28.31%
Fire	9,779,385	9,028,544	9,787,119	2,780,830	28.41%
Culture & Recreation	3,201,893	3,260,148	3,338,741	909,533	27.24%
Debt Service	1,216,847	2,907,685	2,907,685	282,789	9.73%
Sub Total	$ 41,148,329	$ 45,351,059	$ 48,800,924	$ 13,452,257	27.57%
Other Financing Uses					
Transfers to Other Funds	$ 6,186,006	$ 3,480,511	$ 3,577,815	$ 1,806,575	50.49%
Sub Total	$ 6,186,006	$ 3,480,511	$ 3,577,815	$ 1,806,575	50.49%
Total Uses of Funds	**$ 47,334,335**	**$ 48,831,570**	**$ 52,378,739**	**$ 15,258,832**	**29.13%**
Ending Balance	**$ 35,270,280**	**$ 32,205,509**	**$ 29,094,268**	**$ 31,076,761**	

TABLE 1B
CITY OF MONROE BUDGET
GENERAL FUND REVENUES

Revenue Sources	Actual 2020	Original Budget 2021	Revised Budget 2021	YTD Actual 2021	% Realized
Taxes					
Ad Valorem Property Taxes	$ 21,123,228	$ 20,497,245	$ 20,497,245	$ 3,877,359	18.92%
Vehicle Property Taxes	1,815,533	1,860,897	1,860,897	512,145	27.52%
Tax Gap Bills	5,806	10,000	10,000	-	0.00%
Prior Year Taxes	98,524	260,000	260,000	81,738	31.44%
Prior Yr Gap Bills	-	-	-	168	NA
Penalties and Interest	100,463	122,504	122,504	14,699	12.00%
Total Taxes	**$ 23,143,554**	**$ 22,750,646**	**$ 22,750,646**	**$ 4,486,109**	**19.72%**
Other Taxes and Licenses					
Privilege License	$ 2,326	$ 2,300	$ 2,300	$ 2,119	92.13%
Priv License Penalties	15	25	25	5	20.00%
Rental of Motor Vehicle	59,816	60,000	60,000	26,297	43.83%
Add'l City Vehicle Tax	838,420	833,700	833,700	230,010	27.59%
Heavy Duty Rental Equip	42,437	52,050	52,050	23,494	45.14%
Total Other Taxes and Licenses	**$ 943,014**	**$ 948,075**	**$ 948,075**	**$ 281,925**	**29.74%**
Unrestricted Intergovernmental					
Beer and Wine Tax	$ 151,956	$ 151,360	$ 151,360	$ -	0.00%
State Fire Fees	2,604	2,656	2,656	-	0.00%
Profit Distribution	211,640	218,000	218,000	-	0.00%
Local Option Sales Tax / Local Option Sales Tax (2)	8,112,034	6,848,883	6,848,883	762,417	11.13%
Electricity Sales Tax (3)	2,766,912	2,842,754	2,842,754	-	0.00%
Telecom Sales Tax (3)	224,436	239,890	239,890	-	0.00%
Cable Sales Tax (3)	189,982	200,758	200,758	-	0.00%
Nat Gas Sales Tax (3)	227,144	175,217	175,217	-	0.00%
Total Unrestricted Intergovernmental	**$ 11,886,708**	**$ 10,679,518**	**$ 10,679,518**	**$ 762,417**	**7.14%**
Restricted Intergovernmental					
NC Historic Preservation	$ 2,850	$ -	$ -	$ -	NA
FEMA	27,253	-	-	-	NA
CARES Funding		-	-	888,729	NA
FEMA (Parks & Rec)	201,011	-	-	-	NA
CARES Funding	-	-	14,496	-	0.00%
COPS Hiring Grant	109,289	-	-	-	NA
BJA Grant 2017 DJ-BX-0599	-	-	12,808	12,807	99.99%
BJA Grant 2018-DJ-BX-0685	13,431	-	-	-	NA
JAG Grant-K9 Program	5,894	-	7,027	8,623	122.71%
JAG Grant-K9 Program	-	-	46,776	-	0.00%
SPCC Public Safety LEO	55,353	120,673	120,673	31,599	26.19%
School Resource LEO	233,270	208,378	250,921	69,504	27.70%
ABC Board LEO	77,116	75,614	75,614	20,113	26.60%
DEA Funds - State	6,638	-	-	910	NA
DEA Funds - Justice Dept	83,648	-	-	7,584	NA
DEA Funds - Treasury Dept	-	-	-	-	NA
DEA O/T - Justice Dept	368	-	4,036	3,836	95.04%
Union County	-	-	-	-	NA
SAFER Grant	93,345	8,650	8,650	-	0.00%
Powell Bill-State Allocat	954,512	943,272	943,272	453,940	48.12%
Total Restricted Intergovernmental	**$ 1,863,978**	**$ 1,356,587**	**$ 1,484,273**	**$ 1,497,645**	**100.90%**
Permits and Fees					
Permits	$ 52,950	$ 35,367	$ 35,367	$ 13,850	39.16%
Inspection Fees	50	-	-	-	NA
Permit Fees	32,625	35,600	35,600	16,040	45.06%
Action Fees	56,855	35,120	35,120	21,155	60.24%
Board of Adjustment Fees	2,975	2,000	2,000	950	47.50%
Historic District Fees	1,875	2,200	2,200	675	30.68%
Publication Fees	40	-	-	35	NA
Other	565	500	500	120	24.00%
Civil Citations	150	1,400	1,400	-	0.00%
Technology Fee	3,353	3,000	3,000	1,576	52.53%
Court Fees	11,683	13,500	13,500	2,272	16.83%
Parking	13,630	22,200	22,200	3,070	13.83%
Parking Tkt Late Fees	2,130	-	-	1,140	NA
Precious Metals Permit	1,122	1,122	1,122	741	66.04%
Firing Range Fees	1,200	1,970	1,970	600	30.46%
Pawnbroker's License	1,080	1,080	1,080	-	0.00%
Utility Misc Charge	312,615	418,272	418,272	66,064	15.79%
NSF Fees	7,678	9,780	9,780	205	2.10%
Homeowner Recovery Fund	344	-	-	768	NA
Civil Citations	7,271	10,950	10,950	3,913	35.74%
Code Enforce Abatements	19,616	19,690	19,690	5,859	29.76%
Technology Fee	38,609	40,480	40,480	26,560	65.61%

TABLE 1B - PAGE 2
CITY OF MONROE BUDGET
GENERAL FUND REVENUES

Revenue Sources	Actual 2020	Original Budget 2021	Revised Budget 2021	YTD Actual 2021	% Realized
Inspections-Building	121,527	125,914	125,914	87,984	69.88%
Inspections-Electrical	92,019	101,160	101,160	70,199	69.39%
Inspections-Mechanical	85,280	87,290	87,290	55,485	63.56%
Inspections-Plumbing	63,833	55,380	55,380	49,211	88.86%
Inspections-Other	21,610	9,410	9,410	6,115	64.98%
Plan Review	2,700	2,500	2,500	1,050	42.00%
Inspection Fees	41,626	51,676	51,676	4,131	7.99%
Plan Review Fire Dept.	4,900	7,500	7,500	1,943	25.91%
Total Permits and Fees	**$ 1,001,911**	**$ 1,095,061**	**$ 1,095,061**	**$ 441,711**	**40.34%**
Sales and Services					
Cemetery Plot Sales	$ 25,935	$ 23,290	$ 23,290	$ 9,750	41.86%
Grave Openings	31,030	34,850	34,850	11,445	32.84%
Recording Fees	960	750	750	420	56.00%
Cremorial Niche	250	500	500	-	0.00%
Sale of Fixed Assets	179,682	124,640	124,640	10,727	8.61%
Rent Misc Buildings	4	-	-	-	NA
Rent Old City Hall	13,165	8,424	8,424	5,273	62.59%
Street Signs	3,063	2,000	2,000	-	0.00%
Resident Address Plates	150	100	100	39	39.00%
Other	10,970	8,000	8,000	1,637	20.46%
Merchandise for Sale	500	2,300	2,300	(300)	-13.04%
Ceramics Winchester	835	1,000	1,000	-	0.00%
Ceramics Senior Center	1,332	2,700	2,700	-	0.00%
Pottery Senior Center	164	300	300	-	0.00%
Youth Basketball	8,660	6,500	6,500	-	0.00%
Adult Softball	2,700	3,000	3,000	450	15.00%
Adult Basketball	-	1,000	1,000	-	0.00%
Youth Baseball	664	2,400	2,400	612	25.50%
Youth Softball	-	500	500	-	0.00%
Youth Flag Football	1,135	1,200	1,200	-	0.00%
Pickleball	1,073	1,400	1,400	-	0.00%
Camps & Clinics	165	200	200	945	472.50%
Youth Soccer	4,499	4,000	4,000	10	0.25%
Track Program	(15)	1,900	1,900	-	0.00%
Bocce	45	350	350	-	0.00%
Cornhole	(15)	240	240	-	0.00%
Adult Trips	10,603	20,000	20,000	(220)	-1.10%
Yearly Facility Maint Fee	10,110	14,000	14,000	60	0.43%
Instructional Programs	457	1,200	1,200	-	0.00%
Special Event Fees	1,532	3,400	3,400	-	0.00%
After School	114,623	135,000	135,000	32,576	24.13%
Winchester Pool Fees	1,240	1,300	1,300	1,039	79.92%
Daily Fees	3,450	5,000	5,000	47	0.94%
Membership Fees	663	1,050	1,050	-	0.00%
Rent Dickerson Ctr	758	1,600	1,600	180	11.25%
Rent Sutton Park	2,481	6,000	6,000	50	0.83%
Rent Shute Center	3,677	6,000	6,000	70	1.17%
Rent Winchester Center	1,346	1,600	1,600	(50)	-3.13%
Rent Parks	803	5,100	5,100	(25)	-0.49%
Rent Parks Williams Athl.	9,045	12,000	12,000	706	5.88%
Rent Old Armory	7,425	14,000	14,000	895	6.39%
Rent Baseball Fields	1,115	2,000	2,000	190	9.50%
Carowinds Tickets	1,480	7,000	7,000	-	0.00%
Other	1,200	-	-	-	NA
Total Sales and Services	**$ 458,959**	**$ 467,794**	**$ 467,794**	**$ 76,526**	**16.36%**
Investment Earnings					
Investment Earnings [(1)]	$ 1,078,876	$ 678,166	$ 678,166	$ 103,767	15.30%
Interest Earned Trustee	174	-	-	-	NA
Total Investment Earnings	**$ 1,079,050**	**$ 678,166**	**$ 678,166**	**$ 103,767**	**15.30%**
Miscellaneous					
Federal Bureau of Invest.	$ 12,227	$ -	$ -	$ -	NA
Reimb US Mashal Srv	7,049	-	-	-	NA
Third Party	82,904	-	-	-	NA
Miscellaneous	22,059	34,803	34,803	2,992	8.60%
Occupancy Tax Collections	15,153	22,050	22,050	3,192	14.48%
Highway 74 Upkeep	7,625	11,437	11,437	5,430	47.48%
Private	1,500	-	-	-	NA
Explorers	1,675	-	-	-	NA
Donations/Sponsorships	2,050	-	-	-	NA
Air Show	208,065	190,000	190,000	(126)	-0.07%

TABLE 1B - PAGE 3 CITY OF MONROE BUDGET GENERAL FUND REVENUES					
Revenue Sources	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Monroe Housing Authority	21,212	21,200	21,200	-	0.00%
Other	79,304	75,000	75,000	666	0.89%
Cash Discounts	70	-	-	25	NA
Purchasing Rebate	20,435	19,400	19,400	-	0.00%
St. James Association,Inc	6,326	6,325	6,325	-	0.00%
Miscellaneous	-	-	-	-	NA
Donations/Sponsorships	2,700	8,200	8,200	115	1.40%
Other	(65)	-	-	-	NA
Total Miscellaneous	**$ 490,289**	**$ 388,415**	**$ 388,415**	**$ 12,294**	**3.17%**
Other Financing Sources					
Transfers from other funds					
General Fund	$ 3,559,977	$ 3,327,665	$ 3,328,660	$ 1,110,217	33.35%
Capital Projects	27,712	-	4,404	4,404	100.00%
Electrical	545,237	550,000	550,000	542,752	98.68%
Natural Gas	177,628	190,000	190,000	194,546	102.39%
Airport Cap Projects	-	-	309,437	309,436	100.00%
Downtown Monroe	82,265	82,265	82,265	6,855	8.33%
Sub Total Transfers from Other Funds	$ 4,392,819	$ 4,149,930	$ 4,464,766	$ 2,168,210	442.76%
Limited Obligation Bonds	$ -	$ -	$ -	$ -	NA
Installment Purchase Cont	857,500	-	-	-	NA
Appropriation Of Fund Bal	-	3,064,771	6,112,910		
Appropriation Of Fund Bal	-	-	63,102		
Inception of Lease	-	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Electric Fund	-	-	-	-	NA
Total Other Financing Sources	**$ 5,250,319**	**$ 7,214,701**	**$ 10,640,778**	**$ 2,168,210**	**20.38%**
Total General Fund Revenues	**$ 46,117,782**	**$ 45,578,963**	**$ 49,132,726**	**$ 9,830,604**	**20.01%**

Notes:
(1) Investment Earnings - Funds are distributed quarterly among all funds.
(2) Monthly local option sales tax is distributed on a 90 day delay.
(3) Utility sales tax is distributed quarterly.

TABLE 1C - PAGE 1 CITY OF MONROE BUDGET GENERAL FUND EXPENDITURES					
Function/Activity	Actual 2020	Original Budget 2021	Revised Budget 2021	YTD Actual 2021	% Realized
General Government					
Legislative					
Legislative - City Council	$ 265,182	$ 320,413	$ 320,413	$ 59,899	18.69%
Special Appropriations (Outside Agencies)	297,413	357,075	403,514	134,958	33.45%
Planning Board (1022)	3,453	10,920	10,920	1,330	12.18%
Board of Adjustments (1023)	1,939	3,755	3,755	1,065	28.36%
Airport Commission (1025)	1,723	4,306	4,306	269	6.25%
Historic District Commission (1027)	7,930	8,960	8,960	1,396	15.58%
Downtown Monroe Board (1028)	1,426	3,768	3,768	238	6.32%
Sub Total Legislative	$ 579,066	$ 709,197	$ 755,636	$ 199,155	26.36%
Administration					
City Manager	$ 1,351,931	$ 1,107,885	$ 1,278,875	$ 532,875	41.67%
City Attorney	407,087	426,597	428,146	141,845	33.13%
Economic Development	423,228	919,964	919,964	5,867	0.64%
Public Information	302,859	358,958	359,416	29,041	8.08%
Sub Total Administration	$ 2,485,105	$ 2,813,404	$ 2,986,401	$ 709,628	23.76%
Facilities Maintenance					
Facilities Maintenance	$ 1,220,506	$ 1,417,043	$ 1,674,849	$ 542,964	32.42%
Sub Total Facilities Maintenance	$ 1,220,506	$ 1,417,043	$ 1,674,849	$ 542,964	32.42%
Finance					
Accounting	$ 493,451	$ 540,449	$ 540,631	$ 155,424	28.75%
Finance Administration	378,927	386,171	391,171	116,920	29.89%
Billing	744,736	756,212	758,372	207,754	27.39%
Payment Center	486,081	490,599	490,672	146,574	29.87%
Customer Service	471,941	526,276	526,276	139,234	26.46%
Purchasing	190,555	205,405	206,185	57,601	27.94%
Fleet (Garage)	322,426	331,193	331,193	99,360	30.00%
Warehouse	311,437	328,158	335,465	86,553	25.80%
Sub Total Finance	$ 3,399,554	$ 3,564,463	$ 3,579,965	$ 1,009,420	28.20%
Human Resources					
Human Resources	$ 499,048	$ 571,310	$ 574,102	$ 168,727	29.39%
Safety & Health	126,585	156,542	156,542	36,606	23.38%
Sub Total Human Resources	$ 625,633	$ 727,852	$ 730,644	$ 205,333	28.10%
Engineering					
Engineering	$ 924,420	$ 1,026,041	$ 1,026,121	$ 292,680	28.52%
Sub Total Engineering	$ 924,420	$ 1,026,041	$ 1,026,121	$ 292,680	28.52%
Planning and Development					
Planning	$ 747,849	$ 700,754	$ 759,574	$ 210,551	27.72%
Community Redevelopment	289,826	268,322	316,103	49,668	15.71%
Sub Total Planning and Development	$ 1,037,675	$ 969,076	$ 1,075,677	$ 260,219	24.19%
Information Technology					
Information Technology	$ 1,116,972	$ 1,582,964	$ 1,587,179	$ 656,827	41.38%
GIS	109,548	147,046	163,711	65,663	40.11%
Sub Total Information Technology	$ 1,226,520	$ 1,730,010	$ 1,750,890	$ 722,490	41.26%
Total General Government	**$ 11,498,479**	**$ 12,957,086**	**$ 13,580,183**	**$ 3,941,889**	**29.03%**
Transportation					
Engineering					
Street Dept	$ 2,528,949	$ 3,231,096	$ 4,055,047	$ 1,409,991	34.77%
Powell Bill	467,765	852,000	1,190,794	150,489	12.64%
Sub Total Engineering	$ 2,996,714	$ 4,083,096	$ 5,245,841	$ 1,560,480	29.75%
Total Transportation	**$ 2,996,714**	**$ 4,083,096**	**$ 5,245,841**	**$ 1,560,480**	**29.75%**
Public Safety					
Building Standards					
Code Enforcement	$ 265,399	$ 280,339	$ 282,826	$ 92,911	32.85%
Building Standards	599,482	622,117	631,890	196,207	31.05%
Sub Total Building Standards	$ 864,881	$ 902,456	$ 914,716	$ 289,118	31.61%
Police	$ 11,590,130	$ 12,212,044	$ 13,026,639	$ 3,687,618	28.31%
Fire	$ 9,779,385	$ 9,028,544	$ 9,787,119	$ 2,780,830	28.41%
Total Public Safety	**$ 22,234,396**	**$ 22,143,044**	**$ 23,728,474**	**$ 6,757,566**	**28.48%**

TABLE 1C - PAGE 2 CITY OF MONROE BUDGET GENERAL FUND EXPENDITURES					
Function/Activity	**Actual 2020**	**Original Budget 2021**	**Final Budget 2021**	**YTD Actual 2021**	**% Realized**
Cultural and Recreational					
Administration	$ 226,196	$ 262,952	$ 262,952	$ 69,145	26.30%
Recreation	1,335,708	1,586,695	1,612,290	343,215	21.29%
Parks Maintenance	1,639,989	1,410,501	1,463,499	497,173	33.97%
Total Cultural and Recreational	**$ 3,201,893**	**$ 3,260,148**	**$ 3,338,741**	**$ 909,533**	**27.24%**
Sub Total Expenditures	**$ 39,931,482**	**$ 42,443,374**	**$ 45,893,239**	**$ 13,169,468**	**28.70%**
Reimbursements from Other Funds					
Administration	$ (2,616,050)	$ (2,890,857)	$ (2,890,857)	$ (963,618)	33.33%
Utility Billing	(860,646)	(865,759)	(865,759)	(288,586)	33.33%
Customer Service/Collections	(1,115,476)	(1,045,912)	(1,045,912)	(348,637)	33.33%
Engineering	(458,187)	(356,462)	(356,462)	(118,821)	33.33%
Street	(608,038)	(361,805)	(361,805)	(252,755)	69.86%
Administrative Services (Purchasing)	(108,142)	(108,648)	(108,648)	(36,216)	33.33%
Fleet (Garage)	(284,037)	(259,115)	(253,516)	(105,722)	41.70%
Warehouse	(412,058)	(416,449)	(416,449)	(138,816)	33.33%
Parks Maintenance	(70,558)	(14,884)	(14,884)	(4,961)	33.33%
Facilities Maintenance	(83,628)	(173,972)	(173,972)	(57,991)	33.33%
Manual Adjs Allocations	10,415	(86,409)	(86,409)	(28,803)	33.33%
Total Reimbursements from Other Funds	**$ (6,606,405)**	**$ (6,580,272)**	**$ (6,574,673)**	**$ (2,344,926)**	**35.67%**
Transfers Out to Other Funds [(1)]					
Center Theatre	$ 356,429	$ 249,915	$ 249,915	$ 83,305	33.33%
Parks & Rec Fund	3,559,977	3,327,665	3,328,660	1,110,217	33.35%
Golf Course	290,694	297,349	297,349	99,116	33.33%
Downtown Monroe	115,865	220,080	220,080	73,360	33.33%
Monroe-Union Co Econ Dev	312,000	315,000	315,000	157,500	50.00%
Capital Projects General Gov	2,474,882	745,333	863,167	863,167	100.00%
Capital Projects P&R	-	-	-	-	NA
Airport	1,638,973	1,652,834	1,632,160	530,271	32.49%
Airport - Capital Projects	997,163	-	144	(144)	-100.00%
Govn Capital Reserve	-	-	-	-	NA
Transfers Out to Other Funds	**$ 9,745,983**	**$ 6,808,176**	**$ 6,906,475**	**$ 2,916,792**	**42.23%**
Debt Service					
General Fund	$ 1,037,177	$ 2,443,590	$ 2,443,590	$ 281,781	11.53%
Parks & Recreation Fund	179,670	464,095	464,095	1,008	0.22%
Total Debt Service	**$ 1,216,847**	**$ 2,907,685**	**$ 2,907,685**	**$ 282,789**	**9.73%**
Total General Fund Expenditures	**$ 44,287,907**	**$ 45,578,963**	**$ 49,132,726**	**$ 14,024,123**	**28.54%**

NOTES:

[(1)]General Fund Debt Service :	2021	Balance	Payoff Year
Propel Land-28	$ 79,204	$ 79,204	2022
Allvac Land-30	52,273	52,274	2022
15 Fire Station # 4	479,270	1,604,680	2025
17 Three Fire Trucks	199,731	1,201,603	2027
17 ATI Specialty Materials	87,649	876,491	2031
18 Fire Trucks	144,021	1,008,766	2028
18 LOBs (demolition/paving)	3,966	53,884	2039
19 Fire Truck	73,865	587,280	2029
20 ERP System (Munis)	113,875	1,023,980	2041
20 Fire Blaze Unit	61,271	550,955	2041
20 LOBs (Police Department) Estimate	747,607	11,765,034	2041
	$ 2,042,731	$ 18,804,151	
Parks & Recreation Fund Debt Service :			
09 Facilities Construction-32 (Winchester Ctr/J Ray Shute Gym)	$ 175,413	$ 500,695	2024
19 LOBs (Senior Center) Estimate	223,689	896,580	2041
	$ 399,102	$ 1,397,275	

TABLE 2A CITY OF MONROE BUDGET CHARLOTTE-MONROE EXECUTIVE AIRPORT FUND BUDGET SUMMARY					
Sources and Uses of Funds	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Sources of Funds					
Beginning Balance	**$ 2,648**	**$ 84,245**	**$ 84,245**	**$ 84,245**	**NA**
Revenues					
Restricted Intergovernmental	$ 69,000	$ -	$ 69,000	$ -	NA
Sales and Services	1,798,915	2,136,877	2,136,877	603,703	28.25%
Investment Earnings	17	-	-	-	NA
Miscellaneous [(1)]	-	-	-	-	NA
Sub Total	$ 1,867,932	$ 2,136,877	$ 2,205,877	$ 603,703	27.37%
Other Financing Sources					
Transfer From Other Funds	$ 1,638,973	$ 1,652,834	$ 1,632,160	$ 530,271	32.49%
Proceeds From Revenue Bonds	-	-	-	-	NA
Proceeds From LT Debt / Installment Pur.	72,868	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Sub Total	$ 1,711,841	$ 1,652,834	$ 1,632,160	$ 530,271	32.49%
Annual Sources of Funds	**$ 3,579,773**	**$ 3,789,711**	**$ 3,838,037**	**$ 1,133,974**	**29.55%**
Total Sources of Funds	**$ 3,582,421**	**$ 3,873,956**	**$ 3,922,282**	**$ 1,218,219**	**31.06%**
Uses of Funds					
Expenditures					
Personnel	$ 642,630	$ 648,883	$ 648,883	$ 192,678	29.69%
Capital	-	35,000	65,281	30,281	46.39%
Operating	1,279,099	1,494,677	1,500,426	366,160	24.40%
Customs	150,316	159,539	208,842	43,520	20.84%
Airport Debt Service	1,180,846	1,200,599	1,200,599	94,268	7.85%
Sub Total	$ 3,252,891	$ 3,538,698	$ 3,624,031	$ 726,907	20.06%
Reimbursements to other funds					
Cost Allocations	$ 245,285	$ 251,013	$ 251,013	$ 83,672	33.33%
Sub Total	$ 245,285	$ 251,013	$ 251,013	$ 83,672	33.33%
Other Financing Uses					
Other Financing Uses - Transfers to Other Funds	$ -	$ -	$ -	$ -	NA
Sub Total	$ -	$ -	$ -	$ -	NA
Total Uses of Funds	**$ 3,498,176**	**$ 3,789,711**	**$ 3,875,044**	**$ 810,579**	**20.92%**
Ending Balance	**$ 84,245**	**$ 84,245**	**$ 47,238**	**$ 407,640**	**NA**

Notes:

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TABLE 2B CITY OF MONROE BUDGET CHARLOTTE-MONROE EXECUTIVE AIRPORT FUND REVENUES					
Revenue Sources	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Restricted Revenues [(1)]					
CARES Grant	$ 69,000	$ -	$ 69,000	$ -	0.00%
Total Restricted Revenues	**$ 69,000**	**$ -**	**$ 69,000**	**$ -**	**0.00%**
Sales and Services					
Sale of Land	$ -	$ -	$ -	$ -	NA
Sale of Fixed Assets	-	-	-	-	NA
Land Lease	5,729	4,933	4,933	1,910	38.72%
Tie-down Lease	51,380	51,240	51,240	17,255	33.67%
Hangar Lease	188,483	239,498	239,498	96,468	40.28%
Office Lease	30,420	31,357	31,357	10,532	33.59%
T-hangar Lease	87,955	87,360	87,360	29,995	34.33%
Towing	2,510	2,400	2,400	800	33.33%
Pumping Fee	44,554	131,863	131,863	18,134	13.75%
Catering	9	451	451	18	3.99%
Overnight Tie-down/Hangar	13,568	13,968	13,968	5,479	39.23%
Miscellaneous	7,009	6,349	6,349	2,310	36.38%
Maintenance Hangar Lease	483	1,000	1,000	290	29.00%
Operation Fees	3,324	12,000	12,000	-	0.00%
Fuel Storage Fee	-	-	-	-	NA
Aircraft Ramp Fee	12,200	16,521	16,521	3,700	22.40%
Customs User Fees	3,000	6,200	6,200	1,000	16.13%
Customs Regulated Garbage	800	1,000	1,000	-	0.00%
Call Out Fee	1,850	2,364	2,364	575	24.32%
Aircraft Washes	10	-	-	10	NA
Ground Handling Fee	105	-	-	-	NA
Delinquent Penalty	555	500	500	580	116.00%
Publications	2,121	2,163	2,163	907	41.93%
Pilot Supplies	1,009	1,757	1,757	303	17.25%
Oil	2,957	2,389	2,389	1,880	78.69%
Fuel	1,338,609	1,521,110	1,521,110	411,490	27.05%
Concessions	275	454	454	67	14.76%
Military Fuel Sales	-	-	-	-	NA
Other	-	-	-	-	NA
Cash Discounts	-	-	-	-	NA
Total Sales and Services	**$ 1,798,915**	**$ 2,136,877**	**$ 2,136,877**	**$ 603,703**	**28.25%**
Investment Earnings					
Interest Earned Trustee	$ 17	$ -	$ -	$ -	NA
Total Investment Earnings	**$ 17**	**$ -**	**$ -**	**$ -**	**NA**
Miscellaneous					
Miscellaneous	$ -	$ -	$ -	$ -	NA
Other	-	-	-	-	NA
Cash Discounts	-	-	-	-	NA
Total Miscellaneous	**$ -**	**$ -**	**$ -**	**$ -**	**NA**
Other Financing Sources					
Transfers from other funds (to subsidize operations)					
Airport Cap Projects	$ -	$ -	$ -	$ -	NA
General Fund	1,638,973	1,652,834	1,632,160	530,271	32.49%
Sub Total Interfund Transfers	$ 1,638,973	$ 1,652,834	$ 1,632,160	$ 530,271	32.49%
Revenue Bonds	$ -	$ -	$ -	$ -	NA
Installment Purchase Cont	72,868	-	-	-	NA
Appropriation Of Fund Bal	-	-	37,007	-	0.00%
Inception of Lease	-	-	-	-	NA
Total Other Financing Sources	**$ 1,711,841**	**$ 1,652,834**	**$ 1,669,167**	**$ 530,271**	**31.77%**
Total Airport Fund Revenues	**$ 3,579,773**	**$ 3,789,711**	**$ 3,875,044**	**$ 1,133,974**	**29.26%**

Notes:
[(1)] CARES funding was used to cover payroll expenditures in FY20. Actual revenue was accrued back to prior year.

TABLE 2C - PAGE 1 CITY OF MONROE BUDGET CHARLOTTE-MONROE EXECUTIVE AIRPORT FUND EXPENDITURES					
Function/Activity	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Airport Operations					
Personnel					
Salary	$ 408,812	$ 437,929	$ 437,929	$ 130,488	29.80%
Overtime	4,549	17,307	17,307	4,071	23.52%
Social Security Taxes	30,361	33,728	33,728	9,846	29.19%
Life Insurance	577	649	649	212	32.67%
Employer Share Insurance	78,658	99,482	99,482	29,091	29.24%
Retirement	31,320	38,851	38,851	12,934	33.29%
401(k)	15,163	16,747	16,747	4,639	27.70%
Workers Compensation	2,990	2,990	2,990	997	33.34%
Cell Phone Allowance	1,200	1,200	1,200	400	33.33%
Pay Adjustments	-	-	-	-	NA
CARES Grant Personnel	69,000	-	-	-	NA
Total Personnel	**$ 642,630**	**$ 648,883**	**$ 648,883**	**$ 192,678**	**29.69%**
Capital					
Capitalized Equipment	$ -	$ 35,000	$ 65,281	$ 30,281	46.39%
Capital Lease	-	-	-	-	NA
Total Capital	**$ -**	**$ 35,000**	**$ 65,281**	**$ 30,281**	**46.39%**
Operating					
Bank Service Charges	$ 33,335	$ 46,000	$ 46,000	$ 11,168	24.28%
Financial Management	981	952	952	952	100.00%
Engineering Services	4,300	4,600	4,600	600	13.04%
Contracted Services	1,809	12,724	12,724	-	0.00%
Repair/Maint to Equipment	33,466	38,000	38,000	15,296	40.25%
Repair/Maint to Buildings	26,919	23,190	23,190	6,763	29.16%
Repairs/Maint to Grounds	87,025	79,500	85,090	26,500	31.14%
Sftware License & Support	4,323	7,302	8,082	2,990	37.00%
Repairs & Maint. Copiers	1,070	290	290	171	58.97%
ERP System AMA	-	5,082	5,082	-	0.00%
Copier Rental	3,568	-	-	-	NA
Fuel	4,487	4,837	4,837	1,182	24.44%
Vehicle Maintenance	14,719	16,000	16,000	2,640	16.50%
Unemployment	3,213	410	410	-	0.00%
Wellness & Clinic Cost	3,979	5,555	5,555	1,852	33.34%
Property Damages	50,583	57,631	57,631	19,210	33.33%
Telecommunications	4,344	7,236	7,236	1,155	15.96%
Marketing & Promotions	6,836	10,000	10,000	1,968	19.68%
Uniforms and Shoes	5,820	7,000	7,000	1,281	18.30%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	3,718	5,875	5,875	461	7.85%
Customer Fuel Rebates	63	2,000	2,000	-	0.00%
General Supplies	7,915	14,000	13,379	3,348	25.02%
Postage	5	100	100	-	0.00%
Small Equipment	865	1,450	1,450	121	8.34%
PC's,Peripherals	1,806	3,900	3,900	-	0.00%
Software	951	-	-	-	NA
Utilities	98,507	100,390	100,390	32,971	32.84%
Concessions for Resale	5,725	7,500	7,500	1,535	20.47%
Fuel for Resale	843,008	1,025,000	1,025,000	230,525	22.49%
Oil for Resale	2,714	3,500	3,500	1,115	31.86%
Catering for Customers	-	1,000	1,000	-	0.00%
Organizational Dues	973	1,138	1,138	434	38.14%
Subscriptions & Publicati	706	1,165	1,165	934	80.17%
Bad Debt Expense	19,318	-	-	-	NA
Other Operating Expenditu	2,048	1,350	1,350	988	73.19%
Total Operating	**$ 1,279,099**	**$ 1,494,677**	**$ 1,500,426**	**$ 366,160**	**24.40%**
Reimbursements to other funds					
Administration	$ 176,944	$ 183,330	$ 183,330	$ 61,110	33.33%
Utility Billing	13,059	15,830	15,830	5,277	33.34%
Customer Srvc/Collections	21,505	13,331	13,331	4,444	33.34%
Purchasing	3,750	4,268	4,268	1,423	33.34%
Fleet	13,690	10,601	10,601	3,534	33.34%
Parks and Maintenance	5,411	-	-	-	NA
Facilities Maintenance	10,926	23,653	23,653	7,884	33.33%
Manual Adjs Allocations	-	-	-	-	NA
Total Reimbursements to other funds	**$ 245,285**	**$ 251,013**	**$ 251,013**	**$ 83,672**	**33.33%**
Total Operations	**$ 2,167,014**	**$ 2,429,573**	**$ 2,465,603**	**$ 672,791**	**27.29%**

TABLE 2C - PAGE 2
CITY OF MONROE BUDGET
CHARLOTTE-MONROE EXECUTIVE AIRPORT FUND EXPENDITURES

Function/Activity	Actual 2020	Original Budget 2021	Revised Budget 2021	YTD Actual 2021	% Realized
Airport Customs					
Airport Customs	$ 123,438	$ 123,438	$ 171,764	$ 39,358	22.91%
Contracted Services	-	600	600	-	0.00%
Waste Disposal	960	4,800	4,800	-	0.00%
Repair/Maint to Equipment	2,758	2,000	2,977	-	0.00%
Repair/Maint to Buildings	2,112	3,674	3,674	100	2.72%
Sftware License & Support	-	-	-	-	NA
Property Damages	2,587	2,678	2,678	893	33.35%
Telecommunications	9,811	12,000	12,000	966	8.05%
Training and Travel Exp	-	2,000	2,000	-	0.00%
General Supplies	-	-	-	-	NA
Small Equipment	-	1,000	1,000	-	0.00%
PC's,Peripherals	-	-	-	-	NA
Utilities	6,475	7,349	7,349	2,203	29.98%
Other Operating Expenditu	2,175	-	-	-	NA
Total Customs Service	**$ 150,316**	**$ 159,539**	**$ 208,842**	**$ 43,520**	**20.84%**
Airport Debt Service (1)					
Installment Principal	$ -	$ 44,530	$ 44,530	$ -	0.00%
Installment Interest	22,827	25,101	25,101	21,764	86.71%
Bonds Principal	736,740	758,380	758,380	-	0.00%
Bonds Interest	415,056	364,330	364,330	70,124	19.25%
Bonds Admin Fees	2,379	2,379	2,379	1,887	79.32%
Bonds Issuance Cost	-	-	-	-	NA
Bonds Yrly Monitoring Fee	3,844	3,905	3,905	-	0.00%
Capital Leases Principal	-	1,590	1,590	403	25.35%
Capital Leases Interest	-	384	384	90	23.44%
Total Debt Service	**$ 1,180,846**	**$ 1,200,599**	**$ 1,200,599**	**$ 94,268**	**7.85%**
Transfers to Other Funds					
General Fund	$ -	$ -	$ -	$ -	NA
Total Transfers out to Other Funds	$ -	$ -	$ -	$ -	NA
Total Airport Fund Expenditures	**$ 3,498,176**	**$ 3,789,711**	**$ 3,875,044**	**$ 810,579**	**20.92%**

NOTES:

(1) Airport Debt Service :

	2021	Balance	Payoff Year
2011 Combined Enterprise System Rev Bonds - Refunding	$ 992,313	$ 6,933,287	2028
2016 Airport Hangar Construction (interfund loan)	60,265	903,976	2036
2017 Revenue Bonds	140,670	3,097,535	2043
2020 New ERP System (share)	8,087	72,962	2030
	$ 1,201,335	$ 11,007,760	

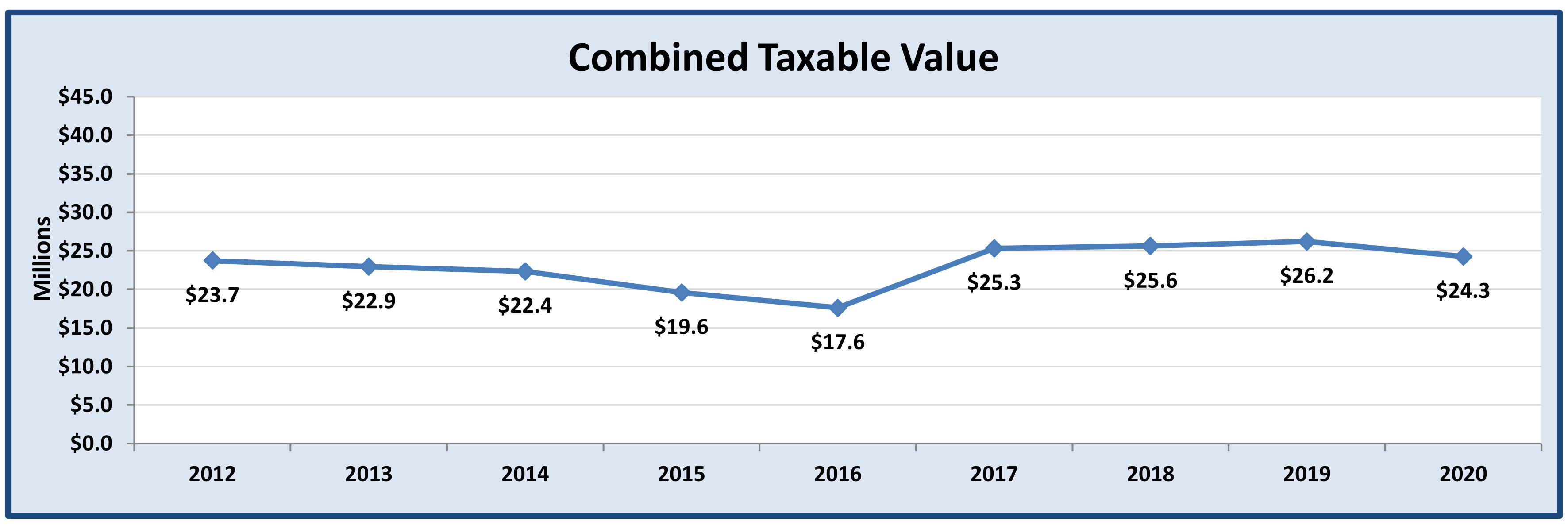
Charlotte Monroe Airport

10 Year History of Taxable Assets

Value as of January 1		2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
for tax collection Fiscal Year		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Airplanes	#	87	94	103	102	82	83	115	107	99	110
	Value	$ 23,043,436	$ 22,248,393	$ 21,669,130	$ 18,909,731	$ 17,007,969	$ 24,736,391	$ 24,995,479	$ 25,607,498	$ 23,666,954	$ 25,487,933
	Tax Rate	0.555	0.555	0.555	0.555	0.586	0.5863	0.5863	0.6163	0.6163	0.6163
	Taxes	**$ 127,891**	**$ 123,479**	**$ 120,264**	**$ 104,949**	**$ 99,718**	**$ 145,029**	**$ 146,548**	**$ 157,819**	**$ 145,859**	**$ 157,082**
Average Value/Planes		**$ 264,867**	**$ 236,685**	**$ 210,380**	**$ 185,390**	**$ 207,414**	**$ 298,029**	**$ 217,352**	**$ 239,322**	**$ 239,060**	**$ 231,708**
Hangers	#	3	3	3	3	3	3	3	3	3	3
	Sq.Ft.	19,674	19,674	19,674	19,674	19,044	19,044	19,044	19,044	19,044	19,044
	Value	$ 686,700	$ 686,700	$ 686,700	$ 686,700	$ 606,400	$ 606,400	$ 606,400	$ 606,400	$ 606,400	$ 606,400
	Tax Rate	0.555	0.555	0.555	0.555	0.586	0.5863	0.5863	0.6163	0.6163	0.6163
	Taxes	**$ 3,811**	**$ 3,811**	**$ 3,811**	**$ 3,811**	**$ 3,555**	**$ 3,555**	**$ 3,555**	**$ 3,737**	**$ 3,737**	**$ 3,737**
Avg Value SF		**$ 34.90**	**$ 34.90**	**$ 34.90**	**$ 34.90**	**$ 31.84**	**$ 31.84**	**$ 31.84**	**$ 31.84**	**$ 31.84**	**$ 31.84**
Combined Taxable Value		$ 23,730,136	$ 22,935,093	$ 22,355,830	$ 19,596,431	$ 17,614,369	$ 25,342,791	$ 25,601,879	$ 26,213,898	$ 24,273,354	$ 26,094,333
Combined Billable Taxes		**$ 131,702**	**$ 127,290**	**$ 124,075**	**$ 108,760**	**$ 103,273**	**$ 148,585**	**$ 150,104**	**$ 161,556**	**$ 149,597**	**$ 160,819**

Note:

	FY20 Actual	FY21 Budget	Change
Operating Revenues	$ 1,798,932	$ 2,136,877	$ 337,945
Operating Expenditures	2,317,330	2,609,164	291,834
Net Operating Revenue / (Deficit)	$ (518,398)	$ (472,287)	$ 46,111
	-	-	
Combined Billable Taxes [(1)]	$ 149,597	$ 160,819	$ 11,223
Net Revenue / (Deficit)	$ (368,801)	$ (311,468)	$ 57,334
Annual Debt Service	$ 1,180,846	$ 1,200,599	$ 19,753



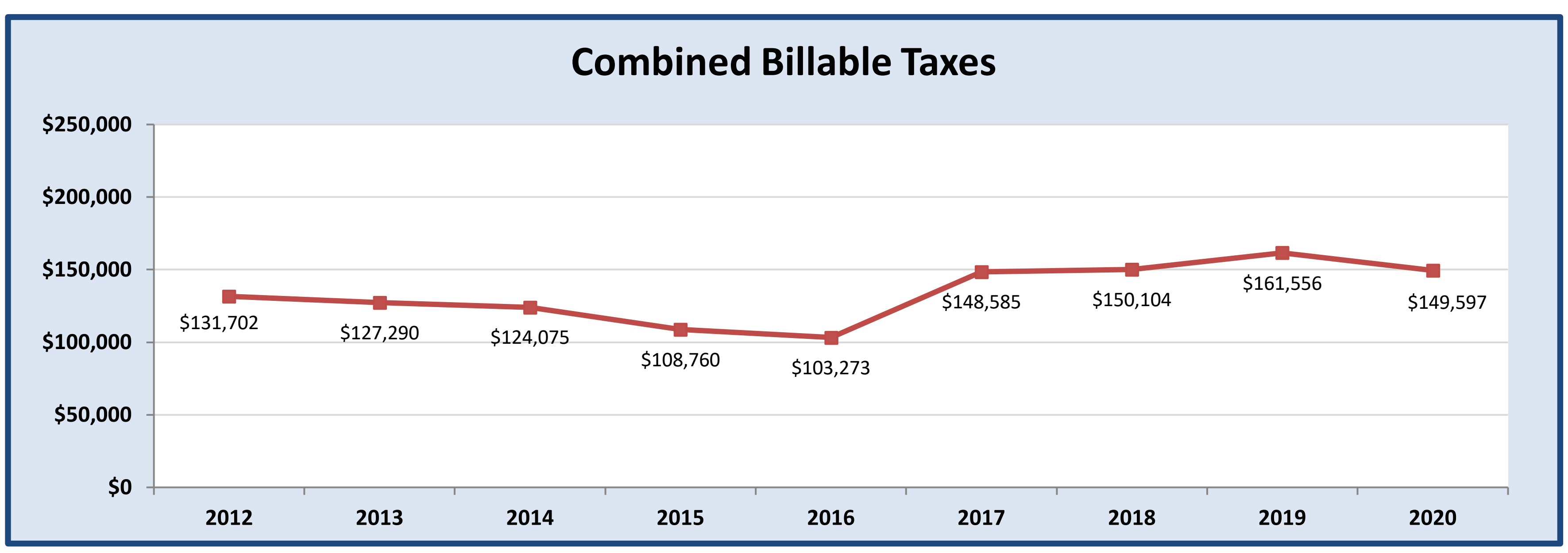


TABLE 3A CITY OF MONROE BUDGET MONROE AQUATIC & FITNESS CENTER BUDGET SUMMARY					
Sources and Uses of Funds	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Sources of Funds					
Beginning Balance	**$ 3,489,823**	**$ 3,314,143**	**$ 3,314,143**	**$ 3,314,143**	**NA**
Revenues					
Sales and Services	$ 3,031,494	$ 4,131,100	$ 4,131,100	$ 181,425	4.39%
Investment Earnings (1)	97,382	67,323	67,323	7,374	10.95%
Miscellaneous	-	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Installment Purchase Cont	90,736	-	-	-	NA
Total Revenues	**$ 3,219,612**	**$ 4,198,423**	**$ 4,198,423**	**$ 188,799**	**4.50%**
Annual Sources of Funds	**$ 3,219,612**	**$ 4,198,423**	**$ 4,198,423**	**$ 188,799**	**4.50%**
Total Sources of Funds	**$ 6,709,435**	**$ 7,512,566**	**$ 7,512,566**	**$ 3,502,942**	**46.63%**
Uses of Funds					
Expenditures					
Personnel	$ 1,877,360	$ 2,370,635	$ 2,370,635	$ 426,509	17.99%
Capital	147,391	121,000	268,121	156,485	58.36%
Operating	1,066,979	1,413,715	1,414,404	175,807	12.43%
Debt Service	-	17,910	17,910	1,566	8.74%
Sub Total	$ 3,091,730	$ 3,923,260	$ 4,071,070	$ 760,367	18.68%
Reimbursements to other funds					
Cost Allocations	$ 303,562	$ 357,590	$ 357,590	$ 119,197	33.33%
Sub Total	$ 303,562	$ 357,590	$ 357,590	$ 119,197	33.33%
Transfer out to other funds					
Transfer out to other funds	$ -	$ -	$ -	$ -	NA
Sub Total	$ -	$ -	$ -	$ -	NA
Total Uses of Funds	**$ 3,395,292**	**$ 4,280,850**	**$ 4,428,660**	**$ 879,564**	**19.86%**
Ending Balance	**$ 3,314,143**	**$ 3,231,716**	**$ 3,083,906**	**$ 2,623,378**	

Notes:
(1) Investment Earnings allocated among all funds on a quarterly basis.

TABLE 3B CITY OF MONROE BUDGET MONROE AQUATIC & FITNESS CENTER REVENUES					
Revenue Sources	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Sales and Services					
Merchandise for Sale	$ 467	$ 2,000	$ 2,000	$ 62	68.22%
Vending Machines	4,906	6,000	6,000	-	0.00%
Adult Trips	620	10,000	10,000	-	0.00%
Swimming Lessons	18,034	34,000	34,000	70	0.21%
Day Camp	64,572	90,000	90,000	34,913	38.79%
Nursery Fees	4	-	-	-	NA
Guest Fees	40,200	60,000	60,000	-	0.00%
Joining Fees	22,868	50,000	50,000	-	0.00%
Monthly Dues	2,752,794	3,650,000	3,650,000	138,438	3.79%
Special Programs	23,441	28,000	28,000	2,299	8.21%
Juice/Health Bar	78,104	125,000	125,000	4,203	3.36%
Membership Chgs Fee	-	15,000	15,000	-	0.00%
Membership Freeze Fee	-	25,000	25,000	-	0.00%
Sale of Fixed Assets	4,549	5,000	5,000	-	0.00%
Aquatics Center-Facility	17,436	27,000	27,000	640	2.37%
Aquatics Center-Pool	3,499	4,100	4,100	800	19.51%
Total Sales and Services	**$ 3,031,494**	**$ 4,131,100**	**$ 4,131,100**	**$ 181,425**	**4.39%**
Investment Earnings					
Investment Earnings (1)	$ 97,382	$ 67,323	$ 67,323	$ 7,374	10.95%
Total Investment Earnings	**$ 97,382**	**$ 67,323**	**$ 67,323**	**$ 7,374**	**10.95%**
Miscellaneous					
Other	$ -	$ -	$ -	$ -	NA
Cash Discounts	-	-	-	-	NA
Total Miscellaneous	**$ -**	**$ -**	**$ -**	**$ -**	**NA**
Other Financing Sources					
Installment Purchase Cont	$ 90,736	$ -	$ -	$ -	68.22%
Transfers In from MAFC Capital Projects	-	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Appropriation Of Fund Bal	-	121,000	268,810	-	0.00%
Total Other Financing Sources	**$ 90,736**	**$ 121,000**	**$ 268,810**	**$ -**	**0.00%**
Total MAFC Fund Revenues	**$ 3,219,612**	**$ 4,319,423**	**$ 4,467,233**	**$ 188,799**	**4.23%**

TABLE 3C - PAGE 1 CITY OF MONROE BUDGET MONROE AQUATIC & FITNESS CENTER EXPENDITURES					
Function/Activity	Actual 2020	Original Budget 2021	Revised Budget 2021	YTD Actual 2021	% Realized
MAFC Operations					
Personnel					
Salary	$ 1,477,370	$ 1,864,802	$ 1,864,802	$ 307,597	16.49%
Overtime	3,561	6,501	6,501	712	10.95%
Social Security Taxes	113,867	142,657	142,657	22,735	15.94%
MET Life Insurance	1,175	1,329	1,329	330	24.83%
Employer Share Insurance	149,896	184,183	184,183	54,182	29.42%
Retirement	65,354	83,423	83,423	23,275	27.90%
401(k)	31,952	37,675	37,675	9,967	26.46%
Workers Compensation	7,265	7,265	7,265	2,422	33.34%
Cell Phone Allowance	4,600	4,800	4,800	1,400	29.17%
Temporary Labor	22,320	38,000	38,000	3,889	10.23%
Sub Total Personnel	$ 1,877,360	$ 2,370,635	$ 2,370,635	$ 426,509	17.99%
Capital					
Capitalized Equipment	$ 147,391	$ 121,000	$ 268,121	$ 156,485	58.36%
Capitalized Buildings	-	-	-	-	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital	$ 147,391	$ 121,000	$ 268,121	$ 156,485	58.36%
Operating					
Bank Service Charges	$ 7,685	$ 13,000	$ 13,000	$ 819	6.30%
Financial Management	2,075	2,037	2,037	2,037	100.00%
Contracted Services	8,073	18,700	18,963	2,822	14.88%
Cleaning Services / Building	66,988	85,884	85,884	1,860	2.17%
Cleaning Services / Linen	2,810	5,000	5,000	-	0.00%
Repairs & Maintenance / Equipment	20,528	36,000	36,000	3,787	10.52%
Repairs & Maintenance / Buildings	117,620	142,375	142,375	10,383	7.29%
Repairs & Maintenance / Grounds	3,263	3,500	3,500	-	0.00%
Software License & Support	3,024	27,704	27,704	303	1.09%
Repairs & Maint. Copiers	3,779	1,030	1,030	465	45.15%
ERP System AMA	-	6,739	6,739	-	0.00%
Repair/Maint to Pools	11,184	41,800	41,800	3,438	8.22%
Repairs & Maintenance / Generators	-	500	500	-	0.00%
Rentals / Copiers	7,997	-	-	-	NA
Vehicles / Fuel	1,453	1,300	1,300	50	3.85%
Vehicles / Maintenance	6,899	4,000	4,000	30	0.75%
Other Insurance / Unemployment	569	1,050	1,050	-	0.00%
Other Insurance / Wellness & Clinic Cost	6,466	11,666	11,666	3,889	33.34%
Other Insurance / Property Damages	35,770	25,322	25,322	8,441	33.33%
Telecommunications	8,484	8,580	8,580	2,835	33.04%
Marketing & Promotions	98,148	110,000	110,000	26,661	24.24%
Printing	13,737	22,000	22,000	56	0.25%
Uniforms and Shoes	10,003	11,000	11,000	1,422	12.93%
Training and Travel Adv	-	-	-	281	NA
Training and Travel Exp	-	1,933	1,933	-	0.00%
Trip Costs - Adults	3,512	8,750	8,750	35	0.40%
Supplies / General	9,081	12,000	12,000	2,246	18.72%
Supplies / Postage	7,962	12,000	12,000	-	0.00%
Supplies / Housekeeping	61,664	75,000	75,426	2,645	3.51%
Supplies / Small Equipment	76,067	123,075	123,075	1,083	0.88%
Supplies / PC's, Peripherals	2,893	10,300	10,300	-	0.00%
Supplies / Pool Chemicals	49,198	52,000	52,000	3,858	7.42%
Software	347	4,500	4,500	-	0.00%
Utilities	322,253	375,000	375,000	88,369	23.57%
Items For Resale / Concessions	80	1,500	1,500	-	0.00%
Organizational Dues	248	235	235	5	2.13%
Subscriptions & Publications	15	235	235	30	12.77%
Other Operating Expenditure	17,756	29,500	29,500	2,042	6.92%
Other Expenditures / Special Events	10,463	13,500	13,500	144	1.07%
Other Expenditures / Day Camp	17,067	32,000	32,000	3,007	9.40%
Juice/Health Bar	51,818	83,000	83,000	2,764	3.33%
Sub Total Operating	$ 1,066,979	$ 1,413,715	$ 1,414,404	$ 175,807	12.43%

TABLE 3C - PAGE 2 CITY OF MONROE BUDGET MONROE AQUATIC & FITNESS CENTER EXPENDITURES					
Function/Activity	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Transfers Out to Other Funds					
General Government Capital Projects	$ -	$ -	$ -	$ -	NA
Total Transfers Out to Other Funds	-	-	-	-	0.00%
Reimbursements to other funds					
Administration	$ 269,200	$ 298,510	$ 298,510	$ 99,503	33.33%
Customer Srvc/Collections	16,134	14,773	14,773	4,924	33.33%
Purchasing	7,655	7,301	7,301	2,434	33.34%
Fleet	1,120	5,870	5,870	1,957	33.34%
Parks Maintenance	4,906	1,818	1,818	606	33.33%
Facilities Maintenance	4,547	9,845	9,845	3,282	33.34%
Manual Adjs Allocations	-	19,473	19,473	6,491	33.33%
Sub Total Reimbursements to other funds	$ 303,562	$ 357,590	$ 357,590	$ 119,197	33.33%
Unreserved	$ -	$ 38,573	$ 38,573	$ -	0.00%
Total MAFC Operations	**$ 3,395,292**	**$ 4,301,513**	**$ 4,449,323**	**$ 877,998**	**19.73%**
MAFC Debt Service					
Installment Principal	$ -	$ 7,494	$ 7,494	$ -	0.00%
Installment Interest	-	4,149	4,149	-	0.00%
Capital Leases Principal	-	5,052	5,052	1,281	25.36%
Capital Leases Interest	-	1,215	1,215	285	23.46%
Total MAFC Debt Service	**$ -**	**$ 17,910**	**$ 17,910**	**$ 1,566**	**8.74%**
Total MAFC Fund Expenditures	**$ 3,395,292**	**$ 4,319,423**	**$ 4,467,233**	**$ 879,564**	**19.69%**

NOTES:

[(1)] MAFC Debt Service :	2021	Balance	Payoff Year
2020 New ERP System (share)	10,070	90,853	2030
	$ 10,070	$ 90,853	

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TABLE 4A
CITY OF MONROE BUDGET
WATER RESOURCES BUDGET SUMMARY

Sources and Uses of Funds	Actual 2020	Original Budget 2021	Revised Budget 2021	YTD Actual 2021	% Realized
Sources of Funds					
Beginning Balance	**$ 22,817,173**	**$ 21,986,402**	**$ 21,986,402**	**$ 21,986,402**	**NA**
Revenues					
Restricted Intergovernmentas	$ 34,646	$ -	$ -	$ -	NA
Sales and Services	18,753,462	18,073,432	18,073,432	5,882,488	32.55%
Investment Earnings (1)	1,104,760	705,215	705,215	87,385	12.39%
Miscellaneous	365,887	2,352	2,352	20,397	867.22%
Sub Total	$ 20,258,755	$ 18,780,999	$ 18,780,999	$ 5,990,270	31.90%
Other Financing Sources					
Transfers from Other Funds	$ 1,187,051	$ -	$ 718,728	$ 718,727	100.00%
Inception of Lease	-	-	-	-	NA
Proceeds From LT Debt/ Revenue Bonds	-	-	-	-	NA
Installment Purchase Cont	275,013	-	-	-	NA
Sub Total	$ 1,462,064	$ -	$ 718,728	$ 718,727	100.00%
Annual Sources of Funds	**$ 21,720,819**	**$ 18,780,999**	**$ 19,499,727**	**$ 6,708,997**	**34.41%**
Total Sources of Funds	**$ 44,537,992**	**$ 40,767,401**	**$ 41,486,129**	**$ 28,695,399**	**69.17%**
Uses of Funds					
Expenditures					
Personnel	$ 4,541,592	$ 5,141,844	$ 5,107,648	$ 1,458,560	28.56%
Capital & Construction	1,016,118	2,833,100	4,504,699	1,058,012	23.49%
Operating	6,495,140	5,415,249	6,179,207	1,342,116	21.72%
Debt Service	2,455,733	2,436,664	2,436,664	301,497	12.37%
Sub Total	$ 14,508,583	$ 15,826,857	$ 18,228,218	$ 4,160,185	22.82%
Reimbursements to other funds					
Cost Allocations	$ 1,768,520	$ 1,841,786	$ 1,841,786	$ 613,927	33.33%
Sub Total	$ 1,768,520	$ 1,841,786	$ 1,841,786	$ 613,927	33.33%
Other Financing Uses					
Transfers to Other Funds	$ 6,274,487	$ 1,149,233	$ 1,155,541	$ 774,588	67.03%
Sub Total	$ 6,274,487	$ 1,149,233	$ 1,155,541	$ 774,588	67.03%
					NA
Unreserved	$ -	$ -	$ -	$ -	NA
Sub Total	$ -	$ -	$ -	$ -	NA
Total Uses of Funds	**$ 22,551,590**	**$ 18,817,876**	**$ 21,225,545**	**$ 5,548,700**	**26.14%**
Ending Balance	**$ 21,986,402**	**$ 21,949,525**	**$ 20,260,584**	**$ 23,146,699**	

Notes:
(1) Investment Earnings are distributed quarterly among all funds.

TABLE 4B
CITY OF MONROE BUDGET
WATER RESOURCES REVENUES

Revenue Sources	Actual 2020	Original Budget 2021	Revised Budget 2021	YTD Actual 2021	% Realized
Restricted Intergovernmental					
FEMA	$ 34,646	$ -	$ -	$ -	NA
Total Restricted Intergovernmental	**$ 34,646**	**$ -**	**$ -**	**$ -**	**NA**
Sales and Services					
Sale of Fixed Assets	$ 56,275	$ -	$ -	$ 17,812	NA
Rental Land	781	-	-	-	NA
Sales of Water	7,557,609	7,371,469	7,371,469	2,267,491	30.76%
Wastewater Treatment	9,285,067	8,964,313	8,964,313	2,666,327	29.74%
Cty Wastewater Treatment	612,155	625,000	625,000	63,433	10.15%
Water and Sewer Taps	89,693	77,603	77,603	36,432	46.95%
Grease Trap Inspection	22,518	37,013	37,013	23,491	63.47%
High Strength Wastewater	89,459	144,116	144,116	41,357	28.70%
Wastewater Civil Penalties	1,100	329	329	1,600	486.32%
Service Charges	42,747	36,612	36,612	40,054	109.40%
Lake Permits	34,122	21,401	21,401	8,673	40.53%
Septic Hauler Permits	-	-	-	-	NA
Industrial Use Permits	22,053	19,363	19,363	18,403	95.04%
Unauthorized Taking of Water	200	-	-	200	NA
Main Extension Permits	3,207	4,313	4,313	2,624	60.84%
Miscellaneous	1,418	-	-	1,431	NA
Water Capacity Fees	451,228	360,220	360,220	332,862	92.41%
Sewer Capacity Fees	482,850	411,680	411,680	358,988	87.20%
Other	980	-	-	1,310	NA
Total Sales and Services	**$ 18,753,462**	**$ 18,073,432**	**$ 18,073,432**	**$ 5,882,488**	**32.55%**
Investment Earnings					
Investment Earnings	$ 1,104,932	$ 700,000	$ 700,000	$ 87,385	12.48%
Interest Earned Trustee	(172)	5,215	5,215	-	0.00%
Total Investment Earnings	**$ 1,104,760**	**$ 705,215**	**$ 705,215**	**$ 87,385**	**12.39%**
Miscellaneous					
Third Party	$ 46,500	$ -	$ -	$ -	NA
Miscellaneous [1]	(63)	1,680	1,680	19,806	1178.93%
Other	318,919	-	-	427	NA
Cash Discounts	531	672	672	164	24.40%
Total Miscellaneous	**$ 365,887**	**$ 2,352**	**$ 2,352**	**$ 20,397**	**867.22%**
Other Financing Sources					
Transfers from other funds					
W&S Capital Projects	$ 1,187,051	$ -	$ 718,728	$ 718,727	100.00%
General Gov't Capital Projects	-	-	-	-	NA
Sub Total Interfund Transfers	**$ 1,187,051**	**$ -**	**$ 718,728**	**$ 718,727**	100.00%
Proceeds From LT Debt/ Revenue Bonds	$ -	$ -	$ -	$ -	NA
Installment Purchase Cont	275,013	-	-	-	NA
Appropriation Of Fund Bal	-	350,000	2,038,941	-	0.00%
Inception of Lease	-	-	-	-	NA
Total Other Financing Sources	**$ 1,462,064**	**$ 350,000**	**$ 2,757,669**	**$ 718,727**	**26.06%**
Total Water & Sewer Fund Revenues	**$ 21,720,819**	**$ 19,130,999**	**$ 21,538,668**	**$ 6,708,997**	**31.15%**

Notes:

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TABLE 4C CITY OF MONROE BUDGET WATER RESOURCES EXPENDITURES					
Function/Activity	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
W&S Administration Division					
Personnel					
Salary	$ 631,171	$ 745,151	$ 712,955	$ 204,998	28.75%
Overtime	1,238	-	-	1,224	NA
Car Allowance	6,000	6,017	6,017	2,077	34.52%
Social Security Taxes	46,365	56,031	56,031	15,352	27.40%
MET Life Insurance	1,290	1,548	1,548	468	30.23%
Employer Share Insurance	101,155	136,396	136,396	38,066	27.91%
Retirement	56,047	74,637	74,637	23,682	31.73%
401(k)	28,671	36,070	36,070	10,862	30.11%
Workers Compensation	6,507	6,507	6,507	2,169	33.33%
Phone Allowance	2,100	2,700	2,700	700	25.93%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	$ 880,544	$ 1,065,057	$ 1,032,861	$ 299,598	29.01%
Capital & Construction					
Capitalized Equipment	$ 9,864	$ -	$ -	$ -	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	$ 9,864	$ -	$ -	$ -	NA
Operating					
Bank Service Charges	$ 6,743	$ -	$ -	$ -	NA
Legal	1,750,000	-	-	-	NA
Financial Management	8,772	9,299	9,299	9,300	100.01%
Engineering	1,005	5,000	7,850	-	0.00%
Contracted Services	48,915	56,609	66,609	11,304	16.97%
FEMA Covid Exp.	-	-	-	1,200	NA
Repairs & Maintenance / Equipment	3,012	7,860	7,860	1,012	12.88%
Repairs & Maintenance / Buildings	6,674	9,498	9,498	3,926	41.34%
Software License & Support	20,758	12,888	12,888	4,581	35.54%
Repairs & Maint. Copiers	2,595	785	785	407	51.85%
ERP System AMA	-	20,752	20,752	-	0.00%
SCADA	8,000	8,562	8,562	-	0.00%
City Beautification	-	5,000	7,613	-	0.00%
Rentals / Copiers	10,164	-	-	-	NA
Vehicles / Fuel	1,295	1,917	1,917	357	18.62%
Vehicles / Maintenance	1,412	1,500	1,500	487	32.47%
Default Fleet Management	-	-	-	-	NA
Unemployment	265	1,013	1,013	-	0.00%
Other Insurance / Wellness & Clinic Cost	5,472	6,111	6,111	2,037	33.33%
Other Insurance / Property Damages	71,228	45,318	45,318	15,106	33.33%
Telecommunications	8,533	8,216	8,216	2,993	36.43%
Marketing & Promotions	-	6,700	6,700	-	0.00%
Uniforms and Shoes	1,803	1,900	1,900	77	4.05%
Training and Travel Adv.	-	-	-	255	NA
Training and Travel Exp	3,657	16,037	16,037	-	0.00%
Supplies / General	10,784	11,633	11,633	2,975	25.57%
Small Equipment	-	600	600	194	32.33%
PC's,Peripherals	7,756	5,600	5,600	-	0.00%
Software	164	-	-	-	NA
Utilities	24,528	24,478	24,478	7,529	30.76%
Organizational Dues	1,271	2,070	2,070	980	47.34%
Subscriptions & Publication	213	214	214	213	99.53%
Bad Debt Expense (1)	32,059	49,796	49,796	(5,476)	-11.00%
Other Operating Expenditure	2,429	3,100	5,296	3,029	57.19%
Sub Total Operating	$ 2,039,507	$ 322,456	$ 340,115	$ 62,486	18.37%
Reimbursements to other funds					
Administration	$ 103,706	$ 116,037	$ 116,037	$ 38,679	33.33%
Utility Billing	581,412	527,695	527,695	175,898	33.33%
Customer Srvc/Collections	268,770	261,410	261,410	87,137	33.33%
Purchasing	7,154	6,601	6,601	2,200	33.33%
Fleet	702	761	761	254	33.38%
Facilities Maintenance	28,728	58,429	58,429	19,476	33.33%
Force Account Labor	-	-	-	-	NA
Water Resources Admin	(180,139)	(180,139)	(180,139)	(60,046)	33.33%
Manual Adjs Allocations	(10,415)	8,519	8,519	2,840	33.34%
Sub Total Reimbursements to other funds	$ 799,918	$ 799,313	$ 799,313	$ 266,438	33.33%
Unreserved	$ -	$ 313,123	$ 313,123	$ -	0.00%
Total W&S Administration Division	**$ 3,729,833**	**$ 2,499,949**	**$ 2,485,412**	**$ 628,522**	**25.29%**

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TABLE 4C - PAGE 2 CITY OF MONROE BUDGET WATER RESOURCES EXPENDITURES					
Function/Activity	**YTD Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
W&S Maintenance Division					
Personnel					
Salary	$ 784,398	$ 861,141	$ 861,141	$ 237,189	27.54%
Overtime	22,943	43,235	43,235	6,864	15.88%
Standby	14,334	15,389	15,389	4,873	31.67%
Social Security Taxes	57,727	65,575	65,575	17,327	26.42%
MET Life Insurance	1,657	1,716	1,716	567	33.04%
Employer Share Insurance	210,169	228,048	228,048	76,761	33.66%
Retirement	69,605	91,221	91,221	28,151	30.86%
401(k)	36,553	43,225	43,225	15,052	34.82%
Workers' Comp	10,845	10,845	10,845	3,615	33.33%
Phone Allowance	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	$ 1,208,231	$ 1,360,395	$ 1,360,395	$ 390,399	28.70%
Capital & Construction					
Contracted Materials & Labor	$ 293,857	$ 750,000	$ 1,201,914	$ 211,665	17.61%
Capitalized Equipment	182,930	505,000	538,000	524,296	97.45%
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	$ 476,787	$ 1,255,000	$ 1,739,914	$ 735,961	42.30%
Operating					
Engineering	$ -	$ -	$ -	$ -	NA
Contracted Services	14,308	12,494	27,494	15,350	55.83%
Repairs & Maintenance / Equipment	8,196	8,000	8,000	2,996	37.45%
Repairs & Maintenance / Software License & Support	1,407	6,240	6,240	1,026	16.44%
Repairs & Maint. Copiers	125	17	17	5,098	29988%
Repairs & Maintenance / Pump Stations	129,721	115,000	145,000	33,469	23.08%
Repairs & Maintenance / Utility Lines	9,847	15,000	15,000	269	1.79%
Repairs & Maintenance / Streets-Dir Cost UT Cuts	112,370	120,000	120,000	37,331	31.11%
Rentals/ Copiers	1,140	-	-	-	NA
Vehicles / Fuel	27,020	29,271	29,271	7,548	25.79%
Vehicles / Maintenance	49,063	48,000	48,000	18,496	38.53%
Default Fleet Management	-	-	-	-	NA
Other Insurance / Wellness & Clinic Cost	8,457	9,444	9,444	3,148	33.33%
Other Insurance / Property Damages	24,431	22,194	22,194	7,398	33.33%
Telecommunications	4,573	6,168	6,168	1,584	25.68%
GPS Tracking	-	-	-	-	NA
Uniforms and Shoes	10,013	13,600	13,600	3,057	22.48%
Training and Travel Advance	-	-	-	111	NA
Training and Travel Exp	8,629	11,625	11,625	43	0.37%
Permits	1,310	1,400	1,400	-	0.00%
Compliance Fines	-	5,000	5,000	-	0.00%
Supplies / General	11,917	15,000	15,000	3,504	23.36%
Supplies / Materials	143,587	175,000	175,000	50,120	28.64%
Supplies / I & I Materials	25,232	35,000	35,000	5,875	16.79%
Supplies / Safety	928	2,700	2,859	300	10.49%
Supplies / Small Equipment	26,089	23,800	23,800	9,562	40.18%
Supplies / PC's,Peripherals	20,701	1,000	1,000	-	0.00%
Supplies / Software	-	-	-	-	NA
Supplies / Meter Exchanges	183,236	181,320	181,320	51,408	28.35%
Supplies / Meter Exchanges	-	-	-	-	NA
Organizational Dues	6,073	7,090	7,090	1,869	26.36%
Other Operating Expenditure	813	1,000	1,000	70	7.00%
Sub Total Operating	$ 829,186	$ 865,363	$ 910,522	$ 259,632	28.51%
Reimbursements to Other Funds					
Administration	$ 186,671	$ 208,866	$ 208,866	$ 69,622	33.33%
Streets-Indirect Costs	38,936	26,455	26,455	8,818	33.33%
Purchasing	13,162	12,145	12,145	4,048	33.33%
Fleet	30,904	33,430	33,430	11,143	33.33%
Warehouse	33,699	39,462	39,462	13,154	33.33%
Parks and Maintenance	18,506	3,514	3,514	1,171	33.32%
Force Account Labor	-	(12,500)	(12,500)	(769)	6.15%
Water Resources Admin	58,892	58,892	58,892	19,631	33.33%
Manual Adjs Allocations	-	8,519	8,519	2,840	33.34%
Sub Total Reimbursements to other funds	$ 380,770	$ 378,783	$ 378,783	$ 129,658	34.23%
Total W&S Maintenance Division	**$ 2,894,974**	**$ 3,859,541**	**$ 4,389,614**	**$ 1,515,650**	**34.53%**

TABLE 4C - PAGE 3 CITY OF MONROE BUDGET WATER RESOURCES EXPENDITURES					
Function/Activity	**YTD Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
W&S Construction Division					
Personnel					
Salary	$ 387,263	$ 407,694	$ 407,694	$ 117,803	28.89%
Overtime	4,488	17,631	17,631	1,387	7.87%
Standby	2,047	5,489	5,489	998	18.18%
Social Security Taxes	28,562	31,412	31,412	8,820	28.08%
MET Life Insurance	853	896	896	288	32.14%
Employer Share Insurance	91,118	100,835	100,835	25,015	24.81%
Retirement	34,865	43,265	43,265	13,800	31.90%
401(k)	17,407	19,794	19,794	6,194	31.29%
Workers' Comp	3,726	3,726	3,726	1,242	33.33%
Cell Phone Allowance	1,800	1,800	1,800	600	33.33%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	$ 572,129	$ 632,542	$ 632,542	$ 176,147	27.85%
Capital & Construction					
Right of Way	$ 6,886	$ 10,000	$ 10,000	$ 130	1.30%
Contracted Materials & Labor	261,768	550,000	931,628	30,294	3.25%
Streets-Dir Cost Infrastructure	50,848	80,000	80,000	37,423	46.78%
Capitalized Equipment	99,511	113,100	113,100	14,289	12.63%
Capitalized Buildings	-	-	-	-	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	$ 419,013	$ 753,100	$ 1,134,728	$ 82,136	7.24%
Operating					
Engineering	$ 29,479	$ 42,000	$ 46,015	$ 1,271	2.76%
Contracted Services	2,673	5,340	5,340	36	0.67%
Equipment Maintenance	4,709	8,000	8,000	367	4.59%
Software License & Support	-	1,624	1,665	-	0.00%
Repairs & Maint. Copiers	30	158	158	6	3.80%
Equipment (Rental)	931	2,500	2,500	488	19.52%
Vehicles / Fuel	11,663	13,949	13,949	5,177	37.11%
Vehicles / Maintenance	39,411	46,700	46,700	12,439	26.64%
Vehicles / Default Fleet Management	-	-	-	-	NA
Other Insurance / Wellness & Clinic Cost	4,477	5,000	5,000	1,667	33.34%
Other Insurance / Property Damages	16,188	15,577	15,577	5,192	33.33%
Telecommunications	-	1,080	1,080	-	0.00%
GPS Tracking	-	-	-	-	NA
Uniforms and Shoes	9,643	8,240	8,240	2,521	30.59%
Training and Travel Adv.	-	-	-	-	NA
Training and Travel Exp	10,289	12,356	12,356	799	6.47%
Supplies / General	2,932	5,000	5,000	445	8.90%
Supplies / Materials	75,413	84,872	84,831	43,745	51.57%
Supplies / Tap Crew Materials	41,050	60,564	61,513	13,180	21.43%
Supplies / Safety	831	3,000	3,159	301	9.53%
Supplies / Small Equipment	9,102	12,275	12,275	5,428	44.22%
Supplies / PC's,Peripherals	815	1,000	1,000	-	0.00%
Streets-Dir Cost New Taps	73,436	40,800	40,800	12,320	30.20%
Organizational Dues	486	870	870	-	0.00%
Other Operating Expenditure	799	1,000	1,000	105	10.50%
Sub Total Operating	$ 334,357	$ 371,905	$ 377,028	$ 105,487	27.98%
Reimbursements to other funds					
Administration	$ 103,707	$ 116,038	$ 116,038	$ 38,679	33.33%
Purchasing	7,050	6,505	6,505	2,168	33.33%
Fleet	20,368	22,033	22,033	7,344	33.33%
Force Account Labor	-	(12,500)	(12,500)	-	0.00%
Water Resources Admin	31,178	31,178	31,178	10,393	33.33%
Manual Adjs Allocations	-	3,043	3,043	1,014	33.32%
Sub Total Reimbursements to other funds	$ 162,303	$ 166,297	$ 166,297	$ 59,598	35.84%
Total W&S Construction Division	**$ 1,487,802**	**$ 1,923,844**	**$ 2,310,595**	**$ 423,368**	**18.32%**

TABLE 4C - PAGE 4 CITY OF MONROE BUDGET WATER RESOURCES EXPENDITURES					
Function/Activity	YTD Actual 2020	Original Budget 2021	Revised Budget 2021	YTD Actual 2021	% Realized
Water Treatment Plant					
Personnel					
Salary	$ 543,419	$ 601,780	$ 599,780	$ 157,432	26.25%
Overtime	6,619	8,305	8,305	1,565	18.84%
Social Security Taxes	42,728	44,003	44,003	12,370	28.11%
MET Life Insurance	1,117	1,125	1,125	367	32.62%
Employer Share Insurance	139,909	155,783	155,783	49,433	31.73%
Retirement	48,708	61,162	61,162	18,356	30.01%
401(k)	24,040	26,576	26,576	8,340	31.38%
Workers' Comp	6,789	6,789	6,789	2,263	33.33%
Phone Allowance	1,200	1,200	1,200	400	33.33%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	$ 814,529	$ 906,723	$ 904,723	$ 250,526	27.69%
Capital & Construction					
Capitalized Equipment	$ 12,150	$ 500,000	$ 662,784	$ 16,565	2.50%
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	$ 12,150	$ 500,000	$ 662,784	$ 16,565	2.50%
Operating					
Engineering	$ 31,961	$ 15,000	$ 145,000	$ 1,500	1.03%
Contracted Services	2,178	1,994	1,994	-	0.00%
Lake Wardens	43,212	44,017	44,017	14,907	33.87%
Waste Disposal	83,761	54,500	54,500	17	0.03%
Repairs & Maintenance / Equipment	200,867	141,000	372,903	26,524	7.11%
Repairs & Maintenance / Buildings	3,751	1,050	1,050	594	56.57%
Repairs & Maintenance / Software Lic & Support	-	4,605	4,605	-	0.00%
Repairs & Maint. Copiers	131	59	59	25	42.37%
Repairs & Maintenance / Generators	12,761	15,000	15,000	3,077	20.51%
Repairs & Maintenance / Tanks	103,335	100,935	100,935	1,300	1.29%
Repairs & Maintenance / Dams	32,399	35,000	50,000	12,816	25.63%
SCADA	2,770	85,000	85,000	-	0.00%
Copiers	419	-	-	-	NA
Vehicles / Fuel	2,037	2,095	2,095	663	31.65%
Vehicles / Maintenance	8,084	4,000	4,000	543	13.58%
Default Fleet Management	-	-	-	-	NA
Other Insurance / Wellness & Clinic Cost	5,970	6,666	6,666	2,222	33.33%
Other Insurance / Property Damages	26,101	27,358	27,358	9,119	33.33%
Telecommunications	7,169	7,304	7,304	1,716	23.49%
GPS Tracking	-	-	-	-	NA
Marketing & Promotions	8,736	11,000	11,000	-	0.00%
Uniforms and Shoes	10,368	8,650	8,650	5,189	59.99%
Training and Travel Advance	-	-	-	149	NA
Training and Travel Exp	718	7,830	7,830	(350)	-4.47%
Permits	5,785	5,785	5,785	3,785	65.43%
Compliance Monitoring	33,794	32,300	32,300	5,907	18.29%
Process & System Testing	47,391	46,300	46,300	16,253	35.10%
Lead/Copper Compliance	-	2,250	2,250	1,150	51.11%
Supplies / General	8,746	8,225	8,225	2,679	32.57%
Supplies / Materials	607	4,050	4,050	-	0.00%
Supplies / Safety	1,040	1,000	1,000	-	0.00%
Supplies / Small Equipment	11,101	7,200	12,195	5,048	41.39%
Supplies / PC's,Peripherals	3,520	2,000	2,000	-	0.00%
Supplies / Treatment Chemicals	1,008,407	1,230,000	1,221,310	290,297	23.77%
Supplies / Laboratory	20,659	19,000	19,000	4,878	25.67%
Utilities	328,593	369,702	369,702	104,576	28.29%
Organizational Dues	10,332	6,090	11,090	10,000	90.17%
Subscriptions & Publications	150	500	500	-	0.00%
Other Operating Expenditures	1,844	1,000	3,000	2,020	67.33%
Union County	54,467	55,000	55,000	12,973	23.59%
Sub Total Operating	$ 2,123,164	$ 2,363,465	$ 2,743,673	$ 539,577	19.67%
Reimbursements to other funds					
Administration	$ 124,446	$ 139,243	$ 139,243	$ 46,414	33.33%
Purchasing	8,460	7,806	7,806	2,602	33.33%
Fleet	6,321	6,838	6,838	2,279	33.33%
Water Resources Admin	38,106	38,106	38,106	12,702	33.33%
Manual Adjs Allocations	-	5,477	5,477	1,826	33.34%
Sub Total Reimbursements to other funds	$ 177,333	$ 197,470	$ 197,470	$ 65,823	33.33%
Total Water Treatment Plant	**$ 3,127,176**	**$ 3,967,658**	**$ 4,508,650**	**$ 872,491**	**19.35%**

TABLE 4C - PAGE 5 CITY OF MONROE BUDGET WATER RESOURCES EXPENDITURES					
Function/Activity	**YTD Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Waste Treatment Plant					
Personnel					
Salary	$ 738,156	$ 794,026	$ 794,026	$ 222,605	28.03%
Overtime	2,389	12,701	12,701	1,516	11.94%
Social Security Taxes	54,828	60,140	60,140	16,504	27.44%
MET Life Insurance	1,567	1,679	1,679	511	30.43%
Employer Share Insurance	161,527	182,087	182,087	61,615	33.84%
Retirement	65,520	80,886	80,886	25,691	31.76%
401(k)	32,609	36,045	36,045	10,400	28.85%
Workers' Comp	8,543	8,543	8,543	2,848	33.34%
Cell Phone Allowance	1,020	1,020	1,020	200	19.61%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	$ 1,066,159	$ 1,177,127	$ 1,177,127	$ 341,890	29.04%
Capital & Construction					
Capitalized Equipment	$ 98,304	$ 325,000	$ 967,273	$ 223,350	23.09%
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	$ 98,304	$ 325,000	$ 967,273	$ 223,350	23.09%
Operating					
Engineering	$ 27,000	$ 10,000	$ 76,200	$ 49,228	64.60%
Contracted Services	2,178	1,994	1,994	-	0.00%
Waste Disposal	137,223	136,681	136,681	2,516	1.84%
Repairs & Maintenance / Equipment	135,546	141,982	391,432	21,280	5.44%
Repairs & Maintenance / Buildings	3,738	9,250	9,250	2,645	28.59%
Repairs & Maintenance / Software Lic & Support	-	5,709	5,709	-	0.00%
Repairs & Maint. Copiers	324	48	48	84	175.00%
Generators	30,053	50,000	50,000	5,413	10.83%
SCADA	750	55,000	55,000	-	0.00%
Copiers	1,259	-	-	-	NA
Vehicles / Fuel	4,720	5,323	5,323	1,469	27.60%
Vehicles / Maintenance	23,702	8,549	8,549	5,616	65.69%
Default Fleet Management	-	-	-	-	NA
Other Insurance / Wellness & Clinic Cost	7,959	8,888	8,888	2,963	33.34%
Other Insurance / Property Damages	37,737	40,602	40,602	13,534	33.33%
Telecommunications	1,428	2,008	2,008	488	24.30%
GPS Tracking	-	-	-	-	NA
Uniforms and Shoes	9,506	12,620	12,620	4,730	37.48%
Training and Travel Advance	-	-	-	-	NA
Training and Travel Exp	2,260	7,340	7,340	-	0.00%
Permits	6,160	6,160	6,160	-	0.00%
Compliance Fines	-	5,000	5,000	-	0.00%
Compliance Monitoring	32,078	42,000	42,000	8,886	21.16%
Supplies / General	3,880	9,300	9,300	913	9.82%
Supplies / Materials	-	40,000	40,000	-	0.00%
Supplies / Safety	5,785	6,475	6,634	1,470	22.16%
Supplies / Small Equipment	3,707	3,675	3,675	93	2.53%
Supplies / PC's,Peripherals	4,173	2,000	2,000	-	0.00%
Supplies / Treatment Chemicals	118,427	101,500	101,500	42,539	41.91%
Supplies / Pre-Treatment Chemicals	70,513	240,000	240,000	18,407	7.67%
Supplies / Laboratory	32,420	35,911	35,911	18,081	50.35%
Software	-	-	-	-	NA
Utilities	446,629	483,176	483,176	157,076	32.51%
Organizational Dues	18,723	18,597	18,597	17,472	93.95%
Other Operating Expenditure	1,048	2,272	2,272	31	1.36%
Sub Total Operating	$ 1,168,926	$ 1,492,060	$ 1,807,869	$ 374,934	20.74%
Reimbursements to other funds					
Administration	$ 172,844	$ 193,395	$ 193,395	$ 64,465	33.33%
Purchasing	11,448	10,563	10,563	3,521	33.33%
Fleet	11,941	12,917	12,917	4,306	33.34%
Force Account Labor	-	25,000	25,000	769	3.08%
Water Resources Admin	51,963	51,963	51,963	17,321	33.33%
Manual Adjs Allocations	-	6,085	6,085	2,028	33.33%
Sub Total Reimbursements to other funds	$ 248,196	$ 299,923	$ 299,923	$ 92,410	30.81%
Total Waste Treatment Plant	**$ 2,581,585**	**$ 3,294,110**	**$ 4,252,192**	**$ 1,032,584**	**24.28%**

TABLE 4C - PAGE 6 CITY OF MONROE BUDGET WATER RESOURCES EXPENDITURES					
Function/Activity	**YTD Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
W&S Debt Service					
Installment Purchase Agreements & State Revolving Loans					
Principal	$ 481,103	$ 503,830	$ 503,830	$ -	0.00%
Interest	158,427	160,329	160,329	49,842	31.09%
Revenue Bonds					
Principal	666,135	692,119	692,119	-	0.00%
Interest	718,389	635,929	635,929	107,766	16.95%
Administration Fees	3,873	3,873	3,873	1,365	35.24%
Issuance Cost	-	-	-	-	NA
Payment to Escrow Agent	-	-	-	-	NA
Annual Monitoring Fee	4,110	4,051	4,051	-	0.00%
Union Co Water Agreement	423,696	431,367	431,367	141,232	32.74%
Capital Leases Principal	-	4,164	4,164	1,057	25.38%
Capital Leases Interest	-	1,002	1,002	235	23.45%
Total W&S Debt Service	**$ 2,455,733**	**$ 2,436,664**	**$ 2,436,664**	**$ 301,497**	**12.37%**
Transfers to Other Funds					
Capital Projects (General Government)	$ 23,667	$ 27,333	$ 27,333	$ 27,333	100.00%
W&S Capital Projects	1,050,000	350,000	356,308	356,308	100.00%
Water/Sewer Reserve Fund	5,200,820	771,900	771,900	390,947	50.65%
Total Transfers out to Other Funds	$ 6,274,487	$ 1,149,233	$ 1,155,541	$ 774,588	67.03%
Total W&S	**$ 22,551,590**	**$ 19,130,999**	**$ 21,538,668**	**$ 5,548,700**	**25.76%**
	-	-	-	-	

NOTES:
(1) Collection of customer charges written off in prior year. Current fiscal year write offs will post in May to offset credit balance.

	2021	Balance	Payoff Year
State Revolving Loans:			
E-SRF-T-10-0259	$ 641,310	$ 7,856,897	2034
Revenue Bonds:			
11 Refunding Rev	292,250	872,850	2023
16 Refunding Rev	326,385	4,248,301	2033
17 Revenue Bonds	718,244	16,506,946	2043
Other Debt			
Union County Agreement	421,667	5,628,287	2040
2020 New ERP System (share)	30,520	275,370	2030
	$ 2,430,376	$ 35,388,651	

TABLE 5A CITY OF MONROE BUDGET ELECTRIC FUND BUDGET SUMMARY					
Sources and Uses of Funds	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Sources of Funds					
Beginning Balance	**$ 46,834,442**	**$ 50,735,471**	**$ 50,735,471**	**$ 50,735,471**	**NA**
Revenues					
Restricted Intergovernmentas	$ 80,008	$ -	$ -	$ -	NA
Sales and Services	61,132,138	65,755,979	65,755,979	17,424,036	26.50%
Investment Earnings (1)	1,429,147	989,170	989,170	176,724	17.87%
Miscellaneous	199,282	25,000	25,000	15,396	61.58%
Sub Total	$ 62,840,575	$ 66,770,149	$ 66,770,149	$ 17,616,156	26.38%
Other Financing Sources					
Transfers from Other Funds	$ 814,379	$ -	$ 1,042,390	$ 1,042,389	100.00%
Proceeds From LT Debt / Installment Pur.	243,298	-	-	-	NA
Proceeds From LT Debt / Revenue Bonds	-	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Repayment of Advances	61,386	68,347	68,347	54,193	79.29%
Sub Total	$ 1,119,063	$ 68,347	$ 1,110,737	$ 1,096,582	98.73%
Annual Sources of Funds	**$ 63,959,638**	**$ 66,838,496**	**$ 67,880,886**	**$ 18,712,738**	**27.57%**
Total Sources of Funds	**$110,794,080**	**$117,573,967**	**$118,616,357**	**$ 69,448,209**	**58.55%**
Uses of Funds					
Expenditures					
Personnel	$ 3,553,111	$ 4,344,897	$ 4,344,897	$ 1,146,534	26.39%
Capital & Construction	1,231,868	2,028,500	2,317,336	134,512	5.80%
Operating	49,495,102	53,480,452	53,722,386	13,039,499	24.27%
Debt Service	1,369,450	1,400,188	1,400,188	152,370	10.88%
Sub Total	$ 55,649,531	$ 61,254,037	$ 61,784,807	$ 14,472,915	23.42%
Reimbursements to other funds					
Cost Allocations	$ 915,174	$ 1,017,903	$ 1,017,903	$ 339,302	33.33%
Sub Total	$ 915,174	$ 1,017,903	$ 1,017,903	$ 339,302	33.33%
Other Financing Uses					
Transfers to Other Funds	$ 3,493,904	$ 2,402,333	$ 2,402,333	$ 2,395,085	99.70%
Advances to/from Other Funds	-	-	-	-	NA
Sub Total	$ 3,493,904	$ 2,402,333	$ 2,402,333	$ 2,395,085	99.70%
Total Uses of Funds	**$ 60,058,609**	**$ 64,674,273**	**$ 65,205,043**	**$ 17,207,302**	**26.39%**
Ending Balance	**$ 50,735,471**	**$ 52,899,694**	**$ 53,411,314**	**$ 52,240,907**	

Notes:
(1) Investment Earnings - Distributed quarterly among funds

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TABLE 5B CITY OF MONROE BUDGET ELECTRIC FUND REVENUES					
Revenue Sources	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Restricted Intergovernmental					
FEMA	$ 80,008	$ -	$ -	$ -	NA
Total Restricted Intergovernmental	**$ 80,008**	**$ -**	**$ -**	**$ -**	**NA**
Sales and Services					
Sale of Land	$ -	$ -	$ -	$ -	NA
Sale of Fixed Assets	105	-	-	30,310	NA
Sales of Power	58,064,530	61,151,812	61,151,812	16,344,810	26.73%
Tax On Sales Of Power	2,395,467	4,280,627	4,280,627	905,407	21.15%
REPS Charges	222,553	191,540	191,540	78,826	41.15%
Service Charges	12,361	-	-	654	NA
Facilities Charges	-	-	-	-	NA
Rebates	300	10,000	10,000	450	4.50%
Pole Attachments	166,261	90,000	90,000	-	0.00%
Telecomm-Fiber Optic Att	23,701	32,000	32,000	4,293	13.42%
Dark Fiber Use	45,860	-	-	34,798	NA
Other	201,000	-	-	24,488	NA
Total Sales and Services	**$ 61,132,138**	**$ 65,755,979**	**$ 65,755,979**	**$ 17,424,036**	**26.50%**
Investment Earnings					
Investment Earnings	$ 1,429,147	$ 989,170	$ 989,170	$ 176,724	17.87%
Total Investment Earnings	**$ 1,429,147**	**$ 989,170**	**$ 989,170**	**$ 176,724**	**17.87%**
Miscellaneous					
Insurance / Third Party	$ -	$ -	$ -	$ -	NA
Miscellaneous	127,961	25,000	25,000	15,238	60.95%
Other	70,992	-	-	150	NA
Cash Discounts	329	-	-	8	NA
Total Miscellaneous	**$ 199,282**	**$ 25,000**	**$ 25,000**	**$ 15,396**	**61.58%**
Other Financing Sources					
Transfers from other funds					
Electrical Capital Project	$ 814,379	$ -	$ 1,042,390	$ 1,042,389	100.00%
General Gov't Capital Projects	-	-	-	-	NA
Sub Total Interfund Transfers	**$ 814,379**	**$ -**	**$ 1,042,390**	**$ 1,042,389**	100.00%
Proceeds From LT Debt /Revenue Bonds	$ -	$ -	$ -	$ -	NA
Proceeds From LT Debt / Installment Purchase Cont	243,298	-	-	-	NA
Sub Total Proceeds from Financing	**$ 243,298**	**$ -**	**$ -**	**$ -**	NA
Appropriation Of Fund Bal	$ -	$ -	$ (511,620)	$ -	0.00%
Inception of Lease	-	-	-	-	NA
Advances to/from Other Funds					
Stormwater	$ -	$ -	$ -	$ -	NA
Natural Gas	-	-	-	-	NA
Sub Total Advances to/from Other Funds	**$ -**	**$ -**	**$ -**	**$ -**	NA
Repayment of Advances					
General Fund	$ 38,559	$ 44,486	$ 44,486	$ 32,429	72.90%
Natural Gas	-	-	-	-	NA
Airport	22,827	23,861	23,861	21,764	91.21%
Sub Total Repayment of Advances	**$ 61,386**	**$ 68,347**	**$ 68,347**	**$ 54,193**	79.29%
Total Other Financing Sources	**$ 1,119,063**	**$ 68,347**	**$ 599,117**	**$ 1,096,582**	**183.03%**
Total Electric Fund Revenues	**$ 63,959,638**	**$ 66,838,496**	**$ 67,369,266**	**$ 18,712,738**	**27.78%**

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TABLE 5C CITY OF MONROE BUDGET ELECTRIC FUND EXPENDITURES					
Function/Activity	Actual 2020	Original Budget 2021	Revised Budget 2021	YTD Actual 2021	% Realized
Electric Administration Division					
Personnel					
Salary	$ 1,005,254	$ 1,317,237	$ 1,317,237	$ 304,446	23.11%
Overtime	7,197	3,226	3,226	2,593	80.38%
Car Allowance	4,615	6,017	6,017	2,077	34.52%
Social Security Taxes	74,483	98,479	98,479	22,589	22.94%
MET Life Insurance	2,078	2,719	2,719	705	25.93%
Employer Share Insurance	167,776	210,679	210,679	57,062	27.08%
Retirement	89,700	132,537	132,537	35,046	26.44%
401(k)	49,599	63,282	63,282	16,170	25.55%
Workers Compensation	8,633	8,633	8,633	2,878	33.34%
Phone Allowance	3,120	3,600	3,600	1,060	29.44%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	$ 1,412,455	$ 1,846,409	$ 1,846,409	$ 444,626	24.08%
Capital & Construction					
Capitalized Equipment	$ -	$ -	$ -	$ -	NA
Land	-	-	-	-	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	$ -	$ -	$ -	$ -	NA
Operating					
Professional / Legal	$ 11,856	$ 25,000	$ 29,992	$ 5,451	18.17%
Professional / Financial Management	32,485	31,738	31,738	31,738	100.00%
Professional / Engineering	17,436	130,000	151,529	1,467	0.97%
Technical / Contracted Services	134,775	122,888	281,434	63,963	22.73%
FEMA Covid Exp.	-	-	-	1,200	NA
Repair/Maint to Equipment	1,933	1,700	1,700	438	25.76%
Repairs & Maintenance / Buildings	16,359	21,040	21,040	2,125	10.10%
Software License & Support	29,478	40,219	40,219	25,921	64.45%
Repairs & Maint. Copiers	2,425	358	358	953	266.20%
ERP System AMA	-	17,332	17,332	-	0.00%
Rentals / Copiers	12,233	-	-	188	NA
Vehicles / Fuel	678	1,258	1,258	81	6.44%
Vehicles / Maintenance	1,658	2,245	2,245	60	2.67%
Unemployment	879	3,365	3,365	-	0.00%
Other Insurance / Wellness & Clinic Cost	6,964	7,776	7,776	2,592	33.33%
Other Insurance / Property Damages	15,380	15,326	15,326	5,109	33.34%
Telecommunications	6,120	4,609	4,609	1,970	42.74%
Marketing & Promotions	10,765	11,375	11,375	10,409	91.51%
Helping Hands	6,658	16,000	16,000	1,618	10.11%
Uniforms and Shoes	1,750	2,485	2,485	2,510	101.01%
Training and Travel Adv.	-	-	-	1,497	NA
Training and Travel Exp	17,559	63,070	63,070	250	0.40%
General Supplies	10,564	7,500	7,500	2,878	38.37%
Small Equipment	2,495	2,000	2,000	438	21.90%
PC's, Peripherals	5,389	7,850	7,850	-	0.00%
Software	12,471	11,000	11,000	-	0.00%
Utilities	65,646	70,559	70,559	22,215	31.48%
Organizational Dues	1,525	3,610	3,610	-	0.00%
Subscriptions & Publications	409	164	164	-	0.00%
Other Operating Expenditure	2,967	3,150	3,309	561	16.95%
Sub Total Operating	$ 428,857	$ 623,617	$ 808,843	$ 185,632	22.95%
Reimbursements to other funds					
Administration	$ 678,211	$ 781,742	$ 781,742	$ 260,581	33.33%
Utility Billing	50,396	57,920	57,920	19,307	33.33%
Customer Service/Collections	478,673	436,807	436,807	145,602	33.33%
Street	3,120	2,151	2,151	717	33.33%
Purchasing	37,043	39,096	39,096	13,032	33.33%
Fleet	38,794	40,499	40,499	13,500	33.33%
Facilities Maintenance	36,108	75,916	75,916	25,305	33.33%
Electric Administration	(790,000)	(790,000)	(790,000)	(263,333)	33.33%
Manual Adjustments	-	13,387	13,387	4,462	33.33%
Sub Total Reimbursements to other funds	$ 532,345	$ 657,518	$ 657,518	$ 219,173	33.33%
Total Electric Administration Division	**$ 2,373,657**	**$ 3,127,544**	**$ 3,312,770**	**$ 849,431**	**25.64%**

TABLE 5C - PAGE 2 CITY OF MONROE BUDGET ELECTRIC FUND EXPENDITURES					
Function/Activity	**YTD Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Maintenance/Construction Division					
Personnel					
Salary	$ 1,497,886	$ 1,697,082	$ 1,697,082	$ 474,832	27.98%
Overtime	41,871	48,757	48,757	10,137	20.79%
Standby	32,601	61,903	61,903	10,944	17.68%
Social Security Taxes	115,562	134,165	134,165	36,274	27.04%
MET Life Insurance	3,198	3,670	3,670	1,105	30.11%
Employer Share Insurance	224,232	273,564	273,564	82,387	30.12%
Retirement	138,761	181,545	181,545	56,880	31.33%
401(k)	76,596	87,978	87,978	26,004	29.56%
Workers' Comp	9,824	9,824	9,824	3,275	33.34%
Cell Phone Allowance	125	-	-	70	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	$ 2,140,656	$ 2,498,488	$ 2,498,488	$ 701,908	28.09%
Capital & Construction					
Capitalized Equipment	$ 390,241	$ 708,500	$ 949,535	$ -	0.00%
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	$ 390,241	$ 708,500	$ 949,535	$ -	0.00%
Operating					
Bank Service Charges	$ 23,012	$ -	$ -	$ (1)	NA
Meter Repairs	25,600	30,000	30,000	1,107	3.69%
Contracted Services	148,377	380,000	410,000	23,176	5.65%
Tree Trimming	312,265	393,520	396,412	100,954	25.47%
Equipment	421	5,000	5,000	1,628	32.56%
Software License & Support	46,399	49,200	49,200	36,376	73.93%
Transformers	2,146	5,500	5,500	-	0.00%
Poles	26,391	52,000	52,000	19,380	37.27%
Repairs & Maintenance / SCADA	11,275	40,744	40,744	11,543	28.33%
Repairs & Maintenance / Substations	159,622	155,000	173,544	48,108	27.72%
Distribution Lines	64,700	90,000	90,000	12,356	13.73%
City Beautification	-	5,000	7,613	-	0.00%
Vehicles / Fuel	31,892	33,287	33,287	8,484	25.49%
Vehicles / Maintenance	78,780	50,000	50,000	21,223	42.45%
Vehicles / Default Fleet Management	-	-	-	-	NA
Other Insurance / Wellness & Clinic Cost	9,949	11,110	11,110	3,703	33.33%
Other Insurance / Property Damages	102,059	82,090	82,090	27,363	33.33%
Telecommunications	11,907	16,596	16,596	3,629	21.87%
Uniforms and Shoes	16,058	28,200	28,200	10,344	36.68%
Training and Travel Advance	-	-	-	-	NA
Training and Travel Exp	23,032	35,050	37,550	1,604	4.27%
Payment In Lieu of Taxes	-	-	-	-	NA
Energy Incentive Programs	1,450	10,000	10,000	200	2.00%
EDR1 Econ Dev Rate Rider	160,802	390,000	390,000	24,857	6.37%
Supplies / General	5,032	10,000	10,000	1,544	15.44%
Supplies / Materials	-	-	-	-	NA
Small Equipment	50,121	50,000	50,000	31,887	63.77%
PC's, Peripherals	2,893	1,950	1,950	-	0.00%
Software	-	-	-	-	NA
Organizational Dues	12,932	45,000	45,000	(8,249)	-18.33%
Bad Debt Expense (1)	110,662	187,626	187,626	(8,202)	-4.37%
Other Operating Expenditure	53,457	40,000	40,159	13,956	34.75%
Inventory Over/Short	-	-	-	-	NA
Electric Purchases	45,181,475	46,379,335	46,379,335	11,600,666	25.01%
Sales Tax Power Purchase	2,393,536	4,280,627	4,280,627	866,231	20.24%
Sub Total Operating	$ 49,066,245	$ 52,856,835	$ 52,913,543	$ 12,853,867	24.29%
Reimbursements to other funds					
Warehouse	$ 341,976	$ 344,277	$ 344,277	$ 114,759	33.33%
Parks and Maintenance	40,853	9,413	9,413	3,138	33.34%
Force Account Labor	-	-	-	-	NA
Manual Adjs Allocations	-	6,695	6,695	2,232	33.34%
Credits	-	-	-	-	NA
Sub Total Reimbursements to other funds	$ 382,829	$ 360,385	$ 360,385	$ 120,129	33.33%
Unreserved	**$ -**	**$ 2,164,223**	**$ 2,164,223**	**$ -**	**0.00%**
Total Maintenance/Construction Division	**$ 51,979,971**	**$ 58,588,431**	**$ 58,886,174**	**$ 13,675,904**	**23.22%**

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TABLE 5C - PAGE 3 CITY OF MONROE BUDGET ELECTRIC FUND EXPENDITURES					
Function/Activity	**YTD Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Electrical System Improvements Division					
Capital & Construction					
Construction	$ 761,233	$ 700,000	$ 700,500	$ 125,061	17.85%
Engineering	-	50,000	87,850	-	0.00%
Contracted/Frc Acct Labor	80,394	570,000	579,451	9,451	1.63%
Sub Total Capital & Construction	$ 841,627	$ 1,320,000	$ 1,367,801	$ 134,512	9.83%
Total Electrical System Improvements Division	**$ 841,627**	**$ 1,320,000**	**$ 1,367,801**	**$ 134,512**	**9.83%**
Electric Debt Service					
Installment Purchase Agreements					
Principal	$ -	$ 20,097	$ 20,097	$ -	0.00%
Interest	-	11,127	11,127	-	0.00%
Revenue Bonds	-	-	-	-	
Principal	747,270	779,296	779,296	-	0.00%
Interest	616,426	581,019	581,019	148,502	25.56%
Administration Fees	3,144	3,144	3,144	3,144	100.00%
Issuance Costs	-	-	-	-	NA
Payment to Escrow Agent	-	-	-	-	NA
Annual Monitoring Fee	2,610	2,610	2,610	-	0.00%
Capital Leases Principal	-	2,334	2,334	592	25.36%
Capital Leases Interest	-	561	561	132	23.53%
Total Electric Debt Service	$ 1,369,450	$ 1,400,188	$ 1,400,188	$ 152,370	10.88%
Transfers to Other Funds					
General Fund	$ 545,237	$ 550,000	$ 550,000	$ 542,752	98.68%
Capital Projects (General Government)	23,667	27,333	27,333	27,333	100.00%
Electrical Capital Project	2,925,000	1,825,000	1,825,000	1,825,000	100.00%
Water And Sewer	-	-	-	-	NA
Airport Cap Projects	-	-	-	-	NA
Total Transfers out to Other Funds	$ 3,493,904	$ 2,402,333	$ 2,402,333	$ 2,395,085	99.70%
Advances to Other Funds					
General Fund	$ -	$ -	$ -	$ -	NA
Total Advances to Other Funds	$ -	$ -	$ -	$ -	NA
Total Electric	**$ 60,058,609**	**$ 66,838,496**	**$ 67,369,266**	**$ 17,207,302**	**25.54%**

NOTES:

(1) Collection of customer charges written off in prior year. Current fiscal year write offs will post in May to offset credit balance.

	2021	Balance	Payoff Year
Revenue Bonds:			
16 Refunding Rev	$ 1,373,304	$ 16,474,164	2033
Other Debt			
2020 New ERP System (share)	27,000	243,614	2040
	$ 1,400,304	$ 16,717,778	

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TABLE 6A CITY OF MONROE BUDGET NATURAL GAS FUND BUDGET SUMMARY					
Sources and Uses of Funds	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Sources of Funds					
Beginning Balance	**$ 28,489,896**	**$ 30,285,705**	**$ 30,285,705**	**$ 30,285,705**	**NA**
Revenues					
Intergovernmental Restricted	$ 1,096	$ -	$ -	$ -	NA
Sales and Services	15,062,298	17,270,938	17,270,938	1,923,240	11.14%
Investment Earnings (1)	842,949	574,060	574,060	90,905	15.84%
Miscellaneous	42,388	-	-	21,396	NA
Sub Total	$ 15,948,731	$ 17,844,998	$ 17,844,998	$ 2,035,541	11.41%
Other Financing Sources					
Proceeds From LT Debt / Installment Pur.	$ 163,572	$ -	$ -	$ -	NA
Proceeds From LT Debt / Revenue Bonds	-	-	-	-	NA
Proceeds From Limited Obligation Bonds (LOBs)	-	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Transfers from other funds	134,451	-	-	-	NA
Sub Total	$ 298,023	$ -	$ -	$ -	NA
Annual Sources of Funds	**$ 16,246,754**	**$ 17,844,998**	**$ 17,844,998**	**$ 2,035,541**	**11.41%**
Total Sources of Funds	**$ 44,736,650**	**$ 48,130,703**	**$ 48,130,703**	**$ 32,321,246**	**67.15%**
Uses of Funds					
Expenditures					
Personnel	$ 1,299,922	$ 1,629,244	$ 1,629,244	$ 454,077	27.87%
Capital & Construction	729,692	658,000	658,000	214,023	32.53%
Operating	5,744,550	10,410,199	10,431,720	760,130	7.29%
Debt Service	2,832,248	2,746,124	2,746,124	274,369	9.99%
Sub Total	$ 10,606,412	$ 15,443,567	$ 15,465,088	$ 1,702,599	11.01%
Reimbursements to other funds					
Cost Allocations	$ 1,607,755	$ 1,712,306	$ 1,712,306	$ 570,767	33.33%
Sub Total	$ 1,607,755	$ 1,712,306	$ 1,712,306	$ 570,767	33.33%
Other Financing Uses					
Transfers to Other Funds	$ 2,236,778	$ 2,680,000	$ 2,844,012	$ 2,848,558	100.16%
Sub Total	$ 2,236,778	$ 2,680,000	$ 2,844,012	$ 2,848,558	100.16%
Total Uses of Funds	**$ 14,450,945**	**$ 19,835,873**	**$ 20,021,406**	**$ 5,121,924**	**25.58%**
Ending Balance	**$ 30,285,705**	**$ 28,294,830**	**$ 28,109,297**	**$ 27,199,322**	

Notes:
(1) Investment Earnings - Allocation to all funds posted quarterly.

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TABLE 6B CITY OF MONROE BUDGET NATURAL GAS FUND REVENUES					
Revenue Sources	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Restricted Intergovernmental					
FEMA	$ 1,096	$ -	$ -	$ -	NA
Total Restricted Intergovernmental	**$ 1,096**	**$ -**	**$ -**	**$ -**	**NA**
Sales and Services					
Sales Of Fixed Assets	$ 5,610	$ -	$ -	$ -	NA
Sales Of Natural Gas	14,334,260	16,141,064	16,141,064	1,834,610	11.37%
Tax on Sales of N Gas	718,914	1,129,874	1,129,874	87,419	7.74%
Service Charges	3,514	-	-	1,211	NA
PSNC Capacity Charge	-	-	-	-	NA
Other	-	-	-	-	NA
Total Sales and Services	**$ 15,062,298**	**$ 17,270,938**	**$ 17,270,938**	**$ 1,923,240**	**11.14%**
Investment Earnings					
Investment Earnings	$ 842,822	$ 574,060	$ 574,060	$ 90,904	15.8%
Interest Earned Trustee	127	-	-	1	NA
Total Investment Earnings	**$ 842,949**	**$ 574,060**	**$ 574,060**	**$ 90,905**	**15.84%**
Miscellaneous					
Other Reimbursements / Miscellaneous	$ 14,243	$ -	$ -	$ 8,308	NA
Pipeline O&M Reimb	24,014	-	-	11,794	NA
Miscellaneous / Other	314	-	-	749	NA
Miscellaneous / Cash Discounts	3,817	-	-	545	NA
Total Miscellaneous	**$ 42,388**	**$ -**	**$ -**	**$ 21,396**	**NA**
Other Financing Sources					
Transfers from other funds					
General Fund Capital Projects	$ -	$ -	$ -	$ -	NA
N Gas Capital Projects	134,451	-	-	-	NA
Sub Total Interfund Transfers	134,451	-	-	-	NA
Proceeds From LT Debt / Installment Purchase Cont	$ 163,572	$ -	$ -	$ -	NA
Revenue Bonds	-	-	-	-	NA
Limited Obligation Bonds (1)	-	-	-	-	NA
Appropriation Of Fund Bal	-	2,490,000	2,675,533	-	0.00%
Inception of Lease	-	-	-	-	NA
Total Other Financing Sources	**$ 298,023**	**$ 2,490,000**	**$ 2,675,533**	**$ -**	**0.00%**
Total Natural Gas Fund Revenues	**$ 16,246,754**	**$ 20,334,998**	**$ 20,520,531**	**$ 2,035,541**	**9.92%**

NOTES:

TABLE 6C
CITY OF MONROE BUDGET
NATURAL GAS FUND EXPENDITURES

Function/Activity	Actual 2020	Original Budget 2021	Revised Budget 2021	YTD Actual 2021	% Realized
Maintenance/Construction Division					
Personnel					
Salary	$ 867,907	$ 1,079,758	$ 1,079,758	$ 288,740	26.74%
Overtime (2)	30,688	4,065	4,065	6,699	164.80%
Standby	18,038	24,346	24,346	6,371	26.17%
Social Security Taxes	66,925	82,113	82,113	21,721	26.45%
MET Life Insurance	1,805	2,283	2,283	687	30.09%
Employer Share Insurance	186,981	259,363	259,363	78,617	30.31%
Retirement	80,814	111,644	111,644	34,550	30.95%
401(k)	39,282	48,268	48,268	14,268	29.56%
Workers Compensation	7,062	7,062	7,062	2,354	33.33%
Cell Phone Allowance	420	420	420	70	16.67%
Temporary Labor	-	9,922	9,922	-	0.00%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	$ 1,299,922	$ 1,629,244	$ 1,629,244	$ 454,077	27.87%
Capital & Construction					
Capitalized Equipment	$ 159,994	$ 233,000	$ 233,000	$ 68,395	29.35%
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	$ 159,994	$ 233,000	$ 233,000	$ 68,395	29.35%
Operating					
Bank Service Charges	$ 6,614	$ -	$ -	$ -	NA
Legal	-	15,000	15,000	-	0.00%
Financial Management	9,211	9,122	9,122	9,122	100.00%
Engineering	-	30,000	30,000	-	0.00%
Midland	277,052	261,744	261,744	261,744	100.00%
Mooresville	55,000	55,000	55,000	55,000	100.00%
Meter Repairs	50,732	36,500	36,500	15,663	42.91%
Technical / Contracted Services	30,042	95,000	104,000	2,523	2.43%
Repairs & Maintenance / Equipment	8,647	13,500	13,500	1,179	8.73%
Software License & Support	1,320	1,164	1,164	594	51.03%
Repairs & Maint. Copiers	93	-	-	-	NA
ERP System AMA	-	11,701	11,701	-	0.00%
Repairs & Maintenance / SCADA	31,673	33,360	33,360	19,013	56.99%
Utility Lines	3,660	32,000	32,000	410	1.28%
Propane Air Plant	520	36,000	41,900	1,350	3.22%
Transmission Pipeline	60,904	85,000	85,000	14,505	17.06%
City Beautification	-	5,000	7,613	-	0.00%
Rentals / Equipment	687	1,500	1,500	-	0.00%
Vehicles / Fuel	26,017	25,473	25,473	8,189	32.15%
Vehicles / Maintenance	28,060	38,000	38,000	8,657	22.78%
Wellness & Clinic Cost	8,954	11,110	11,110	3,703	33.33%
Property Damages	23,642	28,471	28,471	9,490	33.33%
Telecommunications	13,314	12,108	12,108	4,579	37.82%
Marketing & Promotions	3,219	7,500	7,500	-	0.00%
Public Information	16,356	26,000	26,000	-	0.00%
Special Assistance Program	16,000	16,000	16,000	-	0.00%
Uniforms and Shoes	18,149	24,500	24,500	7,881	32.17%
Training and Travel Advance	-	-	-	1,488	NA
Training and Travel Exp	12,526	54,020	57,869	3,404	5.88%
Energy Incentive Programs	1,800	40,000	40,000	1,000	2.50%
Supplies / General	695	1,500	1,659	311	18.75%
Small Equipment	61,993	57,750	57,750	13,226	22.90%
PC's, Peripherals	4,306	1,900	1,900	-	0.00%
Utilities	16,693	18,888	18,888	5,117	27.09%
Organizational Dues	27,734	27,000	27,000	1,869	6.92%
Subscriptions & Publications	995	2,000	2,000	-	0.00%
Bad Debt Expense (1)	23,462	47,453	47,453	(3,668)	-7.73%
Other Operating Expenditure	18,207	21,080	21,080	3,311	15.71%
Natural Gas	4,167,361	7,747,981	7,747,981	234,431	3.03%
LNG Purchases	-	350,000	350,000	-	0.00%
Sales Tax Natural Gas	718,912	1,129,874	1,129,874	76,039	6.73%
Sub Total Operating	$ 5,744,550	$ 10,410,199	$ 10,431,720	$ 760,130	7.29%
Reimbursements to other funds					
Administration	$ 328,638	$ 388,768	$ 388,768	$ 129,589	33.33%
Utility Billing	142,465	188,380	188,380	62,793	33.33%
Customer Service/Collections	276,745	271,690	271,690	90,563	33.33%
Street	3,120	2,151	2,151	717	33.33%

TABLE 6C - PAGE 2 CITY OF MONROE BUDGET NATURAL GAS FUND EXPENDITURES					
Function/Activity	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Administrative Services	7,415	6,880	6,880	2,293	33.33%
Fleet	22,989	20,165	20,165	6,722	33.33%
Warehouse	36,383	32,710	32,710	10,903	33.33%
Electric Administration	790,000	790,000	790,000	263,333	33.33%
Manual Adjustments	-	11,562	11,562	3,854	33.33%
Credits	-	-	-	-	NA
Sub Total Reimbursements to other funds	$ 1,607,755	$ 1,712,306	$ 1,712,306	$ 570,767	33.33%
Unreserved	$ -	$ 499,125	$ 499,125	$ -	0.00%
Total Maintenance/Construction Division	**$ 8,812,221**	**$ 14,483,874**	**$ 14,505,395**	**$ 1,853,369**	**12.78%**
N Gas System Improvements Division					
Capital & Construction					
Improvements / Construction	$ 345,619	$ 305,000	$ 305,000	$ 101,952	33.43%
Contracted/Force Acct Labor	174,858	100,000	100,000	38,572	38.57%
Streets-Dir Cost UT Cuts	49,221	20,000	20,000	5,104	25.52%
Total NG System Improvements Division	**$ 569,698**	**$ 425,000**	**$ 425,000**	**$ 145,628**	**34.27%**
N Gas Debt Service					
Installment Purchase Agreements					
Principal	$ 1,070,000	$ 1,123,523	$ 1,123,523	$ -	0.00%
Interest	1,519,088	1,388,000	1,388,000	257,153	18.53%
Revenue Bonds					
Principal	124,855	130,206	130,206	-	0.00%
Interest	111,264	97,078	97,078	16,541	17.04%
Administration Fees	6,605	6,605	6,605	605	9.16%
Issuance Cost	-	-	-	-	NA
Payment to Escrow Agent	-	-	-	-	NA
Annual Monitoring Fee	436	436	436	-	0.00%
Capital Leases Principal	-	222	222	57	25.68%
Capital Leases Interest	-	54	54	13	24.07%
Total N Gas Debt Service	**$ 2,832,248**	**$ 2,746,124**	**$ 2,746,124**	**$ 274,369**	**9.99%**
Transfers to Other Funds					
General Fund	$ 177,628	$ 190,000	$ 190,000	$ 194,546	102.39%
Electric Capital Projects	-	-	-	-	NA
N Gas Capital Projects	2,059,150	2,490,000	2,654,012	2,654,012	100.00%
Total Transfers out to Other Funds	**$ 2,236,778**	**$ 2,680,000**	**$ 2,844,012**	**$ 2,848,558**	**100.16%**
Total N Gas	**$ 14,450,945**	**$ 20,334,998**	**$ 20,520,531**	**$ 5,121,924**	**24.96%**

NOTES:

(1) Collection of customer charges written off in prior year. Current fiscal year write offs will post in May to offset credit balance.

(2) Payroll system budgeting error in 'Overtime' line item. Budget should be $40,000. Correcting budget amendment is pending.

Revenue Bonds:	2021	Balance	Payoff Year
16 Refunding (2008 Combined Enterprise Bonds)	$ 229,454	$ 2,752,527	2033
Other:			
16 Limited Obligation Bonds (LOBs) (Refunding)	2,000,100	36,038,938	2039
18 New Limited Obligation Bonds (LOBS)	505,213	11,157,068	2043
2020 New ERP System (share)	18,153	163,784	2040
	$ 2,752,920	$ 50,112,317	

TABLE 7A
CITY OF MONROE BUDGET
STORMWATER UTILITY FUND BUDGET SUMMARY

Sources and Uses of Funds	Actual 2020	Original Budget 2021	Revised Budget 2021	YTD Actual 2021	% Realized
Sources of Funds					
Beginning Balance	**$ 1,924,149**	**$ 2,176,536**	**$ 2,176,536**	**$ 2,176,536**	**NA**
Revenues					
Intergovernmental Restricted	$ -	$ -	$ -	$ -	NA
Sales and Services	2,300,482	2,493,551	2,493,551	649,446	26.05%
Investment Earnings [1]	54,968	36,782	36,782	5,556	15.11%
Miscellaneous	23	-	-	-	NA
Sub Total	$ 2,355,473	$ 2,530,333	$ 2,530,333	$ 655,002	25.89%
Other Financing Sources					
Proceeds From LT Debt / Installment Pur.	$ 93,118	$ -	$ -	$ -	NA
Transfers from other funds	-	-	-	-	NA
Sub Total	$ 93,118	$ -	$ -	$ -	NA
Annual Sources of Funds	**$ 2,448,591**	**$ 2,530,333**	**$ 2,530,333**	**$ 655,002**	**25.89%**
Total Sources of Funds	**$ 4,372,740**	**$ 4,706,869**	**$ 4,706,869**	**$ 2,831,538**	**60.16%**
Uses of Funds					
Expenditures					
Personnel	$ 823,393	$ 969,421	$ 969,421	$ 267,076	27.55%
Capital & Construction	71,632	287,000	312,000	24,970	8.00%
Operating	356,676	578,695	732,173	127,003	17.35%
Debt Service	111,078	122,017	122,017	-	0.00%
Sub Total	$ 1,362,779	$ 1,957,133	$ 2,135,611	$ 419,049	19.62%
Reimbursements to other funds					
Cost Allocations	$ 806,250	$ 696,265	$ 696,265	$ 298,754	42.91%
Sub Total	$ 806,250	$ 696,265	$ 696,265	$ 298,754	42.91%
Other Financing Uses					
Transfers to Other Funds	$ 27,175	$ -	$ -	$ -	NA
Sub Total	$ 27,175	$ -	$ -	$ -	NA
Total Uses of Funds	**$ 2,196,204**	**$ 2,653,398**	**$ 2,831,876**	**$ 717,803**	**25.35%**
Ending Balance	**$ 2,176,536**	**$ 2,053,471**	**$ 1,874,993**	**$ 2,113,735**	

Notes:
[1] Investment Earnings distributed quarterly among funds

TABLE 7B CITY OF MONROE BUDGET STORMWATER UTILITY FUND REVENUES					
Revenue Sources	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Restricted Intergovernmental					
FEMA	$ -	$ -	$ -	$ -	NA
Total Restricted Intergovernmental	**$ -**	**$ -**	**$ -**	**$ -**	**NA**
Sales and Services					
Permits	$ 21,950	$ 12,000	$ 12,000	$ 3,675	30.63%
BMP Annual Inspection	12,150	13,050	13,050	6,450	49.43%
Sales of Fixed Assets	10,000	-	-	-	NA
Stormwater Receipts	2,256,382	2,468,501	2,468,501	639,321	25.90%
Total Sales and Services	**$ 2,300,482**	**$ 2,493,551**	**$ 2,493,551**	**$ 649,446**	**26.05%**
Investment Earnings					
Investment Earnings	$ 54,968	$ 36,782	$ 36,782	$ 5,556	15.11%
Total Investment Earnings	**$ 54,968**	**$ 36,782**	**$ 36,782**	**$ 5,556**	**15.11%**
Miscellaneous					
Miscellaneous	$ -	$ -	$ -	$ -	NA
Cash Discounts	23	-	-	-	NA
Total Miscellaneous	**$ 23**	**$ -**	**$ -**	**$ -**	**NA**
Other Financing Sources					
Transfers from other funds					
Stormwater Capital Projects	$ -	$ -	$ -	$ -	NA
Sub Total Interfund Transfers	$ -	$ -	$ -	$ -	NA
Proceeds From LT Debt / Installment Purchase Cont	$ 93,118	$ -	$ -	$ -	NA
Appropriation Of Fund Bal	$ -	$ 137,000	$ 315,478	$ -	0.00%
Total Other Financing Sources	**$ 93,118**	**$ 137,000**	**$ 315,478**	**$ -**	**0.00%**
Total Stormwater Utility Fund Revenues	**$ 2,448,591**	**$ 2,667,333**	**$ 2,845,811**	**$ 655,002**	**23.02%**

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TABLE 7C PAGE 1
CITY OF MONROE BUDGET
STORMWATER UTILITY FUND EXPENDITURES

Function/Activity	Actual 2020	Original Budget 2021	Revised Budget 2021	YTD Actual 2021	% Realized
Maintenance Division					
Personnel					
Salary	$ 564,085	$ 613,716	$ 613,716	$ 172,521	28.11%
Overtime	391	4,078	4,078	-	0.00%
Standby	3,943	4,571	4,571	1,098	24.02%
Social Security Taxes	41,502	45,987	45,987	12,490	27.16%
Met Life Insurance	1,240	1,337	1,337	428	32.01%
Employer Share Insurance	124,061	146,223	146,223	47,650	32.59%
Retirement	50,155	62,450	62,450	19,804	31.71%
401(k)	24,981	29,478	29,478	8,740	29.65%
Workers Compensation	11,595	11,595	11,595	3,865	33.33%
Cell Phone Allowance	1,440	1,440	1,440	480	33.33%
Pay Adjustments	-	48,546	48,546	-	0.00%
Sub Total Personnel	$ 823,393	$ 969,421	$ 969,421	$ 267,076	27.55%
Capital & Construction					
Construction	$ 26	$ 150,000	$ 150,000	$ -	0.00%
Contracted Material & Labor	-	-	-	-	NA
Capital Equipment	71,606	120,000	145,000	24,970	17.22%
Capital Outlay Buildings	-	17,000	17,000	-	0.00%
Sub Total Capital & Construction	$ 71,632	$ 287,000	$ 312,000	$ 24,970	8.00%
Operating					
Bank Service Charges	$ 815	$ -	$ -	$ -	NA
Financial Management	1,153	1,124	1,124	1,124	100.00%
Engineering	46,208	175,000	319,972	23,419	7.32%
Contracted Services	11,698	21,656	21,656	-	0.00%
Waste Disposal	22,242	40,000	40,000	4,781	11.95%
Repairs & Maintenance / Equipment	2,159	6,000	6,000	1,182	19.70%
Software License & Support	8,921	50,390	50,390	297	0.59%
ERP System AMA	-	6,539	6,539	-	0.00%
City Beautification	-	5,000	7,613	-	0.00%
Fuel	16,878	18,696	18,696	5,465	29.23%
Vehicle Maintenance	38,914	34,020	34,020	16,088	47.29%
Default Fleet Management	-	-	-	-	NA
Unemployment	38	146	146	-	0.00%
Wellness & Clinic Cost	5,970	6,666	6,666	2,222	33.33%
Property Damages	11,670	10,945	10,945	3,648	33.33%
Telecommunications	4,246	8,800	8,800	1,357	15.42%
Uniforms and Shoes	4,615	6,210	6,210	3,214	51.76%
Training and Travel Exp	6,546	7,500	7,500	-	0.00%
General	8,124	11,000	11,000	869	7.90%
Materials	147,506	140,000	145,813	56,132	38.50%
Small Equipment	1,905	6,450	6,450	1,509	23.40%
PC's, Peripherals	4,658	3,200	3,200	42	1.31%
Organizational Dues	5,473	5,960	5,960	4,640	77.85%
Bad Debt Expense (1)	2,856	5,365	5,365	(263)	-4.90%
Other Operating Expenditure	4,081	8,028	8,108	992	12.23%
Sub Total Operating	$ 356,676	$ 578,695	$ 732,173	$ 127,003	17.35%
Reimbursements to other funds					
Administration	$ 98,479	$ 124,905	$ 124,905	$ 41,635	33.33%
Utility Billing	38,954	41,109	41,109	13,703	33.33%
Customer Srvc/Collections	14,302	13,379	13,379	4,460	33.34%
Engineering	411,537	307,506	307,506	102,502	33.33%
Street	214,231	176,048	176,048	125,349	71.20%
Purchasing	3,605	5,404	5,404	1,801	33.33%
Fleet	21,518	19,471	19,471	6,490	33.33%
Parks and Maintenance	765	120	120	40	33.33%
Facilities Maintenance	2,859	5,280	5,280	1,760	33.33%
Manual Adjs Allocations	-	3,043	3,043	1,014	33.32%
Sub Total Reimbursements to other funds	$ 806,250	$ 696,265	$ 696,265	$ 298,754	42.91%
Total Maintenance Division	**$ 2,057,951**	**$ 2,531,381**	**$ 2,709,859**	**$ 717,803**	**26.49%**

TABLE 7C PAGE 2 CITY OF MONROE BUDGET STORMWATER UTILITY FUND EXPENDITURES					
Function/Activity	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Stormwater Debt Service					
Installment Purchase Agreements					
Principal	$ 99,000	$ 108,701	$ 108,701	$ -	0.00%
Interest	12,078	13,316	13,316	-	0.00%
Total Stormwater Debt Service	**$ 111,078**	**$ 122,017**	**$ 122,017**	**$ -**	**0.00%**
Transfers to other funds					
Stormwater Capital Projects	$ -	$ -	$ -	$ -	NA
General Government Capital Projects	27,175	-	-	-	NA
Total Transfers Out to Other Funds	**$ 27,175**	**$ -**	**$ -**	**$ -**	**NA**
Unreserved	**$ -**	**$ 13,935**	**$ 13,935**	**$ -**	**0.00%**
Total Stormwater Utility Fund Expenditures	**$ 2,196,204**	**$ 2,667,333**	**$ 2,845,811**	**$ 717,803**	**25.22%**

Notes:
(1) Collection of customer charges written off in prior year. Current fiscal year write offs will post in May to offset credit balance.

Other:	2021	Balance	Payoff Year
18 Installment Financing (Street Sweepers)	110,564	222,778	2028
2020 New ERP System (share)	10,334	93,239	2040
	$ 120,898	$ 316,017	

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TABLE 8A CITY OF MONROE BUDGET SOLID WASTE FUND BUDGET SUMMARY					
Sources and Uses of Funds	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Sources of Funds					
Beginning Balance	**$ 849,694**	**$ 915,703**	**$ 915,703**	**$ 915,703**	**NA**
Revenues					
Intergovernmental Restricted	$ 37,195	$ 25,000	$ 25,000	$ 1,000	4.00%
Sales and Services	2,537,627	2,623,970	2,623,970	754,200	28.74%
Investment Earnings (1)	19,988	13,465	13,465	1,747	12.97%
Miscellaneous	-	-	-	-	NA
Sub Total	$ 2,594,810	$ 2,662,435	$ 2,662,435	$ 756,947	28.43%
Other Financing Sources					
Installment Purchase Proceeds	$ 71,873	$ -	$ -	$ -	0.00%
Sub Total	$ 71,873	$ -	$ -	$ -	NA
Annual Sources of Funds	**$ 2,666,683**	**$ 2,662,435**	**$ 2,662,435**	**$ 756,947**	**28.43%**
Total Sources of Funds	**$ 3,516,377**	**$ 3,578,138**	**$ 3,578,138**	**$ 1,672,650**	**46.75%**
Uses of Funds					
Expenditures					
Personnel	$ 236,145	$ 285,940	$ 285,940	$ 88,426	30.92%
Capital/Construction	-	-	-	-	NA
Operating	2,206,986	2,470,172	2,503,002	583,782	23.32%
Debt Service	-	9,221	9,221	-	0.00%
Sub Total	$ 2,443,131	$ 2,765,333	$ 2,798,163	$ 672,208	24.02%
Reimbursements to other funds					
Cost Allocations	$ 157,543	$ 174,138	$ 174,138	$ 58,045	33.33%
Other Financing Uses					
Transfers to Other Funds	$ -	$ -	$ -	$ -	NA
Sub Total	$ 157,543	$ 174,138	$ 174,138	$ 58,045	33.33%
Total Uses of Funds	**$ 2,600,674**	**$ 2,939,471**	**$ 2,972,301**	**$ 730,253**	**24.57%**
Ending Balance	**$ 915,703**	**$ 638,667**	**$ 605,837**	**$ 942,397**	

Notes:
(1) Investment Earnings are distributed among funds on a quarterly basis

TABLE 8B CITY OF MONROE BUDGET SOLID WASTE FUND REVENUES					
Revenue Sources	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Intergovernmental Revenues Restricted					
DOR Disposal Tax Distribution	$ 27,720	$ 23,000	$ 23,000	$ -	0.00%
Solid Waste Violations	9,475	2,000	2,000	1,000	50.00%
Total Intergovernmental Revenues Restricted	**$ 37,195**	**$ 25,000**	**$ 25,000**	**$ 1,000**	**4.00%**
Sales and Services					
Refuse Collection Fees	$ 2,537,627	$ 2,623,970	$ 2,623,970	$ 754,200	28.74%
Recycling Materials	-	-	-	-	NA
Total Sales and Services	**$ 2,537,627**	**$ 2,623,970**	**$ 2,623,970**	**$ 754,200**	**28.74%**
Investment Earnings					
Investment Earnings	$ 19,988	$ 13,465	$ 13,465	$ 1,747	12.97%
Total Investment Earnings	**$ 19,988**	**$ 13,465**	**$ 13,465**	**$ 1,747**	**12.97%**
Miscellaneous					
Cash Discounts	$ -	$ -	$ -	$ -	NA
Total Miscellaneous	**$ -**	**$ -**	**$ -**	**$ -**	**NA**
Other Financing Sources					
Installment Purchase Cont	$ 71,873	$ -	$ -	$ -	NA
Appropriation Of Fund Bal	-	277,036	309,866	-	0.00%
Total Other Financing Sources	**$ 71,873**	**$ 277,036**	**$ 309,866**	**$ -**	**0.00%**
Total Solid Waste Fund Revenues	**$ 2,666,683**	**$ 2,939,471**	**$ 2,972,301**	**$ 756,947**	**25.47%**

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TABLE 8C CITY OF MONROE BUDGET SOLID WASTE UTILITY FUND EXPENDITURES					
Function/Activity	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Operating					
Personnel					
Salary	$ 100,258	$ 126,222	$ 126,222	$ 37,195	29.47%
Social Security Taxes	7,260	9,168	9,168	2,667	29.09%
MET Life Insurance	218	278	278	90	32.37%
Employer Share Insurance	23,515	32,761	32,761	11,319	34.55%
Retirement	8,650	12,643	12,643	4,272	33.79%
401(k)	4,389	6,271	6,271	2,075	33.09%
Workers Compensation	549	1,098	1,098	366	33.33%
Cell Phone Allowance	350	600	600	200	33.33%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	$ 145,189	$ 189,041	$ 189,041	$ 58,184	30.78%
Capital & Construction					
Capitalized Equipment	$ -	$ -	$ -	$ -	NA
Sub Total Capital & Construction	$ -	$ -	$ -	$ -	NA
Operating					
Collection Fees	$ 104	$ 250	$ 250	$ -	0.00%
Bank Service Charges	879	-	-	-	NA
Financial Management	1,229	1,212	1,212	1,212	100.00%
Contracted Services	536	-	-	-	NA
Refuse Collection	2,085,959	2,269,685	2,269,685	542,188	23.89%
Roadside Trash Pickup	26,200	26,400	26,400	6,600	25.00%
Software License & Sup	-	8,600	8,600	-	0.00%
ERP System AMA	-	4,777	4,777	-	0.00%
City Beautification	-	5,000	7,613	-	0.00%
Fuel	168	418	418	31	7.42%
Vehicle Maintenance	-	500	500	248	49.60%
Unemployment	162	618	618	-	0.00%
Wellness & Clinic Cost	498	1,111	1,111	370	33.30%
Property Damages	186	187	187	62	33.16%
Telecommunications	382	360	360	221	61.39%
Uniforms and Shoes	173	200	200	-	0.00%
Training & Travel / Advance	-	-	-	845	NA
Training & Travel	-	3,500	3,500	-	0.00%
General Supplies	37	-	-	13	NA
Small Equipment	64,292	96,050	126,267	30,217	23.93%
PC's,Peripherals	2,010	-	-	-	NA
Bad Debt Expense (1)	11,276	12,655	12,655	(1,366)	-10.79%
Other Operating Expenditure	1,692	2,500	2,500	-	0.00%
Recycle Programs	855	20,000	20,000	-	0.00%
Sub Total Operating	$ 2,196,638	$ 2,454,023	$ 2,486,853	$ 580,641	23.35%
Reimbursements to other funds					
Administration	$ 35,209	$ 52,025	$ 52,025	$ 17,342	33.33%
Utility Billing	34,360	34,825	34,825	11,608	33.33%
Customer Srvc/Collections	39,347	34,522	34,522	11,507	33.33%
Engineering	46,650	48,956	48,956	16,319	33.33%
Planning	-	-	-	-	NA
Purchasing	1,400	803	803	268	33.37%
Fleet	-	1,530	1,530	510	33.33%
Parks and Maintenance	117	19	19	6	31.58%
Facilities Maintenance	460	849	849	283	33.33%
Manual Adjs Allocations	-	609	609	202	33.17%
Sub Total Reimbursements to other funds	$ 157,543	$ 174,138	$ 174,138	$ 58,045	33.33%
Total Administration Division	$ 2,499,370	$ 2,817,202	$ 2,850,032	$ 696,870	24.45%

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TABLE 8C - PAGE 2 CITY OF MONROE BUDGET SOLID WASTE UTILITY FUND EXPENDITURES					
Function/Activity	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Community Maintenance					
Personnel					
Salary	$ 59,239	$ 62,283	$ 62,283	$ 18,593	29.85%
Overtime	-	-	-	-	NA
Social Security Taxes	4,442	4,696	4,696	1,381	29.41%
MET Life Insurance	132	140	140	45	32.14%
Employer Share Insurance	19,444	20,781	20,781	7,187	34.58%
Retirement	5,181	6,298	6,298	2,132	33.85%
401(k)	2,304	2,487	2,487	833	33.49%
Workers Compensation	214	214	214	71	33.18%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	$ 90,956	$ 96,899	$ 96,899	$ 30,242	31.21%
Capital & Construction					
Capitalized Equipment	$ -	$ -	$ -	$ -	NA
Sub Total Capital & Construction	$ -	$ -	$ -	$ -	NA
Operating					
Software License & Support	$ 85	$ 3,550	$ 3,550	$ -	0.00%
Fuel	3,064	3,495	3,495	803	22.98%
Maintenance	2,352	1,000	1,000	564	56.40%
Default Fleet Management	-	-	-	-	NA
Wellness & Clinic Cost	995	1,111	1,111	370	33.30%
Property Damages	536	533	533	178	33.40%
Telecommunications	532	960	960	90	9.38%
Uniforms and Shoes	982	1,500	1,500	944	62.93%
General Supplies	1,046	1,500	1,500	192	12.80%
Small Equipment	278	1,000	1,000	-	0.00%
PC's,Peripherals	-	-	-	-	NA
Software	48	-	-	-	NA
Other Operating Expenditures	430	1,500	1,500	-	0.00%
Sub Total Operating	$ 10,348	$ 16,149	$ 16,149	$ 3,141	19.45%
Reimbursements to other funds					
Administration	$ -	$ -	$ -	$ -	NA
Utility Billing	-	-	-	-	NA
Customer Srvc/Collections	-	-	-	-	NA
Planning	-	-	-	-	NA
Purchasing	-	-	-	-	NA
Fleet	-	-	-	-	NA
Sub Total Reimbursements to other funds	$ -	$ -	$ -	$ -	NA
Total Maintenance Division	$ 101,304	$ 113,048	$ 113,048	$ 33,383	29.53%
Solid Waste Debt Service					
Installment Purchase Agreements					
Other					
Principal	$ -	$ 5,935	$ 5,935	$ -	0.00%
Interest	-	3,286	3,286	-	0.00%
Total Solid Waste Debt Service	$ -	$ 9,221	$ 9,221	$ -	0.00%
Transfers to other funds					
General Fund	$ -	$ -	$ -	$ -	NA
Total Transfers Out to Other Funds	$ -	$ -	$ -	$ -	NA
Unreserved	-	-	-	-	NA
Total Solid Waste Fund Expenditures	**$ 2,600,674**	**$ 2,939,471**	**$ 2,972,301**	**$ 730,253**	24.57%

NOTES:

(1) Collection of customer charges written off in prior year. Current fiscal year write offs will post in May to offset credit balance.

Other:	2021	Balance	Payoff Year
2020 New ERP System (share)	$ 7,976	$ 71,966	2040
	$ 7,976	$ 71,966	

TABLE 9A
CITY OF MONROE BUDGET
DOWNTOWN MONROE BUDGET SUMMARY

Sources and Uses of Funds	Actual 2020	Original Budget 2021	Revised Budget 2021	YTD Actual 2021	% Realized
Sources of Funds					
Beginning Balance	**$ 481,993**	**$ 506,409**	**$ 506,409**	**$ 506,409**	**NA**
Revenues					
Taxes	$ 56,501	$ 55,928	$ 55,928	$ 9,717	17.37%
Restricted Revenues	-	-	-	-	NA
Miscellaneous(1)	82,265	82,265	82,265	6,855	8.33%
Sub Total	$ 138,766	$ 138,193	$ 138,193	$ 16,572	11.99%
Other Financing Sources					
Transfers from other funds	$ 115,865	$ 220,080	$ 220,080	$ 73,360	33.33%
Proceeds from Financing	20,229	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Sub Total	$ 136,094	$ 220,080	$ 220,080	$ 73,360	33.33%
Annual Sources of Funds	**$ 274,860**	**$ 358,273**	**$ 358,273**	**$ 89,932**	**25.10%**
Total Sources of Funds	**$ 756,853**	**$ 864,682**	**$ 864,682**	**$ 596,341**	**68.97%**
Uses of Funds					
Expenditures					
Personnel	$ 72,113	$ 76,063	$ 76,063	$ 23,192	30.49%
Capital	-	-	-	-	NA
Operating	96,066	196,987	678,506	14,812	2.18%
Debt Service	-	2,958	2,958	89	3.01%
Sub Total	$ 168,179	$ 276,008	$ 757,527	$ 38,093	5.03%
Other Financing Uses					
Transfers to Other Funds	$ 82,265	$ 82,265	$ 82,265	$ 6,855	8.33%
Sub Total	$ 82,265	$ 82,265	$ 82,265	$ 6,855	8.33%
Total Uses of Funds	**$ 250,444**	**$ 358,273**	**$ 839,792**	**$ 44,948**	**5.35%**
Ending Balance	**$ 506,409**	**$ 506,409**	**$ 24,890**	**$ 551,393**	

Notes:
(1)Includes Downtown Pioneers Loan Payment

TABLE 9B CITY OF MONROE BUDGET DOWNTOWN MONROE FUND REVENUES					
Revenue Sources	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Taxes					
MSD Taxes	$ 52,605	$ 53,028	$ 53,028	$ 9,098	17.16%
Vehicle Property Taxes	3,022	2,630	2,630	600	22.81%
Prior Year Taxes	191	120	120	17	14.17%
Penalties and Interest	683	150	150	2	1.33%
Total Taxes	**$ 56,501**	**$ 55,928**	**$ 55,928**	**$ 9,717**	**17.37%**
Restricted Revenues					
Smart Communities Grant	$ -	$ -	$ -	$ -	NA
Total Restricted Revenues	**$ -**	**$ -**	**$ -**	**$ -**	**NA**
Miscellaneous					
Event Sponsorship	$ -	$ -	$ -	$ -	NA
Downtown Pioneers	82,265	82,265	82,265	6,855	8.33%
Other	-	-	-	-	NA
Total Miscellaneous	**$ 82,265**	**$ 82,265**	**$ 82,265**	**$ 6,855**	**8.33%**
Other Financing Sources					
General Fund	$ 115,865	$ 220,080	$ 220,080	$ 73,360	33.33%
Installment Purchase Cont	20,229	-	-	-	NA
Appropriation Of Fund Bal	-	-	481,519	-	0.00%
Inception of Lease	-	-	-	-	NA
Total Other Financing Sources	**$ 136,094**	**$ 220,080**	**$ 701,599**	**$ 73,360**	**10.46%**
Total Downtown Monroe Revenues	**$ 274,860**	**$ 358,273**	**$ 839,792**	**$ 89,932**	**10.71%**

TABLE 9C CITY OF MONROE BUDGET DOWNTOWN MONROE EXPENDITURES					
Function/Activity	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Personnel					
Salary	$ 50,544	$ 52,720	$ 52,720	$ 15,450	29.31%
Social Security Taxes	3,812	3,984	3,984	1,159	29.09%
MET Life Insurance	111	115	115	38	33.04%
Employer Share Insurance	9,722	10,391	10,391	3,593	34.58%
Retirement	4,464	5,281	5,281	1,775	33.61%
401(k)	2,536	2,648	2,648	869	32.82%
Workers Compensation	504	504	504	168	33.33%
Cell Phone Allowance	420	420	420	140	33.33%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	$ 72,113	$ 76,063	$ 76,063	$ 23,192	30.49%
Capital & Construction					
Capitalized Equipment	$ -	$ -	$ -	$ -	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	$ -	$ -	$ -	$ -	NA
Operating					
Collection Fees	$ 83	$ -	$ -	$ 17	NA
Contracted Services	13,386	116,800	116,800	3,331	2.85%
Software License & Sup	85	1,000	1,915	915	47.78%
Repairs & Maint. Copiers	189	24	24	23	95.83%
ERP System AMA	-	1,492	1,492	-	0.00%
Rentals / Copiers	990	-	-	-	NA
Unemployment	25	94	94	-	0.00%
Wellness & Clinic Cost	498	556	556	185	33.27%
Telecommunications	418	-	-	152	NA
Public Information	23,096	27,390	27,390	1,045	3.82%
Facade Grants	29,875	20,000	77,230	250	0.32%
Downtown Incentive Program	3,333	-	420,104	2,190	0.52%
Training and Travel Adv.	-	-	-	296	NA
Training and Travel Exp	4,103	4,700	4,700	-	0.00%
Supplies / General	1,998	2,500	2,500	289	11.56%
Supplies / Promotional Materials	10,145	13,500	15,370	4,433	28.84%
Small Equipment	-	500	500	-	0.00%
PC's,Peripherals	2,258	-	-	-	NA
Software	-	-	-	-	NA
Utilities	3,543	3,701	3,701	1,159	31.32%
Organizational Dues	675	950	950	375	39.47%
Subscriptions	298	380	380	-	0.00%
Other Operating Expenditure	1,068	3,400	4,800	152	3.17%
Sub Total Operating	$ 96,066	$ 196,987	$ 678,506	$ 14,812	2.18%
Dowtown Debt Service					
Installment Principal	$ -	$ 1,672	$ 1,672	$ -	0.00%
Installment Interest	-	926	926	-	0.00%
Capital Leases Principal	-	291	291	73	25.09%
Capital Leases Interest	-	69	69	16	23.19%
Total Debt Service	**$ -**	**$ 2,958**	**$ 2,958**	**$ 89**	**3.01%**
Transfers to Other Funds					
General Fund	$ 82,265	$ 82,265	$ 82,265	$ 6,855	8.33%
Gen Government Capital Projects	-	-	-	-	NA
Total Transfers out to Other Funds	**$ 82,265**	**$ 82,265**	**$ 82,265**	**$ 6,855**	**8.33%**
Total Downtown Monroe Expenditures	**$ 250,444**	**$ 358,273**	**$ 839,792**	**$ 44,948**	**5.35%**

TABLE 10A CITY OF MONROE FINANCIAL PLAN SIF HEALTH & DENTAL FINANCIAL PLAN SUMMARY					
Sources and Uses of Funds	**Actual 2020**	**Financial Plan 2021**	**Revised Plan 2021**	**YTD Actual 2021**	**% Realized**
Sources of Funds					
Beginning Balance	**$ 2,123,264**	**$ 1,493,347**	**$ 1,493,347**	**$ 1,493,347**	**NA**
Revenues					
Contributions	$ 7,538,544	$ 8,474,050	$ 8,474,050	$ 2,775,517	32.75%
Investment Earnings [1]	45,642	37,767	37,767	4,145	10.98%
Miscellaneous	1,494,988	1,266,530	1,266,530	84,200	6.65%
Sub Total	$ 9,079,174	$ 9,778,347	$ 9,778,347	$ 2,863,862	29.29%
Other Financing Sources					
Transfer From Other Funds					
Sub Total	$ -	$ -	$ -	$ -	NA
Annual Sources of Funds	**$ 9,079,174**	**$ 9,778,347**	**$ 9,778,347**	**$ 2,863,862**	**29.29%**
Total Sources of Funds	**$ 11,202,438**	**$ 11,271,694**	**$ 11,271,694**	**$ 4,357,209**	**38.66%**
Uses of Funds					
Expenditures					
Operating	$ 9,584,202	$ 9,678,573	$ 9,686,850	$ 2,696,549	27.84%
Sub Total	$ 9,584,202	$ 9,678,573	$ 9,686,850	$ 2,696,549	27.84%
Reimbursements to other funds					
Cost Allocations	$ 124,889	$ 99,774	$ 99,774	$ 33,258	33.33%
Sub Total	$ 124,889	$ 99,774	$ 99,774	$ 33,258	33.33%
Total Uses of Funds	**$ 9,709,091**	**$ 9,778,347**	**$ 9,786,624**	**$ 2,729,807**	**27.89%**
Ending Balance	**$ 1,493,347**	**$ 1,493,347**	**$ 1,485,070**	**$ 1,627,402**	**109.58%**

Notes:
[1] Investment Earnings are allocated among funds on a quarterly basis.

TABLE 10B CITY OF MONROE FINANCIAL PLAN SIF HEALTH & DENTAL REVENUES					
Revenue Sources	**Actual 2020**	**Financial Plan 2021**	**Revised Plan 2021**	**YTD Actual 2021**	**% Realized**
Contributions					
Health Contributions-Employer	$ 5,492,118	$ 6,320,945	$ 6,320,945	$ 2,017,121	31.91%
Health Contributions-Employee	807,028	861,430	861,430	294,604	34.20%
Retiree Health-Employer/Retiree	469,470	496,383	496,383	198,572	40.00%
Cobra Payments	52,507	20,000	20,000	4,622	23.11%
Dental Contributions-Retiree	18,621	20,158	20,158	7,160	35.52%
Dental Contributions-Employer	94,530	105,423	105,423	33,713	31.98%
Dental Contributions-Employee	362,507	361,954	361,954	123,806	34.20%
Life Insurance / Contributions-Employee	1	-	-	-	NA
Wellness Contributions-Departments	241,762	287,757	287,757	95,919	33.33%
Total Contributions	**$ 7,538,544**	**$ 8,474,050**	**$ 8,474,050**	**$ 2,775,517**	32.75%
Investment Earnings					
Investment Earnings	$ 45,642	$ 37,767	$ 37,767	$ 4,145	10.98%
Total Investment Earnings	**$ 45,642**	**$ 37,767**	**$ 37,767**	**$ 4,145**	10.98%
Miscellaneous					
Third Party	$ -	$ -	$ -	$ -	NA
Stop-Loss Reimbursements	1,274,425	1,126,530	1,126,530	-	0.00%
Caremark Rebate	218,382	140,000	140,000	84,200	60.14%
Other	2,181	-	-	-	NA
Total Miscellaneous	**$ 1,494,988**	**$ 1,266,530**	**$ 1,266,530**	**$ 84,200**	6.65%
Other Financing Sources					
Appropriation Of Fund Bal	$ -	$ -	$ 8,277	$ -	0.00%
Total Other Financing Sources	**$ -**	**$ -**	**$ 8,277**	**$ -**	**0.00%**
Total Health & Dental Revenues	**$ 9,079,174**	**$ 9,778,347**	**$ 9,786,624**	**$ 2,863,862**	**29.26%**

TABLE 10C
CITY OF MONROE FINANCIAL PLAN
SIF HEALTH & DENTAL EXPENDITURES

Function/Activity	Actual 2020	Financial Plan 2021	Revised Plan 2021	YTD Actual 2021	% Realized
Operating					
Healthcare Clinic	$ 93,693	$ 111,078	$ 119,355	$ 35,978	30.14%
Healthcare Clinic X-Rays	6,490	25,000	25,000	550	2.20%
Stop Loss Premium	1,347,257	1,607,115	1,604,315	636,732	39.69%
Retirees' Medicare Supple	279,979	276,000	276,000	92,003	33.33%
Disability Claims	-	5,000	5,000	-	0.00%
Health Claims	4,313,947	4,951,498	4,951,498	839,603	16.96%
Dental Claims	346,148	380,123	380,123	86,106	22.65%
Flex Admin Fees	9,125	10,509	10,509	3,418	32.52%
Retiree Health Claims	995,081	500,000	500,000	207,106	41.42%
Retirees' Life Insurance	757	700	700	233	33.29%
Retiree Dental Claims	24,431	25,000	25,000	6,901	27.60%
Retire Health City Portion	338,001	356,400	356,400	137,915	38.70%
Retire Dental City Portion	18,621	20,158	20,158	7,160	35.52%
Retiree Vision Claims	185	276	276	-	0.00%
Prescription Claims	1,376,520	930,237	930,237	451,842	48.57%
Wellness Program	20,518	31,000	31,000	523	1.69%
Wellness Incentives-Cash	69,750	65,500	65,500	-	0.00%
Wellness-Risk Assessment	37,710	90,679	89,179	67,333	75.50%
Vision Claims	1,806	2,000	2,000	372	18.60%
Claim Processing Fees	55,226	45,000	45,000	11,769	26.15%
Retiree Claim Processing	3,417	3,500	3,500	1,300	37.14%
Wellness Health Coaching	3,940	3,500	5,000	150	3.00%
Health and Dental Admin	190,016	193,200	196,000	81,178	41.42%
Insurance Broker	16,335	17,000	17,000	6,814	40.08%
PCORI Fees	1,958	2,000	2,000	-	0.00%
HSA Employer Contribution	23,563	24,000	24,000	21,563	89.85%
HRA Retiree Hearing Aids	9,728	-	-	-	NA
Bad Debt Expense	-	-	-	-	NA
Other Operating Expenditures	-	2,100	2,100	-	0.00%
Sub Total Operating	$ 9,584,202	$ 9,678,573	$ 9,686,850	$ 2,696,549	27.84%
Reimbursements to other funds					
Administration	$ 124,889	$ 99,774	$ 99,774	$ 33,258	33.33%
Sub Total Reimbursements to other funds	$ 124,889	$ 99,774	$ 99,774	$ 33,258	33.33%
Unreserved	$ -	-	-	-	
Total Health & Dental Expenditures	**$ 9,709,091**	**$ 9,778,347**	**$ 9,786,624**	**$ 2,729,807**	**27.89%**

TABLE 11A CITY OF MONROE FINANCIAL PLAN SIF PROPERTY & CASUALTY BUDGET SUMMARY					
Sources and Uses of Funds	**Actual 2020**	**Financial Plan 2021**	**Revised Plan 2021**	**YTD Actual 2021**	**% Realized**
Sources of Funds					
Beginning Balance	**$ 887,550**	**$ 923,639**	**$ 923,639**	**$ 923,639**	**NA**
Revenues					
Contributions	$ 770,204	$ 774,436	$ 774,436	$ 258,145	33.33%
Investment Earnings [(1)]	18,038	10,181	10,181	1,500	14.73%
Miscellaneous	34,509	20,003	20,003	26,153	130.75%
Sub Total	$ 822,751	$ 804,620	$ 804,620	$ 285,798	35.52%
Annual Sources of Funds	**$ 822,751**	**$ 804,620**	**$ 804,620**	**$ 285,798**	**35.52%**
Total Sources of Funds	**$ 1,710,301**	**$ 1,728,259**	**$ 1,728,259**	**$ 1,209,437**	**69.98%**
Uses of Funds					
Expenditures					
Operating	$ 692,559	$ 721,202	$ 732,567	$ 489,008	66.75%
Sub Total	$ 692,559	$ 721,202	$ 732,567	$ 489,008	66.75%
Reimbursements to other funds					
Cost Allocations	$ 94,103	$ 83,418	$ 83,418	$ 27,806	33.33%
Sub Total	$ 94,103	$ 83,418	$ 83,418	$ 27,806	33.33%
Total Uses of Funds	**$ 786,662**	**$ 804,620**	**$ 815,985**	**$ 516,814**	**63.34%**
Ending Balance	**$ 923,639**	**$ 923,639**	**$ 912,274**	**$ 692,623**	

Notes:
[(1)] Investment Earnings are allocated among funds on a quarterly basis.

TABLE 11B CITY OF MONROE FINANCIAL PLAN SIF PROPERTY & CASUALTY REVENUES					
Revenue Sources	**Actual 2020**	**Financial Plan 2021**	**Revised Plan 2021**	**YTD Actual 2021**	**% Realized**
Sales and Services					
Contributions-Employer	$ 770,204	$ 774,436	$ 774,436	$ 258,145	33.33%
Total Sales and Services	**$ 770,204**	**$ 774,436**	**$ 774,436**	**$ 258,145**	33.33%
Investment Earnings					
Investment Earnings	$ 18,038	$ 10,181	$ 10,181	$ 1,500	14.73%
Total Investment Earnings	**$ 18,038**	**$ 10,181**	**$ 10,181**	**$ 1,500**	14.73%
Miscellaneous					
Third Party	$ 33,040	$ 20,003	$ 20,003	$ 18,703	93.50%
Miscellaneous Reimbursements	1,469	-	-	7,450	NA
Total Miscellaneous	**$ 34,509**	**$ 20,003**	**$ 20,003**	**$ 26,153**	130.75%
Other Financing Sources					
Transfers In from other funds (other)					
General Fund	$ -	$ -	$ -	$ -	NA
Sub Total Transfers from Other Funds	$ -	$ -	$ -	$ -	NA
Appropriation Of Fund Bal	$ -	$ -	$ 11,365	$ -	0.00%
Total Other Financing Sources	**$ -**	**$ -**	**$ 11,365**	**$ -**	**0.00%**
Total Property & Casualty Revenues	**$ 822,751**	**$ 804,620**	**$ 815,985**	**$ 285,798**	**35.02%**

TABLE 11C CITY OF MONROE FINANCIAL PLAN SIF PROPERTY & CASUALTY EXPENDITURES					
Function/Activity	**Actual 2020**	**Financial Plan 2021**	**Revised Plan 2021**	**YTD Actual 2021**	**% Realized**
Operating					
Property/Casualty Insurance	$ 484,030	$ 520,000	$ 520,000	$ 452,731	87.06%
Property Damages	208,529	198,702	210,067	36,277	17.27%
General Liability	-	2,500	2,500	-	0.00%
Sub Total Operating	$ 692,559	$ 721,202	$ 732,567	$ 489,008	66.75%
Reimbursements to other funds					
Administration	$ 94,103	$ 83,418	$ 83,418	$ 27,806	33.33%
Purchasing	-	-	-	-	NA
Sub Total Reimbursements to other funds	$ 94,103	$ 83,418	$ 83,418	$ 27,806	33.33%
Unreserved	$ -	$ -	$ -	$ -	NA
Total Property & Casualty Expenditures	**$ 786,662**	**$ 804,620**	**$ 815,985**	**$ 516,814**	**63.34%**

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TABLE 12A CITY OF MONROE FINANCIAL PLAN SIF WORKERS' COMPENSATION SUMMARY					
Sources and Uses of Funds	**Actual 2020**	**Financial Plan 2021**	**Revised Plan 2021**	**YTD Actual 2021**	**% Realized**
Sources of Funds					
Beginning Balance	**$ 1,084,432**	**$ 1,110,843**	**$ 1,110,843**	**$ 1,110,843**	**NA**
Revenues					
Contributions-Employer	$ 300,000	$ 300,549	$ 300,549	$ 100,183	33.33%
Investment Earnings [1]	29,143	20,033	20,033	2,997	14.96%
Miscellaneous	-	-	-	-	NA
Sub Total	$ 329,143	$ 320,582	$ 320,582	$ 103,180	32.19%
Other Financing Sources					
Transfer From Other Funds	$ -	$ -	$ -	$ -	NA
Sub Total	$ -	$ -	$ -	$ -	NA
Annual Sources of Funds	**$ 329,143**	**$ 320,582**	**$ 320,582**	**$ 103,180**	**32.19%**
Total Sources of Funds	**$ 1,413,575**	**$ 1,431,425**	**$ 1,431,425**	**$ 1,214,023**	**84.81%**
Uses of Funds					
Expenditures					
Operating	$ 189,670	$ 284,814	$ 284,814	$ 44,290	15.55%
Sub Total	$ 189,670	$ 284,814	$ 284,814	$ 44,290	15.55%
Reimbursements to other funds					
Cost Allocations	$ 113,062	$ 95,373	$ 95,373	$ 31,791	33.33%
Sub Total	$ 113,062	$ 95,373	$ 95,373	$ 31,791	33.33%
Total Uses of Funds	**$ 302,732**	**$ 380,187**	**$ 380,187**	**$ 76,081**	**20.01%**
Ending Balance	**$ 1,110,843**	**$ 1,051,238**	**$ 1,051,238**	**$ 1,137,942**	

Notes:
[1] Investment Earnings are allocated among funds on a quarterly basis.

TABLE 12B CITY OF MONROE FINANCIAL PLAN SIF WORKERS' COMPENSATION REVENUES					
Revenue Sources	**Actual 2020**	**Financial Plan 2021**	**Revised Plan 2021**	**YTD Actual 2021**	**% Realized**
Contributions					
Contributions-Employer	$ 300,000	$ 300,549	$ 300,549	$ 100,183	33.33%
Total Sales and Services	**$ 300,000**	**$ 300,549**	**$ 300,549**	**$ 100,183**	33.33%
Investment Earnings					
Investment Earnings	$ 29,143	$ 20,033	$ 20,033	$ 2,997	14.96%
Total Investment Earnings	**$ 29,143**	**$ 20,033**	**$ 20,033**	**$ 2,997**	14.96%
Miscellaneous					
Miscellaneous Reimbursements	$ -	$ -	$ -	$ -	NA
Total Miscellaneous	**$ -**	**$ -**	**$ -**	**$ -**	NA
Other Financing Sources					
Transfers from other funds					
General Fund	$ -	$ -	$ -	$ -	NA
Sub Total Transfers from Other Funds	$ -	$ -	$ -	$ -	NA
Appropriation Of Fund Bal	-	59,605	59,605	-	0.00%
Total Other Financing Sources	**$ -**	**$ 59,605**	**$ 59,605**	**$ -**	**0.00%**
Total Workers' Comp Revenues	**$ 329,143**	**$ 380,187**	**$ 380,187**	**$ 103,180**	**27.14%**

TABLE 12C CITY OF MONROE FINANCIAL PLAN SIF WORKERS' COMPENSATION EXPENDITURES					
Function/Activity	**Actual 2020**	**Financial Plan 2021**	**Revised Plan 2021**	**YTD Actual 2021**	**% Realized**
Operating					
SIF Consultant Expenses	$ 13,000	$ 14,000	$ 14,000	$ -	0.00%
Workers Comp Ins Premiums	76,361	73,000	73,000	-	0.00%
Worker Compensation Claim	100,309	197,814	197,814	44,290	22.39%
Sub Total Operating	$ 189,670	$ 284,814	$ 284,814	$ 44,290	15.55%
Reimbursements to other funds					
Administration	$ 113,062	$ 95,373	$ 95,373	$ 31,791	33.33%
Purchasing	-	-	-	-	NA
Sub Total Reimbursements to other funds	$ 113,062	$ 95,373	$ 95,373	$ 31,791	33.33%
Unreserved	$ -	$ -	$ -	$ -	NA
Total Workers' Comp Expenditures	**$ 302,732**	**$ 380,187**	**$ 380,187**	**$ 76,081**	**20.01%**

TABLE 13A CITY OF MONROE BUDGET CAPITAL PROJECT FUND OCCUPANCY TAX					
Sources and Uses of Funds	Project To Date (FY20) Actuals	Project To Date (FY20) Budget	Budget Adjustments 2021	YTD Actual 2021	% Realized
Sources of Funds					
Revenues					
Restricted Intergovernmental	$ 1,141,114	$ 941,772	$ 237,650	$ 34,407	14.48%
Investment Earnings	186,140	17,015	12,151	2,836	23.34%
Miscellaneous	110,000	43,000	257,000	192,823	75.03%
Sub Total	$ 1,437,254	$ 1,001,787	$ 506,801	$ 230,066	45.40%
Other Financing Sources					
Limited Obligation Bonds	$ 3,651,936	$ 3,650,526	$ -	$ -	0.00%
Installment Financing	-	-	-	-	NA
Appropriation Of Fund Bal	1,614,100	1,689,403	4,492	-	0.00%
Sub Total	$ 5,266,036	$ 5,339,929	$ 4,492	$ -	0.00%
Total Sources of Funds	**$ 6,703,290**	**$ 6,341,716**	**$ 511,293**	**$ 230,066**	**45.00%**
Uses of Funds					
Expenditures					
Operating	$ 73,830	$ 192,429	$ -	$ 24,000	0.00%
Capital/Construction	5,324,313	5,374,665	357,000	121,725	34.10%
Debt Service	447,599	596,384	254,293	34,891	13.72%
Unreserved	85,400	178,238	(100,000)	-	0.00%
Sub Total	$ 5,931,142	$ 6,341,716	$ 511,293	$ 180,615	35.33%
Total Uses of Funds	**$ 5,931,142**	**$ 6,341,716**	**$ 511,293**	**$ 180,615**	**35.33%**
Remaining Funds				**$ 821,599**	

TABLE 13B CITY OF MONROE BUDGET CAPITAL PROJECT FUND OCCUPANCY TAX					
Revenue Sources	**Project To Date (FY20) Actuals**	**Project To Date (FY20) Budget**	**Budget Adjustments 2021**	**YTD Actual 2021**	**% Realized**
Restricted Intergovernmental					
Monroe Tourism and Develo	$ 1,141,114	$ 941,772	$ 237,650	$ 34,407	14.48%
Total Restricted Revenue	**$ 1,141,114**	**$ 941,772**	**$ 237,650**	**$ 34,407**	14.48%
Investment Earnings					
Investment Earnings	$ 106,044	$ 17,015	$ 12,151	$ 2,836	23.34%
Interest Earned Trustee	80,096	-	-	-	NA
Total Investment Earnings	**$ 186,140**	**$ 17,015**	**$ 12,151**	**$ 2,836**	23.34%
Miscellaneous					
Donations/Sponsorships	$ 110,000	$ 43,000	$ 257,000	$ 192,823	75.03%
Total Misc.	**$ 110,000**	**$ 43,000**	**$ 257,000**	**$ 192,823**	
Other Financing Sources					
TF in Project Code	$ 401,017	$ 401,018	$ 100,000	$ 100,000	100.00%
Limited Obligation Bonds	3,651,936	3,650,526	-	-	NA
Installment Purchase Cont	-	-	-	-	NA
Appropriation Of Fund Bal	1,614,100	1,689,403	4,492	-	0.00%
Total Other Financing Sources	**$ 5,667,053**	**$ 5,740,947**	**$ 104,492**	**$ 100,000**	**95.70%**
Total Occupancy Tax Project Fund Revenues	**$ 7,104,307**	**$ 6,742,734**	**$ 611,293**	**$ 330,066**	**53.99%**

TABLE 13C CITY OF MONROE BUDGET CAPITAL PROJECT FUND OCCUPANCY TAX					
Revenue Sources	**Project To Date (FY20) Actuals**	**Project To Date (FY20) Budget**	**Budget Adjustments 2021**	**YTD Actual 2021**	**% Realized**
Operating					
Contracted Services (1)	$ 73,830	$ 192,429	$ -	$ 24,000	NA
Sub Total Operating	$ 73,830	$ 192,429	$ -	$ 24,000	NA
Capital / Construction					
Construction	$ 4,228,222	$ 4,237,069	$ -	$ (13,783)	NA
Capitalized Equipment	73,278	210,000	357,000	135,508	37.96%
Buildings	1,022,813	927,596	-	-	NA
Total Capital	**$ 5,324,313**	**$ 5,374,665**	**$ 357,000**	**$ 121,725**	**34.10%**
Debt Service					
Principal	$ 115,000	$ 256,622	$ 115,000	$ -	0.00%
Installment Contracts / Interest	179,053	180,204	138,413	34,891	25.21%
Bonds / Interest	68,477	68,478	-	-	NA
Admin Fees	880	880	880	-	0.00%
Issuance Cost	84,189	90,200	-	-	NA
Total Debt Service	**$ 447,599**	**$ 596,384**	**$ 254,293**	**$ 34,891**	**13.72%**
Unreserved	**$ 85,400**	**$ 178,238**	**$ (100,000)**	**$ -**	**0.00%**
Transfers out - Project Code *(see offsetting TF in)*	**$ 401,017**	**$ 401,018**	**$ 100,000**	**$ 100,000**	**100.00%**
Total Occupancy Tax Project Fund Expenditures	**$ 6,332,159**	**$ 6,742,734**	**$ 611,293**	**$ 280,615**	**45.91%**

Notes:

TABLE 14A CITY OF MONROE BUDGET MONROE COUNTRY CLUB BUDGET SUMMARY					
Sources and Uses of Funds	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Sources of Funds					
Beginning Balance	**$ 2**	**$ 240,000**	**$ 240,000**	**$ 240,000**	**NA**
Revenues					
Intergovernmental Restricted	$ 49,246	$ -	$ -	$ -	NA
Sales and Services	762,713	839,330	839,330	400,570	47.72%
Miscellaneous	28	-	-	-	NA
Sub Total	$ 811,987	$ 839,330	$ 839,330	$ 400,570	47.72%
Other Financing Sources					
Transfer From Other Funds	$ 290,694	$ 297,349	$ 297,349	$ 99,116	33.33%
Proceeds From LT Debt / Installment Pur.	-	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Sub Total	$ 290,694	$ 297,349	$ 297,349	$ 99,116	33.33%
Annual Sources of Funds	**$ 1,102,681**	**$ 1,136,679**	**$ 1,136,679**	**$ 499,686**	**43.96%**
Total Sources of Funds	**$ 1,102,683**	**$ 1,376,679**	**$ 1,376,679**	**$ 739,686**	**53.73%**
Uses of Funds					
Expenditures					
Personnel	$ 538,778	$ 614,959	$ 614,959	$ 177,119	28.80%
Capital	12,416	60,000	302,740	-	0.00%
Operating	311,489	453,075	450,335	107,284	23.82%
Debt Service	-	8,645	8,645	89	1.03%
Sub Total	$ 862,683	$ 1,136,679	$ 1,376,679	$ 284,492	20.67%
Total Uses of Funds	**$ 862,683**	**$ 1,136,679**	**$ 1,376,679**	**$ 284,492**	**20.67%**
Ending Balance	**$ 240,000**	**$ 240,000**	**$ -**	**$ 455,194**	

Notes:

TABLE 14B CITY OF MONROE BUDGET MONROE COUNTRY CLUB REVENUES					
Revenue Sources	**Actual**	**Original Budget**	**Revised Budget**	**YTD Actual**	**% Realized**
Restricted Intergovernmental					
FEMA	$ 49,246	$ -	$ -	$ -	NA
Total Restricted Intergovernmental	**$ 49,246**	**$ -**	**$ -**	**$ -**	**NA**
Sales and Services					
Concessions / Pro Shop	$ 40,298	$ 48,780	$ 48,780	$ 21,050	43.15%
Concessions / Snack Bar	43,316	51,300	51,300	24,000	46.78%
Concessions / Tournaments	2,780	6,000	6,000	3,120	52.00%
Golf Course / Cart Fees	152,835	155,000	155,000	80,379	51.86%
Golf Course / Green Fees	315,024	352,000	352,000	194,252	55.19%
Golf Course / Membership Dues	169,804	180,000	180,000	75,864	42.15%
Golf Course / Golf Lessons	1,925	1,300	1,300	350	26.92%
Golf Course / Handicap Fees	940	900	900	40	4.44%
Driving Range / Range Fees	3,874	5,500	5,500	4,680	85.09%
Sales of Fixed Assets	-	-	-	-	NA
Rentals / Country Club	40,653	55,000	55,000	(3,165)	-5.75%
Rentals / Country Club - Discounts	(8,760)	(16,450)	(16,450)	-	0.00%
Rentals / Driving Range Building	24	-	-	-	NA
Total Sales and Services	**$ 762,713**	**$ 839,330**	**$ 839,330**	**$ 400,570**	**22.12%**
Miscellaneous					
Special Events / Sponsorships	$ -	$ -	$ -	$ -	NA
Other	28	-	-	-	NA
Miscellaneous / Cash Discounts	-	-	-	-	NA
Total Miscellaneous	**$ 28**	**$ -**	**$ -**	**$ -**	**NA**
Other Financing Sources					
Transfers from General Fund	$ 290,694	$ 297,349	$ 297,349	$ 99,116	33.33%
Proceeds From LT Debt / Installment Purchase Cont	-	-	-	-	NA
Appropriations from Fund Balance	-	-	240,000	-	0.00%
Inception of Lease	-	-	-	-	NA
Total Other Financing Sources	**$ 290,694**	**$ 297,349**	**$ 537,349**	**$ 99,116**	**18.45%**
Total MCC Revenues	**$ 1,102,681**	**$ 1,136,679**	**$ 1,376,679**	**$ 499,686**	**36.30%**

TABLE 14C - PAGE 1 CITY OF MONROE BUDGET MONROE COUNTRY CLUB EXPENDITURES					
Function/Activity	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Golf Course					
Personnel					
Salary	$ 373,626	$ 417,779	$ 417,779	$ 121,411	29.06%
Overtime	28	577	577	-	0.00%
Social Security Taxes	26,155	30,314	30,314	8,566	28.26%
MET Life Insurance	669	689	689	225	32.66%
Employer Share Insurance	65,766	70,119	70,119	23,611	33.67%
Retirement	27,083	31,562	31,562	10,709	33.93%
401(k)	13,406	13,795	13,795	4,591	33.28%
Workers' Comp	3,342	3,342	3,342	1,114	33.33%
Cell Phone Allowance	2,220	2,220	2,220	740	33.33%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	$ 512,295	$ 570,397	$ 570,397	$ 170,967	29.97%
Capital & Construction					
Land	$ -	$ -	$ -	$ -	NA
Capitalized Equipment	12,416	60,000	302,740	-	0.00%
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	$ 12,416	$ 60,000	$ 302,740	$ -	0.00%
Operating					
Bank Service Charges	$ 10,426	$ 14,150	$ 14,150	$ 6,766	47.82%
Contracted Services	-	10,360	10,360	-	0.00%
Repairs & Maintenance / Equipment	18,363	20,000	20,000	4,065	20.33%
Repairs & Maintenance / Buildings	4,664	8,300	8,300	2,560	30.84%
Repairs & Maintenance / Grounds	19,246	35,000	35,000	2,527	7.22%
Repairs & Maintenance / Software Lic & Sup	2,544	2,544	2,544	2,544	100.00%
Repairs & Maint. Copiers	161	49	49	27	55.10%
ERP System AMA	-	4,776	4,776	-	0.00%
Repairs & Maintenance / Golf Course	11,860	34,200	29,960	2,090	6.98%
Repairs & Maintenance / Carts	2,287	7,000	7,000	1,265	18.07%
Rental / Copiers	899	-	-	-	NA
Vehicles / Fuel	14,915	26,132	26,132	5,822	22.28%
Vehicles / Maintenance	2,255	3,300	3,300	44	1.33%
Unemployment	261	1,000	1,000	-	0.00%
Wellness & Clinic Cost	2,985	3,333	3,333	1,111	33.33%
Other Insurance / Property Damages	7,123	19,325	19,325	6,442	33.34%
Telecommunications	2,766	2,600	2,600	(39)	-1.50%
Marketing & Promotions	-	-	-	-	NA
Public Information	1,419	5,000	5,000	650	13.00%
Advertising/ Store Credits	1,103	5,000	5,000	3,150	63.00%
Uniforms and Shoes	2,348	3,450	3,450	427	12.38%
Training and Travel Advance	-	-	-	25	NA
Training and Travel Exp	1,243	2,000	2,000	-	0.00%
Supplies / General	513	2,325	2,325	247	10.62%
Small Equipment	363	500	500	-	0.00%
PC's, Peripherals	-	1,000	2,500	1,478	59.12%
Chemicals & Fertilizers	67,761	62,975	62,975	23,062	36.62%
Utilities	35,437	41,644	41,644	11,218	26.94%
Items For Resale / Pro Shop	36,966	40,000	40,000	8,054	20.14%
Items For Resale / Snack Bar	20,757	30,000	30,000	9,860	32.87%
Organizational Dues	1,440	1,795	1,795	1,040	57.94%
Bad Debt Expense	-	-	-	-	NA
Other Operating Expenditure	4,566	8,230	8,230	3,521	42.78%
Other Expenditures / Special Event	(305)	7,500	7,500	-	0.00%
Golf Handicap Services	3,686	3,760	3,760	342	9.10%
Sub Total Operating	$ 278,052	$ 407,248	$ 404,508	$ 98,298	24.30%
Total Golf Course Division	**$ 802,763**	**$ 1,037,645**	**$ 1,277,645**	**$ 269,265**	**21.08%**

TABLE 14C - PAGE 2 CITY OF MONROE BUDGET MONROE COUNTRY CLUB EXPENDITURES					
Function/Activity	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Ballroom					
Personnel					
Salary	$ 22,293	$ 36,891	$ 36,891	$ 4,873	13.21%
Overtime	-	530	530	-	0.00%
Social Security Taxes	1,848	2,863	2,863	490	17.11%
Retirement	1,592	2,930	2,930	555	18.94%
401(k)	538	1,136	1,136	163	14.35%
Workers Compensation	212	212	212	71	33.49%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	$ 26,483	$ 44,562	$ 44,562	$ 6,152	13.81%
Capital & Construction					
Land	$ -	$ -	$ -	$ -	NA
Capitalized Equipment	-	-	-	-	NA
Sub Total Capital & Construction	$ -	$ -	$ -	$ -	NA
Operating					
Bank Service Charges	$ 1,492	$ 1,500	$ 1,500	$ 389	25.93%
Repairs & Maintenance /Equipment	60	2,000	2,000	-	0.00%
Repairs & Maintenance /Buildings	8,386	13,802	13,802	3,275	23.73%
Repairs/Maint to Grounds	-	4,209	4,209	-	0.00%
Property Damages	1,723	1,779	1,779	593	33.33%
Telecommunications	252	315	315	102	32.38%
General Supplies	-	-	-	-	NA
Small Equipment	3,447	2,200	2,200	-	0.00%
Utilities	16,536	17,822	17,822	4,484	25.16%
Other Operating Expenditure	1,541	2,200	2,200	143	6.50%
Sub Total Operating	$ 33,437	$ 45,827	$ 45,827	$ 8,986	19.61%
Total Ballroom Division	**$ 59,920**	**$ 90,389**	**$ 90,389**	**$ 15,138**	**16.75%**
Debt Service					
Installment Purchase Agreements					
Principal	$ -	$ 5,334	$ 5,334	$ -	0.00%
Interest	-	2,954	2,954	-	0.00%
Capital Leases Principal	-	288	288	73	25.35%
Capital Leases Interest	-	69	69	16	23.19%
Total MCC Debt Service	**$ -**	**$ 8,645**	**$ 8,645**	**$ 89**	**1.03%**
Total MCC Fund Expenditures	**$ 862,683**	**$ 1,136,679**	**$ 1,376,679**	**$ 284,492**	**20.67%**

NOTES:

Other:	2021	Balance	Payoff Year
2020 New ERP System (share)	$ 7,172	$ 64,709	2040
	$ 7,172	$ 64,709	

TABLE 15A
CITY OF MONROE BUDGET
MONROE-UNION COUNTY ECONOMIC DEVELOPMENT

Sources and Uses of Funds	Actual 2020	Original Budget 2021	Revised Budget 2021	YTD Actual 2021	% Realized
Sources of Funds					
Beginning Balance	**$ 354,156**	**$ 433,757**	**$ 433,757**	**$ 433,757**	**NA**
Revenues					
Restricted Revenues	$ 416,000	$ 420,000	$ 420,000	$ 210,000	50.00%
Investment Earnings (1)	11,395	7,580	7,580	1,275	16.82%
Miscellaneous	-	-	-	-	NA
Sub Total	$ 427,395	$ 427,580	$ 427,580	$ 211,275	49.41%
Other Financing Sources					
Transfer From Other Funds	$ 312,000	$ 315,000	$ 315,000	$ 157,500	50.00%
Installment Purchase Contract	21,761	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Sub Total	$ 333,761	$ 315,000	$ 315,000	$ 157,500	50.00%
Annual Sources of Funds	**$ 761,156**	**$ 742,580**	**$ 742,580**	**$ 368,775**	**49.66%**
Total Sources of Funds	**$ 1,115,312**	**$ 1,176,337**	**$ 1,176,337**	**$ 802,532**	**68.22%**
Uses of Funds					
Expenditures					
Personnel	$ 454,612	$ 467,966	$ 467,966	$ 137,688	29.42%
Capital	-	45,000	45,000	-	0.00%
Operating	226,943	270,253	284,799	85,705	30.09%
Debt Service (2)	-	4,493	4,493	423	9.41%
Sub Total	**$ 681,555**	**$ 787,712**	**$ 802,258**	**$ 223,816**	27.90%
Total Uses of Funds	**$ 681,555**	**$ 787,712**	**$ 802,258**	**$ 223,816**	**27.90%**
Ending Balance	**$ 433,757**	**$ 388,625**	**$ 374,079**	**$ 578,716**	

Notes:
(1) Investment Earnings are distributed among all funds each quarter.
(2) Debt Service represents a city-wide capital lease for copiers.

TABLE 15B CITY OF MONROE BUDGET MONROE-UNION COUNTY ECONOMIC DEVELOPMENT					
Revenue Sources	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Restricted Revenues					
Union County	$ 416,000	$ 420,000	$ 420,000	$ 210,000	50.00%
Total Restricted Revenues	**$ 416,000**	**$ 420,000**	**$ 420,000**	**$ 210,000**	**50.00%**
Investment Earnings					
Investment Earnings	$ 11,395	$ 7,580	$ 7,580	$ 1,275	16.82%
Total Investment Earnings	**$ 11,395**	**$ 7,580**	**$ 7,580**	**$ 1,275**	**16.82%**
Miscellaneous					
Miscellaneous	$ -	$ -	$ -	$ -	NA
Economic Development / Sponsorship	-	-	-	-	NA
Total Miscellaneous	**$ -**	**$ -**	**$ -**	**$ -**	**NA**
Other Financing Sources					
Transfer from General Fund	$ 312,000	$ 315,000	$ 315,000	$ 157,500	50.00%
Installment Purchase Cont	21,761	-	-	-	NA
Appropriation Of Fund Balance	-	45,132	59,678	-	0.00%
Inception of Lease	-	-	-	-	NA
Total Other Financing Sources	**$ 333,761**	**$ 360,132**	**$ 374,678**	**$ 157,500**	**42.04%**
Total MUCED Revenues	**$ 761,156**	**$ 787,712**	**$ 802,258**	**$ 368,775**	**45.97%**

TABLE 15C CITY OF MONROE BUDGET MONROE-UNION COUNTY ECONOMIC DEVELOPMENT					
Function/Activity	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Personnel					
Salary	$ 326,721	$ 331,009	$ 331,009	$ 93,377	28.21%
Car Allowance	6,000	6,017	6,017	2,077	34.52%
Social Security Taxes	23,830	25,001	25,001	6,946	27.78%
MET Life Insurance	660	701	701	224	31.95%
Employer Share Insurance	49,134	52,478	52,478	18,129	34.55%
Retirement	28,908	33,178	33,178	10,698	32.24%
401(k)	16,365	16,588	16,588	5,239	31.58%
Workers' Comp	2,994	2,994	2,994	998	33.33%
Cell Phone Allowance	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	$ 454,612	$ 467,966	$ 467,966	$ 137,688	29.42%
Capital & Construction					
Capitalized Equipment	$ -	$ 45,000	$ 45,000	$ -	0.00%
Capital Leases	-	-	-	-	NA
Sub Total Capital & Construction	$ -	$ 45,000	$ 45,000	$ -	0.00%
Operating					
Official / Administrative / Management Services	$ 42,600	$ 79,000	$ 87,750	$ 25,000	28.49%
Contracted Services	-	-	-	-	NA
Software License & Sup	128	50	728	728	100.00%
Repairs & Maint. Copiers	941	118	118	145	122.88%
ERP System AMA	-	1,661	1,661	-	0.00%
Rentals / Copiers	9,480	-	-	-	NA
Rentals / Land & Buildings	36,600	36,600	36,600	18,300	50.00%
Vehicles / Fuel	822	1,059	1,059	87	8.22%
Vehicles / Maintenance	2,596	1,200	1,200	279	23.25%
Default Fleet Management	-	-	-	-	NA
Unemployment	32	123	123	-	0.00%
Other Insurance / Wellness & Clinic Cost	1,990	2,222	2,222	741	33.35%
Property Damages	304	814	814	271	33.29%
Communication / Telecommunications	2,993	1,760	1,760	816	46.36%
Advertising / Marketing & Promotions	60,235	68,896	74,146	36,672	49.46%
Training and Travel Advance	-	-	-	-	NA
Training and Travel Exp	11,450	56,500	56,500	-	0.00%
Supplies / General	1,141	5,000	5,000	116	2.32%
Supplies / Small Equipment	-	-	-	-	NA
Supplies / PC's,Peripherals	3,592	950	950	-	0.00%
Dues & Subscriptions / Organizational Dues	6,265	3,800	3,800	375	9.87%
Dues & Subscriptions / Subscriptions & Publications	1,202	500	500	136	27.20%
Other Expenditures / Other Operating Expenditures	9,072	10,000	9,868	2,039	20.66%
Other Expenditures / Special Events	35,500	-	-	-	NA
Sub Total Operating	$ 226,943	$ 270,253	$ 284,799	$ 85,705	30.09%
MUCED Debt Service					
Installment Principal	$ -	$ 1,803	$ 1,803	$ -	0.00%
Installment Interest	-	998	998	-	0.00%
Capital Leases Principal	-	1,365	1,365	346	25.35%
Capital Leases Interest	-	327	327	77	23.55%
Total Debt Service	**$ -**	**$ 4,493**	**$ 4,493**	**$ 423**	**9.41%**
Unreserved	$ -	$ -	$ -	$ -	NA
Total MUCED	**$ 681,555**	**$ 787,712**	**$ 802,258**	**$ 223,816**	**27.90%**

TABLE 16A CITY OF MONROE BUDGET COMMUNITY DEVELOPMENT BUDGET SUMMARY					
Sources and Uses of Funds	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Sources of Funds					
Beginning Balance	**$ 56,562**	**$ 56,562**	**$ 56,562**	**$ 56,562**	**NA**
Revenues					
Miscellaneous (1)	$ -	$ -	$ -	$ -	NA
Sub Total	$ -	$ -	$ -	$ -	NA
Annual Sources of Funds	**$ -**	**$ -**	**$ -**	**$ -**	**NA**
Total Sources of Funds	**$ 56,562**	**$ 56,562**	**$ 56,562**	**$ 56,562**	**100.00%**
Uses of Funds					
Expenditures					
Operating	$ -	$ -	$ -	$ -	NA
Sub Total	$ -	$ -	$ -	$ -	NA
Total Uses of Funds	**$ -**	**$ -**	**$ -**	**$ -**	**NA**
Ending Balance	**$ 56,562**	**$ 56,562**	**$ 56,562**	**$ 56,562**	**100.00%**

(1) Winchester loan repayments

TABLE 17A CITY OF MONROE BUDGET GOVERNMENT CAPITAL RESERVE BUDGET SUMMARY					
	Reserve To Date		Revised	YTD	
Sources and Uses of Funds	**Actual 2020**	**Budget 2020**	**Budget 2021**	**Actual 2021**	**% Realized**
Sources of Funds					
Revenues					
Investment Earnings	$ 18,915	$ 3,763	$ 3,993	$ 588	14.72%
Transfers from Other Funds	600,000	600,000	-	-	0.00%
Sub Total	$ 618,915	$ 603,763	$ 3,993	$ 588	14.72%
Annual Sources of Funds	**$ 618,915**	**$ 603,763**	**$ 3,993**	**$ 588**	**14.72%**
Total Sources of Funds	**$ 618,915**	**$ 603,763**	**$ 3,993**	**$ 588**	**14.72%**
Uses of Funds					
Expenditures					
Transfer to General Capital Projects Fund	$ 400,000	$ 400,000	$ -	$ -	0.00%
Sub Total	$ 400,000	$ 400,000	$ -	$ -	0.00%
Total Uses of Funds	**$ 400,000**	**$ 400,000**	**$ -**	**$ -**	**0.00%**
Total Governmental Capital Reserve for future expenditures	**$ 218,915**	**$ 203,763**	**$ 3,993**	**$ 588**	**14.72%**
Reserve Balance				**$ 219,503**	

(1) Government Capital Reserve Fund was establish in May 2013 by City Council for constructing greenways (R-2013-11).
This fund will remain operational for a period not to exceed six years (beginning July 1, 2013 and ending June 30, 2019)

TABLE 17B CITY OF MONROE BUDGET GOVERNMENTAL CAPITAL RESERVE REVENUES					
	Reserve To Date		Revised	YTD	
Revenue Sources	Actual 2020	Budget 2020	Budget 2021	Actual 2021	% Realized
Investment Earnings					
Investment Earnings	$ 18,915	$ 3,763	$ 3,993	$ 588	14.72%
Total Investment Earnings	**$ 18,915**	**$ 3,763**	**$ 3,993**	**$ 588**	**14.72%**
Other Financing Sources					
Transfers from Other Funds					
Transfer from Parks & Recreation	$ 600,000	$ 600,000	$ -	$ -	NA
Sub Total Transfers from Other Funds	$ 600,000	$ 600,000	$ -	$ -	NA
Appropriation Of Fund Bal	$ -	$ 300,000	$ -	$ -	NA
Total Other Financing Sources	**$ 600,000**	**$ 900,000**	**$ -**	**$ -**	**NA**
Total Governmental Capital Reserve Revenues	**$ 618,915**	**$ 903,763**	**$ 3,993**	**$ 588**	**14.72%**
	-	-	-	(0)	

TABLE 17C CITY OF MONROE BUDGET GOVERNMENTAL CAPITAL RESERVE FOR FUTURE EXPENDITURES					
	Reserve To Date		Revised	YTD	
Function/Activity	Actual 2020	Budget 2020	Budget 2021	Actual 2021	% Realized
Transfer to Gen Fund Capital Project Fund	$ 400,000	$ 400,000	$ -	$ -	NA
Fund Balance Designations - Reserved	-	503,763	3,993	-	0.00%
Total Governmental Capital Reserve for future expenditures	**$ 400,000**	**$ 903,763**	**$ 3,993**	**$ -**	**0.00%**
	-	-	-	-	

-

TABLE 18A CITY OF MONROE BUDGET CENTER THEATRE					
Sources and Uses of Funds	Actual 2020	Original Budget 2021	Revised Budget 2021	YTD Actual 2021	% Realized
Sources of Funds					
Beginning Balance	**$ 6,832**	**$ 504,223**	**$ 504,223**	**$ 504,223**	**NA**
Revenues					
Sales and Services	$ 740	$ 411,918	$ 411,918	$ -	0.00%
Investment Earnings [1]	1,145	-	-	-	NA
Miscellaneous	664,922	266,588	266,588	344,768	129.33%
Sub Total	$ 666,807	$ 678,506	$ 678,506	$ 344,768	50.81%
Other Financing Sources					
Transfer From Other Funds	$ 356,429	$ 249,915	$ 249,915	$ 83,305	33.33%
Proceeds from Debt	-	-	-	-	NA
Inception of Lease	-	-	-	-	
Sub Total	$ 356,429	$ 249,915	$ 249,915	$ 83,305	33.33%
Annual Sources of Funds	**$ 1,023,236**	**$ 928,421**	**$ 928,421**	**$ 428,073**	**46.11%**
Total Sources of Funds	**$ 1,030,068**	**$ 1,432,644**	**$ 1,432,644**	**$ 932,296**	**65.08%**
Uses of Funds					
Expenditures					
Personnel	$ 82,032	$ 280,917	$ 280,917	$ 52,557	18.71%
Capital	-	-	-	-	NA
Operating	93,635	507,939	537,219	37,781	7.03%
Debt Service	350,178	339,565	339,565	37,560	11.06%
Sub Total	**$ 525,845**	**$ 1,128,421**	**$ 1,157,701**	**$ 127,898**	11.05%
Total Uses of Funds	**$ 525,845**	**$ 1,128,421**	**$ 1,157,701**	**$ 127,898**	**11.05%**
Ending Balance	**$ 504,223**	**$ 304,223**	**$ 274,943**	**$ 804,398**	

Notes:

[1] Investment Earnings are distributed among all funds each quarter.

TABLE 18B
CITY OF MONROE BUDGET
CENTER THEATRE REVENUES

Revenue Sources	Actual 2020	Original Budget 2021	Revised Budget 2021	YTD Actual 2021	% Realized
Sales and Services					
Ticket Sales	$ -	$ 95,013	$ 95,013	$ -	0.00%
Merchandise for Sale	-	30,000	30,000	-	0.00%
User Fees/Technical Labor	240	70,584	70,584	-	0.00%
User Fees/Equip Rentals	-	35,292	35,292	-	0.00%
User Fees/Event Staff	-	42,350	42,350	-	0.00%
User Fees/Event Cleaning	100	21,175	21,175	-	0.00%
Rent Center Theatre Facil	400	117,504	117,504	-	0.00%
Total Sales and Services	**$ 740**	**$ 411,918**	**$ 411,918**	**$ -**	**0.00%**
Investment Earnings					
Investment Earnings	$ 26	$ -	$ -	$ -	NA
Interest Earned Trustee	1,119	-	-	-	NA
Total Investment Earnings	**$ 1,145**	**$ -**	**$ -**	**$ -**	**NA**
Miscellaneous					
Miscellaneous	$ -	$ -	$ -	$ -	NA
Donations/Sponsorships	664,922	146,875	146,875	344,768	234.74%
Foundation Grants	-	-	-	-	NA
Other	-	-	-	-	NA
Cash Discounts	-	-	-	-	NA
Misc. Ticketing Fees	-	53,189	53,189	-	0.00%
Misc. Annual Membership	-	10,710	10,710	-	0.00%
Misc. Program Advertising	-	2,625	2,625	-	0.00%
Misc. Facility Fees	-	53,189	53,189	-	0.00%
Total Miscellaneous	**$ 664,922**	**$ 266,588**	**$ 266,588**	**$ 344,768**	**129.33%**
Other Financing Sources					
Transfers from other funds					
General Fund	$ 356,429	$ 249,915	$ 249,915	$ 83,305	33.33%
Sub Total Interfund Transfers	$ 356,429	$ 249,915	$ 249,915	$ 83,305	33.33%
Proceeds From LT Debt / Installment Purchase Cont					
Limited Obligation Bonds	$ -	$ -	$ -	$ -	NA
Installment Purchase Cont	-	-	-	-	NA
Sub Total Proceeds from Debt	$ -	$ -	$ -	$ -	NA
Appropriation Of Fund Bal	$ -	$ 200,000	$ 229,280	$ -	0.00%
Inception of Lease	$ -	$ -	$ -	$ -	NA
Total Other Financing Sources	**$ 356,429**	**$ 449,915**	**$ 479,195**	**$ 83,305**	**17.38%**
Total Center Theatre Revenues	**$ 1,023,236**	**$ 1,128,421**	**$ 1,157,701**	**$ 428,073**	**36.98%**

Notes:

TABLE 18C - PAGE 1 CITY OF MONROE BUDGET CENTER THEATRE EXPENDITURES					
Function/Activity	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Center Theatre Operations					
Personnel					
Salary	$ 65,992	$ 186,953	$ 186,953	$ 40,052	21.42%
Overtime	-	-	-	-	NA
PT Staffing (Pool)	229	30,040	30,040	-	0.00%
Social Security Taxes	5,078	14,447	14,447	3,069	21.24%
Life Insurance	159	345	345	86	24.93%
Employer Share Insurance	4,192	26,813	26,813	3,792	14.14%
Retirement	5,946	15,796	15,796	4,089	25.89%
401(k)	436	6,523	6,523	1,469	22.52%
Workers Compensation	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	$ 82,032	$ 280,917	$ 280,917	$ 52,557	18.71%
Capital					
Capitalized Equipment	$ -	$ -	$ -	$ -	NA
Capitalized Buildings	-	-	-	-	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital	$ -	$ -	$ -	$ -	NA
Operating					
Bank Service Charges	$ -	$ 3,159	$ 3,159	$ -	0.00%
Contracted Services	-	10,200	10,200	1,212	11.88%
Repair/Maint to Equipment	8	5,100	5,100	-	0.00%
Repair/Maint to Buildings	371	10,710	18,017	1,626	9.02%
Repairs/Maint to Grounds	-	-	-	-	NA
Sftware License & Support	-	5,319	5,319	100	1.88%
Repairs & Maint. Copiers	119	100	100	-	0.00%
Equipment Rentals	-	-	-	-	NA
Copier Rental	-	-	-	-	NA
Wellness & Clinic Cost	1,492	1,667	1,667	556	33.35%
Property Damages	5,000	5,000	5,000	1,667	33.34%
Telecommunications	-	5,000	5,000	-	0.00%
Marketing & Promotions	2,142	6,300	6,300	-	0.00%
Printing	-	13,297	13,297	-	0.00%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	57	2,000	2,000	-	0.00%
General Supplies	10,657	10,059	10,059	668	6.64%
Postage	-	7,978	7,978	-	0.00%
Small Equipment	59,527	6,300	26,338	21,767	82.64%
PC's,Peripherals	1,015	-	18,000	-	0.00%
Utilities	-	63,000	63,000	8,216	13.04%
Concessions for Resale	-	25,000	25,000	-	0.00%
Organizational Dues	-	-	-	-	NA
Subscriptions & Publicati	-	4,200	4,200	-	0.00%
Other Operating Expenditu	543	1,000	1,000	399	39.90%
Special Events	-	2,550	2,550	-	0.00%
Fund Raising	12,704	20,000	21,935	25	0.11%
Programming(Events/Film)	-	300,000	282,000	1,545	0.55%
Sub Total Operating	$ 93,635	$ 507,939	$ 537,219	$ 37,781	7.03%
Total Center Theatre Operations	**$ 175,667**	**$ 788,856**	**$ 818,136**	**$ 90,338**	**11.04%**

TABLE 18C - PAGE 2 CITY OF MONROE BUDGET CENTER THEATRE					
Function/Activity	**Actual 2020**	**Original Budget 2021**	**Revised Budget 2021**	**YTD Actual 2021**	**% Realized**
Debt Service					
Installment Principal	$ 190,300	$ 190,300	$ 190,300	$ -	0.00%
Installment Interest	158,950	147,980	147,980	37,471	25.32%
Bonds Principal	-	-	-	-	NA
Bonds Interest	-	-	-	-	NA
Bonds Admin Fees	928	928	928	-	0.00%
Bonds Issuance Cost	-	-	-	-	NA
Capital Leases Principal	-	288	288	73	25.35%
Capital Leases Interest	-	69	69	16	23.19%
Total Center Theatre Debt Service	$ 350,178	$ 339,565	$ 339,565	$ 37,560	11.06%
Total Center Theatre Expenditures	**$ 525,845**	**$ 1,128,421**	**$ 1,157,701**	**$ 127,898**	**11.05%**

Commentary

The unassigned General Fund balance is **$ 7,527,060**

Policy:

General Fund Balance

The General Fund assigned fund balance will be maintained at a level sufficient to provide for the required resources to meet operating cost needs, to allow for unforeseen needs of an emergency nature, to permit orderly adjustment to changes resulting from fluctuations of revenue sources, and to permit appropriations for unique circumstances as deemed appropriate by City Council. The City of Monroe will assign the greater of $7,500,000 or 25% of the next year's original adopted budget, net of Federal and State pass-through revenues, from the unassigned fund balance. Any emergency appropriation request that would require the level of assigned fund balance to fall below $7,500,000 or 25% would be for major city projects that are to the overall benefit of the City or required as a part of a matching grant for such a major project.

Any amounts remaining in the fiscal year-end unassigned fund balance in excess of $7,500,000 or 25% of the approved subsequent year's original council adopted budget, excluding Federal and State pass-through revenue, shall be designated for subsequent year's expenditures. This excess amount will be available for appropriation by the City Council in a subsequent fiscal year to fund the Strategic Plan, capital or debt service expenditures as determined by the City Council during the budget process for that subsequent fiscal year. If during a fiscal year an excess over the stipulated $7,500,000 or 25% exists, the City Council may request an appropriation to fund unforeseen needs. If an appropriation request will exceed $100,000 of the excess, the City Council will consider the request at a subsequent regular meeting.

CITY OF MONROE
GENERAL FUND BALANCE
AS OF 11/10/20

			NON SPENDABLE		RESTRICTED					ASSIGNED				
			Inventories	**Prepaid**	**Restricted by State Statute**	**Streets (Powell Bill)**	**Public Safety**	**Culture and Recreation**	**Building Permits Net Revenue**	**City's Fund Balance Policy[1]**	**Subsequent Year's Expenditures [2]**	**Formal Assignments**	**UNASSIGNED**	**Total Fund Balance**
Revised per Auditors 10/19/2020		***As of June 30, 2020***	***$ 225,202***	***$ 353,909***	***$ 7,716,619***	***$ 2,002,649***	***$ 606,479***	***$ 505,221***	***$ -***	***$ 10,653,137***	***$ 2,514,771***	***$ 3,559,652***	***$ 7,876,850***	***$ 36,014,488***
FY21	**Date**	**Description**												
BO-2020-05	6/2/20	Appropriations included in FY21 Council Adopted Budget [2]									$ 2,514,771	$ 550,000		
Group 523	7/1/20	Prior Year encumbrances rolled forward			$ 2,955,857									
BO-2020-09	7/21/20	Belk Tonawanda PH1A											$ 55,897	
BO-2020-10	7/21/20	Wayfinding Signage System											$ 61,937	
BA-2020-23	7/21/20	US Customs Contract Increase											$ 48,326	
BO-2020-08	7/21/20	Return excess funds from capital projects										$ (309,293)	$ (4,404)	
BA-2020-19	7/21/20	Return CARES Grant reimb. funds to GF											$ (69,000)	
BA-2020-25	9/1/20	FY20 unspent appropriations roll to FY21					$ 593,767	$ 995					$ 46,439	
BA-2020-29	11/10/20	Additional funds needed: Permitting software											$ 123,975	
BA-2020-33	11/10/20	Facilitator Services- Insight Consultants											$ 5,000	
BO-2020-17	11/10/20	Demolition 311 E. Jefferson St.											$ 81,620	
			$ -	$ -	$ 2,955,857	$ -	$ 593,767	$ 995	$ -	$ -	$ 2,514,771	$ 240,707	$ 349,790	
			$ 225,202	$ 353,909	$ 4,760,762	$ 2,002,649	$ 12,712	$ 504,226	$ -	$ 10,653,137	$ -	$ 3,318,945	$ 7,527,060	

Notes:

(1) Per the General Fund Balance policy, the City will assign the greater of $7.5 million or 25% of the next year's original adopted budget, net of Federal and State pass-through revenues, from the unassigned fund balance.

FY21 ADOPTED BUDGET			
GEN FUND EXP.	GRANTS/Reimb	NET EXP.	x 25% =
$ 43,969,134	$ (1,356,587)	$ 42,612,547	$ 10,653,137

Funds 110,130,131 & 120 per BO-2020-05

(2) Appropriations General Fund Balance FY21 Original Budget :

	Unassigned		
Airport subsidy		$ 250,000	
Add'l street resurfacing		300,000	
		$ 550,000	Assigned
Annual Tee Box Funding	$ 50,000		
Annual Greenway Funding	100,000		
Roof Replacement - Winchester Head Start	68,000		
Roof Replacement - J Ray Shute	65,000		
Replace # 4808 - 2005 Ford F-550-Medic 4	80,000		
Replace 800 MHz Portable Radios (6)	40,000		
Replace Thermal Imaging Cameras (2)	20,000		
Core Switch Replacements	213,591		
Intrusion Detection & Prevention System	150,000		
Replace #2158 '03 Chevy Truck Div 7	38,000		
Replace Toro 4100D #1952	70,000		
Replace Deweze Slope Mower # 115	48,000		
Replace 18' Flat Bed Trailer	5,200		
Fencing Replace & Repair-Parks & Cemeteries	25,000		
Replace '02 Chevy Pickup Truck # 1994	38,000		
Replace '97 John Deere 5310 Tractor #1958	22,000		
Acquire/Donate Terrell Portion -Downtown	50,000		
Design/Constr Plans-Hardscape/Plaza Area	75,000		
Pedlet Pilot Program Downtown	18,000		
Belk Tonawanda Park Master Plan Phase I-B	425,000		
Replace #2264 2003 Ford Sport Trac Airport	35,000		
EDC Incentive Grants Per Terms Of Grant	863,980		
Back Drinking Fountains At Parks (3)	15,000		Total Appropriation
	$ 2,514,771	**$ 550,000**	**$ 3,064,771**

City of Monroe
General Fund Balance
Formal Assignments
Transaction History
AS OF 11/10/20

Date	Transaction	Airport Grant Acceptance	Remodel City Hall / Police Dept. Bldg.	Airport Facilities Construction	Airport Operations 5 Year Subsidy	Street Resurfacing 5 Year Program	Projects Downtown (1)		
12/06/11	**Formally Assigned**	**$ 2,250,000**	**$ 1,000,000**	**$ 1,000,000**					
05/21/13	**Formally Assigned**				**$ 1,250,000**	**1,500,000**		FY14 - FY18	5
06/30/16	**Extend Airport and Streets funding**				**$ 750,000**	**900,000**		FY19 - FY21	3
10/01/19	**Formally Assigned**						**$ 3,000,000**		
05/15/12	Reverse formal assignment	-	$ (1,000,000)	$ -	-	-	-		
06/05/12	BO-2012-06 Boggs Paving settlement	(405,281)	-	-	-	-	-	$ 2,844,719	FY12
08/21/12	BO-2012-10 Wilson Group Architects contract amendment (Customs Bldg.)	-	-	(15,500)	-	-	-		
09/18/12	BA-2012-23 Security enhancement equip.-Airport Terminal Bldg.	(15,000)	-	-	-	-	-		
09/18/12	BO-2012-11 Talbert & Bright change order #5 (Runway #5 ext.)	(150,000)	-	-	-	-	-		
09/18/12	BO-2012-12 Talbert & Bright change order #4 (Goldmine Rd Redo)	(46,280)	-	-	-	-	-		
09/18/12	BO-2012-13 Talbert & Bright change order #5 (Runway #5 ext.)	(72,616)	-	-	-	-	-		
10/16/12	BO-2012-16 Extended Runway Safety Area (ERSA) Grading Ph. 1	(174,625)	-	-	-	-	-		
03/19/13	Talbert & Bright (Customs Bldg.)		-	(48,346)	-	-	-		
04/02/13	Runway 5 Perimeter Sec Fencing	(317,620)	-		-	-	-		
04/16/13	Construction International Terminal Bldg.	(98,105)	-	(936,154)	-	-	-	$ 3,720,473	FY13
07/01/13	Appropriations Council Adopted Budget (yr 1 of 5)				(250,000)	(300,000)	-		
07/16/13	Return federal block grant NCDOT (proj # 36237.17.11.1) to formal assignment airport grant acceptance	**300,000**	-	-	-	-	-		
7/16/13	Authorize Talbert & Bright - Customs Bldg. construction administration services	(170,481)	-	-	-	-	-		
7/16/13	Authorize Talbert & Bright - design and bid service for glideslope improvements.	(215,037)	-	-	-	-	-		
8/21/13	Additional funding Runway 5 perimeter fencing	(11,740)	-	-	-	-	-		
10/15/13	Utility relocation and small change orders for Terminal Bldg.	(50,000)	-	-	-	-	-		
01/21/14	NCDOT grant (proj #36237.17.13.2) glideslope improvements	**100,267**	-	-	-	-	-		
04/15/14	US Customs and Border Protection' s IT equipment.	(93,804)	-	-	-	-	-	$ 3,029,678	FY14
07/01/14	Appropriations Council Adopted Budget(yr 2 of 5)				(250,000)	(300,000)	-		
08/19/14	BO-2014-08: return funds from project AP0802 (runway strengthening) and AP1201 (runway overlay and rehab)	564,596	-	-	-	-	-		
12/02/14	BO-2014-11 Runway 5 Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR) improvements	(63,815)	-	-	-	-	-		
01/06/15	BO-2015-02 Talbert & Bright design and bid service for Bulk Hangars	(64,780)	-	-	-	-	-		
								$ 2,915,679	FY15
07/01/15	Appropriations Council Adopted Budget(yr 3 of 5)				(250,000)	(300,000)	-		
08/18/15	Close capital projects AP0901 & AP1301	147,499					-	$ 4,163,178	FY16
07/01/16	Appropriations Council Adopted Budget(yr 4 of 5)				(250,000)	(300,000)			
08/16/16	Close capital projects AP0811 & AP0902 and AP1102	175,690					-		
09/22/16	BO-2016-14 Corporate hangar site development	(1,000,000)					-	$ 2,788,868	FY17
07/01/17	Appropriations Council Adopted Budget(yr 2 of 5)				(250,000)	(300,000)			
07/18/17	Add'l funding for Corp Hangar Construction	(400,000)					-	$ 1,838,868	FY18
07/01/18	Appropriations Council Adopted Budget(yr 3 of 5)				(250,000)	(300,000)			
08/21/18	Close capital projects AP1202 & AP1401	132,147					-		
11/06/18	State Aviation Grant from NCDOT	685,800					-	$ 2,106,815	FY19
07/01/19	Appropriations Council Adopted Budget(yr 4 of 5)				(250,000)	(300,000)			
07/16/19	BO-2019-11 Apron Rehab Project Grant Match	(320,561)					-		
07/16/19	BO-2019-10 Airport Layout Plan Grant Match	(46,602)					-		
08/20/19	BO-2019-16 Corp Hangar Site Development	(550,000)					-		
02/05/20	BO-2020-03 Driveway and Paving AP Corporate Hangar	(80,000)					-	$ 3,559,652	FY20
06/01/20	Appropriations Council Adopted Budget(yr 5 of 5)				(250,000)	(300,000)			
07/21/20	BO-2020-08 Close Capital Projects	309,293							
		$ 318,945	**$ -**	**$ -**	**$ -**	**$ -**	**$ 3,000,000**		
	Total Assigned Fund Balance						**$ 3,318,945**		
							-		

Notes:

(1) Formal assignment for Downtown projects: resurfacing the parking lot on Church St. (cost share with county), new parking lot on N Charlotte Ave. and design of one-way streets conversion.

Monroe Airport Commission Regular Meeting
Horne Terminal Building – Terminal Lobby
5:00 pm – September 14, 2020

Chairman: Mr. Lynn Keziah

Attending Members: Mr. Don Edwards, Mr. Ken Haigler, Mr. Howard Heda, Mr. John Stephens and Mr. Bob Smith.

Staff in Attendance: Mr. Peter Cevallos, Mrs. Carmen Crump, Mr. Don Ray, Mrs. Ashley Britt (via telephone / partial

Engineer of Record Attendee: Mr. Pat Turney

Guest: Mr. Brandon Atkinson, Aerowood Aviation

Absent: Mr. Cress Horne, Ms. Hayden Desio-Munn, Mr. Larry Faison

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1. **Call to Order and Welcome Guests**
   Chairman Lynn Keziah called the meeting to order at 5:00 pm on September 14, 2020, welcoming the Commissioners, staff, and guests in attendance.

2. **Minutes for Approval**
   Chairman Lynn Keziah asked for a motion to approve the regular meeting minutes for the June 8, 2020 meeting. Mr. Bob Smith made a motion to accept the minutes and Mr. Don Edwards seconded the motion. The motion carried unanimously.

3. **Department Reports**
Presenter:
Mr. Peter Cevallos

a.) Operations
Summary:
Mr. Cevallos briefed the current airfield status is green. He reviewed the active NOTAMs, elaborating that four of the five NOTAMs are "FDC" NOTAM are for adjustments being made to the Airport's instrument approaches because of obstructions. He went on to provide detail and background on the obstructions stating they were trees off the end of runway that required "topping" so they don't affect the approaches. He concluded that with the help of the Airport Engineer Mr. Pat Turney a project was being developed to mitigate these trees, and if necessary, a grant request would be made to NC DoT to fund the project.

Mr. Cevallos provide a general overview of the provided operations report for the months June through August. He went over the graphic representation of the fiscal year's statistics, explaining that the FBO operation have ended the summer in very positive terms, and hopefully the will continue in that direction.

b.) Financial
Summary:
Mr. Cevallos explained the Budget to Actual Reports were not available from the City Finance Department as they were working on reconciling the posted Airport revenues. Mr. Cevallos stated that he would provide those reports to the Commission for their review once they were completed.

c.) Project/Grant Status Report
Summary:
Mr. Cevallos reviewed the project status report as produced by the Airport Engineers Talbert, Bright and Ellington, summarizing the status for the 12,000 square foot hangar and corporate site development, the Apron Rehabilitation and the Airport Layout Plan Update projects.

4. **Customs Agreement – Reimbursable Services Program Application**
Presenter:
Mr. Peter Cevallos

Summary:
Mr. Cevallos briefed the Commission on the opportunity to change the existing agreement the City has with US Customs Border Protection (CBP), participating in the User Fee Facility program to their Reimbursable Services Program. Mr. Cevallos explained that in June he brought a request for a budget amendment to support an increase in the annual fee the City is obligated to pay for the current service. He explained that the US Customs officials approached him in August offering a different program that may be more

financially beneficial to the City. The program called the Reimbursable Services Program, and it differs from the current User Fee Facility Program because the Reimbursable Services Program only obligates the City to reimburse Customs when there is an international flight and they are called for services, with the cost being based on an hourly rate for the period the Customs service takes. Mr. Cevallos believes this program makes much more sense because it allows him to build a more accurate, realistic budget for the Customs operation because the new fee paid through this new program would be substantially less to the City, in comparison to the large annual fee. Mr. Cevallos explained the program conversion will take the entire fiscal year, emphasizing the first step is to submit the application. Board member Edward asked if the City was still obligated for the fee in the current agreement, including the increase. Mr. Cevallos stated that he was correct, the City would remain obligated through the end of the fiscal year or June 30, if selected, then would convert to the new program beginning in fiscal year 2021.

After Commission discussion, Mr. Bob Smith made a motion to approve staff's request to forward the request to apply for the new program for City Council's approval. Mr. Ken Haigler seconded, and the motion carried unanimously.

5. <u>AIRPORT TOUR – New Aircraft Apron</u>

<u>Presenter</u>:
Mr. Peter Cevallos

<u>Summary:</u>
Mr. Cevallos provided the Commission a tour of the Airport facilities, beginning at the 12,000 square foot hangar that has been recently completed. Mr. Cevallos showed the entire building including offices and hangar bay where the corporate jets were housed. Mr. Cevallos then showed the Commission to the aircraft apron being rehabilitated, where he and Mr. Pat Turney answered questions about the project. Mr. Cevallos then escorted the Commission, at their request, to tour Hangar 6. Mr. Brandon Atkinson provided an overview of how the hangar is being used to foster his business growth. Mr. Atkinson went on to provide a tour of Hangar 5 which Aerowood Aviation leases to conduct their aircraft maintenance services for the Airport. At the conclusion of the tour, the Commission gave a general consensus of approval and appreciation for all the activity and business that is currently being conducted at the Airport.

6. <u>Adjourn</u>

At the conclusion of the Airport tour, Chairman Lynn Keziah requested a motion to adjourn. Mr. John Stephens made a motion to adjourn and Mr. Bob Smith seconded the motion. The motion was carried unanimously.

CITY OF MONROE
GENERAL SERVICES COMMITTEE MEETING
City Hall Conference Room
300 W. Crowell Street
Monroe, NC 28112
October 15, 2020 4:00 PM

MINUTES

Present: Committee Member Lynn Keziah (Chairman), Committee Member Mayor Pro Tem Marion Holloway, Committee Member Franco McGee, Committee Member Hayden Munn, Committee Member Gary Anderson

Absent: None

Staff: Larry Faison, City Manager; Brian Borne, Assistant City Manager; Lisa Strickland, Finance Director; Ashley Britt, Assistant City Attorney (by conference call); Lisa Stiwinter, Director of Planning & Development; Ashley Ivey, Accounting Manager; Hannah Parker, Accountant I

Visitor(s): None

The General Services Committee met in the City Hall Conference Room at 4:00 p.m. on October 15, 2020. A quorum was present. Chairman Keziah presided.

Item 1. General Services Committee Meeting Minutes from July 16, 2020.
Mayor Pro Tem Holloway moved to approve the Minutes of the General Services Committee Meeting of July 16, 2020.

Committee Member McGee seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Mayor Pro Tem Holloway, Committee Member McGee, Committee Member Munn, Committee Member Anderson

NAYS: None

Item 2. Demolition at 311 East Jefferson Street.
Assistant City Manager, Brian Borne presented to the Committee a request to consider a proposal to demolish former Community Shelter at 311 E. Jefferson, Parcel ID 09-231-246 and convert to public parking lot and potential future site for infill development.

On July 16 2019 (R-2019-41) City Council held a Public Hearing to designate the property eligible for economic development conditions to hold and later convey the property with conditions attached to encourage economic vitality, revitalization, foster community place, and eliminate slum and blight, per North Carolina General Statutes §158-7.1.

311 E. Jefferson, Parcel ID 09-231-246, formerly the Community Shelter, has been vacant since May/June 2019. Since vacant, the building has been a target for vandalism with windows and doors boarded due to break-ins. The facility is currently in need of roof replacement and has had water damage from broken pipes and would need mold eradication.

The development of the Monroe Science Center and the surrounding site improvements have transformed the Franklin Jefferson Gateway into Downtown and created a destination in Downtown Monroe. 311 E. Jefferson is strategically positioned enhance development of this corridor and provide needed public parking and potential future in-fill development that would complement the Downtown's eastern gateway of Franklin/Jefferson Streets.

Estimated costs associated with the demolition are:

Environmental Site Assessment (ESA) Phase 1	$ 4,200.00
Abatement/Underground Storage Tanks (USTs)	$35,000.00
Demolition	$35,000.00
Total	$74,200.00
10% Contingency	$ 7,420.00
Grand Total	$81,620.00

A Budget Ordinance, BO-2020-17, is needed to fund the $81,620.00 and included for your consideration.

Estimate for constructing a new public parking lot is $238,220.00. Funding of the construction would be proposed in the FY 2022 CIP budget process.

Staff requests General Services Committee recommend City Council approve BO-2020-17, To fund the ESA Phase 1 and demolition of 311 E. Jefferson, Parcel ID 09-231-246, to construct a public parking lot to benefit Downtown and the adjacent Science Center and potential future site for in-fill development.

Mayor Pro Tem Holloway asked if this was a Brownfield site. Brian Borne stated that the City had owned it and there was no information in the purchase agreement related to this.

Committee Member Munn asked if it was just the Community Shelter or if it was any other buildings. Brian Borne stated that it was just that site and no others.

Committee Member Anderson stated that he sees the building as an eye sore and since the City owns it, it would be in the best interest to demolish it.

Committee Member Anderson made a motion to recommend the approval of BO-2020-17 and forward to full Council.

Mayor Pro Tem Holloway seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Mayor Pro Tem Holloway, Committee Member McGee, Committee Member Munn, Committee Member Anderson

NAYS: None

Item 3. Cityview Budget Amendment.

Planning & Development Director, Lisa Stiwinter presented a request to consider a budget amendment in the amount of $103,975 for the City's permitting, plan review and inspections software.

City Council voted to award CityView as the permitting, plan review and inspections software vendor in the amount of $318,772 at their January 2018 meeting. CityView was the selected software vendor because it offered a Planning, Code Enforcement and Permitting module that would handle all permitting, plan review, inspections, and code violations for the Planning and Development Department. CityView was also selected due to its capability to integrate with Laserfiche Document Management (document storage), ESRI GIS (Geographic Information Systems-data mapping) and BlueBeam Revue (plan review software), which are all currently being utilized by the Planning and Development Department.

Funding for CityView software consisted of licensing, installation and maintenance. Maintenance fees for two prior years (FY 2019 and 2020) were inadvertently deducted from the installation purchase order which has created a shortage on the final payment to CityView. The money from the maintenance fees was returned to fund balance at the end of the prior fiscal years. This has created a budget shortfall in the amount of $64,075. Funding is also needed for two change orders. The first for $36,750 is needed to cover data conversion, code enforcement's minimum housing work flow and additional items for permitting including extra letters. The second in the amount of $3,150 is needed to cover workflow for permitting for kiosks, change of use and home daycares. A Budget Amendment in the amount of $103,975 is proposed to cover the total of these costs.

The General Services Committee is requested to consider the proposed budget amendment in the amount of $103,975 for the permitting, plan review and inspections software.

Committee Member McGee asked if this was separate from the financial software that was approved recently. Finance Director Lisa Strickland said that yes, this was separate from that.

Committee Member McGee made a motion to recommend the approval of the budget amendment and forward to full Council.

Mayor Pro Tem Holloway seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Mayor Pro Tem Holloway, Committee Member McGee, Committee Member Munn, Committee Member Anderson

NAYS: None

Other:

Finance Director, Lisa Strickland notified the Committee that since interest rates are so low, the City is working on refinancing some debt. The debt to be refinanced is made up of Revenue Bonds and a Water infrastructure loan. It is anticipated to save the General Fund approximately $83,000 per year and the Water and Sewer Fund approximately $12,000 per year. Chairman Keziah commended the Finance Director on her work on this.

Chairman Keziah asked a new City staff member to introduce herself. Hannah Parker, the City's new Accountant I in the Finance Department was introduced to the Committee and welcomed to the City.

There being no further business the meeting was adjourned at 4:11 p.m.

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Committee Chairman, Lynn Keziah

HISTORIC DISTRICT COMMISSION MINUTES

MONDAY, OCTOBER 12, 2020 AT 6:30 PM
CONFERENCE ROOM - CITY HALL
300 West Crowell Street, Monroe, North Carolina

To be Approved at the November 2020 Meeting
Attendees to Sheri Laney on 10-13-20

<u>ITEM 1:</u> **<u>Call to Order.</u>**

Richard F. Ali, Chairman, called the meeting to order at 6:30 p.m. Maryann Brown called the roll.

Members Present:	Richard F. Ali, Bob Bullard, James Kerr, Jennifer Smith, Megan Woazeah, Archie Morgan and Susan Sganga (alternate, filling in for a vacancy)
Members Absent:	None
Staff Present:	Doug Britt, Senior Planner, Keri Mendler, Planner, Maryann Brown, Administrative Assistant, and Ashley Britt, Assistant City Attorney (partial, via Zoom)
Guests:	Brian Spiers, BWB2, LLC; Loretta Melancon

Chairman said he wanted to remind everyone that this meeting is quasi-judicial and our processes and proceedings are governed by North Carolina State Law. He said this is considered an evidentiary hearing and you will be asked to be sworn in just like you would at a court room. He said our discretion in these matters is limited and we are obligated to base a decision on evidence related to the guidelines and not on personal opinions.

Chairman said he also wanted to acknowledge the resignation of Philip Millward who was a long-time member of the Commission. He said he served on the Commission for more than eight (8) years. He said his knowledge of historic construction and materials and input always could be counted on. He said he became the go to person when questions like that would arise. He said many times what he suggested helped us get through a difficult COA. He said over the past years he has also dedicated time to restoring several properties in the Historic District bringing them back to life. He said he knows he will miss his input at our meetings.

Chairman said there is another thing that has come up. He said we are one of the committees here in the City that does have to meet because if someone applies for a COA we have to have a hearing within a certain number of days. He said, as a Commission, do we want to put into place any additional Covid-related requirements, such as wearing a mask, keeping a minimum of 6-feet apart. He asked if anybody wanted to entertain this or just let it go as we have been doing. James Kerr said he would appreciate it. Chairman said we need to, as a Commission, make a motion and vote on that. James Kerr wanted to know if everyone was comfortable with this setup.

Archie Morgan asked what is the motion? Chairman said that the motion would be that we require masks be worn during the meeting and that we maintain a 6-foot separation. He made the following motion:

Motion: Richard Ali made a motion to require that masks be worn at all Historic District Commission meetings and that there be a 6-foot separation between members.
Second: James Kerr
Action: Motion to approve passed unanimously.

Archie Morgan said that he would like the opportunity to re-address this as needed.

<u>ITEM 2:</u> **<u>Approval of Minutes.</u>**

Chairman asked the Board if there were any questions, additions or deletions to the minutes of the September 14, 2020 meeting. He called for a motion to adopt the minutes of the meeting.

Motion: Jennifer Smith moved to approve the minutes of the September 14, 2020 meeting.
Second: James Kerr
Action: The motion to approve the minutes passed unanimously.

<u>ITEM 3:</u> **<u>Conflicts of Interest.</u>**

There were no conflicts of interest.

<u>ITEM 4</u>: **<u>COA #21-15000009 Certificate of Appropriateness – The Historic District Commission is requested to consider a Certificate of Appropriateness request from Brian Spiers to construct a new home at the property located at 509A E. Talleyrand Avenue (Tax ID# 09-231-063A)</u>**

Chairman asked any parties offering testimony to come forward and be sworn. Keri Mendler and Brian Spiers came forward and were sworn, separately.

Keri Mendler, Planner, introduced this item and said this is a Certificate of Appropriateness request to construct a new home at 509A E. Talleyrand Avenue. She said at this times she would proceed with the findings:

Findings:

1. The subject property located at 509A E. Talleyrand Avenue is owned by BWB2, LLC and is zoned R-10 (Residential-High Density). (Exhibit 1, 2)

2. The property is located in the South Monroe Historic District. (Exhibit 3)

3. On September 15, 2020, the applicant submitted an application to construct a new house. The house will be 1,164 heated square feet with a 55-square foot covered entry, and a 259-square foot single car garage. The house will be constructed with hardi-cement siding, wood shutters, wood windows, and wood doors including the garage door. The windows will be wood and will have a 1 over 1 pane design. The porch and deck will also be constructed with treated deck boards and the front porch will have a pine wood ceiling. The roof will be asphalt shingles. The driveway will be constructed of concrete and will be stained an earth tone as well as the walkway leading from the driveway to the porch. (Exhibit 4-6)

4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 156.202 of the Unified Development Ordinance.

5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 7)

Keri said she has provided the appropriate guidelines and conclusions in your staff report and she said she would be glad to answer any questions you may have. She said the applicant is here as well

Chairman asked if there were any questions for Keri.

James Kerr asked Keri if it was a requirement to have a garage. Keri said she did not believe at this location a garage was required.

Archie Morgan asked Keri what hardi-cement siding is. Keri said it is a fiber cement siding made to look like wood but it is more sturdy. She said the Commission has approved some buildings with it---a large garage, a commercial building. She said not a lot of new houses, but it has been approved in the past. Archie Morgan said so a precedent has been set. Keri said not a precedent just as long as you give reasons why you are approving this at each meeting. She said it is at the Board's discretion. She said she thinks this Commission has approved this as well to cover up asbestos siding.

Bob Bullard said he has a couple of concerns regarding this house. He said first is the front-loading garage. He said this is not congruous to the neighborhood houses. He said the second concern is that it appears that the house is going to be built on a slab. He would rather see a crawl space. He said it doesn't fit in with the neighborhood very well. He said, however, he would like to see something built on that lot. He said there are very few vacant lots left in the district.

Mr. Brian Spiers, one of the partners of BWB2, LLC, came forward and said they bought the lot and are open for suggestions. He said the hardi-siding material is premium material which you would see on million dollar homes. He said it looks authentic. He said they take off wood siding and put on hardi-siding because it looks so real. He said as far as the garage, he realizes that you are wanting to keep it in-tune with the time those were built. He said most of the homes were without a garage. He said they thought they were doing the right thing in putting in a garage. He said they can remove the garage. He said regarding the slab, he looked around the area and there is a little bit of everything.

Mr. Spiers said it is a good-looking, cute house but he did not know if it was historic. He said they also have a price point that they do not want to get out of since they also have to run a business. He said by the time he starts doing the garage and crawl space, he is getting out of his comfort zone in that area, especially backing up to mixed-commercial that is behind it. He said this is a concern because they do not know what will happen there. He said he is trying not to build too expensive a home. He said everything is expensive nowadays. He said he feels like the house fits the neighborhood.

Chairman asked Mr. Spiers if he would be acceptable in moving the garage. Mr. Spiers said he would have to look at the lot plan to make sure that it would work. He said he has not seen any side-loaded garages in the Historic District. He said he is not saying there is not any, but he looked the other day and he is not seeing anything like that. He said in the 40s and 50s people were not doing side-loaded garages. He said maybe you would want to start something so that in the future everything will be a side-loaded garage. He said he is not trying to be difficult but he doesn't think you could fit it in there with that being a corner lot.

James Kerr said to Mr. Spiers a point of reference historically across from you is a house built around 1910. He said the one next to it was built in 1921 or 1922. He said if you are facing your lot to the left, the house was built in 1905 or 1906. He said there is an infill bungalow built in the 1920s. He said there is another Queen Anne also built around 1905. He said these houses are pre-WWII and he is not aware of anything being on a slab in that section of Talleyrand, even that unfortunate duplex on the right is on a crawl space. He said he likes Bob's friendly suggestion of putting it on a crawl space in keeping with the neighborhood. He said as far as your price point, you are in excellent shape. He said two (2) blocks down, across the street, a house that was about 1,500 square feet just closed last month for $250,000. He said to Mr. Spiers that he will make money.

James Kerr said his friendly suggestion is to either take the garage off or bump up your game and move the kitchen into the area that was going to be the garage. He said you would be adding 200 square feet to the house and that would be a wonderful great room to have all that area, living, dining and kitchen to open front to back. He said to make it look less like infill, run a Craftsman-style porch across the whole front, across the double window and current single window. He said where the garage door is you can do a nice double or triple Craftsman-style window in the kitchen area. He said your price point would not be a worry. He said if you need comps, a number of us would be happy to provide you with some comps.

Keri said she just wanted to remind the Commission about redesigning what has been submitted for consideration tonight. James Kerr said it would fit into the same footprint. He said he wasn't talking about adding any square footage. He said just a friendly amendment.

Bob Bullard said the whole point of this Commission is that we can offer suggestions for redesign. Keri said in the past it has been told that we should not be redesigning to the extent of what type of windows or adding 200 square foot. James Kerr said it would not be adding square footage, it's already there. He said it would just make it heated instead of unheated.

Megan Woazeah asked about the left of the house. James Kerr said it is the big, 2-story white house.

Archie Morgan said the design ideas sound good but there is one (1) thing he misses living in the City is his garage. He said he would hate to take the garage away from anybody. He said if you had one and now you don't, you would miss it.

Jennifer Smith said the house looks like a little ranch house in a subdivision, instead of the Historic District.

Megan Woazeah said in looking at the guidelines, under garages, it does mention often the access to the garage was usually on a side street. She read "Locate and orient new garages and accessory structures in the rear yard and in traditional relationships to the primary building…". She said if you are locked in as far as the land itself, try and orient it [the garage] so that it is accessible in a different area. Archie Morgan asked if there is room to do that.

Keri just pulled up the site plan which showed the front of the house with the 40-foot setback. She said the garage is set back from the front of the house a decent amount. She said it looks like over 25 feet from the front of the house, so that's 60 feet from the road. She said the garage is not in-line with the front of the house.

Mr. Spiers said if you look at the front of the garage, it is 12-feet wide. He said if he takes the garage over another 6 feet, he is probably in his side yard. He said to do a side-load garage you want at least 24 feet to pull in from the side into the garage. He said a side-load garage there is going to be an issue because someone would have to do a 3 or 5 point turn to get into that side-load garage. James Kerr said the lot is so tiny that it would ruin any chance of having a garden. He said he would stick to his two (2) friendly suggestions of getting rid of the garage altogether and making it part of the heated living area.

Jennifer Smith asked Mr. Spiers what his price point on the house would be. Mr. Spiers said they haven't gotten there yet. He said they are looking at about $200,000.

Bob Bullard said when he said something about the garage, he was not suggesting that you have or not have it but a front-loaded garage is not congruous to what is going on in the neighborhood.

Archie Morgan said there are not many garages in the neighborhood anyway, side-loaded or front-loaded. Bob Bullard said he would say that the majority of the houses have detached garages.

Mr. Spiers said they had debated bringing the front porch all the way across the front, but where you see that 18 feet is a master bedroom. He said adding a porch is easy but it would be kind of dangling out there with no easy access to it. He said you would not want a front porch looking into master bedroom. He said they have built this plan before and it is a nice house.

Archie Morgan asked Keri if the style of the home comes into play. He asked if the house should look like the other houses on the same street. Keri said the relevant design guidelines for new construction do have a couple of things that address that. She read two (2) portions of the guidelines that are in the staff report:

5. Design new buildings to be compatible with surrounding buildings that contribute to the overall historic character of the district in terms of form, height, massing, scale, proportion, and roof shape.

   Keri said staff's notes on this are: The applicant is proposing this house will be 1,164 heated square feet with a 55-square foot covered entry and a single car garage that is 259 square feet. Houses on this street range from 918 square feet to 4,332 square feet in size.

8. Design the proportion of the proposed street façade to be compatible with the surrounding buildings that contribute to the overall historic character of the district.

   Keri said staff's notes on this are: The applicant is proposing a 1-story home. The National Register lists the majority of the homes on this street as one-story homes. The styles vary from bungalow, classical revival, and ranch styles.

Megan Woazeah said that #9 is also something that should be looked at:

9. Design new buildings so they are compatible with but discernable from historic buildings in the district.

Keri said these are all in your staff report, as well as staff's comments for #9. She said this is something up to the Commission to decide. She said she provides comments where she feels like she can, but if she cannot, then obviously it is up to the Commission to provide comment.

Bob Bullard said that 604 S. Hayne Street is a new house but very few people know this because it fits in so well with the neighborhood. He said it is congruous. He said he does not think that we have that feature with this house.

Chairman asked if there was any further discussion regarding slab vs. crawl.

Archie Morgan asked what is the advantage of slab vs. crawl. James Kerr said it gives the house a higher profile. He said the house on a slab breaks the rhythm of the neighborhood, which you notice more as a pedestrian than you do in a car. He said it is like an arm on a record player missing a beat. He said slabs are not good in the South anyway.

Archie Morgan asked Mr. Spiers what this would add to the project. Mr. Spiers said they ran into an issue with the City of Rock Hill. He said they are trying to create an historic district. He said he came in and did a slab on an elevated foundation that was brick. He said they elevated the slab to two (2) feet. He said their slab is table height, closer to 32 inches. He said he would have to do a close evaluation to see if it is better to do a crawl. He said it will probably be another $5,000 easily. He said it could be more. He said the ranch has a pretty good footprint on it. He said it is probably another $7,000 for a crawl space over slab. He said he realizes he is in the Historic District but with crawl spaces you get wood rot, termites, etc. Archie Morgan said he understands but it is about keeping with the neighborhood. Mr. Spiers said he agrees.

Mr. Spiers said he can do an elevated foundation with brick on the outside to look like a crawl space. He said if you wanted to approve a 32-inch foundation with a brick wraparound it would look just like a crawl and he could just do a slab with it.

Archie Morgan asked the Commission if this would solve the problem. James Kerr said the more he looks at the plans, that end of the Historic District is the most fragile. He said it is recovering for the first time in 25 years. He said he feels that we are somewhat obligated to the stewards of this area even more so thinking about how fragile it is. He said this kind of looks like a modular home. He asked Mr. Spiers if he was completely married to this. Mr. Spiers said to Mr. Kerr that if he wanted to be his architect he would be glad to pay him. Archie Morgan said he had a modular home and it looked a lot like this one.

Chairman asked Keri about tabling this matter. Keri said you can certainly table this if you wish and hear it next month. Chairman asked if we would still be in our time frame. Keri said yes.

Chairman said we have a couple of options. He said approve as it is written which he does not see it going that way with what he is hearing. He said a motion can be made to require a change to the crawl issue and the change to the garage, possibly. He said another option would be for us to table this and give you

time to go back and see how you want to proceed. He said you can then come back to us at the next meeting for a final vote and outcome.

James Kerr said to Mr. Spiers that he appreciates him coming to this meeting and he feels like the more he looks at it, and the others seem to have the same concerns, that no matter what we do, this is not going to end up being a Rolls Royce. He said it is still going to be what it is, and that it is fine. He said everyone agrees it is your right to build something and make money. He said he thinks you can probably accomplish those goals more easily with a different plan.

Mr. Spiers said to James Kerr how does he improve…Mr. Kerr said he can talk for hours about what he likes but it is your lot. Mr. Spiers said he deals with architects and designers all the time, usually when someone brings up something---is it too small of a house, etc.? He said he understands you have a job to do.

James Kerr gave Mr. Spiers a copy of the design guidelines to look at, particularly page 64.

Susan Sganga asked if everyone was thinking more of a bungalow-style house. James Kerr said more like a bungalow but a story and a half because then you can get your square footage and from his experience it is always cheaper to build a 2-story house. He said your foundation is there and you go up and then second floor costs a lot less. He said it doesn't have to be grand, a simple Craftsman, Queen Anne, Victorian.

Mr. Spiers asked James Kerr why he wanted a 2-story and not a 1-story. James Kerr said he thinks you can get a little more for your buck. He said the more you build out the more it will cost. Mr. Spiers said he finds that you are contradicting yourself because Keri just read that most of the houses in that area are… not bringing a motion and putting in a business or a proposal, the 1-stories would be more prominent. He said he has to redesign a house. He said he doesn't have this plan so with you wanting a 2-story, he is just wondering what you are after. James Kerr said he is suggesting a 2-story; it is your lot. He said we are not here in any way to dictate to you but he would make a motion to the Chair that we offer to table this particular plan and let you come back with something that is a little more in keeping…come back, walk around, look at the neighborhood and he said something will speak to you.

Bob Bullard said the Historic District was started about 1988 and there are houses that were built before then that would not be allowed to have been built now. He said as James said, walk around and you will get a pretty good idea of where you will need to go. He said we don't want to be architects.

James Kerr said there is some very bad infill on Talleyrand because it has suffered worse more than any other street.

Mr. Spiers said he does want to build this house in the near future. He asked about the timeline. Chairman said during the 30-day time period [before the next meeting], take a look at your plans, try and address the concerns that this group has had, see what is out there, and come back to our next meeting. He said we will go through this again and based on what you bring us at that time, it will either be approved or rejected. He said we could, tonight, say that we do not approve this application at all.

Archie Morgan said we are all for you building a nice home on that lot.

Chairman said this group is saying do we want to put anything on the lot or do we need to put something on the lot that will be harmonious with the neighborhood and project the image of the Historic District that needs to be protected. James Kerr said to keep in mind that it is vacant but it is because we lost something.

Megan Woazeah said another thing to keep in mind is that this is a 2020/2021 build but we are walking the fine line of making sure that we follow the guidelines so that it looks appropriate and it works with the neighborhood. She said to have something new is exciting; it is great to see that. She said we don't want to discourage anyone but we want to make sure it is fitting to what we are tasked with doing.

Jennifer Smith asked James Kerr if he noticed what properties in the area are rental properties. James Kerr said they are being reduced, like he said there was that $250,000 sale last month. He said that was tremendous. He said that was the highest price per square footage anyone has paid on Talleyrand. He said that was the catalyst so that is good for Mr. Spiers.

James Kerr said to Mr. Spiers that we are a quasi-judicial board and we abide by the State of North Carolina historic statutes. He said we are kind of a voice for houses that cannot speak for themselves.

Mr. Spiers said he is going to work on a different plan but he still doesn't know if he is going to do a 2-story plan.

Chairman asked Mr. Spiers if he was okay with us giving you the opportunity to come back in 30-days by tabling this tonight. Mr. Spiers said yes he would appreciate that. Chairman said he would make a motion to table the item.

Motion:	Richard Ali made a motion that COA #21-15000009 for the property at 509A E. Talleyrand Avenue be tabled until the November 9, 2020 meeting, without further advertising.
Second:	James Kerr
Action:	The motion to table this request passed unanimously.

ITEM 6. Other

Keri said that Doug is passing around an e-mail with a memo attached to it. She said we were sent an e-mail by a citizen of the Historic District who asked us to pass it along to the Historic District Commission. She said Lisa Stiwinter, Planning Director, provided a memo addressing some of the concerns listed in that e-mail that was sent to us. She said if you have any questions about either of the documents please contact Lisa. She said Lisa's contact information is on the last page of the memo.

Jennifer Smith asked if it was an historical home. Keri said she believes it is in the Historic District.

Bob Bullard asked if there would be a time limit on this and if there is not, there should be rather than him saying one of these days he was going to fix it up. Keri said if it meets the minimum housing standards, she believes there is a time limit to make repairs. She said there is a whole process that it follows. She said she does not know if it has met the standards. She said Lisa would know for sure.

Bob Bullard said he agrees with Bob's concern that there are a lot…Keri said we do too at the City, but we can only do what our Ordinance and State allows us to do in reference to code enforcement and minimum housing. Mr. Bullard said he is particularly concerned with those homes that are vacant. He said if there is someone living there and cannot afford to fix up the house, he has some sympathy there but if it is just a vacant house sitting there it drags the rest of the house values down and creates a problem in the neighborhood. He said he would rather have an empty lot there. Keri said whether it is vacant or occupied it would have to meet the same requirements for minimum housing and go through the same process.

Bob Bullard said several years ago there was a house that was approved to be torn down. He said the City sent somebody over to tear the house down and they tore the wrong house down. He said the City now thinks twice before tearing a house down.

James Kerr said it can be really good, but look at page 65 at the house that is featured, which is 300 S. Washington Street. He said if you happen to walk or drive by there, there is a really nice lot that goes with the house because the house to the left of it was torn down, and as they say, the rats and termites had moved out. He said it is a real asset to have that house gone.

Archie Morgan asked Keri have there been any updates on the house at the corner of Lancaster Avenue and Washington Street. Keri said she believes code enforcement has been working with them. She said she would have to check with Robert on the status. James Kerr said the house has been like that for two (2) years. He said there is a hole in the roof that happened with Hurricane Florence.

Archie Morgan asked if something happened to the front doors at Stone Table. Susan Sganga said a new door was put in. She said it is a tap room now.

Archie Morgan asked Keri if there was any action that the Board needed to take on [the e-mail]? Keri said it is just for informational purposes.

Archie Morgan asked Keri if there was anything that needed to be done on the 2020 training/videos. Keri said the training was completed for fiscal year 2020. She thanked Archie Morgan and Susan Sganga for their part in completing the training. Mr. Morgan said there was a section about identifying historic African American properties. He asked if that has ever been done in the City. Keri said she did not think so. She said Susan had the same question as well. She said it is something that we are going to have to look into further to see if other communities have done it and how they've gone about it. She said that she did not think from the staff load, that we would be able to take this on just ourselves. She said she did not think we were knowledgeable enough to know where to begin with that. She said it is something we are going to have to reach out to other communities. Archie Morgan suggested we reach out to the African American community and ask them what properties are historic. He said he knows Monroe has some. Keri said she knows there is one that went to City Council. She said it is on Windsor Street outside of the Historic District but it was a doctor's office or hospital. James Kerr said it was Dr. Massey's Sanitarium. Keri said the City will be putting in a marker at the site. She said as far as doing this City-wide or Downtown-wide, it is something that we would have to look at and see how other communities handle this.

Chairman said to Keri, regarding the notices that went out on this particular case, you sent out 21 letters and only six (6) of them are actual residents. He asked if this meant that 15 of the properties are rentals. She said not necessarily because sometimes people will live at their address but do not want mail coming to them and they have a PO box. She said sometimes they do not update their tax mailing address.

Bob Bullard asked if it was possible to put a house number on every one of them. Keri said the parcel ID indicates each property that is listed on the APO. Mr. Bullard said he sees that but that does not do me any good. Keri said she gets these numbers from the Tax Department.

Archie Morgan said to Keri what can be done if this Commission said that we do not want any more rental property within the Historic District. Keri said unfortunately that is not something that the City or Historic District Commission can enforce. She said you cannot regulate whether someone is renting out their house or whether they live there.

Chairman asked Keri if she knew if this property [509A E. Talleyrand Avenue] was going to be a rental or a flip. He said not that it matters on our decision. Keri said she was not sure. She said since we cannot regulate this, we do not tend to ask that question.

Chairman asked if there was any further business to discuss. There was none

ITEM 7. Next Meeting

Chairman said the next meeting is scheduled for November 9, 2020 at 6:30 p.m.

ITEM 8. Adjournment.

Motion: Archie Morgan made a motion to adjourn this meeting.
Second: Jennifer Smith
Action: The motion to adjourn passed unanimously.

The meeting adjourned at 7:28 pm.

Respectfully submitted,

Richard F. Ali Chairman	Maryann Brown /s/ Secretary to the Board

MONROE TOURISM DEVELOPMENT AUTHORITY

REGULAR MEETING

CONFERENCE ROOM

300 W. CROWELL STREET, MONROE, NC 28112

SEPTEMBER 10, 2020 – 8:30 A.M.

MINUTES

Present: Chairman Bobby Kilgore, Vice Chair Sheila Crunkleton, Pat Kahle, Ron Brown, Lorayn DeLuca, Dan Shive

Absent: Chris Redfern, Brandon Derrick

Staff Present: Communications and Tourism Officer Pete Hovanec, Accounting Manager Ashley Ivey, City Manager Larry Faison (arr. 8:37 a.m.), Communications and Tourism Assistant Alison Nichols, Finance Director Lisa Strickland

Staff Present via Zoom: Assistant City Manager/Director of Downtown Brian Borne, City Attorney Mujeeb Shah-Khan

Staff Absent:

Visitors: Cierra Fitzgerald (arr. 8:45 a.m.)

Chairman Kilgore called the Monroe Tourism Development Authority Regular Meeting of September 10, 2020 to order at 8:30 a.m.

Item No. 1 Approval of Minutes of Monroe Tourism Development Authority Meeting of July 9, 2020 Vice Chairwoman Crunkleton made a motion to approve the Minutes of the Monroe Tourism Development Authority Regular Meeting of July 9, 2020. Ms. DeLuca seconded the motion, which passed unanimously with the following votes:

AYES: Crunkleton, Brown, Kahle, Shive, and DeLuca

NAYS: None

Item No. 2 Finance/Occupancy Report Ms. Ivey stated that July occupancy tax collections were $36,361, which is down significantly from last year; however, there has been a slight uptick in collections over the past few months. The auditors are finishing up, and the preliminary fund balance is $958,045, which is an increase of $162,000.

Mr. Hovanec noted that the Fairfield Inn & Suites opened the second week in August, so occupancy tax collections should increase as a result. Mr. Hovanec said that he had met with their management and invited them to apply to join the board. Chris Redfern is no longer with the Hampton Inn, so Mr. Hovanec also invited the new people there to apply for the board. Brandon Derrick was with the Holiday Inn Express; he has quit that job but will be paid through October and will have to come off the board as a hotel rep at that time. He will be eligible to apply for a restaurant or at-large position if any are available; staff will need to consult with the attorney regarding the rules.

Mr. Shah-Khan stated that Mr. Derrick will no longer be eligible for the hotel spot but would not need to take a break before applying for any other vacancies on the board.

Item No. 3 Science Center Update and Design Consultant Extension/Budget Amendment Mr. Hovanec said that the Science Center is in the home stretch. The outside colored metal is being installed. Mr. Hovanec showed recent pictures of the Science Center to the group. The inside of the building is done; there is still work remaining on the fence and the colored metal sections. There will be a significant punch list. Staff has posted the job for Science Center director and has received about 80 applications.

Mr. Hovanec stated that staff is asking for a budget amendment to keep the Verner Johnson consultants, who are working with staff to secure exhibits. They were being paid $8,000 per month; however, staff asked for a discount, and Verner Johnson has reduced its price to $7,200 per month. Staff is asking for $48,000 to carry them for six more months.

Ms. DeLuca asked why Verner Johnson is being paid monthly and not in a lump sum for the project as a whole. She stated that we are paying monthly, and the project continues to be delayed month by month, raising our expenses.

Mr. Faison answered that the Verner Johnson service contract is not tied into the construction contract, which is the area of delay.

Mr. Hovanec added that a monthly payment plan makes it easier for staff to extend the contract month by month as needed.

Ms. Kahle agreed, noting that a monthly payment would prevent any padding of a lump sum payment.

Ms. Kahle asked if the Science Center would be done by the end of the year.

Mr. Hovanec said that staff thinks it will be complete by January and we can take possession and move everything in. The timing of the delay with the pandemic has not been the worst thing; however, it is frustrating that the project is 422 days overdue.

Ms. DeLuca asked why the project is that behind.

Mr. Hovanec answered that weather and a complication with a storm water line can account for some of it, but not nearly all of it. Overall the construction company's practices have not been acceptable, and staff cannot understand why the company is not pushing to complete the project. They will be facing liquidated damages.

Vice Chairwoman Crunkleton noted that at this point Verner Johnson's consulting services are needed more than ever.

Mr. Hovanec agreed and stated that there are already many exhibits currently on order and in hand from companies around the world. The City has already had to pay the architect some extra fees due to the project running behind.

Chairman Kilgore stated that the City will have to pay hundreds of thousands of dollars in delay fees.

Mr. Hovanec said that those fees will be included and covered by the liquidated damages.

Mr. Brown made a motion to adopt Budget Amendment BA-2020-02. Ms. Kahle seconded the motion, which passed unanimously with the following votes:

AYES: Crunkleton, Brown, Kahle, Shive, and DeLuca

NAYS: None

Item No. 4 Dowd Center Theatre Update Mr. Hovanec reported that the leaks in the theater have been fixed, and the sound and AV systems are all fine-tuned. The theater now has the capability to show movies. Staff ran two practice events last month with a band and the symphony, and the sound is phenomenal. Currently staff is trying to decipher governor's orders to determine what is allowed. Movies are not allowed, but performing arts are. Staff may hold an art show in the lobby next month but wants to make sure it can be done safely. Any opening will be gradual with an attempt to find balance. Mr. Borne has negotiated with cleaning crews for additional sanitizing measures. Staff is looking toward the start of the new year to start over and rebuild concert bookings. Union County held a branding meeting in the theater, and the September 11 Patriot Day Ceremony will be filmed in the theater and released to the public virtually.

Item No. 5 Air Show Update Mr. Hovanec said that staff continues to move forward with plans to hold the air show on November 7 & 8 and will make a final decision on October 1. There will be some costs incurred for contract deposits if it is cancelled. Airfield construction is complete, and there has been lots of positive feedback from the public about having the air show. Staff is looking at ways to broadcast it online the day after the show for those who don't feel comfortable coming in person.

Chairman Kilgore asked if masks would be require at the air show.

Mr. Hovanec answered that staff has not discussed that yet. The UCPS buses will require masks for anyone who rides, but it would be difficult to enforce outdoors. There is a smaller lineup of performers in place; some cannot come because they've cancelled their insurance for the year. There are a couple drive-in airshows scheduled for October, but we do not have the capacity to do that. This has been very challenging to organize in the face of so much uncertainty.

Mr. Hovanec took a moment to introduce Cierra Fitzgerald, Sales Manager at the Hampton Inn.

Item No. 6 Other The group discussed the Union County branding campaign.

Ms. Kahle announced that Nancy McCoy Duncan is retiring after 15 years at the Chamber of Commerce. Make It Union County week will still be held virtually the week of September 28, and the October 28 golf tournament is sold out.

Mr. Hovanec gave each board member tickets to the Carolina Corn Fest, which is still going forward.

Mr. Hovanec said that City of Monroe events are mostly cancelled; staff is looking at a virtual or drive-through Halloween Happenings. Staff is also preparing to open the MAFC in the next couple weeks.

The group discussed the site of the new police station and senior center.

The meeting adjourned at 9:11 a.m.

ATTEST:

Bobby Kilgore, Chairman

Alison H. Nichols

MTDA/9-10-20

PLANNING BOARD MEETING

October 7, 2020 @ 6:00 PM
City Hall – Conference Room
300 W. Crowell Street, Monroe, NC

To Sheri Laney on October 8, 2020
Scheduled for adoption at the November 2020 meeting

Item 1. **Call to Order/Roll Call**

Vice Chair Mary Ann Rasberry called the October 7, 2020 meeting to order at 6:00 p.m. Maryann Brown called the roll. Vice Chair noted that a quorum was present.

Members Present: Mary Ann Rasberry, Edith Covington (late), John Harris, Richard Yercheck, John Ashcraft, Renee Hartis, Richard Ali and Jennifer Smith (alternate)

Members Absent: Russ Asti and Vickie Greene

Staff Present: Doug Britt, Senior Planner; Maryann Brown, Administrative Assistant

Guests: Rhonda Griffin; Todd Hedgepeth; Ron Parker and Coach Furr

Item 2. **Approval of Minutes of Meeting**

Motion: John Ashcraft made a motion to approve the minutes of the September 2, 2020 meeting.
Second: Richard Yercheck
Action: The motion to approve the minutes passed unanimously.

Item 3. **Zoning Map Amendment request by Rhonda and Macon Griffin for the property located at 418 E. Franklin Street from R-O-SU to Conditional District (CD) "A Cause for Tea"**

Doug Britt, Senior Planner, said tonight he would be presenting a Conditional District rezoning request for the property located at 418 E. Franklin Street. He said the applicant is requesting to rezone the property from R-O-SU to Conditional District (CD) "A Cause for Tea".

Doug said currently, Youth with a Mission is at the site. He said they have been there for at least 12 years. He said Rhonda Griffin is the applicant for this project. He said she is requesting to operate a non-profit at this site.

Doug said the subject property is zoned R-O-SU. He said to the west, east and south is R-10 and to the north and east is Office Transitional (OT). He said the applicant provided a site plan and is not providing any type of modifications to the site itself. He said the site plan shows the house on the property as well as parking spaces and existing structures.

Doug said the property currently is improved with a 4,300 square foot home and has 75 parking spaces. He said the applicant is not requesting to do any type of additional improvements to the property other than possibly minor repairs.

Doug said R-O-SU is a specific type of zoning which was done in 2004 or 2005. He said the zoning was specifically done for Youth with a Mission and they used the building for housing. He said what it can be used for is that specific use. He said if you wanted to do anything else other than that, it would be required to go through the Conditional District process. He said that is what the applicant is doing tonight.

Doug said the request for the Conditional District is to operate a restaurant, gift shop, and an event/meeting venue on the subject property. He said the applicant is here tonight and will be able to answer any questions. He said his conversation with her is that this will be a place where you can get lunch and coffee. He said they will also have a small gift shop and meeting rooms for bible studies. He said they will also have events which is their main forte in raising money for their non-profit. He said they will have events different times of the year on the property.

Doug showed the future land use map and the project is consistent with that. He said he will be glad to answer any questions and the applicant is here as well to answer any questions.

Richard Ali asked if Youth with a Mission is gone or are they leaving. Doug said Youth with a Mission is the property owner and Rhonda is the applicant who applied to rezone the property. Mr. Ali asked Doug if this was a restaurant before. Doug said years ago.

Ms. Rhonda Griffin came forward to answer the question about Youth with a Mission. She said it will continue to be here in our area but they are downsizing. She said they have additional properties behind 418 E. Franklin, so they are moving into a new season of their ministry where it will be more leadership training instead of student training. She said it is important to know that they will continue to be here in Monroe. She wanted to make sure everybody understood that.

Richard Ali asked if there was anything that was going to be done to the exterior. Ms. Griffin said their plan with the property is to paint and do some repair work. She said we are a non-profit and our focus is to have events, tea parties. She said Doug said coffee but we only serve tea. She said we have two (2) sewing ministries out of Nicaragua that makes products that we sell. She said we are all about empowering women and children and helping them to discover what the plan and purpose is for their lives. She said they are excited about being in the community and to be an outreach in the area for youth at risk. She said that will be part of some of the classes that we will offer in the house.

Ms. Griffin said this began on one of our mission trips in 2012 with her home church. She said we worked with New Life Nicaragua. She said she had never traveled a lot but never had been in a third world country. She said it broke her heart to see women struggle to provide the basic needs of food, water, shelter and education for their children.

Ms. Griffin said she thought she would open a small tea once her children were out of the house and quickly discovered that there was a bigger plan. She said they had their first tea party in 2012 and they raised $53,000 for New Life Nicaragua. She said within a three-year period, we had purchased a five-acre ministry campus for an orphanage, nutrition center, and a community center for skilled training.

Ms. Griffin said they quickly realized they needed to continue what they were doing and filed for our 501 (3)(c). She said they have raised over $500,000 within the last seven (7) years. She said their local partner is the Health Pregnancy Center, the big mobile unit that you see on the road. She said we have helped raise funds for that.

Ms. Griffin said they are excited to grow. She said they basically have been going from venue to venue hosting our events. She said they have been doing pop-up shops. She said they have featured non-profits for vintage market days. She said they have won best of show at the Southern Women's Show. She said they have been extremely busy and are ready to have a place that can be our own brick and mortar, where we can open our shop, reach out to our community, and also continue to support our partners abroad.

Ms. Griffin passed around pictures showing what they do. She said they have mission trips, build houses for families in Nicaragua, have a Tea for Two Ministry locally, and go into nursing homes and have tea parties. She said they do a lot locally.

Ms. Griffin said one thing they are proud about are the things they sell in their shop. She said they are items made by the ladies in Nicaragua. She said they actually have a selection of 20 teas they package themselves that they sell in the tea room.

Ms. Griffin said the plan is to be open daily for you to come in and sit down with a friend, have tea, or you can have a special tea, make a reservation and have a tea party for a bridal shower, birthday party, etc.

Richard Ali asked Ms. Griffin if she had fundraisers at the Baptist Church at Christmas time. Ms. Griffin said the Baptist Church was our very first Christmas tea that we hosted for the Health Pregnancy Center.

Richard Ali said to Ms. Griffin that the reason he asked if there was any work that was going to be done outside is that this property is in the Historic District and the work would need approval. Doug said there would be no work. He said this request is a land use. He said from his discussion with the applicant, there would be no work done at this time. He said he advised the applicant if there was work, it would have to get staff level or board approval. Ms. Griffin said she lives in an historic house so she has an appreciation for preserving anything historic. She said they would follow the guidelines.

Doug said for any events where they would have outside tents, they would just need a temporary permit.

Vice Chair asked if there were any further questions or comments from the Board. There were none.

Vice Chair asked for a motion on this proposal.

Motion: John Ashcraft made a motion to recommend adoption of the Resolution Approving the Land Development Plan Compliance.
Second: Richard Ali
Action: The motion to recommend adoption of the Resolution Approving the Land Development Plan Compliance passed unanimously.

Vice Chair asked for a motion on the Ordinance amending Section 156.98 – Conditional Districts Established and Section 156.106 – Official Zoning Map.

Motion: Richard Yercheck made a motion to recommend the adoption of the Ordinance amending Section 156.98 - Conditional Districts Established and Section 156.106 - Official Zoning Map.
Second: John Ashcraft
Action: The motion to recommend adoption passed unanimously.

Item 4. **Zoning Map Amendment request by Typar Realty for the property located at 2648 Nelda Drive from General Business (GB) to Conditional District (CD) "2648 Nelda Drive"**

Richard Yercheck said that this item is a request from Typar. He said he wanted to inform everyone that he leases from Typar. He said he does not feel that there is a conflict but if the Board wishes to have him recuse, he will do so. Doug said it is not a conflict unless you stand to lose or gain financially. Mr. Yercheck said he does not.

Doug Britt, Senior Planner, said tonight he would be presenting a rezoning request for the property located at 2648 Nelda Drive. He said the applicant is requesting to rezone this property from GB to Conditional District "2648 Nelda Drive".

Doug said that Typar is requesting to a add light manufacturing/distribution business as well as retail sales to the property. He said the property is zoned currently General Business (GB). He said the adjoining properties are GB, a Conditional District, and multi-family residential across the street. He said Nelda Drive is one of those roads where there is a hodgepodge of uses and zoning districts. He said if you go toward Williams Road there is General Industrial (GI) on one side of the road, GB on the opposite side of the road, multi-family residential and single-family residential. He said we are in the process of redoing the ordinance and the zoning map and this is an area we will be looking at because it is such a hodgepodge of uses.

Doug said the site plan of the property shows the existing property line and existing paved parking in the back. He said the reason for this request is that the GB district is generally retail sales and service. He said Typar is requesting to have some light manufacturing/distribution. He said it is not unusual to have distribution in GB because there are a lot of this use in the area. He said, however, that manufacturing is not allowed in the GB district. He said that is their request.

Doug said as far as the Land Development Plan, this area falls within the Community Corridor which talks about commercial uses and multi-family. He said what it does not allow is industrial. He said the use itself is not consistent with the plan, but staff believes it is a reasonable use in the public's interest because they are proposing light manufacturing without any outside storage, which is not out of character for the area. He said one of the conditions that staff has recommended for this project is that they do not allow any outdoor storage. He said it would be no different than any other business with no outdoor storage allowed.

Doug said you may ask if it is not consistent with the Land Development Plan, can we approve this request. Doug said you can recommend approval because the way the Land Development Plan works, you can say something is not consistent as long as you can validate that it is a reasonable use because of this or that. He said just because it is not consistent does not mean that you cannot approve it. He said there are times when it can be consistent but not be a reasonable use so you can recommend denial.

Doug said staff recommends approval of this rezoning. He said he would be happy to answer any questions. He said Mr. Rob Parker from Typar is here to answer any questions as well.

Vice Chair asked if there were any questions for Doug. There were none.

Vice Chair asked if there were any questions for Mr. Parker. There were none.

Vice Chair asked for a motion on this proposal.

Motion: John Ashcraft made a motion to recommend adoption of the Resolution Approving the Land Development Plan Compliance, with the condition that there be no outdoor storage.
Second: John Harris
Action: The motion to recommend adoption of the Resolution Approving the Land Development Plan Compliance passed unanimously.

Vice Chair asked for a motion on the Ordinance amending Section 156.98 – Conditional Districts Established and Section 156.106 – Official Zoning Map.

Motion: Richard Yercheck made a motion to recommend the adoption of the Ordinance amending Section 156.98 - Conditional Districts Established and Section 156.106 - Official Zoning Map.
Second: John Ashcraft
Action: The motion to recommend adoption passed unanimously.

Item 5. Next Meeting Date Discussion

Doug informed everyone that the next Planning Board meeting was rescheduled to Thursday, November 12, 2020. He said yesterday City Council changed their November meeting date to November 10, 2020. He said Planning Board would typically meet the Wednesday after, which would be November 11, 2020. He said the City is closed on November 11th for Veteran's Day. He said the Planning Board will then meet on Thursday, November 12, 2020 at 6:00 p.m.

Doug said if this Board cannot meet on November 12th, there will be no need to meet in November because staff would not meet its deadline for the December City Council meeting. He said the deadline for the December meeting would be the next Monday, November 16, 2020. He said he has one (1) item at this time for the November meeting.

Item 6. Other

There was no other business.

Item 7. Adjournment

Vice Chair said if there are no further questions, she would entertain a motion at this time to adjourn.

Motion: John Ashcraft made a motion to adjourn the meeting.
Second: Richard Ali
Action: The motion to adjourn passed unanimously.

The meeting was adjourned at 6:22 pm.

Respectfully Submitted,

Mary Ann Rasberry, Vice Chair	Maryann Brown
Planning Board	Secretary to the Board

City of Monroe
Where Heartland Meets High Tech

STAFF REPORT

TO: City Council

VIA: E.L. Faison, City Manager

DATE: December 1, 2020

FROM: Lisa Strickland, Finance Director

PREPARED BY: Dawn Whitesides, Customer Service Supervisor

SUBJECT: Utility Fee Grant Program Update

SUMMARY STATEMENT

Information is being provided to the City Council to fulfill reporting requirements of the Utility Fee Waiver Program and Resolution R-2015-41. The goal of the Utility Fee Waiver program is to encourage homes to be built for people who are certified to be income eligible at the time of purchase and to ensure that the program is meeting City expectations.

REVIEW

The following chart represents a history of previous utility assistance provided and the current status of ownership.

Date	*Property address*	*Recipient:*	*Original Owner still reside in the property?*	*Utility Fee Waiver Amount*
7-8-15	2319 Hargette Rd	Habitat for Humanity	Yes	$7,404
7-8-15	2321 Hargette Rd	Habitat for Humanity	Yes	$7,598
9-6-15	2916 Secrest Short Cut Rd	Fredia Barbee	Yes	$3,339
10-27-15	438 East Village Dr Lot 17	Monroe UC CDC	Yes	$5,046
10-27-15	309 East Village Dr Lot 40	Monroe UC CDC	Yes	$5,046

3-15-16	2502 Saddlebred Way	St. Jude's	Fundraiser, home not built for specific person.	$5,036
3-14-17	2310 Goldmine Rd	Habitat for Humanity	Yes	$7,140
3-14-17	3407 Ridgewood Ave	Habitat for Humanity	Yes	$7,140
12-19-17	433 East Village Dr	Monroe UC CDC	Yes	$5,036
12-19-17	427 East Village Dr	Monroe UC CDC	Yes	$5,036
12-19-17	503 East Village Dr	Monroe UC CDC	Yes	$5,036
4-12-18	1915 Bowie St	Habitat for Humanity	Yes	$7,140
4-12-18	1923 Bowie St	Habitat for Humanity	Yes	$7,140
8-30-18	506 East Village Dr	Monroe UC CDC	Yes	$5,184
9-12-18	500 Sunnybrook Dr	Kelly & Betty Leak	Yes	$3,720
10-5-18	406 S West St	Habitat for Humanity	Yes	$7,349
3-6-2019	350 East Village Dr	Monroe UC CDC	Yes	$5,184
3-6-19	344 East Village Dr	Monroe UC CDC	Yes	$5,184
5-9-19	1450 Citrus Dr	Habitat for Humanity	Yes	$5,184
5-9-19	1107 Sikes St	Habitat for Humanity	Yes	$7,349
7/21/20	217 E East Ave	Dorothy Gaither	Yes	$3,828

The Utility Fee Grant Program currently has a remaining balance of $26,172.

RECOMMENDATION

Staff presents this as an informational update only.

Attachment(s):

City of Monroe
Where Heartland Meets High Tech

STAFF REPORT

TO:	City Council
VIA:	E.L. Faison, City Manager
DATE:	December 1, 2020
FROM:	Tonya Edwards, Parks and Recreation Director
PREPARED BY:	Tonya Edwards, Parks and Recreation Director
SUBJECT:	Parks and Recreation Trust Fund Grant Development of Belk Tonawanda Master Plan Phase 1-B

SUMMARY STATEMENT

The City was awarded a NC Parks and Recreation Trust Fund Grant in the amount of $425,000 for Phase I-B of the Belk Tonawanda Park Expansion/Renovation project.

REVIEW

On October 22, 2020 the City was awarded a N.C. Parks and Recreation Trust Fund Grant in the amount of $425,000 in matching funds for Phase I-B of the Belk Tonawanda Park Expansion and Renovation project. This project will include the construction and installation of a splash pad, picnic shelter / restroom, paved walking trail, fitness station, and lawn games. On November 12, 2019 Council adopted a Resolution to allocate the $425,000 matching funds for this grant. Now that the grant has been awarded the additional funds in the amount of $425,000 need to be allocated and will be reimbursable as the elements of this project are completed. This grant has a required project completion date of October 31, 2023.

Staff presented this matter to the General Services Committee on November 19, 2020.

RECOMMENDATION

The General Services Committee and Staff recommend that Council approve the acceptance of these grant funds, adopt a Capital Project Budget Ordinance in the amount of $425,000 for the allocation of this reimbursable funding, and authorize the Mayor to execute any and all required documents.

Attachments: Capital Project Budget Ordinance BO-2020-18
NC Parks and Recreation Trust Fund Project Agreement

CAPITAL PROJECT BUDGET ORDINANCE
BELK TONAWANDA PARK PHASE IB
BO-2020-18

WHEREAS, the City desires to expand and renovate Belk Tonawanda Park to add a splash pad, fitness station, lawn games, accessible routes and an additional picnic shelter and restroom, to better serve its Citizens; and

WHEREAS, the City has been awarded a NC Parks and Recreation Trust Fund (PARTF) grant in the amount of $425,000 on October 20, 2020 for the Belk Tonawanda Park – Phase IB project; and

WHEREAS, the City previously funded the required matching funds for this grant in the amount of $425,000 in the fiscal year 2021 budget; and

WHEREAS, the City would like to enter into the grant agreement to accept this funding and proceed with the project.

NOW, THEREFORE, BE IT ORDAINED that the City Council of the City of Monroe adds grant funding to the capital project budget for the project entitled "Belk Tonawanda Park – Phase IB", and appropriates the following revenues and expenses:

General Capital Project Fund:	
Revenue:	
Grant Revenue	$425,000
Expense:	
Project Costs	$425,000

Adopted this 1st day December, 2020.

Attest:

Bobby G. Kilgore, Mayor

Bridgette H. Robinson, City Clerk

STATE OF NORTH CAROLINA | CONTRACTOR'S FEDERAL I.D.

COUNTY OF WAKE | XXXX 01289

N.C. Parks and Recreation Trust Fund Project Agreement

Grantee: City of Monroe
Project Number: 2021 - 932

Project Title: Belk Tonawanda Park - Phase IB

Period Covered By This Agreement: 11/1/2020 to 10/31/2023

Project Scope (Description of Project): Development including picnic shelter/restroom, splash pad, fitness stations, lawn games, accessible routes, site preparation, utilities, contingency, and planning costs.

Project Costs:	PARTF Amount	$ 425,000
	Local Government Match	$ 425,000

Conditions

The North Carolina Department of Natural and Cultural Resources (hereinafter called the "Department") and City of Monroe (hereinafter referred to as "Grantee") agree to comply with the terms, promises, conditions, plans, specifications, estimates, procedures, project proposals, maps, and assurances described in the North Carolina Parks and Recreation Trust Fund (PARTF) administrative rules and grant application which are hereby by reference made a part of the PARTF grant contract and which are on file with the Division of Parks and Recreation. In addition, the Department and the Grantee agree to comply with the State of North Carolina's Terms and Conditions as listed in "Attachment A" to this contract.

Now, therefore, the parties hereto do mutually agree as follows:

Upon execution of this grant agreement, the Department hereby promises, in consideration of the promises by the Grantee herein, to obligate to the Grantee the grant amount shown above. The Grantee hereby promises to efficiently and effectively manage the funds in accordance with the approved budget, to promptly complete grant assisted activities described above in a diligent and professional manner within the project period, and to monitor and report work performance.

The parties to this contract agree and understand that the payment of the sums specified in this contract is dependent and contingent upon and subject to the appropriation, allocation and availability of funds for this purpose to the Department.

Section I. Eligible Project Costs and Fiscal Management

1. The PARTF grant amount must be matched on at least a dollar-for-dollar basis by the Grantee. To be eligible, project costs must be incurred during the contract period, be documented in the grant application, and described in the project scope of this agreement, and initiated and/or undertaken after execution of this agreement by the Grantee and the Department.

2. PARTF assistance for land acquisition will be based on the fair market value of real property or the sales price, whichever is less. Value must be based upon an independent appraisal by a licensed appraiser holding a general or residential certification from the North Carolina Appraisal Board. The Department shall review the appraisal as to content and valuation. Approval of appraised amounts rests with the Department. The Grantee agrees to begin development on PARTF acquired land within five (5) years of the date this contract is signed by the Department and Grantee in order to allow general public access and use.

3. Payment shall be made in accordance with the contract documents as described in the Scope of Work (Attachment B). Payment for work performed will be made upon receipt and approval of invoice(s) from the Grantee documenting the costs incurred in the performance of work under this contract. Invoices may be submitted to the Contract Administrator

quarterly. Final invoices must be received by the Department within forty-five (45) days after the end of the contract period or contract completion, whichever occurs first. Accounting records should be based on generally accepted local government accounting standards and principles. Records shall be retained for a period of five (5) years following project completion, except that records shall be retained beyond five (5) year period if audit findings have not been resolved. All accounting records and supporting documents will clearly show the number of the contract and PARTF project to which they are applicable. The State Auditor shall have access to persons and records as a result of all contracts and grants entered into by state agencies and or political subdivisions in accordance with General Statute 147-64.7.

4. The Grantee agrees to refund to the Department, subsequent to audit of the project's financial records, and costs disallowed or required to be refunded to the Department on account of audit exceptions.

Section II. Project Execution

1. The Grantee may not deviate from the scope of the project without approval of the Department. When one of the conditions in the contract changes, including but not limited to the project scope, a revised estimate of costs, a deletion or additions of items, or need to extend the contract period, the Grantee must submit in writing a request to the Department for approval.

2. The Grantee shall be considered to be an independent contractor and as such shall be wholly responsible for the work to be performed and for the supervision of its employees. The Grantee represents that it has, or will secure at its own expense, all personnel required in performing the services under this agreement. Such employees shall not be employees of, or have any individual contractual relationship with the Department.

3. In the event the Grantee subcontracts for any or all of the services covered by the contract:

    a. The Grantee is not relieved of any of the duties and responsibilities provided in this contract;
    b. The subcontractor agrees to abide by the standards contained herein or to provide such information as to allow the Grantee to comply with these standards, and;
    c. The subcontractor agrees to allow state and federal authorized representatives access to any records pertinent to its role as a subcontractor.

4. In accordance with Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, the grantee agrees not to subcontract with any vendors debarred or suspended by the State of North Carolina and shall not knowingly enter into any lower tier covered transactions with a person or vendor who is debarred, suspended or declared ineligible.

5. The Grantee shall not substitute key personnel assigned to the performance of this contract without prior approval by the Department's Contract Administrator. Ms. Tonya Edwards is designated by the Grantee as key personnel for purposes of this contract. The Department designates, Ms. Jill Fusco, Grant Administrator, as the Contract Administrator for the contract.

Department Contract Administrator	Grantee Contract Administrator
NC Department of Natural and Cultural Resources Division of Parks and Recreation Attention: Ms. Jill Fusco, Contract Administrator 1615 Mail Service Center Raleigh, NC 27699-1615 Telephone 919-707-9362 Email: jill.fusco@ncparks.gov	City of Monroe Attention: Tonya Edwards PO Box 69 Monroe, NC 28111 Telephone: 704-282-4659 Email: tedwards@monroenc.org

6. The Grantee agrees to comply with all applicable federal, state and local statutory provisions governing purchasing, construction, land acquisition, fiscal management, equal employment opportunity and the environment including but not limited to the following:

    Local Government Budget and Fiscal Control Act (G.S. 159-7 to 159-42); Formal Contracts, Informal Contracts and Purchasing (including but not limited to G.S. 44A-26, G.S. 87-1 to 87.15.4, G.S. 133.1 to 133-40, G.S. 143-128 to

G.S.143-135; Uniform Relocation Assistance Act (G.S. 133-5 to 133-18); Conflict of Interest (G.S. 14-234); Contractors Must use E-Verify (G.S. 143-48.5); Americans With Disabilities Act of 1990 (P.L. 101-336) and ADA Accessibility Guidelines; N.C. State Building Code; and the North Carolina Environmental Policy Act (G.S. 113A-1 to G.S. 113A-12), and Sales Tax Refund (G.S. 105-164.14(c)).

7. The Grantee agrees it provides a drug-free workplace in accordance to the requirements of the Drug-Free Workplace Act of 1988 (43 CFR Part 12, Subpart D).

8. The Grantee agrees to permit periodic audits and site inspections by the Department to ensure work progress in accordance with the approved project, including a close-out inspection upon project completion. After project completion, the Grantee agrees to conduct grant contract compliance inspections at least once every five (5) years and to submit a Department provided inspection report to the Department.

9. The Grantee agrees land acquired with PARTF assistance shall be dedicated in perpetuity as a recreation site for the use and benefit of the public, the dedication will be recorded in the deed of said property and the property may not be converted to other than public recreation use without approval of the Department. The Grantee agrees to maintain and manage PARTF assisted development/ renovation projects for public recreation use for a minimum period of twenty-five (25) years after project completion.

10. The Grantee agrees to operate and maintain the project site so as to appear attractive and inviting to the public, kept in reasonably safe repair and condition, and open for public use at reasonable hours and times of the year, according to the type of facility and area.

11. The Grantee shall agree to place utility lines developed with PARTF assistance underground.

12. If the project site is rendered unusable for any reason whatsoever, the Grantee agrees to immediately notify the Department of said conditions and to make repairs, at its own expense, in order to restore use and enjoyment of the project by the public.

13. The Grantee agrees not to discriminate against any person on the basis of race, sex, color, national origin, age, residency or ability in the use of any property or facility acquired or developed pursuant to this agreement.

14. The Grantee certifies that it:

    (a) Has neither used nor will use any appropriated funds for payment to lobbyists;
    (b) Will disclose the name, address, payment details, and purposes of any agreement with lobbyists whom Grantee or its sub-tier contractor(s) or sub-grantee(s) will pay with profits or non-appropriated funds on or after December 22, 1989; and,
    (c) Will file quarterly updates about the use of lobbyists if material changes occur in their use.

Section III. Project Termination and Applicant Eligibility

1. The Grantee may unilaterally rescind this agreement at any time prior to the expenditure of funds on the project described in this contract.

2. If through any cause, the Grantee fails to fulfill in a timely and proper manner the obligations under this contract, the Department shall thereupon have the right to terminate this contract by giving written notice to the Grantee of such termination and specifying the reasons thereof. In that event, the Grantee shall be entitled to receive just and equitable compensation for any satisfactory work completed in an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the Grantee covered by this contract.

3. Failure by the Grantee to comply with the provisions and conditions set forth in the formal application, PARTF administrative rules and this agreement shall result in the Department declaring the Grantee ineligible for further participation in PARTF, in addition to any other remedies provided by law, until such time as compliance has been obtained to the satisfaction of the Department.

Section IV. Attestation and Execution

N.C.G.S. §133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you (Contractor) attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

In witness whereof, the Department and the Grantee have executed the Agreement in duplicate originals, one of which is retained by each of the parties.

City of Monroe	
Name of Grantee (Local Government)	Signature of Grantee (Chief Elected Official)
Typed or Printed Name of Official	Title of Official

(Notary Public Completes)

State of North Carolina

County of

On this ________ day of ____________________, 20___, ____

personally appeared before me the said named ____, to me known and known to me to be the person described in and who executed the foregoing instrument, and he (or she) acknowledged that he (or she) executed the same and being duly sworn by me, made oath that the statements in the foregoing instrument are true.

My commission expires: _________________, 20______.

Signature of Notary Public

(Seal Here)

North Carolina Department of Natural and Cultural Resources
Susi H. Hamilton, Secretary

By: ____

Department Head or Authorized Agent for Secretary Hamilton — Title

General Terms and Conditions
Governmental Entities
May 1, 2011

DEFINITIONS

Unless indicated otherwise from the context, the following terms shall have the following meanings in this Contract. All definitions are from 9 NCAC 3M.0102 unless otherwise noted. If the rule or statute that is the source of the definition is changed by the adopting authority, the change shall be incorporated herein.

(1) "Agency" (as used in the context of the definitions below) means and includes every public office, public officer or official (State or local, elected or appointed), institution, board, commission, bureau, council, department, authority or other unit of government of the State or of any county, unit, special district or other political sub-agency of government. For other purposes in this Contract, "Agency" means the entity identified as one of the parties hereto.

(2) "Audit" means an examination of records or financial accounts to verify their accuracy.

(3) "Certification of Compliance" means a report provided by the Agency to the Office of the State Auditor that states that the Grantee has met the reporting requirements established by this Subchapter and included a statement of certification by the Agency and copies of the submitted grantee reporting package.

(4) "Compliance Supplement" refers to the North Carolina State Compliance Supplement, maintained by the State and Local Government Finance Agency within the North Carolina Department of State Treasurer that has been developed in cooperation with agencies to assist the local auditor in identifying program compliance requirements and audit procedures for testing those requirements.

(5) "Contract" means a legal instrument that is used to reflect a relationship between the agency, grantee, and sub-grantee.

(6) "Fiscal Year" means the annual operating year of the non-State entity.

(7) "Financial Assistance" means assistance that non-State entities receive or administer in the form of grants, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance. Financial assistance does not include amounts received as reimbursement for services rendered to individuals for Medicare and Medicaid patient services.

(8) "Financial Statement" means a report providing financial statistics relative to a given part of an organization's operations or status.

(9) "Grant" means financial assistance provided by an agency, grantee, or sub-grantee to carry out activities whereby the grantor anticipates no programmatic involvement with the grantee or sub-grantee during the performance of the grant.

(10) "Grantee" has the meaning in G.S. 143-6.2(b): a non-State entity that receives a grant of State funds from a State agency, department, or institution but does not include any non-State entity subject to the audit and other reporting requirements of the Local Government Commission. For other purposes in this Contract, "Grantee" shall mean the entity identified as one of the parties hereto. For purposes of this contract, Grantee also includes other State agencies such as universities.

(11) "Grantor" means an entity that provides resources, generally financial, to another entity in order to achieve a specified goal or objective.

(12) "Non-State Entity" has the meaning in N.C.G.S. 143-6.2(a)(1): A firm, corporation, partnership, association, county, unit of local government, public authority, or any other person, organization, group, or governmental entity that is not a State agency, department, or institution.

(13) "Public Authority" has the meaning in N.C.G.S. 143-6.2(a)(3): A municipal corporation that is not a unit of local government or a local governmental authority, board, commission, council, or agency that (i) is not a municipal corporation and (ii) operates on an area, regional, or multiunit basis, and the budgeting and accounting systems of which are not fully a part of the budgeting and accounting systems of a unit of local government.

(14) "Single Audit" means an audit that includes an examination of an organization's financial statements, internal controls, and compliance with the requirements of Federal or State awards.

(15) "Special Appropriation" means a legislative act authorizing the expenditure of a designated amount of public funds for a specific purpose.

(16) "State Funds" means any funds appropriated by the North Carolina General Assembly or collected by the State of North Carolina. State funds include federal financial assistance received by the State and transferred or disbursed to non-State entities. Both Federal and State funds maintain their identity as they are sub-granted to other organizations. Pursuant to N.C.G.S. 143-6.2(b), the terms "State grant funds" and "State grants" do not include any payment made by the Medicaid program, the Teachers' and State Employees' Comprehensive Major Medical Plan, or other similar medical programs.

(17) "Sub-grantee" has the meaning in G.S. 143-6.2(b): a non-State entity that receives a grant of State funds from a grantee or from another sub-grantee but does not include any non-State entity subject to the audit and other reporting requirements of the Local Government Commission.

(18) "Unit of Local Government has the meaning in G.S. 143-6.2(a)(2): A municipal corporation that has the power to levy taxes, including a consolidated city-county as defined by G.S. 160B-2(1), and all boards, agencies, commissions, authorities, and institutions thereof that are not municipal corporations.

Relationships of the Parties

Independent Contractor: The Grantee is and shall be deemed to be an independent contractor in the performance of this Contract and as such shall be wholly responsible for the work to be performed and for the supervision of its employees. The Grantee represents that it has, or shall secure at its own expense, all personnel required in performing the services under this agreement. Such employees shall not be employees of, or have any individual contractual relationship with, the Agency.

Subcontracting: To subcontract work to be performed under this contract which involves the specialized skill or expertise of the Grantee or his employees, the Grantee first obtains prior approval of the Agency Contract Administrator. In the event the Grantee subcontracts for any or all of the services or activities covered by this contract: (a) the Grantee is not relieved of any of the duties and responsibilities provided in this contract; (b) the subcontractor agrees to abide by the standards contained herein or to provide such information as to allow the Grantee to comply with these standards, and; (c) the subcontractor agrees to allow state and federal authorized representatives access to any records pertinent to its role as a subcontractor.

Sub-grantees: The Grantee has the responsibility to ensure that all sub-grantees, if any, provide all information necessary to permit the Grantee to comply with the standards set forth in this Contract.

Assignment: The Grantee may not assign the Grantee's obligations or the Grantee's right to receive payment hereunder. However, upon Grantee's written request approved by the issuing purchasing authority, the Agency may:

(a) Forward the Grantee's payment check(s) directly to any person or entity designated by the Grantee, or
(b) Include any person or entity designated by Grantee as a joint payee on the Grantee's payment check(s).

Such approval and action does not obligate the State to anyone other than the Grantee and the Grantee remains responsible for fulfillment of all contract obligations.

Beneficiaries: Except as herein specifically provided otherwise, this Contract insures to the benefit of and is binding upon the parties hereto and their respective successors. It is expressly understood and agreed that the enforcement of the terms and conditions of this Contract, and all rights of action relating to such enforcement, are strictly reserved to the Agency and the named Grantee. Nothing contained in this document shall give or allow any claim or right of action whatsoever by any other third person. It is the express intention of the Agency and Grantee that any third person receiving services or benefits under this Contract is an incidental beneficiary only.

Indemnity

Indemnification: In the event of a claim against either party by a third party arising out of this contract, the party whose actions gave rise to the claim is responsible for the defense of the claim and any resulting liability, provided that a party may not waive the other party's sovereign immunity or similar defenses. The parties agree to consult with each other over the appropriate handling of a claim and, in the event they cannot agree, to consult with the Office of the Attorney General.

Default and Termination

Termination by Mutual Consent: Either party may terminate this agreement upon thirty (30) days notice in writing from the other party. In that event, all finished or unfinished documents and other materials, at the option of the Agency, shall be submitted to the Agency. If the contract is terminated as provided herein, the Grantee is paid in an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the Grantee covered by this agreement; for costs of work performed by subcontractors for the Grantee provided that such subcontracts have been approved as provided herein; or for each full day of services performed where compensation is based on each full day of services performed, less payment of compensation previously made. The Grantee repays to the Agency any compensation the Grantee has received which is in excess of the payment to which he is entitled herein.

Termination for Cause: If, through any cause, the Grantee fails to fulfill in timely and proper manner the obligations under this agreement, the Agency thereupon has the right to terminate this contract by giving written notice to the Grantee of such termination and specifying the reason thereof and the effective date thereof. In that event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports prepared by the Grantee , at the option of the Agency, be submitted to the Agency, and the Grantee is entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials. The Grantee is not relieved of liability to the Agency for damages sustained by the Agency by virtue of any breach of this agreement, and the Agency may withhold payment to the Grantee for the purpose of set off until such time as the exact amount of damages due the Agency from such breach can be determined.

Waiver of Default: Waiver by the Agency of any default or breach in compliance with the terms of this Contract by the Grantee is not a waiver of any subsequent default or breach and is not a modification of the terms of this Contract unless stated to be such in writing, signed by an authorized representative of the Agency and the Grantee and attached to the contract.

Availability of Funds: The parties to this Contract agree and understand that the payment of the sums specified in this Contract is dependent and contingent upon and subject to the appropriation, allocation, and availability of funds for this purpose to the Agency.

Force Majeure: Neither party is in default of its obligations hereunder if and it is prevented from performing such obligations by any act of war, hostile foreign action, nuclear explosion, riot, strikes, civil insurrection, earthquake, hurricane, tornado, or other catastrophic natural event or act of God.

Survival of Promises: All promises, requirements, terms, conditions, provisions, representations, guarantees, and warranties contained herein shall survive the contract expiration or termination date unless specifically provided otherwise herein, or unless superseded by applicable federal or State statutes of limitation.

Intellectual Property Rights

Copyrights and Ownership of Deliverables: Any and all copyrights resulting from work under this agreement shall belong to the Grantee. The Grantee hereby grants to the North Carolina Department of Environment and Natural Resources a royalty-free, non-exclusive, paid-up license to use, publish and distribute results of work under this agreement for North Carolina State Government purposes only.

Compliance with Applicable Laws

Compliance with Laws: The Grantee understands and agrees that is subject to compliance with all laws, ordinances, codes, rules, regulations, and licensing requirements that are applicable to the conduct of its business, including those of federal, state, and local agencies having jurisdiction and/or authority.

Equal Employment Opportunity: The Grantee understands and agrees that it is subject to compliance with all federal and State laws relating to equal employment opportunity.

Confidentiality

Confidentiality: As authorized by law, the Grantee keeps confidential any information, data, instruments, documents, studies or reports given to or prepared or assembled by the Grantee under this agreement and does not divulge or make them available to any individual or organization without the prior written approval of the Agency. The Grantee acknowledges that in receiving, storing, processing or otherwise dealing with any confidential information it will safeguard and not further disclose the information except as otherwise provided in this Contract or without the prior written approval of the Agency.

Oversight

Access to Persons and Records: The State Auditor and the using agency's internal auditors shall have access to persons and records as a result of all contracts or grants entered into by State agencies or political subdivisions in accordance with General Statute 147-64.7 and Session Law 2010-194, Section 21 (i.e., the State Auditors and internal auditors may audit the records of the contractor during the term of the contract to verify accounts and data affecting fees or performance). The Contractor shall retain all records for a period of three years following completion of the contract or until any audits begun during this period are completed and findings resolved, whichever is later.

Record Retention: The Grantee may not destroy, purge or dispose of records without the express written consent of the Agency. State basic records retention policy requires all grant records to be retained for a minimum of five years or until all audit exceptions have been resolved, whichever is longer. If the contract is subject to Federal policy and regulations, record retention may be longer than five years since records must be retained for a period of three years following submission of the final Federal Financial Status Report, if applicable, or three years following the submission of a revised final Federal Financial Status Report. Also, if any litigation, claim, negotiation, audit, disallowance action, or other action involving this Contract has started before expiration of the five-year retention period described above, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular five-year period described above, whichever is later.

Time Records: The Grantee will maintain records of the time and effort of each employee receiving compensation from this contract, in accordance with the appropriate OMB circular.

Miscellaneous

Choice of Law: The validity of this Contract and any of its terms or provisions, as well as the rights and duties of the parties to this Contract, are governed by the laws of North Carolina. The Grantee, by signing this Contract, agrees and submits, solely for matters concerning this Contract, to the exclusive jurisdiction of the courts of North Carolina and agrees, solely for such purpose, that the exclusive venue for any legal proceedings shall be Wake County, North Carolina. The place of this Contract and all transactions and agreements relating to it, and their situs and forum, shall be Wake County, North Carolina, where all matters, whether sounding in contract or tort, relating to the validity, construction, interpretation, and enforcement shall be determined.

Amendment: This Contract may not be amended orally or by performance. Any amendment must be made in written form and executed by duly authorized representatives of the Agency and the Grantee.

Severability: In the event that a court of competent jurisdiction holds that a provision or requirement of this Contract violates any applicable law, each such provision or requirement shall continue to be enforced to the extent it is not in violation of law or is not otherwise unenforceable and all other provisions and requirements of this Contract shall remain in full force and effect.

Headings: The Section and Paragraph headings in these General Terms and Conditions are not material parts of the agreement and should not be used to construe the meaning thereof.

Time of the Essence: Time is of the essence in the performance of this Contract.

Care of Property: The Grantee agrees that it is responsible for the proper custody and care of any State owned property furnished him for use in connection with the performance of his contract and will reimburse the State for its loss or damage.

Ownership of equipment purchased under this contract rests with the Agency. Upon approval of the Agency Contract Administrator, such equipment may be retained by the Grantee for the time the Grantee continues to provide services begun under this contract.

Travel Expenses: All travel, lodging, and subsistence costs are included in the contract total and no additional payments will be made in excess of the contract amount indicated in above. Contractor must adhere to the travel, lodging and subsistence rates established in the Budget Manual for the State of North Carolina.

Sales/Use Tax Refunds: If eligible, the Grantee and all sub-grantees shall: (a) ask the North Carolina Department of Revenue for a refund of all sales and use taxes paid by them in the performance of this Contract, pursuant to G.S. 105-164.14; and (b) exclude all refundable sales and use taxes from all reportable expenditures before the expenses are entered in their reimbursement reports.

Advertising: The Grantee may not use the award of this Contract as a part of any news release or commercial advertising.

Recycled Paper: The Grantee ensures that all publications produced as a result of this contract are printed double-sided on recycled paper.

Sovereign Immunity: The Agency does not waive its sovereign immunity by entering into this contract and fully retains all immunities and defenses provided by law with respect to any action based on this contract.

Gratuities, Kickbacks or Contingency Fee(s): The parties certify and warrant that no gratuities, kickbacks or contingency fee(s) are paid in connection with this contract, nor are any fees, commissions, gifts or other considerations made contingent upon the award of this contract.

Lobbying: The Grantee certifies that it (a) has neither used nor will use any appropriated funds for payments to lobbyist; (b) will disclose the name, address, payment details, and purpose of any agreement with lobbyists whom the Grantee or its sub-tier contractor(s) or sub-grantee(s) will pay with profits or non-appropriated funds on or after December 22 1989; and (c) will file quarterly updates about the use of lobbyists if material changes occur in their use.

By Executive Order 24, issued by Governor Perdue, and N.C. G.S.§ 133-32: It is unlawful for any vendor or contractor (i.e architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e., Administration, Commerce, Correction, Crime Control and Public Safety, Cultural Resources, Environment and Natural Resources, Health and Human Services, Juvenile Justice and Delinquency Prevention, Revenue, Transportation, and the Office of the Governor). This prohibition covers those vendors and contractors who:

(1) have a contract with a governmental agency; or

(2) have performed under such a contract within the past year; or

(3) anticipates bidding on such a contract in the future.

For additional information regarding the specific requirements and exemptions, vendors and contractors are encouraged to review Executive Order 24 and G.S. Sec. 133-32.

Executive Order 24 also encouraged and invited other State Agencies to implement the requirements and prohibitions of the Executive Order to their agencies. Vendors and contractors should contact other State Agencies to determine if those agencies have adopted Executive Order 24."

Scope of Work

North Carolina Division of Parks and Recreation
Parks and Recreation Trust Fund – Grants Program for Local Governments

Grantee: City of Monroe

Title of Project: Belk Tonawanda Park - Phase IB

Project Number: 932

Contract Number: 2021-932

Amount of Grant: $ 425,000

Amount of Match: $ 425,000

Contact Person for Project: Tonya Edwards

Title: Director of Parks and Recreation
City of Monroe

Address: PO Box 69
Monroe, NC 28111

Telephone: 704-282-4659
Contact email address: tedwards@monroenc.org

Scope of Project: Development including picnic shelter/restroom, splash pad, fitness stations, lawn games, accessible routes, site preparation, utilities, contingency, and planning costs.

Length of Project: 36 months (11/1/2020 – 10/31/2023)

Schedule for Reimbursements: Grantee may submit bills quarterly after a significant portion of work has been completed on the project element(s). Not more than 90% of the grant will be reimbursed until the grantee completes the project elements specified in the grant (refer to detailed budget submitted with grant application).

The City of Monroe grant application and support documentation are, by reference, part of the contract. The administrative rules of the N.C. Parks and Recreation Trust Fund are, by reference, a part of the contract.

City of Monroe
Where Heartland Meets High Tech

STAFF REPORT

TO:	City Council
VIA:	E.L. Faison, City Manager
DATE:	December 1, 2020
FROM:	Tonya Edwards, Parks and Recreation Director
PREPARED BY:	Tonya Edwards, Parks and Recreation Director
SUBJECT:	Acceptance of Settlement funds from GolfNow

SUMMARY STATEMENT

Approval needed to accept settlement funds from GolfNow in the amount of $46,498 for unauthorized commission fees collected.

REVIEW

In September, 2020 staff at the Monroe Country Club discovered that unauthorized commission fees were being deducted from rounds of golf sold through our GolfNow online tee time reservation service. The Monroe Country Club contracts with GolfNow to provide our point of sale and tee time booking software for the golf course. Our current agreement provides GolfNow with two tee times per day to sell at their discretion in lieu of payment for this service. No additional commission fees are included in this agreement. In review of this issue, GolfNow found that our agreement was converted to a commission based service in May of 2017 in error. The unauthorized commission fees were deducted from various rounds sold from May, 2017 through September, 2020 and totaled $46,498. Our staff along with GolfNow account services staff have worked together to ensure that all funds collected in error during this period have been identified and accounted for. Council approval is needed for authorization to sign the settlement form and accept these funds.

RECOMMENDATION

The General Services Committee and Staff recommend that Council approve the acceptance of this GolfNow Refund/Settlement/Release agreement and accept these funds in the amount of $46,498 and authorize the City Manager to execute any and all required documents.

Attachment(s): GolfNow Refund/Settlement/Release Agreement

Refund / Settlement / Release

Course Name:	Monroe Country Club
Course Address:	1680 Pageland Highway, Monroe, NC 28112
Course Contact Name:	Nick Jacobi
Course Contact Email:	njacobi@monroenc.org

Refund / Settlement Amount:	$46,498.00 (the "Payment")

Description of Circumstances Requiring a Refund / Settlement:	In May 2017, GolfNow inadvertently began collecting commissions when Course did not have a commission deal. This was discovered in September 2020 and was turned off immediately.

Terms of Refund / Settlement: In exchange for the Payment, You and your organization hereby forever release and discharge GolfNow from any and all manner of actions, claims, demands, damages, losses, debts, liabilities, obligations, costs, expense, liens, claims for indemnity or contribution or causes of action of any kind or nature whatsoever, at law or in equity, whether based on tort, contract or any other theory of recovery, including without limitation court costs, expenses and attorneys' fees, which You and your organization had, now have, or may have in the future arising out of, relating to or otherwise concerning the events or circumstances necessitating the Payment as described above. These settlement conditions constitute the entire agreement between the parties with respect to the subject matter hereof and supersedes any previous or contemporaneous oral or written agreement between the parties regarding such subject matter.

Each party represents, warrants and covenants to the other that: (i) it has the full power and authority to enter into this settlement and to grant and convey the rights set forth herein; and (ii) all necessary approvals for the execution, delivery and performance of this settlement by it have been obtained, and this settlement has been duly executed and delivered by it and constitutes the legal and binding obligation of it enforceable in accordance with its terms.

Please acknowledge your acceptance of the terms and conditions of settlement outlined above by having an authorized officer execute in the signature block below and returning this letter to GolfNow at 7580 Golf Channel Drive, Orlando, Florida 32819, Attention: Legal Department.

ACKNOWLEDGED AND AGREED:

City of Monroe	GolfNow, LLC (Signature of a Senior Vice President Required)
By: ______	By: [signature]
Name: ______	Name: JERRAMY HAINLINE
Title: ______	Title: SVP/GM
Date: ______	Date: 11-13-20

STAFF REPORT

TO: City Council

VIA: E.L. Faison, City Manager

DATE: December 1, 2020

FROM: J. Bryan Gilliard, Chief of Police

PREPARED BY: Angie Rangolan

SUBJECT: Police Department K-9 Donation from Have a Heart Foundation of Union County

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SUMMARY STATEMENT

Acceptance of Police Department K-9 donation made by Have a Heart Foundation of Union County.

REVIEW

Staff has the opportunity to accept the donation of a K-9 who will work with the Monroe Police Department to work to assist in the execution of certain duties, including drug detection, article detection, cadaver location, pursuit and apprehension of suspects and explosive identification. This K-9 is being donated at no cost to the Monroe Police Department.

This matter was presented to the Public Safety Committee on November 16, 2020.

RECOMMENDATION

Public Safety Committee and Staff recommend that City Council accept the K-9 donation from the Have a Heart Foundation of Union County.

7

STAFF REPORT

TO: City Council

VIA: E.L. Faison, City Manager

DATE: December 1, 2020

FROM: Bridgette H. Robinson, City Clerk

PREPARED BY: Bridgette H. Robinson, City Clerk

SUBJECT: Schedule of City Events for Calendar Year 2021

SUMMARY STATEMENT

City Council is requested to consider approving the Schedule of City Events for Calendar Year 2021.

REVIEW

The following is a listing of City scheduled events for 2021:

DATE	EVENT	DEPARTMENT	LOCATION	TIME
February 2	Groundhog Day Economic Summit	Economic Development	TBD	11:15 am – 1:00 pm
March 7-10	National League of Cities' Annual Congressional City Conference	City Council	Washington, DC	Varies
March 19	Fire Department Awards Banquet	Fire	Old Armory Community Center	6:30 pm
March 27	Easter Eggstravaganza	Parks and Recreation	Parks Williams Athletic Complex	11:00 am – 2:00 pm

DATE	EVENT	DEPARTMENT	LOCATION	TIME
April 9	Art Walk/Car Cruise-In	Downtown/ Parks and Recreation	Downtown	6:00 pm – 8:00 pm
April 21-23	North Carolina League of Municipalities' CityVision Annual Conference	City Council	Concord	Varies
April 22	Music on Main	Parks and Recreation	Main Street	6:30 pm – 9:30 pm
May 2-8	National Drinking Water Week	Water Resources		
May 9	Pops on the Plaza	Parks and Recreation	Main Street Plaza	6:30 pm
May 14	Car Cruise-In	Parks and Recreation	Downtown	6:00 pm – 8:00 pm
May 27	Music on Main	Parks and Recreation	Main Street	6:30 pm – 9:30 pm
June 11	Flag Retirement Ceremony	Fire	Main Street Plaza	7:00 pm
June 11	Car Cruise-In	Parks and Recreation	Downtown	6:00 pm – 8:00 pm
June 15-18	Firefighter Youth Camp	Fire	Fire Station #4	8:00 am – 4:00 p.m.
June 24	Music on Main	Parks and Recreation	Main Street	6:30 pm – 9:30 pm
July 4	Fourth of July Celebration	Parks and Recreation	Belk Tonawanda Park	4:00 pm – 9:30 pm
July 9	Car Cruise-In	Parks and Recreation	Downtown	6:00 pm – 8:00 pm
July 22	Music on Main	Parks and Recreation	Main Street	6:30 pm – 9:30 pm
August 13	Car Cruise-In	Parks and Recreation	Downtown	6:00 pm – 8:00 pm
August 26	Music on Main	Parks and Recreation	Main Street	6:30 pm – 9:30 pm
September 10	Car Cruise-In	Parks and Recreation	Downtown	6:00 pm – 8:00 pm
September 11	Patriot's Day Ceremony	Fire	Dowd Center Theatre	10:00 am

DATE	EVENT	DEPARTMENT	LOCATION	TIME
September 13-17	Industry Appreciation Week	Economic Development/ Energy Services		
September 16	Industry Appreciation Day	Economic Development/ Energy Services	TBD	11:30 am – 5:00 pm Lunch/Golf 6:00 pm – Dinner/ Banquet
September 23	Music on Main	Parks and Recreation	Main Street	6:30 pm – 9:30 pm
October 3-9	National Fire Prevention Week	Fire		
October 8	Art Walk/Car Cruise-In	Downtown/ Parks and Recreation	Downtown	6:00 pm – 8:00 pm
October 16	Halloween Happenings	Parks and Recreation	Downtown	10:00 am – 2:00 pm
November 6-7	Air Show	Monroe Tourism Development Authority	Charlotte-Monroe Executive Airport	Varies
November 17-21	National League of Cities' City Summit	City Council	Salt Lake City, Utah	Varies
December 4	Tree Lighting	Parks and Recreation	Downtown	6:00 pm – 8:00 pm
TBD	Monroe Night Out	Police	Varies	Varies

Should social distancing guidelines remain in place due to COVID-19 and in an effort to meet and comply with guidance for social distancing from North Carolina health professionals and the Centers for Disease Control and Prevention (CDC) and mass gatherings, there is the possibility that an event might be amended or cancelled to comply with these guidelines.

RECOMMENDATION

Staff recommends that City Council approve the Schedule of City Events for 2021 including approval for street closings, as needed.

09152001

City of Monroe
Where Heartland Meets High Tech

STAFF REPORT

TO:	City Council
VIA:	E.L. Faison, City Manager
DATE:	December 1, 2020
FROM:	Lisa Strickland, Finance Director
PREPARED BY:	Lisa Strickland, Finance Director
SUBJECT:	Adopt Series Resolution to Advance Refund the Combined Enterprise System Revenue Refunding Bonds, Series 2011 and a State Revolving Fund Loan

SUMMARY STATEMENT

Current Financial market conditions are favorable to advance refund the Combined Enterprise System Revenue Refunding Bonds, Series 2011 debt that was used to refinance system improvements for the water and sewer utilities and the airport and a State Revolving Fund Loan that was originally used in 2014 to fund the Stewart Creek Sewer Outfall. Staff would like to refinance this debt in order to take advantage of substantial debt service savings.

REVIEW

Staff has been reviewing opportunities to refinance bonds to take advantage of the current low interest rate market. The City has $6,435,000 in outstanding callable maturities from the Combined Enterprise System Revenue Refunding Bonds, Series 2011 financing that was issued to refinance system improvements for the water and sewer utilities and the airport. The City also has $6,735,446 outstanding from a State Revolving Fund Loan that was originally used in 2014 to fund the Stewart Creek Sewer Outfall. The LGC looks for a 3% Present Value Savings (PV) for refinancing activities. Based on bank bids that were received on October 29, 2020, the (PV) savings from refinance of this issue is $1,058,348 or 8.04%. This equates to an average of $127,574 per year in cash flow savings. The City has received proposals from seven financial institutions to purchase the Bonds. The bank that won the bid is Truist Bank (formerly SunTrust) with an interest rate of 0.920% for Series 2020A and a rate of 1.400% for Series 2020B.

Council previously adopted Resolution R-2020-65 to authorize the steps necessary to refinance the 2011 Combined Enterprise System Revenue Refunding Bonds and State Revolving Fund Loan including filing the LGC application and retaining the professionals deemed necessary to carry out this transaction. Staff has submitted an application to the LGC to be considered at their December 1, 2020 meeting. A series resolution must be adopted to authorize the issuance of $6,560,000 Combined Enterprise System Revenue Refunding Bonds, Series 2020A and $6,776,000 Combined Enterprise System Revenue Refunding Bond, Series 2020B to refinance the debt mentioned above. Closing costs will be deducted from the loan proceeds. The anticipated closing date is December 8, 2020. All financing documents are available for review in the office of the Finance Director.

RECOMMENDATION

General Services Committee and staff recommend that City Council adopt the Series Resolution R-2020-69 to authorize the issuance of the Combined Enterprise System Revenue Refunding Bonds, Series 2020A and Series 2020B.

Attachment: Series Resolution R-2020-69

CITY OF MONROE, NORTH CAROLINA

SERIES RESOLUTION

Adopted December 1, 2020

City of Monroe, North Carolina
Combined Enterprise System Revenue Refunding Bonds,
Series 2020A and Series 2020B

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A SERIES RESOLUTION AUTHORIZING THE ISSUANCE OF $6,560,000 COMBINED ENTERPRISE SYSTEM REVENUE REFUNDING BOND, SERIES 2020A AND $6,776,000 COMBINED ENTERPRISE SYSTEM REVENUE REFUNDING BOND, SERIES 2020B OF THE CITY OF MONROE, NORTH CAROLINA TO REFINANCE THE COST OF CERTAIN IMPROVEMENTS TO THE CITY'S COMBINED ENTERPRISE SYSTEM

R-2020-69

WHEREAS, the City of Monroe, North Carolina (the "*City*") adopted an order on May 3, 1994, as supplemented and amended (collectively, the "*Order*"), which authorizes the City to issue bonds in accordance with Section 208 thereof;

WHEREAS, the Order provides that the City may issue Parity Indebtedness (as defined in the Order) for purposes of refinancing outstanding Indebtedness of the City and financing the costs of Additional Improvements to the Combined Enterprise System (each as defined in the Order);

WHEREAS, the City Council of the City has determined that the issuance of the bonds hereinafter referred to in order to refinance the Refunded 2011 Bonds and the 2014 State Revolving Fund Loan (as each are defined herein) for debt service savings will benefit and be in the best interests of the City;

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

ARTICLE I
DEFINITIONS

Section 101. ***Meaning of Words and Terms.*** Unless otherwise required by the context, words and terms used herein which are defined in the Order shall have the meanings assigned to them therein, and the following words and terms shall have the following meanings:

"*Bond Registrar*" means Wells Fargo Bank, National Association, as designated by Section 201.

"*Bond Year*" means, with respect to the 2020A Bond, the period commencing on March 1 of any year and ending on the last day of each February of the following year, and, with respect to the 2020B Bond, the period commencing on May 1 of any year and ending on the last day of April of the following year.

"*Closing*" means the delivery of and payment for the 2020 Bonds.

"*Closing Date*" means the date of the Closing.

"*Interest Payment Date*" means, with respect to the 2020A Bond, March 1 or September 1, as the case may be, beginning March 1, 2021, and, with respect to the 2020B Bond, May 1 or November 1, as the case may be, beginning May 1, 2021.

"*Issuance, Sale and Closing Certificate*" means the certificate of the City Manager or the Finance Director filed pursuant to this Series Resolution with the Trustee at Closing setting forth certain details of the 2020 Bonds and other terms and provisions relating to the sale and issuance of the 2020 Bonds as provided for herein together with such other details, terms and provisions as the City Manager or the Finance Director may determine in order to effect and facilitate the Closing.

"*Refunded 2011 Bonds*" means the City's outstanding Combined Enterprise System Revenue Refunding Bonds, Series 2011 maturing on and after March 1, 2022.

"*Regular Record Date*" means the 15th day of the month preceding any Interest Payment Date, whether or not a Business Day.

"*Sinking Fund Requirement*" means, with respect to the Term Bonds and for any Bond Year, the principal amount fixed or computed for retirement by purchase or redemption on or prior to March 1, with respect to the 2020A Bond, or May 1, with respect to the 2020B Bond, of the following Bond Year.

The Sinking Fund Requirements for the Term Bonds are the respective principal amounts of such Term Bonds for retirement on each March 1 or May 1 as set forth in Section 301(e).

If during any Bond Year, the total principal amount of Term Bonds retired by purchase or redemption under the provisions of this Series Resolution is greater than the amount of the Sinking Fund Requirement for such Term Bonds, the subsequent Sinking Fund Requirements for such Term Bonds are to be reduced in such amount aggregating the amount of such excess as is specified in an Officer's Certificate filed with the Trustee before the next ensuing February 15 or April 15, as applicable.

"*Taxable Date*" means mean the first date upon which interest on a series of 2020 Bonds is included in the gross income of the Owner thereof for federal income tax purposes as a result of a Taxable Event.

"*Taxable Event*" means the occurrence after the Closing Date of a final decree or judgment of any Federal court or a final action by the Internal Revenue Service determining that interest paid or payable on all or a portion of a series of 2020 Bonds is or was includable in the gross income of the Owner of such series of 2020 Bonds for federal income tax purposes; provided, that no such decree, judgment or action will be considered final for this purpose, however, unless the City has been given written notice and, if it is so desired and legally allowed, has been afforded the opportunity to contest the same, either directly or in the name of the Owner of such series of 2020 Bonds and until the conclusion of any appellate review, if sought; and provided, further, that such Taxable Event is caused by the failure of the City to comply with any covenants or any document or certificate executed by the City in connection with the transactions contemplated by this Series Resolution which has the effect of causing the interest on a series of 2020 Bonds to be includable in the gross income of the Owner of such series of 2020 Bonds for federal income tax purposes and in no case by a change in law that causes the interest on a series of 2020 Bonds to be includable in the gross income of the Owner of such series of 2020 Bonds for federal income tax purposes.

"*Term Bonds*" means the 2020A Bond and the 2020B Bond, respectively.

"*2014 State Revolving Fund Loan*" means a State Revolving Fund Loan entered into by the City in 2014 to finance improvements to the Combined Enterprise System.

"*2020 Bonds*" means the Series 2020A Bond and the 2020B Bond.

"*2020A Bond*" means the City of Monroe, North Carolina Combined Enterprise System Revenue Refunding Bond, Series 2020A.

"*2020A Bond Purchaser*" means STI Institutional & Government, Inc., as the original purchaser of the 2020A Bond.

"*2020A Subaccount of the Costs of Issuance Account*" means the account with the Construction Fund created and so designated by Section 401.

"*2020A Subaccount of the Interest Account*" means the subaccount created and so designated by Section 401.

"*2020A Subaccount of the Redemption Account*" means the subaccount created and so designated by Section 401.

"*2020A Subaccount of the Sinking Fund Account*" means the subaccount created and so designated by Section 401.

"*2020B Bond*" means the City of Monroe, North Carolina Combined Enterprise System Revenue Refunding Bond, Series 2020B.

"*2020B Bond Purchaser*" means STI Institutional & Government, Inc., as the original purchaser of the 2020B Bond.

"*2020B Subaccount of the Costs of Issuance Account*" means the account with the Construction Fund created and so designated by Section 401.

"*2020B Subaccount of the Interest Account*" means the subaccount created and so designated by Section 401.

"*2020B Subaccount of the Redemption Account*" means the subaccount created and so designated by Section 401.

"*2020B Subaccount of the Sinking Fund Account*" means the subaccount created and so designated by Section 401.

Section 102. ***Rules of Construction***. Words of the masculine gender include correlative words of the feminine and neuter genders. Unless the context otherwise indicates, words used herein include the plural as well as the singular number.

References herein to particular articles or sections are references to articles or sections of this Series Resolution unless some other reference is indicated.

ARTICLE II
AUTHORIZATION, FORM, ISSUANCE, DELIVERY AND REGISTRATION OF 2020 BONDS

Section 201. ***Authorization and Purposes of 2020 Bonds***.

(a) The City is hereby authorized to issue $6,560,000 City of Monroe Combined Enterprise System Revenue Refunding Bond, Series 2020A and $6,776,000 City of Monroe Combined Enterprise System Revenue Refunding Bond, Series 2020B, to refinance the Refunded 2011 Bonds and the 2014 State Revolving Fund Loan and to pay certain costs and expenses incidental thereto.

(b) Wells Fargo Bank, National Association, is hereby confirmed as Trustee under the Order. Wells Fargo Bank, National Association, is hereby appointed Bond Registrar for the 2020 Bonds under this Series Resolution.

Section 202. ***Forms of 2020 Bonds.*** The definitive 2020A Bond is issuable in fully registered form in principal amount thereof, shall be lettered "RA-1" and the definitive 2020B Bond is issuable in fully registered form in principal amount thereof, shall be lettered "RB-1." The definitive 2020 Bonds shall be substantially in the forms set forth in Exhibit A attached hereto and made a part hereof, with such appropriate variations, omissions and insertions as are permitted or required by this Series Resolution.

Section 203. ***Details of 2020 Bonds.*** The Series 2020A Bond shall be dated the date of its delivery, shall bear interest until their payment at an interest rate of 0.92% per annum (calculated on the basis of a 360-day year consisting of twelve 30-day months), such interest to the maturity thereof being payable on March 1, 2021, and semiannually thereafter on each Interest Payment Date, as hereinafter provided. The Series 2020B Bond shall be dated the date of its delivery, shall bear interest until their payment at an interest rate of 1.40% per annum (calculated on the basis of a 360-day year consisting of twelve 30-day months), such interest to the maturity thereof being payable on May 1, 2021, and semiannually thereafter on each Interest Payment Date, as hereinafter provided.

The principal of, premium, if any, and interest on the 2020 Bonds are payable in any lawful coin or currency of the United States of America which on the respective dates of payment thereof is legal tender for the payment of public and private debts. The 2020 Bonds will bear interest until its principal sum has been paid. Each 2020 Bond will bear interest (1) from the date of its initial issuance, if authenticated prior to the first Interest Payment Date, or (2) otherwise from the Interest Payment Date that is, or that immediately precedes, the date on which such 2020 Bond is authenticated (unless payment of interest is in default, in which case such 2020 Bond will bear interest from the date to which interest has been paid). The 2020 Bonds are payable at the designated corporate trust office of the Bond Registrar without the need for presentation and surrender of the 2020 Bonds; provided; however, presentation of the final payment at maturity or redemption in whole will be required at the designated corporate trust of the Bond Registrar; provided, however, if such 2020 Bond is lost, the Owner of such 2020 Bond will file with Bond Registrar evidence satisfactory to it of the destruction, loss or theft of such 2020 Bond and of the Owner's ownership thereof. Interest on the 2020 Bonds will be paid by the Bond Registrar by check or draft mailed on the Interest Payment Date to each Owner as its name and address appear on the registration books kept by the Bond Registrar at the close of business on the Regular Record Date. At the written request of an Owner, principal and interest may be payable by wire transfer at the address specified in writing by such Owner to the Bond Registrar by the Regular Record Date.

Section 204. ***Issuance of 2020 Bonds; Application of Proceeds***.

(a) The principal amount of the 2020 Bonds shall be in the amounts set forth in Section 201. The 2020A Bond is a Term Bond and shall mature (subject to redemption as hereinafter set forth) on March 1, 2028. The 2020B Bond is a Term Bond and shall mature (subject to redemption as hereinafter set forth) on May 1, 2034.

(b) The 2020 Bonds shall be executed substantially in the form and in the manner herein set forth and shall be deposited with the Bond Registrar for authentication, but before the 2020 Bonds shall be authenticated and delivered by the Bond Registrar, there shall be filed with the Trustee the following:

(i) a copy, certified by the City Clerk, of the Order and this Series Resolution;

(ii) a copy, certified by the Secretary or any Deputy Secretary of the Local Government Commission, of the order and resolutions of the Local Government Commission approving the issuance of and awarding the 2020 Bonds;

(iii) an opinion of the City Attorney to the effect that (1) this Series Resolution and the Order have each been duly and validly adopted and are each valid and binding on the City in accordance with their terms, (2) no provision of the Order or this Series Resolution results in or constitutes a default under any agreement, indenture or other instrument to which the City is a party or by which the City may be bound, and of which the City has knowledge, (3) the City's adoption of the Order and this Series Resolution and execution and issuance of the 2020 Bonds are not subject to any authorization, consent, approval or review of any governmental body, public officer or regulatory authority not theretofore obtained or effected, and (4) the form, terms, execution, issuance and delivery of the 2020 Bonds have been duly and validly authorized by the City; and

(iv) evidence of compliance with the appropriate provisions of Section 716 of the Order with respect to incurring Parity Indebtedness.

(c) When the documents mentioned in subsections (i) to (iv), inclusive, of subsection (b) have been filed with the Trustee, and when the 2020 Bonds have been executed and authenticated as required by this Series Resolution, the 2020A Bond shall be delivered to or on the order of the State Treasurer for redelivery to or on the order of the 2020A Bond Purchaser, but only on the deposit with the Trustee of the purchase price of the 2020A Bond and the 2020B Bond shall be delivered to or on the order of the State Treasurer for redelivery to or on the order of the 2020B Bond Purchaser, but only on the deposit with the Trustee of the purchase price of the 2020B Bond. The Trustee shall be entitled to rely on the resolutions mentioned in subsections (b)(i) and (ii) of this Section as to all matters stated therein.

(d) Simultaneously with the Closing and the deposit of the net proceeds of the 2020 Bonds with the Trustee, the Trustee shall apply, or cause to be applied, the net proceeds (including any original issue premium or discount) in the amounts set forth in the such amounts identified in the Issuance, Sale and Closing Certificate to be used on the Closing Date.

Section 205. ***Restrictions on Transfer***. The 2020 Bonds will be non-transferable, except to (1) a bank, insurance company, or similar financial institution, (2) any direct or indirect wholly-owned subsidiary of an Owner of a series of the 2020 Bonds (an "*Owner Affiliate*"), provided such Owner Affiliate agrees to transfer the 2020 Bonds to a permitted transferee under this paragraph before it ceases to be an Owner Affiliate if at the time it ceases to be an Owner Affiliate it would not qualify as a permitted transferee under this paragraph, (3) or any other entity approved by the LGC. In connection with any such transfer, the Owner of the 2020 Bonds shall notify the Trustee that the transfer is permitted pursuant to this Section 205. The Trustee and the Bond Registrar may require an opinion of counsel to the Owner that such transfer is permitted pursuant to this Section 205. The Trustee and the Bond Registrar shall be fully protected in relying on such notification and/or opinion delivered to it in accordance herewith. The Trustee and the Bond Registrar will have no obligation to pay any amounts due on the 2020 Bonds to anyone other than the Owner of the 2020 Bonds as shown on the registration books kept by the Bond Registrar.

ARTICLE III
REDEMPTION OF 2020 BONDS

Section 301. ***Redemption of 2020 Bonds.*** (a) The 2020 Bonds are subject to prior redemption as provided in this Article III and in Article III of the Order.

(b) *Optional Redemption.* The 2020A Bond is subject to redemption at the option of the City at 100% plus interest to date. Upon two Business Days' prior written notice to the Owner of the 2020A Bond, the City may redeem amounts owing under the 2020A Bond at any time and from time to time.

Such redemption notice shall specify the amount of the redemption which is to be applied. In the event of redemption prior to maturity, the City may be required to pay the Owner of the 2020A Bond an additional fee (a redemption charge) determined in the manner provided below, to compensate the Owner of the 2020A Bond for all losses, costs and expenses incurred in connection with such redemption.

The fee shall be equal to the present value of the difference between (1) the amount that would have been realized by the Owner of the 2020A Bond on the redeemed amount for the remaining term of the loan at the ICE Benchmark Administration ("*IBA*") rate for fixed-rate payers in U.S. Dollar interest rate swaps for a term corresponding to the term of the 2020A Bond, interpolated to the nearest month, if necessary, that was in effect three Business Days prior to the origination date of the 2020A Bond and (2) the amount that would be realized by the Owner of the 2020A Bond by reinvesting such redeemed funds for the remaining term of the loan at the IBA rate for fixed-rate payers in U.S. Dollar interest rate swaps, interpolated to the nearest month, that was in effect three Business Days prior to the loan repayment date; both discounted at the same interest rate utilized in determining the applicable amount in (2). Should the present value have no value or a negative value, the City may redeem with no additional fee. Should the IBA no longer release rates for fixed-rate payers in U.S. Dollar interest rate swaps, the Owner of the 2020A Bond may substitute the IBA index for rates for fixed-payers in U.S. Dollar interest rate swaps with another similar index as determined by the Owner of the 2020A Bond. The Owner of the 2020A Bond shall provide the City with a written statement explaining the calculation of the premium due, which statement shall, in absence of manifest error, be conclusive and binding.

(c) The 2020B Bond is subject to redemption at the option of the City at 100% plus interest to date. Upon two Business Days' prior written notice to the Owner of the 2020B Bond, the City may redeem amounts owing under the 2020B Bond at any time and from time to time. Such redemption notice shall specify the amount of the redemption which is to be applied. In the event of redemption prior to maturity, the City may be required to pay the Owner of the 2020B Bond an additional fee (a redemption charge) determined in the manner provided below, to compensate the Owner of the 2020B Bond for all losses, costs and expenses incurred in connection with such redemption.

The fee shall be equal to the present value of the difference between (1) the amount that would have been realized by the Owner of the 2020B Bond on the redeemed amount for the remaining term of the loan at the ICE Benchmark Administration ("*IBA*") rate for fixed-rate payers in U.S. Dollar interest rate swaps for a term corresponding to the term of the 2020B Bond, interpolated to the nearest month, if necessary, that was in effect three Business Days prior to the origination date of the 2020B Bond and (2) the amount that would be realized by the Owner of the 2020B Bond by reinvesting such redeemed funds for the remaining term of the loan at the IBA rate for fixed-rate payers in U.S. Dollar interest rate swaps, interpolated to the nearest month, that was in effect three Business Days prior to the loan repayment date; both discounted at the same interest rate utilized in determining the applicable amount in (2). Should the present value have no value or a negative value, the City may redeem with no additional fee. Should the IBA no longer release rates for fixed-rate payers in U.S. Dollar interest rate swaps, the Owner of the 2020B Bond may substitute the IBA index for rates for fixed-payers in U.S. Dollar interest rate swaps with another similar index as determined by the Owner of the 2020B Bond. The Owner of the 2020B Bond shall provide the City with a written statement explaining the calculation of the premium due, which statement shall, in absence of manifest error, be conclusive and binding.

(d) In the case of any partial redemption of a series of the 2020 Bond, the Owner of such 2020 Bond will select which mandatory redemption payment or payments under subsection (e) against which it will receive a credit.

(e) *Mandatory Sinking Fund Redemption.* The 2020A Bond is subject to mandatory sinking fund redemption from moneys deposited to the credit of the 2020A Subaccount of the Sinking Fund Account in an amount equal to the following Sinking Fund Requirement, at a redemption price equal to 100% of the principal amount of the 2020A Bond to be so redeemed plus interest accrued to the redemption date, in the amounts and on the dates as follows:

Redemption Date (March 1)	**Principal Amount**	**Redemption Date (March 1)**	**Principal Amount**
2022	$1,120,000	2026	$860,000
2023	1,130,000	2027	872,000
2024	848,000	2028*	874,000
2025	856,000		

*Maturity

The 2020B Bond is subject to mandatory sinking fund redemption from moneys deposited to the credit of the 2020B Subaccount of the Sinking Fund Account in an amount equal to the following Sinking Fund Requirement, at a redemption price equal to 100% of the principal amount of the 2020B Bond to be so redeemed plus interest accrued to the redemption date, in the amounts and on the dates as follows:

Redemption Date (May 1)	**Principal Amount**	**Redemption Date (May 1)**	**Principal Amount**
2021	$478,000	2028	$485,000
2022	507,000	2029	481,000
2023	503,000	2030	477,000
2024	500,000	2031	473,000
2025	496,000	2032	469,000
2026	492,000	2033	465,000
2027	489,000	2034*	461,000

*Maturity

The Bond Registrar will pay the mandatory redemption amounts as provided above to the respective Owners without the need for prior redemption notification. The respective Owners will record such payments on the respective 2020 Bond certificate.

Section 302. ***Reserved***

Section 303. ***Redemption Notice for 2020 Bonds***. Notice of redemption under Sections 301(b) and (c) will be given by the Bond Registrar not less than two Business Days before the redemption date (1) to the LGC by Mail or electronic transmission, and (2) by registered or certified mail to the then-registered Owners of 2020 Bond to be redeemed at the last address shown on the registration books kept by the Bond Registrar (or by such other means as may be permitted by the Owners). Failure to provide such notice to the LGC will not affect the validity of any proceedings for such redemption.

Notwithstanding the foregoing, (1) if notice is given, the failure to receive an appropriate notice shall not affect the validity of the proceedings for such redemption and (2) the failure to give any such notice or any defect therein shall not affect the validity of the proceedings for the redemption of the 2020 Bonds or portions thereof with respect to which notice was correctly given.

Each such notice shall set forth the designation, the date and Series of the 2020 Bonds to be redeemed, the date fixed for redemption, the Redemption Price to be paid and the place or places where amounts due on such redemption must be payable. If any 2020 Bond is to be redeemed in part only, the notice of redemption shall state also that on or after the redemption date, on surrender of such 2020 Bonds, a new 2020 Bond in principal amount equal to the unredeemed portion of such 2020 Bond will be issued.

Any notice of redemption, except a notice of redemption in respect of a Sinking Fund Requirement, may state that the redemption to be effected is conditioned on the receipt by the Trustee or Bond Registrar on or prior to the redemption date of moneys sufficient to pay the principal of and premium, if any, and interest on the 2020 Bonds to be redeemed and that if such moneys are not so received such notice shall be of no force or effect and such 2020 Bonds shall not be required to be redeemed. In the event that such notice contains such a condition and moneys sufficient to pay the principal of and premium, if any, and interest on such 2020 Bonds are not received by the Trustee or Bond Registrar on or prior to the redemption date, the redemption shall not be made and the Bond Registrar shall within a reasonable time thereafter give notice, in the manner in which the notice of redemption was given, that such moneys were not so received.

ARTICLE IV
ACCOUNTS, SUBACCOUNTS, REVENUES AND FUNDS

Section 401. ***Establishment of Subaccounts and Account.*** The following Subaccounts and Account are hereby established:

(a) 2020A Subaccount of the Costs of Issuance Account;

(b) 2020A Subaccount of the Interest Account;

(c) 2020A Subaccount of the Redemption Account;

(d) 2020A Subaccount of the Sinking Fund Account;

(e) 2020B Subaccount of the Costs of Issuance Account;

(f) 2020B Subaccount of the Interest Account;

(g) 2020B Subaccount of the Redemption Account; and

(h) 2020B Subaccount of the Sinking Fund Account

The subaccounts mentioned above shall be established with and held by the Trustee pursuant to the Order and this Series Resolution.

Section 402. ***Revenues Received by the City.*** The City shall, subject to the provisions of the Order, deposit or cause to be deposited, from Net Revenues held in the Revenue Fund, with the Trustee the following amounts, and the Trustee shall apply such amounts to the various Accounts and subaccounts specified herein in the following manner and order:

(a) on or before the 25th day of the month preceding each March 1 and September 1, commencing March 1, 2021, into the 2020A Subaccount of the Interest Account, and on or before the 25th day of the month preceding each May 1 and November 1, commencing May 1, 2021, in to the 2020B Subaccount of the Interest Account, such amounts as shall be sufficient to make full and timely payments of the interest payable on the 2020A Bond or 2020B Bond, as applicable, on the next ensuing Interest Payment Date;

(b) on or before the 25th day of the month preceding each March 1, commencing March 1, 2022 into the 2020A Subaccount of the Sinking Fund Account, and on or before the 25th day of the month preceding each May 1, commencing May 1, 2021, into the 2020B Subaccount of the Sinking Fund Account, the amounts that are required to retire the Term Bonds to be called by mandatory redemption or to be paid at maturity on the next ensuing March 1 or May 1, respectively, in accordance with the Sinking Fund Requirement therefor.

In the month following a month in which the City shall have failed to make any deposit required by this Section 402, the City shall deposit, in addition to the amounts then due, but only from Net Revenues, an amount sufficient to cure any deficiency in deposit unless such deficiency shall have been cured.

Section 403. ***Application of Money in the 2020A Subaccount of the Sinking Fund Account and 2020B Subaccount of the Sinking Fund Account.*** Money held in the 2020A Subaccount of the Sinking Fund Account and 2020B Subaccount of the Sinking Fund Account shall be applied during each Bond Year to the retirement of Term Bonds then Outstanding as follows:

(a) The Trustee shall redeem on each mandatory sinking fund date the 2020A Bond then subject to redemption in a principal amount equal to the aggregate Sinking Fund Requirement for the 2020A Bond. If the amount available in the 2020A Subaccount of the Sinking Fund Account on such mandatory sinking fund date is not equal to the Sinking Fund Requirement for the 2020A Bond, the Trustee shall apply the amount available in the 2020A Subaccount of the Sinking Fund Account to the redemption of 2020A Bond then subject to redemption so as to exhaust, to the extent practicable, the amount available. On each redemption date the Trustee shall withdraw from the 2020A Subaccount of the Sinking Fund Account the amount required to pay the Redemption Price of the 2020A Bond subject to redemption. The amount of interest on the 2020A Bond subject to redemption shall be paid from the 2020A Subaccount of the Interest Account. If such date is the stated maturity date of the 2020A Bond, the Trustee shall on such maturity withdraw the amount required for paying the principal of the 2020A Bond when due and payable.

(b) The Trustee shall redeem on each mandatory sinking fund date the 2020B Bond then subject to redemption in a principal amount equal to the aggregate Sinking Fund Requirement for the 2020B Bond. If the amount available in the 2020B Subaccount of the Sinking Fund Account on such mandatory sinking fund date is not equal to the Sinking Fund Requirement for the 2020B Bond, the Trustee shall apply the amount available in the 2020B Subaccount of the Sinking Fund Account to the redemption of 2020B Bond then subject to redemption so as to exhaust, to the extent practicable, the amount available. On each redemption date the Trustee shall withdraw from the 2020B Subaccount of the Sinking Fund Account the amount required to pay the Redemption Price of the 2020B Bond subject to redemption. The amount of interest on the 2020B Bond subject to redemption shall be paid from the 2020B Subaccount of the Interest Account. If such date is the stated maturity date of the 2020B Bond, the Trustee shall on such maturity withdraw the amount required for paying the principal of the 2020B Bond when due and payable.

If on any date there is money in the 2020A Subaccount of the Sinking Fund Account or the 2020B Subaccount of the Sinking Fund Account, as applicable, and no Term Bonds are then Outstanding or if on any payment date money remains therein after the mandatory redemption of Term Bonds in accordance with the Sinking Fund Requirement therefor, the Trustee shall withdraw such money therefrom and shall apply the same as follows and in the following order: (a) deposit in the 2020A Subaccount of the Interest Account and the 2020B Subaccount of the Interest Account, the amounts, if any, required to be paid thereto in such month and (b) deposit all remaining amounts to the Revenue Fund.

On the retirement of any Term Bonds by redemption pursuant to the provisions of this Section, the Trustee shall file with the City a statement identifying such Term Bonds and setting forth the date of purchase or redemption, the amount of the purchase price or the Redemption Price of such Term Bonds, and the amount paid as interest thereon. The expenses incurred in connection with the redemption of any such Term Bonds shall be paid by the City from the Revenue Fund or from any other legally available moneys.

Section 404. ***Application of Money in the 2020A Subaccount of the Redemption Account and 2020B Subaccount of the Redemption Account.*** The Trustee shall apply money in the 2020A Subaccount of the Redemption Account or the 2020B Subaccount of the Redemption Account, as applicable, to the redemption of 2020 Bonds in accordance with the written instructions of the City.

The expenses incurred by the Trustee in connection with the purchase or redemption of any such 2020 Bonds shall be paid by the City from the Revenue Fund or from any other available moneys.

Section 405. ***Application of Money in the 2020A Subaccount of the Costs of Issuance Account and 2020B Subaccount of the Costs of Issuance Account.*** Money held in the applicable Subaccount of the Costs of Issuance Account shall be applied to pay the Costs of Issuance on the filing from time to time with the Trustee of a requisition signed by an authorized City representative in the form attached hereto as Exhibit B or such other form acceptable to the Trustee.

Section 406. ***Investment of Money.*** Money held for the credit of all Accounts and subaccounts established hereunder on deposit with the Trustee shall be continuously invested and reinvested by the Trustee in Investment Obligations to the extent practicable. Any such Investment Obligations shall mature not later than the respective dates when the money held for the credit of such subaccounts will be required for the purposes intended. No Investment Obligations in any such subaccount may mature beyond the latest maturity date of any 2020 Bonds Outstanding at the time such Investment Obligations are deposited.

Investment Obligations acquired with money in or credited to any Account or subaccount established hereunder shall be deemed at all times to be part of such Account or subaccount. Any loss realized on the disposition or maturity of such Investment Obligations shall be charged against such Account or subaccount. The interest accruing on any such Investment Obligations and any profit realized on the disposition or maturity of such Investment Obligations shall be credited to such Accounts or subaccounts as follows:

ACCOUNTS OR SUBACCOUNTS	**CREDITED TO**
2020A Subaccount of the Costs of Issuance Account of the Construction Fund	2020A Subaccount of the Costs of Issuance Account of the Construction Fund
2020A Subaccounts of the Interest Account and the Sinking Fund Account	2020A Subaccount of the Interest Account

ACCOUNTS OR SUBACCOUNTS	**CREDITED TO**
2020B Subaccount of the Costs of Issuance Account of the Construction Fund	2020B Subaccount of the Costs of Issuance Account of the Construction Fund
2020B Subaccounts of the Interest Account, and the Sinking Fund Account	2020B Subaccount of the Interest Account
All other Accounts and subaccounts	Revenue Fund

Any such interest accruing and any such profit realized shall be transferred on the receipt thereof by the City or the Trustee, as the case may be, pursuant to the provisions of the Order and this Series Resolution.

An Authorized Officer shall give to the Trustee written directions respecting the investment of any money required to be invested hereunder, subject, however, to the provisions of this Section 407, and the Trustee shall then invest such money as so directed. The Trustee may request in writing additional direction or authorization from the Authorized Officer with respect to the proposed investment of money. On receipt of such directions, the Trustee shall invest, subject to the provisions of this Section 407, such money in accordance with such directions.

The Trustee shall, acting in a commercially reasonable manner, sell at the best price obtainable or reduce to cash a sufficient amount of such Investment Obligations whenever it is necessary to do so in order to provide money to make any payment from any such subaccount.

Whenever a transfer of money between two or more of the subaccounts is permitted or required, such transfer may be made as a whole or value determined at the time of such transfer in accordance with Article VI of the Order, provided that the Investment Obligations transferred are those in which money of the receiving subaccount could be invested at the date of such transfer.

Section 407. ***Payment of Principal, Interest and Premium and Pledge of Net Revenues***. The City covenants that it will promptly pay the principal of and the interest on every 2020 Bond issued under the provisions of this Series Resolution at the places, on the dates and in the manner provided herein and in said 2020 Bonds, and any premium required for the retirement of said 2020 Bonds by purchase or redemption, according to the true intent and meaning thereof. The City further covenants that it will faithfully perform at all times all of its covenants, undertakings and agreements contained in this Series Resolution and the Order, or in any 2020 Bond executed, authenticated and delivered hereunder or in any proceedings of the City pertaining thereto. The City represents and covenants that it is duly authorized under the Constitution and laws of the State to issue the 2020 Bonds and to pledge the Net Revenues in the manner and to the extent herein and in the Order and the Series Resolution set forth; that all action on its part for the issuance of the 2020 Bonds has been duly and effectively taken; that such 2020 Bonds in the hands of the Owners thereof are and will be valid and binding special obligations of the City payable according to their terms.

Section 408. ***Tax Covenant.*** (a) The City covenants that it will not take any action, or fail to take any action, if any such action or failure to take action would adversely affect the exclusion of interest paid on the 2020 Bonds from gross income of the Owners thereof for federal income tax purposes.

(b) In the event of a Taxable Event with respect to a series of 2020 Bonds, the interest rate payable on such series of 2020 Bonds, from and after the Taxable Date, shall be adjusted to preserve the Owner's after-tax economic yield with respect to the interest on such series of 2020 Bonds, taking into account any interest expense deductions lost by the Owner plus an amount equal to any interest, penalties on overdue interest and additions to tax (as referred to in Subchapter A of Chapter 68 of the Code) owed by the Owner as a result of the occurrence of a Taxable Event with respect to such series of 2020 Bonds. In the event of a Taxable Event, the Owner shall promptly provide the City and the Trustee with prior written notice of the interest rate to be applied to such series of 2020 Bonds and the methodology of determining such interest rate.

ARTICLE V
THE TRUSTEE

Section 501. ***Confirmation of Duties by Trustee.*** The Trustee shall confirm its acceptance of the duties and obligations imposed on it by this Series Resolution by delivery to the City of its written confirmation thereof.

ARTICLE VI
SUPPLEMENTAL SERIES RESOLUTIONS

Section 601. ***Modification of Series Resolutions without Consent of Owners***. The City may, from time to time and at any time, adopt such resolutions supplemental hereto (which supplemental resolution shall thereafter form a part hereof) as shall be substantially consistent with the terms and provisions of this Series Resolution and, in the opinion of the Trustee, who may rely on a written opinion of legal counsel, shall not materially and adversely affect the interest of the Owners:

(a) to cure any ambiguity or formal defect or omission, to correct or supplement any provision herein that may be inconsistent with any other provision herein, to make any other provisions with respect to matters or questions arising under this Series Resolution or to modify, alter, amend, add to or rescind, in any particular, any of the terms or provisions contained in this Series Resolution, or

(b) to grant or to confer on the Trustee for the benefit of the Owners any additional rights, remedies, powers, authority or security that may lawfully be granted to or conferred on the Owners or the Trustee, or

(c) to add to the covenants and agreements of the City in this Series Resolution other covenants and agreements thereafter to be observed by the City or to surrender any right or power herein reserved to or conferred on the City, or

(d) to permit the qualification of this Series Resolution under any federal statute now or hereafter in effect or under any state Blue Sky law, and, in connection therewith, if the City so determines, to add to this Series Resolution or any supplemental Series Resolution such other terms, conditions and provisions as may be permitted or required by such federal statute or Blue Sky law, or

(e) to adopt such other resolutions supplemental hereto as shall not materially and adversely affect the interest of the Owners.

Section 602. ***Modification of Series Resolution with Consent of Owners.*** Subject to the terms and provisions contained in this Section, and not otherwise, the Owners of not less than a majority in aggregate principal amount of the 2020 Bonds then Outstanding that will be affected, as defined in Section 603, by a proposed supplemental series resolution shall have the right, from time to time, anything contained in this Series Resolution to the contrary notwithstanding, to consent to and approve the adoption by the City and the acceptance by the Trustee of such series resolution supplemental hereto as shall be deemed necessary or desirable by the City for the purpose of modifying, altering, amending, adding to or rescinding, in any particular, any of the terms or provisions contained in this Series Resolution or in any supplemental series resolution; provided, however, that nothing herein contained shall permit, or be construed as permitting (a) an extension of the maturity of the principal of or the interest on any 2020 Bond, (b) a reduction in the principal amount of any 2020 Bond or the redemption premium or the rate of interest thereon, or (c) the creation of a pledge of Net Revenues other than the lien and pledge created by the Order or this Series Resolution, or (d) a preference or priority of any 2020 Bond over any other 2020 Bond, or (e) a reduction in the aggregate principal amount of 2020 Bonds required for consent to such supplemental series resolution. Nothing herein contained, however, shall be construed as making necessary the approval by the Owners of the adoption and acceptance of any supplemental series resolution as authorized in Section 601.

The Trustee shall, at the expense of the City, such expense to be paid from the Revenue Fund or from any other available moneys, cause notice of the proposed adoption of such supplemental series resolution to be mailed, postage prepaid, to the Local Government Commission and all Owners. Such notice shall briefly set forth the nature of the proposed supplemental series resolution and shall state that copies thereof are on file at the principal office of the Trustee for inspection by all Owners. The Trustee shall not, however, be subject to any liability to any Owner by reason of its failure to mail the notice required by this Section, and any such failure shall not affect the validity of such supplemental series resolution when approved and consented to as provided in this Section.

Whenever, at any time within one year after the date of the mailing of such notice (or such longer period designated by the City), the City shall deliver to the Trustee an instrument or instruments in writing purporting to be executed by the Owners of not less than a majority in aggregate principal amount of 2020 Bonds then Outstanding that are affected, as defined in Section 603, by a proposed supplemental series resolution, which instrument or instruments shall refer to the proposed supplemental series resolution described in such notice and shall specifically consent to and approve the adoption thereof in substantially the form of the copy thereof referred to in such notice, then, but not otherwise, the City may adopt such supplemental series resolution in substantially such form, without liability or responsibility to any Owner, whether or not such Owner shall have consented thereto.

If the Owners of not less than a majority in aggregate principal amount of the 2020 Bonds Outstanding at the time of the adoption of such supplemental series resolution and that are affected, as defined in Section 603, by a proposed supplemental series resolution have consented to and approved the adoption thereof as herein provided, to the extent permitted by law, no Owner shall have any right to object to the adoption of such supplemental series resolution, to object to any of the terms and provisions contained therein or the operation thereof, to question the propriety of the adoption thereof, or enjoin or restrain the City from adopting the same or from taking any action pursuant to the provisions thereof.

On the adoption of any supplemental series resolution pursuant to the provisions of this Section or Section 601, this Series Resolution shall be and be deemed to be modified and amended in accordance therewith, and the respective rights, duties and obligations under this Series Resolution of the City, the Trustee and all Owners shall thereafter be determined, exercised and enforced in all respects pursuant to the provisions of this Series Resolution as so modified and amended.

Section 603. ***2020 Bonds Affected.*** For purposes of this Series Resolution, 2020 Bonds shall be deemed to be "affected" by a supplemental series resolution if the same adversely affects or diminishes the rights of Owners against the City or the rights of the Owners in the security for such 2020 Bonds. The Trustee may in its discretion determine whether any 2020 Bonds would be affected by any supplemental series resolution and any such determination is conclusive on the Owners of all 2020 Bonds, whether theretofore or thereafter authenticated and delivered hereunder. The Trustee shall not be liable for any such determination made in good faith.

Section 604. ***Exclusion of 2020 Bonds.*** 2020 Bonds owned or held by or for the account of the City shall not be deemed Outstanding Bonds for the purpose of any consent or other action or any calculation of Outstanding 2020 Bonds provided for in this Article, and the City as Owner of such 2020 Bonds shall not be entitled to consent or take any other action provided for in this Article. At the time of any consent or other action taken under this Article, the City shall furnish the Trustee an Officer's Certificate on which the Trustee may rely, describing all 2020 Bonds so to be excluded.

Section 605. ***Responsibilities of Trustee and City under this Article.*** The Trustee and the City shall be entitled to exercise their discretion in determining whether or not any proposed supplemental series resolution or any term or provision therein contained is desirable, after considering the purposes of such instrument, the needs of the City, the rights and interests of the Owners, and the rights, obligations and interests of the Trustee. The Trustee shall be entitled to receive, and shall be fully protected in relying on, the opinion of counsel approved by it, who may be bond counsel for the City, as conclusive evidence that any such proposed supplemental series resolution does or does not comply with the provisions of this Series Resolution, and that it is or is not proper for it, under the provisions of this Article, to accept such supplemental series resolution.

ARTICLE VII
DEFEASANCE

Section 701. ***Release of Series Resolution.*** When

(a) the 2020 Bonds secured hereby have become due and payable in accordance with their terms or otherwise as provided in this Series Resolution, and the whole amount of the principal and the interest and premium, if any, so due and payable on all 2020 Bonds are paid, and

(b) if the 2020 Bonds have not become due and payable in accordance with their terms, the Trustee or the Bond Registrar shall hold, sufficient (i) money or (ii) Defeasance Obligations or a combination of (i) and (ii) of this clause (b), the principal of and the interest on which, when due and payable, will provide sufficient money to pay the principal of, and the interest and redemption premium, if any, on all 2020 Bonds then Outstanding to the maturity date or dates of such 2020 Bonds or to the date or dates specified for the redemption thereof, as verified by an independent certified public accountant or other nationally recognized arbitrage rebate consultant acceptable to the Trustee, and

(c) if 2020 Bonds are to be called for redemption, irrevocable instructions to call the 2020 Bonds for redemption have been given by the City to the Trustee, and

(d) sufficient funds have also been provided or provision made for paying all other obligations payable hereunder by the City,

then and in that case the right, title and interest of the Trustee in the Funds, Accounts and subaccounts mentioned in this Series Resolution shall then cease, determine and become void and, on being furnished with an opinion, in form and substance satisfactory to the Trustee, of counsel approved by the Trustee, to the effect that all conditions precedent to the release of this Series Resolution have been satisfied, the City shall repeal and cancel this Series Resolution and shall execute such documents to evidence such cancellation as may be required by such counsel and the Trustee shall turn over to the City any surplus in, and all balances remaining in, all Funds, Accounts and subaccounts other than money held for the redemption or payment of 2020 Bonds. Otherwise, this Series Resolution shall be, continue and remain in full force and effect; provided, that, in the event Defeasance Obligations shall be deposited with and held by the Trustee or the Bond Registrar as hereinabove provided, (i) in addition to the requirements set forth in Article III, the Trustee, within 30 days after such Defeasance Obligations shall have been deposited with it, shall cause a notice signed by the Trustee to be mailed, postage prepaid (or as long as the 2020 Bonds are in book-entry form, in such other manner as may be permitted under the rules and procedures of the Owner), to all Owners of 2020 Bonds, setting forth (a) the date or dates, if any, designated for the redemption of the 2020 Bonds, (b) a description of the Defeasance Obligations so held by it, and (c) that this Series Resolution has been repealed and canceled in accordance with the provisions of this Section, and (ii) (a) the Trustee shall nevertheless retain such rights, powers and privileges under the Order and this Series Resolution as may be necessary and convenient in respect of the 2020 Bonds for the payment of the principal, interest and any premium for which such Defeasance Obligations have been deposited and (b) the Bond Registrar shall retain such rights, powers and privileges under the Order and this Series Resolution as may be necessary and convenient for the registration, transfer and exchange of 2020 Bonds; provided, however, that failure to mail such notice to any Owner or to the Owners or any defect in such notice so mailed shall not affect the validity of the proceedings for the repeal and cancellation of this Series Resolution. Any 2020 Bonds meeting the requirements of this section may be considered defeased and no longer Outstanding under the Order and this Series Resolution.

All money and Defeasance Obligations held by the Trustee (or the Bond Registrar) pursuant to this Section shall be held in trust and applied to the payment, when due, of the obligations payable therewith.

ARTICLE VIII
MISCELLANEOUS PROVISIONS

Section 801. ***State Law Governs.*** This Series Resolution is adopted with the intent that the laws of the State govern its construction.

Section 802. ***Headings.*** Any heading preceding the text of the several articles or sections hereof, and any table of contents or marginal notes appended to copies hereof, are solely for convenience of reference and do not constitute a part of this Series Resolution nor affect its meaning, construction or effect.

Section 803. ***Application to Local Government Commission.*** The City hereby confirms its request to the Local Government Commission to sell the 2020 Bonds at private sale and without advertisement in accordance with the provisions of Section 159-123 of the General Statutes of North Carolina, as amended, at such price as the Local Government Commission determines to be in the best interest of the City and as provided in the City's application.

Section 804. ***Authorization for Other Acts.*** (d) The officers of the City and the agents and employees of the City and the officers and agents of the Trustee are hereby authorized and directed to do all acts and things required of them by the provisions of the 2020 Bonds, the Order and the Purchase Agreement for the full, punctual and complete performance of the terms, covenants, provisions and agreements of the same and also to do all acts and things required of them by the provisions of this Series Resolution. The Mayor, the City Manager, the Assistant City Manager, the Finance Director and the City Clerk, and any of them, or their deputies, are further authorized and directed (without limitation except as may be expressly set forth herein) to take such action and to execute and deliver any such documents, deeds, certificates, undertakings, agreements or other instruments as they, with the advice of counsel, may deem necessary and appropriate to effect the transactions contemplated by the Order and this Series Resolution.

(f) From the adoption of this Series Resolution until the date of the first issuance of 2020 Bonds hereunder, the City Manager or the Finance Director are hereby authorized, empowered and directed to make any changes, modifications, additions or deletions to this Resolution as to them seem necessary, desirable or appropriate to implement the intent of this Resolution. Such changes, modifications, additions or deletions to this Resolution shall be set forth in the Issuance, Sale and Closing Certificate on the date of issuance of the 2020 Bonds hereunder. Such execution of Issuance, Sale and Closing Certificate constitutes conclusive evidence of the City Council's approval thereof.

Section 805. ***Manner of Giving Notice.*** All notices, demands and requests to be given to or made under this Series Resolution by the City, the Local Government Commission, the Trustee or the Bond Registrar shall be given or made in writing and shall be deemed to be properly given or made if sent by United States registered or certified mail, return receipt requested, postage prepaid, addressed as follows:

(a) As to the City —

City of Monroe
P.O. Box 69
Monroe, North Carolina 28111
Attention: City Manager

(b) As to the Trustee or Bond Registrar —

Wells Fargo Bank, National Association
225 Water Street, Suite 410
Jacksonville, Florida 32202
Attention: Corporate Trust Department

(c) As to the Local Government Commission —

North Carolina Local Government Commission
3200 Atlantic Avenue
Raleigh, North Carolina 27604
Attention: Secretary

Section 806. ***Payment of Indebtedness from Revenues.*** As permitted by Section 504 of the Order, the City may pay from amounts withdrawn from the Revenue Fund the debt service, when due, on any Indebtedness and any installment or lease purchase contract not already required to be paid under Section 504 of the Order, prior to the deposits required by subsections (d) and (e) of Section 504 of the Order, but only after the making of the deposits required by subsections (a), (b) and (c) of Section 504 of the Order.

Section 807. ***Financial Statements and Budget***.

(a) The City will furnish to the Owners of the 2020 Bonds current audited financial statements in reasonable detail, with supporting schedules (the "*Audit*"), as soon as practicable after the County's acceptance thereof and in any case within 270 days after the end of each Fiscal Year, which may be in electronic .PDF format. In the event the Audit is filed on the MSRB's "EMMA" website, to satisfy this requirement the City may email a link to the posted Audit to the Owners of the 2020 Bonds within such 270-day period. In the event that the Audit is not available within 270 days of end of a Fiscal Year, the City will furnish unaudited financial statements to the Owners of the 2020 Bonds in the manner described in this paragraph within such period, and will then supply the Audit immediately upon the availability thereof.

(b) The City will furnish to the Owners of the 2020 Bonds a copy of its annual budget within thirty (30) days of adoption of the same.

(c) Upon request, the City will furnish to the Owners of the 2020 Bonds such other additional information, reports or schedules (financial or otherwise) as the Owners of the 2020 Bonds may reasonably request.

Section 808. ***Series Resolution Effective.*** This Series Resolution is effective on the Closing, except that the provisions of Sections 803 and 804 are effective immediately.

EXHIBIT A

FORM OF 2020A BOND

THIS BOND, EXCEPT FOR PERMITTED TRANSFERS, IS NON-TRANSFERABLE

CITY OF MONROE, NORTH CAROLINA
COMBINED ENTERPRISE SYSTEM REVENUE REFUNDING BOND
SERIES 2020A

No. RA-1 **$6,560,000**

INTEREST RATE	DATED DATE	MATURITY DATE
0.92%	**December 8, 2020**	**March 1, 2028**

REGISTERED OWNER:

PRINCIPAL AMOUNT: **SIX MILLION FIVE HUNDRED SIXTY THOUSAND DOLLARS**

THE CITY OF MONROE, NORTH CAROLINA (the "*City*"), a municipal corporation of the State of North Carolina, for value received, hereby promises to pay, solely from the sources and in the manner hereinafter provided, to the registered owner hereof named above, on the maturity date set forth above (or earlier as hereinafter referred to), at the designated corporate trust office of the Bond Registrar (the "*Bond Registrar*") currently Wells Fargo Bank, Jacksonville, Florida, the principal sum set forth above. The City also promises to pay, solely from said sources, interest thereon (1) from the date of initial issuance, if authenticated prior to the first Interest Payment Date (as defined in the Series Resolution hereinafter mentioned), or (2) otherwise from the Interest Payment Date that is, or that immediately precedes, the date on which this Bond is authenticated (unless payment of interest is in default, in which case such Bond will bear interest from the date to which interest has been paid), payable on March 1, 2021 and semi-annually thereafter on March 1 and September 1 of each year at the rate per annum set forth above (calculated on the basis of a 360-day year consisting of twelve 30-day months), as may be adjusted in accordance with the Series Resolution, until the principal sum hereof is paid. The interest so payable and punctually paid or duly provided for, on any Interest Payment Date, will be paid to the person in whose name this Bond is registered at the close of business on the Regular Record Date (as defined in the Series Resolution) for such interest, which shall be the 15th day (whether or not a business day) of the calendar month next preceding such Interest Payment Date. Any such interest not so punctually paid or duly provided for shall forthwith cease to be payable to the Owner (as defined in the Order hereinafter mentioned) on such Regular Record Date, and may be paid to the person in whose name this Bond is registered at the close of business on a Special Record Date (as defined in the Order) for the payment of such defaulted interest to be fixed by the Trustee hereinafter mentioned, notice whereof being given to the Owners not less than 10 days prior to such Special Record Date, or may be paid at any time in any other lawful manner not inconsistent with the requirements of any securities exchange on which the Bonds of this Series may be listed and on such notice as may be required by such exchange, or as more fully provided in the Order. The principal of, premium, if any, and interest on this Bond is payable in any lawful coin or currency of the United States of America which on the respective dates of payment thereof is legal tender for the payment of public and private debts. This Bond is payable at the designated corporate trust office of the Bond Registrar without the need for presentation and surrender of this Bond; provided; however, presentation of the final payment at maturity or redemption in whole will be required at the designated corporate trust of the Bond Registrar; provided, however, if such Bond is lost, the Owner of such Bond will file with Bond Registrar evidence satisfactory to it of the destruction, loss or theft of such Bond and of the Owner's ownership thereof. Interest on the this Bond will be paid by the

Bond Registrar by check or draft mailed on the Interest Payment Date to the Owner as its name and address appear on the registration books kept by the Bond Registrar at the close of business on the Regular Record Date. At the written request of an Owner, principal and interest may be payable by wire transfer at the address specified in writing by such Owner to the Bond Registrar by the Regular Record Date.

This Bond is one of a duly authorized series of revenue bonds of the City, designated "City of Monroe Combined Enterprise System Revenue Refunding Bond, Series 2020A" (the "*Bond*"), issued under and pursuant to the Constitution and laws of the State of North Carolina, including the Act as defined in a bond order duly adopted by the City on May 3, 1994, as supplemented and amended (collectively, the "*Order*"), pursuant to which Wells Fargo Bank, National Association, Jacksonville, Florida, is serving as Trustee, and a series resolution (the "*Series Resolution*") duly adopted by the City on December 1, 2020. The Bonds are being issued for the purpose of providing funds for (i) refunding certain outstanding indebtedness and (ii) paying certain costs and expenses incidental to the issuance of the Bond.

The Bonds are special obligations of the City secured by a pledge, charge and lien on Net Revenues, as defined in the Order. The City is not obligated to pay the principal of or the interest on the Bonds except, as provided in the Order, from Net Revenues, or certain other moneys made available therefor under the Order, and neither the faith and credit nor the taxing power of the State of North Carolina or any political subdivision thereof is pledged to the payment of the principal of and the interest on the Bonds. The Order provides for the issuance from time to time under the conditions, limitations and restrictions therein set forth of additional revenue bonds and permits the incurrence of Parity Debt (as defined in the Order) secured pari passu as to the pledge of Net Revenues with the Bonds and other Parity Indebtedness heretofore or hereafter issued or incurred under the Order, subject to the City's right hereafter to determine by resolution not to treat Other General Obligation Indebtedness as Parity Indebtedness.

THE BOND WILL BE NON-TRANSFERABLE, EXCEPT TO (1) A BANK, INSURANCE COMPANY, OR SIMILAR FINANCIAL INSTITUTION, (2) ANY DIRECT OR INDIRECT WHOLLY-OWNED SUBSIDIARY OF THE OWNER OF THE BOND (AN "*OWNER AFFILIATE*"), PROVIDED SUCH OWNER AFFILIATE AGREES TO TRANSFER THE BOND TO A PERMITTED TRANSFEREE UNDER THIS PARAGRAPH BEFORE IT CEASES TO BE AN OWNER AFFILIATE IF AT THE TIME IT CEASES TO BE AN OWNER AFFILIATE IT WOULD NOT QUALIFY AS A PERMITTED TRANSFEREE UNDER THIS PARAGRAPH, (3) OR ANY OTHER ENTITY APPROVED BY THE NORTH CAROLINA LOCAL GOVERNMENT COMMISSION. THE TRUSTEE AND THE BOND REGISTRAR WILL HAVE NO OBLIGATION TO PAY ANY AMOUNTS DUE ON THE BOND TO ANYONE OTHER THAN THE OWNER OF THE BOND AS SHOWN ON THE REGISTRATION BOOKS KEPT BY THE BOND REGISTRAR.

The Order provides for the creation of a special fund designated "City of Monroe Combined Enterprise System Bond Fund" (the "*Bond Fund*"). Pursuant to the Series Resolution, special subaccounts have been created within the Bond Fund with respect to the Bonds (the "*Subaccounts*"), which Subaccounts are pledged and charged with the payment of the principal of and the interest on all Bonds issued pursuant to the provisions of the Series Resolution. The Series Resolution also provides for the deposit of Net Revenues to the credit of the Subaccounts to the extent and in the manner provided in the Order.

In certain events, the City will be authorized to deliver replacement Bonds in the form of fully-registered certificates in exchange for the outstanding Bonds as provided in the Series Resolution.

At the principal corporate trust office of the Bond Registrar, in the manner and subject to the conditions provided in the Order, the Bond may be exchanged for an equal aggregate principal amount of Bonds of the same maturity, of authorized denominations and bearing interest at the same rate.

The Bond Registrar shall keep at its designated corporate trust office books for the registration of transfer of the Bond. The transfer of this Bond may be registered only on such books and as otherwise provided in the Order on the surrender hereof to the Bond Registrar together with an assignment duly executed by the registered owner hereof or his attorney or legal representative in such form as shall be satisfactory to the Bond Registrar. On any such registration of transfer, the Bond Registrar shall deliver in exchange for this Bond a new Bond or Bonds, registered in the name of the transferee, of authorized denominations, in an aggregate principal amount equal to the unredeemed principal amount of this Bond, of the same maturity and bearing interest at the same rate.

The Bond is subject to redemption at the option of the City at a price of par plus accrued interest. Upon two Business Days' prior written notice to the Owner of the Bond, the City may redeem amounts owing under the Bond at any time and from time to time. Such redemption notice shall specify the amount of the redemption which is to be applied. In the event of redemption, the City may be required to pay the Owner of the Bond an additional fee (a redemption charge) determined in the manner provided below, to compensate the Owner of the Bond for all losses, costs and expenses incurred in connection with such redemption.

The fee shall be equal to the present value of the difference between (1) the amount that would have been realized by the Owner of the Bond on the redeemed amount for the remaining term of the loan at the ICE Benchmark Administration ("*IBA*") rate for fixed-rate payers in U.S. Dollar interest rate swaps for a term corresponding to the term of the Bond, interpolated to the nearest month, if necessary, that was in effect three Business Days prior to the origination date of the Bond and (2 the amount that would be realized by the Owner of the Bond by reinvesting such redeemed funds for the remaining term of the loan at the IBA rate for fixed-rate payers in U.S. Dollar interest rate swaps, interpolated to the nearest month, that was in effect three Business Days prior to the loan repayment date; both discounted at the same interest rate utilized in determining the applicable amount in (2). Should the present value have no value or a negative value, the City may redeem with no additional fee. Should the IBA no longer release rates for fixed-rate payers in U.S. Dollar interest rate swaps, the Owner of the Bond may substitute the IBA index for rates for fixed-payers in U.S. Dollar interest rate swaps with another similar index as determined by the Owner of the Bond. The Owner of the 2020A Bond shall provide the City with a written statement explaining the calculation of the premium due, which statement shall, in absence of manifest error, be conclusive and binding.

This Bond is subject to mandatory sinking fund redemption from moneys deposited to the credit of the 2020A Subaccount of the Sinking Fund Account in an amount equal to the following Sinking Fund Requirement, at a redemption price equal to 100% of the principal amount to be so redeemed plus interest accrued to the redemption date, in the amounts and on the dates as follows:

Redemption Date (March 1)	**Principal Amount**	**Redemption Date (March 1)**	**Principal Amount**
2022	$1,120,000	2026	$860,000
2023	1,130,000	2027	872,000
2024	848,000	2028*	874,000
2025	856,000		

*Maturity

Notice of optional redemption will be given by the Bond Registrar not less than 2 Business Days before the redemption date (1) to the LGC by Mail or electronic transmission, and (2) by registered or certified mail to the then-registered Owners of the Bond to be redeemed at the last address shown on the registration books kept by the Bond Registrar (or by such other means as may be permitted by the Owners). Failure to provide such notice to the LGC will not affect the validity of any proceedings for such redemption.

Notwithstanding the foregoing, (1) if notice is given, the failure to receive an appropriate notice shall not affect the validity of the proceedings for such redemption and (2) the failure to give any such notice or any defect therein shall not affect the validity of the proceedings for the redemption of the Bonds or portions thereof with respect to which notice was correctly given.

Any notice of redemption may state that the redemption to be effected is conditioned on the receipt by the Trustee or Bond Registrar on or prior to the redemption date of moneys sufficient to pay the principal of and premium, if any, and interest on this Bond to be redeemed and that if such moneys are not so received such notice shall be of no force or effect and such Bond shall not be required to be redeemed. In the event that such notice contains such a condition and moneys sufficient to pay the principal of and premium, if any, and interest on such Bond are not received by the Trustee or Bond Registrar on or prior to the redemption date, the redemption shall not be made and the Bond Registrar shall within a reasonable time thereafter give notice, in the manner in which the notice of redemption was given, that such moneys were not so received.

The Owner of this Bond shall have no right to enforce the provisions of the Order or to institute action to enforce the covenants therein, or to take any action with respect to any event of default under the Order, or to institute, appear in or defend any suit or other proceeding with respect thereto, except as provided in the Order and the Series Resolution.

Modifications or alterations of the Order and the Series Resolution or any order or series resolution supplemental thereto may be made only to the extent and in the circumstances permitted by the Order or the Series Resolution, as the case may be.

This Bond, notwithstanding the provisions for registration of transfer stated herein and contained in the Order and the Series Resolution, at all times shall be, and shall be understood to be, an investment security within the meaning of and for all the purposes of Article 8 of the Uniform Commercial Code of North Carolina.

All acts, conditions and things required to happen, exist and be performed precedent to and in the issuance of this Bond and the adoption of the Order and the Series Resolution have happened, exist and have been performed as so required.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any benefit or security under the Order or the Series Resolution until it shall have been authenticated by the execution by the Bond Registrar of the certificate of authentication endorsed hereon.

Capitalized terms not otherwise defined herein shall have the meanings ascribed to them in the Order or the Series Resolution, as the case may be.

IN WITNESS WHEREOF, the City, by resolution duly passed by its City Council, has caused this Bond to bear the facsimile signatures of the Mayor and the City Clerk of said City and its corporate seal to be imprinted hereon, all as of the 8th day of December, 2020.

Mayor, City of Monroe

City Clerk, City of Monroe

(SEAL)

CERTIFICATE OF LOCAL GOVERNMENT COMMISSION

The issuance of the within bond has been approved under the provisions of The State and Local Government Revenue Bond Act of North Carolina.

____
Secretary, Local Government Commission

CERTIFICATE OF AUTHENTICATION

Date of Authentication: ______________

This Bond is a Bond of the Series designated therein and issued under the provisions of the within mentioned Order and Series Resolution.

WELLS FARGO BANK, NATIONAL ASSOCIATION,
Bond Registrar

By: ____
Authorized Signatory

[Form of Assignment]

Assignment

FOR VALUE RECEIVED the undersigned hereby sells, assigns and transfers unto

____

(Please print or typewrite Name and Address,
including Zip Code, and Federal Taxpayer Identification or
Social Security Number of Assignee)

____

the within Bond and all rights thereunder, and hereby irrevocably constitutes and appoints

____

Attorney to register the transfer of the within Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _______________

Signature guaranteed by:

____

NOTICE: Signature must be guaranteed by a Participant in the Securities Transfer Agent Medallion Program ("*Stamp*") or similar program.

____

NOTICE: The signature to this assignment must correspond with the name as it appears on the face of the within Bond in every particular, without alteration, enlargement or any change whatever.

FORM OF 2020B BOND

THIS BOND, EXCEPT FOR PERMITTED TRANSFERS, IS NON-TRANSFERABLE

CITY OF MONROE, NORTH CAROLINA
COMBINED ENTERPRISE SYSTEM REVENUE REFUNDING BOND
SERIES 2020B

No. RB-1 **$6,776,000**

INTEREST RATE	DATED DATE	MATURITY DATE
1.40%	**December 8, 2020**	**May 1, 2034**

REGISTERED OWNER:

PRINCIPAL AMOUNT: **SIX MILLION SEVEN HUNDRED SEVENTY-SIX THOUSAND DOLLARS**

THE CITY OF MONROE, NORTH CAROLINA (the "*City*"), a municipal corporation of the State of North Carolina, for value received, hereby promises to pay, solely from the sources and in the manner hereinafter provided, to the registered owner hereof named above, on the maturity date set forth above (or earlier as hereinafter referred to), at the designated corporate trust office of the Bond Registrar (the "*Bond Registrar*"), Wells Fargo Bank, National Association, Jacksonville, Florida, the principal sum set forth above. The City also promises to pay, solely from said sources, interest thereon (1) from the date of initial issuance, if authenticated prior to the first Interest Payment Date (as defined in the Series Resolution hereinafter mentioned), or (2) otherwise from the Interest Payment Date that is, or that immediately precedes, the date on which this Bond is authenticated (unless payment of interest is in default, in which case such Bond will bear interest from the date to which interest has been paid), payable on May 1, 2021 and semi-annually thereafter on May 1 and November 1 of each year at the rate per annum set forth above (calculated on the basis of a 360-day year consisting of twelve 30-day months), as may be adjusted in accordance with the Series Resolution, until the principal sum hereof is paid. The interest so payable and punctually paid or duly provided for, on any Interest Payment Date, will be paid to the person in whose name this Bond is registered at the close of business on the Regular Record Date (as defined in the Series Resolution) for such interest, which shall be the 15th day (whether or not a business day) of the calendar month next preceding such Interest Payment Date. Any such interest not so punctually paid or duly provided for shall forthwith cease to be payable to the Owner (as defined in the Order hereinafter mentioned) on such Regular Record Date, and may be paid to the person in whose name this Bond is registered at the close of business on a Special Record Date (as defined in the Order) for the payment of such defaulted interest to be fixed by the Trustee hereinafter mentioned, notice whereof being given to the Owners not less than 10 days prior to such Special Record Date, or may be paid at any time in any other lawful manner not inconsistent with the requirements of any securities exchange on which the Bonds of this Series may be listed and on such notice as may be required by such exchange, or as more fully provided in the Order. The principal of, premium, if any, and interest on this Bond is are payable in any lawful coin or currency of the United States of America which on the respective dates of payment thereof is legal tender for the payment of public and private debts. This Bond are payable at the designated corporate trust office of the Bond Registrar without the need for presentation and surrender of this Bond; provided; however, presentation of the final payment at maturity or redemption in whole will be required at the designated corporate trust of the Bond Registrar; provided, however, if such Bond is lost, the Owner of such Bond will file with Bond Registrar evidence satisfactory to it of the destruction, loss or theft of such Bond and of the Owner's ownership thereof. Interest on the this Bond will be paid by the Bond Registrar by check or draft mailed on the Interest Payment Date to the Owner as its name and address appear on the registration books kept by the Bond Registrar at the close of business on the Regular Record Date. At the written request of an Owner, principal and interest may be payable by wire transfer at the address specified in writing by such Owner to the Bond Registrar by the Regular Record Date.

This Bond is one of a duly authorized series of revenue bonds of the City, designated "City of Monroe Combined Enterprise System Revenue Refunding Bond, Series 2020B" (the "*Bond*"), issued under and pursuant to the Constitution and laws of the State of North Carolina, including the Act as defined in a bond order duly adopted by the City on May 3, 1994, as supplemented and amended (collectively, the "*Order*"), pursuant to which Wells Fargo Bank, National Association, Jacksonville, Florida, is serving as Trustee, and a series resolution (the "*Series Resolution*") duly adopted by the City on December 1, 2020. The Bonds are being issued for the purpose of providing funds for (i) refunding certain outstanding indebtedness and (ii) paying certain costs and expenses incidental to the issuance of the Bond.

The Bonds are special obligations of the City secured by a pledge, charge and lien on Net Revenues, as defined in the Order. The City is not obligated to pay the principal of or the interest on the Bonds except, as provided in the Order, from Net Revenues, or certain other moneys made available therefor under the Order, and neither the faith and credit nor the taxing power of the State of North Carolina or any political subdivision thereof is pledged to the payment of the principal of and the interest on the Bonds. The Order provides for the issuance from time to time under the conditions, limitations and restrictions therein set forth of additional revenue bonds and permits the incurrence of Parity Debt (as defined in the Order) secured pari passu as to the pledge of Net Revenues with the Bonds and other Parity Indebtedness heretofore or hereafter issued or incurred under the Order, subject to the City's right hereafter to determine by resolution not to treat Other General Obligation Indebtedness as Parity Indebtedness.

THE BOND WILL BE NON-TRANSFERABLE, EXCEPT TO (1) A BANK, INSURANCE COMPANY, OR SIMILAR FINANCIAL INSTITUTION, (2) ANY DIRECT OR INDIRECT WHOLLY-OWNED SUBSIDIARY OF THE OWNER OF THE BOND (AN "*OWNER AFFILIATE*"), PROVIDED SUCH OWNER AFFILIATE AGREES TO TRANSFER THE BOND TO A PERMITTED TRANSFEREE UNDER THIS PARAGRAPH BEFORE IT CEASES TO BE AN OWNER AFFILIATE IF AT THE TIME IT CEASES TO BE AN OWNER AFFILIATE IT WOULD NOT QUALIFY AS A PERMITTED TRANSFEREE UNDER THIS PARAGRAPH, (3) OR ANY OTHER ENTITY APPROVED BY THE NORTH CAROLINA LOCAL GOVERNMENT COMMISSION. THE TRUSTEE AND THE BOND REGISTRAR WILL HAVE NO OBLIGATION TO PAY ANY AMOUNTS DUE ON THE BOND TO ANYONE OTHER THAN THE OWNER OF THE BOND AS SHOWN ON THE REGISTRATION BOOKS KEPT BY THE BOND REGISTRAR.

The Order provides for the creation of a special fund designated "City of Monroe Combined Enterprise System Bond Fund" (the "*Bond Fund*"). Pursuant to the Series Resolution, special subaccounts have been created within the Bond Fund with respect to the Bonds (the "*Subaccounts*"), which Subaccounts are pledged and charged with the payment of the principal of and the interest on all Bonds issued pursuant to the provisions of the Series Resolution. The Series Resolution also provides for the deposit of Net Revenues to the credit of the Subaccounts to the extent and in the manner provided in the Order.

In certain events, the City will be authorized to deliver replacement Bonds in the form of fully-registered certificates in exchange for the outstanding Bonds as provided in the Series Resolution.

At the principal corporate trust office of the Bond Registrar, in the manner and subject to the conditions provided in the Order, the Bond may be exchanged for an equal aggregate principal amount of Bonds of the same maturity, of authorized denominations and bearing interest at the same rate.

The Bond Registrar shall keep at its designated corporate trust office books for the registration of transfer of the Bond. The transfer of this Bond may be registered only on such books and as otherwise provided in the Order on the surrender hereof to the Bond Registrar together with an assignment duly executed by the registered owner hereof or his attorney or legal representative in such form as shall be satisfactory to the Bond Registrar. On any such registration of transfer, the Bond Registrar shall deliver in exchange for this Bond a new Bond or Bonds, registered in the name of the transferee, of authorized denominations, in an aggregate principal amount equal to the unredeemed principal amount of this Bond, of the same maturity and bearing interest at the same rate.

The Bond is subject to redemption at the option of the City at a price of par plus accrued interest. Upon two Business Days' prior written notice to Owner of the Bond, the City may redeem amounts owing under the Bond at any time and from time to time. Such redemption notice shall specify the amount of the redemption which is to be applied. In the event of redemption, the City may be required to pay the Owner of the Bond an additional fee (a redemption charge) determined in the manner provided below, to compensate the Owner of the Bond for all losses, costs and expenses incurred in connection with such redemption.

The fee shall be equal to the present value of the difference between (1) the amount that would have been realized by the Owner of the Bond on the redeemed amount for the remaining term of the loan at the ICE Benchmark Administration ("*IBA*") rate for fixed-rate payers in U.S. Dollar interest rate swaps for a term corresponding to the term of the Bond, interpolated to the nearest month, if necessary, that was in effect three Business Days prior to the origination date of the Bond and (2) the amount that would be realized by the Owner of the Bond by reinvesting such redeemed funds for the remaining term of the loan at the IBA rate for fixed-rate payers in U.S. Dollar interest rate swaps, interpolated to the nearest month, that was in effect three Business Days prior to the loan repayment date; both discounted at the same interest rate utilized in determining the applicable amount in (2). Should the present value have no value or a negative value, the City may redeem with no additional fee. Should the IBA no longer release rates for fixed-rate payers in U.S. Dollar interest rate swaps, the Owner of the Bond may substitute the IBA index for rates for fixed-payers in U.S. Dollar interest rate swaps with another similar index as determined by the Owner of the Bond. The Owner of the Bond shall provide the City with a written statement explaining the calculation of the premium due, which statement shall, in absence of manifest error, be conclusive and binding.

This Bond is subject to mandatory sinking fund redemption from moneys deposited to the credit of the 2020B Subaccount of the Sinking Fund Account in an amount equal to the following Sinking Fund Requirement, at a redemption price equal to 100% of the principal amount to be so redeemed plus interest accrued to the redemption date, in the amounts and on the dates as follows:

Redemption Date (May 1)	Principal Amount	Redemption Date (May 1)	Principal Amount
2021	$478,000	2028	$485,000
2022	507,000	2029	481,000
2023	503,000	2030	477,000
2024	500,000	2031	473,000
2025	496,000	2032	469,000
2026	492,000	2033	465,000
2027	489,000	2034*	461,000

*Maturity

Notice of optional redemption will be given by the Bond Registrar not less than 2 Business Days before the redemption date (1) to the LGC by Mail or electronic transmission, and (2) by registered or certified mail to the then-registered Owners of Bond to be redeemed at the last address shown on the registration books kept by the Bond Registrar (or by such other means as may be permitted by the Owners). Failure to provide such notice to the LGC will not affect the validity of any proceedings for such redemption.

Notwithstanding the foregoing, (1) if notice is given, the failure to receive an appropriate notice shall not affect the validity of the proceedings for such redemption and (2) the failure to give any such notice or any defect therein shall not affect the validity of the proceedings for the redemption of the 2020 Bonds or portions thereof with respect to which notice was correctly given.

Any notice of redemption may state that the redemption to be effected is conditioned on the receipt by the Trustee or Bond Registrar on or prior to the redemption date of moneys sufficient to pay the principal of and premium, if any, and interest on this Bond to be redeemed and that if such moneys are not so received such notice shall be of no force or effect and such Bond shall not be required to be redeemed. In the event that such notice contains such a condition and moneys sufficient to pay the principal of and premium, if any, and interest on such Bond are not received by the Trustee or Bond Registrar on or prior to the redemption date, the redemption shall not be made and the Bond Registrar shall within a reasonable time thereafter give notice, in the manner in which the notice of redemption was given, that such moneys were not so received.

The Owner of this Bond shall have no right to enforce the provisions of the Order or to institute action to enforce the covenants therein, or to take any action with respect to any event of default under the Order, or to institute, appear in or defend any suit or other proceeding with respect thereto, except as provided in the Order and the Series Resolution.

Modifications or alterations of the Order and the Series Resolution or any order or series resolution supplemental thereto may be made only to the extent and in the circumstances permitted by the Order or the Series Resolution, as the case may be.

This Bond, notwithstanding the provisions for registration of transfer stated herein and contained in the Order and the Series Resolution, at all times shall be, and shall be understood to be, an investment security within the meaning of and for all the purposes of Article 8 of the Uniform Commercial Code of North Carolina.

All acts, conditions and things required to happen, exist and be performed precedent to and in the issuance of this Bond and the adoption of the Order and the Series Resolution have happened, exist and have been performed as so required.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any benefit or security under the Order or the Series Resolution until it shall have been authenticated by the execution by the Bond Registrar of the certificate of authentication endorsed hereon.

Capitalized terms not otherwise defined herein shall have the meanings ascribed to them in the Order or the Series Resolution, as the case may be.

IN WITNESS WHEREOF, the City, by resolution duly passed by its City Council, has caused this Bond to bear the facsimile signatures of the Mayor and the City Clerk of said City and its corporate seal to be imprinted hereon, all as of the 8th day of December, 2020.

Mayor, City of Monroe

City Clerk, City of Monroe

(SEAL)

CERTIFICATE OF LOCAL GOVERNMENT COMMISSION

The issuance of the within bond has been approved under the provisions of The State and Local Government Revenue Bond Act of North Carolina.

____
Secretary, Local Government Commission

CERTIFICATE OF AUTHENTICATION

Date of Authentication: ______________

This Bond is a Bond of the Series designated therein and issued under the provisions of the within mentioned Order and Series Resolution.

WELLS FARGO BANK, NATIONAL ASSOCIATION,
Bond Registrar

By: ____
Authorized Signatory

[FORM OF ASSIGNMENT]

ASSIGNMENT

FOR VALUE RECEIVED the undersigned hereby sells, assigns and transfers unto

____

(Please print or typewrite Name and Address,
including Zip Code, and Federal Taxpayer Identification or
Social Security Number of Assignee)

____

the within Bond and all rights thereunder, and hereby irrevocably constitutes and appoints

____

Attorney to register the transfer of the within Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _______________

Signature guaranteed by:

____

NOTICE: Signature must be guaranteed by a Participant in the Securities Transfer Agent Medallion Program ("*Stamp*") or similar program.

____

NOTICE: The signature to this assignment must correspond with the name as it appears on the face of the within Bond in every particular, without alteration, enlargement or any change whatever.

EXHIBIT B
[FORM OF REQUISITION]

Wells Fargo Bank, National Association
225 Water Street, Suite 410
Jacksonville, Florida 32202
Attention: Corporate Trust Division

Re: Disbursement from the 2020[A][B]Subaccount of the Costs of Issuance Account of the Construction Fund (the "*2020[A][B] Costs of Issuance Subaccount*") relating to the City of Monroe, North Carolina Combined Enterprise System Revenue Bonds, Series 2020

Requisition No: ________

Dear _____________:

Pursuant to Section 405 of the Series Resolution adopted on December 1, 2020 by the City Council of the City of Monroe, North Carolina (the "*Series Resolution*"), we hereby request you, as trustee under the Series Resolution, to disburse from the 2020[A][B] Costs of Issuance Subaccount as follows:

1. The amount to be disbursed is $___________________. Such amount represents an obligation that has been incurred by the City, is presently due and payable and is a proper charge against the Construction Fund that has not been paid.

2. The name and address of the person, firm or corporation to whom the disbursement should be made is as follows:

____
____
____
____
____

3. The purpose of the disbursement is to _________________________________.

4. This requisition contains no item representing payment on account of any retainage to which the City is entitled at the date hereof.

DATED this ___day of _____________, _____.

CITY OF MONROE, NORTH CAROLINA

By: ____
Title: ______________________________________

STAFF REPORT

TO:	City Council
VIA:	E.L. Faison, City Manager
DATE:	December 1, 2020
FROM:	David E. Lucore, Director of Energy Services
PREPARED BY:	David E. Lucore, Director of Energy Services
SUBJECT:	Award of Purchase of Substation Transformer

SUMMARY STATEMENT

The Council is requested to approve the purchase of a Substation Transformer to serve the new facility at ATI Metals.

REVIEW

A total of eight competitive bids were received for the purchase of a substation transformer with MVA Power providing the most responsive bid of $234,400 with a lead time of 31-34 weeks from the date the order is placed. This item was presented to the Public Enterprise Committee on November 17, 2020 and approved to bring to Council. In accordance with Section 34.01-G of the City of Monroe Code of Ordinances, City Council is required to authorize all purchases exceeding $100,000.

RECOMMENDATION

Staff recommends that the Council approve the award of the purchase of a substation transformer in the amount of $234,400 to MVA Power and authorize the City Manager to execute all documents. Sufficient funds are budgeted for the acquisition in account number EL2004.

Company name	City of Monroe
Project name	Power Transformer for Substation No 2
Location	Energy Services
Bid Date	11/3/2020 2pm Opening Sign in Sheet

Rec'd	Time	Company Name	Representative Name	Representative Email	Proposal $	Time Frame	Quoted Prices include Cost of Crane/ Engineer/ Crew and Equipment	Total Cost	Notes
11/3/2020	1:16pm	MVA POWER	CHARLY MARC	tender@mvapower.com	$ 182,400.00	31-34 wks	No- $52,000 extra = 234,400 total	$234,400	**Recommend Approval**
11/3/2020	10:00am	VIRGINIA GEORGIA TRANSFORMER	BRIAN McCARRICK	brian_mccarrick@vatransformer.com	$ 236,966.85	21-23 wks	Yes	$236,966.85	
11/2/2020	12:45pm	PAN AMERICA SUPPLY INC	SHAUN CHOI/ KEVIN CHO	shaun@pasihouston.com kevin@pasihouston.com	$ 217,770.00	26 wks	No- $20,000 extra = $237,770 total	$237,770	
11/3/2020	10:00am	NIAGRA TRANSFORMER CORP	WILLIE L MANGUM	wmangum@niagratransformer.com	$ 260,837.22	45 wks	No- Crane $9000 / Engineer $13,280 = 22280 = $283,117.22 total	$260,837.22	
10/30/2020	11:22am	R.E. UPTEGRAFF MFG	KEVIN E HEIDE	kevinheide@uptegraff.com	$ 268,348.00	26-28 wks	Yes	$268,348	
11/3/2020	10:00am	WEG TRANASFORMERS	JOSHUA HORNBUCKLE / ALEX CREWS	jhornbuckle@weg.net acrews@weg.net	$ 285,862.00	46-48 wks	Yes	$285,862	
11/3/2020	9:35am	ANIXTER INC	DAN BROWN	daniel.brown@anixter.com	$ 258,676.00		Not Clear- $18107.32 taxes / Delivery fee $7639/ Offloading $5053/ Assembly and field tests $25473= $56272.32 = $314,948.32 total	$314,948.32	Did not utilize the form included in the Formal bid request package 7% tax rate, whether cost of Crane, Engineer, Crew and equipment is included is not clear. SFRA would be an additional $10,000
11/3/2020	1:29pm	POWER TECH / ABB ENTERPRISE SOFTWARE INC	STEVE STROUD / SHANE SMITH	steve.stroud@powertechllc.com shane.smith@hitachi-powergrids.com	$ 312,560.00	32-36 wks	No- $6850 for crane/ $6200 one day for Engineer/ $27,800 for crew and testing = $40,850 = $353,410 total	$353,410	

STAFF REPORT

TO:	City Council
VIA:	E.L. Faison, City Manager
DATE:	December 1, 2020
FROM:	Lisa Strickland, Finance Director
PREPARED BY:	Bethany Hawver, Revenue Manager
SUBJECT:	Tax Releases for October 2020

SUMMARY STATEMENT

City Council is requested to consider approval of tax releases.

REVIEW

Pursuant to North Carolina General Statute 105-381, refunds and releases are being reported to City Council. The total releases for October equal $7,689.64. These releases were created by a change or reduction in value for the City of Monroe by the Union County Tax Assessor. Union County Commissioners have previously approved these releases; they are now before City Council for their approval as well.

RECOMMENDATION

City Council is requested to approve the tax releases for the month of October 2020, in the amount of $7,689.64.

Attachment(s): Unpaid Tax Listing
Tax Adjustment Listing

UNPAID TAXES AS OF OCTOBER 2020

	2020	2019	2018
Beginning Balance	$19,549,506.56	$144,100.14	$74,955.81
Releases	($7,680.48)	($9.16)	$0.00
Adjustments	($2.75)	$0.00	$0.00
Advertising Cost	$0.00	$0.00	$0.00
Discoveries	$37,843.61	$0.00	$0.00
Payments	($1,681,901.70)	($3,542.63)	($1,368.85)
Ending Balance	$17,897,765.24	$140,548.35	$73,586.96
Outstanding Liens	$24,048.08	$28,196.49	$23,492.50
Outstanding Account Total	$17,921,813.32	$168,744.84	$97,079.46
	2017	**2016**	**2015**
Beginning Balance	$62,886.37	$44,319.94	$38,226.54
Releases	$0.00	$0.00	$0.00
Adjustments	$0.00	$0.00	$0.00
Discoveries	$0.00	$0.00	$0.00
Payments	($423.48)	($143.86)	($513.79)
Ending Balance	$62,462.89	$44,176.08	$37,712.75
Outstanding Liens	$29,882.00	$52,734.00	$27,898.15
Outstanding Account Total	$92,344.89	$96,910.08	$64,418.07
	2014	**2013**	**2012**
Beginning Balance	$41,774.16	$56,615.71	$29,740.18
Releases	$0.00	$0.00	$0.00
Adjustments	$0.00	$0.00	$0.00
Discoveries	$0.00	$0.00	$0.00
Payments	($513.79)	($195.61)	($19.64)
Ending Balance	$41,578.55	$56,531.29	$29,720.54
Outstanding Liens	$31,308.89	$68,757.20	$29,210.00
Outstanding Account Total	$72,887.44	$125,288.49	$58,930.54
	2011	**2010**	**Total**
Beginning Balance	$23,227.42	$29,974.07	$20,095,326.90
Releases	$0.00	$0.00	($7,689.64)
Adjustments	$0.00	$0.00	($2.75)
Discoveries	$0.00	$0.00	$37,843.61
Payments	$0.00	$0.00	($1,688,623.35)
Ending Balance	$23,227.42	$29,974.07	$18,437,284.14
Outstanding Liens	$2,152.00	$11,884.33	$329,563.64
Outstanding Account Total	$25,379.42	$41,858.40	$18,765,654.95
GAP Billing	**2020**	2019	**Total w/ GAP**
Beginning Balance	$0.00	$12,085.29	$20,107,412.19
Releases	$0.00	$0.00	($7,689.64)
Adjustments	$0.00	$0.00	($2.75)
Discoveries	$0.00	$0.00	$37,843.61
Payments	$0.00	$0.00	($1,688,623.35)
Ending Balance	$0.00	$12,085.29	$18,449,369.43
		Outstanding Liens	$329,563.64
Cumulative Citywide Total			**$18,777,740.24**

TRANS DATE OWNER NAME	ACCT ID	YR	RL	P	ENT	CBC ACCOUNT DESCRIPTION	TRANS AMOUNT	TAXABLE AMT	TRAN CODE DELQ DATE ADJ	ADJUSTMENT COMMENT ADJUSTMENT DESCRIPTION	USER REF NBR	SRC REF
10/14/20 MOISE MYRTHO TRUSTEE	1005202	20	RL	1	16R	REAL 09-336-466	501.36-		- BASE RLS	SHLD HVE RCV'D ELDR EXPMT RELEASE 0000000	BEDWARDS 81685	090920
10/14/20 CUEVAS GONZALO NAVA	9042472	20	PP	1	15LL	C 28110 323951	13.22-		- BASE RLS	MOBILE HOME SOLD IN 2019 RELEASE 0000000	BEDWARDS 81676	082120
10/14/20 CUEVAS GONZALO NAVA	9042472	20	PP	1	15P	C 28110 323951	132.20-		- BASE RLS	MOBILE HOME SOLD IN 2019 RELEASE 0000000	BEDWARDS 81677	082120
10/14/20 ABC TOWING OF THE CAROLINAS MA	9043085	20	PP	1	15LL	C 28147 406860	.62-		- BASE RLS	BUS CLOSED SEPT 2019 RELEASE 0000000	BEDWARDS 81678	082820
10/14/20 ABC TOWING OF THE CAROLINAS MA	9043085	20	PP	1	15P	C 28147 406860	6.29-		- BASE RLS	BUS CLOSED SEPT 2019 RELEASE 0000000	BEDWARDS 81679	082820
10/14/20 DE LAGE LANDEN FINANCIAL SERVI	9043528	20	PP	1	15P	C 19087 409107	35.95-		- BASE RLS	CLERICAL ERR = VAL CHANGE RELEASE 0000000	BEDWARDS 81666	090120
10/14/20 JAX LLC	9043958	20	PP	1	15P	C 28110 411205	17.06-		- BASE RLS	DUE TO LIST'G REC'D LATE RELEASE 0000000	BEDWARDS 81668	080520
10/14/20 JAX LLC	9043958	20	PP	1	15LL	C 28110 411205	1.70-		- BASE RLS	DUE TO LIST'G REC'D LATE RELEASE 0000000	BEDWARDS 81669	080520
10/14/20 MARATHON PETROLEUM COMPANY LP	9044163	20	PP	1	15P	C 45840 412077	7.72-		- BASE RLS	DISPOSED OF IN 2019 RELEASE 0000000	BEDWARDS 81667	090220
10/14/20 ROSS DRESS FOR LESS INC #885 C	9044581	20	PP	1	15P	C 74119 414062	168.36-		- BASE RLS	RLS PER TIMELY APPEAL RELEASE 0000000	BEDWARDS 81682	082520
10/14/20 WELLS FARGO VENDOR FINANCIAL S	9044984	20	PP	1	15P	C 59107 416032	5.27-		- BASE RLS	CLERRICAL ERR = RLS VAL RELEASE 0000000	BEDWARDS 81670	080620
10/14/20 WELLS FARGO VENDOR FINANCIAL S	9044984	20	PP	1	17PM	C 59107 416032	1.87-		- BASE RLS	CLERRICAL ERR = RLS VAL RELEASE 0000000	BEDWARDS 81671	080620
10/14/20 EVANS LANCE ELLIOT	9045070	20	PP	1	15P	C 28110 330574	8.33-		- BASE RLS	RLS VAL OF SOLD TRAILER RELEASE 0000000	BEDWARDS 81672	082120
10/14/20 EVANS LANCE ELLIOT	9045070	20	PP	1	15LL	C 28110 330574	.82-		- BASE RLS	RLS VAL OF SOLD TRAILER RELEASE 0000000	BEDWARDS 81673	082120
10/14/20 EVANS LANCE ELLIOT	9045070	19	PP	1	15P	C 28110 330574	8.33-		- BASE RLS	RLS VAL OF SOLD TRAILER RELEASE 0000000	BEDWARDS 81674	082120
10/14/20 EVANS LANCE ELLIOT	9045070	19	PP	1	15LL	C 28110 330574	.83-		- BASE RLS	RLS VAL OF SOLD TRAILER RELEASE 0000000	BEDWARDS 81675	082120
10/14/20 TD EQUIPMENT FINANCE INC C/O B	9045789	20	PP	1	15LL	C 08002 584767	211.14-		- BASE RLS	DUP BILL OF 9046314 RELEASE 0000000	BEDWARDS 81683	090420
10/14/20 TD EQUIPMENT FINANCE INC C/O B	9045789	20	PP	1	15P	C 08002 584767	2,111.49-		- BASE RLS	DUP BILL OF 9046314 RELEASE 0000000	BEDWARDS 81684	090420

TRANS DATE / OWNER NAME	ACCT ID	YR	RL	P	ENT	CBC / ACCOUNT DESCRIPTION	TRANS AMOUNT	TAXABLE AMT	TRAN CODE / DELQ DATE ADJ	ADJUSTMENT COMMENT / ADJUSTMENT DESCRIPTION		USER / REF NBR	SRC REF
10/14/20	9045866	20	PP	1	15P		499.20-		- BASE	TX ON 2 ASSETS PD 2 DMV		BEDWARDS	
K & B CRANE SERVICE LLC						C 28110 584660			RLS	RELEASE	0000000	81686	090920
10/14/20	9046043	20	PP	1	15LL		21.84-		- BASE	SHOULD BE EXEMPT		BEDWARDS	
CAROLINA UNION HEALTHCARE INC						C 28112 591887			RLS	RELEASE	0000000	81680	082820
10/14/20	9046043	20	PP	1	15P		218.47-		- BASE	SHOULD BE EXEMPT		BEDWARDS	
CAROLINA UNION HEALTHCARE INC						C 28112 591887			RLS	RELEASE	0000000	81681	082820
10/14/20	9046072	20	PP	1	15P		41.25-		- BASE	APPEALED PER BILL OF SALE		BEDWARDS	
CARIBBEAN SHIPPING CONNECTION						C 28110 593721			RLS	RELEASE	0000000	81663	091120
10/14/20	9046135	20	PP	1	15P		62.77-		- BASE	APPEALED PER BILL OF SALE		BEDWARDS	
ENGLAND MICHAEL DUANE						C 28112 596749			RLS	RELEASE	0000000	81664	083120
10/14/20	9046135	20	PP	1	15LL		6.27-		- BASE	APPEALED PER BILL OF SALE		BEDWARDS	
ENGLAND MICHAEL DUANE						C 28112 596749			RLS	RELEASE	0000000	81665	083120
10/30/20	9042214	20	PP	1	15LL		.55-		- BASE	BUS DISSOLVED IN MAY 2019		BEDWARDS	
STALLONE MICHAEL ADWELL DEREK						C 28226 2785245			RLS	RELEASE	0000000	81712	
10/30/20	9042214	20	PP	1	15P		5.55-		- BASE	BUS DISSOLVED IN MAY 2019		BEDWARDS	
STALLONE MICHAEL ADWELL DEREK						C 28226 2785245			RLS	RELEASE	0000000	81713	
10/30/20	9042485	20	PP	1	15LL		10.00-		- BASE	MH WAS SOLD DISC NEW OWNR		BEDWARDS	
DE LA LUZ TANIA FLORES						C 28112 325610			RLS	RELEASE	0000000	81709	
10/30/20	9042485	20	PP	1	15P		100.09-		- BASE	MH WAS SOLD DISC NEW OWNR		BEDWARDS	
DE LA LUZ TANIA FLORES						C 28112 325610			RLS	RELEASE	0000000	81710	
10/30/20	9043009	20	PP	1	15P		22.09-		- BASE	SOLD IN 2019		BEDWARDS	
UNGERER GERHARD						C 28110 398009			RLS	RELEASE	0000000	81711	
10/30/20	9043571	20	PP	1	15P		2,169.60-		- BASE	BUS SOLD BILLED ON9046321		BEDWARDS	
DON BROWN & ASSOC DDS PLLC						C 28112 409343			RLS	RELEASE	0000000	81718	
10/30/20	9043690	20	PP	1	15P		194.97-		- BASE	RLS PER BER APEAL		BEDWARDS	
FASTENAL COMPANY NCMON						C 55987 409839			RLS	RELEASE	0000000	81702	100120
10/30/20	9043958	20	PP	1	15LL		130.94-		- BASE	LL FEE ONLY PER BER APEAL		BEDWARDS	
JAX LLC						C 28110 411205			RLS	RELEASE	0000000	81704	
10/30/20	9044364	20	PP	1	15LL		29.30-		- BASE	BUS MOVED OUT OF STATE'19		BEDWARDS	
OLYMPIA CHIMNEY SUPPLY INC C/O						C 18505 412984			RLS	RELEASE	0000000	81716	
10/30/20	9044364	20	PP	1	15P		293.04-		- BASE	BUS MOVED OUT OF STATE'19		BEDWARDS	
OLYMPIA CHIMNEY SUPPLY INC C/O						C 18505 412984			RLS	RELEASE	0000000	81717	
10/30/20	9045168	20	PP	1	15LL		2.23-		- BASE	INCORRECT SITUS		BEDWARDS	
PHAM BENTLEY MANH						C 28104 578133			RLS	RELEASE	0000000	81698	102120
10/30/20	9045168	20	PP	1	15P		22.35-		- BASE	INCORRECT SITUS		BEDWARDS	
PHAM BENTLEY MANH						C 28104 578133			RLS	RELEASE	0000000	81699	102120

TRANS DATE / OWNER NAME	ACCT ID	YR	RL	P	ENT	CBC / ACCOUNT DESCRIPTION	TRANS AMOUNT	TAXABLE AMT	TRAN CODE / DELQ DATE ADJ	ADJUSTMENT COMMENT / ADJUSTMENT DESCRIPTION		USER / REF NBR	SRC REF
10/30/20	9045259	20	PP	1	15P		12.62-		- BASE	BUS CLOSED JULY 2019		BEDWARDS	
MOVEMENT MORTGAGE LLC						C 29707 578924			RLS	RELEASE	0000000	81708	
10/30/20	9045825	20	PP	1	15LL		36.97-		- BASE	AIRCRAFT IN TN		BEDWARDS	
BIG MOUNTAIN AVIATION INC						C 59937 584467			RLS	RELEASE	0000000	81714	
10/30/20	9045825	20	PP	1	15P		369.78-		- BASE	AIRCRAFT IN TN		BEDWARDS	
BIG MOUNTAIN AVIATION INC						C 59937 584467			RLS	RELEASE	0000000	81715	
10/30/20	9045867	20	PP	1	15LL		.78-		- BASE	INCORRECT SITUS		BEDWARDS	
ANNASUS COMPANION CARE LLC						C 28174 584661			RLS	RELEASE	0000000	81706	
10/30/20	9045867	20	PP	1	15P		7.85-		- BASE	INCORRECT SITUS		BEDWARDS	
ANNASUS COMPANION CARE LLC						C 28174 584661			RLS	RELEASE	0000000	81707	
10/30/20	9045944	20	PP	1	15P		78.71-		- BASE	DUP BILLED ON 9045316		BEDWARDS	
ROWELL MITCHELL LAMAR						C 28079 586805			RLS	RELEASE	0000000	81697	102020
10/30/20	9046069	20	PP	1	15P		40.40-		- BASE	RLS PER CAHNGE IN VALUE		BEDWARDS	
PRIVETTES UPHOLSTERY INC						C 28110 593368			RLS	RELEASE	0000000	81703	
10/30/20	9046076	20	PP	1	15P		61.63-		- BASE	SHOULD BE EXEMPT		BEDWARDS	
UNION COUNTY BOARD OF EDUCATIO						C 28112 594026			RLS	RELEASE	0000000	81705	
10/30/20	9046303	20	PP	1	15LL		1.62-		- BASE	INCORRECT SITUS		BEDWARDS	
PHAM BENTLEY MANH						C 28110 599591			RLS	RELEASE	0000000	81700	102120
10/30/20	9046303	20	PP	1	15P		16.21-		- BASE	INCORRECT SITUS		BEDWARDS	
PHAM BENTLEY MANH						C 28110 599591			RLS	RELEASE	0000000	81701	102120

ENTITY/YR	+ BASE	PAYMT REF	PYMT VOID	- BASE	CR REF	+/-TX DUE	TRANS FRM	TRANS TO
15LL 19	.00	.00	.00	.83-	.00	.00	.00	.00
15LL 20	.00	.00	.00	468.00-	.00	.00	.00	.00
15LL TOTALS	.00	.00	.00	468.83-	.00	.00	.00	.00
15P 19	.00	.00	.00	8.33-	.00	.00	.00	.00
15P 20	.00	.00	.00	6709.25-	.00	.00	.00	.00
15P TOTALS	.00	.00	.00	6717.58-	.00	.00	.00	.00
16R 20	.00	.00	.00	501.36-	.00	.00	.00	.00
16R TOTALS	.00	.00	.00	501.36-	.00	.00	.00	.00
17PM 20	.00	.00	.00	1.87-	.00	.00	.00	.00
17PM TOTALS	.00	.00	.00	1.87-	.00	.00	.00	.00
TOTALS	.00	.00	.00	7689.64-	.00	.00	.00	.00

RECAP TOTALS BY ADJUSTMENT CODE

ADJ CODE	+ BASE	PAYMT REF	PYMT VOID	- BASE	CR REF	+/-TX DUE	TRANS FRM	TRANS TO
RLS	.00	.00	.00	7689.64-	.00	.00	.00	.00
TOTALS	.00	.00	.00	7689.64-	.00	.00	.00	.00

RECAP TOTALS BY YEAR/ADJUSTMENT CODE

YR/ADJ CODE	+ BASE	PAYMT REF	PYMT VOID	- BASE	CR REF	+/-TX DUE	TRANS FRM	TRANS TO
19 RLS	.00	.00	.00	9.16-	.00	.00	.00	.00
19 TOTALS	.00	.00	.00	9.16-	.00	.00	.00	.00
20 RLS	.00	.00	.00	7680.48-	.00	.00	.00	.00
20 TOTALS	.00	.00	.00	7680.48-	.00	.00	.00	.00
TOTALS	.00	.00	.00	7689.64-	.00	.00	.00	.00

STAFF REPORT

TO:	City Council
VIA:	E.L. Faison, City Manager
DATE:	December 1, 2020
FROM:	Russell Colbath, Water Resources Director
SUBJECT:	Engineering Services Contract - Wastewater Treatment Plant (WWTP) Flow Equalization Storage Improvements

SUMMARY STATEMENT

City Council is requested to approve an engineering services contract with Hazen and Sawyer to complete design, permitting and bid phase services for improvements to the WWTP flow equalization storage.

REVIEW

Background

On August 18, 2020, City Council approved a Capital Budget Ordinance to establish a project for improving the City's WWTP flow equalization storage capacity. The project is needed to facilitate managing peak WWTP flows during high intensity and extended duration rainfall events. The 10.4 MGD plant can sustain instantaneous maximum hydraulic throughput of 22 MGD. Once influent flows (Monroe plus Union County eastside system) exceed 22 MGD, flow must be diverted to the existing on-site flow equalization storage basin. The current EQ storage volume is 10 million gallons. In prolonged rainfall events, as this storage volume fills up, the WWTP must by-pass certain treatment processes for flows exceeding 22 MGD. These by-pass events must be reported to NCDEQ pursuant to the WWTP NPDES permit. While historically these bypass event did not lead to enforcement action against the City, recent discussion with NCDEQ staff indicates this will likely change in the future for all statewide wastewater systems. Given the current economic development interest in Monroe, and the time frame until the WWTP future expansion, it is prudent to make WWTP improvements now that will enhance NPDES permit compliance and maximize the value of our surplus WWTP capacity to support economic development projects.

The 2008 WWTP Master Plan identified the need for added equalization flow storage, likely in advance of the 2030's plant expansion timeframe. In 2009 the City purchased a 23 acre parcel adjacent to the WWTP for future needs, including this flow storage improvement. It is important to note that the EQ basin storage improvement does not change or increase the 10.4 MGD permitted capacity of the WWTP, but will allow the plant to operate more effectively and improve NPDES permit compliance within this rated capacity.

Engineering Services Contract

Staff has negotiated with Hazen and Sawyer Engineers to perform design, permitting, and bid phase services for the project. Hazen and Sawyer has been the engineer of record for the City WWTP since the 1990's. The total not-to-exceed cost ceiling limit of $309,695 is deemed reasonable based on the cost of the project, the risk of designing a high hazard dam embankment as part of the project, and the complexity of regulatory coordination.

Because budgeted funds are available, and based on the Mayoral Committee Principals dated November 19, 2019, this contract award is coming directly to City Council without a committee recommendation.

RECOMMENDATION

It is the recommendation of Staff that City Council take the following action:

Motion to approve an engineering services contract with Hazen and Sawyer to complete design, permitting and bid phase services for improvements to the WWTP flow equalization storage for a total not-to-exceed cost ceiling limit of $309,695. Further to authorize the City Manager to sign all items related to the contract.

STAFF REPORT

TO:	City Council
VIA:	E.L. Faison, City Manager
DATE:	December 1, 2020
FROM:	Russell Colbath, Water Resources Director
SUBJECT:	Contract Award – WWTP and WTP Treatment Residuals Trucking.

SUMMARY STATEMENT

City Council is requested to consider a contract award for WWTP and WTP treatment residuals trucking.

REVIEW

The Water Resources Department received bid proposals on October 26, 2020 for WWTP and WTP treatment residuals (sludge) trucking. Treatment plant residuals are beneficially recycled on permitted farm land through the City's stringent North Carolina Department of Environmental Quality (NCDEQ) Land Application permit. Trucking of these residuals to the permitted farms is a critical process element in providing water supply and wastewater treatment to the City.

Bids were received from the following qualified vendors.

Contractor	Proposal	
	14 Yard Dump Truck $/HR	Road Tractor $/HR
McCollum Trucking	No Bid	
Presslar Trucking and Grading	No Bid	
Warlick Trucking	$90/HR	$115/HR
Redstone Materials	$80/HR	$95/HR

Based on projected trucking needs, Staff estimates the amount for Redstone Materials will be $80,000 for the first contact year, and $92,000 for Warlick for the same period. Staff is also recommending an annual contract format with up to 4 yearly renewals. The contract will only be renewed based on mutual agreement by the City and contractor, and subject to available budgeted funds. With this format, the cost of a single year is under $100,000 and would not require Council approval, but based on the potential 5-year compensation amount, the contract award is being presented for Council approval.

Because budgeted funds are available for the first year commitment, and based on the Mayoral Committee Principals dated November 19, 2019, this purchase contract award is coming directly to City Council without a committee recommendation.

RECOMMENDATION

It is the recommendation of Staff that City Council take the following action:

Motion to award the contract to Redstone Materials in the amount not to exceed $80,000 in the first year of the contract, and not to exceed $90,000 per year in any subsequent yearly renewal. Further to authorize the City Manager to execute all necessary documents.

STAFF REPORT

TO:	City Council
VIA:	E.L. Faison, City Manager
DATE:	December 1, 2020
FROM:	Lisa Strickland, Finance Director
PREPARED BY:	Ashley Ivey, Accounting Manager
SUBJECT:	Presentation of Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ended June 30, 2020

SUMMARY STATEMENT

The purpose of this report is to inform Council that on December 1, 2020, Mrs. Elsa Watts, CPA of Martin Starnes & Associates, CPAs, P.A. will present the Comprehensive Annual Financial Report (CAFR) for the City of Monroe for the year ended June 30, 2020.

REVIEW

Mrs. Watts will present the CAFR, highlighting the results of the annual audit performed on the City's financial records. The electronic version of the Comprehensive Annual Financial Report is attached in the packet for your review. The printed copy of the CAFR will also be provided to you.

RECOMMENDATION

No action required.

STAFF REPORT

TO:	City Council
VIA:	E.L. Faison, City Manager
DATE:	December 1, 2020
FROM:	R. Christopher Platé, Executive Director of Economic Development
PREPARED BY:	Ron Mahle, Assistant Director of Economic Development
SUBJECT:	Request City Council Consider Level I Economic Development Incentive Grant for American Wick Drain Corporation

SUMMARY STATEMENT

City Council is requested to consider the award of a Level I Economic Development Incentive Grant to American Wick Drain Corporation in an amount not to exceed $54,250 over a five-year period.

REVIEW

Our office began discussions with American Wick Drain Corporation (under code name Project TAP) in September of 2020. The company is headquartered in Monroe, North Carolina, where it has had a manufacturing facility since 1998. They currently employ 53 people making foundation drain systems used in building construction, highways, bridges, and athletic fields.

The company is considering investing in equipment and machinery to better serve their customer base throughout North America. If Monroe is selected, the project could involve the purchase and installation of approximately $3.500,000 of new equipment, buildings, and improvements at its location within the Monroe Corporate Center. The project is anticipated to create an additional five (5) jobs. This project is in competition with another corporate production facility located in Nevada.

Monroe-Union County Economic Development staff has reviewed the details of the project and recommends the award of a Level I Economic Development Incentive Grant in an amount not to exceed $54,250 paid over a five-year period beginning in FY 2022, as inducement to lure the potential investment.

This Level I Economic Development Incentive Grant is based upon appraised value each year as determined by the Union County Tax Administration office. This grant is based on the company's projected total investment of $3,500,000 in new equipment and machinery over the grant period, but not less than $2,000,000. Based on its projected investment in the City of Monroe, the current tax rate and assuming a consistent assessed value with no depreciation, the company will pay estimated ad valorem taxes on the new taxable investment of $107,852 over the grant period. Actual tax revenue to the City will be based on the assessed value of the investment each year depending upon the depreciation schedule and timing of the investments.

The economic development staff presented this project to the Monroe-Union County Economic Development Board of Advisors at its November 10, 2020 meeting, where the board recommended bringing the incentive request to Monroe City Council on December 1, 2020. Staff has reviewed the details of the project and conducted a cost-benefit analysis that shows the project has a 2.44 to 1.0 ratio for the term of the grant and a 4.36 to 1.0 ratio for the life of the project.

RECOMMENDATION

It is the recommendation of the Monroe-Union County Economic Development staff and the Monroe-Union County Board of Advisors that Monroe City Council award a Level I Economic Development Incentive Grant to American Wick Drain Corporation, in an amount not to exceed $54,250.

The recommended actions before City Council are as follows:

A. Council action needed – Motion to adopt Resolution Awarding Incentive Agreement *OR* Motion to deny grant
B. Council action needed *(only required if Resolution Awarding Incentive Grant approved)* - Motion to approve the Incentive Agreement

Attachment(s):
R-2020-64
Incentive Agreement
Acceptance of Incentive Form

RESOLUTION OF THE MONROE CITY COUNCIL
TO AWARD LEVEL I ECONOMIC DEVELOPMENT INCENTIVE GRANT TO AMERICAN WICK DRAIN CORPORATION
R-2020-64

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

WHEREAS, American Wick Drain Corporation, has duly applied for a Level I Economic Development Incentive Grant under said program; and,

WHEREAS, a public hearing was conducted by the City Council on December 1, 2020 at which hearing testimony was given by Monroe-Union County Economic Development Assistant Director, Ron Mahle and a company representative; and,

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

1. All facilities, if Monroe is the selected location, are proposed to be built and/or improved by the applicant on property currently within the corporate limits of the City of Monroe.

2. The applicant will be the principal employer of persons with respect to the grant application under the Program.

3. The applicant is a manufacturing business, which will have a minimum new investment of $2,000,000 in new taxable machinery, equipment, and building improvements which qualifies them for an economic development incentive grant.

4. No other grant from the Program has been awarded to the applicant for this project.

5. The applicant is not in the retail or the construction trade.

6. That the applicant meets all other applicable requirements of the Grant Program set forth by the City Council.

WHEREAS, based on the above findings and other documentation in the file, the City Council concludes that the applicant qualifies for a Level I Grant under the Program for an amount not to exceed Fifty-Four Thousand Two Hundred Fifty Dollars ($54,250.00) paid over a five-year grant period, beginning in Fiscal Year 2022. With qualification for the grant established and the economic benefits accrued to the City in the form of new employment, increased tax base and increased City utility revenues, the grant application should be approved subject to compliance with the Program and subject to appropriation; and,

WHEREAS, the City of Monroe anticipates entering into an Economic Incentive Grant Agreement with American Wick Drain Corporation, if Monroe is the selected location and pursuant to the City of Monroe Economic Development Incentive Grant Policy.

NOW THEREFORE BE IT RESOLVED THAT the grant application of American Wick Drain Corporation, for a Level I Grant be approved subject to compliance with the requirements and provisions of the Program and subject to appropriation. Staff is hereby authorized to negotiate the Economic Development Incentive Grant Agreement and the Mayor is hereby authorized to execute on behalf of the City the Economic Development Incentive Grant Agreement with American Wick Drain Corporation under the terms stated above and pursuant to the City of Monroe Economic Development Incentive Grant Policy.

Adopted this 1st day of December, 2020.

Attest:

____
Bobby G. Kilgore, Mayor

____
Bridgette H. Robinson, City Clerk

NORTH CAROLINA

UNION COUNTY

This **INCENTIVE AGREEMENT** made and entered into this 1st day of December, 2020 between AMERICAN WICK DRAIN CORPORATION (the "Company") and the CITY OF MONROE (the "City").

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

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

WHEREAS, the Company intends to make improvements to real property and purchase and install new manufacturing equipment at its facility in Monroe and thereby invest approximately Three Million Five Hundred Thousand Dollars ($3,500,000) in taxable capital improvements and equipment and anticipates retaining and/or creating jobs; and

WHEREAS, such expansion of a business qualifies it for a Level I Economic Development Incentive Grant by the City, and the City Council of the City of Monroe, after public hearing, approved awarding up to a maximum amount of $54,250.00 to the Company over a five (5) year period based on the qualifying capital investment of the Company; and

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

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

1. **Capital Investments:** The Company commits to investing approximately Three Million Five Hundred Thousand Dollars ($3,500,000), but no less than Two Million Dollars ($2,000,000.00), in new taxable building improvements, machinery, and equipment over a five (5) year period beginning in 2020. Said improvements and new investment shall be located in the City of Monroe and will include the tax value of property relocated into the City as well as newly acquired property. The Company shall provide the City with all necessary documentation and access to inspect improvements necessary to confirm compliance by the Company prior to the City's annual appropriation of the grant.

2. **Annual Grants:** The City agrees to pay to the Company up to a maximum amount of Fifty-Four Thousand Two Hundred Fifty Dollars ($54,250.00) spread over a five (5) year period

beginning with City fiscal year 2022. Each annual payment shall be appropriated by the Monroe City Council as part of its annual budget adoption process pursuant to the requirements of North Carolina law. The amount of each annual payment shall be based upon proof that the qualifying capital investments have been made by the Company during the preceding year.

3. **Limitations:** Any grants provided under this Agreement are subject to the Company meeting the minimum qualifications required by the City of Monroe Economic Development Incentive Grant Program, the terms of which are incorporated herein by reference and upon the terms and conditions set out in attached Exhibit A which are incorporated herein. The minimum qualifications require capital expenditures by the Company with an ongoing presence in the City of Monroe which results in the associated additional investment as shown on the Union County tax records. In any year that the Company's capital expenditures fail to meet the minimum qualifications set out in the Economic Development Incentive Grant Program, the Company shall not be entitled to a grant payment for that year.

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

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

6. **Miscellaneous:**

   A. This Agreement shall be governed by and interpreted by the laws of the State of North Carolina.

   B. Any Communication required or permitted by this Agreement must be in writing and shall be deemed given when delivered by hand or mailed first-class mail, postage paid, and addressed as follows:

If to the Company: American Wick Drain
1209 Airport Road
Monroe, North Carolina 28110
Mr. Scott Morris, President

If to the City: City of Monroe
Post Office Box 69
Monroe, North Carolina 28111-0069
Attn: Mr. R. Christopher Platé, Executive Director of
Monroe-Union County Economic Development

C. If any provision of this Agreement shall be determined to be unenforceable, that provision shall be severable and shall not affect any other provision of this Agreement.

D. This Agreement constitutes the entire agreement between the parties, and this Agreement shall not be changed or modified except in writing signed by all the parties.

E. Subject to the specific provisions of this Agreement, this Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties and their respective successors and assigns.

F. **E-Verify Requirement.** The Company shall comply with the requirements of Article 2 of Chapter 64 of the General Statutes. Further, if the Company utilizes a subcontractor, the Company shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the General Statutes**.**

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

AMERICAN WICK DRAIN CORPORATION	**ATTEST:**
______________________________	______________________________
Scott Morris, President	Katrina Manus, Human Resources Manager
	(SEAL)

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

CITY OF MONROE	**ATTEST:**
______________________________	______________________________
Bobby G. Kilgore, Mayor	Bridgette H. Robinson, City Clerk
	(SEAL)

EXHIBIT A:

1. The Company must invest no less than $2,000,000 in new taxable improvements, buildings, machinery, and equipment over a five (5) year period, beginning in 2020. Such investment will include the tax value of property relocated into the City as well as newly acquired property.

2. The Company must be in good standing with the City during the grant period in order to receive each of the annual grant payments. If at any time the Company fails to be in good standing, grant payments will be suspended until such time the Company returns to good standing. The Company may receive payment prior to its fulfillment of the qualifying investment, but the payment will be issued in proportion to the investment that has been completed to date of the payment request.

3. The Company must request each year's annual grant payment and file the proper form which is available from the Economic Development Department.

4. The City will appropriate the calculated Maximum Annual Grant Payment under this Agreement for the Company each fiscal year for the five (5) year period, beginning in City fiscal year 2022. The calculated Maximum Annual Grant Payment for the Company, which is based on $3,500,000 capital investment, inclusive of the tax value of property relocated into the City, and a grant factor of .0155, will not exceed $54,250. The Actual Grant Payment may differ as it is calculated using the current year's Grant Factor and the current year's assessed value of the real property and personal property associated with this Agreement.

5. The City will pay the grant payment within sixty (60) days confirmation of the investment, and confirmation of good standing of the Company. The payment will be in the form of a check mailed or hand delivered to the local facility.

STAFF REPORT

TO: City Council

VIA: E.L. Faison, City Manager

DATE: December 1, 2020

FROM: Lisa Stiwinter, Planning and Development Director

PREPARED BY: Keri Mendler, Planner

SUBJECT: Zoning Map Amendment for the property located at 502 Miller Street further identified as tax parcel 09-228-248A

SUMMARY STATEMENT

City Council is requested to consider a zoning map amendment for the property located at 502 Miller Street further identified as tax parcel 09-228-248A from GI (General Industrial) to R-10 (Residential-High Density).

REVIEW

The City of Monroe has received a request from Jesus Lopez to rezone the subject property from GI (General Industrial) to R-10 (Residential-High Density). The property currently contains an existing single family home. The single-family home has not had active utilities since 2009 and has since lost its "grandfathered" status for single-family uses. As the property is currently zoned it can be utilized for uses allowed within the General Industrial district, such as an office, subject to site modifications. The current owner would like to continue to utilize this property for single-family so they have requested the rezoning for that reason.

AREA CHARACTERISTICS

Adjoining Land Uses and Zoning District

	Existing Uses	Zoning District
North	Warehouse	GI (General Industrial)
East	Single Family Residential	GI (General Industrial)
South	Vacant/Residential	R-10 (Residential)
West	Warehouse	GI (General Industrial)

LAND DEVELOMENT PLAN CONSISTENCY

The Land Development Plan indicates this area is Traditional Development. The Traditional Development surrounds the downtown core and is anchored by the city's most historic neighborhoods. The dense transportation network offers easy access to downtown. The design and scale of neighborhoods encourages active living and affords residents the ability to live, work, shop, and play within a walkable community. Single family residential is a priority use in this designation.

The proposed project is consistent with the Future Land Use Plan. Staff believes this use is a reasonable use and in the public interest because of the existing single family uses within the vicinity and R-10 zoning to the south of this parcel.

PUBLIC NOTIFICATION

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

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

RECOMMENDATION

Planning Board and staff recommend approval of the rezoning.

City Council Action:

A. Motion to adopt Resolution approving Land Development Plan Compliance ***OR*** Motion to adopt Resolution denying Land Development Plan Compliance

B. Motion to adopt Ordinance amending Section 156.106 ***OR*** Motion to deny zoning map amendment

Attachments:

1. Ortho Map
2. Zoning Map
3. Future Land Use Map
4. Future Land Use Description
5. APO List
6. APO Map
7. Draft PB Minutes
8. Approval Resolution
9. Denial Resolution
10. Ordinance 156.106

City of Monroe
Where Heartland Meets High Tech

Ortho Map

Legend

Centerlines
Parcels

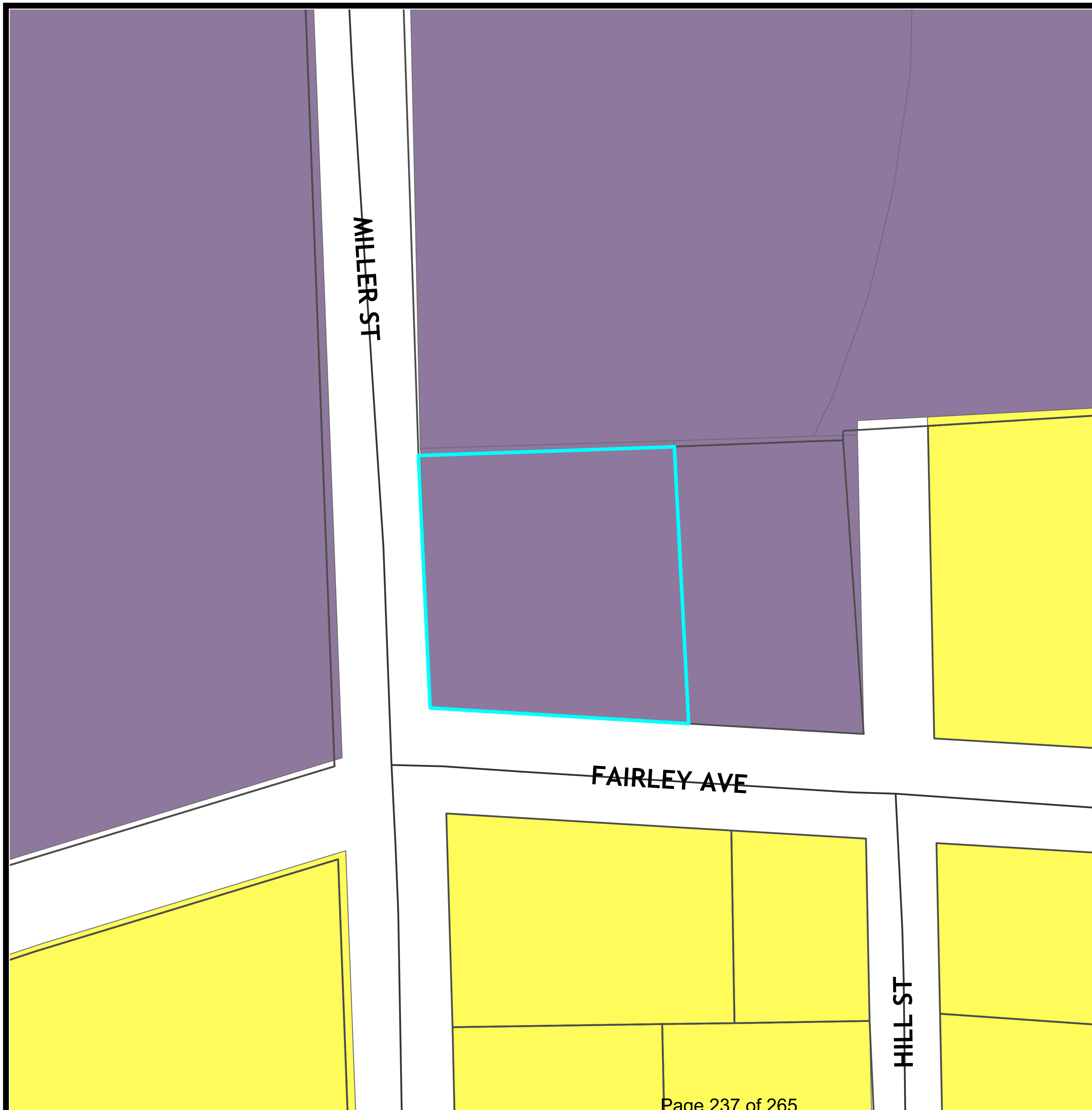
Existing: GI
(General Industrial)

Owner: Jesus Lopez

Acres: .29

N
W E
S

0 50 100
Feet



City of Monroe
Where Heartland Meets High Tech

Zoning Map

Legend

Centerlines

Parcels

Zoning Districts

Code

R-10

G-I

Existing: GI (General Industrial)

Owner: Jesus Lopez

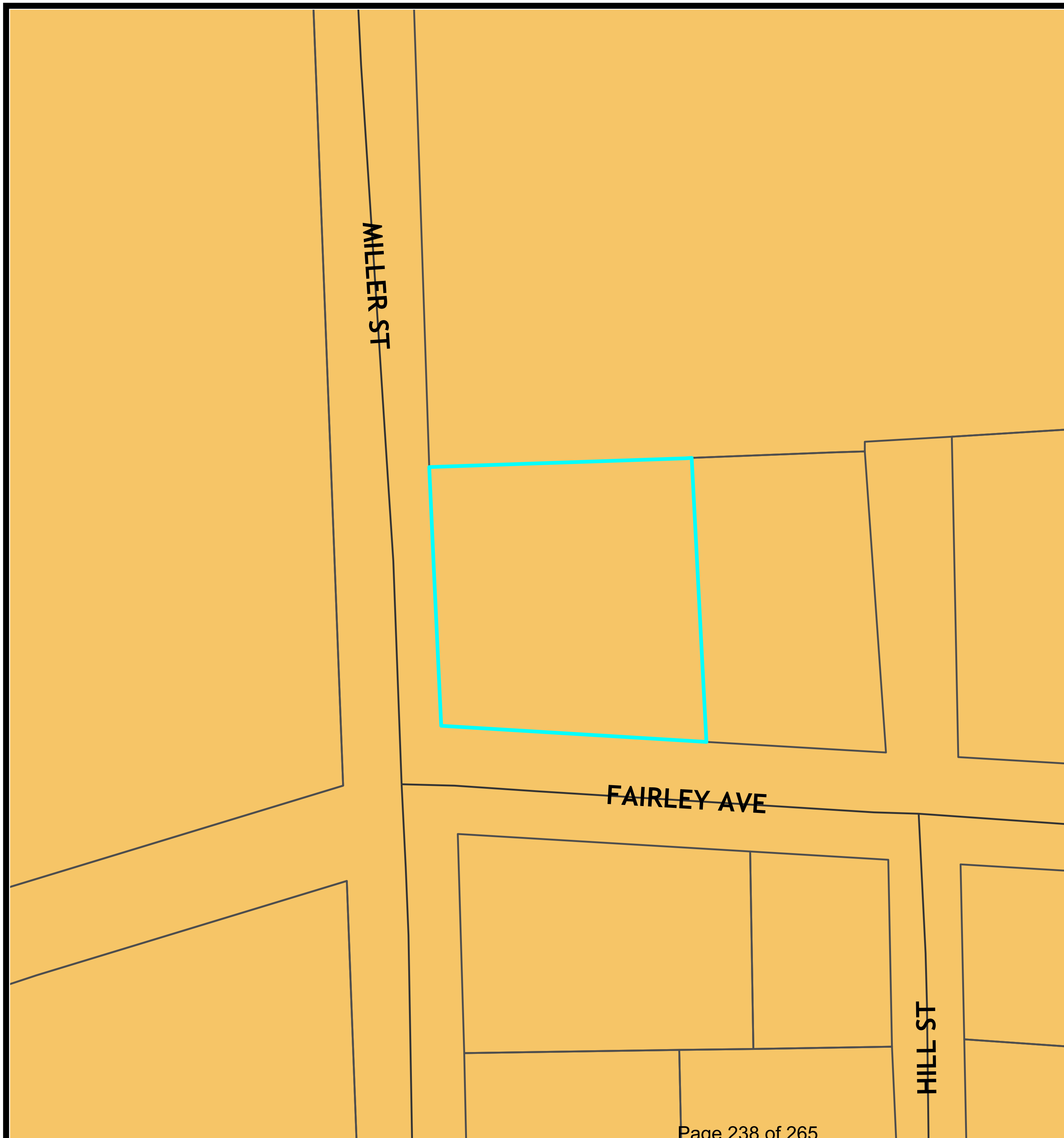
Acres: .29

N
W E
S

0 50 100 Feet

City of Monroe
Where Heartland Meets High Tech

Future Land Use Map



Legend

Centerlines

Parcels

FLUM

Future Land Use Character Area

Traditional Development

Existing: GI
(General Industrial)

Owner: Jesus Lopez

Acres: .29

N
W E
S

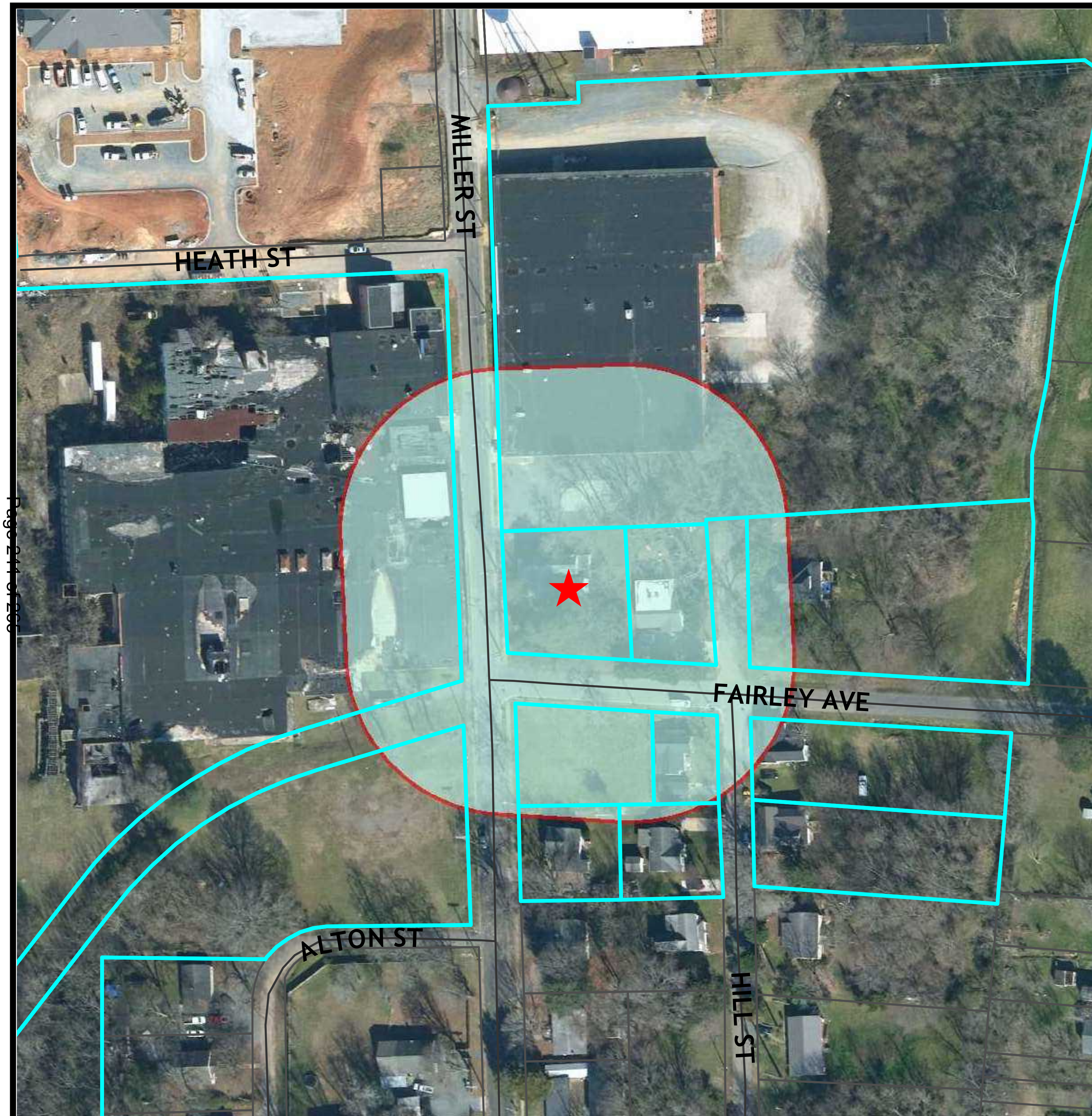
0 50 100
Feet

Future Land Use Description

The Land Development Plan indicates this area is Traditional Development. The Traditional Development surrounds the downtown core and is anchored by the city's most historic neighborhoods. The dense transportation network offers easy access to downtown. The design and scale of neighborhoods encourages active living and affords residents the ability to live, work, shop, and play within a walkable community. Single family residential is a priority use in this designation.

The proposed project is consistent with the Future Land Use Plan. Staff believes this use is a reasonable use and in the public interest.

ACCTNO	OWNERNAME1	OWNERNAME2	OWNERADDRE	OWNERCITY	OWNERSTATE	OWNERZIP
09228205	CRUZ-FELIPE AUGUSTIN	CRUZ-FELIPE SERGIO	4923 PENNY POINT PL	CHARLOTTE	NC	28212
09228223	HERNANDEZ ESDRAS JESUS MADRID		304 FAIRLEY AVE	MONROE	NC	28110
09228247	506 MILLER STREET LLC		8687 ARBOR OAKS CIR	CONCORD	NC	28027
09229015	NETTLES MARK A		7121 STRAWBERRY LN	STANFIELD	NC	28163
09228248A	JESUS OROSCO LOPEZ	ERICA ELOISA MELGAR MEJIA	1405 CHERRY ST	MONROE	NC	28110
09229015	NETTLES MARK A		7121 STRAWBERRY LN	STANFIELD	NC	28163
09228222A	GODINEZ JOSE ANTONIO SANCHEZ		424 MILLER ST	MONROE	NC	28110
09229015	NETTLES MARK A		7121 STRAWBERRY LN	STANFIELD	NC	28163
09228206	D K PROPERTIES OF UNION LLC		4001 SIKES MILL RD	MONROE	NC	28112
09229015	NETTLES MARK A		7121 STRAWBERRY LN	STANFIELD	NC	28163
09228222	CASTILLO FRANCISCO SANDOVAL		419 HILL ST	MONROE	NC	28110
09228207	XALOCAN CLAUDIO SANTILLO	SASTRE CAMERINA IZOTECO	416 N HILL ST	MONROE	NC	28110
09228224	D K PROPERTIES OF UNION LLC		4001 SIKES MILL RD	MONROE	NC	28112
09228248	VILLARREA MISAEL &	ANABEL EXTRADA DE LA LUZ	311 FAIRLEY AVE	MONROE	NC	28110



City of Monroe
Where Heartland Meets High Tech

APO Map

502 Miller St.

Legend

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

N W E S

Item 4. **Zoning Map Amendment request for property located at 502 Miller Street from General Industrial (GI) to Residential High Density (R-10) (Tax Parcel #09-228-248A)**

Doug Britt, Senior Planner, introduced this item and said this is a general rezoning. He said the applicant just wants to rezone from one district to another district. He said the property is currently zoned General Industrial (GI) and the applicant is requesting to rezone to Residential (R-10) at 502 Miller Street. He said the property is located at the corner of Miller Street and Fairley Avenue. He said the property is currently a single-family home and has not had active utilities since 2009. He said it has since lost its "grandfathered" status for single-family uses. He said as the property currently sits, it can only be utilized for industrial purposes such as office, which would be subject to slight modification such as paved driveway and paved parking. He said the current owner would like to rezone the property back to residential to be used for residential purposes.

Doug explained that there are houses on Highway 74 and they are likely zoned General Business (GB). He said as long as somebody lives in the house, maintains utilities and does not let utilities go dormant for more than 180 straight days, they can continue to live in that property forever. He said people may say that the City tries to run people out, but it does not. He said if somebody comes in and says there is a house that is grandfathered and nonconforming and they want to live in the house but it has been vacated more than 180 days with utilities terminated, we tell them they cannot use it for residential purposes. He said in this request, there is an existing house on a small lot. He said if they wanted to use it for purposes that it is zoned for, they can use it for an office or industrial manufacturing (it is zoned GI) which would require a paved parking lot, landscaping and a buffer. He said all commercial uses are required to have a buffer around adjacent residential uses.

Doug said the applicant is requesting to rezone the property back to Residential (R-1-0). He said R-10 is Residential High Density and it is our smallest zoning district at 10,000 square foot lots. He said this area is in the Traditional Development area which is basically small lots.

Doug said staff recommends approval of this request since the lot is so small and there is already a house on the property.

John Harris asked Doug about the status of the nearby Buggy Factory building. Doug said the Buggy Factory is further down the street and is the same piece of property that has the water tower on it. He said the Buggy Factory is slowly happening and they should be submitting the application soon to convert the old mill to apartments. He said it has already been approved by Council.

John Ashcraft said to Doug that there appears to be another house with a car parked that is zoned General Industrial. Doug said the lot would be the status that the requested home has lost. Mr. Ashcraft asked what is the condition of the house that is requesting R-10 zoning. Doug said he did not know; he said he has never been in the house. He said the applicants can better answer this.

The applicant, Juan, said the house is not in livable condition. He said they will remodel the whole house. Vice Chair asked if the they will be living in the house. Juan said yes.

Richard Yercheck asked Doug if there were any conditions that should be applied to this request. Doug said with a general rezoning, you cannot add any conditions. He said the City has done very few general rezonings since he has been with the City. He said staff usually tells people that chances of getting a rezoning from R-20 to GB are few and far between. He said they are better doing a Conditional District to be approved by Council so that they are able to see what you are going to do, see a site plan, etc. He said something like this request staff sees as something non-invasive.

John Ashcraft said in regards to them refurbishing the house and bringing it up to code, they could not get a certificate of occupancy until it meets City Code. Doug said correct, utilities have been off for so long that it will trigger certain inspections such as gas inspections, etc. He said Minimum Housing will not be triggered unless there is something on the outside of the house first.

Doug said it will be up to the applicant to pull all the proper permits. He said once they pull the permits, the inspectors can go into the house to see its condition.

Jennifer Smith asked for the age of the house. Doug said it is probably from the 1950s or 1960s.

Vice Chair asked if there were any questions for Doug. There were none.

Vice Chair asked for a motion on this proposal.

Motion:	Richard Yercheck made a motion to recommend adoption of the Resolution Approving the Land Development Plan Compliance.
Second:	John Harris
Action:	The motion to recommend adoption of the Resolution Approving the Land Development Plan Compliance passed unanimously.

Vice Chair asked for a motion on the Ordinance amending Section 156.106 – Official Zoning Map.

Motion:	Richard Yercheck made a motion to recommend the adoption of the Ordinance amending Section 156.106 - Official Zoning Map.
Second:	Renee Hartis
Action:	The motion to recommend adoption passed unanimously.

RESOLUTION APPROVING LAND DEVELOPMENT PLAN COMPLIANCE
R-2020-67

WHEREAS, in accordance with the provisions of North Carolina General Statute 160A-383, the City Council does hereby find and determine that the adoption of the zoning map amendment for the property located at 502 Miller Street further described below property is consistent with the adopted Land Development Plan. The Land Development Plan identifies this area as Traditional Development. The proposed rezoning to R-10 is a single family zoning classification. Single family residential is a priority use in the Traditional Development character area. The proposed rezoning is a reasonable use and in the public interest because of the existing single family uses within the vicinity and the R-10 zoning to the south of this parcel.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Approving Land Development Plan Compliance for property with Union County Tax Parcel Number(s): 09-228-248A

Adopted this 1st day of December, 2020.

Attest:

____
Bobby G. Kilgore, Mayor

____
Bridgette H. Robinson, City Clerk

RESOLUTION DENYING LAND DEVELOPMENT PLAN COMPLIANCE
R-2020-67

WHEREAS, in accordance with the provisions of North Carolina General Statute 160A-383, the City Council does hereby find and determine that the adoption of the zoning map amendment for the property located at 502 Miller Street further described below property is consistent with the adopted Land Development Plan. The Land Development Plan identifies this area as Traditional Development. The proposed rezoning to R-10 is a single family zoning classification. Single family residential is a priority use in the Traditional Development character area. However, the use is not reasonable or in the public interest because the existing development to the north is industrial and there could be a negative impact to a single family home near industrial uses. Based on this information, the conditions have changed which justify amending the Land Development Plan. As a result of this zoning map amendment denial, the Land Development Plan is amended to reflect the land use modification.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Denying Land Development Plan Compliance for property with Union County Tax Parcel Number(s): 09-228-248A

Adopted this 1st day of December, 2020.

Attest: ______________________________
Bobby G. Kilgore, Mayor

____
Bridgette H. Robinson, City Clerk

ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 156: ZONING CODE
O-2020-48

Preamble

Pursuant to authority conferred by Chapter 160A-381 of the North Carolina General Statutes, as amended and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants of the City by lessening congestion in and around the streets; securing safety; preventing the overcrowding of land; avoiding undue congestion; and facilitating the adequate provision of transportation.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV, CHAPTER 156 ZONING CODE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

Section 1. Amend **§156.106 OFFICIAL ZONING MAP** as follows:

Rezone the property with tax parcel: 09-228-248A from GI (General Industrial) to R-10 (Residential-High Density).

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 1st day of December, 2020.

Attest:

____
Bobby G. Kilgore, Mayor

____
Bridgette H. Robinson, City Clerk

STAFF REPORT

TO:	City Council
VIA:	E.L. Faison, City Manager
DATE:	December 1, 2020
FROM:	Lisa Stiwinter, Planning and Development Director
PREPARED BY:	Keri Mendler, Planner
SUBJECT:	Zoning Map Amendment request for property located at 1402 Miller Street (Tax Parcel: 09-225-037C)

SUMMARY STATEMENT

The City Council is requested to consider a zoning map and text amendment request by Ulysses Martinez, prospective buyer, for the property located at 1402 Miller Street from General Business (GB) to Conditional District (CD) "Big Brothers Collision."

REVIEW

The applicant is requesting a zoning map and text amendment from General Business (GB) to Conditional District (CD) "Big Brothers Collision" in order to allow an automotive collision repair shop on this site and retain all GB uses. The property currently has a 6,090 square foot building and a paved parking area to the side and rear of the building. The site plan also indicates a potential future building addition with notes that indicate the exterior materials will be consistent with the existing building.

AREA CHARACTERISTICS

Adjoining Land Uses and Zoning District

	Existing Uses	**Zoning District**
North	PPC Specialty Metals	General Business
East	Event Space	General Business
South	Operation Reachout, Inc	General Business

West	Monroe Plaza Shopping Center	Sub-District C of the CA-O District

REQUIREMENTS

Density & Dimensional Standards
The applicant is proposing no changes to the current 10 foot setbacks.

Parking
The property has an existing paved parking area located to the side and rear of the building.

Landscaping
There are existing trees along Miller Street and East Myers Street. No additional landscaping is being proposed.

LAND DEVELOPMENT PLAN CONSISTENCY

The Land Development Plan indicates that this property is located in the Community Corridor character area. The Community Corridor serves as a primary conduit to downtown, epicenter of the city's commercial activity, and the spine of the community with critical connections to major employers and activity centers. This designation encourages a more unified approach to improving the area's physical environment and economic viability. Commercial is a priority use in the Community Corridor character area.

The proposed used is consistent with the Land Development Plan. Staff is of the opinion that the proposed use is reasonable and in the public interest.

PUBLIC NOTIFICATION

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

RECOMMENDATION

The Planning Board and staff recommend approval of the rezoning from General Business to CD "Big Brothers Collision."

City Council Action:

A. Motion to adopt Resolution approving Land Development Plan Compliance ***OR*** Motion to adopt Resolution denying Land Development Plan Compliance

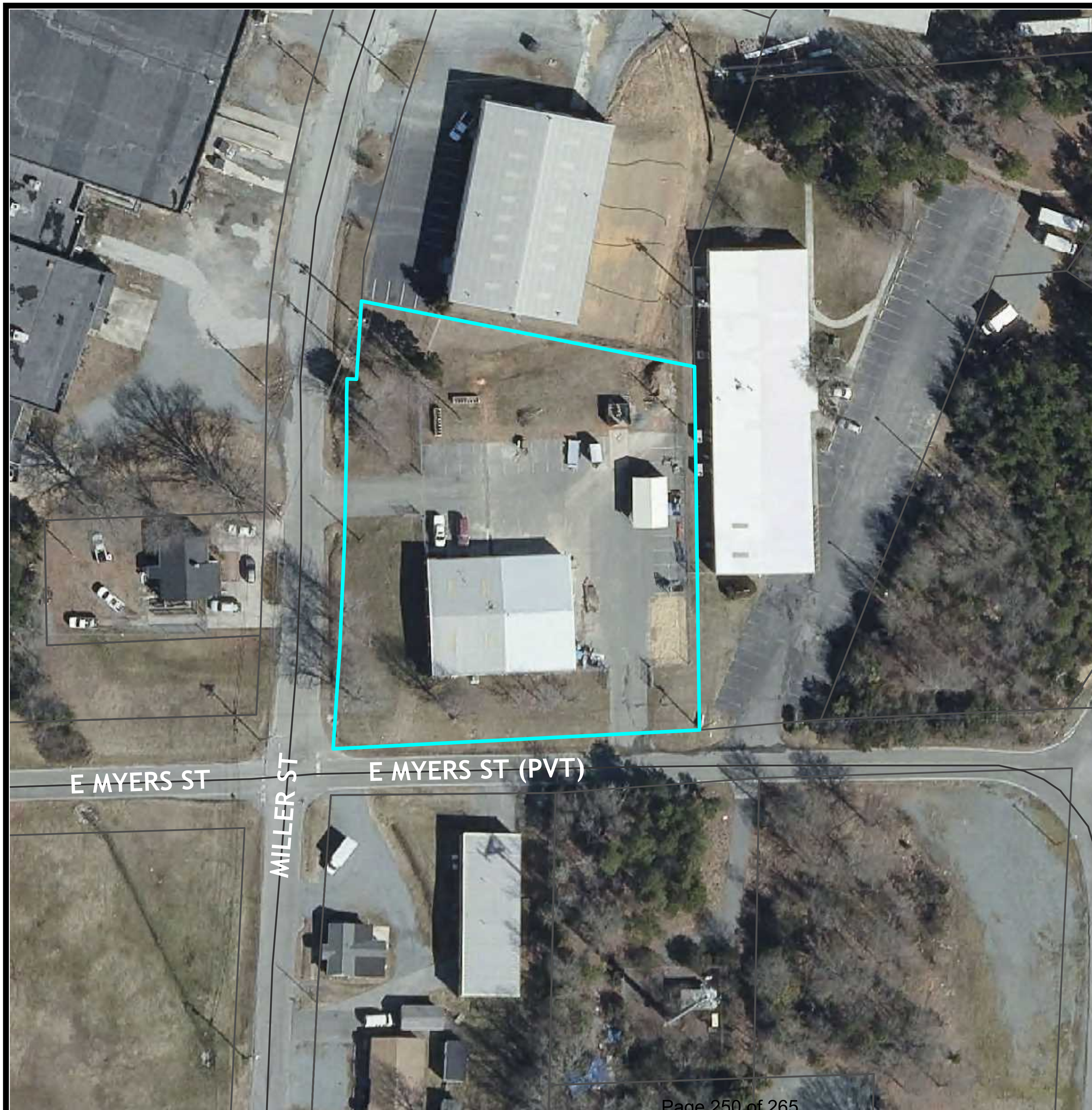
B. Motion to adopt Ordinance amending Section 156.106 ***OR*** Motion denying zoning map amendment

C. Council action needed ***(only required if zoning map amendment approved)*** – Motion to adopt Ordinance amending Section 156.98

Attachments:

1. Ortho Map
2. Zoning Map
3. Site Plan
4. Future Land Use Map
5. Future Land Use Description
6. APO List
7. APO Map
8. Draft PB Minutes
9. Approval Resolution
10. Denial Resolution
11. Ordinance 156.106
12. Ordinance 156.98

Prepared: 11-16-20 KM



City of Monroe
Where Heartland Meets High Tech

Ortho Map

CD "Big Brothers Collision"

Legend

Centerlines

Parcels

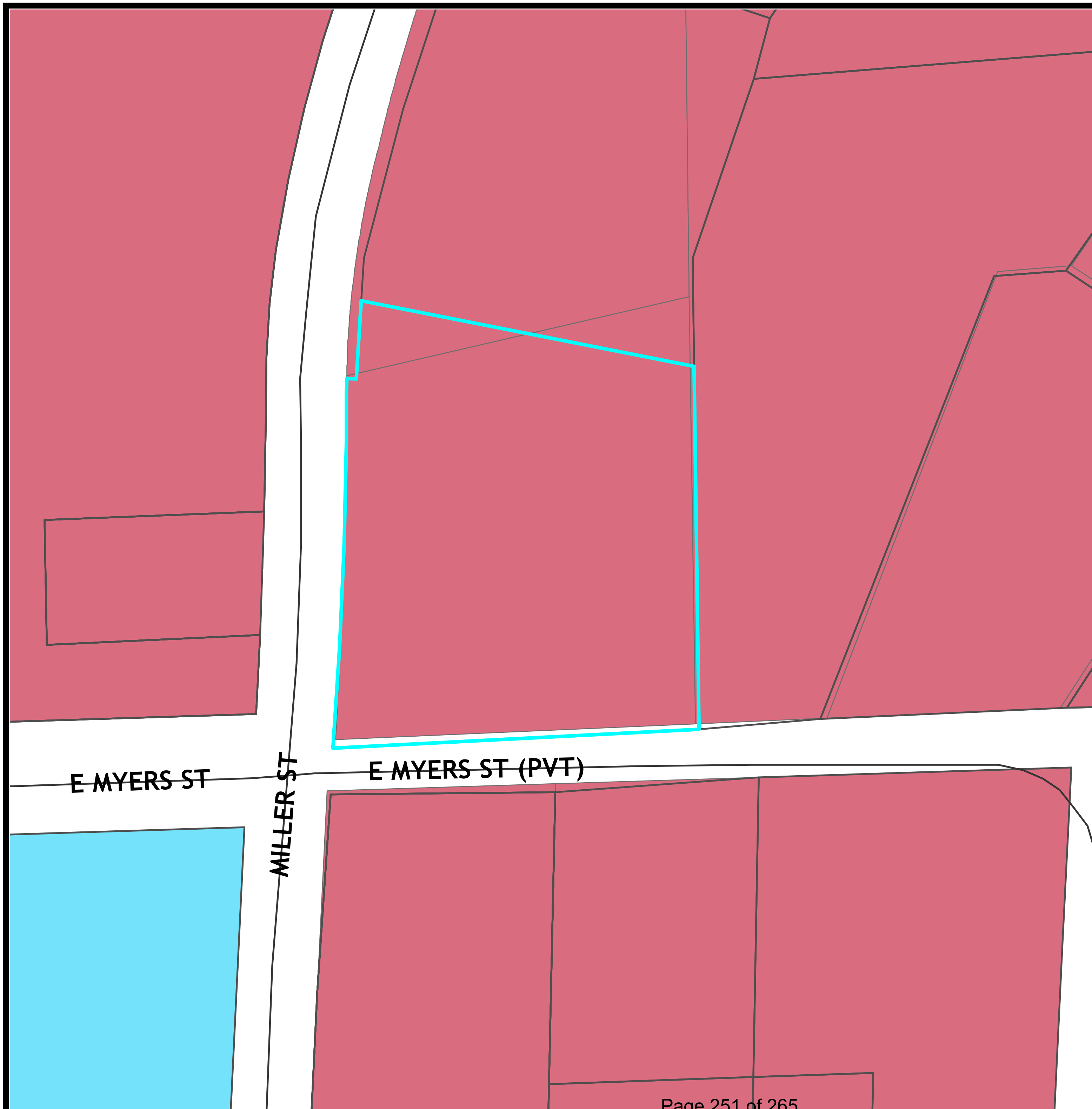
Existing: GB (General Business)

Owner: Donald and Betty Wilburn

Acres: 1.29

N
W E
S

0 70 140 Feet



City of Monroe
Where Heartland Meets High Tech

Zoning Map

CD "Big Brothers Collision"

Legend

Centerlines

Parcels

Zoning Districts

Code

OT

GB

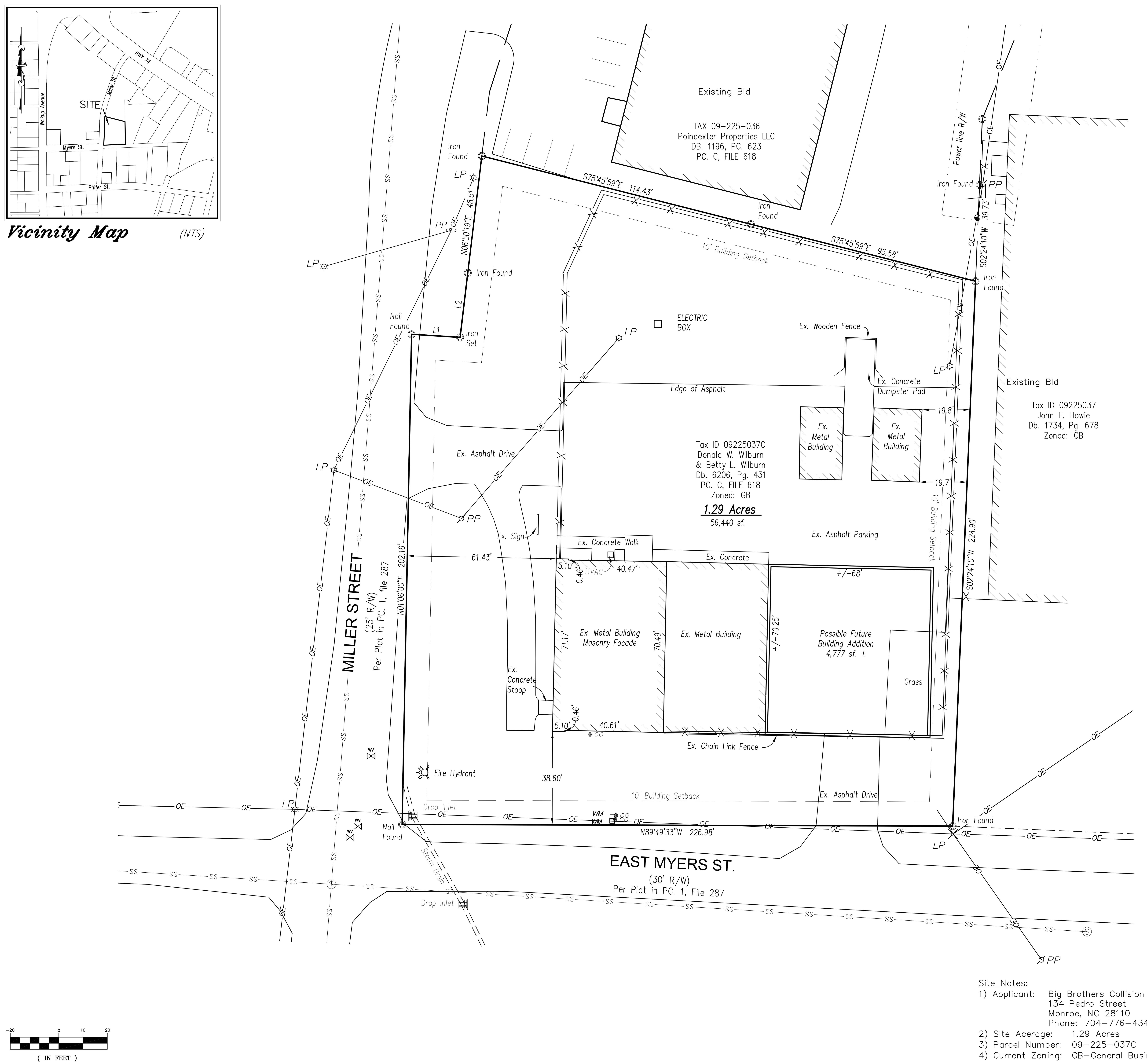
Existing: GB
(General Business)

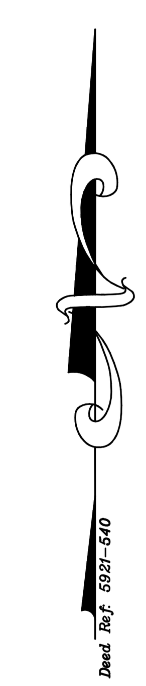
Owner: Donald and
Betty Wilburn

Acres: 1.29

N
W E
S

0 70 140
Feet





LINE TABLE		
LINE	LENGTH	BEARING
L1	20.05	S86°24'55"E
L2	26.81	N06°48'02"E

Legend

Fence......................	— x — x — x — x — x — x —
Overhead electric..	——OE——OE——
Sanitary sewer......	——SS——
Power pole...........	PP
Light pole.............	LP
San. swr. manhole	
Drop inlet...............	
Water valve...........	
Fire hydrant...........	FH

Notes:

1) All survey information was taken from a survey by Lawrence Associates.
2) The proposed development shall meet all requirements of the phase II stormwater ordinance.
3) All elevation, packets, or other supplemental material submitted to staff, Planning Board and/or City Council in reference and support of this Conditional District shall be regarded as an integral element of the approved site plan.
4) Only uses permitted within the GB (General Business) Zoning District and Automotive Collision Repair shall be permitted as part of Conditional District "Big Brothers Collision".
5) Landscaping is to be kept in a thriving condition at all times.
6) All signage shall adhere to the GB (General Business) zoning district requirements.
7) Privacy slats uniform in color and length shall be installed and maintained on the existing chain link fence. Landscaping may also be installed to provide additional screening of the site.
8) Parking and/or storage of vehicles and/or parts shall be on the asphalt area only. Any driveway, vehicle accommodation or circulation expansions must be paved with asphalt and will require permitting.
9) Materials for potential future expansion as shown on the site plan shall be consistent with the existing building materials.

Site Notes:

1) Applicant: Big Brothers Collision Center, LLC
134 Pedro Street
Monroe, NC 28110
Phone: 704-776-4341
2) Site Acerage: 1.29 Acres
3) Parcel Number: 09-225-037C
4) Current Zoning: GB-General Business

Petitioner voluntarily agrees to all conditions approved by City Council, which are listed on this site plan.

______________________ Petitioner Signature

______________ Date

NO.	DATE	BY	ISSUE
1)	10/9/20	JLH	UPDATED NOTES - CITY COMMENTS

Big Brothers Collision Center, LLC
Attn: Ulysses Martinez
134 Pedro Street
Monroe, NC 28110
Phone: 704-776-4341
bigbrotherscollision@hotmail.com

LAWRENCE ASSOCIATES
106 W. Jefferson St.
Monroe, North Carolina 28112
P 704-289-1013
F 704-283-9035
www.lawrencesurveying.com
Firm License Number: C-2856

NORTH CAROLINA PROFESSIONAL SEAL 29985 ENGINEER CLINTON D. LAWRENCE
Preliminary Not for Construction

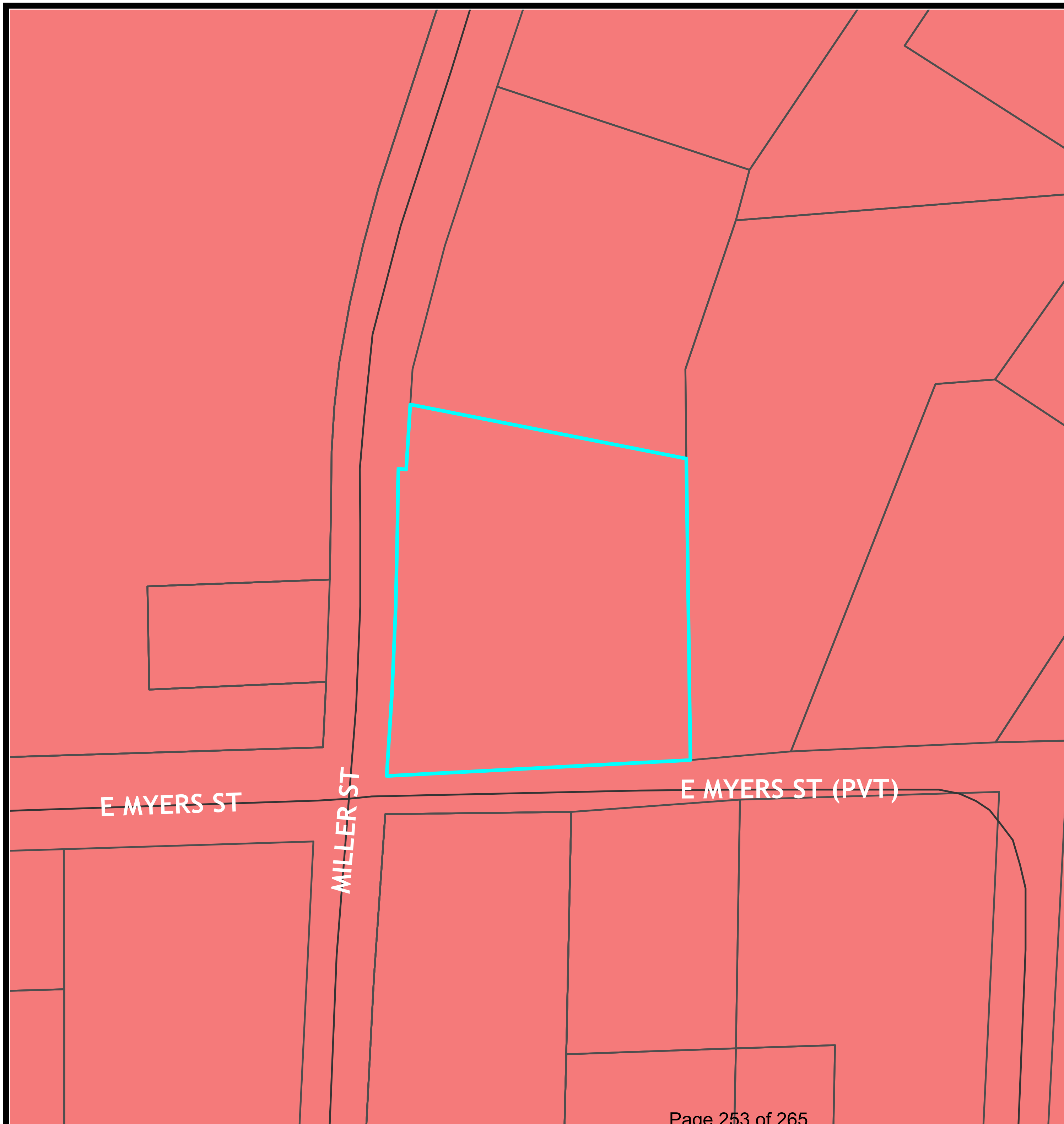
Big Brothers Collision Conditional District

DESIGNED BY	DRAWN BY	CHECKED BY
CDL	JLH	CDL
SCALE	**DATE**	**JOB NUMBER**
1" = 20'	03/04/2020	3125-3693

CU - 2.0

20/052E

\\LAWRENCE-2019\Lawrence Projects\3125-3693 Wilburn\Wilburn-Conditional Dist 10.09.2020.dwg 10/9/2020 12:08:14 PM EDT



City of Monroe
Where Heartland Meets High Tech

Future Land Use Map

CD "Big Brother Collision"

Legend

Centerlines

Parcels

Future Land Use Character Area

Community Corridor

Existing: GB (General Business)

Owner: Donald and Betty Wilburn

Acres: 1.29

N W E S

0 80 160 Feet

Future Land Use Description

The Community Corridor area generally covers most of US 74 and areas adjacent to intersecting major streets. The area serves as a primary conduit to downtown, epicenter of the city's commercial activity, and the spine of the community with critical connections to major employers and activity centers. For this reason, the area's design and performance is important to the entire community. Currently, the corridor is characterized by uncoordinated visual design, uncontrolled curb cuts, and disinvestment. Priority uses include commercial uses.

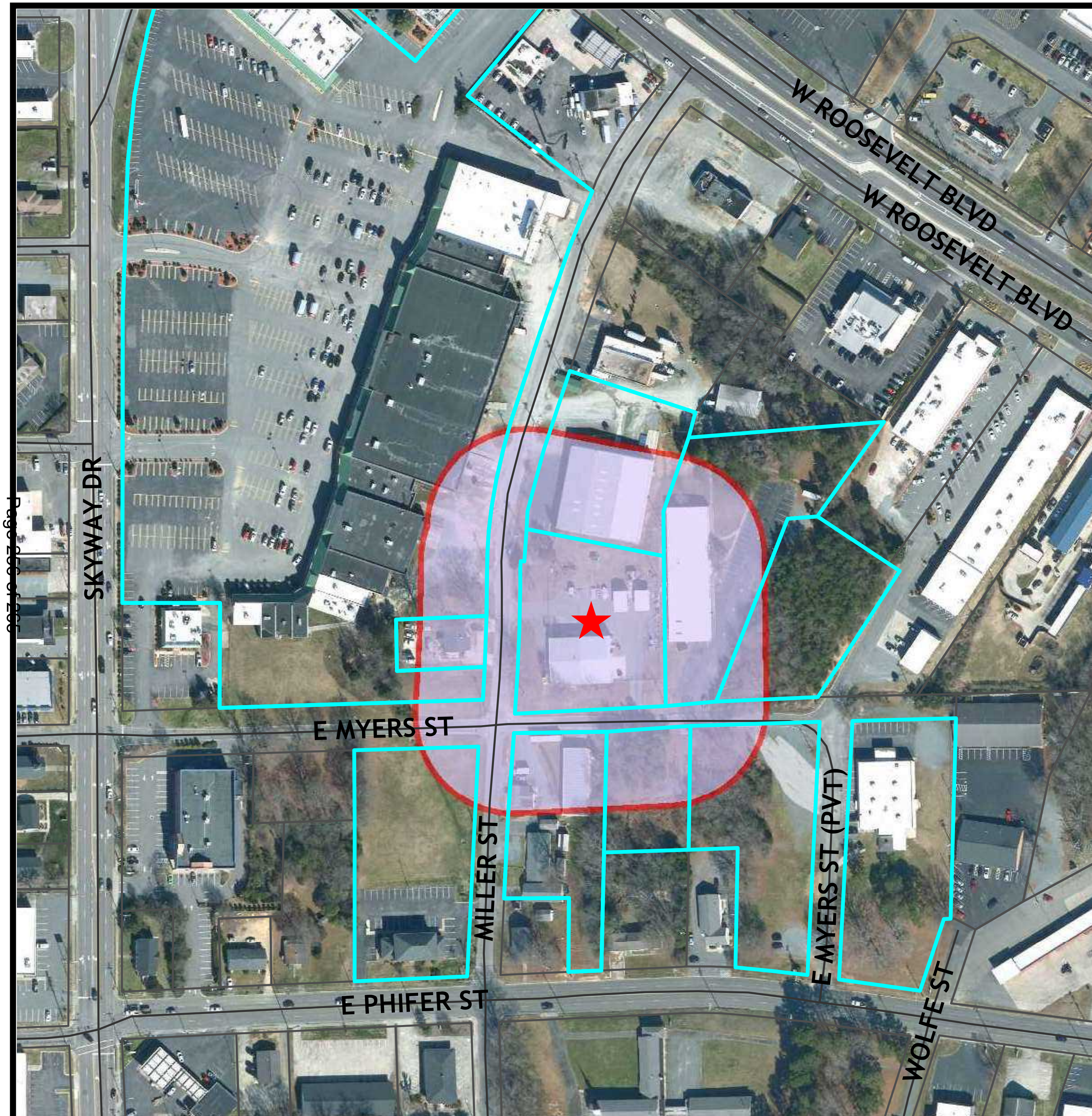
The proposed project is consistent with the Future Land Use Plan. Staff believes this use is a reasonable use and in the public interest.

ACCTNO	OWNERNAME1	OWNERNAME2	OWNERADDRE	OWNERCITY	OWNERSTATE	OWNERZIP
09225022	OPERATION REACHOUT INC		1308 MILLER ST	MONROE	NC	28110
09225022	OPERATION REACHOUT INC		1308 MILLER ST	MONROE	NC	28110
09225026	MW CELL REIT 1 LLC		PMB 353 - 4017 WASHINGTON RD	MCMURRAY	PA	15317
09225022	OPERATION REACHOUT INC		1308 MILLER ST	MONROE	NC	28110
09225028	UNION SHRINE PROPERTIES INC		P O BOX 324	MONROE	NC	28111-0324
09225037	HOWIE JOHN F		2585 W ROOSEVELT BLVD	MONROE	NC	28110-0418
09225037A	BOULEVARD SPECIALTY SHOPPES LLC		% MARY JANE COLLINS	MONROE	NC	28110
09225021	WHITLEY DAVID D	WHITLEY DEBORAH A	PO BOX 1045	MONROE	NC	28111-1045
09225037C	WILBURN DONALD W	WILBURN BETTY L	1319 GARDEN VISTA DR	STALLINGS	NC	28104
09226125	PACIFIC GROUP INVESTMENTS LLC		227 CHURCHILL AVE	PALO ALTO	CA	94301
09225036	POINDEXTER PROPERTIES LLC		1504 MILLER ST	MONROE	NC	28110
09225038	UNION EXTERMINATING COMPANY		1403 MILLER ST	MONROE	NC	28110
09225022	OPERATION REACHOUT INC		1308 MILLER ST	MONROE	NC	28110
09226125	PACIFIC GROUP INVESTMENTS LLC		227 CHURCHILL AVE	PALO ALTO	CA	94301
09226125	PACIFIC GROUP INVESTMENTS LLC		227 CHURCHILL AVE	PALO ALTO	CA	94301
	ULYSSES MARTINEZ		134 PEDRO ST	MONROE	NC	28110

City of Monroe
Where Heartland Meets High Tech

APO Map

502 Miller St.



Legend

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

N
W E
S

Item 3. **Zoning Map Amendment request for property located at 1402 Miller Street from General Business (GB) to Conditional District (CD) "Big Brothers Collision" (Tax Parcel #09-225-037C)**

John Ashcraft asked the Vice Chair to be recused from this request.

Doug Britt, Senior Planner, introduced this item and said this is a rezoning request for property located at 1402 Miller Street. He said the applicant has requested to rezone the property from General Business (GB) to Conditional District "Big Brothers Collision" in order to allow an automotive collision repair shop on the property. He said the property is located on the corner of Miller Street and Myers Street. He said the driveway access comes in off of Miller Street.

Doug presented a zoning map of the area and site plan of the property which shows the existing building. He said the property to the north, west, east and south is zoned General Business (GB). He said there is already a fence around the site. He said there is paved parking along the front and there is a future expansion area in the back. He said they are not anticipating any other improvements to the site at this time.

Doug said the property is within the Community Corridor which talks about allowing commercial uses. He said the project is consistent with the Land Use plan.
Doug said staff does recommend approval of the project and he would be happy to answer any questions if you have any at this time.

Vice Chair asked if there were any questions for Doug.

Richard Yercheck asked Doug if there were any conditions or recommendations that you would add to this project. Doug said no but one thing that was added to the site plan is that the property is surrounded by a fence, and we did stipulate that slats be added to the fence. He said the applicant has agreed to this and it is already indicated on the site plan. He said we did not require additional landscaping because there are utility lines everywhere.

Vice Chair asked if there were any further questions or comments from the Board. There were none.

Vice Chair asked if the applicant would like to speak. Mr. Martinez came forward and introduced his partner, Francisco. He said they have been through the building and it looks pretty good. He said it has all the space that they need. He said to his understanding a letter was sent out to all the neighbors about this request. He said this is pretty much a commercial area. He said they would like to get the rezoning so that they can keep their business there. He said they have been in business 11 years leasing this body shop. He said if there are any questions, he would be happy to answer them.

Vice Chair said one of the questions that usually comes up with this kind of business is will there be vehicles or parts of vehicles parked outside. Mr. Martinez said they don't do any junk cars. He said they are not like a mechanical shop where someone leaves their car. He said a car would come in, gets fixed, then it is picked up.

Vice Chair asked if anyone is here to speak against this proposal. There was no one.

Vice Chair asked for a motion on this proposal.

Motion: Richard Yercheck made a motion to recommend adoption of the Resolution Approving the Land Development Plan Compliance.

Second: Richard Ali
Action: The motion to recommend adoption of the Resolution Approving the Land Development Plan Compliance passed unanimously.

Vice Chair asked for a motion on the Ordinance amending Section 156.98 – Conditional Districts Established and Section 156.106 – Official Zoning Map.

Motion: Richard Yercheck made a motion to recommend the adoption of the Ordinance amending Section 156.98 - Conditional Districts Established and Section 156.106 - Official Zoning Map.
Second: Richard Ali
Action: The motion to recommend adoption passed unanimously.

RESOLUTION APPROVING LAND DEVELOPMENT PLAN COMPLIANCE CONDITIONAL DISTRICT "BIG BROTHERS COLLISION" R-2020-68

WHEREAS, in accordance with the provisions of North Carolina General Statute 160A-383, the City Council does hereby find and determine that the adoption of the zoning map amendment for Conditional District *"BIG BROTHERS COLLISION"* further described below property is consistent with the adopted Land Development Plan because commercial is listed as a priority use and the proposed use of a collision repair business is commercial. The proposed development is a reasonable use and in the public interest because the proposed use is surrounded by other warehouse nonresidential uses.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Approving Land Development Plan Compliance for property with Union County Tax Parcel Number(s): 09-225-037C.

Adopted this 1st day of December, 2020.

Attest:

____
Bobby G. Kilgore, Mayor

____
Bridgette H. Robinson, City Clerk

RESOLUTION DENYING LAND DEVELOPMENT PLAN COMPLIANCE CONDITIONAL DISTRICT "BIG BROTHERS COLLISION" R-2020-68

WHEREAS, in accordance with the provisions of North Carolina General Statute 160A-383, the City Council does hereby find and determine that the adoption of the zoning map amendment for Conditional District *"BIG BROTHERS COLLISION"* further described below property is consistent with the adopted Land Development Plan because commercial is listed as a priority use and the proposed use of a collision repair business is commercial. However, the proposed development is not a reasonable use and is not in the public interest because the proposed use has the potential to have a negative impact on surrounding uses due to the nature of a collision repair shop with loud equipment and outdoor storage. Based on this information, the conditions have changed which justify amending the Land Development Plan. As a result of this zoning map amendment denial, the Land Development Plan is amended to reflect the land use modification.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Denying Land Development Plan Compliance for property with Union County Tax Parcel Number(s): 09-225-037C.

Adopted this 1st day of December, 2020.

Attest:

Bobby G. Kilgore, Mayor

Bridgette H. Robinson, City Clerk

ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 156: ZONING CODE
O-2020-49

Preamble

Pursuant to authority conferred by Chapter 160A-381 of the North Carolina General Statutes, as amended and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants of the City by lessening congestion in and around the streets; securing safety; preventing the overcrowding of land; avoiding undue congestion; and facilitating the adequate provision of transportation,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV, CHAPTER 156 ZONING CODE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

Section 1. Amend **§156.106 OFFICIAL ZONING MAP** as follows:

Rezone the property located at 1402 Miller Street (Tax Parcel 09-225-037C) from General Business (GB) to Conditional District (CD) "Big Brother Collision"

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 1st day of December, 2020.

Attest:

Bobby G. Kilgore, Mayor

Bridgette H. Robinson, City Clerk

ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 156: ZONING CODE
O-2020-50

Preamble

Pursuant to authority conferred by Chapter 160A-381 of the North Carolina General Statutes, as amended and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants of the City by lessening congestion in and around the streets; securing safety; preventing the overcrowding of land; avoiding undue congestion; and facilitating the adequate provision of transportation,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV, CHAPTER 156 ZONING CODE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

Section 1. Amend **§156.98 CONDITIONAL DISTRICTS ESTABLISHED** as follows:

Conditional District (CD) "Big Brothers Collision"

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 1st day of December, 2020.

Attest:

Bobby G. Kilgore, Mayor

Bridgette H. Robinson, City Clerk

STAFF REPORT

TO: City Council

VIA: E. L. Faison, City Manager

DATE: December 1, 2020

FROM: Bridgette H. Robinson, City Clerk

PREPARED BY: Sherry K. Hicks, Deputy City Clerk

SUBJECT: Recommendation of Appointments and Reappointments to Committees

SUMMARY STATEMENT

City Council is requested to consider appointments and reappointments to various Committees as recommended by the Citizens Appointment Committee.

REVIEW

The Citizens Appointment Committee met on November 23, 2020. Following the consideration of applications and discussion, consensus of the committee was to recommend appointments and reappointments as follows:

Committees	Action	Effective Date	Date Term to Expire
Board of Adjustment	Appoint George Smith to Full Term Regular Member	01-01-2021	12-31-2023
Board of Adjustment	Appoint Ken Deal to Full Term Regular Member	01-01-2021	12-31-2023
Charlotte-Monroe Executive Airport Commission	Appoint Gary Wilfong to Full Term non-City Member to replace John Stephens	01-01-2021	12-31-2023
Downtown Advisory Board	Reappoint Caroline Brown to Full Term	01-01-2021	12-31-2023
Monroe Historic District Commission	Appoint Susan Sganga from Alternate to Regular Member	01-01-2021	12-31-2022
Monroe Historic District Commission	Appoint Bob Yanacsek to Full Term as Alternate Member	01-01-2021	12-31-2024

Monroe Tourism Development Authority	Appoint Cierra Fitzgerald as Full Term Member (Hotel Rep) to replace Chris Redfern	01-01-2021	12-31-2023
Monroe Tourism Development Authority	Appoint Gina Day as Full Term Member (Hotel Rep) to replace Brandon Derrick	01-01-2021	12-31-2023
Monroe Tourism Development Authority	Reappoint Lorayn Deluca as Full Term Member (At-Large Rep)	01-01-2021	12-31-2023
Monroe-Union County Economic Development Board of Advisors	Reappoint Steven Coward as a Full Term Member	01-01-2021	12-31-2023
Monroe-Union County Economic Development Board of Advisors	Reappoint Jeff Duke as a Full Term Member	01-01-2021	12-31-2023
Monroe-Union County Economic Development Board of Advisors	Reappoint Chad Griffin as a Full Term Member	01-01-2021	12-31-2023
Monroe-Union County Economic Development Board of Advisors	Reappoint Todd Shapiro as a Full Term Member	01-01-2021	12-31-2023
Parks and Recreation Commission	Appoint John Thomasson as a Full Term Member	01-01-2021	12-31-2023
Parks and Recreation Commission	Appoint Debbie Dillion as a Full Term Member	01-01-2021	12-31-2023
Public Enterprise Committee	Appoint Loretta Melancon as a Full Term Member	01-01-2021	12-31-2022
Public Safety Committee	Appoint Charles Perry to a Partial Term to replace Vann Davis	01-01-2021	12-31-2021
Union County Historic Preservation Commission	Reappoint John Dickerson to Full Term	01-01-2021	12-31-2024
Union County Historic Preservation Commission	Appoint James Kerr to Full Term to Replace Dr. Jerry L. Surratt	01-01-2021	12-31-2024
The Citizens Appointment Committee recommended that the Mayor appoint the following:			
Monroe Housing Authority	Appoint Monique Holt to a Full-Term Member to replace James Mungo	01/01/2021	12/31/2025

RECOMMENDATION

The Citizens Appointment Committee recommends that Council approve the appointments as outlined above.

City of Monroe
Where Heartland Meets High Tech

STAFF REPORT

TO: City Council

VIA: E.L. Faison, City Manager

DATE: December 1, 2020

FROM: Bridgette H. Robinson, City Clerk

PREPARED BY: Bridgette H. Robinson, City Clerk

SUBJECT: Schedule of City Council Meetings for 2021

SUMMARY STATEMENT

City Council is requested to adopt a Schedule of City Council Meetings for 2021.

REVIEW

Historically, City Council adopts a Schedule of City Council Meetings for the upcoming year. The Strategic Planning Meetings start at 4:00 p.m. and the Regular Meetings start at 6:00 p.m. Meetings are held on the first Tuesday of January, February, March, April, May, June, September, October, November and December. The July and August Meetings are held on the Third Tuesday of each month.

However, there have been schedule conflicts with prior adopted Schedule of Meetings. In an effort to reduce the frequency of conflicts with municipal holidays (i.e, July 4, Good Friday, Memorial Day, Labor Day), national holidays, national elections and municipal elections, the City Manager has suggested City Council consider moving the day of the City Council Meetings to the second Tuesday of each month.

As part of the Schedule, Staff would request City Council include a Budget Work Session to be held on April 27, 2021 at 4:00 p.m.

RECOMMENDATION

Staff recommends City Council discuss and adopt a Schedule of City Council Meetings for 2021 including a Budget Work Session to be held on April 27, 2021 at 4:00 p.m.