

**CITY OF MONROE COUNCIL MEETING
NOVEMBER 12, 2024 – 6:00 P.M.
DRAFT MINUTES**

The Mayor and Council met for their regular meeting.

Those Present:	John Howard	Mayor
	Lee Malcom	Vice-Mayor
	Charles Boyce	Council Member
	Julie Sams	Council Member
	Adriane Brown	Council Member
	Greg Thompson	Council Member
	David Dickinson	Council Member
	Myoshia Crawford	Council Member
	Logan Propes	City Administrator
	Laura Wilson	City Clerk
	Paul Rosenthal	City Attorney
	Russell Preston	City Attorney

Absent: Tyler Gregory Council Member

Staff Present: Danny Smith, Jeremiah Still, R.V. Watts, Andrew Dykes, Chris Croy, Mike McGuire, Rodney Middlebrooks, Brad Callender, Beth Thompson, Chris Bailey, Les Russell, Brian Wilson, Amylee Hammond, Kaitlin Stubbs

Visitors: Bill Scott, Anna Scott, Ryan Keysar, Chad Davis, Jayne Sinclair, Lori Volk, Claire Volk, Pannita Bootkosa, Lang Price, Titus Pemberton

I. CALL TO ORDER – JOHN HOWARD

1. Invocation—none

2. Roll Call

Mayor Howard noted that all Council Members were present with the exception of Tyler Gregory; there was a quorum.

3. Approval of Agenda

Approval as submitted

Motion by Malcom, seconded by Sams
Approved unanimously

4. Approval of Consent Agenda

- a. October 8, 2024 Council Minutes—pg 4
- b. October 8, 2024 Executive Session Minutes—pg 9
- c. September 17, 2024 Planning Commission Minutes—pg 10
- d. September 24, 2024 Historic Preservation Commission Minutes—pg 12
- e. September 12, 2024 Downtown Development Authority Minutes—pg 14
- f. September 12, 2024 Conventions and Visitors Bureau Minutes—pg 17

To approve the consent agenda as presented

Motion by Crawford, second by Malcom
Approved unanimously

II. PUBLIC FORUM

1. Public Presentations - none

2. Public Comments - none

III. BUSINESS ITEMS

1. City Administrator Update by Logan Propes

Referendum for retail package passed earlier this month, writing the rules now for a subsequent ordinance including details for what it means, how many licenses, square footage, location, distance requirements – likely will be in the first quarter of 2025; just had the budget meeting for FY 2025 – will be before you next month for adoption, economic development going strong

2. Assistant City Administrator Update by Chris Bailey

TAP for Lumpkin and Broad goes to bid in January and construction will follow in the Spring; crack seal completed on taxi way just need final DOT inspection; light up the night started – about 1000 people, candle light shopping, carriage rides, train rides; NOV 21st is the bike parade in Childers Park; Christmas parade is Dec 5th; Fall Fest was October 12th. Data showed about 22,000 but likely hit 30k including children. Theatre on the green was successful about 550 people each night – actors all under 18; The winter market started November 2nd – lots of people in downtown

3. Department Reports

a. Monthly Central Services Report—pg 19

Chris Croy - Visitors Center rehab is almost complete and should be finished by end of November. The Wayne St water tank cell carrier renewal lease should be before you in December. The Big Jump fall fest at the airport raised over \$108,000. Bill Scott spoke on the event, over 400 people attended, 40 people jumped before the weather moved in, thank you for the support of the city; The event has been held for the past 12 years

b. Monthly Code Report—pg 25

Brad Callender - Defer comments

c. Monthly Economic Development Report—pg 32

Brian Wilson – We have some delays in RFP for the hotel, now shooting for mid to late November which was the original deadline. The Facebook continues to grow including adding job availability feature; downtown lease spaces are limited. National Bank building has a new owner and the Millner-Aycock building is almost full. There are some second floor office spaces slightly off Broad but are hard to lease to lack of ADA; Active Soles Running company just opened.

d. Monthly Finance Report—pg 36

Beth Thompson – As of the September financials all revenues and expenses are at budget or below. Property taxes are coming in and due November 15th; Thank you for attending the public hearing for the 2025 budget and thank you to the directors it was a seamless budget process; The budget will be before you next month for adoption

e. Monthly Fire Report—pg 69

Chief Andrew Dykes – Went over the September incident data—busiest September period in the last 5 years; All FT positions are staffed. Capital projects are finishing up; working on getting real time data from the County; working on the building at the Training Center

f. Monthly Police Report—pg 81

Chief RV Watts – Went over September stats; On October 19th had the first ever SWAT Trot, 153 runners including Council Members David Dickinson and Julie Sams; raised a total of \$7k for shop with a cop; Congratulations on your speech at GWA Veterans program

g. Monthly Streets & Transportation Report—pg 88

Jeremiah Still –2024 LMIG will be completely finished within the next couple weeks – problems getting asphalt, Childers Park lights going up and will be completed except for the bridges which are done the last minute due to wear and tear; next month will have completion paperwork for 2024 LMIG and the paperwork for 2025 LMIG

h. Monthly Solid Waste Report—pg 92

Danny Smith – Collected 96 mattresses at the curb and billed out 60 for \$900. Read stats out regarding tonnage and mattress, holiday schedule for Thanksgiving read – no collection on Thursday and Friday of Thanksgiving week

i. Monthly Telecom Report—pg 97

Mike McGuire – Good month for fiber installation, getting close to 60/40 threshold, the Monroe infrastructure is almost complete, most of the contractors got pulled off for hurricane duty which did not slow down the conversion rates; apartment complex off of Aycock is ready to go on the outside – will be the only phone and data provider in that facility- want to make it a seamless process for when people move it

j. Monthly Water, Sewer, Gas & Electric Report—pg 121

Rodney Middlebrooks – Just received 2024 Natural Gas Distribution Infrastructure Safety and Modernization grant for 1.9 million with no match to replace all the steel mains--approximately 4.3 miles of gas mains to be replaced; did not get money for the other two grants because the money ran out – will reapply in 2025; The letters went out for Lead and Copper, if you got a letter your service has not been eliminated – complete the questionnaire and take a photo of the service line. There are about 3700 services left; overhead crew is finishing up the last 8 switches; finishing up next grid grant – to replace 4.5 miles of overhead lines, poles, and transformers with a 2 million budget

4. Department Requests

a. Utilities: Water Tower—pg 148

Rodney Middlebrooks recommends approval to award the construction of a 500,000 gallon elevated Water Tank to Cladwell Tank Inc in the amount of \$3,436,442. It will be located at the

Public Works facility on Cherry Hill Rd and provide need pressures and volumes in the area of the Piedmont Industrial Park at Unisia Drive. It is the last of the bond projects for utilities.

To approve

Motion by Thompson, second by Sams
Approved unanimously

IV. NEW BUSINESS

1. Public Hearings

a. Ordinance to Amend and Adopt the Zoning Ordinance of the City of Monroe—pg 159
Brad Callender – overview of the amendment changes to the Zoning Ordinance – the following sections of the Zoning Ordinance were updated: Sections 210, 520, 530, 610, 620, 630, insert new Section 635, 643, 644, 646, 650, insert new article – article VII (the articles after will be shifted back); two new tables: Table 4 and Table 4A; Callender provided a brief overview of the Form Based Code; broke down into 5 sections, went over the district descriptions and map – the existing Planned Districts can be preserved; Additional amendments include Sections 1285 and 1430

Discussion continued between Callender, Mayor Howard, and Council Member Thompson regarding the recommended size of parking spaces in the Zoning Ordinance amendment

Public input – anybody in favor? No Against? No

b. Ordinance to Amend Chapter 90—Taxation, Article IV Occupational Taxes—pg 192
Logan Propes – revisiting the business license fees; changed to gross receipts a couple of years ago and now need a few changes to create fairness and equity in downtown as well as legal compliance; Additional changes include creating a couple categories, raise the total cap fee; about four main changes; had not previously changed the occupational tax for 2025

Public input – anyone in favor? No Against? No

2. New Business

a. City Hall Chiller Replacement—pg 207

Chris Croy recommends approval of the replacement of one of the three chillers at City Hall; it is a 45-ton chiller. The contract would be awarded to Mallory & Evans who currently holds our service contract for \$158,247. The chiller being replaced is beyond end of life and is in need of emergency replacement.

To approve

Motion by Thompson, Seconded by Malcom
Approved Unanimously

b. 2nd Reading – Alcoholic Beverage Ordinance Amendment—pg 213

Logan Propes – turned over to Paul Rosenthal for the second reading of the Alcoholic Beverage Ordinance; the first reading occurred on October 8, 2024; it is the same ordinance that was passed in July

To approve

Motion by Dickinson, Seconded by Sams
Approved Unanimously

c. 2nd Reading – GMEBS Restated Defined Benefit Retirement Plan Ordinance Amendment—pg 215

Logan Propes – compliance with new IRS rules, goes into effect January 1, 2025; provided overview of the documents included in the meeting packet

To approve

Motion by Malcom, Seconded by Crawford
Approved Unanimously

d. 1st Reading—Ordinance to Amend and Adopt the Zoning Ordinance of the City of Monroe—pg 270

Brad Callender – No discussion- first reading only

e. 1st Reading—Ordinance to Amend Chapter 90—Taxation, Article IV Occupational Taxes—pg 297

Logan Propes – No discussion –first reading only

f. Beer & Win Consumption on Premise—Moringa—130 S. Broad St. —pg 312

To approve

Motion by Sams, Seconded by Malcom
Passed Unanimously

- g.** Beer/Wine/Distilled Spirits Consumption on Premise—Thai Won On—129 N. Wayne St. —
pg 321

To approve

Motion by Dickinson, Seconded by Sams
Passed Unanimously

- h.** Brewery—Elixir Brew Co—123 N. Lumpkin St. —pg 330

To approve

Motion by Dickinson, Seconded by Sams
Passed Unanimously

V. DISTRICT ITEMS

1. District Items

Malcom – Please take advantage of the downtown businesses in the Christmas season

Sams- at Southern Ox having a chili cook-off to raise money for Shop for a Cop

Howard for Gregory – keep his family in your prayers

Thompson – thank you for good work making town look beautiful

2. Mayoral Update –

- a.** The Mayor’s summit at Chateau Elan discussed ways we can create value for our citizens—
more on that in the future

Motion to Adjourn to Executive Session

Motion by Malcom, Seconded by Thompson
Passed Unanimously

VI. EXECUTIVE SESSION

1. Legal Issues

Motion to Adjourn out of Executive Session

Motion by Thompson, Seconded by Sams
Passed Unanimously

Meeting called back to order 7:16pm

VII. ADJOURN

Motion by Malcom, Seconded by Sams
Passed Unanimously