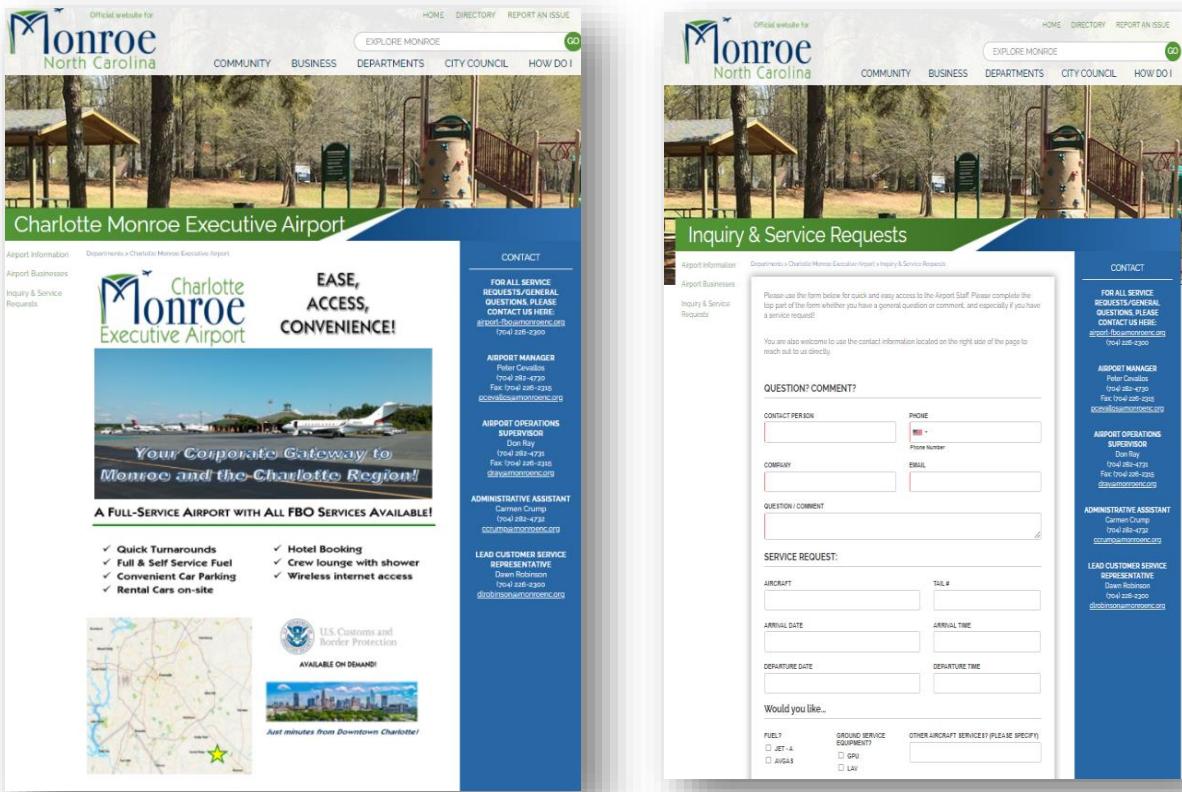


**City Manager's Report**  
**Brian J. Borne, Interim City Manager**  
**Week Ending March 18, 2022**

**Charlotte Monroe Executive Airport**  
**Peter Cevallos, Airport Manager**

**Airport Website Updated!:**

The Airport's webpages have been updated, adding new colors, logo, and providing more specific information for the aircraft operators. The Customs terminal is prominent throughout the website, promoting its availability on demand. A new inquiry and service request page has also been added, allowing the website user to submit an inquiry or service request. When the user clicks on the "Submit" button at the bottom of the webpage, the information from the form is transmitted as an email to the Airport's general email address: [airport-fbo@monroenc.org](mailto:airport-fbo@monroenc.org). CHECK IT OUT!



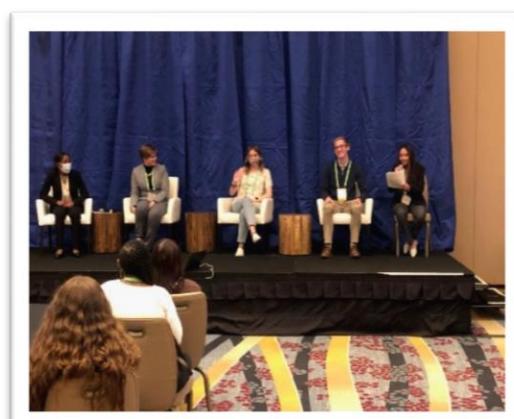
## ***Communications and Tourism***

### ***Pete Hovanec, Director of Communications and Tourism***

Members representing the City of Monroe through the Monroe Youth Council recently attended the National League of Cities Congressional City Conference in Washington, DC. This was the first trip in two years for the Youth Council and they joined nearly 200 youth from across the country along with more than 2,000 municipal elected officials for the conference.

While at the conference, our contingent attended several sessions (both youth and adult focused) and were able to see and hear President Joe Biden and several members of his Cabinet. When not in sessions, the youth visited several Museums (African American Museum, Museum of Natural History, Museum of American History), toured the various monuments and visited the Baltimore Aquarium.

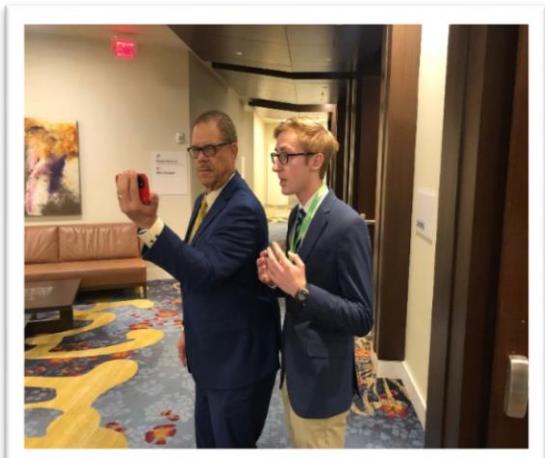
The opportunity afforded to these members continues to pay dividends as we have already heard of at least one senior member of the group receiving a very large college scholarship with his Youth Council involvement playing a large role in the award.



Members of the Monroe Youth Council speaking at one of the youth sessions and one of our members serving as a panelist for the group.

Youth Council members braved a blizzard to visit the White House (in the background) and other sites in DC.





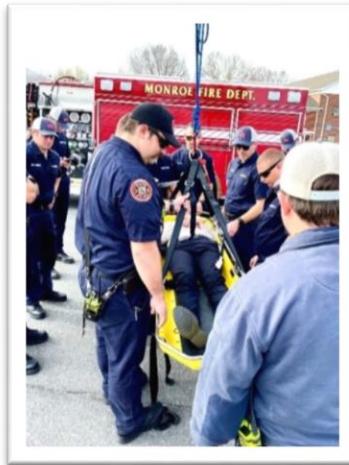
Members were able to see the President speak and also made a promotional video for a Council Member from Marietta Georgia to help them start a Youth Council.

### ***Fire***

***Ron Fowler, Chief, Fire Department***

#### **Fire Department Ladder-Rescue Training and Mutual Aid Training:**

Firefighters have been conducting rescue training this month involving what's commonly referred to as "ladder pic-offs." This technique is used when injured or ill patients are in need of rescue from above or below grade areas. This can occur when workers become ill or injured on roofs of buildings or when citizens become injured in other dangerous areas that are difficult to access. With this procedure, an aerial ladder is used as an anchor-point and firefighters use rope rescue techniques to tether a rescue basket to the ladder to safely remove the patient. A firefighter is also tethered to the ladder to provide medical aid and reassurance to the patient as they are removed to safety.



Quint 4 Firefighters have also been conducting mutual aid aerial ladder training with Bakers VFD Firefighters. With the close proximity of Monroe Fire Station 4 and Bakers Volunteer Fire Department, the departments run a lot of automatic aid together. Bakers responds to a specified area to support Monroe and Monroe responds to a specified area to support Bakers. This is an effective model that benefits all citizens in those areas. This practice is recognized and encouraged by the NC Office of State Fire Marshal who conducts the Insurance Services Office (ISO) survey ratings. Training together with mutual aid partners better prepares firefighters from both departments to work together during emergencies and mutual aid training provides valuable ISO rating credit on our insurance rating classification.



### ***Energy Services***

***Rob Miller, Interim Director of Energy Services***

#### **Energy Services – Electric Division**

The Electric Division is completing an upgrade project on Camp Sutton 13 kV, Circuit #1. The project is contracted to River City Construction. The project is upgrading the circuit along Morgan Mill Road and McIntyre Street. The project upgrades the circuit to serve the residential growth on Olive Branch Road. The project will be complete by the end of March.



**Parks and Recreation**

**Ryan Jones, Director of Parks and Recreation**

**Monroe Aquatics and Fitness Center (MAFC):**

MAFC staff is getting ready for another busy Summer Camp and Waterpark season!

Make sure you mark your calendars for the Splash and Dash 5k and the Kids and Heroes Fun Run on May 7<sup>th</sup>.

**Summertime Employment Public Service Announcement**

As the days grow longer and the weather warms, the MAFC readies itself for the summer increase in attendance. That means MAFC is asking for your HELP!

We are in need of spring and summer time staff. All departments have some need for staff but certain departments are in greater need.

The indoor pool and water park both need lifeguards. What a great starter job for someone new to the job market. Or a great outdoor job for those who enjoy being outside. With school kids being out for spring break and summer vacation, the gymnasium and fitness room will need summertime attendants. If you know of someone who is a natural with people and communicates well the front desk is hiring, both the indoor front desk and water park front desk.

Our employees range from 16 years of age to 86. For some it is their first job. For others, it works into their family schedule and for many, this keeps them busy after retirement. Regardless, every employee has the opportunity to receive an individual MAFC membership or apply that value to another membership category to reduce the monthly dues. You receive discounts on several other amenities and you do not have to travel far to get your work in.

To inquire please contact:



Fitness Attendant and Juice Bar Attendant-  
Ginger Smith 704.282.4692  
([gsmith@monroenc.org](mailto:gsmith@monroenc.org))

Front Desk (both indoor and Water Park)-  
Shannon Little 704.282.4688  
([slittle@monroenc.org](mailto:slittle@monroenc.org))

Lifeguards (both indoor and Water Park)-  
Bonnie Hoag 704.282.4689  
([bhoag@monroenc.org](mailto:bhoag@monroenc.org))

Gymnasium, Maintenance or Housekeeping-  
Fred Baber 704.282.4662  
([fbaber@monroenc.org](mailto:fbaber@monroenc.org))

## **Parks Maintenance:**

Leaf season is officially over. This year saw a considerable increase in leaves and maintenance staff did a great job staying on task during a busy leaf season. Attention will start moving towards park mowing as the weather gets warmer. Also, maintenance staff will begin preparing fields for baseball and rental usage.

## **Recreation:**

Baseball practices have begun and we are excited for another great season! Track and Field registration is currently taking place!

Belk Tonawanda Park will be closed to the public for an extended time during the Belk Tonawanda Park Phase 1B renovation. Construction crews are on site preparing the site for construction. Substantial construction will begin on March 24<sup>th</sup> and will continue throughout the Spring.

Music On Main begins next month and we are excited to kick off the series with the Legacy Motown Revue. The band is sponsored by Union County Community Arts Council and North Carolina Arts Council. We will have food trucks and fun and Main Street will be the place to be on the fourth Friday of every month!



Bring your family for some Easter fun at the Parks Williams Athletic Complex for our annual Easter Eggstravaganza on Saturday April 2<sup>nd</sup> from 10 am – 2 pm. Fun amusements, great prizes, food and fun are in store!



## New Hires:

The Parks and Recreation Department would like to congratulate the following new hires/promotions:

Ashura Colquhoun – Recreation Center Supervisor

George Massey – Recreation Center Supervisor

Thomas Latimer – Promoted from Recreation Center Supervisor to Recreation Division Supervisor

Bonnie Hoag – Promoted from Assistant Aquatics Division Supervisor to Aquatics Divisions Supervisor

We are excited for each individual on their accomplishment!

***Planning and Development***  
***Lisa Stiwinter, Director of Planning and Development***

**Permitting:**

Permit Revenue - All permit revenue including Engineering, Planning, Building and Fire:

<b><i>FY 2020</i></b>	<b><i>FY 2021</i></b>	<b><i>FY 2022 7/1/22 - 3/11/22</i></b>
\$412,148.79	\$1,131,453.87	\$1,441,851.48

New single-family dwelling permits issued each Fiscal Year:

<b><i>FY 2020</i></b>	<b><i>FY 2021</i></b>	<b><i>FY 2022 7/1/22 - 3/11/22</i></b>
131	378	476

**Code Enforcement/Community Maintenance:**

The Code Enforcement Department is currently working on updating the City's Minimum Housing Ordinance. Additionally, the department is working on an Abandoned Structure Ordinance to address abandoned structures throughout Monroe.

Further details will be provided in the coming weeks on these initiatives.

**Community Development Division:**

On March 11<sup>th</sup> , the sidewalk project along Concord Avenue was highlighted on the Centralina Regional Council's website. The project was funded with Community Development Block Grant (CDBG) entitlement funds and a local match. More information can be found here: <https://centralina.org/the-latest/monroe-improves-sidewalks-for-ada-compliance/>

**Planning Division:**

The Board of Adjustment and Historic District Commission have open seats.

The Board of Adjustment is a quasi-judicial board. This Board hears and makes decisions on Special Use Permits, Variances, and Appeals.

The Historic District Commission makes quasi-judicial decisions on matters within the Historic District. You must either live in the district or have a demonstrated special interest, experience, or education in history, architectural, archaeology, or related fields to serve on this Commission.

Please note if you are interested in serving on one of these boards, you must attend at least one Committee meeting of interest within one-year prior to submitting an application to serve on the

specific board you are interested in. The printable and online application is available on the City's website <https://www.monroenc.org/City-Council/Committees/Committee-Application>. If you have any questions, please contact the Planning Department at 704-282-4520.

### **Project Submittals:**

The Planning Division had the following projects submitted in the first half of March:

#### Board of Adjustment

- Variance Request for property located along Fowler Secrest Road
- Variance Request for property located along Venus Street

#### Historic District Commission

- Certificate of Appropriateness (COA) request for property located at 501 S. College Street
- COA request for property located at 700 S. Hayne Street.

#### Rezoning/Annexation Requests

- Single-family rezoning and annexation request for property located along White Store Road and Highway 601. This project is currently going through staff level review.

\*All meeting agendas and packets can be found at the following link:  
<https://monroenc.civicclerk.com/web/home.aspx>

### **Planning Board Training:**

The Planning Division contracted with the Centralina Regional Council to provide training to the City's Planning Board. The purpose of the meeting, which took place on March 16<sup>th</sup>, was to provide the Board with training on the general purpose of the Board, its role, the types of issues they will hear and rules about making and documenting recommendations.

### **City's Unified Development Ordinance and Zoning Map Update:**

The Planning Division will take the proposed Unified Development Ordinance (UDO) and proposed Zoning Map to the April 12, 2022 City Council Meeting. The changes that were implemented from the October 12, 2021 City Council Meeting will be presented at this meeting with possible action from Council. This meeting will also include a public hearing. Notification letters will be sent to all property owners within the City limits, Extra-Territorial Jurisdiction (ETJ), and properties within 150-feet of those limits. Zoning decision signs will also be posted throughout the City to provide additional notification of this public hearing. The public is encouraged to visit the project website [www.forwardmonroe.com](http://www.forwardmonroe.com) for addition information.

**New Hire:**



**Ashlyn Penegar, Administrative Assistant II**

Ashlyn Penegar joined the Planning Department as an Administrative Assistant II in February 2022. Ashlyn joins our department from the Union County Public School system where she served as the Administrative Assistant for the Director of College Readiness for five years. Ashlyn enjoys reading, hanging out with her children, and caring for her eleven chickens! Ashlyn hit the ground running in our department and we are happy to have her on our team!