



CITY OF MONROE
BOARDS AND ELECTED OFFICIALS

REVISED: December 3, 2013; October 15, 2013; February 4, 2014; March 18, 2014; May 20, 2014; December 2, 2014; January 20, 2015; March 17, 2015; June 16, 2015; September 15, 2015; December 1, 2015; January 5, 2016; February 2, 2016; March 14, 2016; April 18, 2016; August 16, 2016; October 18, 2016; December 6, 2016; March 7, 2017; June 6, 2017; September 5, 2017; December 5, 2017; March 6, 2018; September 4, 2018; December 4, 2018; March 5, 2019; June 4, 2019; August 20, 2019; December 3, 2019; March 3, 2020; September 1, 2020; December 1, 2020; January 13, 2021; March 9, 2021; July 13, 2021; August 30, 2021; December 13, 2021; May 10, 2022; June 14, 2022; December 13, 2022; February 13, 2023; March 14, 2023; April 18, 2023; May 9, 2023; June 8, 2023; July 7, 2023; July 20, 2023; January 18, 2024; February 13, 2024; March 15, 2024; April 9, 2024; April 22, 2024; June 11, 2024; August 12, 2024; August 21, 2024; August 27, 2024; September 10, 2024; October 10, 2024; November 18, 2024; December 10, 2024; January 14, 2025; February 14, 2025; and, June 10, 2025; August 12, 2025; September 9, 2025, December 9, 2025

GOVERNMENT STRUCTURE

AD HOC COMMITTEES

- Dowd Center Theatre Committee
- Homeless and Addiction Committee
- Winchester Advisory Committee

CITIZEN ADVISORY COMMITTEES

- Airport Advisory Commission
- Animal Welfare Committee
- Committee on Disabilities
- Downtown Advisory Board
- Economic Development Advisory Board
- Parks and Recreation Advisory Commission
- Planning Board

CITY COUNCIL COMMITTEES

- Citizens Appointment Committee
- General Services Committee
- Public Enterprise Committee
- Public Safety Committee

STATUTORY COMMITTEES

- Alcoholic Beverage Control Board
- Board of Adjustment
- Firefighter Relief Fund
- Historic District Commission
- Historic Preservation Commission
- Monroe Housing Authority
- Monroe Tourism Development Authority

GOVERNING BODY

CITY COUNCIL; COMPOSITION; TERMS OF OFFICE. The Council shall be composed of six members, to be elected by all the qualified voters of the City, for staggered terms of four years or until their successors are elected and qualified. (Sess. L. 2000-35, H.B. 1579)

MAYOR; TERM OF OFFICE; DUTIES. The Mayor shall be elected by all the qualified voters of the City for a term of two years or until a successor is elected and qualified. The Mayor shall be the official head of the City government and preside at meetings of the Council; shall have the right to cast one vote, and one vote only, upon any question or matter before the Council; and shall exercise the powers and duties conferred by law or as directed by the Council. (Sess. L. 2000-35, H.B. 1579)

MAYOR PRO TEMPORE. The Council shall elect one of its members as Mayor Pro Tempore to perform the duties of the Mayor during his or her absence or disability, in accordance with general law. The Mayor Pro Tempore shall serve in such capacity at the pleasure of the Council. (Sess. L. 2000-35, H.B. 1579)

FORM OF GOVERNMENT. The City shall operate under the council-manager form of government, in accordance with Part 2 of Article 7 of Chapter 160A of the General Statutes.

City Manager. The Council shall appoint a City Manager who shall be responsible for the administration of all departments of the City government. The City Manager shall have all the powers and duties conferred by general law, except as expressly limited by the provisions of this Charter, and the additional powers and duties conferred by the Council, so far as authorized by general law.

City Attorney. The Council shall appoint a City Attorney licensed to practice law in North Carolina. It shall be the duty of the City Attorney to represent the City, advise City officials, and perform other duties as required by law or as the Council may prescribe.

City Clerk. The Council shall appoint a City Clerk to keep a journal of the proceedings of the Council, to maintain official records and documents, to give notice of meetings, and to perform such other duties as required by law or as the Council may prescribe.

Tax Collector. The Council shall appoint a Tax Collector to collect all taxes owed to the City, perform those duties specified in G.S. 105-350, and such other duties as required by law or as the Council may prescribe.

Other Positions. The Council may authorize other positions to be filled by appointment by the City Manager and may organize the City government as deemed appropriate, subject to the requirements of general law.

Committees. The Council also appoints the Alcohol Beverage Control Board, Board of Adjustment, Charlotte-Monroe Executive Airport Commission, Downtown Advisory Board, Economic Development Commission, Fireman Relief Fund Board of Trustees, Historic District Commission, Monroe Housing Authority, Monroe Tourism Development Authority, Parks and Recreation Commission and Planning Board. (Sess. L. 2000-35, H.B. 1579)

GOVERNING BODY
CITY COUNCIL

| MEMBER | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE |
|---|----------------|-----------------|--------------|
| Robert Burns Mayor PO Box 69 Monroe, NC 28111-0069 rburns@monroenc.org (980)-425-2101 | 12-2023 | 12-2026 | Yes |
| Surluta Anthony Mayor Pro Tem PO Box 69 Monroe, NC 28111-0069 santhony@monroenc.org (704) 803-1211 | 12-2023 | 12-2028 | Yes |
| Gary Anderson Council Member PO Box 69 Monroe, NC 28111-0069 ganderson@monroenc.org (803) 509-0284 | 12-2021 | 12-2026 | Yes |
| David Dotson Council Member PO Box 69 Monroe, NC 28111-0069 ddotson@monroenc.org (980) 315-6351 | 12-2023 | 12-2028 | Yes |

**GOVERNING BODY
CITY COUNCIL
(CONTINUED)**

| MEMBER | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE |
|--|-----------------------|------------------------|---------------------|
| James Kerr Council Member P.O. Box 69 Monroe, NC 28111-0069 jkerr@monroenc.org (704) 288-7374 | 12-2021 | 12-2026 | Yes |
| Franco McGee Council Member PO Box 69 Monroe, NC 28111-0069 fmcgee@monroenc.org (704) 800-4157 | 12-2023 | 12-2028 | Yes |
| Julie Thompson Council Member PO Box 69 Monroe, NC 28111-0069 jthompson@monroenc.org (704) 292-0917 | 12-2021 | 12-2026 | Yes |

**GOVERNING BODY
APPOINTED CITY OFFICIALS**

| | |
|-----------------|--|
| City Manager | Mark Watson P.O. Box 69 Monroe, NC 28111-0069 mwatson@monroenc.org (704) 282-4501 |
| City Attorney | Richard Long P.O. Box 69 Monroe, NC 28111-0069 rlong@monroenc.org (704) 282-4504 |
| City Clerk | Bridgette Robinson P.O. Box 69 Monroe, NC 28111-0069 brobinson@monroenc.org (704) 282-4502 |
| Revenue Manager | Bethany Hawver P. O. Box 69 Monroe, NC 28111-0069 bhawver@monroenc.org (704) 282-4517 |

GENERAL PROVISIONS. The following shall apply to all boards, committees, and commissions unless otherwise provided by law or ordinance:

1. Appointment. All appointments to a Citizen Advisory Committee, Statutory Committee, Ad Hoc Committee shall be made pursuant to an application consideration process established by City Council. Appointments to a Council Committee shall be made with approval of City Council without application, review, and recommendation of the Citizens Appointment Committee.
2. Attendance. Any member of a board or commission who misses more than three (3) consecutive regular meetings or more than half the regular meetings in a calendar year shall be subject to replacement or not being reappointed by City Council. Absences due to sickness, death or other emergencies of like nature shall be recognized as approved absences and shall not affect the member's status on the board; except that in the event of a long illness or other such cause for prolonged absence, the member may be replaced.
3. Cancellation and Call of Special Meetings. Regular meetings of a Board, Commission, or Committee may be canceled for lack of business to conduct by the Chair, Vice Chair, or City Manager upon notice to the City Clerk and public notice as required. In addition, special meetings may be called by the Chair, Vice Chair, or City Manager upon notice to the City Clerk and public notice as required by the North Carolina Public Meetings Law. When feasible, the Chair, Vice Chair, and City Manager should communicate regarding the reason prior to canceling a meeting or scheduling a special meeting.
4. Chair and Vice Chair. Unless otherwise provided by law, City Council shall appoint the Chair and Vice Chair of all boards and commissions who shall serve as such at the pleasure of the Council. Any Chair or Vice Chair appointed by City Council shall be subject to the term limit restrictions in § 32.50F below during the time they serve as Chair or Vice Chair.
5. Code of Ethics. All members of boards and commissions shall be required to abide by the City of Monroe Code of Ethics and Attendance Policy and execute an Acknowledgement of Receipt of the Code of Ethics and Attendance Policy.
6. Compensation. City Council may make a determination on a case-by-case basis whether members of a particular Board, Commission, or Committee shall be paid and the amount shall be solely at the discretion of City Council unless otherwise provided by law. City Council members shall not receive payment for serving on a Board or Commission.
7. Conflict of Interest. A member of a board or commission shall not participate in the discussion or vote on any item involving their own financial interest or official conduct. It is the responsibility of the individual board member to bring to the attention of the entire board any item for which there may be a conflict of interest.

8. **Ex Officio Members.** Unless otherwise provided by law or ordinance, all ex officio appointments shall be non-voting members.
9. **Expenses.** Members may be reimbursed for expenses incurred when required as a member of a board or commission in keeping with the City of Monroe's travel and reimbursement policy. An expense reimbursement request shall be made on City Reimbursement Forms and submitted to the committee staff liaison for review and approval by the City Manager or designee.
10. **Meetings.** All Boards, Commissions, and Committees shall establish a regular meeting schedule and provide the City Clerk with notice of its regular meeting date, time, and location or any changes.
11. **Public Bodies.** All boards and commissions shall be considered a public body and are subject to all rules and regulations for public bodies contained in the North Carolina's Open Meetings regulation, G.S. §§143-318.10 et seq.
12. **Qualifications.** Unless otherwise provided by law or ordinance, boards and commission appointees shall be residents of the City of Monroe and meet all of the requirements established by this ordinance or City policy. Appointees shall have no record of conviction of a felony or any conviction of a crime of moral turpitude.
13. **Reappointment.** A member of any City board or commission shall be eligible for reappointment at the discretion of City Council one (1) year after non-reappointment due to expiration of a term limit.
14. **Term Effective/Expiration Date.** The terms of all board and commission members shall begin January 1 and expire on December 31 of the last year of their term.
15. **Terms.** A term of service on all boards and commissions shall be four (4) years unless otherwise provided by law or ordinance. Reappointment to a second term is not automatic and will be based on circumstances at the discretion of the City Council in each individual case. In addition, all members serve at the pleasure of City Council and may be removed at any time with or without cause at the discretion of City Council.
16. **Term Limits.** A length of service on all boards and commissions shall be limited to two (2) full successive terms excluding appointments to fill previously unexpired terms. The term limit provided herein does not toll or cease to run while a member serves as chair or vice chair.
17. **Time of Appointment.** The appointment of City Council Members to a board or committee shall be made annually by City Council prior to January 1 for terms expiring January 1.

18. Voting. Members attending a meeting are required to vote on all matters coming before the committee. Once a member is physically present at a meeting, any subsequent failure to vote will be recorded as an affirmative vote unless the committee takes action to recuse the member from voting on the matter.

AD HOC COMMITTEES

1. Formerly known as Mayoral Committees, Ad Hoc Committees are short-term committees created for a specific purpose with a limited time duration. An Ad Hoc Committee may be created by the Mayor or by City Council. Such Committees shall be composed of Council Members and citizens as determined at the time the committee is formed. In addition, City staff or other individuals with special expertise in a subject matter may be appointed to an Ad Hoc Committee as a non-voting ex officio member. Appointment of members shall follow the Citizen Appointment process required for appoints to any board, committee, or commission. All recommendations from an Ad Hoc Committee must be reviewed by a Council Committee before being placed on a City Council agenda.
2. The Mayor by proclamation, or City Council by resolution, shall set out the purpose and scope of the subject of the Committee as well as its duration.
3. Due to the short-term nature and specific purpose of the Ad Hoc Committees, the number of types of committees change periodically.

DOWD CENTER THEATRE COMMITTEE

| Name | Contact Information | Term Expiration |
|--|--|-----------------|
| Surluta Anthony Mayor Pro Tem | PO Box 69 Monroe, NC 28111-0069 santhony@monroenc.org (704) 803-1211 | N/A |
| James Kerr Council Member | P.O. Box 69 Monroe, NC 28111-0069 jkerr@monroenc.org (704) 288-7374 | N/A |
| Franco McGee Council Member | PO Box 69 Monroe, NC 28111-0069 fmcgee@monroenc.org (704) 800-4157 | N/A |
| Pete Hovanec Parks & Recreation and Tourism Director | PO Box 69 Monroe, NC 28111-0069 phovanec@monroenc.org (704) 282-4542 | N/A |
| Tim Pappas Center Theatre Operations | PO Box 69 Monroe, NC 28111-0069 tpappas@monroenc.org (704) 282-6072 | N/A |

HOMELESS AND ADDICTION COMMITTEE

PURPOSE: Review and advise City Council on matters related to homeless and addiction.

COMPOSITION: Up to four (4) citizen members who shall be residents of the City of Monroe. Citizen members shall serve a one-year term.

MEETINGS: The Committee shall establish a regular meeting schedule, and special meetings may be called at the request of the Chair or City Manager. (O-2024-11, passed 03-15-2024)

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EXPIRATION |
|--|---|-----------------|
| Gray Biber 103 Wood Lake Drive Monroe, NC 28110 Graygreen007@gmail.com (704) 254-8221 | 03-15-2024 Appointed to Full Term <small>(Effective 03-15-2024)</small> | 02-28-2026 |
| Sheila Crunkleton Chair 107 Buck Hill Road Monroe, NC 28112 Sheila.crunkleton@redcross.org (704) 619-4770 | 08-12-2025 Appointed to Chair 03-15-2024 Appointed to Full Term <small>(Effective 03-15-2024)</small> | 02-28-2026 |
| Myles Kuly 1318 Saint Andrews Drive Monroe, NC 28112 mbkuly@gmail.com (704) 989-6371 | 09-09-2025 Appointed to Full Term <small>(Effective 01-01-2025)</small> | 02-28-2026 |

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EXPIRATION |
|---|--|-----------------|
| Joseph Quinto 2801 Huntsman Lane Monroe, NC 28110 Joe.quinto1110@gmail.com (951) 515-0570 | 03-15-2024 Appointed to Full Term (Effective 03-15-2024) | 02-28-2026 |

WINCHESTER REVITALIZATION COMMITTEE

PURPOSE. The Winchester Revitalization Committee is established to review and advise City Council on matters related to Winchester Revitalization.

COMPOSITION. The Committee shall be composed of three (3) members of City Council plus up to four (4) citizen members who shall be residents of the City of Monroe. Citizen members shall serve a one-year term.

MEETINGS. The Committee shall establish a regular meeting schedule, and special meetings may be called at the request of the Chair or City Manager. (O-2024-11, passed 03-15-2024)

WINCHESTER REVITALIZATION COMMITTEE MEMBERS

| Name | Contact Information | TERM EXPIRATION |
|---|--|-----------------|
| Surluta Anthony (Chair) Mayor Pro Tem | PO Box 69 Monroe, NC 28111-0069 santhony@monroenc.org (704) 803-1211 | N/A |
| Robert Burns Mayor | PO Box 69 Monroe, NC 28111-0069 rburns@monroenc.org (980)-425-2101 | N/A |
| Julie Thompson Council Member | PO Box 69 Monroe, NC 28111-0069 jthompson@monroenc.org (704) 292-0917 | N/A |
| CITIZENS | | |
| Celestine Alsbrooks 910 Lasalle Street Monroe, NC 28110 celeste@carolina.rr.com (704) 254-5757 | 06-11-2024 Appointed to Full Term (Effective 06-11-2024) | 06-11-2025 |
| Minnie Atwater 1104 Winchester Avenue Monroe, NC 28110 No email address (704) 283-4766 | 06-11-2024 Appointed to Full Term (Effective 06-11-2024) | 06-11-2025 |

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EXPIRATION |
|--|--|-----------------|
| Eric Hall, Sr. 1101 Stevens Road Monroe, NC 28110 Ehall1@gmail.com (704) 756-3481 | 06-11-2024 Appointed to Full Term (Effective 06-11-2024) | 06-11-2025 |
| Eleanor (Ellen) McGinnis 505 East Talleyrand Avenue Monroe, NC 28110 Ellenmcginnis15@gmail.com (704) 441-1180 | 06-11-2024 Appointed to Full Term (Effective 06-11-2024) | 06-11-2025 |

CITIZEN ADVISORY COMMITTEE

The purpose of a Citizen Advisory Committee is to consider matters within its program or subject matter area and make recommendations to City Council regarding policies, procedures, ordinances, and funding priorities. A Citizen Advisory Committee shall be composed of only citizens with a minimum of one City staff member to serve ex officio as a non-voting member based on their expertise in the subject matter of the committee. All Citizen Advisory Committee matters must be reviewed and considered by a Council Committee prior to being placed on a City Council agenda. The Parks and Recreation Advisory Commission, Airport Advisory Commission, Economic Development Advisory Board, Downtown Advisory Board, Planning Board, Community Development Advisory Committee comprise the Citizen Advisory Committee.

AIRPORT ADVISORY COMMISSION

1. Adoption of Rules; Records. The Airport Commission may adopt rules consistent with this ordinance for the orderly conduct of its business and keep records of its proceedings which are public record.
2. Attendance. Any member of the Airport Commission who misses more than three (3) consecutive regular meetings or more than half the regular meetings in a calendar year shall lose his or her status as a member of the Commission and shall be replaced or reappointed by the City Council. Absences due to sickness, death or other emergencies of like nature shall be recognized as approved absences and shall not affect the member's status on the Commission; except that in the event of a long illness or other cause for prolonged absence, the member shall be replaced.
3. Commission as Advisory Body. The Airport Commission shall not have legislative powers of its own, but shall act as an advisory body to the City Council concerning the matters in which it has charge. The City receives recommendations on construction, enlargement, operation and regulations of the Charlotte-Monroe Executive Airport.
4. Compensation. The citizen members of the Airport Commission are paid seventy-five dollars (\$75) per meeting for the Chairperson and fifty dollars (\$50) per member, per meeting attended, and are reimbursed for all expenses incurred by them in the course of their duties.
5. Created. The Airport Commission is created under authority of G.S. 63-53.
6. Designation of Chairperson; Term of Office for Members. The City Council designates the Chairperson and Vice Chairperson of the Airport Commission. All members shall serve for a period of four (4) years.
7. Duties. The Airport Commission is charged with the duty of investigating, studying and making recommendations to the City Council pertaining to the construction, enlargement, improvement, maintenance, equipment, operation and regulation of the Charlotte-Monroe Executive Airport.
8. Meetings. The Airport Commission shall set a regular meeting schedule to include one (1) regular meeting each month, which is open to the public. The Chair, Vice Chair, or City Manager may cancel a regular meeting, or call a special meeting consistent with the procedures set out in § 32.50K.

9. Membership. The Airport Commission shall consist of seven (7) members, three (3) of which are not required to be residents of the City of Monroe. The City Manager, or designee, shall serve as an ex officio member without a vote.

AIRPORT ADVISORY COMMISSION MEMBERS

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE | CODE OF ETHICS |
|---|---|--------------------------|--------------------------|--------------------|----------------------|
| Chris Cooper 1106 Vaugelas Ct. Monroe, NC 28110 chris@coopergrading.com (704) 345-1709 | 09-09-2025 Appointed to Partial Term to Replace Lynn Keziah who resigned 01-23-2025 | 01-01-2025 | 12-30-2026 | Yes | |
| Brooks Durham 2731 Rolling Hills Drive Monroe, NC 28110 Brooksdurham2009@gmail.com (704) 289-2110 | 12-10-2024 Reappointed to Full Term 01-18-2024 Appointed to Partial Term to Replace David Dotson who was elected to City Council | 01-01-2025 01-01-2024 | 12-31-2028 12-31-2024 | Yes | Yes |
| Martin Andrew Erdle 6011 Spence Court Monroe, NC 28110 Martin.erdle@ilcoud.com (704) 470-5904 | 12-09-2025 Appointed to Full Term to Replace Hayden Desio-Munn | 01-01-2026 | 12-31-2029 | | |
| Rob Fulton 1709 Crestgate Drive Waxhaw, NC 28173 robfult@msn.com (704) 491-8872 | 09-09-2025 Appointed to Full Term to Replace Howard Heda | 01-01-2025 | 12-31-2028 | Yes | |

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE | CODE OF ETHICS |
|---|---|--|--|--------------------|----------------------|
| John Howard Stephens 8420 Royster Road Waxhaw, NC 28173 Jstephens49@gmail.com (NON-CITY MEMBER) (704) 560-5660 | 12-10-2024 Reappointed to Full Term 12-13-2021 Appointed to Full Term | 01-01-2025 01-01-2022 | 12-31-2028 12-31-2024 | Yes | Yes |
| Gary Wilfong Chair 1304 Lawyers Road W. Indian Trail, NC 28079 ghwilfong@carolina.rr.com (NON-CITY MEMBER) (704) 589-8412 | 01-18-2024 Reappointed to Full Term 06-14-2022 Appointed to Chair by Council to replace Lynn Keziah 04-12-2022 Appointed to Vice-Chair by Council to replace Cress Horne 12-02-2020 Appointed to Full Term to Replace John Stephens | 01-01-2024 01-01-2022 01-01-2021 | 12-31-2026 12-31-2023 12-31-2023 | Yes | Yes |
| VACANCY | Appointed to Full Term to Replace Council Member James Kerr after committee restructure and removal of Council Members | 01-01-2025 | 12-31-2028 | | |

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE | CODE OF ETHICS |
|--|--|-------------------|--------------------|--------------------|----------------------|
| City Manager Mark Watson PO Box 69 Monroe, NC 28111-0069 mwatson@monroenc.org (704) 282-4501 (Ex-Officio) | | N/A | N/A | N/A | N/A |
| Cecil Mitchum 733 Plantation Estates Drive Apartment E-418 Matthews, NC 28105 | 12-16-2003 Appointed to Honorary Lifetime Member 01-16-2001 Reappointed to Full Term 11-04-1997 Reappointed to Full Term 09-19-1995 Reappointed to Full Term 12-06-1994 Reappointed to Full Term | N/A | Lifetime | Yes | N/A |

ANIMAL WELFARE COMMITTEE

PURPOSE: The Animal Welfare Committee is to review the status of the animal population in the City, the humane treatment of animals, especially dogs and cats, and make recommendations to the Monroe City Council regarding animal services needed, the City's animal control ordinance, and any other such animal related matters.

MEETINGS: The Committee shall establish a regular meeting schedule, and all meetings shall be open to the public.

MEMBERSHIP; COMPENSATION:

- (a) Composition and Term. The Committee shall consist of seven (7) members all appointed by City Council to serve four (4) year staggered terms. In addition to the seven (7) above, the City Manager, or designee, shall serve as an ex officio non-voting member.
- (b) Residency. All members must be residents of the City of Monroe.
- (c) Compensation. Committee member shall serve without compensation.

ANIMAL WELFARE COMMITTEE MEMBERS

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EXPIRATION |
|--|--|--------------------------|
| Maria Bando 1300 Lena Street Monroe, NC 28112 m_alicea@msn.com (980) 699-0711 | 03-15-2024 Appointed to Full Term <small>(Effective 03-15-2024)</small> | 03-15-2028 |
| Jennifer Loria Vice-Chair 305 Maurice Street Monroe, NC 28112 jenniferloria@gmail.com (704) 777-8994 | 12-09-2025 Appointed by City Council to Vice-Chair 03-15-2024 Appointed to Full Term <small>(Effective 03-15-2024)</small> | 12-31-2028 12-31-2028 |
| Barbara Rooney 2101 Arden Drive Monroe, NC 28112 Brooney5@icloud.com (973) 296-7808 | 03-15-2024 Appointed to Full Term <small>(Effective 03-15-2024)</small> | 12-31-2028 |
| Emma Sullivan 211 Maurice Street Monroe, NC 28112-5648 emmasulli@gmail.com (336) 413-3110 | 03-15-2024 Appointed to Full Term <small>(Effective 03-15-2024)</small> | 12-31-2028 |

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EXPIRATION |
|---|--|--------------------------|
| Robert Yanacsek Chair 513 Everette Street Monroe, NC 28112 Bobformonroenc@gmail.com (704) 261-4222 | 12-09-2025 Appointed by City Council as Chair 03-15-2024 Appointed to Full Term (Effective 03-15-2024) | 03-15-2028 03-15-2028 |
| City Manager Mark Watson PO Box 69 Monroe, NC 28111-0069 mwatson@monroenc.org (704) 282-4501 Ex-Officio (Non-voting member) | | |
| Vacancy | | |
| Vacancy | | |

COMMITTEE ON DISABILITIES

PURPOSE: The Committee is to promote inclusion, accessibility, and equal opportunity for all Monroe Citizens with Intellectual and/or Developmental Disabilities (IDD). The Committee will make recommendations on ways to foster independence by increasing access to essential services, resources, education, employment, and recreational activities. The Committee will make recommendations on collaboration with community partners, government agencies, and stakeholders, the committee will work to raise awareness, reduce stigma, and advocate for policies and programs that benefit the quality of life for citizens and their caregivers living with IDD in the City of Monroe.

MEETINGS: The Committee shall establish a regular meeting schedule, and all meetings shall be open to the public.

MEMBERSHIP; COMPENSATION:

- (a) Composition and Term. The Committee shall consist of seven (7) members all appointed by City Council to serve four (4) year staggered terms. In addition to the seven (7) above, the City Manager, or designee, shall serve as an ex officio non-voting member.
- (b) Residency. All members must be residents of the City of Monroe.
- (c) Compensation. Committee member shall serve without compensation.

COMMITTEE ON DISABILITIES MEMBERS

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EXPIRATION |
|---|---|-----------------|
| Karen Heath 1101 Stevens Road Monroe, NC 28110 Kkhall29@gmail.com (704) 819-6328 | 06-11-2024 Appointed to Full Term <small>(Effective 06-11-2024)</small> | 03-15-2025 |
| Melinda Plue Chair 401 S. Crawford Street Monroe, NC 28112 melindaplue@gmail.com (704) 877-9881 | 09-09-2025 Appointed to Chair by City Council 06-11-2024 Appointed to Full Term <small>(Effective 06-11-2024)</small> | 12-31-2028 |
| Kelly Stegall 701 W. Franklin Street Monroe, NC 28112 kstegall@spcc.edu (980) 328-4956 | 03-15-2024 Appointed to Full Term <small>(Effective 03-15-2024)</small> | 03-15-2025 |
| Jonathan Belk 3608 WG Medlin Road Monroe, NC 28112 Lindabelk75@gmail.com (704) 219-8729 Ex-Officio (Non-Voting Member) | 09-09-2025 Appointed to Full Term <small>(Effective 01-01-2025)</small> | 12-31-2028 |

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EXPIRATION |
|--|---|-----------------|
| City Manager Mark Watson PO Box 69 Monroe, NC 28111-069 mwatson@monroenc.org (704) 282-4501 Ex-Officio (Non-Voting Member) | | |
| Vacancy | 01-01-2025 Appointed to Full Term to replace Selina Campbell who resigned on 11-04-2024 | 03-15-2025 |
| Vacancy | | |
| Vacancy | | |

DOWNTOWN ADVISORY BOARD

1. Created.
 - (a) The Monroe Downtown Advisory Board having been created by the City of Monroe City Council shall be hereafter referred to as the Downtown Advisory Board.
 - (b) The Downtown Advisory Board shall be considered a public body and is subject to all rules and regulations for public bodies contained in the North Carolina's Open Meetings regulation, G.S. §§143-318.10 et seq.
2. General Duties and Powers. The general purpose of the Downtown Advisory Board is to serve as an advisory board to make recommendations to City Council subject to such limitations as may be imposed by state law or by ordinances of the City, the board shall be embodied for the following purposes:
 - (a) Advise, deliberate and make recommendations to the City Council to help facilitate the implementation of the Downtown Master Plan.
 - (b) Serve to support economic development efforts and the marketing and promotion of downtown.
 - (c) Identify appropriate uses for downtown and identify developers/investors for downtown development.
 - (d) Recommend to City Council an overall policy for the continued development and sustainability of downtown.
 - (e) Develop financial tools for downtown development.
 - (f) Promote and facilitate the improvement of downtown infrastructure, including water, public safety, parks, parking, transportation, utilities sidewalks, sewer, and streetscape.
 - (g) Promote and facilitate a program to assist in business retention in the downtown.
 - (h) Promote and facilitate a marketing program to increase sales, visitors, and awareness of downtown.
 - (i) Provide City Council with representative community participation in preparing and implementing plans and reports concerning development of downtown.
 - (j) Promote, facilitate, and act as liaison to catalytic developments significantly affecting the downtown area.
3. Meetings, Attendance, and Compensation.
 - (a) Meetings. The board shall establish its meeting schedule. Special meetings may be called by the Chair, Vice Chair, or City Manager.
 - (b) Attendance. Any member of the Downtown Advisory Board who misses more than three (3) consecutive regular meetings or more than half the regular meetings in a calendar year shall be subject to removal and replacement by the City Council. Absences due to sickness, death or other emergencies of like nature shall be recognized as approved absences and shall not affect the member's status on the Commission; except that in the event of a long illness or other cause for prolonged absence, the member shall be replaced.

- (c) Compensation. Members of the Downtown Advisory Board shall receive compensation in the amount of seventy-five dollars (\$75) per meeting for the Chairman and fifty dollars (\$50) per member, per meeting attended.

4. Membership, Terms of Office, and Officers.

- (a) Membership. The Downtown Advisory Board shall be appointed by City Council and consist of seven (7) citizen members. Members shall be required to be any of the following: residents of the City of Monroe; the full owner of a business located in the City's Downtown Central Business District; have no less than a ten percent (10%) ownership stake in a business located in the City's Downtown Central Business District; be a partner in a business located in the City's Downtown Central Business District (by way of illustration an individual who is a partner in a firm that provides legal services or accounting service would meet this requirement); or an employee of a business located in the City's Downtown Central Business District. The City Manager, or designee, shall serve as an ex officio non-voting member.
- (b) Terms of Office. Members of this board shall serve staggered four (4) year terms.
- (c) Officers. Chair and Vice Chair will be appointed by the City Council.

5. Quorum and Voting. A quorum shall be constituted by a simple majority of board members, excluding vacancies. The Chair or the presiding member of the board shall vote on all matters of business considered by the board. A quorum shall be required before any vote is taken.

DOWNTOWN ADVISORY BOARD MEMBERS

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE | CODE OF ETHICS |
|---|--|-------------------|--------------------|--------------------|----------------------|
| Lisa Boix 4714 Gum Lane Monroe, NC 28112 Lboix.msb@gmail.com (704) 609-3152 | 01-14-2025 Appointed to Full Term to replace Kay Klaren | 01-01-2025 | 12-31-2028 | Yes | Yes |
| Sheila Crunkleton 107 Buck Hill Road Monroe, NC 28112 Sheila.crunkleton@redcross.org (704) 619-4770 | 01-18-2024 Appointed to Full Term to replace Caroline Brown | 01-01-2024 | 12-31-2026 | Yes | Yes |
| Bill Heisner 408 W. Windsor Street Monroe, NC 28112 carawillrealty@gmail.com (704) 254-1850 | 01-14-2025 Appointed to a Full Term to replace Marie Starnes | 01-01-2025 | 12-31-2028 | Yes | Yes |
| Clint Lawrence 115 N. Church Street Monroe, NC 28112 clint@lawrencesurveying.com (704) 219-9832 | 01-14-2025 Appointed to Full Term to replace Jason Walle | 01-01-2025 | 12-31-2028 | Yes | Yes |

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE | CODE OF ETHICS |
|---|---|--|--|--------------|----------------|
| Greg Moore 101 N. Crawford Street Monroe, NC 28112 gregmoorenync@gmail.com (980) 215-3564 | 01-14-2025 Appointed to Full Term | 01-01-2025 | 12-31-2028 | Yes | Yes |
| Joyce Rentschler Chair 313 North Main Street Monroe, NC 28112 jrentschler@juno.com (704) 207-3102 | 01-18-2024 Reappointed to Full Term 12-13-2021 Appointed to Chair by City Council 07-13-2021 Appointed to a three-year term to replace Roopal Das | 01-01-2024 01-01-2022 01-01-2021 | 12-31-2026 12-31-2023 12-31-2023 | Yes | Yes |
| Courtney Stevens-Garrison 2505 Goldmine Road Monroe, NC 28110 courtney@superiorhomemedical.com (704) 607-2587 | 01-14-2025 Appointed to Full Term | 01-01-2025 | 12-31-2028 | Yes | Yes |
| City Manager Mark Watson PO Box 69 Monroe, NC 28111-0069 mwatson@monroenc.org (704) 282-4501 Ex-Officio (Non-Voting Member) | | | | | |

PARKS AND RECREATION ADVISORY COMMISSION

1. Purpose. The City hereby establishes an advisory Parks and Recreation Commission to investigate the recreational needs of the City and make recommendations to the City Council and City Manager relative to all phases of recreation.
2. Meetings. The Commission shall establish a regular meeting schedule, which meetings are open to the public, to review and recommend policies and plans and programs for the City Parks and Recreation Department.
3. Membership; Compensation.
 - (a) Composition and Term. The Commission shall consist of seven (7) members one of which shall be a sitting member of City Council. All members shall be appointed by the City Council and citizen members shall serve four-year staggered terms. In addition to the seven (7) members above, the City Manager, or designee, shall serve as the ex officio City staff member. City Council appoints the Chair and Vice Chair.
 - (b) Requirements. All members must be residents of the City.
 - (c) Compensation. Commission members serve without compensation.

PARKS AND RECREATION ADVISORY COMMISSION MEMBERS

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE | CODE OF ETHICS |
|--|---|--------------------------|--------------------------|--------------------|-------------------|
| Jose Ayala 2329 Lorelei Ter Monroe, NC 28112 Jose.a.ayalas@gmail.com (814) 722-9583 | 09-09-2025 Appointed to Full Term to Full Term to replace Ken Graham | 01-01-2025 | 12-31-2028 | Yes | |
| Debbie Dillion 300 S. Washington St. Monroe, NC 28112 ddillion@vt.edu (540) 270-9553 | 01-18-2024 Reappointed to Full Term 12-01-2020 Appointed to Full Term to replace Angelia | 01-01-2024 01-01-2021 | 12-31-2026 12-31-2023 | Yes | Yes |
| Debra Huhnerkoch 4420 Allenby Pl Monroe, NC 28110 Debrah3106@gmail.com (612) 387-6895 | 09-09-2025 Appointed to Full Term to Full Term to replace Rhonda Griffin | 01-01-2025 | 12-31-2028 | Yes | |
| Franco McGee Chair Council Member fmcgee@monroenc.org (704) 800-4157 | 12-12-2024 Appointed by City Council to Chair 12-12-2024 Appointed by Mayor Burns | 01-01-2024 | N/A | N/A | N/A |

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE | CODE OF ETHICS |
|--|--|--------------------------|--------------------------|--------------------|-------------------|
| Dr. Joseph Milner 1002 W. Franklin St Monroe, NC 28112 Joseph.d.milner@gmail.com (336)-460-0830 | 09-10-2024 Appointed to Full Term | 01-01-2024 | 12-31-2027 | Yes | Yes |
| Jalen Sowell 608 Windy Drive Monroe, NC 28110 Jjsowell12@gmail.com (704) 635-1342 | 09-09-2025 Appointed to Full Term to replace Tiffany Wilson | 01-01-2025 | 12-31-2028 | Yes | |
| John Thomasson 3301 Lexie Lane Monroe, NC 28110 thomajo@prodigy.net (936) 585-1235 | 01-18-2024 Reappointed to Full Term 12-01-2020 Appointed to Full Term to replace Gail Mar | 01-01-2024 01-01-2021 | 12-31-2026 12-31-2023 | Yes | Yes |
| City Manager Mark Watson PO Box 69 Monroe, NC 28111-0069 mwatson@monroenc.org (704) 282-4501 Ex-Officio (Non-Voting Member) | | | | | |

PLANNING BOARD

Although the Planning Board is created by North Carolina General Statute, its purpose is to make land use and development recommendations to City Council. As such, the Planning Board serves an advisory role. However, all recommendations from the Planning Board must go directly to City Council as provided by state law without review by a Council Committee.

1. Created. There shall be a Planning Board of the City of Monroe in accordance with the following provisions:
2. Compensation. The Chairperson shall receive seventy-five dollars (\$75) per meeting attended. All other members, including Alternate Members, shall receive fifty dollars (\$50) per meeting attended.
3. Composition: The Planning Board (PB) shall consist of seven Regular members plus two (2) additional members which are designated Alternate Members to attend all meetings and serve if one of the Regular Members is absent or unable.
4. Appointments; Terms. The Planning Board (PB) shall consist of seven (7) Regular members plus two (2) additional members which are designated Alternate Members to attend all meetings and serve if one (1) of the Regular Members is absent or unable to participate.
 - (a) Members shall be residents of the City of Monroe and shall be appointed by City Council; one (1) Regular Member may reside outside of the City but within the extraterritorial jurisdiction (ETJ).
 - (b) City Council shall appoint the Chair and Vice Chair of the Planning Board who shall serve at the pleasure of the Council. The Chair or Vice Chair shall be subject to the term limit restrictions in § 32.50F of the City Code during the time they serve as Chair or Vice Chair.
 - (c) In addition to the foregoing Regular and Alternate Members, one (1) member of the Monroe Youth Council may serve as an ex officio, non-voting, uncompensated member. The Monroe Youth Council shall select the Youth Council ex officio member at the time it elects officers annually.
 - (d) Member Terms. Planning Board members shall be appointed for four (4) year staggered terms expiring on December 31st.
 - (i) Members may serve two (2) consecutive terms.
 - (ii) Any vacancy in the membership shall be filled for the unexpired term.
 - (iii) Members may continue to serve until their successors have been appointed.
 - (iv) An Alternate Member may be appointed a Regular Member at which time City Council shall appoint a replacement Alternate Member.

5. Organization, Rules, Meetings, and Records. Consistent with Article 3 of Chapter 160D of the North Carolina General Statutes, the Planning Board shall adopt rules for transaction of its business and shall keep a record of its members' attendance and of its resolutions, discussions, findings, and recommendations, which shall be a public record.
6. Meetings. The Planning Board shall adopt a regular meeting schedule.
 - (a) The Planning Board may hold such special meetings as conduct of its business may require.
 - (b) All meetings shall be open to the public.
 - (c) The Planning Board shall keep minutes of its proceedings, showing the vote of each member upon every action or, if absent or failing to vote, indicate such fact.
 - (d) Unless otherwise provided by law, all records and minutes shall be public record.
7. Quorum. No official business of the Planning Board may be conducted without a quorum present.
8. Participating and Voting. The concurring vote of a majority of the then-sitting Members of the Board, whether Regular or Alternates, shall be required on all matters. A majority of the then-sitting Regular Members shall be required to decide any other matter or to determine an appeal made in the nature of certiorari.
 - (a) For the purposes of this division, an Alternate Member shall fill in for vacant positions on the Board and members who are not disqualified from voting on a matter which shall constitute the then-sitting Regular Members for each matter in consideration. Vacant or disqualified members shall not be considered members of the Board for calculation of the requisite majority if there are no qualified alternates available to take the place of such members. Once a member is physically present at a Planning Board meeting, any subsequent failure to vote will be recorded as an affirmative vote unless the member has recused himself or herself, or been excused in accordance with the division below.
 - (b) Members shall not vote on any advisory or legislative decision regarding a development regulation where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member. An appointed board member shall not vote on any zoning amendment if the landowner of the property subject to the zoning petition or the applicant for a text amendment is a person with whom the member has a close familial, business, or other associational relationship. For purposes of this section, a "close familial relationship" means a spouse, parent, child, brother, sister, grandparent, or grandchild. The term includes the step, half, and in-law relationships. In addition, a member who was not present at the hearing at which evidence relevant to the matter at issue was taken shall not vote on the matter.
 - (c) Attendance. Any member of the Planning Board who misses more than three (3) consecutive regular meetings or more than half the regular meetings in a calendar year shall be subject to removal and replacement by the City Council. Absences due to sickness, death or other emergencies of like nature shall be recognized as approved absences and shall

not affect the member's status on the Commission; except that in the event of a long illness or other cause for prolonged absence, the member shall be replaced.

9. General Powers and Duties. The following shall be the responsibility of the Planning Board:

- (a) Generally. The Planning Board shall provide an advisory function, except where otherwise noted, to assist in making decisions pertaining to amendments to the comprehensive plan and the City of Monroe UDO, and applications for development approval.
- (b) Prepare plans. The Planning Board shall prepare and recommend to the City Council, and from time to time amend and revise a recommended comprehensive and coordinated plan for the physical, social, and economic development of the area. It shall prepare and recommend to the City Council policies, ordinances, administrative procedures and other means for promotion of the orderly development along lines indicated in the comprehensive plan and advise it concerning proposed amendments of such ordinances.
- (c) Zoning map amendment. The Planning Board shall review and recommend to City Council general and conditional district rezoning requests.
- (d) UDO text amendment. The Planning Board shall review and recommend to City Council proposed UDO text amendments.
- (e) Land use plans. The Planning Board shall review and recommend to City Council proposed land use plans and amendments.
- (f) Planned development. The Planning Board shall review and recommend to City Council proposed planned developments.
- (g) Other duties. The Planning Board may perform any other duties that may lawfully be assigned to it.

PLANNING BOARD MEMBERS

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE | CODE OF ETHICS |
|---|---|-------------------|--------------------|--------------------|----------------------|
| Daryle Anderson 2924 Duck Point Drive Monroe, NC 28110 Daryle.anderson@gmail.com (704) 488-2325 | 09-10-2024 Appointed to Partial Term as Regular Member to replace Ken Deal | 01-01-2024 | 12-31-2027 | Yes | Yes |
| Alisha DeBerry 3311 Christopher Jacob Ct Monroe, NC 28110 alisha@platinumgrouprealtyllc.com (704) 606-7051 | 09-09-2025 Appointed to Partial Term to replace Richard Yercheck (resigned 01-14-2025) | 01-01-2025 | 12-31-2026 | Yes | Yes |
| Pam Duda 821 Victorian Lane Monroe, NC 28112 pamjduda@gmail.com (908) 246-7512 | 06-03-2024 Appointed by Union County to Partial Term as ETJ Member to replace Patrick Furr | 01-1-2024 | 12-31-2025 | Yes | Yes |

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE | CODE OF ETHICS |
|--|--|--|--|--------------------|----------------------|
| John Harris 601 Winchester Avenue Monroe, NC 28110 Jfharrisfunls87@aol.com (704) 578-8257 | 01-14-2025 Appointed to Partial Term as Alternate Member to replace Parker Mills | 01-01-2025 | 12-31-2027 | Yes | Yes |
| Robin Holland 2734 Rolling Hills Drive Monroe, NC 28110 RobinHolland7@me.com (704) 617-2182 | 09-09-2025 Appointed to Partial Term as Alternate Member to replace Louis Philippi | 01-01-2025 | 12-31-2027 | Yes | Yes |
| Archie Morgan 505 S. Church Street Monroe, NC 28112 archie931fm@gmail.com (704) 242-0477 | 01-18-2024 12-13-2021 07-13-2021 Reappointed to Full Term Appointed to Regular Member to replace MaryAnn Rasberry Appointed to Partial Term as Alternate Member to replace Jennifer Smith (appointed as Regular Member on 03-09-21) | 01-01-2024 01-01-2022 01-01-2021 | 12-31-2027 12-31-2023 12-31-2023 | Yes | Yes |
| MaryAnn Rasberry 2507 King Arthur Drive Monroe, NC 28110 maraz@carolina.rr.com (704) 604-0742 | 12-10-2024 01-04-2024 Reappointed to Full Term Appointed to Partial Term to replace David Dotson who was elected to City Council | 01-01-2025 01-01-2024 | 12-31-2028 12-31-2024 | Yes | Yes |

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE | CODE OF ETHICS |
|--|--|--|--|--------------------|----------------------|
| Jennifer Smith Chair 109 W. Houston Street Monroe, NC 28112 Chelsieharley@gmail.com (704) 582-2353 | 12-10-2024 Appointed by City Council to Chair 01-18-2024 Reappointed to Full Term 12-13-2021 Appointed by City Council to Vice-Chair to replace Richard Yercheck 03-09-2021 Appointed to Regular Member to Replace John Harris 03-03-2020 Appointed to Replace Alternate Member Michael McCarver | 01-01-2025 01-01-2024 01-01-2022 01-01-2020 | 12-31-2027 12-31-2027 12-31-2023 12-31-2023 | Yes | Yes |
| Chip Wardwell 2655 Rolling Hills Drive Monroe, NC 28110 Chip.wardwell@fedex.com (704) 724-4242 | 01-14-2025 Appointed to Full Term to Replace Margaret Desio | 01-01-2025 | 12-31-2028 | Yes | Yes |
| City Manager Mark Watson PO Box 69 Monroe, NC 28111-0069 mwatson@monroenc.org (704) 282-4501 Ex-Officio (Non-Voting Member) | | | | | |
| VACANCY/Youth Council | | | | | |

CITY COUNCIL COMMITTEES

PURPOSE. The purpose of a Council Committee is to review all items coming to City Council from a Citizen Advisory Committee or Statutory Committee, refer matters for consideration to a Citizen Advisory Committee within the subject matter of the committee, and make appropriate recommendations before an item is placed on a City Council agenda. City Council Committees shall be composed of up to three City Council members without citizen appointees. The Public Enterprise Committee, General Services Committee, Citizens Appointment Committee, and Public Safety Committee comprise the Council Committees. Before an item is placed on a City Council Agenda, any item coming to a City Council Committee from an Advisory, Statutory, or Ad Hoc Committee will be reviewed and either sent back to the referring Committee for further consideration/information or be referred on to City Council with a recommendation from the reviewing City Council Committee.

CITIZENS APPOINTMENT COMMITTEE

COMPOSITION. The Citizens Appointment Committee shall consist of up to three Council Members and the Mayor Pro Tem shall serve as Chair of the Citizens Appointment Committee.

PUIRPOSE. Review an application and makes a recommendation to City Council on appointment of member to a City board, committee, or commissions. In addition, the Citizens Appointment Committee shall review and make a recommendation to City Council regarding the appointment procedure and process.

| Name | Contact information | Term Expiration |
|--|--|-----------------|
| Surluta Anthony (Chair) Mayor Pro Tem | PO Box 69 Monroe, NC 28111-0069 santhony@monroenc.org (704) 803-1211 | N/A |
| Gary Anderson Council Member | PO Box 69 Monroe, NC 28111-0069 ganderson@monroenc.org (903) 509-0284 | N/A |
| David Dotson Council Member | PO Box 69 Monroe, NC 28111-0069 ddotson@monroenc.org (980) 315-0351 | N/A |

GENERAL SERVICES COMMITTEE

COMPOSITION. The General Services Committee shall consist of up to three Council Members.

PURPOSE. Reviews, evaluates and makes recommendations regarding policies and practices involving general administrative functions such as finance, customer service, human resources, employee benefits, facilities, technology services and other administrative matters. In addition, the General Services Committee will review and make a recommendation regarding Downtown Monroe, Economic Development and Community Development matters.

| Name | Contact Information | Term Expiration |
|--|--|-----------------|
| Julie Thompson (Chair) Council Member | PO Box 69 Monroe, NC 28111-0069 jthompson@monroenc.org 704-292-0917 | N/A |
| Gary Anderson Council Member | PO Box 69 Monroe, NC 28111-0069 ganderson@monroenc.org 803-509-0284 | N/A |
| Surluta Anthony Mayor Pro Tem | PO box 69 Monroe, NC 28111-0069 santhony@monroenc.org 704-803-1211 | N/A |

PUBLIC ENTERPRISE COMMITTEE

COMPOSITION. The Public Enterprise Committee shall consist of up to three Council Members.

PURPOSE. The Public Enterprise Committee will review, evaluate, and make a recommendation regarding matters involving City public enterprise operations including water, wastewater, electric utilities, natural gas utilities, stormwater utilities, the Charlotte-Monroe Executive Airport, solid waste, and any other enterprise established within the City. In addition, the Committee shall review and make a recommendation to City Council on an environmental matter or other matter as directed by City Council.

| Name | Contact Information | Term Expiration |
|---|--|-----------------|
| James Kerr (Chair) Council Member | PO Box 69 Monroe, NC 28111-0069 jkerr@monroenc.org 704-288-7374 | N/A |
| Franco McGee Council Member | PO Box 69 Monroe, NC 28111-0069 fmcgee@monroenc.org 704-800-4157 | N/A |
| Julie Thompson Council Member | PO Box 69 Monroe, NC 28111-0069 jthompson@monroenc.org 704-292-0917 | N/A |

PUBLIC SAFETY COMMITTEE

COMPOSITION. The Public Safety Committee shall consist of up to three Council Members.

PURPOSE. The Public Safety Committee will review, evaluate, and make a recommendation on a matter related to public safety including policies, procedures, and services provided by the Monroe Police Department and Monroe Fire Department. In addition, the Public Safety Committee will review and make a recommendation on matters involving streets, engineering, building code, building code/minimum housing enforcement, and civil ordinance enforcement in general.

| Name | Contact Information | Term Expiration |
|---|--|-----------------|
| David Dotson (Chair) Council Member | PO Box 69 Monroe, NC 28111-0069 ddotson@monroenc.org 980-315-6351 | N/A |
| Gary Anderson Council Member | PO Box 69 Monroe, NC 28111-0069 ganderson@monroenc.org 803-509-0284 | N/A |
| Julie Thompson Council Member | PO Box 69 Monroe, NC 28111-0069 jthompson@monroenc.org 704-292-0917 | N/A |

ECONOMIC DEVELOPMENT ADVISORY BOARD

1. Adoption of Rules; Records. The Board adopts rules for transactions and keeps a record of its resolutions, transactions, findings and determinations, all of which are public record.
2. Attendance. Any member of the Economic Development Advisory Board who misses more than three (3) consecutive regular meetings or more than half the regular meetings in a calendar year shall lose his or her status as a member of the Board and shall be replaced or reappointed by the City Council. Absences due to sickness, death or other emergencies of like nature shall be recognized as approved absences and shall not affect the member's status on the Board; except that in the event of a long illness or other cause for prolonged absence, the member shall be replaced.
3. Board as Advisory Body. The Economic Development Advisory Board shall not have legislative powers of its own, but shall act as an advisory body to the City Council concerning the matters in which it has charge.
4. Compensation. The members of the Board serve without compensation.
5. Composition and Term of Office for Members. The Economic Development Advisory Board shall consist of no less than seven (7) members and no more than twelve (12) members each appointed by the City Council. All member shall serve staggered terms and after the initial appointment period, shall serve four (4) year terms at the pleasure and discretion of the Monroe City Council. In addition to the above members, the City Manager, or his designee, shall serve as ex officio member without a vote.
6. Designation of Chairperson and Vice Chairperson. The City Council designates the Chairperson and Vice Chairperson of the Economic Development Advisory Board to serve until the end of their term of office but at the pleasure and discretion of the Monroe City Council.
7. Meetings. The Economic Development Advisory Board shall set a regular meeting schedule and all meetings are open to the public. The Chair, Vice Chair, or City Manager may cancel a regular meeting, or call a special meeting consistent with the procedures set out in § 32.50K.
8. Purpose. The purpose of the Economic Development Advisory Board is to advise and make recommendations to City Council regarding economic development activities within the City of Monroe, serve as a liaison between the City of Monroe and businesses and industries in the City, and promote economic development in the greater City of Monroe.

9. **Residency.** All members of the Economic Development Advisory Board shall have their primary residence located within the City Limits of the city of Monroe or shall be employed by a business or industry with its place of business located within the City Limits of the City of Monroe.

**ECONOMIC DEVELOPMENT ADVISORY BOARD
CITY OF MONROE MEMBERS**

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXP | OATH ON FILE | CODE OF ETHICS |
|---|---|--------------------------|--------------------------|--------------------|----------------------|
| Chad Griffin Chair 3918 Tom Starnes Road Waxhw, NC 29173 cgriffin@charlottepipe.com (704) 400-6925 | 12-09-2025 Appointed by City Council as Chair 12-09-2025 Appointed to Full Term | 01-01-2026 01-01-2026 | 12-31-2029 12-31-2029 | Yes | Yes |
| Drew Lawrence 115 N. Church Street Monroe, NC 28112 Drew@Lawrencesurveying.com (704) 634-9951 | 12-09-2025 Appointed to Three Year Term | 01-01-2026 | 12-31-2028 | Yes | Yes |
| Eric Paszkowski 4238 Capital Drive Waxhaw, NC 28173 Eric.paszkowski@gbo.com (716) 430-0079 | 12-09-2025 Appointed to Two Year Term | 01-01-2026 | 12-31-2027 | Yes | Yes |
| Jeff Duke Vice-Chair 3000 Highway 74 East Monroe, NC 28112 Jeff.duke@assabloy.com (704) 219-6559 | 12-09-2025 Appointed by City Council as Vice-Chair 12-09-2025 Appointed to Full Term | 01-01-2026 | 12-31-2029 | Yes | Yes |

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXP | OATH ON FILE | CODE OF ETHICS |
|--|--|-------------------|-------------|--------------------|----------------------|
| Jonathan Edwards 233 South Secrest Avenue Monroe, NC 28112 Jonathan.edwards@tyson.com (704) 283-7571 | 12-09-2025 Appointed to Three Year Term | 01-01-2026 | 12-31-2028 | Yes | Yes |
| Randy Adcock 317 North Charlotte Avenue Monroe, NC 28112 RandyAdcock87@gmail.com (704) 996-5011 | 12-09-2025 Appointed to Two Year Term | 01-01-2026 | 12-31-2027 | Yes | Yes |
| Dr. Stacy Walters-Bailey 1851 South Piedmont Street Monroe, NC 28110 swatersbailey@spcc.edu (704) 838-6163 (Non-Voting Member) | 12-09-2025 SPCC President Ex-Officio Member | N/A | | | |
| Clayton Whitson 903 Skyway Drive Monroe, NC 28110 clayton@unioncountycoc.com (704) 289-4567 (Non-Voting Member) | 12-09-2025 Union County Chamber President Ex-Officio Member | N/A | | | |
| Teresa Campo tcampo@monroenc.org (Non-Voting Member) | Economic Development Director – Ex-Officio Member | N/A | | | |

STATUTORY COMMITTEES

Statutory Committees are created by state statute for the specific purpose set out in the statute and composed exclusively of citizens. Quasi-judicial matters heard by a statutory committee is the final administrative action by the City with no right of appeal to City Council. Except for the Planning Board, other matters and recommendations from statutory committees shall be reviewed by a Council Committee within the committee's subject matter before being placed on a City Council agenda. The Monroe Tourism Development Authority, Board of Adjustment, Historic District Commission, Historic Preservation Commission, Alcoholic Beverage Control Board, Firefighter Relief Fund, and Monroe Housing Authority comprise the Statutory Committees.

ALCOHOLIC BEVERAGE CONTROL (ABC) BOARD

- A. Duties. The ABC Board has all the powers and duties prescribed for Boards of Alcoholic Beverage Control by G.S. 18B-701 and is subject to the powers and authority of the State Board of Alcoholic Beverage Control.
- B. Established. The City Council hereby establishes the Board of Alcoholic Beverage Control through an Enabling Act in the General Assembly.
- C. Meetings; Compensation. The ABC Board shall meet monthly and shall be compensated at the rate of one hundred fifty dollars (\$150) per meeting.
- D. Members; Terms. The Board is composed of a Chairperson and two (2) other members appointed by City Council. All terms are for a three (3) year period.
- E. Subject to State Law. The Monroe ABC Board and the operation of the stores are subject to the provisions of the state General Assembly.

ALCOHOLIC BEVERAGE CONTROL (ABC) BOARD MEMBERS

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | CODE OF ETHICS |
|---|---|--|--|-------------------|
| Frank Garrett 836 Lake Stone Drive Monroe, NC 28112 Frankmarcy@gmail.com (704) 219-3789 | 12-10-2024 Reappointed to Full Term 12-13-2021 Appointed to Full Term to replace Steve Lowder | 01-01-2025 01-01-2022 | 12-31-2026 12-31-2024 | Yes |
| Gary Roderick Chair 2818 Foxworth Drive Monroe, NC 28110 roderickjg@aol.com (704) 219-3550 | 12-09-2025 Appointed to Chair by City Council 12-10-2024 Reappointed to Full Term 12-13-2021 Appointed to Full Term to replace Gil Rushing | 01-01-2026 01-01-2025 01-01-2022 | 12-31-2027 12-31-2027 12-31-2024 | Yes |
| Henry Ligon Bundy 3203 Duck Point Drive Monroe, NC 28110 ligonbundy@gmail.com (704) 776-5344 | 12-09-2025 Appointed to Full Term to replace Terry Sholar | 01-01-2026 | 12-31-2028 | |
| Charles Sturgis 1402 Woodland Ave. Monroe, NC 28112 (704) 283-5292 | 07-01-2003 Appointed as Honorary Lifetime Member 08-05-1997 Reappointed 08-02-1994 Appointed | N/A | Lifetime | N/A |

BOARD OF ADJUSTMENT

1. Created. There shall be a Board of Adjustment of the City of Monroe in accordance with the following provisions:
2. Appointments and Terms.
 - (a) The Board of Adjustment (BOA) shall consist of a minimum of five (5) and a maximum of seven (7) Regular Members plus two (2) Alternate Members to attend all meetings which shall replace and substitute for an absent or disqualified regular member not available to hear a matter on a case-by-case basis. All members including Alternate Members shall be appointed by City Council, and the Chair and Vice Chair shall be appointed by City Council.
 - (b) Members of the Board of Adjustment shall be residents of the City and shall be appointed by City Council; one (1) member may reside outside of the City but within the extraterritorial jurisdiction (ETJ).
 - (c) The Chairperson shall receive seventy-five dollars (\$75) per meeting attended. All other members shall receive fifty dollars (\$50) per meeting attended.
 - (d) Member Term. Board of Adjustment members shall be appointed for four (4) year staggered terms expiring on December 31st.
 - i. Members may serve two (2) consecutive terms.
 - ii. Any vacancy in the membership shall be filled for the unexpired term.
 - iii. Members may continue to serve until their successors have been appointed.
 - iv. An Alternate Member may be appointed a Regular Member at which time City Council shall appoint a replacement Alternate Member.
3. Rules of Procedure.
 - (a) Generally. Consistent with Article 4 of Chapter 160D and §160D-302 of the North Carolina General Statutes, the Board of Adjustment shall adopt rules for the transaction of its business and shall keep a record of its members' attendance and its resolutions, discussions, findings and recommendations, which record shall be public record.
 - (b) Meetings. The Board of Adjustment shall adopt a regular meeting schedule. In addition, the Board of Adjustment may hold such special meetings as the conduct of its business may require. All meetings and hearings shall be open to the public.
 - (c) Quorum. No official business of the Board of Adjustment may be conducted without a quorum present.
 - (d) Participating and Voting. The concurring vote of four-fifths (4/5) of the then-sitting Members of the Board, whether Regular or Alternate, shall be necessary to grant a variance or take any other required action. A majority of the then-sitting Regular Members shall be required to decide any other quasi-judicial matter or to determine an appeal made in the nature of certiorari.

- i. For the purposes of this division, vacant positions on the Board and members who are disqualified from voting on a quasi-judicial matter shall not be considered members of the Board for calculation of the requisite majority if there are no qualified alternates available to take the place of such members. Alternate Members shall replace and sit in the place of absent or disqualified Regular Members and be considered a then-sitting Regular Member for purposes of hearing a particular matter before the Board.
- ii. Once a member is physically present at a Board of Adjustment meeting, any subsequent failure to vote will be recorded as an affirmative vote unless the member has recused himself or herself, or been excused in accordance with the division below.
- iii. A member shall not participate in or vote on any quasi-judicial matter in a manner that would violate an affected person's constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter. For purposes of this section, a "close familial relationship" means a spouse, parent, child, brother, sister, grandparent, or grandchild. The term includes the step, half, and in-law relationships. In addition, a member who was not present at the hearing at which evidence relevant to the matter at issue was taken shall not vote on the matter.

(e) Board Member Attendance. Any member of the Board of Adjustment who misses more than three (3) consecutive regular meetings, or more than half of the regular meetings in a calendar year shall be subject to removal and replacement by City Council.

4. General Powers and Duties. The Board of Adjustment shall have all the powers and duties as authorized by state law, and in the manner provided for in City of Monroe UDO. Generally, such powers and duties shall include, but not be restricted to, the following:

- (a) Special use permits.
- (b) Variances.
- (c) Temporary use permit (60-day or more).
- (d) Appeals.

(5) Reconsideration of Board of Adjustment Action.

- (a) Whenever the Board of Adjustment disapproves an application on any basis other than the failure of the applicant to submit a complete application, such action may not be reconsidered by the respective board for a period of one (1) year unless the applicant clearly demonstrates that:

- i. Circumstances affecting the property that are the subject of the application have substantially changed; and/or
- ii. New information is available that could not with reasonable diligence have been presented at a previous hearing. A request to be heard on this basis must be filed with the administrator within the time period for an appeal to superior court. However, such a request does not extend the period within which an appeal must be taken.

(b) Notwithstanding division (a) above, the Board of Adjustment may at any time consider a new application affecting the same property that an application has been previously denied for. A new application is one that differs in some substantial way from the one previously considered.

BOARD OF ADJUSTMENT MEMBERS

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE | CODE OF ETHICS |
|--|--|-------------------|--------------------|--------------------|----------------------|
| Daniel Haywood 2205 Bearskin Lane Monroe, NC 28110 Danhay26@yahoo.com (704) 989-0047 | 11-18-2024 Appointed to Partial Term to Replace William Draper – resigned on 08-21-24 | 01-01-2024 | 12-31-2026 | Yes | Yes |
| Matthew Kegel 2538 Arnold Drive Monroe, NC 28110 Matt.kegel79@gmail.com (952) 843-3587 | 12-09-2025 Appointed to Alternate Member to replace William Draper | 01-01-2026 | 12-31-2029 | | |
| Myles Kuly 1318 Saint Andrews Dr Monroe, NC 28112 mbkuly@gmail.com (704) 989-6371 | 09-09-2025 Appointed to Partial Term to Replace Ken Deal – removed on 08-12-24 | 01-01-2025 | 12-31-2026 | Yes | Yes |
| Thomas Loria 305 Maurice Street Monroe, NC 28112 thomas.loria@outlook.com (704) 564-3444 | 11-18-2024 Appointed to Partial Term to Replace Louis Philippi – resigned on 08-12-24 | 01-01-2024 | 12-31-2026 | Yes | Yes |

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE | CODE OF ETHICS |
|---|---|-------------------|--------------------|--------------------|----------------------|
| Corey Noland 1302 East Franklin St. Monroe, NC 28112 Cnoland1995@gmail.com (704) 615-5524 | 04-09-2024 Appointed to replace Julius Marsh (removed on 07-13-2021 due to attendance) | 01-01-2024 | 12-31-2027 | Yes | Yes |
| Cary Rogers 1201 Woodland Ave. Monroe, NC 28112 Crogers44@carolina.rr.com (704) 238-3518 | 12-09-2025 Appointed to Full Term to Replace George Smith | 01-01-2026 | 12-31-2029 | | |
| VACANCY (Alt.) | | | | | |

FIREFIGHTER RELIEF FUND

1. Members. The Firefighters Relief Fund Trustees shall be composed of five (5) members. Members shall serve no more than two (2) four (4) year terms. Two (2) members shall be elected by the members of the local fire department who are qualified as beneficiaries of such fund. Two (2) members shall be appointed by the City Council, and one (1) shall be named by the State Fire Marshall. Their selection and term of office shall be as follows:
 - a) The members of the Fire Department shall hold an election to elect two (2) representatives to the board to serve at the pleasure of the members of the department. The elected representatives may serve until their resignation or until the department holds an election to replace them. Board members elected pursuant to this subdivision shall be either active or retired members of the fire department.
 - b) The City Council shall appoint two (2) representatives to the board to serve at the pleasure of the governing body. Board members appointed pursuant to this subdivision shall be residents of the City of Monroe.
 - c) The State Fire Marshall shall appoint one (1) representative to serve as Trustee who shall serve at the pleasure of the Fire Marshall. The member appointed pursuant to this subdivision shall be either (i) a resident of the fire district or (ii) an active or retired member of the fire department.
 - d) All Trustees shall serve without pay for their services. The Trustees shall meet in the month of January to organize by electing from their members a Chairman and a Secretary and Treasurer, which the last two (2) positions may be held by the same person. The Board of Trustees shall maintain a good and sufficient surety bond as required by Chapter 58 Articles 84 and 85 of the North Carolina General Statute. If the Monroe Fire Chief is not named on the Board of Trustees as above provided, then they shall serve as ex officio members without privilege of voting on matters before the board.
2. Meetings; Compensation. The Trustees meet, as needed, on call of the Chief or Chairperson of the Board, and serve without compensation.
3. Duties.
 - (a) The Trustees meet, as needed, to review claims resulting from injuries or sickness related to financial loss of fire personnel and manage and disburse funds consistent with Chapter 58 Articles 84 and 85 of the North Carolina General Statutes.
 - (b) Retirement benefits for retired fire personnel are reviewed by the Board.

FIREFIGHTER RELIEF FUND MEMBERS

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE | CODE OF ETHICS |
|--|---|--------------------------|--------------------------|--------------------|----------------------|
| Brent Collins Vice 1123 Village Lake Drive Monroe, NC 28110 Jbrentcollins54@gmail.com (704) 282-9480 | 12-13-2021 Appointed to Vice-Chair by City Council 12-13-2021 Appointed to Full Term to replace Billy Canupp | 01-01-2022 01-01-2022 | 12-31-2023 12-31-2023 | Yes | Yes |
| Todd Price Chair 3004 Tiffany Drive Monroe, NC 28110 todd.price@truist.com (704) 607-5762 | 12-13-2021 Appointed to Chair by City Council 12-13-2021 Appointed to Full Term to replace William Hall | 01-01-2022 01-01-2022 | 12-31-2023 12-31-2023 | Yes | Yes |
| Brian Eshenbaugh P.O. Box 69 Monroe, NC 28111-0069 beshenbaugh@monroenc.org (704) 282-4500 | City Representative | | N/A | Yes | N/A |
| John Adam Moore P.O. Box 69 Monroe, NC 28111-0069 jadams@monroenc.org (704) 282-4500 | City Representative | | N/A | Yes | N/A |
| Ron Fowler P.O. Box 69 Monroe, NC 28111-0069 rowler@monroenc.org (704) 282-4702 | Ex-Officio – Fire Chief | | N/A | Yes | N/A |

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE | CODE OF ETHICS |
|---|---|-------------------|--------------------|--------------------|----------------------|
| Alice Withers P.O. Box 69 Monroe, NC 28111-0069 awithers@monroenc.org (704) 282-4726 | City of Monroe Fire Department Administrative Assistant / Insurance Committee Representative | | N/A | Yes | N/A |

HISTORIC DISTRICT COMMISSION

1. Created. There shall be a Historic District Commission of the City of Monroe in accordance with the provisions set out herein.
2. Purpose. The purpose of the Historic District Commission (HDC) is to identify, protect, and preserve Monroe's historic architectural resources and to educate the public on those resources and historic preservation. The Historic District Commission serves as an advisory board to the City Council and as a quasi-judicial body, which determines Certificates of Appropriateness and makes decisions on proposals for exterior changes to or demolition of any properties as well as new construction within Historic Districts.
3. Appointments and Terms.
 - (a) Members. The Historic District Commission shall consist of seven (7) regular citizen members appointed by the City Council. City Council shall appoint the Chair and Vice Chair.
 - (b) The Chairperson shall receive seventy-five dollars (\$75) per meeting attended. All other members shall receive fifty dollars (\$50) per meeting attended.
 - (c) Member Terms. Members of the Historic District Commission shall serve terms of four (4) years. A member may be reappointed for a second consecutive term, but after two (2) consecutive terms a member shall be ineligible for reappointment until one (1) calendar year has elapsed from the date of the termination of their second term.
 - (d) Qualifications. All members of the Historic District Commission shall be residents of the territorial zoning jurisdiction of the City, and a majority of the members shall have demonstrated special interest, experience, or education in history or architecture.
4. Rules of Procedure.
 - (a) Generally. Consistent with Part 4, Article 9 of Chapter 160D of the North Carolina General Statutes, the Historic District Commission shall adopt rules for the transaction of its business and shall keep a record of its members' attendance and its resolutions, discussions, findings and recommendations, which record shall be public record.
 - (b) Meetings. The Historic District Commission shall adopt a regular meeting schedule. In addition, the Historic District Commission may hold such special meetings as the conduct of its business may require. All meetings and hearings shall be open to the public.

- (c) Quorum. No official business of the Historic District Commission may be conducted without a quorum present.
- (d) Participating and Voting. The majority of the Historic District Commission board shall be necessary on all decisions.
 - i. For the purposes of this division, vacant positions on the Board and members who are disqualified from voting on a quasi-judicial matter shall not be considered members of the Board for calculation of the requisite majority if there are no qualified alternates available to take the place of such members. Once a member is physically present at a Historic District Commission meeting, any subsequent failure to vote will be recorded as an affirmative vote unless the member has recused himself or herself, or been excused in accordance with the division below.
 - ii. A member shall not participate in or vote on any quasi-judicial matter in a manner that would violate an affected person's constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter. For purposes of this section, a "close familial relationship" means a spouse, parent, child, brother, sister, grandparent, or grandchild. The term includes the step, half, and in-law relationships. In addition, a member who was not present at the hearing at which evidence relevant to the matter at issue was taken shall not vote on the matter.
- (e) Attendance. Any member of the Historic District Commission who misses more than three (3) consecutive meetings, or more than half the regular meetings in a calendar year shall be subject to removal and replacement by the City Council. Absences due to sickness, death or other emergencies of like nature shall be recognized as approved absences and shall not affect the member's status on the Commission; except that in the event of a long illness or other cause for prolonged absence, the member shall be replaced.
- (f) Annual Report. An annual report shall be prepared and submitted by June 30 of each year to the City Council. The annual report shall include a comprehensive and detailed review of the activities, problems and actions of the Historic District Commission, as well as any budget requests and/or recommendations.
- (g) Minutes. The Historic District Commission shall keep permanent minutes of all its meetings. The minutes shall record attendance of its members and its resolutions, findings, recommendations, and actions. The minutes of the commission shall be a public record.

5. General Powers and Duties. The Historic District Commission is authorized and empowered to undertake such actions reasonably necessary to the discharge and conduct of its duties and responsibilities:

- (a) To recommend to the Planning Board districts or areas to be designated by ordinance as "historic districts."
- (b) To recommend to the Planning Board that designation of any district or area as a historic district be revoked or removed.
- (c) To consider and approve or deny applications for Certificates of Appropriateness (COA) for major work.
- (d) To give advice to property owners concerning the treatment of the historical and visual characteristics of their properties located within a district, such as color schemes, gardens and landscape features, and minor decorative elements.
- (e) To propose to the City Council changes to this subchapter or any related ordinance and to propose new ordinances or laws relating to a historic district or relating to the total program for the development of the historical resources of the City and its environs.
- (f) To cooperate with other City boards or commissions or other governmental units; to offer or request assistance, aid, guidance or advice concerning matters under its purview of mutual interest.
- (g) To publish information about, or otherwise inform the owners of properties within a district of any matters pertinent to its duties, organization, procedures, responsibilities, functions or requirements.
- (h) To undertake programs of information, research or analysis relating to any matters under its purview.
- (i) To report violations of this subchapter or related ordinances to the local official responsible for enforcement.
- (j) To assist City staff in obtaining the services of private consultants to aid in carrying out programs of research or analysis.
- (k) To recommend to the City Council and the state districts worthy of national, state or local recognition.
- (l) To initiate and participate in negotiations with owners and other parties in an effort to find means of preserving buildings scheduled for demolition.
- (m) To establish guidelines under which the Director of Planning and Development may approve certificates of appropriateness for minor work. No application shall be denied without first being considered by the commission.
- (n) To conduct hearings on applications for certificates of appropriateness.
- (o) To organize itself and conduct its business by whatever legal means it deems proper.
- (p) To exercise such other powers and perform such other duties as are required elsewhere by this subchapter, the General Statutes of North Carolina or the City Council.

HISTORIC DISTRICT COMMISSION MEMBERS

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE | CODE OF ETHICS |
|--|---|--|--|--------------------|----------------------|
| Matthew Klaren 500 South Church Street Monroe, NC 28112 mklaren59@gmail.com (704) 771-0256 | 01-18-2024 Reappointed to Full Term 03-14-2023 Appointed to Partial Term to replace James Kerr | 01-01-2024 01-01-2023 | 12-31-2027 12-31-2023 | Yes | Yes |
| Jennifer Loria 305 Maurice Street Monroe, NC 28112 jennrloria@gmail.com (704) 777-8994 | 01-18-2024 Reappointed to Full Term 03-14-2023 Appointed to Partial Term to Replace Rich Ali | 01-01-2024 01-01-2023 | 12-31-2027 12-31-2023 | Yes | Yes |
| Archie Morgan Chair 505 S. Church Street Monroe, NC 28112 archie931fm@gmail.com (704) 242-0477 | 01-18-2024 Reappointed to Full Term 12-13-2022 Appointed to Chair by City Council 09-01-2020 Appointed to Regular Member to replace Cathryn Chappell 12-03-2019 Appointed to Full Term Alternate Member to replace Michael McCarver who resigned 12-03-2019 | 01-01-2024 01-01-2023 01-01-2020 01-01-2020 | 12-31-2027 12-31-2023 12-31-2023 12-31-2023 | Yes | Yes |

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE | CODE OF ETHICS |
|--|--|--|--|--|--------------------|----------------------|
| Jennifer Smith Vice-Chair 109 W. Houston Street Monroe, NC 28112 Chelsieharley@gmail.com (704) 582-2353 | 01-18-2024 12-13-2022 12-03-2019 09-05-2017 08-16-2016 | Reappointed to Full Term Appointed to Vice-Chair by City Council Reappointed to Full Term Member Appointed as Regular Member to replace Bob Bullard who moved to Vice-Chair Appointed to Partial Term to replace Nathan Gillespie as Alternate Member who resigned on 03-28-2016 | 01-01-2024 01-01-2023 01-01-2020 01-01-2017 01-01-2016 | 12-31-2027 12-31-2023 12-31-2023 12-31-2019 12-31-2018 | Yes | Yes |
| Allen Watson 107 W. Houston Street Monroe, NC 28112 Awatson2@nc.rr.com (919) 608-9928 | 03-14-2023 | Appointed to Full Term | 01-01-2023 | 12-31-2026 | Yes | Yes |
| VACANCY | | Appointed to Partial Term of Anna Dowdy who resigned on 11-14-2025 | | 12-31-2026 | | |
| VACANCY | | Appointed to Partial Term of Gladys Kerr who resigned on 12-08-2025 | | 12-31-2026 | | |

MONROE HOUSING AUTHORITY

1. **Established.** The City Council hereby establishes the Monroe Housing Authority pursuant to the N.C. Housing Authorities Law.
2. **Duties.** The Monroe Housing Authority shall have all the powers and duties prescribed for housing authorities as provided in Chapter 157 of the North Carolina General Statutes.
3. **Meetings; Compensation.** The Monroe Housing Authority shall meet monthly, and Commissioners shall serve without compensation.
4. **Members; Terms.** Pursuant to Chapter 157 of the North Carolina General Statutes, the Monroe Housing Authority is composed of five (5) citizen Commissioners appointed by the Mayor who also designates the first Chairperson. The Commissioners shall elect from its membership a Chair and Vice Chair thereafter. Commissioners serve an overlapping term of five (5) years. At least one (1) Commissioner shall be a person directly assisted by the Housing Authority but shall not vote on matters directly involving that Commissioner's conduct or individual tenancy.

MONROE HOUSING AUTHORITY MEMBERS

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | CERT OF APPT ON FILE | CODE OF ETHICS |
|---|---|--------------------------|---|----------------------------------|----------------------|
| Monique Holt 2032 Glenn Valley Lane Apartment 102 Indian Trail, NC 28079 mholt@monroenc.org (704) 506-0772 | 12-09-2025 Reappointed to Full Term 12-01-2020 Appointed to Full Term to replace James Mungo | 01-01-2026 01-01-2021 | 12-31-2030 12-31-2025 | Yes | Yes |
| Hilda Jones Vice-Chair 515 Windy Drive Monroe, NC 28110 Sollecran@aol.com (704) 283-2639 | 01-17-2012 Reappointed to Full Term 05-18-2010 Appointed to replace Unexpired Term of Lorraine Medlin | 01-01-2012 | N/A (Unless removed from vice-chair position) 12-31-2016 12-31-2011 | Yes | Yes |
| James Vinson 905 Lane Street Monroe, NC 28112 Vinsonjames8@gmail.com (704) 282-4695 | 05-10-2022 Appointed to Full Term | 01-01-2022 | 12-31-2026 | Yes | Yes |

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE | CODE OF ETHICS |
|---|--|-------------------|--|--------------------|----------------------|
| Fannie Young Chair 201 Wilkes Drive, Apt. D6 Monroe, NC 28110 Fannie507@hotmail.com (704) 289-2728 | 10-21-2008 Reappointed to Full Term 11-04-2003 Reappointed to Full Term 12-15-1998 Reappointed to Full Term 10-01-1996 Appointed to Partial Term to replace Dorothy White | | N/A (Unless removed from chairman position) 11-04-2008 12-15-2003 10-01-1998 | Yes | Yes |
| VACANCY MHA RESIDENT | Appointed to Full Term to replace James Vinson | 01-01- | 12-31- | | |
| VACANCY REGULAR MEMBER | Appointed to Partial Term to replace Benita Sanders who resigned on 09-21-2023 | 01-01- | 12-31-2027 | | |
| VACANCY REGULAR MEMBER | Appointed to Full Term to replace James Mungo | 01-01- | | | |

The Board of Commissioners voted in December 2020 to increase the number of board members to seven instead of five, one of which is a resident seat.

MONROE TOURISM DEVELOPMENT AUTHORITY

1. Purpose and Duties. The Monroe Tourism Development Authority is established to carry out the purpose and duties pursuant to and in conformity with North Carolina Session Law 2001-439 section 4.1 et seq.
2. Members; Terms. The Monroe Tourism Development Authority shall consist of ten (10) members composed of the Chair, or designee, of Monroe Downtown Advisory Board, Executive Director, or designee, of the Union County Community Arts Council, President, or designee, of the Union County Chamber of Commerce, three (3) members affiliated with the hotel/motel industry, one (1) member affiliated with the restaurant industry, and three (3) members shall be at-large. At least one-third (1/3) of the members of the Monroe Tourism Development Authority shall consist of members affiliated with businesses that collect the room occupancy tax in the City, and at least three-fourths (3/4) of the members must be individuals who are currently active in the promotion of travel and tourism in the City. The City Manager, or his or her designee, shall serve ex-officio as a non-voting member. All members shall be appointed by City Council for three (3) year, staggered terms with the initial appointments designated by City Council to consist of one-third (1/3) for one (1) year terms, one-third (1/3) for two (2) year terms, and one-third (1/3) for three (3) year terms. All members shall be residents of Union County or be employed by businesses located in Union County. City Council shall designate one (1) member of the Authority to serve as Chair and one (1) as Vice Chair and shall designate one (1) City Council member to serve as an ex-officio, non-voting member. Unless otherwise provided herein, appointments and terms shall be governed by this ordinance or Monroe Policy GA-05, Rules Boards and Commissions.
3. Finance. The Monroe Tourism Development Authority shall be a public authority under the Local Government Budget and Fiscal Control Act. The City of Monroe Finance Officer shall serve as the ex officio finance officer of the Authority. The Authority shall report quarterly and at the close of the fiscal year to the City Council on its receipts and expenditures for the preceding quarter and for the year in such detail as required by City Council.
4. Meetings. The initial meeting of the Monroe Tourism Development Authority shall be at a date, time and place to be designated by the City Manager for such meeting. Thereafter, regular meetings of the Authority shall be at the date, time and place determined by the members. At the initial meeting, the membership shall adopt reasonable bylaws to govern itself and additional officers pursuant to the duly adopted bylaws of the Authority. All meetings of the Authority shall be open to the public and the subject to the North Carolina Open Meetings Law, G.S. § 143.318.9 et seq.
5. Compensation. Members of the Monroe Tourism Development Authority shall serve without compensation.

MONROE TOURISM DEVELOPMENT AUTHORITY

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE | CODE OF ETHICS |
|--|---|--------------------------|--------------------------|--------------------|----------------------|
| Mayor Robert Burns Chair P. O. Box 69 Monroe, NC 28111-0069 rburns@monroenc.org (980) 425-2101 | 01-18-2024 Appointed to Chair Ex-Officio – Council Member | 01-01-2024 | Ex-Officio | N/A | N/A |
| Union County Chamber President - VACANT | To replace Pat Kahle (retired 05-28-2025) Per former City Attorney Shah-Khan, Section 32.201(E) of the Monroe Code of Ordinances provides for terms of four years “unless otherwise provided by law or ordinance”. Section 32.105(B) is an ordinance that provides otherwise regarding Chamber representation on TDA, namely that TDA shall be composed of 10 members, including the President or designee of the Chamber. Therefore, that ordinance supersedes the general term provision. In addition, the Chamber President, or designee, serves by virtue of the ordinance, without requiring Council appointment. This also applies to the TDA representatives from the Downtown Advisory Board and the Arts Council. 11-05-2019 | 01-01-2025 | | | |
| Arpan Bhakta 2505 W. Roosevelt Blvd. Monroe, NC 28110 Arpan.bhakta@gmail.com (513) 288-2176 | 12-10-2024 Reappointed to Full Term 12-01-2021 Appointed to Full Term Hotel Representative | 01-01-2025 01-01-2022 | 12-31-2027 12-31-2024 | Yes | Yes |

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE | CODE OF ETHICS |
|---|---|--------------------------|--------------------------|--------------------|----------------------|
| Sheila Crunkleton 107 Buck Hill Road Monroe, NC 28112 Sheila.crunkleton@redcross.org (704) 619-4770 | 01-18-2024 Appointed to Full Term <i>At-Large Representative</i> to replace Sharon Crowder Poston | 01-01-2024 | 12-31-2026 | Yes | Yes |
| Gina Day 1825 Williams Road Monroe, NC 28110 Gina.day@aimbridge.com (678) 956-0260 | 01-18-2024 Reappointed to Full Term (Hotel) 12-01-2020 Appointed to Full Term <i>Hotel Representative</i> to replace Brandon Derrick | 01-01-2024 01-01-2021 | 12-31-2026 12-31-2023 | Yes | Yes |

| | | | | | | |
|--|--|--|------------------------------|------------------------------|-----|-----|
| Ron Hinson 104 Dogwood Circle Monroe, NC 28110 rhinson@hinsonelectricinc.com | 11-05-2019 12-04-2018 01-05-2016 | Per former City Attorney Shah-Khan, Section 32.201(E) of the Monroe Code of Ordinances provides for terms of four years “unless otherwise provided by law or ordinance”. Section 32.105(B) is an ordinance that provides otherwise regarding Chamber representation on TDA, namely that TDA shall be composed of 10 members, including the President or designee of the Chamber. Therefore, that ordinance supersedes the general term provision. In addition, the Chamber President, or designee, serves by virtue of the ordinance, without requiring Council appointment. This also applies to the TDA representatives from the Downtown Advisory Board and the Arts Council. Reappointed to Term Appointed to Full Term <i>Arts Council Representative</i> to replace Joyce Rentschler | 01-01-2019 01-01-2016 | 12-31-2021 12-31-2018 | Yes | Yes |
| William Heisner 408 W. Windsor Street Monroe, NC 28112 Carawillrealty@gmail.com (704) 254-1850 | 09-09-2025 | Appointed to Full Term to Replace Lorayn DeLuca as <i>At-Large Representative</i> | 01-01-2025 | 12-31-2028 | Yes | |
| Jennifer Moore 101 N. Crawford Street Monroe, NC 28112 ctrygirlright@gmail.com (704) 534-8917 | 09-09-2025 | Appointed to Full Term to Replace Laura Sabatino as <i>Restaurant Representative</i> | 01-01-2025 | 12-31-2028 | Yes | |

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | OATH ON FILE | CODE OF ETHICS |
|--|---|----------------|-----------------|--------------|----------------|
| MaryAnn Rasberry 2507 King Arthur Drive Monroe, NC 28110 maraz@carolina.rr.com (704) 604-0742 | 01-18-2024 Reappointed to Full Term (At-Large) | 01-01-2024 | 12-31-2026 | Yes | Yes |
| | 10-12-2021 Appointed to Full Term to Replace Dan Shive as <i>At-Large Representative</i> | 01-01-2021 | 12-31-2023 | | |
| VACANCY – Hotel Rep | Appointed to Full Term to Replace Cierra Fitzgerald | | | | |
| Jeff Wells P.O. Box 69 Monroe, NC 28111-0069 jwells@monroenc.org (704) 282-4567 | Ex-Officio – Assistant City Manager | N/A | N/A | N/A | N/A |
| Lisa Strickland P.O. Box 69 Monroe, NC 28111-0069 lstrickalnd@monroenc.org (704) 282-4534 | Finance Director | N/A | N/A | N/A | N/A |
| Pete Hovanec P. O. Box 69 Monroe, NC 28111-0069 phovanec@monroenc.org (704) 282-4542 | Parks & Recreation and Tourism Director | N/A | N/A | N/A | N/A |

UNION COUNTY HISTORIC PRESERVATION COMMISSION

Adopted by Reference. The Ordinance establishing a joint Union County Historic Preservation Commission is hereby adopted by reference and incorporated as if set out at length in Title XV: Land Usage - Chapter 152: Historic Properties. Copies of the Ordinance are on file in the office of the City Clerk.

UNION COUNTY HISTORIC PRESERVATION COMMISSION MEMBERS
(City Only Responsible for Filling Three City Representatives Positions)

CITY OF MONROE MEMBERS

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | | TERM EFFECTIVE | TERM EXPIRATION | CODE OF ETHICS |
|---|--|--|--|--|---------------------------|
| Kathleen Boring 1305 Ann Street Monroe, NC 28112 boringkathleen@gmail.com | 12-13-2022 | Appointed to Full Term to replace Rich Ali who resigned on 06-14-2022 | 01-01-2023 | 12-31-2026 | Yes |
| John Dickerson 423 Ridgewood Drive Monroe, NC 28112 john@dickersonarchitects.com | 12-10-2024 12-01-2020 09-01-2020 | Reappointed to Full Term Reappointed to Full Term Appointed to Partial Term to replace Mary Lou Gamble | 01-01-2025 01-01-2021 01-01-2020 | 12-31-2028 12-31-2024 12-31-2020 | Yes |
| James Kerr PO Box 69 Monroe, NC 28111-0069 jkerr@monroenc.org | 11-02-2021 12-01-2020 | Elected to City Council Member; Mr. Kerr is allowed to serve in one elective and one appointed office at the same time. If he chooses to serve on another Board or Commission outside of his role as a City Council Member, then he may be in violation of a North Carolina Constitutional Provision. However, there appears to be no conflict of interest. Appointed to Full Term Replace Dr. Jerry L. Surratt | 01-01-2021 | 12-31-2024 | N/A |

UNION COUNTY MEMBERS

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EFFECTIVE | TERM EXPIRATION | CODE OF ETHICS |
|---|----------------------------------|---------------------------|----------------------------|---------------------------|
| Lillian L. Dickson 423 Ridgewood Drive Monroe, NC 28112 | County Representative | | 02-2024 | Yes |
| Crystal Gilliard 2721 Long Hope Road Monroe, NC 28112 | County Representative | | 02-2025 | Yes |
| Dale Loberger 502 S. Washington Street Monroe, NC 28112 | County Representative | | 02-2024 | |
| Travis Wilson 7900 Agape Lane Waxhaw, NC 28173 | County Representative | | 02-2025 | |

CITY MANAGER PERFORMANCE REVIEW

| Name | Contact Information | Term Expiration |
|--------------------------|--|-----------------|
| Robert A. Burns Mayor | PO Box 69 Monroe, NC 28111-0069 rburns@monroenc.org (980) 425-2101 | N/A |

As Mayor, I will coordinate with the City Manager regarding his self-evaluation and bring the information to City Council in (the anniversary month) each year to begin the Council's process

MAYOR'S CHRISTMAS TREE LIGHTING AND DECORATION

| Name | Contact Information | Term Expiration |
|--------------------------|--|-----------------|
| Robert A. Burns Mayor | PO Box 69 Monroe, NC 28111-0069 rburns@monroenc.org (980) 425-2101 | N/A |

MONROE YOUTH COUNCIL

| NAME/ADDRESS | DATE/ACTION/TERM/REPLACED | TERM EXPIRATION |
|----------------------------------|--|-----------------|
| Surluta Anthony Mayor Pro Tem | PO Box 69 Monroe, NC 28111-0069 santhony@monroenc.org (704) 803-1211 | N/A |

SPECIAL DELEGATES

| BOARD | DELEGATE |
|---|--|
| Centralina Council of Governments (COG) | Mayor Pro Tem Surluta Anthony – Delegate Council Member Gary Anderson – Alternate |
| NC Municipal Power Agency #1 Board of Commissioners | Commissioner Energy Services & Water Resources General Manager Rob Miller (R-2022-24) First Alternate Commissioner Eric Howell (R-2022-24) |
| Charlotte Regional Transportation Planning Organization (CRTPO) | Mayor Pro Tem Surluta Anthony TCC Committee: Planning Director Lisa Stiwinter Engineering Director Sarah McAllister (Alternate) |
| Metropolitan Transit Commission (MTC) | Mayor Robert A. Burns |