

**Welcome and Call to Order by Mayor O. Stanhope Anthony III**

*Invocation*

*Pledge of Allegiance*

**A. Approval of Agenda**

*Discussion and revision of the proposed agenda, including consent agenda; adoption of an agenda.*

**B. Special Presentation:**

- 1) Recognition of Jeffrey Harold Ledford on the occasion of his retirement from employment with the City of Shelby: Resolution No. 20-2023 1 - 2

**C. Public Comment:**

*In accordance with City Council's policy, public comment is only taken at the second regular meeting each month. Any citizen who wishes to address Council must register with the City Clerk prior to 6:00 p.m. on the meeting night. The Mayor will call upon each individual during this portion of the meeting and will allow three (3) minutes to speak.* 3

**D. Consent Agenda:**

*Prior to approval and adoption of the agenda, a Council Member may move an item from the Consent Agenda to the regular agenda. Items remaining on the Consent Agenda will be considered collectively through a single motion and vote.*

- 1) Approval of the Minutes of the Regular Meeting of April 3, 2023 4 - 11
- 2) Approval of a resolution declaring the intent of the City Council of the City of Shelby to consider the permanent closure of a portion of Justice Place: Resolution No. 23-2023 12 - 18

3) Approval of Special Event Application:	19 - 26
a) Art of Sound, requested date: June 23 – 24, 2023	
E. Unfinished Business:	27
None	
F. New Business:	
1) Approval of a resolution awarding the contract for the Substation 10 Copper line Reconductoring Project: Resolution No. 24-2023	28 - 33
2) Consideration of appointments to City advisory boards and commissions:	34 - 37
a) Housing and Redevelopment Board	
G. City Manager's Report	38
H. Council Announcements and Remarks	38
I. Closed Session:	39
1) To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations, or to discuss matters relating to military installation closure or realignment. Any action approving the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session, pursuant to North Carolina General Statute 143-318.11(a)(4).	

J. Adjournment:

39

*To adjourn a meeting of City Council, a majority of the Council Members must vote for a motion to adjourn.*

- 1) Motion to adjourn

City of Shelby  
Agenda Item Summary  
April 17, 2023  
City Hall Council Chamber

**B. Special Presentations:**

**Agenda Item B-1**

- 1) Recognition of Jeffrey Harold Ledford on the occasion of his retirement from employment with the City of Shelby: Resolution: No. 20-2023

**Presenting: (Mayor Stan Anthony; Rick Howell, City Manager)**

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- Resolution No. 20-2023

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City Manager's Recommendation / Comments

This time is scheduled on your agenda to recognize Chief Jeff Ledford on the occasion of his retirement from employment. In keeping with policy City Council previously adopted Resolution No. 20-2023 to recognize him for having served the City faithfully for the past 30 years with the Shelby Police Department. He is to be congratulated!

Jeff has been a dedicated employee providing veteran leadership over the past several years in the performance of his duties. He has been a vital part of the team at the City of Shelby. He bought in to the effort to break down the walls within the City government so that cooperation within the organization flourished. I will miss him both personally and professionally. The City and all of us are better having Jeff Ledford as part of our City family these many years.

As is in keeping with current policy Chief Ledford will be presented with a framed resolution, a shadowbox, a city lapel pin and a key to the City. It is customary and appropriate to recognize Chief Ledford for his many years of service to the City.

Please join me in wishing him a healthy and happy retirement.

**RESOLUTION NO. 20-2023**

**A RESOLUTION HONORING JEFFREY HAROLD LEDFORD ON THE OCCASION OF HIS RETIREMENT FROM EMPLOYMENT WITH THE CITY OF SHELBY**

**WHEREAS**, on the occasion of his retirement from employment on April 1, 2023, it is fitting and proper for the City Council to express its sincere appreciation to Jeffrey Harold Ledford for his loyal, dedicated, and committed service to the City of Shelby from August 6, 1992 to April 1, 2023; and,

**WHEREAS**, Mr. Ledford has been a loyal team member in the continuing development of the Shelby Police Department, especially for his strength, courage, and bravery exhibited in providing protection and service to the City of Shelby and to all its citizens; and,

**WHEREAS**, during his tenure of service, Mr. Ledford has been a loyal employee for the City of Shelby, beginning as a Patrol Officer in August 1992; receiving a promotion to Police Sergeant in August 1997, receiving a promotion to Police Lieutenant in December 2001, and receiving a promotion to Police Captain in December 2002; and finishing his career as the Chief of Police, and has been an outstanding example of the quality of employee necessary to the development of the good of the City; and Mr. Ledford previously served as an Operations Commander, as a Patrol Watch Commander, a Community Oriented Policing Unit Lieutenant, a Criminal Investigations Division Sergeant, an Administration Sergeant; and,

**WHEREAS**, Mr. Ledford is a successful graduate of the North Carolina Justice Academy's Management Development Program November 2001, and completed over 2,000 hours of advanced law enforcement training, having received his Law Enforcement Advanced Certificate May 2003, which is the highest certification that a Law Enforcement Officer can receive from the State of North Carolina; and, received several Shelby Police Department Merit Awards for dedication to the Agency and the Citizens of Shelby by Exhibiting the Highest Standards of Professionalism and Customer Service; and, is the 2012 recipient of Gardner-Webb University's Godbold School of Business Distinguished Leadership Award, the 2012 recipient of Region C's Law Enforcement Executive of the Year; and, is the 2014 recipient of the President's Choice Award from the Cleveland County Chapter of the NAACP; and,

**WHEREAS**, Mr. Ledford's commitment, leadership, laudatory work effort, and devotion to duty has helped create a winning attitude within the Shelby Police Department of the City of Shelby; and,

**WHEREAS**, the City of Shelby is most grateful for the devoted, community, and personal contributions Mr. Ledford has given to all the citizens, organizations, and businesses within the greater Shelby community; and,

**WHEREAS**, the City Council of the City of Shelby wishes to acknowledge and express its appreciation to Mr. Ledford for his dedicated and devoted duty to law enforcement service to its citizens, noting that Mr. Ledford will be missed both professionally and as a fellow co-worker.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and City Council publicly express their sincere appreciation to Jeffrey Harold Ledford for his performance of duty to the City of Shelby and extend the very best wishes for a successful retirement.

**BE IT FURTHER RESOLVED** that this Resolution be entered upon the permanent Minutes of the City Council.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of Shelby to be affixed this the 1st day of April 2023.

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O. Stanhope Anthony III  
Mayor

ATTEST:

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Carol Williams  
City Clerk

City of Shelby  
Agenda Item Summary  
April 17, 2023  
City Hall Council Chamber

**C. Public Comment:**

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***A reminder that it has been past practice of City Council to only listen to public comment without reply except to refer citizens with requests and concerns to the Office of the City Manager so that they may be addressed in a timely fashion or included on a future agenda for consideration by Council. If this is warranted and directed by City Council.***

City of Shelby  
Agenda Item Summary  
April 17, 2023  
City Hall Council Chamber

D. Consent Agenda:

Agenda Item: D-1

- 1) Approval of the Minutes of the Regular Meeting of April 3, 2023

**Consent Agenda Item: (Carol Williams, City Clerk)**

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Summary of Available Information:

Please read and offer changes as you deem necessary.

- Minutes of the Regular Meeting of April 3, 2023

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City Manager's Recommendation / Comments

**Approve the minutes as presented or as amended by the Mayor and City Council via the Consent Agenda.**

## MINUTES

Regular Meeting  
City Hall Council Chamber

April 3, 2023  
Monday, 6:00 p.m.

**Present:** Mayor O. Stanhope Anthony, III, presiding; Council Members Andrew L. Hopper, Sr., David Causby, Violet Arth, David White, Charles Webber, and Emilie Bullock.; City Manager Rick Howell, MPA, ICMA-CM, Assistant City Manager Benjamin (Ben) Yarboro, Interim City Attorney John Kubis, City Clerk Carol Williams, Deputy City Clerk Breanna Jones, Public Information and Communications Officer Chip Nuhrah, Director of Human Resources Deborah (Deb) Jolly, Director of Finance Elizabeth (Beth) Beam, Interim Police Chief Brad Fraser, Fire Chief William Hunt, EFO, Public Works Director Scott Black, Director of Planning and Development Services Walt Scharer, and Jennipher H. Harrill, Social Media Manager, Blue Eyes Media Connections

**Absent:** Assistant City Manager Justin Merritt

Mayor Anthony called the meeting to order at 6:00 p.m. and delivered the invocation.

Mr. Hopper led the Pledge of Allegiance.

### A. Approval of agenda:

Mayor Anthony requested New Business item E1 be removed from the agenda.

#### 1) Motion to adopt the agenda as amended

**ACTION TAKEN:** Upon a motion by Mr. White, City Council voted unanimously to approve the agenda as amended.

### B. Special Presentation:

#### 1) National Public Safety Telecommunicators Week from April 10-16, 2023: Resolution No. 19-2023

Mayor Anthony recognized the following telecommunicators at the meeting: Amanda Walker, Lisa Browning, Katrina Hudson and Joe Thurkill. Mayor Anthony continued by stating the telecommunicators are underappreciated and the work they perform is very stressful on a daily basis. Mayor Anthony



presented and read the resolution approving the week of April 10-16, 2023 as National Public Safety Telecommunicators Week.

**C. Consent Agenda:**

Mayor Anthony presented the consent agenda. Ms. Arth moved to approve the consent agenda and the following items were unanimously adopted:

- 1) Approval of the Minutes of the Regular Meeting of March 20, 2023
- 2) Approval of a resolution honoring Jeffrey Harold Ledford on the occasion of his retirement from employment with the City of Shelby: Resolution No. 20-2023
- 3) Approval of a resolution accepting ownership, operation and maintenance of the water and sewer infrastructure extensions for the Pinnacle Estates Subdivision: Resolution No. 21-2023
- 4) Palisades at Hickory Creek Underground Electric Installation Project:
  - a) Adoption of a project budget ordinance for the Palisades at Hickory Creek Underground Electric Installation Project: Ordinance No. 18-2023
  - b) Approval of a resolution awarding the construction contract for Palisades at Hickory Creek Underground Electric Project to Williams Electric Co. of Shelby, NC: Resolution No. 22-2023
- 5) Approval of Special Event Applications:
  - a) Greenbrook Design, First Friday events, requested dates: Friday, May 5<sup>th</sup> and Friday, June 2<sup>nd</sup>, 2023
  - a) 7<sup>th</sup> Inning Stretch Festival, requested date: Saturday, August 5<sup>th</sup>, 2023
- 6) Management Reports:
  - a) Financial Summary – February 2023

**END OF CONSENT AGENDA**

**D. Unfinished Business:**

None

**E. New Business**

None

**F. City Manager's Report**

Mr. Howell updated Council on the following projects:

▪ **Carolina Harmony Trail (Rail Trail)**

- Phase IA of the Carolina Harmony Trail is under construction but has been slowed by varying weather conditions. The contractor has mobilized and is currently installing storm drainage along the trail. This bid was awarded to Piedmont Utilities Group last June. Construction was delayed due to long material order lead times. The scheduled completion date is now June 2023.
- TGS Engineering continues the design of the remainder of Phase I of the rail trail. This essentially is the section from Marion Street to Dekalb Street (exclusive of the Depot Park section). Design is scheduled to be complete by October with bids advertised thereafter. Construction on this portion would likely begin in early 2024.
- The RAISE grant was submitted to the US Department of Transportation in the last week of February. Grant awards are expected by the end of June.

▪ **Shell Building #4**

Hickory Construction has substantially completed the building. The last major component to be completed is paving of the parking areas and adding the second layer of asphalt to the truck access and truck court. Completion is expected by the end of April at the latest. A joint ribbon cutting with Cleveland County will be scheduled.

▪ **Depot Park**

Destination by Design has begun work on the engineering and architectural design for the renovation of the old depot and construction of Depot Park. Design is expected to be complete by

the end of 2023. Construction is expected to begin in March/April 2024.

- **Aquatics Center**

Construction on this project began the week of September 7<sup>th</sup>. Sossamon Construction (sub - Paddock Pools) is the contractor on this project. 60-70% of the pool deck is complete. Plastering of the pool interior will begin the week of April 17<sup>th</sup>. Fencing and diving towers will likely finish up later in May. It is expected that this project will be complete in early May prior to the traditional Memorial Day opening. The contractor will likely turn the project over to the City by May 15.

- **TAMP**

- Phase I of the implementation of the Transportation Asset Management Plan is nearing completion. Approximately \$2.8 million of the \$10 million street improvement bonds passed by voters last November are to be used in this phase of street resurfacing. Approximately 17 miles of streets will be resurfaced prior to the end of the summer. Approximately 12 miles have been completed thus far.
- Planning for Phase II is in process as staff continues plans for viable utility improvements prior to the start of resurfacing in March/April 2023.

- **County Home Road Replacement**

TGS Engineers was selected to design the project and work is underway. Construction on the project is anticipated for summer 2023. This time frame is in sync with the completion of the new SECU and demolition of the old structure in June.

- **Cross Town Water Main 24" Transmission Line Phase II (\$7,700,300.)  
SRP-D-ARP-0030**

This project is pending NCDWI approval for bid and award. It is anticipated a possible May/June timeframe. This project will extend the 24" diameter water main approximately 12,000 lf from the intersection of Marion Street/Morgan Street along S. Morgan Street to Graham Street to the South Tank on S. Lafayette Street and to the intersection with Forest Hill Drive/Beaumonde. Approximately 5,000 lf of sewer main in conflict with the line will also be replaced. This is the second of a multiphase project to improve water supply to the south, east and north of the uptown area. It is intended to

improve fire flow, water volume/pressure and water quality overall in the system. It is high priority. Statutory completion deadline is December 31, 2026.

- **Hickory Creek Sewer Outfall - Windsor Drive to Holly Oak Park (\$3,975,000)**

The City has received authorization to receive bids (April 13) and award a contract on this project in May. It will replace approximately 5,000 lf of existing sewer outfall with 24" diameter pipe. This project would replace an existing sewer outfall that has been plagued with Sanitary Sewer Overflows due to infiltration and inflow. It is high priority. Statutory completion deadline is December 31, 2026.

- **Randolph Road Industrial Park Sewer Project (\$1,503,042.)**

This project consists of the construction of a new sewer lift station, 2,700 lf of force main and 3,000 lf of gravity sewer to serve the Randolph Road Business Park and some of the surrounding area. This project is substantially complete. This project was funded by a grant from the NC Department of Commerce Industrial Development Fund and a required local 25% match.

- **City Hall Campus Projects**

- City Hall Roof – Canon Roofing is scheduled to mobilize on April 5<sup>th</sup>. Work will begin shortly thereafter. The contract period is for 120 days.
- City Hall Annex – This project is currently under design. It is expected to be complete by the end of July. It involves the relocation of personnel from the Planning and Development Services Department (Planning/Zoning, Code Enforcement and Building Inspections) and the Human Resources Department to the former SPD building.

- **Shelby Fire and Rescue**

- Delivery of the newest addition (2023 Pierce Fire Engine) to the Fire and Rescue fleet is expected to occur by the end of April. A final inspection has been conducted and the truck is expected to be delivered to Charlotte next week. It is expected to be put into service in early May once all the equipment and tools are installed and staff training has been completed.

- Mr. Howell asked Council to consider two dates for Budget workshops. City Council decided on Tuesday, April 18<sup>th</sup> at 2:00pm, and Wednesday, April 19<sup>th</sup> at noon.

#### **G. Council Announcements and Remarks:**

**Mayor Anthony attended the Gaston/Lincoln/Cleveland MPO meeting recently and received an update on the Marion Street/Peach Street/Cherryville Road project. According to the Division 12 Engineer Mark Stafford the project is being handled in Raleigh, to bid in July or August, 2023 with a possible start date in the fall; the project will take 18-24 months to complete.**

**Mayor Anthony apologized for his absence at the Employee Service Awards luncheon last week.**

**Mr. Hopper echoed Mayor Anthony's update about the Marion Street/Peach Street/Cherryville Road project.**

**Mr. Webber apologized for missing the Employee Service Awards luncheon last week. He also gave kudos to the telecommunicators for their hard work; stating it's a job we don't see but their work is invaluable.**

**Ms. Arth congratulated Capt. Fraser on his appointment as Interim Chief of Police.**

**Mrs. Bullock seconded Ms. Arth's congratulations to Chief Fraser. Mrs. Bullock also stated she regretted she missed the Employee Service Awards luncheon.**

#### **H. Closed Session:**

**To establish, or to instruct staff concerning the position to be taken by or on behalf of City Council in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease pursuant to North Carolina General Statute 143-318.11(a)(5).**

**ACTION TAKEN: Mr. White made a motion to enter a closed session pursuant to the appropriate North Carolina General Statute as cited. The Mayor invited all Council members present along with Mr. Howell, Mr. Kubis, Mrs. Williams, Mrs. Jones, and Mr. Yarboro to attend. The motion passed unanimously, and Council moved into closed session at 6:18 p.m.**

**City Council returned to the regular session at 6:32 p.m.**

**I. Adjournment:**

**1) Motion to adjourn**

**ACTION TAKEN:** Upon a motion made by Ms. Arth, City Council voted unanimously to adjourn the meeting at 6:37 p.m.

**Respectfully submitted,**

**Carol Williams  
City Clerk**

**O. Stanhope Anthony, III  
Mayor**

**Minutes of April 3, 2023**

**DRAFT**

City of Shelby  
Agenda Item Summary  
April 17, 2023  
City Hall Council Chamber

Agenda Item: D-2

- 2) Approval of a resolution declaring the intent of the City Council of the City of Shelby to consider the permanent closure of a portion of Justice Place:  
Resolution No. 23-2023

**Consent Agenda Item: (Walt Scharer, Planning Director)**

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- Memorandum dated March 24, 2023 from Walter Scharer, Planning Director to Rick Howell, City Manager
- Petition to Close Street or Alley
- Proposed Street ROW Closure
- Final Plat for Cleveland County Justice Place Right of Way Abandonment
- Resolution No. 23-2023

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City Manager's Recommendation / Comments

Resolution No. 23-2023 is presented for City Council consideration at this time as a new business item. If approved this resolution, simply states the City's intent to close the noted streets and provides notice to the public of this intent. All affected property owners will receive notice either by newspaper publication, certified mail and posted public notice. This action is initiated at the request of the Cleveland County an adjoining property owner. If approved the required public hearing will be held on Monday, May 15th.

**It is my recommendation that Resolution No. 23-2023 be adopted and approved by City Council via the Consent Agenda.**



**Memorandum**

**To:** Rick Howell – City Manager  
**From:** Walter Scharer – Planning Director  
**Date:** March 24, 2023  
**Subject:** Request to close a portion of Justice Place

**Executive Summary of issue – Background**

The property owners adjacent to Justice Place have petitioned the City to close a portion of the right-of-way. A location map showing this site is attached.

**Review and Comments**

This request is part of the proposed Cleveland County Justice Center project.

Pursuant to North Carolina General Statute 160A-299, the City may close a street or alley after passing a resolution of intent that establishes a public hearing for said closing. The public hearing for this street closing, as established by the resolution of intent, is scheduled for May 15, 2023.

**Recommendation**

Please place this item on the agenda for the April 17, 2023 City Council meeting.

**Attachments: Right-of-Way Closure Request, Location Map, Plat, and Resolution of Intent**



**Petition to Close Street or Alley**

Pursuant to North Carolina General Statute 160A-299, we the owners of property adjacent to the street/alley described below do hereby petition the City of Shelby to permanently close the said street/alley.

Name of Street/Alley: Justice Place

From: Juan Place To: Patton Drive

Further description if needed: \_\_\_\_\_

Cleveland County owns all property adjacent  
to road closure.

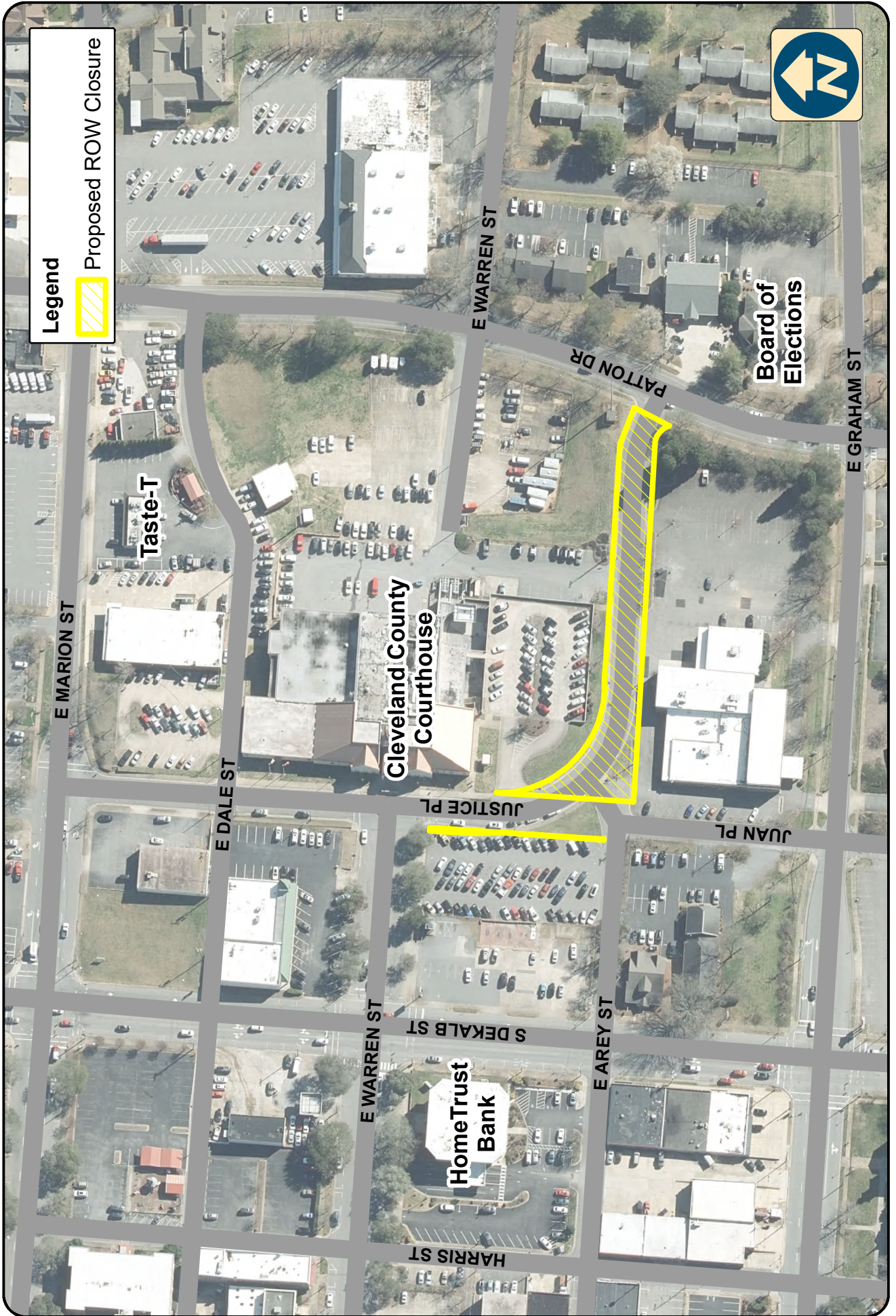
Property Owners' Signature  
(Print name beside signature)

Owners' Mailing Address

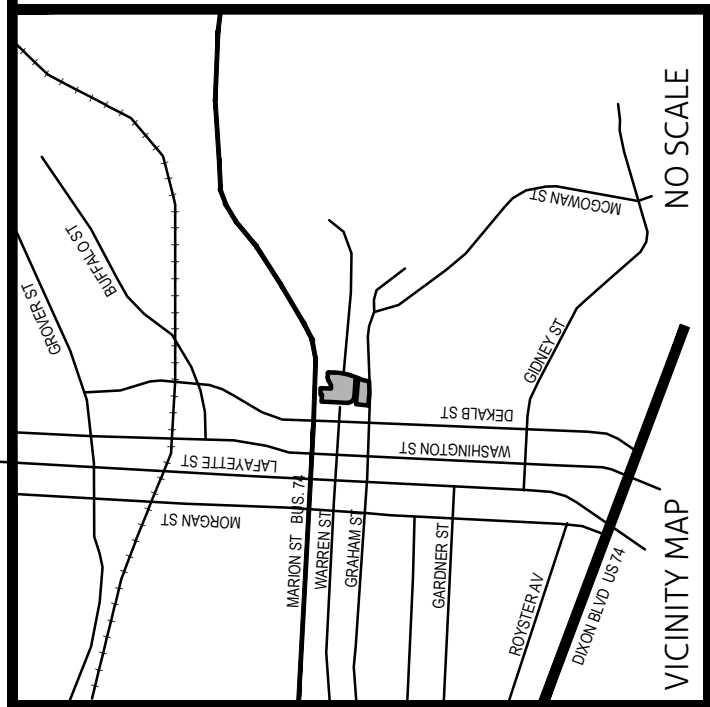
Kerri Melton - Kerri Melton  
Assistant County Manager

PO BOX 1210  
Shelby, NC 28152

# Proposed Street ROW Closure Justice Place







VICINITY MAP  
NO SCALE

CERTIFICATE OF PRELIMINARY PLAT APPROVAL  
I HEREBY CERTIFY THAT THE PLANNING AND ZONING BOARD OF THE CITY OF SHELBY HAS APPROVED  
ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023, THE PRELIMINARY PLAT OF  
SUBDIVISION SHOWN ON THIS PLAT. PRELIMINARY PLAT APPROVAL IS VALID FOR A PERIOD OF  
12 MONTHS FROM THE ABOVE DATE OR AS ESTABLISHED UNDER THE VESTED RIGHTS  
PROCEDURES, IF APPLICABLE.

COMMUNITY DEVELOPMENT DIRECTOR \_\_\_\_\_ DATE \_\_\_\_\_

CERTIFICATE OF OWNERSHIP AND DEDICATION (FOR USE WITH MAJOR PLATS ONLY)  
I (WE) HEREBY CERTIFY THAT I (AM WE ARE) THE OWNER(S) OF THE PROPERTY DESCRIBED  
HEREON, WHICH PROPERTY IS LOCATED WITHIN THE SUBDIVISION JURISDICTION OF  
SHELBY, THAT I (WE) HEREBY FREELY ADOPT THIS PLAN OF SUBDIVISION AND DEDICATE TO  
PUBLIC USE ALL AREAS SHOWN ON THIS PLAT AS STREETS, ALLEYS, WALKS, PARKS, OPEN SPACE,  
AND EASEMENTS, EXCEPT THOSE SPECIFICALLY INDICATED AS PRIVATE, AND THAT I (WE) WILL  
MAINTAIN ALL SUCH AREAS UNTIL THE OFFER OF DEDICATION IS ACCEPTED BY THE APPROPRIATE  
PUBLIC AUTHORITY. ALL PROPERTY SHOWN ON THIS PLAT AS DEDICATED FOR A PUBLIC USE SHALL  
REMAIN PUBLIC PROPERTY OF THE CITY OF SHELBY. NO OTHER USES OR INTERESTS  
OTHER USES IS APPROVED BY THE CITY COUNCIL OF THE CITY OF SHELBY IN THE PUBLIC INTEREST.

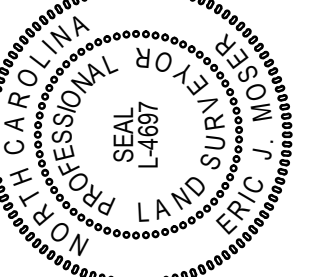
OWNER \_\_\_\_\_ DATE \_\_\_\_\_  
OWNER \_\_\_\_\_ DATE \_\_\_\_\_  
(NOTARIZED) \_\_\_\_\_ DATE \_\_\_\_\_

DIVISION OF HIGHWAYS DISTRICT ENGINEER CERTIFICATE  
I HEREBY CERTIFY THAT THE STREETS AS DEPICTED HEREON ARE NOT CONSISTENT WITH THE  
REQUIREMENTS OF THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION.

DISTRICT ENGINEER \_\_\_\_\_ DATE \_\_\_\_\_

**SURVEY CONTROL / GRID TIE NOTES**

1. ERIC J. MOSEER, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION AND THAT ALL SURVEYING WAS DONE UNDER MY SUPERVISION AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:  
2. CLASS OF SURVEY: CLASS A  
3. POSITIONAL ACCURACY: 0.04'  
4. TYPE OF GPS FIELD PROCEDURE: RTN/RS AND/OR RTK  
5. DATES OF SURVEY: 03-07-2022  
6. DATUM/EPOCH: NAD83 (2011)  
7. CONTROL USE: 1542\_BASE\_1 35-42155459  
8. GEIOD MODEL: GEIOD 18  
9. COMBINED GRID FACTOR(S): 1,000 1627 1056666  
10. UNITS: US SURVEY FOOT  
11. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES IN U.S. SURVEY FEET UNLESS OTHERWISE NOTED.  
12. ALL AREAS DERIVED BY THE COORDINATE COMPUTATION METHOD OR BY THE COORDINATE COMPUTATION METHOD OR BY THE COORDINATE METHOD HAS BEEN PREPARED IN CONFORMANCE WITH THE NORTH CAROLINA STANDARDS, G.S. 47-30, AND REQUIREMENTS OF LAW, BUT A NORTH CAROLINA LICENSED ATTORNEY-AT-LAW SHOULD BE CONSULTED REGARDING CORRECT OWNERSHIP, WIDTH, AND LOCATION OF EASEMENTS AND OTHER TITLE QUESTIONS REVEALED BY TITLE EXAMINATION.



ERIC J. MOSEER, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION. THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM A PREVIOUS SURVEY. THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH THE NORTH CAROLINA STANDARDS, G.S. 47-30, AND REQUIREMENTS OF LAW, BUT A NORTH CAROLINA LICENSED ATTORNEY-AT-LAW SHOULD BE CONSULTED REGARDING CORRECT OWNERSHIP, WIDTH, AND LOCATION OF EASEMENTS AND OTHER TITLE QUESTIONS REVEALED BY TITLE EXAMINATION.

THIS SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF AN EXISTING SURVEY, OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION.

ERIC J. MOSEER, N.C. PLS. NO. 14687 \_\_\_\_\_ DATE \_\_\_\_\_

**LEGEND**

- PROPERTY CORNER (FOUND) ○
- COMPUTED POINT ●
- PG. = PAGE
- PF = IRON PIPE FOUND
- RF = IRON ROD FOUND
- RBF = REBAR FOUND
- RBS = REBAR SET
- EIP = EXISTING IRON PIPE
- P.B. = PLAT BOOK
- D.B. = DEED BOOK
- PG. = PAGE
- PIN/NO. = PARCEL IDENTIFICATION NUMBER
- RW = RIGHT OF WAY

PROPERTY LINE \_\_\_\_\_  
ADJOINER NOT SURVEYED \_\_\_\_\_  
RIGHT OF WAY \_\_\_\_\_

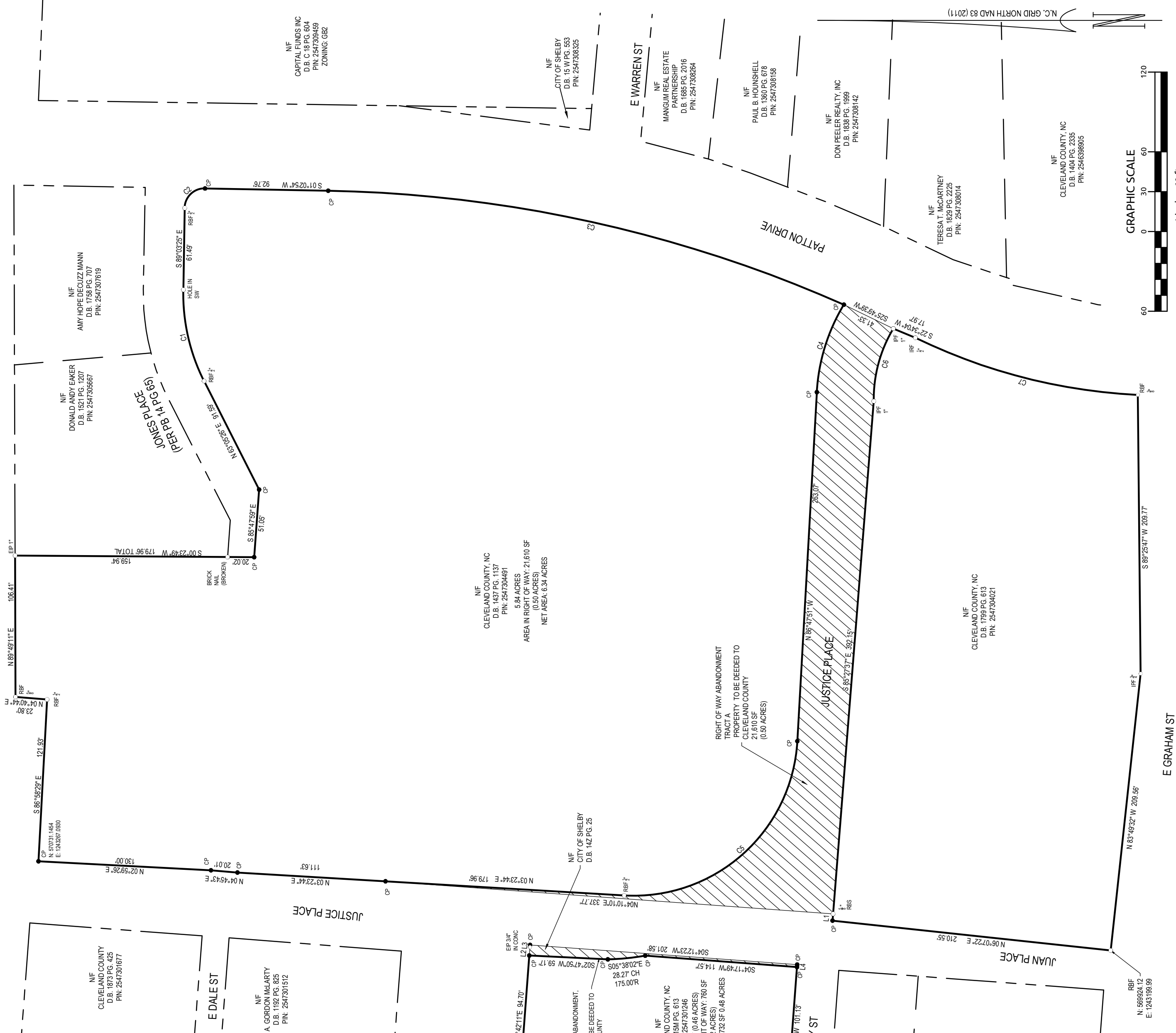
CURVE	ARC LEN.	RADIUS	CHORD BRG.	CHORD LEN.
C1	21.17'	146.00'	N 77° 14' 17" E	70.47'
C2	49.34'	103.31'	S 49° 27' 25" W	59.51'
C3	68.61'	143.03'	N 72° 50' 12" W	68.92'
C4	194.02'	103.03'	S 74° 54' 55" E	174.61'
C5	57.31'	431.37'	S 14° 24' 13" W	172.88'
C6	174.06'	431.37'	S 14° 24' 13" W	172.88'
C7	174.06'	431.37'	S 14° 24' 13" W	172.88'

LINE	BEARING	DISTANCE
L1	S85°27'37"E	5.04'
L2	S85°42'11"E	6.22'
L3	S85°42'11"E	1.98'
L4	N85°42'11"W	1.88'

CERTIFICATE OF EXCEPTION  
PLAT IS DEEMED TO BE AN EXCEPTION TO THE PROVISIONS OF THIS ORDINANCE SHALL CONTAIN  
THE FOLLOWING INFORMATION TO THE CHAIRMAN OF THE PLANNING AND ZONING BOARD:  
I (WE) HEREBY CERTIFY THAT I (AM WE ARE) THE OWNER(S) OF THE PROPERTY SHOWN AND  
DESCRIBED HEREON, WHICH WAS CONVEYED TO ME (US) BY DEED RECORDED IN BOOK 15M PAGE  
613 AND BOOK 1799 PAGE 613, AND THAT SAID PROPERTY QUALIFIES AS AN EXCEPTION TO THE  
PROVISIONS OF THE SHELBY UNIFIED DEVELOPMENT ORDINANCE.

OWNER \_\_\_\_\_ DATE \_\_\_\_\_  
OWNER \_\_\_\_\_ DATE \_\_\_\_\_  
COMMUNITY DEVELOPMENT DIRECTOR \_\_\_\_\_ DATE \_\_\_\_\_

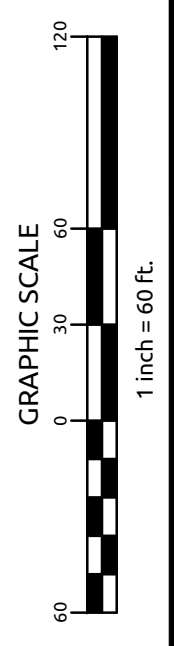
**E WARREN ST**



REVISIONS:	DATE: 03-22-2023
	SCALE: 1"=60'
	SURVEYED BY: MP
	DRAWN BY: TM
	CHECK & CLOSURE BY: EJM
	CAD FILE: 02111218.00-RIGHT OF WAY PLAT
	PROJECT NO. 0221218.00

FINAL PLAT FOR CLEVELAND COUNTY JUSTICE PLACE RIGHT OF WAY ABANDONMENT	
CITY OF SHELBY	COUNTY: CLEVELAND
SHEET 1 OF 1	P.I.N. SEE MAP
	STATE: NORTH CAROLINA

**WithersRavenel**  
Engineers | Planners | Surveyors  
424 Gallimore Dairy Road Suite C | Greensboro, NC 27409  
t: 336.605.9009 | license #: F-1479 | www.withersravenel.com



**RESOLUTION NO. 23– 2023**

**A RESOLUTION DECLARING THE INTENT OF THE CITY COUNCIL OF THE CITY OF SHELBY TO CONSIDER THE PERMANENT CLOSURE OF A PORTION OF JUSTICE PLACE**

**WHEREAS**, North Carolina General Statute 160A-299 authorizes the City Council of the City of Shelby to permanently close public streets and alleys within its jurisdiction; and,

**WHEREAS**, the City has received a request and petition from abutting property owners to permanently close a portion of Justice Place; and,

**WHEREAS**, the City Council considers it advisable to conduct a public hearing for the purpose of giving consideration to this proposal;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHELBY, NORTH CAROLINA:**

Section 1. That a public hearing on the matter will be held at 6:00 PM, on the **15th** day of May 2023 in the Council Chamber at the City Hall in Shelby, North Carolina to consider an order closing a portion of Justice Place.

Section 2. The City Clerk is hereby directed to publish this Resolution of Intent once a week for four (4) successive weeks prior to the public hearing in *The Shelby Star*.

Section 3. The City Clerk is further directed to transmit by certified mail, return receipt requested, to each owner of property abutting on said street a copy of this Resolution of Intent and shall cause a notice of the Public Hearing to be prominently posted in at least two places along the subject street.

Section 4. This Resolution of Intent shall become effective upon its adoption and approval.

Adopted and Approved this 17th day of April 2023.

\_\_\_\_\_  
O. Stanhope Anthony, III  
Mayor

ATTEST:

\_\_\_\_\_  
Carol Williams  
City Clerk

City of Shelby  
Agenda Item Summary  
April 17, 2023  
City Hall Council Chamber

Agenda Item: D-3

- 3) Approval of Special Event Application:
- a) Art of Sound, requested dates: June 23 – 24, 2023

**Consent Agenda Item: (Carol Williams, City Clerk)**

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- Memorandum dated April 11, 2023 from Carol Williams, City Clerk to Rick Howell, City Manager
- Event Application

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City Manager's Recommendation / Comments

**This event is in keeping with special event practices of the City. It is my recommendation that this item be approved by City Council at this time via the Consent Agenda.**

# Memo

**To:** Rick Howell, City Manager

**From:** Carol Williams, City Clerk

**Date:** April 11, 2023

**Re:** Special Event Permit Application

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## BACKGROUND:

A Special Event Permit Application has been submitted for the following:

- ✓ Art of Sound, requested date: June 23 - 24, 2023

## REVIEW:

All responding City departments have received, reviewed, and approved the referenced application.

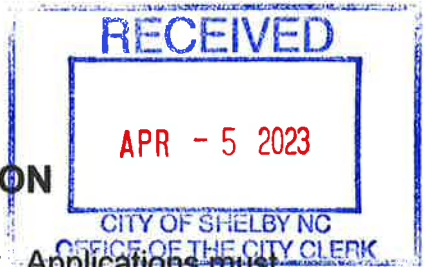
## RECOMMENDATION:

Please place the attached Special Event Permit Application on the Consent Agenda of April 17, 2023 for Council's review and approval.

## ATTACHMENT:

- A. Special Event Permit Application packet received April 5, 2023

**CITY OF SHELBY  
SPECIAL EVENT PERMIT APPLICATION**



Each question must be legible and answered clearly and completely. Applications must be filed with the City Clerk not less than thirty (30) days before the date on which the event is to take place. A fee of \$20.00 will be due upon submission of the application form.

**1. EVENT NAME:** Art of Sound

**2. PURPOSE AND BRIEF DESCRIPTION OF EVENT:**

This festival will offer a diverse musical experience to the community by featuring local, and regional artists who demonstrate a pursuit of excellence in their chosen genre. Events will include concerts in Uptown Shelby; The outdoor stage located on Washington Street will be the hub of the festival. Art of Sound will be held in conjunction with Arts on the Square sponsored by Buffalo Creek Gallery and Flea Fest sponsored by the Dancing Fleas.

**3. LOCATION OF EVENT (ATTACH MAP):**

111 S. Washington St. – in front of the Arts Council; Courthouse Lawn;

**4. PLEASE INDICATE:**

Approximately how many people will attend the event? 500-1,000

Approximately how many vehicles will be present? \_\_\_\_\_

Approximately how many animals will be present? none planned

If the event is a parade, please indicate the amount of street that will be needed: n/a

Single lane \_\_\_\_\_

All lanes in travel direction \_\_\_\_\_

Whole street \_\_\_\_\_





A safe and sanitary environment will be expected and encouraged at all times. We are requesting that the city provide 10 large trash containers that will be spread out around the Court Square. Two portable toilets will be placed in the Arts Council parking lot. Arts Council staff and approximately 25 volunteers will ensure that all trash and debris are removed and properly disposed of after the events in the area immediately surrounding the Court Square.

**9. AVAILABILITY OF FOOD, BEVERAGES, AND/OR**

**ENTERTAINMENT:** If there will be music, sound amplification, or any other noise impact, please describe on attached sheet, including the intended hours of the music, sound, or noise.

A temporary stage will be set up on Washington Street in front of the Arts Center. Live music will be played Friday evening from 5 – 9 pm and intermittently between the hours of 11:00 am and 9:00 pm, Saturday. Some amplification will be required

Will alcoholic beverages be served? Alcohol will be served inside the Arts Council and on Washington Street. The appropriate ABC permit and insurance will be obtained.

If yes, attach to the application a copy of your permit from the Cleveland County Alcoholic beverage Control Board. Alcohol may not be served without a permit.

Will food and/or no-alcoholic beverages be served? yes

If yes, attach to the application a copy of your permit from the Cleveland County Department of Health Services.

All food vendors will be required to obtain a temporary food stand permit.

**10. SECURITY AND SAFETY PROCEDURES:** Attach to this application a copy of your building permit(s) if you are installing any electrical wiring on a temporary or permanent basis and/or if you are building any temporary or permanent structures such as bleachers, scaffolding, a grandstand, viewing stands, stages, or platforms.

Attach a copy of your Shelby Fire & Rescue Department Permit or permits to this application if you will use parade floats; an open flame; fireworks; or pyrotechnics; vehicle fuel; cooking facilities; enclosures (and tables within those enclosures); tents; air-supported structures; and/or any fabric shelter.

Give name, address, and phone numbers of the agency or agencies, which will provide first aid staff and equipment. Attach additional sheets if necessary.

Name: Cleveland County EMS

Address: 100 Justice place Shelby, NC

Phones: 911; 704-484-4984

**11. CITY SERVICES/EQUIPMENT REQUESTED FOR THIS EVENT:**

We request barricades be provided for Washington St.  
between Marion and Warren Streets. We also  
ask public works provide ~~10~~ trashcans.

**Event Power Request Form and Pricing**

To utilize the event panels for power in Uptown Shelby, this form must be submitted with event application and payment made at time of application.

Please use the map below for event panel locations, circle the event panels that you need for your event. If you have questions about the electrical requirements for your event, please contact the Electric Superintendent at 704-669-6649.

Name of Special Event: Art of Sound

Authorize Event/Vendor Coordinator: Shearra Miller

Phone No.: 704-484-2787 Mobile No.: 704-473-2742

Email: shearra@ccarts council.org

**Event panel (EP) cost is \$15.00 per day per event panel.**

**Stage panel (STG PAN) cost is \$110.00 per day per stage panel.**

**Full Day Rentals only**

Total Number of Event Panels:

6 x \$15.00 x Number of Days 1 = \$ 90.00

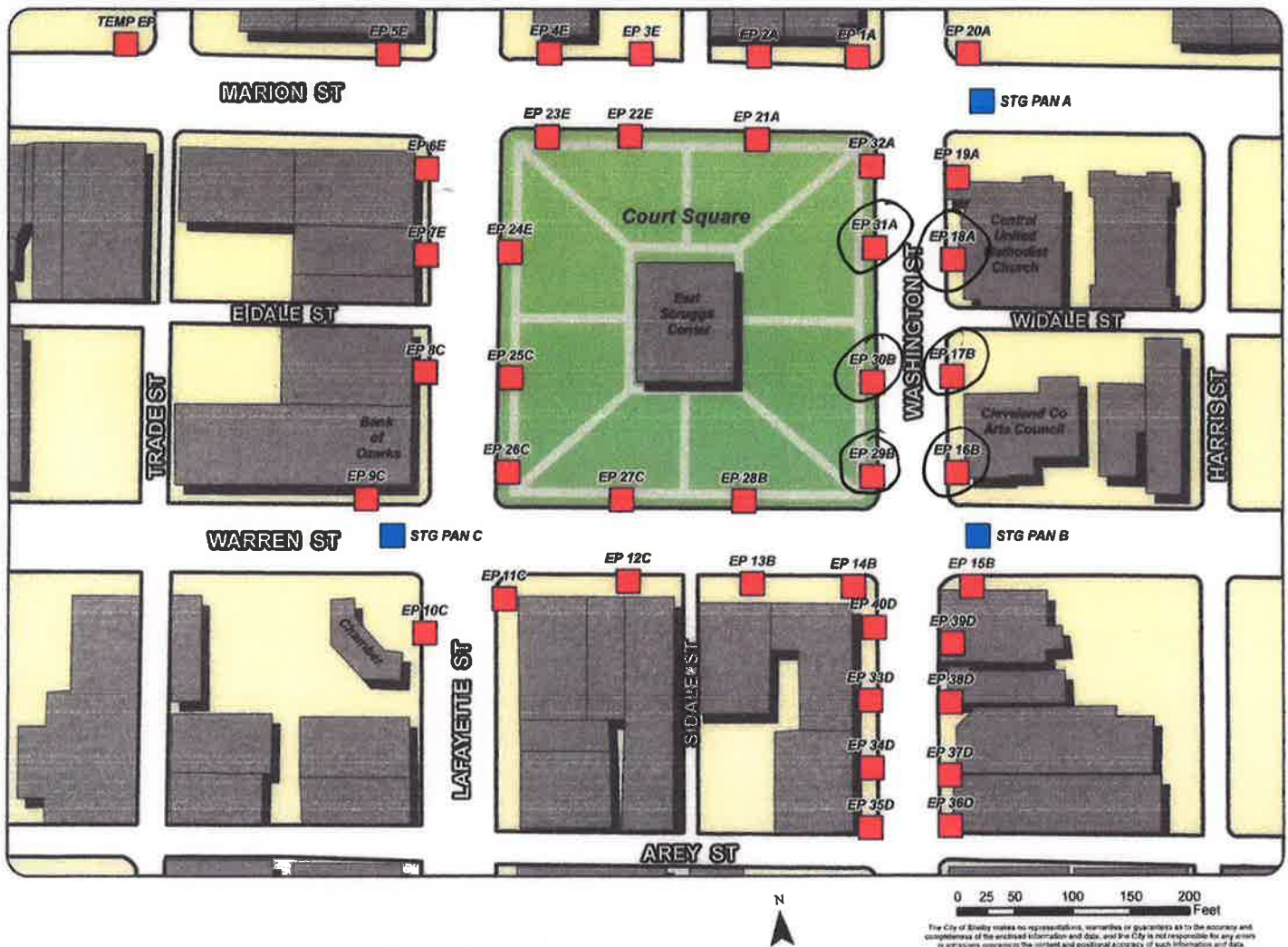
Total Number of Stage Panels:

\_\_\_\_\_ x \$110.00 x Number of Days \_\_\_\_\_ = \$ \_\_\_\_\_

**All fees must be paid at the time of event application.**

**Any event panel not requested and paid for in advance and requested the day of the event will be subject to an after-hours charge.**

# City of Shelby Uptown Event Panels



## Legend

- Event Panel
- Stage Panel

**12. ANY ADDITIONAL COMMENTS:**

We appreciate the assistance and cooperation of  
the City of Shelby for this event  
\_\_\_\_\_  
\_\_\_\_\_

**THE CITY OF SHELBY IS NOT A CO-SPONSOR OF THE EVENT**

It is understood and agreed that any permit issued pursuant to this application is issued on the condition that the answers herein given are true and correct to the best of the knowledge, information, and belief of the applicant.

Shearra Miller  
\_\_\_\_\_  
SIGNATURE

Cleveland County Arts Council 704-484-2787  
\_\_\_\_\_  
APPLICANT PHONE

111 S. Washington St.  
\_\_\_\_\_  
PHYSICAL ADDRESS

shearra @ ccartscouncil.org  
\_\_\_\_\_  
E-MAIL ADDRESS

4-5-2023  
\_\_\_\_\_  
DATE

City of Shelby  
Agenda Item Summary  
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City Hall Council Chamber

E. Unfinished Business:

None

City of Shelby  
Agenda Item Summary  
April 17, 2023  
City Hall Council Chamber

F. New Business:

Agenda Item: F-1

- 1) Approval of a resolution awarding the contract for the Electric Substation #10 Reconductoring Project No. 24-2023

**New Business Item: (Ben Yarboro, Assistant City Manager)**

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Summary of Available Information:

- Memorandum dated April 11, 2023 from Marcus Kennedy, Electric Systems Technician to Rick Howell, City Manager, Ben Yarboro, Assistant City Manager and Justin Merritt, Assistant City Manager
- Bid Tab sheet
- Letter from Progressive Engineering Consultants dated April 11, 2023
- Resolution No. 24-2023

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City Manager's Recommendation / Comments

Resolution No. 24-2023 is presented for City Council consideration at this time. If approved this resolution would award a contract in the amount of \$358,044.96 to Southeastern T&D for construction of the project. Four bids were received. The project is below the engineers' estimate and within the existing budget.

This project was included in the 5-year Electric System Planning Study completed in 2016. Work on implementation was slowed by COVID but we are now proceeding. This project includes replacement of a portion of the 47,000 linear feet of older brittle copper electric wire found within the system. It is being replaced with an aluminum conductor as is standard industry practice.

**It is my recommendation that Resolution No. 24-2023 be adopted and approved by City Council at this time.**

## *Memorandum*

**To:** Rick Howell, City Manager  
Ben Yarboro, Assistant City Manager  
Justin Merritt, Assistant City Manager

**From:** Marc Kennedy, Electric Systems Technician

**RE:** Substation 10 Copper line Reconductoring

**Date:** April 11, 2023

### **Background**

In 2016, Progressive Engineering Consultants, Inc. completed a Electric System Planning Study on our electric system. They found that we had approximately 47,000 feet of #4 and #6 copper conductor throughout our system. The copper is small in size and has limited ampacity, and over time the lines have become brittle and are more prone to being damaged during storms. While copper conductor is the best choice for conductivity and ampacity, it is common practice in today's electric systems to replace aging smaller copper conductor with larger aluminum conductor as it is less expensive than the copper equivalent. It is also lighter and easier to work with in most cases. Substation 10 will be the first of four substations with work happening on Monroe Street, Schenk Street, Piedmont Avenue, Arrowood Street, Campbell Street, and Forest Hill Drive, among several other streets.

### **Review**

City Staff advertised Substation 10 Reconductoring Electric Project on March 3, 2023, on the City webpage and bid packages were provided to eleven (11) prospective bidders. At the bid opening on April 6, 2023, there were four (4) complete bids received. The bid tabulation for said bids is attached to this memorandum and depicts the bids and the unit prices that were received. The lowest responsive bidder was Southeastern T&D. The low bid by Southeastern T&D was 358,044.96. Progressive Engineering's original estimate for this project was \$610,000, so the lowest bid received is below the estimated cost.



Company Name	Submitted Bid
Williams Electric Company	875,323.50
Southeastern T&D	358,044.96
Lee Electric	705,189.79
River City Construction	1,148,014.79

**Recommendation**

City Staff recommends that the Shelby City Council approve the resolution awarding the bid for the Station 10 Reconductoring Electric Project to the lowest responsive bidder Southeastern T&D., for the bid price of \$358,044.96.

Please advise if you have any questions or need additional information.

Attachments:

- Electric Design
- Bid Tabulation
- Engineer's Recommendation

**City of Shelby, North Carolina**

**2023 Station 10 Copper Reconnector Project**

**Bid Date: April 6, 2023**

<b>BIDDER</b>	<b>Southeastern T&amp;D</b>	<b>Lee Electrical Construction</b>	<b>Williams Electric</b>	<b>River City Construction</b>	<b>Utility Partners of America</b>
<b>BID BOND</b>	<b>5%</b>	<b>5%</b>	<b>5%</b>	<b>5%</b>	<b>No Bid</b>
<b><u>Overhead Construction Installation Units</u></b>					
<i>Pole Units</i>	\$ 21,076.36	\$ 40,274.64	\$ 17,715.00	\$ 73,558.80	
<i>Pole Top Units</i>	\$ 53,094.07	\$ 130,282.00	\$ 101,200.00	\$ 168,584.80	
<i>Conductor Units/1,000 ft.</i>	\$ 95,623.57	\$ 68,555.35	\$ 219,407.50	\$ 270,038.48	
<i>Transformer Units</i>	\$ 6,339.15	\$ 18,766.00	\$ 11,940.00	\$ 36,146.25	
<i>Miscellaneous Units</i>	\$ 41,377.89	\$ 62,463.00	\$ 67,965.00	\$ 57,418.20	
<i>Guying &amp; Anchoring Assembly Units</i>	\$ 22,147.60	\$ 44,358.00	\$ 49,455.00	\$ 60,543.00	
<i>Underground Conductor Units</i>	\$ 2,938.18	\$ 2,972.60	\$ 7,991.00	\$ 18,847.24	
<i>Underground Secondary Misc Units</i>	\$ 1,218.63	\$ 3,402.00	\$ 8,400.00	\$ 6,835.50	
<i>Underground Trenching Units / 1,000 ft.</i>	\$ 3,966.77	\$ 7,989.50	\$ 870.00	\$ 13,108.73	
<b>TOTAL INSTALLATION UNITS</b>	<b>\$ 247,782.22</b>	<b>\$ 379,063.09</b>	<b>\$ 484,943.50</b>	<b>\$ 705,081.00</b>	
<b><u>Removal Units</u></b>					
<i>Pole Units</i>	\$ 9,026.31	\$ 31,624.97	\$ 11,650.00	\$ 37,327.50	
<i>Conductor Units/1,000 ft.</i>	\$ 32,317.15	\$ 55,443.20	\$ 173,260.00	\$ 163,730.70	
<i>Overhead Transformer Units</i>	\$ 2,415.96	\$ 8,323.20	\$ 8,485.00	\$ 15,340.50	
<i>Miscellaneous Units</i>	\$ 66,503.42	\$ 240,595.80	\$ 196,985.00	\$ 226,535.40	
<b>TOTAL REMOVAL UNITS</b>	<b>\$ 110,262.84</b>	<b>\$ 335,987.17</b>	<b>\$ 390,380.00</b>	<b>\$ 442,934.10</b>	
<b>TOTAL UNITS</b>	<b>\$ 358,045.06</b>	<b>\$ 715,050.26</b>	<b>\$ 875,323.50</b>	<b>\$ 1,148,015.10</b>	
<i>Completion Time</i>	115	225	336	245	
<i>Experience Rate Modifier</i>	0.97	0.65	0.72	0.75	
<i>NC Contractor License No.</i>	85786	20546	86489	27348	

April 11, 2023

City of Shelby  
P.O. Box 207  
Shelby, NC 28151-0207  
Attn: Mr. Justin Wright

Re: Award Recommendation  
2023 Station 10 Copper Reconductor

Mr. Wright,

Requests for proposals were sent to eleven (11) electrical contractors on March 1, 2023, for the 2023 Station 10 Copper Reconductor. Sealed bids were received, publicly opened, and read on Thursday, April 6, 2023. As shown by the attached bid tabulation of four (4) bids and one (1) no-bid received, Southeastern Transmission and Distribution, of Bethel, North Carolina, submitted the most attractive cost proposal in the amount of \$358,045.06 with an estimated completion time of 115 days. This proposal did not include a unit price for Rock Excavation, which is only required if rock is encountered during construction. We have reached out to the Contractor and asked them to provide the unit cost. We do not believe this unit cost will have any impact on the results of the bids received, however. Therefore, we recommend the City accept this proposal and we will update the documents when the Contractor provides this unit cost.

Please notify us of your decision in order that we may prepare the necessary contract documents for execution. If you have any questions or comments, please feel free to call.

Best regards,

PROGRESSIVE ENGINEERING CONSULTANTS, INC.

*Michael A. Dawson*

Michael A. Dawson

Enclosures

**RESOLUTION NO. 24 – 2023**

**A RESOLUTION AWARDING THE CONTRACT FOR THE CITY OF SHELBY  
SUBSTATION 10 COPPER LINE RECONDUCTORING PROJECT**

**WHEREAS**, the City of Shelby operates an electric distribution system that has electric distribution lines that originate from Substation 10, which will include work on Circuits 10-2, 10-3, 10-4, and 10-5. These areas will be east of Washington Street, north of Kings Road., west of Country Club Road, and south of Sulphur Springs Road; and,

**WHEREAS**, an Electric System Study was performed in 2016, stating that Substation 10 had approximately 14,000 feet of 3 phase #4 and #6 copper that needed to be reconducted due to being old and brittle and was prone to breaking; and,

**WHEREAS**, the City of Shelby and Progressive Engineering Consultants, Inc. prepared complete construction bid documents and held a public bid opening on March 3, 2023 to accept bids from licensed contractors to perform the construction of this project; and,

**WHEREAS**, four (4) responsive bids were received from licensed contractors interested in completing this construction project, and the apparent low bidder was Southeastern T&D, in the amount of \$358,044.96.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHELBY, NORTH CAROLINA:**

Section 1. The contract for the City of Shelby’s Substation 10 Reconductoring Project, as outlined in the bid specifications for this offering, is hereby awarded to Southeastern T&D for a bid price of \$358,044.96 as stated in their official proposal for this bidding, and in accordance with the City’s official bid specifications for this project.

Section 2. The City Manager of the City of Shelby or his designee is hereby authorized and directed to execute the applicable contracts and any change orders as specified in Section 1 of this resolution.

Section 3. This resolution shall become effective upon its adoption and approval.

Adopted and Approved this the 17th day of April, 2023.

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O. Stanhope Anthony III  
Mayor

ATTEST:

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Carol Williams  
City Clerk

City of Shelby  
Agenda Item Summary  
April 17, 2023  
City Hall Council Chamber

**Agenda Item: F-2**

- 1) Consideration of appointments to City advisory boards and commissions:
  - a) Shelby Housing and Redevelopment Advisory Board

**New Business Agenda Item: (Carol Williams, City Clerk)**

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Summary of Available Information:

- Memorandum dated April 11, 2023 from Carol Williams, City Clerk to Rick Howell, City Manager
- Application on file: Debra Littlejohn
- Shelby Housing and Redevelopment Advisory Board 2022 roster

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City Manager's Recommendation / Comments

Volunteers are an essential part of the work the City performs each year. As always this is just a reminder that we all should work to recruit qualified and quality people to serve whenever possible. Solicitation of both qualified and interested citizens to serve on these important advisory boards remains a priority for 2023. I would challenge each of you to recruit viable candidates that possess the knowledge and willingness to serve during the coming months.

I cannot emphasize enough the importance of appointing quality people to these very important citizen boards and commissions. It is incumbent upon Council as the appointing authority to ensure members are responsible members of the community who will make decisions that reflect the established and recognized values of the City. These appointees after all reflect upon Council as the appointing authority as well as the City as they conduct business month to month.

**OFFICE OF THE  
CITY CLERK**



**Memo**

To: Rick Howell, City Manager  
From: Carol Williams, City Clerk  
Date: April 11, 2023  
Re: Appointments to City Advisory Boards

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**BOARD REVIEW:** Housing and Redevelopment Advisory Board –

The terms of three incumbents, Keith Hawkins, Sharon Leigh and Tanzy Wallace concluded March 2023.

Two incumbents wish to continue their service – **Sharon Leigh and Tanzy Wallace**

2023 terms – Keith Hawkins desires to step down due to health issues; he will not be reappointed.

There is one application on file in the Clerk's Office –

- **Debra Littlejohn (Ward 2)**

**POSSIBLE ACTION:**

Council can begin the nominating process or take appointive action for three new terms concluding March 2026.

**Attachment:**

- A. Housing and Redevelopment Advisory Board Roster 2023

\* **Date**  
03/27/2023

\* **Full Name**  
Debra Littlejohn

\* **Full Address**  
205 Garden View Ln  
Shelby NC 28152

*Word 2*



\* **Do you live within Shelby's city limits?**  
Yes

**If you live in Shelby, how many years and months?**

Ever since I was about two years old, I have lived in Shelby until I went to college. When my mother had a stroke and heart attack in May 2020, I moved back home to take care of her.

**Date of Birth**  
01/31/1964

Home Phone  
\*\*SKIPPED\*\*

Mobile Phone  
(864) 490-1943

Work Phone  
(704) 866-3168

\* **Email**  
grant360solutions@outlook.com

**Occupation**

I have worked as a grant coordinator/manager for over 15 years. Currently, I work as a Grant Coordinator in Gaston County Department of Finance.

**Why are you interested in serving on the Shelby Housing and Redevelopment Advisory Board?**

I have the desire to help the homeless especially the veterans in our city. Due to the lack of affordable housing, I would like to bring my grant knowledge to help. For the last month, I have been helping an individual secure housing which has made me aware of a greater need here in Shelby.

**Please list any previous board service (If applicable)**

None

**Interests, skills, expertise or experiences that may be of assistance to the Shelby Housing and Redevelopment Advisory Board's success**

I have the heart and passion in helping people who need someone to be a voice for them. I believe that my grant knowledge can be a great asset.

\* **Type your name for signature**

Debra Littlejohn

## SHELBY HOUSING AND REDEVELOPMENT ADVISORY BOARD 2022

MEMBERS	ADDRESS	TERM	PHONE
Keith Hawkins Chair <a href="mailto:khawkins15@carolina.rr.com">khawkins15@carolina.rr.com</a>	1307 Wesson Road Shelby, NC 28152	March 2023	H: 704 406-9279 C: 704 472-8048
Sharon Leigh <a href="mailto:sleigh@peoplesbanknc.com">sleigh@peoplesbanknc.com</a>	1031 Hunter Valley Road Shelby, NC 28150	March 2023	H: 704 484-8663 W: 704 484-6200
Tanzy Wallace <a href="mailto:tanzybw@gmail.com">tanzybw@gmail.com</a>	1104 South Lafayette Street Shelby, NC 28150	March 2023	C: 704 300-5439
Darrell Gerald <a href="mailto:gerald78@carolina.rr.com">gerald78@carolina.rr.com</a>	124 Brookhill Road Shelby, NC 28150	March 2024	H: 704 406-9650 W: 704 477-0482
Brenda Marable <a href="mailto:bmarable@bellsouth.net">bmarable@bellsouth.net</a>	1804 Troy Road Shelby, NC 28150	March 2024	H: 704 487-7057 C: 704 473-6722
Michael Shawn Collins <a href="mailto:shawn.collins@ncdps.gov">shawn.collins@ncdps.gov</a>	113 Hillside Drive Shelby, NC 28150	March 2024	H: 704 472-2694 W: 704 480-5698 Ext. 201
Talmadge C. Strickland IV <a href="mailto:tcstrickland4@carolina.rr.com">tcstrickland4@carolina.rr.com</a>	1803 Arbor Way Drive Shelby, NC 28150	March 2025	H: 704 473-9170 W: 704 482-3031
Matthew Albinger <a href="mailto:albymatt69@gmail.com">albymatt69@gmail.com</a>	801 W. Warren Street Shelby, NC 28150	March 2025	C: 704-718-8998
Derrick L. Haynes <a href="mailto:Dhay1257@yahoo.com">Dhay1257@yahoo.com</a>	300 Atlantic Avenue Shelby, NC 28150	March 2025	C: 704 974-8195

Meetings are held February, May, August, and November on the second Tuesday of the month at noon, or as necessary, at the Housing Department Center, 801 Logan Street, Shelby, NC.

Board is comprised of nine members as of September 15, 1991, each serving three (3) year terms.

City Council Liaison: Andrew Hopper – Ward 6  
505 Monroe Street  
Shelby, NC 28150  
704 418-2121  
[andrew.hopper@cityofshelby.com](mailto:andrew.hopper@cityofshelby.com)

Staffed by:

Bryan Howell, Director of Housing  
P O Box 1192  
Shelby, NC 28151-1192  
Office: 704 669-6590  
Cell: 704 473-6490  
[bryan.howell@cityofshelby.com](mailto:bryan.howell@cityofshelby.com)

Michelle Hudson, Secretary to the Board  
P O Box 1192  
Shelby, NC 28151-1192  
Office: 704 669-6592  
Cell: 704 477-2156  
[michelle.hudson@cityofshelby.com](mailto:michelle.hudson@cityofshelby.com)



City of Shelby  
Agenda Item Summary  
April 17, 2023  
City Hall Council Chamber

Agenda Item: G

City Manager's Report

I will report to Mayor and Council on a number of ongoing projects and issues. The projects and issues reported upon are intended to be for your information and do not necessarily require action by Council.

Agenda Item: H

Council Announcements and Remarks

City of Shelby  
Agenda Item Summary  
April 17, 2023  
City Hall Council Chamber

**I. Closed Session:**

- 1) To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations, or to discuss matters relating to military installation closure or realignment. Any action approving the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session, pursuant to North Carolina General Statute 143-318.11(a)(4).

**J. Adjournment:**

To adjourn a meeting of City Council, a majority of the Council members must vote for a motion to adjourn.

- 1) Motion to adjourn