

Shelby City Council Agenda  
Regular Meeting  
August 7, 2023 at 6:00 p.m.

City Hall Council Chamber  
300 South Washington Street  
Shelby, North Carolina

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.*

- 1) Motion to adopt the agenda as proposed or amended

**B. 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 July 17, 2023 1 - 8
- 2) Approval of a resolution revising and amending the personnel policies of the City of Shelby to provide for an updated Personnel and Procedure Manual: Resolution No. 50-2023 9 - 13
- 3) Approval of a reimbursement resolution with regard to installment financings for FY 2023-2024: Resolution No. 51-2023 14 - 17
- 4) Approval of Special Event Applications:
  - a) Shiloh Baptist Church Community Block Party: request date September 16, 2023 18 - 25
  - b) Shelby High School Homecoming Parade: request date October 13, 2023 26 - 30

5) Management Reports:

- |  |         |
|--|---------|
| a) Monthly Financial Summary – June 2023                           | 31 - 58 |
| b) Planning and Development Report – June 2023                     | 59 - 70 |
| c) Shelby City Park Tournament Impact Report                       | 71 - 87 |
| d) Martin-Starnes and Associates, CPAs, P.A. FY23<br>Communication | 88 - 90 |

C. Unfinished Business:

- |  |         |
|--|---------|
| 1) Consideration of appointments to City advisory boards and<br>commissions: | 91 - 96 |
| a) Zoning Board of Adjustment  |         |

D. New Business:

- |  |           |
|--|-----------|
| 1) Approval of a resolution authorizing and awarding a contract<br>for the purchase of a Pierce Velocity Mid-Mount Ladder Platform<br>type Fire Apparatus utilizing the “Competitive Bidding Group<br>Purchasing Method”: Resolution No. 52-2023 | 97 -101   |
| 2) Approval of a resolution authorizing disbursement of Travel and<br>Tourism funding for Fiscal Year 2022-2023: Resolution No. 53-2023  | 102 - 104 |
| 3) Approval of a resolution authorizing disbursement of Travel and<br>Tourism funding to the Cleveland County Arts Council for Fiscal<br>Year 2022-2023: Resolution No. 54-2023  | 105 - 107 |

E. City Manager’s Report 108

F. Council Announcements and Remarks 108

**G. Closed Session:**

**108**

- 1) To consult with an attorney in order to preserve the attorney client privilege pursuant to N.C.G.S.143-318.11(a)(3)
  
- 2) 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, pursuant to North Carolina General Statute 143-318.11(a)(4).

**H. Adjournment:**

**108**

*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  
August 7, 2023  
City Hall Council Chamber

**B. Consent Agenda:**

**Agenda Item: B-1**

- 1) Approval of the Minutes of the Regular Meeting of July 17, 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 July 17, 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

July 17, 2023  
Monday, 6:00 p.m.

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

Absent: Council member Violet Arth

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

Mrs. Bullock led the Pledge of Allegiance.

A. Approval of agenda:

Mayor Anthony announced Item C-1 should be the Minutes of June 19, 2023 instead of June 17, 2023. Council member Andrew Hopper requested Item E-3 be added to the agenda to discuss including Juneteenth as a paid holiday for employees.

1) Motion to approve the proposed agenda as amended

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

B. Public Comment:

Bob Cabaniss who resides at 371 Magness Road, Shelby, North Carolina addressed Council about the City developing a dog park. Mr. Cabaniss mentioned there is a fund available for the City to use to help defray the cost of establishing a dog park. Mr. Cabaniss is interested in any future discussion of this project.

Linda Bridges who resides at 1204 Brookwood Drive, Shelby, North Carolina addressed Council about the new possible subdivisions near her neighborhood. Mrs. Bridges stated traffic is already treacherous when trying to get out of her neighborhood onto Highway 150; she stated it took four traffic lights for her to get from her street (Brookwood Drive) to Marion Street. Mrs. Bridges stated with the addition of the proposed subdivisions the traffic is going to increase, which will worsen the already congested conditions.

David Teddy whose business address is 1219 Fallston Road, Shelby, North Carolina addressed Council about the proposed subdivisions on Hwy. 150 and Wyke Road and listed several concerns : density of plans, increased traffic, infrastructure of schools to support the increased number of students, and the concerns about the developer (LGI Homes). Mr. Teddy mentioned he is representing about 100 people that want to speak at the Planning and Zoning Board meeting on Thursday, July 20<sup>th</sup> but have found out that citizens are not allowed to speak at that meeting. Mr. Teddy asked Council to encourage the Planning and Zoning Board to hear from the concerned citizens. Mr. Teddy requested the email from Mr. Tom Wood be included in the minutes. Mr. Teddy concluded by reading a review from a homeowner that had a poor experience with LGI Homes.

Brownie Plaster who resides at 218 Vauxhall Drive, Shelby, North Carolina invited City Council to attend the Planning and Zoning Board meeting on Thursday, July 20<sup>th</sup>. Mrs. Plaster asked City Council to study the proposed plans which include 60 homes on Hwy. 150 and an additional 246 homes between Wyke Road and Marion Street. Mrs. Plaster feels like the citizens should have a chance to voice their concerns at the Planning and Zoning Board meeting.

#### C. Consent Agenda:

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

- 1) Approval of the Minutes of the Regular Meeting of June 19, 2023
- 2) Approval of a resolution declaring the intent of the City Council of the City of Shelby to consider the permanent closure of an unopened right of way for Westfield Road: Resolution No. 47-2023
- 3) 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 Bowman Street: Resolution No. 48-2023
- 4) Approval of Special Event Applications:

- a) **Shelby Stock, Cleveland County Music Hall of Fame:**  
requested date: September 23, 2023
- b) **Cleveland County Sheriff's Department, National Night Out:**  
requested date: August 1, 2023

**5) Management Reports:**

- a) **Planning and Development Report, dated May 2023**
- b) **Monthly Financial Summary, dated May 2023**

**END OF CONSENT AGENDA**

**D. Unfinished Business:**

- 1) **Water Treatment Plant Filter Rehab and Sedimentation Valve Replacement – Contract Award Recommendation**
  - a) **Adoption of ordinance establishing a capital project ordinance and budget for the City of Shelby's water treatment plant filter rehabilitation & sedimentation valve replacement project: Ordinance No. 34-2023**
  - b) **Adoption of budget ordinance amendment for the City of Shelby's American Rescue Plan water and sewer project: Ordinance No. 35-2023**
  - c) **Approval of a resolution awarding the contract for the City of Shelby water treatment plant filter rehabilitation and sedimentation valve replacement project to J.S. Haren Company: Resolution No. 49-2023**

**Mr. Howell stated the Water Treatment Plant Filter Rehab and Sedimentation Valve Replacement project was identified as a priority project when the City received the appropriation from the American Rescue Plan funding. Mr. Howell continued by stating Ordinance No. 34-2023 establishes the project budget ordinance and appropriates \$3.7 million of the \$10.2 million state grant funding that was awarded to the City in 2022. Mr. Howell reminded Council that the \$10.2 million state grant funding has to be used for Water and Sewer projects. Mr. Howell continued by presenting Ordinance No. 35-2023 which amends the original resolution appropriating funding and reallocates approximately \$235,000 from the \$6.2 million that was granted to the City from the U.S. Treasury. Mr. Howell stated the purpose for the reallocation from the federal funding is because the City has almost used the entire \$10.2 million state funding. Lastly, Mr. Howell presented Resolution No. 49-2023 which if approved would award the bid for construction of this project to J.S. Haren Company in**

the amount of \$3,577,000. Mr. Howell stressed to Council the importance of getting these types of projects funded and started since there are deadlines to encumber the money and to spend the money; in addition, there is difficulty in getting bidders to bid on these types of projects due to the volume of work currently.

**ACTION TAKEN:** Upon a motion by Mr. Hopper, City Council voted unanimously to adopt Ordinance No. 34-2023 entitled, “AN ORDINANCE ESTABLISHING A CAPITAL PROJECT ORDINANCE AND BUDGET FOR THE CITY OF SHELBY’S WATER TREATMENT PLANT FILTER REHABILITATION & SEDIMENTATION VALVE REPLACEMENT PROJECT”.

**ACTION TAKEN:** Upon a motion by Mr. Hopper, City Council voted unanimously to adopt Ordinance No. 35-2023 entitled, “A BUDGET ORDINANCE AMENDMENT FOR THE CITY OF SHELBY’S AMERICAN RESCUE PLAN WATER AND SEWER PROJECT”.

**ACTION TAKEN:** Upon a motion by Mr. Hopper, City Council voted unanimously to approve Resolution No. 49-2023 entitled, “A RESOLUTION AWARDDING THE CONTRACT FOR THE CITY OF SHELBY WATER TREATMENT PLANT FILTER REHABILITATION AND SEDIMENTATION VALVE REPLACEMENT PROJECT TO J.S. HAREN COMPANY”.

**E. New Business:**

- 1) Consideration of appointments to City advisory boards and commissions:
  - a) Firefighter’s Relief Fund Board of Trustees

Mayor Anthony reported there is currently a vacancy on this board.

There are two applications on file in the Clerk’s office:

- Chelsey Martin
- Scott Davenport

Mr. Causby nominated Scott Davenport.

**ACTION TAKEN:** Upon a motion by Mr. Webber, City Council voted unanimously to close the nominations and accept the nominee by acclamation.”



**2) Adoption of an ordinance authorizing demolition of a structure:  
Ordinance No. 36-2023**

**Mr. Scharer presented this item to Council stating the commercial structure located at 900 South Lafayette Street has been inspected by the Chief Building inspector and has been found to be unfit for human habitation and deemed dilapidated. Mr. Scharer continued by stating the current owner has made zero attempts to repair the building, has not contacted the City of Shelby and did not attend the hearing before the Building Inspector; therefore, it is recommended that the City demolish the structure and place a lien on the property for the costs.**

**ACTION TAKEN: Upon a motion by Mr. White, City Council voted unanimously to adopt Ordinance No. 36-2023 entitled, “AN ORDINANCE AUTHORIZING DEMOLITION OF A STRUCTURE”.**

**3) Discussion regarding the addition of Juneteenth as a paid holiday for City employees.**

**Mr. Hopper stated that since the Federal government and the State of North Carolina have both recognized Juneteenth as a holiday, he wishes to see the City of Shelby establish Juneteenth as a paid holiday for City employees. Mr. Hopper asked Mr. Howell to draft the appropriate resolution to make the Juneteenth holiday official. Mr. Howell stated this would require a resolution and an amendment to the personnel policy which allows for nine holidays currently; Mr. Howell stated there are costs involved in granting an additional paid holiday.**

**By consensus, City Council requested Mr. Howell and staff to proceed with preparing the appropriate documentation.**

**F. City Manager’s Report**

**Mr. Howell stated the sidewalk in front of City Hall needs repair due to the damage sustained during the City Hall roof replacement. Mr. Howell stated the area has soft soil which created sinkholes in the past. Mr. Howell also stated there are storm drains under the sidewalk that need to be replaced; the scope of this project will be determined in the near future.**

**Regarding Phase 1A of the Rail Trail – the retaining wall is finally complete, and substantial progress should be made in the next 30-60 days.**

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

**Mayor Anthony mentioned the 2023 Tarheel League State Softball tournament will be held July 20 – 23, with the opening ceremony at 1:00pm on Thursday, July 20<sup>th</sup>.**

**Mayor Anthony also mentioned the ElectriCities conference is coming up and if interested let Bre know.**

**Mr. Webber mentioned the traffic concerns in the Hwy 150 and Wyke Road areas and is hopeful something can be done to satisfy all parties involved to help mitigate that situation.**

**Mr. Hopper mentioned he and the Mayor attend the meetings about the Marion Street/Hwy 150 intersection. Mr. Hopper stated when NCDOT bid on the project, no bidders would bid on it.**

**Mayor Anthony concurred with everything Mr. Hopper stated regarding the Marion St/Hwy 150 intersection project. Mayor Anthony further explained that he has personally spoken to Mark Stafford with NCDOT, and he has assured the Mayor that the project will be bid in August and hopefully the project will begin by the end of this year.**

### **Closed Session:**

- 1) To consult with an attorney in order to preserve the attorney client privilege pursuant to N.C.G.S.143-318.11(a)(3)**
- 2) 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, pursuant to North Carolina General Statute 143-318.11(a)(4).**
- 3) 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, Mrs. Williams, Mrs. Jones, Mrs. Jolly and Mr. Yarboro to attend. The motion passed unanimously, and Council moved into closed session at 6:34 p.m.

Council returned to the regular session at 7:26 p.m.

**J. Adjournment:**

**1) Motion to adjourn**

**ACTION TAKEN:** Upon a motion made by Mr. White, City Council voted unanimously to adjourn the meeting at 7:27 p.m.

Respectfully submitted,

Carol Williams  
City Clerk

O. Stanhope Anthony, III  
Mayor

Minutes of July 17, 2023

City of Shelby  
Agenda Item Summary  
August 7, 2023  
City Hall Council Chamber

Agenda Item: B-2

- 2) Approval of a resolution revising and amending the personnel policies of the City of Shelby to provide for an updated Personnel and Procedure Manual: Resolution No. 50-2023

**Consent Agenda Item: (Deborah Jolly, Human Resources Director)**

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Summary of Available Information:

- Memorandum dated July 21, 2023, from Deborah Jolly to Rick Howell, City Manager
- Holiday Policy
- Resolution No. 50-2023

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City Manager's Recommendation / Comments

Resolution No. 50-2023 is presented for City Council consideration at this time via the Consent Agenda. If approved this resolution would amend the City's current personnel policies and procedures to provide for the addition of Juneteenth (celebrated June 19<sup>th</sup> annually) to the City's official list of recognized and observed holidays. This amendment would provide one additional paid holiday for full time city employees and authorize the closure of City facilities as directed by the City Manager.

**It is my recommendation that Resolution No. 50-2023 be adopted and approved by City Council via the Consent Agenda.**

# MEMORANDUM

**TO:** Rick Howell, City Manager  
**FROM:** Deborah Jolly, Director of Human Resources  
**DATE:** July 21, 2023  
**RE:** Juneteenth Holiday

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**BACKGROUND:**

During the City Council Meeting on Monday, July 17, 2023, Councilmember Andrew Hopper recommended consideration for the City of Shelby to recognize June 19th as an official holiday. During this meeting, council ask City Manager, Rick Howell to present a recommendation at a future meeting.

**REVIEW:**

Juneteenth (June 19<sup>th</sup>) is currently observed as an official Federal and state of North Carolina holiday. City of Shelby Offices are closed with full-time employees being paid in observance of 10 other officially recognized holidays resulting in 11-12 days off per year.

**RECOMMENDATION:**

The Holiday Policy, which was originally approved by City Council on July 20, 2009, is attached to this Memorandum and has been revised adding the Juneteenth Holiday. If approved by City Council, the revised policy would be effective August 7, 2023.

**RESOLUTION NO. 50-2023**

**A RESOLUTION REVISING AND AMENDING THE  
PERSONNEL POLICIES OF THE CITY OF SHELBY TO PROVIDE  
FOR AN UPDATED PERSONNEL AND PROCEDURE MANUAL**

WHEREAS, the City of Shelby has heretofore enacted a variety of policies, procedures and policy statements governing the personnel system of the City; and,

WHEREAS, to keep compliance with Federal and State Laws these policies will be utilized by City management consistently in handling employee issues and grievances.

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

Section 1. The City's Personnel Policy dated July 1998 and adopted in August 1998 is hereby amended to include the addition or revision of the HOLIDAY POLICY, a copy of which is attached hereto as ATTACHMENT A and made a part of this resolution.

Section 2. The City Manager is hereby authorized and directed to implement and administer the policies set forth in Section 1 of this resolution. The City Clerk is likewise authorized and directed to cause the provisions of this policy to be properly recorded in the Personnel Policy document, as may be applicable.

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

Adopted and approved this the 7<sup>th</sup> day of August, 2023.

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**O. Stanhope Anthony, III  
Mayor**

**ATTEST:**

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**Carol Williams  
City Clerk**



Effective Date: July 20, 2009  
 Revision Date: August 7, 2023

Personnel Policy and Procedure Manual

## Holiday Policy

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### I. POLICY

All full-time employees with benefits shall receive full pay for the following holidays which shall be observed by all departments. When the “**Actual Holiday**” falls on Saturday; the holiday will be observed on Friday unless otherwise noted below. When the “**Actual Holiday**” falls on Sunday; the holiday will be observed on Monday unless otherwise noted below.

<b>Holiday</b>	<b>Day Observed</b>
New Year’s Day	January 1 - Actual Holiday
Martin Luther King Day	Third Monday in January - Actual Holiday
Good Friday	Actual Holiday
Memorial Day	Last Monday in May - Actual Holiday
<b>Juneteenth</b>	<b>June 19 – Actual Holiday</b>
Independence Day	July 4 - Actual Holiday
Labor Day	First Monday in September - Actual Holiday
Veteran’s Day	November 11 - Actual Holiday
Thanksgiving	Fourth Thursday in November – Actual Holiday + the day after
Christmas  2 Days provided when Christmas Day is observed on Sunday, Monday, Friday, or Saturday.   3 Days provided when Christmas Day is observed on	December 25 - Actual Holiday + additional day. When Christmas falls on a:  <ul style="list-style-type: none"> <li>• Sunday observe Monday</li> <li>• Monday observe Tuesday</li> <li>• Friday observe Thursday</li> <li>• Saturday observe Friday</li> </ul> December 25 - Actual Holiday + 2 additional days. When Christmas falls on a:

Tuesday, Wednesday, or Thursday.	<ul style="list-style-type: none"><li>• Tuesday observe Monday &amp; Wednesday</li><li>• Wednesday observe Tuesday &amp; Thursday</li><li>• Thursday observe Wednesday &amp; Friday</li></ul>
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City of Shelby  
Agenda Item Summary  
August 7, 2023  
City Hall Council Chamber

Agenda Item: B-3

- 3) Approval of a reimbursement resolution with regard to installment financings for FY 2023-2024: Resolution No. 51-2023

**Consent Agenda Item: (Beth Beam, Director of Finance)**

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Summary of Available Information:

- Memorandum dated July 31, 2023, from Beth Beam, Director of Finance to Rick Howell, City Manager
- Resolution No. 51-2023

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City Manager's Recommendation / Comments

Resolution No. 51-2023 is presented for City Council consideration at this time via the Consent Agenda. If approved this resolution allows the City to essentially reimburse itself with borrowed funds after the fact. The City typically will cash flow these capital purchases and then toward the end of the fiscal year close the financing with the bank and then reimburse actual costs. As Council is aware the City annually finances the purchase of all rolling stock equipment and vehicles through the issuance of a 59-month private placement financing agreement. Each year the total approved amount for rolling stock purchase is bid out to qualified financial institutions. This includes rolling stock for all City departments. Later this year the City will solicit and accept financing proposals to fund these purchases. Approval of a financing agreement will then be brought before Council for consideration.

This strategy has worked well for the City for many years. Below is an example of the amount and rate paid by the City the last two fiscal years.

2021-2022	\$2,284,000	1.58%	United Financial - Home Trust Bank
2022-2023	\$1,504,823	3.49%	United Financial - Home Trust Bank

**It is my recommendation that Resolution No. 51-2023 be adopted and approved by Council at this time.**



To: Rick Howell, City Manager  
From: Beth B. Beam, Director of Finance  
Date: July 31, 2023  
Subject: FY24 Reimbursement Resolution

Background:

Each year, the City of Shelby finances its annual rolling stock (departmental service trucks, utility trucks, backhoes, etc...) and equipment by borrowing money for a 59-month term at tax exempt interest rates. This allows the City to maintain its fleet and maintain cash liquidity most efficiently. Requests for Proposals for the financing of capital purchases for FY24 will again be sent out to multiple financial institutions in order to obtain the most competitive rate.

Review:

A reimbursement resolution is needed in order for the City to reimburse itself from the financing proceeds obtained to purchase capital equipment during the FY24 year.

Recommendation:

It is recommended that the City Council adopt the Reimbursement Resolution for FY24.

RESOLUTION NO. 51-2023

A REIMBURSEMENT RESOLUTION WITH REGARD TO  
INSTALLMENT FINANCINGS FOR FY 2023-2024

WHEREAS, the Internal Revenue Service and U.S. Treasury Department have published regulations that govern when a political subdivision such as the City of Shelby, North Carolina (the City), can issue or execute tax-exempt obligations to reimburse itself or any agency or division thereof for expenditures on purchases prior to the issuance of tax-exempt obligations for such projects; and

WHEREAS, the regulations require that the governing body of the political subdivision adopt a resolution reciting certain facts and intentions prior to the incurrence of the expenditures; and

WHEREAS, the City anticipates incurring certain expenditures for fiscal year 2023-2024 in an approximate amount not exceeding \$2,346,811 (the "Expenditures") with respect to purchase of motorized and other equipment prior to the issuance by the City of tax-exempt obligations in the form of an installment purchase contract for such purpose in an amount not to exceed \$2,346,811 expenditures for fiscal year 2023-2024.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Shelby as follows:

Section 1. The City Council hereby declares a reasonable "official intent" pursuant to Regulation 1.103-18 to the Internal Revenue Code of 1986, as amended, to reimburse the City from the proceeds of tax exempt obligations in the form of an installment purchase contract of the City executed under the authority of North Carolina General Statute 160A-20, as amended for such Expenditures. Such Expenditures must be incurred not later than two years from the date hereof in order to be eligible for reimbursement from the proceeds of the installment purchase contract or such other date as may be applicable in the regulations. The City anticipates incurring Expenditures in an approximate amount of not exceeding \$2,346,811 for fiscal year 2023-2024.

Section 2. To be eligible for reimbursement of the Expenditures, the installment purchase contract will be executed on or before the later of the date one year after the Expenditure was paid or the date one year after the equipment was placed in service, or such later date as may be applicable in the regulations as amended.

Section 3. The Expenditures are incurred solely to acquire, construct or rehabilitate property having a reasonably expected economic life of at least one year.

Section 4. The source of funds for the General Fund Expenditures will be general funds derived primarily from ad valorem taxes of the City and other City general funds and for the Enterprise Funds Expenditures will be charges for enterprise services.

Adopted and Approved this the 7th day of August 2023.

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O. Stanhope Anthony, III  
Mayor

Resolution No. 51-2023  
August 7, 2023  
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ATTEST:

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Carol Williams  
City Clerk

City of Shelby  
Agenda Item Summary  
August 7, 2023  
City Hall Council Chamber

Agenda Item: B-4

- 4) Approval of Special Event Applications:
- a) Shiloh Baptist Church Community Block Party: request date September 16, 2023
  - b) Shelby High School Homecoming Parade: request date October 13, 2023

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

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Summary of Available Information:

- Memorandum(s) dated July 6, 2023, from Carol Williams, City Clerk to Rick Howell, City Manager
- Special Event Application(s)

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City Manager's Recommendation / Comments

**These events are 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:** July 26, 2023

**Re:** Special Event Permit Application

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## BACKGROUND:

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

- ✓ Shiloh Baptist Church Block Party, requested date: Saturday, September 16, 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 August 7, 2023 for Council's review and approval.

## ATTACHMENT:

- A. Special Event Permit Application packet received July 17, 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:

Community Block Party

2. PURPOSE AND BRIEF DESCRIPTION OF EVENT:

The Community Block Party is an outreach effort to build relationships, share the gospel, publicize church ministries through community engagement.

3. LOCATION OF EVENT (ATTACH MAP):

Shiloh Baptist Church  
914 Frederick St.  
Shelby NC 28150

4. PLEASE INDICATE:

Approximately how many people will attend the event? 200

Approximately how many vehicles will be present? 60-70

Approximately how many animals will be present? N/A

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

Single lane N/A

All lanes in travel direction

Whole street

**5. PLEASE LIST THE FOLLOWING PARTY (IES) RESPONSIBLE FOR THE EVENT:**

Name: Shiloh Baptist Church

Address: 914 Frederick Street Shelby, NC

Phones: (704) 487-4108 (704) 418-5139  
(Daytime) (Evening)

shilohbaptistchurch.shelby@gmail.com  
E-mail address

Name: Jean Mitchell

Address: 1106 Hardin Dr. Shelby, NC

Phones: (704) 482-5891 (704) 418-5139  
(Daytime) (Evening)

jermit1@hotmail.com  
E-mail address

**6. PLEASE LIST THE FOLLOWING:**

Requested day(s) and date(s) 9/16/23

Alternate day(s) and date(s) 9/23/23

Requested hours of operation, from 12 AM/PM to 6 AM/PM

**7. EVENT NOTIFICATION TO RESIDENTS AND BUSINESSES:** As an event planner, you are responsible for notifying the neighbors and businesses in the surrounding area of your event. The City requires notifying as many businesses and residents around the event site as possible as early as possible. Please provide your plan of notification at the time you submit your permit application.

**8. SANITATION:** Please attach your "Plan for Clean-Up." Please check Application Instruction sheet for details.

Church members and custodians will clean-up the area.



**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.

Will alcoholic beverages be served? NO

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.

**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: Local EMS  
Address: \_\_\_\_\_  
Phones: \_\_\_\_\_

Indicate medical services that will be provided for the event.

AMBULANCE: Local EMS  
DOCTOR (S): \_\_\_\_\_  
PARAMEDICS: \_\_\_\_\_

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

barricades for street closure  
trash cans

**12. ANY ADDITIONAL COMMENTS:**

**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.

Jean Mitchell  
SIGNATURE

Shiloh Baptist Church (704) 487-4108  
APPLICANT PHONE

914 Frederick Street Shelby, NC  
PHYSICAL ADDRESS

shilohbaptistchurch.shelby@gmail.com  
E-MAIL ADDRESS

7/10/23  
DATE



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

JAMES H. TROGDON, III  
SECRETARY

July 11, 2023

County: Cleveland

Subject: Request to temporarily use/close state-maintained route SR 1848 (Fredrick Street) from NC 18 (Grover Street) to (Crawford Street) Saturday September 16<sup>th</sup> 2023 from 1:00 pm to 5:00 pm for the Shiloh Baptist Church Community Block Party 2023

Jean Mitchell  
Shiloh Baptist Church  
1106 Hardin Dr.  
Shelby, NC 28150

Dear: Ms. Mitchell

We are in agreement with the proposed event/closure based on the information and map provided. You must have law enforcement and/or other adequately trained personnel to properly handle any/all closures and traffic control. All detours must be properly signed.

Thank you for your interest in highway safety, and we hope you have a safe and successful event. If you have other questions or concerns regarding this matter, please contact this office.

Respectfully yours,

M. E. Stafford, PE  
Division Engineer

By: James A Jamison  
Division Traffic Engineering Tech. III

JAJ

cc: Mr. Blake Guffey, District Supervisor  
Mr. John Wortman, County Maintenance Engineer  
Mr. Jason Bivins, Traffic Services Supervisor



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# Memo

**To:** Rick Howell, City Manager

**From:** Carol Williams, City Clerk

**Date:** July 24, 2023

**Re:** Special Event Permit Application

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## BACKGROUND:

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

- ✓ SHS Homecoming Parade, requested date: Friday, October 13, 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 August 7, 2023 for Council's review and approval.

## ATTACHMENT:

- A. Special Event Permit Application packet received July 6, 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:

Shelby High Homecoming Parade

2. PURPOSE AND BRIEF DESCRIPTION OF EVENT:

Homecoming Parade - about 60 units.

3. LOCATION OF EVENT (ATTACH MAP):

Start @ corner of Lafayette and Dorton St.  
Finish @ corner of Lafayette and Graham.

4. PLEASE INDICATE:

Approximately how many people will attend the event? 500

Approximately how many vehicles will be present? 60-65

Approximately how many animals will be present? none

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

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

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

Whole street  - Lafayette from Dorton St. to Graham

5. PLEASE LIST THE FOLLOWING PARTY (IES) RESPONSIBLE FOR THE EVENT:

Name: Eli Wortman Shelby High School

Address: 230 E. Dixon Blvd.

Phones: 704-476-8325 919-744-8526  
(Daytime) (Evening)

newortman@clevelandcountyschools.org  
E-mail address

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phones: \_\_\_\_\_  
(Daytime) (Evening)

\_\_\_\_\_  
E-mail address

6. PLEASE LIST THE FOLLOWING:

Requested day(s) and date(s) Friday, Oct. 13  
Alternate day(s) and date(s) Thursday, Oct. 12  
Requested hours of operation, from 3:30 AM/PM to 5:00 AM/PM

7. EVENT NOTIFICATION TO RESIDENTS AND BUSINESSES: As an event planner, you are responsible for notifying the neighbors and businesses in the surrounding area of your event. The City requires notifying as many businesses and residents around the event site as possible as early as possible. Please provide your plan of notification at the time you submit your permit application.

8. SANITATION: Please attach your "Plan for Clean-Up." Please check Application Instruction sheet for details.



**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.

Will alcoholic beverages be served?           No          

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?           No          

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

**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: \_\_\_\_\_

Address: \_\_\_\_\_

Phones: \_\_\_\_\_

Indicate medical services that will be provided for the event.

AMBULANCE: \_\_\_\_\_

DOCTOR (S): \_\_\_\_\_

PARAMEDICS: \_\_\_\_\_




11. CITY SERVICES/EQUIPMENT REQUESTED FOR THIS EVENT:

Block Streets  
Police Presence

12. ANY ADDITIONAL COMMENTS:

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.

  
SIGNATURE

Shelby High School                      704-476-8325  
APPLICANT                                      PHONE

230 E. Dixon Blvd  
PHYSICAL ADDRESS

newortman@clevelandcountyschools.org  
E-MAIL ADDRESS

7-6-23  
DATE

City of Shelby  
Agenda Item Summary  
August 7, 2023  
City Hall Council Chamber

**Agenda Item: B-5**

5) Management Reports

- a) Financial Summary – June 2023
- b) Planning and Development Report – June 2023
- c) Shelby City Park Tournament Impact Project
- d) Martin-Starnes & Associates, CPAs, P.A. FY23 Communication

**Consent Agenda Item: (Rick Howell, City Manager)**

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Summary of Available Information:

- Monthly Financial Summary – June 2023
- Planning and Development Report – June 2023
- Shelby City Park Report
- Letter from Martin-Starnes & Associates, CPAs, P.A.

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City Manager's Recommendation / Comments

The above listed reports are for City Council information and are placed on the agenda to ensure documentation that they were formally presented by management during a regular meeting.

**Shelby**  
NORTH CAROLINA

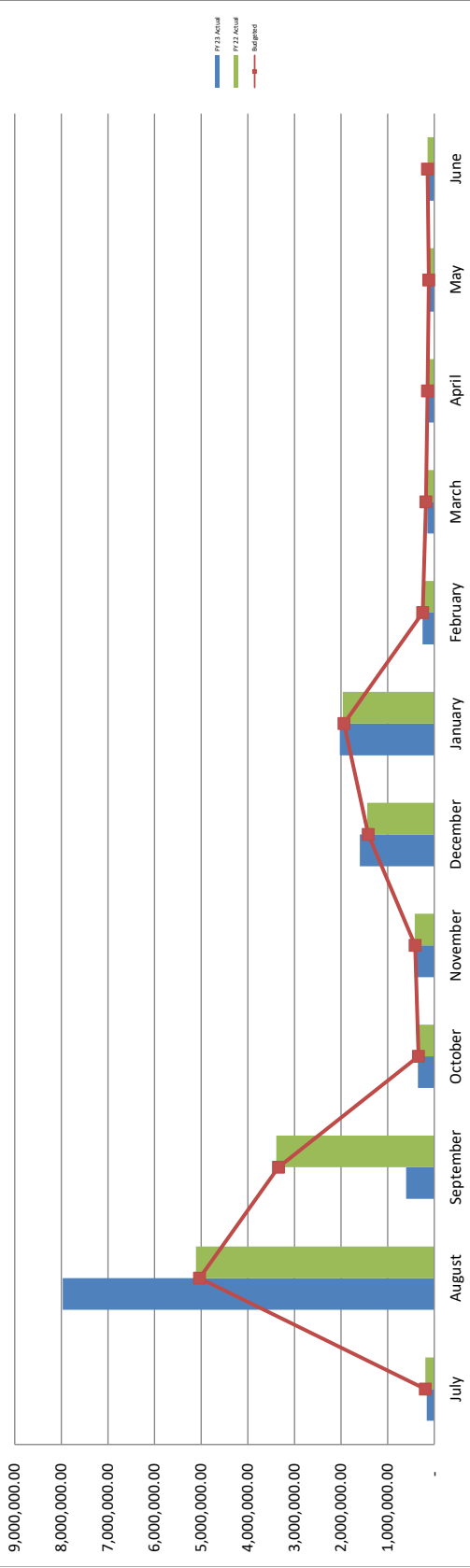


**Monthly Financial Summary**  
**June 2023**

City of Shelby  
 Current Property Tax Collections  
 FY 2023

	July	August	September	October	November	December	January	February	March	April	May	June	Totals
Budget	190,056.52	5,035,795.53	3,341,141.02	338,609.13	412,443.71	1,416,839.88	1,935,298.46	248,568.25	178,522.56	143,157.79	116,609.13	142,958.00	13,500,000.00
FY 2022	192,874.52	5,110,461.99	3,390,680.59	343,629.74	418,559.07	1,437,847.57	1,963,993.41	252,253.81	181,169.54	145,280.41	118,338.11	145,077.66	13,700,166.42
FY 2023	159,791.35	7,968,461.04	605,666.14	351,335.62	419,708.27	1,595,304.78	2,028,647.24	252,271.13	149,306.97	127,706.96	108,282.03	121,174.23	13,887,655.76
% of Budget	1.18%	59.03%	4.49%	2.60%	3.11%	11.82%	15.03%	1.87%	1.11%	0.95%	0.80%	0.90%	102.87%
Variance	(30,265.17)	2,932,665.51	(2,735,474.88)	12,726.49	7,264.56	178,464.90	93,348.78	3,702.88	(29,215.59)	(15,450.83)	(8,327.10)	(21,783.77)	387,655.76

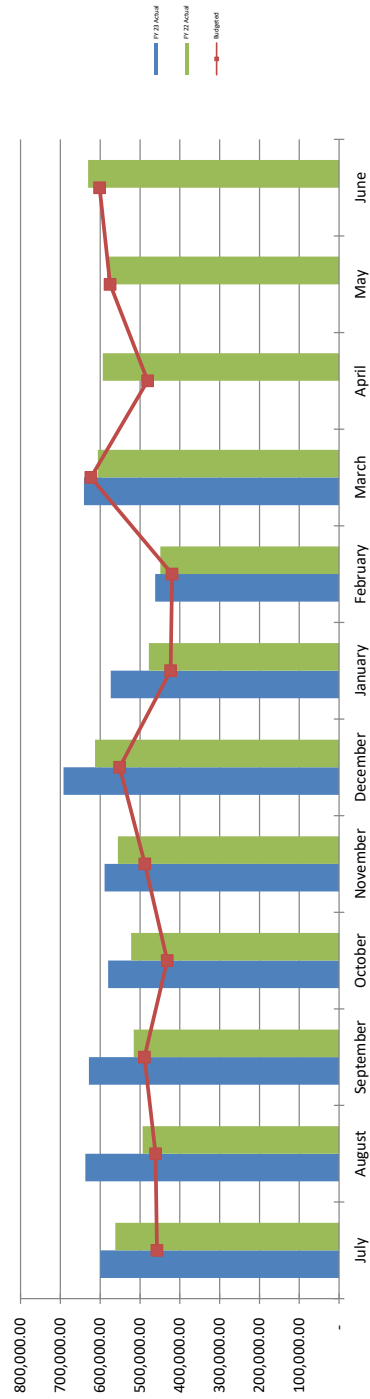
Current Property Tax Collections Budgeted and Collected



City of Shelby  
Sales Tax Collections  
FY 2023

	July	August	September	October	November	December	January	February	March	April	May	June	Totals
Budget	457,219.50	460,807.29	488,817.11	431,447.31	487,706.29	550,878.03	422,831.32	419,411.40	623,273.87	480,929.57	575,165.84	601,512.47	6,000,000.00
FY 2022	561,875.17	493,247.25	515,682.23	522,268.85	555,802.56	612,729.17	477,791.05	448,935.70	605,975.13	593,551.22	583,186.10	630,335.55	6,601,379.98
FY 2023	599,746.02	637,258.67	628,199.97	579,827.53	588,994.10	691,881.93	573,374.28	461,766.04	640,874.83	-	-	-	5,401,923.37
% of Budget	10.00%	10.62%	10.47%	9.66%	9.82%	11.53%	9.56%	7.70%	10.68%	0.00%	0.00%	0.00%	90.03%
Variance	142,526.52	176,451.38	139,382.86	148,380.22	101,287.81	141,003.90	150,542.96	42,354.64	17,600.96	(480,929.57)	(575,165.84)	(601,512.47)	(598,076.63)

Sales Tax Collections Budgeted and Collected



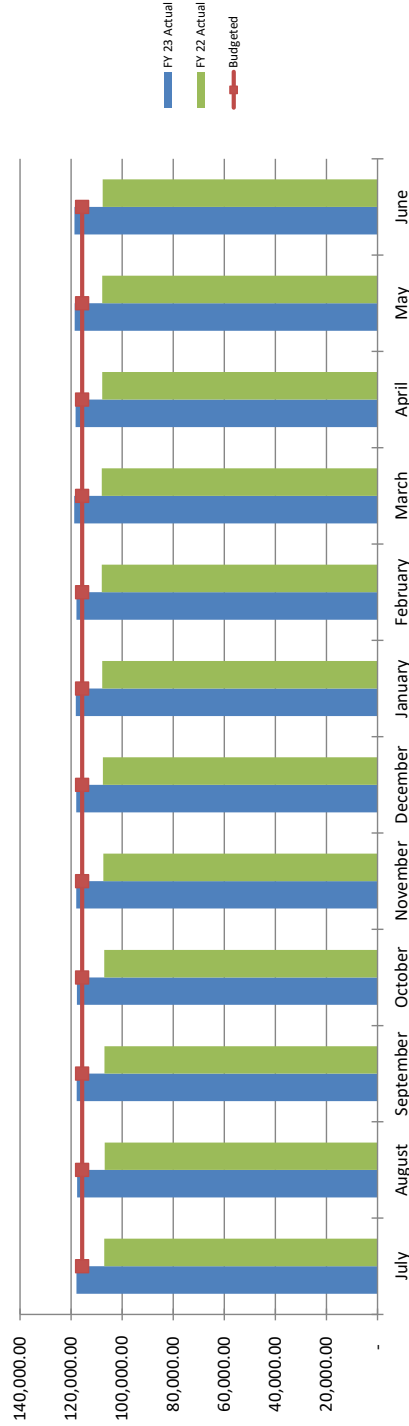
**Notes:**  
Sales Tax Expansion to include Service Contracts: NCGS §105-164.4(a)(11), effective January 2014, has expanded the NC Sales and Use Tax to include "the sales price of a service contract".  
A link to the NCDOR directive on this change is embedded here: <http://www.dor.state.nc.us/practitioner/sales/directives/SD-13-3.pdf>

**Sales Tax Distribution Method:** A link to a description of the individual articles of Sales Tax is embedded here: [http://www.dor.state.nc.us/publications/sales/distribution\\_articles.pdf](http://www.dor.state.nc.us/publications/sales/distribution_articles.pdf)

City of Shelby  
Solid Waste Fees  
FY 2023

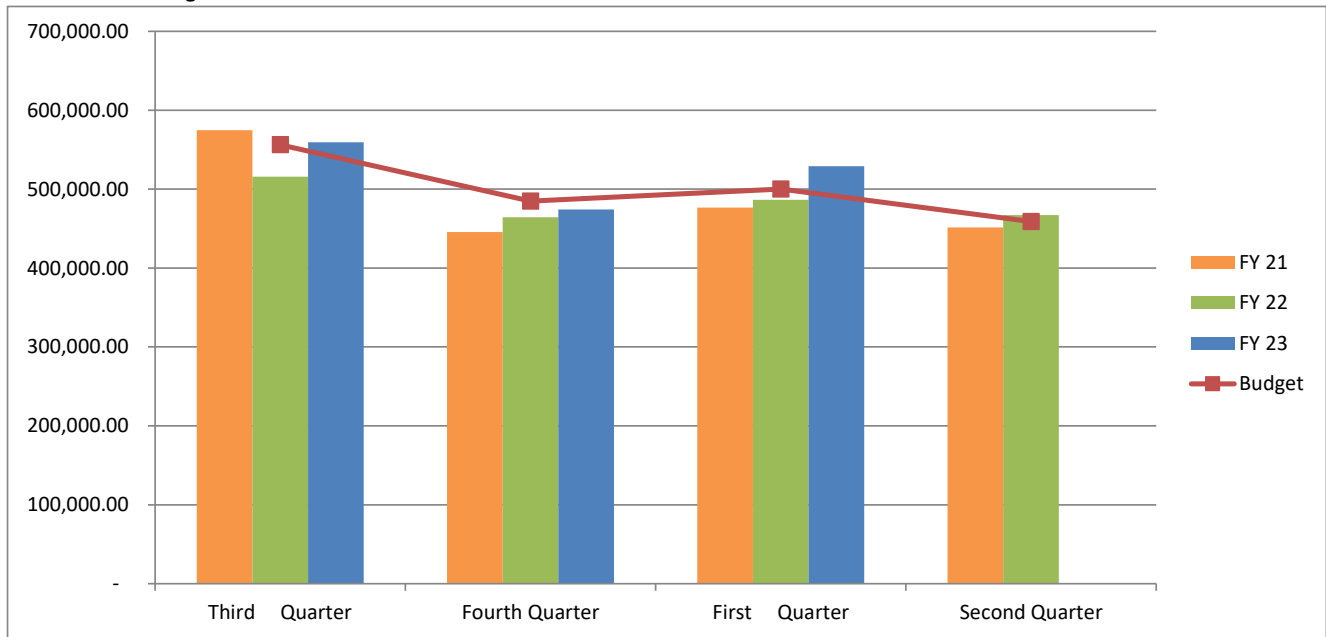
	July	August	September	October	November	December	January	February	March	April	May	June	Totals
Budget	115,666.67	115,666.67	115,666.67	115,666.67	115,666.67	115,666.67	115,666.67	115,666.67	115,666.67	115,666.67	115,666.67	115,666.67	1,388,000.00
FY 2022	107,028.51	106,863.30	106,940.27	107,008.94	107,373.25	107,574.77	107,831.27	107,977.54	108,003.36	107,814.95	107,847.23	107,668.33	1,289,931.72
FY 2023	117,913.85	117,612.75	117,828.07	117,733.50	118,009.65	117,968.28	118,156.30	117,897.94	118,773.55	118,224.04	118,590.37	118,670.51	1,417,378.81
% of Budget	8.50%	8.47%	8.49%	8.48%	8.50%	8.50%	8.51%	8.49%	8.56%	8.52%	8.54%	8.55%	102.12%
Variance	2,247.18	1,946.08	2,161.40	2,066.83	2,342.98	2,301.61	2,489.63	2,231.27	3,106.88	2,557.37	2,923.70	3,003.84	29,378.81
Res. Accts:	7,794	7,778	7,788	7,795	7,803	7,799	7,811	7,798	7,852	7,808	7,840	7,846	
Comm. Accts:	682	676	680	670	681	680	679	679	680	677	678	677	

### Solid Waste Fees Budgeted and Collected



City of Shelby  
 Utility Sales Tax Distribution (Formerly Utility Franchise Tax)  
 Last Three Years

	<b>Third Quarter</b>	<b>Fourth Quarter</b>	<b>First Quarter</b>	<b>Second Quarter</b>	<b>Totals</b>
Collection Period:	(July-Sept.)	(Oct.-Dec.)	(Jan.-Mar.)	(Apr.-June)	
Received in:	December	March	June	September	
FY 21	574,782.27	445,666.24	476,587.12	451,433.94	1,948,469.57
FY 22	515,722.31	464,401.65	486,627.19	466,918.19	1,933,669.34
FY 23	559,313.87	474,142.33	529,125.92	-	1,562,582.12
Budget	556,178.37	484,704.73	500,184.30	458,932.60	2,000,000.00
% of Budget	27.97%	23.71%	26.46%	0.00%	78.13%



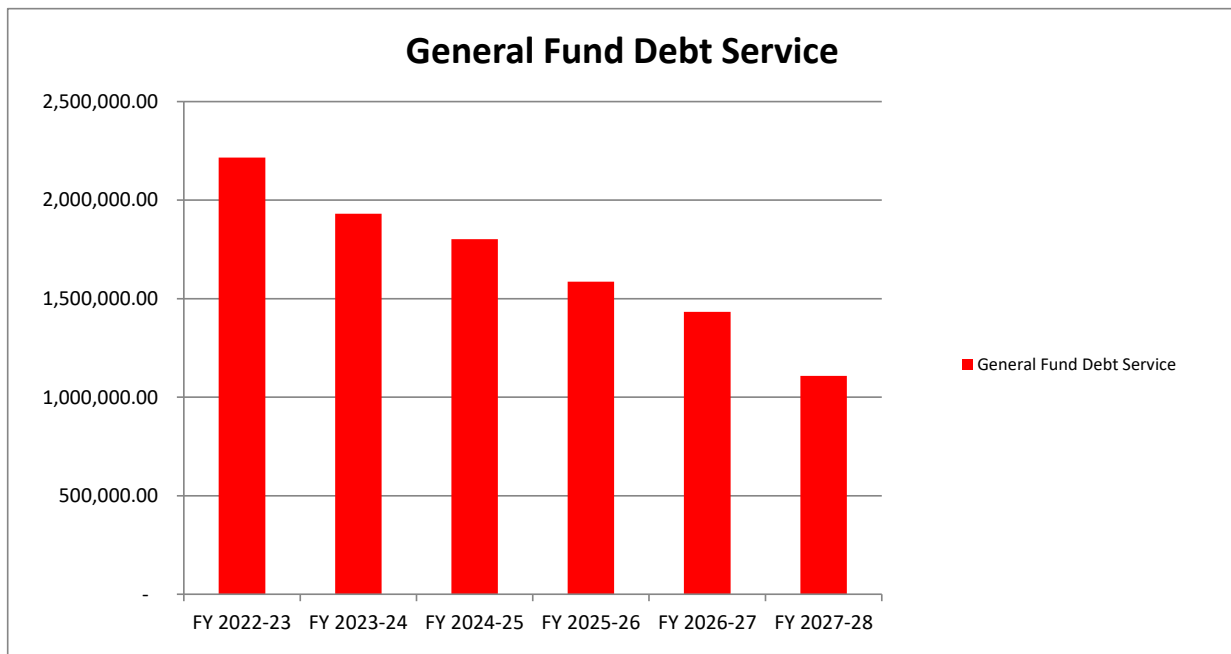
Notes:

Effective July 2014, utility franchise tax was eliminated on sales of electricity and piped natural gas. A "hold harmless" provision will keep local distribution levels at the amounts received during the 2013-14 Fiscal Year.

**DEBT SERVICE - GENERAL FUND**

	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
<b><u>General Obligation Bonds</u></b>						
<b>Street &amp; Sidewalk GO Bond (\$6mm)</b>	555,250.00	551,250.00	540,400.00	529,600.00	518,800.00	508,000.00
<b>Debt Retired In 2037</b>						
<b><u>Installment Purchase Contracts</u></b>						
<b>Hanna Park Recreation Complex</b>	658,606.66	644,079.33	629,552.00	615,024.66	600,497.33	600,497.33
<b>Debt Retired In 2032</b>						
<b>FY 18 Installment Purchase</b>	266,389.91	-	-	-	-	-
<b>Debt Retired In 2023</b>						
<b>FY 19 Installment Purchase</b>	104,354.77	104,354.77	-	-	-	-
<b>Debt Retired In 2024</b>						
<b>FY 20 Installment Purchase</b>	189,692.00	189,692.00	189,692.00	-	-	-
<b>Debt Retired In 2025</b>						
<b>FY 21 Installment Purchase</b>	128,617.50	128,617.50	128,617.50	128,617.50	-	-
<b>Debt Retired In 2026</b>						
<b>FY 22 Installment Purchase</b>	313,175.08	313,175.08	313,175.08	313,175.08	313,175.08	-
<b>Debt Retired In 2027</b>						
<b>Total Debt Service - General Fund</b>	<b>2,216,085.92</b>	<b>1,931,168.68</b>	<b>1,801,436.58</b>	<b>1,586,417.24</b>	<b>1,432,472.41</b>	<b>1,108,497.33</b>

Installment Purchase Contracts are 59-month borrowings for purchase of items such as vehicles and capital equipment.





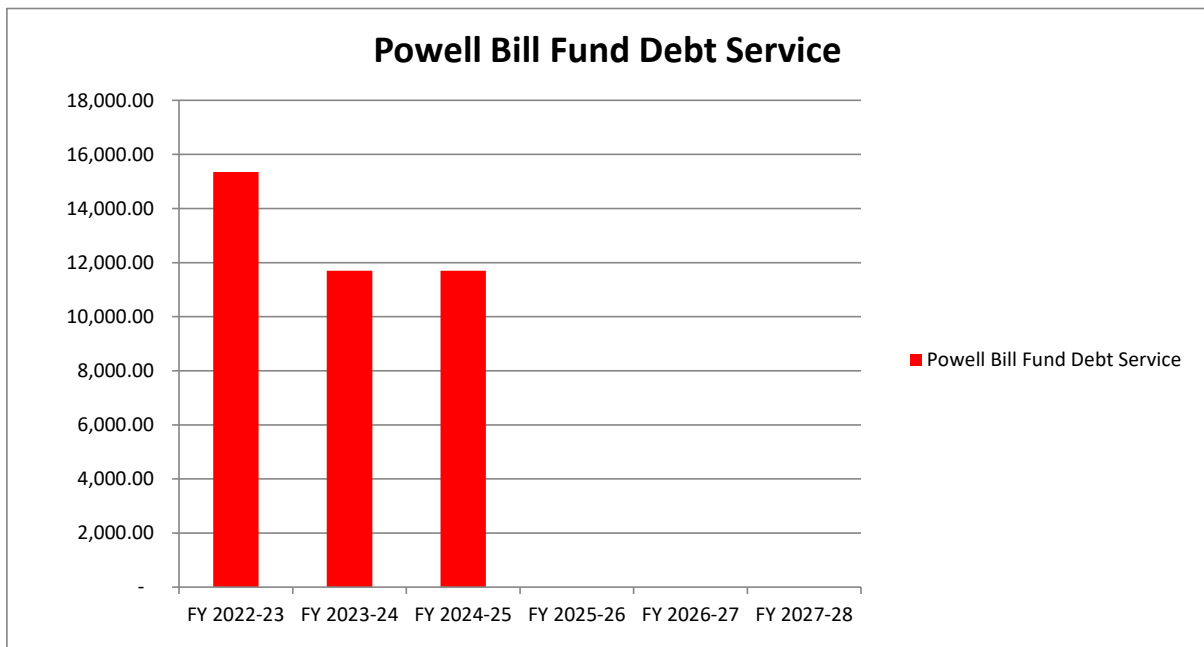
City of Shelby  
 For 2023 12 (100.0% of the Fiscal Year)  
 General Fund Expenditures by Division

DEPARTMENT	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL GOVERNING BOARD	59,104.00	62,104.00	58,751.36	536.94	2,815.70	95.50 %
TOTAL ADMINISTRATION	640,869.00	578,884.00	511,467.67	1,000.00	66,416.33	88.50 %
TOTAL FINANCE	777,398.00	764,598.00	686,611.35	0.00	77,986.65	89.80 %
TOTAL PURCHASING	81,240.00	80,240.00	66,334.21	0.00	13,905.79	82.70 %
TOTAL HUMAN RESOURCES	436,873.00	395,573.00	351,538.85	0.00	44,034.15	88.90 %
TOTAL CUSTOMER SERVICE	114,438.00	172,645.50	129,393.91	15,527.50	27,724.09	83.90 %
TOTAL INFORMATION SERVICES	610,864.00	625,220.21	589,721.46	16,146.21	19,352.54	96.90 %
TOTAL METER SERVICE	795.00	7,595.00	-79,462.58	55,566.00	31,491.58	-314.60 %
TOTAL GARAGE	571,222.00	620,422.00	594,657.04	0.00	25,764.96	95.80 %
TOTAL CITY HALL	108,450.00	131,025.00	109,722.84	9,399.50	11,902.66	90.90 %
TOTAL POLICE	8,602,300.00	9,504,744.45	9,139,712.64	290,404.31	74,627.50	99.20 %
TOTAL COMMUNICATION	873,400.00	852,000.00	752,359.69	0.00	99,640.31	88.30 %
TOTAL FIRE	5,519,120.00	6,867,981.00	6,510,284.66	195,699.96	161,996.38	97.60 %
TOTAL BUILDING INSPECTIONS	424,050.00	406,050.00	299,322.17	0.00	106,727.83	73.70 %
TOTAL STREETS	1,334,500.00	1,307,250.00	1,021,447.71	27,053.47	258,748.82	80.20 %
TOTAL AIRPORT	483,850.00	620,277.98	540,810.74	0.00	79,467.24	87.20 %
TOTAL SOLID WASTE	2,017,910.00	2,293,017.35	2,029,766.08	194,573.14	68,678.13	97.00 %
TOTAL GIS	104,003.00	103,200.00	93,068.72	0.00	10,131.28	90.20 %
TOTAL PLANNING SERVICES	573,590.00	615,517.15	552,951.93	51,783.70	10,781.52	98.20 %
TOTAL SPECIAL APPROPRIATIONS	3,024,520.00	4,329,292.00	4,215,217.38	0.00	114,074.62	97.40 %
TOTAL PARKS & RECREATION	1,910,050.00	2,152,641.37	1,744,744.21	71,057.09	336,840.07	84.40 %
TOTAL MAINTENANCE & CEMETERY	1,745,725.00	1,735,193.10	1,359,282.19	71,138.65	304,772.26	82.40 %
<b>GRAND TOTAL</b>	<b>30,014,271.00</b>	<b>34,225,471.11</b>	<b>31,277,704.23</b>	<b>999,886.47</b>	<b>1,947,880.41</b>	<b>94.30 %</b>

**DEBT SERVICE - POWELL BILL FUND**

	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
<b><u>Installment Purchase Contracts</u></b>						
FY 18 Installment Purchase Debt Retired in 2023	3,644.52	-	-	-	-	-
FY 20 Installment Purchase Debt Retired in 2025	11,703.00	11,703.00	11,703.00	-	-	-
<b>Total Debt Service - Powell Bill Fund</b>	<b>15,347.52</b>	<b>11,703.00</b>	<b>11,703.00</b>	<b>-</b>	<b>-</b>	<b>-</b>

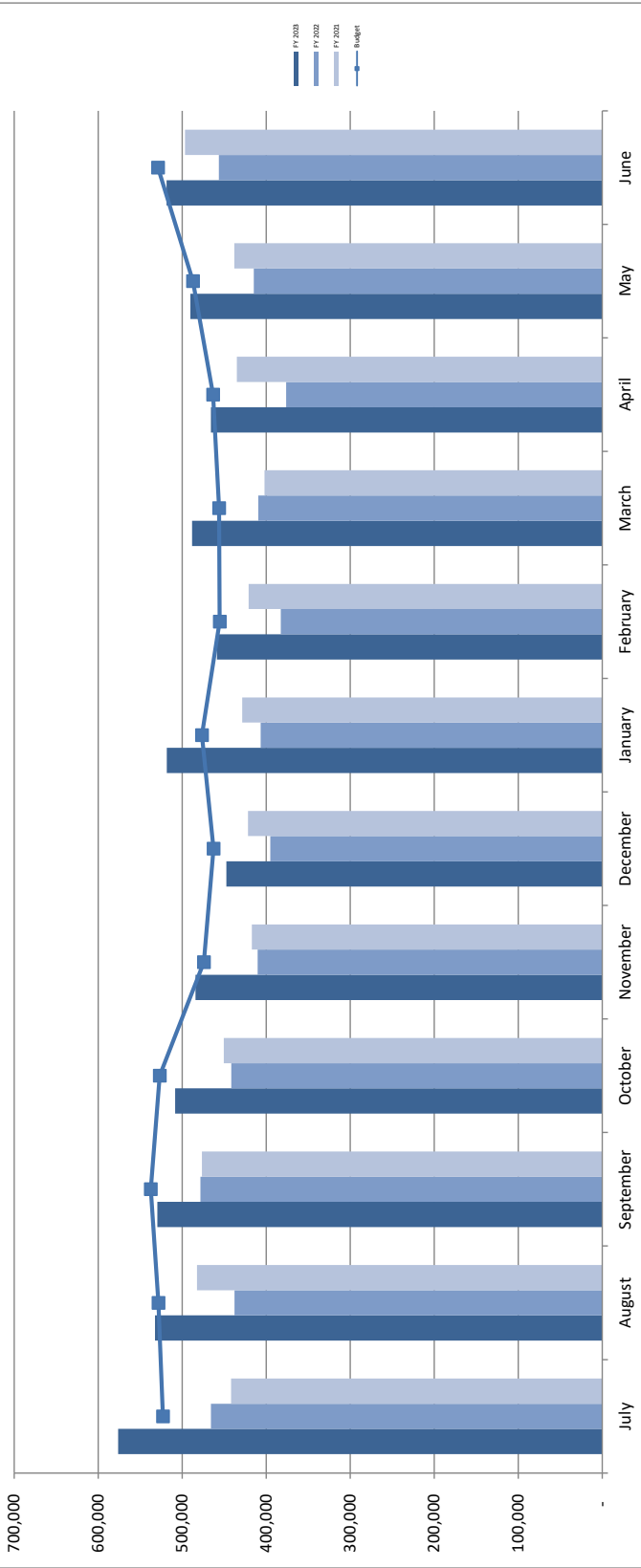
Installment Purchase Contracts are 59-month borrowings for purchase of items such as vehicles and capital equipment.



City of Shelby  
Water Revenue Budget to Actual  
FY 2023

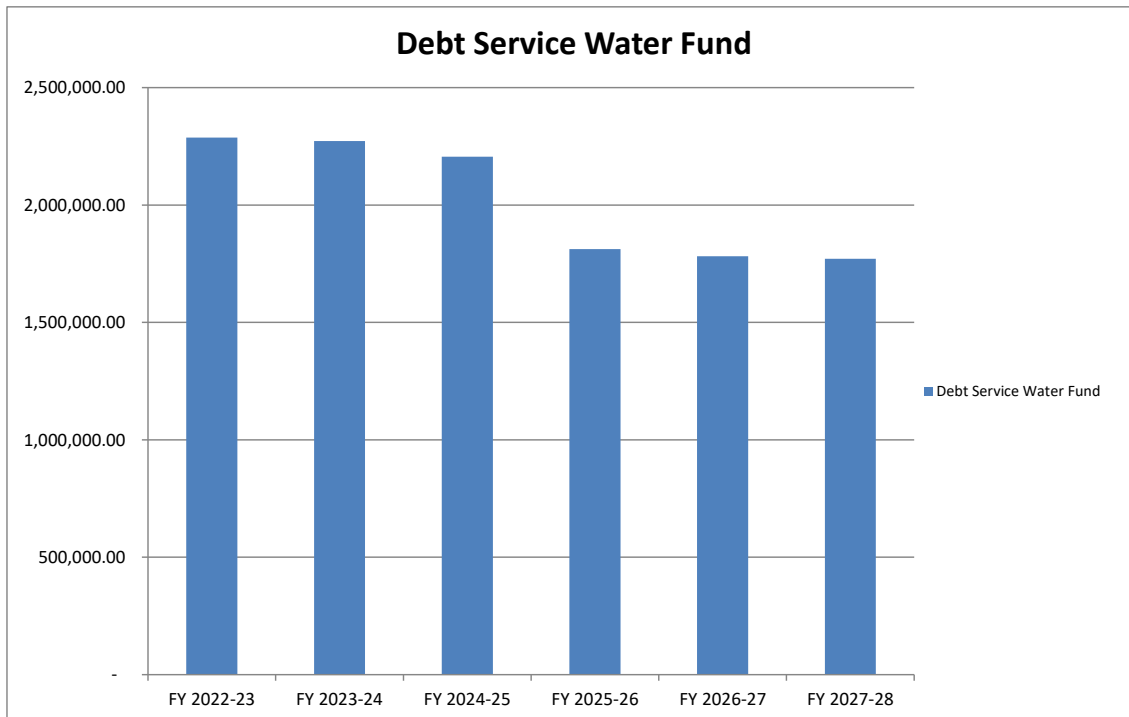
	July	August	September	October	November	December	January	February	March	April	May	June	Total
<b>FY 2023 Budget</b>													
Inside Water													
Useage	138,063	139,550	144,210	139,173	121,040	117,610	125,577	113,264	116,265	118,818	125,315	139,836	1,538,722
Dollars	465,040.09	470,762.23	475,202.60	469,758.08	423,091.79	413,152.76	427,855.03	402,525.34	409,156.84	414,298.60	433,696.01	469,818.61	5,274,357.98
Outside Water													
Useage	14,699	14,709	16,371	14,577	12,668	12,132	11,645	13,328	11,310	11,779	13,365	15,220	161,804
Dollars	57,862.84	57,589.54	62,218.37	57,170.54	51,084.22	49,639.65	48,584.98	52,968.52	46,939.85	48,963.64	53,673.96	58,945.91	645,642.02
Totals													
Useage	152,762	154,259	160,581	153,750	133,709	129,742	137,223	126,592	127,575	130,597	138,680	155,056	1,700,526
Dollars	522,902.93	528,351.78	537,420.96	526,928.61	474,176.01	462,792.41	476,440.02	455,493.86	456,096.69	463,262.24	487,369.97	528,764.52	5,920,000.00
<b>FY 2023 Actual</b>													
Inside Water													
Useage	158,071	136,239	141,404	130,756	125,159	109,162	137,560	114,862	129,135	118,226	126,633	138,837	1,566,044
Dollars	514,688	465,712	472,398	452,442	436,158	398,990	460,061	410,971	439,456	417,371	435,603	465,958	5,369,808.96
Outside Water													
Useage	16,117	17,694	14,489	14,140	11,521	11,774	14,555	11,529	11,927	11,761	13,841	12,926	162,274
Dollars	61,638	66,735	57,207	56,073	48,053	48,401	58,357	47,729	48,845	48,376	54,657	52,567	648,638
Totals													
Useage	174,188	153,933	155,893	144,896	136,680	120,936	152,115	126,391	141,062	129,987	140,474	151,763	1,728,318
Dollars	576,325	532,447	529,605	508,515	484,211	447,391	518,418	458,700	488,301	465,747	490,260	518,525	6,018,446.51
Variance													
Useage	20,008	(3,311)	(2,806)	(8,417)	4,119	(8,448)	11,983	1,598	12,870	(592)	1,318	(999)	27,322
Dollars	49,647.47	(5,049.78)	(2,804.35)	(17,316.09)	13,066.23	(14,162.91)	32,205.49	8,446.10	30,299.37	3,072.51	1,907.39	(3,860.45)	95,450.98
Outside Water													
Useage	1,418	2,985	(1,882)	(437)	(1,147)	(358)	2,910	(1,799)	617	(18)	476	(2,294)	470
Dollars	3,774.71	9,145.01	(5,011.22)	(1,087.44)	(3,031.22)	(1,238.35)	9,772.27	(5,239.47)	1,905.35	(587.54)	982.79	(6,379.36)	2,996
Totals													
Useage	21,426	(326)	(4,688)	(8,854)	2,971	(8,806)	14,892	(201)	13,487	(610)	1,794	(3,293)	27,792
Dollars	53,422.18	4,095.22	(7,815.56)	(18,413.52)	10,035.01	(15,401.26)	41,977.75	3,206.63	32,204.72	2,484.97	2,890.18	(10,239.81)	98,446.51

### Water Sales In Dollars - Budget to Actual FY 2022 - 2023



DEBT SERVICE - WATER FUND	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
<b><u>Revenue Bonds</u></b>						
Series 2021 Refunding Revenue Bonds Debt Retired In 2031	880,052.90	878,082.07	878,287.26	499,614.47	497,103.08	500,082.76
Series 2016 Revenue Bonds Debt Retired In 2031	233,400.00	233,400.00	233,400.00	233,400.00	233,400.00	233,400.00
NCDEQ-DWI SRF Loan Debt Retired In 2040	1,060,171.30	1,047,604.00	1,035,036.68	1,022,469.38	1,009,902.08	1,009,902.08
<b><u>Installment Purchase</u></b>						
Uptown Infrastructure - Electric Fund Loan Debt Retired In 2038	27,250.00	27,250.00	27,250.00	27,250.00	27,250.00	27,250.00
FY 19 Installment Purchase Debt Retired In 2024	54,380.79	54,380.79	-	-	-	-
FY 20 Installment Purchase Debt Retired In 2025	2,561.50	2,561.50	2,561.50	-	-	-
FY 21 Installment Purchase Debt Retired In 2026	14,465.00	14,465.00	14,465.00	14,465.00	-	-
FY 22 Installment Purchase Debt Retired In 2027	14,680.83	14,680.83	14,680.83	14,680.83	14,680.83	-
<b>Total Debt Service - Water Fund</b>	<b>2,286,962.32</b>	<b>2,272,424.19</b>	<b>2,205,681.27</b>	<b>1,811,879.68</b>	<b>1,782,335.99</b>	<b>1,770,634.84</b>

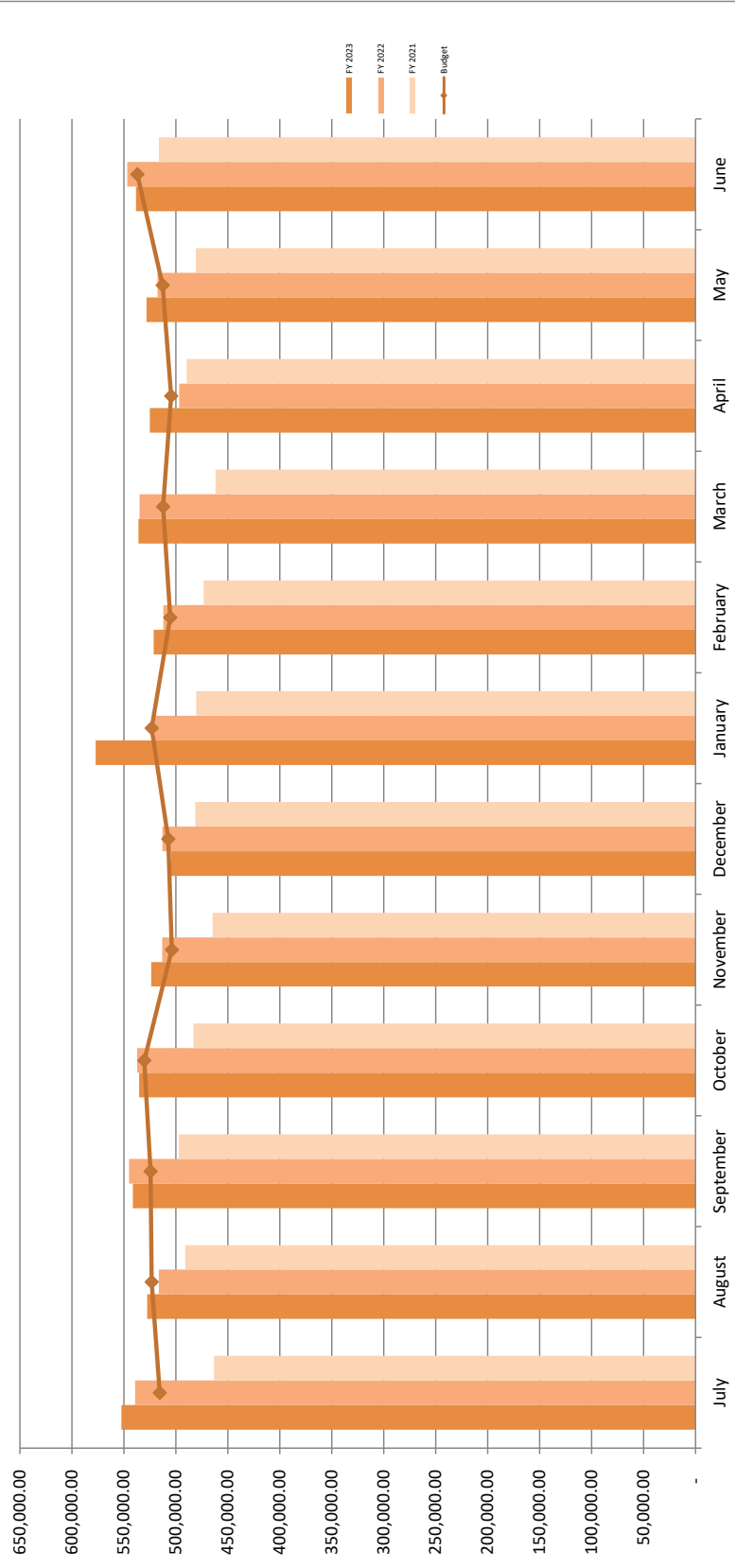
Installment Purchase Contracts are 59-month borrowings for purchase of items such as vehicles and capital equipment.



City of Shelby  
Sewer Revenue Budget to Actual  
FY 2023

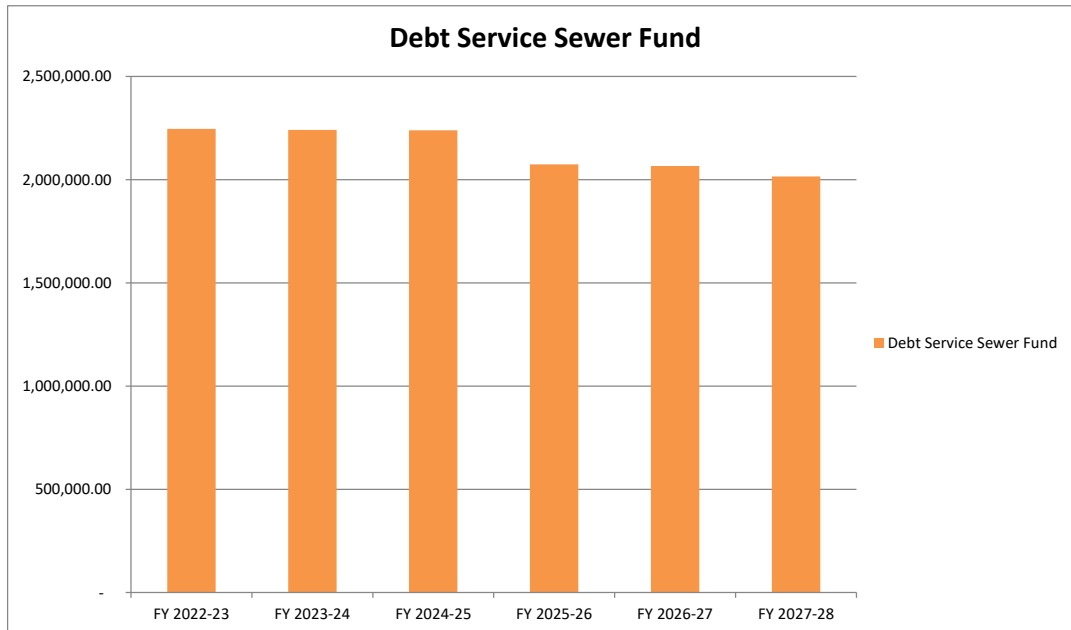
	July	August	September	October	November	December	January	February	March	April	May	June	Totals
<b>FY 2023 Budget</b>													
Inside Sewer													
Useage	72,710	75,039	53,846	74,627	68,777	69,769	74,616	69,023	70,431	67,589	70,657	75,988	843,072
Dollars	482,406.79	491,295.85	488,188.81	492,302.58	465,483.76	468,840.36	483,584.67	466,230.38	470,440.58	463,046.92	472,218.02	496,169.29	5,740,208.00
Outside Sewer													
Useage	2,769	2,540	3,139	3,387	3,442	3,474	3,648	3,561	3,954	3,482	3,293	3,350	40,038
Dollars	33,180.11	31,872.84	36,167.85	38,065.44	38,412.02	38,420.11	39,762.75	39,209.84	41,932.12	41,531.08	40,378.46	40,859.38	459,792.00
Totals													
Useage	75,479	77,579	56,985	78,014	72,219	73,243	78,264	72,584	74,385	71,071	73,950	79,338	883,110
Dollars	515,586.90	523,168.69	524,356.66	530,368.02	503,895.78	507,260.46	523,347.42	505,440.21	512,372.70	504,578.00	512,596.48	537,028.68	6,200,000.00
<b>FY 2023 Actual</b>													
Inside Sewer													
Useage	81,458	73,261	77,185	72,789	72,415	68,042	83,306	70,405	75,644	71,891	72,921	76,024	895,341
Dollars	510,316.11	485,319.06	495,651.81	485,075.16	476,155.61	460,685.01	521,336.21	472,831.11	486,640.71	477,315.06	479,746.71	493,114.51	5,844,187.07
Outside Sewer													
Useage	3,035	3,073	3,574	4,204	3,817	3,373	4,930	3,968	4,045	3,810	3,964	3,464	45,257
Dollars	41,951.65	42,181.65	45,616.78	50,333.86	47,523.41	44,101.71	55,858.33	48,482.81	49,345.32	47,696.90	48,568.84	45,213.03	566,874.29
Totals													
Useage	84,493	76,334	80,759	76,993	76,232	71,415	88,236	74,373	79,689	75,701	76,885	79,488	940,598
Dollars	552,267.76	527,500.71	541,268.59	535,409.02	523,679.02	504,786.72	577,194.54	521,313.92	535,986.03	525,011.96	528,315.55	538,327.54	6,411,061.36
Variance													
Inside Sewer													
Useage	8,748	(1,778)	23,339	(1,838)	3,638	(1,727)	8,690	1,382	5,213	4,302	2,264	36	52,268.67
Dollars	27,909.32	(5,976.79)	7,463.00	(7,227.42)	10,671.85	(8,155.35)	37,751.54	6,600.73	16,200.13	14,268.14	7,528.69	(3,054.78)	103,979.07
Outside Sewer													
Useage	266	533	435	817	375	(101)	1,282	407	91	328	671	114	5,219.33
Dollars	8,771.54	10,308.81	9,448.93	12,268.42	9,111.39	5,681.60	16,095.58	9,272.97	7,413.20	6,165.82	8,190.38	4,353.65	107,082.29
Totals													
Useage	9,014	(1,245)	23,774	(1,021)	4,013	(1,828)	9,972	1,789	5,304	4,630	2,935	150	57,488.00
Dollars	36,680.86	4,332.02	16,911.93	5,041.00	19,783.24	(2,473.74)	53,847.12	15,873.71	23,613.33	20,433.96	15,719.07	1,298.86	211,061.36

### Sewer Sales in Dollars - Budget to Actual FY 2022 - 2023



DEBT SERVICE - SEWER FUND	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
<b><u>Revenue Bonds</u></b>						
Series 2021 Refunding Revenue Bonds Debt Retired In 2031	444,259.37	442,773.80	442,017.78	289,821.66	288,125.74	287,842.45
NC DENR-DWI SRF Loan Debt Retired in 2034	36,300.10	36,300.10	36,300.10	36,300.10	36,300.10	36,300.10
NC DENR-DWI SRF Loan Debt Retired in 2035	156,521.90	156,521.90	156,521.90	156,521.90	156,521.90	156,521.90
NC DENR-DWI SRF Loan Debt Retired in 2035	469,832.90	469,832.90	469,832.90	469,832.90	469,832.90	469,832.90
NC DENR-DWI SRF Loan Debt Retired in 2041	991,870.00	991,870.00	991,870.00	991,870.00	991,870.00	991,870.00
<b><u>Installment Purchase</u></b>						
Uptown Infrastructure - Loan from Electric Fund Debt Retired in 2038	72,750.00	72,750.00	72,750.00	72,750.00	72,750.00	72,750.00
FY 18 Installment Purchase Debt Retired In 2023	2,903.26	-	-	-	-	-
FY 19 Installment Purchase Debt Retired In 2024	1,408.74	1,408.74	-	-	-	-
FY 20 Installment Purchase Debt Retired In 2025	12,525.50	12,525.50	12,525.50	-	-	-
FY 21 Installment Purchase Debt Retired In 2026	6,215.00	6,215.00	6,215.00	6,215.00	-	-
FY 22 Installment Purchase Debt Retired In 2027	50,928.61	50,928.61	50,928.61	50,928.61	50,928.61	-
<b>Total Debt Service - Sewer Fund</b>	<b>2,245,515.37</b>	<b>2,241,126.54</b>	<b>2,238,961.79</b>	<b>2,074,240.17</b>	<b>2,066,329.25</b>	<b>2,015,117.35</b>

Installment Purchase Contracts are 59-month borrowings for purchase of items such as vehicles and capital equipment.

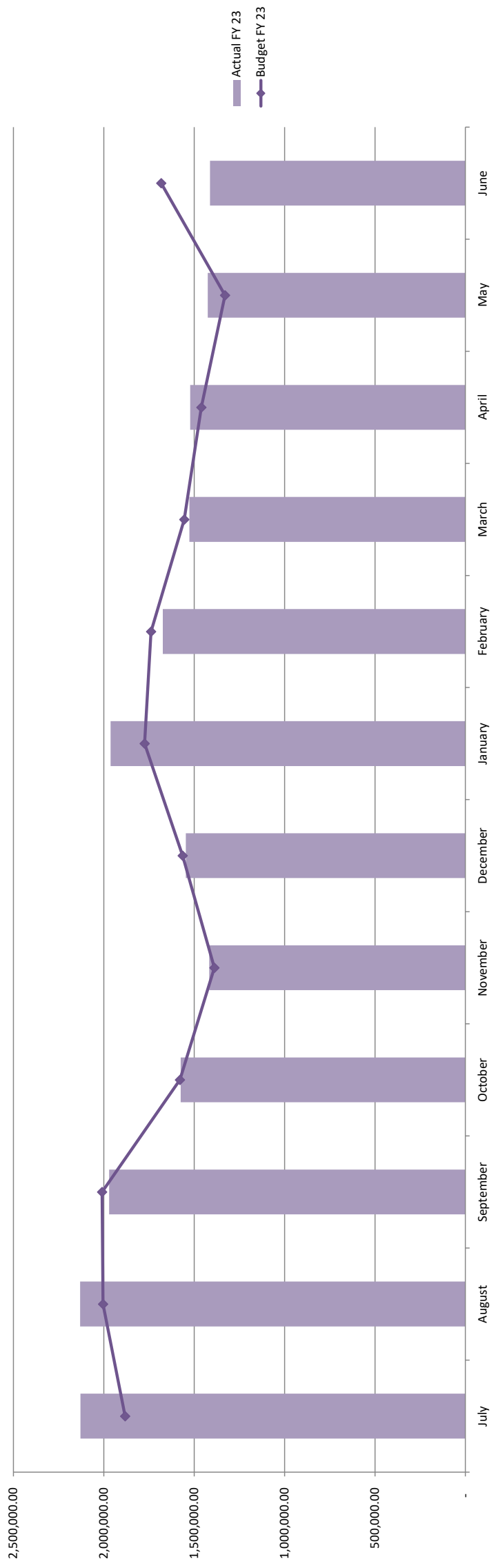




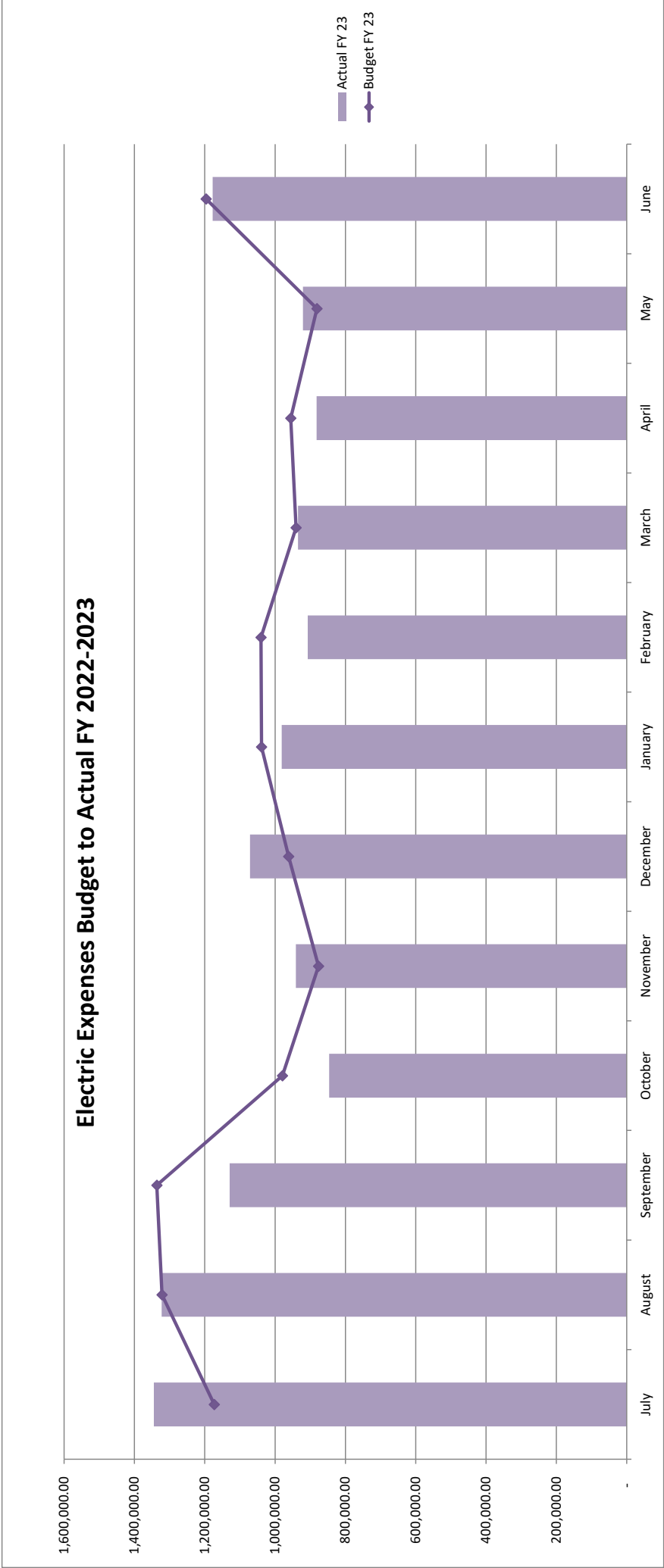
City of Shelby  
Electric Revenues Budget to Actual  
FY 2023

<b>Revenues Budget FY 23</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Totals</b>
Residential	811,339.33	899,025.39	837,112.18	615,713.70	557,038.91	741,563.78	892,174.27	882,027.65	732,971.99	621,214.13	543,160.82	710,834.79	8,844,176.96
Commercial	1,046,961.00	1,075,685.30	1,141,157.79	943,339.89	813,224.19	804,409.32	864,398.10	838,547.68	805,015.81	817,766.73	766,146.23	940,614.89	10,857,266.92
Industrial	23,604.95	29,950.90	31,370.04	20,136.51	18,472.01	18,538.52	17,477.46	18,423.59	17,433.62	21,583.90	20,352.55	31,212.07	268,556.13
<b>Totals</b>	<b>1,881,905.28</b>	<b>2,004,661.59</b>	<b>2,009,640.01</b>	<b>1,579,190.10</b>	<b>1,388,735.11</b>	<b>1,564,511.62</b>	<b>1,774,049.84</b>	<b>1,738,998.92</b>	<b>1,555,421.42</b>	<b>1,460,564.76</b>	<b>1,329,659.60</b>	<b>1,682,661.75</b>	<b>19,970,000.00</b>
<b>Actual FY 23</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Totals</b>
Residential	916,780.13	904,057.27	792,698.11	595,527.72	583,605.49	718,056.31	996,536.33	806,226.57	671,221.62	640,689.46	570,056.54	611,139.06	8,806,594.61
Commercial	1,166,935.12	1,182,234.18	1,134,027.97	945,464.53	804,873.47	802,827.30	937,514.50	840,868.58	825,609.99	854,504.75	824,008.93	766,755.82	11,085,625.14
Industrial	45,836.56	44,782.64	44,101.79	33,430.94	28,779.80	25,407.42	28,389.27	26,429.37	29,359.07	27,364.51	31,264.58	34,616.89	399,762.84
<b>Totals</b>	<b>2,129,551.81</b>	<b>2,131,074.09</b>	<b>1,970,827.87</b>	<b>1,574,423.19</b>	<b>1,417,258.76</b>	<b>1,546,291.03</b>	<b>1,962,440.10</b>	<b>1,673,524.52</b>	<b>1,526,190.68</b>	<b>1,522,558.72</b>	<b>1,425,330.05</b>	<b>1,412,511.77</b>	<b>20,291,982.59</b>
<b>Revenue Variance</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Totals</b>
Residential	105,440.80	5,031.88	(44,414.07)	(20,185.98)	26,566.59	(23,507.47)	104,362.06	(75,801.08)	(61,750.37)	19,475.33	26,895.72	(99,695.74)	(37,582.34)
Commercial	119,974.12	106,548.88	(7,129.82)	2,124.64	(8,350.73)	(1,582.02)	73,116.40	2,320.90	20,594.18	36,738.02	57,862.70	(173,859.07)	228,358.22
Industrial	22,231.61	14,831.74	12,731.75	13,294.43	10,307.79	6,868.90	10,911.81	8,005.78	11,925.45	5,780.61	10,912.03	3,404.82	131,206.71
<b>Totals</b>	<b>247,646.53</b>	<b>126,412.50</b>	<b>(38,812.14)</b>	<b>(4,766.91)</b>	<b>28,523.65</b>	<b>(18,220.59)</b>	<b>188,390.26</b>	<b>(65,474.40)</b>	<b>(29,230.74)</b>	<b>61,993.96</b>	<b>95,670.45</b>	<b>(270,149.98)</b>	<b>321,982.59</b>

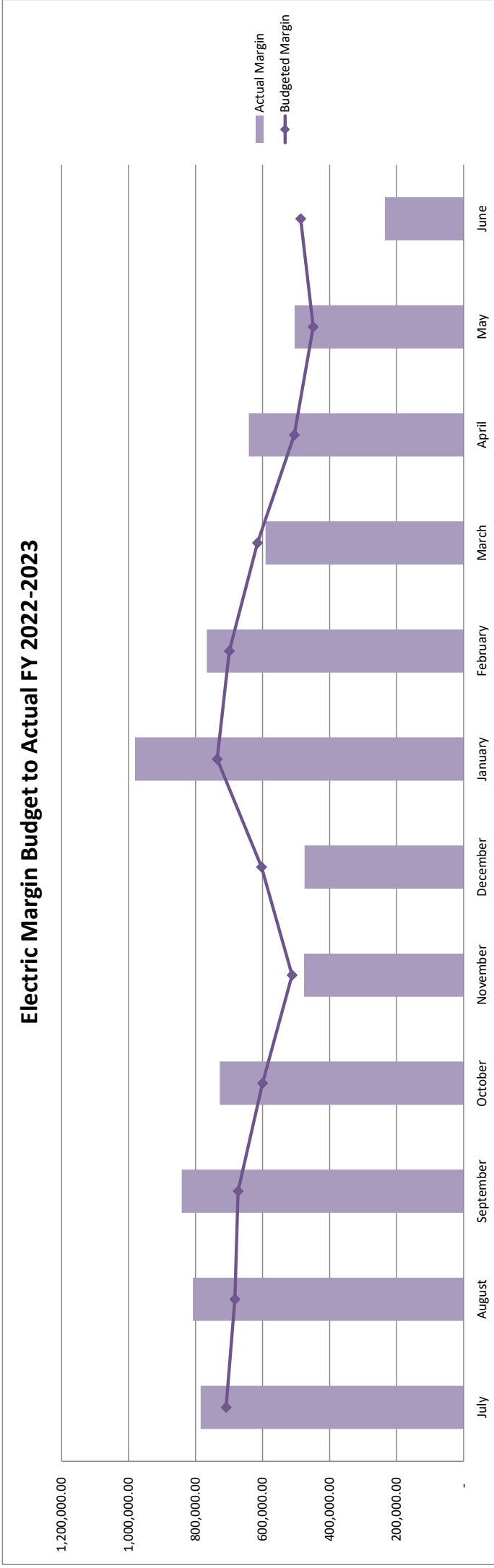
### Electric Revenues Budget to Actual FY 2022-2023



<b>Expenses</b>													
<b>Budget FY 23</b>													
	July	August	September	October	November	December	January	February	March	April	May	June	Totals
NCMPA1	1,129,897.13	1,278,019.66	1,295,677.22	947,442.76	845,871.37	928,956.34	1,005,099.12	1,005,077.89	908,369.84	924,709.24	850,361.89	1,159,231.55	12,278,714.00
SEPA	42,962.83	43,672.77	40,713.23	31,606.28	30,642.60	32,417.88	33,272.52	34,740.11	31,937.85	30,544.02	30,351.40	37,138.51	420,000.00
<b>Totals</b>	<b>1,172,859.96</b>	<b>1,321,692.43</b>	<b>1,336,390.45</b>	<b>979,049.04</b>	<b>876,513.96</b>	<b>961,374.22</b>	<b>1,038,371.63</b>	<b>1,039,818.00</b>	<b>940,307.69</b>	<b>955,253.26</b>	<b>880,713.29</b>	<b>1,196,370.05</b>	<b>12,698,714.00</b>
<b>Actual FY 23</b>													
NCMPA1	1,306,177.15	1,277,989.04	1,086,830.91	804,743.10	899,374.00	1,038,466.52	944,600.32	872,992.00	903,033.91	849,518.61	888,471.27	1,143,280.23	12,015,477.06
SEPA	38,582.69	44,802.70	42,321.09	41,420.46	41,320.96	32,885.40	36,728.03	34,153.77	31,906.03	32,289.81	32,426.77	34,060.13	442,897.84
<b>Totals</b>	<b>1,344,759.84</b>	<b>1,322,791.74</b>	<b>1,129,152.00</b>	<b>846,163.56</b>	<b>940,694.96</b>	<b>1,071,351.92</b>	<b>981,328.35</b>	<b>907,145.77</b>	<b>934,939.94</b>	<b>881,808.42</b>	<b>920,898.04</b>	<b>1,177,340.36</b>	<b>12,458,374.90</b>
<b>Expense Variance</b>													
NCMPA1	(176,280.02)	30.62	208,846.31	142,699.66	(53,502.63)	(109,510.18)	60,498.80	132,085.89	5,335.93	75,190.63	(38,109.38)	15,951.32	263,236.94
SEPA	4,380.14	(1,129.93)	(1,607.86)	(9,814.18)	(10,678.36)	(467.52)	(3,455.51)	586.34	31.82	(1,745.79)	(2,075.37)	3,078.38	(22,897.84)
<b>Totals</b>	<b>(171,899.88)</b>	<b>(1,099.31)</b>	<b>207,238.45</b>	<b>132,885.48</b>	<b>(64,181.00)</b>	<b>(109,977.70)</b>	<b>57,043.28</b>	<b>132,672.23</b>	<b>5,367.75</b>	<b>73,444.84</b>	<b>(40,184.75)</b>	<b>19,029.69</b>	<b>240,339.10</b>



Margin	July	August	September	October	November	December	January	February	March	April	May	June	Totals
Budgeted Revenues	1,881,905.28	2,004,661.59	2,009,640.01	1,579,190.10	1,388,735.11	1,564,511.62	1,774,049.84	1,738,998.92	1,555,421.42	1,460,564.76	1,329,659.60	1,682,661.75	19,970,000.00
Budgeted Expenses	(1,172,859.96)	(1,321,692.43)	(1,336,390.45)	(979,049.04)	(876,513.96)	(961,374.22)	(1,038,371.63)	(1,039,818.00)	(940,307.69)	(955,253.26)	(880,713.29)	(1,196,370.05)	(12,698,714.00)
Budgeted Margin	709,045.32	682,969.16	673,249.56	600,141.06	512,221.15	603,137.39	735,678.20	699,180.91	615,113.73	505,311.51	448,946.31	486,291.70	7,271,286.00
Actual Revenues	2,129,551.81	2,131,074.09	1,970,827.87	1,574,423.19	1,417,258.76	1,546,291.03	1,962,440.10	1,673,524.52	1,526,190.68	1,522,558.72	1,425,330.05	1,412,511.77	20,291,982.59
Actual Expenses	(1,344,759.84)	(1,322,791.74)	(1,129,152.00)	(846,163.56)	(940,694.96)	(1,071,351.92)	(981,328.35)	(907,145.77)	(934,939.94)	(881,808.42)	(920,898.04)	(1,177,340.36)	(12,458,374.90)
Actual Margin	784,791.97	808,282.35	841,675.87	728,259.63	476,563.80	474,939.11	981,111.75	766,378.75	591,250.74	640,750.30	504,432.01	235,171.41	7,833,607.69
Margin Variance	75,746.65	125,313.19	168,426.31	128,118.57	(35,657.35)	(128,198.28)	245,433.55	67,197.84	(23,862.99)	135,438.79	55,485.70	(251,120.29)	562,321.69



**DEBT SERVICE - ELECTRIC FUND      FY 2022-23    FY 2023-24    FY 2024-25    FY 2025-26    FY 2026-27    FY 2027-28**

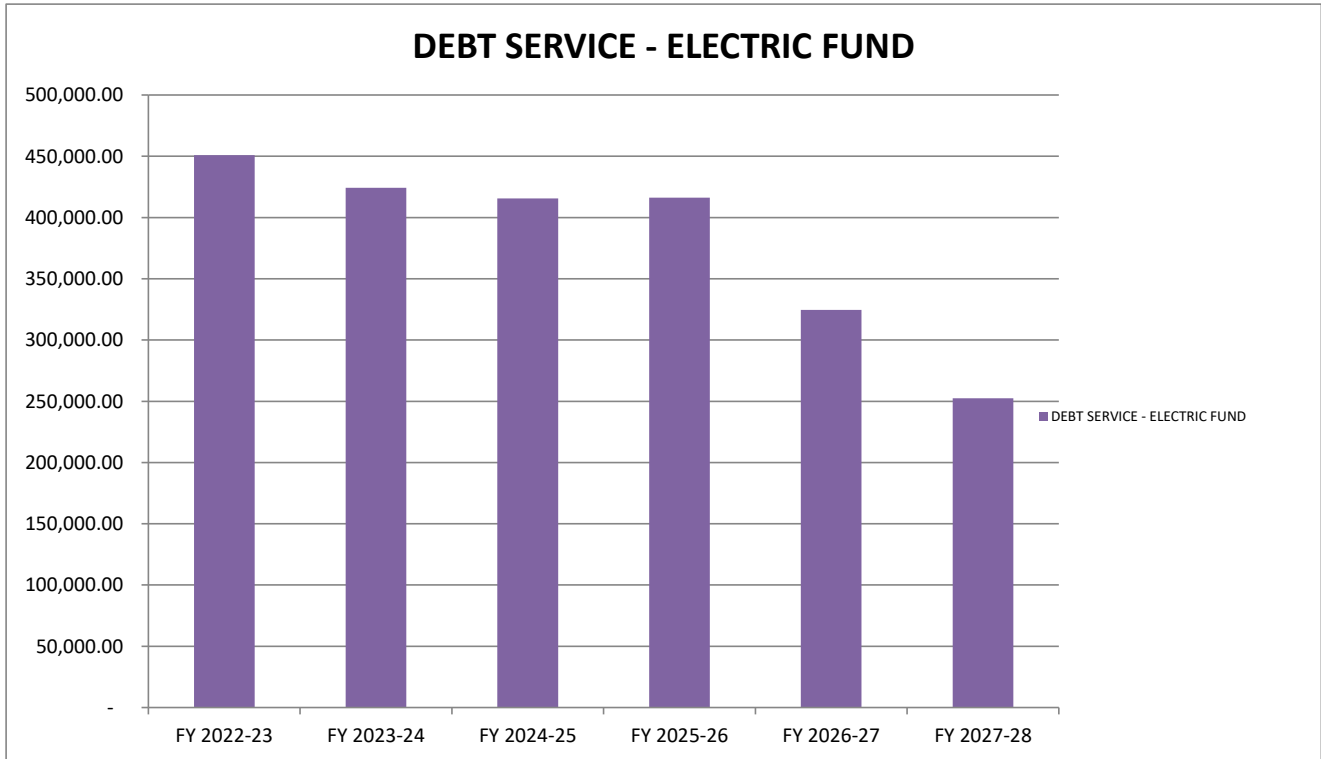
**Revenue Bonds**

<b>Series 2021 Refunding Revenue Bonds</b>						
<b>Debt Retired In 2031</b>	251,906.46	251,061.16	251,357.07	251,958.36	250,301.68	252,338.27

**Installment Purchase Contracts**

<b>FY 18 Installment Purchase</b>						
<b>Debt Retired In 2023</b>	25,727.86	-	-	-	-	-
<b>FY 19 Installment Purchase</b>						
<b>Debt Retired In 2024</b>	8,921.99	8,921.99	-	-	-	-
<b>FY 21 Installment Purchase</b>						
<b>Debt Retired In 2026</b>	89,952.50	89,952.50	89,952.50	89,952.50	-	-
<b>FY 22 Installment Purchase</b>						
<b>Debt Retired In 2027</b>	74,312.73	74,312.73	74,312.73	74,312.73	74,312.73	-
<b>Total</b>	<u>450,821.54</u>	<u>424,248.38</u>	<u>415,622.30</u>	<u>416,223.59</u>	<u>324,614.41</u>	<u>252,338.27</u>

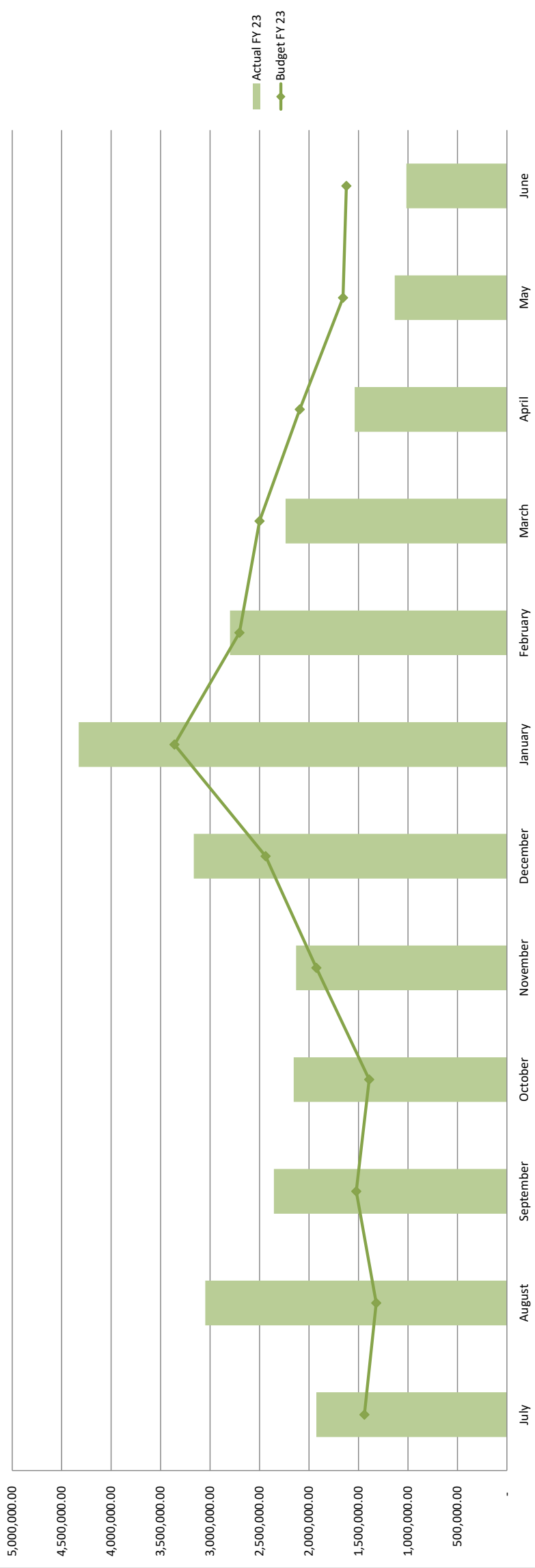
Installment Purchase Contracts are 59-month borrowings for purchase of items such as vehicles and capital equipment.



City of Shelby  
Gas Revenues Budget to Actual  
FY 2023

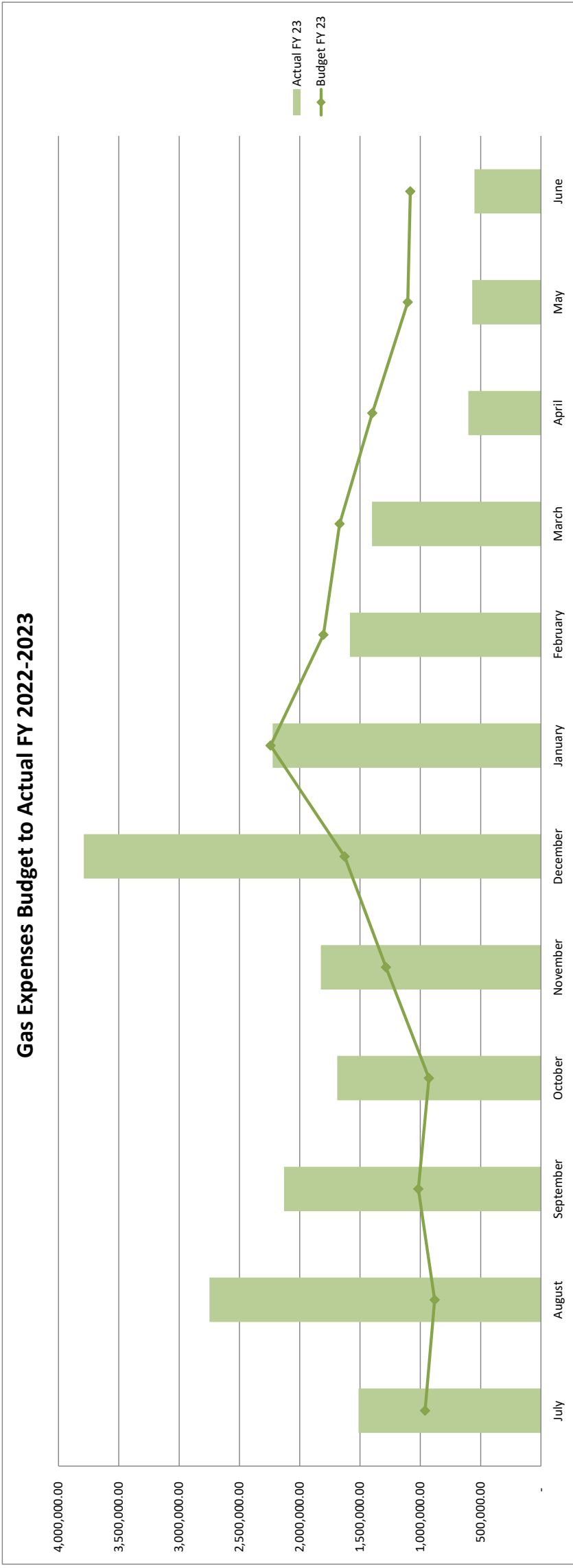
<b>Revenues Budget FY 23</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Totals</b>
Residential	143,817.59	139,914.56	142,304.98	152,268.61	288,597.72	687,462.00	928,757.33	748,191.99	591,409.01	431,313.34	216,256.53	164,836.16	4,635,129.82
Commercial	187,475.43	203,606.16	222,489.45	231,942.11	330,516.37	665,856.40	962,015.78	770,671.13	620,889.05	498,047.94	236,695.57	209,937.55	5,140,142.94
High Load Factor	28,322.76	23,048.70	17,625.50	14,074.97	59,326.81	66,378.63	69,374.34	76,048.27	67,121.17	71,591.86	67,426.34	67,400.06	627,739.40
Interruptibles	86,605.91	87,394.43	83,246.67	80,882.81	104,721.13	90,118.97	86,188.49	123,336.75	84,862.03	88,152.61	82,399.34	87,737.00	1,085,646.13
Special Ind Class	994,081.66	866,950.23	1,056,723.90	913,262.16	1,143,331.48	928,968.29	1,313,549.15	985,032.25	1,136,138.08	1,005,256.67	1,052,959.85	1,092,834.96	12,489,088.70
<b>Totals</b>	<b>1,440,303.35</b>	<b>1,320,914.08</b>	<b>1,522,390.51</b>	<b>1,392,430.66</b>	<b>1,926,493.51</b>	<b>2,438,784.29</b>	<b>3,359,885.09</b>	<b>2,703,280.39</b>	<b>2,500,419.34</b>	<b>2,094,362.42</b>	<b>1,655,737.64</b>	<b>1,622,745.73</b>	<b>23,977,747.00</b>
<b>Actual FY 23</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Totals</b>
Residential	147,256.99	155,189.28	162,150.49	229,574.73	380,302.68	692,648.49	1,113,727.43	792,628.73	500,117.65	378,637.41	195,012.04	142,283.79	4,889,529.71
Commercial	193,205.83	219,617.44	259,867.71	285,133.08	381,758.61	651,670.57	1,042,703.20	746,525.48	517,780.11	383,461.05	202,587.88	159,340.15	5,043,651.11
High Load Factor	31,013.69	39,924.05	40,543.33	28,989.83	26,750.14	26,289.91	32,141.92	25,629.10	25,405.66	18,586.49	16,337.33	16,013.44	327,624.89
Interruptibles	134,132.14	153,994.49	196,955.07	157,785.17	90,024.79	147,219.68	133,261.41	101,531.25	83,162.07	72,454.04	52,625.32	45,325.32	1,368,470.75
Special Ind Class	1,420,593.19	2,480,346.62	1,695,408.06	1,453,416.88	1,252,516.53	1,646,355.88	2,006,377.49	1,131,690.72	1,110,532.79	685,417.20	667,505.15	652,169.77	16,202,330.28
<b>Totals</b>	<b>1,926,201.84</b>	<b>3,049,071.88</b>	<b>2,354,924.66</b>	<b>2,154,899.69</b>	<b>2,131,352.75</b>	<b>3,164,184.53</b>	<b>4,328,211.45</b>	<b>2,798,005.28</b>	<b>2,236,998.28</b>	<b>1,538,556.19</b>	<b>1,134,067.72</b>	<b>1,015,132.47</b>	<b>27,831,606.74</b>
<b>Revenue Variance</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Totals</b>
Residential	3,439.40	15,274.72	19,845.51	77,306.12	91,704.96	5,186.49	184,970.10	44,436.74	(91,291.36)	(52,675.93)	(21,244.49)	(22,552.37)	254,399.89
Commercial	5,730.40	16,011.28	37,378.26	53,190.97	51,242.24	(14,185.83)	80,687.42	(24,145.65)	(103,108.94)	(114,586.89)	(34,107.69)	(50,597.40)	(96,491.83)
High Load Factor	2,690.93	16,875.35	22,917.83	14,914.86	(32,576.67)	(40,088.72)	(37,232.42)	(50,419.17)	(41,715.51)	(53,005.37)	(51,089.01)	(51,386.62)	(300,114.51)
Interruptibles	47,526.23	66,600.06	113,708.40	76,902.36	(14,696.34)	57,100.71	47,072.92	(21,805.50)	(1,699.96)	(15,698.57)	(29,774.02)	(42,411.68)	282,824.62
Special Ind Class	426,511.53	1,613,396.39	638,684.16	540,154.72	109,185.05	717,387.59	692,828.34	146,658.47	(25,605.29)	(319,839.47)	(385,454.70)	(440,665.19)	3,713,241.58
<b>Totals</b>	<b>485,898.49</b>	<b>1,728,157.80</b>	<b>832,534.15</b>	<b>762,469.03</b>	<b>204,859.24</b>	<b>725,400.24</b>	<b>968,326.36</b>	<b>94,724.89</b>	<b>(263,421.06)</b>	<b>(555,806.23)</b>	<b>(521,669.92)</b>	<b>(607,613.26)</b>	<b>3,853,859.74</b>

### Gas Revenues Budget to Actual FY 2022-2023

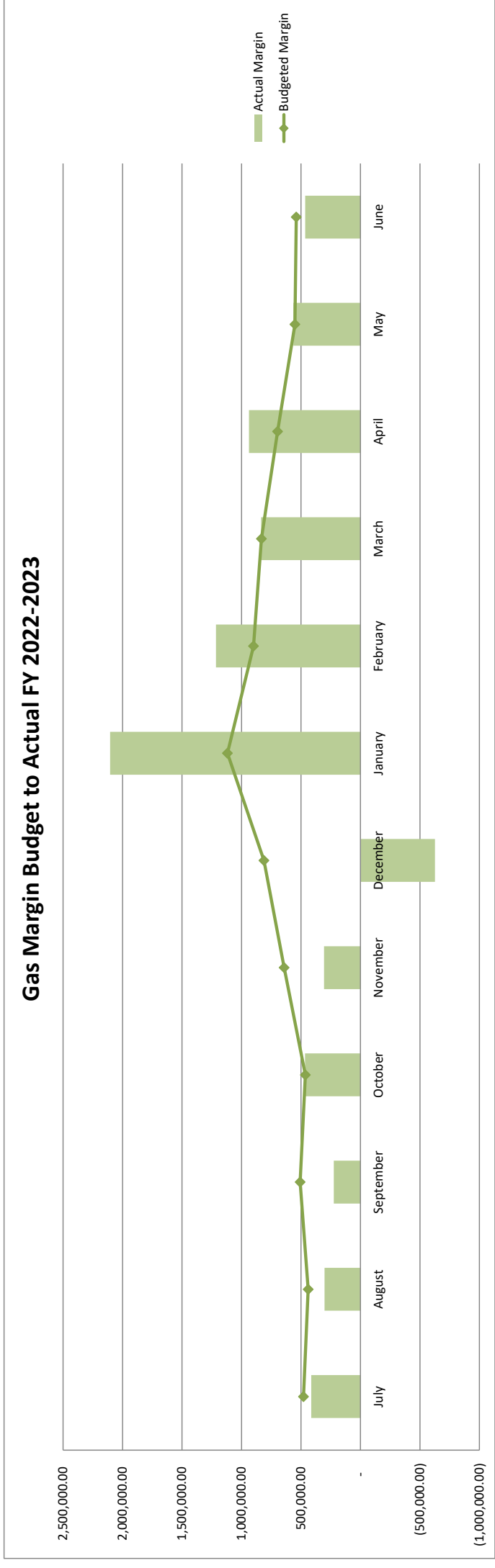




Expenses Budget FY 23	July	August	September	October	November	December	January	February	March	April	May	June	Totals
	961,093.37	881,426.65	1,015,868.93	929,148.62	1,285,520.95	1,627,365.10	2,242,002.20	1,803,859.48	1,668,493.26	1,397,537.42	1,104,849.52	1,082,834.50	16,000,000.00
<b>Actual FY 23</b>	1,512,881.58	2,747,763.73	2,130,815.63	1,689,287.21	1,824,855.55	3,790,075.50	2,224,132.80	1,583,419.43	1,401,202.42	601,248.11	569,847.30	551,167.55	20,626,696.81
<b>Expense Variance</b>	(551,788.21)	(1,866,337.08)	(1,114,946.70)	(760,138.59)	(539,334.60)	(2,162,710.40)	17,869.40	220,440.05	267,290.84	796,289.31	535,002.22	531,666.95	(4,626,696.81)



Margin	July	August	September	October	November	December	January	February	March	April	May	June	Totals
Budgeted Revenues	1,440,303.35	1,320,914.08	1,522,390.51	1,392,430.66	1,926,493.51	2,438,784.29	3,359,885.09	2,703,280.39	2,500,419.34	2,094,362.42	1,655,737.64	1,622,745.73	23,977,747.00
Budgeted Expenses	961,093.37	881,426.65	1,015,868.93	929,148.62	1,285,520.95	1,627,365.10	2,242,002.20	1,803,859.48	1,668,493.26	1,397,537.42	1,104,849.52	1,082,834.50	16,000,000.00
Budgeted Margin	479,209.98	439,487.43	506,521.58	463,282.04	640,972.56	811,419.19	1,117,882.89	899,420.91	831,926.07	696,825.00	550,888.12	539,911.23	7,977,747.00
Actual Revenues	1,926,201.84	3,049,071.88	2,354,924.66	2,154,899.69	2,131,352.75	3,164,184.53	4,328,211.45	2,798,005.28	2,236,998.28	1,538,556.19	1,134,067.72	1,015,132.47	27,831,606.74
Actual Expenses	1,512,881.58	2,747,763.73	2,130,815.63	1,689,287.21	1,824,855.55	3,790,075.50	2,224,132.80	1,583,419.43	1,401,202.42	601,248.11	569,847.30	551,167.55	20,626,696.81
Actual Margin	413,320.26	301,308.15	224,109.03	465,612.48	306,497.20	(625,890.97)	2,104,078.65	1,214,585.85	835,795.86	937,308.08	564,220.42	463,964.92	7,204,909.93
Margin Variance	(65,889.72)	(138,179.28)	(282,412.55)	2,330.44	(334,475.36)	(1,437,310.16)	986,195.76	315,164.94	3,869.79	240,483.08	13,332.30	(75,946.31)	(772,837.07)



**DEBT SERVICE - GAS FUND**                      **FY 2022-23**   **FY 2023-24**   **FY 2024-25**   **FY 2025-26**   **FY 2026-27**   **FY 2027-28**

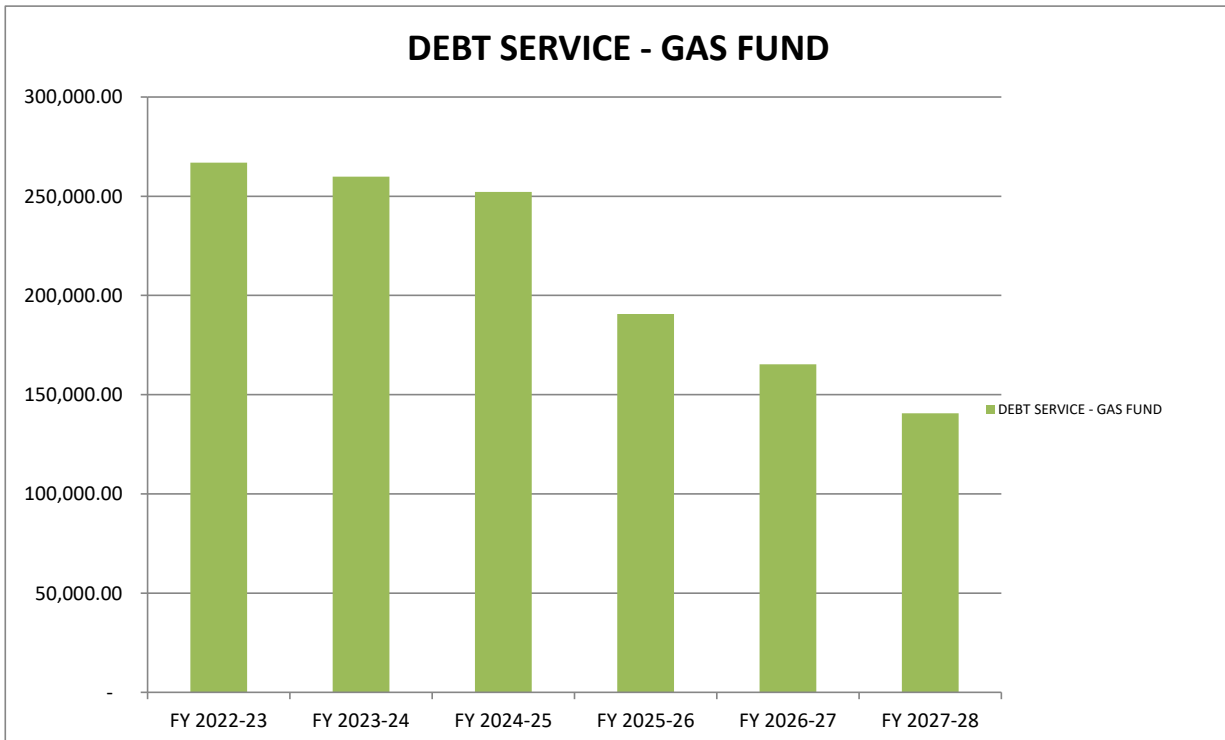
**Revenue Bonds**

<b>Series 2021 Refunding Revenue Bonds</b>						
<b>Debt Retired In 2031</b>	184,888.28	184,264.97	184,141.90	141,085.52	140,220.49	140,576.52

**Installment Purchase Contracts**

<b>FY 18 Installment Purchase</b>						
<b>Debt Retired In 2023</b>	6,424.24	-	-	-	-	-
<b>FY 19 Installment Purchase</b>						
<b>Debt Retired In 2024</b>	7,621.62	7,621.62	-	-	-	-
<b>FY 20 Installment Purchase</b>						
<b>Debt Retired In 2025</b>	18,518.00	18,518.00	18,518.00	-	-	-
<b>FY 21 Installment Purchase</b>						
<b>Debt Retired In 2026</b>	24,392.50	24,392.50	24,392.50	24,392.50	-	-
<b>FY 22 Installment Purchase</b>						
<b>Debt Retired In 2027</b>	25,105.65	25,105.65	25,105.65	25,105.65	25,105.65	-
<b>Total Debt Service - Gas Fund</b>	<u>266,950.29</u>	<u>259,902.74</u>	<u>252,158.05</u>	<u>190,583.67</u>	<u>165,326.14</u>	<u>140,576.52</u>

Installment Purchase Contracts are 59-month borrowings for purchase of items such as vehicles and capital equipment.



City of Shelby  
 For 2023 12 (100.0% of the Fiscal Year)  
 Utility Funds Expenditures by Department

	ORIGINAL APPROP	TRANFRS ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL WATER ADMINISTRATION	3,205,592	556,172	3,761,764	3,693,889.81	13,934.25	53,940	98.60 %
TOTAL WATER LINES OPERATIONS	1,003,420	74,508	1,077,928	832,386.68	93,060.54	152,481	85.90 %
TOTAL WATER PLANT OPERATIONS	2,161,505	143,745	2,305,250	1,998,522.49	85,202.44	221,525	90.40 %
<b>TOTAL WATER</b>	<b>6,370,517</b>	<b>774,424</b>	<b>7,144,941</b>	<b>6,524,798.98</b>	<b>192,197.23</b>	<b>427,945</b>	<b>94.00 %</b>
TOTAL SEWER ADMINISTRATION	2,990,308	574,928	3,565,236	3,445,576.00	13,359.25	106,301	97.00 %
TOTAL SEWER LINES OPERATIONS	1,187,660	53,148	1,240,808	889,391.67	162,896.87	188,519	84.80 %
TOTAL SEWER PLANT OPERATIONS	2,443,132	205,776	2,648,908	2,338,912.99	105,549.21	204,446	92.30 %
<b>TOTAL SEWER</b>	<b>6,621,100</b>	<b>833,852</b>	<b>7,454,952</b>	<b>6,673,880.66</b>	<b>281,805.33</b>	<b>499,266</b>	<b>93.30 %</b>
TOTAL ELECTRIC ADMINISTRATION	2,854,131	390,453	3,244,584	2,828,546.84	32,098.00	383,939	88.20 %
TOTAL ELECTRIC PURCHASE	14,125,474	1,000,000	15,125,474	13,726,145.85	0.00	1,399,328	90.70 %
TOTAL ELECTRIC LINES	3,826,395	654,978	4,481,373	2,983,147.44	1,339,502.79	158,722	96.50 %
<b>TOTAL ELECTRIC</b>	<b>20,806,000</b>	<b>2,045,431</b>	<b>22,851,431</b>	<b>19,537,840.13</b>	<b>1,371,600.79</b>	<b>1,941,990</b>	<b>91.50 %</b>
TOTAL NATURAL GAS ADMINISTRATION	4,487,212	4,683,900	9,171,112	8,888,918.82	29,805.50	252,388	97.20 %
TOTAL NATURAL GAS PURCHASE	17,010,000	5,000,000	22,010,000	20,889,578.63	0.00	1,120,421	94.90 %
TOTAL NATURAL GAS LINES	2,657,535	203,514	2,861,049	2,141,086.46	200,657.35	519,305	81.80 %
<b>TOTAL NATURAL GAS</b>	<b>24,154,747</b>	<b>9,887,414</b>	<b>34,042,161</b>	<b>31,919,583.91</b>	<b>230,462.85</b>	<b>1,892,114</b>	<b>94.40 %</b>

City of Shelby  
Weather Variances  
Fiscal Year to Date at June 30, 2023

Month	Average Rain*	Actual Rain	Variance	Average CDD**	Actual CDD	Variance	Average HDD**	Actual HDD	Variance
July	4.30	5.00	0.70	388	523	135	0	0	0
August	4.40	5.80	1.40	563	427	-136	0	0	0
September	3.80	3.80	-	256	218	-38	5	23	18
October	3.80	2.50	(1.30)	109	6	-103	129	205	76
November	3.40	6.70	3.30	0	23	23	460	358	-102
December	4.00	5.40	1.40	1	0	-1	564	704	140
January	3.90	7.40	3.50	0	0	0	810	537	-273
February	3.90	3.40	(0.50)	0	11	11	586	343	-243
March	4.70	2.80	(1.90)	24	9	-15	464	349	-115
April	3.30	9.00	5.70	23	40	17	223	168	-55
May	4.40	2.60	(1.80)	116	122	6	51	51	0
June	4.30	5.60	1.30	337	239	-98	0	1	1
<b>Totals</b>	<b>48.20</b>	<b>60.00</b>	<b>11.80</b>	<b>1,817</b>	<b>1,618</b>	<b>(199)</b>	<b>3,292</b>	<b>2,739</b>	<b>(553)</b>

Heating Degree Days: This is a value which gives an indication of the need to heat a building in a given climate. The number of heating degrees in a day is defined as the difference between a reference value of 65°F and the average outside temperature for that day.

Cooling Degree Days: This is a value which gives an indication of the need to cool a building in a given climate. The number of cooling degrees in a day is defined as the difference between a reference value of 65°F and the average outside temperature for that day.

\* Source [www.weather.com](http://www.weather.com)

\*\* Source [www.climate.fizber.com](http://www.climate.fizber.com)



# **Planning and Development Report June 2023**

Permit Listing Report by Issued Date (06/01/2023 to 06/30/2023)																
Permit Type	Permit Number	Owner	Contractor	Work Class	Valuation	Parcel	Address	Sq Ft	Apply Date	Issue Date	Expire Date	Final Date	Fee Amount			
Building Commercial	B-009494-2023	Daniel Sherman	TIMOTHY LOY TALLENT	Accessory Structure	\$45,000.00	51566	230 E Dixon Blvd (Storage Building) Shelby, NC	1,800.00	06/02/2023	06/02/2023	11/29/2023	06/02/2023	\$200.00			
													\$200.00			
	B-009535-2023	M&A Family Investments LLC	Precision Climate LLC	New	\$395,793.00	28355	2522 W Dixon Blvd Shelby, NC	11,950.00	06/16/2023	06/20/2023	12/18/2023	06/20/2023	\$5,497.00			
													\$5,497.00			
Building Commercial	B-009022-2023	%HONNA WHELLEY-BOWEN	Farmer Development, Inc	Renovation	\$500,000.00	43609	1528 S Lafayette St Shelby, NC	2,515.00	01/30/2023	06/06/2023	07/08/2024	06/06/2023	\$854.00			
													\$854.00			
	B-008835-2022	STATE EMPLOYEES CREDIT UNION		Sign	\$33,500.00	26169	1729 E Dixon Blvd Shelby, NC	117.50	12/12/2022	06/05/2023	07/19/2023	06/05/2023	\$60.00			
													\$60.00			
													\$60.00			
													\$60.00			
													\$240.00			
Building Commercial	B-009212-2023	SHELLBEE LLC		Sign	\$0.00	26129	1508-3 E Dixon Blvd Shelby, NC	43.75	03/17/2023	06/29/2023	12/26/2023	06/29/2023	\$60.00			
													\$60.00			
	B-009513-2023	AAROWS INVESTMENTS LLC		Sign	\$2,500.00	29675	1607 E Dixon Blvd Shelby, NC	30.00	06/09/2023	06/23/2023	12/20/2023	06/23/2023	\$25.00			
													\$25.00			
													\$25.00			
													\$25.00			
TOTAL VALUATION FOR BUILDING COMMERCIAL:								\$976,793.00	TOTAL SQ FT FOR BUILDING COMMERCIAL:			16,456.25	TOTAL FEES FOR BUILDING COMMERCIAL:			\$6,876.00
Building Residential	B-009505-2023	Annie Stubbs-Hopper		Accessory Structure	\$3,500.00	42098	430 Country Club Ct Shelby, NC	185.00	06/07/2023	06/19/2023	06/25/2024	06/19/2023	\$125.00			
													\$125.00			
	B-009449-2023	Lawrence Rucker		Addition	\$19,200.00	23458	1109 Hemlock Dr Shelby, NC	400.00	05/22/2023	06/01/2023	05/31/2024		\$136.00			
													\$136.00			
Building Residential	B-009416-2023	LGI HOMES-NC LLC	Martin's Electric of Cleveland County	New	\$129,879.00	66293	602 Maddox Dr Shelby, NC	2,229.00	05/17/2023	06/14/2023	07/10/2024	06/14/2023	\$10.00			
													\$758.00			
													\$768.00			

Permit Type	Permit Number	Owner	Contractor	Work Class	Valuation	Parcel	Address	Sq Ft	Apply Date	Issue Date	Expire Date	Final Date	Fee Amount
	B-009417-2023	LGI HOMES-NC LLC	Martin's Electric of Cleveland County	New	\$129,879.00	66294	604 Maddox Dr Shelby, NC	2,229.00	05/17/2023	06/01/2023	07/10/2024	07/10/2023	\$10.00 \$758.00 \$768.00
	B-009436-2023	LGI HOMES-NC LLC	Martin's Electric of Cleveland County	New	\$111,054.00	66284	407 Apex Cir Shelby, NC	1,614.00	05/18/2023	06/14/2023	12/11/2023	06/14/2023	\$10.00 \$549.00 \$559.00
	B-009437-2023	LGI HOMES-NC LLC	Martin's Electric of Cleveland County	New	\$114,998.00	66283	409 Apex Cir Shelby, NC	1,788.00	05/18/2023	06/14/2023	12/11/2023	06/14/2023	\$10.00 \$608.00 \$618.00
	B-009438-2023	LGI HOMES-NC LLC	Martin's Electric of Cleveland County	New	\$125,082.00	66282	411 Apex Cir Shelby, NC	2,108.00	05/18/2023	06/14/2023	12/11/2023	06/14/2023	\$717.00 \$10.00 \$727.00
	B-009440-2023	LGI HOMES-NC LLC	Martin's Electric of Cleveland County	New	\$114,998.00	66281	413 Apex Cir Shelby, NC	1,788.00	05/19/2023	06/14/2023	12/11/2023	06/14/2023	\$608.00 \$10.00 \$618.00
	B-009441-2023	LGI HOMES-NC LLC	Martin's Electric of Cleveland County	New	\$125,082.00	66279	414 Apex Cir Shelby, NC	2,108.00	05/19/2023	06/14/2023	12/11/2023	06/14/2023	\$10.00 \$717.00 \$727.00
	B-009442-2023	LGI HOMES-NC LLC	Martin's Electric of Cleveland County	New	\$129,879.00	66280	415 Apex Cir Shelby, NC	2,229.00	05/19/2023	06/14/2023	12/11/2023	06/14/2023	\$10.00 \$758.00 \$768.00
	B-009443-2023	LGI HOMES-NC LLC	Martin's Electric of Cleveland County	New	\$114,998.00	66285	214 Aniston Ln Shelby, NC	1,788.00	05/19/2023	06/14/2023	12/11/2023	06/14/2023	\$608.00 \$10.00 \$618.00
	B-009444-2023	LGI HOMES-NC LLC	Martin's Electric of Cleveland County	New	\$129,879.00	66286	216 Aniston Ln Shelby, NC	2,229.00	05/19/2023	06/14/2023	12/11/2023	06/14/2023	\$10.00 \$758.00 \$768.00
	B-009445-2023	LGI HOMES-NC LLC	Martin's Electric of Cleveland County	New	\$125,082.00	66287	218 Aniston Ln Shelby, NC	2,108.00	05/19/2023	06/14/2023	12/11/2023	06/14/2023	\$717.00 \$10.00 \$727.00

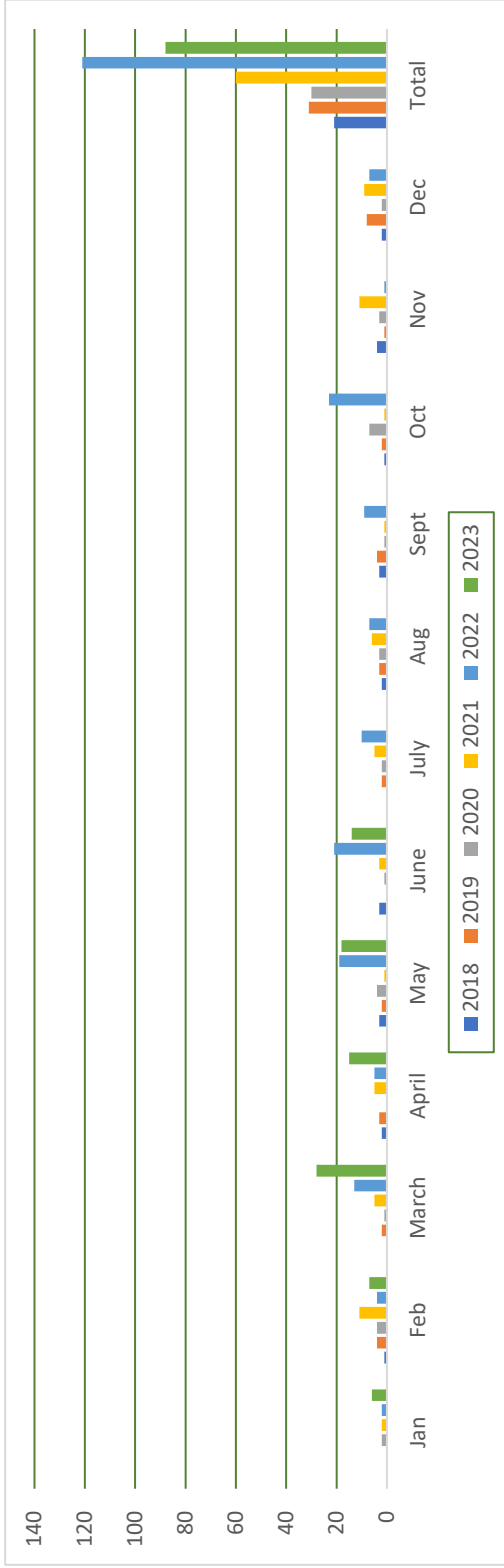


Permit Type	Permit Number	Owner	Contractor	Work Class	Valuation	Parcel	Address	Sq Ft	Apply Date	Issue Date	Expire Date	Final Date	Fee Amount
Residential	B-009446-2023	LGI HOMES-NC LLC	Martin's Electric of Cleveland County	New	\$114,998.00	66288	220 Aniston Ln Shelby, NC	1,788.00	05/19/2023	06/14/2023	12/11/2023	06/14/2023	\$608.00
													\$10.00
													<u>\$618.00</u>
Residential	B-009470-2023	BLUEFISH CONSTRUCTION LLC.	BlueFish Construction LLC	New	\$315,000.00	27641	1212 Donna Dr Shelby, NC	2,184.00	05/26/2023	06/30/2023	12/27/2023	06/30/2023	\$1,260.00
													\$10.00
													<u>\$1,270.00</u>
Residential	B-009537-2023	Smart Construction	Smart Construction Inc	New	\$453,000.00	55307	416 Yorkfield Dr Shelby, NC	2,200.00	06/19/2023	06/28/2023	07/11/2024	06/28/2023	\$10.00
													\$1,812.00
													\$1,480.00
Residential	B-009398-2023	MICHEAL BOYD	Carolina Construction, LLC	Renovation	\$21,000.00	17435	421 Orange St Shelby, NC	570.00	05/09/2023	06/08/2023	12/05/2023	06/08/2023	\$10.00
													\$371.00
													<u>\$381.00</u>
Residential	B-009455-2023	MICHEAL BOYD	Triple T Plumbing	Renovation	\$21,250.00	17436	417 Orange St Shelby, NC	750.00	05/24/2023	06/08/2023	12/05/2023	06/08/2023	\$325.00
													\$10.00
													<u>\$335.00</u>
Residential	B-009456-2023	MICHEAL BOYD	Carolina Construction, LLC	Renovation	\$22,750.00	17434	418 Orange St Shelby, NC	820.00	05/24/2023	06/08/2023	12/05/2023	06/08/2023	\$346.00
													\$10.00
													<u>\$356.00</u>
Residential	B-009457-2023	MICHEAL BOYD	Carolina Construction, LLC	Renovation	\$24,500.00	17434	420 Orange St Shelby, NC	920.00	05/24/2023	06/08/2023	12/05/2023	06/08/2023	\$376.00
													\$10.00
													<u>\$386.00</u>
Residential	B-009458-2023	Lavonda Huskey		Renovation	\$2,800.00	20399	903 W Elm St Shelby, NC	5.00	05/24/2023	06/02/2023	11/29/2023	06/02/2023	\$102.00
													<u>\$102.00</u>
Residential	B-009464-2023	QUALITY WALLS LLC		Renovation	\$20,000.00	18622	116 Chestnut St Shelby, NC	1,260.00	05/24/2023	06/09/2023	12/06/2023	06/09/2023	\$478.00
													<u>\$478.00</u>
Residential	B-009508-2023	Milt E Morgan	Shelby Plumbing Company, Inc.	Renovation	\$100,000.00	25904	102 Park Cir Shelby, NC	600.00	06/08/2023	06/19/2023	07/01/2024	06/19/2023	\$10.00
													\$280.00
													<u>\$290.00</u>

Permit Type	Permit Number	Owner	Contractor	Work Class	Valuation	Parcel	Address	Sq Ft	Apply Date	Issue Date	Expire Date	Final Date	Fee Amount
TOTAL VALUATION FOR BUILDING RESIDENTIAL:					\$2,468,808.00	TOTAL SQ FT FOR BUILDING RESIDENTIAL:		33,900.00	TOTAL FEES FOR BUILDING RESIDENTIAL:				\$15,995.00

<b>GRAND TOTALS</b>					<b>VALUATION:</b>	<b>SQ FT:</b>		<b>50,356.25</b>	<b>FEES:</b>				<b>\$22,871.00</b>
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## NEW Single Family Building Permits Issued



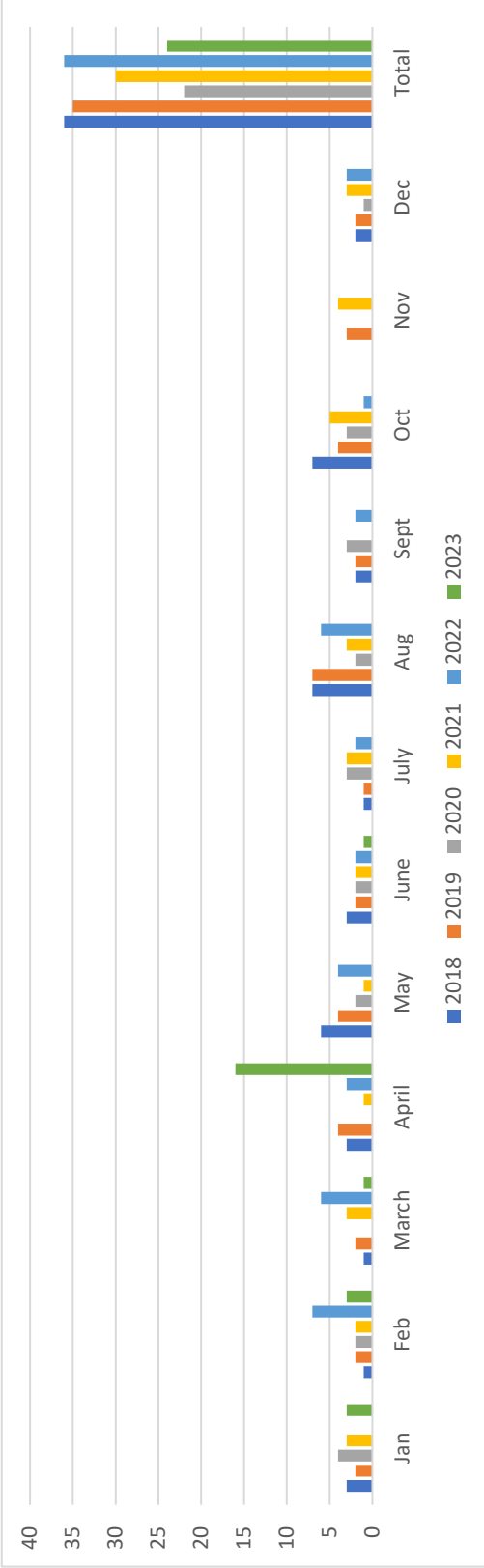
	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2018	0	1	0	2	3	3	0	2	3	1	4	2	21
2019	0	4	2	3	2	0	2	3	4	2	1	8	31
2020	2	4	1	0	4	1	2	3	1	7	3	2	30
2021	2	11	5	5	1	3	5	6	1	1	11	9	60
2022	2	4	13	5	19	21	10	7	9	23	1	7	121
2023	6	7	28	15	18	14	0	0	0	0	0	0	88

### 2023 Valuations

<b>Jan \$</b>	\$1,253,149.00	<b>Apr \$</b>	\$2,547,410.00	<b>Jul \$</b>	<b>Oct \$</b>
<b>Feb \$</b>	\$1,147,373.00	<b>May \$</b>	\$2,498,861.00	<b>Aug \$</b>	<b>Nov \$</b>
<b>Mar \$</b>	\$4,462,871.00	<b>Jun \$</b>	\$2,233,808.00	<b>Sep \$</b>	<b>Dec \$</b>

Details provided on attached report.

## Commercial Renovation/Addition Building Permits Issued



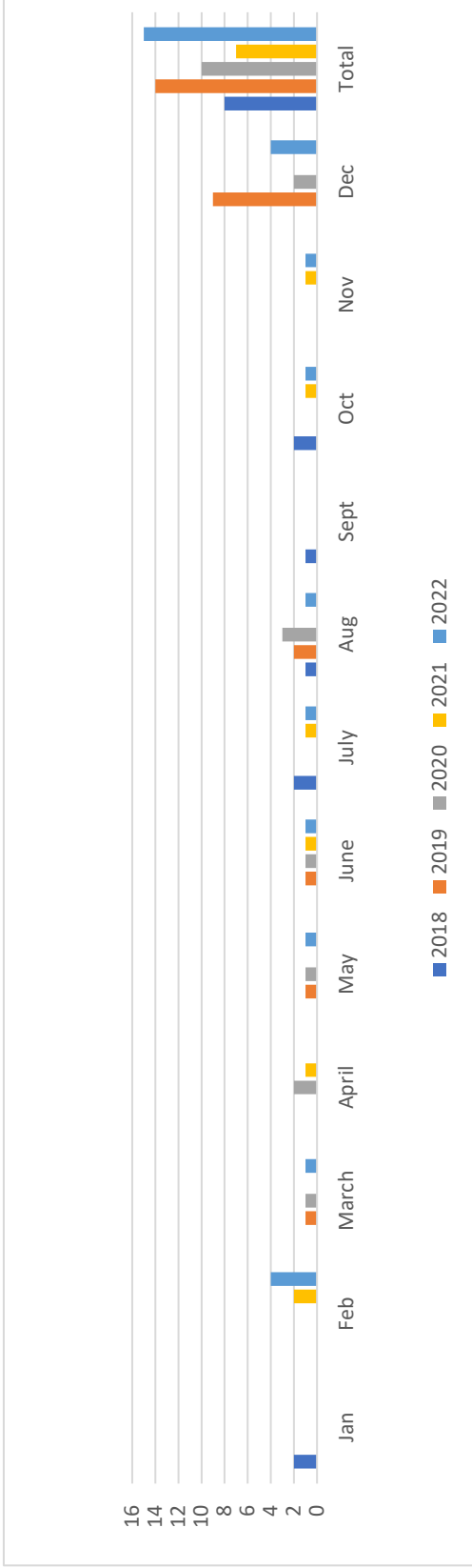
	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2018	3	1	1	3	6	3	1	7	2	7	0	2	36
2019	2	2	2	4	4	2	1	7	2	4	3	2	35
2020	4	2	0	0	2	2	3	2	3	3	0	1	22
2021	3	2	3	1	1	2	3	3	0	5	4	3	30
2022	0	7	6	3	4	2	2	6	2	1	0	3	36
2023	3	3	1	16	0	1	0	0	0	0	0	0	24

### 2023 Valuations

<b>Jan \$</b>	\$3,125,652.00	<b>Apr \$</b>	\$20,575,000.00	<b>Jul \$</b>	<b>Oct \$</b>
<b>Feb \$</b>	\$835,000.00	<b>May \$</b>	\$0.00	<b>Aug \$</b>	<b>Nov \$</b>
<b>Mar \$</b>	\$300,000.00	<b>Jun \$</b>	\$500,000.00	<b>Sep \$</b>	<b>Dec \$</b>

January Permits for Rafters and Walls addition, Walmart renovations, and renovations at 222-11 N Lafayette St  
 February Permits for Atrium, Chicfila and Duncan Donuts  
 March Permit for Bed and Breakfast renovation  
 April permits for Pinnacle Classical Acadamy additon, Ramblewood apartment renovations

## NEW Commercial Building Permits Issued



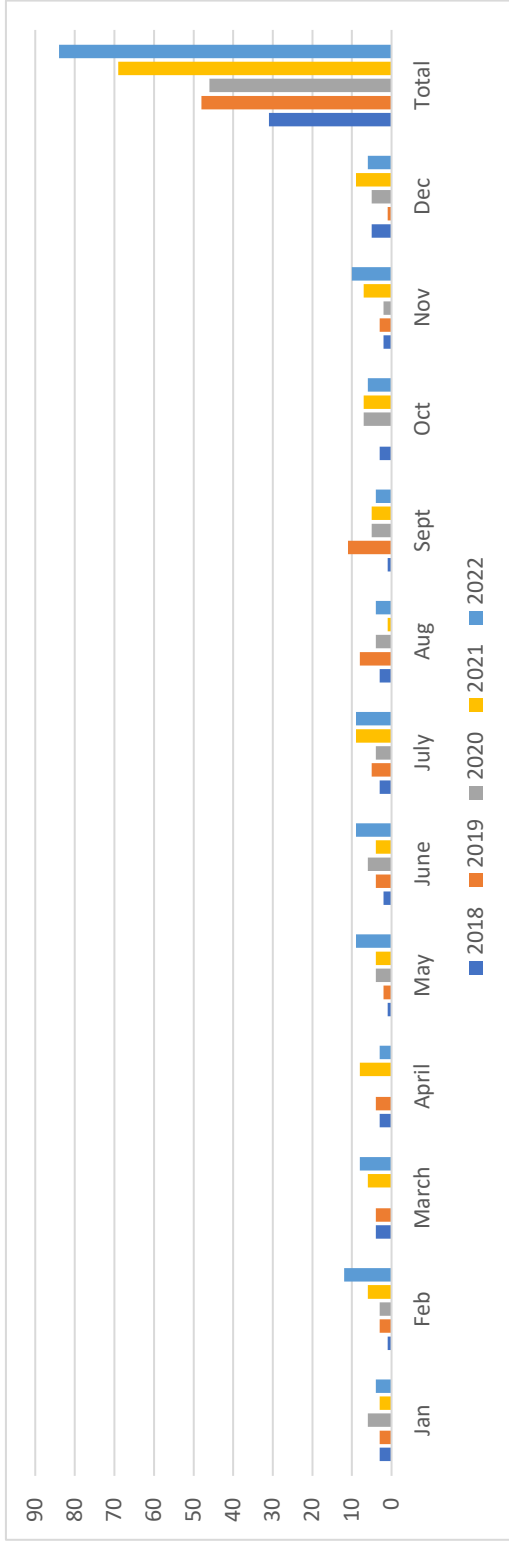
	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2018	2	0	0	0	0	0	2	1	1	0	0	0	8
2019	0	0	1	0	1	1	0	2	0	0	0	9	14
2020	0	0	1	2	1	1	0	3	0	0	0	2	10
2021	0	2	0	1	0	1	1	0	0	1	1	0	7
2022	0	4	1	0	1	1	1	1	0	1	1	4	15
2023	0	17	1	1	1	1	0	0	0	0	0	0	21

### 2023 Valuations

<b>Jan \$</b>	\$0.00	<b>Apr \$</b>	\$400,000.00	<b>Oct \$</b>	
<b>Feb \$</b>	\$44,597,120.00	<b>May \$</b>	\$350,000.00	<b>Nov \$</b>	
<b>Mar \$</b>	\$1,346,998.00	<b>Jun \$</b>	\$395,793.00	<b>Dec \$</b>	

- February building permits for Palisades Apartments
- March building permit for new Taco Bell
- April building permit for new building at YMCA
- May building permit for Jimmy Newton Karate building

### Single Family Renovation and Addition Building Permits Issued



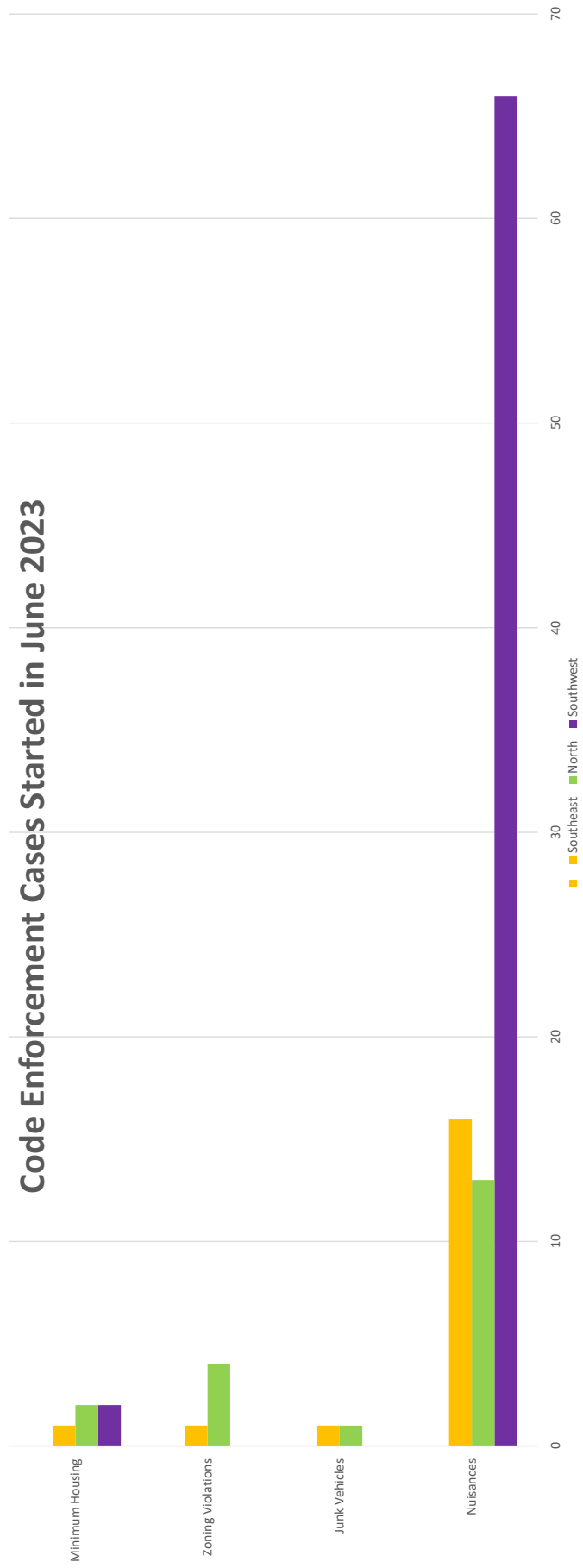
	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2018	3	1	4	3	1	2	3	3	1	3	2	5	31
2019	3	3	4	4	2	4	5	8	11	0	3	1	48
2020	6	3	0	0	4	6	4	4	5	7	2	5	46
2021	3	6	6	8	4	4	9	1	5	7	7	9	69
2022	4	12	8	3	9	9	9	4	4	6	10	6	84
2023	8	2	11	3	10	81	0	0	0	0	0	0	115

#### 2022 Valuations

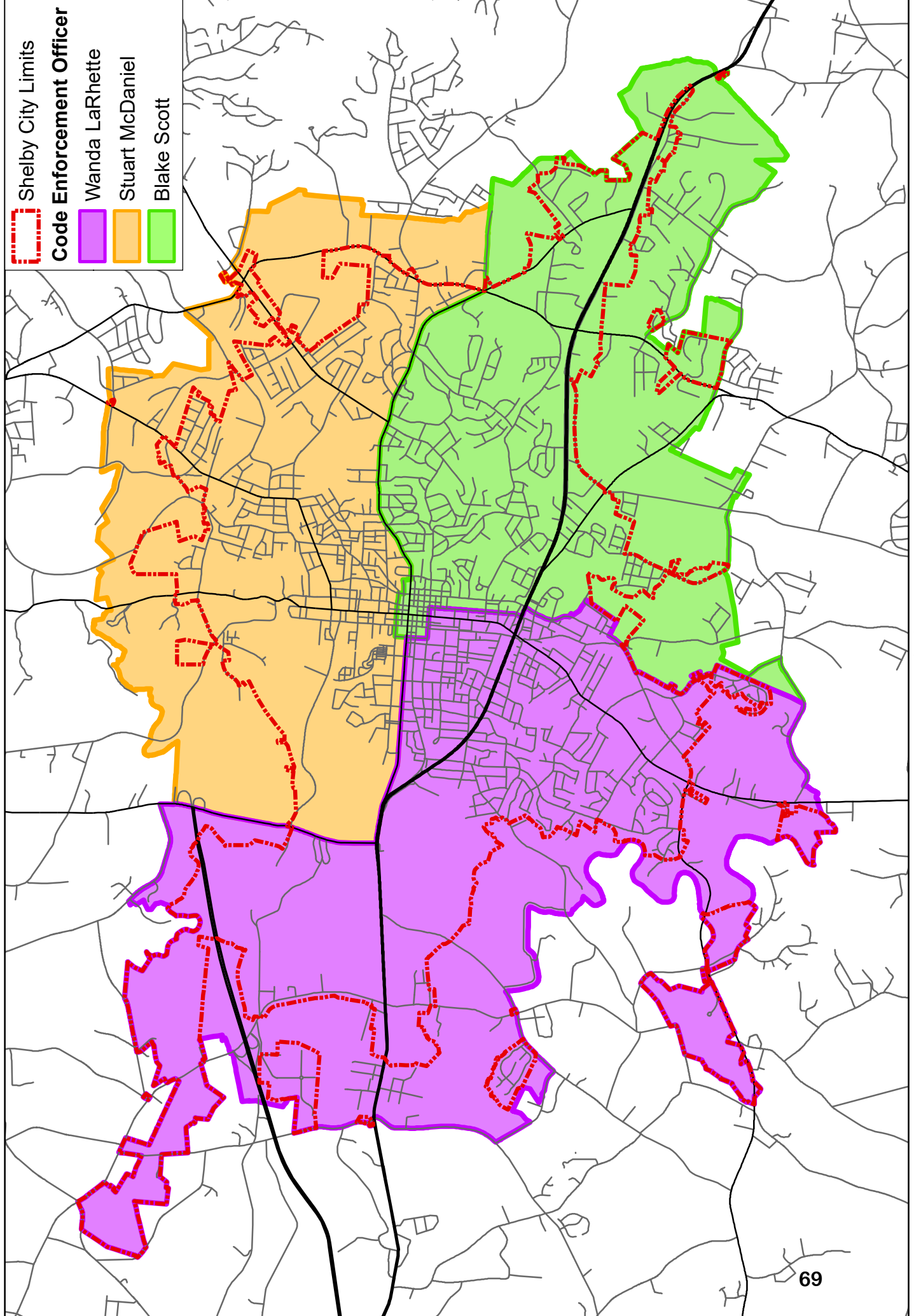
Jan \$	\$362,000.00	Apr \$	\$90,910.00	Jul \$	Oct \$
Feb \$	\$32,450.00	May \$	\$6,047,252.00	Aug \$	Nov \$
Mar \$	\$430,945.00	Jun \$	\$231,500.00	Sep \$	Dec \$

Details provided on attached report.

### Code Enforcement Cases Started in June 2023



# Code Enforcement Districts



**Shelby City Limits**  
Code Enforcement Officer

- Wanda LaRhette
- Stuart McDaniel
- Blake Scott



## **Planning Staff Report**

### **Single Family Dwelling Site Plans Reviewed**

- 27 Total
- East Main Street – 811, 813, 818
- Maddox Drive – 602, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615
- Apex Circle – 409, 407, 411, 413, 414, 415
- Aniston Lane – 214, 216, 218, 220
- Donna Drive – 1212

### **Commercial Site Plan Reviewed**

- New Justice Center

### **Zoning Map Amendments**

- None

### **Subdivisions Reviewed**

- Maple Glen – Cherryville Road
- Willow Estates – Wyke Road
- Seattle Crossing – Seattle Street
- Arboretum – North Lafayette Street

Shelby  
NORTH CAROLINA



## Tournament Impact Report

June 2023



**Shelby City Park GCCSA Spring Explosion 2023**

<b>Total Rooms</b>		54
Nights Occupied		1
Sold Room Nights		54
Average Room Rate	\$	129.00
<b>Revenues from Lodging</b>	<b>\$</b>	<b>6,966.00</b>

**Visitor Spending**

Lodging	\$	129.00
Avg Overnight Visitor Spending	\$	170.69

Total Daily Expenditures for Overnight Visitors \$ 299.69

Avg Day Trip Visitor Spending	\$	106.80
Day Trip Visitors for this event	711	\$ 75,934.80
Avg Overnight Visitor Spending	\$	16,183.26
<b>Total Visitor Spending</b>	<b>\$</b>	<b>92,118.06</b>

Spending Category	Total	6% Occupancy Tax	4.75% NC Sales Tax	2% County Sales Tax
Lodging	\$ 6,966.00	\$ 417.96		
Average Daily Expenditures for Overnight Visitors	\$ 9,217.26		\$ 437.82	\$ 184.35
Average Daily Expenditures for Day Trip Visitors	\$ 75,934.80		\$ 3,606.90	\$ 1,518.70
Total Visitor Spending for this event	\$ 92,118.06	\$ 417.96	\$ 4,044.72	\$ 1,703.04

**Visitor Spending Remaining in Cleveland County \$417.96 \$ 1,703.04**

*Economic Impact Report provided by Certified Tourism Marketing Professional, Jacqueline Sibley-Newton*

*This report is an estimate of visitor spending based on information provided by the event coordinators. Average Daily Rates and visitor spending provided by VisitNC.com, Horwarth HTL, and Electricities of North Carolina*

**Shelby City Park - WSL Men's Softball 2/18/23**

<b>Total Rooms</b>	24
Nights Occupied	1
Sold Room Nights	24
Average Room Rate	\$ 85.00
<b>Revenues from Lodging</b>	<b>\$ 2,040.00</b>

<b>Visitor Spending</b>	
Lodging	\$ 85.00
Avg Overnight Visitor Spending	\$ 170.69

Total Daily Expenditures for Overnight Visitors	\$ 255.69
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Avg Day Trip Visitor Spending	\$ 106.80
Day Trip Visitors for this event	291 \$ 31,078.80
Avg Overnight Visitor Spending	\$ 6,136.56
Total Visitor Spending	\$ 37,215.36

Spending Category	Total	6% Occupancy Tax	4.75% NC Sales Tax	2% County Sales Tax
Lodging	\$ 2,040.00	\$ 122.40		
Average Daily Expenditures for Overnight Visitors	\$ 4,096.56		\$ 194.59	\$ 81.93
Average Daily Expenditures for Day Trip Visitors	\$ 31,078.80		\$ 1,476.24	\$ 621.58
Total Visitor Spending for this event	\$ 37,215.36	\$ 122.40	\$ 1,670.83	\$ 703.51

**Visitor Spending Remaining in Cleveland County \$122.40 \$ 703.51**

*Economic Impact Report provided by Certified Tourism Marketing Professional, Jacqueline Sibley-Newton  
 This report is an estimate of visitor spending based on information provided by the event coordinators. Average Daily Rates and visitor spending provided by VisitNC.com, Horwarth HTL, and Electricities of North Carolina*

**Shelby City Park WSL Men's Softball 2/11/23**

<b>Total Rooms</b>		48
Nights Occupied		1
Sold Room Nights		48
Average Room Rate	\$	85.00
<b>Revenues from Lodging</b>	<b>\$</b>	<b>4,080.00</b>

**Visitor Spending**

Lodging	\$	85.00
Avg Overnight Visitor Spending	\$	170.69

Total Daily Expenditures for Overnight Visitors \$ 255.69

Avg Day Trip Visitor Spending	\$	106.80
Day Trip Visitors for this event	317	\$ 33,855.60
Avg Overnight Visitor Spending	\$	12,273.12
Total Visitor Spending	\$	46,128.72

Spending Category	Total	6% Occupancy Tax	4.75% NC Sales Tax	2% County Sales Tax
Lodging	\$ 4,080.00	\$ 244.80		
Average Daily Expenditures for Overnight Visitors	\$ 8,193.12		\$ 389.17	\$ 163.86
Average Daily Expenditures for Day Trip Visitors	\$ 33,855.60		\$ 1,608.14	\$ 677.11
Total Visitor Spending for this event	\$ 46,128.72	\$ 244.80	\$ 1,997.31	\$ 840.97

**Visitor Spending Remaining in Cleveland County \$244.80 \$ 840.97**

*Economic Impact Report provided by Certified Tourism Marketing Professional, Jacqueline Sibley-Newton*

*This report is an estimate of visitor spending based on information provided by the event coordinators. Average Daily Rates and visitor spending provided by VisitNC.com, Horwarth HTL, and Electricities of North Carolina*

**Shelby City Park WSL Men's Softball 2/3/23**

<b>Total Rooms</b>		96
Nights Occupied		1
Sold Room Nights		96
Average Room Rate	\$	85.00
<b>Revenues from Lodging</b>	<b>\$</b>	<b>8,160.00</b>

**Visitor Spending**

Lodging	\$	85.00
Avg Overnight Visitor Spending	\$	170.69

Total Daily Expenditures for Overnight Visitors \$ 255.69

Avg Day Trip Visitor Spending	\$	106.80
Day Trip Visitors for this event	269	\$ 28,729.20
Avg Overnight Visitor Spending	\$	24,546.24
Total Visitor Spending	\$	53,275.44

Spending Category	Total	6% Occupancy Tax	4.75% NC Sales Tax	2% County Sales Tax
Lodging	\$ 8,160.00	\$ 489.60		
Average Daily Expenditures for Overnight Visitors	\$ 16,386.24		\$ 778.35	\$ 327.72
Average Daily Expenditures for Day Trip Visitors	\$ 28,729.20		\$ 1,364.64	\$ 574.58
Total Visitor Spending for this event	\$ 53,275.44	\$ 489.60	\$ 2,142.98	\$ 902.31

**Visitor Spending Remaining in Cleveland County \$489.60 \$ 902.31**

*Economic Impact Report provided by Certified Tourism Marketing Professional, Jacqueline Sibley-Newton*

*This report is an estimate of visitor spending based on information provided by the event coordinators. Average Daily Rates and visitor spending provided by VisitNC.com, Horwarth HTL, and Electricities of North Carolina*

**Shelby City Park WSL Men's Softball 1/14/23**

<b>Total Rooms</b>		30
Nights Occupied		1
Sold Room Nights		30
Average Room Rate	\$	85.00
<b>Revenues from Lodging</b>	<b>\$</b>	<b>2,550.00</b>

<b>Visitor Spending</b>		
Lodging	\$	85.00
Avg Overnight Visitor Spending	\$	170.69

Total Daily Expenditures for Overnight Visitors	\$	255.69
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Avg Day Trip Visitor Spending	\$	106.80
Day Trip Visitors for this event	296	\$ 31,612.80
Avg Overnight Visitor Spending	\$	7,670.70
Total Visitor Spending	\$	39,283.50

Spending Category	6% Occupancy		4.75% NC Sales		2% County Sales	
	Total	Tax	Total	Tax	Total	Tax
Lodging	\$ 2,550.00	\$ 153.00				
Average Daily Expenditures for Overnight Visitors	\$ 5,120.70		\$ 243.23	\$ 102.41		
Average Daily Expenditures for Day Trip Visitors	\$ 31,612.80		\$ 1,501.61	\$ 632.26		
Total Visitor Spending for this event	\$ 39,283.50	\$ 153.00	\$ 1,744.84	\$ 734.67		

**Visitor Spending Remaining in Cleveland County**      **\$ 153.00**      **\$ 734.67**

WSL

*Economic Impact Report provided by Certified Tourism Marketing Professional, Jacqueline Sibley-Newton*  
*This report is an estimate of visitor spending based on information provided by the event coordinators. Average Daily Rates and*  
*visitor spending provided by VisitNC.com, Horwarth HTL, and Electricities of North Carolina*



<b>Shelby City Park March Mania</b>	
<b>Total Rooms</b>	51
Nights Occupied	1
Sold Room Nights	51
Average Room Rate	\$ 129.00
<b>Revenues from Lodging</b>	<b>\$ 6,579.00</b>

<b>Visitor Spending</b>	
Lodging	\$ 129.00
Avg Overnight Visitor Spending	\$ 170.69

Total Daily Expenditures for Overnight Visitors	\$ 299.69
Avg Day Trip Visitor Spending	\$ 106.80
Day Trip Visitors for this event	1,030 \$ 110,004.00
Avg Overnight Visitor Spending	\$ 15,284.19
Total Visitor Spending	\$ 125,288.19

Spending Category	Total	6% Occupancy Tax	4.75% NC Sales Tax	2% County Sales Tax
Lodging	\$ 6,579.00	\$ 394.74		
Average Daily Expenditures for Overnight Visitors	\$ 8,705.19		\$ 413.50	\$ 174.10
Average Daily Expenditures for Day Trip Visitors	\$ 110,004.00		\$ 5,225.19	\$ 2,200.08
Total Visitor Spending for this event	\$ 125,288.19	\$ 394.74	\$ 5,638.69	\$ 2,374.18

**Visitor Spending Remaining in Cleveland County \$394.74 \$ 2,374.18**

*Economic Impact Report provided by Certified Tourism Marketing Professional, Jacqueline Sibley-Newton  
This report is an estimate of visitor spending based on information provided by the event coordinators. Average Daily Rates and visitor spending provided by VisitNC.com, Horwarth HTL, and Electricities of North Carolina*

**Shelby City Park Carolina Champions League**

<b>Total Rooms</b>	431
Nights Occupied	2
	3/10-3/12
Sold Room Nights	862
Average Room Rate	\$ 129.00
<b>Revenues from Lodging</b>	<b>\$ 111,198.00</b>

**Visitor Spending**

Lodging	\$ 129.00
Avg Overnight Visitor Spending	\$ 170.69

Total Daily Expenditures for Overnight Visitors \$ 299.69

Avg Day Trip Visitor Spending	\$ 106.80
Day Trip Visitors for this event	1,969 \$ 210,289.20
Avg Overnight Visitor Spending	\$ 129,166.39
Total Visitor Spending	\$ 339,455.59

Spending Category	Total	6% Occupancy Tax	4.75% NC Sales Tax	2% County Sales Tax
Lodging	\$ 111,198.00	\$ 6,671.88		
Average Daily Expenditures for Overnight Visitors	\$ 258,332.78		\$ 12,270.81	\$ 5,166.66
Average Daily Expenditures for Day Trip Visitors	\$ 210,289.20		\$ 9,988.74	\$ 4,205.78
Total Visitor Spending for this event	\$ 579,819.98	\$ 6,671.88	\$ 22,259.54	\$ 9,372.44

**Visitor Spending Remaining in Cleveland County \$ 6,671.88 \$ 9,372.44**

*Economic Impact Report provided by Certified Tourism Marketing Professional, Jacqueline Sibley-Newton*

*This report is an estimate of visitor spending based on information provided by the event coordinators. Average Daily Rates and visitor spending provided by VisitNC.com, Horwarth HTL, and Electricities of North Carolina*

**Shelby City Park NC/SC Season Opener**

Total Rooms	0
Nights Occupied	0
Sold Room Nights	0
Average Room Rate	\$ 129.00
Revenues from Lodging	\$ -

**Visitor Spending**

Lodging	\$ 129.00
Avg Overnight Visitor Spending	\$ 170.69

Total Daily Expenditures for Overnight Visitors \$ 299.69

Avg Day Trip Visitor Spending	\$ 106.80
Day Trip Visitors for this event	364 \$ 38,875.20
Avg Overnight Visitor Spending	\$ -
Total Visitor Spending	\$ 38,875.20

Spending Category	Total	6% Occupancy Tax	4.75% NC Sales Tax	2% County Sales Tax
Lodging	\$ -	\$ -	\$ -	\$ -
Average Daily Expenditures for Overnight Visitors	\$ -	\$ -	\$ -	\$ -
Average Daily Expenditures for Day Trip Visitors	\$ 38,875.20	\$ 1,846.57	\$ 1,846.57	\$ 777.50
Total Visitor Spending for this event	\$ 38,875.20	\$ -	\$ 1,846.57	\$ 777.50

Visitor Spending Remaining in Cleveland County \$0.00 \$ 777.50

*Economic Impact Report provided by Certified Tourism Marketing Professional, Jacqueline Sibley-Newton  
 This report is an estimate of visitor spending based on information provided by the event coordinators. Average Daily Rates and  
 visitor spending provided by VisitNC.com, Horwarth HTL, and Electricities of North Carolina*

**Shelby City Park Mideast Hare Scramble Banquet**

<b>Total Rooms</b>		70
Nights Occupied		1
Sold Room Nights		70
Average Room Rate	\$	129.00
<b>Revenues from Lodging</b>	<b>\$</b>	<b>9,030.00</b>

**Visitor Spending**

Lodging	\$	129.00
Avg Overnight Visitor Spending	\$	170.69

Total Daily Expenditures for Overnight Visitors \$ 299.69

Avg Day Trip Visitor Spending	\$	106.80
Day Trip Visitors for this event	1,203	\$ 128,480.40
Avg Overnight Visitor Spending	\$	20,978.30
Total Visitor Spending	\$	149,458.70

Spending Category	Total	6% Occupancy Tax	4.75% NC Sales Tax	2% County Sales Tax
Lodging	\$ 9,030.00	\$ 541.80		
Average Daily Expenditures for Overnight Visitors	\$ 11,948.30		\$ 567.54	\$ 238.97
Average Daily Expenditures for Day Trip Visitors	\$ 128,480.40		\$ 6,102.82	\$ 2,569.61
Total Visitor Spending for this event	\$ 149,458.70	\$ 541.80	\$ 6,670.36	\$ 2,808.57

**Visitor Spending Remaining in Cleveland County \$541.80 \$ 2,808.57**

*Economic Impact Report provided by Certified Tourism Marketing Professional, Jacqueline Sibley-Newton  
 This report is an estimate of visitor spending based on information provided by the event coordinators. Average Daily Rates and  
 visitor spending provided by VisitNC.com, Horwarth HTL, and Electricities of North Carolina*



**Shelby City Park - WSL Customer Appreciation Tournament 6/17/23**

<b>Total Rooms</b>	6
Nights Occupied	1
Sold Room Nights	6
Average Room Rate	\$ 129.00
<b>Revenues from Lodging</b>	<b>\$ 774.00</b>

<b>Visitor Spending</b>	
Lodging	\$ 129.00
Avg Overnight Visitor Spending	\$ 170.69

Total Daily Expenditures for Overnight Visitors \$ 299.69

Avg Day Trip Visitor Spending	\$ 106.80
Day Trip Visitors for this event	206 \$ 22,000.80
Avg Overnight Visitor Spending	\$ 1,798.14
<b>Total Visitor Spending</b>	<b>\$ 23,798.94</b>

Spending Category	Total	6% Occupancy Tax	4.75% NC Sales Tax	2% County Sales Tax
Lodging	\$ 774.00	\$ 46.44		
Average Daily Expenditures for Overnight Visitors	\$ 1,024.14		\$ 48.65	\$ 20.48
Average Daily Expenditures for Day Trip Visitors	\$ 22,000.80		\$ 1,045.04	\$ 440.02
Total Visitor Spending for this event	\$ 23,798.94	\$ 46.44	\$ 1,093.68	\$ 460.50

**Cleveland County Tax Income from Visitor Spending** **\$46.44** **\$ 460.50**

*Economic Impact Report provided by Certified Tourism Marketing Professional, Jacqueline Sibley-Newton  
 This report is an estimate of visitor spending based on information provided by the event coordinators. Average Daily Rates and visitor spending provided by VisitNC.com, Horwarth HTL, and ElectriCities of North Carolina*



**Shelby City Park - Shelby Shootout 5/27/23**

<b>Total Rooms</b>		42
Nights Occupied		1
Sold Room Nights		42
Average Room Rate	\$	129.00
<b>Revenues from Lodging</b>	<b>\$</b>	<b>5,418.00</b>

<b>Visitor Spending</b>		
Lodging	\$	129.00
Avg Overnight Visitor Spending	\$	170.69

Total Daily Expenditures for Overnight Visitors	\$	299.69
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Avg Day Trip Visitor Spending	\$	106.80
Day Trip Visitors for this event	908	\$ 96,974.40
Avg Overnight Visitor Spending	\$	12,586.98
<b>Total Visitor Spending</b>	<b>\$</b>	<b>109,561.38</b>

<b>Spending Category</b>	<b>Total</b>	<b>6% Occupancy Tax</b>	<b>4.75% NC Sales Tax</b>	<b>2% County Sales Tax</b>
Lodging	\$ 5,418.00	\$ 325.08		
Average Daily Expenditures for Overnight Visitors	\$ 7,168.98		\$ 340.53	\$ 143.38
Average Daily Expenditures for Day Trip Visitors	\$ 96,974.40		\$ 4,606.28	\$ 1,939.49
Total Visitor Spending for this event	\$ 109,561.38	\$ 325.08	\$ 4,946.81	\$ 2,082.87

<b>Cleveland County Tax Income from Visitor Spending</b>	<b>\$325.08</b>	<b>\$ 2,082.87</b>
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*Economic Impact Report provided by Certified Tourism Marketing Professional, Jacqueline Sibley-Newton  
 This report is an estimate of visitor spending based on information provided by the event coordinators. Average Daily Rates and visitor spending provided by VisitNC.com, Horwarth HTL, and ElectriCities of North Carolina*



**Shelby City Park - Top Gun 6/10/23**

<b>Total Rooms</b>		18
Nights Occupied		1
Sold Room Nights		18
Average Room Rate	\$	129.00
<b>Revenues from Lodging</b>	<b>\$</b>	<b>2,322.00</b>

<b>Visitor Spending</b>		
Lodging	\$	129.00
Avg Overnight Visitor Spending	\$	170.69

Total Daily Expenditures for Overnight Visitors \$ 299.69

Avg Day Trip Visitor Spending	\$	106.80
Day Trip Visitors for this event	1,125	\$ 120,150.00
Avg Overnight Visitor Spending	\$	5,394.42
<b>Total Visitor Spending</b>	<b>\$</b>	<b>125,544.42</b>

Spending Category	Total	6% Occupancy Tax	4.75% NC Sales Tax	2% County Sales Tax
Lodging	\$ 2,322.00	\$ 139.32		
Average Daily Expenditures for Overnight Visitors	\$ 3,072.42		\$ 145.94	\$ 61.45
Average Daily Expenditures for Day Trip Visitors	\$ 120,150.00		\$ 5,707.13	\$ 2,403.00
Total Visitor Spending for this event	\$ 125,544.42	\$ 139.32	\$ 5,853.06	\$ 2,464.45

**Cleveland County Tax Income from Visitor Spending** \$139.32 \$ 2,464.45

*Economic Impact Report provided by Certified Tourism Marketing Professional, Jacqueline Sibley-Newton  
 This report is an estimate of visitor spending based on information provided by the event coordinators. Average Daily Rates and visitor spending provided by VisitNC.com, Horwarth HTL, and ElectriCities of North Carolina*

**Shelby City Park - Stars and Strikes 6/24/23**

<b>Total Rooms</b>		0
Nights Occupied		0
Sold Room Nights		0
Average Room Rate	\$	129.00
<b>Revenues from Lodging</b>	\$	-

<b>Visitor Spending</b>		
Lodging	\$	129.00
Avg Overnight Visitor Spending	\$	170.69

Total Daily Expenditures for Overnight Visitors	\$	299.69
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Avg Day Trip Visitor Spending	\$	106.80
Day Trip Visitors for this event	413	\$ 44,108.40
Avg Overnight Visitor Spending	\$	-
<b>Total Visitor Spending</b>	\$	<b>44,108.40</b>

Spending Category	Total	6% Occupancy Tax	4.75% NC Sales Tax	2% County Sales Tax
Lodging	\$ -	\$ -	\$ -	\$ -
Average Daily Expenditures for Overnight Visitors	\$ -	\$ -	\$ -	\$ -
Average Daily Expenditures for Day Trip Visitors	\$ 44,108.40	\$ 2,095.15	\$ 2,095.15	\$ 882.17
Total Visitor Spending for this event	\$ 44,108.40	\$ -	\$ 2,095.15	\$ 882.17

<b>Cleveland County Tax Income from Visitor Spending</b>	\$0.00	\$	<b>882.17</b>
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Economic Impact Report provided by Certified Tourism Marketing Professional, Jacqueline Sibley-Newton  
 This report is an estimate of visitor spending based on information provided by the event coordinators. Average Daily Rates and visitor spending provided by VisitNC.com, Horwarth HTL, and Electricities of North Carolina

July 17, 2023

To the Honorable Mayor,  
Members of the City Council, and  
Management of the City of Shelby  
City of Shelby, North Carolina

We are engaged to audit the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of City of Shelby for the year ending June 30, 2023. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

**Our Responsibilities under U.S. Generally Accepted Auditing Standards and *Government Auditing Standards*, the Uniform Guidance and the State Single Audit Implementation Act**

As stated in our engagement letter dated February 7, 2023, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we will consider City of Shelby's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We will also consider internal control over compliance with requirements that could have a direct and material effect on a major federal or state program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance and the State Single Audit Implementation Act.

As part of obtaining reasonable assurance about whether City of Shelby's financial statements are free of material misstatement, we will perform tests of its compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit. Also in accordance with the Uniform Guidance and the State Single Audit Implementation Act, we will examine, on a test basis, evidence about City of Shelby's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement and the State Single Audit Implementation Act applicable to each of its major federal and state programs for the purpose of expressing an opinion on City of Shelby's compliance with those requirements. While our audit will provide a reasonable basis for our opinion, it will not provide a legal determination on City of Shelby's compliance with those requirements.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to the Management’s Discussion and Analysis, Law Enforcement Officers’ Special Separation Allowance schedules, Other Post-Employment Benefits schedules, and the Local Government Employees’ Retirement System’s schedules, which supplement the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have been engaged to report on the combining and individual fund financial statements, budgetary schedules, other schedules, and the Schedule of Expenditures of Federal and State awards, which accompany the financial statements but are not RSI. Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

We have not been engaged to report on the introductory section and the statistical section, which accompany the financial statements but are not RSI. Our responsibility with respect to this other information in documents containing the audited financial statements and auditor’s report does not extend beyond the financial information identified in the report. We have no responsibility for determining whether this other information is properly stated. This other information will not be audited, and we will not express an opinion or provide any assurance on it.

### **Planned Scope, Timing of the Audit, Significant Risks, and Other**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including the system of internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We have identified the following significant risks of material misstatement as part of our audit planning:

- Management Override of Controls
- Revenue Recognition
- Budget Amendments
- Journal Entries
- Implementation of GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*

With respect to the drafting of the financial statements and footnotes, GASB 34 conversion entries, preparation of data collection form, preparation of the AFIR, clerical services, and preparation of the LGC’s

data input worksheet services performed by Martin Starnes & Associates, CPAs, PA, management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

City of Shelby is part of a group audit. Shelby Board of Alcoholic Beverage Control is considered a component of the City of Shelby's audit. We plan to communicate instructions, request representations and make inquiries of the component auditor. In addition, we will review the component's audit report prior to its inclusion in the City of Shelby's financial statements. We anticipate that work of the component audit will be sufficient and plan to make reference to the audit of the component auditor in the auditor's report on the group financial statements.

We expect to begin the interim portion of our audit in April 2023 and conduct final fieldwork in September 2023. We plan to issue our report by October 31, 2023. Marcie Spivey is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of the City Council and management of City of Shelby and is not intended to be, and should not be, used by anyone other than these specified parties.

Respectfully,

*Martin Starnes & Associates, CPAs, P.A.*

Martin Starnes & Associates, CPAs, P.A.  
Hickory, North Carolina

City of Shelby  
Agenda Item Summary  
August 7, 2023  
City Hall Council Chamber

**C. Unfinished Business:**

**Agenda Item: C-1**

- 1) Consideration of appointments to City advisory boards and commissions:
  - a) Zoning Board of Adjustment

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

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Summary of Available Information:

- Memorandum dated July 26, 2023, from Carol Williams, City Clerk to Rick Howell, City Manager
- Zoning Board of Adjustment Roster
- Zoning Board of Adjustment Applications

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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: July 26, 2023  
Re: Appointments to City Advisory Boards

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**BOARD REVIEW:** Zoning Board of Adjustment –

The terms of seven incumbents have concluded: David Beam, Mot Davis, Burel Harris, Tom Martin, Henry Earle, Mike Philbeck and Bill McCarter. Mr. Philbeck no longer wishes to serve, and Mr. McCarter is ineligible due to moving out of the city limits. The other five incumbents wish to continue their service.

There are three applications on file in the Clerk's Office –

- **Jordan Tubbs (Ward 6)**
- **Annie Holland (Ward 3)**
- **Stevie Brooks (Ward 4)**

**POSSIBLE ACTION:**

Council can begin the nominating process or take appointive action for seven new terms.

**Attachment:**

- A. Zoning Board of Adjustment roster 2021

**\* Date**

04/12/2023

**\* Full Name**

Jordan T. Tubbs

Ward 6

**\* Full Address**

409 Ross Grove Rd E  
Shelby North Carolina 28150

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

Yes

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

34 Years 2 months

**Date of Birth**

02/12/1987

**Home Phone**

(704) 477-1704

**Mobile Phone**

(704) 477-1704

**Work Phone**

(704) 736-8420

**\* Email**

jtubbs@lincolncounty.org

**Occupation**

Planner II

**Why are you interested in serving on the Zoning Board of Adjustments?**

I have lived in Shelby for the majority of my life and currently have no plans to leave; It is my home. I would love to be able to play a small role in keeping zoning decisions consistent, reasonable and in harmony with the interests of the community.

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

I've never served on a board, but I am staff to the Lincoln County Board of Commissioners, Lincoln County Planning Board, Lincoln County Board of Adjustment, and Lincoln County Historic Preservation Commission.

**Interests, skills, expertise or experiences that may be of assistance to the Zoning Board of Adjustment's success**

I have a masters degree in planning, I am a certified zoning officer in NC and a planner II in a neighboring county.

**\* Type your name for signature**

Jordan Tubbs



**\* Date**

04/04/2023

**\* Full Name**

Annie Holland

**\* Full Address**

401 Holman drive  
5  
Shelby NC 28150

Ward 3



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

Yes

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

35 years.

**Date of Birth**

01/11/1988

**Home Phone**

(704) 692-3244

**Mobile Phone**

(704) 692-3244

**Work Phone**

\*\*SKIPPED\*\*

**\* Email**

annieandpeace42@yahoo.com

**Occupation**

Nanny.

**Why are you interested in serving on the Zoning Board of Adjustments?**

I was born and raised in Shelby, this is my hometown and the place I call home. I feel like I would be a great fit for this role.

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

Na

**Interests, skills, expertise or experiences that may be of assistance to the Zoning Board of Adjustment's success**

\*\*SKIPPED\*\*

**\* Type your name for signature**

Annie holland

\* **Date**  
04/04/2023

\* **Full Name**  
Stevie Q. Brooks

\* **Full Address**  
866 W Marion Street  
Shelby NC 28150

Ward 4

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

**If you live in Shelby, how many years and months?**  
12+

**Date of Birth**  
01/30/1988

**Home Phone**  
(704) 692-9741

**Mobile Phone**  
\*\*SKIPPED\*\*

**Work Phone**  
\*\*SKIPPED\*\*

\* **Email**  
stevieqbrooks@gmail.com

**Occupation**  
Server/Organizer/Student

**Why are you interested in serving on the Zoning Board of Adjustments?**

I am interested in serving on the Zoning Board of Adjustments because I care about my community. I have grown up in Shelby and have watched it grow and change through the years. I believe that having residents on the board who have a vested interest in the intentional development of Shelby are the key to ensuring that all residents and their neighborhoods are looked after thoughtfully.

**Please list any previous board service (If applicable)**  
Keep Shelby Beautiful

**Interests, skills, expertise or experiences that may be of assistance to the Zoning Board of Adjustment's success**

My greatest asset is being a long time resident of Shelby. I work Uptown at Jbirds and Shelby is my home! I am also currently a Business Law student at Western Carolina University. I have learned a lot about zoning through my community activism and independent curiosity. I am adept and resourceful and eager to serve my community on this board.

\* **Type your name for signature**  
Stevie Brooks



## ZONING BOARD OF ADJUSTMENT ROSTER 2021

BOARD MEMBER	ADDRESS	TERM EXPIRATION	PHONE NUMBER
Morris Hudson <a href="mailto:mhudson@leasingservicesinc.com">mhudson@leasingservicesinc.com</a>	503 W. Marion Street Shelby, NC 28150	July 2024	704 482-9252
David Beam <a href="mailto:david@insulateamerica.com">david@insulateamerica.com</a>	437 Country Club Court Shelby, NC 28150	July 2023	704 484-2326
Martha (Mot) Davis <a href="mailto:motdavis@gmail.com">motdavis@gmail.com</a>	504 W. Warren Street Apt. A-1 Shelby, NC 28150	July 2023	C: 704 692-8345
Burel Harris, Chair	223 Country Club Road Shelby, NC 28150	July 2022	704 477-6863
Mike Philbeck <a href="mailto:mdphilbeck@carolina.rr.com">mdphilbeck@carolina.rr.com</a>	1805 Arbor Way Drive Shelby, NC 28150	July 2022	C: 704 692-2494 W: 704 481-2992
Thomas Martin Jr. <a href="mailto:tom@flowersmartin.com">tom@flowersmartin.com</a>	200 Belvedere Avenue 212 S. Dekalb Street	July 2022	H: 704 484-3250 W: 704 482-4441 Ext 21
Bill McCarter, Alternate <a href="mailto:Mccarter61@gmail.com">Mccarter61@gmail.com</a>	107 Plantation Court Shelby, NC 28150	July 2023	C: 704 472-9134
Henry Earle, Alternate <a href="mailto:henry_earle@yahoo.com">henry_earle@yahoo.com</a>	108 Victoria Park Drive Shelby, NC 28150	July 2023	C: 704 473-6019 W: 704 484-4975
ETJ MEMBERS	ADDRESS	TERM EXPIRATION	PHONE NUMBER
VACANT Alternate Seat		July 2024	
Noel MacArthur <a href="mailto:noelmacarthur@hotmail.com">noelmacarthur@hotmail.com</a>	1414 Hubbard Terrace Shelby, NC 28152	July 2024	H: 704 484-3457 W: 704 692-4911
Roger Holland <a href="mailto:roger@h-harchitects.com">roger@h-harchitects.com</a>	208 Deerchase Road Shelby, NC 28150	July 2024	704 487-4147

Meetings are held on the first Thursday of each month. Lunch: 11:45 a.m.; Meeting: 12:15 p.m.

Three (3) year appointments

City Council Liaison: Emilie Bullock – Ward 1  
1007 Castlewood Drive, Shelby, NC 28150  
828 447-2619  
E-mail: [emiliebullock@remax.net](mailto:emiliebullock@remax.net)

Staffed by: Planning and Development Services Director Walt Scharer and Planner Alan Toney; 704 484-6829

City of Shelby  
Agenda Item Summary  
August 7, 2023  
City Hall Council Chamber

**D. New Business:**

**Agenda Item: D-1**

- 1) Approval of a resolution authorizing and awarding a contract for the purchase of a Pierce Velocity Mid-Mount Ladder Platform type Fire Apparatus utilizing the “Competitive Bidding Group Purchasing Method”: Resolution No. 52-2023

**New Business Agenda Item: (Rick Howell, City Manager and William Hunt, Fire Chief)**

Summary of Available Information:

- Memorandum dated July 24, 2023, from William P. Hunt, Fire Chief to Rick Howell, City Manager
- Proposal for Furnishing Apparatus
- Resolution No. 52-2023

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City Manager’s Recommendation / Comments

Resolution No. 52-2023 is presented for City Council consideration at this time. If approved this resolution would authorize the purchase of a Mid-mount Fire Platform Ladder Truck through a Group Purchasing Organization. The GPO is the Houston Galveston Area Council and it routinely competitively bids these trucks allowing other entities to “tag” onto to the bids thus saving significant time and money in the bidding process. NC General Statute 143-129€ (3) allows an exception to the normal bidding process when “purchases are made through a competitive bidding group purchasing program, which is a formally organized program that offers competitively obtained purchasing services at discount prices to two or more public agencies.”

This item involves the purchase of a fire platform truck apparatus which was discussed during the Council retreat process earlier this year. The City has previously used this group purchasing method to acquire a 75’ ladder apparatus in 2015, a heavy rescue truck in 2017 and a fire engine apparatus in 2021. Purchase of this apparatus will allow the City to move the current 1999 platform ladder truck out of service. You should know that a number of factors are taken into consideration when a fire apparatus is proposed for purchase. The age and maintenance records of the trucks to be rotated out of service are a significant factor. The ability of the apparatus to effectively deliver the service and function needed by the department to serve the community. The effect on the City’s ISO insurance rating is also a factor. That rating takes into consideration the age and condition of trucks in service. All of this along with a thorough review by the CIP review committee and my office leads to this recommendation. I will be glad to answer any questions you may have on Monday evening. Chief Hunt will also be present. Delivery from placement of the order is expected to take approximately 24 months.

**It is my recommendation that Resolution No. 52-2023 be adopted and approved by City Council at this time.**



July 24, 2023

**Memorandum:**

To: Rick Howell, City Manager  
From: William Hunt, Fire Chief  
Subject: Group Purchase Organization Procurement of a Mid-mount Fire Platform Ladder Truck Apparatus.

Background

The Shelby City Council approved a capital project for the purchase of a mid-mount platform ladder truck fire apparatus for the Fire & Rescue Department to be included in the FY 2023-24 budget cycle. The project provides for the retirement of the department's existing rear-mount platform ladder truck apparatus.

Review

This project is consistent with fleet replacement schedule contained in the *City of Shelby Capital Improvement Plan (CIP)*, which recommends retirement of fire apparatus after 20 years of service. The vehicle scheduled for retirement has been in front-line service for over 24 years and is past its recommended service life. It is important to note that given the extended manufacturing and delivery schedules for fire apparatus, the existing platform ladder truck will have seen front-line service for more than 27 years by the time its replacement is placed into service. A seven member internal committee of personnel was tasked with collaborating on the specifications for the proposed platform ladder truck apparatus. During the research and development process it was determined that the interests of the city would be best served by using the services of the *Houston-Galveston Area Council (HGAC) group purchase organization (GPO)*. The HGAC-GPO assists local governments in reducing costs through its nationwide government to government procurement service. The GPO offers established competitively priced contracts awarded through a public procurement process that is compliant in North Carolina under GS 143-129 (e) (3). The City of Shelby has used the services of the GPO for the acquisition of fire apparatus since 2015. The use of GPO contracts is common among North Carolina local governments; the City of Concord, Town of Cary, and City of Morganton have routinely used the *HGAC-GPO* for capital purchases including fire apparatus. The final analysis of the specifications by the committee found that apparatus offered by *Pierce Manufacturing Incorporated* along with the dealer support services through *Atlantic Emergency Solutions* most effectively meet the needs of the Fire & Rescue Department.

### Action

With this memorandum, it is my recommendation to use the group purchase method as permitted under GS-143-129 (e) (3) for the purchase of a Pierce Velocity Ascendant 100' mid-mount ladder platform type apparatus as specified at a cost of \$2,258,726.00 from Atlantic Emergency Solutions, Colfax, NC.

Enclosures  
cc: Carol Williams

## Proposal for Furnishing Apparatus

Jul 26, 2023

Department: City of Shelby Fire Department

Attn: Chief William Hunt

506 East Grover Street, Shelby, NC, 28150

Upon an order being placed by you, and final acceptance by Pierce Manufacturing, Inc. the apparatus and equipment herein named will be manufactured for the following prices:

	Price
One Velocity 100' Ascendent Aerial Tower as Specified Herein	\$2,235,725.00
August 3 Price Increase	\$33,001.00
Returning Customer Discount	(\$10,000.00)

**Total: \$2,258,726.00**

Said apparatus and equipment are to be built and shipped in accordance with the specifications heretoattached, delays due to strikes, war, or intentional conflict, failures to obtain chassis, materials, or other causes beyond our control not preventing, within about 1300 calendar days after receipt of this order and the acceptance thereof by Pierce Manufacturing, Inc.. Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract, and merely an approximation based on current information. Delivery updates will be made available, and a final firm delivery date will be provided as soon as possible.

**Taxes:** Tax is not included in this proposal. In the event that the purchasing organization is not exempt from sales tax or any other applicable taxes and/or the proposed apparatus does not qualify for exempt status, it is the duty of the purchasing organization to pay any and all taxes due.

**Cancellation:** In the event this proposal is accepted, and a purchase order is issued then cancelled or terminated by Customer before completion, Atlantic Emergency Solutions may charge a cancellation fee of 30% of the purchase price.

**Terms:** The terms of this proposal will be governed by the laws of the state of Virginia. No additional terms or conditions will be binding upon Atlantic Emergency Solutions unless agreed to in writing and signed by a duly authorized officer of Atlantic Emergency Solutions.

This proposal is valid for 60 calendar days from proposal date.

Sincerely,

Frank Suggs

6809 Statesville Road  
Charlotte, NC, 28269

X

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

RESOLUTION NO. 52-2023

A RESOLUTION AUTHORIZING AND AWARDING A CONTRACT  
FOR THE PURCHASE OF A PIERCE VELOCITY MID-MOUNT LADDER PLATFORM TYPE FIRE  
APPARATUS UTILIZING THE “COMPETITIVE BIDDING GROUP PURCHASING METHOD”

WHEREAS, the City of Shelby has investigated previous purchasing methods by other governmental entities; and

WHEREAS, the City of Shelby has determined the Houston-Galveston Area Council (HGAC), group purchasing organization to be a viable method of procurement; and

WHEREAS, Pierce Manufacturing Incorporated Appleton, Wisconsin is registered vendor in the HGAC group purchasing organization; and

WHEREAS, Atlantic Emergency Solutions Colfax, North Carolina is the dealer for Pierce Manufacturing in the South Atlantic region, to include North Carolina; and

WHEREAS, Atlantic Emergency Solutions has agreed to extend HGAC unit pricing for a PIERCE VELOCITY MID-MOUNT LADDER PLATFORM TYPE FIRE APPARATUS to the City of Shelby as specified by the department; and

WHEREAS, after due consideration, the Shelby City Council now desires to authorize and award a contract for the purchase of a PIERCE VELOCITY MID-MOUNT LADDER PLATFORM TYPE FIRE APPARATUS utilizing the “competitive group purchasing method”.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHELBY THAT:

Section 1. The requirements of the North Carolina General Statutes relating to group purchasing have been complied with authorizing the purchase via the “competitive bidding group purchasing method” as outlined in NCGS 143-129(e)(3).

Section 2. A contract is hereby awarded for the purchase of a PIERCE VELOCITY MID-MOUNT LADDER PLATFORM TYPE FIRE APPARATUS from Atlantic Emergency Solutions Colfax, North Carolina within HGAC group purchasing organization for a unit price of \$2,258,725.00.

Section 3. The City Manager is hereby authorized and directed to execute all documents necessary for the purchase of this equipment.

Section 4. This resolution shall become effective upon its adoption and approval.

Adopted and approved this the 7<sup>th</sup> day of August, 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  
August 7, 2023  
City Hall Council Chamber

Agenda Item: D-2

- 2) Approval of a resolution authorizing disbursement of Travel and Tourism funding for Fiscal Year 2022-2023: Resolution No. 53-2023

**New Business Agenda Item: (Rick Howell, City Manager)**

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Summary of Available Information:

- Resolution No. 53-2023

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City Manager's Recommendation / Comments

I have reviewed the applications submitted by the eligible organizations for travel and tourism grant funding. Each year past grant recipients and other organizations that have expressed an interest are eligible to submit grant applications for these funds generated through the 3% room occupancy tax levied by City Council. Each is reviewed to determine if the purpose for use of funds is eligible under the statutes and city policy, the economic impact of the event(s), past use of funds, success of past events, financial participation by the entity, as well as other relevant criteria. Resolution No. 53-2023 is presented for consideration at this time.

As you all know these funds are limited and the competition is significant. I have tried to balance requests for funding within the provisions of adopted City policy to ensure the greatest benefit is realized as set forth within the applicable NC General Statute. This revenue has grown some over the past few years but average around \$250,000 per year. Receipts for fiscal year 2022-2023 were approximately \$364,000.

**It is my recommendation that Resolution No. 53-2023 be adopted and approved by City Council at this time.**

RESOLUTION NO. 53-2023  
A RESOLUTION AUTHORIZING DISBURSEMENT OF  
TRAVEL AND TOURISM FUNDING FOR FISCAL YEAR 2023-2024

WHEREAS, the City of Shelby through the adoption of the 2005 Strategic Growth Plan recognizes the need to promote economic development efforts throughout the City; and

WHEREAS, City of Shelby currently levies a 3% occupancy tax in accordance with Resolution 69-97 and NC Session Law 1997-361 for the purpose of generating revenue for the promotion of travel and tourism within the City; and

WHEREAS, said occupancy tax proceeds are restricted for use by the noted resolution and session law for travel and tourism promotion and tourism related expenditures; and

WHEREAS, the City Manager has determined that sufficient funding has been appropriated by Council for the fiscal year beginning July 1, 2023; and

WHEREAS, the following organizations have submitted applications and requests to the City Manager and it is his determination that each is eligible under the city policy and the applicable general statute and therefore recommends that the following amounts be awarded:

- |  |           |
|--|-----------|
| 1. Earl Scruggs Center<br>Marketing and Exhibit / Event Support                            | \$45,000. |
| 2. Don Gibson Theatre<br>Marketing and Concert Sponsorship                                 | \$35,000. |
| 3. Cleveland County Travel and Tourism<br>Visitor Marketing / Livermush Festival Marketing | \$23,500. |
| 4. Sharks Aquatics Club<br>Swim Meet Event Equipment / Facility Rental                     | \$ 7,000. |
| 5. Uptown Shelby Association<br>Travel/Tourism Promotion/Printed Marketing                 | \$16,200. |
| 6. American Legion World Series<br>Marketing and Event Support                             | \$65,000. |



City of Shelby  
Agenda Item Summary  
August 7, 2023  
City Hall Council Chamber

Agenda Item: D-3

- 3) Approval of a resolution authorizing disbursement of Travel and Tourism funding to the Cleveland County Arts Council for Fiscal Year 2022-2023: Resolution No. 54-2023

**New Business Agenda Item: (Rick Howell, City Manager)**

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Summary of Available Information:

- Resolution No. 54-2023

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City Manager's Recommendation / Comments

Upon the advice of the City Attorney and in consultation with the School of Government Resolution No. 54-2023 is presented for City Council consideration at this time. It is presented separately from Resolution 53-2023 to remove any perception or real conflict of interest. As you all know Councilmember Violet Arth is an employee of the Cleveland County Arts Council and as such it could be perceived that she has a conflict of interest when voting on this matter given it awards her employer a grant. This could be considered or perceived by some that Councilmember Arth is receiving a prohibited "direct benefit" from the City if she were to vote. As such it is up to a member of Council to request recusal and for Council to grant that recusal.

I have reviewed the applications submitted by the eligible organizations for travel and tourism grant funding. Each year past grant recipients and other organizations that have expressed an interest are eligible to submit grant applications for these funds generated through the 3% room occupancy tax levied by City Council. Each is reviewed to determine if the purpose for use of funds is eligible under the statutes and city policy, the economic impact of the event(s), past use of funds, success of past events, financial participation by the entity, as well as other relevant criteria. Resolution No. 54-2023 is presented for consideration at this time.

**It is my recommendation that Resolution No. 54-2023 be adopted and approved by City Council at this time.**

RESOLUTION NO. 54-2023  
A RESOLUTION AUTHORIZING DISBURSEMENT OF  
TRAVEL AND TOURISM FUNDING TO THE CLEVELAND COUNTY ARTS COUNCIL  
FOR FISCAL YEAR 2023-2024

WHEREAS, the City of Shelby through the adoption of the 2005 Strategic Growth Plan recognizes the need to promote economic development efforts throughout the City; and

WHEREAS, City of Shelby currently levies a 3% occupancy tax in accordance with Resolution 69-97 and NC Session Law 1997-361 for the purpose of generating revenue for the promotion of travel and tourism within the City; and

WHEREAS, said occupancy tax proceeds are restricted for use by the noted resolution and session law for travel and tourism promotion and tourism related expenditures; and

WHEREAS, the City Manager has determined that sufficient funding has been appropriated by Council for the fiscal year beginning July 1, 2023; and

WHEREAS, the following organizations have submitted applications and requests to the City Manager and it is his determination that each is eligible under the city policy and the applicable general statute and therefore recommends that the following amounts be awarded:

1. Cleveland County Arts Council – Art of Sound Festival      \$20,000.  
Marketing and Event Support

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF SHELBY, NORTH CAROLINA as follows:

- 1) City Council authorizes disbursement of local occupancy tax funds for the preceding organization in the designated amount at the discretion of the Finance Director in consultation with the City Manager.

- 2) Authorizes the City Manager to obtain activity reports from each funded organization detailing the use of said funds. The same shall be reported to City Council following the close of the fiscal year ending June 30, 2024.

This Resolution shall become effective upon its adoption and approval.

Adopted and approved this the 7th day of August, 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  
August 7, 2023  
City Hall Council Chamber

Agenda Item: E

City Manager's Report

I will report to Mayor and Council about 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: F

Council Announcements and Remarks

Agenda Item: G

Closed Session

- 1) To consult with an attorney in order to preserve the attorney client privilege pursuant to N.C.G.S.143-318.11(a)(3)
- 2) 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, pursuant to North Carolina General Statute 143-318.11(a)(4).

H. 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