Shelby City Council Agenda
Regular Meeting
January 12, 2026 at 6:00 p.m.

City Hall Council Chambers
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. Public Comment: **1**

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

C. 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 December 15, 2025** **2 - 13**

2) **Approval of a resolution honoring City Manager Rick Howell on the occasion of his retirement from employment with the City of Shelby: Resolution No. 105-2025** **14 - 15**

3) **Approval of a resolution honoring Dee Pollard Greene on the occasion of her retirement from employment with the City of Shelby: Resolution No. 1-2026** **16 - 17**

4) Approval of a resolution authorizing the selection of Stantec based on qualifications for professional engineering services related to the South Lafayette Street Waterline Replacement Project: Resolution No. 2-2026 **18 - 33**

5) Management Reports: **34 - 69**

a) Monthly Financial Summary – November 2025

D. Unfinished Business: **70**

None

E. New Business: **70**

None

F. City Manager's Report **70**

G. Council Announcements and Remarks **70**

H. Adjournment: **70**

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

1) Motion to adjourn

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B. Public Comment:

In accordance with City Council's policy, public comment is normally only taken at the second regular meeting each month. However, because the January 19th regular meeting has been cancelled, City Council will hear public comment this evening. Any citizen who wishes to address Council must register with the City Clerk prior to 6:00 p.m. on the meeting night. The Mayor will call upon each individual during this portion of the meeting and will allow three (3) minutes to speak.

Members of the public are asked to sign up prior to the meeting indicating their name and street address for the record.

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

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C. Consent Agenda:

Agenda Item: C-1

1) Approval of the Minutes of the Regular Meeting of December 15, 2025

Consent Agenda Item: (Carol Williams, City Clerk)

Summary of Available Information:

Please read and offer changes as you deem necessary.

- Minutes of the Regular Meeting of December 15, 2025

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 of Shelby City Council **December 15, 2025**
City Hall Council Chambers **Monday, 6:00 p.m.**

Present: Mayor O. Stanhope Anthony, III, presiding; Council Members Andrew L. Hopper, Sr., Violet Arth, Charles Webber, and David White; City Manager Rick Howell, MPA, ICMA-CM, Assistant City Manager Ben Yarboro, City Attorney Jason Lunsford, City Clerk Carol Williams, Director of Finance Elizabeth (Beth) Beam, CPA, Director of Human Resources Deborah (Deb) Jolly, Chief of Police Brad Fraser, Fire Chief William Hunt, EFO, Director of Water Resources Brian Wilson, Director of Planning and Development Services Brian Burgess, Director of Parks and Recreation Charlie Holtzclaw, Director of Public Works Scott Black, Public Information and Communications Officer Chip Nuhrah, Engineering Services Manager Justin Wright, Airport Supervisor Jack Poole, Paralegal Nicole Hart, and Energy Services Operations Manager Ronnie Davis

Absent: Council member Emilie Bullock

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

Mr. Howell led the Pledge of Allegiance.

A. Approval of agenda:

1) Motion to adopt the proposed agenda presented.

ACTION TAKEN: Upon a motion by Ms. Arth, City Council voted unanimously to approve the agenda as presented

B. Special Presentation:

1) Presentation to former Council member David Causby for his years of service to the Shelby City Council: Resolution No. 83-2025

Mayor Anthony proudly read the resolution and thanked Mr. Causby for his years of service with the Shelby City Council. Mr. Causby served on City Council from December, 2015 to October, 2025.

C. Public Comment:

None

D. Public Hearing:

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1) **Consideration of a resolution authorizing to purchase the concrete plant located at 200 West Graham Street pursuant to North Carolina General Statute § 158-7.1: Resolution No. 95-2025**

Mr. Howell stated the City has been in negotiations for many months with Concrete Supply Company, LLC located at W. Graham Street and the Rail Trail corridor. Mr. Howell stated the purchase sale agreement has been agreed upon and in order for Council to proceed, it his recommendation to have a public hearing as it's required in the Economic Development statute of North Carolina. By going this route, the City has more flexibility to attract a developer and to incentivize that developer based upon tax base growth and creation of jobs.

Mr. Lunsford stated the public hearing was advertised according to the statute requirement prior to today's hearing. If approved, Council authorizes the City Manager to sign the Purchase Sale Agreement (PSA). After the PSA is fully executed, the City will proceed with due diligence towards the final closing that will most likely be in late 2026 or 2027.

Mayor Anthony opened the public hearing at 6:09 p.m. The public offered no comments.

Mayor Anthony closed the public hearing at 6:10 p.m.

ACTION TAKEN: Upon a motion made by Ms. Arth, City Council voted unanimously to approve Resolution No. 95-2025 entitled, "A RESOLUTION AUTHORIZING TO PURCHASE THE CONCRETE PLANT LOCATED AT 200 WEST GRAHAM STREET PURSUANT TO NORTH CAROLINA GENERAL STATUTE § 158-7.1."

E. Consent Agenda:

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

1) **Approval of the Minutes of the Regular Meeting of December 1, 2025**

2) **Approval of the Minutes of the Special Meeting of December 8, 2025**

3) **Approval of a resolution approving disposal of satisfied property liens 2023-2025: Resolution No. 96-2025**

4) **Approval of a resolution revising and amending financial policies of the City of Shelby: Resolution No. 97-2025**

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5) Approval of a resolution authorizing the request to decommission the non-directional beacon (NDB) at the Shelby-Cleveland County Regional Airport: Resolution No. 98-2025

6) Adoption of an ordinance establishing a capital project ordinance and budget for the City of Shelby's Planning Building Demolition and Parking Project: Ordinance No. 66-2025

7) Adoption of a FY 2025-2026 budget ordinance amendment #8: Ordinance No. 67-2025

8) Approval of a resolution for Travel and Tourism policy: Resolution No. 99-2025

9) Special Event applications:

    a) Martin Luther King, Jr. March, requested date: January 19, 2026

    b) Broad River European Classic car show, requested date: April 25, 2026

10) Management Reports:

    a) CPEC Report – October, 2025

    b) Financial Report – October, 2025

END OF CONSENT AGENDA

F. Unfinished Business:

1) Approval of a resolution awarding the contract for the City of Shelby Transportation Asset Management Plan (TAMP) Phase III Resurfacing Project: Resolution No. 100-2025

<u>Presenting: Mr. Yarboro, Assistant City Manager</u>

- The TAMP plan was created in the summer of 2021 that reviewed the condition of City streets, creek culverts and public parking lots. The City owns and maintains 125 miles of streets
- In November 2021 citizens voted for a $10 million General Obligation bond (G.O.) to largely focus on resurfacing
- In June 2022 the City received the first installment of $6 million and proceeded to resurface 18 miles of City streets in Phase I
- Phase II began in June 2024 and resurfaced an additional 15.25 miles of City streets

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- **In October 2025 the City received the second installment of $4 million and conducted a bid opening in November 2025. This will be Phase III which will resurface 18.61 miles of City streets. Phase III will begin in the Spring of 2026**
- **In 2021 each City street was graded from A to F based on condition (A being the best condition, F being the worst condition)**

<u>Presenting: Mr. Wright, Engineering Services Manager</u>

- **Two bids were received for the Phase III Resurfacing project**
  - **Asphalt Paving of Shelby – bid $3.735 million**
  - **Carolina Curb and Guttering – bid $5.467 million**
- **The estimate for Phase III (at 2025 costs) was estimated at $4.1 million**
- **The schedule is to start in Spring 2026 and be completed by Spring 2027**
- **Various maps showed the streets scheduled for TAMP Phase III along with the streets that have been paved in Phases I and II**
- **After Phase III is complete, 55.29 miles (44.4%) of all streets will have been resurfaced since 2021**
- **100% of F's, 98% of E's, and 91% of D's will have been resurfaced since 2021**

Council is presented with Resolution No. 100-2025 awarding the contract for Phase III TAMP resurfacing to Asphalt Paving of Shelby.

ACTION TAKEN: Upon a motion made by Mr. Hopper, City Council voted unanimously to approve Resolution No. 100-2025 entitled, "A RESOLUTION AWARDING THE CONTRACT FOR THE CITY OF SHELBY TRANSPORTATION ASSET MANAGEMENT PLAN PHASE III RESURFACING PROJECT."

2) Taxiway Rehabilitation Project:

a) Adoption of an ordinance establishing a capital project ordinance and budget for the City of Shelby's Airport Taxiway Rehabilitation Project: Ordinance No. 68-2025

b) Approval of a resolution accepting a grant award from the North Carolina Department of Transportation Division of Aviation for the Taxiway Rehabilitation Project at the Shelby-Cleveland County Regional Airport (Award ID 36237.16.19.1): Resolution No. 101-2025

<u>Presenting: Mr. Yarboro, Assistant City Manager</u>

- **A taxiway allows aircraft to land and take off while other aircraft travel to or from the end of the runway; it runs parallel to the runway**

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- **This project was originally part of the 2016 Runway Overlay project**
- **The taxiway portion was removed from the Runway project due to excessive bid costs**
- **The Taxiway Project was repackaged as a stand-alone project in 2018**
- **This project is currently in the re-design and permitting phase**
- **NC Division of Aviation awarded a construction grant in November 2025**

Project description:

- **Widening of all taxiway filet tapers**
- **Relocation of 2 existing nonstandard direct access taxiways**
- **Provides a 3-inch overlay of all connectors and taxiways**
- **Replace all taxiway markings**
- **Replace existing taxiway and runway edge lights and directional signs with LED lighting**
- **Preliminary Cost Estimate: $4,168,000**
- **120-day construction project**

Project purpose:

- **FAA safety issue of direct access to the runway**
- **FAA safety issue of judgmental oversteering**
- **Repair severe cracks and separation of existing taxiway asphalt**
- **Reduce asphalt maintenance and lowers risks from FOD (loose debris)**
- **Increased energy efficiency and equipment life expectancy**

- **NC Division of Aviation awarded grant to City in November 2025**
    - **$3,670,603 (Grant 95%)**
    - **$193,190 (Local Match 5%)**
    - **$3,863,793 (Total Funding)**
- **City is currently in the design/permitting process with NCDOA and FAA**
- **Following plan approvals, the project will be formally advertised and bid**
- **After bidding process, the NCDOA will create a grant agreement based on bid amount**
- **City Council consideration of construction contract award (Summer 2026)**
- **Construction (Approx. Fall 2026)**

City Council considerations for tonight:

- **Ordinance 68-2025 establishes a capital project and budget for the Taxiway Rehabilitation Project**
- **Resolution 101-2025 accepts a grant award from the NCDOT Division of Aviation in the amount of $3,863,973 with a 5% local match**

ACTION TAKEN: Upon a motion made by Mr. Webber, City Council voted unanimously to approve Ordinance No. 68-2025 entitled, "AN ORDINANCE ESTABLISHING A CAPITAL PROJECT ORDINANCE AND BUDGET FOR THE CITY OF

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SHELBY'S AIRPORT TAXIWAY REHABILITATION PROJECT" and Resolution No. 101-2025 entitled, "A RESOLUTION ACCEPTING A GRANT AWARD FROM THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION DIVISION OF AVIATION FOR THE TAXIWAY REHABILITATION PROJECT AT THE SHELBY-CLEVELAND COUNTY REGIONAL AIRPORT (AWARD ID 36237.16.19.1)."

3) **Depot Park Project:**

   a) **Adoption of a budget ordinance amendment for the City of Shelby's Depot Park Project: Ordinance No. 69-2025**

   b) **Adoption of a budget ordinance amendment for the City of Shelby's Depot Project: Ordinance No. 70-2025**

   c) **Approval of a resolution awarding the contract for the construction of the Shelby Depot Park Project to T.C. Strickland Construction, Inc.: Resolution No. 102-2025**

   d) **Approval of a resolution authorizing the selection of TGS Engineers based on qualifications for professional engineering services for construction engineering inspection (CEI) and material testing for the Shelby Depot Park Project: Resolution No. 103-2025**

   e) **Approval of a resolution authorizing the purchase of amenities for the Shelby Depot Park Project utilizing "sole source" purchase methods: Resolution No. 104-2025**

Mr. Howell reminded Council that this project is separate from the Rail Trail project. There are various grants and private funding in place to help develop this project. Mr. Yarboro and his team have redeveloped the scope of this project to make it fit within the funding available.

<u>Presenting: Mr. Yarboro, Assistant City Manager</u>

Mr. Yarboro gave the following details of the Depot Park project:

- **Property was purchased with the Rail Corridor from Norfolk Southern Railway Company in November 2019**
- **Located on approximately four (4) acres of land from W. Graham Street to Gardner Street, along Market Street**
- **Separate phases of the Carolina Harmony Trail Project:**
  - **Phase IB (Sunset Cemetery to Marion St.)**
  - **Phase II (Marion Street to Dekalb Street)**

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    - **Depot Park Phase (Graham St. to Gardner St.)**
- **Project Schedule:**
    - **Bid Opening: December 4th, 2025**
    - **Beginning Construction: February 2026**
    - **Complete: December 2026**

Depot Park Design and Re-Design:

- **June 20, 2022 – Selection of Destination by Design (DBD) to design the Depot Park Project**
- **June 2024 – Design completed. Advertised bid opening for construction**
- **August 5, 2024 – Original Bid Opening (no bids received)**
- **August 29, 2024 – Second Bid Opening (5 bids received)**
    - **All bids were rejected due to all bids exceeding the Depot Park funding**
- **September 2025 – DBD re-designed Depot Park with input from City staff**
- **Scope of project was reduced while keeping space for future elements if desired**

<u>Presenting: Mr. Wright, Engineering Services Manager</u>

Final Depot Park Design Features:

- **Depot Building Renovation**
- **Grading**
- **Multi-Use Path (14' Wide)**
- **Stormwater Drainage**
- **Curb and Gutter**
- **Resurfacing**
- **High Visibility Crosswalks**
- **Pavers**
- **Street Trees & Root Barrier Systems**
- **Landscaping & Irrigation**
- **Parallel Parking (15 Spaces)**
- **Sidewalk & ADA Ramps**
- **Amenities**
    - **Restrooms**
    - **Mist Arbors**
    - **Playground**
    - **Swinging Benches**
    - **Major Kiosk**
    - **Bike Racks**
    - **Water Fountain**
    - **Trash Cans**
    - **Benches**
    - **Trail Lights**

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Mr. Wright showed renderings of the design of the park, the depot building, and the shelter at the playground.

Depot Park Bid Process:

- **November 4, 2025 – Advertised bid opening for re-designed Depot Park construction in the Shelby Star and on the City website**

- **December 4, 2025 – three (3) bids received at public bid opening:**
    - **TC Strickland – $5.09 million**
    - **Hoke Enterprises – $6.34 million**
    - **Sossaman Construction – $6.39 million**

If Council approves TC Strickland the award contract, the budget looks like the following:

- **Construction Contract – $5,090,200**
- **Construction Contingency (10%) – $509,020**
- **Construction Engineering & Inspection (CEI) and Material Testing – $254,100**
- **Contract Administration – $221,000**
- **City Supplied Equipment and Materials – $377,663**
- **Playground – $350,000**
- **Total Project Cost – $6,801,983.73**

City Council considerations for tonight consist of the following:

- **Budget Ordinance No. 69-2025**
- **Budget Ordinance No. 70-2025**
- **Resolution No. 102-2025 awarding the construction contract to T.C. Strickland Construction, Inc.**
- **Resolution No. 103-2025 selecting TGS Engineers for construction engineering inspection (CEI) and material testing for the Shelby Depot Park Project**
- **Resolution No. 104-2025 authorizing the purchase of City furnished amenities**

Ms. Arth inquired about whether the mist arbors were a substitute for a splash pad. Mr. Wright said the mist arbors were always in the design. Mayor Anthony stated the splash pad may be able to be added to the park at a later time.

ACTION TAKEN: Upon a motion made by Mr. Hopper, City Council voted unanimously to approve Ordinance No. 69-2025 entitled, "A BUDGET ORDINANCE AMENDMENT FOR THE CITY OF SHELBY'S DEPOT PARK PROJECT and Ordinance No. 70-2025 entitled "A BUDGET ORDINANCE AMENDMENT FOR THE CITY OF SHELBY'S DEPOT PROJECT."

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ACTION TAKEN: Upon a motion made by Ms. Arth, City Council voted unanimously to approve Resolution No. 102-2025 entitled, "A RESOLUTION AWARDING THE CONTRACT FOR THE CONSTRUCTION OF THE SHELBY DEPOT PARK PROJECT TO T.C. STRICKLAND CONSTRUCTION, INC." and Resolution No. 103-2025 entitled, "A RESOLUTION AUTHORIZING THE SELECTION OF TGS ENGINEERS BASED ON QUALIFICATIONS FOR PROFESSIONAL ENGINEERING SERVICES FOR CONSTRUCTION ENGINEERING INSPECTION (CEI) AND MATERIAL TESTING FOR THE SHELBY DEPOT PARK PROJECT," and Resolution No. 104-2025 entitled, "A RESOLUTION AUTHORIZING THE PURCHASE OF AMENITIES FOR THE SHELBY DEPOT PARK PROJECT UTILIZING "SOLE SOURCE" PURCHASE METHODS."

G. New Business

None

H. City Manager's Report:

Mr. Howell didn't have a City Manager's report; however, he addressed Mayor and Council with a few parting words as this is his last City Council meeting before retirement:

- **He recognized and thanked his wife Lori for attending tonight**
- **He's grateful for the opportunity to serve the past 20+ years as the City Manager for Shelby; stating it has been an honor and privilege to work with the current Council and Council members of the past**
- **He's proud of the great things and the leadership City Council has exhibited to move Shelby forward**
- **He mentioned that it has always been about "we" and all of us coming together to achieve great things for Shelby**
- **He mentioned that he was told when he accepted the job as Shelby's City Manager that Shelby's better days were behind them; he didn't believe that then, and has shown that wasn't the case**
- **He acknowledged that Council has always been supportive of him and our staff; there's always been kind words and support for the people that go out every day and deliver services to the citizens of Shelby; he emphasized how that support has impacted him to do his job**
- **He proudly wore three lapel pins tonight representing the three municipalities he has worked for – the City of Shelby, the City of Brevard and the Town of Boiling Springs; he stated he grew at all three places with his maturity, his confidence and in his decision-making; he's grateful for those communities that took a chance on hiring him**

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- He carries two things in his pocket – a cross that his father gave him – that reminds him of his faith and the importance of loving his neighbor; he tried to treat everyone the same with the same respect, but acknowledged he failed at times; the other item in his pocket - a Rotary Club coin – that he received in 1991 when he joined Rotary in Boiling Springs. The Rotary four-way test of the things we think, say or do
- He tried to be someone that you could rely on, someone that would stand up for our staff when they needed to be supported
- He acknowledged the great people in the room tonight have made the job worth coming to work every day; he won't miss the emails or the phone calls, but he will miss the staff
- He stated Council made an excellent choice in Justin Merritt as our next City Manager, he's a young, strong leader
- He doesn't plan to be seen or heard from unless needed; but he will watch with interest and be a cheerleader for the City of Shelby
- He said it has been his honor and privilege to work with all the folks in attendance and thanked them for all that has been done for him
- He wished everyone the best and for being a part of his city family and knows great things will continue to happen

I. Council Announcements and Remarks:

Mayor Anthony proudly presented Mr. Howell with a framed resolution highlighting his distinguished career as City Manager of Shelby. Mr. Howell humbly accepted the resolution and recognition.

Each Council member shared personal affirmations with Mr. Howell and gave their heartfelt wishes for a wonderful retirement and thanked him for the great work he has achieved while being our City Manager.

J. Closed Session:

ACTION TAKEN: Ms. Arth made a motion to enter a closed session pursuant to the appropriate North Carolina General Statutes as cited below. Mayor Anthony invited all Council members present, along with Mr. Lunsford, Mr. Yarboro, Chief Fraser, Mrs. Williams and Mrs. Hart to attend. The motion passed unanimously, and Council moved into closed session at 6:58 p.m.

1) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged pursuant to § 143-318.11(3).

2) Approval of Closed Session minutes for 2025

ACTION TAKEN: Upon a motion made by Mr. White, City Council voted unanimously to approve the Closed Session Minutes for 2025, dated January 6, 2025 – December 1, 2025

ACTION TAKEN: Pursuant to a motion by Mr. White, and the unanimous vote of all members present, Council returned to Open session at approximately 7:13 p.m.

K. Adjournment:

1) Motion to adjourn

ACTION TAKEN: Upon a motion made by Ms. Arth, City Council voted unanimously to adjourn the meeting at 7:17 p.m.

Respectfully submitted,

Carol Williams
City Clerk

O. Stanhope Anthony, III
Mayor

Minutes of December 15, 2025

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City of Shelby
Agenda Item Summary
January 12, 2026
City Hall Council Chambers

Agenda Item: C-2

2) Approval of a resolution honoring City Manager Rick Howell on the occasion of his retirement from employment with the City of Shelby: Resolution No. 105-2025

Consent Agenda Item: (Justin Merritt, City Manager)

Summary of Available Information:

- Resolution No. 105-2025

City Manager's Recommendation / Comments

This time is scheduled on your agenda to consider a resolution recognizing Rick Howell on the occasion of his retirement from employment. In keeping with policy Resolution No. 105-2025 will recognize him for having served the City faithfully for the past 20 years as the City Manager. He is to be congratulated! Mr. Howell is an experienced manager and will be greatly missed.

As is in keeping with current policy Mr. Howell has been presented with a framed resolution, a city lapel pin and a key to the City. It is customary and appropriate to recognize Rick Howell for his many years of service to the City. Mr. Howell's dedication to our City is to be admired.

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

It is recommended that Resolution No. 105-2025 be adopted and approved via the Consent Agenda.

RESOLUTION NO. 105-2025

A RESOLUTION HONORING CITY MANAGER RICK HOWELL ON THE OCCASION OF HIS RETIREMENT FROM EMPLOYMENT WITH THE CITY OF SHELBY

WHEREAS, on the occasion of his retirement from employment on January 1, 2026, it is fitting for City Council to express its appreciation to Rick Howell for his loyal service to the City of Shelby from August 11, 2005 to January 1, 2026 as Shelby City Manager; and,

WHEREAS, while serving as City Manager, Mr. Howell led several endeavors which have greatly benefited the City and will continue to do so in the future, including:

- **Expanding the City's Water, Sewer, Electric and Natural Gas utilities infrastructure**
- **Developing and promoting economic development through the Shell Building program and the Foothills Commerce Center**
- **Promoting and supporting the City's strategic growth planning efforts, which led to the Carolina Harmony Trail, the rebuild of the Shelby-Cleveland County Regional Airport terminal and T-Hangar construction projects, the Shelby City Parks and Recreation Sports Complex, improvements at Holly Oak Park, the creation of Hanna Park, the development of the Bobby Bell Pavilion, the First Broad River Trail, the City Hall Annex Building, Shelby Police Department's new building and Communications Center, the Uptown Streetscaping project, the improvements at the First Broad River Water Treatment Plant and the Wastewater Treatment Plant upgrades thus setting the City's course for future progress**
- **Leading through a pandemic, natural disasters, and a cyberattack**
- **Representing the City through various board appointments such as the Board of Directors of ElectriCities and the North Carolina Municipal Power Agency 1 (NCMPA1) Commissioner**

WHEREAS, during his tenure of service, Rick has been an exemplary leader for the City of Shelby, and has been an outstanding example of the caliber of City Manager necessary for the development of the good of the City; and,

WHEREAS, Rick's professionalism, work effort, and devotion to duty have led him to become a recipient of the Order of the Long Leaf Pine awarded by Governor Josh Stein; and,

WHEREAS, the City of Shelby is most grateful for the professional, community and personal contributions Rick has made to all the citizens, organizations and businesses within the Shelby community and to several organizations statewide.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Shelby City Council publicly express their sincere appreciation to Rick Howell for his outstanding performance of duty to the City of Shelby during the past 20 years, and extend the very best wishes for a successful, long, safe, and happy retirement. Mr. Howell will be missed both professionally and as a friend.

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

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Shelby to be affixed this the 15th day of December, 2025.

_____
O. Stanhope Anthony III
Mayor

ATTEST:

_____
Carol Williams, NCCMC
City Clerk

City of Shelby
Agenda Item Summary
January 12, 2026
City Hall Council Chambers

Agenda Item: C-3

3) Approval of a resolution honoring Dee Pollard Greene on the occasion of her retirement from employment with the City of Shelby: Resolution No. 1-2026

Consent Agenda Item: (Justin Merritt, City Manager)

Summary of Available Information:

- Resolution No. 1-2026

City Manager's Recommendation / Comments

This time is scheduled on your agenda to consider a resolution recognizing Dee Greene on the occasion of her retirement from employment. In keeping with policy Resolution No. 1-2026 will recognize her for having served the City faithfully for the past 31 years as a City Park employee and the Recreation Programs Superintendent. She is to be congratulated! Mrs. Greene will be greatly missed by her fellow park employees.

As is in keeping with current policy Mrs. Greene will be presented with a framed resolution, a city lapel pin and a key to the City. It is customary and appropriate to recognize Dee Greene for her many years of service to the City. Mrs. Greene's dedication to our City Park is to be admired.

Please join me in wishing her a healthy and happy retirement. She is scheduled to attend a February meeting of City Council for a formal presentation.

It is recommended that Resolution No. 1-2026 be adopted and approved via the Consent Agenda.

RESOLUTION NO. 1-2026

A RESOLUTION HONORING DEE POLLARD GREENE ON THE OCCASION OF HER RETIREMENT FROM EMPLOYMENT WITH THE CITY OF SHELBY

WHEREAS, on the occasion of her retirement from employment on January 1, 2026, it is fitting for City Council to express its appreciation to Dee Pollard Greene for her loyal service to the City of Shelby from January 11, 1995 to January 1, 2026 beginning as Program Supervisor and promoted to Recreation Programs Superintendent in 2021; and,

WHEREAS, Mrs. Greene has been a loyal team member in the continuing development of the City of Shelby Parks and Recreation Department; and,

WHEREAS, the City of Shelby is most grateful for the professional contributions Mrs. Greene has given to all the citizens and organizations within the Shelby community; and,

WHEREAS, Mrs. Greene contributed to the success of hundreds of young employees at Shelby Aquatics Center, summer day camp, and youth tennis; and,

WHEREAS, the City Council of the City of Shelby wishes to acknowledge and express its appreciation to Mrs. Greene for her nearly 31 years of employment, noting that Mrs. Greene will be missed both professionally and as a fellow co-worker.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council publicly express their sincere appreciation to Dee Pollard Greene and extend the very best wishes for a successful, long, safe, and happy retirement.

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

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Shelby to be affixed this the 2nd day of January, 2026.

_____
O. Stanhope Anthony III
Mayor

ATTEST:

_____
Carol Williams, NCCMC
City Clerk

City of Shelby
Agenda Item Summary
January 12, 2026
City Hall Council Chambers

Agenda Item: C-4

4) Approval of a resolution authorizing the selection of Stantec based on qualifications for professional engineering services related to the South Lafayette Street Waterline Replacement Project: Resolution No. 2-2026

Consent Agenda Item: (Ben Yarboro, Assistant City Manager)

Summary of Available Information:

- Memorandum dated January 7, 2026, from Ben Yarboro, Assistant City Manager to Justin Merritt, City Manager
- Memorandum dated December 31, 2025, from Brian Wilson, Director of Water Resources to Ben Yarboro, Assistant City Manager
- Ordinance No. 65-2025
- RFQ Advertisement
- RFQ Scoring Results
- Project Area Map
- Resolution No. 2-2026

City Manager's Recommendation / Comments

Resolution No. 2-2026 is presented for City Council consideration at this time. If approved, this resolution would authorize the selection of Stantec, based on qualifications, for professional engineering services related to the South Lafayette Street Waterline Replacement Project. This project will replace approximately 2,600 linear feet of waterline that is past its useful life. This project is also being coordinated with NCDOT to be completed in advance of their planned resurfacing of South Lafayette Street.

City Council previously appropriated funding in the amount of $750,000 for this project on December 1, 2025. The selection of the engineering firm is the first step in moving this project forward.

It is my recommendation that Resolution No. 2-2026 be adopted and approved by City Council at this time.

Shelby
NORTH CAROLINA
Post Office Box 207 · Shelby, NC 28151-0207

Memorandum

To: **Justin Merritt, City Manager**

From: **Ben Yarboro, Assistant City Manager**

RE: **Recommendation to select Stantec for the Professional Engineering Services for the South Lafayette Street Waterline Replacement Project**

Date: **January 7, 2026**

Background

As noted in the attached memorandum from Brian Wilson, Director of Water Resources, the City of Shelby identified a water line replacement project on S. Lafayette St. that is needed prior to NCDOT resurfacing S. Lafayette St. from US74 south to College Ave. The proposed water line replacement project is anticipated to replace approximately 2,600 linear feet of 6-inch main that dates back to the early 1900's with a new 8-inch main. As required by NC General Statutes, the City of Shelby completed a Request for Qualifications process for professional engineering firms related to provide the design work associated with the water line replacement. As noted by Mr. Wilson, City staff conducted a review of the six responses that were received, and recommends the selection of Stantec as the engineering firm to provide the necessary services related to this project based on the qualifications of their firm.

Recommendations

City staff recommends that the Shelby City Council approve the resolution selecting Stantec as the firm to perform the Professional Engineering Services related to the South Lafayette Street Waterline Replacement Project.

Please let me know if more information is required.

Attachments

Shelby
NORTH CAROLINA
Post Office Box 207 · Shelby, NC 28151-0207

Memorandum

To: **Ben Yarboro, Assistant City Manager**

From: **Brian Wilson, Director of Water Resources**

RE: **Recommendation to Award Professional Civil Engineering Services for the South Lafayette Street Waterline Replacement Project**

Date: **December 31, 2025**

Background

The existing 6-inch waterline along South Lafayette Street (installed in the early 1900s) extends approximately 2,600 linear feet between South Morgan Street and Morton Street and is well beyond its service life. This section has experienced an increasing number of water leaks and water main breaks in recent years, resulting in service interruptions, repeated street cuts, and reduced system reliability. The existing 6-inch water main also limits available fire flow and creates a hydraulic bottleneck between larger connecting mains.

This project has been advanced to align with NCDOT's planned repaving of South Lafayette Street from Broad Street to College Avenue, with final paving scheduled for completion by August 15, 2026. Completing the waterline replacement ahead of paving will help avoid future pavement cuts, reduce long-term maintenance costs, and improve both utility and roadway conditions.

The project will replace the existing 2,600 LF 6-inch water main with a new 8-inch ductile iron waterline between South Morgan Street and Morton Street, including valves, service reconnections to current standards, and associated appurtenances.

Council's adoption of the Capital Project Ordinance No. 65-2025 on December 1, 2025, established a $750,000 budget for this project.

Review

On November 24, 2025, City staff advertised a Request for Qualifications (RFQ) for Professional Civil Engineering Services for the South Lafayette Street Waterline

Replacement Project. The City received six (6) responses prior to the December 23, 2025 deadline from the following firms (listed in alphabetical order):

- Gavel & Dorn
- McAdams Engineering
- McGill & Associates
- Odom Engineering
- RK&K
- Stantec Consulting

A review committee consisting of four (4) City staff members completed independent evaluations and ranked each submittal. The committee assessed the firms based on relevant waterline design experience, familiarity with NCDOT requirements, past performance on similar municipal projects, project team qualifications, and the firm's understanding and ability to meet project schedule constraints.

Following completion of scoring and discussion of the results, the review committee determined that Stantec Consulting is the most qualified firm to provide Professional Civil Engineering Services for the South Lafayette Street Waterline Replacement Project.

Recommendation

City staff recommends that the Shelby City Council approve the resolution selecting Stantec Consulting as the firm to perform the Professional Civil Engineering Services for the South Lafayette Street Waterline Replacement Project.

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

Attachments:

- Ordinance No. 65-2025
- RFQ Advertisement
- RFQ Scoring Results
- Project Area Map

ORDINANCE NO. 65-2025

AN ORDINANCE ESTABLISHING A CAPITAL PROJECT ORDINANCE AND BUDGETS FOR THE CITY OF SHELBY'S SOUTH LAFAYETTE STREET WATERLINE REPLACEMENT PROJECT

WHEREAS, in accordance with applicable provisions of the North Carolina Budget and Fiscal Control Act, the City of Shelby finds it advisable and necessary to establish a capital project ordinance and budgets for the City of Shelby's South Lafayette Street Waterline Replacement Project; and

WHEREAS, it is necessary for the City to establish a budget for this capital project and appropriate applicable funds needed for the administration and construction of this project in order to comply with applicable provisions of the North Carolina Local Government Budget and Fiscal Control Act; and,

WHEREAS, G.S. 159-13.2 provides that a City may undertake the construction of a capital asset such as water utility infrastructure, by way of a capital project ordinance providing the necessary balanced budget and funding for the life of the project;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SHELBY, NORTH CAROLINA: The City of Shelby has identified a need to construct improvements to certain water system infrastructure in advance of roadway paving by the Department of Transportation on a state street. Accordingly, the following budget modifications are approved in accordance with the chart of accounts heretofore established for the City of Shelby.

Section 1. Appropriating Fund Balance:

Water Fund Balance Appropriated	61006000-39900	$300,000
System Improvements	610713-56000	($450,000)
Transfer to Water Capital Projects	610711-49611	$750,000

Section 2. The following revenues are available and amounts are hereby appropriated:

Revenues:		
Transferred from Water Fund	61106000-39610-61847	$750,000
Appropriation:		
Engineering	611716-42004-61847	$ 50,000
Construction	611716-53000-61847	$700,000

Section 3. The provisions of this capital project ordinance shall be entered in the minutes of the Shelby City Council and copies filed with the City Manager as Budget Officer, the Finance Director, and the City Clerk for their direction and guidance in receiving revenues and expending the monies due thereunder.

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

Adopted and Approved this the 1st day of December A.D. 2025.

O. Stanhope Anthony, III
Mayor

ATTEST:

Carol Williams
City Clerk

APPROVED AS TO FORM:

Jason Lunsford
City Attorney

Request for Qualifications

Engineering Services
for
South Lafayette Street Waterline Replacement Project

824 West Grover Street
Shelby, North Carolina 28150
Phone: (704) 484-6840 • Fax: (704) 484-6808
Website: www.cityofshelby.com

Advertisement Date: November 24, 2025

Overview/Purpose

The City of Shelby, North Carolina is requesting statements of qualifications from qualified professional civil engineering firms for design, permitting, bidding, and construction phase services for the South Lafayette Street Waterline Replacement project. The project generally consists of replacing aging 6-inch waterline within the NCDOT right-of-way along South Lafayette Street with new 8-inch ductile iron waterline, abandoning the existing line in place, and providing associated appurtenances. Work is expected to include new main alignment within the corridor, water service reconnections, fire hydrant replacements/reconnections, system tie-ins at intersecting streets, coordination with NCDOT and existing utilities, and preparation of plans, specifications, and bid documents, as well as construction oversight. The project may also include gravity sewer and manhole replacements within the project area to coordinate utility upgrades.

This project will have a defined final construction deadline based on NCDOT's paving schedule, with an end date of August 15, 2026. All work associated with the waterline replacement project must be completed before July 2026 to allow NCDOT to finalize paving.

Please ensure that your team can work within given time frame to complete this project before submitting qualifications.

The overall objectives of the project include the following:

- Planning, design, and permitting for the replacement of approximately 2,600 LF of 6" waterline with 8" waterline between S. Morgan St. and Morton St.
- Preparing bid documents and specifications.
- Provide assistance with bidding, bid tabulation, and recommendation.
- Construction phase administration and observation.

Scope of Work

To be considered for selection, the firm/team shall be qualified and capable to provide the necessary professional services associated with project tasks listed herein.

a. Planning, field surveys and mapping, geotechnical investigations, utility location, design and preparation of sealed drawings and construction documents (plans and specifications), and cost estimating.
b. Potentially perform geotechnical evaluations of the soil and rock conditions within the project limits and determine any impacts to the project.
c. Performing all project management and quality control/quality assurance duties for the survey, design, bidding, and construction oversight.
d. Prepare all necessary applications to secure required permits and approvals for construction by NCDEQ, NCDOT or any other necessary permitting agencies.
e. Provide assistance during the construction bidding process to include participation in the pre-bid conference, replying to requests for information, preparing a certified bid tabulation, and preparing a formal recommendation for award.
f. Construction Administration (if applicable) shall include conducting a pre-construction conference, review of project progress (inspections), review of shop drawings and submittals, certification of contractor requests for payment, preparation of pre-final and final punch lists and project closeout. Provide final survey of constructed extension and provide as-built drawings.

Qualification Submittal Instructions

I. Deadline

a. Qualification submittals must be received by 5:00 pm eastern time on Tuesday, December 23, 2025

II. Submittal Instructions – Please Follow All Instructions

a. Submittals should be emailed to:

Brad Greene; Water Resources Operations Manager
brad.greene@cityofshelby.com

Additional email submittal instructions/clarifications

1. The City's email system timestamp will govern whether a submittal is received before the deadline.
2. File should be single PDF with a max file size of 20 MB
3. Subject line should read: RFQ South Lafayette Street Waterline Replacement Project
4. The City is not responsible for email delivery failures including but not limited to file size rejection, spam filtering, firewall blocking, or server delays. It is the proposer's responsibility to ensure successful delivery.
5. Proposers are strongly encouraged to request a read receipt; however, acknowledgment of receipt by City staff is not guaranteed and is not required for the submittal to be considered timely.

III. RFQ Contact

The contact regarding this RFQ process is Brad Greene. Prospective applicants may make inquiries to obtain clarification of the requirements contained in this Request for Qualifications (RFQ). All inquiries must be submitted in writing by email to the following address: brad.greene@cityofshelby.com. All inquiries must be received by 5:00 pm on December 17th, 2025.

IV. Submittal Format

Submittals should be in PDF format. Submittals should be limited to 12 numbered pages excluding front and back covers and cover letter. Any pages over 12 will be disregarded. Please include in the email a contact person and their email and phone number(s). The following format is not required but is encouraged to provide consistency between submittals, aiding in evaluation and comparison. If the format is modified, please include the following information at a minimum:

i. **Cover Letter (Can be in body of email and does not count against 12 page limit):** Project statement, name of firm, and the name, address, telephone number, and email address of a contact person for questions concerning the qualification submittal.

ii. **Firm/Team Background:** Provide a narrative of your firm's prior experience and qualifications with projects of similar size and complexity. A general description of

the team's capabilities, including information related to the history, overall size, location of company headquarters, and local office location.

iii. **Project Team:** Provide a list of the project team members, including the office location where they currently work, and identify the responsibility of each team member. For proposed sub-consultants, please provide the name of each firm, the office location, contact name, and telephone number and the services to be provided. Provide a project team organizational chart identifying the technical team members, including sub-consultants, proposed for this assignment, their availability and a brief resume of each team member to include specific experience, project role and office location where they currently work. Only staff to be directly involved in the execution of the project shall be included with attention given to the project manager and technical staff.

iv. **Firm/Team Experience:** Briefly summarize the firm/team's municipal water distribution system planning, design, and construction experience within the last five (5) years. Select up to three (3) waterline projects completed in the Carolinas that are similar in scope and magnitude to this project, and identify the role, if any, the proposed project team members were involved. Provide references for each project, including name, position, physical address, phone number, and email address.

v. **References:** Provide the name, address, and telephone number of at least three (3) references familiar with the quality of work done by your firm of similar nature as contained in the above Scope of Work. If the referenced work was performed for the City of Shelby, then the name of the project(s) is all that is required.

vi. **Project Understanding/Approach:** Based upon the information presented herein, provide a description of the overall approach the firm/team will take to complete the project. Provide a preliminary schedule to show how the firm/team will complete the project on time.

vii. **Other Supporting data:** Include any other information you feel to be relevant to the selection of your firm/team.

Evaluation Criteria

Qualification submittals should address all aspects of the RFQ and clearly express an understanding of the requirements and qualifications to conduct these services in a thorough and efficient manner. Evaluation of qualification submittals will be performed by the City of Shelby. Qualification submittals will be evaluated on the firm's ability to meet the requirements of this RFQ. Some evaluation criteria, among other factors, will include:

1. **Qualifications of the Firm/Team, Including Personnel:** Preference shall be given to those firm/teams and personnel with experience in municipal water distribution system planning, design, permitting, and construction.
2. **Overall Qualifications of the Project Manager and Project Team:** Identify the Project Manager/Engineer and Project Team who will be assigned to the project, including office location. Preference shall be given to those with experience in items listed in the above Scope of Work and any familiarity with the region and permitting agencies.

3. **Relevant Project Experience:** Preference shall be given to project team personnel (especially the project manager) with similar projects and a demonstrated working relationship with North Carolina regulatory agencies.
4. **Response Capability/Project Understanding:** Preference shall be afforded to those firms which in the opinion of the City of Shelby will be most able to complete all requirements as specified in this Request for Qualifications (RFQ), and firms/teams that have a detailed understanding of the project requirements and can complete the project within the needed timeframe to accommodate NCDOT paving.

Candidate firms may be asked to present a qualifications presentation to City staff before the final selection is made. Final selection and contracting will be subject to approval by the City of Shelby.

Design Schedule

It is anticipated that the design associated with this waterline project will begin in January 2026 with substantial design completion by early Q2 2026 to allow construction completion by July 2026.

Administrative Information

a. All qualification submittals shall become the property of the City of Shelby upon submission and will only be returned at the City's option. Any restrictions on the use of the data contained within must be clearly stated in the submittal itself.
b. The cost of preparing, submitting and presenting a submittal is the sole expense of the consultant. The City of Shelby is not liable for any costs prior to issuance of a signed contract.
c. The City of Shelby reserves the right to reject any and all qualification submittals, to consider alternatives, to waive irregularities and to re-solicit a Request for Qualifications.
d. The City of Shelby reserves the right to cancel the RFQ in part or in its entirety. This solicitation of qualifications in no way obligates the City to award a contract.
e. The City of Shelby makes no guarantees to any proposing firm until such time the City approves the negotiated contract.
f. The City of Shelby will provide information and assistance in this project where available.

Nondiscrimination

The City of Shelby complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal and state financial assistance. Therefore, the City of Shelby does not discriminate on the basis of race, sex, color, age, national origin, religion or disability, in the admission, access to and treatment in the City's programs and activities.

RFQ Scoring Results

Post Office Box 207 · Shelby, NC 28151-0207

Professional Civil Engineering Services for the South Lafayette Waterline Replacement Project

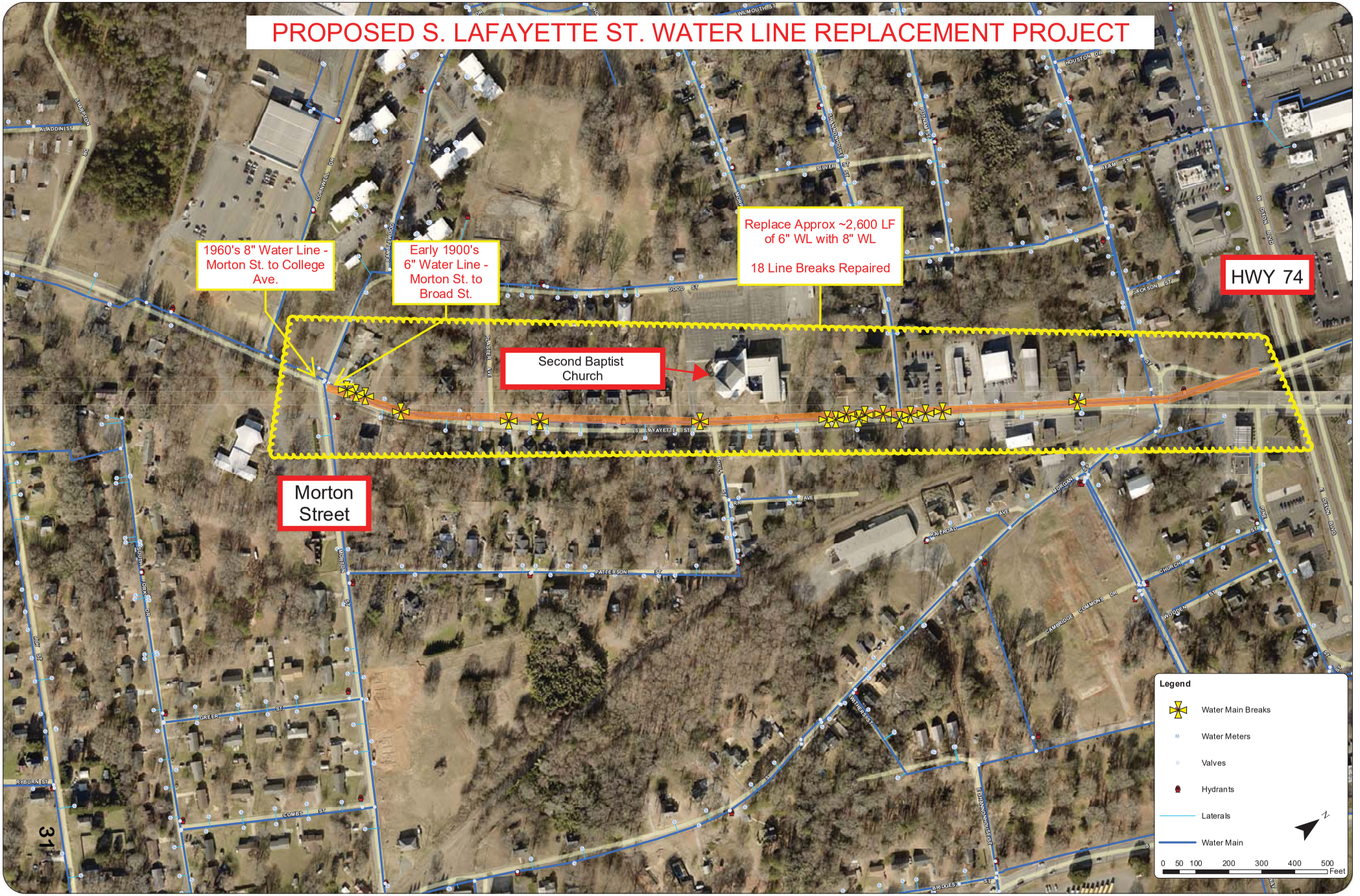
The Selection Committee evaluated the six (6) firms that submitted Statements of Qualifications in response to the RFQ. Each committee member ranked all firms from 1 to 6, where 1 = least qualified and 6 = most qualified, based solely on the information provided in the submitted qualifications.

For each firm, the individual rankings from all evaluators were averaged to produce an Average Rank. The firm with the highest Average Rank is recommended for selection.

	Committee Member 1	Committee Member 2	Committee Member 3	Committee Member 4	Average Rank
Stantec Consulting	6	6	6	4	**5.5**
RK&K	5	4	5	6	**5**
McGill & Associates	4	5	5	1	**3**
McAdams Engineering	3	3	3	3	**3**
Odom Engineering	2	1	1	5	**2**
Gavel and Dorn	1	3	2	2	**2**

Firm Recommended: **Stantec Consulting**

Date: **12/30/2025** Signature: *Brad Greene*


PROPOSED S. LAFAYETTE ST. WATER LINE REPLACEMENT PROJECT
1960's 8" Water Line - Morton St. to College Ave.
Early 1900's 6" Water Line - Morton St. to Broad St.
Replace Approx ~2,600 LF of 6" WL with 8" WL
18 Line Breaks Repaired
HWY 74
Second Baptist Church
Morton Street
Legend
Water Main Breaks
Water Meters
Valves
Hydrants
Laterals
Water Main
0 50 100 200 300 400 500 Feet

RESOLUTION NO. 2– 2026

A RESOLUTION AUTHORIZING THE SELECTION OF STANTEC BASED ON QUALIFICATIONS FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO THE SOUTH LAFAYETTE STREET WATERLINE REPLACEMENT PROJECT

WHEREAS, the City of Shelby desires to replace approximately 2,600 linear feet of aging 6-inch water main along South Lafayette Street between South Morgan Street and Morton Street with new 8-inch ductile iron waterline, including associated valves, service reconnections, and appurtenances; and

WHEREAS, the City advertised a Request for Qualifications on November 24, 2025, for Professional Civil Engineering Services for the Project; and

WHEREAS, the City received six (6) responses by the December 23, 2025 deadline from the following firms: Gavel & Dorn, McAdams, McGill, Odom Engineering, RK&K, and Stantec; and

WHEREAS, a committee of City staff reviewed and independently evaluated the RFQ submittals based on qualifications, relevant waterline design experience, familiarity with NCDOT requirements, past performance on similar municipal projects, project team qualifications, and the ability to meet the Project schedule; and

WHEREAS, based on the evaluation and scoring process, the review committee determined that Stantec is the most qualified firm to provide Professional Civil Engineering Services for the Project; and

WHEREAS, the City Council desires to select Stantec to enter into negotiations with the City for the scope of services and fee consistent with applicable North Carolina procurement requirements for professional services.

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

Section 1. The City Council of the City of Shelby hereby authorizes the City Manager or his designee to enter into negotiations with Stantec in accordance with North Carolina General Statute 143-64.31 to negotiate a contract for the above referenced project.

Section 3. The City Manager or his designee is hereby authorized to execute a contract with Stantec after successful negotiations.

Section 2. If a fair and reasonable fee cannot be negotiated with Stantec, negotiations will be terminated and initiated with the next most qualified firm and upon successful negotiations, a contract is authorized to be executed by the City Manager or his designee.

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

Adopted and Approved this the 12th day of January 2026.

O. Stanhope Anthony III
Mayor

ATTEST:

Carol Williams
City Clerk

City of Shelby
Agenda Item Summary
January 12, 2026
City Hall Council Chambers

Agenda Item: C-5

5) Management Reports:

   a) Monthly Financial Summary – November 2025

Consent Agenda Item: (Justin Merritt, City Manager)

Summary of Available Information:

- November 2025 Monthly Financial Report

City Manager's Recommendation / Comments

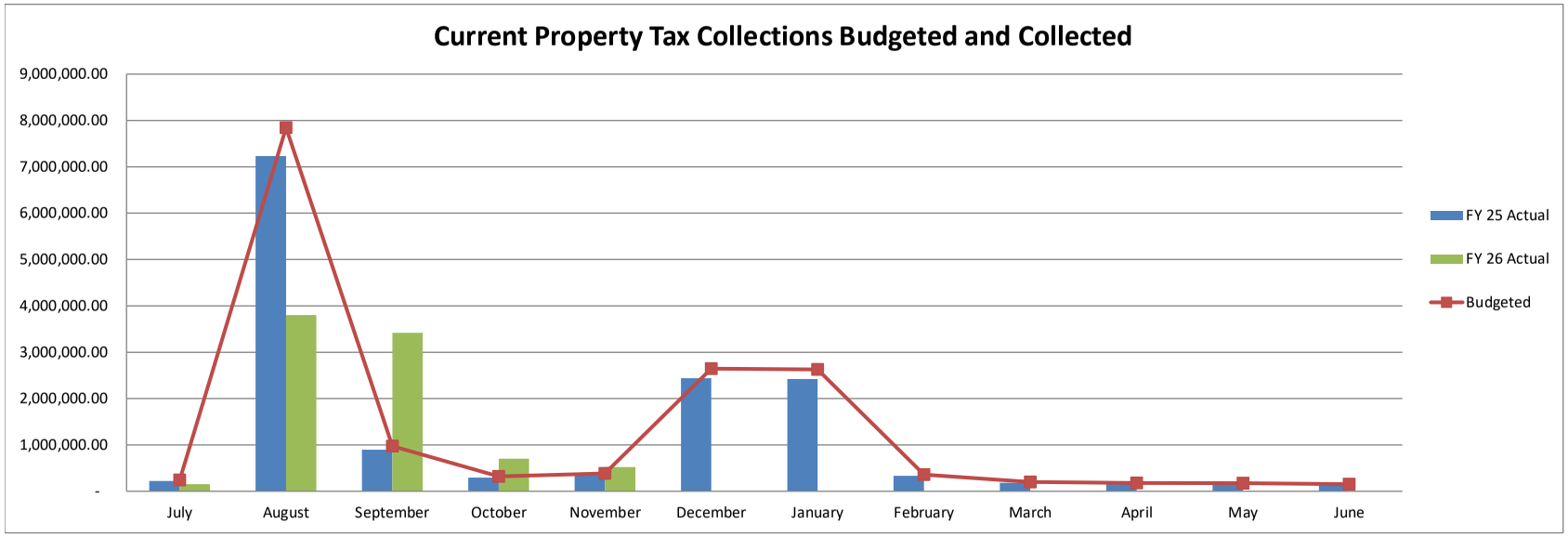
The above listed report is for City Council information and is placed on the agenda to ensure documentation that it was formally presented by management during a regular meeting.



Monthly Financial Summary
November 2025

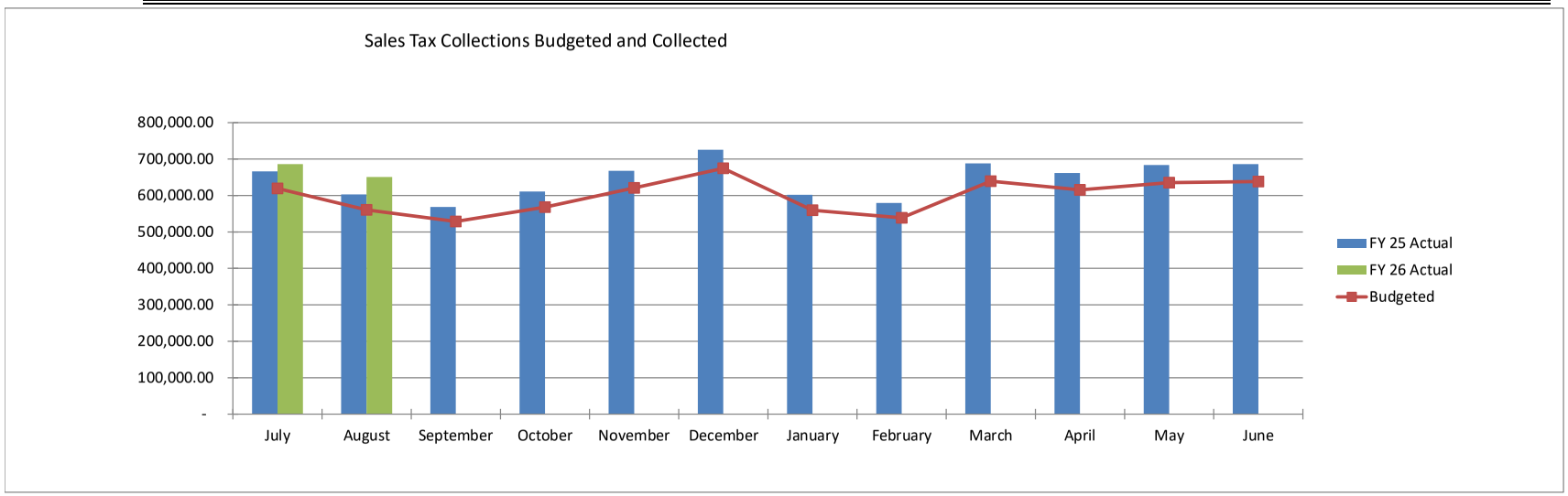
City of Shelby
Current Property Tax Collections
FY 2026
11001000-31001

	July	August	September	October	November	December	January	February	March	April	May	June	Totals
Budget	242,321.20	7,844,377.99	973,670.18	318,832.09	383,712.22	2,644,966.98	2,626,745.61	361,330.43	199,019.67	178,213.51	173,829.76	152,980.37	16,100,000.00
FY 2025	223,311.75	7,229,007.66	897,288.38	293,820.57	353,611.03	2,437,476.44	2,420,684.49	332,985.03	183,407.11	164,233.14	160,193.28	140,979.47	14,836,998.35
FY 2026	152,288.11	3,802,653.19	3,421,249.27	702,307.40	522,736.39								8,601,234.36
% of Budget	0.95%	23.62%	21.25%	4.36%	3.25%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	53.42%
Variance	(90,033.09)	(4,041,724.80)	2,447,579.09	383,475.31	139,024.17	(2,644,966.98)	(2,626,745.61)	(361,330.43)	(199,019.67)	(178,213.51)	(173,829.76)	(152,980.37)	(7,498,765.64)



City of Shelby
Sales Tax Collections
FY 2026
GL #11001000-32101

	July (Oct)	August (Nov)	September (Dec)	October (Jan)	November (Feb)	December (Mar)	January (Apr)	February (May)	March (June)	April (July)	May (August)	June (September)	Totals
Budget	619,252.11	560,825.89	528,780.78	567,941.02	621,072.38	674,618.19	559,917.99	538,807.06	639,635.64	615,457.12	635,525.75	638,166.08	7,200,000.00
FY 2025	666,057.91	603,215.58	568,748.36	610,868.50	668,015.76	725,608.80	602,239.06	579,532.47	687,982.12	661,976.08	683,561.58	686,401.48	7,744,207.70
FY 2026	686,327.50	650,790.30											1,337,117.80
% of Budget	9.53%	9.04%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	18.57%
Variance	67,075.39	89,964.41	(528,780.78)	(567,941.02)	(621,072.38)	(674,618.19)	(559,917.99)	(538,807.06)	(639,635.64)	(615,457.12)	(635,525.75)	(638,166.08)	(5,862,882.20)



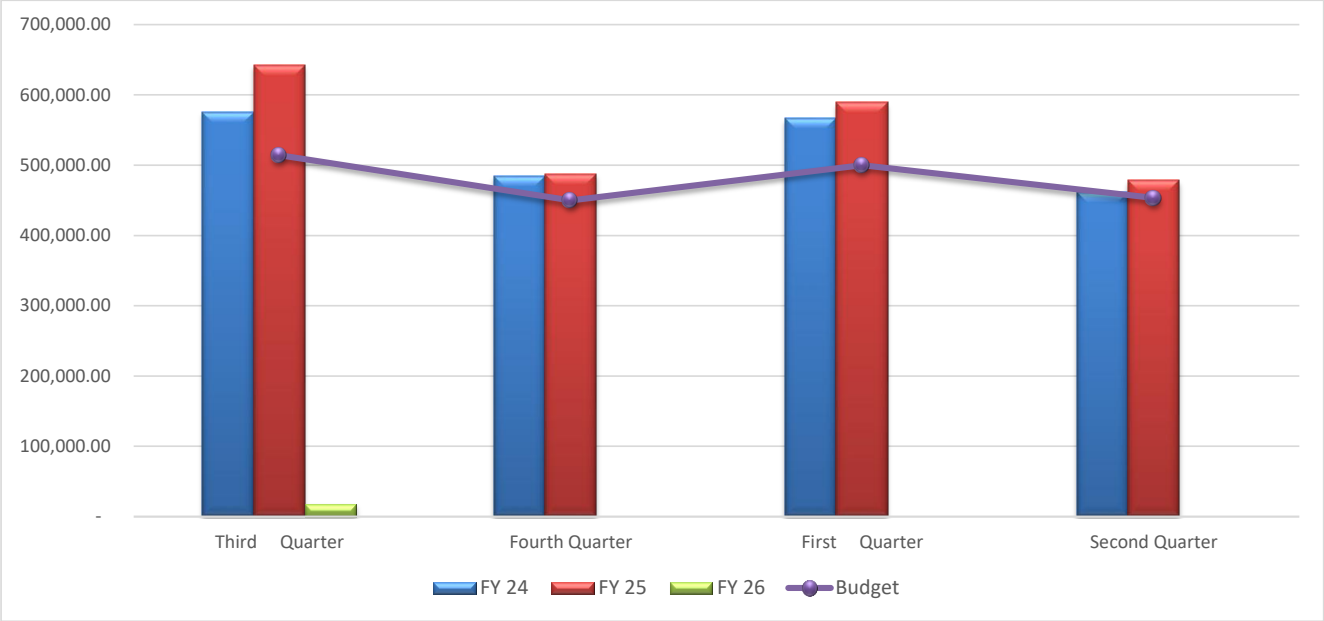
Notes:

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-13-5.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/salesdistribution_articles.pdf

City of Shelby
Utility Sales Tax Distribution (Formerly Utility Franchise Tax)
Last Three Years
GL #11001000-33101

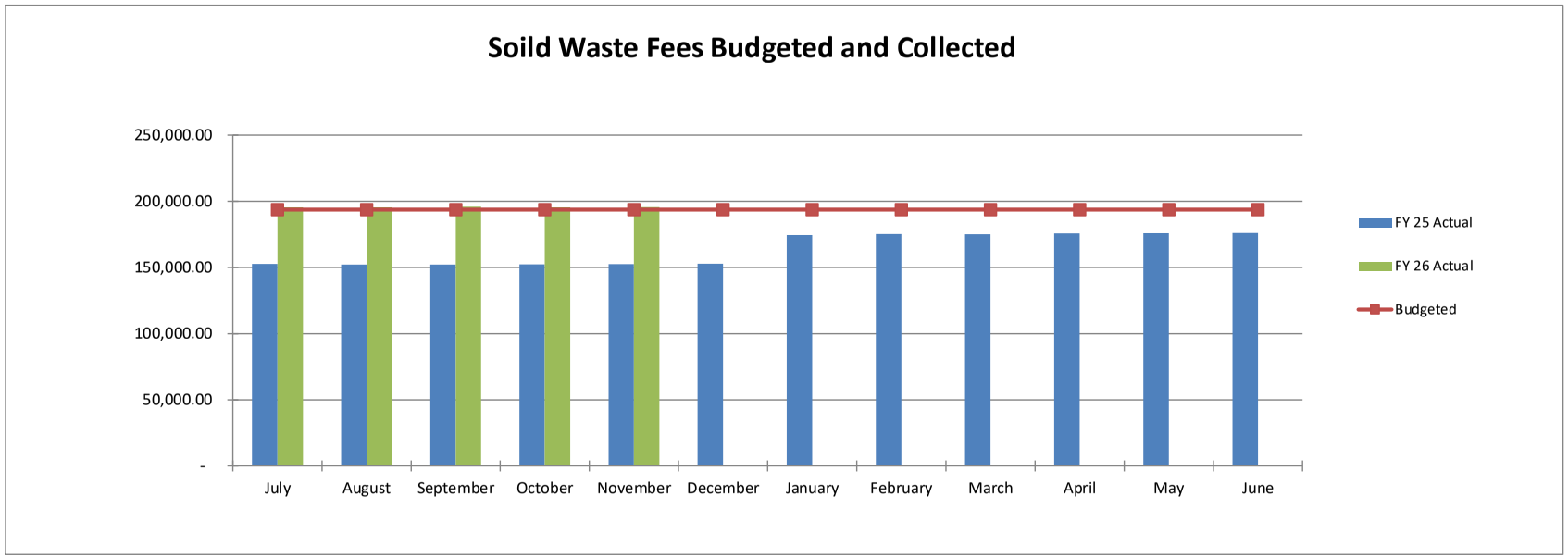
	Third Quarter	Fourth Quarter	First Quarter	Second Quarter	Totals
Collection Period:	(July-Sept.)	(Oct.-Dec.)	(Jan.-Mar.)	(Apr.-June)	
Received in:	December	March	June	September	
FY 24	575,545.63	484,885.74	566,199.32	461,664.29	2,088,294.98
FY 25	642,248.85	487,409.61	588,889.85	478,128.64	2,196,676.95
FY 26	17,832.39				17,832.39
Budget	514,196.77	449,892.13	499,995.14	453,354.97	1,917,439.00
% of Budget	0.93%	0.00%	0.00%	0.00%	0.93%



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.

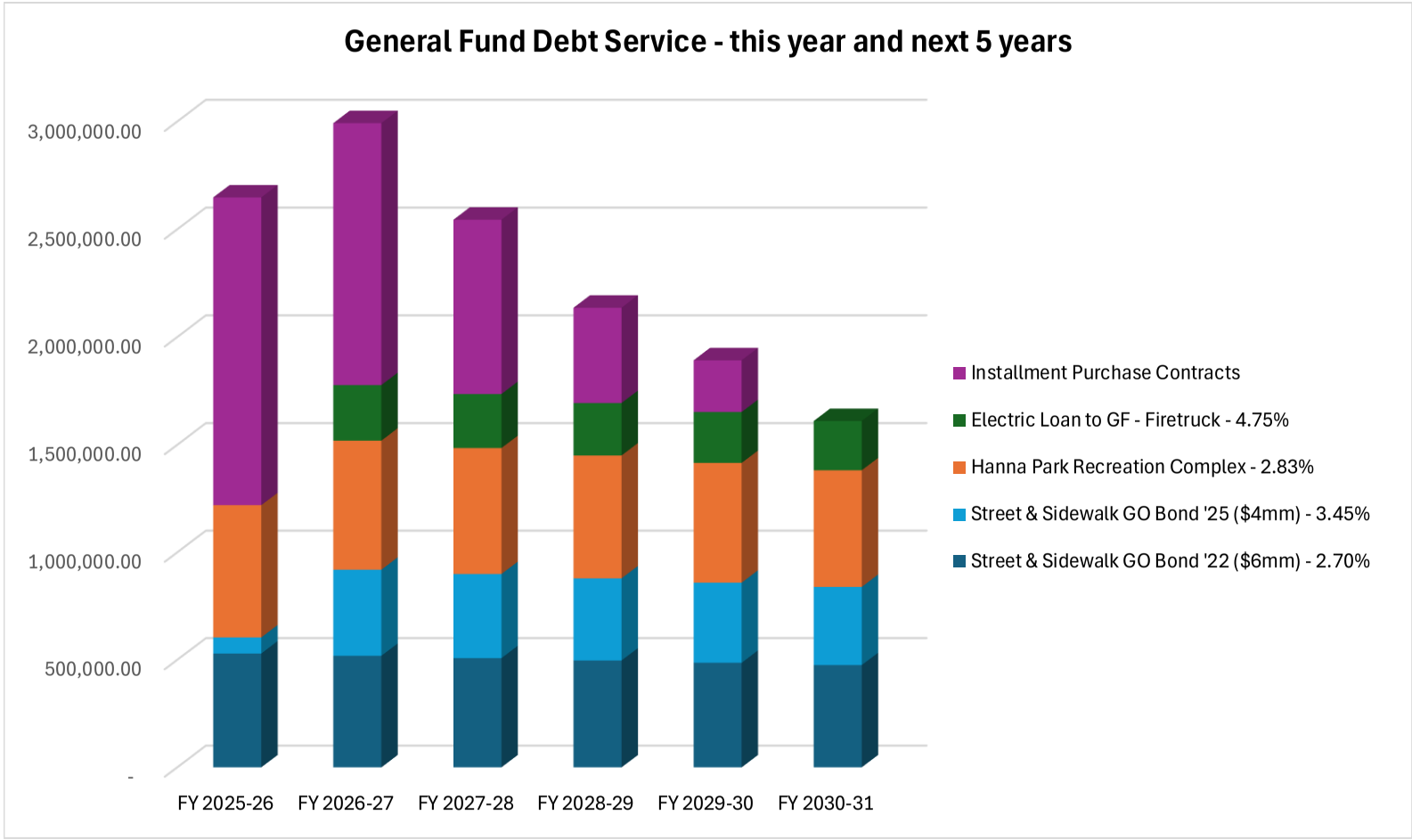
City of Shelby
Solid Waste Fees
FY 2026
GL #11007000-36101

	July	August	September	October	November	December	January	February	March	April	May	June	Totals
Budget	193,750.00	193,750.00	193,750.00	193,750.00	193,750.00	193,750.00	193,750.00	193,750.00	193,750.00	193,750.00	193,750.00	193,750.00	2,325,000.00
FY 2025	152,721.44	152,242.65	152,213.17	152,415.46	152,523.81	152,835.98	174,434.73	175,218.54	175,205.29	175,837.60	175,989.60	176,035.92	1,967,674.19
FY 2026	195,522.25	195,548.47	195,931.48	195,553.05	195,622.92								978,178.17
% of Budget	8.41%	8.41%	8.43%	8.41%	8.41%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	42.07%
Variance	1,772.25	1,798.47	2,181.48	1,803.05	1,872.92	(193,750.00)	(193,750.00)	(193,750.00)	(193,750.00)	(193,750.00)	(193,750.00)	(193,750.00)	(1,346,821.83)
Res. Accts:	8,057	8,054	8,078	8,052	8,049								
Comm. Accts:	694	695	689	699	701								



DEBT SERVICE - GENERAL FUND	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31
General Obligation Bonds						
Street & Sidewalk GO Bond '22 ($6mm) - 2.70%						
Principal	400,000.00	400,000.00	400,000.00	400,000.00	400,000.00	400,000.00
2.70% Interest	129,600.00	118,800.00	108,000.00	97,200.00	86,400.00	75,600.00
Debt Retired in 2037	529,600.00	518,800.00	508,000.00	497,200.00	486,400.00	475,600.00
Street & Sidewalk GO Bond '25 ($4mm) - 3.45%						
Principal		267,000.00	267,000.00	267,000.00	267,000.00	267,000.00
3.45% Interest	74,750.00	133,394.25	124,182.75	114,971.25	105,759.75	96,548.25
Debt Retired in 2041	74,750.00	400,394.25	391,182.75	381,971.25	372,759.75	363,548.25
TOTAL GO BONDS	604,350.00	919,194.25	899,182.75	879,171.25	859,159.75	839,148.25
Installment Purchase Contracts						
Hanna Park Recreation Complex - 2.83%	615,024.66	600,497.33	585,970.00	571,442.66	556,915.33	542,388.00
2.83% Debt Retired in 2032						
Electric Loan to GF - Firetruck - 4.75%						
4.75% Debt Retired in 15 years		257,871.10	250,718.48	243,565.85	236,413.22	229,260.59
FY 21 Installment Purchase	127,738.36		-	-		
Debt Retired in 2026						
FY 22 Installment Purchase	313,080.27	313,080.27		-		
Debt Retired in 2027						
FY 23 Installment Purchase - Radios	274,873.35	274,873.35	274,873.35			
Debt Retired in 2028						
FY 23 Installment Purchase	270,763.83	185,002.09	91,725.01			
Debt Retired in 2028						

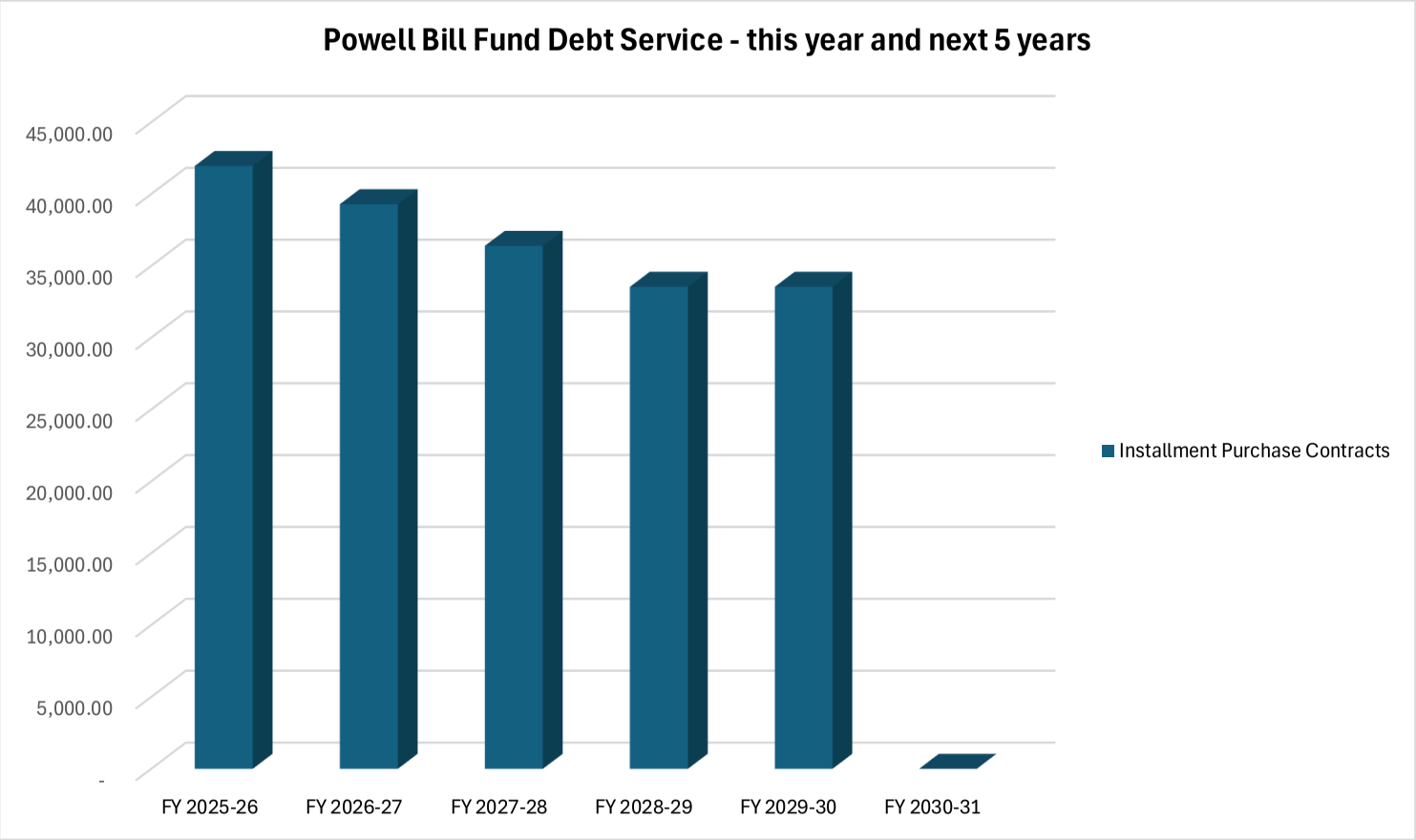
DEBT SERVICE - GENERAL FUND	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31
FY 24 Installment Purchase	202,319.05	202,319.05	202,319.05	202,319.05		
Debt Retired in 2029						
FY 25 Installment Purchase	239,824.82	239,824.82	239,824.83	239,824.82	239,824.83	
Debt Retired in 2030						
subtotal Installment	1,428,599.68	1,215,099.58	808,742.24	442,143.87	239,824.83	
Total Debt Service - General Fund	2,647,974.34	2,992,662.26	2,544,613.46	2,136,323.62	1,892,313.13	1,610,796.84



City of Shelby
YTD Budget Report
November 30, 2025 (41.67% of Fiscal Year)

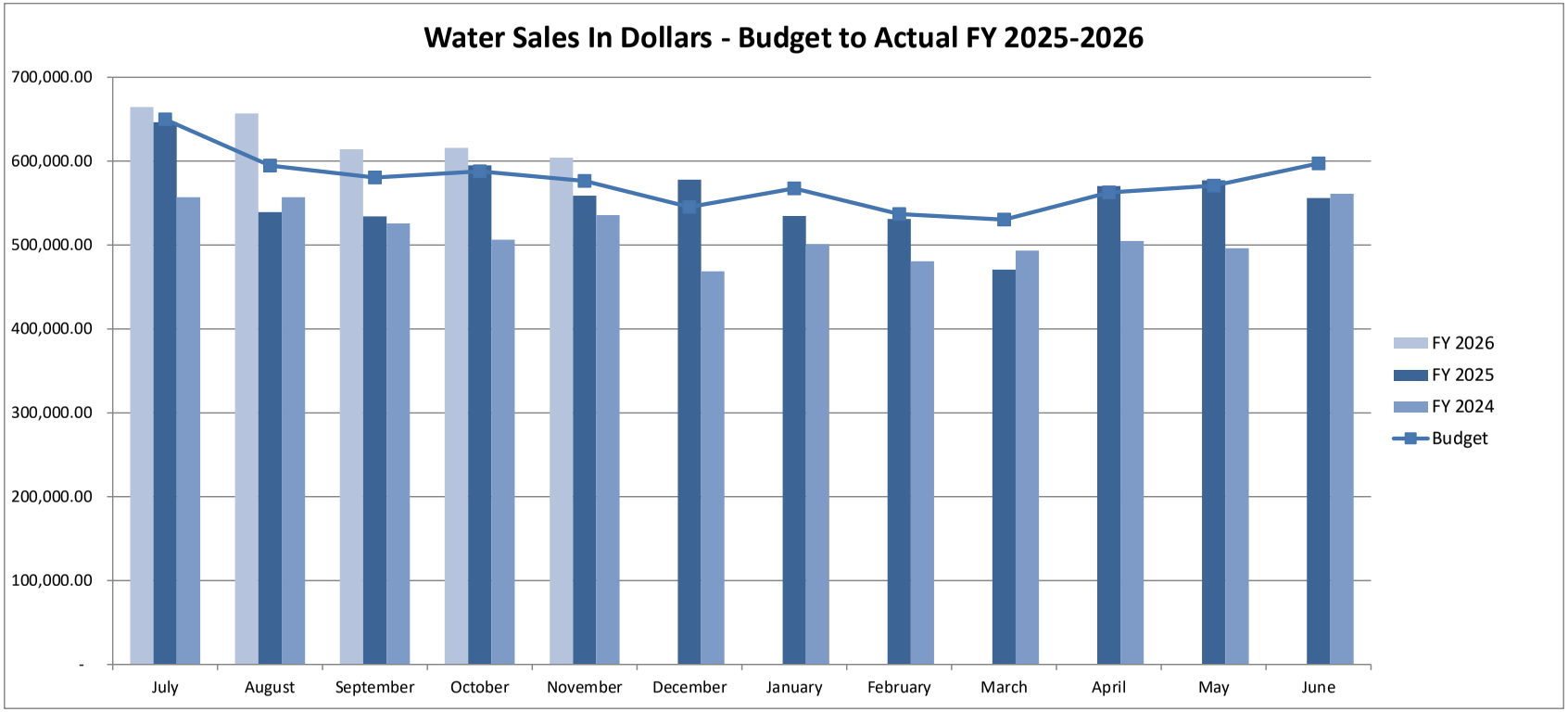
ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
Total 110411 GOVERNING BOARD	107,539	107,539	41,389.81	1,699.67	64,450	40.10 %
Total 110412 ADMINISTRATION	1,104,304	1,104,304	325,907.52	3,780.92	774,616	29.90 %
Total 110413 FINANCE	979,401	979,401	411,016.15	0.00	568,385	42.00 %
Total 110414 PURCHASING	85,461	85,611	36,311.09	1,629.97	47,670	44.30 %
Total 110416 HUMAN RESOURCES	484,007	484,007	185,975.64	0.00	298,031	38.40 %
Total 110419 CUSTOMER SERVICE	28,381	31,806	-16,679.57	4,977.76	43,507	-36.80 %
Total 110420 INFORMATION SERVICES	868,372	878,966	325,318.25	72,932.94	480,714	45.30 %
Total 110421 METER SERVICE	3	3	-35,386.53	62,674.18	-27,285	100.00 %
Total 110425 GARAGE	842,940	1,007,078	343,080.60	119,834.20	544,163	46.00 %
Total 110427 CITY HALL	143,400	143,400	52,501.21	0.00	90,899	36.60 %
Total 110428 CITY HALL ANNEX	94,400	94,400	24,471.58	0.00	69,928	25.90 %
Total 110431 POLICE	9,752,628	9,819,981	4,295,144.58	54,533.36	5,470,303	44.30 %
Total 110433 COMMUNICATION	1,007,565	1,009,420	359,734.54	0.00	649,686	35.60 %
Total 110434 FIRE	6,260,790	6,296,798	2,854,793.06	17,134.07	3,424,871	45.60 %
Total 110435 BUILDING INSPECTIONS	619,995	619,995	219,826.46	27,800.00	372,369	39.90 %
Total 110451 STREETS	1,577,625	1,577,674	593,138.08	128.33	984,407	37.60 %
Total 110453 AIRPORT	749,585	752,585	321,119.57	56,481.47	374,984	50.20 %
Total 110471 SOLID WASTE	2,434,500	2,442,005	835,991.66	369,345.54	1,236,668	49.40 %
Total 110491 GIS	92,876	100,552	70,815.01	388.44	29,349	70.80 %
Total 110493 PLANNING SERVICES	943,868	963,161	324,667.53	129,717.11	508,777	47.20 %
Total 110495 SPECIAL APPROPRIATIONS	3,611,500	5,939,632	2,644,494.54	0.00	3,295,137	44.50 %
Total 110612 PARKS & RECREATION	1,831,665	1,831,665	762,163.03	1,366.13	1,068,136	41.70 %
Total 110613 MAINTENANCE GROUNDS &	1,864,895	1,866,847	670,126.50	34,600.76	1,162,120	37.70 %
Total 110 GENERAL FUND	35,485,700	38,136,829	15,645,938.71	959,024.85	21,531,865	43.50 %

DEBT SERVICE - POWELL BILL FUND	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31
Installment Purchase Contracts						
FY 23 Installment Purchase						
Debt Retired in 2028	8,412.74	5,748.09	2,849.93			
FY 25 Installment Purchase						
Debt Retired in 2030	33,541.34	33,541.34	33,541.33	33,541.34	33,541.34	
Total Debt Service - Powell Bill Fund	41,954.08	39,289.43	36,391.26	33,541.34	33,541.34	-



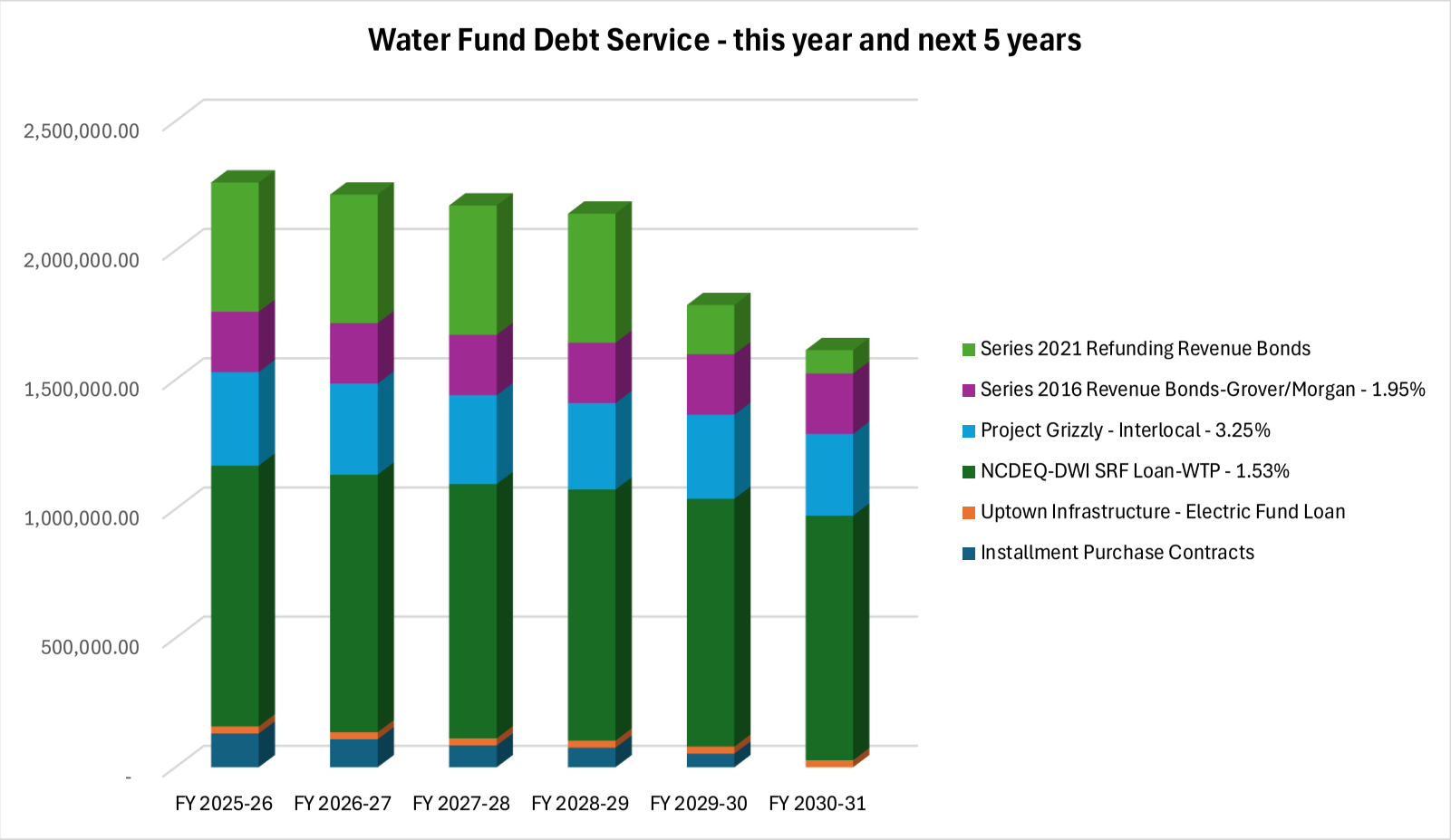
City of Shelby
Water Revenue Budget to Actual
FY 2026

	July	August	September	October	November	December	January	February	March	April	May	June	Total
FY 2026 Budget													
Inside Water													
Useage	155,504	132,362	127,741	133,188	128,740	122,238	128,933	119,174	117,121	127,375	130,371	139,111	1,561,857
Dollars	582,711.74	525,053.53	513,424.54	523,159.70	514,064.98	490,601.23	506,823.26	482,480.55	477,291.36	503,300.15	513,057.99	537,071.94	6,169,040.97
Outside Water													
Useage	15,047	15,861	14,983	14,447	13,731	11,585	13,104	11,479	11,032	12,931	12,465	13,051	159,717
Dollars	67,078.47	69,616.99	66,986.17	64,677.62	62,428.34	54,860.73	60,588.61	54,439.17	53,000.14	59,295.10	57,855.68	60,132.02	730,959.03
Totals													
Useage	170,551	148,223	142,724	147,636	142,471	133,823	142,036	130,653	128,153	140,306	142,835	152,162	1,721,574
Dollars	649,790.21	594,670.52	580,410.71	587,837.32	576,493.32	545,461.96	567,411.87	536,919.72	530,291.50	562,595.25	570,913.67	597,203.96	6,900,000.00
FY 2026 Actual													
Inside Water													
Useage	154,108	140,952	125,487	126,181	124,246	-	-	-	-	-	-	-	670,974
Dollars	599,890	592,290	542,402	552,164	544,290	-	-	-	-	-	-	-	2,831,035.66
Outside Water													
Useage	14,217	14,466	16,420	14,056	12,973	-	-	-	-	-	-	-	72,132
Dollars	64,527	64,574	71,643	63,792	59,823	-	-	-	-	-	-	-	324,360
Totals													
Useage	168,325	155,418	141,907	140,237	137,219	-	-	-	-	-	-	-	743,106
Dollars	664,417	656,865	614,045	615,956	604,113	-	-	-	-	-	-	-	3,155,395.50
Variance													
Inside Water													
Useage	(1,396)	8,590	(2,254)	(7,007)	(4,494)	(122,238)	(128,933)	(119,174)	(117,121)	(127,375)	(130,371)	(139,111)	(890,883)
Dollars	17,178.13	67,236.72	28,977.25	29,004.24	30,224.83	(490,601.23)	(506,823.26)	(482,480.55)	(477,291.36)	(503,300.15)	(513,057.99)	(537,071.94)	(3,338,005.31)
Outside Water													
Useage	(830)	(1,395)	1,437	(391)	(758)	(11,585)	(13,104)	(11,479)	(11,032)	(12,931)	(12,465)	(13,051)	(87,585)
Dollars	(2,551.45)	(5,042.59)	4,656.96	(885.33)	(2,605.34)	(54,860.73)	(60,588.61)	(54,439.17)	(53,000.14)	(59,295.10)	(57,855.68)	(60,132.02)	(406,599)
Totals													
Useage	(2,226)	7,195	(817)	(7,399)	(5,252)	(133,823)	(142,036)	(130,653)	(128,153)	(140,306)	(142,835)	(152,162)	(978,468)
Dollars	14,626.68	62,194.13	33,634.21	28,118.91	27,619.49	(545,461.96)	(567,411.87)	(536,919.72)	(530,291.50)	(562,595.25)	(570,913.67)	(597,203.96)	(3,744,604.50)


Water Sales In Dollars - Budget to Actual FY 2025-2026
700,000.00
600,000.00
500,000.00
400,000.00
300,000.00
200,000.00
100,000.00
-
July
August
September
October
November
December
January
February
March
April
May
June
FY 2026
FY 2025
FY 2024
Budget

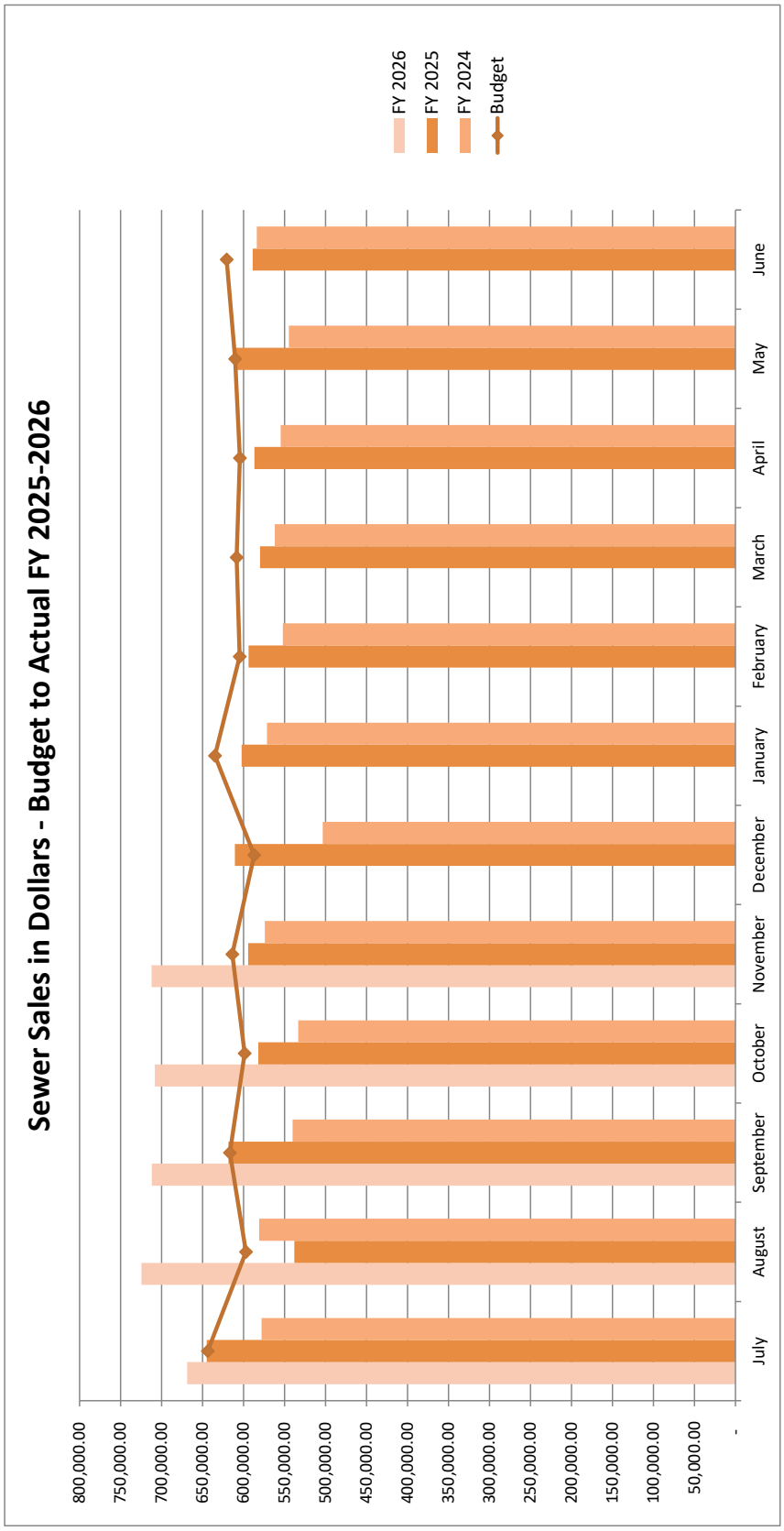
DEBT SERVICE - WATER FUND	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31
Revenue Bonds						
Series 2021 Refunding Revenue Bonds						
Principal	470,516.88	474,598.56	484,259.94	490,006.96	187,000.00	90,000.00
Interest	29,097.59	22,504.52	15,822.83	9,024.53	3,220.00	630.00
Debt Retired in 2031	499,614.47	497,103.08	500,082.77	499,031.49	190,220.00	90,630.00
Series 2016 Revenue Bonds-Grover/Morgan - 1.95%						
Principal	206,744.67	210,795.85	214,836.41	219,137.91	223,431.93	229,985.76
1.95% Interest	26,655.33	22,604.15	18,473.59	14,262.09	9,968.07	3,368.76
Debt Retired in 2032	233,400.00	233,400.00	233,310.00	233,400.00	233,400.00	233,354.52
NCDEQ-DWI SRF Loan-WTP - 1.53%	*Water Treatment Plant*					
Principal	821,392.50	821,392.50	821,392.50	821,392.50	821,392.50	821,392.50
1.53% Interest	188,509.58	175,942.28	163,374.96	150,807.66	138,240.36	125,673.06
Debt Retired in 2040	1,009,902.08	997,334.78	984,767.46	972,200.16	959,632.86	947,065.56
Project Grizzly - Interlocal - 3.25%						
Principal	298,570.05	298,570.05	298,570.05	298,570.05	298,570.05	298,570.05
3.25% Interest	63,396.35	54,339.73	45,283.11	36,226.49	27,169.86	18,113.24
Debt Retired in 2032	361,966.40	352,909.78	343,853.16	334,796.54	325,739.92	316,683.29

Installment Purchase Contracts						
Uptown Infrastructure - Electric Fund Loan	27,250.00	27,250.00	27,250.00	27,250.00	27,250.00	27,250.00
Debt Retired in 2038						
FY 21 Installment Purchase	14,366.13	-	-	-	-	
Debt Retired in 2026						
FY 22 Installment Purchase	14,628.58	14,628.58	-	-	-	
Debt Retired in 2027						
FY 23 Installment Purchase	25,870.40	17,676.21	8,763.96	-	-	
Debt Retired in 2028						
FY 24 Installment Purchase	23,217.59	23,217.59	23,217.59	23,217.59		
Debt Retired in 2029						
FY 25 Installment Purchase	52,771.71	52,771.71	52,771.71	52,771.71	52,771.70	
Debt Retired in 2030						
Total Installment Debt	130,854.41	108,294.09	84,753.26	75,989.30	52,771.70	-
Total Debt Service - Water Fund	2,262,987.36	2,216,291.73	2,174,016.65	2,142,667.49	1,789,014.48	1,614,983.37


Water Fund Debt Service - this year and next 5 years
2,500,000.00
2,000,000.00
1,500,000.00
1,000,000.00
500,000.00
-
FY 2025-26
FY 2026-27
FY 2027-28
FY 2028-29
FY 2029-30
FY 2030-31
Series 2021 Refunding Revenue Bonds
Series 2016 Revenue Bonds-Grover/Morgan - 1.95%
Project Grizzly - Interlocal - 3.25%
NCDEQ-DWI SRF Loan-WTP - 1.53%
Uptown Infrastructure - Electric Fund Loan
Installment Purchase Contracts

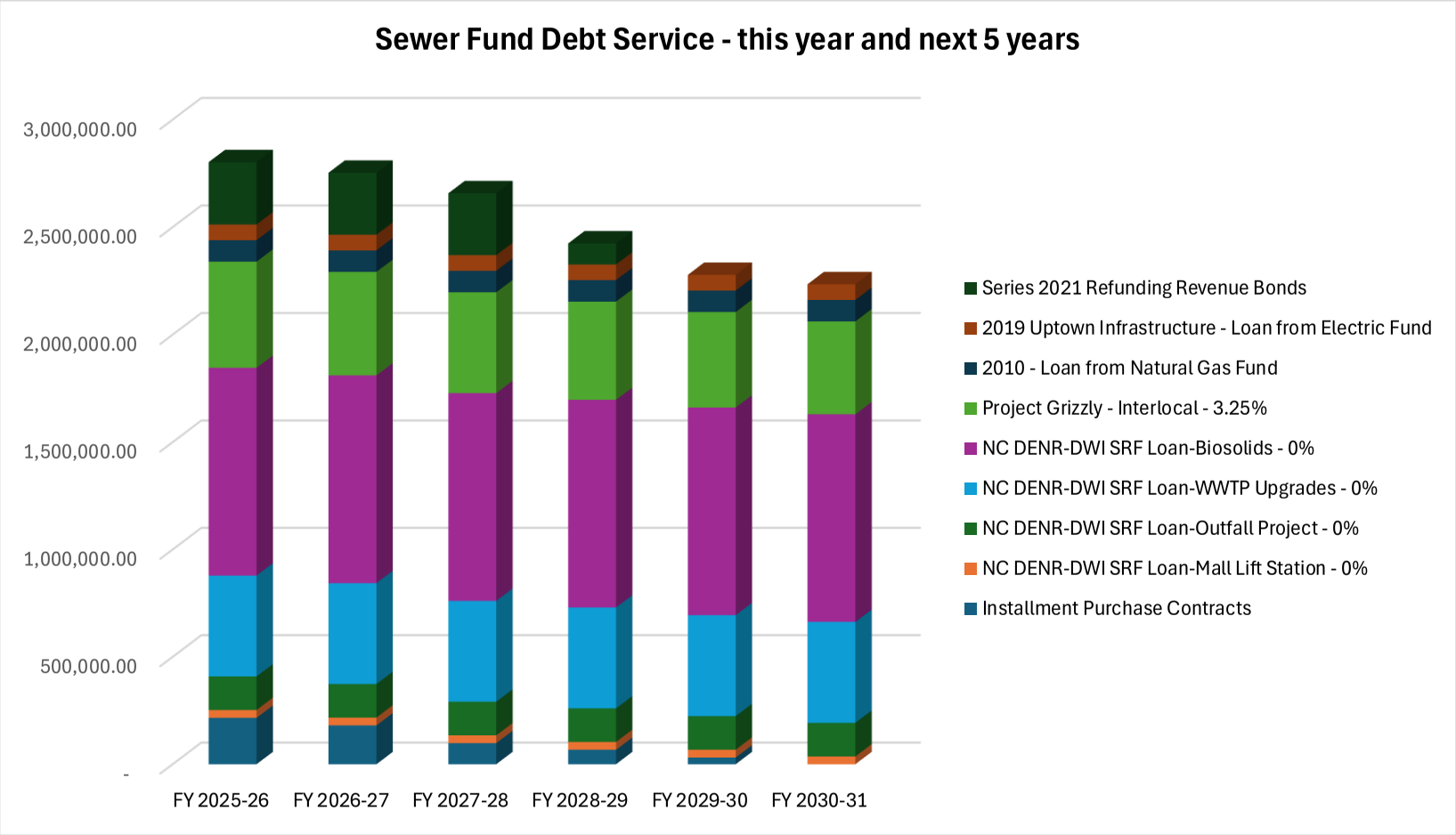
City of Shelby
Sewer Revenue Budget to Actual
FY 2026

	July	August	September	October	November	December	January	February	March	April	May	June	Totals
FY 2026 Budget													
Inside Sewer													
Useage	82,099	71,789	53,846	68,610	73,400	69,082	77,328	71,229	72,561	71,191	73,569	76,205	860,908
Dollars	593,769.71	547,593.00	556,071.45	538,992.61	557,906.50	532,246.83	574,276.02	546,913.59	550,071.44	549,528.04	556,474.30	567,441.85	6,671,285.34
Outside Sewer													
Useage	3,294	3,240	4,574	4,503	4,001	3,914	4,656	4,290	4,339	3,875	3,781	3,682	48,149
Dollars	49,969.93	49,533.19	60,465.20	59,642.87	55,712.89	54,750.36	60,732.92	57,749.24	58,372.02	54,825.27	53,865.61	53,095.14	668,714.66
Totals													
Useage	85,393	75,029	58,420	73,113	77,401	72,996	81,983	75,519	76,900	75,066	77,350	79,887	909,057
Dollars	643,739.64	597,126.19	616,536.65	598,635.48	613,619.39	586,997.20	635,008.93	604,662.83	608,443.46	604,353.32	610,339.91	620,536.99	7,340,000.00
FY 2026 Actual													
Inside Sewer													
Useage	82,171	103,425	93,355	96,127	96,948	-	-	-	-	-	-	-	472,026
Dollars	619,030	674,791	649,087	646,556	650,096	-	-	-	-	-	-	-	3,239,559.47
Outside Sewer													
Useage	3,090	3,095	4,719	4,546	2,595	-	-	-	-	-	-	-	18,045
Dollars	49,742	49,740	62,677	61,551	62,120	-	-	-	-	-	-	-	285,831.10
Totals													
Useage	85,261	106,520	98,074	100,673	99,543	-	-	-	-	-	-	-	490,071
Dollars	668,772.04	724,530.47	711,764.58	708,107.23	712,216.25	-	-	-	-	-	-	-	3,525,390.57
Variance													
Inside Sewer													
Useage	72	31,636	39,509	27,517	23,548	(69,082)	(77,328)	(71,229)	(72,561)	(71,191)	(73,569)	(76,205)	(388,882.00)
Dollars	25,259.84	127,197.97	93,015.77	107,563.13	92,189.49	(532,246.83)	(574,276.02)	(546,913.59)	(550,071.44)	(549,528.04)	(556,474.30)	(567,441.85)	(3,431,725.87)
Outside Sewer													
Useage	(204)	(145)	145	43	(1,406)	(3,914)	(4,656)	(4,290)	(4,339)	(3,875)	(3,781)	(3,682)	(30,104.33)
Dollars	(227.44)	206.31	2,212.16	1,908.62	6,407.37	(54,750.36)	(60,732.92)	(57,749.24)	(58,372.02)	(54,825.27)	(53,865.61)	(53,095.14)	(382,883.56)
Totals													
Useage	(132)	31,491	39,654	27,560	22,142	(72,996)	(81,983)	(75,519)	(76,900)	(75,066)	(77,350)	(79,887)	(418,986.33)
Dollars	25,032.40	127,404.28	95,227.93	109,471.75	98,596.86	(586,997.20)	(635,008.93)	(604,662.83)	(608,443.46)	(604,353.32)	(610,339.91)	(620,536.99)	(3,814,609.43)


Sewer Sales in Dollars - Budget to Actual FY 2025-2026
FY 2026
FY 2025
FY 2024
Budget
800,000.00
750,000.00
700,000.00
650,000.00
600,000.00
550,000.00
500,000.00
450,000.00
400,000.00
350,000.00
300,000.00
250,000.00
200,000.00
150,000.00
100,000.00
50,000.00
-
July
August
September
October
November
December
January
February
March
April
May
June

DEBT SERVICE - SEWER FUND	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31
Revenue Bonds						
Series 2021 Refunding Revenue Bonds						
Principal	277,664.01	279,862.62	283,510.18	96,815.67		
Interest	12,157.65	8,263.12	4,332.28	1,017.03		
Debt Retired in 2031	289,821.66	288,125.74	287,842.46	97,832.70	-	
NC DENR-DWI SRF Loan-Mall Lift Station - 0%	36,300.10	36,300.10	36,300.10	36,300.10	36,300.10	36,300.10
0% Debt Retired in 2034						
NC DENR-DWI SRF Loan-Outfall Project - 0%	156,521.90	156,521.90	156,521.90	156,521.90	156,521.90	156,521.90
0% Debt Retired in 2035						
NC DENR-DWI SRF Loan-WWTP Upgrades - 0%	469,832.90	469,832.90	469,832.90	469,832.90	469,832.90	469,832.90
0% Debt Retired in 2036						
NC DENR-DWI SRF Loan-Biosolids - 0%	967,046.85	967,046.85	967,046.85	967,046.85	967,046.85	967,046.85
0% Debt Retired in 2041						
Project Grizzly - Interlocal - 3.25%						
Principal	407,155.35	407,155.35	407,155.35	407,155.35	407,155.35	407,155.35
3.25% Interest	86,452.62	74,102.25	61,751.87	49,401.50	37,051.12	24,700.75
Debt Retired in 2032	493,607.97	481,257.59	468,907.22	456,556.84	444,206.47	431,856.10

DEBT SERVICE - SEWER FUND	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31
Installment Purchase Contracts						
2010 - Loan from Natural Gas Fund	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
0% **Debt Retired in 2033**						
2019 Uptown Infrastructure - Loan from Electric	72,750.00	72,750.00	72,750.00	72,750.00	72,750.00	72,750.00
0% **Debt Retired in 2038**						
FY 21 Installment Purchase	6,172.52		-	-		
Debt Retired in 2026						
FY 22 Installment Purchase	50,913.19	50,913.19		-		
Debt Retired in 2027						
FY 23 Installment Purchase	91,762.10	62,697.37	31,085.68			
Debt Retired in 2028						
FY 24 Installment Purchase	35,939.56	35,939.56	35,939.56	35,939.56		
Debt Retired in 2029						
FY 25 Installment Purchase	31,305.25	31305.25	31305.25	31305.25	31,305.25	
Debt Retired in 2030						
Total Installment Debt	216,092.62	180,855.37	98,330.49	67,244.81	31,305.25	
Total Debt Service - Sewer Fund	2,801,974.00	2,752,690.45	2,657,531.92	2,424,086.10	2,277,963.47	2,234,307.85


Sewer Fund Debt Service - this year and next 5 years
3,000,000.00
2,500,000.00
2,000,000.00
1,500,000.00
1,000,000.00
500,000.00
-
FY 2025-26
FY 2026-27
FY 2027-28
FY 2028-29
FY 2029-30
FY 2030-31
Series 2021 Refunding Revenue Bonds
2019 Uptown Infrastructure - Loan from Electric Fund
2010 - Loan from Natural Gas Fund
Project Grizzly - Interlocal - 3.25%
NC DENR-DWI SRF Loan-Biosolids - 0%
NC DENR-DWI SRF Loan-WWTP Upgrades - 0%
NC DENR-DWI SRF Loan-Outfall Project - 0%
NC DENR-DWI SRF Loan-Mall Lift Station - 0%
Installment Purchase Contracts

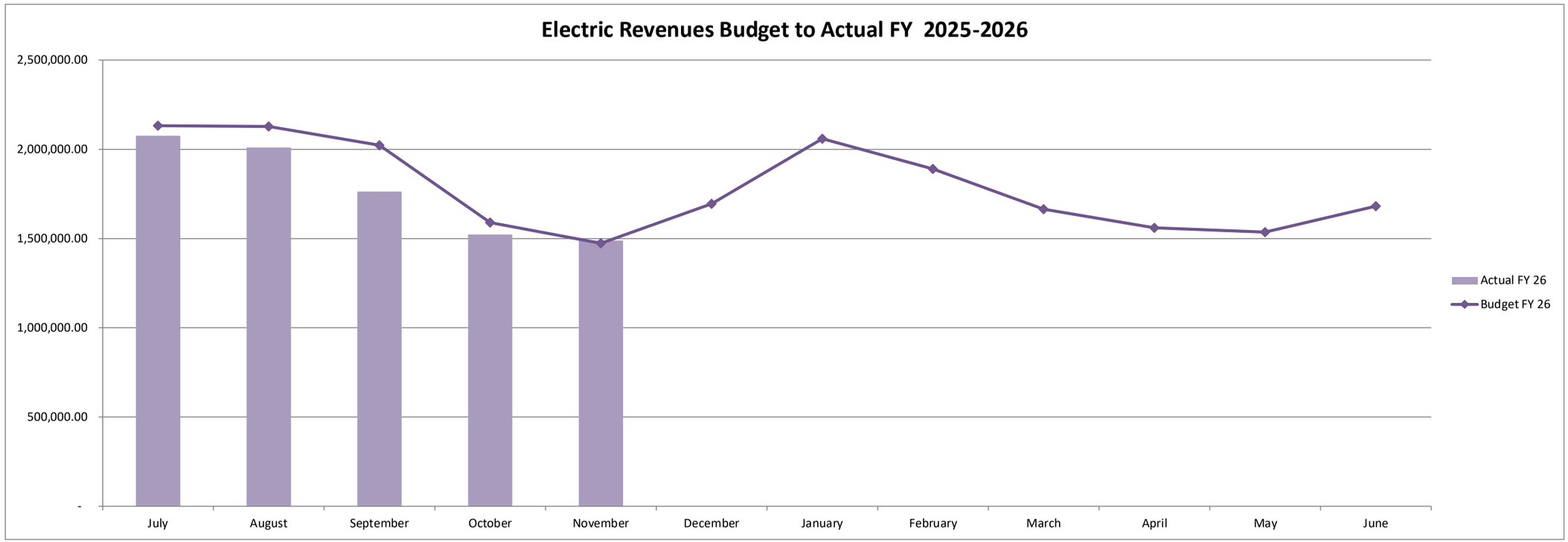
City of Shelby
Electric Revenues Budget to Actual
FY 2026

Revenues

Budget FY 26	**July**	**August**	**September**	**October**	**November**	**December**	**January**	**February**	**March**	**April**	**May**	**June**	**Totals**
Residential	929,775.32	904,104.45	831,468.92	607,247.94	593,682.42	796,180.40	1,074,100.34	946,660.49	766,939.59	663,977.52	619,719.19	709,383.19	9,443,239.76
Commercial/Industrial	1,202,496.07	1,224,338.65	1,191,680.20	981,999.59	879,653.88	898,713.49	985,721.14	942,978.04	897,543.71	895,825.50	916,421.65	971,888.32	11,989,260.24
Totals	2,132,271.39	2,128,443.10	2,023,149.12	1,589,247.53	1,473,336.30	1,694,893.89	2,059,821.48	1,889,638.54	1,664,483.29	1,559,803.02	1,536,140.84	1,681,271.51	21,432,500.00

Actual FY 26	**July**	**August**	**September**	**October**	**November**	**December**	**January**	**February**	**March**	**April**	**May**	**June**	**Totals**
Residential	938,511.73	881,852.33	718,936.64	613,264.27	639,193.54								3,791,758.51
Commercial/Industrial	1,137,778.91	1,128,979.32	1,044,428.15	909,425.56	849,393.34								5,070,005.28
Totals	2,076,290.64	2,010,831.65	1,763,364.79	1,522,689.83	1,488,586.88	-	-	-	-	-	-	-	8,861,763.79

Revenue Variance	**July**	**August**	**September**	**October**	**November**	**December**	**January**	**February**	**March**	**April**	**May**	**June**	**Totals**
Residential	8,736.41	(22,252.12)	(112,532.28)	6,016.33	45,511.12	(796,180.40)	(1,074,100.34)	(946,660.49)	(766,939.59)	(663,977.52)	(619,719.19)	(709,383.19)	(5,651,481.25)
Commercial/Industrial	(64,717.16)	(95,359.33)	(147,252.05)	(72,574.03)	(30,260.54)	(898,713.49)	(985,721.14)	(942,978.04)	(897,543.71)	(895,825.50)	(916,421.65)	(971,888.32)	(6,919,254.96)
	(55,980.75)	(117,611.45)	(259,784.33)	(66,557.70)	15,250.58	(1,694,893.89)	(2,059,821.48)	(1,889,638.54)	(1,664,483.29)	(1,559,803.02)	(1,536,140.84)	(1,681,271.51)	(12,570,736.21)

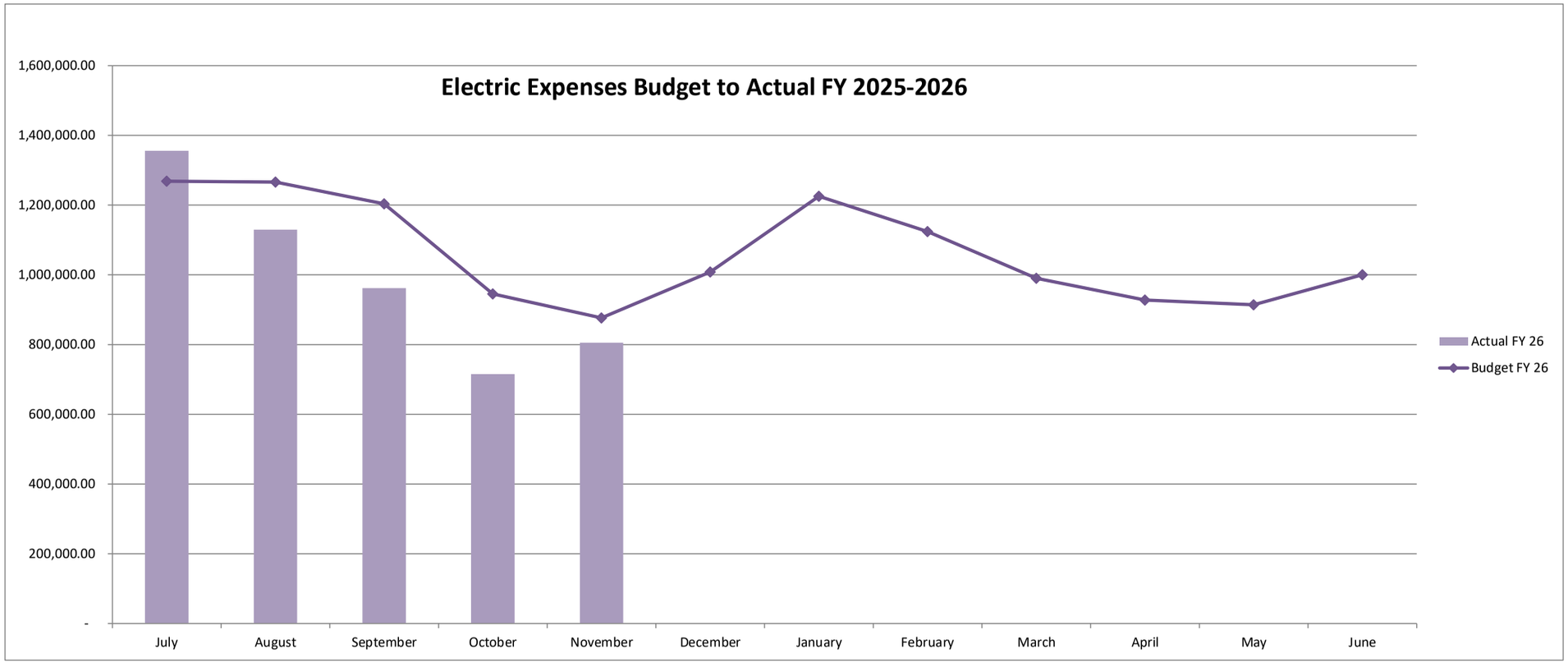

Electric Revenues Budget to Actual FY 2025-2026
2,500,000.00
2,000,000.00
1,500,000.00
1,000,000.00
500,000.00
-
July
August
September
October
November
December
January
February
March
April
May
June
Actual FY 26
Budget FY 26

Expenses

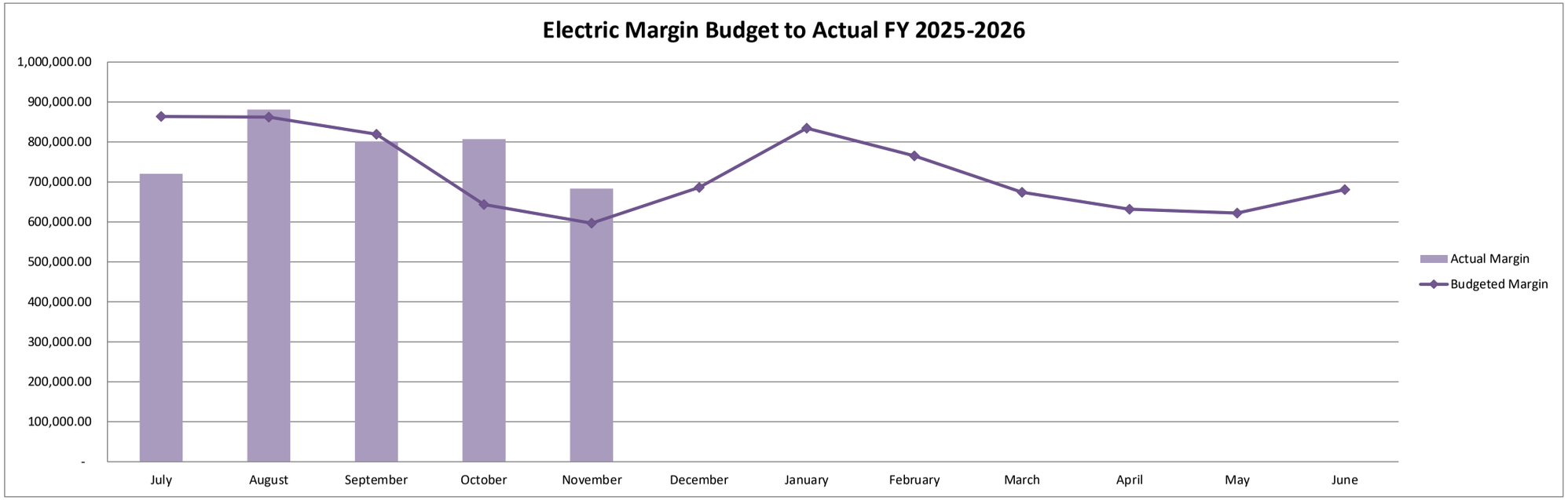
Budget FY 26	**July**	**August**	**September**	**October**	**November**	**December**	**January**	**February**	**March**	**April**	**May**	**June**	**Totals**
NCMPA1	1,225,689.19	1,223,488.58	1,162,962.66	913,543.90	846,914.88	974,272.38	1,184,042.95	1,086,217.04	956,791.52	896,618.37	883,016.69	966,441.85	12,320,000.00
													-
SEPA	42,779.74	42,702.93	40,590.42	31,885.05	29,559.53	34,004.64	41,326.17	37,911.80	33,394.51	31,294.31	30,819.58	33,731.33	430,000.00
Totals	1,268,468.93	1,266,191.51	1,203,553.08	945,428.95	876,474.41	1,008,277.01	1,225,369.13	1,124,128.84	990,186.03	927,912.68	913,836.26	1,000,173.18	12,750,000.00

Actual FY 26	**July**	**August**	**September**	**October**	**November**	**December**	**January**	**February**	**March**	**April**	**May**	**June**	**Totals**
NCMPA1	1,314,633.32	1,091,365.05	925,299.84	677,282.08	766,500.34								4,775,080.63
wholesale power 1st d	$20.93/kW	$20.93/kW	$20.93/kW	$20.93/kW	$20.93/kW								
energy charges 1st blo	$.0359/kWh	$.0359/kWh	$.0359/kWh	$.0339/kWh	.0339/kWh								
SEPA	41,277.22	38,284.26	36,696.47	38,117.99	38,743.54								193,119.48
capacity rate	4.16/kW	4.16/kW	4.16/kW	4.16/kW	4.16/kW								
avg energy cost	.089/kWh	.088/kWh	.088/kWh	.098/kWh	.119/kWh								
Totals	1,355,910.54	1,129,649.31	961,996.31	715,400.07	805,243.88	-	-	-	-	-	-	-	4,968,200.11

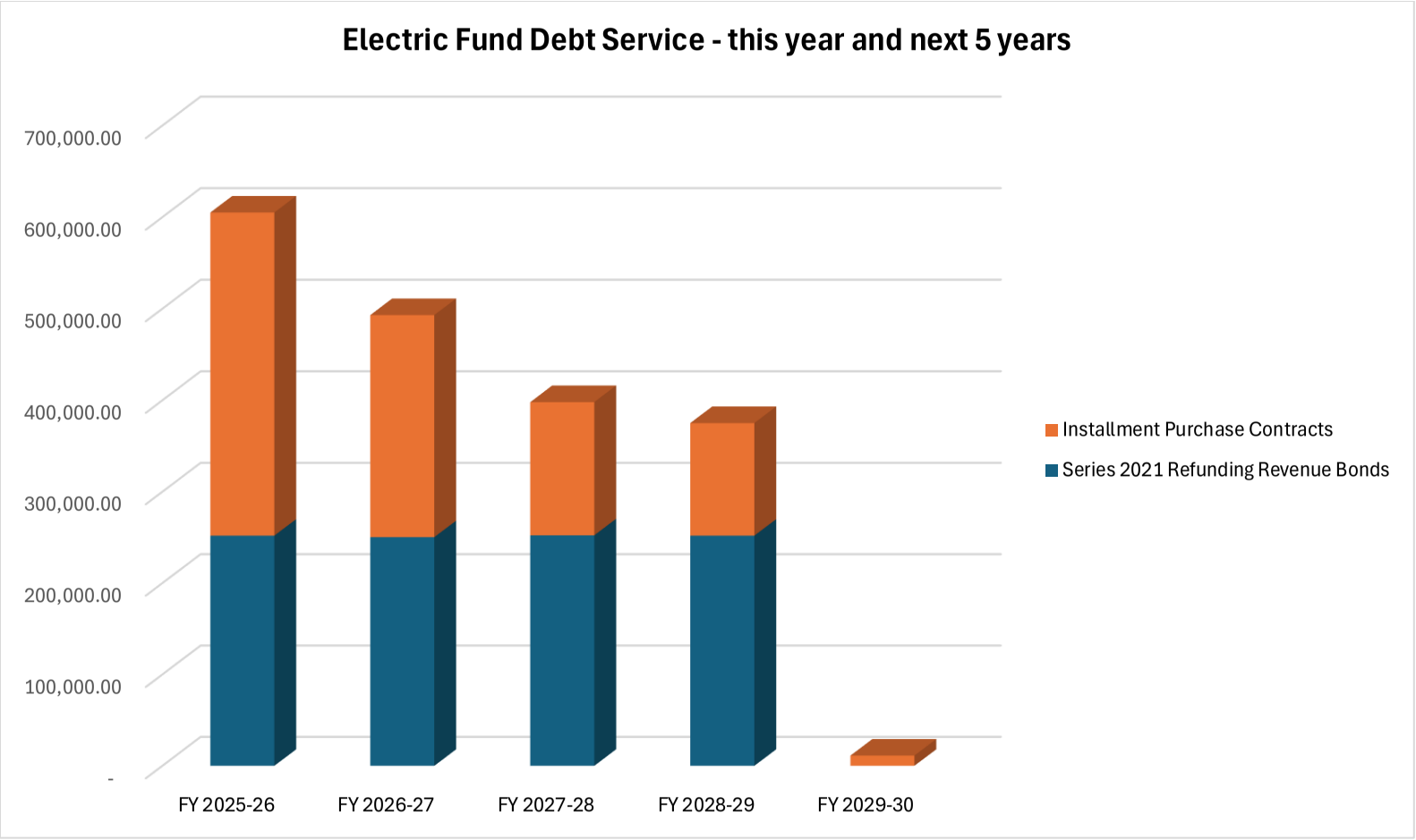
Expense Variance	**July**	**August**	**September**	**October**	**November**	**December**	**January**	**February**	**March**	**April**	**May**	**June**	**Totals**
NCMPA1	(88,944.13)	132,123.53	237,662.82	236,261.82	80,414.54	974,272.38	1,184,042.95	1,086,217.04	956,791.52	896,618.37	883,016.69	966,441.85	7,544,919.37
SEPA	1,502.52	4,418.67	3,893.95	(6,232.94)	(9,184.01)	34,004.64	41,326.17	37,911.80	33,394.51	31,294.31	30,819.58	33,731.33	236,880.52
Totals	(87,441.61)	136,542.20	241,556.77	230,028.88	71,230.53	1,008,277.01	1,225,369.13	1,124,128.84	990,186.03	927,912.68	913,836.26	1,000,173.18	7,781,799.89


Electric Expenses Budget to Actual FY 2025-2026
1,600,000.00
1,400,000.00
1,200,000.00
1,000,000.00
800,000.00
600,000.00
400,000.00
200,000.00
-
July
August
September
October
November
December
January
February
March
April
May
June
Actual FY 26
Budget FY 26

Margin	July	August	September	October	November	December	January	February	March	April	May	June	Totals
Budgeted Revenues	2,132,271.39	2,128,443.10	2,023,149.12	1,589,247.53	1,473,336.30	1,694,893.89	2,059,821.48	1,889,638.54	1,664,483.29	1,559,803.02	1,536,140.84	1,681,271.51	21,432,500.00
Budgeted Expenses	(1,268,468.93)	(1,266,191.51)	(1,203,553.08)	(945,428.95)	(876,474.41)	(1,008,277.01)	(1,225,369.13)	(1,124,128.84)	(990,186.03)	(927,912.68)	(913,836.26)	(1,000,173.18)	(12,750,000.00)
Budgeted Margin	863,802.47	862,251.59	819,596.05	643,818.58	596,861.89	686,616.88	834,452.35	765,509.70	674,297.27	631,890.34	622,304.58	681,098.33	8,682,500.00
Actual Revenues	2,076,290.64	2,010,831.65	1,763,364.79	1,522,689.83	1,488,586.88	-	-	-	-	-	-	-	8,861,763.79
Actual Expenses	(1,355,910.54)	(1,129,649.31)	(961,996.31)	(715,400.07)	(805,243.88)	-	-	-	-	-	-	-	(4,968,200.11)
Actual Margin	720,380.10	881,182.34	801,368.48	807,289.76	683,343.00	-	-	-	-	-	-	-	3,893,563.68
Margin Variance	(143,422.37)	18,930.75	(18,227.57)	163,471.18	86,481.11	(686,616.88)	(834,452.35)	(765,509.70)	(674,297.27)	(631,890.34)	(622,304.58)	(681,098.33)	(4,788,936.32)



DEBT SERVICE - ELECTRIC FUND	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31
Revenue Bonds						
Series 2021 Refunding Revenue Bonds						
Principal	239,138.82	240,834.84	246,262.10	249,314.94	-	-
Interest	12,819.53	9,466.84	6,076.16	2,618.99	-	-
Debt Retired in 2031	251,958.35	250,301.68	252,338.26	251,933.93	-	-
Installment Purchase Contracts						
FY 21 Installment Purchase						
Debt Retired in 2026	89,337.65					
FY 22 Installment Purchase						
Debt Retired in 2027	74,290.23	74,290.23				
FY 23 Installment Purchase						
Debt Retired in 2028	66,232.10	45,253.74	22,437.05			
FY 24 Installment Purchase						
Debt Retired in 2029	112,072.59	112,072.59	112,072.59	112,072.59		
FY 25 Installment Purchase						
Debt Retired in 2030	11,180.45	11,180.44	11,180.44	11,180.45	11,180.45	
Total Installment Debt	353,113.02	242,797.00	145,690.08	123,253.04	11,180.45	
Total Debt Service - Electric Fund	605,071.37	493,098.68	398,028.34	375,186.97	11,180.45	-


Electric Fund Debt Service - this year and next 5 years
700,000.00
600,000.00
500,000.00
400,000.00
300,000.00
200,000.00
100,000.00
-
FY 2025-26
FY 2026-27
FY 2027-28
FY 2028-29
FY 2029-30
Installment Purchase Contracts
Series 2021 Refunding Revenue Bonds

City of Shelby
Gas Revenues Budget to Actual
FY 2026

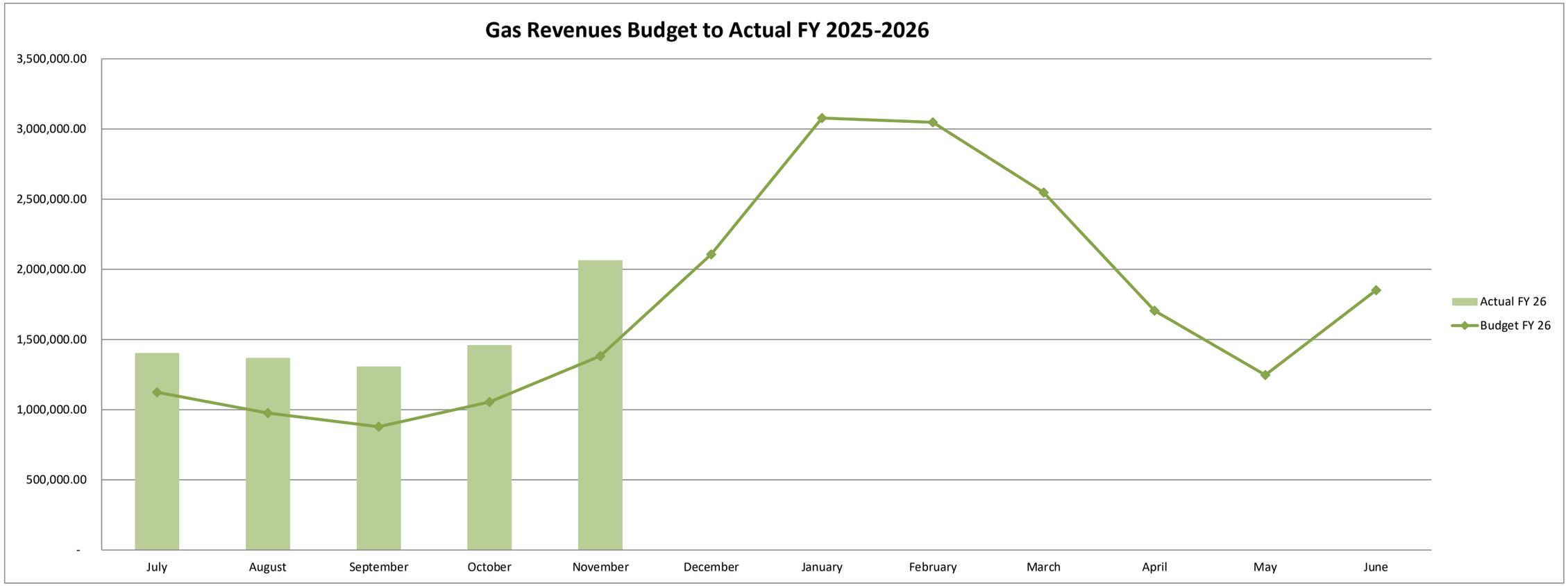
Revenues

Budget FY 26	**July**	**August**	**September**	**October**	**November**	**December**	**January**	**February**	**March**	**April**	**May**	**June**	**Totals**
Residential	122,297.76	115,215.27	123,501.93	143,519.89	220,165.62	581,262.07	949,372.32	958,941.34	640,985.22	293,120.29	178,880.71	765,344.73	5,092,607.15
Commercial	149,923.99	137,540.73	136,105.65	147,502.66	235,366.51	551,602.18	869,135.20	887,667.37	617,178.90	307,345.83	223,423.82	177,853.32	4,440,646.16
High Load Factor	15,097.10	14,097.37	12,830.74	13,985.82	15,257.65	25,917.21	26,807.18	26,603.01	23,652.84	20,564.95	22,072.26	24,027.88	240,914.02
Interruptibles	67,938.68	53,473.91	56,068.00	54,973.69	63,752.80	76,625.29	93,949.87	102,927.25	80,083.55	84,382.58	71,209.79	64,239.03	869,624.42
Special Ind Class	768,893.29	656,012.46	550,115.56	694,380.86	847,719.33	871,565.33	1,138,930.03	1,071,679.32	1,185,392.27	1,000,688.50	751,095.71	819,735.59	10,356,208.25
Totals	1,124,150.82	976,339.74	878,621.88	1,054,362.91	1,382,261.91	2,106,972.09	3,078,194.60	3,047,818.29	2,547,292.77	1,706,102.15	1,246,682.29	1,851,200.55	21,000,000.00

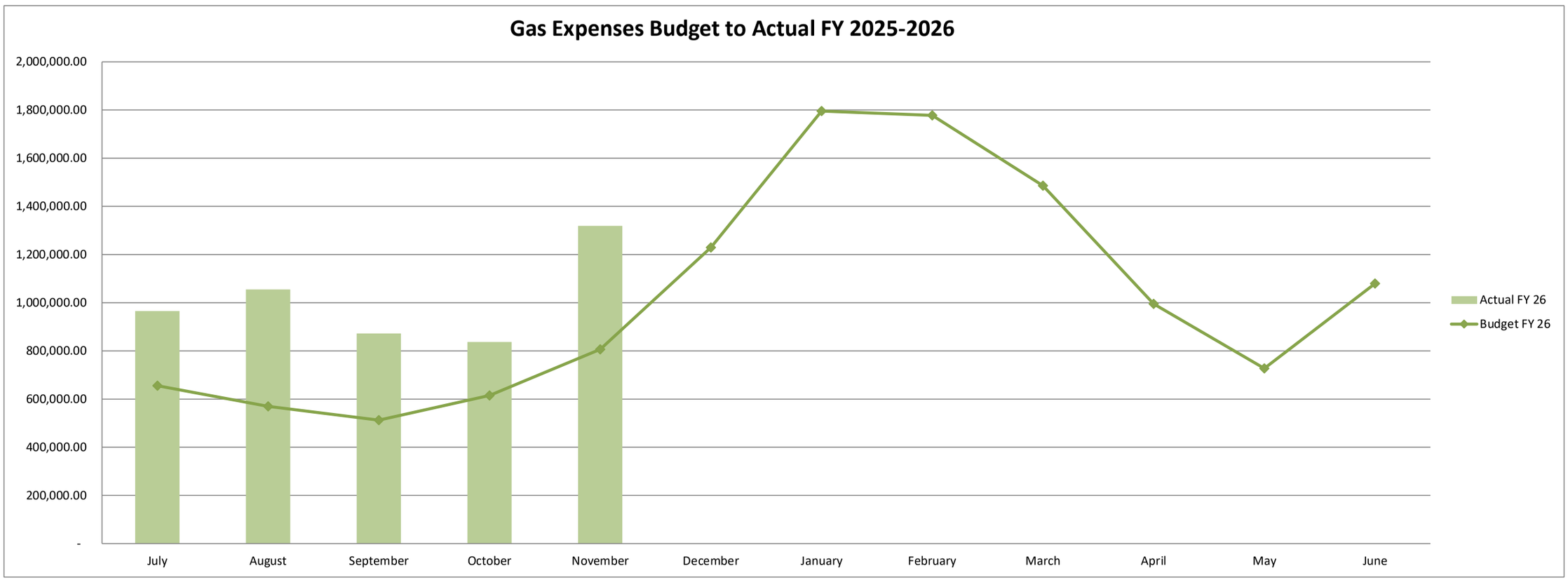
Actual FY 26	**July**	**August**	**September**	**October**	**November**	**December**	**January**	**February**	**March**	**April**	**May**	**June**	**Totals**
Residential	131,437.24	124,966.17	130,991.23	142,556.99	340,347.94								870,299.57
Commercial	169,815.71	161,489.32	174,920.40	179,802.22	331,031.71								1,017,059.36
High Load Factor	21,999.76	20,590.44	19,805.67	18,962.38	21,118.92								102,477.17
Interruptibles	77,938.24	76,366.82	76,924.77	65,679.11	84,699.61								381,608.55
Special Ind Class	1,002,382.54	986,028.72	905,231.84	1,053,034.19	1,288,092.06								5,234,769.35
Year End GL to Sales Report Reconciliation													
Totals	1,403,573.49	1,369,441.47	1,307,873.91	1,460,034.89	2,065,290.24	-	-	-	-	-	-	-	7,606,214.00

Revenue Variance	**July**	**August**	**September**	**October**	**November**	**December**	**January**	**February**	**March**	**April**	**May**	**June**	**Totals**
Residential	9,139.48	9,750.90	7,489.30	(962.90)	120,182.32	(581,262.07)	(949,372.32)	(958,941.34)	(640,985.22)	(293,120.29)	(178,880.71)	(765,344.73)	(4,222,307.58)
Commercial	19,891.72	23,948.59	38,814.75	32,299.56	95,665.20	(551,602.18)	(869,135.20)	(887,667.37)	(617,178.90)	(307,345.83)	(223,423.82)	(177,853.32)	(3,423,586.80)
High Load Factor	6,902.66	6,493.07	6,974.93	4,976.56	5,861.27	(25,917.21)	(26,807.18)	(26,603.01)	(23,652.84)	(20,564.95)	(22,072.26)	(24,027.88)	(138,436.85)

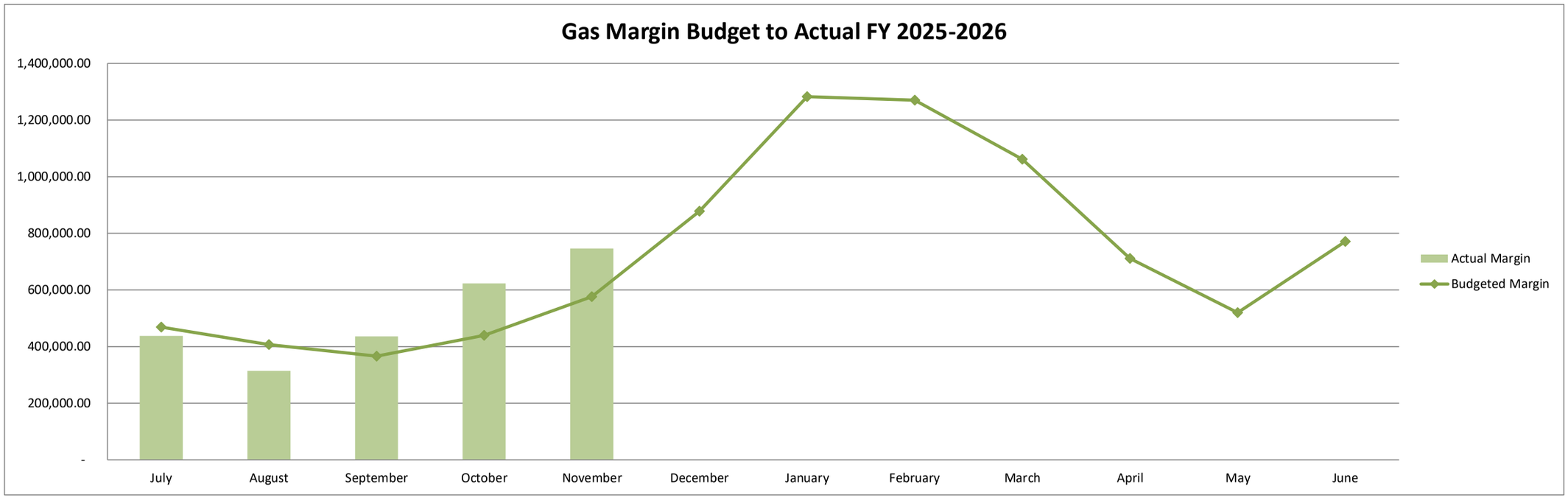
Interruptibles	9,999.56	22,892.91	20,856.77	10,705.42	20,946.81	(76,625.29)	(93,949.87)	(102,927.25)	(80,083.55)	(84,382.58)	(71,209.79)	(64,239.03)	(488,015.87)
Special Ind Class	233,489.25	330,016.26	355,116.28	358,653.33	440,372.73	(871,565.33)	(1,138,930.03)	(1,071,679.32)	(1,185,392.27)	(1,000,688.50)	(751,095.71)	(819,735.59)	(5,121,438.90)
Totals	279,422.67	393,101.73	429,252.03	405,671.98	683,028.33	(2,106,972.09)	(3,078,194.60)	(3,047,818.29)	(2,547,292.77)	(1,706,102.15)	(1,246,682.29)	(1,851,200.55)	(13,393,786.00)



Cost of Gas Expenses	July	August	September	October	November	December	January	February	March	April	May	June	Totals
Budget FY 26	655,754.65	569,531.52	512,529.43	615,045.03	806,319.45	1,229,067.05	1,795,613.52	1,777,894.00	1,485,920.78	995,226.25	727,231.34	1,079,866.99	12,250,000.00
Actual FY 26	965,660.84	1,055,051.01	872,134.32	837,007.00	1,319,216.40								5,049,069.57
Cycle 1 WAGOG	3.8807	3.6944	3.3230	3.1717	3.9727								
Cycle 2 WACOG	3.7876	3.5087	3.2474	3.5722	1.9864								
Cycle 3 WAGOG	3.6944	3.3230	3.1717	3.9727									
Expense Variance	(309,906.19)	(485,519.49)	(359,604.89)	(221,961.97)	(512,896.95)	1,229,067.05	1,795,613.52	1,777,894.00	1,485,920.78	995,226.25	727,231.34	1,079,866.99	7,200,930.43

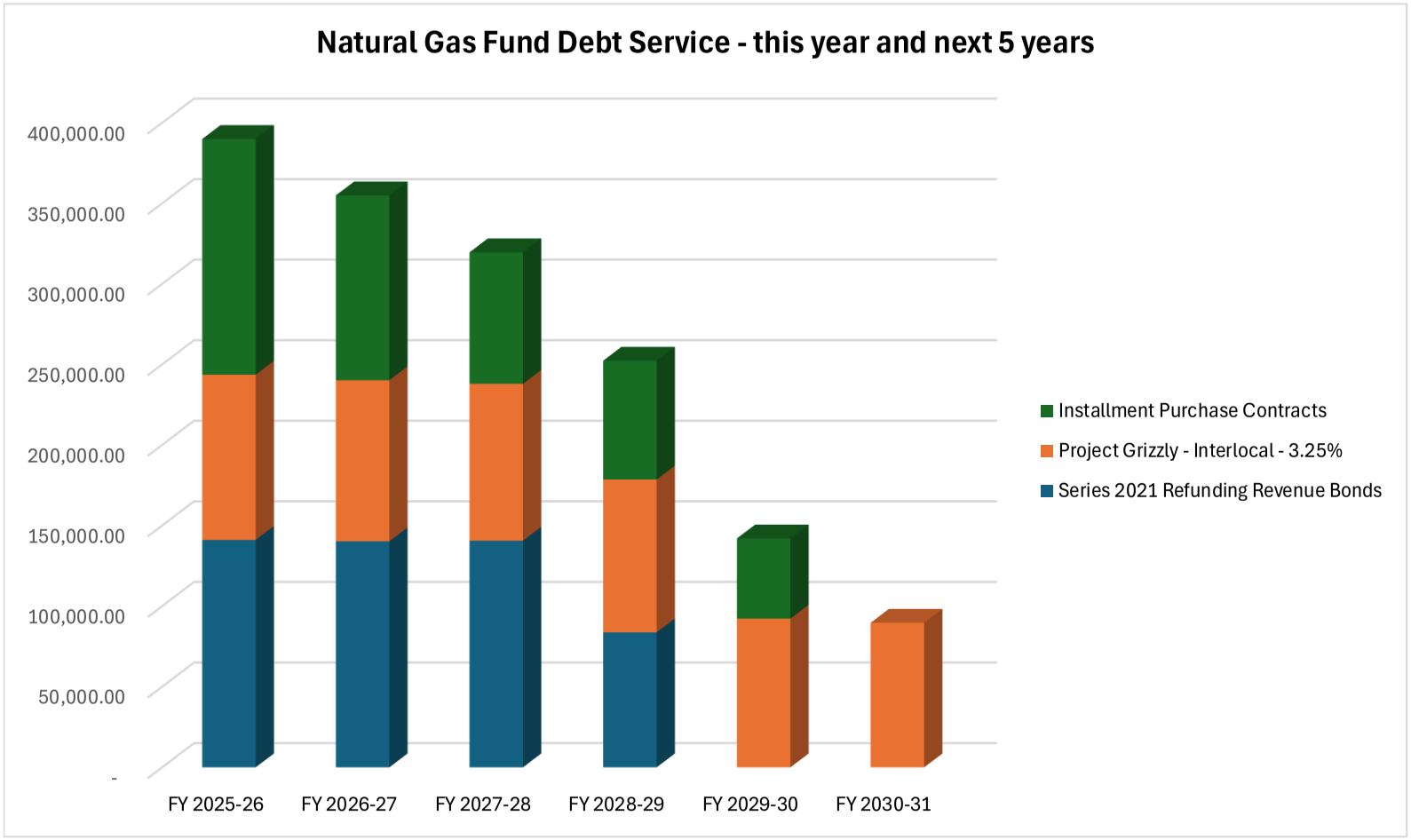


Margin	July	August	September	October	November	December	January	February	March	April	May	June	Totals
Budgeted Revenues	1,124,150.82	976,339.74	878,621.88	1,054,362.91	1,382,261.91	2,106,972.09	3,078,194.60	3,047,818.29	2,547,292.77	1,706,102.15	1,246,682.29	1,851,200.55	21,000,000.00
Budgeted Expenses	655,754.65	569,531.52	512,529.43	615,045.03	806,319.45	1,229,067.05	1,795,613.52	1,777,894.00	1,485,920.78	995,226.25	727,231.34	1,079,866.99	12,250,000.00
Budgeted Margin	468,396.18	406,808.23	366,092.45	439,317.88	575,942.46	877,905.04	1,282,581.08	1,269,924.29	1,061,371.99	710,875.90	519,450.95	771,333.56	8,750,000.00
Actual Revenues	1,403,573.49	1,369,441.47	1,307,873.91	1,460,034.89	2,065,290.24	-	-	-	-	-	-	-	7,606,214.00
Actual Expenses	965,660.84	1,055,051.01	872,134.32	837,007.00	1,319,216.40	-	-	-	-	-	-	-	5,049,069.57
Actual Margin	437,912.65	314,390.46	435,739.59	623,027.89	746,073.84	-	-	-	-	-	-	-	2,557,144.43
Margin Variance	(30,483.53)	(92,417.77)	69,647.14	183,710.01	170,131.38	(877,905.04)	(1,282,581.08)	(1,269,924.29)	(1,061,371.99)	(710,875.90)	(519,450.95)	(771,333.56)	(6,192,855.57)

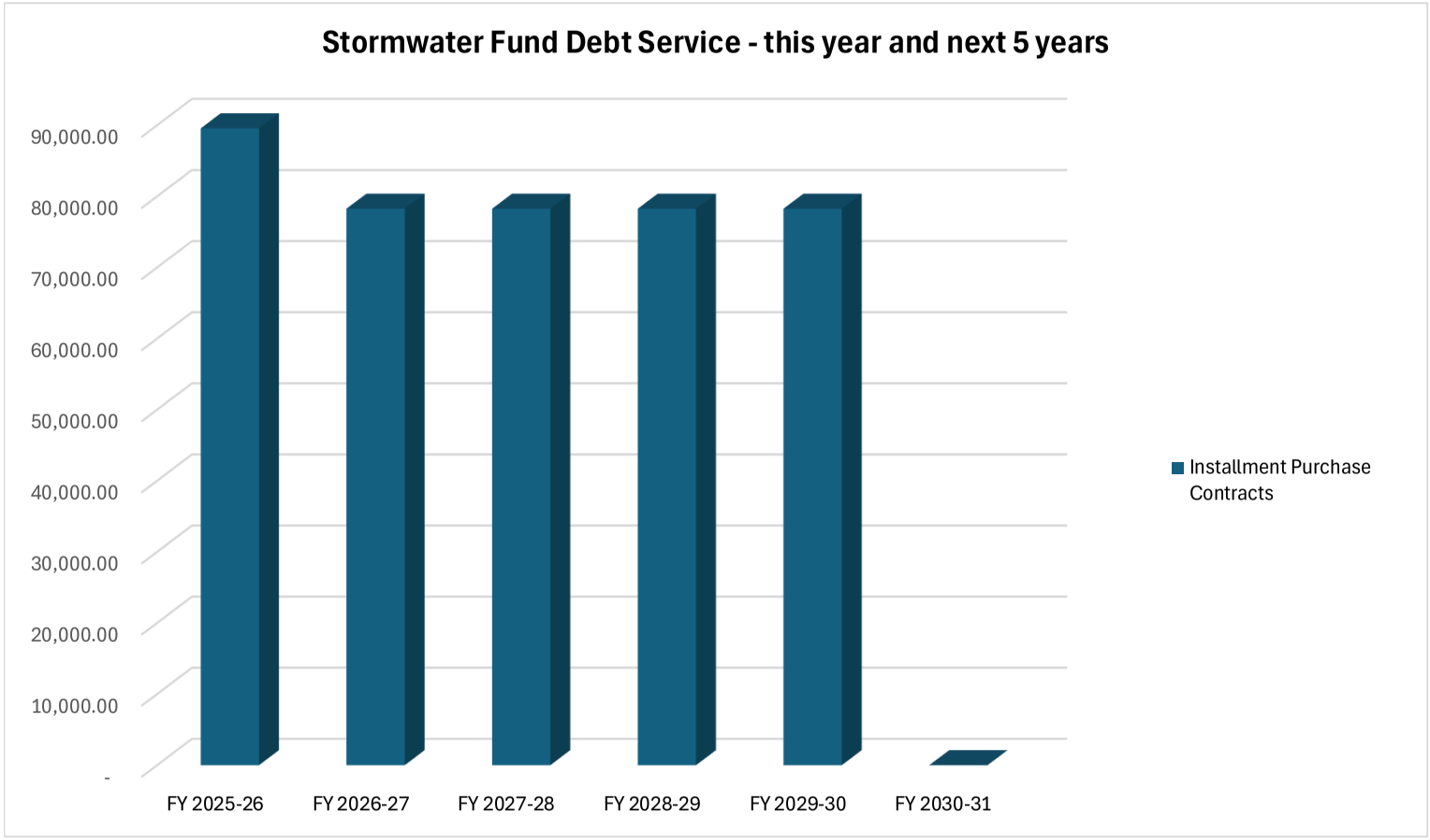


DEBT SERVICE - GAS FUND	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31
Revenue Bonds						
Series 2021 Refunding Revenue Bonds						
Principal	134,680.29	135,703.98	137,967.78	82,862.43		
Interest	6,405.23	4,516.52	2,608.73	870.45		
Debt Retired in 2031	141,085.52	140,220.50	140,576.51	83,732.88	-	
Project Grizzly - Interlocal - 3.25%						
Principal	84,560.60	84,560.60	84,560.60	84,560.60	84,560.60	84,560.60
3.25% Interest	17,955.03	15,390.02	12,825.02	10,260.02	7,695.01	5,130.01
Debt Retired in 2032	102,515.63	99,950.62	97,385.62	94,820.62	92,255.61	89,690.61
Installment Purchase Contracts						
FY 21 Installment Purchase						
Debt Retired in 2026	24,225.77					
FY 22 Installment Purchase						
Debt Retired in 2027	25,145.86	25,145.86				
FY 23 Installment Purchase						
Debt Retired in 2028	23,244.45	15,882.00	7,874.38			
FY 24 Inallment Purchase						
Debt Retired in 2029	24,012.71	24,012.71	24,012.71	24,012.71		
FY 25 Inallment Purchase						
Debt Retired in 2030	49,752.98	49,752.98	49,752.98	49,752.98	49,753.00	

DEBT SERVICE - GAS FUND	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31
Total Installment Purchase Contracts	146,381.77	114,793.55	81,640.07	73,765.69	49,753.00	
Total Debt Service - Gas Fund	389,982.92	354,964.68	319,602.20	252,319.19	142,008.61	89,690.61



DEBT SERVICE - STORMWATER FUND	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31
Installment Purchase Contracts						
FY 21 Installment Purchase Debt Retired in 2026	11,304.84					
FY25 Installment Purchase Debt Retired in 2030	78,263.13	78,263.13	78,263.13	78,263.13	78,263.13	
Total Debt Service - Stormwater Fund	89,567.97	78,263.13	78,263.13	78,263.13	78,263.13	-



City of Shelby
YTD Budget Report - Enterprise Funds
For November 30, 2025 (41.67% of Fiscal Year)

ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
Total 610711 WATER ADMINSTRATION	3,597,120	3,631,436	1,021,269.42	15,359.80	2,594,807	28.50 %
Total 610713 WATER LINES OPERATIONS	1,821,948	2,173,680	630,257.92	511,537.48	1,031,884	52.50 %
Total 610714 WATER PLANT OPERATIONS	2,423,205	2,576,503	1,124,513.32	411,506.33	1,040,484	59.60 %
Total 610 WATER FUND	7,842,273	8,381,619	2,776,040.66	938,403.61	4,667,175	44.30 %

ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
Total 620721 SEWER ADMINISTRATION	3,689,678	3,719,253	547,653.69	44,130.58	3,127,469	15.90 %
Total 620723 SEWER LINES OPERATIONS	1,672,723	2,015,037	667,197.89	532,705.21	815,134	59.50 %
Total 620724 SEWER PLANT OPERATIONS	2,989,774	3,156,128	1,233,629.28	413,606.38	1,508,892	52.20 %
Total 620 SEWER FUND	8,352,175	8,890,418	2,448,480.86	990,442.17	5,451,495	38.70 %

ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
Total 630731 ELECTRIC ADMINISTRATIO	3,949,026	5,272,896	2,653,119.48	33,997.50	2,585,779	51.00 %
Total 630732 ELECTRIC PURCHASE	14,070,000	14,070,000	5,508,254.10	0.00	8,561,746	39.10 %
Total 630733 ELECTRIC LINES	4,197,084	6,387,390	1,753,404.56	1,717,735.99	2,916,250	54.30 %
Total 630734 ECONOMIC DEVELOPMENT	219,200	219,200	72,500.03	0.00	146,700	33.10 %
Total 630 ELECTRIC FUND	22,435,310	25,949,487	9,987,278.17	1,751,733.49	14,210,475	45.20 %

ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
Total 640741 NATURAL GAS ADMINISTRA	5,091,964	5,621,540	2,481,530.31	9,178.16	3,130,831	44.30 %
Total 640742 NATUTRAL GAS PURCHASE	13,200,000	13,200,000	3,895,854.29	0.00	9,304,146	29.50 %
Total 640743 NATURAL GAS LINES	3,582,239	4,187,186	1,469,649.92	426,839.95	2,290,696	45.30 %
Total 640 NATURAL GAS FUND	21,874,203	23,008,726	7,847,034.52	436,018.11	14,725,673	36.00 %

ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
Total 650751 STORMWATER ADMINISTRAT	1,833,457	2,161,909	679,180.62	446,140.04	1,036,588	52.10 %
Total 650 STORMWATER FUND	1,833,457	2,161,909	679,180.62	446,140.04	1,036,588	52.10 %

City of Shelby
Weather Variances
Fiscal Year to Date at November 30, 2025

Month	Average Rain*	Actual Rain	Variance	Average CDD**	Actual CDD	Variance	Average HDD**	Actual HDD	Variance
July	4.47	4.30	(0.17)	436	594	158	0	0	0
August	4.27	5.80	1.53	377	342	-35	0	0	0
September	3.07	5.10	2.03	231	222	-9	14	2	-12
October	3.88	2.80	(1.08)	52	51	-1	171	178	7
November	4.43	0.90	(3.53)	3	1	-2	486	356	-130
December	5.21		(5.21)	0		0	628		-628
January	4.36		(4.36)	0		0	765		-765
February	4.08		(4.08)	2		-2	575		-575
March	3.85		(3.85)	4		-4	459		-459
April	5.23		(5.23)	25		-25	217		-217
May	4.29		(4.29)	136		-136	61		-61
June	3.57		(3.57)	306		-306	1		-1
Totals	50.71	18.90	(31.81)	1,572	1,210	(362)	3,377	536	(2,841)

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 Climate (weather.gov) Data for 2024 was pulled using Location: Shelby 2 Nne, NC; Product: Monthly Summarized Data; Year Range 2013 - 2023.

** Source www.climate.fizber.com

D. Unfinished Business

None

E. New Business

None

Agenda Item: F

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: G

Council Announcements and Remarks

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