Town of Taylorsville

TOWN COUNCIL WORK SESSION

Town Council Chambers
Tuesday, September 15th, 2026, 2:00 p.m.

AGENDA

Call to Order, Invocation, Pledge of Allegiance

Discussion Items

1. Town Economic Development Grant Document Review
2. Town Attorney RFQ Submittal Review

Staff Reports

City Managers Report

Council General Discussion

Adjournment

Town of Taylorsville
Incentive Grant Program Overview

The Town of Taylorsville has established an Incentive Grant Program, administered by the Taylorsville Development Alliance, that reimburses eligible applicants for up to 50% of eligible costs in three categories: Storefront Improvements, Public Art, and Vacant Building Activation.

PROGRAM	PURPOSE	GRANT AMOUNT	WHO'S ELIGIBLE
Storefront Improvement	Historically appropriate exterior/façade upgrades — storefronts, rear façades, and signage	Up to $2,500/yr (façade) + $1,000 (rear) + $1,000 (signage); $5,000/yr cap; $15,000 lifetime cap	Commercial property owners, or tenants with owner consent, within the Downtown Taylorsville boundary; current on taxes/utilities
Public Art	Creation and installation of professional public art in public/semi-public spaces	Up to $5,000 per project; 5-year maintenance commitment	Property owners, tenants with permission, nonprofits, schools, civic groups, individual artists, or artist-led teams
Vacant Building Activation	Code-compliance and life-safety upgrades to reoccupy vacant commercial space	Up to $5,000/building/yr; $15,000 lifetime cap	Owners, or prospective tenants (owner co-signs), of buildings vacant 3+ months; current on taxes/utilities

How Every Grant Works

- 50/50 matching reimbursement — the Town does not pay contractors directly; applicants pay first and submit for reimbursement
- A pre-application consultation with TDA is recommended before applying
- No work may begin, and no costs are reimbursable, before written grant approval (no retroactive funding)
- Projects within the Downtown Historic District require Alexander County HPC approval prior to construction
- Funded annually by Town Council appropriation

Get Started

Contact Nathan Hester, Town Manager, Nhester@taylorsvillenc.org, and the Taylorsville Development Alliance at *[TDA email]* to schedule a pre-application consultation

Town of Taylorsville
Downtown Incentive Grants
Pre-Application

Completed Pre-Applications should be submitted to Nathan Hester, Town Manager, via email at Nhester@Taylorsvillenc.com and to the Taylorsville Development Alliance President at _____.

Applicants will be contacted following review and consultation with program partners.

Incentive(s) of Interest

Check all programs you would like TDA to discuss with you.

☐	**Public Art Grant** 50/50 match, up to $5,000 per project. Eligible anywhere in Town.
☐	**Vacant Building Activation Grant** 50/50 match, up to $5,000 per building per fiscal year (lifetime cap $15,000). Building must be vacant 3+ months. Eligible anywhere in Town.
☐	**Storefront Improvement Grant** 50/50 match, up to $2,500 per building per fiscal year, for primary street-facing façade improvements. Downtown District only.
☐	**Rear/Secondary Façade Grant** 50/50 match, up to $1,000 per building per fiscal year. Downtown District only.
☐	**Signage Grant** 50/50 match, up to $1,000 per building per fiscal year. Downtown District only.

Applicant & Project Information

Applicant Name:

Property Owner Name (if different from Applicant):

Project Address:

Please provide a brief description of the project:

Applicant Address (if different from property address):

Applicant email: **Applicant phone:**

Federal Tax ID Number (if applicable):

Town of Taylorsville
Downtown Incentive Grants
Application

Completed Applications should be submitted to Nathan Hester, Town Manager, via email at Nhester@Taylorsvillenc.com and to the Taylorsville Development Alliance President at _____.

Applicants will be contacted following review and consultation with program partners.

> **No work may begin before written grant approval is issued. Work started or contracted before approval is not eligible for reimbursement.**

Incentive Grant Type Requested

☐	**Public Art Grant** 50/50 match, up to $5,000 per project. Eligible anywhere in Town.
☐	**Vacant Building Activation Grant** 50/50 match, up to $5,000 per building per fiscal year (lifetime cap $15,000). Building must be vacant 3+ months. Eligible anywhere in Town.
☐	**Storefront Improvement Grant** 50/50 match, up to $2,500 per building per fiscal year, for primary street-facing façade improvements. Downtown District only.
☐	**Rear/Secondary Façade Grant** 50/50 match, up to $1,000 per building per fiscal year. Downtown District only.
☐	**Signage Grant** 50/50 match, up to $1,000 per building per fiscal year. Downtown District only.

Is the project located within the Historic District? ☐ Yes ☐ No

If yes, attach evidence of Alexander County Historic Preservation Commission (HPC) approval.

If applying for the Vacant Building Activation Grant, how long has the building been vacant?
_____

Applicant & Project Information

Applicant name:

Property owner name (if different from Applicant):

Project address:

Please provide a brief description of the project:

Applicant address (if different from property address):

Applicant email: **Applicant phone:**

Federal Tax ID Number (if applicable):

Project Narrative

Describe the proposed project, the scope of work, and how it supports the goals of the program(s) checked above (e.g., for Public Art: the artwork and its Professional Artist; for Vacant Building Activation: how the improvements will lead to occupancy; for Storefront Improvement: how the work preserves or enhances the building's historic character or will assist the economic well-being of the downtown area).

Attach drawings, sketches, renderings, or product/material specifications for the proposed work, along with current photographs of the areas to be improved.

Project Cost & Reimbursement

Estimated total cost of project:	
Reimbursement amount requested:	

Estimated date of project completion:

Required Attachments

- ☐ Proof of property ownership, or signed owner authorization (for tenant applicants)
- ☐ Scope of work and itemized contractor bids / estimates
- ☐ Current photographs of the space / building / installation site
- ☐ Drawings, renderings, or sketches of proposed work (if applicable)
- ☐ Site plan or floor plan (if applicable)
- ☐ Evidence of Alexander County HPC approval (if located in the Historic District)
- ☐ Contractor contact information

Certification

I certify that all information included with this application is true and correct and agree to adhere to any conditions stated herein, in addition to all Town ordinances and the laws of the State of North Carolina regarding this work.

Signature of Applicant:	**Date:**
Signature of Property Owner (if different):	**Date:**

Town of Taylorsville
Storefront Improvement Incentive Grant

The **Storefront Improvement Incentive Grant** provides matching funds to encourage high-quality, historically appropriate improvements to commercial building exteriors within Downtown Taylorsville. Administered by the Taylorsville Development Alliance (TDA) and funded through an annual Town budget appropriation, the incentive grant preserves the historic character of downtown while supporting private investment in building rehabilitation.

STOREFRONT INCENTIVE GRANT	REAR/SECONDARY ENTRANCE INCENTIVE GRANT	SIGNAGE INCENTIVE GRANT
$2,500 match (50%)	**$1,000 match (50%)**	**$1,000 match (50%)**

Total reimbursement per address is capped at $5,000/fiscal year across all grant types, up to a lifetime cap of $15,000/building.

Eligibility

- Commercial property owners (current on Town taxes and utilities), or tenants with written owner consent, within the designated Downtown Historic District boundary
- Not eligible: tax-delinquent properties, or owners/tenants not in good standing with utilities or code enforcement

Eligible Improvements

All work must be permanent, constructed by a licensed contractor, public-facing, and historically appropriate: façade rehabilitation, architectural features, repainting of previously painted surfaces, traditional signage, and exterior lighting or streetscape elements. Interior work, new construction, and improvements using non-historic materials are not eligible.

How It Works

This is a reimbursement grant: applicants pay for approved work and submit paid invoices, proof of payment, and photos afterward. The Town will pay 50% of the total eligble cost up to the maximum allowed amount. No work may begin, and no costs are reimbursable, before written grant approval. Projects also require Alexander County HPC approval prior to construction, as they are within the Historic District.

Get Started

Contact Nathan Hester, Town Manager, Nhester@taylorsvillenc.org, and the Taylorsville Development Alliance at *[TDA email]* to schedule a pre-application consultation.

Town of Taylorsville
Storefront Improvement Incentive Grant
Incentive Description

1. Overview

The **Storefront Improvement Incentive Grant** provides matching funds to encourage high-quality, historically appropriate improvements to commercial building exteriors within Downtown Taylorsville.

The incentive grant is designed to:

- Preserve and enhance the historic character of downtown
- Support private investment in building rehabilitation and promoting business investment in the downtown area
- Improve the visual appeal and economic vitality of the commercial core
- Encourage compatible improvements to non-historic buildings
- Assist the economic well-being of the downtown area

The incentive grant is administered by the Taylorsville Development Alliance and funded through a Town budget appropriation. Funding is limited and funding decisions will be made only during established application cycles.

2. The Incentive

TDA will reimburse up to 50% of eligible expenses for qualifying exterior improvements, through three complementary grant types:

STOREFRONT IMPROVEMENT GRANT	REAR/SECONDARY FAÇADE GRANT	SIGNAGE GRANT
Up to $2,500 / bldg / yr	**Up to $1,000 / bldg / yr**	**Up to $1,000 / bldg / yr**

Only work completed after the award of an incentive grant will be eligible for reimbursement.

No reimbursement is available for work started before approval.

Incentive Limits

• Total reimbursement per address, across all grant types, may not exceed $5,000 per fiscal year
• Applicants may reapply in a later fiscal year for additional phases, subject to fund availability
• Lifetime cap: $15,000 per building
• Reimbursement occurs only after improvements are completed, costs are paid, and required inspections/HPC approvals are obtained

3. Eligibility

Eligible Applicants

- Commercial property owners within the designated Downtown Taylorsville boundary who are current on all Town property taxes and utility payments
- Commercial tenants with written owner consent, within the designated Downtown Taylorsville boundary who are current on all utility payments

Ineligible Applicants

- Commercial property owners with tax-delinquent properties
- Commercial property owners or tenants not in good standing with utilities or code enforcement

Eligible Costs

All improvements must be public-facing, and historically appropriate, including:

Façade Rehabilitation
Masonry repair/repointing; wood siding, trim, and cornice repair; window and door repair or historically accurate replacement; restoration of transoms, kickplates, pilasters, and storefront glazing; removal of non-historic or inappropriate additions.

Signage
New, restored, or replacement signage using traditional materials and methods; external sign lighting; sign structures (brackets, frames, mounting hardware).

Architectural Features
Canvas awnings; porch, balcony, or entry repairs; metalwork repair (railings, grilles, decorative elements).

Painting
Repainting previously painted surfaces in historically appropriate colors (unpainted brick may not be painted).

Site & Streetscape Elements
Exterior lighting; sidewalk or hardscape improvements adjacent to the building; landscaping visible to the public.

Ineligible Costs

The following are not eligible costs:

Interior Improvements
Not visible from the public right-of-way

Routine Maintenance
Repairs not tied to a qualifying improvement

New Construction
New construction or building additions

Non-Historic Materials
Vinyl siding, plastic panel signage, and internally illuminated plastic cabinet signs

Loose Fixtures
Machinery, equipment, furniture, fixtures, or décor not permanently affixed to the building

Fees & Debt
Permit fees, legal fees, or existing debt

Soft Costs
Design, engineering, or survey costs

Pre-Approval Work
Work started or contracted before grant approval (no retroactive funding)

Note: All project within the Downtown Historic District must comply with relevant historic preservation requirements and receive Historic Preservation Commission approval prior to construction. Contact Patrick Creech, Alexander County Planning Director, at 828-352-7747 for more information.

4. Terms

- **Match requirement:** The incentive grant reimburses 50% of eligible costs, up to the applicable maximum award for each grant type. The applicant is responsible for the remaining 50% of costs and any costs to complete the project above that amount.
- **Reimbursement basis:** THIS IS A REIMBURSEMENT GRANT. The TDA does not pay contractors directly or advance funds; the applicant pays for approved work and submits paid invoices, proof of payment, and photos for reimbursement.
- **Historic District review:** Projects located within the Downtown Historic District must obtain Alexander County Historic Preservation Commission (HPC) approval prior to beginning work.
- **Licenses and Permits:** All work must be performed by licensed, insured contractors and must obtain all required Town permits and inspections.
- **Retention period:** The applicant/owner must maintain the completed improvements in good condition for a minimum of 24 months following reimbursement, or grant funds may be subject to partial repayment.

5. Period of Performance

• 6 months from the incentive grant agreement date to complete work and request reimbursement
• TDA verifies the completed project against the agreement, permits, and inspections
• Reimbursement typically disbursed within 60 days of final approval

6. How It Works

1

Pre-Application Consultation

Applicant contacts TDA to confirm property eligibility, discuss the proposed scope of work, and review incentive grant requirements.

2

Application Submission

Applicant submits a complete application packet, including:

- Completed information sheet
- Proof of property ownership or signed owner authorization (for tenant applicants)
- Scope of work and project narrative
- Itemized contractor bids/estimates for proposed work
- Photographs of existing conditions
- Drawings, renderings, or product/material specifications for proposed improvements
- Evidence of Alexander County HPC approval

3

Review

TDA reviews the application for eligibility, completeness, and consistency with incentive grant goals and design guidelines. TDA may request additional information or a site visit.

4

Approval

Eligible applications are approved by TDA, subject to fund availability. Approved applicants receive a written grant agreement outlining the approved scope, award amount, and conditions.

5

Permitting and Construction

Applicant obtains all required permits and HPC approval (if applicable) and completes the approved work using licensed contractors. No work may begin before written grant approval is issued.

6

Completion and Reimbursement Request

Upon completion, applicant submits:

- Paid invoices and proof of payment for all eligible costs
- Copies of final permits and inspection approvals
- "After" photos of the completed improvements

7

Final Inspection and Disbursement

TDA conducts a final inspection to confirm the work matches the approved scope. Upon approval, TDA disburses the matching grant reimbursement, typically within 60 days.

7. Selection Criteria

If applications exceed available funding, applications may be prioritized based on:

- Visibility and prominence of the building within the downtown core
- Extent of historic restoration or preservation achieved
- Extent of blight, deterioration, or code issues addressed
- Readiness to proceed (secured financing, contractor in hand)
- Amount of private investment leveraged beyond the required match

8. Administration

- Total incentive grant funding is subject to annual appropriation by Town Council and is awarded during specified application windows until funds are exhausted for the fiscal year.
- TDA reserves the right to audit expenditures and request documentation supporting all reimbursed costs.
- The Town reserves the right to amend, suspend, or discontinue the incentive grant at any time.
- Grant awards are not guaranteed and do not constitute a commitment of funds until a written grant agreement is fully executed.

9. Contact & Application Information

Nathan Hester, Town Manager — Nhester@taylorsvillenc.org
Taylorsville Development Alliance — [TDA contact]

Applications are accepted during specified application windows. Applicants are strongly encouraged to schedule a pre-application meeting with TDA before applying.

Town of Taylorsville

Public Art Incentive Grant

The **Public Art Incentive Grant** provides matching funds to support the creation and installation of public art by Professional Artists across Taylorsville. Administered by the Taylorsville Development Alliance (TDA) and funded through an annual Town budget appropriation, the incentive grant strengthens community identity, activates public and semi-public spaces, and supports local and regional artists.

MATCH RATE	MAX AWARD	MAINTENANCE REQUIREMENT
50% of eligible project costs	**$5,000 per project**	**5 years after completion**

Eligibility

- Property owners, tenants with owner permission, nonprofits, schools, civic groups, individual artists, or artist-led teams partnered with a property owner
- Artwork must be created by a Professional Artist — someone with a demonstrated record such as completed public art, exhibitions, formal training, or a consistent portfolio (exception: community-created art led by a Professional Artist)

Eligible Project Types

Murals, sculptures, mixed-media installations, mosaic/tile/glass artwork, artist-designed functional elements (benches, planters, railings, lighting, signage), and community-created art led by a Professional Artist. All work must be visible from a public right-of-way or public space and use durable, safe materials. Artwork may not advertise a private business, duplicate standard architectural or landscaping elements, or violate NCDOT signage restrictions. Applicants must provide a maintenance plan and commit to maintaining the artwork for 5 years.

How It Works

This is a reimbursement grant: applicants pay for approved work and submit paid invoices, proof of payment, and photos afterward. The Town will pay 50% of the total eligible cost up to the maximum allowed amount. No work may begin, and no costs are reimbursable, before written grant approval. Projects also require Alexander County HPC approval prior to construction, as they are within the Historic District.

Get Started

Contact Nathan Hester, Town Manager, Nhester@taylorsvillenc.org, and the Taylorsville Development Alliance at *[TDA email]* to schedule a pre-application consultation.

Town of Taylorsville

Public Art Incentive Grant

Incentive Description

1. Overview

The **Public Art Incentive Grant** provides matching funds to support the creation and installation across Taylorsville of public art created by Professional Artists that enhances downtown revitalization, strengthens community identity, and expands access to the arts.

The incentive grant is designed to:

- Enhance Town character and reinforce Taylorsville's historic identity and sense of place
- Support local and regional artists
- Encourage public-private partnerships
- Activate semi-public and public spaces
- Promote cultural diversity and community storytelling
- Increase the business prospects of the Town by increasing foot traffic, tourism, and visitor spending

The incentive grant is administered by the Taylorsville Development Alliance and funded through a Town budget appropriation. Funding is limited and funding decisions will be made only during established application cycles.

2. The Incentive

TDA will reimburse up to 50% of eligible expenses for qualifying public art projects.

Vacant building activation grant
Up to $5,000 / project / yr

Only work completed after the award of an incentive grant will be eligible for reimbursement. No reimbursement is available for work started before approval.

3. Eligibility

Eligible Applicants

- Property owners anywhere in Town and business tenants with owner permission
- Nonprofit organizations, community groups, schools, and civic organizations
- Individual artists
- Artist-led teams partnered with a property owner

Who counts as a Professional Artist? A Professional Artist is someone who has a demonstrated record of artistic practice, such as:

- Completed public art or commissioned projects
- Exhibitions, installations, or gallery shows
- Art degrees, training, or apprenticeships
- A portfolio showing consistent, original work

Eligible Project Types

All projects must be visible from a public right-of-way or other public space.

Murals

Sculptures

Mixed-media installations

Mosaic, tile, or glass artwork

Artist-designed functional elements (benches, planters, railings, lighting, signage)

Community-created art (youth projects, collaborative murals, etc.) that is led by a Professional Artist

Note: *All project within the Downtown Historic District must comply with relevant historic preservation requirements and receive Historic Preservation Commission approval prior to construction. Contact Patrick Creech, Alexander County Planning Director, at 828-352-7747 for more information.*

Ineligible Project Types

The following are not eligible public art projects:

Mass-produced decorative objects

Artwork that advertises a particular private business

Routine maintenance

Utilities or services required to operate the artwork

Standard architectural elements or landscaping not designed by a Professional Artist

Fees & debt
Permit fees, legal fees, or existing debt

Pre-approval work
Work started or contracted before grant approval (no retroactive funding)

Artwork that violates NCDOT restrictions (advertising, logos, political or religious symbols)

Artwork that damages or obscures historic features

Machinery and equipment, including cranes

4. Terms

- **Match requirement:** The incentive grant reimburses 50% of eligible costs, up to the applicable maximum award for each grant type. The applicant is responsible for the remaining 50% of costs and any costs to complete the project above that amount.
- **Reimbursement basis:** THIS IS A REIMBURSEMENT GRANT. The TDA does not pay contractors directly or advance funds; the applicant pays for approved work and submits paid invoices, proof of payment, and photos for reimbursement.
- **Historic District review:** Projects located within the Downtown Historic District must obtain Alexander County Historic Preservation Commission (HPC) approval prior to beginning work.
- **Licenses and Permits:** All work must be performed by licensed, insured contractors and must obtain all required Town permits and inspections.
- **Maintenance Period:** The applicant must maintain in good condition the public art for a minimum of 5 years following reimbursement or grant funds may be subject to partial repayment.

5. Period of Performance

• 18 months from the incentive grant agreement date to complete the public art project and request reimbursement
• TDA verifies the completed project against the agreement, permits, and inspections
• Reimbursement typically disbursed within 60 days of final approval

6. How It Works

1

Pre-Application Consultation

Applicant contacts TDA to confirm property eligibility, discuss the proposed scope of work, and review incentive grant requirements.

2

Application Submission

Applicant submits a complete application packet, including:

- Completed information sheet
- Proof of property ownership or signed owner authorization (for tenant applicants)
- Scope of work and project narrative
- Itemized contractor bids/estimates for proposed work
- Photographs of existing conditions
- Drawings, renderings, or product/material specifications for proposed improvements, including a site plan or floor plan, if applicable
- Evidence of Alexander County HPC approval

3

Review

TDA reviews the application for eligibility, completeness, and consistency with incentive grant goals and design guidelines. TDA may request additional information or a site visit.

4

Approval

Eligible applications are approved by TDA, subject to fund availability. Approved applicants receive a written grant agreement outlining the approved scope, award amount, and conditions.

5

Permitting and Art Installation

Applicant obtains all required permits and HPC approval (if applicable) and completes the approved work. No work may begin before written grant approval is issued.

6

Completion and Reimbursement Request

Upon completion, applicant submits:

- Paid invoices and proof of payment for all eligible costs
- Copies of final permits and inspection approvals
- "After" photos of the completed improvements

7

Final Inspection and Disbursement

TDA conducts a final inspection to confirm the work matches the approved scope. Upon approval, TDA disburses the matching grant reimbursement, typically within 60 days.

8

Occupancy/Marketing Verification

TDA verifies occupancy or active marketing throughout the required timeframe and then closes out the grant file.

7. Selection Criteria

If applications exceed available funding, applications may be prioritized based on:

- Visibility and prominence of the public art
- Extent of community involvement
- Readiness to proceed (installation space secured, material ready)
- Amount of private investment leveraged beyond the required match

8. Administration

- Total grant funding is subject to annual appropriation by Town Council and is awarded during specified application windows until funds are exhausted for the fiscal year.
- TDA reserves the right to audit expenditures and request documentation supporting all reimbursed costs.
- The Town reserves the right to amend, suspend, or discontinue the grant at any time.
- Grant awards are not guaranteed and do not constitute a commitment of funds until a written grant agreement is fully executed.

9. Contact & Application Information

Nathan Hester, Town Manager — Nhester@taylorsvillenc.org

Taylorsville Development Alliance — [TDA contact]

Applications are accepted during specified application windows. Applicants are strongly encouraged to schedule a pre-application meeting with TDA before applying.

Town of Taylorsville
Vacant Building Activation Incentive Grant

The **Vacant Building Activation Incentive Grant** provides matching funds to encourage provides financial assistance to encourage the rehabilitation, occupancy, activation, and productive reuse of vacant and underutilized commercial buildings across Taylorsville. Administered by the Taylorsville Development Alliance (TDA) and funded through an annual Town budget appropriation, the incentive grant reduces commercial vacancy and blight while supporting private investment in building rehabilitation.

MATCH RATE	MAX AWARD	OCCUPANCY OR MARKETING REQUIREMENT
50% of eligible project costs	**$5,000 per project**	**24 months after completion**

Total reimbursement per address is capped at $5,000/fiscal year, up to a lifetime cap of $15,000/building.

Eligibility

- Property owners and prospective commercial tenants (with owner approval) of buildings that have been vacant for more than 3 months.
- Not eligible: tax-delinquent properties, or owners/tenants not in good standing with utilities or code enforcement

Eligible Improvements

Key building systems and interior infrastructure that make a commercial space safe and usable, including HVAC plumbing, and electrical upgrades, as well as fire suppression systems needed to bring a building up to code. ADA accessibility improvements and structural stabilization work are also covered, helping ensure buildings are both safe and accessible to the public.

How It Works

This is a reimbursement grant: applicants pay for approved work and submit paid invoices, proof of payment, and photos afterward. The Town will pay 50% of the total eligble cost up to the maximum allowed amount. No work may begin, and no costs are reimbursable, before written grant approval. Projects also require Alexander County HPC approval prior to construction, as they are within the Historic District.

Get Started

Contact Nathan Hester, Town Manager, Nhester@taylorsvillenc.org, and the Taylorsville Development Alliance at *[TDA email]* to schedule a pre-application consultation.

Town of Taylorsville
Storefront Improvement Incentive Grant
Incentive Description

1. Overview

The **Vacant Building Incentive Grant** provides financial assistance to encourage the rehabilitation, occupancy, activation, and productive reuse of vacant and underutilized commercial buildings across Taylorsville.

The incentive grant is designed to:

- Reduce commercial vacancy and visible blight
- Encourage private investment and small business growth
- Support adaptive reuse and historic preservation

The incentive grant is administered by the Taylorsville Development Alliance and funded through a Town budget appropriation. Funding is limited and funding decisions will be made only during established application cycles.

2. The Incentive

TDA will reimburse up to 50% of eligible expenses for qualifying rehabilitation and code-compliance improvements necessary to occupy or reactivate vacant commercial space.

Vacant building activation grant
Up to $5,000 / bldg / yr

Only work completed after the award of an incentive grant will be eligible for reimbursement. No reimbursement is available for work started before approval.

Incentive Limits

• Total reimbursement per address may not exceed $5,000 per fiscal year
• Applicants may reapply in a later fiscal year for additional phases, subject to fund availability
• Lifetime grant cap: $15,000 per building
• Reimbursement occurs only after improvements are completed, costs are paid, and required inspections/HPC approvals are obtained

3. Eligibility

Eligible Applicants

- Commercial property owners of buildings within the municipal limits of Taylorsville whose who are current on all Town property taxes and utility payments and that have been vacant for more than 3 months at the time of the application
- Commercial tenants, with written owner consent, of buildings within the municipal limits of Taylorsville whose who are current on all Town property taxes and utility payments and that have been vacant for more than 3 months at the time of the application

Ineligible Applicants

- Commercial property owners with tax-delinquent properties
- Commercial property owners or tenants not in good standing with utilities or code enforcement

Eligible Costs

HVAC, plumbing, and electrical upgrades

Fire suppression and life-safety systems

ADA accessibility improvements

Structural stabilization

Interior wall construction and demolition

Restroom construction or renovation

Other interior improvements required to bring the space into code compliance for occupancy, as approved

Note: *All project within the Downtown Historic District must comply with relevant historic preservation requirements and receive Historic Preservation Commission approval prior to construction. Contact Patrick Creech, Alexander County Planning Director, at 828-352-7747 for more information.*

Ineligible Costs

The following are not eligible costs:

Building purchase, new construction, or building additions

Security systems or equipment

Non-permanent upgrades
Telephone or computer hardware and software

Soft costs
Design, engineering, or survey costs,

Pre-approval work
Work started or contracted before grant approval (no retroactive funding)

Non-historic materials
Vinyl siding, plastic panel signage, and internally illuminated plastic cabinet signs

Machinery and equipment, including cranes

Fees & debt
Permit fees, legal fees, or existing debt

Changes not tied to occupancy or code compliance
Cosmetic or decorative finishes such as signage, furniture, fixtures, or equipment, routine maintenance and repairs

4. Terms

- **Match requirement:** The grant reimburses 50% of eligible costs, up to the applicable maximum award for each grant type. The applicant is responsible for the remaining 50% of costs and any costs to complete the project above that amount.
- **Reimbursement basis:** THIS IS A REIMBURSEMENT GRANT. The TDA does not pay contractors directly or advance funds; the applicant pays for approved work and submits paid invoices, proof of payment, and photos for reimbursement.
- **Historic District review:** Projects located within the Downtown Historic District must obtain Alexander County Historic Preservation Commission (HPC) approval prior to beginning work.
- **Licenses and Permits:** All work must be performed by licensed, insured contractors and must obtain all required Town permits and inspections.
- **Occupancy/Marketing requirement:** The applicant/owner must actively market or certify occupancy by an active business within 90 days of project completion or grant funds may be subject to partial repayment. The applicant/owner must maintain occupancy or active marketing of the space for a minimum of 24 months following reimbursement or grant funds may be subject to partial repayment.

5. Period of Performance

• 18 months from the incentive grant agreement date to complete work and request reimbursement
• TDA verifies the completed project against the agreement, permits, and inspections
• Reimbursement typically disbursed within 60 days of final approval

6. How It Works

1

Pre-Application Consultation

Applicant contacts TDA to confirm property eligibility, discuss the proposed scope of work, and review incentive grant requirements.

2

Application Submission

Applicant submits a complete application packet, including:

- Completed information sheet
- Proof of property ownership or signed owner authorization (for tenant applicants)
- Scope of work and project narrative
- Itemized contractor bids/estimates for proposed work
- Photographs of existing conditions
- Drawings, renderings, or product/material specifications for proposed improvements, including a site plan or floor plan, if applicable
- Evidence of Alexander County HPC approval

3

Review

TDA reviews the application for eligibility, completeness, and consistency with incentive grant goals and design guidelines. TDA may request additional information or a site visit.

4

Approval

Eligible applications are approved by TDA, subject to fund availability. Approved applicants receive a written grant agreement outlining the approved scope, award amount, and conditions.

5

Permitting and Construction

Applicant obtains all required permits and HPC approval (if applicable) and completes the approved work using licensed contractors. No work may begin before written grant approval is issued.

6

Completion and Reimbursement Request

Upon completion, applicant submits:

- Paid invoices and proof of payment for all eligible costs
- Copies of final permits and inspection approvals
- "After" photos of the completed improvements

7

Final Inspection and Disbursement

TDA conducts a final inspection to confirm the work matches the approved scope. Upon approval, TDA disburses the matching grant reimbursement, typically within 60 days.

8

Occupancy/Marketing Verification

TDA verifies occupancy or active marketing throughout the required timeframe and then closes out the grant file.

7. Selection Criteria

If applications exceed available funding, applications may be prioritized based on:

- Upper-floor or historically significant space activation
- Length of vacancy (longer-vacant building prioritized)
- Extent of historic restoration or preservation achieved
- Number and type of jobs created or businesses supported
- Extent of blight, deterioration, or code issues addressed
- Readiness to proceed (secured financing, tenant in hand)
- Amount of private investment leveraged beyond the required match

8. Administration

- Total incentive grant funding is subject to annual appropriation by Town Council and is awarded during specified application windows until funds are exhausted for the fiscal year.
- TDA reserves the right to audit expenditures and request documentation supporting all reimbursed costs.

- The Town reserves the right to amend, suspend, or discontinue the incentive grant at any time.
- Grant awards are not guaranteed and do not constitute a commitment of funds until a written grant agreement is fully executed.

9. Contact & Application Information

Nathan Hester, Town Manager — Nhester@taylorsvillenc.org
Taylorsville Development Alliance — [TDA contact]

Applications are accepted during specified application windows. Applicants are strongly encouraged to schedule a pre-application meeting with TDA before applying.

Economic Development Incentive Grant Administration Agreement

by and between

Town of Taylorsville, North Carolina

and

Taylorsville Downtown Alliance

Dated as of [DATE]

This **ECONOMIC DEVELOPMENT INCENTIVE GRANT ADMINISTRATION AGREEMENT (the "Agreement")** is dated as of _____ and is between the **TOWN OF TAYLORSVILLE, NORTH CAROLINA,** a municipal corporation of the State of North Carolina (the "Town"), and **TAYLORSVILLE DEVELOPMENT ALLIANCE,** a 501(c)(3) nonprofit organization association ("TDA").

R E C I T A L S:

The Town has determined to carry out a series of economic development initiatives to strengthen downtown Taylorsville, increase employment and business prospects, reduce commercial vacancy and blight, encourage private investment, support adaptive reuse and historic preservation, and expand access to public art.

To advance these goals, the Town has created an economic development incentive grant program pursuant to NCGS 158-7.1, consisting of the following grants:

1. Storefront Improvement Incentive Grant, supporting historically appropriate façade rehabilitation and exterior improvements.

2. Vacant Building Activation Incentive Grant, supporting interior upfit and code-compliance improvements necessary to occupy or reactivate long-vacant commercial space.

3. Public Art Incentive Grant, supporting public art installations visible from public spaces and created by Professional Artists.

The Town has determined that these programs will increase the taxable property base, improve business prospects, and enhance the economic vitality and cultural identity of Taylorsville. The Town will appropriate funds for these economic development purposes and transfer them to TDA for administration.

In consideration of the Town's appropriation of funds for this purpose, TDA agrees to implement and administer the incentive program, as such activities further and advance TDA's authorized purposes. TDA will administer the funds through the Incentive Grant Program ("Program") and will administer the grants as they are described in each of the grant descriptions, attached as Exhibits.

NOW, THEREFORE, for and in consideration of the mutual promises and covenants contained in this Agreement, the parties agree as follows:

ARTICLE I
PURPOSE

The purpose of this Agreement is to describe and set forth the terms and conditions pursuant to which TDA will provide administration and other services with respect to the Town's funds and the Program.

ARTICLE II
GRANT PROGRAM FUNDS

The Town will appropriate funds for the benefit of the Town's economic development and business prospects and transfer them to TDA for administration. The Town shall make an initial transfer in the amount of [$XXXXXXX]. The Town shall transfer the Program funds to an account designated as the Program account by TDA and shall alert TDA as to the date of the transfer.

The Town may transfer additional funds to TDA from time to time in its sole discretion. Any and all of the funds contributed by the Town for this purpose and all accretions thereto shall become the assets of TDA held for the benefit of the Town, but subject to recapture as described in this Agreement.

ARTICLE III
TDA RESPONSIBILITIES

3.1 Use of Funds. TDA shall use and administer the funds according to TDA's articles of incorporation and in accordance with the Program. TDA is not expected to use any other funds to administer the Program.

3.2. Accounting and Reporting. TDA shall not commingle Program funds with its general operating funds or any other accounts.

TDA shall

(a) Maintain a separate Program account
(b) Provide the Town with quarterly fund statements
(c) Retain all Program records for at least five years

(d) Provide the Town with online access to view Program account activity

3.3. Application and Intake. TDA shall conduct outreach to potential applicants and distribute the grant application and materials. TDA shall receive, review, and log all applications for completeness and eligibility and communicate with applicants regarding application status and required documentation.

3.4. Review and Award. TDA shall evaluate applications to ensure compliance with the grant descriptions and notify applicants of funding decisions in writing in a timely manner. TDA has the sole discretion to determine eligibility for the grant funds, consistent with the grant requirements.

3.5. Fund Disbursement. TDA shall disburse grant awards to approved recipients in accordance with the Program.

3.6. Monitoring and Compliance. TDA shall monitor grant recipients for compliance with award terms and Program requirements. TDA shall notify the Town promptly of any suspected fraud, misuse of funds, or material non-compliance. TDA is responsible for the recovery of any grant funds determined to have been misused.

ARTICLE IV
TERM AND TERMINATION

This Agreement shall remain in effect for three years from the date this Agreement is executed unless terminated sooner at the election of the Town. Unexpended funds remaining at the close of the Program shall be returned to the Town within thirty days of this Agreement's expiration or termination. TDA must provide the Town with a final report of all incentives awarded and the status of each within 60 days of the Agreement's expiration or termination.

ARTICLE V
ADDITIONAL PROVISIONS

5.1. Amendments. This Agreement may be amended or modified in whole or in part only by an instrument signed on behalf of both the Town and TDA.

5.2. Changes to the Incentive Programs. The Town may modify, revise, or replace any incentive program descriptions or materials attached to this Agreement as Exhibits without requiring approval or consent from TDA. The Town will provide prior written notice to TDA of any such changes.

5.3. Town Liaison. The Town shall designate a Town liaison to coordinate with TDA on program matters as necessary from time to time. TDA may rely on the representations of the liaison as direction from the Town.

5.4. Conflicts of Interest. No officer, employee, or board member of TDA shall participate in any decision relating to a grant award in which that individual, or any member of their immediate family, has a direct or indirect financial interest.

5.5. Relationship of the Parties. This Agreement does not create a partnership, joint venture or similar relationship between the parties. Neither party may bind the other to third parties. The parties will not contend otherwise or try to enforce any contrary intention.

5.6. Notices.

(a) Any communication provided for in this Agreement must be in English and must be in writing. "Writing" includes electronic mail but does not include facsimile transmission.

(b) For the purposes of this Agreement, any communication sent by electronic mail will be deemed to have been given on the date the communication is similarly acknowledged by a Town Representative (in the case of the Town) or other authorized representative (in the case of any other party). No such communication will be deemed given or effective without such an acknowledgment.

(c) Any other communication under this Agreement will be deemed given on the delivery date shown on a United States Postal Service certified mail receipt, or a delivery receipt (or similar evidence) from a national commercial package delivery service, if addressed as follows:

(i) if to the Town, to Town Manager, Town of Taylorsville, 67 Main Avenue Drive, Taylorsville, NC 28681, nhester@taylorsvillenc.com.

(ii) if to TDA, to [NAME and POSITION], _____

5.7. Assignment. Neither party may assign this agreement.

5.8. Governing Law. The parties intend that North Carolina law will govern this Agreement and all matters of its interpretation. To the extent permitted by law, the parties agree that any action brought with respect to this Agreement must be brought (a) in the North Carolina General Court of Justice in Alexander County, North Carolina, or (b) if an action by law may be brought only in the United States federal courts, the action must be brought in the United States District Court for the Middle District of North Carolina.

5.9. Confidentiality. All information furnished by the Town to TDA or by TDA to the Town shall be treated as confidential and shall not be disclosed to third parties, unless generally known or otherwise publicly available and except as required by regulatory agencies or otherwise by law.

5.10. Severability. If any provision of this Agreement is determined to be unenforceable, that will not affect any other provision of this Agreement.

5.11. Entire Agreement. The terms of this Agreement shall be subject to TDA's articles of incorporation which are specifically incorporated herein. This Agreement, together with the Program guidelines, constitutes the Town's entire agreement with TDA with respect to its general subject matter.

[The remainder of this page has been left blank intentionally.]

IN WITNESS WHEREOF, the Town and TDA have caused this instrument to be executed as of the day and year first above written by duly authorized officers.

ATTEST: (SEAL)

TOWN OF TAYLORSVILLE, NORTH CAROLINA

_____

By: _____

Nicole Mayes
Town Clerk

George Holleman
Mayor

TAYLORSVILLE DOWNTOWN ALLIANCE

By: _____

[NAME]
[POSITION]

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

_____

Kimberly Sager
Finance Director

[Taylorsville Economic Development Grant Administration Agreement dated as of _____]

Exhibit –

A -Storefront Improvement Incentive Grant
B- Vacant Building Activation Incentive Grant
C- Public Art Incentive Grant
D- Incentive Grant Pre-application and Incentive Application

Taylorsville, North Carolina -- Notice of Public Hearing
Economic Development Incentive Grant Program

The Town Council of the Town of Taylorsville, North Carolina, will hold a public hearing on September 1, 2026, at 5:30 p.m. (or as soon thereafter as the matter may be heard). The purpose of the hearing is to take public comment concerning the creation of an economic development incentive grant program.

The hearing will be held in the Council's usual meeting room, the Town Council Chamber, at Taylorsville Town Hall, 67 Main Avenue Drive, Taylorsville, NC 28681.

The purpose of the hearing is to receive public comment on the creation of an Economic Development Incentive Grant Program. The Incentive Grant Program is intended to increase taxable property and business prospects, support private investment, reduce commercial vacancy and blight, encourage adaptive reuse and historic preservation, expand access to the arts, and improve the visual appeal and economic vitality of Taylorsville.

The proposed program would be administered by the Taylorsville Development Alliance and would reimburse eligible applicants for up to 50% of eligible costs in three categories: Storefront Improvement, Vacant Building Activation, Public Art. The maximum reimbursement award under the program is $5,000 per applicant per project per fiscal year, subject to grant-specific caps.

All interested persons will be heard. The Town's plans are subject to change based on the comments received at the public hearing and the Council's subsequent discussion and consideration.

Persons wishing to make written comments in advance of the hearing or wishing more information concerning the subject of the hearing may contact Nathan Hester, Town Manager, at nhester@taylorsvillenc.com.

Resolution authorizing the creation of an <u>Incentive Grant Program</u>

Introduction –

The Town Council of the Town of Taylorsville recognizes that small businesses, historic commercial buildings, and local artists are vital to the economic health, tax base, employment opportunities, cultural identity, and overall quality of life in Taylorsville.

However, the Town continues to face challenges in its downtown and commercial areas, including vacant storefronts, underutilized upper floors, deteriorated façades, and limited public art installations. These conditions negatively affect business prospects, pedestrian activity, and the taxable property base.

To address these needs, and as authorized by State law, the Town has developed an incentive grant program designed to encourage private investment, reduce commercial vacancy and blight, support adaptive reuse and historic preservation, expand access to the arts, and improve the visual appeal and economic vitality of Taylorsville.

The program is structured as 50/50 matching reimbursement grants with a maximum award of $5,000, with safeguards to ensure accountability, including documentation of paid invoices, final inspections, and compliance with historic preservation requirements. The Taylorsville Development Alliance (TDA) will administer the program, review applications, verify eligibility, and ensure compliance with all program requirements.

The Town Council finds that these incentives are necessary and appropriate to address documented economic development needs, will increase the Town's taxable property base, will encourage business expansion and job creation, will expand and support access to the arts, and will result in a net public benefit that outweighs the cost of the incentives.

1. The Town Council of the Town of Taylorsville makes the following findings:

(a) The incentives will increase the Town's taxable property base and business prospects.

(b) The incentives will encourage private investment, business expansion, and job creation.

(c) The incentives will strengthen the Town's downtown and commercial districts.

(d) The incentives will promote tourism, cultural identity, and community vitality.

(e) The incentives will expand and support access to the arts for the public.

(f) The incentives will result in a net public benefit and advance the Town's economic development goals.

(g) Because the incentives will serve these public purposes, the Town's creation of an incentive grant program and making an appropriation of funds for that purpose is authorized under Section 158-7.1 of the North Carolina General Statutes.

2. The Town Council of the Town of Taylorsville, North Carolina, RESOLVES as follows:

(a) There is hereby established the Taylorsville Economic Development Incentive Grant Program ("Program") for the purpose of providing financial assistance to eligible applicants and eligible projects located within the Town. The Program shall consist of the Storefront Improvement Grant, the Vacant Building Activation Grant, and the Public Art Grant, and any other incentive grants as the Town may establish from time to time.

(b) The Program will be administered by TDA and operate substantially as described in the packet attached to this Resolution as EXHIBIT 1. The Council approves the descriptions of the incentive program grants, incentive eligibility, and related applications included in the packet.

3. Additionally, the Council resolves as follows:

(a) The Council authorizes the Mayor or the Town Manager to execute and deliver an Agreement with TDA to administer the Program. The Agreement in its respective final form must be in substantially the form attached to this Resolution as EXHIBIT 2, with such changes as the Mayor or the Town Manager may approve. The execution and delivery of the Agreement by an authorized Town officer will be conclusive evidence of that officer's approval of any changes.

(b) This resolution takes effect immediately.

* * * * * * * * * * * * * * * * *

I certify as follows: that the foregoing resolution was properly adopted at a meeting of the Town Council of the Town of Taylorsville, North Carolina; that this meeting was properly called and held on _____, 2026; that a quorum was present and acting throughout this meeting; and that this resolution has not been modified or amended, and remains in full effect as of today.

Dated this ____ day of _____, 2026.

[SEAL] _____

Christina Childers
Town Clerk
Town of Taylorsville, North Carolina

September 4, 2026

Hon. George Holleman, Mayor and
The Members of the Taylorsville Town Council
c/o Ms. Christina Childers, Town Clerk
Via email to cchilders@taylorsvillenc.com

RE: Town of Taylorsville, NC
PROPOSAL FOR TOWN ATTORNEY SERVICES

Dear Mayor Holleman and Members of the Town Council,

As the Managing Partner of The Brough Law Firm, PLLC, I am writing to express my firm's interest in serving as the next Town Attorneys for Taylorsville, NC. We have been practicing local government law for nearly forty years. In that time, our firm has grown to a team of eleven attorneys, representing more than two dozen North Carolina municipalities, two counties, and numerous other local government entities either as board counsel or outside counsel for litigation and other special projects. Because all eleven of our attorneys practice local government law, we are able to provide significant resources and experience not often available to smaller local governments.

We value public service, and we believe our job is to help our local government clients anticipate issues and understand legal requirements and practical concerns so that they can mitigate risk and maximize the success of their communities. We have extensive experience, individually and collectively, in all aspects of municipal law, including but not limited to zoning and land use law, board governance, the State Public Records act, the State open meetings law, ordinance drafting, contracts, public finance, employment law, and litigation in state and federal trial and appellate courts. The only local government matters we do not typically handle are real property transactions. It is our practice to ask local real estate attorneys to conduct title searches and closings because they can do so on a more cost-effective basis. Also, from time to time, we will ask outside counsel to handle bond work and other specialized public finance matters.

Although Taylorsville is located about two hours from our main office in Chapel Hill, we have found that we can successfully serve clients located a

considerable distance from our office through telephone, email, and video conferencing. For example, we have successfully represented the Towns of Boiling Spring Lakes, Holden Beach, Southport, and Oak Island, even though each of these is located two and half hours or more from our Chapel Hill office. Moreover, I have a personal interest in working for the Town. I grew up in Hickory and continue to have close family ties to the area. And in my nearly twenty-five years of law practice, I have found my most satisfying clients are small rural communities like Taylorsville.

We typically designate two attorneys to serve each municipality we represent. One acts as the primary counsel and principal contact, and the other serves as secondary counsel and as a backup point of contact. For the Town of Taylorsville, I would serve as the primary counsel. Should our firm be selected, we would appoint another attorney to serve as secondary counsel. Additionally, the full resources of our firm would be at the Town's disposal. This arrangement ensures that the Town has full access to our services, not only during normal business hours, but also during evenings and weekends.

Our fee proposal is straightforward and, we believe, cost-effective for local governments. We charge an hourly rate for all work performed. Our initial hourly rate, effective upon the Firm's appointment as Town Attorneys, is $265.00 per hour for Senior Attorneys and $240.00 per hour for Associates. As shown in more detail on the attached Compensation for Services form, our rates increase slightly each year on July 1st. Depending on the Town's needs, we would be happy to discuss alternative rates and fees, including a flat fee structure for attendance of Town Council and other appointed or advisory board meetings.

The following materials have been included with this proposal:

- An Addendum containing additional, more specific, responses to the RFP;
- Our Compensation for Services schedule;
- A list of professional references;
- A resume for T.C. Morphis, Jr.;
- Our public sector client list; and
- A prospectus which provides detailed information about each attorney in the firm.

Additional information about our law firm can be found on our website at www.broughlawfirm.com.

We would be pleased to attend a Town Council meeting to further discuss our Firm's possible representation of the Town. Please let us know if additional information would be helpful.

Thank you for your consideration.

Sincerely,

THE BROUGH LAW FIRM, PLLC

/s/ T.C. Morphis, Jr.
Managing Partner

TCM:las
Enclosures: As Stated

CC: Mr. Nathan Hester, Town Manager
via email to nhester@taylorsvillenc.com

ADDENDUM

Municipal Experience

Growing up in Hickory, North Carolina, T.C. Morphis has been in and around smaller towns his entire life. He currently represents the Town of Aberdeen, population 8,516; the City of Hamlet, population 6,025; the Town of Robbins, population 1,168; and the Village of Whispering Pines, population 4,987. He also represents Person County, a rural community with a population of 40,636. Mr. Morphis has been the Attorney for Aberdeen since 2004, Hamlet since about 2014, Robbins since about 2012, Whispering Pines since about 2013, and Person County since 2024. Like Taylorsville, the communities Mr. Morphis represents are mostly located in rural areas and have seen cycles of economic boom and bust.

Assigned Attorneys

As stated in the cover letter, T.C. Morphis would serve as the primary attorney for Taylorsville, with a secondary attorney being added upon appointment to the post. Other attorneys in the firm have considerable area-specific experience, including but not limited to:
Ms. Ashley Anderson, public finance and economic development;
Mr. Al Andrews, law enforcement matters;
Mr. Nick Herman, State and federal litigation;
T.C. Morphis, board governance and code enforcement matters; and
Ms. Jenna Yovanovich, real property law.

The Town staff and officials should feel free to contact any other attorney with The Brough Law Firm should the primary and secondary attorneys be unavailable.

Conflict of Interest Disclosure

The Brough Law Firm, PLLC does not currently have any clients in Alexander County, and should the firm be selected to represent the Town of Taylorsville, it would not undertake any representation that would be in conflict with the interests of the Town, consistent with the requirements of the North Carolina Rules of Professional Conduct for attorneys.

Transition Approach

If selected, we would work closely with existing legal counsel to ensure a smooth transition. This would include one visit free of charge to Town Hall, or other appropriate location, to meet with Town officials, staff, and the outgoing Town Attorney.

THE BROUGH LAW FIRM, PLLC

COMPENSATION FOR SERVICES

Statements for services rendered by The Brough Law Firm, PLLC (the "Firm") will be prepared at the end of each calendar month for the work performed during the previous month. Your monthly statement will consist of two parts: (i) an itemized breakdown of professional services and (ii) a list of expenses and advanced costs. The professional services portion of your statement will be based upon the following Hourly Rates and Flat-Fee Meeting Rates for the attorneys and other staff who work on your case:

Hourly Rates				
Attorney	**Effective Upon Execution**	**Effective 07/01/2027**	**Effective 07/01/2028**	**Effective 07/01/2029**
Senior Attorney	$265.00	$280.00	$295.00	$310.00
Associate	$240.00	$255.00	$270.00	$285.00
Legal Assistant	$150.00	$165.00	$170.00	$185.00

Flat-Fee Meeting Rates				
Means of Attendance	**Effective Upon Execution**	**Effective 07/01/2027**	**Effective 07/01/2028**	**Effective 07/01/2029**
In-Person	$950.00	$1,050.00	$1,200.00	$1,350.00
Telephone or Video	$550.00	$650.00	$750.00	$800.00

The above-listed Flat-Fee Meeting Rates are charged for travel to and from and attendance at meetings of the Governing Board, Planning Board, Zoning Board of Adjustment, and any other appointed or advisory boards established by the Governing Board. For meetings of all boards which the attorney is expected to attend regularly, either in-person or by alternative means, the Firm will charge a reservation fee equal to one (1) hour of work billed at the Senior Attorney rate. If the attorney attends the meeting, either in-person or by alternative means, the reservation fee will be credited against the attorney's fee for that meeting. If the attorney is not asked to attend the meeting, the fee will be charged to reserve time on the attorney's calendar. All other work performed by the Firm will be billed in increments of one tenth ($1/10^{th}$) of an hour at the Hourly Rates described above.

Your statement will indicate the services performed and the date, the attorney performing the services, the hourly rate, and the total. It will also include an itemized list of additional expenses and advanced costs. These include:

- Photocopy charges for non-routine copying done for the client outside the office.
- Private express mail carriers such as Federal Express.
- Mileage and travel expenses outside Alexander, C a barrus, Chatham, Davie, Durham, Forsyth, Granville, Guilford, Lee, Moore, Orange, Nash, Person, Stanly, and Wake counties.
- Filing, service of process, and other fees associated with litigation.
- Fees for recording deeds and other instruments.

Statements will be mailed by the 10th of each month and are overdue if payment is not received by the end of that month. Interest at the rate of 1 ½% per month shall accumulate on balances not paid within thirty days after the date such balances become overdue. Any retainer received from you will be deposited in our trust account and used to pay your monthly statements. To the extent our statements exceed the retainer amount, payment will be expected as indicated above. If payment in full is not received by the 15th of the month following the month in which a statement is issued, no additional services will be performed on your behalf, and thereafter services will be performed only if and to the extent that additional funds are deposited in our trust account to ensure payment of our statements as they become due.

Payments can be made by check, credit card, or "e-check." We will add a processing fee of 1.95% for Visa, Mastercard, and Discover payments and a processing fee of 2.95% for other cards, including American Express. E-check payments are limited to $5,000 per payment.

REFERENCES

Town of Aberdeen
Hon. Robert Farrell, Mayor
Tel.: (910) 944-7776
Email: rfarrell@townofaberdeen.net

Mr. Paul Sabiston, Town Manager
Tel.: (910) 944-4505
Email: psabiston@townofaberdeen.net

City of Hamlet
Hon. Amy Guinn, Mayor
Tel.: (910) 331-4312
Email: aguinn@hamletnc.us

Ms. Mackenzie Webb, Interim Manager
Tel.: (910) 582-2651
Email: mwebb@hamletnc.us

Town of Robbins
Hon. Cameron Dockery, Mayor
Email: cdockery@townofrobbins.com

Mr. Clint Mack, Town Manager
Tel.: (910) 948-2431
Email: manager@townofrobbins.com

Village of Whispering Pines
Hon. Pamela Harris, Mayor
Email: pharris@vwpnc.org

Ms. Linda Christopher, Interim Manager
Tel.: (910) 949-3141
Email: clerk@vwpnc.org

Person County
Hon. Kyle Puryear, Chair of the Board of Commissioners
Email: kpuryear@personcountync.gov

Ms. Katherine Cathey, County Manager
Tel.: (336) 330-2205
Email: kcathey@personcountync.gov

THOMAS C. "T.C." MORPHIS, Jr.

O: (919) 929-3905 morphis@broughlawfirm.com
M: (919) 602-3528

Education

University of North Carolina at Chapel Hill
- **Juris Doctor** (2002)
- **Master of Regional Planning** (2002)
- **Bachelor of Arts** in Philosophy and History (1997)

Professional Experience

The Brough Law Firm, PLLC, Chapel Hill, NC
(The successor in interest to The Brough Law Firm, a sole proprietorship)

Managing Partner (January, 2015 – present)
Attorney (September, 2002 – December, 2014)

City Attorney and Outside Counsel
- General Counsel for Person County, the City of Hamlet, the Towns of Aberdeen and Robbins, and the Village of Whispering Pines.
- Outside Counsel to the Chatham County Board of Adjustment.
- Currently outside litigation counsel to Stokes County, and recently to the Town of Sawmills.
- Regularly advises local governing boards on significant community issues, including in circumstances where board members disagree with each other and may seek to politicize the advice of professional staff.

Manager
- Manages the day-to-day operations of an eleven-attorney law firm.
- Guides and directs strategic planning, including long-term goal setting and financial planning for the firm.
- Regularly oversees the work of outside attorneys, including real estate, bond, and litigation counsel; office staff; summer associates; and full-time associates.
- From 2015 to 2026, the gross revenue of the firm has more than doubled, and the firm has grown from four attorneys to eleven.
- From 2015 to 2025, the firm's client roster has grown from sixteen municipalities to thirty municipalities, two counties, and outside counsel to numerous local government boards.
- Manages the firm's finances using a conservative approach, such that the firm has no debt and significant financial reserves.
- In 2019, advocated for and then supervised the firm's first ever logo and brand

package design.

Litigator

- Significant experience representing public and private clients in land use and local government matters at all levels of the North Carolina courts, including before the North Carolina Supreme Court.
- Significant experience representing clients in numerous quasi-judicial and administrative proceedings, including before local governing boards and boards of adjustment, in the NC Office of Administrative Hearings, and before the NC Coastal Management Commission.
- Named counsel in the following appellate decisions:
  Barefoot v. Durham County, ___ N.C. App. ___, 929 S.E.2d 100 (2026);
  Clement v. Cumberland County, 269 N.C. App. 384, 836 S.E.2d 789 (2020) (unpublished opinion);
  Edens v. City of Hamlet, 293 N.C. App. 360, 898 S.E.2d 926 (2024) (unpublished opinion);
  Gardner v. Richmond County, 297 N.S. App. 751, 911 S.E.2d 761 (2025);
  Hamilton v. Town of Montreat, COA25-962 (August 5, 2026) (unpublished opinion);
  Hayner v. Town of Montreat, 301 N.C. App. 560, 922 S.E.2d 226 (2025) (unpublished opinion);
  Kirkpatrick v. Town of Nags Head, 213 N.C. App. 132, 713 S.E.2d 151 (2011);
  Musi v. Town of Shallotte, 200 N.C. App. 379, 684 S.E.2d 892 (2009);
  Quality Built Advantage, Inc. v. Graham, 266 N.C. App. 617, 830 S.E.2d 708 (2019) (unpublished opinion);
  State ex rel. Pollino v. Shkut, 271 N.C. App. 272, 843 S.E.2d 716 (2020);
  Wally v. City of Kannapolis, 238 N.C. 364, 768 S.E.2d 200 (2014); and
  Young v. City of Durham, 287 N.C. App. 521, 882 S.E.2d 152 (2023).

Ordinance, Policy, and Local Legislation Drafting

- Significant experience drafting ordinances, policies, and local legislation.
- Provided legal review for the new unified development ordinance in Burlington, NC, adopted in 2019.
- Drafted a new unified development ordinance for Aberdeen, NC, adopted in 2011.
- Drafted and worked to secure local legislation for the Towns of Vass, Pinebluff, and Hope Mills.

Counselor and Advisor

- Regularly reviews contracts and conducts legal and real property research.
- Regularly advises governing boards, boards of adjustment, and other local boards on all matters relating to board governance, the NC open meetings law, NC public records law, parliamentary procedure, legislative decision making, and quasi-judicial procedure.

- Regularly advises local government staff from all local government departments, including managers' offices, planning, inspections, fire, police, human resources, and public works departments.
- Regularly assists local governments with risk management, including developing training programs and evaluating settlement and appeal options for litigation.
- Regularly advises public and private clients on land use matters relating to zoning, subdivisions, annexation, and related topics.
- Regularly advises local government clients on quality-of-life issues, including the application of minimum housing codes and nuisance abatement.
- Regularly advises local government clients on employment law topics.
- Significant experience advising local governments on First Amendment issues, such as the regulation of speech in public forums and sexually oriented businesses.

Other Experience and Awards

- Current member of the Eno River Association Board of Directors.
- Current member of the NC Bar Association Government and Public Sector Section.
- NC Association of Municipal Attorneys Board of Directors, 2021- 2024.
- NC Bar Association Zoning, Planning, and Land Use Law Section Council Chair, 2017-2018.
- Previously a member of the Triangle Land Conservancy's Land Protection Committee.
- Previously the Advisory Committee Chair to the City of Durham's Community and Family Life Center at Lyon Park.
- 2002 Finalist in the Merhige National Environmental Negotiation Competition.
- 2001 U.S. Department of Education Foreign Language Area Studies scholarship for the study of Hindi and Urdu.
- 2001 UNC-Chapel Hill School of Law, Best Overall award in the UNC Environmental Negotiation Competition.
- 1999 UNC-Chapel Hill School of Law, Gressman-Pollitt Award for Oral Advocacy.
- Eagle Scout.

Presentations and Publications

- "Panel Discussion: Celebrating 20 Years of the Zoning, Planning & Land Use Section," NC Bar Association Zoning, Planning & Land Use Section CLE, April 24, 2026.
- "Zoning and Land Use Law Basics," NC Bar Association Real Property Section CLE, October 7, 2021.
- "The 2019 Zoning, Planning and Land Use Debate," NC Bar Association Zoning, Planning, and Land Use Law Section CLE, April 5, 2019.

- "Amotion: Off the Rails and Then Some," NC Municipal Attorneys' Winter Conference, UNC School of Government, March 21-22, 2019.
- "Code Enforcement," NC Municipal Attorneys' Winter Conference, UNC School of Government, March 22-23, 2018.
- "The Future of Water/Sewer Impact Fees in Light of *Quality Built v. Town of Carthage*," NC Bar Association Zoning, Planning, and Land Use Law Section CLE, April 6, 2017.
- "Illegal Fees and Attorney's Fees," presentation as part of the NC Bar Association Zoning, Planning, and Land Use Law Section CLE, March 18, 2016.
- An Introduction to Form-Based Zoning," *Land Use Law Quarterly* (NC Bar Association April, 2010).
- "Land Use Options for Protecting Downtown as a Retail Destination," Land Use Law Quarterly (NC Bar Association December, 2009).
- Featured Speaker at the Catawba County Bar Association, "Update on the City of Hickory Unified Development Ordinance," June 12, 2009.
- Featured speaker at the Moore County Planning Retreat, "Development Agreements and Conditional Zoning in North Carolina," August 15, 2008.

The Brough Law Firm, PLLC
Public Entity Client List

The following is a complete listing of public entities our firm has represented. Entities highlighted in yellow are current clients:

Entity	Position Held	Years of Service
Town of Aberdeen, NC	Town Attorneys	Approx. 2000 – present
City of Asheboro, NC	Outside Litigation Counsel	Approx. 1991 – 1992
Town of Ayden, NC	Outside Litigation Counsel	Approx. 1999
Town of Bath, NC	Outside Litigation Counsel to the Board of Adjustment	Approx. 2009
Town of Boiling Spring Lakes, NC	Town Attorney	2022 – present
Town of Boone, NC	Outside Litigation Counsel	Approx. 1991 - 1992
City of Burlington, NC	Outside Litigation Counsel	Approx. 1993 – 1994
Cabarrus County, NC	Outside Litigation Counsel	2011 – 2012
Town of Cameron, NC	Town Attorneys and Litigation Counsel	Approx. 1998 – 2021
Town of Canton, NC	Town Attorneys	2012 – 2014
Town of Cape Carteret, NC	Outside Litigation Counsel	Approx. 1999
Town of Carolina Beach	Outside Counsel regarding a personnel matter	2015
Town of Carrboro, NC	Town Attorneys	Approx. 1980 – present
Town of Carthage, NC	Town Attorneys	2014 – present
Town of Cary, NC	Outside Litigation Counsel	Approx. 2000 – present
Town of Chapel Hill	Counsel to the Historic District Commission	Approx. 2021 – present
Chatham County, NC	Outside Litigation Counsel	2000
Chatham County, NC Board of Adjustment	Board Attorney	2016 - present
Town of Clemmons	Town Attorneys	2022 – present
City of Concord, NC	Outside Litigation Counsel and Counsel to the Board of Adjustment Mr. Benshoff served as in house City Attorney	2004 – present 2003 to 2014
Currituck County, NC	Outside Litigation Counsel	Approx. 2012; 2014 – present
Town of Duck	Outside Counsel for a zoning matter	2015
Town of Elizabethton, NC	Outside Litigation Counsel	2004 – 2005

Foxfire Village, NC	Village Attorneys	2010 – present
Gaston County, NC	Outside Litigation Counsel	Approx. 1992 – 1993
Town of Green Level, NC	Town Attorneys	Approx. 2007 – 2010
Town of Gibson, NC	Town Attorneys	2021 – present
City of Hamlet, NC	City Attorneys	2014 – present
Henderson County, NC	Outside Litigation Counsel	Approx. 1988 – 1989
City of Hickory, NC	Economic development issue; board training	2014; 2015
Town of Hillsborough, NC	Town Attorneys and Litigation Counsel	Approx. 1988 – present
Town of Hoffman, NC	Town Attorneys	2014 – present
Town of Holden Beach, NC	Town Attorneys	2026 – present
Town of Holly Springs	Prepared development ordinance amendments	1995-1996
Town of Hope Mills, NC	Town Attorneys and Litigation Counsel	2012 – 2016
City of Jacksonville, NC	Outside Litigation Counsel	2015 – 2025
City of Kannapolis, NC	Outside Litigation Counsel	2014 – present
Town of Kill Devil Hills, NC	Outside Litigation Counsel	Approx. 1996 – 1997
Town of Landis, NC	Outside counsel for an annexation matter	Approx. 2005
Lumberton Visitors Bureau; Lumberton Airport Authority	Attorney	Approx. 1999-2003
City of Lumberton	City Attorney	1997 to 2003
Town of Maiden, NC	Outside Counsel for code rewrite	2009 – 2011
Village of Marvin, NC	Outside Litigation Counsel	2018 – 2019
Town of Mocksville	Town Attorney	2017 – present
City of Monroe	Board of Adjustment Attorney	2020 – 2025
Town of Nags Head, NC	Outside Litigation Counsel	Approx. 1997 – 1998
City of New Bern, NC	Outside Litigation Counsel	Approx. 2007 – 2008
Town of Oakboro, NC	Town Attorneys	2015 – present
Town of Oak Island, NC	Outside Counsel Town Attorneys	2024 – present
Person County, NC	County Attorneys	2021 – present
Person County Tourism Dev. Authority	Genery Counsel	2024 – present
Town of Pinebluff, NC	Town Attorneys and Litigation Counsel	Approx. 2000 – present
Town of Princeville, NC	Town Attorneys	2018 – 2019
Robeson County, NC	Outside Litigation Counsel	2018 – present
Town of Robbins, NC	Town Attorneys	2014 – present

City of Rockingham	Outside Litigation Counsel; City Attorneys	2023, 2024 - present
Rockingham County, NC	Outside Litigation Counsel	2013 – 2015
Rockingham County Schools	General Counsel	2019 – 2023
City of Roxboro, NC	City Attorneys and Litigation Counsel	Approx. 1998 – present
Town of Rutherfordton, NC	Outside Counsel for code rewrite and Outside Litigation Counsel	Approx. 1999; 2002
City of Sanford, NC	Attorney to the Board of Adjustment and Historic Properties Commission.	2015 – present
City of Salisbury, NC	Outside Litigation Counsel	2005 – 2007
Town of Sawmills, NC	Outside Litigation Counsel	2025 – 2026
Town of Sedalia, NC	Outside Counsel	2015 – present
City of Shelby, NC	Outside Litigation Counsel	Approx. 2001 – 2002
Siler City, NC	City Attorneys	Approx. 1996 – 2014
Stokes County, NC	Outside Litigation Counsel	2025 – present
Town of Summerfield, NC	Town Attorneys	2019 – 2024, 2026 – present
Town of Stem, NC	Town Attorneys	2012 – present
Town of Tarboro, NC	Town Attorneys and Litigation Counsel	Approx. 1992 – 2013
Town of Taylortown, NC	Town Attorneys	Approx. 2000 – 2014
City of Trinity, NC	City Attorneys	2015 – 2017
City of Troy, NC	Outside Litigation Counsels	2014 – 2015
Town of Unionville, NC	Outside Litigation Counsel	2006 – 2009
Town of Vass, NC	Town Attorneys	2014 – present
Village of Whispering Pines	Village Attorneys and Litigation Counsel	Approx. 2002 – present
Wilson County, NC	County Attorneys	2026 – present
City of Wilmington, NC	Outside Litigation Counsel	1997; 2010
Warren County, NC	Outside Litigation Counsel	Approx. 1993 – 1994
Town of Waxhaw, NC	Outside Counsel for code rewrite	2015 – approx. 2022
Town of Whitsett	Town Attorneys	2024 – present
City of Wilson, NC	Outside Litigation Counsel	2011 – 2013
Town of Yadkinville, NC	Outside Counsel to the Board of Adjustment	2014 – 2015



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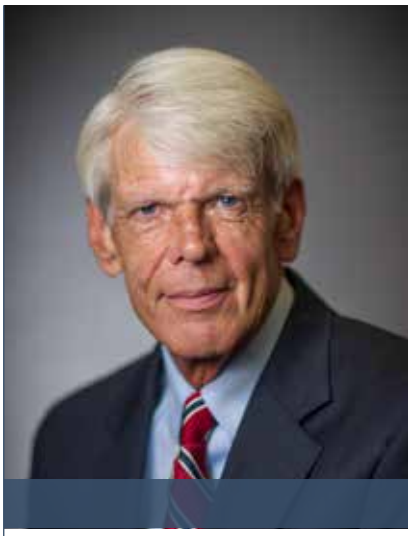
Lori Stuart
Office Administrator
office@broughlawfirm.com

Michael B. Brough founded the Brough Law Firm (now The Brough Law Firm, PLLC) in 1988 in Chapel Hill, North Carolina. Today, the firm has eleven attorneys, including G. Nicholas (Nick) N. Herman, Robert E. (Bob) Hornik, Jr., T.C. Morphis, Jr., Alan A. Andrews, Ashley L. Anderson, Albert M. Benshoff, Michael Bowen, Kevin R. Hornik, Brady N. Herman, Lydia E. Lavelle, and Jenna Yovanovich. With offices in Chapel Hill, Concord, and Greensboro, the firm has a statewide practice primarily devoted to local government and land use work.

The firm regularly assists developers in obtaining zoning and other land use entitlements, and we also represent individuals, citizen groups, businesses, and other corporations in a broad range of capacities relating to planning, zoning and land-use related matters. We regularly assist clients with rezonings, variances, special and conditional use permits, annexations, condemnations, vested rights, subdivision development, historic district designations, and regulations under the N.C. Coastal Area Management Act, as well as other State and federal land use and environmental laws.

The firm also has a robust local government law practice. We serve as general counsel to Person County and to twenty-nine North Carolina municipalities, including Aberdeen, Boiling Spring Lakes, Broadway, Carrboro, Carthage, Clemmons, Creedmoor, Foxfire Village, Gibson, Godwin, Hamlet, Hillsborough, Hoffman, Lewisville, Mocksville, Oakboro, Oak Island, Pinebluff, Robbins, Rockingham, Roxboro, Sedalia, Southport, Stanfield, Stem, Summerfield, Vass, Whispering Pines, and Whitsett. The firm also provides special litigation services for the Town of Cary, City of Concord, Currituck County, Rockingham County, Cabarrus County, Robeson County, and Brunswick County. We regularly assist numerous other cities and counties throughout the State in matters ranging from ordinance drafting to litigation, and we regularly handle matters as outside counsel that are considered too delicate for an in-house attorney to handle alone.

The members of the firm have extensive expertise in litigation and appellate matters, and they have argued over 135 cases in the North Carolina Supreme Court, North Carolina Court of Appeals, and the United States Court of Appeals for the Fourth Circuit. In addition, members of the firm have taught on the adjunct faculties at the University of North Carolina School of Law, North Carolina Central University School of Law, Duke University School of Law, Campbell University School of Law, North Carolina State University, Elon University, National Institute for Trial Advocacy, and at the School of Government in Chapel Hill. Collectively, the members of the firm have published 13 books and monographs, and over 100 articles (including Continuing Legal Education papers) on various areas of law in which the firm practices



G. NICHOLAS (NICK) HERMAN

Nick Herman received his Bachelor of Arts degree from the University of North Carolina at Chapel Hill as a Morehead-Cain Scholar and his law degree from Duke University School of Law. He has extensive litigation experience in state and federal court in a wide variety of areas of law, including municipal and county defense, zoning issues, constitutional law, civil rights, eminent domain, and employment law. He has also argued over 40 cases in the North Carolina Supreme Court, North Carolina Court of Appeals, and the United States Court of Appeals for the Fourth Circuit.

Mr. Herman is also an Adjunct Professor at Campbell Law School and North Carolina Central University School of Law, and he has taught on the adjunct faculties at Duke Law School, UNC-CH Law School, and Elon University. He teaches courses in trial practice, the law of evidence, legal counseling and negotiating, arbitration, appellate advocacy, civil procedure, alternative dispute resolution, and pretrial litigation, among other courses. He has also taught on the faculty of the National Institute of Trial Advocacy in trial practice, negotiation and mediation, and deposition-taking skills. He is the author of: *North Carolina Civil Trial Practice* (Juris Publishing, Inc., 2nd ed. 2021); *Advocacy in Negotiation and Mediation* (Carolina Academic Press 2021); *Navigating the First Year of Law School* (Carolina Academic Press 2016); *Practical Evidence: The Law, Foundations, and Trial Techniques* (West Group, 2nd ed. 1999); *Plea Bargaining* (Juris Publishing, 5th ed. Inc. 2020); *Legal Counseling, Negotiating & Mediating: A Practical Approach* (Carolina Academic Press, 2nd ed. 2009); and *Client Interviewing, Counseling, and Decision-Making: A Practical Approach* (Carolina Academic Press, 2nd ed. 2021). He has also written over 60 articles on various subjects of law, litigation, and appeals.

Mr. Herman has been a lecturer at numerous Continuing Legal Education programs on topics such as land-use regulation powers, civil litigation and trial advocacy, eminent domain, the law of damages, witness preparation, disability law, and ethical considerations in civil litigation and appellate practice. He now serves as general counsel to the Town of Carrboro and the City of Roxboro. He has served as special litigation counsel for Cabarrus County, Rockingham County, Brunswick County, Chatham County, Currituck County, Robeson County, the City of Concord, the City of Wilmington, the Town of Unionville, and the Town of Garner. His practice is otherwise primarily devoted to general representation and complex litigation and appeals involving areas such as county and municipal law, zoning issues, land use regulation, condemnation cases, nuisance abatement, constitutional law, employment law, and business litigation.



ROBERT E. (BOB) HORNIK, JR.

Bob Hornik received his Bachelor of Arts degree, with honors, in Political Science from LeMoyne College in Syracuse, New York, and his law degree from The Washington & Lee University School of Law in Lexington, Virginia. Before becoming a principal in the Brough Law Firm, he engaged in the private practice of law in Syracuse, New York, representing local governments and real estate developers.

Mr. Hornik's practice emphasizes municipal law, zoning and land use law, litigation, and ordinance drafting. He serves as general counsel to the Towns of Hillsborough, Hoffman, and Stem, the City of Boiling Spring Lakes, and Foxfire Village. In addition, Mr. Hornik supports others in the firm in their capacities as counsel for the Firm's other municipal clients. He has represented and advised municipalities in New York and North Carolina on issues including local finance, employment, annexation, zoning, planning and environmental law, and private developers in administrative and judicial proceedings at the State and Federal levels.

Mr. Hornik has extensive litigation experience in municipal, land use, and annexation matters in trial and appellate courts, including the North Carolina Supreme Court and the United States Supreme Court. He has also counseled clients in various commercial real estate transactions, including site acquisition, leasing and financing of multi-million-dollar commercial, retail and office ventures, and large scale residential subdivisions. Mr. Hornik's practice has included representation of several regional and national wireless telecommunication providers in the site acquisition and permitting processes for wireless telecommunications facilities, including State and Federal court actions brought under the Telecommunications Act.

Mr. Hornik is admitted to practice not only in in North Carolina and New York, but also in the federal courts in the Northern and Western Districts of New York, in the Eastern, Middle and Western Districts of North Carolina, in the United States Circuit Court for the Fourth Circuit, and in the United States Supreme Court. He is a member of the North Carolina, New York and American Bar Associations. Mr. Hornik is active in the North Carolina Bar Association's Zoning, Planning, and Land Use Section, having served as a member of the Section's first Section Council. He served two terms as Chairman of the Section's Continuing Legal Education Committee, and has presented continuing legal education programs for municipal attorneys and newly admitted attorneys on numerous occasions.



T.C. MORPHIS, JR.

A North Carolina native, T.C. Morphis earned a Bachelor of Arts in Philosophy and History, a Juris Doctor, and a master's degree in City and Regional Planning from UNC–Chapel Hill.

For over twenty years, Mr. Morphis' primary practice areas have included general local government, zoning and land use, code enforcement, board governance, public records, and Constitutional law. He provides general legal counsel for one North Carolina county and numerous municipalities, and he regularly represents developers, citizen groups and other private clients in land-use entitlement matters and litigation throughout the state. Mr. Morphis has experience at all stages of litigation, from quasi-judicial hearings before local boards to trial court work and appellate advocacy before the North Carolina Court of Appeals and North Carolina Supreme Court.

Mr. Morphis is admitted to practice in the State courts in North Carolina and in the United States District Court. He currently serves on the Section Council for the North Carolina Bar Association's Government and Public Sector Section. He has previously served on the Board of the North Carolina Association of Municipal Attorneys; as the Chair of the North Carolina Bar Association's Zoning, Planning and Land Use Section Council; and as the Co-Editor of the *North Carolina Bar Association's Land Use Law Quarterly*.



ASHLEY L. ANDERSON

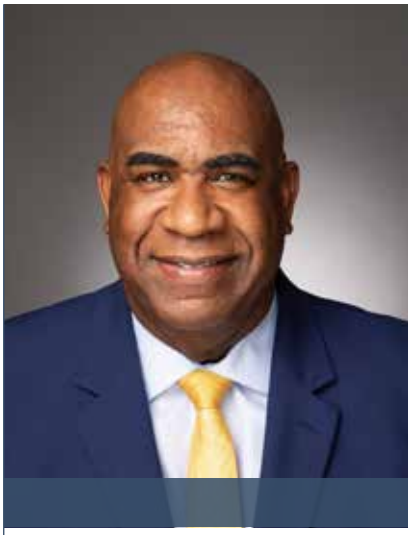
Ashley Anderson helps North Carolina communities build and finance sustainable futures through smart community economic development.

She works with local governments across North Carolina, with a practice focused on general local government matters, community economic development, and public finance. Ms. Anderson partners closely with clients to identify opportunities that align commercial success with public policy objectives. Her strengths lie in clearly presenting options, first educating stakeholders on possibilities and limitations, and recommending the best course of action.

Ms. Anderson's interest in local government began during high school, when she saved her family's seventh-generation farm from potential development and then represented her family at local government meetings where the use of their farm was at issue. Today, she helps clients navigate the legal and practical issues related to project finance, downtown revitalization, development incentives, public-private partnerships, contract negotiation, and zoning and land use. She believes that successful projects require stakeholders to find the right balance between honoring the past and embracing progress, while also considering each community's unique history.

With experience serving as bond counsel, Ms. Anderson regularly assists localities with their funding needs for public infrastructure, economic development projects, and capital improvement initiatives. She particularly enjoys working with first-time and infrequent borrowers. Her clients appreciate her ability to turn potentially stressful situations into manageable, or even enjoyable, experiences while delivering creative solutions that align with both public- and private-sector goals.

Ms. Anderson earned a Bachelor of Arts in Political Science from Meredith College and a law degree from the University of North Carolina at Chapel Hill.



ALAN A. ANDREWS

Alan A. Andrews received his B.A. with honors from Howard University and his law degree from the University of North Carolina at Chapel Hill. While in law school, Mr. Andrews served as Chief Justice of the Holderness Moot Court and was recognized as a member of the James E. and Carolyn B. Davis Society. After law school, Mr. Andrews served his country as a U.S. Army Judge Advocate General ("JAG") officer stationed at Schofield Barracks and Ft. Shafter, Hawaii. After his military service ended, Mr. Andrews began his career as a local government attorney serving the cities of Charlotte and High Point as a Police Attorney. He further served as the Durham County Attorney, a Deputy County Attorney in Gaston County, a Deputy City Attorney in the City of Winston-Salem, and as the Chief Deputy City Attorney for the City of Greensboro. Mr. Andrews has also served as a staff attorney at the North Carolina General Assembly.

Mr. Andrews currently serves as the Town Attorney for Lewisville and Sedalia. He also has has extensive experience in economic development law, eminent domain, community development, code enforcement, nuisance abatement, employment and water utilities law. His background also makes him uniquely suited to advise North Carolina police departments and Sheriff's offices. Mr. Andrews' practice includes municipal law, zoning and land use law, litigation, and ordinance drafting. Mr. Andrews also advises private clients in administrative and judicial matters at the local, State and Federal levels.

Mr. Andrews has argued cases before the N.C. Court of Appeals, including a case of first impression involving police personnel records. Mr. Andrews negotiated the City of Greensboro's participation in the Greensboro-Randolph Megasite via a master services agreement and the rerouting of water and sewer services from Greensboro to the site.

Mr. Andrews is a member of the North Carolina Association of Municipal Attorneys and has served as past President of the North Carolina Association of Police Attorneys.



ALBERT M. BENSHOFF

Al Benshoff graduated from the University of Michigan with a Bachelor of Science in Natural Resources. He briefly worked as a contractor for the U.S. Department of the Interior, Bureau of Outdoor Recreation (now the National Park Service) before working in environmental compliance for National Steel Corp. He later received a master's degree in Regional Planning from the University of Michigan.

For many years, he worked as a planner, first for the Beaufort County, S.C. Planning Commission, and then for the City of Cary, N.C. where he oversaw the adoption of the first Unified Development Ordinance, the construction of the first five miles of greenway, and several comprehensive plans. While working in Cary, he attended the evening law program at N.C. Central University School of Law, in Durham, NC.

After receiving his law degree, Mr. Benshoff became the City Attorney for Lumberton, N.C. and then served as the City Attorney for Concord, N.C. Some of his accomplishments in Concord include litigating a major zoning challenge to the new Cabarrus County jail, re-writing the Concord Development Ordinance, obtaining and defending Inter-Basin Transfer Permits from the Yadkin and Catawba Rivers to Concord and Kannapolis, assisting with the redevelopment of "Brownfield" sites, and organizing community development and the construction of the joint Albemarle-Concord- Kannapolis water pipeline.

Mr. Benshoff provides general legal counsel to the Village of Clemmons and the Towns of Gibson, Mocksville, Oakboro, Sedalia, and Stanfield. He has worked with other local government clients, including the Towns of Aberdeen, Carthage, Carrboro, Creedmoor, Selma, Holly Springs, Pinebluff, Robbins, the Lumberton Convention and Visitors Bureau, the Cities of Kannapolis and Roxboro, and the Village of Pinehurst. He practices in the areas of real estate development, code enforcement, contracts, economic development, annexation, land use and zoning, eminent domain, housing authorities, personnel, and community development, including U.S. Housing and Urban Development programs.

Mr. Benshoff is licensed in the North Carolina state courts and U.S. District Courts of the Eastern, Middle and Western Districts of North Carolina, as well as the U.S. Fourth Circuit Court of Appeals. He is an active member of the North Carolina Bar Association, where he has served on the Section Councils of both the Government & Public Sector Section and the Zoning, Planning and Land Use Law Section. Mr. Benshoff recently received the Grainger Barrett Award for Excellence from the Government & Public Sector Section. Also, from 2017 to 2019 Mr. Benshoff served on the Board of Directors of the NC Association of Municipal Attorneys. In the community, he serves as a director of a nonprofit corporation providing housing to low income seniors in Cabarrus County, the Methodist Episcopal Senior Housing, Inc.



MICHAEL BOWEN

Michael Bowen received his B.A. from the University of North Carolina at Chapel Hill in 2021 and his Juris Doctor from Campbell University School of Law in 2025.

Mr. Bowen's practice focuses on all aspects of local government and land use law. He represents both public and private clients, and is admitted to practice in the State Courts of North Carolina.

During law school, Mr. Bowen served as a Senior Comments Editor for the *Campbell Law Review*. There, he assisted students and attorneys in editing their writings for publication. Mr. Bowen also externed for the Honorable Judge Allegra Collins on the North Carolina Court of Appeals. In that role, he analyzed legal arguments, researched and applied laws necessary to issue a judgment, and wrote preliminary drafts for judicial opinions. Mr. Bowen also spent both law school summers with a firm in Asheville, North Carolina. There, he gained experience in land use law, pretrial litigation, and appellate advocacy. Mr. Bowen also externed with North Carolina Independent Colleges and Universities, where he assisted with general counsel matters and government relations objectives. Mr. Bowen also completed a pro bono expunction project and the McIntyre-Whichard Legal Fellows Program.

Prior to law school, Mr. Bowen interned in the United States House of Representatives and then in the White House. He also served as a legal research assistant for a UNC Law professor.



KEVIN R. HORNIK

Kevin Hornik received his Bachelor of Arts degree, with honors, in History from Queens University of Charlotte in Charlotte, North Carolina in 2013. He received his law degree in 2016, and was admitted to practice in all courts of this State in 2017.

While in law school, Mr. Hornik worked as a legal writing consultant and instructor, assisting and advising students on their legal writing assignments. He also worked as an intern at the school's Community and Economic Development Clinic, providing pro bono legal services to non-profit and community and economic development organizations in the Charlotte area and in the surrounding communities. He also was a member of the World Affairs Council of Charlotte, participating in and attending a lecture series in the greater Charlotte area through both the law school and The Magellan Society.

Mr. Hornik currently serves as the City Attorney for Creedmoor and the Town Attorney for Pinebluff and Whitsett. He also regularly provides outside counsel to the Town of Chapel Hill Historic District Commission, the Town of Cary Board of Adjustment, and the City of Sanford Board of Adjustment and Historic Preservation Commission. His experience includes local government and municipal land use matters, as well as non-profit and community economic development work. Mr. Hornik practices with the firm by counseling the firm's numerous local government clients in land-use, regulatory, and employment matters, including all operational and transactional aspects of those local governments. In addition, he litigates cases on behalf of the firm's local government and private clients. This includes counsel and representation in administrative matters, quasi-judicial proceedings, trial proceedings, and appellate cases brought on behalf of the local governments represented by the firm in the NC Court of Appeals, NC Supreme Court, the federal district courts of North Carolina, and the US Court of Appeals for the Fourth Circuit.



BRADY N. HERMAN

Brady Herman received his B.A. degree from Elon University and his Juris Doctor degree from Campbell University School of Law. While in law school, he concentrated his studies in litigation. He was also a named contributor to *Navigating the First Year of Law School*, a nationally-distributed book published by Carolina Academic Press.

Mr. Herman currently serves as the Town Attorney for Carthage and Vass and the City Attorney for Rockingham and Southport. He also provides outside counsel to the City of Sanford Planning Board. His practice is devoted to assisting private clients obtain zoning and land use entitlements and advising local government clients in a wide range of areas, including zoning and planning matters, code enforcement, quasi-judicial functions, ordinance drafting and interpretation, police and fire functions, storm water and other public-utility matters, employment matters, and contract and other transactional matters for local governments. Mr. Herman also provides legal research and litigation representation and support for cases litigated by the firm. This includes counsel and representation in negotiation and mediation, administrative matters, quasi-judicial proceedings, trial proceedings, and appellate cases brought on behalf of the local governments represented by the firm in the North Carolina and federal courts.

Brady is a contributing author to the regular updates for North Carolina Civil Trial Practice—With Application of the N.C. Rules of Evidence—which is North Carolina's leading trial-practice treatise published by Juris Publishing Company. He is admitted to practice in all North Carolina courts.



LYDIA E. LAVELLE

Lydia E. Lavelle graduated with a B.A. from St. Andrews College and received a master's degree in Recreation Resources from North Carolina State University. She received her law degree from North Carolina Central University (NCCU) School of Law, after which she served as a law clerk for the Honorable Clifton E. Johnson on the North Carolina Court of Appeals.

Ms. Lavelle's practice concentration is in state and local government law, including representation of local government councils and boards. She currently serves as the Town Attorney for Broadway, Godwin, and Oak Island.

In 2009, Ms. Lavelle joined the full-time faculty at NCCU Law School where she obtained the status of full professor. She regularly taught State and Local Governmental Law, among other subjects. She has published numerous articles and has co-authored two books. She has also served as a lecturer or panelist in over sixty workshops, events, and Continuing Legal Education programs on topics such as local government authority, legislative issues, and leadership.

Ms. Lavelle has served in public office and as a member or chair of numerous organizations, including the Executive Committee of the N.C. Metropolitan Mayors Coalition, the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization, the Orange County Solid Waste Advisory Group, the Board of Directors of the Orange County Visitor's Bureau, and the Board of Directors of the Chapel Hill-Carrboro Chamber of Commerce. Her memberships in legal organizations include the 18th Judicial District Bar, the North Carolina Bar Association, the American Bar Association, and the North Carolina Association of Women Attorneys (where she served as past President).



JENNA YOVANOVICH

Jenna Hornik Yovanovich received her Bachelor of Arts in Sport and Event Management from Elon University in 2015. She received her law degree, with honors, from Campbell University School of Law in 2019 and was admitted to the North Carolina State Bar in 2020.

After law school, Ms. Yovanovich worked in private practice with another Chapel Hill law firm, her primary practice area being transactional real estate. She has extensive experience in and understanding of all areas of real property law including title research, contract negotiations, and interpretation and drafting of easements and covenants. Ms. Yovanovich has closed hundreds of real estate transactions, both residential and commercial, during her time in practice. Since her admission to the Bar, she has also gained experience in general research and writing, estate planning and administration, landlord-tenant matters, and small business formation.

Using her experience in legal research and real property law, Ms. Yovanovich's work with The Brough Law Firm focuses primarily in local government and land use law to represent both local government entities and private landowners.

APPELLATE CASES BY FIRM MEMBERS

Adoption of P.E.P., 100 N.C. App. 191, 395 S.E.2d 133 (1990), rev'd, 329 N.C. 692, 407 S.E.2d 505 (1991)

Albright v. Nash County, 222 N.C. App. 634, 731 S.E.2d 276 (2012) (unpublished)

Allen v. City of Burlington Bd. of Adjustment, 100 N.C. App. 615, 397 S.E.2d 657 (1990)

Amward Homes v. Town of Cary, 365 N.C. 305, 716 S.E.2d (2011)

Angell v. City of Sanford, 106 N.C. App. 90, 415 S.E.2d 589 (1992)

Anthony v. City of Shelby, 152 N.C. App. 144, 567 S.E. 2d 222 (2002)

Arter v. Orange County, 290 N.C. App. 128, 892 S.E.2d 89 (2023)

Ashby v. Town of Cary, 161 N.C. App. 499, 588 S.E.2d 572 (2003)

Ashley v. The City of Lexington, 209 N.C. App. 1, 704 S.E.2d 529 (2011)

Barefoot v. Durham Cty., 2025 N.C. App. Lexis 587 (September 8, 2025)

Barnett v. Karpinos,119 N.C. App. 719, 460 S.E.2d 208 (1995)

Batch v. Town of Chapel Hill, 92 N.C. App. 601 (1989), 376 S.E.2d 22, rev'd, 326 N.C. 1, 387 S.E. 2d 655 (1990)

Bradley Co. v. Town of Chapel Hill, 112 N.C. App. 135, 435 S.E.2d 375 (1993)

Capricorn Equity Corp. v. Town of Chapel Hill Bd. of Adjustment, 106 N.C. App. 134, 415 S.E.2d 752 (1992), rev'd, 334 N.C. 132, 431 S.E.2d 183 (1993)

Casella v. Alden, 200 N.C. App. 24, 682 S.E.2d 455 (2009)

Caswell County v. Town of Yanceyville, 170 N.C. App. 124, 611 S.E.2d 451 (2005)

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- "Flexibility Without Arbitrariness in the Zoning System: Observations on North Carolina Special Exception and Zoning Amendment Cases," 53 N.C. *Law Review* 925-958 (1975).

PRESENTATIONS BY FIRM MEMBERS

- Faculty Presenter, "Navigating Local Land Use Hearings – Staying in the Channels and off the Rocks," NC Association of Municipal Attorneys' Summer Conference, August 4-6, 2022
- Faculty Presenter, "Zoning and Land Use Law Basics," Real Property Section (NC Bar Association, October 7, 2021)
- Faculty Presenter, "The 2019 Zoning, Planning and Land Use Debate," Zoning, Planning & Land Use Law Section Annual Meeting (NC Bar Association, April 5, 2019)
- "Amotion, Off the Rails and Then Some," NC Carolina Municipal Attorney's Association Winter Conference (UNC-School of Government, March 22, 2019)
- Faculty Presenter, "Local Government Compliance With the "Reasonable Accommodation" Requirement of the FHA, ADA, and RA," NC Municipal Attorney's Association Summer Conference, August 2-4, 2018
- "Quasi-Judicial Procedure: Evidence and Building a Record," City of Creedmoor Board of Adjustment (July 12, 2018)
- "Code Enforcement," N.C. Municipal Attorney's Association Winter Conference (UNC-School of Government, March 23, 2018)
- "Wireless Telecommunication Zoning after H.B. 310," NC Association of Zoning Officials (February 19, 2018)
- "Wireless Telecommunications Workshop," sponsored by the Town of Carthage and The Brough Law Firm, PLLC (NC Chapter of the American Planning Association, December 12, 2017)
- "Reexamining Checks and Balances: Legislative Changes to State and Local Government," Government and Public Sector Section (NC Bar Association, November 17, 2017)
- Telecommunication and Public Rights-of-Way Ordinances, Town of Carthage Board of Commissioners and Planning Board (August 23, 2017)
- "The Future of Water and Sewer Impact Fees," Zoning, Planning & Land Use Law Section Annual Meeting (NC Bar Association, April 6, 2017)
- "Local Government Overview," City of Creedmoor Board of Commissioners (May 17, 2016)
- "Illegal Fees and Attorneys' Fees," Zoning, Planning & Land Use Section Annual Meeting (NC Bar Association, March 18, 2016)
- "Trial Advocacy Tips," Campbell Law School Trial Advocacy Program (Campbell Law School, March 25, 2015)
- "Professionalism Issues for Local Government Counsel," Professionalism for New Attorneys Program (NC Bar Association, October 14, 2015)
- "Protecting Endangered Properties - Prevention of Demolition by Neglect and Other Preservation Tools," Preservation North Carolina Annual Conference. (Salisbury, NC, September 17, 2015)

PRESENTATIONS BY FIRM MEMBERS (CON'T)

- "A Reluctant Acceptance of Public Private Partnerships in North Carolina," Zoning Planning and Land Use Law Section Annual Meeting (NC Bar Association, March 27, 2015)
- "A Discussion of *Lanvale Properties v. County of Cabarrus*," NC Association of County Attorneys Winter Conference (U.N.C.-School of Government, February 6, 2015)
- "Quasi-Judicial Procedures," Town of Aberdeen Planning Board and Historic Preservation Commission (January 15, 2015)
- "Fair Housing and Local Government Land-use Regulations Affecting Persons with Disabilities," Town of Cary Board of Adjustment (October 6, 2014)
- "Fair Housing and Reasonable Accommodations by Local Governments," 2014 North Carolina Planning Conference (October 2, 2014)
- "Managing the Attorney-client Relationship and Organization of a Legal Department," Professionalism for New Admittees Program (NC Bar Association, May 15, 2014)
- "The State of Local Government Powers after *Lanvale Properties, LLC v. Cabarrus County* and into the Future," Joint Zoning, Planning & Land Use Section and Government/Public Sector Section C.L.E. Program (NC Bar Association, March 28, 2014)
- "The Aberdeen Board of Commissioners," Town of Aberdeen Board of Commissioners (February 27, 2014)
- "The Aberdeen Planning Board: An Introduction," Town of Aberdeen Planning Board (October 17, 2013)
- "Quasi-Judicial Procedure," City of Concord Board of Adjustment (August 28, 2012)
- "*Lanvale Properties, LLC v. Cabarrus County* and the City of Locust and Its Implications," N.C. Municipal Attorney's Association Winter Conference (UNC-School of Government, March 14-15, 2013)
- "Quasi-Judicial Procedure," Town of Cary Board of Adjustment (March 22, 2011)
- "Town of Aberdeen Historic Preservation Commission," Town of Aberdeen Historic Preservation Commission (March 21, 2011)
- Lecture on "Litigation in Real Estate Development Process" course at Kenan-Flagler School of Business (UNC-Chapel Hill, January 27, 2011)
- Testimony on behalf of the National League of Cities, National Association of Counties, National Sheriffs Association, National School Boards Association, International City-County Management Association, International Public Management Association for Human Resources, et. al. in Opposition to H.R. 413, Public Safety Employer-Employee Cooperation Act of 2009, before the U.S. House of Representatives Subcommittee on Health, Employment, Labor and Pensions, 111th Congress (March 10, 2010)
- "With a Little Help From My Friends—Negotiation Techniques," NC Bar Association CLE, "We Can Work It Out—15th Dispute Resolution Section Annual Meeting," (April 11, 2008)
- Leadership Lecture (Elon University Center for Leadership, March 12, 2008)

PRESENTATIONS BY FIRM MEMBERS (CON'T)

- "Constitution Day," Lecture to Elon University, College of Arts & Sciences: "Exploring Some Common Constitutional Myths" (September 19, 2007)
- "The Legal Responsibilities of the Landlord Under NC Law," Housing Workshop (City of Roxboro, N.C., July 23, 2007)
- "Professionalism in Your Practice" (Orange County Bar Association CLE Second Celebration of Professionalism, January 26, 2006)
- "Law Students and Lawyers in Professionalism" (Orange County Bar Association CLE on Professionalism, February 12, 2004)
- "Update on the City of Hickory Unified Development Ordinance" (Catawba County Bar Association meeting, June 12, 2009)
- "Development Agreements and Conditional Zoning in North Carolina" (Moore County Planning Retreat, August 15, 2008)
- "Origin, History, And Status Of Bill Dealing With Quasi-Judicial Land Use Decisions" (Law Seminars International Two-Day Conference, July 24-25, 2008)
- "Senate Bill 212: Land-Use Permit Appeals" (N.C. Bar Foundation, May 3, 2007)
- "Governmental Immunity" (UNC-School of Government, October 27, 2005)
- "Judicial Review of Quasi-Judicial Zoning Decisions" (NC Bar Foundation, May 7-8, 2004)
- "Getting the Most Out of Your Appraiser (Updated)" (CLE International Eminent Domain Conference, August 14-15, 2003)
- "Local Regulation of Intensive Livestock Operations After *Craig v. County of Chatham*" (NC Bar Association CLE Program October 4, 2002)
- "Getting the Most Out of Your Appraiser" (CLE International Eminent Domain Conference, June 27-28, 2002)
- "Neither Fish Nor Fowl: Conditional Use Zoning" (NC Bar Foundation, 2002)
- "The Law of Depositions in North Carolina" (N.C. Academy of Trial Lawyers CLE Program January 11, 2002)
- "A Proposed Statute Dealing With Appeals of Quasi-Judicial Land Use Decisions" (NC Bar Foundation, 2001)
- "How Land Use Regulations Can Affect Property Values" (NC Bar Foundation, 1999)
- "Appealing to and From the Board of Adjustment" (NC Bar Foundation, 1997)
- "Update in Telecommunications Law with an Emphasis on Cell Tower Permitting," NC Municipal Attorneys' Conference (August, 1997)
- "Punitive Damages," Seventh Annual Festival of Legal Learning (UNC-School of Law CLE, 1997)
- "Enforceability of Manager Employment Agreements," NC City-County Management Association Winter Conference (Chapel Hill, February 9, 1996)
- "Overview of the Telecommunications Act of 1996," NC Association of Municipal Attorneys Summer Conference (Pinehurst, August 3, 1996)

PRESENTATIONS BY FIRM MEMBERS (CON'T)

- "Ethics of Witness Preparation" (UNC-School of Law CLE, 1996)
- "Rate Regulation and Other Issues Affecting NC Municipalities in the Cable Television Consumer Protection and Competition Act 9f 1992 and FCC Regulations and Rulings," NC League of Municipalities Annual Convention (Asheville, October 18, 1994)
- "*Dolan vs. Tigard*: The Supreme Court Advances Taking Law" (NC Bar Foundation 1994)
- "Legal Issues in Obtaining Development Permission for Your Client Under Local Zoning and Subdivision Ordinances" (Wake Forest CLE, 1992)
- "Liability of Local Governments for Damages for Unlawful Land Use Decisions" (NC Bar Foundation, 1991)
- "Recent Developments in N.C. Land Use Law" (National Business Institute, Inc., 1990)
- "Legal Issues in Obtaining Development Permission for Your Client Under Local Zoning and Subdivision Ordinances" (Wake Forest CLE, 1990)
- "Local Watershed Protection Programs, Water Rights Resources and Quality," NC Bar Foundation and Environmental & Natural Resources Law Section, NC Bar Association (1990)
- "Ethical Considerations in Civil Litigation & Appellate Practice" (NCCU School of Law CLE, 1990)
- "Land Use Litigation Procedural Issues, Land Use Regulation and Planning," NC Bar Foundation and Real Estate Section, NC Bar Association (1988)
- "Vested Rights," Land Use Litigation Seminar (NC Academy of Trial Lawyers, 1987)

ORGANIZATIONAL AFFILIATIONS OF FIRM MEMBERS

- North Carolina Bar Association, Zoning, Planning, and Land Use Law Section
- North Carolina Bar Association, Government and Public Sector Section
- North Carolina Association of Municipal Attorneys
- North Carolina Council of School Attorneys
- Scribes – The American Society of Writers on Legal Subjects
- North Carolina Council of School Attorneys

BAR MEMBERSHIPS FOR FIRM MEMBERS

- North Carolina State Bar
- US District Court, Eastern District, N.C.
- US District Court, Middle District, N.C.
- US District Court, Western District, N.C.
- US Court of Appeals for the Fourth Circuit
- United States Supreme Court

PATRICK, HARPER & DIXON
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Writer's Email: dhood@phd-law.com

September 4, 2026

Christina Childers
Town Clerk
cchilders@taylorsvillenc.com

Re: Response to RFQ – Town of Taylorsville

Dear Ms. Childers:

Our firm is interested in your opening for Town Attorney, and submits the following information in response to your Request for Qualifications:

a. Our firm was founded in 1946 and has been honored since that time to represent companies, individuals and governmental bodies in the Catawba Valley region regarding a wide variety of legal needs. Our thirteen-lawyer office is in downtown Hickory, and provides services in many practice areas including business transactions, employment, estate planning and administration, real estate, and civil litigation. Detailed information about our services, as well as about each of our firm's lawyers, can be found on our website www.patrickharperdixon.com.

b. We propose to designate Michael ("Mike") Thomas as the Town's primary attorney, with help as needed from David Hood, Greg Inamine, and paralegal Travis Good. Mike has served as lead counsel to the Catawba Valley Medical System for a number of years. David has represented Catawba County for over twenty years, and the Western Piedmont Council of Governments for over ten years. Greg is an associate, and Travis a paralegal, with the firm and both have assisted Mike and David in their representation of these entities. More information about each attorney can be found on the firm's website.

c. Our firm relies on a team approach in the representation of institutional clients such as local government bodies. There would be a primary attorney, but that person is backed by a well-trained and capable staff, as well as other attorneys, ready to step in when additional assistance is needed. We typically bill on a monthly basis. The proposed hourly rates are $325 for Mike Thomas and David Hood, $275 for Greg Inamine, and $225 for Travis Good. Our firm has no current conflicts of interest regarding potential representation of the Town of Taylorsville. Should our firm be chosen to represent the Town, Mike and Travis would work diligently with

your staff, as well as the outgoing Town Attorney, to assure a seamless transition of current matters to our firm and to prepare for representation as to future matters for the Town.

d. As far as references are concerned, we suggest that you contact the following:

Catawba Valley Medical System – Dennis Johnson – phone 828-326-3800 (Lexie Deal Admin)
Western Piedmont Council of Governments – Anthony Starr – 828-485-4272
Catawba County – Mary Furtado – 828-465-8201.

Thanks for your consideration, and we look forward to hearing from you.

Very truly yours,

PATRICK, HARPER & DIXON, L.L.P.

David W. Hood

DWH

Cc: Nathan Hester, Town Manager, nhester@taylorsvillenc.com



Ian McRary

ATTORNEY & COUNSELOR AT LAW

CONTACT

(828) 235-5551

ian@mcrarylaw.com

214 Main Avenue Dr., # 1

Taylorsville, NC 28681

EDUCATION

BA University of North Carolina - Chapel Hill

MA Appalachian State University

JD University of Alabama

PRACTICE AREAS

- Employment Law
- Civil Litigation
- Civil Rights / Constitutional
- Business / Contracts
- Education Law
- Estate Planning

PROFESSIONAL SUMMARY

Most importantly, I am a Christian. I incorporate my faith into my legal practice, seeking to provide the highest quality of Christian faith-based counsel and services to clients. I am also purposely selective with intake to provide superior customer service. My significant experience, especially as in-house legal counsel, gives me a full perspective that improves outcomes.

EXPERIENCE

Attorney & Owner, *McRary Law* *2024–Present*

- I manage all aspects of my law firm. I primarily practice in the listed Practice Areas (see left box), but I enjoy learning new areas to grow my practice and better serve my clients.
- I represent a diverse clientele of individuals, businesses, and non-profits (including schools and churches).

Legal Counsel, Tennessee Tech University *2023–2024*

- I served as in-house legal counsel to a mid-size technological university, advising on myriad legal issues. I conducted an internal investigation into allegations of student abuse by a professor. I also advised on university partnerships with tech businesses, including IP sharing and joint ventures.

Senior Legal Counsel, Liberty University *2016–2023*

- As in-house legal counsel, I advised a large university and its affiliates on a broad array of legal issues, including disputes, regulatory affairs, compliance, contracts, state approvals, risk management, business transactions, IP, privacy, etc.
- I successfully defended multiple lawsuits, including high profile cases involving Title IX, the president, COVID refunds.

Title IX Investigator, Baylor University *2015–2016*

- I investigated complaints of sex discrimination, sexual harassment, and retaliation and then submitted my reports for adjudication at the university.

Attorney & Owner, Ian M. McRary Law Office *2011-2013*

- I managed all aspects of the law firm while practicing mostly criminal defense and family law.