

**Town of Dallas Board of Aldermen Regular Meeting
Dallas Historic Courthouse, 131 N. Gaston St. Dallas
Tuesday, March 11th, 2025 6:00 PM**



Hayley Beaty, Mayor Sam Martin, Mayor Pro-Tem
Frank Milton Jerry Cearley
Hoyle Withers Alan Cloninger

-
1. **Invocation and Pledge of Allegiance to the Flag** *(Please stand for Invocation and remain standing for Pledge of Allegiance)*
 2. **Motion to Approve Agenda with Additions or Deletions**
 3. **Motion to Approve Minutes**
 - A. February 11th Minutes, February 25th Work Session Minutes 2
 4. **Recognition of Citizens: Time set by Mayor** *(Speakers are asked to use proper decorum and to limit comments to no more than three minutes.)*
 - A. Student of the Month – Carr Elementary
 5. **Motion to Approve Consent Agenda** *(to be acted on collectively, unless removed for further discussion)*
 - A. Budget Amendment – Football Startup 10
 - B. Budget Amendment – Donation to Museum 12
 6. **Public Hearings** *(Motion to enter Public Hearing to open the floor for citizens to speak. Motion to go out of Public Hearing. Motion to approve, deny, or table item.)*
 - A. No Public Hearings
 7. **Old Business**
 - A. No Old Business
 8. **New Business**
 - A. Parks & Recreation Resolution 14
 - B. Oath of Office – Town Clerk 16
 - C. Budget Amendment – Gate for Park at Dennis Franklin Gym 18
 - D. Audit Contract Approval for Fiscal Year 2024-25 20
 9. **Mayor’s Report**
 10. **Manager’s Report**
 11. **Adjourn**

Closed Session: To consult with an attorney employed or retained by the public body in order to preserve the attorney client privilege between the attorney and the public body, which privilege is hereby acknowledged per **NCGS §143-318-11(a)(3)**.

MINUTES FOR BOARD OF ALDERMEN MEETING
February 11th, 2025
6:00 PM

The following elected officials were present: Mayor Beaty, Alderman Milton, Alderman Martin, Alderman Cearley, Alderman Cloninger and Alderman Withers.

The following Staff members were present: Jonathan Newton, Town Manager; Marcus Fleming, Police Captain; Lanny Smith, Electric Director; Tom Hunn, Town Attorney; Zack Foreman, Assistant Public Works Director; Sarah Ballard, Human Resources Director; Earl Withers III, Fire Chief; Kristin Boone, Finance Director; Alex Wallace, Parks and Recreation Director; Brittany Beam, Planner; Sonny Gibson, Electric Supervisor; and Bill Trudnak Public Works Director.

Mayor Beaty called the meeting to order at 6:00pm.

Mayor Beaty opened with the Invocation and the Pledge of Allegiance to the Flag.

Approval of Agenda:

Alderman Milton made a motion to approve the agenda with deletions, seconded by Alderman Martin and carried unanimously. Item 8A was removed from the Agenda, to be brought to the February Work Session. Item 5A was moved to New Business Item 8C.

Approval of Minutes:

Alderman Cloninger motioned to approve the minutes from the January 14th Minutes, January 27th Strategic Planning Minutes, and the January 28th Work Session Minutes, seconded by Alderman Milton and carried unanimously.

Recognition of Citizens:

The Mayor opened the floor for the Recognition of Citizens and Public Comment.

Amber Fiddler of 128 Carver Creek Dr has a child, who was recently diagnosed with Autism. Her son likes to run and elope. She would like Dallas Park to have a safety gate for special needs children. Alderman Cloninger directed her to contact the Sheriff's office for assistance.

Erica Taylor of 1007 Davis Hills Dr, stated there are intersection issues on Dallas Stanley Highway and Davis Hills, would like to have a traffic light near Davis Hills to prevent accidents. Taylor mentioned that Duke Power decreased rates in January and asked if the decrease got passed to residents.

Blair Propert of 108 E. Trade St, Owner of Historic Dallas Jail asked the Board if it has been brought to their attention of anyone requesting a façade grant since the last Board of Aldermen Meeting. Propert gave Board Members a packet. Propert explained he requested a façade grant on January 17th to assist with outdoor improvements. Propert stated they were denied within 4 days after requesting grant and after further investigating after being denied they were sent the incorrect application. Propert stated that him and his wife are not asking for a financial grant but would like all to be aware that when you receive something on a letterhead with a denial and no reason behind it besides saying that it's landscaping, which it's not landscaping because he got requested for a permit for non-landscaping on Friday even though he was only told that it is only

landscaping on the façade grant. Propert stated that there seems to be a disconnect and it is no one's fault but when a Town person is concerned and is trying to enhance the community, please ensure they are getting the right documents, and they are being followed up on.

Mike Fields, of 1333 Philadelphia Church Road, congratulated Chief Withers and also Captain Chris Page on receiving Volunteer Officer of the Year. Thanked Town Staff for their help and assistance for the citizens.

Ella Milton, of 518 Carpenter St, stated her concern is on E Carpenter St, people speed down the road at a high rate of speed, some do not stop at the stop sign. The street needs a speed bump to slow down people speeding.

Curtis Wilson, of 438 S. Gaston St, Prayed over meeting.

Consent Agenda:

~~**Item 5A – Proclamation of February as Black History Month**~~ (Moved to Item 8C)

Item 5B - Budget Amendment for New World IT Service for Police Dept.

Mentioned at the strategic planning meeting, the current IT provider for the Town is not working for our Police Department. Having had a year of troubleshooting, we feel it is best to join the County with their Tyler Technologies software. With this amendment, the City of Gastonia will be our primary IT support for the police department. Startup Costs to begin now would be as follows:

\$22,700 – Connectivity/Software/Hardware

\$61,588- Equipment/Laptops/Printers

\$2,500- Spectrum (\$500 monthly costs)

\$25,750- Gastonia IT (\$51,500 annually)

\$112,538 for FY 2025

With this, the Police department would be able save roughly \$31,142.75 for the remainder of the fiscal year if this amendment is approved and we move forward.

The yearly cost after the initial startup fee would be: approximately \$51,500 annually, which would be paid to the City of Gastonia and Gaston County. Currently, we are paying IT for the police department \$59,520 annually, which would be a savings of roughly \$8,000. (Exhibit 5B-1)

Item 5C - Budget Amendment for Police Department Grant Reimbursement

The Police Department was awarded a grant in FY 2024 by the Department of Public Safety to purchase Bolawraps (a handheld remote restraint device). We purchased the items in June of 2024 and submitted for reimbursement. The grant check came in January 2025 for \$23,006.02. A budget amendment is attached to accept the grant funds, lowering Fund Balance. (Exhibit 5C-1)

Item 5D - Award Contract for Robinson Street Stream Bank Stabilization

Requests for Proposals were sent out for Robinson Street Stream Bank Stabilization. Bids were opened on January 23rd, 2025. Two Brothers Utilities were the lowest, responsible, responsive

bidder at \$70,322.40. This project will cover work to stabilize a stream bank with rip rap. Attached is the bid sheet and recommendation letter to award the bid. In 2022, the Town applied for and was awarded an Environmental Enhancement Grant (EEG) for \$49,500. We have budgeted a total of \$110,000 for this project, which up to \$60,500 will be paid for by the Town.

Alderman Martin made a motion to approve the Consent Agenda, seconded by Alderman Milton and carried unanimously. (Exhibit 5D 1-2)

Public Hearings:

No Public Hearings

Old Business:

No Old Business

New Business:

~~Item 8A – Board Meeting Location Change~~ (Item Removed)

~~Item 8B 8A - § 91.02 Noises Expressly Prohibited~~

At the November 12th Board Meeting, Staff was tasked with reviewing the noise ordinance, identifying issues, and gathering facts. They are to present copies of the ordinance and recommendations at the next work session for the Board's review. Town staff have been reviewing the existing ordinance and recommend to remove the General Entertainment ordinance. Staff suggest replacing it with the same timeframes currently outlined in our ordinance, while also adding dBA ranges. The updated ordinance was presented at the January 28th Work Session. Staff was directed to bring the revised ordinance back to the February 11th Meeting for a vote. Attached is the revised noise ordinance. (Exhibit 8A 1-3)

Alderman Cloninger made a motion to approve the revised noise ordinance, seconded by Alderman Martin and carried unanimously.

~~Item 8C 8B - Personnel Policy Approval~~

The Administration/Personnel sub-committee of the Board of Aldermen met on October 12, 2023 to discuss employee compensation and ways to ensure that employee compensation is appropriate. In order to ensure that the Town's salary structure, job descriptions, and Personnel Policy are up to date, the Committee is recommending that a salary study be done that will also include updating job descriptions and the Personnel Policy. The study will be conducted by The MAPS Group and can be accomplished in time to make necessary adjustments in the upcoming FY2024/25 budget year. The Salary Study was completed in July 2024 and now we are at the last phase of this study with updating our personnel policy. At the November 26th work session, the policy was discussed only in regards to changing the grievance officer. After further investigation, the Town Manager would like to be the grievance officer, reflected in the policy, instead of the Mayor going forward. Also, in our previous policy, Department Heads were to be on a twelve-month probationary period. In the new policy, we'd like to have the department

heads on a six-month probationary period like regular employees with the exception that the Manager can extend the probationary period to another six months if they deem it necessary.

Alderman Cloninger made a motion to approve the Personnel Policy, seconded by Alderman Cearley and carried unanimously.

Item 8C - Proclamation of February as Black History Month

Black History Month is an annual celebration of achievements by Black Americans and a time for recognizing the significant role of African Americans in U.S. history. The event grew out of “Negro History Week,” the brainchild of noted historian Carter G. Woodson and other prominent African Americans. President Gerald R. Ford officially recognized Black History Month in 1976, calling upon the public to ‘seize the opportunity to honor the too-often neglected accomplishments of Black Americans in every area of endeavor throughout our history’. Since 1976, every U.S. president has officially designated the month of February as Black History Month. Other countries around the world, including Canada and the United Kingdom, also devote a month to celebrating Black history. A proclamation is attached recognizing February as Black History Month. (Exhibit 8C-1)

Alderman Milton presented Proclamation and read to citizens.

Alderman Cloninger made a motion to approve the Proclamation of February as Black History Month, seconded by Alderman Cearley and carried unanimously.

Mayor’s Report:

Mayor Beaty announced that nothing is set in stone but she is working with a radio show for fundraising and that the idea came from the third grader who won Mayor of the Day who wrote a letter that she would like to see handicap accessible playground for family and parents to enjoy. Mayor Beaty said she is collaborating with people to get funds and grants to update parks for handicap accessible.

Alderman Cloninger asked Chief Walls if anyone has submitted applications. Chief Walls responded that there have been several apps submitted this week.

Alderman Milton acknowledged citizen about the complaint at Davis Hills, told her it is a state road, and staff would send a letter to DOT.

Alderman Milton made a motion to adjourn, seconded by Alderman Martin and carried unanimously (6:32).

Hayley Beaty, Mayor

Lindsey Tysinger, Town Clerk

MINUTES FOR BOARD OF ALDERMEN WORK SESSION

January 28th, 2025

5:00 PM

The following elected officials were present: Mayor Beaty, Alderman Withers, Alderman Cloninger, Alderman Milton, Alderman Cearley. Alderman Martin was absent.

The following Staff members were present: Jonathan Newton, Town Manager; Robbie Walls, Police Chief; Lanny Smith, Electric Director; Bill Trudnak, Public Works Director; Lindsey Tysinger, Town Clerk; Zack Foreman, Assistant Public Works Director; Kristin Boone, Finance Director; Brittany Beams, Planner; Earl Withers, Fire Chief; and Alex Wallace, Parks and Recreation Director.

Mayor Beaty called the meeting to order at 5:00 pm.

The Mayor then opened with the Pledge of Allegiance to the Flag.

Mayor Beaty asked if there were any additions or deletions to the agenda. Alderman Cloninger made a motion to approve the agenda with additions and deletions, seconded by Alderman Cearley and carried unanimously. *(Item F Removed) (Item G - Discussion on Gates at Park, Added, Item H - Donation to Museum, Added) (Closed Session – 143.318.11a(3))*

New Business:

Item 3A - Donna Taylor Update on Gaston Aquatics

Donna Taylor with Gaston Aquatics will be giving an update on the Aquatic Center.

Donna Taylor with Gaston Aquatics introduced Hannah as their full-time employee with Gaston Aquatics. Taylor stated they have done grading, clearing, and a retention pond. Mechanical, electrical, and plumbing, approved by the County. Comments back and forth on building, only one thing needed to be changed for the Fire Marshall. Cad company has sent over comments to Gaston County, once that's done the building gets cut and delivered. Met with School System, want to help with the access road and then anything else they do with the adjacent property they want to be involved in. Looking to be completed in the 4th quarter, early next year.

Item 3B - DHS Apartments Debt Payment Loan Repayment Agreement

Pursuant to an agreement dated August 26, 2002, between the Town of Dallas and the North Carolina Department of Commerce, Division of Community Assistance, the Town received a Community Development Block Grant in the amount of \$250,000. The purpose of this grant was the renovation/refurbishing of the Dallas High School building into apartments, including street, water and sewer improvements, as well as historic preservation. The project was completed by a private business which now owns the building. Under the agreement, that business is to repay a mortgage held by the Town in the original amount of \$230,000, with interest accruing at 2% annually. The modified loan repayment agreement requires annual payments of \$3,720, and the remaining unpaid principal and interest is due in full on December 10, 2024. At the December 5th, special meeting, Kirby Nickerson with, Lutheran Services Carolinas, spoke to the board to ask for an extension. At the conclusion of the discussion, Lutheran Services Carolinas will continue to pay \$1,400 per month, while action was taken to table this item and to bring it back

at the February 25th work session with Mr. Nickerson present as well, to discuss this topic further.

Kirby Nickerson with, Lutheran Services Carolinas, spoke to the board, stating he had the impression that the council was open to extending a 5 year, gave the Town Manager the auditors report that goes back to the beginning in terms of the amortization schedule and took that balance and plugged it into the new amortization schedule, in essentially in 5 years the balloon payment would be about 117,500. Estimated monthly principal interest payments over the next 5 years would be 1480.07, which is what we have been doing over the past few years. Kirby stated this was his proposal to bring before the council. Mayor Beaty asked if anyone had questions. Town Attorney Tom Hunn asked the balance of payoff of the first mortgage, is how much? Kirby responded that the first mortgage is 456,000 on the mortgage that is with Mission investment fund, 470,000. Hunn asked, is it a possibility that it can be refinanced to the extent that the Town can be made whole in regards to the balance that is owed now with the equity that is in the building. Kirby responded, that is a possibility, have not gone down that route. Hunn stated you know maybe I'm wrong, and I'll find out after you leave, probably but I think perhaps maybe the Town's patience is getting a little thin, I mean it's been 20 years or so and they perhaps would like something a little more definite if at all possible if not maybe see if we can get some equity pulled out and maybe pay off the Town. Kirby responded it's a low income 33 apartments with low income seniors, it operates at a loss, it can cash flow but there's not a pot of money sitting there. There are extra reserves that are required to be there for replacement reserves, etc. So, it's not a money-making prospect, Lutheran Services Carolina got in at the tail end of the tax credit deal for the developer Scott Reneger and we took it over by absorbing or basically taking all the debt. So that's where we're at and we do it as a ministry not to make money. We obviously have to break even to try to make sure it's not taken cash away from the overall operations. Hunn responded absolutely, everybody understands. Kirby stated it's a service at least to my understanding to this community and you know I asked Jonathan if that's still a service that's wanted in the community or you know I guess another option is if the Town wants to call the note and go through that process you know that's another option, I don't think that's a great option anybody. Hunn responded we're going to over the next month, two months, whatever the Board would decide, maybe have you come back, we will have explored all the options of the Town and maybe have a more definitive answer for you in regards to their position and then maybe you could give us a little bit more insight as to how we could either speed this up or somehow satisfy the obligation if at all possible. But I think discussing various options the Town has would be something they need to know before they make any decisions. Mayor Beaty stated that we definitely need to know what our options are. Hunn stated we'll work on our end and hopefully you work on your end to see how we can make this work. Kirby thanked the Board and left the meeting. Mayor Beaty stated I think once we get all the specifics, Tom if you'll get that to Jonathan, Jonathan you get that to us, and we can have a closed session if we need to or special meeting whatever we need to do for that. Hunn stated we could probably go into a closed session tonight to discuss this just to get you guys up to speed, and then when we meet again, I don't know if you guys are wanting him to come back at an Aldermen meeting or another Work Session. Mayor Beaty responded we can discuss that in the Closed Session. (Exhibit 3B 1-4)

Item 3C - Parks & Recreation – Discussion for In House Fall Football

At the strategic planning meeting in January, we discussed the option of starting a football program within the Dallas Parks and Recreation Program. In doing so, Parks and Rec will need

to move forward and purchase the equipment so it will arrive in time before the season starts. Budgetarily, all items (if approved) would be in next fiscal year's budget. If approved to move forward, we would need to bring back a budget amendment within the next two months to purchase the equipment, for a cost of \$29,500. Attached, there is a report showing total expenses vs projected revenue. (Exhibit 3C-1)

The Parks and Recreation Director, Alex Wallace, explained the total expenses and projected revenue to the Board. The Board directed Staff to bring a budget amendment back to the next Board meeting.

Item 3D - Parks & Recreation – Resolution Request

Parks and Recreation wishes to honor Anne Martin by naming the Tee Ball Field at Carr School after her, acknowledging her role in the field's construction and her years of exceptional service as Recreation Director for the Town of Dallas, as well as her commitment to our youth and community. The recreation staff would like to hold a small ceremony on opening day of baseball this year, Saturday, April 12, where we can unveil the field's name in her presence before the games commence that day.

Parks and Recreation Director, Alex Wallace, stated he would like honor Anne Martin by naming the Tee Ball Field after Anne for her years of service and the job she has done as the Parks and Recreation Director in Dallas. The Board directed Staff to prepare a Resolution for the next Board meeting to be adopted and then be able to present the Resolution at the opening ceremony on April 12th.

Item 3E - Board Meeting Location Change

On January 27th at the Strategic Planning Meeting, Mayor Beaty suggested moving the Board Meetings back to the Community Room at the Fire Department due to the sound quality issues of the Meetings at the Courthouse. At the February 11th Board Meeting, this item was moved to the February 25th Work Session for discussion.

Board and Staff discussed options for the Courthouse to add offices and to make the Courthouse the official Board Room. Doing improvements would help with the sound quality of the Board meetings. This would also make the Courthouse no longer rentable for inside use, Staff would have to discuss the contract with the Museum to make alternative arrangements. The Board directed Staff to look at the cost to improve acoustics, and platform.

Item 3F - Zoning Amendment §153.046 Planned Residential Developments (Item Removed)

Item 3G - Discussion for Gates at Park (Item Added)

At the previous meeting a citizen mentioned not having a gate at the playground at the Gym. The Parks and Recreation Director, Alex Wallace, received two quotes, one for \$1900, and one for \$2700. Board and Staff discussed whether to add it to the upcoming budget or creating a budget amendment for next months meeting. Staff were directed to bring a budget amendment back to the next meeting.

Item 3F - Donation to Museum (Item Added)

The Gaston County Museum reached out to the Town for a \$500 donation for their Easter Egg Hunt for supplies. This request is not budgeted so therefore a budget amendment would have to be made for the next Board meeting. Staff were directed to bring back a budget amendment to the next Board meeting.

Mayor's Report:

Mayor Beaty informed the Board and Staff that the upcoming Disaster Relief trip has been cancelled.

Manager Report:

Town Manager, Jonathan Newton, informed the Board that Garrison in our Stormwater Department, sent out an email inviting Board members to an Elected Officials Stormwater Workshop on March 18th at the Gaston Conference Center. If interested in attending to let him know so he can get you registered. Also, Mount Holly, in part with Gaston Business Association is wanting to have a dinner reception and discussion with all municipal leaders and managers on April 9th, from 6-8. If interested in going to let him know as well to be able to register.

Alderman Cloninger made a motion to adjourn the Work Session and go into the Closed Session, seconded by Alderman Cearley and carried unanimously (6:06).

Closed Session-The Board requested to hold a Closed Session: (Addition)

To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged per NCGS §143-318-11(a)(3).

Alderman Cloninger made a motion to go into the closed session, seconded by Alderman Cearley and carried unanimously at 6:07pm.

Discussion only, no motion was made.

Alderman Milton made a motion to exit the closed session, seconded by Alderman Cearley and carried unanimously.

Alderman Cloninger made a motion to adjourn, seconded by Alderman Cearley and carried unanimously (6:44).

Hayley Beaty, Mayor

Lindsey Tysinger, Town Clerk

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Budget Amendment for Football Startup

AGENDA ITEM NO.5A

MEETING DATE: 3/11/2025

BACKGROUND INFORMATION:

At the February 25th Work Session, Alex Wallace presented to the board a request to purchase football helmets, shoulder pads and some practice equipment in the amount of \$29,500 to start up Football for FY25. Once ordered, these items will take a few months to arrive and due to football practice starting in July/August, we would need to go ahead and purchase these few things in the current years budget. All other expenses for football, if passed in the FY2025 budget, will be included there.

MANAGER RECOMMENDATION: Approve budget amendment for purchase of football equipment, as presented.

BOARD ACTION TAKEN:

Town of Dallas
Budget Amendment

Date: March 11, 2025

Action: General Fund Amendment

Purpose: To appropriate funds for purchase equipment for Football

Number: REC-004

Fund	Dept	Line Item	Item Description	Original Amount	Amended Amount	Difference
10	5700	5900	Recreational Sports Supplies	\$27,500	\$57,000	\$29,500
10	3999	0000	Fund Balance Appropriated	\$518,183	\$547,683	\$29,500

Approval Signature
(Town Manager)

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Budget Amendment for Donation to Gaston County Museum

AGENDA ITEM NO.5B

MEETING DATE: 3/11/2025

BACKGROUND INFORMATION:

Gaston County Museum is inquiring if the Town would like to sponsor their Annual Easter Egg event again this year as we have in the past. This item of discussion was mentioned at the February 25th Work Session and was agreed upon to bring a budget amendment in the amount of \$500.00 to the March 11th meeting.

MANAGER RECOMMENDATION: Approve budget amendment for Donation to Gaston County Museum, as presented.

BOARD ACTION TAKEN:

Town of Dallas
Budget Amendment

Date: March 11, 2025

Action: General Fund Amendment

Purpose: To appropriate funds for donation to Gaston County Museum for annual Easter Egg Hunt Event

Number: REC-002

Fund	Dept	Line Item	Item Description	Original Amount	Amended Amount	Difference
10	5700	4722	Town Sponsored Events	\$49,936	\$50,436	\$500
10	3999	0000	Fund Balance Appropriated	\$515,693	\$516,193	\$500

Approval Signature
(Town Manager)

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Parks & Recreation Resolution Request

AGENDA ITEM NO. 8A

MEETING DATE: 3/11/2025

BACKGROUND INFORMATION:

Parks and Recreation wishes to honor Anne Martin by naming the Tee Ball Field at Carr School after her, acknowledging her role in the field's construction and her years of exceptional service as Recreation Director for the Town of Dallas, as well as her commitment to our youth and community. The recreation staff would like to hold a small ceremony on opening day of baseball this year, Saturday, April 12, where we can unveil the field's name in her presence before the games commence that day.

Attached is the Resolution.

MANAGER RECOMMENDATION:

BOARD ACTION TAKEN:

Resolution Dedicating The T-Ball Field in Honor of Anne Martin

Whereas, Anne Martin commenced her career with the Parks and Recreation Department of the Town of Dallas on July 1st, 1999. Prior to this, she dedicated her time to volunteering; and

Whereas, On July 1st, 2001, Anne took on the role as the Parks and Recreation Director, serving in that position for 18 years; and

Whereas, Anne Martin has been a passionate advocate for youth sports, fostering a love for the game in all recreational sports among countless children and promoting the values of teamwork, sportsmanship, and building positive relationships; and

Whereas, Anne Martin's dedication and service to the Town of Dallas has left an indelible mark on our community, inspiring future generations to continue her legacy and passion for recreational sports and community involvement; and

Whereas, recognizing her lifelong contributions to the children and families of Dallas and surrounding communities; and

Whereas, as a lasting tribute to Anne Martin's service and dedication, it is fitting to dedicate the T-Ball Field at Carr Elementary in her honor; and

Now, Therefore, Be It Resolved, by the Town of Dallas Board of Aldermen, that the T-Ball Field located at Carr Elementary be known as the Anne Martin Field; and

Be It Further Resolved, that a ceremony be held on April 12th to formally dedicate the field, where Anne Martin will be honored, and their contributions celebrated by colleagues, friends, and family.

Adopted on this the 11th day of March, 2025 by the Town of Dallas Board of Aldermen.

Attested By:

Hayley Beaty, Mayor

Lindsey Tysinger, Town Clerk

(SEAL)

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Town Clerk – Oath of Office

AGENDA ITEM NO. 8B

MEETING DATE: 3/11/2025

BACKGROUND INFORMATION:

Mayor Beaty will administer the Oath of Office for our Town Clerk, Lindsey Tysinger.

MANAGER RECOMMENDATION:

BOARD ACTION TAKEN:

**OATH OF OFFICE
FOR
TOWN CLERK**

I, Lindsey Tysinger, do solemnly swear that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as Town Clerk, so help me God.

Approved this the 11th day of March, 2025.

Hayley Beaty, Mayor

ATTEST:

Lindsey Tysinger, Town Clerk

Jonathan Newton, Town Manager

(SEAL)

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Budget Amendment for Gate at Playground beside Gym.

AGENDA ITEM NO.8C

MEETING DATE: 3/11/2025

BACKGROUND INFORMATION:

At the January 28th, Work Session during citizen comment time, it was brought to the Board's attention that there is a request for a gate to be installed at the playground beside the Dennis Franklin Gym. Due to safety concerns and the heavy traffic around the area, staff is bringing forward a budget amendment in the amount of \$1,990 to appropriate funds to purchase this gate.

MANAGER RECOMMENDATION: Approve budget amendment for purchase of gate to be installed at playground beside the town gym, as presented.

BOARD ACTION TAKEN:

Town of Dallas
Budget Amendment

Date: March 11, 2025

Action: General Fund Amendment

Purpose: To appropriate funds for purchase of a gate at Dennis Franklin Gym playground

Number: REC-003

Fund	Dept	Line Item	Item Description	Original Amount	Amended Amount	Difference
10	5700	1525	M&R Parks and Courts	\$20,328	\$22,318	\$1,990
10	3999	0000	Fund Balance Appropriated	\$516,193	\$518,183	\$1,990

Approval Signature
(Town Manager)

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Audit Contract Approval for Fiscal Year 2024-25

AGENDA ITEM NO. 8D

MEETING DATE:3/11/2025

BACKGROUND INFORMATION:

Martin, Starnes and Associates, CPA's PA. has conducted last year's audit. It is the recommendation of Staff to contract with Martin, Starnes and Associates. for the FY2024-25 annual audit. The contract outlines that they will conduct an audit for no more than \$63,950 for all services. The cost reflects additional services required for Other Post-Employment Benefits (OPEB) and for Federal and State awards as well as normal Auditing services for the Town's Finances.

The NC Local Government Commission division of the State Treasurer's Office requires that the Town approve this contract first before submitting to their office for final approval.

MANAGER RECOMMENDATION: Approve the proposed audit contract for FY2024-25 as presented.

BOARD ACTION TAKEN:

The	Governing Board Board of Aldermen
of	Primary Government Unit Town of Dallas, NC
and	Discretely Presented Component Unit (DPCU) (if applicable) N/A

Primary Government Unit, together with DPCU (if applicable), hereinafter referred to as Governmental Unit(s)

and	Auditor Name Martin Starnes & Associates, CPAs, P.A.
	Auditor Address 730 13th Avenue Drive SE, Hickory, NC 28602

Hereinafter referred to as Auditor

for	Fiscal Year Ending 06/30/25	Date Audit Will Be Submitted to LGC 12/31/25
-----	--------------------------------	---

Must be within six months of FYE

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by U.S. generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types). The basic financial statements shall include budgetary comparison information in a budgetary comparison statement, rather than as RSI, for the General Fund and any annually budgeted Special Revenue funds.

2. At a minimum, the Auditor shall conduct the audit and render the report in accordance with GAAS. If the Governmental Unit expended \$100,000 or more in combined Federal and State financial assistance during the reporting period, the Auditor shall perform the audit in accordance with *Government Auditing Standards* (GAGAS). The Governmental Unit is subject to federal single audit requirements in accordance with Title 2 US Code of Federal Regulations Part 200 *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards*, Subpart F (*Uniform Guidance*) and the State Single Audit Implementation Act. Currently the threshold is \$750,000 for a federal single audit and \$500,000 for a State Single Audit. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit in accordance with the Uniform Guidance (§200.501) the Auditor and Governmental Unit(s) should discuss, in advance of the execution of this contract, the responsibility for submission of the audit and the accompanying data collection form to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512) to ensure proper submission.

Effective for audits of fiscal years beginning on or after June 30, 2023, the LGC will allow auditors to consider whether a unit qualifies as a State low-risk auditee. Please refer to "Discussion of Single Audits in North Carolina" on the LGC's website for more information.

If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board).

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.
4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC Staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.
5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2018 revision, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he/she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon auditor's receipt of an updated peer review report. If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to *Government Auditing Standards* or if financial statements are not prepared in accordance with U.S. generally accepted accounting principles (GAAP) and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment to this contract or in an amendment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to LGC Staff within six months of fiscal year end. If it becomes necessary to amend the audit fee or the date that the audit report will be submitted to the LGC, an amended contract along with a written explanation of the change shall be submitted to the Secretary of the LGC for approval.
7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his/her findings, together with his recommendations for improvement. That written report shall include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.

For GAAS or *Government Auditing Standards* audits, if an auditor issues an AU-C §260 report, commonly referred to as "Governance Letter," LGC staff does not require the report to be submitted unless the auditor cites significant findings or issues from the audit, as defined in AU-C §260.12 - .14. This would include issues such as difficulties encountered during the audit, significant or unusual transactions, uncorrected misstatements, matters that are difficult or contentious reviewed with those charged with governance, and other significant matters. If matters identified during the audit were required to be reported as described in AU-C §260.12-.14 and were communicated in a method other than an AU-C §260 letter, the written documentation must be submitted.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Approval is also required for the Alternative Compliance Examination Engagement for auditing the Coronavirus State and Local Fiscal Recovery Funds expenditures as allowed by US Treasury. Approval is not required on audit contracts and invoices for system improvements and similar services of a non-auditing nature.
9. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. This also includes any progress billings [G.S. 159-34 and 115C-447]. All invoices for audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved' with approval date shall be returned to the Auditor to present to the Governmental Unit(s) for payment. This paragraph is not applicable to contracts for audits of hospitals.
10. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC if required, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. This does not include fees for any pre-issuance reviews that may be required by the NC Association of CPAs (NCACPA) Peer Review Committee or NC State Board of CPA Examiners (see Item 13).
11. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC Staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC Staff simultaneously with the Governmental Unit's (Units') audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.
12. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.
13. If the audit firm is required by the NC State Board, the NCACPA Peer Review Committee, or the Secretary of the LGC to have a pre-issuance review of its audit work, there shall be a statement in the engagement letter indicating the pre-issuance review requirement. There also shall be a statement that the Governmental Unit(s) shall not be billed for the pre-issuance review. The pre-issuance review shall be performed prior to the completed audit being submitted to LGC Staff. The pre-issuance review report shall accompany the audit report upon submission to LGC Staff.

14. The Auditor shall submit the report of audit in PDF format to LGC Staff. For audits of units other than hospitals, the audit report should be submitted when (or prior to) submitting the final invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the LGC by any interested parties. Any subsequent revisions to these reports shall be sent to the Secretary of the LGC. These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit(s) without requiring consent of the Auditor. If the LGC Staff determines that corrections need to be made to the Governmental Unit's (Units') financial statements and/or the compliance section, those corrections shall be provided within three business days of notification unless another deadline is agreed to by LGC Staff.

15. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.

16. If an approved contract needs to be modified or amended for any reason, the change shall be made in writing and pre-audited if the change includes a change in audit fee (pre-audit requirement does not apply to hospitals). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC.

17. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and except for fees, work, and terms not related to audit services, shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 30 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.

18. Special provisions should be limited. Please list any special provisions in an attachment.

19. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the primary government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and finance officer also shall be included on this contract.

20. The contract shall be executed, pre-audited (pre-audit requirement does not apply to hospitals), and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.

21. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.

22. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.

23. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.
24. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.
25. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.
26. E-Verify. Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.
27. **Applicable to audits with fiscal year ends of June 30, 2020 and later.** For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and *Government Auditing Standards, 2018 Revision* (as applicable). Preparing financial statements in their entirety shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.
- All non-attest service(s) being performed by the Auditor that are necessary to perform the audit must be identified and included in this contract. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the services and accept responsibility for the results of the services performed. If the Auditor is able to identify an individual with the appropriate SKE, s/he must document and include in the audit workpapers how he/she reached that conclusion. If the Auditor determines that an individual with the appropriate SKE cannot be identified, the Auditor cannot perform both the non-attest service(s) and the audit. See "Fees for Audit Services" page of this contract to disclose the person identified as having the appropriate SKE for the Governmental Unit.
28. **Applicable to audits with fiscal year ends of June 30, 2021 and later.** The auditor shall present the audited financial statements including any compliance reports to the government unit's governing body or audit committee in an official meeting in open session as soon as the audited financial statements are available but not later than 45 days after the submission of the audit report to the Secretary. The auditor's presentation to the government unit's governing body or audit committee shall include:
- a) the description of each finding, including all material weaknesses and significant deficiencies, as found by the auditor, and any other issues related to the internal controls or fiscal health of the government unit as disclosed in the management letter, the Single Audit or Yellow Book reports, or any other communications from the auditor regarding internal controls as required by current auditing standards set by the Accounting Standards Board or its successor;
 - b) the status of the prior year audit findings;
 - c) the values of Financial Performance Indicators based on information presented in the audited financial statements; and
 - d) notification to the governing body that the governing body shall develop a "Response to the Auditor's Findings, Recommendations, and Fiscal Matters," if required under 20 NCAC 03 .0508.
29. Information based on the audited financial statements shall be submitted to the Secretary for the purpose of identifying Financial Performance Indicators and Financial Performance Indicators of Concern. See 20 NCAC 03 .0502(c)(6).

30. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Item 17 for clarification).

31. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at <https://www.nctreasurer.com/state-and-local-government-finance-division/local-government-commission/submitting-your-audit>

32. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

33. Modifications to the language and terms contained in this contract form (LGC-205) are not allowed.

FEEES FOR AUDIT SERVICES

1. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct (as applicable) and *Government Auditing Standards, 2018 Revision*. Refer to Item 27 of this contract for specific requirements. The following information must be provided by the Auditor; contracts presented to the LGC without this information will be not be approved.

Financial statements were prepared by: Auditor Governmental Unit Third Party

If applicable: Individual at Governmental Unit designated to have the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the non-attest services and accept responsibility for the results of these services:

Name:	Title and Unit / Company:	Email Address:
Jonathan Newton	Town Manager, Town of Dallas	jnewton@dallasnc.net

OR Not Applicable (Identification of SKE Individual on the LGC-205 Contract is not applicable for GAAS-only audits or audits with FYEs prior to June 30, 2020.)

2. Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter but may not be included in this contract or in any invoices requiring approval of the LGC. See Items 8 and 13 for details on other allowable and excluded fees.

3. The audit fee information included in the table below for both the Primary Government Fees and the DPCU Fees (if applicable) should be reported as a specific dollar amount of audit fees for the year under this contract. If any language other than an amount is included here, the contract will be returned to the audit form for correction.

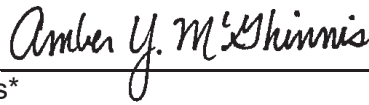
4. Prior to the submission of the completed audited financial report and applicable compliance reports subject to this contract, or to an amendment to this contract (if required) the Auditor may submit interim invoices for approval for services rendered under this contract to the Secretary of the LGC, not to exceed 75% of the billings for the unit's last annual audit that was submitted to the Secretary of the LGC. All invoices for services rendered in an audit engagement as defined in 20 NCAC .0503 shall be submitted to the Commission for approval before any payment is made. Payment before approval is a violation of law. (This paragraph not applicable to contracts and invoices associated with audits of hospitals).

Primary Government Unit	Town of Dallas, NC
Audit Fee (financial and compliance if applicable)	\$ 53,500 (\$49,750 audit + \$3,750 single audit for up to 2 programs)
Fee per Major Program (if not included above)	\$ 3,750 per major program in excess of 2
Additional Fees Not Included Above (if applicable):	
Financial Statement Preparation (incl. notes and RSI)	\$ 6,700
All Other Non-Attest Services	\$
TOTAL AMOUNT NOT TO EXCEED	\$ 63,950 (includes 3 major programs)

Discretely Presented Component Unit	N/A
Audit Fee (financial and compliance if applicable)	\$
Fee per Major Program (if not included above)	\$
Additional Fees Not Included Above (if applicable):	
Financial Statement Preparation (incl. notes and RSI)	\$
All Other Non-Attest Services	\$
TOTAL AMOUNT NOT TO EXCEED	\$

SIGNATURE PAGE

AUDIT FIRM

Audit Firm* Martin Starnes & Associates, CPAs, P.A.	
Authorized Firm Representative (typed or printed)* Amber Y. McGhinnis	Signature* 
Date* 02/28/25	Email Address* amcghinnis@msa.cpa

GOVERNMENTAL UNIT

Governmental Unit* Town of Dallas, NC	
Date Governing Board Approved Audit Contract* (Enter date in box to right)	
Mayor/Chairperson (typed or printed)* Hayley Beaty, Mayor	Signature*
Date	Email Address* hbeaty@dallasnc.net

Chair of Audit Committee (typed or printed, or "NA") N/A	Signature
Date	Email Address

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1). Not applicable to hospital contracts.

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

Sum Obligated by This Transaction:	\$ 63,950 (includes 3 major programs)
Primary Governmental Unit Finance Officer* (typed or printed) Kristin Boone, Finance Director	Signature*
Date of Pre-Audit Certificate*	Email Address* kboone@dallasnc.net

**SIGNATURE PAGE – DPCU
(complete only if applicable)**

DISCRETELY PRESENTED COMPONENT UNIT

DPCU* N/A	
Date DPCU Governing Board Approved Audit Contract* (Enter date in box to right)	
DPCU Chairperson (typed or printed)* N/A	Signature*
Date*	Email Address*

Chair of Audit Committee (typed or printed, or "NA") N/A	Signature
Date	Email Address

DPCU – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1). Not applicable to hospital contracts.

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

Sum Obligated by this Transaction:	\$
DPCU Finance Officer (typed or printed)* N/A	Signature*
Date of Pre-Audit Certificate*	Email Address*

Remember to print this form, and obtain all required signatures prior to submission.

PRINT

Report on the Firm's System of Quality Control

To the Shareholders of Martin Starnes & Associates, CPAs, P.A. and the Peer Review Committee, Coastal Peer Review, Inc.

We have reviewed the system of quality control for the accounting and auditing practice of Martin Starnes & Associates, CPAs, P.A. (the firm) in effect for the year ended December 31, 2023. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under Government Auditing Standards, including compliance audits under the Single Audit Act and an audit of an employee benefit plan.

As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Martin Starnes & Associates, CPAs, P.A. in effect for the year ended December 31, 2023, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Martin Starnes & Associates, CPAs, P.A. has received a peer review rating of *pass*.

Dean Dorton Allen Ford, PLLC

Dean Dorton Allen Ford, PLLC

May 10, 2024