



**TOWN OF GRANITE QUARRY  
BOARD OF ALDERMEN  
REGULAR MEETING  
Monday, July 10, 2023  
6:00 p.m.**

**Call to Order**

**Moment of Silence**

**Pledge of Allegiance**

**1. Approval of Agenda**

**2. Approval of Consent Agenda**

**A. Approval of the Minutes**

1) Regular Meeting June 12, 19, & 29, 2023

**B. Departmental Reports**

**C. Financial Reports**

**3. Citizen Comments**

*(All comments are limited to 3 minutes. No sharing of minutes with other citizens.)*

**4. Guest Presentation**

**Newsletter**

**5. Town Manager Update**

**Old Business**

**None**

**New Business**

**6. Discussion**

**Charter Amendments**

**ACTION REQUESTED:** Direction from the Board on how it wishes to proceed.

**7. Discussion and Possible Action**

**Civic Park Master Plan**

**ACTION REQUESTED:** Direction from the Board on how it wishes to proceed.

**8. Discussion**

**Town Hall Upgrades**

**ACTION REQUESTED:** Direction from the Board on how it wishes to proceed.

**9. Board Comments**

**10. Announcements and Date Reminders**

<b>A.</b>	Thursday	July 13	5:30 p.m.	Community Appearance Commission
<b>B.</b>	Monday	July 17	6:00 p.m.	Zoning Board of Adjustment
<b>C.</b>	Tuesday	July 18	3:30 p.m.	Revitalization Team
<b>D.</b>	Saturday	July 22	9:00 a.m.	Dragon Boat Festival
<b>E.</b>	Thursday	July 27	5:30 p.m.	Events Committee
<b>F.</b>	Thursday	July 27	6:00 p.m.	Rowan Municipal Association
<b>G.</b>	Monday	August 7	6:00 p.m.	Planning Board
<b>H.</b>	Wednesday	August 9	5:00 p.m.	Centralina Board of Delegates
<b>I.</b>	Thursday	August 10	5:30 p.m.	Community Appearance Commission

**Adjourn**

**Agenda Item Summary**

Regular Meeting

July 10, 2023

Agenda Item 1

**Summary:**

The Board may discuss, add, or delete items from the Regular Meeting agenda.

**Action Requested:**

***Motion to adopt the July 10, 2023 Board of Aldermen Meeting Agenda (as presented / as amended).***

**Approval of Agenda**

Motion Made By:

Jim Costantino   
John Linker   
Doug Shelton   
Jeff Cannon

Second By:

Jim Costantino   
John Linker   
Doug Shelton   
Jeff Cannon

For:

Jim Costantino   
John Linker   
Doug Shelton   
Jeff Cannon

Against:

Jim Costantino   
John Linker   
Doug Shelton   
Jeff Cannon

In case of tie:

Mayor Brittany Barnhardt

For   
Against

**Agenda Item Summary**

Regular Meeting

July 10, 2023

Agenda Item 2

Summary:

The Board may discuss, add, or delete items from the Consent Agenda.

**A. Approval of the Minutes**

1) Regular Meeting June 12, 19, & 29, 2023

**B. Departmental Reports**

**C. Financial Reports**

Action Requested:

***Motion to approve the consent agenda (as presented / as amended).***

**Approval of Consent Agenda**

Motion Made By:

Jim Costantino   
John Linker   
Doug Shelton   
Jeff Cannon

Second By:

Jim Costantino   
John Linker   
Doug Shelton   
Jeff Cannon

For:

Jim Costantino   
John Linker   
Doug Shelton   
Jeff Cannon

Against:

Jim Costantino   
John Linker   
Doug Shelton   
Jeff Cannon

In case of tie:

Mayor Brittany Barnhardt

For   
Against



**TOWN OF GRANITE QUARRY  
BOARD OF ALDERMEN  
REGULAR MEETING MINUTES  
Monday, June 12, 2023 6:00 p.m.;  
Monday, June 19, 2023 6:00 p.m.; &  
Thursday, June 29, 2023 3:00 p.m.**

**Monday, June 12, 2023**

**Present:** Mayor Brittany Barnhardt, Mayor Pro Tem John Linker, Alderman Jim Costantino, Alderman Doug Shelton, Alderman Jeff Cannon

**Staff:** Town Manager Larry Smith, Town Clerk Aubrey Smith, Finance Officer Shelly Shockley, Police Chief Mark Cook, Fire Chief/Public Works Director Jason Hord, Fire Lieutenant Sean Dunham

**Call to Order:** Mayor Barnhardt called the meeting to order at 6:00 p.m.

**Moment of Silence:** Mayor Barnhardt led a moment of silence.

**Pledge of Allegiance:** The Pledge of Allegiance was led by Mayor Barnhardt.

**1. Approval of the Agenda**

**ACTION:** Mayor Pro Tem Linker made a motion to approve the agenda with the addition of a motion to recess after item 8. Alderman Costantino seconded the motion. The motion passed 4-0.

**2. Approval of the Consent Agenda**

**A. Approval of the Minutes**

- 1) Regular Meeting May 8, 2023
- 2) Budget Workshop May 18 & 25, 2023

**B. Departmental Reports** (*Reports in Board packet*)

**C. Financial Reports** (*Reports in Board packet*)

**ACTION:** Alderman Costantino made a motion to approve the consent agenda. Mayor Pro Tem Linker seconded the motion. The motion passed 4-0.

**3. Citizen Comments:** There were no citizen comments.

**4. Town Manager's Update**

Manager Smith invited Chief Hord forward to introduce the newest full-time Fire Lieutenant, Sean Dunham. Chief Hord stated that Lieutenant Dunham had been with the department since 2004 and was hired into the full-time position after assessments were held. Manager Smith also recognized the Police and Fire Departments for the community outreach and engagement they have done in the past month. Manager Smith gave kudos to Finance Officer Shelly Shockley for all the work she has put into working

toward certifications and credentialing. He also gave credit to the Board for strategic planning and forward thinking that is helping to move the town forward.

Manager Smith reviewed items from his report in the agenda packet and an additional handout that included information about the higher-than-anticipated cost for two runs of a full-page ad in the Salisbury Post to advertise for the new development ordinance. Manager Smith stated he wanted to check with the Board before making an intra-fund transfer from Special Projects to Professional Services to cover the GQDO/CLUP project and legal services. There were no objections from the Board. Manager Smith stated he anticipated needing to move roughly \$7,000. Alderman Shelton suggested erring on the side of caution and moving more.

Manager Smith confirmed that the growth discussion would be a topic on Faith's June 13, 2023 Board meeting agenda and asked whether there were any questions or if there was Board consensus on the line for him to pass on to Salisbury. Mayor Barnhardt stated that if she could have access to the map she would talk with the aldermen over the course of the next week.

**5. Public Hearing** **Budget FY 23-24**

**A. Presentation of Budget Message** **Town Manager**

Manager Smith showed slides on revisions to the proposed budget message that included changes for the development of a capital reserve program and a Contingency and Transfers department for purposes of transparency and trend tracking.

**B. Public Hearing**

- 1) Opened: Mayor Barnhardt opened the public hearing at 6:28 p.m.  
There were no public comments on the proposed budget for FY 2023-2024.
- 2) Closed: Mayor Barnhardt closed the public hearing at 6:29 p.m.

**C. Board Discussion and Possible Decision**

Alderman Costantino asked whether the \$75,000 for town hall would be for maintenance or renovations. Manager Smith responded that it could be used for either. He will bring options for renovations to the Board.

Mayor Pro Tem Linker pointed out the large items for which the capital reserve would be saving. Alderman Shelton stated that setting aside the funds would be dedicating the revenue stream to fund the items in the future. Mayor Barnhardt stated this was another example of strategic planning.

Mayor Pro Tem Linker shared that another important thing that would be funded in this budget would be additional fire personnel in an effort to continue to provide high-quality services to the community.

**ACTION:** Mayor Pro Tem Linker made a motion to adopt Budget Ordinance 2023-06 for Fiscal Year 2023-2024 as prepared by Manager Smith with the revisions mentioned (*attached*). Alderman Costantino seconded the motion. The motion passed 4-0.

**Old Business**

**6. Discussion and Possible Action** **Mural**

Mayor Barnhardt stated that the discussion on the mural had been carried over from several previous meetings. The artist's renderings were shown to the group. Manager Smith shared Attorney Short's response to the question of whether there were any exceptions to using public funds to place the mural

on private property. Attorney Short was unaware of any exceptions. Mayor Barnhardt suggested holding onto the renderings in case an option became available.

## **New Business**

### **7. Budget Amendment**

#### **BA #10 Contingency and Transfer Dept**

**ACTION:** Mayor Pro Tem Linker made a motion to approve Budget Amendment #10 for the creation of the Contingency and Transfer department as presented. Alderman Costantino seconded the motion. The motion passed 4-0.

### **8. Closed Session**

#### **Town Attorney**

**ACTION:** Mayor Pro Tem Linker made a motion to go into closed session pursuant to N.C. General Statutes Section 143-318.11(a)(5)&(6) to discuss material terms of a proposed employment contract and/or to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee. Alderman Costantino seconded the motion. The motion passed 4-0.

**ACTION:** Mayor Pro Tem Linker made a motion to return to open session. Alderman Costantino seconded the motion. The motion passed 4-0.

Mayor Barnhardt shared that during closed session the Board reached consensus and would be bringing on Mr. Moretz and the Moretz Law Group as Granite Quarry's Town Attorney.

## **Recess**

**ACTION:** Alderman Costantino made a motion to recess the meeting to Monday, June 19, 2023 at 6:00 p.m. Mayor Pro Tem Linker seconded the motion. The motion passed 4-0.

*The Board recessed at 7:07 p.m.*

## **Monday, June 19, 2023**

*Alderman Costantino was not present for the June 19, 2023 segment of the meeting.*

**Call to Order:** Mayor Barnhardt called the regular meeting recessed on June 12, 2023 back into session at 6:00 p.m.

Mayor Barnhardt explained that during the June 12, 2023 segment of the meeting the Board held a closed session to discuss the applicant for Town Attorney and decided by consensus to move forward with the candidate. She stated that she would entertain a formal motion to take that action.

**ACTION:** Mayor Pro Tem Linker made a motion to appoint Zachary M. Moretz and the Moretz Law Group, PA as Granite Quarry's Town Attorney. Alderman Shelton seconded the motion. The motion passed 3-0.

Mayor Barnhardt asked Mr. Moretz to come forward to be sworn in. Mayor Barnhardt administered the oath of office.

## 9. Public Hearing **GQ Town Plan 2040 Comprehensive Land Use and Master Plan**

### A. Staff Summary

Mayor Barnhardt invited N-Focus consultant Tom Weitnauer forward to present. Mr. Weitnauer gave a brief presentation on the Plan. He explained the Plan is a replacement for the current plan and includes a Future Land Use Map that is required by law.

### B. Public Hearing

- 1) Opened: Mayor Barnhardt opened the public hearing at 6:09 p.m.
  - There were no public comments for or against the Plan.
- 2) Closed: Mayor Barnhardt closed the public hearing at 6:10 p.m.

### C. Board Discussion and Decision

Board discussion included a request from Mayor Barnhardt that the Parks and Recreation Master Plan be incorporated like the Downtown Master Plan and the Bicycle and Pedestrian Plan. Mr. Flowe suggested that if a motion to adopt was made, the request for the Parks and Recreation Master Plan be added to the motion.

Mayor Barnhardt opened the floor for questions from the audience.

- A member of the audience questioned whether there were any major changes on the Future Land Use Map. Mr. Flowe responded that this was the first Future Land Use Map and that the zoning map would be discussed as part of the Granite Quarry Development Ordinance project.
- A member of the audience asked if the Future Land Use Map was designed with potential legislative changes to the ETJ in mind. Mr. Flowe responded that it was not and explained that the maps cleaned up some of the ETJ boundaries to have them follow more readily determinable lines. The current statute was used when developing the map.

**ACTION:** Mayor Pro Tem Linker made a motion to adopt Ordinance 2023-07 to adopt the Town Plan 2040 - Comprehensive Land Use & Master Plan with the addition of the Parks and Recreation Master Plan. Alderman Shelton seconded the motion. The motion passed 3-0.

## 10. Public Hearing **Granite Quarry Development Ordinance**

Mayor Barnhardt opened the Public Hearing so that the meeting could be recessed in the event of inclement weather since the region was under tornado warning.

### A. Public Hearing

- 1) Opened: Mayor Barnhardt opened the public hearing at 6:29 p.m.

#### Staff Summary

Mayor Barnhardt invited N-Focus consultant Richard Flowe forward to present. Mr. Flowe gave a brief presentation on the proposed GQDO which will establish very thorough standards for quality development. Mr. Flowe pointed out the Statement of Consistency and stated its purpose. He asked if there were any questions from the Board. Mayor Barnhardt stated there were a few items the Board would like to see discussed in the future; the consensus of the Board was to move forward and revisit those items later.

Mayor Pro Tem Linker stated he would like to know more about the frequency of food trucks. Mr. Flowe read the requirement from the ordinance which allowed for 30 times a year outside of town-sponsored events.



### **Public Comments**

There were no public comments for or against the Granite Quarry Development Ordinance during the Public Hearing.

- 2) Closed: Mayor Barnhardt closed the public hearing at 6:48 p.m.

Mayor Barnhardt opened the floor for any comments or questions from audience members.

- A member of the audience asked for more information regarding the agricultural district. Mr. Flowe explained the zoning classification.
- Mayor Pro Tem Linker asked that Mr. Flowe address annexation. Mr. Flowe stated that annexation wouldn't apply to this process at all. He further explained that any future annexation would be owner-initiated.

Mayor Barnhardt asked Mr. Flowe to provide an update on the County Planning Department's requests and for his professional opinion on how to proceed. Mr. Flowe explained that the County currently administers the Flood Damage Prevention ordinance that Article 18 would be replacing. The County requested that Article 18 not be adopted. Mr. Flowe recommended moving forward with adoption of the full development ordinance, including Article 18 which was modeled after the Department of Public Safety's 2021 standard.

Mr. Flowe shared that the second request from the County Planning Department was regarding the ETJ boundary. The request was to delay enacting the ordinance until September 1. Mr. Flowe shared that he was familiar with the requirements and felt July 1 was a reasonable effective date. He shared that after the effective date, the affected parcels would still be covered by Granite Quarry zoning for 60 days. All affected parcels are currently zoned Residential Low-Density.

Mayor Barnhardt stated that she felt it would be best to recess the meeting to be able to get more information concerning the County Planning Department's requests.

Individual Board members thanked the audience members for their presence at the meeting and the Planning Board and N-Focus consultants for their work on the new Plan and ordinance throughout the process.

### **Recess**

**ACTION:** Mayor Pro Tem Linker made a motion to recess until Thursday, June 29, 2023 at 3:00 p.m. For discussion and decision of the Granite Quarry Development Ordinance. Alderman Shelton seconded the motion. The motion passed with all in favor.

*The Board recessed at 7:18 p.m.*

### **Thursday, June 29, 2023**

*Mayor Pro Tem Linker was not present for the June 29, 2023 segment of the meeting. Alderman Costantino was present.*

**Call to Order:** Mayor Barnhardt called the regular meeting recessed on June 19, 2023 back into session at 3:04 p.m.

Mayor Barnhardt shared that at the Board's continuation of its regular meeting on June 19, 2023, a Public Hearing was held to receive comments regarding the Granite Quarry Development Ordinance. The Board heard the presentation by Rick Flowe and was made aware of concerns brought forth by the County. The Board continued the June 19<sup>th</sup> meeting to June 29<sup>th</sup> to continue the discussion and make a decision on the QQDO.

## **B. Board Discussion and Decision**

Mayor Barnhardt recognized Rick Flowe who addressed the topics covered in his June 22, 2023 memo (*attached*) that was provided as a handout. The first item addressed in the memo was a request by the County to delay adoption of the ordinance. Mr. Flowe included recommended language in his memo to keep the current UDO in place for affected properties. Mr. Flowe shared that the second item on the memo came from a member of the public requesting that the zoning for their property and the adjacent residential properties be represented on the new zoning map by their existing zoning situation rather than the Industrial zoning classification shown on the current map. The recommendation on the memo was for the rezoning of those specific parcels to SFR-3. Mr. Flowe stated that the third item on the memo was regarding the Planning Board's recommendation to adopt an amended version of Article 11. After the Planning Board's recommendation, Mr. Flowe spoke with the Town Manager, Mayor, and Planning Board Chairman to make them aware that he discovered specific protections offered by the full article would be missing if the abbreviated version was adopted instead. He recommended the full article be adopted to keep protective measures against tree clearing in place until the Planning Board had time to review and decide on appropriate amendments to recommend to the Board. The fourth item on the memo addressed a housekeeping item for ETJ representation on the Planning Board. The fifth and final item on the memo was the effective date which would be 12:01 a.m. on June 30, 2023.

Individual Board members asked questions for clarification on the specifics of the memo.

Alderman Shelton asked for clarification regarding stormwater and floodplain administration if the new Article 18 was adopted. Mr. Flowe stated that it was correct that the interlocal agreement with the County for their administration would end and discussed the changes that would be made.

**ACTION:** Alderman Shelton made a motion for a five-minute recess. Alderman Costantino seconded the motion. The motion passed with all in favor.

*The meeting was recessed at 3:48 p.m.*

*Alderman Cannon joined the meeting at 4:27 p.m.*

*Mayor Barnhardt called the meeting back to order at 4:27 p.m.*

**ACTION:** Alderman Costantino made the motion as presented (*see language from memo below, read aloud by Mayor Barnhardt*). Alderman Shelton seconded the motion. The motion passed 3-0.

"MOTION to adopt the Granite Quarry Development Ordinance consisting of its 23 Articles, Official Zoning Map and Technical Standards & Specifications Manual and with this motion to adopt, we stipulate the following:

1. delay the repeal of the existing Granite Quarry Unified Development Ordinance adopted in 2016, along with its Official Zoning Map, within the areas beyond the boundaries of the new Official Zoning Map until the earlier of either October 31, 2023 or the adoption of zoning designations by Rowan County Board of Commissioners to allow additional time for the County Planning Department and County Planning Board to study and make

- recommendations for the impacted area that will ultimately be relinquished to the County Planning Department's jurisdiction; AND,
2. designate Rowan County parcels numbers 353 096, 353 05406, 353 05401, 353 091, 353 05405, 353 092, and 353 093 upon the Official Zoning Map as "SFR-3" and on the Future Land Use Map appearing in the Town of Granite Quarry Town Plan 2040 - Comprehensive Land Use & Master Plan as "Neighborhood"; AND,
  3. substitute the full February 6, 2023 draft edition of Article 11 – "Landscape Requirements and Tree Protection" while the Planning Board conducts further study; AND,
  4. request that Ronald Jacobs be appointed by the Rowan County Board Commissioners as a full voting member of the Granite Quarry Planning Board for a three-year term ending July 31, 2026, AND,
  5. The effective date shall be 12.01 AM EDT on 30 June 2023."

**ACTION:** Alderman Shelton made a motion to adopt the Statement of Consistency and Reasonableness. Alderman Costantino seconded the motion. The motion passed 3-0.

**11. Board Comments** – There were no Board comments.

**12. Announcements and Date Reminders**

<b>A.</b>	Wednesday	June 14	5:00 p.m.	Centralina Executive Board Meeting
<b>B.</b>	Thursday	June 15	5:30 p.m.	Community Appearance Commission
<b>C.</b>	Monday	June 19	6:00 p.m.	Board of Aldermen Recessed Meeting
<b>D.</b>	Wednesday	June 28	5:30 p.m.	CRMPO TAC
<b>E.</b>	Thursday	June 29	5:30 p.m.	Events Committee
<b>F.</b>	<del>Monday</del>	<del>July 3</del>	<del>6:00 p.m.</del>	<del>Planning Board</del>
<b>G.</b>	Tuesday	July 4		Fourth of July – Town Offices Closed
<b>H.</b>	Wednesday	July 5	6:00 p.m.	Planning Board

**Adjourn**

**ACTION:** Alderman Costantino made a motion to adjourn. Alderman Shelton seconded the motion. The motion passed 3-0.

The meeting ended at 4:32 p.m.

Respectfully Submitted,

Aubrey Smith

Town Clerk



PROTECTING QUALITY OF LIFE

Alliance Code  
Enforcement LLC

June Monthly Report  
Town of Granite Quarry

Updated  
June 26, 2023

ADDRESS	VIOLATION	STATUS
308 Legion St	JP	ABATED
518 Railroad St	MH	OPEN
111 W Lyerly	MH	OPEN
1190 Summer Ln	JP/JV	OPEN
344 Brookwood Dr	OL	ABATED
106 E Church St	JV/OL	OPEN
302 W Peeler St	JV/JP	OPEN
221 S Oak St	MH	ABATED
702 Campbell Ave	OL/JP	OPEN
303 S Oak St	OL	OPEN
313 Yost Farm Rd	JP	ABATED
1304 Stonewyck Dr	JV	ABATED
618 S Salisbury Ave	JV/JP	OPEN
806 N Salisbury Ave	JP	OPEN
810 N Salisbury Ave	JP	ABATED
818 N Salisbury Ave	OL	OPEN
119 Yost Farm Rd	JP	OPEN
626 S Main St	JP	OPEN
112 Walton St	JP	OPEN
324 Barringer St	JV	OPEN
114 S Oak St	OL	ABATED
1405 Gentry Place	OL	ABATED
301 Railroad St	JV	ABATED
127 Rowan St	OL	OPEN
305 Yadkin St	JV	OPEN
702 W Campbell Ave	OL	OPEN
723 N Salisbury Ave	JP/OL	OPEN
106 E Church ST	JV/OL	OPEN
324 Barringer St	JV	OPEN
611 Dunn Mt Rd	JV	OPEN
603 S Salisbury Ave	JV	OPEB
221 S Oak St	JV	OPEN
145 S Salisbury Ave	JV	ABATED
725 N Salisbury Ave	JV/JP	OPEN



PROTECTING QUALITY OF LIFE

Alliance Code  
Enforcement LLC

June Monthly Report  
Town of Granite Quarry

Updated  
June 26, 2023

311 Yadkin St	JP	OPEN
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### MONTHLY HIGHLIGHTS

- Significant progress has been made and pace has been maintained during this month.
- We continue to meet with residents throughout the Town to listen to their concerns and complaints.
- 25 Open cases
- 13 New cases OPENED.
- 10 Cases have been ABATED.
- 106 E Church St – Progress has been made by property owner (Fence & Overgrowth has been removed).
- 112 Walton St – Progress has been made on junk removal from the property.
- 127 Rowan St – Property owner has made progress cutting the overgrowth from the fence line.
- 145 S Salisbury Ave – Junk vehicle has been removed from the property (Tractor Trailer).
- Multiple Overgrown Lots have been cut and maintained.
- Multiple property owners working hard to bring their properties into compliance.
- Again, thank you for the opportunity to serve the community.



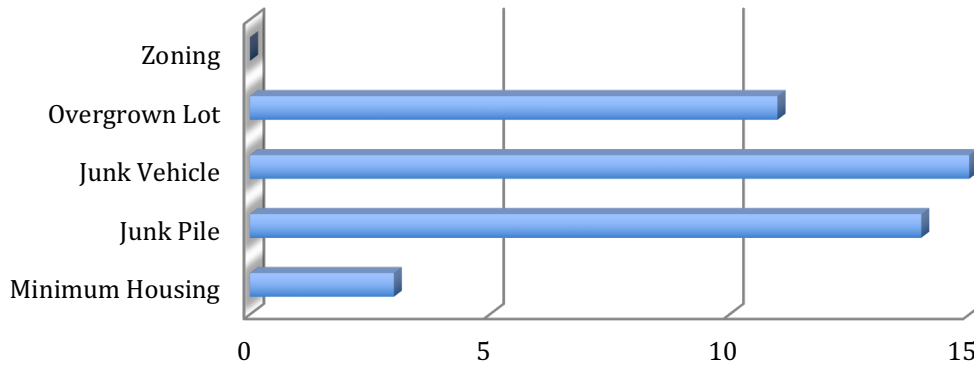
PROTECTING QUALITY OF LIFE

Alliance Code  
Enforcement LLC

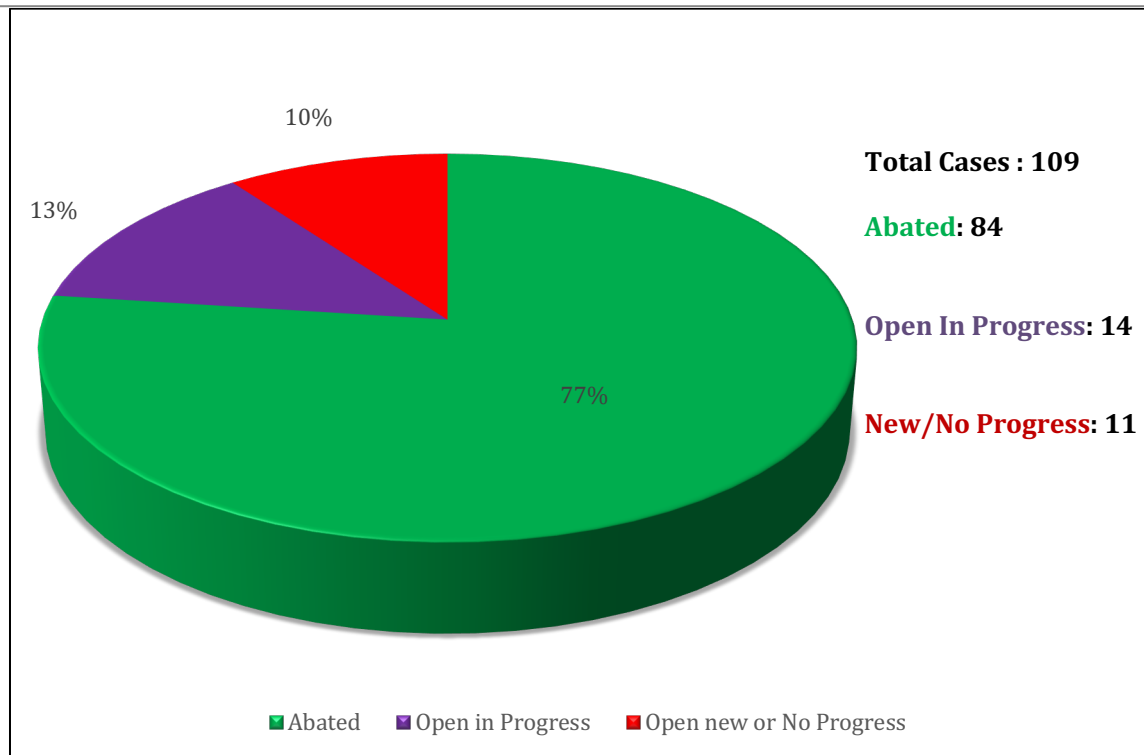
June Monthly Report  
Town of Granite Quarry

Updated  
June 26, 2023

### Violations by the Numbers



	Minimum Housing	Junk Pile	Junk Vehicle	Overgrown Lot	Zoning
Violations by the Numbers	3	14	15	11	0





# Granite Quarry-Faith Joint Police Authority

P.O. Box 351 • 143 North Salisbury Ave, Granite Quarry, NC 28072  
Office: (704)279-2952 • Fax: (704)279-6648



## Police Department Report

### July 2023

- Call volume report for the month of June 2023:
- See Attached for Total Calls for Service.
- Date of Report: 07/03/2023
  - Total calls for service/activities – 1000
    - 760 Officer Generated Calls
    - 240 Calls for Service
  - Calls for service/activities Granite Quarry: 873
  - Calls for service/activities Faith: 139
  - Incident Reports- 13
  - Arrest Reports- 5
  - Crash Reports- 11
  - Traffic Citations- 46
- The following is the ending and average mileage for each vehicle by month:
 

131 Chevy Impala-	End-	78,085
141 Ford Taurus-	End-	87,921
161 Ford Utility-	End-	81,396
171 Ford Utility -	End-	61,959
172 Ford Utility -	End-	101,796
173 Ford Utility -	End-	49,912
181 Ford F150 -	End-	93,851
191 Dodge Durango -	End-	51,524
201 Ford Utility-	End-	35,873
211 Ford Utility-	End-	19,970
212 Ford Utility-	End-	50,809
- Other Information:
  - Drug Collection Box. June 2023: 28.88 pounds collected.
  - June CID Report. 2 Cases assigned; 0 Cases cleared; 34 follow-ups conducted; 106 open assigned cases.
  - Officers completed 65 hours of in-service or continuing education training in June.

# GQPD

## Number of Events by Nature

CFS June 2023 Granite Quarry

Nature	# Events
103A2 FOUND PROPERTY	1
104C2 COMMERCIAL BURG (INTRUSI	8
104C3 RESIDENTAL BURG (INTRUSI	1
106D5 ASSAULT IN PROGRESS	1
107B1 ASST OTHER AGENCY-ROUTIN	1
110B2 PAST RESIDENTIAL B&E	1
110D2 RESIDENTIAL B&E	1
111B1 PAST DAMAGE TO PROPERTY	2
111D1 DAMAGE TO PROPERTY	1
112D2 DECEASED (SUDDEN)	1
113A1 DISTURBANCE - PAST	1
113B2 OTHER NOISE COMPLAINT	1
113D1 DISTURBANCE / PHYSICAL	2
113D2 DISTURBANCE / VERBAL	2
114D1 PHYSICAL DOMESTIC	4
114D2 VERBAL DOMESTIC	2
116B1 DRUGS (FOUND-EQUIP)	1
116D1 DRUGS (USE-POSSESSION)	1
118B2 FRAUD-PAST FORGERY	1
118D2 FRAUD-FORGERY	1
119A2 PAST THREAT	1
119D2 THREAT	2
123B2 RUNAWAY	1
123B3 FOUND PERSON	1
125B1 CHECK WELFARE - ROUTINE	1
125B2 LOCKOUT - ROUTINE	2
125D1 CHECK WELFARE-URGENT	3
129B3 SUSPICIOUS CIRCUM (PAST)	1
129C1 SUSPICIOUS PERSON	9



Nature	# Events
129C3 SUSPICIOUS VEHICLE	6
129C5 SUSPICIOUS CIRCUMSTANCE	3
130B1 LARCENY (ALREADY OCC)	1
130D3 LARCENY FROM VEHICLE	1
131A1 TRAFFIC ACCIDENT - PAST	1
131B1 TRAFFIC ACCIDENT - PD	1
131O2 TRAFFIC - INFORMATION	1
132C1 SEVERE TRAFFIC VIOLATION	1
132C2 HAZARDOUS ROAD CONDITION	1
133B1 PAST TRESPASSING	3
133D1 TRESPASSING	4
134D1 UNKNOWN SITUATION	1
135C1 SHOTS FIRED (HEARD)	3
23C1 OVERDOSE OR POISON	2
69D10 STRUCTURE FIRE	1
77B1 TRAFFIC ACC - INJURY	1
77B3 TRAFFIC ACC - POSS INJURY	2
77D5 TRAF ACC - MOTORCYCLE	1
911 HANG UP	21
ASSIST FIRE DEPT	4
ASSIST MOTORIST	2
ATTEMPT TO LOCATE	1
BURGLARY ALARM	3
BUSINESS OR HOUSE CHECK	618
COMMUNITY PROGRAM	5
DELIVER MESSAGE	16
DOMESTIC PROPERTY PICKUP	2
DUPLICATE CALL	1
ESCORT FUNERAL OR OTHER	1
FOLLOWUP	39
GENERAL INFORMATION	5
MISDIAL	14

Nature	# Events
OPEN DOOR	1
PARK CHECK	2
REPOSSESSION	2
SEARCH WARRANT	1
SUBPOENA SERVICE	1
TRAFFIC CHECK	3
TRAFFIC STOP	36
VEHICLE ACCIDENT PROP DAMAGE	5
WARRANT SERVICE	1
<b>Total</b>	<b>873</b>

# GQPD

## Number of Events by Nature

CFS June 2023 Faith

Nature	# Events
104C2 COMMERCIAL BURG (INTRUSI	2
104C3 RESIDENTAL BURG (INTRUSI	1
110D2 RESIDENTIAL B&E	1
111D2 MISCHIEF-DAMAGE TO PROP	1
114C3 PHYSICAL FAMILY DOMESTIC	1
114D1 PHYSICAL DOMESTIC	1
118C1 FRAUD (PHONE/MAIL/ELEC)	1
119B3 PHONE HARASSMENT	1
125B1 CHECK WELFARE - ROUTINE	2
129C1 SUSPICIOUS PERSON	3
129C3 SUSPICIOUS VEHICLE	2
129C5 SUSPICIOUS CIRCUMSTANCE	1
131O2 TRAFFIC - INFORMATION	1
135D1 ARMED SUBJECT	1
77C1 TRAFFIC ACC - INJURY	1
911 HANG UP	3
ASSIST EMS	1
ASSIST FIRE DEPT	4
ASSIST MOTORIST	1
BUSINESS OR HOUSE CHECK	80
DOMESTIC PROPERTY PICKUP	1
GENERAL INFORMATION	2
MISDIAL	6
SPECIAL EVENT	1
SUBPOENA SERVICE	1
TRAFFIC CHECK	3
TRAFFIC STOP	16
<b>Total</b>	<b>139</b>



# Town of Granite Quarry Fire Department

Established May 15<sup>th</sup>, 1950

PO Box 351

[www.granitequarrync.gov](http://www.granitequarrync.gov)

Granite Quarry, NC

704/279-5596



## **Board Report July 2023** **Chief Hord**

### Emergency Calls for Service June 2023

40 calls in district

- 26 - EMS (including strokes, falls, diabetic, CPR and other medical needs)
- 3 - Assist Law enforcement
- 1 - Fire Alarms
- 2 - Outside fires
- 4 - Motor vehicle accidents
- 1 - Haz-Mat
- 3 - Structure fires

4 calls to Salisbury

- 1 - Fire Alarm
- 1 - CO alarm
- 2 - Move Up

7 calls to Rockwell Rural

- 1 - EMS
- 1 - Fire Alarm
- 1 - Lines down
- 1 - Smoke scare
- 3 - Cancelled en route

4 calls to Union

- 2 - Cancelled en route
- 2 - EMS

1 Call to Rockwell City Cancelled en route

5 Call to South Salisbury Cancelled en route

1 Call to Faith Motor vehicle accident

**TOTAL – 63**

## ACTIVITIES

- Daily activities include apparatus & equipment checks, training, station maintenance, pre-plan development, hose and hydrant maintenance, water points, emergency response, public education, inspections, and the assistance of other divisions within the Town of GQ.
- Monthly training included E.M.T continuing education and Joint Training with Faith F.D.
- Multiple days of ladder training, water point training, hose evolutions, extrication tool familiarization, and district familiarization. Weekly shift training/ officer's choice.
- Car Seat Check Station on Thursday from 1:00 p.m. to 4:00 p.m. – 5 seats installed/checked.
- Multiple days assisting with room additions.
- Grounds care on Thursdays.
- Communities in school visits on Thursdays.
- Canvased areas in district for NC Smoke Alarm Saturday. 73 Smoke detectors installed.

### E-571

- Mileage – 21561
- Hours – 1930

### E-572

- Mileage – 41220.6
- Hours – 3350.7

### R-57

- Mileage – 38291.6
- Hours – 3526.2

### SQ-57

- Mileage – 6379
- Hours - 858

# Planning Monthly Report

June 2023



## Permits

5 Permit Applications

5 Permits Approved

0 Permits denied

Date	Address	Permit	Status
6/20/2023	902 Stonewyck Dr.	Accessory Building/Storage Building	Issued
6/22/2023	1120 Raven Brook Way	Addition	Issued
6/22/2023	221 S. Cleo Ave.	New Single Family Dwelling	Issued
6/22/2023	904 N. Salisbury Ave.	Sign	Issued
6/22/2023	221 S Cleo Ave	New Single Family Dwelling	Issued

## Planning/Zoning Review

Inquiry	Zoning	Comments
311 Kluttz Street	RL	Exempt plat
518 W. Bank Street	RL	Exempt plat
902 Stonewyck Dr.	RL	Storage building
1120 Raven Brook Way	RL	Roof mounted solar panels

**Planning Board.** Met June 5, 2023 – Recommended Granite Quarry Development Ordinance to Board of Aldermen for adoption.

**Zoning Board of Adjustment.** No business; did not meet.



## June Work 2023 Public Works Report

- Normal Maintenance Duties Daily- (parks, cleaning, mowing, edging, service on equipment, limbs & sweeping)
- PM check on generator
- Nature trail maintenance weekly
- Filled various potholes
- Sprayed parks for weeds and mulched common areas
- Assisted code enforcement with tall grass.
- Continued spraying rights-of-way
- Inventory of assets updated for new iWorQ program
- Worked on mold/mildew in Cooks office
- Moved finance and planning offices

2007 Ford Truck	Mileage – 64,316	+55 miles
1995 Ford Dump Truck	Mileage – 45,006	+306 miles
2009 Ford Truck	Mileage – 94,189	+187 miles
2019 Ford Truck F350	Mileage – 20,017	+348 miles
2022 Chevy Silverado	Mileage – 14,779	+918 miles



## Finance Department

Breakdown by Department:  
As of June 30, 2023

Department	Budgeted	Encumbered	YTD	
Revenues:	<u>4,010,280</u>		<u>3,669,597</u>	<u>92%</u>
<b>Total Revenues:</b>	<b>\$ 4,010,280</b>		<b>\$ 3,669,597</b>	<b>92%</b>
Expenses:				
Governing Body	148,610	-	125,761	85%
Contingency & Transfers	969,334	-	22,372	0%
Administration	621,023	-	592,524	95%
Public Works	346,275	-	335,051	97%
Police	938,996	-	897,803	96%
Fire	598,990	-	582,920	97%
Streets	126,102	-	110,280	87%
Sanitation	175,000	-	169,996	97%
Parks & Recreation	<u>85,950</u>	<u>-</u>	<u>76,542</u>	<u>89%</u>
<b>Total Expenses:</b>	<b>\$ 4,010,280</b>	<b>\$ -</b>	<b>\$ 2,913,248</b>	<b>73%</b>
<b>Expense to Revenue:</b>				<b>79%</b>

Please see the Budget Vs. Actual Report attached for individual line items



<b>Revenues:</b>					
<b>Account</b>	<b>Budget</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
01-3100-12 Taxes - Budget Year	1,121,777	1,128,173	6,396	101%	
01-3100-17 Tax Penalties & Interest	3,700	7,364	3,664	199%	
01-3101-12 Taxes - Prior Years	7,000	15,924	8,924	227%	
01-3102-12 Vehicle Tax	142,823	165,676	22,853	116%	
01-3230-31 Local Option Sales Tax	963,578	1,048,068	84,490	109%	
01-3231-31 Solid Waste Disposal Tax	2,374	2,401	27	101%	
01-3300-36 Grants	24,480	24,479	(1)	100%	
01-3316-32 Powell Pave & Patch Funds	89,302	92,003	2,701	103%	
01-3322-31 Beer & Wine - State	12,762	14,059	1,297	110%	
01-3324-31 Utilities Franchise Tax	137,447	148,171	10,724	108%	
01-3330-84 County First Responders	4,020	5,530	1,510	138%	
01-3413-89 Miscellaneous Revenue	2,900	2,208	(692)	76%	
01-3431-41 Police Authority Revenue_Faith	146,000	146,000	-	100%	
01-3431-45 Police Report Revenue	100	160	60	160%	
01-3431-89 Police Miscellaneous	1,100	898	(202)	82%	
01-3451-85 Property Damage Claims	-	2,700	2,700	100%	1
01-3471-51 Environmental Fee Collection	178,500	185,511	7,011	104%	
01-3491-41 Subdivision & Zoning Fees	5,500	10,332	4,832	188%	
01-3613-41 Parks Miscellaneous	21,000	12,090	(8,910)	58%	
01-3713-33 Sal. Water/Sewer Reimbursement	50,000	50,000	-	100%	
01-3831-89 Interest on Investments	3,000	97,015	94,015	3234%	2
01-3834-41 Park Shelter Rentals	3,750	8,315	4,565	222%	3
01-3835-80 Police Surplus Items Sold	1,350	2,580	1,230	191%	4
01-3835-81 Surplus items Sold	1,000	4,770	3,770	477%	5
01-3837-31 ABC Net Revenue-Co.	11,400	15,212	3,812	133%	
01-3982-96 Transfer In - ARPA Fund	-	479,958	479,958	100%	
01-3991-99 Fund Balance Appropriated	1,075,417	-	(1,075,417)	0%	6
	<b>4,010,280</b>	<b>3,669,597</b>	<b>(340,682)</b>	<b>92%</b>	

Notes:

- 1 Storm damage to Lake Park fence covered by insurance
- 2 Invested a large amount in the NC Capital Management Trust (see details on Interest on Investments page)
- 3 Includes GQ Civitans annual rental fee of \$1,200
- 4 Includes sale of surplus pistols
- 5 Includes sale of sickle bar and multiple other items
- 6 Fund Balance Appropriated = Budget as Adopted + Budget Amendments as follows:

Budget As Adopted (Fire Stipend)	50,000.00
#1 CLUP/UDO	65,500.00
Transformational Project CPO	<u>959,916.71</u>
Total Fund Balance Appropriated	1,075,416.71

<b>Governing Body:</b>						
<b>Account</b>	<b>Budget</b>	<b>Encum.</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
01-4110-02 Mayor/Aldermen Salary	18,745	-	18,306	439	98%	
01-4110-09 FICA Expense	1,434	-	1,400	-	98%	
01-4110-14 Insurance - Workers Comp	50	-	36	14	72%	
01-4110-18 Professional Services	95,500	-	88,071	7,429	92%	7
01-4110-26 Office Expense	1,814	-	1,257	557	69%	
01-4110-31 Training & Schools	900	-	210	690	23%	
01-4110-40 Dues & Subscriptions	13,565	-	12,733	832	94%	
01-4110-45 Insurance & Bonds	1,814	-	1,814	-	100%	
01-4110-60 Special Projects	14,438	-	1,833	12,605	13%	
01-4110-61 Grants - Nonprofit Grant Program	350	-	100	250	29%	
	<b>148,610</b>	<b>-</b>	<b>125,761</b>	<b>22,849</b>	<b>85%</b>	

Notes:

7 CLUP/UDO Paid in full

<b>Contingency &amp; Transfers:</b>						
<b>Account</b>	<b>Budget</b>	<b>Encum.</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
01-9840-96 Transfer to Capital Project Funds	959,917	-	22,372	937,545	2%	8
01-9910-97 General Fund Contingency	9,417	-	-	9,417	0%	
	<b>969,334</b>	<b>-</b>	<b>22,372</b>	<b>946,962</b>	<b>2%</b>	

Notes:

8 Transfer to Transformational Project GPO

<b>Administration:</b>						
<b>Account</b>	<b>Budget</b>	<b>Encum.</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
01-4120-00 Salaries - Regular	292,500	-	284,571	7,929	97%	
01-4120-03 Salaries - Longevity	850	-	850	-	100%	
01-4120-07 401K Expense	14,625	-	14,229	396	97%	
01-4120-09 FICA Expense	22,442	-	21,437	1,005	96%	
01-4120-10 Retirement Expense	35,584	-	34,518	1,066	97%	
01-4120-11 Group Insurance	38,220	-	38,172	48	100%	
01-4120-14 Insurance - Workers Comp	500	-	435	65	87%	
01-4120-17 Insurance - HRA/Admin Cost	1,200	-	1,200	-	100%	
01-4120-18 Professional Services	81,500	-	69,429	12,071	85%	
01-4120-22 Banquet Expense	1,700	-	1,347	353	79%	
01-4120-26 Office Expense	9,000	-	7,810	1,190	87%	
01-4120-31 Training & Schools	7,350	-	7,324	26	100%	
01-4120-32 Telephone/Communications	4,500	-	4,049	451	90%	
01-4120-33 Utilities	4,940	-	4,932	8	100%	
01-4120-34 Printing	6,000	-	5,428	572	90%	
01-4120-37 Advertising	1,340	-	615	725	46%	
01-4120-40 Dues & Subscriptions	3,300	-	2,125	1,175	64%	
01-4120-44 Contracted Services	19,500	-	18,849	651	97%	
01-4120-45 Insurance & Bonds	5,200	-	5,177	23	100%	
01-4120-62 Committees - CAC	700	-	56	644	8%	
01-4120-68 Tax Collection	17,225	-	17,205	20	100%	
01-4120-71 Water Line - Principal	51,536	-	51,536	0	100%	
01-4120-72 Water Line - Interest	1,311	-	1,228	83	94%	
	<b>621,023</b>	<b>-</b>	<b>592,524</b>	<b>28,499</b>	<b>95%</b>	

Notes:

<b>Public Works:</b>							
<b>Account</b>	<b>Budget</b>	<b>Encum.</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>	
01-4190-00 Salaries - Regular	131,500	-	129,522	1,978	98%		
01-4190-02 Salaries - Part-Time	48,000	-	47,377	624	99%		
01-4190-03 Salaries - Longevity	1,150	-	933	217	81%		
01-4190-07 401K Expense	6,725	-	6,491	234	97%		
01-4190-09 FICA Expense	13,820	-	13,614	206	99%		
01-4190-10 Retirement Expense	16,455	-	15,716	739	96%		
01-4190-11 Group Insurance	25,500	-	23,403	2,097	92%		
01-4190-14 Insurance - Workers Comp	6,500	-	6,444	56	99%		
01-4190-20 Motor Fuel	16,500	-	12,710	3,790	77%		
01-4190-21 Uniforms	1,600	-	896	704	56%		
01-4190-24 Maint & Repair - Bldgs/Grounds	22,500	-	22,465	35	100%	9	
01-4190-25 Maint & Repair - Vehicles	5,900	-	5,863	37	99%		
01-4190-29 Supplies & Equipment	17,300	-	17,267	33	100%	10	
01-4190-31 Training & Schools	250	-	44	207	17%		
01-4190-32 Telephone/Communications	850	-	811	39	95%		
01-4190-33 Utilities	3,500	-	3,483	17	100%		
01-4190-34 Printing	25	-	14	11	55%		
01-4190-35 Maint & Repairs - Equipment	7,200	-	7,197	3	100%	11	
01-4190-40 Dues & Subscriptions	200	-	198	2	99%		
01-4190-44 Contracted Services	16,200	-	16,040	160	99%		
01-4190-45 Insurance & Bonds	4,600	-	4,563	37	99%		
	<b>346,275</b>	<b>-</b>	<b>335,051</b>	<b>11,224</b>	<b>97%</b>		

Notes:

- 9 Storm damage to Lake Park fence reimbursed by insurance, Board Room and Town Hall front doors
- 10 Includes flail mower and compressor purchases
- 11 Includes Repairs to John Deere 301 A and Leaf Vac, and preventative maint. to other equipment

<b>Police:</b>						
<b>Account</b>	<b>Budget</b>	<b>Encum.</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
01-4310-00 Salaries - Regular	494,750	-	477,258	17,492	96%	
01-4310-02 Salaries - Part-Time	5,000	-	3,164	1,836	63%	
01-4310-03 Salaries - Longevity	2,550	-	2,500	50	98%	
01-4310-07 401K Expense	24,738	-	23,686	1,052	96%	
01-4310-09 FICA Expense	38,426	-	37,441	985	97%	
01-4310-10 Retirement Expense	64,848	-	62,300	2,548	96%	
01-4310-11 Group Insurance	88,111	-	80,461	7,650	91%	
01-4310-14 Insurance - Workers Comp	10,614	-	10,613	1	100%	
01-4310-20 Motor Fuel	31,225	-	26,940	4,285	86%	
01-4310-21 Uniforms	4,400	-	4,279	121	97%	
01-4310-25 Maint & Repair - Vehicles	15,400	-	14,117	1,283	92%	12
01-4310-26 Office Expense	1,000	-	942	58	94%	
01-4310-29 Supplies & Equipment	21,390	-	21,355	35	100%	13
01-4310-31 Training & Schools	4,500	-	4,387	113	97%	
01-4310-32 Telephone/Communications	7,965	-	7,568	397	95%	
01-4310-33 Utilities	1,760	-	1,754	6	100%	
01-4310-34 Printing	1,000	-	817	183	82%	
01-4310-35 Maint & Repair - Equipment	1,164	-	972	192	84%	
01-4310-40 Dues & Subscriptions	3,650	-	3,456	194	95%	
01-4310-44 Contracted Services	22,876	-	20,163	2,713	88%	
01-4310-45 Insurance & Bonds	14,374	-	14,374	0	100%	
01-4310-54 Cap Outlay - Vehicles	54,775	-	54,775	0	100%	
01-4310-55 Cap Outlay - Equipment	24,480	-	24,479	1	100%	14
	<b>938,996</b>	<b>-</b>	<b>897,803</b>	<b>41,193</b>	<b>96%</b>	

Notes:

- 12 Multiple unanticipated costly repairs to otherwise surplused vehicles if new vehicle were available
- 13 Includes purchase of PD trailer
- 14 Governor's Crime Commission Grant for Tasers

<b>Fire:</b>						
<b>Account</b>	<b>Budget</b>	<b>Encum.</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
01-4340-00 Salaries - Regular	123,000	-	122,169	831	99%	
01-4340-02 Salaries - Part-Time	235,000	-	234,814	186	100%	
01-4340-03 Salaries - Longevity	2,200	-	1,946	254	88%	
01-4340-07 401K Expense	7,645	-	7,055	590	92%	
01-4340-09 FICA Expense	27,632	-	27,200	432	98%	
01-4340-10 Retirement Expense	18,813	-	17,148	1,665	91%	
01-4340-11 Group Insurance	28,000	-	22,955	5,045	82%	
01-4340-14 Insurance - Workers Comp	10,198	-	10,197	1	100%	
01-4340-17 Firemen's Pension Fund	1,800	-	1,000	800	56%	
01-4340-20 Motor Fuel	8,000	-	7,051	949	88%	
01-4340-21 Uniforms	3,000	-	2,880	120	96%	
01-4340-25 Maint & Repair - Vehicles	19,500	-	19,194	306	98%	15
01-4340-26 Office Expense	150	-	126	24	84%	
01-4340-29 Supplies & Equipment	73,500	-	73,295	205	100%	16
01-4340-31 Training & Schools	2,250	-	1,826	424	81%	
01-4340-32 Telephone/Communications	4,900	-	4,681	219	96%	
01-4340-33 Utilities	6,550	-	6,538	12	100%	
01-4340-34 Printing	275	-	274	1	100%	
01-4340-35 Maint & Repair - Equipment	3,100	-	662	2,438	21%	
01-4340-40 Dues & Subscriptions	3,675	-	3,502	173	95%	
01-4340-44 Contracted Services	10,000	-	8,874	1,126	89%	
01-4340-45 Insurance & Bonds	9,802	-	9,532	270	97%	
	<b>598,990</b>	<b>-</b>	<b>582,920</b>	<b>16,070</b>	<b>97%</b>	

Notes:

- 15 Intake relief valves on E571, R57 valves and A/C Repair, Preventative Maintenance
- 16 Rowan County Fire Stipend

<b>Streets:</b>						
<b>Account</b>	<b>Budget</b>	<b>Encum.</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
01-4510-18 Professional Services	2,425	-	2,422	3	100%	17
01-4510-29 Supplies & Equipment	975	-	770	205	79%	
01-4510-39 Maint & Repair	10,000	-	6,769	3,231	68%	18
01-4510-55 Cap Outlay - Equipment	9,000	-	7,160	1,840	80%	19
01-4510-71 Debt Service - Principal	50,000	-	50,000	-	100%	
01-4510-72 Debt Services - Interest	7,225	-	7,203	22	100%	
01-4510-99 Unappropriated Fund Balance	9,677	-	-	9,677	0%	
01-4511-33 Utilities - Street Lights	36,500	-	35,957	543	99%	
01-4511-58 Cap Outlay - Bldg/Infrastructure	300	-	-	300	0%	
	<b>126,102</b>	<b>-</b>	<b>110,280</b>	<b>15,822</b>	<b>87%</b>	

Notes:

- 17 Powell Bill maps paid for once annually
- 18 Timber Run sink hole repair, gravel for Poplar St.
- 19 Snow Plow purchased

<b>Sanitation:</b>						
<b>Account</b>	<b>Budget</b>	<b>Encum.</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
01-4710-44 Contracted Services	175,000	-	169,996	5,004	97%	
	<b>175,000</b>	<b>-</b>	<b>169,996</b>	<b>5,004</b>	<b>97%</b>	

Notes:

<b>Parks &amp; Rec:</b>						
<b>Account</b>	<b>Budget</b>	<b>Encum.</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
01-6130-24 Maint & Repair - Bldgs/Grounds	35,000	-	34,258	742	98%	20
01-6130-29 Supplies & Equipment	7,400	-	6,947	453	94%	
01-6130-32 Telephone/Communications	4,150	-	3,117	1,033	75%	
01-6130-33 Utilities	16,900	-	15,745	1,155	93%	
01-6130-62 Committees - PERC	22,500	-	16,475	6,025	73%	
	<b>85,950</b>	<b>-</b>	<b>76,542</b>	<b>9,408</b>	<b>89%</b>	

Notes:

- 20 Lake Park storm drain repair

Interest on Investments by Month														
FY 2022-2023														
Acct#	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Interest YTD	Invested Balance
<b>Certificates of Deposits:</b>														
<b>XX7779</b>	418	432	432	-	-	-	-	-	-	-	-	-	1,282.44	<b>Matured</b>
	418	432	432	-	-	-	-	-	-	-	-	-	\$ 1,282.44	\$ -
<b>Money Market Accounts:</b>														
<b>XX9011</b>	127	125	50	39	57	59	66	71	83	71	78	81	904.45	<b>153,618.09</b>
<b>XX1186</b>	5	5	5	12	18	19	19	17	20	17	19	19	174.45	<b>62,819.85</b>
<b>ARPA</b>	19	29	-	-	-	-	-	-	-	-	-	-	47.99	<b>Closed</b>
	151	159	55	50	75	77	85	87	103	87	97	100	\$ 1,126.89	\$ <b>216,437.94</b>
<b>NC Capital Management Trust:</b>														
<b>XX4319</b>	66	397	4,372	6,738	8,006	9,207	9,965	9,738	11,238	11,322	12,123	11,433	94,605.38	<b>2,795,650.28</b>
	66	397	4,372	6,738	8,006	9,207	9,965	9,738	11,238	11,322	12,123	11,433	\$ 94,605.38	\$ <b>2,795,650.28</b>
<b>Totals</b>													<b>\$97,014.71</b>	<b>\$ 3,012,088</b>

<b>Total Invested Balance</b>	<b>\$ 3,012,088</b>
<b>Cash Balance (As of 6/30/23)</b>	<b>\$ 201,974</b>
<b>Minus Outstanding Transactions (As of 6/30/23)</b>	<b>\$ (43,559)</b>
<b>Total Reconciled Cash Balance</b>	<b>\$ 158,415</b>
<b>Total Available Funds</b>	<b>\$ 3,170,503</b>



**Town of Granite Quarry, North Carolina**  
**Capital Project Ordinance # 2020-04**  
**FEMA Grant - Granite Lake Repairs**  
**Inception 3/2/2020**

<u>REVENUES</u>	Amended Project Authorization	Total To Date	Projected by Completion
04-3613-26 Federal Emergency Management Agency Grant	\$ 576,286	\$ 502,170	6,161
04-3613-36 NC Division of Emergency Management Grant	192,095	167,390	2,054
<i>Total Revenues</i>	<u>768,381</u>	<u>669,560</u>	<u>8,214</u>
<u>OTHER FINANCING SOURCES</u>			
04-3981-96 Transfer from General Fund	-	-	-
<i>Total Other Financing Sources</i>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b><u>768,381</u></b>	<b><u>669,560</u></b>	<b><u>8,214</u></b>
<u>EXPENDITURES</u>			
04-6130-18 PROFESSIONAL SERVICES			
Engineer or Architect Fees	174,250	166,037	8,214
<i>Total Personnel</i>	<u>174,250</u>	<u>166,037</u>	<u>8,214</u>
04-6130-69 CAP OUTLAY - BLDG, STRUCT, OTHER			
Construction Cost	\$ 547,619	\$ 503,524	-
Contingency (10%)	46,512	\$ -	-
<i>Total Capital Outlay</i>	<u>594,131</u>	<u>503,524</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 768,381</u></b>	<b><u>\$ 669,560</u></b>	<b><u>8,214</u></b>
<b>TOTAL FINANCING SOURCES OVER EXPENDITURES</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>

**Town of Granite Quarry, North Carolina**  
**Capital Project Ordinance # 2023-01**  
**Transformational Project**  
**Inception 1/9/2023**

<u><b>FINANCING SOURCES</b></u>	<b>Amended Project Authorization</b>	<b>Total To Date</b>	<b>Projected by Completion</b>
08-3981-96 Transfer from General Fund	959,917	22,372	937,545
<i>Total Financing Sources</i>	<u>959,917</u>	<u>22,372</u>	<u>937,545</u>
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b>959,917</b>	<b>22,372</b>	<b>937,545</b>
<u><b>EXPENDITURES</b></u>			
08-4930-18 Professional Services	50,000	22,372	27,628
<i>Total Personnel</i>	<u>50,000</u>	<u>22,372</u>	<u>27,628</u>
08-4930-58 Cap Outlay - Construction	754,417	-	754,417
08-4930-97 Contingency	45,500	-	45,500
<i>Total Construction</i>	<u>799,917</u>	<u>-</u>	<u>799,917</u>
08-9840-96 Transfer to TAP Project Fund	110,000	-	110,000
<i>Total Transfers</i>	<u>110,000</u>	<u>-</u>	<u>110,000</u>
<b>TOTAL EXPENDITURES</b>	<b>959,917</b>	<b>22,372</b>	<b>937,545</b>
<b>TOTAL FINANCING SOURCES OVER EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Town of Granite Quarry, North Carolina**  
**Capital Project Ordinance # 2023-03**  
**Transportation Alternatives Program Project**  
**Inception 2/13/2021**

<u>REVENUES</u>	Project Authorization	Total To Date	Projected by Completion
09-3450-36 Transportation Alternatives Program Funds	440,000	-	440,000
<i>Total Revenues</i>	440,000	-	440,000
<u>OTHER FINANCING SOURCES</u>			
09-3984-96 Transfer from Transformational Projects Fund	110,000	-	110,000
<i>Total Other Financing Sources</i>	110,000	-	110,000
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b>550,000</b>	<b>-</b>	<b>550,000</b>
<u>EXPENDITURES</u>			
09-4511-18 Professional Services	70,000	-	70,000
<i>Total Personnel</i>	70,000	-	70,000
09-4511-58 Cap Outlay - Construction	452,500	-	452,500
09-4511-97 Contingency	27,500	-	27,500
<i>Total Construction</i>	480,000	-	480,000
<b>TOTAL EXPENDITURES</b>	<b>550,000</b>	<b>-</b>	<b>550,000</b>
<b>TOTAL FINANCING SOURCES OVER EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>

### **Unassigned Fund Balance:**

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*\*These amounts are estimates only and intended to give an indication of the fiscal health of Unassigned Fund Balance.*

<b>Unassigned Fund Balance as of July 1, 2022</b>	<b>2,332,082</b>
Revenues as of 6/30/23	3,669,597
Expenses as of 6/30/23	(2,913,248)
<b>Revenues over Expense</b>	<b>756,349</b>
<b>Less Encumbered</b>	-
<b>Less Restricted:</b>	
Powell Bill	(17,680)
Reserved by State Statute	(346,710)
<b>Total Restricted</b>	<b>(364,390)</b>
<b>Less Committed:</b>	
Transformational Project CPO	(937,545)
TAP Outlay (excluding GQ match)	(440,000)
<b>Total Committed</b>	<b>(1,377,545)</b>
<b>Unassigned Fund Balance as of 6/30/23</b>	<b>\$ 1,346,497</b>

**Town of Granite Quarry**  
**Town Manager's Report**  
**July 2023**



1. **Staffing updates, highlights, recognitions.** Manager will update any highlights from the past month.  
Planning: Rick Flowe, Susan Closner  
Alliance Code Enforcement (ACE): Derek Mabe  
PD: Angela Jordan
  
2. **Comprehensive Land Use Plan / Unified Development Ordinance**
  - We did it!
  - Mapping, materials, nomination forwarded to Rowan County; pending final ETJ relinquish area
  - Next steps implementation & tie into Master Plans, CIP & Project Tracking (“War Room”)
  
3. **Municipal Elections filing season**
  - Dates: Municipal filing period begins Friday 7/7/23 @ noon and ends Friday 7/21/23 @ noon.
  - Orientation materials to follow filing period.
  
4. **Rowan Municipal Association (RMA)**
  - 7/27/23 @ 6:00pm. Speaker: Professor Leisha Dehart-Davis from School of Government.
  - 10/26/23 @ 6:00pm. Speaker: Rowan County Health Department on Opioid Settlement.
  - 2023 concludes GQ’s 2-yr term of hosting; will be turning over updated & improved RMA materials to Landis for hosting 2024 & 2025.
  
5. **Transformational Projects**
  - **Civic Park – existing Scope of Services**
    - Project manager field documented & evaluated trails 6/14/23
    - Site survey field work began 7/3/23
    - Pressing to move things forward post-haste as possible before Granite Fest 10/21/23
  - **Town Square/ Downtown Streetscape/Utilities.**
    - Duke Energy completed initial on-site walking survey 5/22/23 to begin internal review for building ballpark estimate for engineering feasibility study. Still waiting on update from that.
    - 6/8/23 conference with communications utilities to start getting technical coordination.
    - Staff forwarded several potential grant opportunities for Stewart to evaluate for project(s).
  - **Transportation Alternatives Program (TAP).** Planning for kickoff and project schedule.
  - **Civic Park – additional Scope of Services**
    - Scope of services for Civic Park Master Plan including requests from Board’s 5/18/23 budget workshop discussion included in this month’s agenda packet
  
6. **NC City/County Management Association Conference.** Manager will update on some of the highlights from the NCCCMA conference June 22-24.

7. **Budget vs Actuals updates**

- A. Lake Park stormwater system repair: BA#9: \$9,000; Actual \$8,450.00
  - B. PD Patrol Vehicle FY23: Budget as amended \$56,200; Actual \$54,774.59
  - C. Governor’s Crime Commission grant (Tasers): BA#6: \$24,480; Actual \$24,479.37
  - D. Town Attorney legal services FY23: \$5,218.75
  - E. CLUP/UDO update Budget/contract actual: \$65,500; **grand total \$\_\_\_\_\_**
  - F. Streets loan payoff FY24: Budget \$202,860; Actual (7/10/23) \$200,581.39
- Field Audit scheduled for 8/10/23 - 8/11/23

8. **Committee / Group Reports.**

*Reminder/challenge for BOA members also to please help recruit and/or refer anyone who might be interested and a good fit. Member Chelsea Franzese did not seek reappointment due to other obligations, so her term expires 7/31/23, leaving only Tom Bost and Semone Brisson on CAC.*

- A. **Community Appearance Commission.** Met 6/15/23.
  - Yard of Month. June winners: 130 Willow Dr and 1113 Birch St.
- B. **Centralina Regional Managers Meeting.** Did not meet in June due to NCCCMA conference.
- C. **Revitalization Team.** No meeting in June.
- D. **Events group** met 6/29/23.
  - **Fish for Fun.** Debriefed the 6/3 event. Main discussion accommodating the number of people attending. Will start setting up earlier next time to be ready when attendees start arriving. Decided next Fish for Fun will be an evening event on 9/9/23 or 9/16/23.
  - **Christmas at the Lake.** Discussed food vendors and entertainment.
  - **Granite Fest.** Continuing to discuss plans for the event, meeting schedule leading up to, etc.
- E. **New UDO implementation.**
  - Planning Board, Zoning Board of Adjustment implementation from new UDO begins July 2023.
  - “Committee Recruitment and Appointment” policy. N Focus will help review policy regarding some amendments that may be needed moving forward.

**Agenda Item Summary**

Regular Meeting

July 10, 2023

Agenda Item 6

**Summary:**

The municipal authority to amend certain aspects of a city charter are outlined in 160A-101. Selection of the mayor and the mayor’s term are included in the permitted modifications. The process for amendment by ordinance is outlined in 160A-102. The process includes a resolution of intent, public hearing, an ordinance amending the charter, and the possibility of a special election. Each of these steps includes specific notice periods or timing requirements.

Town staff contacted the North Carolina League of Municipalities regarding the specifics of this process. Deputy General Counsel Tom Carruthers is the expert on this topic and has confirmed he can meet with the Board to present on this topic and answer all questions but is unavailable at the Board’s regular July meeting. Mr. Carruthers has confirmed that because of the statutory timeline associated with the charter amendment process, there is not time this year to make this change before the municipal elections.

**Action Requested:**

***Direction from the Board on how it wishes to proceed.***

**Charter Amendments**

Motion Made By:

- Jim Costantino
- John Linker
- Doug Shelton
- Jeff Cannon

Second By:

- Jim Costantino
- John Linker
- Doug Shelton
- Jeff Cannon

For:

- Jim Costantino
- John Linker
- Doug Shelton
- Jeff Cannon

Against:

- Jim Costantino
- John Linker
- Doug Shelton
- Jeff Cannon

In case of tie:

Mayor Brittany Barnhardt

- For
- Against

#### Part 4. Modification of Form of Government

##### **§ 160A-101. Optional forms.**

Any city may change its name or alter its form of government by adopting any one or combination of the options prescribed by this section:

- (1) Name of the corporation:  
The name of the corporation may be changed to any name not deceptively similar to that of another city in this State.
- (2) Style of the corporation:  
The city may be styled a city, town, or village.
- (3) Style of the governing board:  
The governing board may be styled the board of commissioners, the board of aldermen, or the council.
- (4) Terms of office of members of the council:  
Members of the council shall serve terms of office of either two or four years. All of the terms need not be of the same length, and all of the terms need not expire in the same year.
- (5) Number of members of the council:  
The council shall consist of any number of members not less than three nor more than 12.
- (6) Mode of election of the council:
  - a. All candidates shall be nominated and elected by all the qualified voters of the city.
  - b. The city shall be divided into single-member electoral districts; council members shall be apportioned to the districts so that each member represents the same number of persons as nearly as possible, except for members apportioned to the city at large, if any; the qualified voters of each district shall nominate and elect candidates who reside in the district for seats apportioned to that district; and all the qualified voters of the city shall nominate and elect candidates apportioned to the city at large, if any.
  - c. The city shall be divided into single-member electoral districts; council members shall be apportioned to the districts so that each member represents the same number of persons as nearly as possible, except for members apportioned to the city at large; and candidates shall reside in and represent the districts according to the apportionment plan adopted, but all candidates shall be nominated and elected by all the qualified voters of the city.
  - d. The city shall be divided into electoral districts equal in number to one half the number of council seats; the council seats shall be divided equally into "ward seats" and "at-large seats," one each of which shall be apportioned to each district, so that each council member represents the same number of persons as nearly as possible; the qualified voters of each district shall nominate and elect candidates to the "ward seats"; candidates for the "at-large seats" shall reside in and represent the districts according to the apportionment plan adopted, but all candidates for "at-large" seats shall be nominated and elected by all the qualified voters of the city.
  - e. The city shall be divided into single-member electoral districts; council members shall be apportioned to the districts so that each member represents the same number of persons as nearly as



possible, except for members apportioned to the city at large, if any; in a nonpartisan primary, the qualified voters of each district shall nominate two candidates who reside in the district, and the qualified voters of the entire city shall nominate two candidates for each seat apportioned to the city at large, if any; and all candidates shall be elected by all the qualified voters of the city.

If either of options b, c, d or e is adopted, the council shall divide the city into the requisite number of single-member electoral districts according to the apportionment plan adopted, and shall cause a map of the districts so laid out to be drawn up and filed as provided by G.S. 160A-22 and 160A-23. No more than one half of the council may be apportioned to the city at large. An initiative petition may specify the number of single-member electoral districts to be laid out, but the drawing of district boundaries and apportionment of members to the districts shall be done in all cases by the council.

- (7) Elections:
- a. Partisan. - Municipal primaries and elections shall be conducted on a partisan basis as provided in G.S. 163-291.
  - b. Nonpartisan Plurality. - Municipal elections shall be conducted as provided in G.S. 163-292
  - c. Nonpartisan Election and Runoff Election. - Municipal elections and runoff elections shall be conducted as provided in G.S. 163-293.
  - d. Nonpartisan Primary and Election. - Municipal primaries and elections shall be conducted as provided in G.S. 163-294.
- (8) Selection of mayor:
- a. The mayor shall be elected by all the qualified voters of the city for a term of not less than two years nor more than four years.
  - b. The mayor shall be selected by the council from among its membership to serve at its pleasure.
- Under option a, the mayor may be given the right to vote on all matters before the council, or he may be limited to voting only to break a tie. Under option b, the mayor has the right to vote on all matters before the council. In both cases the mayor has no right to break a tie vote in which he participated.
- (9) Form of government:
- a. The city shall operate under the mayor-council form of government in accordance with Part 3 of Article 7 of this Chapter.
  - b. The city shall operate under the council-manager form of government in accordance with Part 2 of Article 7 of this Chapter and any charter provisions not in conflict therewith. (1969, c. 629, s. 2; 1971, c. 698, s. 1; c. 1076, s. 1; 1973, c. 426, s. 19; c. 1001, ss. 1, 2; 1975, c. 19, s. 64; c. 664, s. 6; 2017-6, s. 3; 2018-146, ss. 3.1(a), (b), 6.1.)

**§ 160A-102. Amendment by ordinance.**

By following the procedure set out in this section, the council may amend the city charter by ordinance to implement any of the optional forms set out in G.S. 160A-101. The council shall first adopt a resolution of intent to consider an ordinance amending the charter. The resolution of intent shall describe the proposed charter amendments briefly but completely and with reference to the pertinent provisions of G.S. 160A-101, but it need not contain the precise text of the charter amendments necessary to implement the proposed changes. At the same time that a resolution of intent is adopted, the council shall also call a public hearing on the proposed charter amendments, the date of the hearing to be not more than 45 days after adoption of the resolution. A notice of the hearing shall be published at least once not less than 10 days prior to the date fixed for the public hearing, and shall contain a summary of the proposed amendments. Following the public hearing, but not earlier than the next regular meeting of the council and not later than 60 days from the date of the hearing, the council may adopt an ordinance amending the charter to implement the amendments proposed in the resolution of intent.

The council may, but shall not be required to unless a referendum petition is received pursuant to G.S. 160A-103, make any ordinance adopted pursuant to this section effective only if approved by a vote of the people, and may by resolution adopted at the same time call a special election for the purpose of submitting the ordinance to a vote. The date fixed for the special election shall be the next date permitted under G.S. 163-287(a) that is more than 70 days after adoption of the ordinance.

Within 10 days after an ordinance is adopted under this section, the council shall publish a notice stating that an ordinance amending the charter has been adopted and summarizing its contents and effect. If the ordinance is made effective subject to a vote of the people, the council shall publish a notice of the election in accordance with G.S. 163-287, and need not publish a separate notice of adoption of the ordinance.

The council may not commence proceedings under this section between the time of the filing of a valid initiative petition pursuant to G.S. 160A-104 and the date of any election called pursuant to such petition. (1969, c. 629, s. 2; 1971, c. 698, s. 1; 1973, c. 426, s. 20; 1979, 2nd Sess., c. 1247, s. 11; 2014-111, s. 18; 2017-6, s. 3; 2018-146, ss. 3.1(a), (b), 6.1.)

**Agenda Item Summary**

Regular Meeting

July 10, 2023

Agenda Item 7

Summary:

During discussion on the Transformational Projects underway (Civic Park overflow lot, existing parking areas, trails; Town Square and Downtown Streetscape/Utilities; and Transportation Alternatives Program project), the Board requested a Scope of Services be drafted to begin tackling the Civic Park Master Plan also. Attached is a proposed Scope of Services, along with an illustration of how staff could amend the Capital Project Ordinance (CPO 2023-01) to pay for it.

Action Requested:

***Direction from the Board on how it wishes to proceed.***

**Civic Park Master Plan**

Motion Made By:

- Jim Costantino
- John Linker
- Doug Shelton
- Jeff Cannon

Second By:

- Jim Costantino
- John Linker
- Doug Shelton
- Jeff Cannon

For:

- Jim Costantino
- John Linker
- Doug Shelton
- Jeff Cannon

Against:

- Jim Costantino
- John Linker
- Doug Shelton
- Jeff Cannon

In case of tie:

Mayor Brittany Barnhardt

- For
- Against



## **CIVIC PARK MASTER PLAN**

### **PROJECT UNDERSTANDING**

Stewart will provide Landscape Architecture and Planning Services to create a site-specific master plan for the Town of Granite Quarry's Civic Park. Civic Park is located just west of downtown Granite Quarry and is the site of the annual Granite Fest held each October. This community park is utilized for a variety of activities and events. Priority maintenance tasks are currently being undertaken. A site-specific master plan is needed prior to major programming and facility changes. This plan will include both the park site and the American Legion property and building. The plan will include three rounds of community engagement: Idea gathering, draft concept reviews, and final plan input. The plan will clarify relationships with adjacent properties and set forth a plan for the park to serve the community for the next 50+ years. This plan will set the Town up to be grant application ready to assist the Town with funding the renovations.

### **THE PLAN WILL INCLUDE THREE PHASES:**

- Phase 1: Analysis and Community Input
- Phase 2: Draft Concept Plan and Recommendations
- Phase 3: Final Master Plan

### **PHASE 1: ANALYSIS AND COMMUNITY INPUT**

During this phase the Stewart team will listen to the site and community feedback to determine long-term needs and opportunities.

This phase will start off with a full team site visit and kickoff meeting to review the site and set a vision for the project. We will discuss the goals, opportunities, and constraints of the project and analyze the site to evaluate the notable features and gain intimate knowledge of the property. Guiding this effort will be the development of a Project Mission Statement which will help in developing agreed upon program elements.

The evaluated components of the sites will include, but are not limited to, existing structures and recreational facilities, historical research, land use analysis, maintenance practices, design strategy, topography, drainage, property boundaries, adjacent properties, easements, existing water features, geological formations, existing surface & soil conditions, existing vegetation, and utilities. During the site visit pictures of existing park fixtures will be taken. Staff will also visit and inventory newer fixtures utilized in Granite Lake Park. These images will be utilized in Phase 2 to develop recommendations for design standards for typical fixtures in Civic Park and future improvements to other town parks.

The design team will compile information that will be used in the master plan and present the information to the client in an online meeting.

The Stewart Team will develop a Public Engagement Plan (PEP) which outlines the strategy to involve a broad spectrum of public input representing existing and potential users of Civic Park. The PEP will include three phases of public input on the master plan. The first public input session will seek to identify initial public concerns and



priorities for the site. A survey will also be developed and launched during this initial input phase. The survey will be made available online and in paper format. The team will assist the Town in advertising the survey. Respondents will be analyzed to ensure a sample that is representative of the Town's population. Materials for the town's website will also be provided during this phase.

**Meetings:**

- Site Visit & Kickoff Meeting
- Biweekly Admin/Coordination Meetings
- Analysis Findings Worksession
- Public Meeting #1

**Deliverables:**

- *Site Analysis Maps*
- *Images of existing fixtures*
- *Public Engagement Plan*
- *Website Materials*
- *Public Meeting Materials and Advertising Assistance*
- *Public Meeting Summary*
- *Survey and Advertising Assistance*
- *Survey Summary*

**PHASE 2: DRAFT CONCEPT PLAN AND RECOMMENDATIONS**

Stewart will facilitate planning for and the development of a conceptual master plan for the property that includes an evaluation of existing facilities and initial recommendations for proposed recreation facilities. Evaluations and recommendations for buildings, vehicular and pedestrian circulation and natural features will also be included. This phase will include a mid-process review meeting, an initial recommendations meeting, a public meeting and a round of meetings with key stakeholders or advisory boards (i.e. the Parks, Events and Recreation Committee and the Revitalization Team).

**Meetings:**

- *Mid-process Review Meeting*
- *Initial Recommendations Review Meeting*
- *Two (2) Meetings with Stakeholders or Advisory Boards*
- *Public Meeting #2*
- *Debrief Meeting (after Public Meeting #2)*

**Deliverables:**

- *Conceptual Master Plan*
  - *Initial Recommendations to address issues or priorities identified in Task 1.*
  - *Exhibits and/or precedent images to support the understanding of each solution option.*
  - *Initial costs and/or costing hierarchy for major items.*



- Draft recommendations for standard fixtures.
- One (1) **DRAFT** package of materials to be reviewed with client
- One (1) Set of edits from draft review
  - One (1) **FINAL** package of materials submitted to client
- Public Meeting Materials and Advertising Assistance
- Public Meeting Summary

**PHASE 3: FINAL MASTER PLAN**

Based on input from the community, staff and advisory boards the Stewart team will proceed with creating the Final Master Plan. This final document will incorporate deliverables from Tasks 1 and 2 in a report format. The final master plan will include programming and phasing recommendations for improvements as well as cost estimates. Design standards will be developed that outlines preferred fixtures and furnishings for Civic Park and future improvements in other parks. The design team will meet with the client three times during this task—once to review Client feedback on the draft report, once to review final report edits before delivery to the Client and after the public meeting. A draft report will be available for public comment prior to a facilitated public meeting. A member of the Stewart team will present the final plan to an advisory board or the Board of Aldermen.

The goal of the Final Master Plan task is to provide a usable document that maps out the phasing, costing, and implementation for the future renovations and improvements of Civic Park.

**Deliverables:**

- Public Meeting Materials and Advertising Assistance
- Final Master Plan
  - One (1) **DRAFT** package of materials to be reviewed with client
  - One (1) Set of edits from draft review
  - One (1) **FINAL** package of materials submitted to client

**Meetings:**

- Client meetings
- Public Meeting #3
- Presentation at advisory board or BOA

**FEE ESTIMATE:**

Phases	Fee Estimate
<b>Phase 1: Analysis and Community Input</b>	<b>\$17,000</b>
<b>Phase 2: Draft Concept Plan and Recommendations</b>	<b>\$20,000</b>
<b>Phase 3: Final Master Plan</b>	<b>\$18,000</b>
<b>Total Fee Estimate</b>	<b>\$55,000*</b>

\*Fee is inclusive of basic printing and travel costs (mileage, meals, printing, etc.).



## **OPTIONAL TASKS**

**Additional Meetings:** Public Meetings (\$5,000 per meeting), In-person Meetings (\$1,500 per person/meeting), Virtual Meetings (\$500 per person/meeting)

**Existing Conditions Topographic Survey:** (Civic Park property and the American Legion property) = \$10,000-20,000.

## **CLIENT RESPONSIBILITIES:**

It shall be the responsibility of the Client to provide the following items:

- *Provide access to the site;*
- *Provide any available electronic information relevant to the study area(s) including survey data, reports, proposals, etc.;*
- *Provide notice of scheduled meetings (with reasonable advanced notice);*
- *Provide decisions on critical issues as necessary in a timely manner;*
- *Payment of all invoices per Conditions of the Agreement.*
- *Assist by presenting project updates and plans to appropriate boards and elected bodies for necessary input and approvals;*

## **ASSUMPTIONS & EXCLUSIONS:**

Our Scope of Services and fee proposal is based on the following assumptions:

1. No liability is assumed for the accuracy of other consultant's work (i.e. Planner, Architect, Testing Agency, Biologist, Surveyor, etc.) or information provided by others used in the production of our documents.

The following items are specifically excluded from the Scope of Services but can be provided as an additional service and under separate proposal. Additionally, any items not listed in the Assumptions or Scope of Work above shall be considered excluded from this agreement.

- Construction Documentation; For budgeting assume 10% of construction value of proposed project, Based on final concept design, a design scope can be determined for future phases. A separate proposal will be provided for that scope of work;
- Electrical Engineering. and photometry for site lighting;
- Geotechnical Engineering;
- Subsurface Utility Engineering (SUE);
- Construction Surveying;
- Platting;
- ALTA/ASCM Certifications;
- Tree Identification/Tagging and associated surveys except as mentioned herein;
- Soil testing;
- Wetlands delineations, surveying, mitigation or permitting;
- Stream determination, flagging or buffer impact permitting;

Site Master Plan for Civic Park  
STEWART Scope & Fee Estimate  
07.03.2023  
Page 4 of 5



- Environmental services including Phase I and Phase II assessments;
- FEMA Conditional Letter of Map Revision (CLOMR) or Letter of Map Revision (LOMR) services;
- Private utility location;
- Testing for offsite improvements. No such improvements are known at this time;
- Design of off-site roadway improvements including signalization and turn lanes;
- Design, coordination, or engineering off property;
- Detailed (beyond code minimum) landscape architecture, site design and construction documentation for areas not included in the Scope of Services above;
- Design and Structural Engineering of site retaining walls or other site elements;
- Design or coordination of custom site furnishings.
- Design or coordination of water features;
- Design or coordination of fire features;
- Irrigation design and installation;
- Design of well and septic systems;
- Any additional graphic or design work not mentioned in the scope of services
- Tree tagging/selection at nurseries;
- Sustainability certification (LEED, WELL Building, etc.) review and submittal services;
- Payment of permit or review fees;
- Health department submittals/approval services;
- Representation for court appearances or preparation for the same;
- Public Relations efforts (graphics, brochures, etc.) not mentioned in scope of services;
- Design services for new buildings or renovation to existing are not included as part of this proposal. Based on final concept design, architectural design scope can be determined for future phases. A separate proposal will be provided for that scope of work.



**Town of Granite Quarry, North Carolina**  
**Capital Project Ordinance # 2023-01**  
**Transformational Projects**  
**Inception 1/9/2023**

	Project Authorization	<i>Civic Park Master Plan \$55,000</i>	<i>Notes</i>
<b><u>OTHER FINANCING SOURCES</u></b>			
08-3981-96 Transfer from General Fund	959,917	959,917	
<i>Total Financing Sources</i>	<u>959,917</u>	<u>959,917</u>	
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b><u>959,917</u></b>	<b><u>959,917</u></b>	
<b><u>EXPENDITURES</u></b>			
08-4930-18 Professional Services	50,000	<i>90,000</i>	<i>Proj \$35k orig scope + \$55k Civic Master Plan</i>
<i>Total Professional Services</i>	<u>50,000</u>	<u>90,000</u>	
08-4930-58 Cap Outlay - Construction	754,417	<i>714,417</i>	<i>xfer \$40k to -18</i>
08-4930-97 Contingency	45,500	45,500	
<i>Total Capital Outlay</i>	<u>799,917</u>	<u>759,917</u>	
08-4940-96 Transfer to TAP Project - GQ Match	110,000	110,000	<i>Already committed - TAP</i>
<i>Total Transfers/Aid to other Programs</i>	<u>110,000</u>	<u>110,000</u>	
<b>TOTAL EXPENDITURES</b>	<b><u>959,917</u></b>	<b><u>959,917</u></b>	
<hr/>			
<b>REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	

**Agenda Item Summary**

Regular Meeting

July 10, 2023

Agenda Item 8

Summary:

Background information, specifics on the space needs assessment, and options for town hall upgrades are being presented to the Board per the requests made during budget discussions.

Action Requested:

***Direction from the Board on how it wishes to proceed.***

**Town Hall Upgrades**

Motion Made By:

- Jim Costantino
- John Linker
- Doug Shelton
- Jeff Cannon

Second By:

- Jim Costantino
- John Linker
- Doug Shelton
- Jeff Cannon

For:

- Jim Costantino
- John Linker
- Doug Shelton
- Jeff Cannon

Against:

- Jim Costantino
- John Linker
- Doug Shelton
- Jeff Cannon

In case of tie:

Mayor Brittany Barnhardt

- For
- Against

# July 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
	Planning Board 6pm	Fourth of July Town Hall Closed				
9	10	11	12	13	14	15
	BoA Mtg. 6pm			CAC 5:30pm		
16	17	18	19	20	21	22
	ZBA 6pm	Revitalization 3:30pm				Dragon Boat Festival 9am- 3pm
23	24	25	26	27	28	29
				Events Committee 5:30pm Rowan Municipal Association Mtng 6-8pm		
30	31					

# August 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
	Planning Board 6pm		Centralina Board of Delegates 5pm	CAC 5:30pm		
13	14	15	16	17	18	19
	BoA Mtg. 6pm	Revitalization 3:30pm				
20	21	22	23	24	25	26
	ZBA 6pm		CRMPO TAC 5:30pm	Events Committee 5:30pm		
27	28	29	30	31		