



**8. Coronavirus Relief Fund                      October Reimbursement Request Review**

**ACTION REQUESTED:** Motion to approve the CRF Expenditure Report as submitted and attested to by the town manager.

**New Business**

**9. Fence at Granite Lake Park - Discussion**

**10. Proclamations**

- A. Veterans’ Day
- B. Civitan Club 75<sup>th</sup> Anniversary

**11. Board Comments**

**12. Mayor’s Notes**

- A. Tuesday, November 3
- B. Monday, November 9
- C. Monday, November 9
- D. Wednesday, November 11
- E. Thursday, November 12
- F. Thursday, November 12
- G. Monday, November 16
- H. Monday, November 16
- I. Tuesday, November 17
- J. Wednesday, November 18
- K. Thursday, November 19
- L. Thur. & Fri., November 26 & 27

**Announcements and Date Reminders**

- Election Day
- 5:00 p.m. Rowan Chamber Business After Hours (virtual)
- 6:00 p.m. Planning Board
- Veterans’ Day – Office Closed
- 5:00 p.m. CCOG Executive Board Meeting (virtual)
- 6:00 p.m. Community Appearance Commission
- 5:00 p.m. Parks, Events, and Recreation Committee
- 5:30 p.m. Zoning Board of Adjustment
- 3:30 p.m. Revitalization Team
- 5:30 p.m. Cabarrus-Rowan County MPO Meeting
- 7:30 a.m. Rowan Chamber Power in Partnership Webinar
- Office Closed for Thanksgiving Holiday

**Adjourn**

**Agenda Item Summary**

Regular Meeting  
November 2, 2020  
Agenda Item 1

**Summary:**

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

**Action Requested:**

***Motion to adopt the November 2, 2020 Board of Aldermen Meeting Agenda (as presented / as amended).***

**Approval of Agenda**

Motion Made By:

Jim Costantino   
Kim Cress   
John Linker   
Doug Shelton

Second By:

Jim Costantino   
Kim Cress   
John Linker   
Doug Shelton

For:

Jim Costantino   
Kim Cress   
John Linker   
Doug Shelton

Against:

Jim Costantino   
Kim Cress   
John Linker   
Doug Shelton

In case of tie:

Mayor Bill Feather

For   
Against

**Agenda Item Summary**

Regular Meeting  
November 2, 2020  
Agenda Item 2

Summary:

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

- A. Approval of the Minutes
  - 1) Regular Meeting Minutes October 5, 2020
- 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	<input type="checkbox"/>
Kim Cress	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Second By:	
Jim Costantino	<input type="checkbox"/>
Kim Cress	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
For:	
Jim Costantino	<input type="checkbox"/>
Kim Cress	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Against:	
Jim Costantino	<input type="checkbox"/>
Kim Cress	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
In case of tie:	
Mayor Bill Feather	
For	<input type="checkbox"/>
Against	<input type="checkbox"/>



**TOWN OF GRANITE QUARRY  
BOARD OF ALDERMEN  
REGULAR MEETING MINUTES  
Monday, October 5, 2020  
7:00 p.m.**

**Present:** Mayor Bill Feather, Mayor Pro Tem John Linker, Alderman Jim Costantino, Alderman Doug Shelton

**Not Present:** Alderman Kim Cress

**Staff:** Town Manager Larry Smith, Town Clerk Aubrey Smith, Town Attorney Chip Short, Fire Chief/Maintenance Supervisor Jason Hord, Finance Officer Shelly Shockley, Police Chief Mark Cook, Office Assistant Debbie Loflin-Benge, Town Planner Steve Blount, Town Engineer Wes Webb

**Call to Order:** Mayor Feather called the meeting to order at 7:00 p.m.

**Moment of Silence:** Mayor Feather opened the meeting with a moment of silence.

**Pledge of Allegiance:** The Pledge of Allegiance was led by Christian Stebe, Troop 443.

**1. Approval of the Agenda**

**ACTION:** Alderman Shelton made a motion to approve the agenda with the addition of item 9.A. – Offer to Purchase and the addition of a Breast Cancer Awareness proclamation. Mayor Pro Tem Linker seconded the motion. The motion passed 3-0.

**2. Approval of the Consent Agenda**

**A. Approval of the Minutes**

- 1) Regular Meeting Minutes September 8, 2020

**B. Departmental Reports**

**C. Financial Reports**

**ACTION:** Alderman Shelton made a motion to approve the consent agenda as presented. Alderman Costantino seconded the motion. The motion passed 3-0.

**3. Citizen Comments**

- **Richard Luhrs, 802 N. Main GQ Street** – encouraged the Board to consider a certificate of appreciation for outgoing Planning Board Chairwoman Sandra Shell and to revisit the code enforcement efforts in town.

#### 4. Guests and Presentations

##### A. Eagle Scout Presentation

##### Eagle Scout Candidate Christian Stebe

Christian Stebe presented a PowerPoint presentation explaining his project and the materials that he would use to replace tree-identifying plaques in the park. The Board members asked questions about the specifics and requested that Mr. Stebe work with Maintenance Supervisor Jason Hord to complete the project.

Mayor Feather suggested the money given toward the project be increased by \$100 from the \$500 that was requested so that concrete bases could be added to each post. The Board consensus was to pull the money from the Board Contingency fund.

**ACTION:** Alderman Costantino made a motion to approve the project. Mayor Pro Tem Linker seconded the motion. The motion passed 3-0.

##### B. FD Auxiliary Port-a-Pit Fundraiser FD Auxiliary Vice-President Brittany Barnhardt

Brittany Barnhardt reminded the Board about the upcoming Port-a-Pit fundraiser and gave event details including the time and location where tickets could be purchased.

#### 5. Town Events

A. **FD Open House** Saturday, October 10, 2020, 10:00 a.m. - 3:00 p.m.

B. **FD Trunk or Treat** Saturday, October 31, 2020, 5:00 p.m. - 8:00 p.m.

The Fire Department will be taking measures during both events to keep everyone safe.

#### 6. Town Manager's Update

Mr. Smith referred the Board to his report in the agenda packet and added that the Civitan Club is celebrating their 75<sup>th</sup> year in Granite Quarry in November. He also shared that Chief Cook was able to determine definitively that "Authorized Personnel Only" signs posted on doors to restricted areas would be enforceable and would be used to help prevent any trespassing issues.

##### A. Comprehensive Update on Granite Lake Park FEMA project

Town Engineer Wes Webb shared an updated scope of the Lake Park FEMA project and the materials to be used including pre-cast concrete blocks to create a gravity retaining wall. A grass strip between six and twelve feet will separate the retaining wall from the walkway. A full-width mower will be able to run all the way around the lake. Mr. Webb estimated the timeline for the project as mid-to-late winter through spring. The lake will have to be drained during construction so the fish will need to be removed. There was discussion regarding the possibility of a "step system" to provide a ledge for animals to climb out of the lake and it was pointed out that roughly five to ten feet on either side of the piers will be rip rap.

Mr. Webb shared that the Town had asked them to look at a failing wall outside of the lake that could be repaired at the same time. The addition will require an addendum and would be outside the scope of the FEMA project.

#### Old Business

#### 7. Discussion

##### Board Meeting Dates 2021

The Board discussed what effect moving the Board meetings to the second Monday of each month may have on time for collection of materials for the agenda packet and on other boards and committees. By consensus, the discussion will be added to the November agenda as well.

## New Business

### 8. Public Hearing

#### UDO Text Amendment - Signs Town Planner Steve Blount

#### A. Staff Presentation

Mr. Blount explained to the Board the current text and the proposed changes to the Signs section of the UDO as shown in the agenda packet.

#### B. Open Public Hearing

Mayor Feather opened the public hearing at 7:47 p.m.

#### C. Public Comments

There were no public comments.

#### D. Close Public Hearing

Mayor Feather closed the public hearing at 7:47 p.m.

#### E. Board Discussion and Decision

Board discussion included a question from Mayor Feather regarding the legality of the Town regulating the wording on signs with the recent federal changes. Mr. Blount will look into this further. Alderman Shelton expressed a desire for all properties to be able to have a sign even if they had less than fifty feet of road frontage. Mr. Blount reminded the Board that an owner whose property didn't meet the criteria could ask for a variance.

**ACTION:** Alderman Costantino made a motion to approve Ordinance 2020-10 amending the UDO text for Signs as presented. Mayor Pro Tem Linker seconded the motion. The motion passed 3-0.

**ACTION:** Mayor Pro Tem Linker made a motion to adopt the following Statement of Consistency: In voting to adopt the proposed text amendment to the Unified Development Ordinance, the Granite Quarry Board of Aldermen does find this decision to be in the best interest of the public and to be consistent in general with policies stated in the Town's Comprehensive Plan. Alderman Costantino seconded the motion. The motion passed 3-0.

### 9. Public Hearing

#### UDO Text Amendment – Pool Fences Town Planner Steve Blount

#### A. Staff Presentation

Mr. Blount explained to the Board the current text and the proposed change to the Pool Fences section of the UDO as shown in the agenda packet.

#### B. Open Public Hearing

Mayor Feather opened the public hearing at 8:03 p.m.

#### C. Public Comments

There were no public comments.

#### D. Close Public Hearing

Mayor Feather closed the public hearing at 8:03 p.m.

#### E. Board Discussion and Decision

The Board discussion included whether it was necessary for Granite Quarry to have an ordinance if pool fences were covered by state law and building code enforced by the county during the building permitting process. Mr. Blount stated, and Mr. Short agreed, that having the section in our ordinance would cover the town in the event that a building permit was not

required. Mr. Blount clarified that this would pertain to all pools without the possibility of a pre-existing legal non-conforming use.

**ACTION:** Alderman Costantino made a motion to approve Ordinance 2020-11 amending UDO text for Pool Fences as presented. Mayor Pro Tem Linker seconded the motion. The motion passed 3-0.

**ACTION:** Mayor Pro Tem Linker made a motion to adopt the following Statement of Consistency: In voting to adopt the proposed text amendment to the Unified Development Ordinance, the Granite Quarry Board of Aldermen does find this decision to be in the best interest of the public and to be consistent in general with policies stated in the Town's Comprehensive Plan. Alderman Costantino seconded the motion. The motion passed 3-0.

#### **9.A. Offer to Purchase**

Mayor Pro Tem Linker shared that an unsolicited blind offer to purchase one of the Town's parks had been received.

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

#### **10. Interlocal Agreement**

##### **County Property Tax Collection Services**

The Board reviewed an interlocal agreement from the County for property tax collection services. Mr. Smith pointed out the initial cost would be much lower than budgeted for the current year and would increase over the next several years. Even at the highest percentage, the new rate would be near the amount that had been estimated for the current year.

**ACTION:** Alderman Costantino made a motion to approve the Interlocal Agreement with Rowan County for Property Tax Collection Services as presented. Alderman Shelton seconded the motion. The motion passed 3-0.

#### **11. Capital Project Ordinances**

##### **Updates / Closeouts**

##### **A. CPO 2020-06 Town Hall**

##### **Closeout**

- 1) Summary / Recommendations**
- 2) Budget Amendment #4**

**ACTION:** Alderman Shelton made a motion to approve Budget Amendment #4 to transfer the remaining balance from the Town Hall upgrades project to the General Fund as opposed to the Board Contingency line for this project. Alderman Costantino seconded the motion. The motion passed 3-0.

- 3) Budget Amendment #5**

Alderman Costantino expressed a concern with spending the money for the assessment, stating one had been completed in the past few years. Alderman Shelton and Mayor Pro Tem Linker shared that they believed the needs may have changed since the original assessment. Mayor Feather questioned whether the scope would include the fire, maintenance, and police departments. Mr. Smith clarified that the largest focus would be on the police department, but there would be a cursory look at the fire department and maintenance needs as well.

**ACTION:** Alderman Shelton made a motion to approve Budget Amendment #5 and authorize the town manager to commission the architect to update a Town Hall Space / Facility Needs Assessment within an amount not to exceed \$5,000. Alderman Costantino seconded the motion. There was a 2-1 vote, Alderman Costantino opposed. *Mr. Short informed the Board*

*that the motion failed to pass during the first reading and that there would have to be a second reading next month.*

*Mr. Short explained that only someone who had opposed could bring back up the motion during the same meeting.*

**ACTION:** Alderman Costantino (formerly opposed) made a motion to approve Budget Amendment #5 and authorize the town manager to commission the architect to update a Town Hall Space / Facility Needs Assessment within an amount not to exceed \$5,000. Alderman Shelton seconded the motion. The motion passed 3-0.

**4) Motion to close out Capital Project Ordinance 2020-06**

**ACTION:** Mayor Pro Tem Linker made a motion to adopt and close the Capital Project Ordinance 2020-06 amendment as presented this date. Alderman Costantino seconded the motion. The motion passed 2-1 with Alderman Shelton opposed.

*The Board discussed a need for clarification to the action since there was an amendment made to Budget Amendment #4 regarding the line the money will be transferred to. Mr. Short advised that they make a new motion.*

**ACTION:** Alderman Shelton made a motion to adopt and close the Capital Project Ordinance 2020-06 amendment with the change in Budget Amendment #4. Alderman Costantino seconded the motion. The motion passed 3-0.

**B. CPO 2020-07 Streets** **Closeout**

- 1) **Summary**
- 2) **Budget Amendment #6**

**ACTION:** Alderman Costantino made a motion to approve Budget Amendment #6 to transfer the remaining fund balance from the Capital Streets project to Streets: Powell Bill – Unappropriated Fund Balance. Mayor Pro Tem Linker seconded the motion. The motion passed 3-0.

**3) Motion to close out Capital Project Ordinance 2020-07**

**ACTION:** Alderman Costantino made a motion to adopt and close the Capital Project Ordinance 2020-07 amendment as presented this date. Mayor Pro Tem Linker seconded the motion. The motion passed 3-0.

**C. CPO 2020-05 IDF Sewer Extension Grant**

- 1) **Construction Bid Award**

**ACTION:** Alderman Costantino made a motion to award the IDF grant's sewer extension construction contract to Carolina Siteworks as presented. Mayor Pro Tem Linker seconded the motion. The motion passed 3-0.

- 2) **CPO 2020-05 Amendment**

**ACTION:** Alderman Costantino made a motion to amend Capital Project Ordinance 2020-05 as presented. Mayor Pro Tem Linker seconded the motion. The motion passed 3-0.

**12. Coronavirus Relief Funds**

**A. Budget Amendment #3**

**ACTION:** Mayor Pro Tem Linker made a motion to approve Budget Amendment #3 as presented. Alderman Costantino seconded the motion. The motion passed 3-0.

**B. CRF Reimbursement Request Review**

**ACTION:** Alderman Costantino made a motion to approve the CRF Expenditure Report as submitted and attested to by the town manager. Mayor Pro Tem Linker seconded the motion. The motion passed 3-0.

**13. Proclamations**

**A. Fire Prevention Week**

**B. Breast Cancer Awareness Month**

Mayor Feather read the proclamations for Fire Prevention Week and Breast Cancer Awareness Month.

**14. Board Comments**

There were no Board comments.

**15. Mayor’s Notes**

**Announcements and Date Reminders**

<b>A.</b> Thursday, October 8	11:00 a.m.	FD Auxiliary Port-a-Pit Fundraiser
<b>B.</b> Thursday, October 8	6:00 p.m.	Community Appearance Commission
<b>C.</b> Saturday, October 10	10:00 a.m.	FD Open House
<b>D.</b> Monday, October 12	5:00 p.m.	Rowan Chamber Business After Hours
<b>E.</b> Monday, October 12	6:00 p.m.	Planning Board
<b>F.</b> Wednesday, October 14	6:00 p.m.	CCOG Board of Delegates Annual Report
<b>G.</b> Thursday, October 15	7:30 a.m.	Rowan Chamber Power in Partnership
<b>H.</b> Monday, October 19	5:00 p.m.	Parks, Events, and Recreation Committee
<b>I.</b> Monday, October 19	5:30 p.m.	Zoning Board of Adjustment
<b>J.</b> Tuesday, October 20	3:30 p.m.	Revitalization Team
<b>K.</b> Wednesday, October 28	5:30 p.m.	Cabarrus-Rowan County MPO Meeting
<b>L.</b> Saturday, October 31	5:00 p.m.	FD Trunk or Treat

**Adjourn**

**ACTION:** Alderman Costantino made a motion to adjourn. Mayor Pro Tem Linker seconded the motion. The motion passed 3-0.

The meeting ended at 8:41 p.m.

Respectfully Submitted,

*Aubrey Smith*  
Town Clerk



## Planning Department Monthly Report October 2020

### ZONING PERMITS

37 issued

Date	Address	Permit	Status
9/28/2020	706 Foil St	Residential	Approved
10/2/2020	Heilig Rd	Commercial	Approved
10/2/2020	109 Rocklyn Ln	Residential	Approved
10/2/2020	180 Brown Acres Rd	Residential	Approved
10/6/2020	308 S Main St	Residential	Approved
10/6/2020	310 S Main St	Residential	Approved
10/6/2020	312 S Main St	Residential	Approved
10/6/2020	314 S Main St	Residential	Approved
10/6/2020	316 S Main St	Residential	Approved
10/6/2020	320 S Main St	Residential	Approved
10/6/2020	322 S Main St	Residential	Approved
10/6/2020	324 S Main St	Residential	Approved
10/6/2020	326 S Main St	Residential	Approved
10/6/2020	110 Rowan Street	Residential	Approved
10/6/2020	112 Rowan Street	Residential	Approved
10/6/2020	114 Rowan Street	Residential	Approved
10/6/2020	116 Rowan Street	Residential	Approved
10/6/2020	118 Rowan Street	Residential	Approved
10/6/2020	120 Rowan Street	Residential	Approved
10/6/2020	122 Rowan Street	Residential	Approved
10/6/2020	124 Rowan Street	Residential	Approved
10/6/2020	130 Rowan Street	Residential	Approved
10/6/2020	132 Rowan Street	Residential	Approved
10/6/2020	134 Rowan Street	Residential	Approved
10/6/2020	136 Rowan Street	Residential	Approved
10/6/2020	138 Rowan Street	Residential	Approved
10/6/2020	140 Rowan Street	Residential	Approved
10/6/2020	142 Rowan Street	Residential	Approved
10/6/2020	144 Rowan Street	Residential	Approved
10/8/2020	345 Cantiberry Ln	Residential	Approved
10/8/2020	1129 Juniper St	Residential	Approved
10/8/2020	7140 US Hwy 52	Residential	Approved
10/12/2020	1845 Heilig Rd	Residential	Approved

10/13/2020	914 N Salisbury Ave	Commercial	Approved
10/16/2020	1060 Dunns Mtn Church Rd	Residential	Approved
10/19/2020	203 Chasestone Ct	Residential	Approved
10/19/2020	923 N Salisbury Ave	Commercial	Approved

### Code Violations

(3 prior violations resolved; 4 new violations cited)

Date	Address	Issue	Status
9/28/2020	618 S Salisbury Ave	Junk cars and grass	Pending
9/29/2020	180 Brown Acres Rd	Proposed access. bldg. too large	Resolved
10/2/2020	White Rock Rd	Discussion about code violation, in ETJ	Resolved
10/13/2020	723 N Salisbury Ave	High grass	Resolved
10/13/2020	729 N Salisbury Ave	Bathtub at curb	Active
10/16/2020	802 S Salisbury Ave	High grass	Resolved
10/21/2020	105 N Salisbury Ave	Cars parked in sight triangle and street ROW	Pending

### September Planning and Zoning Inquiries

Date	Location	Issue
9/24/2020	Faith Rd	Issued zoning classification letter for bike park
10/2/2020	Rowan and S Main	Submitted engineering drawings-dollar general
10/2/2020	205 Waterstone Ln	Address for common area
10/2/2020	740 N Main St	Request for zoning classification
10/5/2020	Coley Rd	Recombination plat
10/6/2020	616 Campbell Ave	Carport setbacks
10/12/2020		Inquiry for use of property
10/12/2020	435 Dusty Lane	Recombination plat
10/13/2020	US Hwy 52	Subdivision and duplex
10/16/2020	N Salisbury Ave	Possible subdivision
10/19/2020	US Hwy 52	Subdivision inquiry
10/21/2020	Devone Woods Dev	Created addressing map for plotted lots
10/21/2020	Depot St	Discussed sign and landscaping plan
10/22/2020	Rowland Ln	Road maintenance responsibility
10/23/2020	Faith Rd	Discussed proposed creek crossing options at village at granite to phase 2

### Miscellaneous

- 10/12/2020 Planning Board Meeting – Training
- 10/19/2020 ZBA Meeting – No Quorum



## October Work 2020 Maintenance Report

- Normal Maintenance Duties Daily - (parks, cleaning, mowing, edging, service on equipment, limbs, & sweeping)
- PM check on generator
- Installed new street signs
- Started leaf pick-up 10/13/20
- FEMA project for Lake in final approved, awaiting RFP
- Installed sanitizing stations at park playgrounds
- PM HVAC units
- Strip/Wax town hall restrooms
- Byrd house plaque installed
- Installed new leaf vac hose and maintenance
- Promoted Gabe Hudgens to vacant FT position
- Helped with code enforcement issues and follow up

2007 Ford Truck	Mileage – 59,059	+180 miles
1995 Ford Dump Truck	Mileage – 38,439	+337 miles
2009 Ford Truck	Mileage – 74,202	+751 miles
2019 Ford Truck F350	Mileage – 6,172	+413 miles



# 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 November/2020 Chief Hord**

### Emergency Calls for Service October 2020

31 calls in district

- 20 - EMS (including strokes, falls, diabetic, CPR and other Medical needs)
- 3 - Public assist
- 1 - Motor vehicle accidents
- 3 - Fire Alarm
- 1 - Gas Leak
- 2 - Tree/Power lines down
- 1 - Move up to our quarters

10 calls to Salisbury

- 11 - Alarm/Structure, EMS calls canceled en-route
- 2 - Structure fires-Manpower
- 1 - EMS

3 calls to Rockwell Rural

- 1 - Land search
- 1 - Gas leak/Manpower
- 1 - EMS/Manpower

5 calls to Union

- 2 - canceled en-route
- 1 - EMS DOA
- 1 - EMS/Manpower
- 1 - Motor vehicle accidents/Manpower

2 - Calls to Faith – MVA, canceled en-route

1 - Call to Rockwell City - Fire Alarm - canceled en-route

**TOTAL – 52**

## **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.
- Rigorous cleaning/decontamination due to suggested COVID response multiple times daily.
- Our monthly training resumed and included E.M.T. continuing education. Joint Training with Faith F.D. and Rockwell Rural F.D.
- Multiple days of ladder training, water point training, hose evolutions, new extrication tool familiarization, and district familiarization. Weekly shift training/ officer's choice.
- Car Seat Check Station on Thursday from 1 p.m.to 4 p.m. – 4 seats installed/checked.
- ISO prep ongoing.
- Port-A-Pit fundraiser.
- Fire prevention week open house event.
- Virtual fire prevention event for Sacred Heart pre-school.

## **EQUIPMENT**

- Annual hose testing completed
- Annual pump testing completed
- Took delivery of new F-250 (S-57)
- Primer replaced on E-571



# 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 October 2020

- Call volume report for the month of October 2020:
  - Date of Report: 10/26/2020
    - Total calls for service/activities – 319
    - Calls for service/activities Granite Quarry: 257
    - Calls for service/activities Faith: 56
    - Incident Reports- 12
    - Arrest Reports- 8
    - Crash Reports- 6
    - Traffic Citations- 25
  - See Attached for Total Calls for Service.
- The following is the ending and average mileage for each vehicle by month:

221-	End-	44,100
222-	End-	53,500
224-	End-	70,638
225-	End-	58,940
226-	End-	39,785
227-	End-	60,024
228-	End-	30,152
229-	End-	46,018
230-	End-	23,481
231-	End-	2,967

- Other Information:
  - Average response time for October CFS is 3.88 minutes.
  - Drug Collection Box. September 2020: 11.62 pounds collected.
  - September CID Report. 5 Cases assigned; 4 Cases cleared; 23 follow-ups conducted; 88 open assigned cases.
  - Officers completed 66 hours of in-service or continuing education training in September.

**GQPD****Number of Events by Nature**

CFS October 2020

<b>Nature</b>	<b># Events</b>
101C5 CUSTODY ISSUE	1
103A2 FOUND PROPERTY	2
103B5 PERSONAL ESCORT	1
104B02 ALARM (OTHER-SPECIFY)	1
104C2 COMMERCIAL BURG (INTRUSI	6
104C3 RESIDENTAL BURG (INTRUSI	1
104D3 RESIDENTIAL HOLDUP/PANIC	1
106B3 PAST SEXUAL ASLT-CHILD	1
110B3 PAST COMMERCIAL B&E	1
113D1 DISTURBANCE / PHYSICAL	2
113D2 DISTURBANCE / VERBAL	5
114D1 PHYSICAL DOMESTIC	1
114D2 VERBAL DOMESTIC	1
114D3 PHYSICAL FAMILY DOMESTIC	1
115D1 DRIVING UNDER INFLUENCE	1
116B1 DRUGS (FOUND-EQUIP)	1
116D1 DRUGS (USE-POSSESSION)	1
118B2 FRAUD-PAST FORGERY	1
118D2 FRAUD-FORGERY	2
119B2 HARASS - PAST HARASSMENT	1
119D3 THREAT	1
121O2 MENTAL COMMITMENT	2
123B2 RUNAWAY	1
125B2 LOCKOUT - ROUTINE	2
125D1 CHECK WELFARE-URGENT	3
125D2 LOCKOUT - URGENT	1
125D3 RECKLESS ACTIVITY	1
126D1 PERSONAL ROBBERY IN PROG	1
127D2 SUICIDE THREAT	1

Nature	# Events
129C1 SUSPICIOUS PERSON	1
129C3 SUSPICIOUS VEHICLE	6
129C5 SUSPICIOUS CIRCUMSTANCE	1
130B3 THEFT FROM VEH (PAST)	1
130D1 LARCENY	5
130D3 LARCENY FROM VEHICLE	1
131B1 TRAFFIC ACCIDENT - PD	1
131B3 HIT & RUN	1
131C1 TRAFFIC ACCIDENT-UNK INJ	1
132B4 PAST ROAD RAGE	1
132C1 SEVERE TRAFFIC VIOLATION	1
133D1 TRESPASSING	2
135C1 SHOTS FIRED (HEARD)	1
135D2 SHOTS FIRED (SUSP SEEN)	1
77C1 TRAFFIC ACC - INJURY	1
77D7 MOTORCYCLE INVOLVED	1
911 HANG UP	3
ASSIST FIRE DEPT	1
ASSIST MOTORIST	6
BURGLARY ALARM	7
BUSINESS OR HOUSE CHECK	53
DELIVER MESSAGE	9
DOMESTIC PROPERTY PICKUP	3
FOLLOWUP	18
GENERAL INFORMATION	1
PARK CHECK	49
SCHOOL SECURITY CHECK	6
SUBPOENA SERVICE	3
TRAFFIC CHECK	3
TRAFFIC CONTROL	1
TRAFFIC STOP	80
UNLOCK VEHICLE CHILD INSIDE	1

Nature	# Events
VEHICLE ACCIDENT PROP DAMAGE	1
WARRANT SERVICE	3
<b>Total</b>	<b>319</b>



# Finance Department

Breakdown of Departments:  
As of September 30, 2020

Department	Budgeted	YTD	
Revenues:	<u>2,867,615</u>	<u>1,131,799</u>	<u>39%</u>
<b>Total Revenues:</b>	<b>\$ 2,867,615</b>	<b>\$ 1,131,799</b>	<b>39%</b>
Expenses:			
Governing Body	188,249	20,383	11%
Administration	609,825	193,834	32%
Maintenance	516,671	71,175	14%
Parks & Recreation	76,958	48,713	63%
Police Dept.	687,635	172,697	25%
Fire Department	519,172	167,757	32%
Sanitation	135,693	36,578	27%
Streets	<u>116,724</u>	<u>5,805</u>	5%
<b>Total Expenses</b>	<b>\$ 2,850,927</b>	<b>\$ 716,943</b>	<b>25%</b>
<b>Expense to Revenue:</b>			<b>63%</b>

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

<b>Revenues:</b>				
Disp Acct	Budget	YTD	Variance	Prcnt
01-3100-12 Taxes - Budget Year	932,604	600,398	(332,206)	64%
01-3100-17 Tax Penalties & Interest	2,000	376	(1,624)	19%
01-3101-12 Taxes - Prior Years	4,000	1,011	(2,989)	25%
01-3102-12 Vehicle Tax	100,000	30,760	(69,240)	31%
01-3230-31 Local Option Sales Tax	719,146	200,078	(519,068)	28%
01-3231-31 Solid Waste Disposal Tax	2,186	564	(1,622)	26%
01-3261-31 Cable Franchise Tax	5,800	-	(5,800)	0%
01-3300-36 Grants	243,075	-	(243,075)	0%
01-3316-32 Powell Pave & Patch Funds	82,724	40,265	(42,459)	49%
01-3319-36 COVID-19 Relief Fund	90,641	90,641	-	100%
01-3322-31 Beer & Wine - State	13,430	-	(13,430)	0%
01-3324-31 Utilities Franchise Tax	144,484	29,047	(115,437)	20%
01-3330-84 County First Responders	4,020	1,005	(3,015)	25%
01-3340-41 Permits	3,000	3,620	620	121%
01-3346-40 Abatements	200	183	(18)	91%
01-3413-89 Miscellaneous Revenue	1,000	111	(889)	11%
01-3431-41 Police Authority Revenue_Faith	136,000	34,000	(102,000)	25%
01-3431-45 Police Report Revenue	100	65	(35)	65%
01-3431-89 Police Miscellaneous	800	799	(1)	100%
01-3471-51 Solid Waste/Recycling Collection - Salisbu	138,500	26,688	(111,812)	19%
01-3491-41 Subdivision & Zoning Fees	2,500	550	(1,950)	22%
01-3713-33 Sal. Water/Sewer Reimbursement	50,000	-	(50,000)	0%
01-3831-89 Interest on Investments *	10,000	4,563	(5,437)	46%
01-3834-41 Park Shelter Rentals (Maint)	2,000	230	(1,770)	12%
01-3835-81 Surplus items Sold	3,500	260	(3,240)	7%
01-3836-82 Sale of Land	63,650	63,166	(484)	99%
01-3837-31 ABC Net Revenue-Co.	10,250	3,419	(6,831)	33%
01-3991-99 Fund Balance Appropriated	102,005	-	(102,005)	0%
	<b>2,867,615</b>	<b>1,131,799</b>	<b>(1,735,816)</b>	<b>39%</b>

\*See last page for breakdown of account# 01-3831-89 Interest on Investments

<b>Governing Body:</b>				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4110-02 Mayor/Aldermen Salary	12,575	-	12,575	0%
01-4110-08 Board Expense	670	420	250	63%
01-4110-09 FICA Expense	962	-	962	0%
01-4110-14 Insurance - Workers Comp	60	40	20	67%
01-4110-18 Professional Services	16,586	5,500	11,086	33%
01-4110-26 Office Expense	400	20	380	5%
01-4110-29 COVID-19 Relief Funds	90,641	2,283	88,358	3%
01-4110-31 Training & Schools	100	-	100	0%
01-4110-40 Dues & Subscriptions	12,075	10,656	1,419	88%
01-4110-45 Insurance & Bonds	1,600	1,464	136	92%
01-4110-61 Grants - Nonprofit Grant Program	100	-	100	0%
01-4110-97 Board Contingency	52,480	-	52,480	0%
	<b>188,249</b>	<b>20,383</b>	<b>167,866</b>	<b>11%</b>

<b>Administration:</b>				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4120-00 Salaries - Regular	220,000	53,213	166,787	24%
01-4120-02 Salaries - Part-Time	35,000	10,050	24,950	29%
01-4120-07 401K Expense	11,000	2,661	8,339	24%
01-4120-09 FICA Expense	19,508	4,720	14,788	24%
01-4120-10 Retirement Expense	22,330	5,474	16,856	25%
01-4120-11 Group Insurance	34,000	4,739	29,261	14%
01-4120-14 Insurance - Workers Comp	615	428	187	70%
01-4120-17 Insurance - HRA/Admin Cost	5,450	300	5,150	6%
01-4120-18 Professional Services	42,645	5,863	36,782	14%
01-4120-22 Banquet Expense	1,700	-	1,700	0%
01-4120-26 Office Expense	11,000	2,055	8,945	19%
01-4120-29 Supplies & Equipment	200	-	200	0%
01-4120-31 Training & Schools	7,000	1,858	5,142	27%
01-4120-32 Telephone/Communications	3,500	668	2,832	19%
01-4120-33 Utilities	4,500	1,279	3,221	28%
01-4120-34 Printing	5,000	1,186	3,814	24%
01-4120-35 Maint & Repair - Equipment	500	-	500	0%
01-4120-37 Advertising	3,500	542	2,958	15%
01-4120-40 Dues & Subscriptions	3,500	1,965	1,535	56%
01-4120-44 Contracted Services	13,750	6,641	7,109	48%
01-4120-45 Insurance & Bonds	4,100	3,831	269	93%
01-4120-61 Grants - Grant Related Expenditures	3,500	-	3,500	0%
01-4120-68 Tax Collection	18,000	-	18,000	0%
01-4120-71 Water Line - Principal	50,000	-	50,000	0%
01-4120-72 Water Line - Interest	4,210	1,042	3,168	25%
01-4120-96 Interfund Transfer	85,317	85,317	(0)	100%
	<b>609,825</b>	<b>193,834</b>	<b>415,991</b>	<b>32%</b>

<b>Maintenance:</b>				
<b>Disp Acct</b>	<b>Budget</b>	<b>YTD</b>	<b>Variance</b>	<b>Prcnt</b>
01-4190-00 Salaries - Regular	110,000	28,466	81,534	26%
01-4190-02 Salaries - Part-Time	35,500	11,423	24,077	32%
01-4190-07 401K Expense	5,500	1,423	4,077	26%
01-4190-09 FICA Expense	11,131	3,052	8,079	27%
01-4190-10 Retirement Expense	11,165	2,921	8,244	26%
01-4190-11 Group Insurance	22,000	4,007	17,993	18%
01-4190-14 Insurance - Workers Comp	7,500	5,247	2,253	70%
01-4190-20 Motor Fuel	7,000	1,957	5,043	28%
01-4190-21 Uniforms & Janitorial Supplies	4,500	-	4,500	0%
01-4190-24 Maint & Repair - Bldgs/Grounds	10,000	2,821	7,179	28%
01-4190-25 Maint & Repair - Vehicles	2,000	712	1,288	36%
01-4190-26 Office Expense	25	-	25	0%
01-4190-29 Supplies & Equipment	7,500	1,863	5,637	25%
01-4190-31 Training & Schools	250	34	216	14%
01-4190-32 Telephone/Communications	775	219	556	28%
01-4190-33 Utilities	3,100	924	2,176	30%
01-4190-34 Printing	50	5	45	10%
01-4190-35 Maint & Repairs - Equipment	10,000	2,615	7,385	26%
01-4190-40 Dues & Subscriptions	150	38	113	
01-4190-44 Contracted Services	21,850	524	21,326	2%
01-4190-45 Insurance & Bonds	3,600	2,923	677	81%
01-4190-96 Interfund Transfer	243,075	-	243,075	0%
	<b>\$516,671</b>	<b>\$71,175</b>	<b>\$445,496</b>	<b>14%</b>

<b>Parks &amp; Rec:</b>				
<b>Disp Acct</b>	<b>Budget</b>	<b>YTD</b>	<b>Variance</b>	<b>Prcnt</b>
01-6130-21 Uniforms & Janitorial Supplies	2,000	-	2,000	0%
01-6130-24 Maint & Repair - Bldgs/Grounds	46,958	44,643	2,315	95%
01-6130-29 Supplies & Equipment	4,000	873	3,127	22%
01-6130-33 Utilities	16,000	3,197	12,803	20%
01-6130-44 Contracted Services	3,000	-	3,000	0%
01-6130-62 Committees - PERC	5,000	-	5,000	0%
	<b>76,958</b>	<b>48,713</b>	<b>28,245</b>	<b>63%</b>

<b>Police Department:</b>				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4310-00 Salaries - Regular	394,000	88,424	305,576	22%
01-4310-02 Salaries - Part-Time	15,000	6,846	8,154	46%
01-4310-07 401K Expense	19,700	4,451	15,249	23%
01-4310-09 FICA Expense	31,289	7,412	23,877	24%
01-4310-10 Retirement Expense	42,946	9,854	33,092	23%
01-4310-11 Group Insurance	76,000	11,511	64,489	15%
01-4310-14 Insurance - Workers Comp	13,500	8,579	4,921	64%
01-4310-20 Motor Fuel	19,000	2,968	16,032	16%
01-4310-21 Uniforms & Janitorial Supplies	3,000	585	2,415	20%
01-4310-25 Maint & Repair - Vehicles	6,000	1,958	4,042	33%
01-4310-26 Office Expense	1,500	131	1,369	9%
01-4310-29 Supplies & Equipment	8,000	553	7,447	7%
01-4310-31 Training & Schools	3,000	493	2,507	16%
01-4310-32 Telephone/Communications	8,000	1,809	6,191	23%
01-4310-33 Utilities	3,000	460	2,540	15%
01-4310-34 Printing	1,000	132	868	13%
01-4310-35 Maint & Repair - Equipment	2,000	-	2,000	0%
01-4310-40 Dues & Subscriptions	3,650	865	2,785	24%
01-4310-44 Contracted Services	23,250	12,868	10,382	55%
01-4310-45 Insurance & Bonds	13,800	12,800	1,000	93%
	<b>687,635</b>	<b>172,697</b>	<b>514,938</b>	<b>25%</b>

<b>Fire Department:</b>				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4340-00 Salaries - Regular	113,900	33,840	80,060	30%
01-4340-02 Salaries - Part-Time	185,000	44,729	140,271	24%
01-4340-07 401K Expense	5,695	1,869	3,827	33%
01-4340-09 FICA Expense	22,866	5,809	17,057	25%
01-4340-10 Retirement Expense	11,561	3,912	7,649	34%
01-4340-11 Group Insurance	25,500	4,411	21,089	17%
01-4340-14 Insurance - Workers Comp	14,000	10,588	3,412	76%
01-4340-20 Motor Fuel	5,000	770	4,230	15%
01-4340-21 Uniforms & Janitorial Supplies	3,000	299	2,701	10%
01-4340-25 Maint & Repair - Vehicles	6,000	5,469	531	91%
01-4340-26 Office Expense	250	-	250	0%
01-4340-29 Supplies & Equipment	20,000	10,833	9,167	54%
01-4340-31 Training & Schools	2,000	10	1,990	1%
01-4340-32 Telephone/Communications	3,800	1,003	2,797	26%
01-4340-33 Utilities	5,700	1,714	3,986	30%
01-4340-34 Printing	400	109	291	27%
01-4340-35 Maint & Repair - Equipment	3,000	616	2,384	21%
01-4340-40 Dues & Subscriptions	3,000	590	2,410	20%
01-4340-44 Contracted Services	10,000	1,669	8,331	17%
01-4340-45 Insurance & Bonds	8,000	7,227	773	90%
01-4340-54 Cap Outlay - Vehicles	38,000	-	38,000	0%
01-4340-55 Cap Outlay - Equipment	32,500	32,292	208	99%
	<b>519,172</b>	<b>167,757</b>	<b>351,415</b>	<b>32%</b>

<b>Sanitation:</b>				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4710-64 Recycling	10,125	6,790	3,335	67%
01-4710-65 Garbage Services	125,568	29,788	95,780	24%
	<b>135,693</b>	<b>36,578</b>	<b>99,115</b>	<b>27%</b>

<b>Streets:</b>				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4510-18 Professional Services	750	750	-	100%
01-4510-29 Supplies & Equipment	1,750	-	1,750	0%
01-4510-35 Maint & Repair	5,000	-	5,000	0%
01-4510-71 Debt Service - Principal	50,000	-	50,000	0%
01-4510-72 Debt Services - Interest	10,233	-	10,233	0%
01-4510-99 Unappropriated Fund Balance	14,991	-	14,991	0%
01-4511-33 Utilities - Street Lights	34,000	5,055	28,945	15%
	<b>116,724</b>	<b>5,805</b>	<b>110,919</b>	<b>5%</b>

<b>Capital / Grant Project Ordinances:</b>				
Disp Acct	Budget	YTD	Variance	Prcnt
Town Hall Upgrades Project	387,116	387,116	-	100%
FEMA Granite Lake Project	437,793	35,304	402,489	8%
Industrial Development Sewer Grant Project	323,892	54,705	269,187	17%
Streets Improvement Project	344,950	344,950	-	100%
	<b>1,493,751</b>	<b>822,075</b>	<b>671,676</b>	<b>55%</b>



**Town of Granite Quarry**  
**Town Manager's Report**  
**November 2020**



**1. Committee Reports.**

**A. Revitalization Team.**

- **Façade grants.** Manager reported results of his study on façade grant program opportunities for GQ. Reviewed history of prior discussions and studies here, consulted with School of Government, Dept of Commerce, and Main Street coordinators. While it is still possible to conduct a façade grant program here, unanimous consensus was that:
  - It would not accomplish the Master Plan's goals for such a program given GQ's specific properties;
  - Especially with the Town Board's goal to look at Hwy 52 sidewalks and curb & gutter, coupled with the design plan results the Town accomplished with the Town Square study: focusing on *those* type of streetscape improvements in public/private partnership with downtown businesses would accomplish the most impact; and
  - Focusing on the master plan's goal for the Team to form a Downtown Development Association would best support accomplishing the goal of revitalizing a few of the specific properties that have been consistently mentioned as great focus for façade revitalizations.
- **Public Forum.** The Team discussed holding a public forum in January to meet with business owners and property owners.\*

**B. Parks, Events, and Recreation Committee.**

Did not have a quorum for its regular meeting date but held a rescheduled meeting 10/26 to continue event discussions\*:

- **Christmas Banquet December 4<sup>th</sup>.** Discussed alternatives to the traditional banquet this year in lieu of COVID. Decided to go with prepared BBQ dinners served in a drive thru setting. PERC members would serve each person along with a card and recognition brochure with names of volunteers and employees serving in 2020.
- **Christmas at the Lake.** Remains on schedule with a revised social distancing plan for refreshments and seeing Santa (no touching, lap pics, etc). PERC is also planning a Christmas Hope Tree where the community can write hopes and prayers on weatherproof tags, and East Rowan Chorus will perform Christmas carols during the event.

**C. Community Appearance Commission.**

Presentation given for some background of CAC and to answer questions from new members. CAC will be holding a Christmas decoration contest within the town limits in December, open to both businesses and residents. CAC plans to firm up plans at the November meeting.

**D. Joint Police Authority Committee.**

Will meet 10/29/20 (after this report, but before the Board meeting). Manager will thus update the Board at the meeting.

**\*Request for Board direction:**

Mayor Feather relayed that there may be concern among some Board members about event plans and whether events should be postponed to February or the Spring. Staff and committees will of course follow whatever the direction is of the Board, so to provide a summary for direction at the meeting:

The mental and emotional tolls that this pandemic is taking on people is well documented (especially with local government employees because of the front-line, first-contact nature of the work). Our fundamental charge in local gov't is promoting the "health, safety, and welfare" of both our citizens and employees / volunteers. This is why towns and counties have pushed to keep parks and services as open as is safe and possible to promote mental and physical health. Local gov't staff are using (safely-planned) events for that same purpose, as well as to lead & educate the public on preventative measures.

Both PERC and Revitalization are considering potential events. Predictions are that we will not be back to a "normal" level anytime soon; in fact the virus can likely spike again over the winter & through the spring as it did this year.

Provided any proposed events are routed through staff (Fire and Police Chiefs, health dept, etc as needed) to review for safety measures and meeting regulatory requirements:

***What is the direction of the Board regarding allowing these events to proceed?***

**2. Capital and Grant Projects.**

- A. **2020-05 IDF Grant Industrial Park Sewer Extension.** Contract documents and specifications are issued; next step will be pre-construction meeting.
- B. **2020-04 FEMA Grant Granite Lake repairs.** We have continued to follow up with the engineer, but at time of report we're still waiting on engineer's preparation of the specs & Invitation to Bid.

**3. Other Capital Items / Major Projects**

- A. **Town Hall Space Needs.** Architect met with Manager to go over a multitude of previous drafts and revisions, explain the process, and work on the framework within which the space needs update will proceed. He's finalizing drafts now to go over with key staff.
- B. **Personnel Policy / Salary Classification Study.** Consultant completed staff interviews from her survey and is compiling & updating job descriptions now.
- C. **Fire Department.**
  - New truck to replace the Explorer is in. It will still be a while before upfitting is done and it is ready to be put into service.
  - ISO preparation continues. Inspection is slated for November 10<sup>th</sup>.
- D. **Police Department.**
  - New vehicles are on order; the vehicle repair mentioned last month is completed and back on the road.
  - Chief Cook has filled two open full time positions, but one full-time position is out on medical.
- E. **Audit.** Auditor has submitted financial statements to Local Government Commission. After their review and any changes he will provide us with the statements for review, and plans to be ready to give the Board presentation at the December meeting like last year.

**Agenda Item Summary**

Regular Meeting  
November 2, 2020  
Agenda Item 6

Summary:

At its September meeting the Board discussed 2021 meeting dates. Discussion included the time it takes to gather agenda materials and the cut-off time for information included in departmental and financial reports. This item was continued to the October meeting to get staff feedback on moving the meetings to the 2nd Monday of each month.

Staff reported back at the October meeting. Consensus was that the 2nd Monday would indeed assist with preparation of monthly departmental and financial reports. The Board discussed the effect moving the meetings would have, specifically on the Planning Board who currently meets on the second Monday of each month. There was Board consensus to continue the discussion at the November meeting with a request to gather the Planning Board's feedback.

Staff requests that the discussion be continued to the December meeting to provide an opportunity for the item to be added to the Planning Board's November agenda.

Action Requested:

***To continue discussion to the December meeting.***

**2021 Meeting Dates**

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

- For
- Against

# Revenues Updates

# Parks and Recreation Master Plan Presentation

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Board of Aldermen Agenda

November 2, 2020



# Forecasting / Realizations

## State-Shared Distributions *(37% of FY19-20 budgeted revenues)*

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### UTILITIES FRANCHISE TAXES

- FY19-20 Actual unadjusted trial balance ended up ↓3.7% vs FY18-19 (-\$5,333)
- 1<sup>st</sup> quarter FY20-21 distributions vs 1<sup>st</sup> quarter FY19-20 = ↓9.3% (-\$2,973)

*If trend continues, FY20-21 EOY will be \$17,550 less than what was budgeted.*

### SALES & USE TAXES

- FY19-20 Actual ended up being ↑4.49% vs FY18-19 (\$32,805)
- 1<sup>st</sup> quarter FY20-21 distributions vs 1<sup>st</sup> quarter FY19-20 = ↑4.16% (\$7,992)

*If trend continues, FY20-21 EOY will be > \$76,000 more than what was budgeted.*

# Forecasting / Realizations

## State-Shared Distributions *(37% of FY19-20 budgeted revenues)*

---

UTILITIES FRANCHISE TAXES

+

SALES & USE TAXES

***Net trending EOY  
\$58,450 higher than budgeted***

# Forecasting / Realizations

## Ad Valorem Taxes *(41% of FY19-20 budgeted revenues)*

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### Tax Base

- Granite Industrial Park coming onto tax rolls added \$38,598 in GQ taxes.  
*(testament to why revitalization / commercial-industrial development is so important!)*

### Collection Trends

- July 2020 vs July 2019: ↓32.5% (-\$21,699)
- Aug 2020 vs Aug 2019: ↑5.8% ( \$30,480)



**Town Hall Project: Put an additional \$16,687.47 back into fund balance**

# COVID-19 Pandemic

**Not accomplishing full normal workload, but CRF program reimbursing some of those budgeted salary costs as well as response supplies →**

**← Not a good thing, but still not expending normal amounts in some areas (travel & hotels for training, events, etc)**



# **Capital Expenditures / Noteworthy Items INCLUDED / PARTIALLY INCLUDED within 20-21 Budget**

- **Bike & Ped Grant Match**
- **Recodification completion**
- **Personnel Policy /  
Salary Class. Study**
- **2.2% Merit for Eligible Emp**
- **2.2% Flat Adjustment BOA**
- **PD Pay Adjustments**
- **FD Jaws of Life Replacement**
- **FD 2004 Explorer Replacement**
- **Quarry Survey/Legal/Annex**

# **Capital Expenditures / Noteworthy Items**

## **HOLD LIST (BOA Contingency Fund) for FY20-21 Review**

- **Space Study/Facility Needs Assessment**
- **Longevity Pay**
- **General Emp Salary Adj.**
- **Maint/FD Command Truck**
- **Quarry Imp (fencing, camera)**
- **PD Vehicle Replacement**
- **FD Aux Match: Fire Ed House**
- ~~**FD Engine 572 Refurb (21/22)**~~
- **Revitalization: Town Square**
- **Revitalization: TH completion/  
(US 52 Sidewalks/Streetscape)**
- **Parks & Rec Master Plan /  
(Tennis Courts)**

# Governing Body Contingency Fund Balance

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Budgeted \$84,858

- 420 Board technology (audit)

- 31,958 Emergency stormwater (from Cont., not FB)

( ~~16,687~~ ) Town Hall remainder (to FB, not Cont.)

\$52,480 Current Balance

After space needs and scout project (*"not to exceeds"*):

\$ 46,880 *at minimum*

# Board of Aldermen and PERC: Retreat and Maintenance/Repair Needs Discussions



- \* Tennis courts
- \* Walking paths
- \* Fences
- \* Retaining walls
- \* Lake decks



# **Parks and Recreation Master Plans**

- **Community engagement / support**
- **Design standards**
- **Funding opportunities**
- **Capital improvement plans**
- **Needs prioritization (professional)**
- **Sound fiscal management**
- **Sound environmental management**
- **Quality of life!**

# Parks and Recreation Master Plans Design Standards



Town of Granite Quarry



Page 41

# Parks and Recreation Master Plans Design Standards

## Scout / Civic Projects

← Designs and specs to assist  
safety, uniformity, branding  
& marketing efforts

List of potential projects  
beneficial to both parties →



# **Parks and Recreation Master Plans Funding Opportunities**

**Grants, donations, partnerships, regulatory, joint projects**

## **PARTF, for example:**

### **Planning (*out of possible 20 points*)**

- **10pts** If Master Plan created or revised and adopted within past 5 years
- **7pts** If tied to comprehensive system-wide plan for jurisdiction
- **3pts** If includes/tied to a 3-5 year capital improvement plan

## **FEMA grant, for example:**

**Wall repair – materials in absence of master plan / design standards**

# Downtown Master Plan: Parks and Recreation

## Granite Lake Park / Centennial Park and tie to Civic Park identified as strong GQ revitalization draw & assets

- ***Kick-start improvements to Centennial Park.*** In the coming years, an expanded Centennial Park has the potential to become a showpiece for the town. In the short term, the town and its partners should explore ways to improve the trail conditions, visibility, safety, and attractiveness of the park. To this end, the town should reach out to potential partners—such as Boy Scouts, civic groups, high school service clubs, and regional trail associations—to pursue such projects. In this way, park improvements can be implemented in an affordable, cost-effective way that also drives community pride and buy-in to the larger plan.

# Downtown Master Plan: Parks and Recreation

- **Expand Centennial Park to US 52.** Centennial Park should be expanded southeastward across Bank Street and East Lyerly Street to US 52. This park would be an easement to otherwise undevelopable property that would complement future commercial or residential development. This relatively low-cost, natural environment would be an affordable amenity for the community to enjoy as part of the town's expanding parks network. Volunteers could be used to clear pathways to keep the town's investment and maintenance to a minimal level.



Figure 29: Expanded Centennial Park

# Downtown Master Plan: Parks and Recreation

## 4.2.3 Long-Term Recommendations: 2020 and Beyond

- **Connect and link expanded parks to other existing assets.** As the parks and green space infrastructure for Granite Quarry develops, the town and its partners should explore ways to tie in existing or new residential developments, including nearby subdivisions, established residential streets, and outlying community assets, such as schools and community centers.
- **Explore catalytic infill and redevelopment opportunities.** A catalytic project, such as the multifamily residential units on Centennial Park shown in Figure 31, will complement other projects, such as improvements to Centennial Park, the new plaza on US 52, pedestrian connections across US 52 to new commercial development, and a potential Peeler Street extension to Civic Park. Accomplishing such catalytic projects will require the active coordination of public and private sector parties.



Figure 31: Downtown multifamily residential site plan

# Parks and Recreation Master Plan

- Discussion, questions?

## Recommended Action:

***Motion to authorize the Town Manager to proceed with commissioning a Parks and Recreation Master Plan for the Town if it can be accomplished within an amount not to exceed \$30,000.***

## CORONAVIRUS RELIEF FUNDS

TO: Board of Aldermen  
FROM: Town Manager  
DATE: 11/2/2020

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### **CRF Expenditure Report – October 2020**

Please see the attached CRF Expenditure Report for expenditures through October 26, 2020.

Please approve the attached CRF Expenditure Report to be filed with the County by November 15<sup>th</sup>. Staff has thoroughly verified that all expenditures for invoices and time worked listed on the Report qualify under the requirements of the CRF legislation.

### **ACTIONS REQUESTED:**

- 1. Motion to approve the CRF Expenditure Report as submitted and attested to by the town manager.***

**ATTACHMENT C-2: NCPRO Coronavirus grant  
Monthly Reimbursement Request**

Date of Invoice, payroll, or service,	Employee ID Number or Invoice Number	Employee Title or Description of Item Purchased	Required Monthly Hours Worked or Total Invoice Amount	Actual Employee Hours Dedicated to COVID or Invoice Quantity or # of Patients Served	Employee Expenses (Payroll and benefits cost for employee that are dedicated to COVID-19 )	Contracted Labor Expenses	Goods Expenses (e.g. supplies, PPE)	Other Expenses (e.g. related charges not assigned in columns H-M and described by recipient, such as, patient services)	TOTAL Expenditures
09/30/20	3265812-00	Disinfectant Cleaner & Wipes					\$ 475.16		\$ 475.16
10/08/20	1208166847	GoToMeeting.com virtual meeting software					\$ 10.00		\$ 10.00
10/14/20	112-9227329-9217865	2 Touchless Sanitizer Units, 6 Gallons of Sanitizer					\$ 242.89		\$ 242.89
10/14/20	112-6060437-0423446	Stand Alone Touchless Sanitizer Station for Town Hall					\$ 131.60		\$ 131.60
							\$ 859.65	\$ -	\$ 859.65

**Office of the Mayor:**



# *Proclamation*

**WHEREAS**, the Town of Granite Quarry’s Board of Aldermen pays tribute on this day to the dedicated veterans who have served this great nation with such distinction, both in peace time and in war; and

**WHEREAS**, our community has a continuing sense of gratitude to those who have given so much in the defense of the freedoms which we all continue to enjoy; and

**WHEREAS**, Americans have an abiding faith in the ideals and strengths on which our great nation was founded, in our democratic process, and in the men and women of the armed forces who have served our country so well; and

**WHEREAS**, in honor of these dedicated men and women, we pledge our continued defense of our nation so that their sacrifice will stand before the entire world as a tribute to the spirit and determination of a people dedicated to the principles of freedom and democracy; and

**WHEREAS**, let us all commit ourselves to the great need of fostering a spirit of rededication to the ideals that have served as the foundation of this great country – “One nation, under God, indivisible, with liberty and justice for all.”

**NOW, THEREFORE**, I, William D. Feather, by virtue of the authority vested in me as Mayor of the Town of Granite Quarry, North Carolina, do hereby proclaim Wednesday, November 11, 2020 as

## ***“HONOR OUR VETERANS DAY”***

in the Town of Granite Quarry, North Carolina and encourage all our citizens to honor our veterans and rededicate themselves to the preservation of our liberties under the Constitution.

Proclaimed this the 2<sup>nd</sup> day of November 2020.

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William D. Feather, Mayor

ATTEST:

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Aubrey Smith, Town Clerk

**Office of The Mayor:**

# Proclamation

**WHEREAS**, the Town of Granite Quarry proudly recognizes organizations that have made an impact on the community; and

**WHEREAS**, The Granite Quarry Civitan Club was chartered in 1945 with 54 members; and

**WHEREAS**, On November 2, 2020, The Granite Quarry Civitan Club celebrated seventy-five (75) years of serving the community of Granite Quarry; and

**WHEREAS**, Over the past 75 years the Granite Quarry Civitan Club has been involved with many projects including sponsoring scout troops, erecting Granite Quarry welcome signs, scholarships, and donations to many community activities.

**NOW , THEREFORE, I**, William D. Feather, Mayor of the Town of Granite Quarry, on behalf of the Board of Aldermen and the citizens of Granite Quarry do hereby honor and express our sincere thanks to the Granite Quarry Civitan Club for 75 valuable years of service to the Granite Quarry community.

**ADOPTED this 2nd day of November 2020.**

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William D. Feather, Mayor

ATTEST:

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Aubrey Smith, Town Clerk

# November 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
	BoA Regular Mtg. 7pm	<b>Election Day</b>				
8	9	10	11	12	13	14
	Business After Hours 5pm Planning Board 6pm		Veterans' Day Office Closed	CCOG 5pm Executive Board Meeting CAC 6pm		
15	16	17	18	19	20	21
	P.E.R.C. 5pm ZBA 5:30pm	Revitalization 3:30pm	MPO TAC Mtg. 5:30pm	Power in Partnership Zoom Webinar 7:30am		
22	23	24	25	26	27	28
				Thanksgiving Office Closed	Office Closed	
29	30					