



**Town of
GRANITE QUARRY**
TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN
PLANNING RETREAT
MEETING MINUTES

Thursday, February 22, 2024, 11:00 a.m.

Present: Mayor Brittany Barnhardt, Mayor Pro Tem Doug Shelton, Alderman John Linker, Alderwoman Laurie Mack, Alderman Rich Luhrs

Staff: Acting Town Manager/Fire Chief/Public Works Director Jason Hord; Town Clerk Aubrey Smith; Finance Officer Shelly Shockley; Police Chief Mark Cook; Planning, Zoning, and Subdivision Administrator Richard Flowe

Call to Order: Mayor Barnhardt called the meeting to order at 11:00 a.m.

1. Approval of Agenda

ACTION: Alderman Luhrs made a motion to approve the agenda. Alderman Linker seconded the motion. The motion passed 4-0.

2. Strategic Goals Overview

Acting Town Manager Jason Hord reviewed slides in the presentation providing background on the development of the strategic goals. He shared that staff and the Board worked to develop goals that were measurable and attainable and stated that revisions wouldn't take place annually unless something wasn't working. Strategic Plans generally span a two-to-five-year period and provide guidance for budget planning. Manager Hord reviewed the strategic goal statements and provided a high-level overview of the progress of each.

3. Department Presentations

A. Police

Police Chief Mark Cook presented to the Board the Police Department's mission and core values. He updated the Board on the accomplishments and goals that were included in the presentation. Accomplishments included hiring a cadet to fill a full-time officer position, continuing proactive community policing initiatives, increasing the number of community activities, increasing involvement in community events, updating laptops, and accepting delivery of two patrol vehicles that had been on backorder. 2024-2025 goals include building trust within the community, cultivating a safer and more inclusive community, increasing the current case clearance rate by 10%, and increasing department training hours by 15%.

There was discussion on whether the police department's current salaries were competitive. Chief Cook shared that the Town's benefits could be enhanced, but that we offer what others are offering. Suggestions from the Board for police department goals included increased involvement in local schools; reaching out to female applicants in addition to minority and veteran applicants; succession planning; and earning accreditation. Chief Cook shared that the police department's budgeting goals

would ideally include the purchase of a vehicle, body camera upgrades, accreditation, and improvements to the police department facilities.

B. Admin

Acting Town Manager Hord shared administrative accomplishments including staffing stability, professional developments, CLUP/UDO completion, TAP kickoff, Civic Park Master Plan being underway, and a completed annexation agreement. Major goals for the upcoming year include succession planning, recruitment, Transformational Projects, Strategic Plan implementation, Master Plan implementation, and finalized Industrial Park gateway signage. Manager Hord shared the Industrial Park sign renderings. The plan was funded completely by Rowan County Tourism. There was discussion regarding the importance of landscape maintenance for entryway signs.

C. Finance

Finance Officer Shelly Shockley shared major accomplishments from the last year including a clean audit, maintained internal controls, a healthy Unassigned Fund balance, continued investment of idle funds earning substantial interest, Finance Officer certification earned, and cashless payment systems implemented. Goals for the upcoming fiscal year include revisiting a Capital Assets Policy, revising the schedule of fees, and attending finance training held by the School of Government. Mayor Pro Tem Shelton stated a desire to develop a Debt Management Policy.

Recess for Lunch

ACTION: Mayor Pro Tem Shelton made a motion to recess for lunch. Alderwoman Mack seconded the motion. The motion passed with all in favor.

The Board recessed for lunch at 12:10 p.m.

Mayor Barnhardt called the open session back to order at 12:38 p.m.

ACTION: Alderman Luhrs made a motion to come out of recess. Mayor Pro Tem Shelton seconded the motion. The motion passed with all in favor.

4. Department Presentations *continued*

D. Planning

Planning, Zoning, and Subdivision Administrator Richard Flowe addressed the Board on two major planning topics.

1) Geographical Growth

Mr. Flowe used the exhibit maps developed as part of the non-annexation agreement with the City of Salisbury to explain the Town's plans for growth and sphere of influence. Mr. Flowe suggested a discussion on future planning for the area that offered opportunities to diversify the tax base. He stated the Future Land Use Map will need to be updated to include the area. Redevelopment of existing structures would offer a chance to influence plans.

2) Advisory boards/level of activity and readiness

Mr. Flowe shared that he encouraged many, if not all, of the same members be appointed on both the Planning Board and Board of Adjustment for communities the size of Granite Quarry. He encouraged the Board of Aldermen to consider appointing the current Planning Board members to the Board of Adjustment as well. There was discussion regarding the consideration of a stipend for the advisory board members. There was Board consensus for Mr. Flowe to work with staff to draft a plan to show what the appointments may look like.

5. Civic Park Master Plan Update

Representatives from Stewart provided updates on the ongoing Civic Park Master Plan and associated survey. There were 147 survey responses. The response highlights and trends were reviewed and used to develop draft goals. Stewart representatives showed the site and existing facility analysis. Two concepts were introduced to the Board with features including a splash pad and dog park. Board members provided feedback on the concepts and specific design elements of each. There will be two more opportunities for public input during the month of March.

Alderman Linker was excused from the meeting and left at 2:00 p.m.

6. Town Manager Search

Clerk Smith shared information received from municipalities that recently underwent the search for a new manager. Mayor Barnhardt asked that a summary of what each firm offered be provided at the next meeting.

7. Board Comments

The Board discussed holding an additional meeting to hear the presentations from the Fire Department, Public Works/Parks and Recreation Department, and a summary on Town Manager search firms. Clerk Smith will coordinate possible times with individual Board members and send out the appropriate special meeting notices.

Adjourn

ACTION: Alderman Luhrs made a motion to adjourn. Alderwoman Mack seconded the motion. The motion passed with all in favor.

The meeting ended at 2:32 p.m.

Respectfully Submitted,

Aubrey Smith

Town Clerk