



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN REGULAR MEETING
March 2, 2020 ~ 7:00 p.m.**

Call to Order Mayor Feather

Moment of Silence

Pledge of Allegiance

1. Approval of Agenda

2. Approval of Consent Agenda

A. Approval of the Minutes

- 1) Regular Meeting Minutes February 3, 2020
- 2) Recess Meeting Minutes February 6, 2020

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

C. Financial Reports

3. Citizen Comments

(All comments are limited to 6 minutes. No sharing of minutes with other citizens)

4. Guests and Presentations

5. Town Manager Update (*Report in Board packet*)

Old Business

6. Committee Updates

A. Parks and Recreation Aldermen Cress and Shelton

B. Revitalization Aldermen Costantino and Cress

7. MPO Grant Review

New Business

8. Board Appointments

On January 20, 2020 Planning Board member Sandra Shell resigned her position as a full Town member. This seat's term expiration is 7/31/2020. Three applications have been submitted to fill the vacant position.

The Planning Board voted to recommend Alternate Member Jamie Vanhoy be moved into the unexpired term of Sandra Shell and one of the new applicants be appointed to serve in the Alternate position Ms. Vanhoy would be vacating.

ACTION REQUESTED:

Motion to appoint (*Jamie Vanhoy / Mike Brinkley /Mary Ponds / Brenda Costantino*) to fill the unexpired Planning Board term of Sandra Shell ending 7/31/2020.

(Also, if Jamie Vanhoy appointed as full member):

Motion to appoint (*Mike Brinkley /Mary Ponds / Brenda Costantino*) to fill the unexpired Planning Board Alternate term of Jamie Vanhoy ending 7/31/2022.

9. Grant Project Ordinances

- A. FEMA Grant at Granite Lake Park**
- B. IDF Grant (Granite Industrial Park)**

10. Capital Project Ordinance

Town Hall Upgrades Project

11. Capital Streets Improvement Project Resolution

12. Presentation

Subdivision Review Process

- A. Presentation**
- B. Discussion**

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

If the Board supports the Planning Board’s recommended changes, a text amendment will need to be drafted and a Public Hearing held.

If the Board would prefer to follow process laid out by Planner to provide more notification by posting, only the internal process would change.

13. Set Date for Budget Workshop

Proposed Date March 20, 2020 3:30 p.m.

14. Board Comments

15. Mayor’s Notes

Announcements and Date Reminders

- | | | |
|-------------------------------|------------|--|
| A. Tuesday, March 3 | 6:30 a.m. | Primary Elections |
| B. Monday, March 9 | 5:00 p.m. | Rowan Chamber Business After Hours |
| C. Monday, March 9 | 5:30 p.m. | Planning Board |
| D. Wednesday, March 11 | 6:00 p.m. | CCOG Executive Board Meeting |
| E. Monday, March 16 | 5:00 p.m. | Parks, Events, and Recreation Committee |
| F. Monday, March 16 | 5:30 p.m. | Zoning Board of Adjustment |
| G. Tuesday, March 17 | 3:30 p.m. | Revitalization Team |
| H. Thursday, March 19 | 7:30 a.m. | Rowan Chamber Power in Partnership Breakfast |
| I. Friday, March 20 | 11:00 a.m. | GQFD Port-a-Pit Fundraiser at Lake Park |
| J. Wednesday, March 25 | 5:30 p.m. | Cabarrus-Rowan County MPO Meeting |

16. Closed Session

ACTION REQUESTED: Motion to go into closed session pursuant to N.C. General Statutes Section 143-318.11(a)(5)(ii) to discuss the amount of compensation and other material terms of an employment contract or proposed employment contract.

ACTION REQUESTED: Motion to return to open session.

Adjourn

Agenda Item Summary

Regular Meeting

March 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 March 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

March 2, 2020

Agenda Item 2

Summary:

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

Attachments:

- Regular Board Minutes – February 3, 2020
- Recess Meeting Minutes – February 6, 2020
- Departmental Reports
- Financial Reports

Action Requested:

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

Approval of Consent 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



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN
REGULAR MEETING MINUTES
Monday, February 3, 2020**

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

Staff: Interim Town Manager Larry Smith, Town Planner Steve Blount, Town Attorney Chip Short, Interim Town Clerk Aubrey Smith, Planning Coordinator Holly-Anne Franco, Fire Chief/Maintenance Supervisor Jason Hord, Finance Officer Shelly Shockley, Police Chief Mark Cook

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 Mayor Feather.

1. Approval of the Agenda

ACTION: Mayor Pro Tem Linker made a motion to approve the agenda with the addition of item 12 A. Discussion of Resolution in Support of the 2020 RCCC Bond Referendum. Alderman Costantino seconded the motion. The motion passed with all in favor.

2. Approval of the Consent Agenda

A. Approval of the Minutes

- 1) Special Called Meeting Minutes January 6, 2020
- 2) Regular Meeting Minutes January 6, 2020
- 3) Special Called Meeting Minutes January 21, 2020

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

C. Financial Reports

ACTION: Alderman Costantino made a motion to approve the consent agenda as presented. Alderman Cress seconded the motion. The motion passed with all in favor.

3. Citizen Comments:

- **Kendall Henderson**, Director of Business Services for Rowan Economic Development Commission – gave an update on initiatives and resources available in the County.

4. **Guests and Presentations-** There were no guest presentations.

5. Town Manager's Update

Mr. Smith updated the Board on the progress of many of the Town's current goals and projects including speed limit studies. No traffic calming was recommended at this point. The Granite Quarry-Faith Joint Police Authority will work with the Highway Patrol to conduct a campaign to address speeding through downtown.

Mr. Smith shared that Aubrey Smith has been appointed as the Town Clerk and that the Deputy Clerk position will be left unfilled for now.

Old Business

6. Committee Updates

A. Parks, Events and Recreation Committee

Alderman Shelton shared that he attended the last meeting and the Committee was working on events for this year.

B. Revitalization Team

Alderman Costantino stated the biggest issue for the Revitalization Team is the building and it is on schedule.

7. Budget Amendment Request #9 Byrd Road Property Plaque

To transfer funds from Fund Balance Appropriated (01-3991-99) to Administration – Maint & Repair–Bldgs/Grounds (01-4120-24) in an amount not to exceed \$700 for the Byrd Property Plaque.

ACTION: Mayor Pro Tem Linker made a motion to approve Budget Amendment #9 to move forward with constructing the Byrd property donation plaque in an amount not to exceed \$700. Alderman Costantino seconded the motion. The motion passed with all in favor.

New Business

8. Board Appointments

A. **Dolores Shannon** submitted an application and listed her preferences in order as 1) Planning Board, 2) Revitalization Team, and 3) Zoning Board of Adjustment. Ms. Shannon lives in the ETJ.

ACTION: Mayor Pro Tem Linker made a motion to appoint Dolores Shannon to the Planning Board in the vacant ETJ Alternate position. Alderman Cress seconded the motion. The motion passed with all in favor.

B. Brittany Barnhardt submitted an application for the Revitalization Team. Ms. Barnhardt is a town resident. The unexpired term of Doug Shelton, ending July 31, 2020, is available.

ACTION: Alderman Costantino made a motion to appoint Brittany Barnhardt to the Revitalization Team to fill the unexpired term of Doug Shelton ending July 31, 2020. Alderman Shelton seconded the motion. The motion passed with all in favor.

9. Rezoning Request **Near US Hwy 52 and St Luke's Church Road**

A. Presentation by Town Planner

Mr. Blount used a PowerPoint presentation to explain the proposed rezoning of Parcel 354 186 from Residential (RL) to Highway Business (HB). He showed the property in question, the proposed portions of land for the land-swap, and the initial plans for development.

B. Public Hearing

Mayor Feather opened the Public Hearing at 7:32 p.m.

- **Joe Strickland**, High Rock Lake, representing Teramore Development (the applicant) - spoke in favor of the requested rezoning.
- **Nathan Duggins**, 100 N. Greene St., Greensboro, (attorney for applicant) – spoke in favor of the rezoning.
- **Teresa McCabe**, 1191 Rogers Farm Rd., Wake Forest, representing property owner Wayne Baker – read a statement from Mr. Baker in favor of the rezoning.
- **Jayne Helms**, 524 Confederate Ave., Salisbury, representing owner of property located at 110 Walker's Park Circle - read a statement from the property owner in favor of the rezoning.
- **Janice Keller**, 150 Willow Dr., Salisbury – spoke in opposition of the rezoning citing issues with traffic, safety of students, and drainage.
- **Angela Gower**, 210 Autumn Wood Lane - spoke in opposition of the rezoning citing issues with traffic, property values, and safety.
- **Derek Joyce**, 170 Autumn Wood Lane - spoke in opposition of the rezoning and pointed out other available locations for the business.
- **Robin Cogan**, 85 Autumn Wood Lane – spoke in opposition of the rezoning citing issues with loitering, safety of students, decrease in home values, and environmental issues.
- **Thomas Armstrong**, 205 Autumn Wood Lane - spoke in opposition of the rezoning citing issues with safety, increased traffic, and a possible need for increased police presence.

Mayor Feather closed the Public Hearing at 8:08 p.m.

C. Board Discussion and Decision

The Board recognized the development team and had them answer questions regarding some of the voiced concerns including stormwater, the sewer system, and traffic. The Board discussed whether the proposed rezoning fit into the Downtown Master Plan.

The development team offered to make a concession and request just the front 3.75 to 4.85 acres be rezoned at this time instead of the full property. The applicant also requested that the

Board consider delaying the decision until a future meeting to give them an opportunity to address concerns.

ACTION: Alderman Costantino made a motion to deny the requested rezoning to HB at this time. Mayor Pro Tem Linker seconded the motion. The motion passed with Alderman Costantino, Alderman Cress, and Mayor Pro Tem Linker in favor and Alderman Shelton opposed.

10. Ordinance 2020-3 Homeowner's Association UDO Amendment

A. Presentation by Town Planner

Mr. Blount reviewed a PowerPoint presentation with the Board that showed the proposed UDO text amendment and the reasoning for the changes.

B. Public Hearing

Mayor Feather opened the Public Hearing at 8:56 p.m.

There were no comments.

Mayor Feather closed the Public Hearing at 8:56 p.m.

C. Board Discussion and Decision

Board discussion included the necessity for clarification regarding lighting systems. Mr. Blount responded that those details would be added in the future to sections specific to lighting.

ACTION: Mayor Pro Tem Linker made a motion to adopt Ordinance 2020-3 amending text for the Open Space section of the Town of Granite Quarry's Unified Development Ordinance. Alderman Costantino seconded the motion. The motion passed with all in favor.

11. Budget Amendment Request #10 Police Authority Vehicle Repair

To transfer funds from Police Department Capital Outlay - Vehicles (01-4310-54) to Police Department Maint & Repair - Vehicles (01-4310-25) in the amount of \$3,000 for unexpected repairs to Police Vehicle #224 and future repairs to Police vehicles.

ACTION: Alderman Costantino made a motion to approve Budget Amendment #10 as presented. Alderman Cress seconded the motion. The motion passed with all in favor.

12. Budget Amendment Request #11 Police Authority Reimbursement

To transfer funds from Police Misc. Revenues (01-3431-89) to Police Department Uniforms (01-4310-21) in the amount of \$250 for reimbursement of Protective Vest from Interlocal Risk Financing Fund of North Carolina (Property and Liability Insurance).

ACTION: Mayor Pro Tem Linker made a motion to approve Budget Amendment #11 as presented. Alderman Cress seconded the motion. The motion passed with all in favor.

A. Discussion

**Resolution in Support of the 2020
RCCC Bond Referendum**

Mayor Feather read Resolution 2020-2 in support of the 2020 Rowan County Bond Referendum.

ACTION: Alderman Costantino made a motion to approve Resolution 2020-2. Mayor Pro Tem Linker seconded the motion. The motion passed with all in favor.

***ACTION:** Alderman Shelton made a motion to adjust the agenda, adding item 12 B. Budget Amendment Request #12. Alderman Costantino seconded the motion. The motion passed with all in favor.*

B. Budget Amendment Request #12 Fire Alarm System

To transfer funds from Fund Balance Appropriated (01-3991-99) to Maintenance – Maint & Repair–Bldgs/Grounds (01-4190-24) in the amount of \$965 to install the fire alarm system communication radio in Town Hall.

ACTION: Alderman Cress made a motion to approve Budget Amendment #12 as presented. Alderman Costantino seconded the motion. The motion passed with all in favor.

13. Discussion

**Request of MPO Funds for Dunns
Mtn. Church Rd. Turn Lane**

There was Board discussion regarding the source of the funding and the necessity of the turning lane. The project would need to be re-costed and would require a twenty percent match.

The Board consensus was to have the Manager move forward with researching the project.

14. Proclamation

Black History Month

Mayor Feather read the proclamation for Black History Month.

ACTION: Mayor Pro Tem Linker made a motion in support of the proclamation for Black History Month. Alderman Shelton seconded the motion. The motion passed with all in favor.

15. Board Comments

16. Mayor's Notes

Announcements and Date Reminders

- | | | |
|---------------------------|------------|--|
| A. Monday, February 10 | 5:00 p.m. | Rowan Chamber Business After Hours |
| B. Monday, February 10 | 5:30 p.m. | Planning Board |
| C. Wednesday, February 12 | 6:15 p.m. | CCOG Board of Delegates Meeting |
| D. Saturday, February 15 | 10:00 a.m. | Village at Granite Grand Opening |
| E. Monday, February 17 | | Presidents' Day – Office Open |
| F. Monday, February 17 | 5:00 p.m. | Parks, Events, and Recreation Committee |
| G. Monday, February 17 | 5:30 p.m. | Zoning Board of Adjustment |
| H. Tuesday, February 18 | 3:30 p.m. | Revitalization Team |
| I. Thursday, February 20 | 7:30 a.m. | Rowan Chamber Power in Partnership Breakfast |
| J. Wednesday, February 26 | 5:30 p.m. | Cabarrus-Rowan County MPO Meeting |
| K. Friday, February 28 | 8:00 a.m. | Board Planning Retreat |

17. Discussion

Set Date for Closed Session

The Board discussed the date to reconvene to hold a Closed Session pursuant to N.C. GS Section 143-318.11(a)(5)(ii) to discuss the amount of compensation and other material terms of an employment contract or proposed employment contract.

The Board decided to meet again on Thursday, February 6, 2020 at 4:00 p.m. at the Town Hall.

Recess

ACTION: Alderman Costantino made a motion to recess the meeting until Thursday, February 6, 2020 at 4:00 p.m. Alderman Cress seconded the motion. The motion passed with all in favor.

The meeting ended at 9:14 p.m.

Respectfully Submitted,

Aubrey Smith

Town Clerk

DRAFT



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN
RECESS MEETING MINUTES
Thursday, February 6, 2020**

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

Staff: Town Attorney Chip Short, Town Clerk Aubrey Smith

Call to Order: Mayor Feather called the meeting to order at 3:59 p.m.

1. Motion to Come out of Recess

ACTION: Alderman Costantino made a motion to come out of recess.

2. Approval of the Agenda

ACTION: Mayor Pro Tem Linker made a motion to approve the agenda as presented. Alderman Costantino seconded the motion. The motion passed with all in favor.

3. Closed Session

ACTION: Mayor Pro Tem Linker made a motion to enter Closed Session pursuant to N.C. GS Section 143-318.11(a)(5)(ii) to discuss the amount of compensation and other material terms of an employment contract or proposed employment contract. Alderman Shelton seconded the motion. The motion passed with all in favor.

ACTION: Alderman Costantino made a motion to leave enter Closed Session pursuant to N.C. GS Section 143-318.11(a)(5)(ii) to discuss the amount of compensation and other material terms of an employment contract or proposed employment contract. Alderman Shelton seconded the motion. The motion passed with all in favor.

There was no formal action was taken in Closed Session, but the Board did ask the Town Attorney, Chip Short to draft a contract based on the terms that were discussed.

Adjournment

ACTION: Alderman Costantino made a motion to adjourn. Alderman Shelton seconded the motion. The motion passed with all in favor.

The meeting was adjourned at 4:50 p.m.

Respectfully Submitted,

Aubrey Smith

Town Clerk



05 Permit Applications

- 05 Permits Approved
- 01 Permits Denied

Date	Address	Permit	Status
2/6/2020	105 Quarry Way	Residential	Approved
2/10/2020	925 Legion Club Road	Addition to existing residence	Approved
2/12/2020	450 Dunns Mnt Church Rd	Residential	Approved
2/12/2020	460 Dunns Mnt Church Rd	Residential	Approved
2/19/2020	420 Saint Luke Church Road	Accessory Structure	Approved
2/19/2020	420 Saint Luke Church Road	Accessory Structure/Dwelling	Denied

00 Permit Inquiries

Inquiring Party	Zoning	Building Type	Notes

Planning Board: PB met 2/10/2020

- Selection of Chair – Mr. Richard Luhrs elected Chair
- Selection of Vice Chair – Reverend David Trexler elected as Vice Chair
- Voted to recommend text amendment for CB District setback requirements
- Voted to recommend text amendment for subdivision review authority definition

Zoning Board of Adjustment: Meeting cancelled - No business

Code Enforcement:

02 New Offenses

- 10 Abatement by owner / party at interest (5 resolved were rolled over from January)
- 00 Abatement by Town
- 05 Not yet due / pending disposition (3 still pending disposition from January)

Planning Department - Activity Report

Training & Research:

- Reviewed 160D changes and effects on our current ordinances; possible text amendments
- Discretionary funds project research
- Attended Salisbury's Community Appearance Commission meeting for networking
- Advertising for C.A.C. recruitment through town and local organizations

Text amendment review:

- Developed text amendment for CB zoning classification front setback; designated downtown area

Zoning:

- Created board qualification guideline form
- Began review with TRC for subdivision on South Cleo Avenue
- Resolved address issue with 422 Park Avenue
- Driveway/curb cut reviewed with new owner of 121 North Oak Street
- Issued exception plat for two lot subdivision on Barringer Street
- Met with Rowan-Salisbury Schools regarding several potential projects
- Letter of Determination sent to property owner (Saint Luke Church Road) accessory structures

Code Enforcement:

- Types of cited offenses for the month:
 - 02 Public Nuisances; as well as multiple roll over violations from January
- Oversee voluntary demolition of residential structure resulting from posted notice in January
- Creation of new Demolition Permit form
- Quadrant visits; site visits with residents when possible
- Ongoing coordination of multi-agency project for parcel on Saint Luke Church Road



February 2020 Maintenance Report

- Normal Maintenance Duties Daily- (parks, cleaning, mowing, edging, service on equipment, limbs & sweeping)
- Leaf pick up – Every other week (last 2/25/20)
- PM check on generator
- Quarry property clean-up /fence per NCDEQ request
- Centennial Park clean up from storms – 2 trees down
- Lake park – 1 tree removed from storm
- LED lights installed under shelter at Lake Park
- Sidewalk project began (Byrd Rd)
- Pesticide Con Ed completed (Jason)
- Ordered Byrd property plaque (Powles Funeral Home)

2007 Ford Truck Mileage	57,146	+166 miles
1995 Ford Dump Truck Mileage	37,094	+151 miles
2009 Ford Truck Mileage	65,148	+1442 miles
2019 Ford Truck F350	2,382	+562 miles



Town of Granite Quarry Fire Department

Established May 15th, 1950

PO Box 351

www.granitequarrync.gov

Granite Quarry, NC

704/279-5596



Board Report February/2020 Chief Hord

Emergency Calls for Service February 2020

22 calls in district

- 13 - EMS (including strokes, falls, diabetic, CPR and other Medical needs)
- 3 - Service Calls (non-emergency assistance)
- 1 - Move up
- 3 - Fire Alarms
- 2 - Motor Vehicle Accidents
- 1 - Outside Gas Odor

8 calls to Rockwell Rural

- 1 - Alarm/Structure call - Cancelled en-route
- 3 - EMS - Patient care
- 1 - EMS - Cancelled en-route
- 1 - MVA - Manpower
- 2 - Fire Alarms - Cancelled en-route

5 calls to Union

- 1 - Alarm/Structure call - Manpower
- 1 - Alarm/Structure call - Cancelled en-route
- 1 - Service Call (Non-emergency assistance)
- 2 - EMS - Cancelled en-route

5 calls to Salisbury

- 2 - Alarm/Structure Calls - Manpower
- 2 - Alarm/Structure Calls - Cancelled en-route
- 1 - Fire Alarm - Cancelled en-route

3 Calls to South Salisbury

- 1 Alarm/Structure call - Water Supply / Manpower
- 2 Fire Alarms - Cancelled en-route

2 Calls to Faith

- 1 - EMS - Manpower
- 1 - MVA - Cancelled en-route

2 Calls to Rockwell City

- 1 - Fire Alarm - Staged then released
- 1 - Smoke odor - Staged then released

TOTAL – 46

ACTIVITIES

- Daily activities included apparatus & equipment checks, training, station maintenance, pre-plan development, hose maintenance, water points, emergency response, public education and assistance to other divisions within the Town of GQ
- Weekly Monday night training with Faith F.D. and Rockwell Rural F.D.
- Our monthly training included E.M.T. continuing education and Joint Training with Faith F.D. and Rockwell Rural F.D.
- Various training exercises throughout the week for on-shift training with part-time staff
- Car Seat Check Station on Thursdays from 1 p.m. to 4 p.m. (3 checked and/or installed)
- Lunch with children at GQES on Thursdays
- Engine 573 returned from CW Williams, in process of refurbishing
- Staff installed a total of 8 smoke alarms



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 February 2020

- Call volume report for the month of Feb. 2020:
 - Date of Report: 02/24/2020
 - Total calls for service/activities – 192
 - Calls for service/activities Granite Quarry: 141
 - Calls for service/activities Faith: 40
 - Incident Reports- 6
 - Arrest Reports- 7
 - Crash Reports- 4
 - Traffic Citations- 16
 - 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-	50,263
224-	End-	63,084
225-	End-	52,500
226-	End-	31,980
227-	End-	48,278
228-	End-	24,499
229-	End-	35,130
230-	End-	14,730

- Other Information:
 - Average response time for February CFS is 2.82 minutes.
 - Drug Collection Box. January 2020: 16.07 pounds collected.
 - January CID Report. 3 Cases assigned; 2 Cases cleared; 25 follow-ups conducted; 91 open assigned cases.
 - Officers completed 56 hours of in-service or continuing education training in January.

GQPD**Number of Events by Nature**

CFS Feb 2020

Nature	# Events
101C5 CUSTODY ISSUE	1
104C1 ALARM-VEHICLE	1
104D1 RESIDENTIAL BURG ALARM	1
104D2 COMMERCIAL BURG ALARM	1
105A1 ANIMAL-LOST-STRAY-UNWANT	1
106B3 PAST SEXUAL ASLT-CHILD	2
110D2 RESIDENTIAL B&E	2
113D2 DISTURBANCE / VERBAL	3
114C2 VERBAL DOMESTIC JUST OCC	1
114C4 VERBAL FAMILY DOMESTIC	1
114D2 VERBAL DOMESTIC	2
115D1 DRIVING UNDER INFLUENCE	2
116A1 DRUGS (PAST USE - POSS)	1
118B1 FRAUD-PAST CRIMINAL	1
121O2 MENTAL COMMITMENT	1
125B1 CHECK WELFARE - ROUTINE	1
125B2 LOCKOUT - ROUTINE	1
125D1 CHECK WELFARE-URGENT	1
127D1 SUICIDE ATTEMPT	1
127D2 SUICIDE THREAT	1
129B2 SUSPICIOUS VEH (PAST)	1
129B3 SUSPICIOUS CIRCUM (PAST)	2
129C1 SUSPICIOUS PERSON	3
129C3 SUSPICIOUS VEHICLE	7
130B1 LARCENY (ALREADY OCC)	2
130D1 LARCENY	2
131B3 HIT & RUN	1
132A1 ABANDONED VEHICLE	1
132B1 MINOR TRAFFIC VIOLATION	1

Nature	# Events
132C2 HAZARDOUS ROAD CONDITION	3
135D1 ARMED SUBJECT	2
23D2 OVERDOSE (UNCONSCIOUS)	1
32D1 UNKNOWN MEDICAL	1
77B2 TRAFFIC ACC - INJURY	1
77D4 TRAFFIC ACC - PIN IN	1
911 HANG UP	17
9E1 CARDIAC OR RESP ARREST	1
ASSIST FIRE DEPT	1
ASSIST MOTORIST	2
ATTEMPT TO LOCATE	2
BURGLARY ALARM	3
BUSINESS OR HOUSE CHECK	27
COMMUNITY PROGRAM	4
DELIVER MESSAGE	6
DOMESTIC PROPERTY PICKUP	1
FOLLOWUP	33
GENERAL INFORMATION	9
MISDIAL	3
POWER CO NOTIFICATION	1
SUBPOENA SERVICE	2
TRAFFIC CHECK	4
TRAFFIC CONTROL	1
TRAFFIC STOP	30
VEHICLE ACCIDENT PROP DAMAGE	1
WARRANT SERVICE	4
Total	207



Finance Department

Breakdown of Departments:

As of February 24, 2020

Department	Budgeted	YTD	
Revenues:	<u>3,208,360</u>	<u>1,777,375</u>	<u>55%</u>
Total Revenues:	\$ 3,208,360	\$ 1,777,375	55%
Expenses:			
Governing Body	16,787	8,707	52%
Administration	619,481	385,211	62%
Maintenance	302,619	205,023	68%
Police Dept.	743,422	431,786	55%
Fire Department	503,781	290,526	58%
Sanitation/Environmental	185,120	121,943	66%
Parks & Recreation	39,000	16,133	41%
Special Projects	<u>798,150</u>	<u>7,233</u>	<u>57%</u>
Total Expenses	\$ 3,208,360	\$ 1,466,563	46%
Expense to Revenue:			83%

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

Revenues:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-3100-12 Taxes - Budget Year	880,268	778,951	(101,317)	88%
01-3100-17 Tax Penalties & Interest	4,000	1,656	(2,344)	41%
01-3101-12 Taxes - Prior Years	10,000	3,216	(6,784)	32%
01-3102-12 Vehicle Tax	100,000	63,584	(36,416)	64%
01-3230-31 Local Option Sales Tax	746,653	512,959	(233,694)	69%
01-3231-31 Solid Waste Disposal Tax	2,185	1,766	(419)	81%
01-3260-41 Business Registration Fees	400	690	290	173%
01-3261-31 Cable Franchise Tax	6,397	4,407	(1,990)	69%
01-3300-36 Grants	277,800	0	(277,800)	0%
01-3315-33 Fireman Retirement	2,200	0	(2,200)	0%
01-3316-32 Powell Pave & Patch Funds	82,557	83,141	584	101%
01-3322-31 Beer & Wine - State	13,499	0	(13,499)	0%
01-3324-31 Utilities Franchise Tax	146,740	69,122	(77,618)	47%
01-3330-84 County First Responders	4,020	3,015	(1,005)	75%
01-3340-41 Permits	1,350	3,820	2,470	283%
01-3413-89 Miscellaneous Revenue	300	1,042	742	347%
01-3431-41 Police Authority Revenue_Faith	153,243	78,967	(74,276)	52%
01-3431-45 Police Report Revenue	100	70	(30)	70%
01-3431-89 Police Miscellaneous	1,825	899	(926)	49%
01-3471-51 Solid Waste Collection - Salisbury	144,000	103,355	(40,645)	72%
01-3491-41 Subdivision & Zoning Fees	2,500	3,385	885	135%
01-3493-26 FEMA Funds	437,793	34,675	(403,118)	8%
01-3713-33 Sal. Water/Sewer Reimbursement	50,000	0	(50,000)	0%
01-3831-89 Interest on Investments *	11,500	13,305	1,805	116%
01-3834-41 Park Shelter Rentals (Maint)	5,000	2,420	(2,580)	48%
01-3835-80 Police Surplus Items Sold	1,200	0	(1,200)	0%
01-3835-81 Surplus items Sold	21,950	5,155	(16,795)	23%
01-3837-31 ABC Net Revenue-Co.	9,600	7,776	(1,824)	81%
01-3991-99 Fund balance Appropriated	91,280	0	(91,280)	0%
	\$3,208,360	\$1,777,375	(\$1,430,985)	55%

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

Governing Body:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4110-02 Mayor/Alderman Salary	12,431	6,080	6,351	49%
01-4110-03 Mayor Expense	250	0	250	0%
01-4110-08 Board Expense	800	539	261	67%
01-4110-09 FICA Expense	951	465	486	49%
01-4110-14 Insurance - Workers Comp	55	60	(5)	109%
01-4110-40 Dues & Subscriptions	800	0	800	0%
01-4110-45 Insurance & Bonds	1,500	1,562	(62)	104%
01-4110-97 Board Contingency	0	0	0	0%
	\$16,787	\$8,707	\$8,080	52%

Administration:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4120-00 Salaries-Regular	251,855	175,133	76,722	70%
01-4120-02 Salaries-Part Time	25,000	14,140	10,860	57%
01-4120-07 401K Expense	12,593	4,576	8,017	36%
01-4120-09 FICA Expense	21,179	14,174	7,005	67%
01-4120-10 Retirement Expense	22,541	7,856	14,685	35%
01-4120-11 Group Insurance	25,500	18,946	6,554	74%
01-4120-14 Insurance - Workers Comp	525	557	(32)	106%
01-4120-18 Professional Services	24,000	11,071	12,929	46%
01-4120-22 Banquet Expense	1,700	1,580	120	93%
01-4120-26 Office Expense	11,000	4,346	6,654	40%
01-4120-29 Supplies & Equipment	200	131	69	66%
01-4120-31 Training & Schools	8,500	4,987	3,113	63%
01-4120-32 Telephone/Communications	3,500	2,199	1,301	63%
01-4120-33 Utilites	4,500	2,933	1,567	65%
01-4120-34 Printing	4,600	3,426	1,174	74%
01-4120-35 Maint/Repair Equipment	500	0	500	0%
01-4120-37 Advertising	4,500	2,662	1,838	59%
01-4120-40 Dues & Subscriptions	13,300	12,126	1,354	90%
01-4120-45 Insurance & Bonds	4,000	4,141	(141)	104%
01-4120-49 Visionary Projects	6,523	0	6,523	0%
01-4120-50 Community Projects	5,000	2,751	2,249	55%
01-4120-57 Cap Outlay - Land	62,213	62,212	1	100%
01-4120-60 Contracted Services	32,000	28,528	3,472	89%
01-4120-71 Water Line - Principal	50,000	0	50,000	0%
01-4120-72 Water Line - Interest	4,167	3,762	405	90%
01-4140-68 Tax Collection	18,000	0	18,000	0%
01-4170-63 Elections	2,085	2,975	(890)	143%
	\$619,481	\$385,211	\$234,050	62%

Maintenance:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4190-00 Salaries - Regular	117,500	68,915	48,585	59%
01-4190-02 Salaries - Part-Time	34,000	21,110	12,890	62%
01-4190-07 401K Expense	5,875	3,216	2,659	55%
01-4190-09 FICA Expense	11,590	6,926	4,664	60%
01-4190-10 Retirement Expense	10,516	5,951	4,565	57%
01-4190-11 Group Insurance	23,500	15,576	7,924	66%
01-4190-14 Insurance - Workers Comp	4,650	7,222	(2,572)	155%
01-4190-20 Motor Fuel	7,000	4,908	2,092	70%
01-4190-21 Uniforms	2,000	828	1,172	41%
01-4190-24 Maint & Repairs Buildings & Grounds	7,965	6,250	1,715	78%
01-4190-25 Maint & Repairs Trucks	2,500	1,046	1,454	42%
01-4190-26 Office Expense	25	0	25	0%
01-4190-29 Supplies & Equipment	7,000	4,591	2,399	66%
01-4190-31 Training & Schools	250	45	205	18%
01-4190-32 Telephone/Communications	950	417	533	44%
01-4190-33 Utilities	3,000	2,120	880	71%
01-4190-34 Printing	50	3	47	6%
01-4190-35 Maint & Repairs Equip	9,698	7,657	2,041	79%
01-4190-45 Insurance & Bonds	3,050	3,151	(101)	103%
01-4190-51 Tools & Light Equipment	2,500	1,844	656	74%
01-4190-53 Cap Outlay - Veteran Memorial	0	0	0	0%
01-4190-54 Cap Outlay - Vehicles	32,660	32,559	101	100%
01-4190-55 Cap Outlay - Equipment	0	0	0	0%
01-4190-60 Contracted Services	16,340	10,688	5,652	65%
01-4190-97 Maintenance Contingency Fund	0	0	0	0%
	\$302,619	\$205,023	\$97,586	68%

Parks & Rec:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-6130-24 Maint/Repair Bldg & Grounds	15,000	3,616	11,384	24%
01-6130-29 Supplies & Equipment	6,000	2,151	3,950	34%
01-6130-33 Utilities	15,000	10,310	4,690	69%
01-6130-60 Contracted Services	3,000	56	2,944	2%
	\$39,000	\$16,133	\$22,968	41%

Environmental Protection:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4710-33 Utilities (Street Lights)	36,000	20,923	15,077	58%
01-4710-64 Recycling	42,000	23,408	18,592	56%
01-4710-65 Garbage Services	107,120	77,612	29,508	72%
	\$185,120	\$121,943	\$63,177	66%

Fire Department:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4340-00 Salaries - Regular	103,500	73,755	29,745	60%
01-4340-02 Salaries - Part-Time	200,000	108,206	91,794	54%
01-4340-07 401K Expense	5,175	4,138	1,037	80%
01-4340-09 FICA Expense	23,218	13,681	9,537	59%
01-4340-10 Retirement Expense	9,263	7,136	2,127	77%
01-4340-11 Group Insurance	25,750	18,516	7,234	72%
01-4340-14 Insurance - Workers Comp	11,100	15,903	(4,803)	143%
01-4340-17 Firemen's Pension Fund	2,200	0	2,200	0%
01-4340-20 Motor Fuel	5,000	2,430	2,570	49%
01-4340-21 Uniforms	3,000	1,357	1,643	45%
01-4340-25 Maint & Repairs - Vehicles	10,000	4,352	5,648	44%
01-4340-26 Office Expense	250	55	195	22%
01-4340-29 Supplies & Equipment	23,950	14,658	5,892	75%
01-4340-31 Training & Schools	1,500	860	640	57%
01-4340-32 Telephone/Communications	3,800	2,201	1,599	58%
01-4340-33 Utilities	5,400	3,888	1,512	72%
01-4340-34 Printing	425	77	348	18%
01-4340-35 Maint & Repairs - Equipment	3,000	1,964	1,036	65%
01-4340-40 Dues & Subscriptions	2,500	1,620	880	65%
01-4340-45 Insurance & Bonds	4,750	7,402	(2,652)	156%
01-4340-55 Cap Outlay - Equipment	50,000	0	0	100%
01-4340-60 Contracted Services	10,000	8,327	1,673	83%
	\$503,781	\$290,526	\$159,855	58%

Police Department:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4310-00 Salaries-Regular	398,000	221,751	176,249	56%
01-4310-02 Salaries-Part Time	10,000	7,060	2,940	71%
01-4310-07 401K Expense	19,900	11,359	8,541	57%
01-4310-09 FICA Expense	31,212	18,058	13,154	58%
01-4310-10 Retirement Expense	38,606	21,306	17,300	55%
01-4310-11 Group Insurance	83,000	45,832	37,168	55%
01-4310-14 Insurance - Workers Comp	12,750	14,229	(1,479)	112%
01-4310-20 Motor Fuel	19,000	9,177	9,823	48%
01-4310-21 Uniforms	3,250	1,643	1,607	51%
01-4310-25 Maint & Repair-Autos	9,000	6,264	2,736	70%
01-4310-26 Office Expense	1,500	897	603	60%
01-4310-29 Supplies & Equipment	8,000	2,554	5,446	32%
01-4310-31 Training & Schools	3,000	1,284	1,716	43%
01-4310-32 Telephone/Communications	8,000	4,094	3,906	51%
01-4310-33 Utilites	1,600	1,043	557	65%
01-4310-34 Printing	1,000	193	807	19%
01-4310-35 Maint & Repair - Equipment	2,000	260	1,740	13%
01-4310-40 Dues & Subscriptions	1,900	1,165	735	61%
01-4310-45 Insurance & Bonds	11,800	12,266	(466)	104%
01-4310-54 Cap Outlay - Vehicles	54,904	34,161	20,744	62%
01-4310-55 Cap Outlay - Equipment	0	0	0	0%
01-4310-60 Contracted Services	25,000	17,191	7,809	69%
	\$743,422	\$431,786	\$311,636	55%

Special Projects:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4510-60 Chamandy Sewer/Water Taps	277,800	5,000	191,140	31%
01-4510-66 Powell - Streets	82,557	0	82,557	100%
01-4930-24 Community Development Maint/Rep of Bl	437,793	2,233	269,560	38%
	\$798,150	\$7,233	\$543,257	57%

Interest on Investments by Month For FY 2019-2020

Acct#	Jul 19	Aug 19	Sep 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	YTD
Certificates of Deposits:													
XX7779	418.18	432.13	432.14	418.18	432.13	418.18	431.75	430.95					3,413.64
XX7809	356.13	368.01	368.00	356.13	368.01	356.13	367.42	367.01					2,906.84
XX7151	355.73	367.59	367.59	355.72	367.59	355.73	367.23	366.59					2,903.77
XX0261	287.36	296.94	296.95	287.35	296.94	287.36	296.84	296.13					2,345.87
XX1519	205.56	212.42	212.41	205.56	212.42	Matured							1,048.37
	1,622.96	1,677.09	1,677.09	1,622.94	1,677.09	1,417.40	1,463.24	1,460.68	-	-	-	-	\$ 12,618.49
Money Market Accounts:													
XX9011	36.88	39.28	33.34	36.93	105.45	138.56	152.07						542.51
XX7545	6.51	6.93	5.87	6.58	6.73	6.52	7.14						46.28
XX1186	7.95	8.47	7.18	7.95	7.96	7.70	8.44						55.65
	51.34	54.68	46.39	51.46	120.14	152.78	167.65	-	-	-	-	-	\$ 644.44
NC Capital Management Trust:													
XX4319	-	-	-	-	-	-	41.78						\$ 41.78
	-	-	-	-	-	-	41.78	-	-	-	-	-	41.78

13,304.71

2019-2020 Project Goals
As adopted, amended, or added since February 22, 2019 Planning Retreat

GOAL	DEPARTMENT	PRIMARY	TARGET DATE	BOARD PRIORITY ASSIGNMENT	PERCENT COMPLETE June 1	PERCENT COMPLETE September 1	PERCENT COMPLETE December 1	PERCENT COMPLETE March 2020	NOTES / STATUS	PROJECTED COST	ACTUAL COST
FEMA Grant - Granite Lake Park	Maintenance	Staff	Dec 2020	High	20%	30%	50%	60%	Engineering underway; ext filed to July 2021	\$ 437,793.00	
State Utility Fund grant: utilities extension at industrial park	Economic Dev ³	Manager	Nov 2020	High	20%	30%	50%	70%	Engineering & administration underway	\$ 277,800.00	
Annual Sidewalk Repair/Street Paving (see PWP notes) Original goal replaced with different scope project (next) → Imminent sidewalk repairs approved 11/4/19	Maintenance	Chief Hord	4/1/19 April 2020	High	10%	20%	80%	25%	From 11/4 approval: were planning US 52 and non-US 52 imminent repairs; DOT review would hold up 52, so moving forward w/ <u>non-52</u> now; plan 52 needs Spring.	\$ 42,000.00	
Capital Streets & Sidewalks Campaign (8/5/19)	Maintenance	Chief Hord	August 2020	High	10%	20%	30%	40%	Local Government Commission application underway. Resolution to start financing RFP process on 3/2 agenda.	\$ 350,000.00	
Sidewalks Downtown 52 w. No State \$ Discretionary Funds	Administration ⁷	Mayor		Low High	35%	85%	85%	85%	Packet completed but given back to staff to re-do. "Next step" discussion Retreat or BOA meeting.	\$ 560,000.00	
Code Enforcement	Administration ⁵	Larry, Steve		High	20%	30%	70%	85%	Planning Coordinator hired; code enforcement program underway. Refined direction and CAC formation to go.	\$ 32,217.00	
Recodification of Ordinances ⁴	Administration ⁴	Tanya	6/30/20	High	5%	15%	50%	60%	Vendor review underway. Target may be July 2020 for vendor review; some 160D changes after as clarified.	\$ 11,950.00	
Added 12/2019: Charter, Ordinances, JPA, Policies, Guidelines	Administration	Larry, Aubrey	June 2020	No Priority Assigned	0%	0%	5%	10%	Charter clarification drafted; working on ordinances, JPA.		
Added 10/2019: Annexations and development recordings	Administration	Larry, Aubrey	April 2020	No Priority Assigned	0%	0%	50%	80%	Having to research, reconstruct, and correct / complete.		
Town Hall Renovation Upgrades (Amended 6/2019) (scope amended 11/4/19)	Administration ⁶	Larry	July 2020	High	20%	40%	50%	70%	RFP for construction underway; target completion date may spill into July.	\$ 15,000.00 \$ 299,999.99	
Town Square (Amended 6/2019: consider w Town Hall upgrades)	Revitalization	Revitalization,Larry		High	10%	45%	60%	100%	Redesign completed; "next step" discussion Retreat?	\$ 40,000.00	\$ 3,500.00
Patrol Vehicle Replacement - Authorization to Purchase	Police	Chief Cook	April 2020	High	25%	50%	90%	95%	Dodge cancelled order 11/2019. Alt vehicle quoted, approved, in. Likely April before install complete.	\$ 41,000.00	
Fire Truck Refurbishment	Fire	Chief Hord	May 2020	Med.	25%	50%	70%	80%	Pumper returned; switching equip over now and small in-house upgrades before complete and F350 surplus.	\$ 50,000.00	
Patrol Staffing Increase: Two Full Time Patrol Officers	Police	Chief Cook		Med.	20%	50%	60%	75%	Positions actively recruited; 1 hired. Re-evaluating.	\$ 61,815.00	
Tennis Courts ²	Parks & Rec ²	Chief Hord		Low	0%	0%	0%	0%	Needs to be incorporated into Master Plan	\$ 30,000.00	
Town Properties Overview - "Byrd Property"	Administration	Mayor, Manager	April 2020	No Priority Assigned	90%	90%	90%	95%	Prop transaction & cleanup complete. Plaque proofed & being made, mounting base has been moved on site.		
316 S Main St - Property Sale	Administration	Larry, Realtor	7/15/20	No Priority Assigned	25%	30%	90%	90%	Purchase offer accepted. Contingencies underway. 7/15/20 scheduled closing date.	\$ 50,000.00	\$ 67,000.00
"Well House" Property - Property Sale	Administration	Larry		No Priority Assigned	10%	50%	60%	60%	Heirs interest exhausted; reviewing other sale options.		
Create 5-year Plan / Master Plan ²	Parks & Rec ²	PERC Comm		No Priority Assigned	5%	5%	5%	5%	Initial cost estimate secured; time and \$ prioritization.	\$ 20,000.00	
Added 6/2019: NCDOT Bicycle and Pedestrian Planning Grant	Planning	Steve		No Priority Assigned	45%	95%	95%	100%	Added 6/2019. Grant declined. Recomm carryover.	\$ 3,500.00	
Added 6/2019: Relocation search brush pile	Administration	Manager, Maint	May 2020	High	5%	30%	50%	90%	Closed on prop 12/2019. Permitting now; const ~April.	\$ 115,000.00	\$ 60,001.00
Comprehensive Land Use Plan	Planning	Steve	7/8/19	Med.	70%	85%	90%	100%	Revised plan adopted.	\$ 25,000.00	\$ -
Town Hall Informational Sign	Administration	Shelly	9/27/19	High	85%	95%	95%	100%	Project completed.	\$ 26,000.00	\$ 25,389.88
Added 6/2019: Faith Rd Property-Bike Park/Lease Agreement	Administration	Mayor, Manager		No Priority Assigned	50%	95%	100%	100%	Lease Agreement approved.	\$ -	\$ 250.00
Maintenance F350 - Authorization to Purchase	Maintenance	Chief Hord		High	60%	85%	100%	100%	Truck purchased, upfitted, and in service.	\$ 30,000.00	\$ 32,553.93
Lake Park Steps	Parks & Rec	Chief Hord	4/30/19	High	90%	100%	100%	100%	Project completed.	\$ 2,500.00	\$ 4,900.00
Two Monitors for Board Room	Administration	Chief Hord	6/30/19	High	100%	100%	100%	100%	Project completed.	\$ 2,500.00	\$ 2,178.89
F350 Snow Plow	Maintenance	Chief Hord	N/A	Low	100%	100%	100%	100%	Removed from budget / goals list.	\$ 8,000.00	\$ -
Dump Trailer	Maintenance	Chief Hord		Med.	100%	100%	100%	100%	Purchased and in service.	\$ 9,000.00	\$ 8,751.00
Recycling / Solid Waste Contracts	Administration	Larry		No Priority Assigned	100%	100%	100%	100%	Reviewed, adopted in budget.	\$ -	\$ -
Budget more for events if possible ²	Parks & Rec ²	PERC Comm		No Priority Assigned	100%	100%	100%	100%	Reviewed, adopted in budget.	\$ 3,000.00	\$ 2,000.00
Town Properties Overview - 2400 Faith Rd	Administration	Larry		No Priority Assigned	100%	100%	100%	100%	Reviewed and disposed at 3/2019 meeting.	\$ -	\$ -

TO: Board of Aldermen
FROM: Interim Town Manager Larry Smith
RE: **MPO Grant Application: Dunns Mountain Church Rd**
DATE: 3/2/20 (continued from 2/3/20 discussion)



Acronyms:

- MPO Metropolitan Planning Organization
- STBG Surface Transportation Block Grant program
- P6.0 List of projects submitted by cities for the Transportation Improvement Plan (attached)

Recap:

At the February Board meeting, the Manager was asked to research former discussions about a turn lane on Dunns Mountain Church Road at US 52, and about potentially applying for a recently-announced MPO STBG grant that would add that project to our list of goals/projects.

P6.0 Project:

This potential project is on our current MPO P6.0 list as a town-requested intersection improvement. Manager, staff, NCDOT, MPO, nor our engineers were able to find any maps or costing information completed for the discussions on a turn lane here though.

- NCDOT would engineer and manage the project.
- Best estimate I could get was \$715,000.

STBG Grant:

- Requires 20% matching funds.
- Requires detailed cost estimate of project less than 6 months old.
- Town would have to prepare all the background materials for the grant application together.
- Deadline for submitting an STBG grant application is 4/30/20.
- Town would have to engineer, acquire rights of way, and manage the project. Those costs would be *in addition to* the \$715,000 estimate.
- Requires 20% matching funds (est \$150,000 - 175,000)

P6.0 Project v Grant

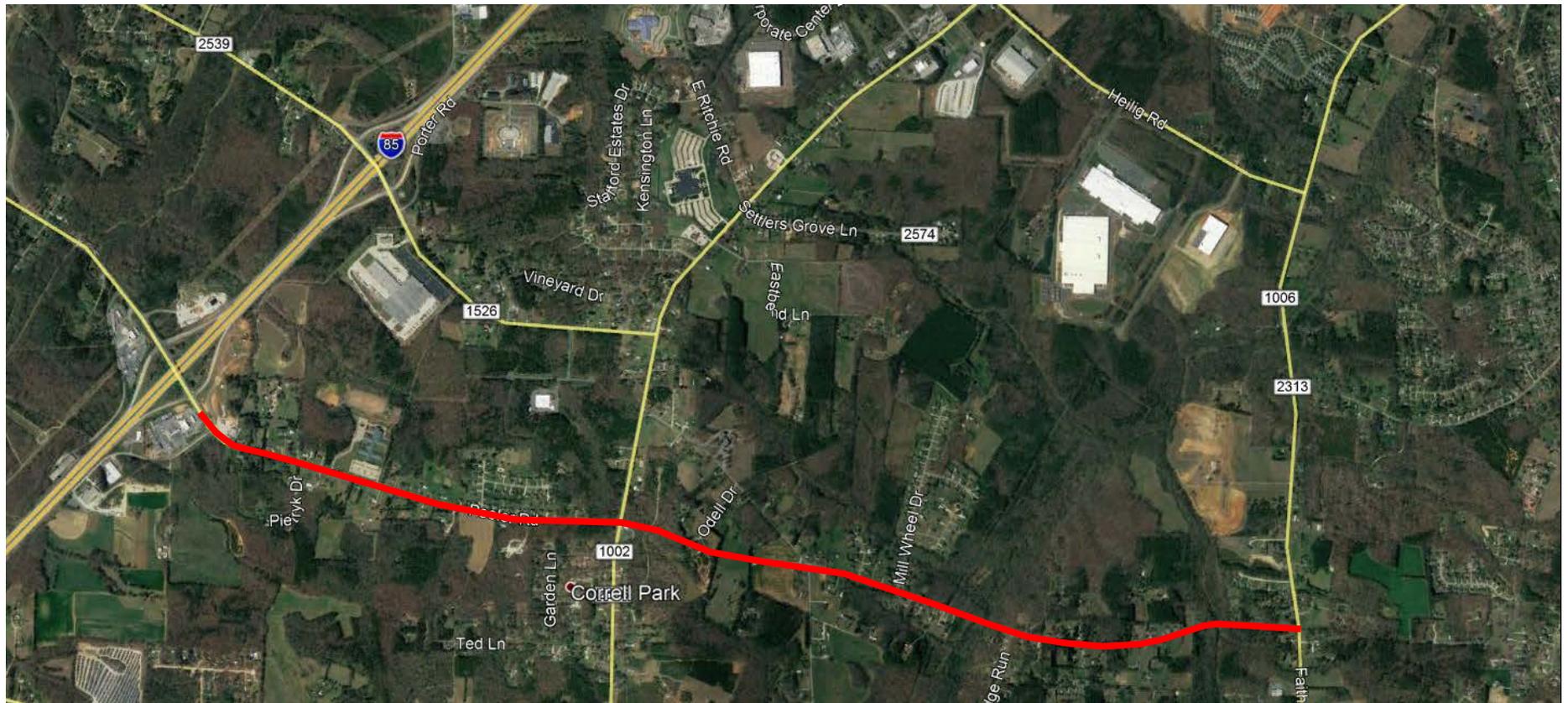
If the Town was planning to commit 20% to apply for the grant, it would do better to submit that or some other commitment amount to the MPO as part of the existing P6.0 submittal. That would increase the score's project ranking depending on the amount of match.

Recommended Action(s):

Given the feedback I've heard from the Board about the number of projects we're currently administering and have our engineers working on – as well as other projects Board members have already mentioned for Planning Retreat discussion – I would respectfully recommend:

- 1. Not applying for the grant at this time; and either***
- 2. Committing a lesser amount toward the project as a P6.0 submittal, or revisiting this at a later date (unless some additional incentive / development happens to come through for it between now and then).***

Project Name	Description	Jurisdiction	Cost	Tier	Type	Resolution	Date Received
Commercial Terminal Expansion	Double size of commercial terminal building for Padgett Regional Airport	Concord	\$7.2 mil	Regional	Aviation	Yes	1-Feb-19
South Apron Expansion	EA for apron expansion at Padgett Regional Airport	Concord	\$.3 mil	Regional	Aviation	Yes	1-Feb-19
Fire Station/Security Center	Build new fire station at Padgett Regional Airport	Concord	\$3.6 mil	Regional	Aviation	Yes	1-Feb-19
North Main Street	Reconfigure cross section from NC 49 to NC 73	Mt Pleasant	\$2 mil	Division	Highway	Yes	15-Jan-19
Mt Pleasant Rd and Malibu Rd	Install multi-use path along east side of Mt. Pleasant Rd South and Malibu Rd	Mt Pleasant	\$2.5 mil	Division	Ped	Yes	15-Jan-19
NC 49	Widen from North Drive West to North Drive East	Mt Pleasant	\$20.6 mil	Regional	Highway	Yes	15-Jan-19
NC 73 and Skyland Drive	Intersection Improvements	Mt Pleasant	\$.9 mil	Regional	Highway	Yes	3-Jan-19
NC 73 and Main Street	Intersection Improvements	Mt Pleasant	\$1.4 mil	Regional	Highway	Yes	3-Jan-19
US 29 Urban Cross Section Conversion	Add safety lighting, pedestrian safety elements, median improvements from NC 152 to Johnson St	China Grove	\$4 mil	Division	Ped	Yes	6-Feb-19
Church Street	Widen from Main Street to US 29	China Grove	\$1 mil	Division	Ped	Yes	6-Feb-19
South Main Street	Widen from Thom Street to Kimball Road	China Grove	\$1.5 mil	Division	Ped	Yes	6-Feb-19
Main Street	Widen from W. Ketchie Street to Patterson Street	China Grove	\$2.5 mil	Division	Ped	Yes	6-Feb-19
Patterson Street	Widen from Main Street to NC 152	China Grove	\$6 mil	Division	Ped	Yes	6-Feb-19
Henderson Grove Church Rd and US 29 Connector	Construct new road with grade separation with railroad	Rowan County	\$7.9 mil	Regional	Highway	Yes	31-Jan-19
NC 152 and Organ Church Rd and Faith Rd	Realign Intersection	Rowan County	\$2.6 mil	Regional	Highway	Yes	31-Jan-19
NC 150 and Sherrills Ford Rd/Rowan Mill Rd	Intersection Improvements	Rowan County	\$.56 mil	Regional	Highway	Yes	31-Jan-19
New Interchange @ McCanless Road	Construct a new interchange on I-85 at McCanless Road/Correll Street	East Spencer/Rowan County	\$6.4 mil	Division	Highway	Yes	31-Jan-19
US 52 and Dunn's Mtn Church Road	Intersection Improvement	Granite Quarry	\$.3 mil	Division	Highway	Yes	31-Jan-19
Peeler Road	Widen Peeler Road and connect to St. Paul's Church Road	Granite Quarry	\$15 mil	Division	Highway	Yes	31-Jan-19



CONTRACT: EXT. OF HEILIG RD TO MAIN ST

alley, williams, carmen, & king, inc.
CONSULTING ENGINEERS

OWNER: TOWN OF GRANITE QUARRY



120 SOUTH MAIN STREET
P.O. BOX 1248
KANNAPOLIS, NC 28082
704/938-1515

PROJECT NO: 11500

DATE: MARCH 2017

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENSION
1	MOBILIZATION	1.00	LS	\$300,000.00	\$300,000.00
2	SURVEY / AS-BUILTS	1.00	LS	\$50,000.00	\$50,000.00
3	COMPREHENSIVE GRADING	1.00	LS	\$1,000,000.00	\$1,000,000.00
4	CLEARING AND GRUBBING	1.00	LS	\$200,000.00	\$200,000.00
5	2'6" CURB & GUTTER	8,000.00	LF	\$15.00	\$120,000.00
6	STORM DRAINAGE PIPE	4,000.00	LF	\$40.00	\$160,000.00
7	STORM DRAINAGE STRS.	50.00	EA	\$2,500.00	\$125,000.00
8	7" ASPHALT	7,600.00	TON	\$100.00	\$760,000.00
9	ABC STONE BASE (8")	8,500.00	TN	\$40.00	\$340,000.00
10	SIDEWALK	2,225.00	SY	\$40.00	\$89,000.00
11	STRIPING	1.00	LS	\$25,000.00	\$25,000.00
12	EROSION CONTROL	1.00	LS	\$50,000.00	\$50,000.00
13	SEEDING/MULCHING	1.00	LS	\$50,000.00	\$50,000.00
14	TRAFFIC CONTROL	1.00	LS	\$20,000.00	\$20,000.00
15	RIGHT OF WAY	1.00	LS	\$1,200,000.00	\$1,200,000.00
16	BRIDGE OVER CRANE CREEK	1.00	LS	\$1,000,000.00	\$1,000,000.00
17	1 BOX CULVERT	1.00	LS	\$150,000.00	\$150,000.00
18	2- LARGE PIPE CROSSINGS	1.00	LS	\$50,000.00	\$50,000.00
19	FAITH RD IMPROVEMENTS	1.00	LS	\$400,000.00	\$400,000.00
20	BARRINGER RD IMPROVEMENTS	1.00	LS	\$150,000.00	\$150,000.00
21	MAIN ST IMPROVEMENTS	1.00	LS	\$150,000.00	\$150,000.00
22	FAITH RD TRAFFIC SIGNAL	1.00	LS	\$200,000.00	\$200,000.00
SUBTOTAL					\$6,589,000.00
10% CONTINGENCY					\$658,900.00
30% ADMIN./ENGR./LEGAL					\$1,976,700.00
Environmental Design and permitting					\$260,000.00
TOTAL					\$9,484,600.00
SAY					\$9,500,000.00

NEW LOCATION ROADWAY WILL BE 41' BACK TO BACK FOR 3,800 LF
THIS ESTIMATE IS TO CONSTRUCT A 41' BACK TO BACK EXTENSION OF HEILIG RD FROM FAITH RD TO MAIN ST
A 5' SIDEWALK WILL BE INCLUDED ON ONE SIDE OF THE ROAD

NEW RIGHT OF WAY WILL BE 100' WIDE

NOTE: THIS ESTIMATE IS NOT BASED ON AN ACTUAL DESIGN, BUT ON THE UNDERSTANDING OF THE SCOPE OF WORK AS DESCRIBED BY THE TOWN OF GRANITE QUARRY. UNIT COSTS ARE BASED ON SIMILAR WORK AND THESE COSTS WILL INCREASE OVER TIME DUE TO INFLATION OF CONSTRUCTION COSTS.

RIGHT OF WAY	LF	WIDTH	SF	VALUE/SF	TOTAL
	4000		100	400000	\$2.00 \$800,000.00
FULL TAKE AND RELOCATION					\$100,000.00
					\$300,000.00
TOTAL RIGHT OF WAY					\$1,200,000.00

NOTE: THIS ESTIMATE IS BASED ON 2017 PRICING AND SHOULD BE ADJUSTED ANNUALLY TO THE APPROPRIATE YEAR ANTICIPATED FOR CONSTRUCTION

CONTRACT: Peeler Street Extension to 52

alley, williams, carmen, & king, inc.
CONSULTING ENGINEERS

OWNER: Town of Granite Quarry



120 SOUTH MAIN STREET
P.O. BOX 1248
KANNAPOLIS, NC 28082
704/938-1515

PROJECT NO: 11500

DATE: MARCH 2017

PEELER STREET EXTENSION TO 52-325 LF PROJECT LENGTH-41' BACK TO BACK C&G 5' SIDEWALK ONE SIDE					
ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENSION
1	MOBILIZATION	1.00	LS	\$20,000.00	\$20,000.00
2	SURVEYING/AS BUILTS	1.00	LS	\$15,000.00	\$15,000.00
3	COMPREHENSIVE GRADING	1.00	LS	\$150,000.00	\$150,000.00
4	STORM DRAINAGE PIPE	400.00	LF	\$40.00	\$16,000.00
5	RAIL CROSSING-CONCRETE	1	LS	\$150,000.00	\$150,000.00
6	RAIL CRSSNG WARNING GATES W/EXIT DET.	1	EA	\$600,000.00	\$600,000.00
7	2'6" CURB AND GUTTER	800.00	LF	\$15.00	\$12,000.00
8	REMOVE AND REWORK OLD CROSSING	1.00	EA	\$100,000.00	\$100,000.00
9	5' SIDEWALK	200.00	SY	\$40.00	\$8,000.00
10	STORM STRUCTURES	10.00	EA	\$3,000.00	\$30,000.00
11	ABC, 8" DEEP	1,200.00	TON	\$35.00	\$42,000.00
12	4" I19.0B	350.00	TON	\$100.00	\$35,000.00
13	OVERLAY 2 LIFTS TOTAL OF 3" (S9.5B)	260.00	TON	\$100.00	\$26,000.00
14	SEEDING/MULCHING	1.00	LS	\$10,000.00	\$10,000.00
15	EROSION CONTROL	1.00	LS	\$15,000.00	\$15,000.00
16	STRIPING	1.00	EA	\$6,500.00	\$6,500.00
17	R/W PURCHASES	1.00	LS	\$40,000.00	\$40,000.00
18	NEW SIGNAL-MAST ARMS AT PEELER EXT. AND 52	1.00	LS	\$200,000.00	\$200,000.00
SUBTOTAL					\$1,475,500.00
15% CONTINGENCY					\$221,325.00
30% SURVEY, DESIGN, ADMIN					\$442,650.00
TOTAL					\$2,139,475.00
SAY					\$2,200,000.00

NEW LOCATION ROADWAY WILL BE 41' BACK TO BACK FOR 325LF
THIS ESTIMATE IS TO CONSTRUCT A 41' BACK TO BACK SECTION BETWEEN MAIN ST AND SALISBURY ST
A 5' SIDEWALK WILL BE INCLUDED ON THE SOUTH SIDE OF THE ROAD WITH A 2' PLANTING STRIP

NEW RIGHT OF WAY WILL BE 60' WIDE
NOTE: THIS ESTIMATE INCLUDES ADDING A CONCRETE RAIL CROSSING AND REMOVING ONE OLD CROSSING
NEW CROSSING WILL HAVE FULL WARNING GATES

NOTE: THIS ESTIMATE IS NOT BASED ON AN ACTUAL DESIGN, BUT ON THE UNDERSTANDING OF THE SCOPE OF WORK AS DESCRIBED BY THE TOWN OF GRANITE QUARRY. UNIT COSTS ARE BASED ON SIMILAR WORK AND THESE COSTS WILL INCREASE OVER TIME DUE TO INFLATION OF CONSTRUCTION COSTS.

RIGHT OF WAY COSTS
VALUES

PERMANENT RIGHT OF WAY ESTIMATE

LF	WIDTH	SF	COST/SF	TOTAL	SAY	
PEELER	325	60	19500	\$1.94	\$37,830.00	\$40,000.00

NOTE: THIS ESTIMATE IS BASED ON 2017 PRICING AND SHOULD BE ADJUSTED ANNUALLY TO THE APPROPRIATE YEAR ANTICIPATED FOR CONSTRUCTION

Agenda Item Summary

Regular Meeting

March 2, 2020

Agenda Item 8

Summary:

On January 20, 2020 Planning Board member Sandra Shell resigned her position as a full Town member. This seat’s term expiration is 7/31/2020. Three applications have been submitted to fill the Clerk’s office.

The Planning Board voted to recommend Alternate Member Jamie Vanhoy be moved into the unexpired term of Sandra Shell and one of the new applicants be appointed to serve in the Alternate position Ms. Vanhoy would be vacating.

Attachments:

- PB Member List
- Applications
- Planning Board Requests Memo

Requested Action:

Motion to appoint (Jamie Vanhoy / Mike Brinkley / Mary Ponds / Brenda Costantino) to fill the unexpired Planning Board term of Sandra Shell ending 7/31/2020.

(Also, if Jamie Vanhoy appointed as full member):

Motion to appoint (Mike Brinkley / Mary Ponds / Brenda Costantino) to fill the unexpired Planning Board Alternate term of Jamie Vanhoy ending 7/31/2022.

Board Appointments

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

Planning Board

Term Expires	Town/ ETJ	Name
7/31/2021	Town	Jerry Holshouser
7/31/2020	Town	<i>Vacant Seat of Sandra Shell</i>
7/31/2020	Town	David Morris
7/31/2021	Town	Richard Luhrs
7/31/2021	Town	Arin Wilhelm
7/31/2022	Town (ALT)	Jamie Vanhoy
7/31/2020	ETJ	Ronald Jacobs
7/31/2021	ETJ	Michelle Reid
7/31/2021	ETJ	David Trexler
7/31/2022	ETJ	Jared Mathis
7/31/2022	ETJ (ALT)	Dolores Shannon



P.O. Box 351
 Granite Quarry, NC 28072-0351
 704-279-5596
www.granitequarrync.gov

BOARDS AND COMMITTEES APPLICATION

NAME Mike Brinkley
 ADDRESS 115 S. JACK ST ZIP 28072
 PHONE 704-279-7394 PHONE (business or cell) 704-202-6098
 EMAIL mike4416@windstream.net
 OCCUPATION Const.

ARE YOU CURRENTLY SERVING ON A BOARD OR COMMITTEE Yes No

IF SO, PLEASE PROVIDE THE NAME OF THE BOARD OR COMMITTEE

Revitalization

ARE YOU APPLYING FOR REAPPOINTMENT TO YOUR CURRENT BOARD OR COMMITTEE?

Yes No

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMITTEES IN ORDER OF PREFERENCE (please check up to three applicable boxes)

- | | |
|---|---|
| <input type="checkbox"/> Community Appearance Committee | <input checked="" type="checkbox"/> Planning Board |
| <input type="checkbox"/> Environmental Committee | <input type="checkbox"/> Revitalization Team |
| <input type="checkbox"/> PERC Committee | <input type="checkbox"/> Zoning Board of Adjustment |

WORK EXPERIENCE (List your four most recent employment experiences, listing present or most recent first)

Dates	Company Name/Location	Position	Job Description
1973-	W.F. BRINKLEY CONST.	OWNER	

EDUCATION (List your three most recent educational experiences, listing present or most recent first)

Educational Institution/School	Degree Received	Area(s) of Study
EAST ROGAN		
GASTON College		Civil Engineering

BOARDS/ COMMITTEES ON WHICH YOU HAVE SERVED (LIST MUNICIPALITIES AND DATES)

G.O. Board of Aldermen 14 YRS.

EVER CONVICTED OF A FELONY Yes No If yes, state details: _____

I affirm that I understand this application may be considered a public record and as such, portions may be subject to release under North Carolina General Statute Chapter 132, Public Records. I certify that the facts contained in this application are true and correct to the best of my knowledge. I agree that by my submission of this application form, I shall be deemed to have affixed my signature hereto.

Signature Mike Burch Date 12-2-19

FOR OFFICE USE ONLY

Application Received: 12/2/19 ACS Interview Date & Time: _____

Confirmation Date: _____ Term Ending: _____



P.O. Box 351
 Granite Quarry, NC 28072-0351
 704-279-5596
www.granitequarrync.gov

BOARDS AND COMMITTEES APPLICATION

NAME Mary Ponds
 ADDRESS P.O. Box 156 Granite Quarry ZIP 28072-0156
 PHONE 704-639-6273 PHONE (business or cell) _____
 EMAIL marysponds@yahoo.com
 OCCUPATION retired

ARE YOU CURRENTLY SERVING ON A BOARD OR COMMITTEE Yes No

IF SO, PLEASE PROVIDE THE NAME OF THE BOARD OR COMMITTEE

ARE YOU APPLYING FOR REAPPOINTMENT TO YOUR CURRENT BOARD OR COMMITTEE?
 Yes No

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMITTEES IN ORDER OF PREFERENCE (please check up to three applicable boxes)

- | | |
|---|---|
| <input type="checkbox"/> Community Appearance Committee | <input checked="" type="checkbox"/> Planning Board |
| <input type="checkbox"/> Environmental Committee | <input type="checkbox"/> Revitalization Team |
| <input type="checkbox"/> PERC Committee | <input type="checkbox"/> Zoning Board of Adjustment |

WORK EXPERIENCE (List your four most recent employment experiences, listing present or most recent first)

Dates	Company Name/Location	Position	Job Description
2000 →	Rowan Salisbury Sch.	Mentor/Support	BT's
2000-2012	Town of Granite Quarry	Mayor	
1967-2000	Rowan Salisbury Sch.	Teacher	

EDUCATION (List your three most recent educational experiences, listing present or most recent first)

Educational Institution/School	Degree Received	Area(s) of Study
Livingstone College	BS	Biology / Math
Appalachian State	Advanced studies	Gifted

BOARDS/ COMMITTEES ON WHICH YOU HAVE SERVED (LIST MUNICIPALITIES AND DATES)

Board of Aldermen

EVER CONVICTED OF A FELONY Yes No If yes, state details: _____

I affirm that I understand this application may be considered a public record and as such, portions may be subject to release under North Carolina General Statute Chapter 132, Public Records. I certify that the facts contained in this application are true and correct to the best of my knowledge. I agree that by my submission of this application form, I shall be deemed to have affixed my signature hereto.

Signature Mary Bond Date 12.03.19

FOR OFFICE USE ONLY

Application Received: 12/3/19 ACS Interview Date & Time: _____

Confirmation Date: _____ Term Ending: _____



P.O. Box 351
 Granite Quarry, NC 28072-0351
 704-279-5596
www.granitequarrync.gov

BOARDS AND COMMITTEES APPLICATION

NAME Brenda Costantino

ADDRESS 718 Foil STREET ZIP 28146

PHONE 704-279-0460 PHONE (business or cell) 704-239-3580

EMAIL brenda.costantino@gmail.com

OCCUPATION Retired

ARE YOU CURRENTLY SERVING ON A BOARD OR COMMITTEE Yes No

IF SO, PLEASE PROVIDE THE NAME OF THE BOARD OR COMMITTEE

ARE YOU APPLYING FOR REAPPOINTMENT TO YOUR CURRENT BOARD OR COMMITTEE?
 Yes No

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMITTEES IN ORDER OF PREFERENCE (please check up to three applicable boxes)

- | | |
|---|---|
| <input type="checkbox"/> Community Appearance Committee | <input checked="" type="checkbox"/> Planning Board |
| <input type="checkbox"/> Environmental Committee | <input type="checkbox"/> Revitalization Team |
| <input type="checkbox"/> PERC Committee | <input type="checkbox"/> Zoning Board of Adjustment |

WORK EXPERIENCE (List your four most recent employment experiences, listing present or most recent first)

Dates	Company Name/Location	Position	Job Description
<u>1/29/96-12/1/17</u>	<u>Allstate Ins.</u>	<u>Office Mgr. Licensed Agent</u>	<u>Customer Service, Problem Solving, Ins. Sales, file claims, manage office and money</u>

EDUCATION (List your three most recent educational experiences, listing present or most recent first)

Educational Institution/School	Degree Received	Area(s) of Study
North Rowan High	Diploma	

BOARDS/ COMMITTEES ON WHICH YOU HAVE SERVED (LIST MUNICIPALITIES AND DATES)

N/A

EVER CONVICTED OF A FELONY Yes No If yes, state details: _____

I affirm that I understand this application may be considered a public record and as such, portions may be subject to release under North Carolina General Statute Chapter 132, Public Records. I certify that the facts contained in this application are true and correct to the best of my knowledge. I agree that by my submission of this application form, I shall be deemed to have affixed my signature hereto.

Signature Brenda Constantine Date 1-27-2020

FOR OFFICE USE ONLY

Application Received: 1/27/2020 ACS Interview Date & Time: _____

Confirmation Date: _____ Term Ending: _____

MEMO

Date: 02/12/2020

TO: Town Manager

FROM: Town Planner

RE: Planning Board Requests

Narrative:

At Monday's Planning Board meeting, the Board made several recommendations to the Board of Aldermen as follows:

1. Jamie Vanhoy currently serves as an Alternate board member. The Planning Board has suggested that she be appointed as a regular member to replace Sandra Shell since she has resigned.
2. In relation to that suggestion, the Planning Board suggested that Jamie's alternate position be filled by one of the people who have already applied for service on that board. Aubrey has any current applications in her office.

Please pass these recommendations on to the Board of Aldermen in the format and venue of your choosing.

Thanks,



GRANT PROJECT ORDINANCE

2020-04

TOWN OF GRANITE QUARRY, NC

FEMA GRANITE LAKE REPAIRS PROJECT

BE IT ORDAINED by the Governing Board of the Town of Granite Quarry, North Carolina, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Ordinance is hereby adopted:

Section 1: The project authorized is to repair damages sustained by Hurricanes Florence and Michael to Granite Lake Park to be funded by federal and non-federal funds.

Section 2: The officers of this unit of government are hereby directed to proceed with the grant project within the terms of the grant documents and the budget contained herein.

Section 3: The following amounts are appropriated for the project:

Engineering Services	\$	186,315
Construction Costs		465,000
Contingency (10%)		<u>46,500</u>
Total Appropriations	\$	697,815

Section 4: The following revenues are anticipated to be available to complete this Project:

Federal Emergency Management Agency (FEMA) Grant (75%)	\$	523,361
NC Division of Emergency Management Grant (25%)		<u>174,454</u>
Total Revenues	\$	697,815

Section 5: The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and all state and federal regulations.

Section 6: Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7: The Finance Officer is directed to report on the financial status of each project element in Section 3 of this ordinance on a quarterly basis.

Section 8: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this Board until this project is complete.

Section 9: A copy of this grant project ordinance shall be entered into the Governing Board's meeting minutes, and within five days after adoption, copies shall be filed with the Finance Officer, Budget Officer, and in the Office of the Town Clerk for direction in carrying out this project.

Adopted this 2nd day of March 2020

(Seal)

William Feather, Mayor

Attest: _____

Aubrey Smith
Town Clerk



GRANT PROJECT ORDINANCE

2020-05

**TOWN OF GRANITE QUARRY, NC
INDUSTRIAL DEVELOPMENT FUND PROJECT**

BE IT ORDAINED by the Governing Board of the Town of Granite Quarry, North Carolina, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Ordinance is hereby adopted:

Section 1: The project authorized is the construction of a sanitary sewer line extension to be partially funded by a Rural Economic Development Grant.

Section 2: The officers of this unit of government are hereby directed to proceed with the grant project within the terms of the grant documents and the budget contained herein.

Section 3: The following amounts are appropriated for the project:

Administration Costs	\$ 20,000
Engineering Services	66,660
Construction Costs	<u>191,140</u>
Total appropriations	\$ 277,800

Section 4: The following revenues are anticipated to be available to complete this Project:

Fund Balance Appropriated	34,725
Rowan County Shared Cost	34,725
Rural Economic Development Grant	\$ <u>208,350</u>
Total appropriations	\$ 277,800

Section 5: The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and all state and federal regulations.

Section 6: Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7: The Finance Officer is directed to report on the financial status of each project element in Section 3 of this ordinance on a quarterly basis.

Section 8: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this Board until project is complete.

Section 9: A copy of this grant project ordinance shall be entered into the Governing Board's meeting minutes, and within five days after adoption, copies shall be filed with the Finance Officer, Budget Officer, and in the Office of the Town Clerk for direction in carrying out this project.

Adopted this 2nd day of March 2020

(Seal)

William D. Feather, Mayor

Attest: _____
Aubrey Smith, Town Clerk



CAPITAL PROJECT ORDINANCE

2020-06

**TOWN OF GRANITE QUARRY, NC
TOWN HALL UPGRADES PROJECT**

BE IT ORDAINED by the Governing Board of the Town of Granite Quarry, North Carolina, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Capital Project Ordinance is hereby adopted:

Section 1: The Project authorized is the Town Hall Upgrades Project, located at 143 North Salisbury GQ Avenue, Salisbury, North Carolina 28146. Upgrades to the grounds and landscaping are to include sealing the south parking lot, repaving the north parking lot, landscaping in the front of the building and the Fire Department entrance median, and irrigation for the area surrounding the electronic information sign and the front of building. Upgrades to the building are to include second floor faux windows, column panels and canopy lettering, landscaping light poles, flag light, and flashing cap.

Section 2: The officers of this unit of government are hereby directed to proceed with the capital project within the terms of this project ordinance and the budget contained herein.

Section 3: The following amounts are appropriated for the capital project:

Engineer or Architect Fees	\$ 23,000
Construction Costs	<u>276,999</u>
Total Appropriations	\$ 299,999

Section 4: The following revenues are anticipated to be available to complete this project:

Fund Balance Appropriated	\$ <u>299,999</u>
Total Revenues	\$ 299,999

Section 5: The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of all state and federal regulations.

Section 6: Funds may be advanced from the General Fund for the purpose of making payments as due.

Section 7: The Finance Officer is directed to report on the financial status of each project element in Section 3 of this ordinance on a quarterly basis.

Section 8: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board until this project is complete.

Section 9: A copy of this capital project ordinance shall be entered into the Governing Board's meeting minutes, and within five days after adoption, copies shall be filed with the Finance Officer, Budget Officer, and in the Office of the Town Clerk for direction in carrying out this project.

Adopted this 2nd day of March 2020

(Seal)

William D. Feather, Mayor

Attest: _____
Aubrey Smith, Town Clerk

TO: Board of Aldermen
FROM: Interim Town Manager Larry Smith
RE: **Town Hall Upgrades Project – Bid Award**
DATE: 3/2/20



The Request for Proposals (RFP) for the Town Hall upgrades has been let. Contractor responses are due in March 5th.

We have several conflicting provisions between our local Purchasing Policy and NC General Statutes (NCGS) regarding projects in this cost range. Nothing poses a major issue since we must comply with NCGS requirements anyway. *(Our Purchasing Policy is among the list of items we have identified need to be amended or replaced entirely as we move forward tackling that list within available time and resources: strategically, in order or priority - Charter, Ordinance, Policy, then Guidelines.)*

NCGS requires that award of the bid goes to the “lowest responsive, responsible bidder”. Our Town policy conflicts, setting evaluation criteria by standards intended for a professional services RFQ (Request for Qualifications).

NCGS does not require Board approval for awarding a bid in this cost range, but local policies are authorized to require Board approval if they so choose. Our Town policy currently does.

Given that

- With this particular project, we have retained a professional architect to review bids;
- This is one of the projects the Board has asked to fast-track as much as possible;
- We are trying to become more cognizant of the workload behind prepping and following up each called meeting we schedule;
- Bid award is required by law to be objectively awarded to whomever the “lowest responsive, responsible bidder” is (and our adopted standards for evaluating responses are in conflict):

Recommended Action:

We would respectfully recommend that the Board consider waiving the town policy for formal Board review & award of contract for the Town Hall upgrades project.

If so, we will ask the architect to still provide a summary of his review of the proposals that qualified the lowest responsive, responsible bidder... and the Board could authorize the manager, finance officer, or mayor to sign the contract accordingly.

If not, we can wait until the called budget workshop meeting, the next regularly scheduled meeting, or indeed call another meeting once we’ve opened, reviewed and qualified all responses.



RESOLUTION 2020-03



RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20

WHEREAS, the Town of Granite Quarry, North Carolina desires to conduct a capital streets improvements project in an amount not to exceed \$350,000 (the “Project”) to better serve the citizens of Granite Quarry; and

WHEREAS, the Town of Granite Quarry desires to finance the Project by the use of an installment contract authorized under North Carolina General Statute 160A, Article 3, Section 20; and

WHEREAS, findings of fact by this governing body must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute 159, Article 8, Section 151 prior to approval of the proposed contract;

NOW, THEREFORE, BE IT RESOLVED that the Board of Aldermen of the Town of Granite Quarry, North Carolina, meeting in regular session on the 2nd day of March, 2020, make the following findings of fact:

1. The proposed contract is necessary or expedient because current priority repair needs exceed available Powell Bill funds on hand, and by financing the project the Town of Granite Quarry can utilize a portion of future Powell Bill fund payments toward repayment of the loan.
2. The proposed contract is preferable to a bond issue for the same purpose because the timeline for the financing process would be faster than a bond process, allowing for a paving schedule during the ideal season of the summer months. It will also have less costs associated than with issuing bonds (e.g., administrative process and bond attorney fees).
3. The sums to fall due under the contract are adequate and not excessive for the proposed purpose because the Town has updated its priority assessment standards and cost estimations to reasonably estimate the scope of project needs at this amount of financing. Further, the cost of the project does not exceed current cash flows of general fund balance, but it is preferable to the Town and its citizens to conduct the full project now and apply future Powell Bill funds toward its financing repayment.
4. The Town of Granite Quarry’s debt management procedures and policies are good because the Town has not defaulted on any debt payments, and town budgeting and finance procedures allow staff to professionally monitor and ensure timely future payments.
5. The increase in taxes necessary to meet the sums to fall due under the proposed contract will be 0 cents per \$100 valuation and is not deemed to be excessive. No increase in taxes is proposed for this project.
6. The Town of Granite Quarry is not in default in any of its debt service obligations.
7. The attorney for the Town of Granite Quarry has rendered an opinion that the proposed Project is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Town Manager is hereby authorized to act on behalf of the Town of Granite Quarry in filing an application with the North Carolina Local Government Commission for approval of the Project and the proposed financing contract and other actions not inconsistent with this resolution.

This resolution is effective upon its adoption this 2nd day of March, 2020.

The motion to adopt this resolution was made by Alderman _____, seconded by Alderman _____, and passed by a vote of _____ to _____.

Mayor William D. Feather

ATTEST:

Town Clerk Aubrey Smith

This is to certify that this is a true and accurate copy of Resolution No. 2020-03, adopted by the Granite Quarry Board of Aldermen on the 2nd day of March, 2020.

Town Clerk Aubrey Smith

Date

Project Work Plan:

**Annual Sidewalk Repair / Street Paving Project
Capital Streets and Sidewalks Project**



OBJECTIVE: Scope of project changed from administrative to capital project after 2019 goals already sorted out & adopted, so just updated workplan steps below.
 TIMELINE: --
 MEASUREMENT OF OBJECTIVE ACHIEVEMENT: --
 PROJECT LEADER:

Task / Activity	Primary	Start Date	Due Date	Status / Notes
Present proposed areas for repair for BOA feedback Meet with Aldermen Cress & Linker to review their notes Present proposal at 4/1/19 BOA meeting	Jason Jason Jason	2/11/19 4/1/19	2/22/19 3/22/19 4/1/19	2/22-Discussed at Retreat; staff to present proposal by April mtg completed - prepare presentation for 4/1 BOA meeting BOA approved - repair as much as possible with \$42,087 PB
Bid project and let construction Cancelled/delayed. See Notes →	Jason	4/2/19 5/6/19 5/30/19 6/18/19	5/31/19 5/6/19 5/30/19 6/18/19	4/8 - Mayor advised motion would be revisited @ May mtg Motion to reconsider; BOA discussion cont'd to 5/30 workshop Discussion continued to next budget workshop (6/18) Continued to rediscuss scope of project after July (FY19-20)
Motion to borrow \$350,000 to be paid back using \$50k/yr from next 7 yrs of Powell Bill funds	Mayor	8/5/19	8/5/19	Proposal made at 8/5/19 BOA meeting. BOA Approved.
Local Government Commission Pre-App Obtain pre-conference for application Submit summary of full scope Pre-conference with LGC Check w BOA about imminent sidewalks separately now	Staff Staff Staff Staff	8/6/19 10/10/19 11/4/19	9/27/19 9/27/19 10/10/19 11/4/19	Larry primary - will work with & train Jason & Shelly on LGC application process for Installment Financing LGC advised they need full financial picture (FEMA / IDF grants, Town Hall, property purchase, etc) Completed - Shelly emailed & requested pre-conference Approved to apply. Will email us app in Nov. Need DOT approval Approved
Imminent Sidewalk Repairs (existing PB funds) Refine list/est cost of worst sidewalk spots to target Determine if further DOT approval needed If not, proceed with project Target date to have imminent repairs completed	Jason Jason Jason Jason	11/5/19 11/5/19 11/15/19 12/2/19	11/15/19 11/29/19 4/2020	Try to avoid ones abutting upcoming Streets/Sidewalk project areas No conflicts to Capital project; 52 would require more than project scope. no later than April 2020
Secure NCDOT Approval Request approval to borrow against PB funds NCDOT Approval	Larry NCDOT PB Admin	10/10/19 12/19/19	10/30/19	Requested 10/29 12/19-received approval to proceed in theory (PB funds are contingent upon approval by the State each year & thus not guaranteed. But we are approved to use the funds toward repayment of the loan as proposed if/as PB funds are approved.)
Local Government Commission Application Pull together application data, reports, CPO draft Attorney's Opinion Resolution of Governing Body to Proceed RFP Financing (see below) RFP Construction (see below) Capital Project Ordinance LGC final pre-app discussion Submit LGC application with \$1250 fee Target LGC meeting that application will be heard	Staff Shelly Larry Larry Shelly Jason Shelly Shelly Larry LGC	12/20/19 2/3/20 2/3/20 3/20/20	1/31/20 3/2/20 3/2/20 3/25/20 4/3/20 5/5/20	See App 11A, Timetable Step 3. (slated for 3/2/20 BOA Agenda) Can be before RFPs Financing and Construction awarded (Shelly & Larry) - try to combine with RFP review below 4/7 is 28 days prior - target date Friday, 4/3/20 LGC meets 1st Tuesday each month; apps due >28 days prior
Request For Proposals (RFP) Financing Get Town financial ratings & certify fiscal & debt info Issue RFP Financing Post on HUB site Review responses and proposal with LGC If approved, draft contract and have atty review Publisher's affidavit of Notice of Public Hearing Public Hearing on Contract Award of Contract	Shelly Larry Shelly Larry Larry Aubrey BOA BOA	2/26/20 3/3/20 3/3/20 3/20/20 3/26/20 3/24/20 4/6/20	3/3/20 3/19/20 3/19/20 3/25/20 4/6/20 4/6/20 4/6/20	Larry will work with & train Shelly need financial ratings before RFP Must net minimum 3 banks. See Timetable Step 4. See Timetable Step 4 See Timetable Step 6 Contingent upon LGC application approval
Request for Proposals (RFP) Construction Meet with Bob Bost about consulting / administering Resolution authorizing exemption? Description of project, cost estimate, estimated fees, etc Issue RFP Construction Award of Contract Construction Administration!	Jason Shelly Jason Jason BOA Jason	2/14/20 2/14/20	2/14/20 3/6/20	See Timetable notes under 5A, highlighted application handouts Does not appear it will be needed See timetable notes 5A(1-5) Once LGC application approved? Once LGC application approved?

Agenda Item Summary

Regular Meeting
March 2, 2020
Agenda Item 12

Summary:

The current subdivision review process uses several criteria (new roads, size of original tract, etc.) to define minor from major subdivisions including the number of new lots created. Currently, subdivisions of five or fewer lots are minor and six or more are major, disregarding the other criteria.

The Planning Board suggests that the break point on number of lots be changed to three, with three or fewer lots being a minor subdivision and four or greater being a major subdivision.

The Planner feels this suggested revision is in response to public reaction to a recent minor subdivision approval and suggests a simple solution to the elements of surprise and fear of the unknown would be to place a notification sign on any proposed subdivision property, major or minor, with a reference to call Town Hall if they have any questions.

Requested Action:

Direction from the Board on how to proceed.

If the Board supports the Planning Board's recommended changes, a text amendment will need to be drafted and a Public Hearing held.

If the Board would prefer to follow process laid out by Planner to provide more notification by posting, only the internal process would change.

Subdivision Review Process

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

Subdivision Process

Planning Board Recommendation

Adam Lovelace from the NC School of Government says that, “Most subdivision plat reviews are administrative in nature, often handled by a technical review committee composed of staff...” He goes on to say, “An administrative decision is one based on specific, objective standards set forth in the ordinance. It is black or white, so to speak- an applicant either meets the standards or she doesn’t.” (*Subdivision Plat Approval: What type of decision is it? July 16, 2014*)

Board of Aldermen Adopts Uniform Development Ordinance

- UDO defines who has authority to do what

Planning Board operates under the authority of the UDO

- UDO gives Planning Board authority to approve major subdivisions and site plans
- UDO requires Planning Board to review and give advice to Board of Aldermen on other issues

Planner operates under the authority of the UDO and under the supervision of the Town Manager

- UDO gives Planner authority to approve minor subdivisions, minor site plans, and other specific issues
- Town Manager assigns Planner support duties to Planning Board, ZBA and Board of Aldermen

In a Major or Minor Subdivision case;

1. Does it meet the standards as set forth in the UDO?
 1. Staff presentation
 1. Goal is to present only facts and make recommendation based on those facts
 2. Applicant's comments
 1. Goal is to provide information not presented by staff and answer decision-maker's questions
 3. Public Hearing comments
 1. Culling fact from fiction and opinion is job of decision-makers
 2. Don't be swayed by passion or number of people speaking
 4. Personal knowledge of decision-maker
 1. If decision-maker has knowledge that would benefit the decision-making process, share it with the board
 2. Knowledge needs to be based on facts, not just opinions

Major and Minor subdivision reviews require the following steps:

1. Preapplication meeting with sketch plan between applicant and staff
2. Formal application submission with fee paid
3. Staff and Technical Review Committee (TRC) review and comment

Minor Subdivisions are approved or disapproved by the Subdivision Administrator (Planner) at this point. Appeal of the decision is to the Town's Zoning Board of Adjustment and then to the NC Superior Court.

Major Subdivisions have several additional steps as follows:

1. Advertisement and notification for public hearing
2. Public hearing before Planning Board
3. Approval or disapproval by Planning Board

Major Subdivisions are approved or disapproved at this point by the Planning Board with appeal to the NC Superior Court.

11.1.3 Major, Minor, & Exemption Subdivisions Defined

A. A **Major Subdivision** is defined as a subdivision where any one or more of the following conditions exist:

- Dedication of public right-of-way or other public tracts; or,
- The entire tract to be subdivided is greater than ten (10) acres; or,
- **The resultant subdivision will produce more than five (5) lots.**

A. A **Minor Subdivision** is defined as a subdivision where all of the following conditions exist:

- No public right-of-way dedication; and,
- The entire tract to be subdivided is ten (10) acres or less in size; and,
- **The resultant subdivision will produce five (5) or fewer lots.**

The Minor Subdivision procedure (Administrative Approval) may not be used a second time within three (3) years on any property less than 1,500 feet from the original property boundaries by anyone who owned, had an option on, or any legal interest in the original subdivision at the time the subdivision received preliminary or final plat approval. Furthermore, the Minor Subdivision procedure (Administrative Approval) may not be used within three (3) years on any property less than 1,500 feet from the original property boundaries by any subsequent owner, individual having an option on, or individual having any legal interest in the original subdivision at the time the subdivision received preliminary or final plat approval. If these conditions exist within the three (3) year time period, then the Major Subdivision procedure (Planning Board Approval) shall be followed.

11.1.3 Major, Minor, & Exemption Subdivisions Defined

A. A **Major Subdivision** is defined as a subdivision where any one or more of the following conditions exist:

- Dedication of public right-of-way or other public tracts; or,
- The entire tract to be subdivided is greater than ten (10) acres; or,
- **The resultant subdivision will produce more than three (3) lots.**

A. A **Minor Subdivision** is defined as a subdivision where all of the following conditions exist:

- No public right-of-way dedication; and,
- The entire tract to be subdivided is ten (10) acres or less in size; and,
- **The resultant subdivision will produce Three (3) or fewer lots.**

The Minor Subdivision procedure (Administrative Approval) may not be used a second time within three (3) years on any property less than 1,500 feet from the original property boundaries by anyone who owned, had an option on, or any legal interest in the original subdivision at the time the subdivision received preliminary or final plat approval. Furthermore, the Minor Subdivision procedure (Administrative Approval) may not be used within three (3) years on any property less than 1,500 feet from the original property boundaries by any subsequent owner, individual having an option on, or individual having any legal interest in the original subdivision at the time the subdivision received preliminary or final plat approval. If these conditions exist within the three (3) year time period, then the Major Subdivision procedure (Planning Board Approval) shall be followed.

Concern over the subdivision review and approval process was raised after approval of a minor subdivision upset residents in the neighborhood.

Agenda Item Summary

Regular Meeting

March 2, 2020

Agenda Item 13

Summary:

In the draft budget calendar we reviewed, a tentative date for the Board’s first budget workshop – for the manager to present a very preliminary overview of the FY20-21 budget, get BOA feedback, and to continue vetting goals from the Planning Retreat and specific budgeting items – was suggested as Friday, March 20th.

Requested Action:

Discuss if the Board wishes to set a budget workshop date of Friday, March 20th, 2020.

Date for Budget Workshop

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"/>

March 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
	BoA Regular Mtg. 7:00pm	2020 Primary Elections				
8	9	10	11	12	13	14
	Rowan Chamber Business After Hours 5:00pm Planning Board 5:30pm		CCOG Executive Board Mtg. 6:00pm			
15	16	17	18	19	20	21
	P.E.R.C. 5:00pm ZBA 5:30pm	Revitalization 3:30pm		Rowan Chamber Power in Partnership Breakfast 7:30am	FD Aux. Fundraiser Port-a-Pit Lake Park	
22	23	24	25	26	27	28
			MPO TAC Mtg. 5:30pm			
29	30	31				

EVENTS

Agenda Item Summary

Regular Meeting

March 2, 2020

Agenda Item 16

Closed Session

Summary:

Continuation of discussion regarding contract negotiation.

Requested Action:

Motion to go into closed session pursuant to N.C. General Statutes Section 143-318.11(a)(5)(ii) to discuss the amount of compensation and other material terms of an employment contract or proposed employment contract.

Motion to return to open session.

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