



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN
SPECIAL CALLED MEETING
Thursday, October 6, 2022
12:30 p.m.**

Call to Order

Mayor Barnhardt

1. Approval of the Agenda

2. RFQ Transformational Projects Interview Stewart, Inc.

3. Discussion Applications for Board Vacancy

4. RFQ Transformational Projects Interview Benesch

Adjourn

Agenda Item Summary

Special Called Meeting

October 6, 2022

Agenda Item 1

Summary:

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

Action Requested:

Motion to adopt the October 6, 2022 Board of Aldermen Meeting Agenda (as presented / as amended).

Approval of Agenda

Motion Made By:

Jim Costantino

John Linker

Doug Shelton

Second By:

Jim Costantino

John Linker

Doug Shelton

For:

Jim Costantino

John Linker

Doug Shelton

Against:

Jim Costantino

John Linker

Doug Shelton

In case of tie:

Mayor Brittany Barnhardt

For

Against

Agenda Item Summary

Special Called Meeting

October 6, 2022

Agenda Item 2

Summary:

We received 5 Statement of Qualifications (SOQ) submissions to our Request for Qualifications (RFQ) for Transformational Projects. Based on Board feedback through the planning process we developed the following evaluation criteria and relative importance (weight) of each criterion, against which we then evaluated each SOQ on a scoring point value of 1 to 10.

Two firms tied for top score, both by individual scoring and by consensus scoring: **Benesch** and **Stewart**.

Action Requested:

Interview the two top firms - Benesch, and Stewart - and decide which firm the Board would like to negotiate a Scope of Services to move forward with on this project.

**RFQ Transformational
Projects Interview**

Motion Made By:

Jim Costantino

John Linker

Doug Shelton

Second By:

Jim Costantino

John Linker

Doug Shelton

For:

Jim Costantino

John Linker

Doug Shelton

Against:

Jim Costantino

John Linker

Doug Shelton

In case of tie:

Mayor Brittany Barnhardt

For

Against

Agenda Item Summary

Special Called Meeting

October 6, 2022

Agenda Item 3

Filling a Vacancy on BOA

Summary:

160A-63 gives the Board of Aldermen the power to fill a vacancy on an elected Board. In the attached blog, Frayda Bluestein, Professor of Public Law and Government at UNC School of Government, interprets the law to recommend the vacancy be filled as soon as reasonably possible.

Neither the statute nor the Town Charter direct how this appointment must be made. *“Some cities decide to appoint the next highest vote-getter in the most recent election, though, again, unless provided for in the charter, there is no legal requirement to do this. Some boards may ask for nominations and applications from the community, while others may create a nominating committee to develop names, or simply make nominations themselves.”* All records relating to applicants and nominees are subject to public access. The consideration of an applicant may not be done in closed session. The mayor would not vote to break a tie between two candidates.

The person appointed would serve until the next election in the fall of 2023. At that time voters would then elect who would fill the unexpired seat.

Attachments:

- Coates’ Canons NC Local Government Law blog post, *Filling a Vacancy on the Town Council* by Frayda Bluestein published 02/02/11
- Applications for Vacancy

Action Requested:

Board discussion and possible decision on applicants.

Motion Made By:

- Jim Costantino
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- John Linker
- Doug Shelton

For:

- Jim Costantino
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- John Linker
- Doug Shelton

In case of tie:

Mayor Brittany Barnhardt

- For
- Against

<https://canons.sog.unc.edu/2011/02/filling-a-vacancy-on-the-town-council/>



Coates' Canons NC Local Government Law

Filling a Vacancy on the Town Council

Published: 02/02/11

Author Name: Frayda Bluestein

Judy Bailey was not just a member of the town council. She was well-known in town for her dog training business and often entertained at local events with her troupe of trained poodles. So it was no surprise when she – literally – ran off and joined the circus. Once the excitement settled down, questions arose about how to fill the vacancy on the town council. State law clearly provides that the city council is responsible for filling vacancies. But the timing and method are not spelled out. This blog post provides answers to the following questions, which often arise when a vacancy occurs: 1) Must the council fill the vacancy (and if so, how long do they have to do it), or can they decide to allow the vacancy to remain until the next election? 2) Does the law require the council to use any particular process to select the person to fill the vacancy? 3) Are records relating to applicants or nominees to fill the vacancy subject to public access? 4) May the council meet in closed session to discuss candidates under consideration to fill the vacancy? 5) Must the council vote “yes” or “no” for each candidate, or can they vote from a slate of candidates? 6) If there are two votes for one candidate and two for another, can the mayor break the tie? 7) Is an appointment to fill a vacancy for the remainder of the term or only until the next election?

1) Must the council fill the vacancy (and if so, how long do they have to do it), or can they decide to allow the vacancy to remain until the next election?

G.S. 160A- 63says: “A vacancy that occurs in an elective office of a city shall be filled by appointment of the city council.” Does the “shall” in this sentence mean that they are required to fill the vacancy or does it mean that if it is to be filled, the council is the body to fill it? There appears to be no case

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<https://canons.sog.unc.edu/2011/02/filling-a-vacancy-on-the-town-council/>

interpreting this provision, so it could be read either way. I think the safest and most appropriate reading is that the council must fill the vacancy.

The statute does not set a time frame within which this must be done. In contrast, the statute directing county commissioners to fill vacancies clearly requires them to do it, and provides for the clerk of superior court to do it if the commissioners fail to do so within 60 days after the vacancy occurs. See, **G.S. 153A-27**. It could be argued that the difference suggests a legislative intent to allow cities an indefinite amount of time to fill the vacancy, but it's hard to square that with the statute's provision that city councils "shall" fill a vacancy. If there is no time within which the appointment must be made, in effect, they never have to make it. If the legislature intended this result, it seems that the statute would say they "may" fill the vacancy.

City council members sometimes suggest that they would prefer to leave it to the electorate to choose a new council member – essentially making a decision not to fill the vacancy before the next election. While this may reflect a genuine desire to avoid displacing the public's opportunity to choose a council member, it opens the process up to manipulation. For example, in the case of an odd-numbered board operating with one less member, a decision not to fill the vacancy increases the role of the mayor in breaking ties. To avoid this, and to provide citizens with the benefit of deliberation and action by the full complement of members called for in the charter, the vacancy should be filled as soon as reasonably possible.

What is the risk of refusing to fill the vacancy, or waiting too long to do it? Citizens may raise concerns, and ultimately, could file a lawsuit, giving a court the opportunity to determine what the "shall" in the statute means. If the court reads the statute as creating a duty to fill the vacancy, the court might order the council to carry out that duty – probably within a "reasonable" time, since no other time is specified. A court would not, however, order the council to appoint a particular person. Courts generally won't interfere with governmental discretion on things like this. See, *In Re Alamance County Court Facilities*, 329 N.C. 84, 105 (1991) ("In matters involving the exercise of discretion, mandamus will lie only to compel public officials to take action; ordinarily it will not require them to act in any particular way.") On the other hand, if a court interprets the statute to allow, but not require the council to fill the vacancy, or if a court finds that it is mandatory but there is no time within which it must be done (essentially reaching the same result), there would be no grounds for a court order requiring the council to act.

2) Does the law require the council to use any particular process to select the person to fill the vacancy?

<https://canons.sog.unc.edu/2011/02/filling-a-vacancy-on-the-town-council/>

No. Some city charters may have provisions dictating how vacancies are filled. Under the general law, however, there are no specific rules about who must be appointed or how they are selected. Some cities decide to appoint the next highest vote-getter in the most recent election, though, again, unless provided for in the charter, there is no legal requirement to do this. Some boards may ask for nominations and applications from the community, while others may create a nominating committee to develop names, or simply make nominations themselves.

3) Are records relating to applicants or nominees to fill the vacancy subject to public access?

Yes. Whatever method the council uses to identify candidates for appointment, the city may receive or create records of the names and qualifications of those candidates. These materials are public records, and are probably *not* protected under the personnel privacy statutes. There is a case (*Durham Herald Co. v. County of Durham*, 334 N.C. 677 (1993)) in which the court held that records of applicants for appointment as sheriff were confidential under the county personnel privacy statute. The sheriff is an elected official, like a council member. But a sheriff is more like a regular employee than is a council member. David Lawrence argues in his book on North Carolina's public records law, that certain types of council member records (such as tax records) may be protected, but that council members (and candidates for appointment to the council) are otherwise unlikely to be considered employees for personnel record privacy purposes. See, ***Public Records Law for North Carolina Local Governments***, pp.148-149. The exception in the public records law that protects individual identifying information and social security numbers (**G.S. 132-1.10**) protects some information that might be in these records, but bear in mind that home addresses and phone numbers are not covered by this exception. So the point here is: Make sure to include in the process (and in any application forms) fair warning about the public nature of the information provided by or about applicants, and avoid asking for private, personal information from applicants that the council doesn't really need.

4) May the council meet in closed session to discuss candidates under consideration to fill the vacancy?

No. As noted earlier, it isn't really accurate to characterize these applicants as potential employees.

More directly, the open meetings law specifically says, "A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another public body and may not consider or fill a vacancy among its own membership except in an open meeting." **G.S. 143-318.11(a)(6)**.

5) Must the council vote "yes" or "no" for each candidate, or can they vote from a slate of candidates?

<https://canons.sog.unc.edu/2011/02/filling-a-vacancy-on-the-town-council/>

Again, the statutes don't say anything about this, but there does not appear to be any bar to voting from a ballot containing multiple names, and appointing the person who receives the most votes. Indeed, there are some distinct advantages to the "ballot" approach, which are described in Fleming Bell's publication, ***Suggested Rules of Procedure for a City Council***. Anyone considering how to approach voting on appointments would be well-served by reviewing his discussion of the alternatives (see, Rule 31 Appointments, pp.37-39). If the ballot approach is not used, then the votes are by individual motion with members voting "yes" or "no" for each nominee. This approach can be difficult to manage if there are multiple nominees.

6) If there are two votes for one candidate and two for another, can the mayor break the tie?

No, unless a provision in the city's charter specifically allows it. Under **G.S. 160A-69**, the mayor votes "only when there are equal numbers of votes in the affirmative and in the negative." If the city's mayor has the right to vote on all matters, the issue does not arise and the mayor is free to vote for his or her preferred candidate. If the mayor is "non-voting" and can't break the tie, the members will have to continue to vote until one person gets a majority. Of course, if the voting is by motion on each nominee rather than by ballot, the votes would be "yes" or "no" and the mayor would have authority to break a tie.

7) Is an appointment to fill a vacancy for the remainder of the term or only until the next election?

This is one of the few things about appointments to fill vacancies that the statute actually addresses. The basic requirement is that the person appointed serves until the next election, even if the original term would extend beyond the next election. The person appointed may run for the seat and be reelected, but otherwise, the appointment will end when someone else is elected to that seat. The one exception to this rule provides that if the vacancy actually occurs within 90 days of the next election, the person appointed will serve for the entire remaining term, even if it extends beyond the next election. I've always found the wording of this statute to be a bit confusing, but I believe the intent is to limit the term of a person appointed to fill a vacancy and to let the electorate choose a new person at the next election, except in cases where the vacancy occurs too soon before the election to allow time for the actual conduct of the election.

For more on the process for filling vacancies, see: **How to Fill a Vacancy on an Elected Board**.

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For Office Use Only		
Date Received	Time	Registered to Vote in Rowan County
2/14/22	2:03pm	yes - ACS.

Application for Appointment to Board of Aldermen

Name: Angela Nee
 Physical Address: 1002 Kanton Pl, Salisbury, NC 28146
 Mailing Address: PO Box 802, Granite Quarry, NC 28072
 Phone Number: 704-769-0242 Cell Number: 704-769-0242

Do you reside within the town limits of Granite Quarry? Yes: No: Length of
 Are you registered to vote in Rowan County? Yes: No: Residency: 1 yr 6 mos

Why do you want to serve on the Board of Aldermen? I would like to make a difference. I would like to see Granite Quarry grow, be successful, and I want to be part of that. I want to ensure that everyone in GQ has a voice.

Why do you think you would be an asset to this Board? Experience with an elected Board notwithstanding, I feel that I possess attributes needed to be a valued member of the BoA. These include empathy, intelligence, being approachable as well as dedication & passion to serve.

Are you presently serving on a Board / Committee / Commission for Granite Quarry?
 Yes: No: If so, please list: ZBA - Currently Vice Chair

Are you presently serving on a Board / Committee / Commission or similar group in another municipality or county?
 Yes: No: If so, please list: _____

Interests / Skills / Areas of Expertise: I'm currently pursuing a Bachelor Degree in Communication Studies & volunteering as a crisis counselor. I'm interested in politics, current events, & health/wellness. I also enjoy spending time in nature, writing, and being an advocate for those less fortunate.

Do you have prior experience with a local government or public agency?

Yes: No: If so, please explain: currently employed with a

Sanitary District & serve as Clerk to the Board of Supervisors -
I attend all meetings and am well versed in the rules & mechanics of
an elected Board as well as Resolutions & Ordinances.

Has any formal charge of professional misconduct, criminal misdemeanor, or felony ever been filed against you in any jurisdiction? Yes: No: If yes, please explain disposition:

Are there any conflicts of interest or other matters that would create problems or prevent you from fairly and impartially discharging your duties as a member of the Board? Yes: No:

If yes, please explain: _____

I understand this application is a public record and I certify that the facts contained in this application are true and correct to the best of my knowledge.

I understand that regular attendance at Board meetings is essential to the conscientious representation of the residents of the Town of Granite Quarry and that, should I be appointed to Board, I will be responsible for representing the best interest of the residents of the Town.

I understand that, should I be appointed to the Board of Aldermen, full disclosure of conflicts of interest and potential financial gain from any matter brought before the Board must take place prior to any discussion or vote, and that when deemed appropriate, I must recuse myself from discussion and action taken by the Board.

Signature: 

Date: Sept 14, 2022

Return completed form to:
Town of Granite Quarry
Attn: Town Clerk
PO Box 351
Granite Quarry, NC 28072
admin@granitequarrync.gov

143 N. Salisbury Avenue, Salisbury NC 28146 | PO Box 351 Granite Quarry, NC 28072 | 704-279-5596



For Office Use Only		
Date Received	Time	Registered to Vote in Rowan County
9/22/22	9:03am	yes- ACS

Application for Appointment to Board of Aldermen

Name: Jeffery Scott Cannon
 Physical Address: 524 N Salisbury GQ Ave., Granite Quarry, NC 28146
 Mailing Address: _____
 Phone Number: _____ Cell Number: 919-841-8886

Do you reside within the town limits of Granite Quarry? Yes: No: Length of
 Are you registered to vote in Rowan County? Yes: No: Residency: 14 mths

Why do you want to serve on the Board of Aldermen? Community service is essential for any group of people in a geographical area to thrive and grow. Each of us have experiences and talents that combined will help others develop their own. Decisions must be made in behalf of a community for the betterment.

Why do you think you would be an asset to this Board? I served as an NCO in the US Army Infantry, former business owner of three different companies still active, Gospel preacher for last thirteen years, American Legion Officer, AMVETS Officer, Triangle Beagle Rescue volunteer for last twenty years; all dealing with people, budgets, decision making and leadership

Are you presently serving on a Board / Committee / Commission for Granite Quarry?
 Yes: No: If so, please list: PERC; recently appointed to ZBA

Are you presently serving on a Board / Committee / Commission or similar group in another municipality or county?
 Yes: No: If so, please list: _____

Interests / Skills / Areas of Expertise: Interests: Bible study, history, antiques, rocks and minerals, classic cars & clubs Skills: public speaking (conduct gospel meetings, VBS, etc. in NC, SC, AL, GA, VA, FL), teaching (instructor at NC School of Biblical Studies for ten years; interim director for one year)

Do you have prior experience with a local government or public agency?

Yes: X No: _____ If so, please explain: Salisbury Revitalization; Historical Society; Board Member of Old North Salisbury Association; worked with (not for) Salisbury Code Enforcement

Has any formal charge of professional misconduct, criminal misdemeanor, or felony ever been filed against you in any jurisdiction? Yes: _____ No: X If yes, please explain disposition:

Are there any conflicts of interest or other matters that would create problems or prevent you from Fairly and impartially discharging your duties as a member of the Board? Yes: _____ No: X If yes, please explain: _____

I understand this application is a public record and I certify that the facts contained in this application are true and correct to the best of my knowledge.

I understand that regular attendance at Board meetings is essential to the conscientious representation of the residents of the Town of Granite Quarry and that, should I be appointed to Board, I will be responsible for representing the best interest of the residents of the Town.

I understand that, should I be appointed to the Board of Aldermen, full disclosure of conflicts of interest and potential financial gain from any matter brought before the Board must take place prior to any discussion or vote, and that when deemed appropriate, I must recuse myself from discussion and action taken by the Board.

Signature: _____



Date: 9-22-2022

Return completed form to:
Town of Granite Quarry
Attn: Town Clerk
PO Box 351
Granite Quarry, NC 28072
admin@granitequarrync.gov

143 N. Salisbury Avenue, Salisbury NC 28146 | PO Box 351 Granite Quarry, NC 28072 | 704-279-5596



For Office Use Only		
Date Received	Time	Registered to Vote in Rowan County
9/28/22	3:30pm	YES - ACS

Application for Appointment to Board of Aldermen

Name: CHARISSE PEELER
 Physical Address: 203 E KERNS ST, SAUSBURY NC 28140
 Mailing Address: SAME
 Phone Number: 760-851-4352 Cell Number: 760-851-4352

Do you reside within the town limits of Granite Quarry? Yes: No: Length of
 Are you registered to vote in Rowan County? Yes: No: Residency: 3 YRS

Why do you want to serve on the Board of Aldermen? WHILE I MARRIED INTO THE GO LEGACY, I RECEIVED A WARM WELCOME INTO THIS AMAZING COMMUNITY AND I WOULD LIKE TO BE PART OF ITS FUTURE,

Why do you think you would be an asset to this Board? ALONG WITH MY GOVERNMENT FINANCE AND ACCOUNTING EXPERIANCE, I HAVE HELD VARIOUS LEADERSHIP ROLES.

Are you presently serving on a Board / Committee / Commission for Granite Quarry?
 Yes: No: If so, please list: PERC (PARKS, EVENTS, RECREATION COMMITTEE)

Are you presently serving on a Board / Committee / Commission or similar group in another municipality or county?
 Yes: No: If so, please list: _____

Interests / Skills / Areas of Expertise: SEE ATTACHED

Do you have prior experience with a local government or public agency?

Yes: X No: _____ If so, please explain: _____

Has any formal charge of professional misconduct, criminal misdemeanor, or felony ever been filed against you in any jurisdiction? Yes: _____ No: X If yes, please explain disposition:

Are there any conflicts of interest or other matters that would create problems or prevent you from Fairly and impartially discharging your duties as a member of the Board? Yes: _____ No: X If yes, please explain: _____

I understand this application is a public record and I certify that the facts contained in this application are true and correct to the best of my knowledge.

I understand that regular attendance at Board meetings is essential to the conscientious representation of the residents of the Town of Granite Quarry and that, should I be appointed to Board, I will be responsible for representing the best interest of the residents of the Town.

I understand that, should I be appointed to the Board of Aldermen, full disclosure of conflicts of interest and potential financial gain from any matter brought before the Board must take place prior to any discussion or vote, and that when deemed appropriate, I must recuse myself from discussion and action taken by the Board.

Signature: Charisse Peeler

Date: 9/13/2022

Return completed form to:
Town of Granite Quarry
Attn: Town Clerk
PO Box 351
Granite Quarry, NC 28072
admin@granitequarrync.gov

143 N. Salisbury Avenue, Salisbury NC 28146 | PO Box 351 Granite Quarry, NC 28072 | 704-279-5596

CHARISSE PEELER

203 E Kerns St, Salisbury, NC 28146
(760) 851-4352 • charissed@gmail.com

Skilled professional with over 20 years of experience in accounting practices, improving organizational processes and implementing efficiency enhancements for diverse organizations and industries. Known for strong communication and interpersonal skills, and financial and operational analysis abilities.

Maximizing Organizational Efficiency • Innovative Strategic Planning & Implementation • Communication
Customer Service • Risk Management & Mitigation • Process Evaluation & Reengineering
Financial Analysis • Cost Controls • Personnel Management & Motivation • Performance Management

PROFESSIONAL EXPERIENCE

MARRIOTT VACATION CLUB, Singer Island, FL • 2010-2016

Director Of Finance

Strategic partner and principal accounting and finance resource for the Sales and Marketing and Operations senior management team and departmental directors/managers. Directs key sales support functions i.e. sales reporting, sales analysis and sales compensation and planning, sales promotions, marketing programs and channel management including developing budgets, forecasting, reviewing and compiling data into the accounting system and analyzing the results in finance related operational decisions, ensuring appropriate financial/accounting compliance, and introduce process discipline as needed to optimize all finance related decisions. Prepare financial statement analysis on a monthly, quarterly and annual basis. Acts as main subject matter expert in all business intelligence systems providing a framework of all sales reporting tools.

KITSAP COUNTY DEPARTMENT OF ADMINISTRATIVE SERVICES, Port Orchard, Washington • 2005-2009

Budget Manager/Financial Analyst

Managed \$328M budget, monitored and maintained integrity of financial data in accordance with Generally Accepted Accounting Principles (GAAP), oversaw process controls in relation to departmental budget development, cost, quality and schedule monitoring, financial analysis, and maintained compliance with organizational, regulatory, and legal requirements. Promoted efficiency initiatives including streamlining processes, reducing service output, identifying outsourcing opportunities, and leading process improvement initiatives. Created and implemented performance standards, forecasted resource requirements and reviewed resource allocations, clarified metrics, monitored performance, and identified improvement opportunities based on benchmarking, customer service surveys, and both statistical and historical data as well as management tools. Led automation of financial and budgeting systems, and supported IT department with program designed to maintain project schedules and maintain/replace key equipment by identifying costs, building reserve funding, and creating project lifecycles. Provided expertise in areas of workload analysis, cost benefit analysis, staffing plans, and risk management.

Operational Enhancements:

- Served on key Information Assurance team promoting data security, and identifying essential data for recovery purposes.
- Innovated automated rate generator for county internal service providers.

- Analyzed workload, cost benefits, staffing plans, and risk management programs for elected officials and department heads.
- Launched web-based customer survey to measure county resident priorities and satisfaction levels and compiled results into multiple formats for presentation and access.
- Used diverse project management methodologies to develop capital project proposals and identify funding sources and limitations as well as evaluating resource requirements.
- Prepared 10-year revenue and cost projections.

DAHLKE INSURANCE & FINANCIAL SERVICES, Belfair, Washington • 2001-2007

Farmers Insurance franchise company providing insurance and financial services.

Owner/Agent/Manager

Built and led operations of mid-sized insurance firm, managed 5-member team, and grew business with risk management-focused approach.

Operational Enhancements:

- Achieved 30% annual business increase rates.
- Served as beta tester updating AS-400 green screen applications to Crystal reports.
- Lowered claims and minimized costs with risk management approach.

PUGET SOUND NAVAL SHIPYARD, Bremerton, Washington • 1997-2003

Nuclear public shipyard.

Supervisor Production Controller (2000-2003)

Assigned technically specific designs, technical requirements, and scope of work to appropriate resources, prioritized deliverables and managed scheduling and time constraints for projects involving major nuclear submarine overhauls. Executed projects using Enterprise Resource Planning (ERP) methods. Prepared and presented budgets, including contingency funding, and produced cost benefit analyses for customers based on lessons learned and benchmarking data. Provided necessary expertise in planning and design, execution and implementation of major technology-based initiatives to improve productivity while reducing costs. Complied with federal regulatory reporting requirements, Federal Acquisition Regulations (FAR), applied Cost Accounting Standards (CAS) and utilized management and organizational skills to integrate financial management systems with scheduling programs.

Management & Program Analyst and Planning & Estimating (1993-2000)

Oversaw shipyard operations, managed customer and outside agency relations, and devised program solutions with measurement criteria based upon senior management goals. Drafted white papers and prepared presentations with concepts, research, and recommendations. Negotiated employee relations disputes between management and Employee Unions, and was selected to serve on Naval Sea Systems Command Inspector General's Office team undertaking an organizational assessment of naval organizations, using Malcolm Baldrige Performance Award program criteria.

Career Note 1: Served previous roles at Puget Sound including Cost & Budget Manager and Strategic Planning Manager.

Career Note 2: Serve as Adjunct Faculty at both Chapman University and **University of Phoenix** teaching courses in Research I & II, Organizational Behavior, Cultural Diversity, Project Management, Leadership, Effective Supervision, and Business Ethics.

ADDITIONAL PROFESSIONAL EXPERIENCE (Details Available Upon Request)

EDUCATION

Master of Arts in Public Administration
Indiana University, Bloomington, Indiana
Graduated 5/11/2003

Master of Arts in Organizational Leadership
Chapman University, Orange, California
Graduated 05/17/1998

Bachelor of Science in Business Administration with Management Emphasis
Chapman University, Orange, California
Graduated 01/1995

ADDITIONAL PROFESSIONAL TRAINING

Certificate in Public Administration, Indiana University
Project Management College, American Management Association
Leadership Kitsap Graduate



For Office Use Only		
Date Received	Time	Registered to Vote in Rowan County
9/30/22	2:50pm	Yes - ACS

Application for Appointment to Board of Aldermen

Name: Laurie Mack
 Physical Address: 325 Veronica Lane Salisbury, NC 28146
 Mailing Address: "
 Phone Number: 310-809-2559 Cell Number: 310-809-2559

Do you reside within the town limits of Granite Quarry? Yes: No: Length of
 Are you registered to vote in Rowan County? Yes: No: Residency: _____

Why do you want to serve on the Board of Aldermen? I want to serve on the Board of Aldermen so that I can continue to help implement good government in my local community with my collaborative & leadership skills.

Why do you think you would be an asset to this Board? I love & live in the township of Granite Quarry, and I truly believe my passion to serve and my teaching experience where I analyzed research in order to help make data-driven decisions will make me a prime asset to the Board.

Are you presently serving on a Board / Committee / Commission for Granite Quarry?
 Yes: No: If so, please list: Zoning Board of Adjustment

Are you presently serving on a Board / Committee / Commission or similar group in another municipality or county?
 Yes: No: If so, please list: _____

Interests / Skills / Areas of Expertise: My interest is in supporting my community through volunteer work as a substitute teacher in local classrooms and as a member of the Zoning Board of Adjustment. My skills and area of expertise is in the field of Education. It includes good governing with leadership, communication, time management, collaboration, active listening, problem solving, and decision making in order to support data-driven achievements.

Do you have prior experience with a local government or public agency?

Yes: No: If so, please explain: I have recent experience working with the Zoning Board of Adjustment in Granite Quarry.

Has any formal charge of professional misconduct, criminal misdemeanor, or felony ever been filed against you in any jurisdiction? Yes: No: If yes, please explain disposition:

Are there any conflicts of interest or other matters that would create problems or prevent you from fairly and impartially discharging your duties as a member of the Board? Yes: No: If yes, please explain:

I understand this application is a public record and I certify that the facts contained in this application are true and correct to the best of my knowledge.

I understand that regular attendance at Board meetings is essential to the conscientious representation of the residents of the Town of Granite Quarry and that, should I be appointed to Board, I will be responsible for representing the best interest of the residents of the Town.

I understand that, should I be appointed to the Board of Aldermen, full disclosure of conflicts of interest and potential financial gain from any matter brought before the Board must take place prior to any discussion or vote, and that when deemed appropriate, I must recuse myself from discussion and action taken by the Board.

Signature:  Date: 9.30.2022

Return completed form to:
Town of Granite Quarry
Attn: Town Clerk
PO Box 351
Granite Quarry, NC 28072
admin@granitequarrync.gov

Laurie Mack
310.809.2559
macklaurie@yahoo.com

Profile:

Dedicated and passionate educational change agent who provides academic and emotional support for staff and college bound - career ready students. Motivated and experienced in training staff on classroom management and equity, cultural & diversity awareness. Ability to equip staff and students with a safe, and positive school culture environment. Effectively led grade level team to increase academic scores by 24% (API).

Qualifications:

- Diverse learner and leader – taught conversational English at public school in Santiago, Chile
- Classroom instructor – led 21st century learners in Readers & Writers Workshop, public speaking & active listening skills
- Certified classroom management trainer – Time to Teach Inc.
- Dynamic instructional leader – trained staff and students on Time to Teach Classroom Management Program
- Extensive experience reviewing and collaborating with administrators about restricted/unrestricted Fiscal Resources
- Recruitment and hiring expertise for qualified staff

Education:

Master of Science Educational Administration Degree
Master of Science in Teaching Degree
Bachelor of Art Degree – Mass Media Communication

Expected: | National University, Los Angeles, CA
State University of New York College at Plattsburgh, Plattsburgh, NY
State University of New York College at Plattsburgh, Plattsburgh, NY

Credentials:

Clear Multiple Subject Teaching Credential, California
Preliminary Administrative Services Credential, California

Experience:

Los Angeles Unified School District: Los Angeles, California

Knowledge Is Power Program - KIPP Comienza Middle School, Huntington Park, CA
54th Street Elementary School, Los Angeles, CA
59th Street Elementary, Los Angeles, CA

September 2014 – December 2016

July 2016 – December 2016
August 2015 – June 2016
September 2014 – June 2015

Lead Teacher:

Supervised and facilitated learning in a multi-cultural Title-I classroom setting while using CA Essential Standards.

- **Professional Learning Communities:** Analyzed researched base data, used instructional rigor, data driven lessons, interventions, and formal/informal assessments to promote learning.
- **Dynamic Instructional Leader:** Supported college bound & career-ready students with 21st century technology, and infused-project-based lessons, with Readers & Writers Workshop, public speaking, and active listening skills.
- **Professional Development:** Trained staff for district’s Social Emotional Learning/Health & Wellness Program (SEL), Second Step.

Burlington School District: Burlington, Vermont
Edmunds Elementary School

August 2011 – June 2014

Classroom Teacher:

- Vermont State Standards – used data driven decisions and research-based information to enhance students’ achievement.
- Worked closely with principal as a building leader to recruit & hire quality staff & participate on hiring committee.
- Trained, supervised, and evaluated staff on equity, diversity, and cultural awareness throughout the school year.
- **Created and implemented** school-wide multi-cultural assemblies with local community and local support.
- Work with principal to allocated funds for community performers.
- Mentor teacher – supervised college students teaching experience with an evaluation, and feedback.

**Redondo Beach Unified School District: Redondo Beach, California
Birney Elementary School**

August 2009 – June 2011

Administrative Intern/Substitute Teacher:

- Jackie O'Sullivan/Principal awarded district & region administrator of year- 2010, and principal of the year for state of California, 2011.
- **Worked closely with principal – Positive School Culture** - assisted with classroom observations, classroom walk-through, Student Study Team meetings, IEP meetings, 504 Plan meetings, and assisted with discipline, parental conferences, fire drills, and similar administrative tasks.
- Spearheaded state exam/Star test materials. Directed and facilitated the implementation test preparations and administration procedures. Assembled and administered test documentations to teachers to promote academic achievement.
- **Supervised** and organized School Lunch Program modified lunch schedules, students flow pattern and created productive options. Reviewed and discussed **Fiscal Resources** by probing school budget. Discussed restricted, unrestricted building funds, potential threats and helped brainstorm fiscal solutions.
- **Led American Heart Association (AHA)**, Jump Rope for Heart event with teachers, parents and local community. Birney Elementary School was placed in the Guinness Book for the most people jumping rope at the same time in California.
- **Diversity & Research-Based Information** - presented demo-lessons to middle school teachers about effective ways to use SDAIE strategies with English Learners in order to help transform EL students' education. Conceptualized and implemented surveys to the school and district to promote positive change for EL parents at English Learner Advisory Council (ELAC) meeting.

**Paramount Unified School District: Paramount, California
Lakewood School**

July 1997 – June 2007

Lead Teacher

- **Data driven decisions:** Instructed Title-I students based on the California State Standards for 1st-3rd grades. Facilitated the increased Math scores by 33% and Language Art scores by 24%.
- Unwrapped content standards, performed curriculum planning and classroom management. Conducted state and data driven testing, taught after-school tutoring for low performers, utilized school approved positive discipline strategies, and integrated technology in core content area.
- **3rd Grade Level Chairperson:** Helped shape a safe and positive school culture with high standards: Developed, collaborated, modified, and evaluated on-site language arts program which showcased students' academic talent; simultaneously developed and directed the Annual Oratorical Program.
- Grade level chairperson for the school-wide Leadership Committee and served on Multicultural committee, Technology committee, School Site Council, and Yearbook Committee as well as the PTO.
- **Diversity:** Assisted administrators and teachers by analyzing EL students CELDT results, which improved areas of need and helped leveled Achievement Gap. Taught project-based learning, small-group collaboration and charted academic growth in phonemic awareness, fluency and math.
- **Collaborated with School Site Council:** Evaluated school budget and implemented programs needed. Created long and short range plans to improve the instructional process for Foster Youths students. Worked with Department of Child and Family Services (DCFS) to help promote after school tutoring and self-esteem building through mentorship programs. Volunteered for DCFS Adoption Fair in Los Angeles for many years.
- Conceptualized, designed, and facilitated staff development in aligning school-wide curriculum to California State Standards - resulting in a significant API increase. Commended by Principal, and the former superintendent.

Agenda Item Summary

Special Called Meeting

October 6, 2022

Agenda Item 4

Summary:

We received 5 Statement of Qualifications (SOQ) submissions to our Request for Qualifications (RFQ) for Transformational Projects. Based on Board feedback through the planning process we developed the following evaluation criteria and relative importance (weight) of each criterion, against which we then evaluated each SOQ on a scoring point value of 1 to 10.

Two firms tied for top score, both by individual scoring and by consensus scoring: **Benesch** and **Stewart**.

Action Requested:

Interview the two top firms - Benesch, and Stewart - and decide which firm the Board would like to negotiate a Scope of Services to move forward with on this project.

**RFQ Transformational
Projects Interview**

Motion Made By:

Jim Costantino

John Linker

Doug Shelton

Second By:

Jim Costantino

John Linker

Doug Shelton

For:

Jim Costantino

John Linker

Doug Shelton

Against:

Jim Costantino

John Linker

Doug Shelton

In case of tie:

Mayor Brittany Barnhardt

For

Against