



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN
BUDGET WORKSHOP MEETING MINUTES
Thursday, June 3, 2021 2:00 p.m.**

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

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

Call to Order: Mayor Feather called the meeting to order at 2:00 p.m.

1. 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 4-0.

2. Discussion **FY 21-22 Budget**

A. Budget Amendment FY20-21#19 Lake Park wall repair/rebuild by Hwy 52

Alderman Shelton requested that the Board discuss Budget Amendment FY20-21#19 Lake Park wall repair/rebuild by Hwy 52 (Attachment B). He asked whether the project would be completed by June 30, 2021. Chief Hord responded that it would.

ACTION: Alderman Shelton made a motion to approve (*Budget Amendment FY20-21 #19 to increase Fund Balance Appropriated (01-3991-99) and Parks – Cap Outlay – Bldg/Infrastructure (01-6130-58) in an amount not to exceed \$20,000 for the replacement of the retaining wall located at the Granite Lake Park near Hwy 52*). Mayor Pro Tem Linker seconded the motion. The motion passed 4-0.

B. Board Feedback

There was general Board discussion regarding capital outlay items and the tax rate. There were specific comments concerning the numbers behind the significant changes in personnel costs. The costs were attributed to changes in group insurance rates, the adopted pay classification plan and resulting pay adjustments, the police department being fully staffed where it had not been before, and the full-time planner position that was being worked into the proposed budget.

There was discussion regarding whether a tax increase was necessary and if taxes were not increased, how town operations could be funded otherwise. Industrial and commercial growth were cited as

potential future funding sources. Board members discussed what expenses could be cut to keep from raising the tax rate.

The Board also reviewed the 2010 Civitan agreement and related recommended updates to the Schedule of Fees. Manager Smith also asked if there were any Board objections to removing the Annexation Fee from the proposed Schedule of Fees. There were no objections.

The Board discussed whether they were in favor of raising the environmental fee from the current \$11.00 per month to the proposed \$12.00 per month. Mayor Feather asked whether there was Board consensus on increasing the environmental fee to \$12.00 per month. There was consensus.

Manager Smith asked the Board to look at the JPA Agreement (Attachment D) “automatic re-appropriation of GFB” discussion clause #4. He recommended removing the provision for capital outlay reappropriation. Alderman Shelton asked if a motion that the Board was in favor of removing provision four from the JPA Agreement was needed. Manager Smith stated that it was. If approved, he will present it to the Faith Board of Aldermen for consideration as well.

ACTION: Alderman Costantino made a motion to approve (removing provision four from the JPA Agreement). Alderman Shelton seconded the motion. The motion passed 4-0.

The Board continued discussion of which capital outlay items could be removed from the list. Manager Smith was asked which items were needs and which were “wants”. Manager Smith responded that only needs were included on the list. Manager Smith made the Board aware of potential “wildcards” including a situation he was notified of this morning regarding an agreement for economic development and taxes collected by the county. Manager Smith will be reviewing the agreement and following up with Attorney Short.

The Board recessed at 3:14 p.m. for a short break.

Mayor Feather called the meeting back into session at 3:19 p.m.

ACTION: Mayor Feather conducted a poll of the Board to determine whether the majority was in favor of keeping the tax rate at \$0.4175 to give Manager Smith clear direction. Aldermen Cress and Costantino were in favor of the tax rate remaining the same, Alderman Shelton stated he was abstaining which was marked as an affirmative vote (a vote in favor), and Mayor Pro Tem Linker was opposed.

The Board continued to discuss capital items that might be removed or replaced in the budget. Manager Smith will take the Board’s general direction and implement in his next recommendation.

Adjourn

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

The meeting ended at 3:36 p.m.

Respectfully Submitted,

Aubrey Smith

Town Clerk

TOWN OF GRANITE QUARRY
 BOARD OF ALDERMEN
 BUDGET WORKSHOP
 June 3, 2021
 2:00 p.m.

1. Updates from 5/21/21 workshop directions and feedback
 - A. Budget Amendments, follow up quotes, balanced on the tax rate (except PB, JPA discussion)
 - B. Budget Message and Recommended FY22 Budget (Attachment A)
 - C. BA#19 Lake Park wall repair/rebuild by Hwy 52 (Attachment B)

2. Updates / trends / feedback *since* the 5/21/21 workshop
 - A. SRU / Waste Mgmt counts, services
 - B. Feedback
 - 1) Contingency amount, pattern of dipping into FB, holding capital purchases
 - 2) Environmental fee
 - C. Trends among peer group

Unit of Government	FY20/21 Tax Rate	FY21/22 <i>Proposed / Adopted</i> Tax Rate
Salisbury	0.7196	<i>0.7196 + ↑\$1.15 trash (& other fees) + \$1.5-1.7m reappropriated GFB; \$357,027 appropriated GFB</i>
Rowan County	0.6575	N/A
East Spencer	0.66	?
Spencer*	0.655	0.655 + \$278,244 appropriated GFB
Kannapolis (Rowan)	0.63	<i>0.63 + ↑\$2.50 environmental fee (& other fees)</i>
China Grove*	0.54	0.54 + ↑\$10.50 trash fee (still est for now)
Landis*	0.53	0.53 + some fees ↑ (unspecified GF-wise)
Rockwell	0.46	?
Granite Quarry	0.4175	
Faith	0.41	?
Cleveland	0.3736 (city 0.28 + 0.936 comm fire rate)	?

** Peer group (Landis is an electric utility city, so only peer group'ish by population)*

3. Administrative “Line Item” Spreadsheets

(Attachment C)

A. Revenues

- Fund Balance Appropriated (JPA “automatic re-appropriation of GFB” discussion #4 below)

B. Board: Salaries, Atty’s invoice, Contingency

	GQ Current Salary	2% COLA
Mayor	\$ 3,562.84	\$ 3,635
Mayor Pro-Tem	2,338.72	2,386
Alderman	2,224.48	2,269
Alderman	2,224.48	2,269
Alderman	2,224.48	2,269

\$ 13,537 total \$ 12,828 total

(+253)

C. Admin: Tax Collection

D. PD: Agreement “automatic re-appropriation of GFB” discussion #4 below

E. Maint: Updated pricing ½-ton and backhoe

F. Parks: Updated/cleaned up; showing BA#19 under 01-6130-58 drop-down

May end up fine-tuning between -24 and -44 based on chart of accounts update & training

G. General Fund Summary:

Estimated fund balance EOY: **\$131,792**

Unrestricted as-is (i.e., less Powell Bill, PD, etc): \$ 72,560

Unrestricted if JPA Agreement “reappropriation” provision amended: \$124,197

4. JPA Agreement Clause

(Attachment D)

- Discussion, direction 6/3/21 GQBOA workshop
- Discussion, direction 6/8/21 Faith BOA meeting
- Target draft by 6/14/21 GQ BOA meeting; copy to Faith

5. Schedule of Fees

A. Annexation

B. Civitan Agreement

(Attachment E)

- Discussion, general direction 6/3/21 BOA workshop
- Chip review, target draft if possible 6/14/21 BOA meeting
- Civitan review 6/17/21 meeting

**TOWN OF
GRANITE QUARRY
NORTH CAROLINA**



**RECOMMENDED BUDGET
FOR
FISCAL YEAR 2021-2022 (FY22)**

PREPARED BY:
LARRY SMITH
TOWN MANAGER

May 28, 2021



Town Manager's Budget Message FY 2021-2022

May 28, 2021

Mayor William D. Feather
Board of Aldermen
Town of Granite Quarry
143 N Salisbury Avenue
Granite Quarry, NC 28146

The Honorable Mayor Feather, Town Board Members and Citizens of Granite Quarry:

This budget was prepared to carry out the administrative needs of Town government operations and goals established by the Board of Aldermen. It remains as responsive to the community as possible within the Town's available funds and resources.

Local governments are the frontline providers of safety and quality of life services to citizens. The impacts and uncertainties of the coronavirus pandemic over this past year consequently challenged cities and counties well beyond anything we have ever experienced before. The dedication and resilience of town staff to not only deal with the often drastically increased daily duties – but to continue positive and empathetic community outreach while advancing the Town's professionalism, projects, and goals – cannot be overstated. Achieving the ISO Class 1 rating this year as the smallest and only single-station municipality in NC to do so is just one testament to that. The Board's strategic allocation of resources and continuous support enabled that, and is paving the way for us to continue "moving that needle forward" in the year ahead.

Residential growth continues to have a significant impact on the budget, operations, and long-term planning needs of the Town. An updated census estimation by the county earlier this year confirmed what we have been suspecting based on planning and administrative workloads over the past two years: from 2019-2021 Granite Quarry has been one of, if not the, fastest growing communities in the county. Much of this is from the high-density Village at Granite phased development. Steady infill development, expansion, and smaller residential subdivisions have contributed significantly as well.

While residential growth brings a benefit to tax base, it also brings increased demand on municipal services typically much higher than commercial or industrial base. Planning, Administrative, Police, Fire, and Medical services have all experienced significant increase in demand during this time period. Despite this, except for the addition of a police officer in FY20, Granite Quarry has maintained its staffing levels *and* a 41.75¢ tax rate. At this rate, Granite Quarry has been able to pride itself on remaining the 3rd lowest tax rate in the county among *all* units of local government (by a margin of 4.25¢) – and the *lowest* tax rate among our state-benchmark “peer group” municipalities by a staggering margin of 11.25¢ (*as a city with electric utility, Landis is actually not even in our peer group average for some budgetary benchmarking standards, but is by population comparisons*).

Unit of Government	FY21 Tax Rate
Salisbury	0.7196
Rowan County	0.6575
East Spencer	0.66
Spencer*	0.655
Kannapolis (Rowan)	0.63
China Grove*	0.54
Landis*	0.53
Rockwell	0.46
<u>Granite Quarry*</u>	<u>0.4175</u>
Faith	0.41
Cleveland	0.3736 (city 0.28 + a comm fire rate of 0.0936)

* State benchmark “peer group” municipalities (by composition, budget, and/or population standards).

Contracted service costs are also increasing significantly due to growth and economic conditions. The updated sanitation collection contract with Waste Management increased 9.75% per household pickup. This reflects the costs of additional tonnage of waste produced since the pandemic began, additional trips to the landfill from “packing out” more often due to the tonnage and increased growth areas, as well as the same increased costs the Town and other service-related employers are incurring in their operations (e.g., payroll & insurance, fuel, maintenance). The Town’s anticipated cost increase for sanitation services alone is 12.2%, hence the recommended increase of the environmental fee from \$11/month to \$12/month.

Over the past few years, the Board has discussed the need for increased levels of service and the adverse effects of maintaining a tax rate oftentimes incongruent with growth trends and needs. This has been especially evident with the administrative workload to field the aforementioned growth and development related inquiries and issues with only a part-time planner on staff, and also with the increasing trend of needing to tap into fund balance for major (but to be anticipated in municipal services) projects – if not postponing them from year to year.

In FY21 the Board commissioned a pay classification study to develop a professional and equitable pay classification schedule for the Town as part of its goal to address the challenges of recruiting and retaining professional, experienced staff. This budget includes funding for implementation of some of that study's recommendations, including pay adjustments and the addition of a full-time Town Planner position.

We anticipate ending the FY21 with approximately \$90,000 in unrestricted surplus. Some of this resulted from continued cost-cutting across departments, vacancies, and pandemic restrictions that curbed certain parts of normal operations. Largely it was from higher-than-expected sales tax and ad valorem tax revenues (estimated ~ \$111k and \$12k, respectively), and \$90,641 reimbursement funding for eligible items from the Coronavirus Relief Funding act through December 2020.

The Board met May 21, 2021 for another budget workshop during which Board and staff discussed a number of recommendations. In light of the anticipated surplus and to keep upcoming FY expenditures to a minimum, the Board approved recommendation to tackle some otherwise FY22 high priority items *now* that seem reasonably achievable before the end of this FY21.

Additionally, in an effort to continue growing Town stability by countering the trending need to tap into fund balance (especially while still not having the financial resources to tackle strategic Board goals), I have amended my original recommendation for purchase of the ½-ton public works truck from appropriated fund balance. It is actually a good example of one of those major (but normally anticipated) expense issues referenced above. I have therefore balanced its purchase with the recommended tax rate of 44.50¢ instead, which became possible in large part by Public Works' completely unrelated follow up on the backhoe units. After thoroughly inspecting each of the units available through Sheriff's contract, PW determined the one that best fits our department's needs surprisingly happens to be the ~\$90k unit (as opposed to the ~\$115k unit).

While we do not have the funds or the manpower to achieve all of our desired goals, this budget prioritizes funding into the areas established by this administration and the Board of Aldermen.

If approved, the tax rate will increase to **\$0.445** per \$100 valuation.

The environmental fee will increase to **\$12**/month.

This budget includes:

- Funding for debt service on the Village at Granite waterline extension
- Funding for debt service on the 2020 Capital Streets Improvement Project loan
- Funding for implementation of the Pay Classification Study adjustments and recommendations in each department, including the addition of a full-time Town Planner position in Administration.
- Prioritized needs and capital purchases for departments
- Operation expenses to continue services to citizens at current or increased levels
- Adjustments to cover any inflation and contractual variations along line items
- Specific items per department further detailed below.

Budget Overview

After careful consideration, the following budget recommendations represent Board goals, departmental input, and community needs within a tax rate of **\$0.445** per \$100 valuation. The total recommended budget is **\$2,718,123**.

General Fund:		\$ 2,718,123
Governing Body	\$ 55,943	
Administration	\$ 566,432	
Police	\$ 751,991	
Fire	\$ 544,429	
Public Works/Maintenance	\$ 420,061	
Streets – Powell Bill	\$ 134,517	
Streets – Non-Powell Bill	\$ 36,000	
Parks and Recreation	\$ 56,500	
Environmental	\$ 152,250	
Total All Funds:		\$ 2,718,123

FY 2021-2022 Departmental Highlights

Governing Body: The recommended budget for Governing Body is \$55,943. This includes a 2% Cost of Living Adjustment to Board member pay, funding for the annual financial audit, and funding to Rowan County for the 2021 municipal elections.

Administration: The proposed budget for Administration is \$566,432. This includes funding to implement the Pay Classification Study adjustments and recommendation for a full-time Town Planner position. This department also houses the debt service funding for the Village at Granite waterline extension, Community Appearance Commission activities, and tax collection services through Rowan County.

Police: The proposed budget for the Police Department is \$751,991. This includes normal operations and personnel funding. Budgeting for an automatic appropriation of general funds into capital outlay for vehicles (in an amount equal to any unspent funds from this FY as per a provision in the Interlocal Agreement) is not included since that provision is currently being evaluated, two new patrol vehicles were able to be purchased in the FY21 putting fleet needs in good shape, and an accurate projection of the amount of unspent FY21 funds is not available until financial statements and any audit adjustments for the FY21 closeout are conducted in the 1st or 2nd quarter of the new FY.

Fire: The proposed budget for the Fire Department is \$544,429. This includes \$36,000 funding for the Engine 572 refurbishment that was originally scheduled for the FY21 but postponed due to higher-priority needs.

Public Works / Maintenance: The proposed budget for the Public Works / Maintenance Department is \$420,061. This includes funding for a replacement backhoe/loader, and for the purchase of a ½-ton Public Works supervisor/Fire Chief response truck to free up the current truck for operations needs and alleviate sharing and response issues as part of the 2019-2021 Fleet Efficiency Plan illustrated by the table below.

**Public Works and Fire
2019-2021 Fleet Efficiency Plan**

MAINTENANCE		FIRE	
1990 Chev-2500 – Surplused '20		1994 Pierce (E572)	
1995 Ford F600		1994 Pierce (E573 → now R57)	
2007 Ford F250		2001 Ford F350 (former R57, eliminated '20)	
2009 Ford F150 – Maint/FD/shared use to eliminate →		2005 Chev Impala (former FD Command, eliminated '19)	
2019 Ford F350 – Replaced 1990 Chev 2500		2005 Ford Explorer (U579) – Replaced '20	
2021 ½-ton Ext Cab - Recomm PWD Supvsr, emerg equip		2015 Pierce (E571)	
		2020 F250 (Squad 57) – Replaced 2005 Explorer	
Beginning Fleet: 4	Net Fleet: 5	Beginning Fleet: 6	Net Fleet: 4

Streets – Powell Bill: The proposed budget for Powell Bill costs is \$134,517. This includes \$58,717 in debt service toward repayment of the 2020 Capital Streets Improvement project loan, and \$65,000 for a capital improvement project at Brinkley and Cleo Streets.

Streets – Non-Powell Bill: The proposed budget for Non-Powell Bill Streets costs is \$36,000. This is for the Utilities costs on streetlights.

Parks and Recreation: The proposed budget for the Parks and Recreation Department is \$56,500. This includes a slight increase in “Maintenance & Repairs” for needed electrical upgrades at the Granite Lake Park for events, and increased funding for contracted services related to park maintenance (e.g., tree services, stump removal).

Environmental: The proposed budget for Environmental costs is \$152,250. This includes increased area and costs associated with the Waste Management sanitation services contract.

The proposed General Fund budget is balanced with a tax rate of \$0.445 per \$100 of valuation. Projected revenues and other funding sources are \$2,718,123 and projected expenditures are \$2,718,123.

Respectfully Submitted,

Larry Smith

Larry Smith
Town Manager



TOWN OF GRANITE QUARRY, NORTH CAROLINA
Budget Ordinance No. 2021-10
FISCAL YEAR 2021-2022

**AN ORDINANCE CONCERNING APPROPRIATIONS AND THE RAISING OF
REVENUE FOR THE FISCAL YEAR BEGINNING JULY 1, 2021**

BE IT ORDAINED by the Board of Aldermen of the Town of Granite Quarry, North Carolina that the following anticipated fund revenues and departmental expenditures, certain fee and charge schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of the Town Government and its activities for the fiscal year beginning July 1, 2021 and ending June 30, 2022 (FY22).

Section 1: Summary

General Fund Revenues	\$2,660,328
Other Financing Sources and Uses	<u>57,795</u>
Total Expenditures / Transfers	<u>\$2,718,123</u>

Section 2: General Fund

Anticipated Revenues	
Ad Valorem Taxes	\$1,188,644
Unrestricted Intergovernmental	1,011,080
Restricted Intergovernmental	262,722
Permits and Fees	5,500
Sales and Services	169,632
Other General Revenues	<u>22,750</u>
Subtotal	2,660,328
Other Financing Sources and Uses	57,795
Total Anticipated Revenues	<u>\$2,718,123</u>

**Authorized Expenditures / Transfers Out
By Department**

Governing Body	\$55,943
Administration	566,432
Police	751,991
Fire	544,429
Maintenance	420,061
Streets – Powell Bill	134,517
Streets – Non-Powell Bill	36,000
Parks and Recreation	56,500
Environmental	152,250
Total Authorized Expenditures / Transfers	<u>\$2,718,123</u>

Section 3: Levy of Taxes

There is hereby levied for FY22 an Ad Valorem Tax Rate of **\$0.445** per One Hundred Dollars (\$100.00) valuation of taxable property as listed for taxes as of January 1, 2021, for the purpose of maintaining the revenue from current taxes as set forth in the foregoing estimates of revenues, and in order to finance the foregoing applicable appropriations. This rate of tax is based on an estimated assessed valuation of **\$265,088,669** and an estimated collection rate of **97.00%**, yielding **\$1,179,644** in current year ad valorem tax revenues.

Section 4: Fees Schedule

There is hereby established, for the FY22, various fees and charges as contained in Attachment A.

Section 5: Special Authorization - Budget Officer

- A. The Town Manager is hereby authorized to make any budget transfers as may be required within each department if the total appropriation for each fund does not change and contingency funds are not utilized to do so.
- B. Interfund transfers established in the Budget Ordinance or Capital Project Ordinance may be accomplished without additional approval from the Board of Aldermen.

Section 6: Restrictions - Budget Officer

- A. Interfund and interdepartmental transfer of monies except as noted in Sections 5 and 9 shall be accomplished by Board of Aldermen authorizations only.
- B. Utilization of appropriations contained in Contingencies and Appropriations from Fund Balance may be accomplished only with specific approval of the Board of Aldermen.

Section 7: Utilization of Budget Ordinance

This ordinance shall be the basis of the financial plan for the Town of Granite Quarry Municipal Government during the FY22. The Town Manager shall administer the budget and shall ensure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the Budget.

The Administration Department shall establish and maintain all records in consonance with this Budget Ordinance and the appropriate Statutes of the State of North Carolina.

Section 8: Salary Adjustments

- A. For the FY22, a 2% market adjustment is authorized to be applied as a Cost of Living Adjustment to members of the Board of Aldermen effective July 1, 2021, and to be available as part of performance pay consideration to existing employees at the time of their respective annual performance evaluations throughout the course of the year if or as they merit. Application to the salary schedule (and thus any new hires) will take effect January 1, 2022.
- B. Longevity pay authorization will be considered at the regular monthly meeting of the Board of Aldermen in November.

Section 9: Re-appropriation of Funds Encumbered in FY21

Appropriations hereinabove authorized and made shall have the amounts of the unearned portion of contracts at June 30, 2021 added to each appropriation as it applied in order to properly account for payment against the fiscal year in which it is paid.

Copies of this ordinance, the Town Manager’s budget message, and accompanying attachments shall be maintained in the office of the Town Clerk of the Town of Granite Quarry and shall be made available for public inspection.

Adopted June ____, 2021

Aubrey Smith
Town Clerk

William D. Feather
Mayor

Revenue Assumptions for FY 2021-2022 Budget

Ad Valorem Taxes

Property Taxes. Property tax values are provided by the Rowan County Tax Assessor's Office. Once expenditures and all other General Fund revenues were projected, the amount necessary to balance the budget was calculated. Using that figure as the target, a property tax rate applied to the assessed valuation was calculated that would result in that amount of revenue being generated. An uncollectable rate of 3.00% was factored into the calculations.

Tax Penalties and Interest. Based on historical trends.

Prior Year Taxes. Based on historical trends, economic forecasts, anticipated continuation of collection percentages, and adjusted by the size of the 2020 property tax receivable balance projected as of June 30, 2021.

Unrestricted Intergovernmental

Local Option Sales Tax. Based on estimates provided by the North Carolina League of Municipalities (NCLM), historical trends, State legislative changes, local conditions, and economic forecasts. Overall, we project finishing FY21 at approximately 7.5% above FY20 distributions, with continued growth of approximately 2% across the local sales tax articles for the FY22.

Solid Waste Disposal. Based on forecast projections and health trends of the construction sector. The State levies a \$2/ton "tipping tax" on municipal solid waste and construction / demolition materials deposited in all NC landfills (and/or passing through transfer stations for any out of state disposal). It applies proceeds to different programs and then distributes 18.75% of the proceeds back to municipalities and counties on a per capita basis. Overall, we expect ~1.5% increase in FY22 distributions over the estimated FY21 amounts.

Beer & Wine Tax. Based on national market research forecast projections of beer and wine sales, against state distribution formulas. These sales taxes are distributed from the NC Department of Revenue to municipalities based on population. We expect distribution to see approximately 1% growth in FY22.

Utility Franchises. Based on estimates provided by the NCLM and historical trends. This category includes Electricity, Piped Natural Gas, Telecommunications, and Video Programming Franchise Taxes & Fees.

Restricted Intergovernmental Revenues

Powell Bill Revenues. Based on estimates provided by the NCLM and the Office of State Budget and Management. The population-based portion of the distribution formula (75% of the distribution) was calculated at \$17.48 per capita at our most

recent certified census population of 3,148. The mileage-based portion (25% of the distribution) was calculated at \$1,458 per mile over our 14.88 miles of streets.

Joint Police Authority Revenues. Based on a flat rate agreement of \$136,000.

Permits and Fees

Local Revenues. Based on historical trends, economic forecasts, and known growth and development plans in queue within Town limits.

Sales and Services

Solid Waste/Recycling Collection. Based on the recommended environmental fee of \$12 per month per household and the anticipated collection rate through Salisbury-Rowan Utilities' (SRU) billing department.

Other General Revenues

Local Revenues. Based on fee schedule, and historic and current trends.

Investments Interest. Based on estimated cash balances & interest rate projections.

Surplus Items. Based on anticipated surplus items and their estimated market value.

FEES AND CHARGES

ATTACHMENT A

**FISCAL YEAR 2021-2022
TOWN OF GRANITE QUARRY**

BUILDING AND RELATED ACTIVITIES			
Building Type	Rental Times and Description	Rental Fee	
		Residents	Non-Residents
Shelter or Gazebo	Up to 4 hours	\$35	\$50
	Up to 8 hours	\$50	\$75
	8 hours or more	\$75	\$100
	Electricity fee	\$25 per 4 hours of use	
Civic Park	Kitchen rental	\$15	\$50
	Kitchen key deposit	\$25	
Legion Building	Up to 6 hours	\$100	\$250
	6 hours or more	\$150	\$350
Civic Group or church	Up to 6 hours	\$50	\$150
	6 hours or more	\$75	\$200
	Rental deposit (no discount)	\$150	
No fees are charged for nationally chartered Granite Quarry youth or school organizations.			
PLANNING, ZONING, AND SUBDIVISION FEES			
Item	Description	Fee	
Annexation		\$500 + any engineer or surveying costs	
Subdivision Plats	Exception plat review	\$50	
	Minor subdivision plat review	\$75	
	Major subdivision, preliminary plat review	Engineer costs, plus:	
		• Up to 25 lots:	\$250
		• 26-50 lots:	\$500 + \$5 per lot
	• > 50 lots:	\$750 + \$5 per lot	
	Major subdivision, final plat review*	\$150 per map + engineer costs	
	Letter of credit review	\$100 + engineer costs	
Letter of credit, partial release	\$100 + engineer costs		
<i>*If a third review is required, an additional review fee will be charged</i>			
Zoning Review	Zoning / Use Permit	\$50 unless otherwise specified below	
	Home occupation	\$25	
	Sign - temporary	\$10 per sign	
	Sign - permanent	\$50 per sign	
	Conditional Use Permit (CUP)	\$500	
	Variance	\$400	
	Engineer drawing review	Engineer costs	
	Site plan review	(Minor) \$200	
		(Major) \$400	
	Technical Review Committee review	\$100 + engineer costs	
	Zoning Administrator's decision appeal	\$250 + advertising and notification costs	
	Zoning map amendment	\$600 + advertising and notification costs	
	Zoning text amendment	\$400 + advertising and notification costs	
	Site inspection costs	\$100 + engineer costs	
Vested rights process	\$250		
Plotted Maps, Ordinance Copies, Etc		Production cost	

Nuisance Citation/Fine (warning issued first)	\$50 first offense
	\$100 second offense
	\$200 third & subsequent offense
ADMINISTRATIVE AND OTHER FEES	
Item Description	Fees
All Copies	\$0.10 per page
Copy of Current Town Budget	\$0.10 per page
Fax Service	\$0.25 per page
Copy of Municipal Code of Ordinances	Production cost
Golf Cart Registration	\$10 per cart
Golf Cart Violation	\$150 per violation
Environmental Fee (resident and non-dumpster commercial)	\$12 per month
FIRE DEPARTMENT FEES	
Re-inspections (third and subsequent)	\$30
Fireworks (standby)	\$100
Fire Watches	\$100
Assembly Standby	\$25
Plans Review	\$25
Hydrant Testing	\$30 per hydrant
Fire Flow Report	\$200
Fire Department Services Fees	Market rate set by insurance company
Fire Reports	\$5 per report
FIRE DEPARTMENT PERMITS	
Fireworks	\$130
Burning	\$35
Annual Haz-Mat Storage	\$120
Tent	\$40
Tank Removal / Installation	\$50
POLICE DEPARTMENT FEES	
Police Off-Duty Services (<i>entity pays the officer directly</i>)	\$30 per hour
Police Reports	\$5 per report
PUBLIC WORKS DEPARTMENT FEES (including for Town abatements)	
Heavy Equipment / Tractors	\$100 per hour with operator
Light Equipment	\$65 per hour with operator
Brush Pickup, second load for citizens	\$50 per load
Bulk Item Pickup (must be placed by curb)	Call Town Hall for estimate

SALARY SCHEDULE**ATTACHMENT B****FY 2021-2022
Salary Schedule***

Classification Title	# Positions	Hiring Rate	Minimum	Mid-Point	Maximum	Notes
Town Clerk	1	\$49,897	\$52,392	\$63,619	\$77,340	
Finance Officer	1	52,392	55,012	66,800	81,208	
Planner	1	47,521	49,897	60,590	73,658	
Office Assistant	1	30,631	32,163	39,055	47,478	
Public Works Director	1	55,012	57,763	70,141	85,269	
Public Works Crew Leader	1	32,163	33,771	41,008	49,853	
Public Works Technician	1	27,783	29,172	35,424	43,064	
Police Chief	1	63,684	66,868	81,197	98,710	
Police Investigator	1	43,103	45,258	54,957	66,810	
Police Sergeant	2	43,103	45,258	54,957	66,810	
Police Officer	6	39,095	41,050	49,846	60,597	1 position remains frozen FY22
Fire Lieutenant	3	41,050	43,103	52,339	63,628	

* FY22 is the first fiscal year under the recently adopted salary and classification plan. To implement without adversely affecting compression, authorized market adjustment as part of performance pay for eligible existing employees is available July 1, 2021, but application to the salary schedule and for new hire employees will not take effect until January 1, 2022.

FISCAL YEAR 2020-2021
BUDGET AMENDMENT REQUEST #19

June 3, 2021

PURPOSE: To increase Fund Balance Appropriated (01-3991-99) and Parks – Cap Outlay – Bldg/Infrastructure (01-6130-58) in an amount not to exceed \$20,000 for the replacement of the retaining wall located at the Granite Lake Park near Hwy 52.

INCREASE:

General Ledger Acct. # and Description		Amount
01-3991-99	Fund Balance Appropriated	\$ 20,000
TOTAL		\$ 20,000

INCREASE:

General Ledger Acct. # and Description		Amount
01-6130-58	Parks – Cap Outlay – Bldg/Infrastructure	\$ 20,000
TOTAL		\$ 20,000

The above Budget Amendment was approved / denied by the Manager or Board on _____.

William Feather, Mayor

Shelly Shockley, Finance Officer

Revenues

Assessed Tax Base → 265,088,669

Real and Personal 244,388,088

Vehicles 28,032,224

Tax Collection %age → 97.00%

Proposed Tax Rate → 0.445

Current Year Ad Valorem Tax Revenues → \$1,179,644

Account No.	Description	19/20 Actual	20/21 Budgeted	Budget as Amended	20/21 Estimated	21/22 Proposed	Explanation/Comments
01-3100-12	Taxes - Budget Year	\$907,734	\$932,604	\$932,604	\$916,700	\$1,054,901	Assessed Tax Base x Proposed Tax Rate / 100 (valuation) x Tax Coll. Rate.
01-3100-17	Tax Penalties & Interest	3,702	2,000	2,000	5,465	3,000	Based on first 3 quarters & proj steady collection for last quarter compared to last 3 years' trends.
01-3101-12	Taxes - Prior Years	7,655	4,000	4,000	6,303	6,000	1st + 2nd + 3rd + Prior years' line items are all included in this line item
01-3102-12	Vehicle Tax	112,684	100,000	100,000	121,936	124,743	Estimated from current proceeds and prior year collection trends over the 4 quarters of last 3 years.
	Total Ad Valorem Taxes	1,031,774	1,038,604	1,038,604	1,050,404	1,188,644	
01-3230-31	Local Option Sales Tax	771,824	719,146	719,146	830,000	846,600	Articles 39-44 + hold harmless. July & August audit-adjusts back to the last FY.
01-3231-31	Solid Waste Disposal Tax	2,370	2,186	2,186	2,335	2,370	Based on state's forecast projections, current distribution rate and tonnage
01-3261-31	Cable Franchise Tax	4,407	5,800	5,800	0	0	Charter Comm franchise sep source from DOR Utilities dist until exp 11/2019; now all under 3315-89.
01-3322-31	Beer & Wine - State	13,419	13,430	13,430	13,600	13,736	Based upon state distribution formulas and growth trends. Annual dist usually late May/early June.
01-3300-31	Telecommunications Tax	10,646	10,050	10,050	11,018	9,971	Auditor shows FY dist "Actual" here; adj last 1/4 back to past FY as Electricity/Utilities Franchise below.
01-3315-31	Piped Natural Gas Tax	7,493	7,830	7,830	8,223	8,058	Auditor shows FY dist "Actual" here; adj last 1/4 back to past FY as Electricity/Utilities Franchise below.
01-3315-89	Video Franchise Fee Tax	24,212	25,735	25,735	24,000	23,700	Auditor shows FY dist "Actual" here; adj last 1/4 back to past FY as Electricity/Utilities Franchise below.
01-3324-31	Utilities Franchise Tax	96,316	100,870	100,870	90,000	91,125	Alloc come in here. During audit FY "Actuals" go above; auditor shows Elec & any last 1/4 dist (~Sept) here
01-3330-84	County First Responders	4,020	4,020	4,020	4,020	4,020	
01-3837-31	ABC Net Revenue-Co.	10,467	10,250	10,250	15,171	11,500	COVID impacts - highly increased alcohol sales
	Total Unrestricted Intergovernmental	945,173	899,316	899,316	998,367	1,011,080	
01-3300-23	CDBG Grant	0	0	0	0	0	
01-3300-36	Grants	0	243,075	0	0	0	
01-3316-32	Powell Bill Revenue	83,141	82,724	82,724	80,180	76,722	21/22: 75% pop 3148 @ 17.48; 25% st mi 14.88 @ 1458. Usually Sept/Oct and Dec/Jan payments.
01-3316-89	Interest on Invest - Powell Bill	0	0	0	0	0	17/18 MM acct closed when \$ spent; now non-interest. Add back if we build PB FB for major projects.
01-3319-36	COVID-19 Relief Fund	0	0	90,641	90,641	0	American Rescue Plan funds may come through this line as well
01-3431-41	Police Authority Revenue_Faith	146,000	136,000	136,000	136,000	136,000	
01-3713-33	Sal. Water/Sewer Reimbursement	50,000	50,000	50,000	50,000	50,000	SRU annual reimbursement for waterline extension. Through 22/23 for principal; 23/24 if interest.
	Total Restricted Intergovernmental	279,141	511,799	359,365	356,821	262,722	
01-3260-41	Business Registration Fees	690	0	0	0	0	Registration program cancelled FY20/21
01-3340-41	Permits	7,050	3,000	3,000	7,750	4,000	Includes zoning and other permits. If VaG Phases 2 and 3 move forward, this will likely be \$6k+ again.
01-3346-40	Abatements	545	200	200	183	0	
01-3491-41	Subdivision & Zoning Fees	5,060	2,500	2,500	1,125	1,500	Development is still up, but staying conservative with projection to be safe
	Total Permits and Fees	13,345	5,700	5,700	9,058	5,500	
01-3471-51	Solid Waste/Recycling Coll - Salisbury	168,064	138,500	138,500	138,250	169,632	Still working w WM & SRU on updating counts & billings (and on a better process moving forward)
	Total Sales and Services	168,064	138,500	138,500	138,250	169,632	
01-3411-89	Community Appearance Rev	1,200	0	0	0	0	
01-3412-84	Donation of Land	0	0	0	0	0	
01-3413-89	Miscellaneous Revenue	2,435	1,000	12,175	11,884	500	20/21: Coke pulled vending machines mid-yr (~\$450/yr); Lake Park fence ins; street fixture damage ins
01-3431-45	Police Report Revenue	102	100	100	160	100	
01-3431-89	Police Miscellaneous	1,106	800	800	1,500	1,100	Based on historical trends
01-3451-85	Property Damage Claims	0	0	2,485	2,485	0	Insurance street pole & decoration damage
01-3613-41	Parks Miscellaneous	70	0	0	1,000	50	Memorial bricks, park vandalism restitution one year, arts in park booth rentals, GraniteFest sponsors
01-3831-89	Interest on Investments	20,632	10,000	10,000	14,500	10,000	Based on reinvested rates and projections for 21/22 rates and maturities.
01-3833-89	Donations/Contributions	25	0	1,200	1,200	0	
01-3834-41	Park Shelter Rentals (Maint)	2,645	2,000	2,000	2,300	2,500	Rentals starting to pick back up
01-3835-80	Police Surplus Items Sold	2,674	0	4,494	4,494	0	If new patrol vehicle: \$3,000.
01-3835-81	Surplus Items Sold	24,132	3,500	4,564	5,755	8,500	Anticipate \$1k misc; at least \$7500 backhoe once replacement is in.
01-3836-82	Sale of Land	3,350	63,650	63,650	63,166	0	
	Total Other General Revenues	58,370	81,050	101,468	108,444	22,750	
	TOTAL REVENUES	\$2,495,868	\$2,674,969	\$2,542,953	\$2,661,344	\$2,660,328	
01-3920-91	Proceeds of Borrowing	350,000	0	0	0	0	19/20 Capital Streets project
01-3980-96	Transfers Other Funds	0	0	5,051	21,738	0	20/21 CPO 2020-07 Streets closeout \$5,050.54; CPO 2020-06 TH closeout \$16,687.47
01-3991-99	Fund Balance Appropriated	0	0	220,736	0	57,795	20/21 breakdown notes below. 21/22 Powell Bill & Capital Outlay Needs below. PD automatic reapp?
	Town Hall CPO carryover			102,005			Town Hall CPO carryover balance from 19/20 to 01-4120-96
	Town Hall CPO closeout			-16,688			BOA closed out to FB
	Fund balance appropriated - PD			114,919			BA#7: Appropriating the same amount as unspent PD funds in the FY19/20's budget to 01-4310-54
	Lake Park Fence repair			500			Insurance deductible to 01-6130-24 (\$11,174 insurance payment itself from line 01-3413-89 above)
	Lake Park Retaining Wall			20,000			Repair/rebuild of retaining wall by Hwy 52
	Powell Bill Capital Improvement					57,795	21/22: Cleo & Brinkley streets/stormwater project (\$119,090 est 20/21 EOY balance)
	Police Dept					52,000	PD automatic appropriation of funds discussion
				220,736		108,795	
	TOTAL ALL FINANCING SOURCES	\$2,845,868	\$2,674,969	\$2,768,740	\$2,683,082	\$2,718,123	

Governing Body

Account No.	Description	19/20 Actual	20/21 Budgeted	Budget as Amended	20/21 Estimated	21/22 Proposed	Explanation/Comments
01-4110-02	Mayor/Aldermen Salary	\$12,431	\$12,575	\$12,575	\$12,575	\$12,828	2% COLA per 5/21/21 budget workshop
01-4110-03	Mayor Expense	0	0	0	0	0	Corrected 20/21: -03 code is only for "gross earnings of longevity paid to eligible employees"
01-4110-08	Board Expense	539	250	250	0	0	Corrected 20/21: -08 code is only for per diem and travel expenses <i>paid to members of the gov board</i>
01-4110-09	FICA	866	962	962	962	981	By set % formula
01-4110-14	Insurance - Workers Comp	60	60	60	38	50	Added to 19/20 budgeting process - WC ties to & fluctuates with Personnel
01-4110-18	Professional Services	0	16,586	16,586	16,575	20,000	Added 20/21 budgeting process - annual audit, BOA legal services
Total Personnel		13,896	30,433	30,433	30,150	33,859	
01-4110-26	Office Expense	0	400	1,214	1,255	700	Business cards,coasters,printing,Retreat catering,etc (previous -08 expenses should have come from here)
01-4110-29	COVID-19 Relief Fund	0	0	90,641	23,875	0	CRF: FD salaries claimed for reimb shown in FD/all other CRF exp shown here; GQESPL-all depts shown here
01-4110-31	Training & Schools	0	100	100	0	200	Added 20/21 - Essentials of Mun Gov, Ethics, etc training
01-4110-40	Dues & Subscriptions	0	12,075	12,075	12,050	12,600	NCLM,SOG,COG,Chamber,EDC,MPO,Microsoft(BOA accts),Rowan Mun Assn(BOA),Chamber PIP(BOA)
01-4110-45	Insurance - Prop, Liability, Bonds	1,562	1,600	1,600	1,464	1,700	
Total Operations		1,562	14,175	105,630	38,644	15,200	
01-4110-61	Grants - Nonprofit Grant Program	0	100	100	0	100	See R-2020-07 Nonprofit Funding Policy adopted 6/1/20. Added 20/21; Fiddlers Convention \$100/yr.
01-4110-62	Committees - Revitalization	0	0	0	0	0	Added 20/21 - previous 4120-49 was coded wrong & being used as a contingency line item function.
01-4110-63	Elections	0	0	0	0	3,500	Intergov't transfer item: Added 20/21 from 01-4120-63. Municipal elections odd years & referendums.
01-4110-97	Board Contingency	0	84,858	4,086	0	3,284	website upgrades, Industrial Park/other partnerships, goals list discussed
Total Transfers/Aid to Other Programs		0	84,958	4,186	0	6,884	20/21 was orig Hold List by BOA (eg, Parks & Rec Plan,Pay Class Adj,PW truck,longevity)
Total Governing Body		\$15,458	\$129,566	\$140,249	\$68,794	\$55,943	

Administration

Account No.	Description	19/20 Actual	20/21 Budgeted	Budget as Amended	20/21 Estimated	21/22 Proposed	Explanation/Comments
01-4120-00	Salaries - Regular	\$249,927	\$220,000	\$220,000	\$216,178	\$291,151	Includes adopted Pay Class Adjustments and FT Planner
01-4120-02	Salaries - Part-Time	22,396	35,000	35,000	33,600	14,040	PT adjusted with FT Planner; can adjust back if need be
01-4120-03	Salaries - Longevity					1,000	Line item added 21/22 to better account, track & compare years in which longevity approved
01-4120-07	401K Expense	7,915	11,000	11,000	10,790	14,558	By set % formula. 19/20 % was off due to a severance agreement and contracted employee.
01-4120-09	FICA Expense	20,361	19,508	19,508	18,750	23,424	By set % formula
01-4120-10	Retirement Expense	14,190	22,330	22,330	22,025	33,159	LGERS Non-LEO ↑ from 10.15% 20/21 to 11.35% 21/22
01-4120-11	Group Insurance	31,873	34,000	31,795	28,750	46,500	
01-4120-13	Unemployment Expense	1,033	0	2,205	2,205	0	
01-4120-14	Insurance - Workers Comp	557	615	615	415	750	Added to 19/20 budgeting process - WC ties to & fluctuates with Personnel
01-4120-17	Insurance - HRA/Admin Cost	0	5,450	5,450	2,200	1,200	Added 20/21; HRA offset covers diff in empl deductible from previous plan; 3rd party admin cost
01-4120-18	Professional Services	25,369	42,645	47,645	26,500	20,000	20/21: Codification remainder; Pay Class Study/Personnel Policy; TH space needs update.
	Total Personnel	373,622	390,548	395,548	361,413	445,782	
01-4120-20	Motor Vehicle Fuel	0	0	0	0	0	
01-4120-22	Banquet Expense	1,580	1,700	1,700	1,325	1,700	Staff banquet December
01-4120-24	Maint & Repair - Bldgs/Grounds	509	0	0	0	0	Added during 19/20 (Byrd prop plaque). Normal bldg/grounds maint town hall still from Maint (4190).
01-4120-25	Maint & Repair - Vehicles	0	0	0	0	0	
01-4120-26	Office Expense	5,363	11,000	9,500	8,500	10,000	19/20 ↓ significantly due to COVID impacts. Daily operation office supplies, incl flowers, Christmas hams.
01-4120-29	Supplies & Equipment	169	200	200	80	200	19/20 and especially 20/21 ↓ due to COVID impacts
01-4120-31	Training & Schools	3,804	7,000	7,000	4,000	7,000	19/20 Rec'd scholarships & credits; covid effects still hampered training opportunities through 20/21.
01-4120-32	Telephone/Communications	3,453	3,500	3,500	3,300	3,500	
01-4120-33	Utilities	4,148	4,500	4,500	4,475	4,800	
01-4120-34	Printing	4,960	5,000	5,000	4,980	5,000	
01-4120-35	Maint & Repair - Equipment	-18	500	500	0	500	
01-4120-37	Advertising	3,987	3,500	3,500	2,400	3,200	19/20- ↑ additional meetings, moratorium continuances.
01-4120-40	Dues & Subscriptions	12,493	3,500	3,500	3,250	3,750	TM,TC/HR,FO,Planner dues. Microsoft,Adobe,GoToMtg,dot.gov. Rowan Mun Assn,Chamber PIP(Admin).
01-4120-44	Contracted Services	27,458	13,750	13,750	13,250	14,550	MB, ADP, SoSoft, Pre-emp, EAP, Website, Spectrum Security, Municode, Copier lease
01-4120-45	Insurance - Prop, Liability, Bonds	4,141	4,100	4,100	3,850	5,150	TH, Legion Bldg reappraised by ins during 20/21; %age of TH reappraisal & general rate increases
01-4120-50	Community Projects	2,751	0	0	0	0	-50 is Cap Out code. 20/21- corrected & moved to 6130-62 PERC as it's a designated programs expense.
01-4170-63	Elections	2,975	0	0	0	0	Gov Body Intergov't transfer item: 20/21 corrected & moved to 01-4110-63.
	Total Operations	77,773	58,250	56,750	49,410	59,350	
01-4120-52	Cap Outlay - Computer/Equip	0	0	0	0	0	
01-4120-55	Cap Outlay - Equipment	0	0	0	0	0	
01-4120-57	Cap Outlay - Land	89,618	0	0	0	0	19/20 Purchase of Marple properties & grading for yard waste operations
01-4120-58	Cap Outlay - Bldg/Infrastructure	0	0	0	0	0	
	Total Capital Outlay	89,618	0	0	0	0	
01-4120-71	Water Line - Principal	50,000	50,000	50,000	50,000	50,000	Waterline extension - principal thru 22/23 (corrected 19/20 budget by actual amortization schedule)
01-4120-72	Water Line - Interest	5,618	4,210	4,210	4,191	2,821	18/19 Est and 19/20 Budgeted corrected to match actual amortization schedule. Thru 23/24 if interest.
	Total Debt Service	55,618	54,210	54,210	54,191	52,821	
01-4120-61	Grants - Grant Related Exp	0	3,500	5,000	5,000	0	20/21 NCDOT Bike & Ped Planning Grant Match
01-4120-62	Committees - CAC	0	0	0	0	500	Community Appearance Commission
01-4120-68	Tax Collection	15,838	18,000	18,000	16,500	7,979	9/30/20 Interlocal Agreement: FY21=.75% of collections excluding NCVTS; FY22=0.90% (\$9575 vs \$7979)
01-4120-96	Interfund Transfer	301,798	0	85,317	85,317	0	19/20 & 20/21 - Net transfer amt of appropriated funds to CPO 2020-06: Town Hall project
	Total Transfers/Aid to Other Programs	317,636	21,500	108,317	106,817	8,479	
	Total Administration Dept	\$914,267	\$524,508	\$614,825	\$571,831	\$566,432	

Planning & Zoning

Account No.	Description	19/20 Actual	20/21 Budgeted	20/21 Estimated	21/22 Proposed	Explanation/Comments
01-4910-23	Planning & Mapping Supplies					18/19 Moved into Administration 01-4120-26
01-4910-60	Contracted Services					
Total Planning & Zoning Dept						

Police

Account No.	Description	19/20 Actual	20/21 Budgeted	Budget as Amended	20/21 Estimated	21/22 Proposed	Explanation/Comments
01-4310-00	Salaries - Regular	\$330,758	\$394,000	\$394,000	\$381,750	\$433,768	<i>If another FT officer: \$473,842.</i> 19/20 ↓ staffing vacancies. 20/21 1 of the 2 new positions frozen.
01-4310-02	Salaries - Part-Time	9,680	15,000	15,000	13,500	15,000	<i>If another FT officer: \$10,000</i>
01-4310-03	Salaries - Longevity					2,500	<i>If another FT officer: \$2,500 (no change)</i>
01-4310-07	401K Expense	16,927	19,700	19,700	18,500	21,688	<i>If another FT officer: \$23,692</i> By set % formula
01-4310-09	FICA Expense	26,721	31,289	31,289	30,775	34,522	<i>If another FT officer: \$37,205</i> By set % formula
01-4310-10	Retirement Expense	33,033	42,946	42,946	41,000	52,788	<i>If another FT officer: \$57,637</i> LGERS LEO ↑ from 10.9% 20/21 to 12.10% 21/22.
01-4310-11	Group Insurance	70,280	76,000	75,981	73,300	86,625	<i>If another FT officer: \$96,250</i> 19/20 and 20/21 ↓ staffing vacancies.
01-4310-13	Unemployment Expense	0	0	19	19	0	
01-4310-14	Insurance - Workers Comp	14,229	13,500	13,500	8,994	10,700	<i>If another FT officer: \$11,700</i>
Total Personnel		501,627	592,435	592,435	567,838	657,591	<i>\$712,826 (+ \$55,235) Personnel-related costs only (training/supplies/equip not included)</i>
01-4310-20	Motor Fuel	12,698	19,000	19,000	16,000	19,000	Major fuel \$ drop 19/20. Chief following up w vendor as some 20/21 charges still not showing.
01-4310-21	Uniforms	2,890	3,000	7,494	7,494	3,000	
01-4310-25	Maint & Repair - Vehicles	8,704	6,000	7,100	7,000	6,000	
01-4310-26	Office Expense	1,441	1,500	1,500	1,000	1,500	
01-4310-29	Supplies & Equipment	6,469	8,000	8,000	8,000	8,000	
01-4310-31	Training & Schools	1,422	3,000	3,000	2,400	4,000	Increased \$1k for FY21/22 for an officer's continuing ed registration
01-4310-32	Telephone/Communications	7,399	8,000	8,000	8,000	8,000	
01-4310-33	Utilities	1,475	3,000	3,000	1,575	3,000	
01-4310-34	Printing	673	1,000	500	450	1,000	
01-4310-35	Maint & Repair - Equipment	1,074	2,000	1,400	1,000	2,000	
01-4310-40	Dues & Subscriptions	1,579	3,650	3,650	3,200	3,650	Microsoft, Police Benevolent Assn, IACP/NCACP, Instructor & Range, NCDJ dues/subscriptions
01-4310-44	Contracted Services	21,912	23,250	23,250	19,500	23,250	Bodycam Cloud, Taser, Radio Fees, DCI, OSSI, ADP, Microsoft, Fire Ext, etc
01-4310-45	Insurance - Prop, Liability, Bonds	12,266	13,800	13,800	13,200	12,000	% of TH reappraisal & rate increases but proportion ↓ from imp ins valuation breakdown fleet
Total Operations		80,004	95,200	99,694	88,819	94,400	
01-4310-54	Cap Outlay - Vehicles	49,547	0	114,919	98,754	0	<i>21/22: If patrol vehicle: \$50,000.</i> Automatic appropriation clause discussion (~\$52k)?
01-4310-55	Cap Outlay - Equipment	0	0	0	0	0	
Total Capital Outlay		49,547	0	114,919	98,754	0	
01-4310-71	Debt Services - Principal	0	0	0	0	0	
01-4310-72	Debt Services - Interest	0	0	0	0	0	
Total Debt Service		0	0	0	0	0	
Total Police Dept		\$631,177	\$687,635	\$807,048	\$755,411	\$751,991	

Total Pop: 3983

3148 GQ \$ 594,343

835 Faith \$ 157,648

Fire

Account No.	Description	19/20 Actual	20/21 Budgeted	Budget as Amended	20/21 Estimated	21/22 Proposed	Explanation/Comments
01-4340-00	Salaries - Regular	\$111,693	\$113,900	\$113,900	\$110,751	\$131,849	Kelly Days law - 16hrs/yr (4hrs/qtr) OT each FT FF.
01-4340-02	Salaries - Part-Time	173,416	185,000	189,600	189,386	210,000	
01-4340-03	Salaries - Longevity					1,825	Line item added 21/22 to better account, track & compare years in which longevity approved
01-4340-07	401K Expense	5,625	5,695	6,295	6,199	6,592	By set % formula
01-4340-09	FICA Expense	21,303	22,866	22,966	22,806	26,291	By set % formula
01-4340-10	Retirement Expense	10,275	11,561	13,261	13,205	15,172	LGERS Non-LEO ↑from 10.15% 20/21 to 11.35% 21/22
01-4340-11	Group Insurance	29,257	25,500	25,500	22,000	30,400	20/21 down during vacancies
01-4340-14	Insurance - Workers Comp	16,125	14,000	14,000	10,477	11,500	Added to 19/20 budgeting process - WC ties to & fluctuates with Personnel
01-4340-18	Professional Services	0	0	0	0	0	
Total Personnel		367,696	378,522	385,522	374,824	433,629	
01-4340-20	Motor Fuel	3,429	5,000	5,000	3,400	5,000	Fuel price drop during 19/20 lasted thru 2nd quarter 20/21; going back up & expected to remain so
01-4340-21	Uniforms	2,045	3,000	3,100	3,075	3,000	
01-4340-25	Maint & Repair - Vehicles	6,602	6,000	8,950	8,925	7,500	
01-4340-26	Office Expense	209	250	250	50	150	
01-4340-29	Supplies & Equipment	23,493	20,000	20,964	20,500	21,000	Turnout gear, boot replacements, misc supplies
01-4340-31	Training & Schools	860	2,000	1,550	500	2,000	
01-4340-32	Telephone/Communications	3,717	3,800	4,350	4,330	4,500	Includes 1stnet, Spectrum, postage
01-4340-33	Utilities	5,498	5,700	5,700	5,750	6,100	
01-4340-34	Printing	198	400	400	300	325	
01-4340-35	Maint & Repair - Equipment	2,850	3,000	1,000	950	2,500	New Jaws of life, AED, etc should allow safe decrease.
01-4340-40	Dues & Subscriptions	2,579	3,000	3,150	3,225	3,300	NCSFA, Rowan Assn, Active 911, Superior, iops, Microsoft, NC Chief's Assn, magazine, etc dues/subscriptions
01-4340-44	Contracted Services	9,928	10,000	10,000	9,500	10,000	Hose, ladder testing, ADP, radio/avl, other service & maint contracts
01-4340-45	Insurance - Prop, Liability, Bonds	7,402	8,000	8,000	7,429	9,425	Property & Liability ins + Fisher-Greene/County Liability Policy to operate a fire agency within county
Total Operations		68,810	70,150	72,414	67,934	74,800	
01-4340-54	Cap Outlay - Vehicles	0	38,000	38,000	37,853	0	20/21 - Squad 57 (F350) replaced Explorer
01-4340-55	Cap Outlay - Equipment	44,765	32,500	38,500	38,285	36,000	E572 remaining refurb
Total Capital Outlay		44,765	70,500	76,500	76,138	36,000	
01-4340-71	Fire Truck - Principal	0	0	0	0	0	
01-4340-72	Fire Truck - Interest	0	0	0	0	0	
Total Debt Service		0	0	0	0	0	
Total Fire Dept		\$481,270	\$519,172	\$534,436	\$518,896	\$544,429	

Maintenance

Account No.	Description	19/20 Actual	20/21 Budgeted	Budget as Amended	20/21 Estimated	21/22 Proposed	Explanation/Comments
01-4190-00	Salaries - Regular	\$105,101	\$110,000	\$110,000	\$111,614	\$124,296	Includes adopted pay class adjustments
01-4190-02	Salaries - Part-Time	31,327	35,500	35,500	35,498	35,500	19/20 Actual ↓ due to COVID-19 alternate scheduling
01-4190-03	Salaries - Longevity					750	Line item added 21/22 to better account, track & compare years in which longevity approved
01-4190-07	401K Expense	5,717	5,500	5,500	5,781	6,215	By set % formula
01-4190-09	FICA Expense	10,476	11,131	11,131	11,458	12,282	By set % formula
01-4190-10	Retirement Expense	10,555	11,165	11,165	11,771	14,193	LGERS Non-LEO ↑ from 10.15% 20/21 to 11.35% 21/22
01-4190-11	Group Insurance	25,025	22,000	22,000	21,275	24,750	
01-4190-14	Insurance - Workers Comp	7,222	7,500	7,500	5,076	7,600	Added to 19/20 budgeting process - WC ties to & fluctuates with Personnel. 21/22-Modifier rate up PW.
01-4190-18	Professional Services	0	0	0	0	0	
Total Personnel		195,424	202,796	202,796	202,473	225,586	
01-4190-20	Motor Fuel	6,864	7,000	7,000	6,500	7,100	Gas prices were down first 3 quarters of 20/21; rising currently & anticipating same or more 21/22
01-4190-21	Uniforms	1,104	4,500	3,465	1,965	2,000	
01-4190-24	Maint & Repair - Bldgs/Grounds	6,994	10,000	10,000	10,000	12,000	Includes an additional \$2k for Town Hall Roof patching; plan to discuss new TH roof/renovations 21/22.
01-4190-25	Maint & Repair - Vehicles	1,693	2,000	4,000	3,500	3,500	
01-4190-26	Office Expense	0	25	25	0	0	
01-4190-29	Supplies & Equipment	6,894	7,500	11,020	8,535	10,000	
01-4190-31	Training & Schools	48	250	250	100	250	Pesticide & other certs. Trainings down 20/21 with COVID; anticipating reschedules 21/22.
01-4190-32	Telephone/Communications	694	775	775	780	850	
01-4190-33	Utilities	2,989	3,100	3,100	3,275	3,500	
01-4190-34	Printing	15	50	50	20	25	
01-4190-35	Maint & Repair - Equipment	11,228	10,000	8,000	6,500	7,500	If new backhoe, Jason thinks we'll be okay to drop this from \$10k to \$7500.
01-4190-40	Dues & Subscriptions	0	0	150	150	150	Microsoft subsc (was being taken from -60/-44; corrected during 20/21)
01-4190-44	Contracted Services	14,791	22,000	21,850	15,000	16,000	ADP,mulch grind,Microsoft,MB,pre-employ,Sals radios,pest control, dumpster days.
01-4190-45	Insurance - Prop, Liability, Bonds	3,151	3,600	3,600	2,925	4,600	Byrd property & Quarry shed; %age of TH reappraisal & general rate increases
01-4190-51	Tools & Light Equipment	2,470	0	0	0	0	Split from -29 in 18/19 per mayor, but -29 is appropriate # (50-59 are Cap Outlay #s). 20/21 back to -29.
Total Operations		58,934	70,800	73,285	59,250	67,475	
01-4190-54	Cap Outlay - Vehicles	32,559	0	0	0	37,000	1/2-ton ext cab 4wd PWD truck (dual purpose Command)(updated pricing > 5/21/21 wkshp to be safe)
01-4190-55	Cap Outlay - Equipment	0	0	0	0	90,000	Replacement Backhoe/Loader
01-4190-58	Cap Outlay - Bldg/Infrastructure	0	0	0	0	0	Town Hall roof \$120-\$150k. \$2k patching allowance in -24 until TH remaining renovation discussion.
Total Capital Outlay		32,559	0	0	0	127,000	
01-4190-61	Grants - Grant Related Exp	0	0	0	0	0	
01-4190-96	Interfund Transfer	34,725	243,075	0	0	0	
Total Transfers/Aid to Other Programs		34,725	243,075	0	0	0	
Total Maintenance Dept		\$321,642	\$516,671	\$276,081	\$261,723	\$420,061	

Streets: Powell Bill

		76,722 <i>See Resolution 2020-09: Powell Bill Policy</i>					
Account No.	Description	19/20 Actual	20/21 Budgeted	Budget as Amended	20/21 Estimated	21/22 Proposed	Explanation/Comments
01-4510-18	Professional Services	\$0	\$500	\$750	\$750	\$800	Added 20/21 for engineer & consulting services (PB maps, st projects)
	Total Personnel	0	500	750	750	800	
01-4510-29	Supplies & Equipment	0	2,000	250	150	2,500	Added 20/21 for PB eligible supplies (prev pulling from Maint)
01-4510-35	Maint & Repair	0	5,000	6,500	6,500	7,500	Added 20/21 for normal maintenance & repair streets & sidewalks
	Total Operations	0	7,000	6,750	6,650	10,000	
01-4510-58	Cap Outlay - Bldg/Infrastructure	28,975	0	0	0	65,000	Capital improvement project Brinkley & Cleo Streets
	Total Capital Outlay	28,975	0	0	0	65,000	
01-4510-71	Debt Service - Principal	0	50,000	50,000	50,000	50,000	Added 20/21 for F&M loan payment (CPO 2020-07); runs thru FY26/27
01-4510-72	Debt Service - Interest	0	10,233	10,233	10,233	8,717	Added 20/21 for F&M loan payment (CPO 2020-07); runs thru FY26/27
	Total Debt Service	0	60,233	60,233	60,233	58,717	
01-4510-99	Unappropriated Fund Balance	0	14,991	20,042	12,547	0	Added 20/21 to start PB capital projects planning program per 2020-09
	Total Transfers/Aid to Other Programs	0	14,991	20,042	12,547	0	
	Total Streets - Powell Bill	28,975	82,724	87,775	80,180	134,517	
		<i>106,543</i>			<i>119,090</i>	<i>61,295</i>	<i>PB usually Sept/Oct and Dec/Jan payments. Powell Bill fund balance</i>

Streets: Non Powell Bill

Account No.	Description	19/20 Actual	20/21 Budgeted	Budget as Amended	20/21 Estimated	21/22 Proposed	Explanation/Comments
01-4511-18	Professional Services	\$0	\$0	\$0	\$0	\$0	
	Total Personnel	0	0	0	0	0	
01-4511-33	Utilities - Street Lights	31,073	34,000	34,000	33,000	36,000	
01-4511-39	Other Services	0	0	0	0	0	
	Total Operations	31,073	34,000	34,000	33,000	36,000	
01-4511-59	Cap Outlay - Improvements	0	0	0	0	0	
	Total Capital Outlay	0	0	0	0	0	
01-4511-60	Special Projects	0	0	0	0	0	
01-4511-96	Interfund Transfer	350,000	0	0	0	0	19/20 Transfer of F&M loan proceeds to CPO 2020-07: Streets Imp Proj
	Total Transfers/Aid to Other Programs	350,000	0	0	0	0	
	Total Streets - Non Powell Bill	381,073	34,000	34,000	33,000	36,000	

Environmental:

Account No.	Description	19/20 Actual	20/21 Budgeted	Budget as Amended	20/21 Estimated	21/22 Proposed	Explanation/Comments
01-4710-64	Recycling	43,582	10,125	10,125	6,790	0	Agreement with All American thru August 2020 (recycling cancelled)
01-4710-65	Garbage Service	116,570	125,568	125,568	120,025	152,250	\$9.57 @ 1325 units (still working w WM on updating/comparing unit count)
Total Environmental		\$160,152	\$135,693	\$135,693	\$126,815	\$152,250	

Parks & Recreation

Account No.	Description	19/20 Actual	20/21 Budgeted	Budget as Amended	20/21 Estimated	21/22 Proposed	Explanation/Comments
01-6130-00	Salaries - Regular	\$0	\$0	\$0	\$0	\$0	Moved FY18/19 into 01-4190-00 FT Personnel
01-6130-02	Salaries - Part-Time	0	0	0	0	0	
01-6130-07	401K Expense	0	0	0	0	0	Moved FY18/19 into 01-4190-00 FT Personnel
01-6130-09	FICA Expense	0	0	0	0	0	Moved FY18/19 into 01-4190-00 FT Personnel
01-6130-10	Retirement Expense	0	0	0	0	0	Moved FY18/19 into 01-4190-00 FT Personnel
01-6130-11	Group Insurance	0	0	0	0	0	
01-6130-14	Insurance - Workers Comp	0	0	0	0	0	Added to 19/20 budgeting process - WC ties to & fluctuates with Personnel
01-6130-18	Professional Services	0	0	30,000	30,000	0	20/21 - Parks and Rec Master Plan - BOA held it in Contingency for special review before approving
	Total Personnel	0	0	30,000	30,000	0	
01-6130-20	Motor Fuel	0	0	0	0	0	
01-6130-21	Uniforms	0	2,000	1,000	0	0	Added 20/21 as trial to budget \$2k from -29 for better acct "Janitorial Supplies". Works better -29.
01-6130-24	Maint & Repair - Bldgs/Grounds	13,379	15,000	20,800	20,678	18,000	Normal maint & upkeep (averages ~\$15k/yr). 21/22: + Lake Park electrical upgrade.
	Normal maint / upkeep items				3,080		Sand, paint, mulch, etc
	Civic Park				1,000		Restroom sewer pipe
	Lake Park				7,398	3,000	Electrical. 20/21: Security lighting elect repairs. 21/22: Electrical upgrade-events power.
					3,400		Nature Trail pipe & bridge work
					5,800		Lake Park retaining wall - collapsed section near pond
				0	20,678	3,000	
01-6130-25	Maint & Repair - Vehicles	0	0	0	0	0	
01-6130-29	Supplies & Equipment	3,952	4,000	4,000	4,000	7,000	19/20 ↓ from COVID facilities closures. 20/21 trial splitting "janitorial supplies" out, but better here.
01-6130-31	Training & Schools	0	0	0	0	0	
01-6130-33	Utilities	16,289	16,000	13,500	13,200	16,500	Facilities rentals/use ↓ drastically COVID 20/21; back to more normal (+ utility rate increases) 21/22
01-6130-35	Maint & Repair - Equipment	0	0	0	0	0	
01-6130-44	Contracted Services	596	3,000	700	530	10,000	21/22 tree maint, stump removal, restroom paint, overall beautification; once/mo bank maintenance
01-6130-45	Insurance - Prop, Liability, Bonds	0	0	0	0	0	
	Total Operations	34,215	40,000	40,000	38,408	51,500	
01-6130-54	Cap Outlay - Vehicles	0	0	0	0	0	
01-6130-55	Cap Outlay - Equipment	0	0	0	0	0	
01-6130-57	Cap Outlay - Land	0	0	0	0	0	
01-6130-58	Cap Outlay - Bldg/Infrastructure	0	0	63,633	63,633	0	BA#1-A (Civic Park Stormwater); BA#8-A (Lake Park Fence); BA#19 (Lake Park Hwy 52 retaining wall)
				31,958	31,958		Civic Park stormwater pipe emergency repair project
				11,675	11,675		Lake Park fence repair along Hwy 52 (insurance claim from collapse)
				20,000	20,000		Lake Park retaining wall repair - collapsed section along Hwy 52 (footers, drainage, major asset imp.)
				0	63,633	0	
	Total Capital Outlay	0	0	63,633	63,633	0	
01-6130-62	Committees - PERC	0	5,000	5,000	2,600	5,000	20/21 first 1/2 GraniteFest Harwood contract (1375); 2nd half due 21/22 at performance (1375)
01-6130-96	Interfund Transfer	0	0	0	0	0	
	Total Transfers/Aid to Other Programs	0	5,000	5,000	2,600	5,000	
	Total Parks & Rec Dept	\$34,215	\$45,000	\$138,633	\$134,641	\$56,500	

GENERAL FUND SUMMARY

	19/20 Actual	20/21 Budgeted	Budget as Amended	20/21 Estimated	21/22 Proposed
TOTAL REVENUES	\$ 2,495,868	\$ 2,674,969	\$ 2,542,953	\$ 2,661,344	\$ 2,660,328
TOTAL FUNDING SOURCES	\$ 2,845,868	\$ 2,674,969	\$ 2,768,740	\$ 2,683,082	\$ 2,718,123

EXPENDITURES	19/20 Actual	20/21 Budgeted	Budget as Amended	20/21 Estimated	21/22 Proposed
Governing Body					
Personnel	\$ 13,896	\$ 30,433	\$ 30,433	\$ 30,150	\$ 33,859
Operations	1,562	14,175	105,630	38,644	15,200
Transfers/Aid to Other Programs	-	84,958	4,186	-	6,884
Total	\$ 15,458	\$ 129,566	\$ 140,249	\$ 68,794	\$ 55,943
Administration					
Personnel	\$ 373,622	\$ 390,548	\$ 395,548	\$ 361,413	\$ 445,782
Operations	77,773	58,250	56,750	49,410	59,350
Capital Outlay	89,618	-	-	-	-
Debt Service	55,618	54,210	54,210	54,191	52,821
Transfers/Aid to Other Programs	317,636	21,500	108,317	106,817	8,479
Total	\$ 914,267	\$ 524,508	\$ 614,825	\$ 571,831	\$ 566,432
Planning & Zoning					
Operations	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -
Police					
Personnel	\$ 501,627	\$ 592,435	\$ 592,435	\$ 567,838	\$ 657,591
Operations	80,004	95,200	99,694	88,819	94,400
Capital Outlay	49,547	-	114,919	98,754	-
Debt Service	-	-	-	-	-
Total	\$ 631,177	\$ 687,635	\$ 807,048	\$ 755,411	\$ 751,991
Fire					
Personnel	\$ 367,696	\$ 378,522	\$ 385,522	\$ 374,824	\$ 433,629
Operations	68,810	70,150	72,414	67,934	74,800
Capital Outlay	44,765	70,500	76,500	76,138	36,000
Debt Service	-	-	-	-	-
Total	\$ 481,270	\$ 519,172	\$ 534,436	\$ 518,896	\$ 544,429
Maintenance					
Personnel	\$ 195,424	\$ 202,796	\$ 202,796	\$ 202,473	\$ 225,586
Operations	58,934	70,800	73,285	59,250	67,475
Capital Outlay	32,559	-	-	-	127,000
Transfers/Aid to Other Programs	34,725	243,075	-	-	-
Total	\$ 321,642	\$ 516,671	\$ 276,081	\$ 261,723	\$ 420,061
Streets - Powell Bill					
Personnel	\$ -	\$ 500	\$ 750	\$ 750	\$ 800
Operations	-	7,000	6,750	6,650	10,000
Capital Outlay	28,975	-	-	-	65,000
Debt Service	-	60,233	60,233	60,233	58,717
Transfers/Aid to Other Programs	-	14,991	20,042	12,547	-
Total	\$ 28,975	\$ 82,724	\$ 87,775	\$ 80,180	\$ 134,517
Streets - Non Powell Bill					
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Operations	31,073	34,000	34,000	33,000	36,000
Capital Outlay	-	-	-	-	-
Transfers/Aid to Other Programs	350,000	-	-	-	-
Total	\$ 381,073	\$ 34,000	\$ 34,000	\$ 33,000	\$ 36,000
Environmental					
Personnel	-	-	-	-	-
Operations	160,152	135,693	135,693	126,815	152,250
Capital Outlay	-	-	-	-	-
Debt Service	-	-	-	-	-
Total	\$ 160,152	\$ 135,693	\$ 135,693	\$ 126,815	\$ 152,250
Parks					
Personnel	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -
Operations	34,215	40,000	40,000	38,408	51,500
Capital Outlay	-	-	63,633	63,633	-
Transfers/Aid to Other Programs	-	5,000	5,000	2,600	5,000
Total	\$ 34,215	\$ 45,000	\$ 138,633	\$ 134,641	\$ 56,500
GRAND TOTALS					
Personnel	\$ 1,452,264	\$ 1,595,234	\$ 1,637,484	\$ 1,567,448	\$ 1,797,247
Operations	512,525	525,268	624,216	508,930	560,975
Capital Outlay	245,464	70,500	255,052	238,525	228,000
Debt Service	55,618	114,443	114,443	114,424	111,538
Transfers/Aid to Other Programs	702,361	369,524	137,545	121,964	20,363
Total	\$ 2,968,231	\$ 2,674,969	\$ 2,768,740	\$ 2,551,291	\$ 2,718,123

DIFFERENCE \$ (122,364) \$ - \$ (0) \$ 131,792 \$ (0)

Unrestricted as-is (i.e., less Powell, PD) \$ 72,560
 Unrestricted if JPA Agreement provision amended \$ 124,197



Granite Quarry-Faith Joint Police Authority

P.O. Box 351 • 143 North Salisbury Ave, Granite Quarry, NC 28072
Office: (704)279-2952 • Fax: (704)209-3047



STATE OF NORTH CAROLINA
COUNTY OF ROWAN

THIS AGREEMENT, made and entered into this the 9th day of June, 2020, by and between the Town of Faith, a North Carolina municipal corporation, (hereinafter referred to as "Faith"), party of the first part; and the Town of Granite Quarry, a North Carolina municipal corporation (hereinafter referred to as "Granite"), party of the second part;

WITNESSETH:

WHEREAS, the parties hereto believe it to be in their mutual best interests for the Granite Police Department to provide police services to Faith under the terms and conditions of this Agreement.

NOW, THEREFORE, for and in consideration of ten dollars in hand paid, receipt of which is hereby acknowledged, and other good and valuable consideration as set forth below, the parties agree as follows:

1. Faith hereby contracts with Granite for the services of the law enforcement officers of Granite. The officers shall be under the direction of the Granite Police Chief, but certain rules and guidelines will be determined by a committee consisting of the Mayors of Faith and Granite, an appointee of the Town Boards of each respective municipality, and the Granite Town Manager.
2. Faith hereby appoints and directs that the law enforcement officers of Granite are delegated and empowered with all of the law enforcement authority as set forth in North Carolina General Statutes Section 160A-285, to the same extent as if the same officers constituted the police force of the Town of Faith, including the Police Chief of Granite as Chief of Police of Faith.
3. Faith shall be responsible for sharing the operating costs of the Police Department of Granite with its expanded duties including the policing of Faith. Budgeting costs will be based either on the Towns' estimated population ratio at the time of the budgeting process each year, or by a flat rate as may be mutually agreed upon by both Towns' governing boards. Faith will make quarterly payments to Granite to share in the cost of operation the Police Department.
4. All funds not expended in Joint Police Authority budget shall be designated to the capital line item for vehicles to the following fiscal year.
5. Both parties agree to cooperate and execute any additional documents, including the adoption of ordinances to accomplish the intent of this Agreement. However, The Granite Quarry-Faith Joint Police Authority (GQFJPA) may be dissolved by majority vote of either town board, provided a quorum is present, and provided that notification of an intent to vote to dissolve has been submitted in writing to all board members of both town boards at least 45 days prior to the vote and the vote is held no less than 150 days prior to the close of the fiscal year. A majority affirmative vote to dissolve the GQFJPA shall not take effect until the start of the following fiscal year.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals, the day and year first above written.

TOWN OF FAITH

By: [Signature] (SEAL)
Mayor

ATTEST:

[Signature]
Town Clerk

TOWN OF GRANITE QUARRY

By: [Signature] (SEAL)
Mayor

ATTEST:

[Signature]
Town Clerk



SUMMARY

TO: Board of Aldermen
 FROM: Town Manager, Finance
 RE: **Civitan Agreement / Schedule of Fees**
 DATE: 6/3/2021



A 2010 Agreement with the Civitans for credited use of the Legion Building is attached. In short, the Town entered into an Agreement with the Civitan Club to credit their use of the Legion Building against the amount of funds they expended for improvements to the property in 2010. Credit was locked in on the 2010 fee amount (\$1,200) for 10 years, and then “The fee will be revisited after the 10 year period to reflect current economic conditions” – which is now \$3,600.

The following is an updated table for illustration purposes. If our schedule of fees didn’t change again over the next 7 fiscal years, we would continue to maintain and audit the Agreement into the FY28.

Long-Term Credit		
Civitan / Legion Bldg Agreement		
FY	FY Credit	Balance
		36,286.82
FY10-11	1,500.00	34,786.82
FY11-12	1,200.00	33,586.82
FY12-13	1,200.00	32,837.19
FY13-14	1,400.00	31,637.19
FY14-15	1,200.00	30,437.19
FY15-16	1,200.00	29,237.19
FY16-17	1,200.00	28,037.19
FY17-18	1,200.00	26,837.19
FY18-19	1,200.00	25,637.19
FY19-20	1,200.00	24,437.19
FY20-21	1,200.00	23,237.19
	<i>@ current rate of \$3600</i>	
FY21-22	3,600.00	19,637.19
FY22-23	3,600.00	16,037.19
FY23-24	3,600.00	12,437.19
FY24-25	3,600.00	8,837.19
FY25-26	3,600.00	5,237.19
FY26-27	3,600.00	1,637.19
FY27-28	3,600.00	-1,962.81

This is obviously a discussion of the Schedule of Fees. We will schedule the Agreement itself for Board discussion on the June meeting agenda. Obviously economic conditions over the span of a decade change a lot, as does professional staff, governing boards, and memories. We had to dig through a number of meeting minutes and records to accurately put together the picture of improvements and intentions behind this Agreement.

**NORTH CAROLINA
ROWAN COUNTY**

AGREEMENT

This Agreement made and entered into this the 14th day of APRIL, 2010, by and between Granite Quarry Civitans (hereinafter referred to as "Civitans") party of the first part; and the Town of Granite Quarry, a North Carolina Municipal Corporation (hereinafter referred to as "Town") party of the second part.

WITNESSETH:

WHEREAS, the Town, owns the property know as the Legion Hut; and

WHEREAS, the Legion Hut is being used for meetings, etc; and

NOW, THEREFORE, for and in consideration of the mutual promises made herein, the parties agree as follows:

1. The Civitans will expend funds to make improvements to the building and grounds to the Legion Hut that the Town owns on Legion Street shown as Parcel 039, on Tax Map 350 of the Tax Assessor's maps of Rowan County.
2. The Town recognizes the expenditure of funds by the Civitans to improve the grounds and facilities and will place the amount of funds expended, based on written receipts provided to the Town, into an account known as the "banked funds", to be used against the rental fees and deposits. The rental fees established by the Town Board of Aldermen during the annual budget approval process will be used as the amounts drawn from the banked funds.
3. The Civitans may set three dates a month as standing dates for the use of the building and serve as a standing reservation of the Legion Hut. These three dates per month will be included in the monthly fee agreement. The Civitans may also reserve other times during the month by following the normal reservation process of availability with the fee based on the civic organization rates after 36 reservations per year. The use of the building by the Civitans shall be consistent with all of the laws of the Town, with the exception of the deposit fees that will not be paid up front. They will be considered paid as long as there are funds in the banked funds to cover the set deposit fees.
4. The Town agrees to allow the Civitans to use a cabinet in the building to be used for storage and to secure the club's meeting materials and supplies.
5. This agreement will be in effect for 10 years from the date of the signing of this agreement and the fee for the use of the building will be \$1,200 per year each year for 10 years. The fee will be revisited after the 10 year period to reflect current economic conditions. If the new fee is not agreeable to the Civitans, the Town will refund any monies still in the banked funds. The Town also agrees to refund any banked funds to the Civitans if the building is disposed of by the Town. However, if the Civitan club dissolves, all banked funds will be dissolved and considered donated to the Town.

IN WITNESS WHEREOF, this agreement has been executed in a manner prescribed by law, this the day and year first above written.

GRANITE QUARRY CIVITANS

By: Ralph M. Walton
President

TOWN OF GRANITE QUARRY

By: Mary S. Ponds
Mayor

ATTEST: Rebecca Shives
Town Clerk

STATE OF NORTH CAROLINA
COUNTY OF Rowan

I, REBECCA B. SHIVES, a Notary Public of Rowan County, State of North Carolina, certify that RALPH WALTON (the "Signatory"), personally came before me this day and acknowledged that he/she is PRESIDENT of GRANITE QUARRY CIVITANS, a North Carolina Organization, and that he/she, in such capacity and being authorized to do so, executed the foregoing on behalf of the organization.

The Signatory acknowledged to me that he/she voluntarily signed the foregoing instrument for the purpose stated and in the capacity indicated.

Witness my hand and official stamp or seal this 14TH day of APRIL, 2010.

REBECCA B SHIVES
Notary Public, North Carolina
Rowan County
My Commission Expires
May 22, 2012

Rebecca B. Shives
Notary Public

My Commission Expires:
MAY 22, 2012

Print Name: REBECCA B. SHIVES
Notary Public

STATE OF NORTH CAROLINA
COUNTY OF ROWAN

I, REBECCA B. SHIVES, a Notary Public of Rowan County, State of North Carolina, certify that MARY S. PONDS (the "Signatory"), personally came before me this day and acknowledged that he/she is MAYOR of the Town of Granite Quarry, a North Carolina Municipal Corporation, and that as MAYOR, being authorized to do so, executed the foregoing on behalf of the corporation.

Witness my hand and official stamp or seal this 14TH day of APRIL, 2010.

REBECCA B SHIVES
Notary Public, North Carolina
Rowan County
My Commission Expires
May 22, 2012

Rebecca B. Shives
Notary Public

My Commission Expires:
MAY 22, 2012

Print Name: REBECCA B. SHIVES
Notary Public