



**TOWN OF GRANITE QUARRY  
BOARD OF ALDERMEN MEETING  
March 5, 2018 • 7:00 P.M.**

- 1. CALL TO ORDER** – Mayor Feather
- 2. MOMENT OF SILENCE**
- 3. PLEDGE OF ALLEGIANCE** – Mr. Zach Huddleston
- 4. APPROVAL OF THE AGENDA**
- 5. APPROVAL OF THE CONSENT AGENDA**
  - a. **Approval of the Minutes**
    - Regular Meeting Minutes – February 5, 2018
  - b. **Departmental Reports** (*Reports in Board packet*)
  - c. **Financial Reports**
- 6. CITIZEN COMMENTS** (*All comments are limited to 6 minutes. No sharing of minutes with other citizens*)
- 7. GUESTS AND PRESENTATIONS**
  - a. Sharon Gardner – Rowan-Salisbury Schools
- 8. TOWN MANAGER’S UPDATE**
  - a. Recap of the annual Town Board Retreat
- 9. OLD BUSINESS**
  - a. Accounting Contract with Martha Cranford
  - b. Follow-up Letter to Rowan County on Road Access
- 10. PUBLIC HEARING**
  - a. Rezoning of Irby Lane parcels 617 037 and 617 170 (5-acre total) from RL to CD LI

## 11. NEW BUSINESS AND ACTION ITEMS

- a. Consider Approval of Incentives for Project Wheel
- b. Consider Rezoning of Irby Lane parcels 617 037 and 617 170 (5-acre total) from RL to CD LI subject to negotiations with the Property Owner
- c. Action Needed: Request to process funds received (\$7,146) from the sale of the John Deere Tractor into the Maintenance Depart. C.O. Equipment Fund – FY 2017-18 Budget Amendment #13

## 12. MAYOR'S NOTES – Announcements and Date Reminders

- a. **Planning Board Meeting** – Monday, March 12 @ 5:30 P.M. @ Town Hall
- b. **Rowan Meals on Wheels 10<sup>th</sup> Annual BBQ Fundraiser-** Tuesday, March 13 @ First Presbyterian Church, 308 W. Fisher St., Salisbury. (*See attached flyer for price and times*)
- c. **CCOG Executive Board Meeting** – Wednesday, March 14 @ 6:00 P.M.
- d. **Parks and Recreation Committee Meeting** – March 19 @ 5:30 P.M.
- e. **Revitalization Team Meeting** – March 20 @ 3:30 P.M. @ Town Hall
- f. **Easter Egg Hunt** – Sunday, March 25 3:00 P.M. – 5:00 P.M. @ Granite Civic Park [**RAIN DATE**: Saturday, March 31 3:00 P.M. – 5:00 P.M.]
- g. **Cabarrus-Rowan MPO Meeting** – March 28 @ 5:30 P.M. @ UNC Building on the NC Research Campus
- h. **Board Meeting** – Monday, April 2, 2018 @ 7:00 P.M. @ Town Hall
- i. **4<sup>th</sup> Annual Creative Solutions for Thriving Communities, CCOG Regional Conference** – April 12 @ Harris Conference Center, Charlotte, N.C. (*See attached flyer*)

## 13. ADJOURNMENT



**TOWN OF GRANITE QUARRY  
BOARD OF ALDERMEN MEETING MINUTES  
Monday, February 5, 2018**

**Present:** Mayor Bill Feather, Mayor Pro Tem Jim LaFevers, Alderman Jim Costantino, Alderman John Linker, and Alderman Kim Cress

**Staff:** Mr. Phil Conrad – Town Manager, Ms. Tanya Word – Town Clerk/HR Officer, Mr. Scott Stewart – Deputy Clerk/Finance/HR Analyst, Mr. Jason Hord – Maintenance Supervisor, Ms. Shelly Shockley – Finance Analyst/Event Coordinator, Mr. Travis Barnhardt – Deputy Fire Chief, Mr. Wayne Trivett – Police Sergeant, Mr. Murphy Corl – Police Officer, Mr. Graham Corriher – Town Attorney

**Guests:** Mr. Mark Wineka, Mr. Zach Huddleston, Mrs. Sandra Shell, Mr. Ed Shell, Ms. Ashleigh Duncan, Ms. Aubrey Smith, Mr. Mike Brinkley, Mr. Jason Smith, Ms. Vonda Jenkins-Kimrey, Mr. Robert Anderson, Ms. Mary Ponds

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

**Moment of Silence:** Mayor Feather opened the meeting with a moment of silence. Mayor Feather also mentioned that there is a Granite Quarry Firefighter in the hospital with a medical issue and asked that he be kept in prayers.

**Pledge of Allegiance:** Mr. Zach Huddleston led the Pledge of Allegiance.

**Approval of the Agenda:**

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

**Approval of the Consent Agenda:**

**ACTION:** Alderman Linker made a motion to approve the consent agenda with exception of the Maintenance Report. Alderman Costantino seconded the motion. The motion passed with all in favor.

Mr. Jason Hord reviewed the Maintenance Report for January as presented with the agenda. Mr. Conrad asked for an update on the bay door in the Fire Department. Mr. Hord explained that there was an accident that damaged the lower panel of the first bay door. Perry's Overhead Door has replaced the damaged panel and it is fully functional now.

Alderman Cress inquired about the reason for removal of rose bushes at the Town Square. Mr. Hord replied that there have been several residents that reached out to Town Hall and to him

personally regarding lack of visibility of oncoming traffic at the intersection due to the rose bushes. They have been transplanted to the Police Department side of Town Hall. Alderman Linker stated that the planters were going to be removed at some point as Downtown Revitalization plans involving that intersection would be placing something there more identifiable to the Town. Mayor Feather added that there are plans to update the traffic lights at that may require elimination of two of the planters anyway, and the Revitalization Team is working on a plan to place something else there that will be aesthetically pleasing for the Town. Phil Conrad also mentioned that Fire Truck 571 is in need of a part that was ordered and should be operational within the next week.

**ACTION:** Alderman Linker made a motion to approve the Maintenance Report as presented. Alderman Costantino seconded the motion. The motion passed with all in favor.

**Citizen Comments:** Mayor Feather opened the floor for citizen comments, stating that there were three citizens signed up to speak.

Jason Smith presented an award making the following statement:

*Throughout the year the Hot Dog Shack and F&M Bank will team up to recognize members of the community here in Granite Quarry that contribute to efforts to make Granite Quarry a better place to visit, a better place to work, and a better place to live. This recipient is no stranger to this community. She is described by her friends and co-workers as a person whose leadership skills encourage others to follow her lead. Described as the most kind-hearted person that you will ever meet, by always putting others' needs before herself. The qualities of loyal, determined, kind, and patient were mentioned often when being asked about this leader. As the PTA President, she was in charge of organizing this year's Walkathon to celebrate 100 years of Granite Quarry Elementary School. It is my honor to present this Community First Award to Ms. Julie Humphries.*

Ms. Humphries accepted the award and made the following statement:

*It was a few years ago a couple of ladies back here convinced me to be a part of PTA and reluctantly I thought 'is this really going to be something that takes up my time?'. I have to say, like these ladies have heard me say a thousand times, that this is the most rewarding thing that I have ever done in my life. I'm fortunate to work with a group of fantastic ladies that make this so easy and so fun, and the people at Granite Quarry Elementary along with the community here, have just been a pleasure to work with. I couldn't work for a better Town and a better group of people than who I have grown up with all my life with here, and the new friends I have made here at the PTA. I really appreciate the award and it's just been a wonderful experience.*

Mayor Feather mentioned that the award was not shown on the agenda to make it a surprise.

Aubrey Smith made the following comments:

*My name is Aubrey Smith and I live at 606 Mulberry Lane. I would like to address the removal of the basketball hoops from the Granite Civic Park and whether the removal is temporary or permanent. If the removal is permanent, I'd like to know what we'll be replacing them with. My main concern is that for the Town of Granite Quarry to attract young families and sustain growth, we have to have things here that young people like to do. On the other hand, I do know that when we deal with having something in our Town that attracts adolescents, that we have to have a plan and certain interventions in place to deal with adolescent behavior. So, I just wanted to get that conversation started and maybe hear what the plan was for that area.*

Vonda Jenkins-Kimrey made the following comments:

*Good evening everyone. My name is Vonda Jenkins-Kimrey and I live on 621 Mulberry Lane. I am also here, as Aubrey is, to further some discussion, to find out more information about the removal of the poles at the basketball court that I find quite odd. I've driven by there several times because it's right in my neighborhood and there's poles there, and they want to have those removed. It doesn't make any sense to me. If we remove the poles because of whatever the stated reasons are, I can only imagine that it's because of adolescents not behaving the way they want to be. So, if you look at our park, over here's the volleyball and our picnic tables. Are we going to take those out because of bad behavior? Are we going to pull up the park benches because of bad behavior? What are we doing as our Town? Are we doing community watches if it's that bad? Have there been arrests? Have there been citations? Were these male, female, black, white? What were the issues? How is the community addressing that? Again, community watches. We have a Sherriff that lives across from those two poles now. What are we doing? I'd like to know that.*

Alderman Linker requested information about the reason the basketball goals were removed. Mayor Feather stated that the basketball goals had been removed on a previous occasion because there were issues of foul language, drug use, and other problems. After several years the decision was made to try putting the goals up again. These attract people from outside the community because there are not many places to play basketball in the county. Each time the goals are put back up, the area seems to develop the same problems with drug use and foul language again. There have been several complaints from citizens who try to use the park. This decision has been left under the Town Manager's discretion. Phil Conrad expressed that he was never comfortable taking opportunities away from young people, but he thought it was necessary to remove them to alleviate some of the current problems. Mayor Feather suggested getting recommendations about what should be done with the basketball court from the Parks and Recreation Board. Mayor Feather then requested an explanation of the issues around the basketball court from the Police Department.

Sergeant Wayne Trivett reviewed some of the issues that had occurred at the basketball court including alcohol containers found in waste cans, gang members from outside the community instigating fights with children who live in Granite Quarry, foul language, and suspected drug use. Sergeant Trivette reported that the last time the basketball goals were removed was after a gang member had knocked a man unconscious that was at the park while in town on military leave. The bathroom doors at the park were recently damaged badly enough to warrant replacement. At this time the shorter basketball goals for children have been left up.

Mayor Feather stated that he would like to see the goals back up at some point, but taking the goals down was the easiest way to relieve the situation. The Board of Aldermen agreed to review suggestions from the Parks and Recreation Board on what to do with the basketball court as a long-term solution.

**Guests and Presentations:** A representative of the Cold Storage project presented the following:

*Thank you for allowing us to speak. Good evening to everybody here in the Town. I am a representative of an industrial company. We are interested in building a cold storage facility here in the Town of Granite Quarry. We're trying to take an innovative approach in partnering with the Town of Granite Quarry. Hopefully with that concept we're looking to bring in 19 careers with phase one. Phase two we want to double that. For those of you that are not familiar with cold storages, there is a need statewide, not only statewide, but nationwide. You're familiar with names like Tyson, Case Farms right here in Morganton, chicken producers who produce their product and in turn have to store it. That need is great right now. Tyson builds their own facility, and their facility is at capacity. You've got local companies that are having to go out of state to find somewhere to store their product, then redistribute it right back to the same towns that they produced it in. So that's what we're looking to do, to come in and as the Mayor has said, we've been working on this project for eight years. We are at the brink of this project going forward and being done. Again, I hope to partner with the Town of Granite and we can continue to grow. I think this is something good for the community, we're excited about it, and I think it will be something great. It will put Granite on the map. That's something that everyone is looking for, there is a need for it, and I think it will be a great starting point for us. Thank you again for the opportunity.*

Mayor Feather thanked the representative for speaking and added the following:

*The industrial park has been an ongoing project working with Rowan County for several years. A request was recently forwarded to the county seeking a 60' by 600' land parcel be given to the Town to provide access to parcel 404-417 for an access road or extension to Chamandy Drive. Granite Quarry has presented the proposal to Rowan County jointly developing the area along Heilig Road and Faith Roads. Rowan County was working on grants for improvements of Chamandy Drive, water line extensions, and street lighting. We worked on that together. The Town of Granite Quarry proposed to allow water taps for the Gildan expansion, which we did. We adopted and maintain Chamandy Drive. That was one of the things whenever the road was put in, it was a state road, but only towns can maintain streets, counties can't, so that was one of the reasons we were involved. We extended the water line to the proposed Village at Granite subdivision and acquired parcel 404-147 and we acquired that by gift of the Town because of the water line and the development for Village at Granite and that was the adjacent property to the subdivision of the industrial park. The county would have requested voluntary annexation as part of the agreement along Heilig Road and give the property for access to parcel 404-417 when acquired. Granite Quarry acquired that property on August 2, 2017 and was deeded to the Town of Granite Quarry.*

*The Town of Granite Quarry has fulfilled all of the proposed items of understanding at this time and would like to formally request the property access. The Town of Granite Quarry has invested over \$500,000 of infrastructure in that area and that benefits both the Town and the County and a tax base of 250 residential homes and commercial development. The Town now has a potential business that would like to locate on this site and access is imperative to continue discussions. They would like to have this property to use and purchase it from us. In that request we cannot do too much until we have access to that property, so what we're doing is requesting access to the property so we can work with this. So, in consideration of this request, and the continuing relationship of the development of Granite Industrial Park, we are formally requesting that access. We have sent that to the County Commissioners for request, and also our Board Members have it, so basically what we're doing we're trying to help this development along with allowing a piece of property to be purchased and gain access to it, which is what the County agreed to do before we started this several years ago. I would hope the County would grant that. It's an expansion of an industrial park; bringing jobs, businesses, and things in an area where it fits.*

There is not a known time frame for Rowan County to respond to the request for access to the property. Alderman Linker suggested that maybe there needs to be a meeting with the County Commissioners. Mayor Feather has plans to meet with the County Chairman and hopes to review the matter at that time.

### **Town Manager's Update**

#### **2018 Board Retreat Update:**

Mr. Conrad expressed excitement about the upcoming Board Retreat, also stating that the agenda was nearly finalized. The department heads have been working on information for the annual capital improvement program. Mr. Conrad stated that as soon as all information is compiled it will be shared with the Board in preparation for the retreat. There will be a couple of outside speakers for the retreat and there also will be presentations from staff. Day one is Friday and will be primarily focused on presenting information and Saturday will be more ongoing discussion with the Board. Alderman Linker requested a flipchart and tape to post ideas on the wall as they are discussed. Mr. Conrad agreed that would be a good idea, particularly for Saturday, to assist with mapping out key issues and developing consensus.

#### **Action Needed: Policy Change**

A memo was presented from the Town Clerk reviewing the Bereavement Policy of the Town. There have been recent occasions to purchase flowers for funerals. The current funds allowed for flower purchases did not reflect inflationary cost of flowers. The request is to increase the threshold for bereavement flowers from \$65 to \$100 and flowers for those hospitalized from \$30 to \$40.

**ACTION:** Alderman Linker made a motion to approve the Bereavement Policy modification as presented. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

**Contract for Accounting Services of Martha Cranford:**

Mr. Conrad presented a contract proposal with Martha Cranford, who is a professor at Rowan Cabarrus Community College. Ms. Cranford would assist Shelly Shockley with the transition to the bookkeeping role and reviewing finance records of the Town during this transition. The contract covers her service for two to three hours per week over a six-month period. Alderman LaFevers confirmed with the Manager that funds were available in the budget to cover the cost. Mayor Feather added that Shelly is more of a bookkeeper and Ms. Cranford is a resource with more of a Finance background.

**ACTION:** Mayor Pro Tem LaFevers made a motion to approve the proposal from Martha Cranford as presented. Alderman Cress seconded the motion. The motion passed with all in favor.

**Old Business**

**a. Fisher/Brinkley Property Update**

Mr. Conrad, after direction from the January Board Meeting, spoke with Mr. David Brinkley. Mr. Paul Fisher had offered his part ownership of the property to the Town. Mr. Brinkley indicated that at this point he was not interested in donating his portion of the ownership to the Town. The Board discussed potential options regarding the offer of donation of half ownership of the property.

**ACTION:** Alderman Cress made a motion that the Town not accept the donation. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

Mayor Feather requested that the Town Manager explain the decision not to accept the donation to Mr. Fisher.

**b. Board Direction on Potential Property Sale of Town Sport Field**

There is a letter of interest from Mr. Marcel Renn regarding purchase of the Town Sports Field property. Alderman Linker asked if the property was going to be developed or if it was needed by the Town. Mayor Feather explained that the initial intent for that property was to contribute a location for youth activities. Alderman Costantino mentioned he would like to hear from Arin Wilhelm on the matter. Mayor Pro Tem LaFevers suggested that the Granite Quarry Athletic Association meet with the Park and Recreation Committee and plan what to present to the Board at a future meeting before consideration of any alternatives for that property. Alderman Cress expressed concern about security and restrooms for the athletic field. The Board decided to take no action at this time with the possibility of revisiting the issue in the Fall.



**New Business & Action Items:**

**a. Action Needed: Change to Required Signatures on F&M Accounts**

The account signatures will be Mayor Feather, Mayor Pro Tem LaFevers, Tanya Word – Town Clerk, and Scott Stewart – Deputy Clerk.

**ACTION:** Alderman Costantino made a motion that we adopt the signature cards as presented. Alderman Linker seconded the motion. The motion passed with all in favor.

**b. Action Needed: Accept the Locally Administered Project - State Contingency Agreement between NCDOT and Granite Quarry (WBS: 47726)**

This project is regarding upgrade to Veronica Lane and requires input and signatures of the residents on construction easements.

**ACTION:** Alderman Linker made a motion to accept the project. Alderman Cress seconded the motion. The motion passed with all in favor.

**c. Action Needed: Accept the Locally Administered Project – State Contingency Agreement between NCDOT and Granite Quarry (WBS: 47727)**

This project is for improvements on Highway 52. This is funding from NCDOT and requires no funding from the Town. This will improve curbs and sidewalks. There is nothing in NCDOT funding for the planting strip between sidewalk and curb, so that part will involve a cost to the Town.

**ACTION:** Mayor Pro Tem LaFevers made a motion to accept the project. Alderman Cress seconded the motion. The motion passed with all in favor.

**d. Action Needed: Disposal of Maintenance Surplus Property**

The Maintenance Department had three items listed including a Giant Leaf Vacuum, a Staples paper shredder that no longer works, and a Delta bench grinder that was an issue during a safety inspection. Mr. Hord explained that the damage to the leaf vacuum was to the shaft, but the motor would run. The Giant unit is outdated and there could be safety issues with repairing it and continuing to use it. Mr. Hord also mentioned a used leaf vacuum that had been leased when the old vacuum had problems. This unit is now available for purchase and will be discussed further at the upcoming budget meeting.

**ACTION:** Alderman Linker made a motion to dispose of the items as requested. Alderman Cress seconded the motion. The motion passed with all in favor.

Mr. Conrad explained that GovDeals had been used to dispose of most items and had been a success.

**e. Action Needed: Disposal of Police Surplus Property**

The Police Department requested disposal of a white 2007 Crown Victoria with 136,000 miles and 18 studded tires that only fit that vehicle.

**ACTION:** Mayor Pro Tem LaFevers made a motion to accept the disposal of items as requested. Alderman Cress seconded the motion. The motion passed with all in favor.

**f. Action Needed: Budget Amendment Request 12A – To move funds between budget line items within the Police Department to cover overspent accounts during the operation of the department (fiscal year 2017-2018)**

Ms. Shockley explained that a previous budget amendment had allocated funds from the Chamandy Drive accident, however the previous Finance Officer moved funds to an incorrect account. This amendment will correct that previous action to put funds in the correct account.

**ACTION:** Mayor Pro Tem LaFevers made a motion to approve Budget Amendment 12A. Alderman Costantino seconded the motion. The motion passed with all in favor.

**g. Black History Month Proclamation**

Mayor Feather presented a proclamation to recognize February of 2018 as Black History Month in the Town of Granite Quarry.

**h. Notice to Government Entities Receiving Court Costs and Fines – Graham Corriher**

Graham Corriher – Town Attorney reviewed a memo sent by the Administrative Office of the Courts that was sent to all government entities that benefit from court costs. The Budget Act of 2017 now requires that any judge considering waiving court costs to give any government entity that may be affected by that fifteen-day notice and the opportunity to object or consent to the waiver. The only part of these court costs that the Town of Granite Quarry would receive is in the case that a Granite Quarry Officer made the arrest. The net effect to the Town is a very small amount of money per case resulting in approximately \$5 to \$7 if waived. Mayor Feather asked if anyone wanted to pursue that process for \$7. Mr. Corriher mentioned that with a Joint Authority between Granite Quarry and Faith there would potentially involve two Town Attorneys. The Town of Faith may need to vote on this matter as well.

**ACTION:** Alderman Costantino made a motion to waive these potential fees. Alderman Linker seconded the motion. The motion passed with all in favor.

**Mayor's Notes:**

- Mayor Feather read a letter to Mr. Byrd apologizing for the delay in making a decision whether to accept the donation of his property to the Town and explaining the reason for the delay. The Board agreed by consensus to send the letter.
- Mayor Feather asked for one of the Aldermen to attend the CCOG Board Orientation & Refresher on February 7. Alderman Cress agreed to attend.
- Mayor Feather asked Shelly Shockley to review the Parents Night Out event scheduled for February 16 at 6:30 PM. Ms. Shockley stated that there no one had signed up to participate yet, but there is a capacity limit of 25 so it wasn't heavily advertised. It is currently on the marquis at Town Hall, there are flyers out now, and it went on Facebook today. This is the first time for this type of event.
- Mayor Feather also mentioned the 4<sup>th</sup> Annual Creative Solutions for Thriving Communities Regional Conference, which will be April 12 at the Harris Conference Center in Charlotte.

**Adjournment:**

Alderman Costantino made a motion to adjourn the meeting at 8:26 PM. Alderman Linker seconded the motion. The motion passed with all in favor.

Respectfully Submitted,

*Scott Stewart*

Deputy Clerk



# Town of Granite Quarry Fire Department

Established May 15<sup>th</sup>, 1950

PO Box 351

www.granitequarrync.gov

Granite Quarry, NC

704/279-5596



## **Board Report March/2018 Chief Brown**

### Emergency Calls for Service December 2017

27 calls in district

- 15 - EMS (including strokes, falls, diabetic, CPR and other Medical needs)
- 1- Brush Fire (out on arrival)
- 8- SERVICE CALLS (non-emergency assistance)
- 3- Fire Alarms

19 calls to Salisbury

- 11- Alarm/Structure calls canceled En-route
- 3- Staged on scene the released
- 3- EMS
- 2- Move-up

6 calls to Rockwell Rural

- 3- Alarm/Structure calls canceled En-route
- 2-EMS
- 1-Staged and Released

5 calls to Union

- 1- Alarm/Structure calls canceled En-route
- 3- EMS
- 1-CO alarm

4 calls to South Salisbury

- 3 -Cancelled En-route
- 1-working fire

2 calls to Millers Ferry

- 1- canceled en-route
- 1- working structure fires

3 calls to Rockwell City – 1-Cancelled En-route 2-staged

6 calls to Spencer -Cancelled En-route

1 call to Faith- Service assignment

1 call to Bostian Heghts- staged at water point

2 calls to East Spencer 1-structure fire/manpower

1-structure fire/staged and released

**TOTAL – 76**

## **ACTIVITIES**

- Daily activities include apparatus & equipment checks, training, station maintenance, pre-plan development, hose and hydrant maintenance, water points, emergency response, public education, inspections and the assistance of other divisions within the Town of GQ.
- Our monthly training included E.M.T. continuing education. Joint Training with Faith F.D. and Rockwell Rural F.D. Drivers training and water point and equipment familiarization.
- Car Seat Check Station on Thursday from 1 p.m. to 4 p.m. – 2 seats installed/checked.
- 1 Station/Apparatus Tours (nonscheduled, Walkup)
- 4-blood pressure checks
- Site Reviews and Business info updates.
- Attended mobile data terminal meeting at 911 center
- Assisted with Parents night out event

## **EQUIPMENT**

- Information gathered and Submitted for Federal Assistance to Firefighters Grant. Submitted on behalf of the Town of G.Q.F.D by: JMCM consulting. Still in process We are hoping to receive assistance for replacing Self Contained Breathing Apparatus.
- Bay door panel ordered and repaired
- Discovered and repaired Hydraulic generator issue on E-571. The pump was under warranty Labor cost, fluid and filter are not. Still waiting on invoice. Dodged a bullet, the pump alone was 5K.
- Tested and numbered new 5- inch supply house with locking couplings.





## February 2018 Maintenance Report

- Park grounds and bathrooms cleaned weekdays
- Town limbs picked up every other week
- Leaf collection every other week
- Lake Park bank landscape watered twice weekly
- Granite Quarry signs watered twice weekly
- Various pot holes filled
- PM checks HVAC – Town Hall and Legion
- PM checks on Baldor Generator
- Surplus list on Gov Deals
- Town trash/litter pick up
- Colton pesticide class/exams
- New info board at Civic Park
- Repaired vandalism in bathroom at Civic and replaced door
- Repaired several street signs
- Engine brake signage up per encroachment agreement
- Removed dead shrubs at Legion building
- Replaced broken light covers at Legion

2007 Ford Truck Mileage – 50,070	+459 miles
1990 Chevy Truck Mileage - 106,689	+10 miles
1995 Ford Dump Truck Mileage – 32,765	+66 miles
2009 Ford Truck Mileage – 44,027	+390 miles



## Parks, Events, Recreation Committee

The PERC Committee has been working hard to plan events for the upcoming year. I have attached our tentative Calendar of Events. Dates and times are subject to change.

Friday, February 16, 2017, the PERC Committee hosted our first Parent's Night Out. Parents were able to leave their children with volunteers while they were able to enjoy a night to themselves. 8 Children participated, and parents were very appreciative. The children made crafts, watched videos, watched a fire safety video while enjoying popcorn, explored the fire trucks and a police car. We hope to have more of this type of event.





## **(Proposed) Calendar of Events for 2018**

### **February:**

Parents Night Out – February 16<sup>th</sup> 6:30-9:30

### **March:**

Easter Egg Hunt – Sunday, March 25, 3-5 pm, Rain date Saturday, March 31, 3-5

### **April:**

### **May:**

Day in the Garden (Plant Sale, Craft Sale, Bake Sale, Blue Grass Band) -May 5, from 8 am–1 pm  
Movies in the Park – Friday, May 18, Rain Date Saturday, May 19 - Maybe Cars 3

### **June:**

Kid's Fish 4 Fun (Have Wildlife stock the lake) – June 23 from 10 am- 12 pm

### **July:**

Concert in the Park (Civic Park) – Multiple bands, food trucks– July 21, from 1 -7 pm

### **August:**

Movies in the Park – Friday, August 22, Rain Date Saturday, August 11

### **September:**

Adult Fish 4 Fun @ Night – September 22, Rain Date September 29, from 6-9 pm

### **October:**

Family Fun Fest – Saturday October 27, 12-5 pm

### **November:**

Thanksgiving Food Drive – Town Residents donate from October to November (Non-perishables, toiletries, blankets, etc.)

Christmas Trees at the Lake (Go up Nov 23 – Nov 30)

### **December:**

Santa in the Park – Saturday, December 1<sup>st</sup> (Tree lighting), Rain Date Sunday, December 2

Staff/Volunteer Banquet – Friday, December 7, from 6:30 – 8:30 pm



## **Planning Department Report For 3/5/2018 Board of Aldermen Meeting**

1. Presented on three issues at Board of Aldermen Planning Retreat
  - a. Comprehensive Planning
  - b. Board Structure
  - c. The Square
  
2. Contacted by developer's engineer concerning planned 25 home subdivision called Stoneglen, off Peeler Road. Project was started in 2007 but stopped due to economic conditions. Much like Village at Granite, planning and approval process will have to begin again due to the long delay. *(Update- Met with developer and reviewed issues. He is considering his options on this project.) (2<sup>nd</sup> Update- Developer has hired engineer to update plans to comply with current UDO requirements.) (3<sup>rd</sup> Update- assisting owner's engineer with several UDO compliance issues)*
  
3. Continuing work on Thread Trail Corridor revision. *(Update- Attended Carolina Thread Trail Tenth Annual Planning Meeting. Gathered ideas for future trail development in our community.) (2<sup>nd</sup> Update- Securing Rowan County Commission support for corridor revision.) (3<sup>rd</sup> Update- Rowan County Commissioners voted to approve our request for a letter of support on the corridor revision.)*
  
4. Continuing work on Leaf and Limb storage site. *(Update- Working on rezoning request for property on Irby Lane to be presented to Planning Board in February and Board of Aldermen in March for approval, conditional to sale of property to Town.) (2<sup>nd</sup> Update- Planning Board reviewed the requested rezoning and sent a positive response to the Board of Aldermen for consideration and approval at tonight's meeting.)*
  
5. Continuing work of Code Enforcement issues. Have authorized Benchmark Planning to begin enforcement actions on one property in our ETJ that has apparent serious UDO and Minimum Housing Standards violations. *(Update- letter of notification was sent by Benchmark on this and one other property. Property owner responded initially but has not responded to phone calls since. Blue Dr. Property owner has requested 30 days to get property cleaned up. Request has been granted.)*

6. Met with Roger Crawford concerning replacing an existing mobile home in his park located on Dunn's Mountain Church Road. *(Update- Reviewed a list of minor issues that would need to be resolved prior to issuing zoning permit for replacement of old mobile home with newer model that would meet current standards.) (2<sup>nd</sup> Update- Issues were resolved with Mr. Crawford and Zoning Permit to replace one old mobile home with a newer model was issued.)*
7. Discussed with property owners the possible addition of a dog kennel on their property. This may require a UDO text amendment to be allowed on their property's current zoning classification. *(Update- Working on UDO text amendment to resolve some issues with this use.) (2<sup>nd</sup> Update- the owner has put a hold on this project for personal reasons.)*
8. Sidewalk Project- Created a set of maps for Alderman Linker to use in his review of existing sidewalks in Granite Quarry. *(Update- Delivered maps to Alderman Linker.)*
9. Working to establish accounting procedure to manage engineering review billings on Major Subdivision and Plat Reviews. *(Update- Created spreadsheet showing all planning billings on current projects. Continuing work to integrate this information into our standard accounting system. Created four new application forms. Working on others.)*
10. Planning Board considered and approved several UDO Text Amendments to be considered by the Board of Aldermen at their March meeting.
11. Working with staff to establish a regular update system for our website to insure information is current and that new information is added as needed.



## Police Department Report

### February 2018

- Call volume report for the month of February 2018:
  - Date of Report: 02/20/18
  - Total calls for service/activities - 209
  - Incident Reports- 12
  - Arrest Reports- 5
  - Crash Reports- 4
  - Traffic Citations- 14
  - See attached reports: Breakout of total calls for service between Townships.
  
- The following is the ending and average mileage for each vehicle by month:
  - 221- End- 53,051 (69)
  - 222- End- 32,234 (179)
  - 223- End- 62,902 (696)
  - 224- End- 41,122 (455)
  - 225- End- 30,734 (734)
  - 226- End- 13,336 (340)
  - 227- End- 14,023 (755)
  - 228- End- 4,742 (632)
  - 229- End- 2,181 (572)
  
- The average response time in February calls for service is 4.21 minutes.

# GQPD

## Number of Events by Nature

CFS February 2018 Faith

Nature	# Events
104D1 RESIDENTIAL BURG ALARM	1
104D2 COMMERCIAL BURG ALARM	1
113D2 DISTURBANCE / VERBAL	1
118B2 FRAUD-PAST FORGERY	1
129C1 SUSPICIOUS PERSON	1
129C3 SUSPICIOUS VEHICLE	1
131B3 HIT & RUN	1
911 HANG UP	2
BUSINESS OR HOUSE CHECK	4
ESCORT FUNERAL OR OTHER	1
SCHOOL SECURITY CHECK	1
TRAFFIC CHECK	2
TRAFFIC STOP	6
<b>Total</b>	<b>23</b>

# GQPD

## Number of Events by Nature CFS February 2018 Granite Quarry

Nature	# Events
103A2 FOUND PROPERTY	1
104D1 RESIDENTIAL BURG ALARM	5
104D2 COMMERCIAL BURG ALARM	1
104D4 BUSINESS HOLDUP/PANIC	1
105D2 ANIMAL-DANGEROUS	1
105O1 ANIMAL-REFERAL	1
106B3 PAST SEXUAL ASLT-CHILD	1
107B1 ASST OTHER AGENCY-ROUTIN	3
110B2 PAST RESIDENTIAL B&E	1
111D1 DAMAGE TO PROPERTY	1
111D2 MISCHIEF-DAMAGE TO PROP	1
112D2 DECEASED (SUDDEN)	1
113B1 DISTURB / PAST VERBAL	1
113B2 OTHER NOISE COMPLAINT	2
113B3 NUISANCE COMPLAINT	1
113D1 DISTURBANCE / PHYSICAL	2
113D2 DISTURBANCE / VERBAL	2
114D1 PHYSICAL DOMESTIC	3
114D2 VERBAL DOMESTIC	3
115D1 DRIVING UNDER INFLUENCE	2
118B2 FRAUD-PAST FORGERY	1
118C1 FRAUD (PHONE/MAIL/ELEC)	1
118D1 FRAUD-CRIMINAL DECPTION	1
119C2 THREAT (SUSP UNKNOWN)	1
125B1 CHECK WELFARE - ROUTINE	1
125B2 LOCKOUT - ROUTINE	1
127D2 SUICIDE THREAT	1
129B3 SUSPICIOUS CIRCUM (PAST)	1
129C1 SUSPICIOUS PERSON	5

Nature	# Events
129C3 SUSPICIOUS VEHICLE	3
129C5 SUSPICIOUS CIRCUMSTANCE	2
130B1 LARCENY (ALREADY OCC)	5
130D1 LARCENY	2
131B1 TRAFFIC ACCIDENT - PD	1
132B1 MINOR TRAFFIC VIOLATION	1
911 HANG UP	6
ASSIST FIRE DEPT	2
ASSIST MOTORIST	1
ATTEMPT TO LOCATE	3
BUSINESS OR HOUSE CHECK	13
DELIVER MESSAGE	2
ESCORT FUNERAL OR OTHER	1
FOLLOWUP	5
GENERAL INFORMATION	2
K9 UTILIZATION	1
MISDIAL	1
PARK CHECK	6
SCHOOL SECURITY CHECK	1
SUBPOENA SERVICE	2
TRAFFIC CHECK	4
TRAFFIC STOP	26
TRANSPORT PRISONER OR OTHER	1
VEHICLE ACCIDENT PROP DAMAGE	2
WARRANT SERVICE	1
<b>Total</b>	<b>141</b>



## Finance Department

### Breakdown of Departments:

<u>Department</u>	<u>Budgeted</u>	<u>Year-to-Date</u>	<u>Percent Used</u>
Governing Body	\$27,488	\$3,333	12%
Administration	\$466,230	\$276,889	59%
Maintenance	\$291,196	\$172,203	59%
Police Dept.	\$652,165	\$421,342	65%
Fire Department	\$433,365	\$173,424	40%
Sanitation	\$174,000	\$78,225	45% *
Planning & Zoning	\$1,700	\$0	0%
Parks & Recreation	\$42,455	\$36,796	87% *

\*Please note: I am still working to ensure the accuracy of this report. One error I am aware of is the Street Lighting has been coded to the Parks & Recreation's Utilities line item, causing it to be over budget. I am working with Duke Energy to get copies of the statements dating back to July 2017 to correct this error. I expect there to be a change of approximately \$18,000 coded from 01-6130-33 to 01-4710-33.

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



Dept Desc	Disp Acct	Budget	YTD	Variance	Prcnt
GOVERNING BODY	01-4110-02 Mayor/Alderman Salary	\$11,907.00	\$0.00	\$11,907.00	0.00%
GOVERNING BODY	01-4110-03 Mayor Expense	\$200.00	\$225.00	(\$25.00)	112.50%
GOVERNING BODY	01-4110-08 Board Expense	\$800.00	\$510.97	\$289.03	63.87%
GOVERNING BODY	01-4110-09 FICA Expense	\$911.00	\$0.00	\$911.00	0.00%
GOVERNING BODY	01-4110-40 Dues & Subscriptions	\$820.00	\$0.00	\$820.00	0.00%
GOVERNING BODY	01-4110-45 Insurance & Bonds	\$2,750.00	\$2,597.87	\$152.13	94.47%
GOVERNING BODY	01-4110-97 Board Contingency	\$10,100.00	\$0.00	\$10,100.00	0.00%

Dept Desc	Disp Acct	Budget	YTD	Variance	Prcnt
ADMINISTRATION	01-4120-00 Salaries-Regular	\$155,000.00	\$122,647.86	\$32,352.14	79.13%
ADMINISTRATION	01-4120-02 Salaries-Part Time	\$30,000.00	\$23,275.40	\$6,724.60	77.58%
ADMINISTRATION	01-4120-07 401K Expense	\$8,000.00	\$6,093.50	\$1,906.50	76.17%
ADMINISTRATION	01-4120-09 FICA Expense	\$12,000.00	\$11,068.16	\$931.84	92.23%
ADMINISTRATION	01-4120-10 Retirement Expense	\$11,749.00	(\$6,382.45)	\$18,131.45	-54.32%
ADMINISTRATION	01-4120-11 Group Insurance	\$20,000.00	\$12,382.55	\$7,617.45	61.91%
ADMINISTRATION	01-4120-13 Unemployment Expense	\$0.00	\$0.00	\$0.00	0.00%
ADMINISTRATION	01-4120-18 Professional Services	\$10,400.00	\$10,255.90	\$144.10	98.61%
ADMINISTRATION	01-4120-20 Motor Vehicle Fuel	\$0.00	\$0.00	\$0.00	0.00%
ADMINISTRATION	01-4120-22 Banquet Expense	\$1,300.00	\$1,209.00	\$91.00	93.00%
ADMINISTRATION	01-4120-25 Maint & Repair Vehicles	\$0.00	\$0.00	\$0.00	0.00%
ADMINISTRATION	01-4120-26 Office Expense	\$10,500.00	\$7,936.01	\$2,563.99	75.58%
ADMINISTRATION	01-4120-29 Misc. Supplies & Equipment	\$200.00	\$147.99	\$52.01	74.00%
ADMINISTRATION	01-4120-31 Training & Schools	\$2,500.00	\$1,127.43	\$1,372.57	45.10%
ADMINISTRATION	01-4120-32 Telephone/Communications	\$5,500.00	\$1,652.83	\$3,847.17	30.05%
ADMINISTRATION	01-4120-33 Utilites	\$4,000.00	\$2,387.06	\$1,612.94	59.68%
ADMINISTRATION	01-4120-34 Printing	\$2,000.00	\$1,410.16	\$589.84	70.51%
ADMINISTRATION	01-4120-35 Maint/Repair Equipment	\$1,500.00	\$0.00	\$1,500.00	0.00%
ADMINISTRATION	01-4120-37 Advertising	\$3,000.00	\$998.64	\$2,001.36	33.29%
ADMINISTRATION	01-4120-40 Dues & Subscriptions	\$12,000.00	\$8,906.52	\$3,093.48	74.22%
ADMINISTRATION	01-4120-41 Rental Property Expense	\$0.00	\$0.00	\$0.00	0.00%
ADMINISTRATION	01-4120-45 Insurance & Bonds	\$8,000.00	\$6,256.03	\$1,743.97	78.20%
ADMINISTRATION	01-4120-49 Visionary Projects	\$35,347.00	\$5,361.84	\$29,985.16	15.17%
ADMINISTRATION	01-4120-50 Community Projects	\$3,000.00	\$1,509.06	\$1,490.94	50.30%
ADMINISTRATION	01-4120-52 Cap Outlay-Computer	\$750.00	\$0.00	\$750.00	0.00%
ADMINISTRATION	01-4120-55 C.O. Equipment	\$4,650.00	\$11,772.24	(\$7,122.24)	253.17%
ADMINISTRATION	01-4120-57 C.O. Land Purchase	\$22,500.00	\$0.00	\$22,500.00	0.00%
ADMINISTRATION	01-4120-58 C.O. Bldg Improvments	\$0.00	\$0.00	\$0.00	0.00%
ADMINISTRATION	01-4120-59 Annexation Expense	\$0.00	\$0.00	\$0.00	0.00%
ADMINISTRATION	01-4120-60 Contracted Services	\$34,000.00	\$41,962.14	(\$7,962.14)	123.42%
ADMINISTRATION	01-4120-61 Grant Related Expenditures	\$0.00	\$0.00	\$0.00	0.00%
ADMINISTRATION	01-4120-62 Christmas Lights	\$0.00	\$0.00	\$0.00	0.00%
ADMINISTRATION	01-4120-71 Debt Services - Principal	\$50,000.00	\$0.00	\$50,000.00	0.00%
ADMINISTRATION	01-4120-72 Debt Services - Interest	\$18,334.00	\$4,911.01	\$13,422.99	26.79%

Dept Desc	Disp Acct	Budget	YTD	Variance	Prcnt
MAINTENANCE	01-4190-00 Salaries - Regular	\$85,000.00	\$55,108.52	\$29,891.48	64.83%
MAINTENANCE	01-4190-02 Salaries - Part-Time	\$14,000.00	\$4,113.44	\$9,886.56	29.38%
MAINTENANCE	01-4190-07 401K Expense	\$4,200.00	\$3,899.79	\$300.21	92.85%
MAINTENANCE	01-4190-09 FICA Expense	\$6,500.00	\$4,577.02	\$1,922.98	70.42%
MAINTENANCE	01-4190-10 Retirement Expense	\$6,443.00	(\$3,432.53)	\$9,875.53	-53.28%
MAINTENANCE	01-4190-11 Group Insurance	\$15,500.00	\$8,905.95	\$6,594.05	57.46%
MAINTENANCE	01-4190-18 Professional Services	\$0.00	\$0.00	\$0.00	0.00%
MAINTENANCE	01-4190-20 Motor Fuel	\$5,000.00	\$3,090.17	\$1,909.83	61.80%
MAINTENANCE	01-4190-21 Uniforms	\$1,500.00	\$1,059.31	\$440.69	70.62%
MAINTENANCE	01-4190-24 Comm Appearance Projects	\$8,000.00	\$1,914.66	\$6,085.34	23.93%
MAINTENANCE	01-4190-25 Maint & Repairs Trucks	\$1,500.00	\$907.35	\$592.65	60.49%
MAINTENANCE	01-4190-26 Office Expense	\$100.00	(\$32.19)	\$132.19	-32.19%
MAINTENANCE	01-4190-29 Misc. Supplies & Equipment	\$8,000.00	\$7,149.25	\$850.75	89.37%
MAINTENANCE	01-4190-31 Training & Schools	\$500.00	\$177.00	\$323.00	35.40%
MAINTENANCE	01-4190-32 Telephone/Communications	\$1,200.00	\$151.03	\$1,048.97	12.59%
MAINTENANCE	01-4190-33 Utilities	\$4,000.00	\$2,258.06	\$1,741.94	56.45%
MAINTENANCE	01-4190-34 Printing	\$50.00	\$359.56	(\$309.56)	719.12%
MAINTENANCE	01-4190-35 Maint & Repairs Equip	\$8,000.00	\$1,978.46	\$6,021.54	24.73%
MAINTENANCE	01-4190-40 Dues & Subscriptions	\$0.00	\$0.00	\$0.00	0.00%
MAINTENANCE	01-4190-45 Insurance & Bonds	\$9,000.00	\$8,545.96	\$454.04	94.96%
MAINTENANCE	01-4190-54 C.O. Motor vehicle fund	\$0.00	\$0.00	\$0.00	0.00%
MAINTENANCE	01-4190-55 C.O. Equipment	\$82,663.00	\$42,465.60	\$40,197.40	51.37%
MAINTENANCE	01-4190-58 C.O. Building Renovations	\$0.00	(\$328.35)	\$328.35	0.00%
MAINTENANCE	01-4190-59 Transportation	\$0.00	\$0.00	\$0.00	0.00%
MAINTENANCE	01-4190-60 Contracted Services	\$30,040.00	\$29,335.56	\$704.44	97.65%

Dept Desc	Disp Acct	Budget	YTD	Variance	Prcnt
POLICE	01-4310-00 Salaries-Regular	\$328,000.00	\$224,759.63	\$103,240.37	68.52%
POLICE	01-4310-02 Salaries-Part Time	\$23,000.00	\$16,078.75	\$6,921.25	69.91%
POLICE	01-4310-07 401K Expense	\$16,500.00	\$14,596.60	\$1,903.40	88.46%
POLICE	01-4310-09 FICA Expense	\$26,700.00	\$18,082.43	\$8,617.57	67.72%
POLICE	01-4310-10 Retirement Expense	\$28,000.00	(\$13,025.86)	\$41,025.86	-46.52%
POLICE	01-4310-11 Group Insurance	\$71,000.00	\$38,890.93	\$32,109.07	54.78%
POLICE	01-4310-20 Motor Fuel	\$20,000.00	\$9,122.22	\$10,877.78	45.61%
POLICE	01-4310-21 Uniforms	\$3,000.00	\$2,190.83	\$809.17	73.03%
POLICE	01-4310-25 Maint & Repair-Autos	\$5,000.00	\$4,904.30	\$95.70	98.09%
POLICE	01-4310-26 Office Expense	\$1,500.00	\$645.48	\$854.52	43.03%
POLICE	01-4310-29 Misc. Supplies & Equipment	\$9,000.00	\$2,898.45	\$6,101.55	32.21%
POLICE	01-4310-31 Training & Schools	\$3,000.00	\$2,556.92	\$443.08	85.23%
POLICE	01-4310-32 Telephone/Communications	\$8,000.00	\$4,099.01	\$3,900.99	51.24%
POLICE	01-4310-33 Utilites	\$1,500.00	\$1,000.66	\$499.34	66.71%
POLICE	01-4310-34 Printing	\$1,500.00	\$1,929.33	(\$429.33)	128.62%
POLICE	01-4310-35 Maint & Repair-Equipment	\$3,000.00	\$275.94	\$2,724.06	9.20%
POLICE	01-4310-40 Dues & Subscriptions	\$900.00	\$415.00	\$485.00	46.11%
POLICE	01-4310-45 Insurance & Bonds	\$22,000.00	\$22,664.60	(\$664.60)	103.02%
POLICE	01-4310-54 C.O. Motor vehicle fund	\$39,626.00	\$39,807.31	(\$181.31)	100.46%
POLICE	01-4310-55 C.O. Equipment	\$22,439.00	\$12,417.36	\$10,021.64	55.34%
POLICE	01-4310-60 Contracted Services	\$18,500.00	\$17,033.40	\$1,466.60	92.07%
POLICE	01-4310-71 Debt Services - Principal	\$0.00	\$0.00	\$0.00	0.00%
POLICE	01-4310-72 Debt Services - Interest	\$0.00	\$0.00	\$0.00	0.00%

Dept Desc	Disp Acct	Budget	YTD	Variance	Prcnt
FIRE	01-4340-00 Salaries - Regular	\$99,000.00	\$65,865.70	\$33,134.30	66.53%
FIRE	01-4340-02 Salaries - Part-Time	\$98,900.00	\$46,691.14	\$52,208.86	47.21%
FIRE	01-4340-07 401K Expense	\$4,900.00	\$4,508.69	\$391.31	92.01%
FIRE	01-4340-09 FICA Expense	\$14,700.00	\$8,677.84	\$6,022.16	59.03%
FIRE	01-4340-10 Retirement Expense	\$7,505.00	(\$3,912.45)	\$11,417.45	-52.13%
FIRE	01-4340-11 Group Insurance	\$17,500.00	\$10,957.86	\$6,542.14	62.62%
FIRE	01-4340-17 Firemen's Pension Fund	\$2,340.00	\$0.00	\$2,340.00	0.00%
FIRE	01-4340-18 Professional Services	\$0.00	\$0.00	\$0.00	0.00%
FIRE	01-4340-20 Motor Fuel	\$5,000.00	\$1,807.84	\$3,192.16	36.16%
FIRE	01-4340-21 Uniforms	\$3,000.00	\$314.00	\$2,686.00	10.47%
FIRE	01-4340-25 Maint & Repairs-Trucks	\$12,000.00	\$2,706.84	\$9,293.16	22.56%
FIRE	01-4340-26 Office Expense	\$500.00	(\$89.02)	\$589.02	-17.80%
FIRE	01-4340-29 Misc. Supplies & Equipment	\$20,000.00	\$4,348.66	\$15,651.34	21.74%
FIRE	01-4340-31 Training & Schools	\$2,000.00	\$414.69	\$1,585.31	20.73%
FIRE	01-4340-32 Telephone/Communications	\$3,575.00	\$1,830.59	\$1,744.41	51.21%
FIRE	01-4340-33 Utilities	\$6,500.00	\$3,732.80	\$2,767.20	57.43%
FIRE	01-4340-34 Printing	\$500.00	\$1,025.48	(\$525.48)	205.10%
FIRE	01-4340-35 Maint. & Repairs-Equipmen	\$3,000.00	\$2,779.15	\$220.85	92.64%
FIRE	01-4340-40 Dues & Subscriptions	\$1,300.00	\$1,025.00	\$275.00	78.85%
FIRE	01-4340-45 Insurance & Bonds	\$16,000.00	\$11,110.16	\$4,889.84	69.44%
FIRE	01-4340-54 C.O. Motor vehicle fund	\$10,000.00	\$0.00	\$10,000.00	0.00%
FIRE	01-4340-55 C.O. Equipment	\$56,300.00	\$5,548.00	\$50,752.00	9.85%
FIRE	01-4340-60 Contracted Services	\$5,000.00	\$4,080.91	\$919.09	81.62%
FIRE	01-4340-71 Debt Services - Principal	\$40,994.00	\$0.00	\$40,994.00	0.00%
FIRE	01-4340-72 Debt Services - Interest	\$2,851.00	\$0.00	\$2,851.00	0.00%

Dept Desc	Disp Acct	Budget	YTD	Variance	Prcnt
SANITATION	01-4710-29 MISC Supplies	\$0.00	\$0.00	\$0.00	0.00%
SANITATION	01-4710-33 Utilities (Street Lights)	\$35,000.00	\$485.28	\$34,514.72	1.39%
SANITATION	01-4710-49 Enviro. Fees & Surcharges	\$0.00	\$0.00	\$0.00	0.00%
SANITATION	01-4710-64 Recycling	\$21,600.00	\$13,525.00	\$8,075.00	62.62%
SANITATION	01-4710-65 Garbage Services	\$117,400.00	\$64,214.29	\$53,185.71	54.70%

Dept Desc	Disp Acct	Budget	Variance
PLANNING & ZONING	01-4910-00 Salaries & Wages	\$0.00	\$0.00
PLANNING & ZONING	01-4910-02 Salaries-Part Time	\$0.00	\$0.00
PLANNING & ZONING	01-4910-07 401K Expense	\$0.00	\$0.00
PLANNING & ZONING	01-4910-09 FICA Expense	\$0.00	\$0.00
PLANNING & ZONING	01-4910-10 State Retirement Expense	\$0.00	\$0.00
PLANNING & ZONING	01-4910-11 Group Insurance	\$0.00	\$0.00
PLANNING & ZONING	01-4910-18 Professional Services	\$0.00	\$0.00
PLANNING & ZONING	01-4910-20 Motor Fuel	\$0.00	\$0.00
PLANNING & ZONING	01-4910-23 Planning & Mapping supplies	\$1,700.00	\$1,700.00
PLANNING & ZONING	01-4910-31 Training & Schools	\$0.00	\$0.00
PLANNING & ZONING	01-4910-32 Telephone/Communications	\$0.00	\$0.00
PLANNING & ZONING	01-4910-33 Utilites	\$0.00	\$0.00
PLANNING & ZONING	01-4910-34 Printing	\$0.00	\$0.00
PLANNING & ZONING	01-4910-40 Dues & Subscriptions	\$0.00	\$0.00
PLANNING & ZONING	01-4910-60 Contracted Services	\$0.00	\$0.00

Dept Desc	Disp Acct	Budget	YTD	Variance	Prcnt
PARKS & RECREATION	01-6130-00 Salaries - Regular	\$6,000.00	\$0.00	\$6,000.00	0.00%
PARKS & RECREATION	01-6130-02 Salaries - Part-Time	\$0.00	\$0.00	\$0.00	0.00%
PARKS & RECREATION	01-6130-07 401K Expense	\$300.00	\$0.00	\$300.00	0.00%
PARKS & RECREATION	01-6130-09 FICA Expense	\$400.00	\$0.00	\$400.00	0.00%
PARKS & RECREATION	01-6130-10 Retirement Expense	\$455.00	\$0.00	\$455.00	0.00%
PARKS & RECREATION	01-6130-11 Group Insurance	\$0.00	\$0.00	\$0.00	0.00%
PARKS & RECREATION	01-6130-18 Professional Services	\$0.00	\$0.00	\$0.00	0.00%
PARKS & RECREATION	01-6130-20 Motor Fuel	\$0.00	\$0.00	\$0.00	0.00%
PARKS & RECREATION	01-6130-24 Maint/Repair Bldg & Grounds	\$12,000.00	\$5,211.36	\$6,788.64	43.43%
PARKS & RECREATION	01-6130-25 Maint./ Repair Vehicles	\$1,000.00	\$16.44	\$983.56	1.64%
PARKS & RECREATION	01-6130-29 Misc. Supplies & Equipment	\$5,000.00	\$717.68	\$4,282.32	14.35%
PARKS & RECREATION	01-6130-31 Training & Schools	\$0.00	\$0.00	\$0.00	0.00%
PARKS & RECREATION	01-6130-33 Utilities	\$15,000.00	\$27,774.42	(\$12,774.42)	185.16%
PARKS & RECREATION	01-6130-35 Maint./ Repair Equipment	\$0.00	\$0.00	\$0.00	0.00%
PARKS & RECREATION	01-6130-45 Insurance & Bonds	\$0.00	\$0.00	\$0.00	0.00%
PARKS & RECREATION	01-6130-54 C.O. Motor vehicle fund	\$0.00	\$0.00	\$0.00	0.00%
PARKS & RECREATION	01-6130-55 C.O. Equipment	\$0.00	\$0.00	\$0.00	0.00%
PARKS & RECREATION	01-6130-57 C.O. Land Purchase	\$0.00	\$0.00	\$0.00	0.00%
PARKS & RECREATION	01-6130-58 C.O. Building Renovations	\$0.00	\$0.00	\$0.00	0.00%
PARKS & RECREATION	01-6130-60 Contracted Services	\$2,300.00	\$3,075.90	(\$775.90)	133.73%



**RFP #1-18**  
**INDEPENDENT ACCOUNTING SERVICES**

**AGREEMENT FOR INDEPENDENT ACCOUNTING SERVICES**

**THIS AGREEMENT**, made and entered into this 12th day of February 2018, by and between the TOWN OF GRANITE QUARRY, a municipal cooperation organized and existing under the laws of the State of North Carolina (hereinafter referred to as "TOWN"), and MARTHA O. CRANFORD, (hereinafter referred to as "ACCOUNTANT")

**W I T N E S S E T H:**

WHEREAS, This Agreement acknowledges that Town has secured the offer of Accountant to perform the accounting and financial services as described herein.

WHEREAS, Town desires to utilize the services of Accountant as an independent contractor for financial and accounting consultation for the Town for six months to begin on Monday, February 12, 2018, and to end on August 12, 2018.

WHEREAS, Accountant represents that she is fully qualified to perform such services by virtue of her experience, training, education and expertise. Accountant specifically represents that she is a Certified Public Accountant licensed by and in good standing with the State of North Carolina.

NOW, THEREFORE, the parties hereto agree as follows:

1. **Consultant's Services.** The nature, scope, and level of the specific services to be performed by Accountant are as set forth in Exhibit A attached hereto.
2. **Term of Agreement.** This Agreement is effective from the date signed and shall terminate on August 12, 2018. Services shall be performed for six months, beginning on February 12, 2018, and continuing until August 12, 2018. Accountant is expected to work for two to three hours per week on Town premises and will be available for consultation by telephone and e-mail.
3. **Compensation.** Accountant shall be paid a fee equal to five thousand and 0/100 Dollars (\$5,000.00) on August 12, 2018 for services performed pursuant to the terms of this Agreement. As an independent contractor, this fee shall constitute Accountant's sole compensation for the performance of services pursuant to this Agreement. Accountant will be responsible for withholding, accruing, and paying all income, Social Security, and other taxes and amounts as may be required by law.

4. **Standard of Performance.** Accountant shall perform all work to the highest professional standards and in a manner satisfactory to Town. Accountant shall follow the highest professional standards in performing all services required hereunder.
5. **Status of Independent Contractor.** Accountant is, and shall at all times remain, an independent contractor of the Town. Accountant shall have no power to incur any debt, obligation, or liability on behalf of the Town or otherwise act on behalf of the Town as an agent. Accountant will determine the method, details, and means of performing services pursuant to and consistent with this Agreement.
6. **Confidentiality.** Accountant may have access to financial, accounting, statistical, personnel, and personal information of private individuals and employees of the Town. Accountant acknowledges that all data, documents, discussion, and other information developed or received by the Accountant are confidential and shall not be disclosed without prior written authorization by the Town. The Town shall authorize such disclosure as required by law.
7. **Assignment.** This Agreement, and any of the rights and obligations hereunder, may not be assigned by either party without the other party's prior written consent. The Accountant may not subcontract any portion of the services provided in this Agreement except with the prior written consent of the Town.
8. **Exhibits.** All documents referenced as exhibits in this Agreement are hereby incorporated in this Agreement.
9. **Entire Agreement.** This Agreement, and any other documents incorporated herein by specific reference, represent the entire and integrated agreement between the Town and the Accountant. This Agreement supersedes all prior oral or written negotiations, representations, or agreements. This Agreement may not be amended, nor any provision or breach hereof waived, except in a writing signed by the parties to this Agreement.
10. **Governing Law and Jurisdiction.** This Agreement shall be governed by and interpreted and enforced in accordance with North Carolina law. State courts located in Rowan County, North Carolina, or The United States District Court for the Middle District of North Carolina shall be the exclusive forum for any claim arising under or relating to this Agreement, and the Parties consent to jurisdiction therein for any such claim.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

**TOWN OF GRANITE QUARRY**

By: \_\_\_\_\_  
William D. Feather, Mayor

By: \_\_\_\_\_  
Phil Conrad, Town Manager

Attest:

\_\_\_\_\_  
Tanya Maria Word  
Town Clerk/Finance Officer

Approved As To Form:

\_\_\_\_\_  
Graham Corriher, Town Attorney

\_\_\_\_\_  
**MARTHA O. CRANFORD, Accountant**

**[NOTARY PAGE FOLLOWS]**

STATE OF NORTH CAROLINA  
COUNTY OF ROWAN

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2018 by WILLIAM D. FEATHER, as Mayor, PHIL S. CONRAD, as Town Manager, and TANYA MARIA WORD, as Town Clerk of the Town of Granite Quarry, North Carolina, a municipal corporation, who is personally known to me.

NOTARY'S SEAL:

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF NORTH CAROLINA

\_\_\_\_\_  
(Name of Acknowledger, Typed, Printed or Stamped)

\_\_\_\_\_  
Commission Number

***This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.***

\_\_\_\_\_  
Tony Maria Word  
Town Clerk/Finance Officer

**EXHIBIT A**

**PROPOSAL FOR TOWN OF GRANITE QUARRY**

January 29, 2018

To Whom It May Concern:

This is a written proposal to discuss the hours involved in helping Shelley Shockley establish and monitor all transactions for the Town of Granite Quarry using the software system by Southern Systems that is currently in place. The proposal discussed in person was from 2-3 hours a week for 6 months. It is complicated to establish an exact number of hours. However, I feel that 2-3 hours a week for at least 2 months is necessary and we may find that the time is needed for the entire 6-month period. My proposal price is \$5,000 for the 6 months not to exceed 3 hours a week. I will be available by phone and email as well during that time period.

The preceding proposal is for the time period set forth by the Town of Granite Quarry for 6 months. I personally would like to start this time period February 12, 2018. If that does not agree; then I am flexible.

Thank you in advance for your consideration in this matter. I look forward to working with you in the future.

Sincerely;

Martha O. Cranford

March 5, 2018

Rowan County Commissioners  
130 W. Innes Street  
Salisbury, NC 28144

Dear Commissioners:

This letter is to follow-up on our correspondence from January 30, 2018 requesting access to parcel 404-147, which is currently owned by the Town. As you are aware, this access or extension of Chamandy Drive is important to the Town and future economic development prospects.

As a recap, Granite Quarry is a full partner in the development of the Industrial Park including Town expenditures for water and sewer access, street lighting and ongoing road maintenance. On October 2<sup>nd</sup>, 2017 parcel 404-147 was deeded to the Town of Granite Quarry with the expectation that Rowan County would work with us to grant access. (We've had a number of meetings on his topic since the inception of the Park.) We believe now is the time to fulfill this expectation and would request a response from the County at your earliest convenience.

Thank you for your consideration of this request and your continued partnership in the development of the Granite Industrial Park.

Sincerely,

William D. Feather  
Mayor

# IRBY LANE REZONING and Subdivision

GQ LEAF AND LIMB STORAGE FACILITY

# Existing Leaf and Limb Storage Facility

- Our existing leaf and limb storage site is located on Rowan Street, south of main street
- It is accessed by a gravel driveway off of Rowan Street
- It uses less than one acre of land in its current configuration
- Mulch is stored outside of the secured area
- Limbs are stored inside of the secured storage area
- During peak months, there may be six truck loads per day taken to the site
- The limbs are ground into mulch once or twice a year as needed by an outside vendor





View from Rowan Street

Mulch Pile





Limb Piles

## Project Information

- This project consists of a subdivision from parcels 617 037 (13.71 acres) and 617 170 (1.91 acres) and rezoning of a newly created lot.
- The property is currently owned by Nathaniel McMahon
- Mr. McMahon has entered into an agreement to sell the Town of Granite Quarry approximately 5 acres of land and grant an access easement as needed for joint access to the property off of Irby Lane
- The Town will use the 5 acre plot to create a leaf and limb storage site. Mr. McMahon plans to use the remainder of the property for residential development
- The property is currently zoned RL. He is requesting a rezoning to CD LI
- The sale of the property is contingent on approval of the subdivision and rezoning
- Subdivision of the property will be handled administratively as a minor subdivision
- The final subdivision will be subject to the property delineation provided by a professional survey. The proposed rezoning will only apply to the 5 acre +/- tract to be subdivided and sold to the Town.

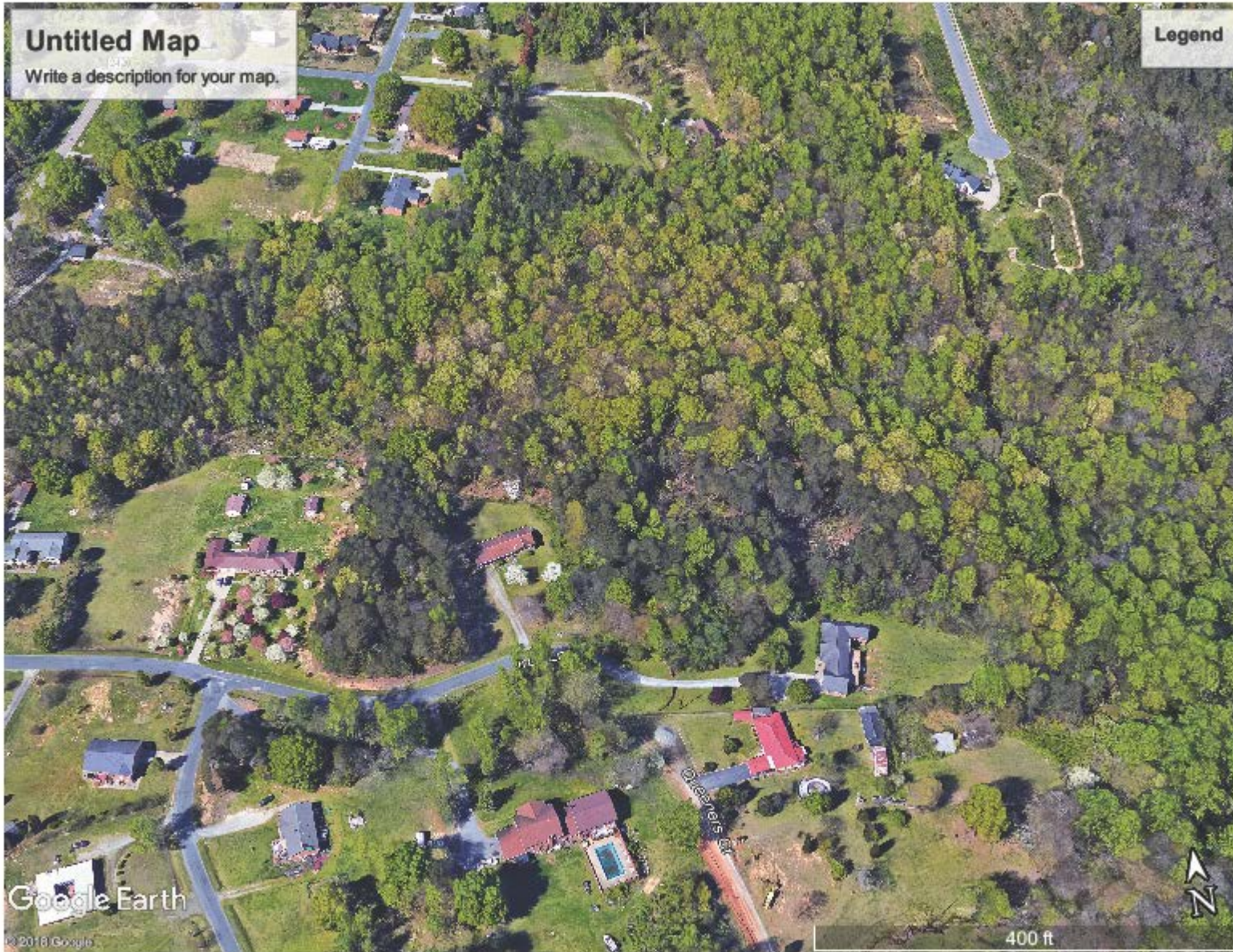
## Project Information (continued)

- The LI zoning classification would allow outdoor storage of limbs and leaves based on its definition in Section 3.2.9 as follows:
  - **“The light Industrial District is established for certain industrial, manufacturing, or processing plants. The type of industrial or manufacturing use would be light in nature and free from the undesirable aspects, which may be objectionable or offensive to residential areas.”**
- The Permitted Uses Table in Section 3.3 allows as a permitted use,
  - **“Greenhouse or horticultural nursery (including outdoor storage)” with no special restrictions on the outdoor storage.**

## **Project Information (continued)**

- The CD portion of the new zoning classification would restrict the land to a narrowly defined use, so the Town or future property owners could not introduce more intrusive uses without approval. The restrictions of the CD classification will apply as follows:

**“This property will be used as a leaf and limb storage, processing, and mulch storage facility only. Incidental storage of Town trucks and equipment will be allowed. Periodically, grinding equipment will be located on the property for the purpose of processing the leaves and limbs into mulch. Small storage and operations buildings will be allowed as needed. The property owner will adhere to all State, County and Local restrictions for this type of operation. The Town will provide an access road off of Irby Lane into the property and will keep the road clear of any dirt, mud or debris created by its operation of this facility. Any additional uses desired in the future by the Town or other property owners will have to be reviewed and approved by the procedure described in the Town’s Uniform Development Ordinance.”**



Site Overview Map



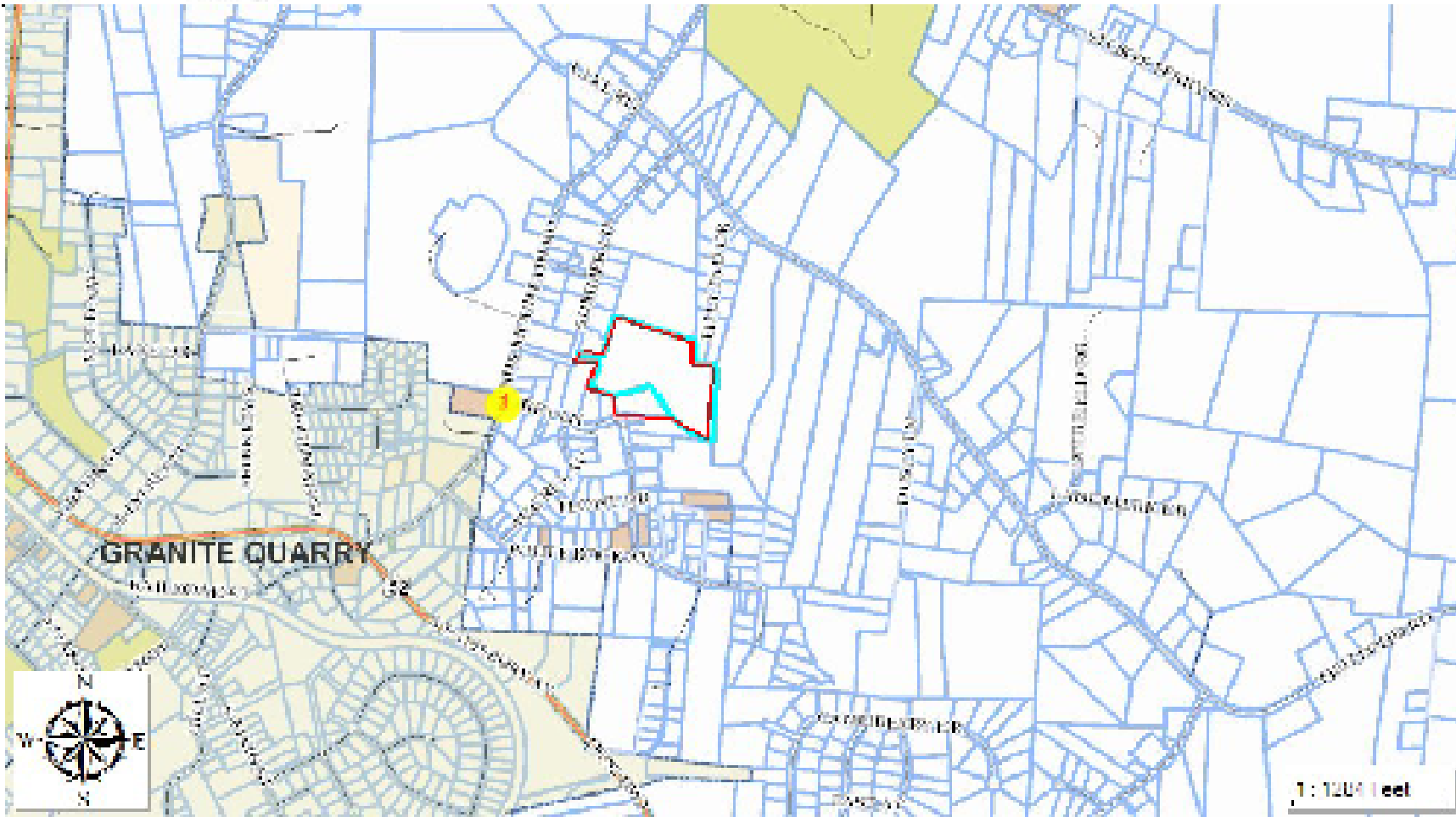
5-acre tract (red) with road (green)



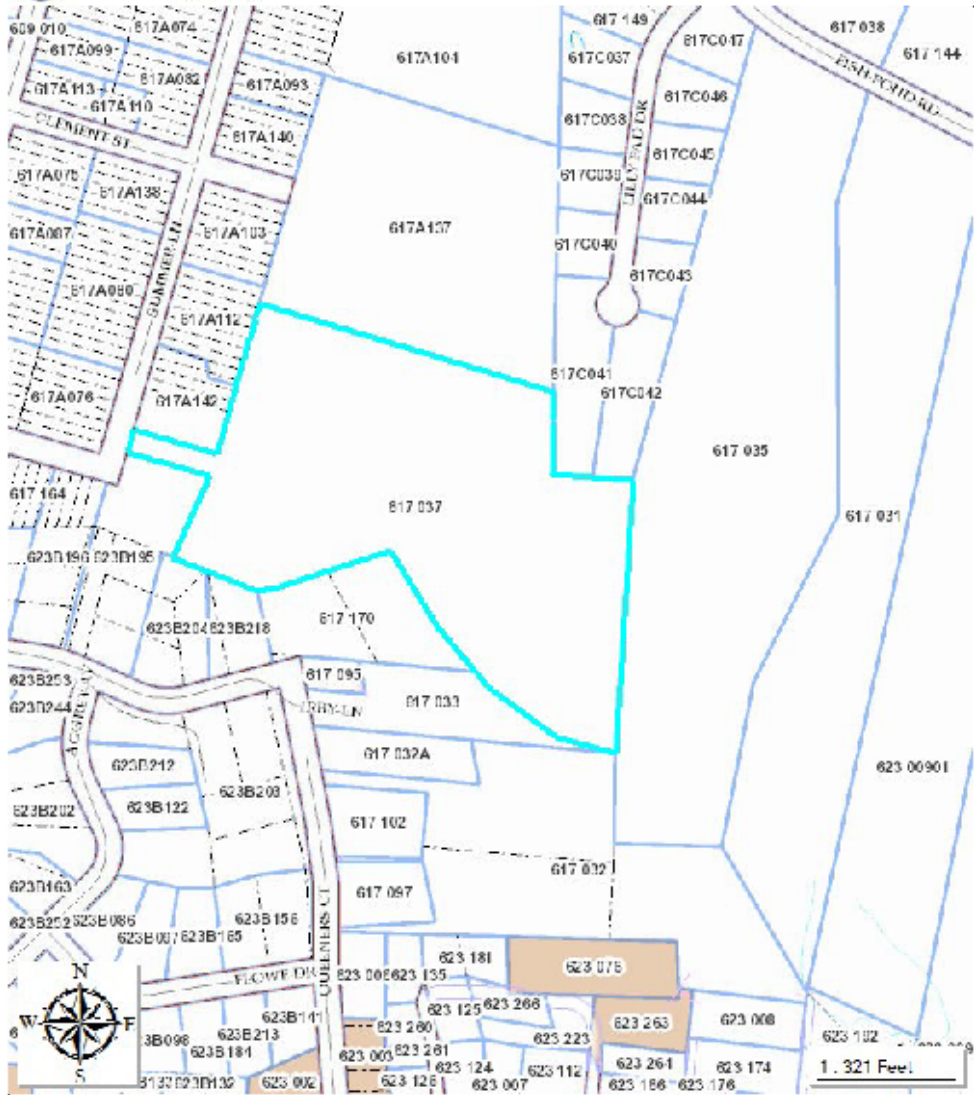


[https://rowan2.connectgis.com/DownloadFile.ashx?i=\\_ags\\_mape3e4df63e67c41fba90ad8953a945de0x.htm&t=print](https://rowan2.connectgis.com/DownloadFile.ashx?i=_ags_mape3e4df63e67c41fba90ad8953a945de0x.htm&t=print)

New road connection at Irby Lane



# SITE LOCATION MAP

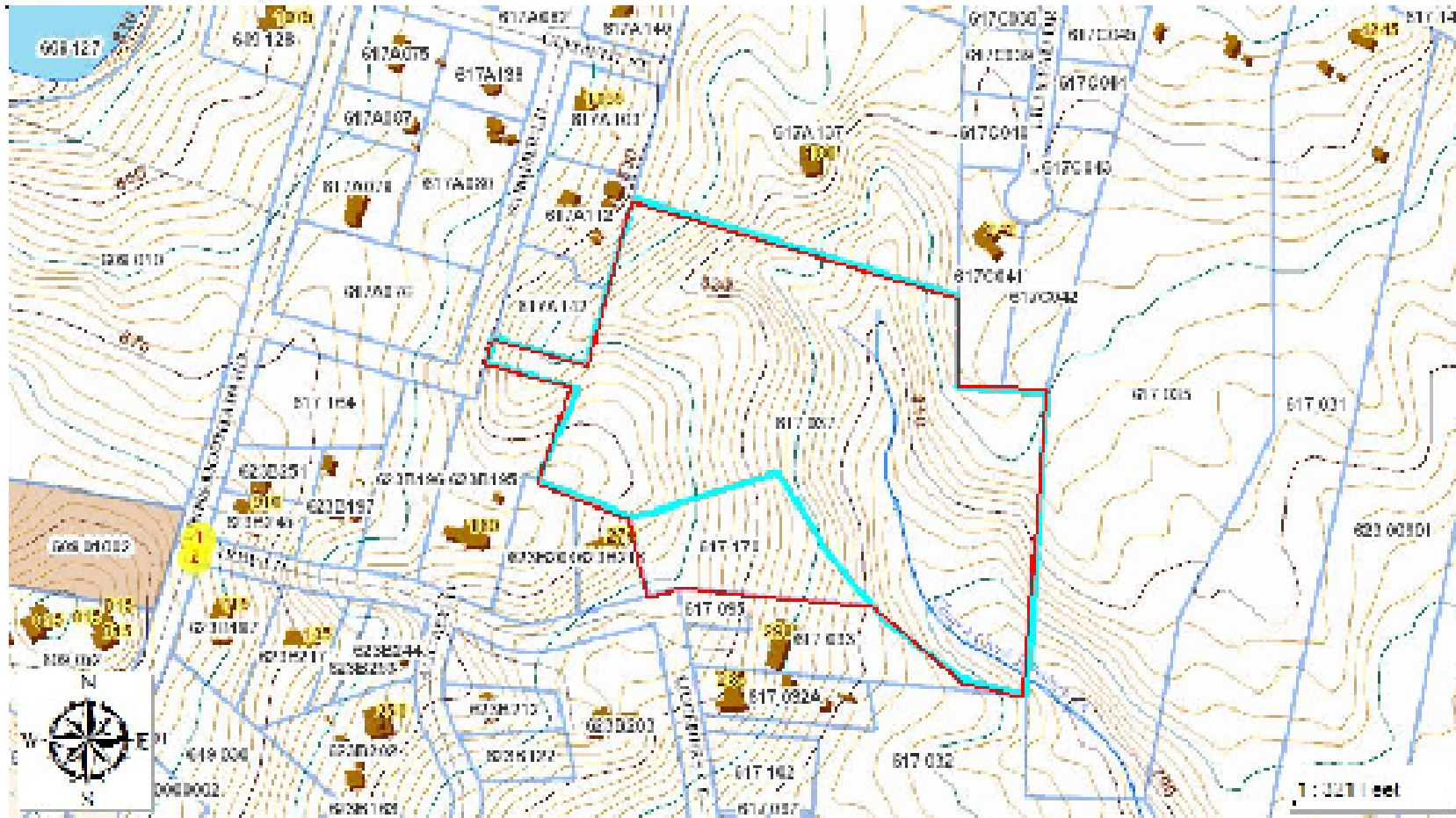


This information was prepared from the Rowan County, NC Geographic Information System. Rowan County has made substantial efforts to ensure the accuracy of location and labeling information contained on this site. The information provided is a representation of various City and County data sources and does not serve as an official map. Rowan County recommends the independent verification of any information contained on this site by the user. Rowan County makes no warranty or other assertion as to the fitness of the maps for any particular purpose and neither Rowan County nor its agents or employees shall be liable for any claim alleged to have resulted from any use thereof.

- ORIGINAL PARCELS 617-037 & 617-170
- LEAF AND LIMB STORAGE FACILITY WILL BE LOCATED ON PARCEL 617-037
- JOINT ACCESS ROAD WILL RUN ACROSS PARCEL 617-170



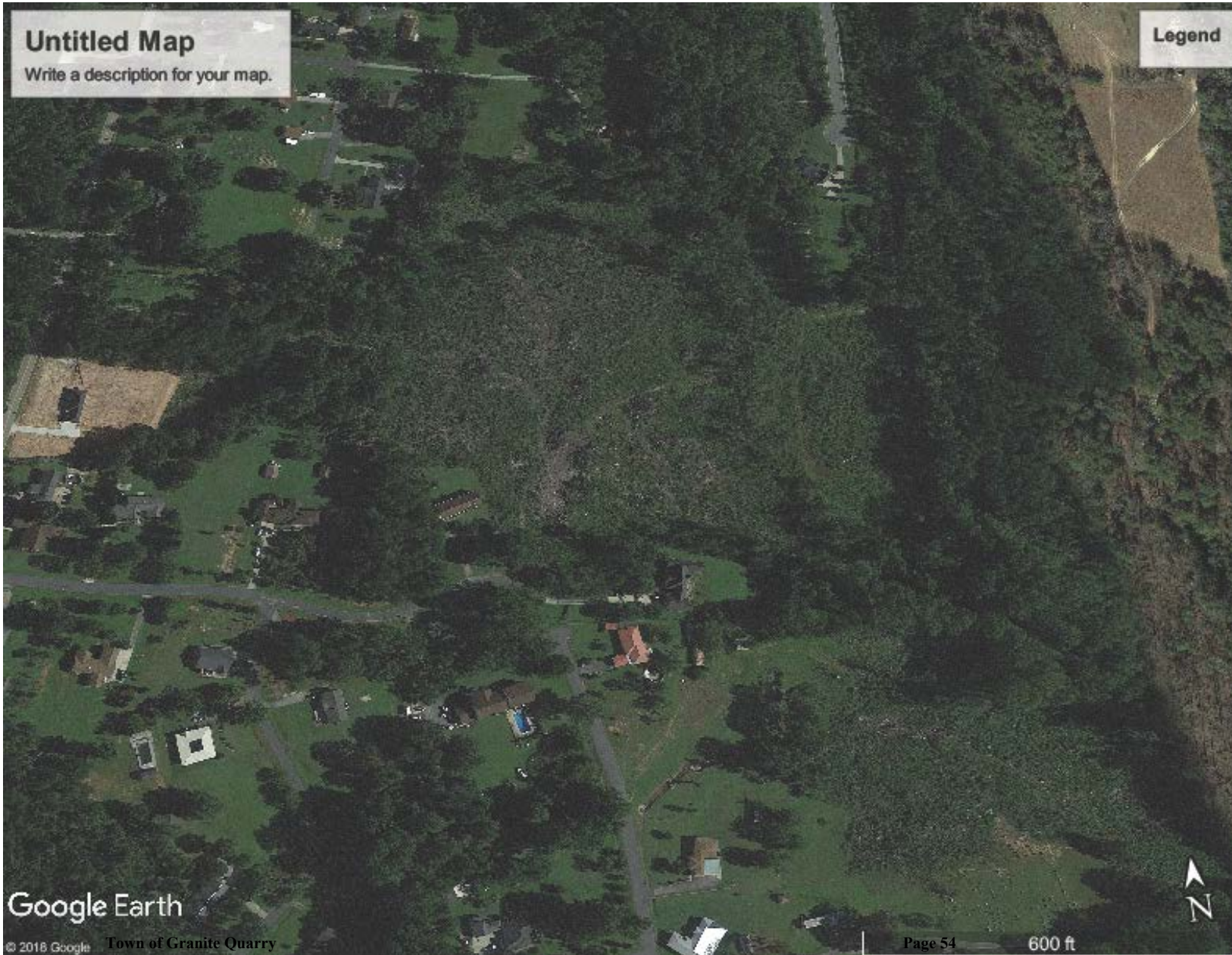
SITE VIEW



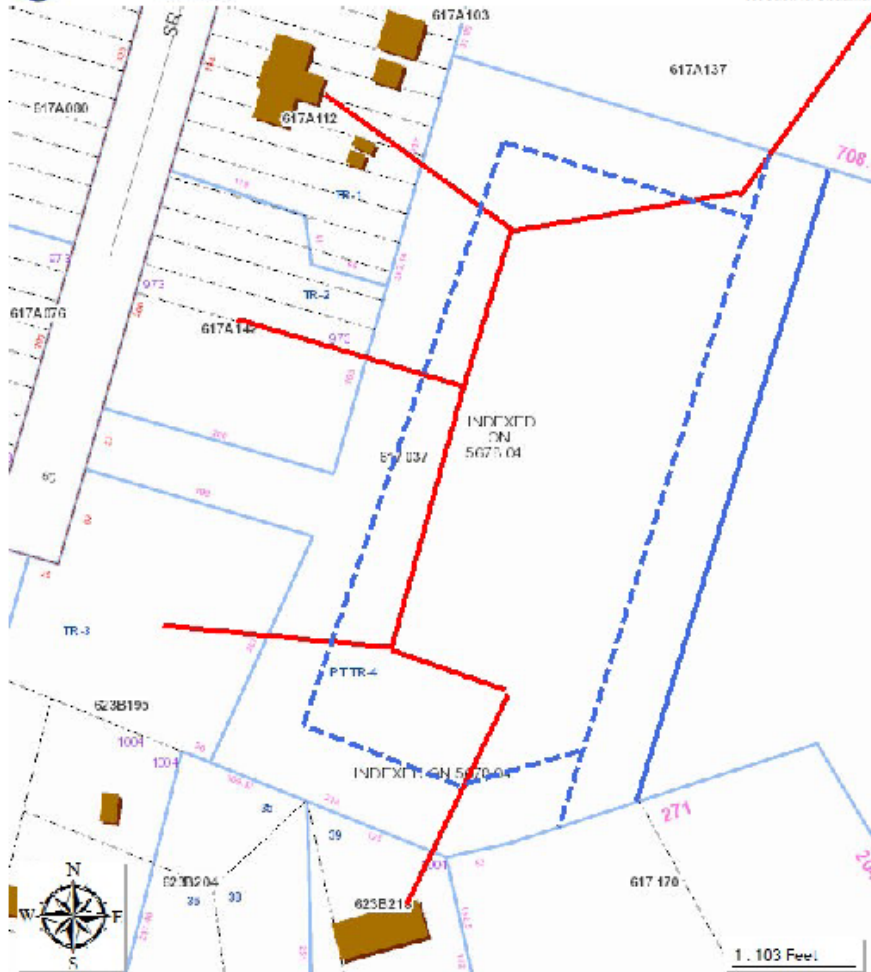
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## SITE TOPOGRAPHY

- SITE FALLS OFF FROM HIGH POINT AT SOUTHWEST CORNER DOWN TO PERRINEAL STREAM ON EAST SIDE OF SITE



- MOST OF SITE HAS BEEN CLEARED OF TREES- TREES LEFT ALONG STREAM AND AROUND PERIMETER OF SITE FOR SCREENING



This information was prepared from the Rowan County, NC Geographic Information System. Rowan County has made substantial efforts to ensure the accuracy of location and labeling information contained on this site. The information provided is a representation of various City and County data sources and does not serve as an official map. Rowan County promotes and recommends the independent verification of any information contained on this site by the user. Rowan County makes no warranty or other assertion as to the fitness of the maps for any particular purpose and neither Rowan County nor its agents or employees shall be liable for any claim alleged to have resulted from any use thereof.

## BUFFER REQUIREMENTS

- 50 FEET FROM ADJACENT PROPERTY LINES
- 100 FEET FROM WELLS
- 200 FEET FROM EXISTING DWELLINGS
- 50 FEET FROM STREAMS
- CANNOT BE BUILT IN FLOODPLAIN
- SCREENED FROM VIEW OF STREET (PER GQ UDO)

## Board of Aldermen Action:

- Based on the materials presented to you tonight, input gathered from your public hearing, and per the guidelines of the Town's UDO, you are being asked to approve a conditional rezoning of the proposed property from RL to CD LI.
- Assuming you approve this rezoning, you will also be asked to provide confirmation of your belief that the rezoning is in compliance with the Town's current Comprehensive Plan. I would suggest the following Policies from the Comprehensive Plan would support this development:
  - Policy 6- Residential neighborhoods have become infused or surrounded by non- residential uses may undergo an orderly conversion from residential use to higher density residential or ***other compatible alternative land uses.***
  - Policy 15- Light industry may be located in urbanized areas to take advantage of available services and to minimize home-to-work distances. ***Careful design and/or buffering shall be required to insure compatibility with surrounding areas.***
- The approval of the rezoning and subdivision of the property will be subject and conditional to successful negotiations between the property owner and the Town. If these negotiations should fail for any reason, the property will remain under its current zoning classification



January 26, 2018



PARTNERSHIP for ECONOMIC DEVELOPMENT  
SALISBURY, NC

*Be an original.*

ECONOMIC  
IMPACT  
SUMMARY

SUMMARY OF PROPOSED EXPANSION OF PROJECT  
WHEEL IN GRANITE QUARRY



Submitted by:  
The Rowan EDC

January 26, 2018

The Honorable William Feather  
Town of Granite Quarry  
Post Office Box 351  
Granite Quarry, NC 28072

*Re: Summary of Proposed Expansion of Project Wheel in Granite Quarry, NC*

Dear Mayor Feather and Aldermen:

On behalf of your Economic Development Commission, please allow me to present to you this summary of the proposed expansion of Project Wheel in Granite Quarry.

We are optimistic that, with your support, this project will reach a successful conclusion, creating new employment and expanding the nonresidential tax base in Granite Quarry. This document addresses the primary drivers and impacts of the project, and is designed to provide you the information necessary to consider their request for assistance.

We sincerely hope that you find this document a useful resource as you consider this matter. We have expended substantial efforts to gather as much information as possible regarding the potential impacts this project could have on the Town and its citizens. In order to accomplish this, we have relied on a variety of public and private sector partners. At this time, in addition to the company representatives from Project Wheel, we would like to thank:

- David Hartigan, President, Hartigan Management, Inc.
- Melanie O'Connell Underwood, Regional Industry Manager, Economic Development Partnership of NC
- Mary Johnson, OneNC Program Manager – North Carolina Department of Commerce

In the preparation of this document, we have strived to utilize factual data and realistic projections extrapolated from the best information available. It is our intent that this document serve as a resource for you as you deliberate potential actions.

Please do not hesitate to contact our offices with any questions you may have regarding this matter. We look forward to your feedback.

Sincerely,



Scott Shelton  
Vice President of Operations

## **Contents**

1. Project Description
2. Regulatory Approval Process
3. Requested Assistance
4. Model of Town Revenue – 10-Year Horizon
5. Closing
6. Draft Incentive Agreement

## **1. Project Description**

### **About The Company**

The Company behind Project Wheel has been a valued manufacturing employer in Rowan County for several decades. Its parent company is a recognized industry leader in its field with facilities in over two dozen countries. The Company's current facility in Rowan County employs over 25 people.

### **Proposed Project**

Project Wheel is a reorganization of some of the parent company's current operations. The parent company says that it hopes to "gain synergies through the combination of similar processes at one location." The parent company also hopes that the reorganization will improve proximity to its customer base and enable them to "fully utilize the cost advantages of gathering shared resources at a common site."

Project Wheel's facility in Rowan County is under consideration for this reorganization, along with facilities in Kentucky and Indiana.

If our community were chosen for this reorganization, 94 full-time jobs would be transferred from one of the parent company's midwestern locations to Rowan County. As a result, the company would have to build a new 100,000 square foot facility in Rowan County to handle the increase in total employment and workload. The company is considering two different sites in Rowan County as a possible location for this new facility. One of these sites is on Chamandy Drive, in the Granite Industrial Park, located within the Granite Quarry municipal limits.

If Rowan County were chosen for this project, the Company would add these 94 new jobs by the end of 2019. These new jobs would pay an average annual salary of \$33,334, with benefits.

The Company would also invest approximately \$11 million dollars in improvements to its chosen location through the construction of the new facility, placement of new equipment and other improvements as part of the proposed project. These improvements are estimated to take a year to complete.

It is also important to note that if we are not selected for this project, the Company will likely move the 25+ existing Rowan County jobs out of our community to the chosen location.

## **2. Regulatory Approval Process**

Zoned appropriately for its current use, there does not appear to be any regulatory barriers to this project moving forward. The Company will work with the Town of Granite Quarry and the Rowan County Building Inspections Department to navigate the appropriate review and permitting process. There are no components of the proposed project that appear outside the normal scope of operations for this type of facility.

### **3. Requested Assistance**

This project would retain current employment levels in Rowan County, as well as add 94 new full time jobs that would pay an average salary of \$33,334. Construction of the Company's new facility and placement of new equipment will increase the Town tax base by approximately \$11 million dollars and provide approximately \$459,250 in increased tax revenue for Granite Quarry over a ten-year period.

This project is competitive in nature. In addition to the two sites in Rowan County, facilities owned by Project Wheel's parent company in Kentucky and Indiana are also being considered for the project.

On November 20<sup>th</sup>, the Rowan County Board of Commissioners approved an Investment Grant for Project Wheel. Under Rowan County's adopted Investment Grant Program guidelines, companies may apply for a five-year grant, supporting their investment in Rowan County. Grants are calculated on a percentage of the actual property taxes paid to the County. Agreements are contractual in form and the recipient company must continue to meet all criteria set forth in order to continue receiving the grant.

The program sets forth three grant levels based on the minimum total project investment:

- Level 1 grant category - \$ 5 million
- Level 2 grant category - \$ 50 million
- Level 3 grant category - \$100 million

Since it is estimated that approximately \$11 million of new investment will register as increases to the tax base of Rowan County, the proposal met the investment criteria for a "Level 1 Grant."

According to the adopted "Rowan County Investment Grant Program", a Level 1 grant is defined as follows:

"Level 1 grant – a grant award based upon the project's estimated tax revenue generation value, to be calculated to equate to approximately 75% of the value of real and personal property tax revenue value anticipated to be generated by the project. The value for real and personal property investments shall be calculated based on a period of five (5) consecutive years in determining value for grant calculation purposes. The beginning date for grant calculations is to be the date of useful occupancy and/or production startup."

We respectfully request that the Town of Granite Quarry consider assistance that is similar in structure to Rowan County's "Investment Grant Program." Like the County, the Town of Granite Quarry's grant would pay a grant equivalent to approximately 75% of the value of real and personal property taxes for five years, supporting their investment in Granite Quarry. The Grant would be calculated on a percentage of the increased property taxes paid to the Town.

While we are requesting that Granite Quarry match the County by providing a similar type of grant, the actual grant amount that the Town would pay is significantly less than Rowan County. It is estimated that, during the proposed 5-year incentive agreement, Granite Quarry would provide an annual incentive grant of approximately \$34,444. In addition to the property's current tax revenue, the Town would also retain \$11,481 annually. By comparison, over the same term, Rowan County would provide an annual incentive grant of \$54,656 while retaining \$18,219.

## Draft Relocation and Expansion Assistance Agreement

At the time of preparation of this summary, the Company had not requested any special modification to the standard grant agreement used by Rowan County and other municipalities in prior years. A “Draft” copy is attached for your review.

### **4. Model of Town Revenue – 10-Year Horizon**

#### Revenue Calculations

In order to illustrate the revenue impact of this potential project on our community, we have projected revenue returns for a 10-year study period through 2027.

The Company expects that the majority of construction, equipment installation, and infrastructure improvements will be complete by December 31, 2018.

#### Summary of Findings

The evolving nature of Town tax rates, assessed value of the installed equipment, and construction timelines require certain assumptions in order to develop a functioning model. To establish a baseline, the following constants were applied:

- The Town tax rate is fixed at the current rate of .4175
- \$11 million of new equipment and construction occurs prior to December 31, 2018
- The project is complete by December 31, 2018

In application, it is unlikely that all assumptions will hold constant. The model provides general trends of expected revenues and expenditures.

Incorporating the above framework, the following outcomes are projected:

- During each year of the proposed 5-year incentive agreement, the proposed facility would generate \$45,925 of new revenue annually for Granite Quarry. The Town would provide an incentive grant of approximately \$34,444. Granite Quarry would retain approximately \$11,481.
- During the five incentivized years, Granite Quarry would collect \$229,625 in revenue and provide incentive grants totaling \$172,219. The Town would retain \$57,045 of revenue during the incentive term.
- Modeled with a 10-year horizon, Granite Quarry would stand to collect an estimated \$459,250, disburse a \$172,219 grant and retain an estimated \$287,031 of new revenue.

**Proposed Project:**

<i>(Construction Completed by December 31, 2018)</i>		Time Period	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
		Calendar Year	2018	2019	2020	2021	2022
<b>Total Capital Investment</b>	Total planned amount of Expansion project		\$11,000,000	\$11,000,000	\$11,000,000	\$11,000,000	\$11,000,000
<b>Town Tax Rate</b>	0.4175%		0.4175%	0.4175%	0.4175%	0.4175%	0.4175%
<b>Town Tax Revenue</b>	Local Taxable Capital Investment times Town Tax Rate		\$45,925	\$45,925	\$45,925	\$45,925	\$45,925
<b>Expansion Grant %</b>	75% for 5 years. Paid in FY 2018-2021		75%	75%	75%	75%	75%
<b>Expansion Grant %</b>	Town Tax Revenue times Expansion Grant		\$34,444	\$34,444	\$34,444	\$34,444	\$34,444
<b>Town Net Revenue</b>	Town Tax Revenue minus Expansion Grant		\$11,481	\$11,481	\$11,481	\$11,481	\$11,481

FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	10 Year Sum.
2023	2024	2025	2026	2027	
\$11,000,000	\$11,000,000	\$11,000,000	\$11,000,000	\$11,000,000	\$11,000,000
0.4175%	0.4175%	0.4175%	0.4175%	0.4175%	0.4175%
\$45,925	\$45,925	\$45,925	\$45,925	\$45,925	\$459,250
\$0	\$0	\$0	\$0	\$0	\$172,219
\$45,925	\$45,925	\$45,925	\$45,925	\$45,925	\$287,031

## **5. Closing**

This project appears to have a lengthy list of positive attributes and no apparent liabilities. If Granite Quarry were chosen, Project Wheel would retain current employment levels as well as create 94 new full time positions.

The Company plans to invest approximately \$11 million dollars in taxable improvements as part of the proposed expansion. Granite Quarry should retain \$287,031 in new tax revenue generated by this expansion over a ten-year period. By assisting this local company with its proposed expansion, we are confident that the existing, mutually beneficial relationship will grow and prosper.

We have the opportunity to actively support a company that has a valued relationship with our community. If approved, news of this project will resonate positively with companies connected to these operations, both locally and beyond. Highlighting successful public-private partnerships, especially in these competitive economic times, will increase Granite Quarry's reputation as a business friendly community.

On behalf of the staff of your Economic Development Commission, we look forward to providing you any additional information requested, or meeting with you personally to discuss these findings in detail. We hope that you have found this information useful as you consider this matter.



**6. Draft Incentive Agreement**

NORTH CAROLINA  
GRANITE QUARRY

RELOCATION AND EXPANSION ASSISTANCE AGREEMENT

THIS RELOCATION AND EXPANSION ASSISTANCE AGREEMENT (the “Agreement”) is made and entered into as of the \_\_\_ day of \_\_\_\_\_, 20\_\_\_, by and between the Town of Granite Quarry, North Carolina, a body politic (hereinafter referred to as the “Town”) and “Project Wheel” and its wholly owned subsidiary, \_\_\_\_\_, (hereinafter jointly referred to as the “Company”).

WITNESSETH

WHEREAS, the Company has explored the possibility of establishing a new or expanding an existing facility in Granite Quarry (the “Project”), which would increase taxable property in the Town and result in the creation of a number of jobs in the Town, but would not have a significant detrimental impact to the environment of the Town; and

WHEREAS, the Company has determined that the property located at \_\_\_\_\_, Granite Quarry, North Carolina (the “Property”), is a suitable location for its expansion and improvement; and

WHEREAS, in order to induce the Company to relocate, expand, or improve on the Property, the Town is willing to provide, or cause to be provided, to the Company certain inducements, upon terms and conditions binding upon the Town as set forth herein; and

WHEREAS, prior to beginning any relocation, expansion or improvement on the Property, the Company and Town met and agreed to enter into this Agreement; and

WHEREAS, in consideration of the undertakings and agreements set forth herein, approximately \$11 million dollars will be invested by or on behalf of the Company in new equipment and other real property improvements on the Property, and to create a certain number of jobs as provided herein and further comply with the covenants and conditions binding upon it as set forth herein, all of which are intended to create a positive economic impact in the Town.

NOW THEREFORE, in consideration of the premises and the mutual covenants and agreements set forth herein, and other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the Company and the Town hereby agree as follows:

ARTICLE I  
TOWN INDUCEMENTS

The Town shall provide financial assistance to the Company through its “Relocation and Expansion Assistance Program”, as hereinafter described, with respect to the Company’s development of the Property and other related expenses as follows:

- 1) The “Relocation and Expansion Assistance Program” will be provided as a “Relocation and Expansion Incentive Grant” (“Grant”) to assist the Company with construction, equipment, and other capital improvements in Granite Quarry. The Grant will specifically apply to the Property and all real property improvements and personal property newly installed and used at the Property (“Facility”).
- 2) The amount of the Grant will be computed using the following steps:

- a) Real Property Valuation.
    - i) For each tax year that the Grant is applicable to a Property (subject to the limitations below), determine the actual assessed tax value of the real property, located at such Property.
    - ii) Subtract from the above amount in a) i) the baseline real property value of the Property assessed as of January 1, 2018, and prior to the investments made by the Company in real property at such property. The annual result of this computation shall be defined as the “New Real Property Value” for the applicable Property.
  - b) Personal Property Valuation.
    - i) For each tax year that the Grant is applicable (subject to the limitations below), determine the actual assessed tax value of all personal property, excluding supplies and rolling stock, located at and used in such Property.
    - ii) Subtract from the above amount in b) i) the assessed tax value of personal property, excluding supplies and rolling stock, located at and used on such Property as of January 1, 2018. The annual result of this computation shall be defined as the “New Personal Property Value” for the applicable Property.
  - c) Town Property Tax Determination. The sum of the New Real Property Value and the New Personal Property Value of a Property for each applicable year shall be the “New Property Value” of such Property for such year. Multiply the New Property Value for each applicable Property by the Town tax rate (excluding county tax rates) applicable for the tax year at issue to determine the amount of property taxes applicable to the new property at such Property.
  - d) Grant Amount Determination. Multiply the property taxes applicable to the New Property Value for each applicable Property by 75% (0.75).
- 3) The Grant will be structured as a reimbursement of a portion of the real and personal property taxes assessed against each applicable Property and the Company. Such payment of the Grant will be made to the Company. Payment may be requested by the Company no sooner than January 1st and no later than June 30<sup>th</sup> of the fiscal year in which the taxes are due. The Grant will be paid within sixty (60) days of the Company providing certifications as set forth in Article III(3), and receipt of the Company’s full payment of all real and personal property taxes due to the Town. Payment of the Grant shall be equal to Seventy-Five Percent (75%) of the Town property taxes (excluding municipal and fire district taxes) paid on the New Property Value of the Property by the Company according to Paragraph (2) above at the prevailing Granite Quarry tax rate for the tax year of the requested Grant.
  - 4) Tax amounts due on property discovered by the Town through its customary audit procedures and not listed by the Company shall be excluded from this Agreement, and the Town shall not be responsible for reimbursement on these amounts for any tax year.

ARTICLE II  
SCHEDULE OF CORPORATE IMPROVEMENTS

- 1) The Company has determined that the Property is a suitable site for location of its Facility and shall acquire all local permits, zoning approvals, and required state and federal permits, if applicable. The Company expects to have the Facility substantially completed by December 31, 2018.
- 2) The Company shall receive the Grant for five separate tax years (“Grant Term”), which shall begin with property assessed as of January 1, 2019, with the first such reimbursement to be provided to the Company by the Town during fiscal year ended June 30, 2020. If the Facility is not complete by January 1, 2019, the Grant shall be based on the percentage complete and assessed for that year.
- 3) Unless an event triggering the Force Majeure provision set forth in Article VII herein shall occur, the initial year shall commence on property assessed as of January 1, 2019.
- 4) Any subsequent qualifying expansion of the Facility by the Company shall be eligible (provided the Relocation and Expansion Assistance Program is still in effect) for consideration as a separate Grant under the Relocation and Expansion Assistance Program, each for a separate Grant Term.

ARTICLE III  
EMPLOYMENT

- 1) The Company projects that it will create 94 Full Time Equivalents (“FTEs”) with this Project. As of December 31, 2019, the Company shall employ 119 FTEs at this Project. A FTE position requires at least 1,600 hours of work per year and is provided standard company benefits.
- 2) In each Fiscal Year (FY) that the company requests the disbursement of grant funds, the Company shall certify that the following employment goals have been met, prior to receiving payment:

<u>Town Fiscal Year (FY)</u>	<u>Number of New FTE (in aggregate)</u>
FY 19-20	94
FY 20-21	119
FY 21-22	119
FY 22-23	119
FY 23-24	119

- 3) The Company shall certify annual progress towards the employment of the required number of FTEs to the Town on or before June 30, 2019, and on June 30<sup>th</sup> following each of the remaining years of the Grant Term. Such certification shall include a copy of the Company’s “*Employers Quarterly Tax and Wage Report*” (Form NCU1 101 filed with the NC Employment Security Commission) for the quarter a) ending on or immediately preceding the date of the annual request and b) the number of FTEs as of that same date. If the NCU1 101 is discontinued or modified, a successor form performing a comparable function must be submitted. The Company shall also provide copies of its One NC Grant reporting to the Town when they have been submitted to the State.

- 4) Should the Company fail to certify its annual employment numbers by June 30<sup>th</sup>, the Town may allow the Company an extended cure period to file and certify this particular report annually.
- 5) If the Company does not meet the employment goals, the Town will reduce the annual Grant payment on a pro-rata basis until such time as the Company once again meets employment goals. Pro-rata reduction shall be computed based on the percentage of the goal not met for the given year.

ARTICLE IV  
TERMINATION OF GRANT AGREEMENT AND REQUIRED REPAYMENT OF  
GRANT FUNDS UPON ANNOUNCED TERMINATION OF OPERATIONS OR  
MAJORITY REDUCTION IN WORKFORCE

- 1) The assistance provided by Granite Quarry, through the Relocation and Expansion Assistance Program, represents a substantial commitment of public resources. Companies that participate in this program are expected to maintain and continue operations beyond the end of the Grant Term.
- 2) Should the Company cease operations or eliminate the majority of their workforce (51% reduction or more within a twelve (12) month span), the Agreement will be terminated and the Company will be required to repay all grant proceeds provided during the thirty-six (36) months prior to the cessation or reduction.
- 3) Repayment of grant funds shall be required if the Company has received any grant disbursements from the Town within the thirty-six (36) months prior to the earlier of (a) Public announcement by the Town of plans to close or eliminate the majority of the workforce, (b) Actual cessation of operations, or elimination of a majority of the workforce.
- 4) The Company shall make payment to the Town within one hundred and twenty (120) days of such announcement or event. The Town may use any and all legal recourse to pursue restitution from the Company and / or its successors.

ARTICLE V  
RELOCATION AND ASSISTANCE GRANT ADDITIONAL TERMS AND  
CONDITIONS

As further consideration for the granting of certain relocation and assistance grants to the Company by the Town, the Company further agrees that it shall abide by the Federal Immigration and Control Act of 1986 and all subsequent amendments thereto (collectively the "Act"). To that end, the Company agrees as follows:

- 1) The Company shall provide to Granite Quarry an annual certification, as of the time the Company first claims the Grant and each year it claims an installment or carryforward of the Grant, that the Company has implemented measures necessary to be in compliance with the Act and does not knowingly employ any unauthorized alien at the Facility; and
- 2) If the Company fails to implement measures necessary to be in compliance with the Act or knowingly employs an unauthorized alien at the Facility, and if upon learning of such

event, fails to cure such matter within sixty (60) days from learning of such, then the Grant shall expire and the Company may not take any remaining installment or carryforward of the Grant.

ARTICLE VI  
REPRESENTATIONS, WARRANTIES AND COVENENANTS - COMPANY

The Company represents, warrants and covenants to the Town, as applicable, as of the date of this Agreement that:

- 1) Standing. The Company is a company duly organized and existing and in good standing under the laws of the State of North Carolina.
- 2) Authority. The Company has the corporate power and authority to own its properties and assets, to carry on its business as it is now being conducted and to execute and perform this Agreement.
- 3) Enforceability. This Agreement is the legal, valid and binding agreement of the Company enforceable against the Company in accordance with its terms, except as such enforceability may be limited by bankruptcy, insolvency, reorganization, moratorium or similar state or federal laws, in effect from time to time, which affect the enforcement of creditors' rights generally.
- 4) No Violations. This agreement does not violate the charter documents or bylaws of the Company or any provisions of any indenture, agreement or other instrument to which the Company is a party.
- 5) No Conflicts. This agreement does not conflict with, result in a breach of or constitute an event of default under (or an event which, with notice or lapse of time, or both, would constitute an event of default under) any indenture, agreement or other instrument to which the Company is a party.
- 6) Certifications. The Company shall be solely responsible for providing certifications of expenditures and jobs to the appropriate Town officer at the time of filing the request for the annual Grant

ARTICLE VII  
REPRESENTATIONS, WARRANTIES AND COVENENANTS - TOWN

The Town represents, warrants and covenants to the Company, as applicable, as of the date of this Agreement that:

- 1) The Town (a) has full power and authority to enter into this Agreement and to enter into and carry out the transactions contemplated by this Agreement (b) by proper action has duly authorized the execution and delivery of this Agreement; and (c) is not in default under any provisions of this Agreement.
- 2) The Town has duly authorized, executed, and delivered this Agreement, and this Agreement constitutes the Town's legal, valid, and binding obligation, enforceable in accordance with its terms.

- 3) There is no litigation or proceeding pending or threatened against the Town or affecting it which would adversely affect the validity of this Agreement.
- 4) The Town is not in default under any provision of State law which would affect its existence or its powers as referred to in subsection (1).
- 5) To the best of the Town's knowledge, no officer or official of the Town has any interest (financial, employment, or other) in the Company or the transactions contemplated by this Agreement.
- 6) With respect to this Agreement, the Town has complied fully with all requirements of N.C. General Statute 158-7.1 *et seq.*

ARTICLE VIII  
GENERAL PROVISIONS

- 1) Governing Law. This Agreement shall be governed and construed under the laws of the State of North Carolina, notwithstanding any rules concerning application of the laws of another state or jurisdiction.
- 2) Assignment. This Agreement shall not be assignable by either party without the prior written consent of the other party, except that Company may assign this Agreement to a parent, subsidiary or affiliate as a part of any corporate restructuring.
- 3) Entire Agreement. This Agreement, and its attachments, constitute the entire agreement of the parties, and may not be contradicted by any prior or contemporaneous communications of any kind. This Agreement may only be modified by a written instrument that is signed by an authorized representative of each party.
- 4) Breach. In the event of a breach of this Agreement, the non-breaching party shall provide written notice of the breach to the breaching party, and the party in breach shall have thirty (30) days from the date of notice of the breach to cure its performance under this Agreement.
- 5) Waiver. Nothing in this Agreement shall constitute a waiver of any rights that the Company may have to appeal or otherwise contest any listing, appraisal or assessment that the Town may make relative to the Properties.
- 6) Force Majeure. Any delay in the performance of any duties or obligations of either party hereunder (the "Delayed Party") shall not be considered a breach of this Agreement and the time required for performance shall be extended for a period equal to the lesser of (a) the period of such delay or (b) 24 months, provided that such delay has been caused by or is the result of any acts of God; acts of the public enemy; insurrections; riots; embargoes; labor disputes, including strikes, lockouts, job actions, or boycotts; shortages of materials or energy; fires; explosions; floods; changes in laws governing international trades; or other unforeseeable causes beyond the control and without the fault or negligence of the Delayed Party. The Delayed Party shall give prompt notice to the other party of such cause, and shall take whatever reasonable steps are necessary to relieve of such cause as promptly as possible. No such event shall excuse the payment of any sums due and payable

hereunder on the due date thereof except any payment due upon the occurrence of any act or event for which delayed performance is excused as provided above.

- 7) Notices. All notices required or allowed by this Agreement shall be delivered in person, by overnight courier service (such as Federal Express), by certified mail, return receipt requested, postage prepaid, secure electronic transfers or by fax with written confirmation of receipt (with a copy sent by one of the other methods specified herein), addressed to the party or person to whom notice is to be given at the following addresses:

To Town: Granite Quarry Town Manager  
143 North Salisbury Avenue  
Granite Quarry, NC 28146  
Phone: (704) 279-5596  
Facsimile: (704) 279-6648

With Copy (which does not constitute notice to):  
Woodson, Sayers, Lawther, Short, Parrott &  
Abramson L.L.P.  
225 North Main Street  
Suite 200  
Salisbury, NC 28144  
Phone: (704) 633-5000  
Facsimile: (704) 637-2388

To Company: Name and Contact Information

To Company Regarding Payment of Grant, also include:  
Contact for the Grants

With Copy (which does not constitute notice to):  
If requested by the Company

Notice shall be deemed to have been given with respect to overnight carrier or certified mail, one (1) day after deposit with such carrier and as to facsimile, on date of transmission, provided additional service is made. The addresses may be changed by giving written notice as provided herein: provided, however, that unless and until such written notice is actually received, the last address stated herein shall be deemed to continue in effect for all purposes hereunder.

[Signature page follows]



IN WITNESS WHEREOF, the Town and the Company have caused this Agreement to be executed in quadruplicate originals, in their respective names, by persons duly authorized by proper authority, and have sealed the same as of the day and year first above written.

(Company Name)

By: \_\_\_\_\_  
Title: \_\_\_\_\_

[Corporate Seal]

ATTEST:

\_\_\_\_\_  
Name \_\_\_\_\_ (Seal)

TOWN OF GRANIT QUARRY, NORTH  
CAROLINA

\_\_\_\_\_  
William Feather  
Mayor

[Corporate Seal]

ATTEST:

\_\_\_\_\_  
Tanya M. Word  
Town Clerk

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
Scott Stewart  
Granite Quarry Finance Officer

APPROVED AS TO FORM AND LEGAL SUFFICENCY:

\_\_\_\_\_  
J. Graham Corriher  
Town Attorney

**ATTACHMENT I**

LEGAL DESCRIPTION OF THE PROPERTY

DRAFT

FISCAL YEAR 2017-2018  
**BUDGET AMENDMENT REQUEST #13**  
March 5, 2018

**PURPOSE:** To process funds received (\$7,146) from GovDeals on the sale of the John Deere Tractor into the Maintenance Department C.O. Equipment Fund.

**TRANSFER FUNDS FROM:**

General Ledger Acct. # and Description	Amount
01-3835-81 Surplus Items Sold	\$7,146
<b>TOTAL</b>	<b>\$7,146</b>

**ADD FUNDS TO:**

General Ledger Acct. # and Description	Amount
01-4190-55 C.O. Equipment	\$7,146
<b>TOTAL</b>	<b>\$7,146</b>

*The above Budget Amendment was approved / denied by the Manager or Board on \_\_\_\_\_.*

\_\_\_\_\_  
William Feather, Mayor

\_\_\_\_\_  
Tanya Maria Word, Finance Officer



# 10th Annual BBQ Fundraiser

Food provided by College Barbecue

**Tuesday, March 13, 2018**

First Presbyterian Church - 308 W. Fisher St. - Salisbury

**Meal includes:**

**BBQ, Roll, Baked Beans, Slaw & Dessert**

**\$9.00/plate or \$15.00/buy one & feed  
one person one meal**

- **Dine-In & Carry-Out**  
**11am - 2pm & 4pm - 6pm**  
[Fisher Street entrance]
- **Drive Thru 11am - 6pm**  
[S. Jackson Street]
- **Delivery - 5 or more Meals**
- **Carry-Out, Pre-orders Only, 4-6pm**  
[Christiana Lutheran Church & Mt. Zion UCC]

**To purchase Tickets, schedule a Delivery or Volunteer,  
Call 704-633-0352**



All proceeds to benefit Meals on Wheels Rowan



# Creative Solutions FOR Thriving Communities

CENTRALINA COUNCIL OF GOVERNMENTS

**REGIONAL CONFERENCE**

**THURSDAY, APRIL 12, 2018**

Harris Conference Center, Charlotte, NC

## Real Solutions for Your Community!

Make plans now to attend CCOG's 4th annual conference all about **creative solutions and practical tools** for local government elected officials, staff, and others working to build stronger communities.

Stay tuned as additional information is posted at  
[www.CentralinaThrivingCommunities.com](http://www.CentralinaThrivingCommunities.com)

