



- 7. Discussion** **Tobacco Free Parks**  
After the presentation on Tobacco Free Parks from Amy Smith at the June meeting, Mayor Pro Tem Linker asked that this item be revisited. Sample tobacco and smoke-free policies from other municipalities in Rowan County have been provided for reference.

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

#### **New Business**

- 8. Appointment** **GQFD Relief Fund Board of Trustees**  
Trustee #4 has moved out of Granite Quarry creating a vacancy on the Granite Quarry Fire Department Relief Fund Board of Trustees. Fire Chief Hord has recommended that Randy Corl be appointed to fill the vacant seat.

**ACTION REQUESTED:** Motion to appoint Randy Corl to the GQFD Relief Fund Board of Trustees seat number 4.

- 9. Reappointments** **Revitalization Team**  
At their June 22, 2021 meeting the Revitalization Team voted to recommend that the Board of Aldermen reappoint Donnie Pressley and Connie Brown to Revitalization Team seats with a term expiration of 7/31/2024.

**ACTION REQUESTED:** Motion to reappoint Donnie Pressley and Connie Brown to Revitalization Team seats with a term expiration of 7/31/2024.

- 10. Resolution 2021-13** **No Refund Policy**

**ACTION REQUESTED:** Motion to adopt Resolution 2021-13 adopting the new No Refund Policy for park shelters and buildings.

- 11. Resolution 2021-14** **Finance Internal Controls Policy**

**ACTION REQUESTED:** Motion to adopt Resolution 2021-14 adopting the new Internal Controls Policy.

- 12. Resolution 2021-16** **Check Signatures**

**ACTION REQUESTED:** Motion to adopt Resolution 2021-16 enacting the updated Town Check Signatures.

- 13. Resolution 2021-15** **Petty Cash Policy**

**ACTION REQUESTED:** Motion to adopt Resolution 2021-15 adopting the new Petty Cash Policy.

- 14. Resolution 2021-10** **Accepting SECU Improvements  
Accepting Mayor Ponds St. and Roadway "B"  
Naming Roadway "B"**

**ACTION REQUESTED:** Motion to approve Resolution 2021-10 as presented, accepting streets and other infrastructure improvements of the State Employees Credit Union development plans.

**15. Discussion**

**Accepting American Rescue Plan Act Funds**

**ACTION REQUESTED:** Motion to authorize receipt of the American Rescue Plan Act funds, and to authorize the Town Manager to execute any necessary agreements on behalf of the Board to receive the funds.

**16. Board Comments**

**17. Mayor's Notes**

- A. Monday July 19
- B. Tuesday July 20
- C. Saturday July 24
- D. Monday August 2
- E. Monday August 9

**Announcements and Date Reminders**

- 5:00 p.m. Parks, Events, and Recreation Committee
- 3:30 p.m. Revitalization Team
- Rowan Chamber Dragon Boat Festival
- 6:00 p.m. Planning Board
- 5:00 p.m. Rowan Chamber Business After Hours

**Adjourn**

**Agenda Item Summary**

Regular Meeting

July 12, 2021

Agenda Item 1

**Summary:**

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

**Action Requested:**

***Motion to adopt the July 12, 2021 Board of Aldermen Meeting Agenda (as presented / as amended).***

**Approval of Agenda**

Motion Made By:

Jim Costantino   
Kim Cress   
John Linker   
Doug Shelton

Second By:

Jim Costantino   
Kim Cress   
John Linker   
Doug Shelton

For:

Jim Costantino   
Kim Cress   
John Linker   
Doug Shelton

Against:

Jim Costantino   
Kim Cress   
John Linker   
Doug Shelton

In case of tie:

Mayor Bill Feather

For

Against

**Agenda Item Summary**

Regular Meeting  
July 12, 2021  
Agenda Item 2

Summary:

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

**A. Approval of the Minutes**

1) Regular Meeting Minutes June 14, 2021

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

**C. Financial Reports (Reports in Board packet)**

Action Requested:

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

**Approval of Consent Agenda**

Motion Made By:

Jim Costantino   
Kim Cress   
John Linker   
Doug Shelton

Second By:

Jim Costantino   
Kim Cress   
John Linker   
Doug Shelton

For:

Jim Costantino   
Kim Cress   
John Linker   
Doug Shelton

Against:

Jim Costantino   
Kim Cress   
John Linker   
Doug Shelton

In case of tie:

Mayor Bill Feather

For   
Against



**TOWN OF GRANITE QUARRY  
BOARD OF ALDERMEN  
REGULAR MEETING MINUTES  
Monday, June 14, 2021  
7:00 p.m.**

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

**Staff:** Town Manager Larry Smith, Town Clerk Aubrey Smith, Town Attorney Chip Short, Fire Chief/ Public Works Director Jason Hord, Police Chief Mark Cook, Finance Officer Shelly Shockley, Town Planner Steve Blount, Police Sergeant Richard Tester, Police Officer Joshua Atkins

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

**Determination of Quorum:** Mayor Feather determined there was a quorum present.

**Moment of Silence:** Mayor Feather led a moment of silence.

**Pledge of Allegiance:** The Pledge of Allegiance was led by Scout Tucker Fisher of Troop 379.

**1. Approval of the Agenda**

**ACTION:** Mayor Pro Tem Linker made a motion to approve the agenda with the addition of Item 6.5 Economic Development Agreement Grant Payments Discussion and Closed Session. Alderman Cress seconded the motion. The motion passed 4-0.

**2. Approval of the Consent Agenda**

**A. Approval of the Minutes**

- 1) Regular Meeting Minutes May 10, 2021
- 2) Budget Workshop Minutes May 21, 2021
- 3) Budget Workshop Minutes June 3, 2021

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

**C. Financial Reports** (*Reports in Board packet*)

**D. Chamberlain Exterminators, LLC Annual Agreement for Termite Protection Services**

**ACTION:** Alderman Shelton made a motion to approve the consent agenda. Alderman Costantino seconded the motion. The motion passed 4-0.

**3. Citizen Comments** - There were no citizen comments.

#### 4. Guests and Presentations

##### A. Amy Smith, Rowan County Tobacco Use in Parks

Ms. Smith presented from a PowerPoint presentation on Tobacco Use in Parks that was included in the agenda packet and asked the Board to vote to put a Tobacco-Free or Smoke-Free policy in place.

Mayor Pro Tem Linker asked that this item be discussed in the future. Mayor Feather directed that it be placed back on the July agenda. Alderman Cress and Alderman Costantino voiced their support.

#### 5. Town Events

##### • Parks Master Plan Community Input Session

Wednesday, June 16, 2021 Lake Park Shelter 5:00 p.m.

#### 6. Town Manager's Update

Manager Smith reviewed highlights from the items on his report in the agenda packet. He then invited Chief Cook up for a police promotion. Chief Cook spoke about the sergeant role and responsibilities and introduced Richard Tester as the candidate that was chosen after the recent round of sergeant assessments that included a written exam and a research paper on police reform. Sergeant Tester was recognized by the Board.

#### Old Business

#### 6.5 Economic Development Agreement Grant Payments Discussion

##### A. Closed Session

**ACTION:** Mayor Pro Tem Linker made a motion to go into closed session pursuant to N.C. General Statutes Section 143-318.11(a)(3) to consult with the Town Attorney. Alderman Shelton seconded the motion. The motion passed 4-0.

*Closed session began at 7:42 p.m.*

**ACTION:** Mayor Pro Tem Linker made a motion to return to open session. Alderman Costantino seconded the motion. The motion passed 4-0.

*Closed session began at 7:58 p.m.*

No action was taken in closed session.

##### B. Discussion and Board Action Budget Amendment #20

Staff handed out to the Board a Budget Amendment Request #20 to increase Fund Balance Appropriated (01-3991-99) and Governing Body – Special Projects (01-4110-60) in the amount of \$ 77,195.44 for grant payments to Easter Creek Rowan, LLC. As specified in the Economic Development Agreement Grant the Town entered into in October 2016, the amount is the equivalent of FY 19-20 and FY 20-21 ad valorem taxes assessed and paid to the Town.

**ACTION:** Mayor Pro Tem Linker made a motion to approve Budget Amendment #20. Alderman Costantino seconded the motion. The motion passed 4-0.

## New Business

### 7. Public Hearing **FY 2021-2022 Proposed Budget**

Manager Smith reviewed highlights from the revised recommended budget for FY 2021-2022 that was posted after the June 3, 2021 Budget Workshop where the Board gave the Manager direction to develop a version with the tax rate at \$.4175. The revised recommended budget was posted in the same places as the original recommended budget produced from the direction given at the May 21, 2021 Budget Workshop that had a tax rate of \$.445.

**Opened:** Mayor Feather opened the public hearing at 8:05 p.m.

**Comments of those in favor:** None

**Comments of those opposed:** None

**Closed:** Mayor Feather closed the public hearing at 8:05 p.m.

**ACTION:** Mayor Pro Tem Linker made a motion to adopt the FY2021-2022 Budget as recommended. Alderman Costantino seconded the motion. The motion passed 4-0.

### 8. Public Hearing **UDO Text ZBA Membership**

Planner Blount reviewed his memo on the proposed text amendment that was included in the agenda packet.

**Opened:** Mayor Feather opened the public hearing at 8:07 p.m.

**Comments of those in favor:** None

**Comments of those opposed:** None

**Closed:** Mayor Feather closed the public hearing at 8:07 p.m.

*Statement of Consistency and Reasonableness:*

*In voting to adopt the proposed text amendment to the Unified Development Ordinance, the Granite Quarry Board of Aldermen does find this decision to be in the best interest of the public and to be consistent in general with policies stated in the Town's Comprehensive Plan.*

**ACTION:** Alderman Cress made a motion to adopt Ordinance 2021-09 to amend the text of the Unified Development Ordinance by modifying the zoning board of adjustment membership numbers and approve the statement of consistency and reasonableness as written. Mayor Pro Tem Linker seconded the motion. The motion passed 4-0.

### 9. Public Hearing **Flood Damage Prevention Ordinance**

Planner Blount reviewed his memo on the proposed text amendment that was included in the agenda packet.

**Opened:** Mayor Feather opened the public hearing at 8:13 p.m.

**Comments of those in favor:** None

**Comments of those opposed:** None

**Closed:** Mayor Feather closed the public hearing at 8:13 p.m.

*Statement of Consistency and Reasonableness:*

*In voting to adopt the proposed text amendment to the Unified Development Ordinance, the Granite Quarry Board of Aldermen does find this decision to be in the best interest of the public and to be consistent in general with policies stated in the Town's Comprehensive Plan.*

**ACTION:** Mayor Pro Tem Linker made a motion to adopt Ordinance 2021-11 to amend the text of the Unified Development Ordinance by replacing the flood damage prevention ordinance and approve the statement of consistency and reasonableness as written. Alderman Costantino seconded the motion. The motion passed 4-0.

## **10. Public Hearing**

### **Conflict of Interest**

Planner Blount reviewed his memo on the proposed text amendment that was included in the agenda packet.

**Opened:** Mayor Feather opened the public hearing at 8:16 p.m.

**Comments of those in favor:** None

**Comments of those opposed:** None

**Closed:** Mayor Feather closed the public hearing at 8:17 p.m.

*Statement of Consistency and Reasonableness:*

*In voting to adopt the proposed text amendment to the Unified Development Ordinance, the Granite Quarry Board of Aldermen does find this decision to be in the best interest of the public and to be consistent in general with policies stated in the Town's Comprehensive Plan.*

**ACTION:** Mayor Pro Tem Linker made a motion to adopt Ordinance 2021-12 to amend the text of the Unified Development Ordinance by modifying the Conflict of Interest text and approve the statement of consistency and reasonableness as written. Alderman Shelton seconded the motion. The motion passed 4-0.

## **11. Reappointments**

### **Planning Board**

At their May 5, 2021 meeting, the Planning Board voted to recommend the Board of Aldermen reappoint Jerry Holshouser, Richard Luhrs, and Joe Hudson to Town resident Planning Board seats and Michelle Reid to an ETJ Planning Board seat with term expirations of 7/31/2024.

**ACTION:** Alderman Costantino made a motion to reappoint Jerry Holshouser, Richard Luhrs, and Joe Hudson to Town resident Planning Board seats and recommend to the County Board of Commissioners that Michelle Reid be reappointed to an ETJ Planning Board seat all with term expirations of 7/31/2024. Mayor Pro Tem Linker seconded the motion. The motion passed 4-0.

## **12. Reappointment**

### **Community Appearance Commission**

At their May 13, 2021 meeting, the Community Appearance Commission voted to recommend the Board of Aldermen reappoint Semone Brisson to ETJ Community Appearance Commission seat with a term expiration of 7/31/2024.

**ACTION:** Alderman Costantino made a motion to reappoint Semone Brisson to ETJ Community Appearance Commission seat with a term expiration of 7/31/2024. Mayor Pro Tem Linker seconded the motion. The motion passed 4-0.

### **13. Reappointments**

### **Zoning Board of Adjustment**

At their May 17, 2021 meeting, the Zoning Board of Adjustment voted to recommend the Board of Aldermen reappoint Doreen Luhrs to a Town resident seat and Greg Lowe to an ETJ seat, each with a term expiration of 7/31/2024.

**ACTION:** Alderman Costantino made a motion to reappoint Doreen Luhrs to a Town resident Zoning Board of Adjustment seat and recommend to the County Board of Commissioners that Greg Lowe be reappointed to an ETJ Zoning Board of Adjustment seat, each with a term expiration of 7/31/2024. Mayor Pro Tem Linker seconded the motion. The motion passed 3-0.

Alderman Shelton asked to be excused from the vote to avoid the appearance of a conflict of interest since he currently serves on the Zoning Board of Adjustment. Attorney Short advised that a vote on whether to excuse Alderman Shelton would be required.

**ACTION:** Alderman Costantino made a motion to recuse Alderman Shelton from voting. Alderman Cress seconded the motion. The motion passed 3-0.

### **14. Reappointment**

### **Parks, Events, and Recreation Committee**

At their May 24, 2021 meeting, the Parks, Events, and Recreation Committee voted to recommend the Board of Aldermen reappoint Melinda Hege to a Parks, Events, and Recreation Committee seat with a term expiration of 7/31/2024.

**ACTION:** Alderman Costantino made a motion to reappoint Melinda Hege to a Parks, Events, and Recreation Committee seat with a term expiration of 7/31/2024. Alderman Cress seconded the motion. The motion passed 4-0.

### **15. Social Media / Website**

### **Updates and Recommendations**

Clerk Smith presented a summary, recommendation, and requested direction from the Board on how to proceed. Mayor Feather asked that staff follow-up with the business owner and bring the item back at the July meeting. There were no objections from the Board members to getting definitive examples and prices for the website and presenting at next year's Planning Retreat.

### **16. Ordinance Adoption Follow-up**

### **Purchasing Policy, Resolution 2021-12**

Manager Smith provided a brief overview of the drafted purchasing policy. He stated that it provides guidance for contracts and purchasing and was built from best practices provided by the School of Government. It is meant to bring the Town into compliance with all requirements and regulations.

Alderman Shelton stated that there were some areas that he had concerns about, specifically changing practices. He requested that purchases and contracts with amounts smaller than required by statute, but over an amount to be determined, be brought before the Board. Alderman Costantino asked for clarification on what other types of changes were being made. Mayor Feather stated that Board members would no longer need to sign purchase orders for certain items. Alderman Shelton stated that he was interested in signing purchase orders so that he would know when funds had been encumbered. Manager Smith pointed out the new practice would bring the town into line with the Council-Manager form of government. As part of the internal controls the town has professional, bonded staff in place to review the financial items as well as checks and balances in place. The Board would still review capital expenditures in the budget and could place restrictions. The purchasing policy will be followed up with internal finance policies moving forward.

Mayor Feather suggested that the Board take a better look at the policy and bring it back next month. Mayor Pro Tem Linker stated that no large purchases would be made that had not already been brought to the Board and approved. Alderman Shelton stated that he would like the Board to consider the amount at which items were declared surplus. Alderman Cress reiterated that checks and balances were in place and made a motion to adopt. Alderman Costantino stated he believed the town had a good staff in place that could be trusted to do the right things and that the Board was not being closed out.

**ACTION:** Alderman Cress made a motion to adopt Resolution 2021-12 adopting the new Town Purchasing Policy. Mayor Pro Tem Linker seconded the motion. The motion passed 3-1 with Mayor Pro Tem Linker, Alderman Costantino, and Alderman Cress in favor and Alderman Shelton opposed.

**17. Clyde Adams Plaque**

Chief Cook presented the mock-up of the design for the Clyde Adams memorial plaque. The plaque could be placed indoors or outdoors, but his recommendation is the Town Hall lobby for highest visibility. Mayor Feather recommended that the name be in all caps so that it would stand out.

**ACTION:** Alderman Costantino made a motion to proceed with the purchase of plaque as presented. Alderman Cress seconded the motion. The motion passed 4-0.

**18. Annexation Ratification** **2016-09-06**

Attorney Short spoke about the necessity of the ratification and pointed out that it would not make any changes to the annexation, just meet the filing requirements for the Secretary of State. This is a Town-owned property.

**ACTION:** Mayor Pro Tem Linker made a motion to adopt the proposed ratification as presented. Alderman Costantino seconded the motion. The motion passed 4-0.

**19. Agreement Amendment** **Civitan's / Legion Hut Agreement**

The revised Civitan's / Legion Hut Agreement handout was reviewed.

**ACTION:** Alderman Costantino made a motion to approve the revised Agreement with the Civitan Club for use of the Legion Building as presented. Alderman Shelton seconded the motion. The motion passed 4-0.

**20. Proclamation** **Harry Drury 100<sup>th</sup> Birthday**

Mayor Feather read the proclamation for resident Harry Drury's 100<sup>th</sup> birthday.

**21. Board Comments** - There were no Board Comments.

**22. Mayor's Notes**

**Announcements and Date Reminders**

<b>A.</b>	Wednesday	June 9	5:00 p.m.	Centralina Executive Board Meeting
<b>B.</b>	Thursday	June 10	6:00 p.m.	Community Appearance Commission
<b>C.</b>	Tuesday	June 15	3:30 p.m.	Revitalization Team
<b>D.</b>	Wednesday	June 16	5:00 p.m.	Parks Community Input Session Lake Shelter
<b>E.</b>	Monday	June 21	5:00 p.m.	Parks, Events, and Recreation Committee
<b>F.</b>	Wednesday	June 23	5:30 p.m.	Cabarrus-Rowan County MPO TAC
<b>G.</b>	Monday	July 5		Independence Day Observed
<b>H.</b>	Tuesday	July 6	6:00 p.m.	Planning Board
<b>I.</b>	Monday	July 12	5:00 p.m.	Rowan Chamber Business After Hours
<b>J.</b>	Saturday	July 24	9:00 a.m.	Rowan Chamber Dragon Boat Festival

**Adjourn**

**ACTION:** Alderman Costantino made a motion to adjourn. Alderman Cress seconded the motion. The meeting ended at 8:55 p.m.

Respectfully Submitted,

*Aubrey Smith*  
Town Clerk

DRAFT



**Planning Department Monthly Report  
June 2021**

**ZONING PERMITS  
(1 for new home, 9 other)**

Date	Address	Permit	Purpose
6.1.21	6225 US Hwy 52	Residential	exception plat approved
6.1.21	S Salisbury Ave	Commercial	sign permit issued
6.1.21	Twin Oaks Rd	Residential	zoning permit for house and barn
6.4.21	324 N Salisbury Ave	Residential	zoning permit for garage
6.7.21	St Lukes Church Rd	Residential	subdivision
6.9.21	218 N Salisbury Ave	Commercial	zoning permit for roofing
6.14.21	6285 US Hwy 52	Commercial	CO issued
6.30.21	103 Carriage Lane	Residential	zoning permit accessory bldg
6.30.21	1595 Pop Eller Dr	Residential	zoning permit accessory bldg
6.30.21	602 S Salisbury Blvd	Commercial	sign permit

**Code Violations  
(9 new violations cited, 11 resolved)**

Date	Address	Issue
6.1.21	108 S Kayla	high grass
6.4.21	N Salisbury Ave	signs at roadway
6.14.21	240 N Salisbury Ave	trash around building
6.15.21	117 N Salisbury Ave	outdoor storage not screened
6.21.21	736 S Main St	abandoned/junked vehicles on property
6.30.21	308 N Salisbury Ave	code violation- living in rear of store
6.30.21	304 S Salisbury Ave	code violation trash and signs
6.30.21	Village at Granite	notified dev of list of violations
7.1.21	S Main and Rowan	erosion control problems

## Planning and Zoning Enquiries

Date	Type	Issue
6.1.21	Commercial	questions concerning building for new business, 2nd meeting 6.30.21
6.4.21	Commercial	use enquiry for RL zoned lot
6.4.21	Residential	enquiry for pools, fencing and accessory bldg
6.9.21	Commercial	road dedication questions
6.9.21	Residential	bike/ped planning conf. call
6.13.21	Residential	minimum setback requirements for new home
6.14.21	Residential	development potential for existing lot
6.15.21	Residential	reviewed sketch plan for phase 3
6.22.21	Commercial	responded to prop owner on comm development potential
6.30.21	Residential	enquiry about short term rentals
6.30.21	Residential	enquiry about rezoning for higher density development
7.1.21	All	zoning map update

## Miscellaneous

- 6/7/2021 Planning Board meeting
- 6/14/2021 Board of Aldermen Meeting
- 6/21/2021 Board of Adjustment Meeting – canceled



# Granite Quarry-Faith Joint Police Authority

P.O. Box 351 • 143 North Salisbury Ave, Granite Quarry, NC 28072  
Office: (704)279-2952 • Fax: (704)279-6648



## Police Department Report

### July 2021

- Call volume report for the month of June 2021:

- Date of Report: 07/02/2021

- Total calls for service/activities – 467
- Calls for service/activities Granite Quarry: 365
- Calls for service/activities Faith: 122
- Incident Reports- 22
- Arrest Reports- 8
- Crash Reports- 4
- Traffic Citations- 18

- See Attached for Total Calls for Service.

- The following is the ending and average mileage for each vehicle by month:

131 Chevy Impala-	End-	69,546
141 Ford Taurus-	End-	79,900
161 Ford Utility-	End-	64,679
171 Ford Utility -	End-	44,108
172 Ford Utility -	End-	70,700
173 Ford Utility -	End-	35,055
181 Ford F150 -	End-	59,096
191 Dodge Durango -	End-	30,720
201 Ford Utility-	End-	10,514
211 Ford Utility-	End-	2,059
212 Ford Utility-	End-	4,646

- Other Information:

- Average response time for June 2021 CFS is 2.53 minutes.
- Drug Collection Box. June 2021: 17.47 pounds collected.
- June CID Report. 7 Cases assigned; 7 Cases cleared; 22 follow-ups conducted; 91 open assigned cases.
- Officers completed 48 hours of in-service or continuing education training in June.

**GQPD****Number of Events by Nature**

CFS June 2021

<b>Nature</b>	<b># Events</b>
103A2 FOUND PROPERTY	3
104B01 ATM ALARM	2
104C2 COMMERCIAL BURG (INTRUSI	10
104C3 RESIDENTIAL BURG (INTRUSI	3
105D1 ANIMAL-ATTACK	1
105D2 ANIMAL-DANGEROUS	1
105O2 ANIMAL-INFORMATION	1
106D5 ASSAULT IN PROGRESS	1
107O2 ASSIST OTHER AGENCY-INFO	1
110D2 RESIDENTIAL B&E	1
111B1 PAST DAMAGE TO PROPERTY	2
112D2 DECEASED (SUDDEN)	1
113B2 OTHER NOISE COMPLAINT	1
113C1 DISTURBANCE-LOUD PARTY	1
113D1 DISTURBANCE / PHYSICAL	2
113D2 DISTURBANCE / VERBAL	7
114C1 PHYSICAL DOMESTIC	1
114D1 PHYSICAL DOMESTIC	2
114D2 VERBAL DOMESTIC	2
114D4 VERBAL FAMILY DOMESTIC	1
116O2 DRUGS - INFORMATION	1
118B2 FRAUD-PAST FORGERY	3
119D1 STALKING	1
119D3 THREAT	2
121C1 MENTAL - NOT VIOLENT	1
123B1 MISSING PERSON	1
123D1 MISSING PERSON (AT RISK)	1
125B2 LOCKOUT - ROUTINE	3
125D1 CHECK WELFARE-URGENT	2

Nature	# Events
129C1 SUSPICIOUS PERSON	9
129C3 SUSPICIOUS VEHICLE	19
129C5 SUSPICIOUS CIRCUMSTANCE	10
130B1 LARCENY (ALREADY OCC)	4
130C1 THEFT JUST OCCURED	2
130D1 LARCENY	5
132B1 MINOR TRAFFIC VIOLATION	2
132C2 HAZARDOUS ROAD CONDITION	1
132D1 ROAD RAGE	1
133D1 TRESPASSING	7
134D1 UNKNOWN SITUATION	1
135D1 ARMED SUBJECT	2
135D2 SHOTS FIRED (SUSP SEEN)	1
25D3 PSYCHIATRIC (NOT ALERT)	1
77D4 TRAFFIC ACC - PIN IN	1
911 HANG UP	27
9D1 CARDIAC OR RESP ARREST	1
ASSIST EMS	1
ASSIST FIRE DEPT	1
ASSIST MOTORIST	6
ATTEMPT TO LOCATE	2
BURGLARY ALARM	6
BUSINESS OR HOUSE CHECK	165
CIVIL PROCESS	1
COMMUNITY PROGRAM	4
DELIVER MESSAGE	7
ESCORT FUNERAL OR OTHER	4
FOLLOWUP	30
GENERAL INFORMATION	8
MISDIAL	9
PARK CHECK	24
POWER CO NOTIFICATION	1

Nature	# Events
SCHOOL SECURITY CHECK	1
SEARCH WARRANT	1
SUBPOENA SERVICE	6
TRAFFIC CHECK	7
TRAFFIC CONTROL	2
TRAFFIC STOP	58
VEHICLE ACCIDENT PROP DAMAGE	3
WARRANT SERVICE	1
<b>Total</b>	<b>501</b>



# Town of Granite Quarry Fire Department

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

PO Box 351

[www.granitequarrync.gov](http://www.granitequarrync.gov)

Granite Quarry, NC

704/279-5596



## **Board Report July/2021 Chief Hord**

### Emergency Calls for Service June 2021

27 calls in district

- 16 - EMS (including strokes, falls, diabetic, CPR and other Medical needs)
- 1 - MVA
- 4 - Fire Alarms
- 5 - Service assignment
- 1 - Haz Mat

9 calls to Salisbury

- 3 - Alarm/Structure, EMS calls canceled en-route
- 1 - Structure fires-Manpower
- 3 - EMS
- 1 - Search
- 1 - Fire Alarm

3 calls to Rockwell Rural

- 1 - Helicopter LZ
- 1 - MVA
- 1 - EMS (including strokes, falls, diabetic, CPR and other Medical needs)

4 calls to Union

- 3 - Alarm/Structure, EMS calls canceled en-route
- 1 - EMS

3 calls to Rockwell City

- 2 - Alarm/Structure, EMS calls canceled en-route
- 1 - EMS

2 - Calls to South Salisbury – Structure fires – Manpower

1 - Call to Faith EMS

1 - Call to Bostian Heights canceled en-route

**TOTAL – 50**

## **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.
- Held “Smoke Alarm Saturday” - 72 smoke alarms installed throughout community thus far.
- Rigorous cleaning/decontamination due to suggested COVID response multiple times daily.
- Monthly training included E.M.T continuing education and Joint Training with Faith F.D.
- Multiple days of ladder training, water point training, hose evolutions, extrication tool familiarization, and district familiarization. Weekly shift training/ officer’s choice.
- Car Seat Check Station on Thursday from 1 p.m. to 4 p.m. – 7 seats installed/checked.



## June Work 2021 Public Works Report

- Normal Maintenance Duties Daily- (parks, cleaning, mowing, edging, service on equipment, limbs & sweeping)
- PM check on generator and repair work complete
- Sanitized town hall, playgrounds at parks, and restrooms
- Nature trail maintenance
- Lake project in progress
- Upper wall repair at Lake Park complete
- Camera on storm water at SECU for final inspection
- Sprayed various right of ways

2007 Ford Truck	Mileage – 60,695	+219 miles
1995 Ford Dump Truck	Mileage – 40,305	+368 miles
2009 Ford Truck	Mileage – 81,264	+957 miles
2019 Ford Truck F350	Mileage – 10,192	+406 miles



# Finance Department

## Breakdown of Departments:

As of June 30, 2021

Department	Budgeted	YTD	
Revenues:	<u>2,850,698</u>	<u>2,708,608</u>	<u>95%</u>
<b>Total Revenues:</b>	<b>\$ 2,850,698</b>	<b>\$ 2,708,608</b>	<b>95%</b>
Expenses:			
Governing Body	217,444	144,936	67%
Administration	614,825	560,953	91%
Maintenance	281,843	267,135	95%
Parks & Recreation	137,633	115,435	84%
Police Dept.	807,048	741,070	92%
Fire Department	534,436	518,927	97%
Sanitation	135,693	126,805	93%
Streets	<u>121,775</u>	<u>101,583</u>	83%
<b>Total Expenses</b>	<b>\$ 2,850,697</b>	<b>\$ 2,576,843</b>	<b>90%</b>
<b>Expense to Revenue:</b>			<b>95%</b>

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

<b>Revenues:</b>				
Disp Acct	Budget	YTD	Variance	Prcnt
01-3100-12 Taxes - Budget Year	932,604	926,049	(6,555)	99%
01-3100-17 Tax Penalties & Interest	2,000	6,189	4,189	309%
01-3101-12 Taxes - Prior Years	4,000	13,196	9,196	330%
01-3102-12 Vehicle Tax	100,000	124,777	24,777	125%
01-3230-31 Local Option Sales Tax	719,146	837,748	118,602	116%
01-3231-31 Solid Waste Disposal Tax	2,186	2,336	150	107%
01-3261-31 Cable Franchise Tax	5,800	-	(5,800)	0%
01-3300-36 Grants	-	-	-	0%
01-3316-32 Powell Pave & Patch Funds	82,724	80,180	(2,544)	97%
01-3319-36 COVID-19 Relief Fund	90,641	90,641	-	100%
01-3322-31 Beer & Wine - State	13,430	13,148	(282)	98%
01-3324-31 Utilities Franchise Tax	144,484	138,515	(5,969)	96%
01-3330-84 County First Responders	4,020	4,020	-	100%
01-3340-41 Permits	3,000	8,080	5,080	269%
01-3346-40 Abatements	200	183	(18)	91%
01-3413-89 Miscellaneous Revenue	12,175	12,082	(93)	99%
01-3431-41 Police Authority Revenue_Faith	136,000	136,000	-	100%
01-3431-45 Police Report Revenue	100	190	90	190%
01-3431-89 Police Miscellaneous	800	1,741	941	218%
01-3451-85 Property Damage Claims	2,485	2,485	-	100%
01-3471-51 Solid Waste/Recycling Collection - Salisbu	138,500	146,378	7,878	106%
01-3491-41 Subdivision & Zoning Fees	2,500	1,175	(1,325)	47%
01-3713-33 Sal. Water/Sewer Reimbursement	50,000	50,000	-	100%
01-3831-89 Interest on Investments *	10,000	14,773	4,773	148%
01-3833-89 Donations/Contributions	1,200	1,200	-	100%
01-3834-41 Park Shelter Rentals (Maint)	2,000	3,885	1,885	194%
01-3835-80 Police Surplus Items Sold	4,494	4,494	-	100%
01-3835-81 Surplus items Sold	4,564	5,755	1,191	126%
01-3836-82 Sale of Land	63,650	63,166	(484)	99%
01-3837-31 ABC Net Revenue-Co.	10,250	15,171	4,921	148%
01-3980-96 Transfers Other Funds	5,051	5,051	-	100%
01-3991-99 Fund Balance Appropriated	302,694	-	(302,694)	0%
	<b>2,850,698</b>	<b>2,708,608</b>	<b>(142,090)</b>	<b>95%</b>

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

<b>Governing Body:</b>				
<b>Disp Acct</b>	<b>Budget</b>	<b>YTD</b>	<b>Variance</b>	<b>Prcnt</b>
01-4110-02 Mayor/Aldermen Salary	12,575	12,575	-	100%
01-4110-08 Board Expense	250	-	250	0%
01-4110-09 FICA Expense	962	962	0	100%
01-4110-14 Insurance - Workers Comp	60	38	22	64%
01-4110-18 Professional Services	16,586	15,838	748	95%
01-4110-26 Office Expense	1,214	951	263	78%
01-4110-29 COVID-19 Relief Funds	90,641	23,875	66,766	26%
01-4110-31 Training & Schools	100	-	100	0%
01-4110-40 Dues & Subscriptions	12,075	12,037	38	100%
01-4110-45 Insurance & Bonds	1,600	1,464	136	92%
01-4110-60 Special Projects	77,195	77,195	(0)	100%
01-4110-61 Grants - Nonprofit Grant Program	100	-	100	0%
01-4110-97 Board Contingency	4,086	-	4,086	0%
	<b>217,444</b>	<b>144,936</b>	<b>72,508</b>	<b>67%</b>

<b>Administration:</b>				
<b>Disp Acct</b>	<b>Budget</b>	<b>YTD</b>	<b>Variance</b>	<b>Prcnt</b>
01-4120-00 Salaries - Regular	220,000	216,178	3,822	98%
01-4120-02 Salaries - Part-Time	35,000	33,590	1,410	96%
01-4120-07 401K Expense	11,000	10,790	210	98%
01-4120-09 FICA Expense	19,508	18,684	824	96%
01-4120-10 Retirement Expense	22,330	21,968	362	98%
01-4120-11 Group Insurance	31,795	28,393	3,402	89%
01-4120-13 Unemployment Expense	2,205	2,204	1	100%
01-4120-14 Insurance - Workers Comp	615	413	202	67%
01-4120-17 Insurance - HRA/Admin Cost	5,450	2,200	3,250	40%
01-4120-18 Professional Services	47,645	25,390	22,005	53%
01-4120-22 Banquet Expense	1,700	1,313	388	77%
01-4120-26 Office Expense	9,500	6,654	2,096	70%
01-4120-29 Supplies & Equipment	200	86	114	43%
01-4120-31 Training & Schools	7,000	2,442	4,558	35%
01-4120-32 Telephone/Communications	3,500	3,221	279	92%
01-4120-33 Utilities	4,500	4,282	218	95%
01-4120-34 Printing	5,000	5,000	0	100%
01-4120-35 Maint & Repair - Equipment	500	-	500	0%
01-4120-37 Advertising	3,500	2,535	965	72%
01-4120-40 Dues & Subscriptions	3,500	3,391	109	97%
01-4120-44 Contracted Services	13,750	12,888	862	94%
01-4120-45 Insurance & Bonds	4,100	3,831	269	93%
01-4120-61 Grants - Grant Related Expenditures	5,000	5,000	-	100%
01-4120-68 Tax Collection	18,000	10,993	7,007	61%
01-4120-71 Water Line - Principal	50,000	50,000	-	100%
01-4120-72 Water Line - Interest	4,210	4,191	19	100%
01-4120-96 Interfund Transfer	85,317	85,317	-	100%
	<b>614,825</b>	<b>560,953</b>	<b>52,872</b>	<b>91%</b>

<b>Maintenance:</b>				
<b>Disp Acct</b>	<b>Budget</b>	<b>YTD</b>	<b>Variance</b>	<b>Prcnt</b>
01-4190-00 Salaries - Regular	111,620	111,614	6	100%
01-4190-02 Salaries - Part-Time	35,500	35,432	68	100%
01-4190-07 401K Expense	5,800	5,781	19	100%
01-4190-09 FICA Expense	11,451	11,449	2	100%
01-4190-10 Retirement Expense	11,780	11,771	9	100%
01-4190-11 Group Insurance	22,000	20,808	1,192	95%
01-4190-14 Insurance - Workers Comp	5,260	5,076	184	96%
01-4190-20 Motor Fuel	7,000	6,509	491	93%
01-4190-21 Uniforms	2,590	1,047	1,543	40%
01-4190-24 Maint & Repair - Bldgs/Grounds	10,260	10,255	5	100%
01-4190-25 Maint & Repair - Vehicles	4,000	3,968	32	99%
01-4190-26 Office Expense	25	-	25	0%
01-4190-29 Supplies & Equipment	11,020	10,727	293	97%
01-4190-31 Training & Schools	250	60	190	24%
01-4190-32 Telephone/Communications	775	774	1	100%
01-4190-33 Utilities	3,100	3,069	31	99%
01-4190-34 Printing	50	19	31	38%
01-4190-35 Maint & Repairs - Equipment	8,000	6,304	1,696	79%
01-4190-40 Dues & Subscriptions	150	150	-	100%
01-4190-44 Contracted Services	21,850	13,637	8,213	62%
01-4190-45 Insurance & Bonds	3,600	2,923	677	81%
01-4190-96 Interfund Transfer	5,762	5,762	-	100%
	<b>\$281,843</b>	<b>\$267,135</b>	<b>\$14,708</b>	<b>95%</b>

<b>Parks &amp; Rec:</b>				
<b>Disp Acct</b>	<b>Budget</b>	<b>YTD</b>	<b>Variance</b>	<b>Prcnt</b>
01-6130-18 Professional Services	30,000	12,250	17,750	41%
01-6130-21 Uniforms	1,000	-	1,000	0%
01-6130-24 Maint & Repair - Bldgs/Grounds	20,800	20,678	122	99%
01-6130-29 Supplies & Equipment	4,000	3,959	41	99%
01-6130-33 Utilities	13,500	12,962	538	96%
01-6130-44 Contracted Services	700	530	170	76%
01-6130-58 Cap Outlay - Bldg/Infrastructure	62,633	62,632	1	100%
01-6130-62 Committees - PERC	5,000	2,424	2,576	48%
	<b>137,633</b>	<b>115,435</b>	<b>22,198</b>	<b>84%</b>

<b>Police Department:</b>				
<b>Disp Acct</b>	<b>Budget</b>	<b>YTD</b>	<b>Variance</b>	<b>Prcnt</b>
01-4310-00 Salaries - Regular	394,000	379,787	14,213	96%
01-4310-02 Salaries - Part-Time	15,000	13,046	1,954	87%
01-4310-07 401K Expense	19,700	18,483	1,217	94%
01-4310-09 FICA Expense	31,289	30,637	652	98%
01-4310-10 Retirement Expense	42,946	39,845	3,101	93%
01-4310-11 Group Insurance	75,981	66,109	9,872	87%
01-4310-13 Unemployment Expense	19	18	1	96%
01-4310-14 Insurance - Workers Comp	13,500	8,994	4,506	67%
01-4310-20 Motor Fuel	19,000	13,390	5,610	70%
01-4310-21 Uniforms	8,194	8,139	55	99%
01-4310-25 Maint & Repair - Vehicles	7,100	6,714	386	95%
01-4310-26 Office Expense	1,500	1,340	160	89%
01-4310-29 Supplies & Equipment	8,000	7,043	957	88%
01-4310-31 Training & Schools	2,400	2,388	12	99%
01-4310-32 Telephone/Communications	8,000	7,529	471	94%
01-4310-33 Utilities	3,000	1,533	1,467	51%
01-4310-34 Printing	500	488	12	98%
01-4310-35 Maint & Repair - Equipment	1,300	1,045	255	80%
01-4310-40 Dues & Subscriptions	3,650	3,070	580	84%
01-4310-44 Contracted Services	23,250	19,565	3,685	84%
01-4310-45 Insurance & Bonds	13,800	13,154	646	95%
01-4310-54 Cap Outlay - Vehicles	114,919	98,754	16,165	86%
	<b>807,048</b>	<b>741,070</b>	<b>65,978</b>	<b>92%</b>

<b>Fire Department:</b>				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4340-00 Salaries - Regular	112,450	110,917	1,533	99%
01-4340-02 Salaries - Part-Time	191,030	191,002	28	100%
01-4340-07 401K Expense	6,295	6,207	88	99%
01-4340-09 FICA Expense	22,966	22,544	422	98%
01-4340-10 Retirement Expense	13,261	12,962	299	98%
01-4340-11 Group Insurance	25,500	21,077	4,423	83%
01-4340-14 Insurance - Workers Comp	14,000	10,477	3,523	75%
01-4340-20 Motor Fuel	5,000	3,328	1,672	67%
01-4340-21 Uniforms	3,100	3,047	53	98%
01-4340-25 Maint & Repair - Vehicles	9,950	9,856	94	99%
01-4340-26 Office Expense	250	160	90	64%
01-4340-29 Supplies & Equipment	19,964	18,868	1,096	95%
01-4340-31 Training & Schools	1,550	692	858	45%
01-4340-32 Telephone/Communications	4,360	4,357	3	100%
01-4340-33 Utilities	5,710	5,704	6	100%
01-4340-34 Printing	400	373	27	93%
01-4340-35 Maint & Repair - Equipment	1,000	846	154	85%
01-4340-40 Dues & Subscriptions	3,150	3,148	2	100%
01-4340-44 Contracted Services	10,000	9,795	205	98%
01-4340-45 Insurance & Bonds	8,000	7,429	571	93%
01-4340-54 Cap Outlay - Vehicles	38,000	37,853	147	100%
01-4340-55 Cap Outlay - Equipment	38,500	38,285	215	99%
	<b>534,436</b>	<b>518,927</b>	<b>15,509</b>	<b>97%</b>

<b>Sanitation:</b>				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4710-44 Contracted Services	135,693	126,805	8,888	93%
	<b>135,693</b>	<b>126,805</b>	<b>8,888</b>	<b>93%</b>

<b>Streets:</b>				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4510-18 Professional Services	750	750	-	100%
01-4510-29 Supplies & Equipment	240	120	120	50%
01-4510-35 Maint & Repair	6,500	6,500	-	100%
01-4510-71 Debt Service - Principal	50,000	50,000	-	100%
01-4510-72 Debt Services - Interest	10,243	10,243	-	100%
01-4510-99 Unappropriated Fund Balance	20,042	-	20,042	0%
01-4511-33 Utilities - Street Lights	34,000	33,970	30	100%
	<b>121,775</b>	<b>101,583</b>	<b>20,192</b>	<b>83%</b>

### Interest on Investments by Month FY 2020-2021

Acct#	July 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Interest YTD	Balance
<b>Certificates of Deposits:</b>														
XX7779	417	431	431	417	431	417	431	432	390	432	418	432	5,080.14	250,431.38
XX7809	355	367	367	355	367	355	368	368	332	Matured	Matured	Matured	3,234.44	Balance in MM XX9011
XX7151	355	367	367	355	367	355	367	368	332	368	356	368	4,321.45	250,000.95
XX0261	287	296	296	Matured	878.83	-								
	1,414	1,461	1,461	1,127	1,165	1,127	1,166	1,168	1,055	800	774	800	\$ 13,514.86	\$ 500,432.33
<b>Money Market Accounts:</b>														
XX9011	61	54	55	98	93	100	71	45	*346	74	67	69	1,132.86	840,922.50
XX1186	8	7	8	8	7	8	6	5	5	5	5	5	79.29	62,580.79
	69	61	63	106	101	108	78	50	351	79	72	74	1,211.78	903,503.29
<b>NC Capital Management Trust:</b>														
XX4319	21	11	3	1	1	1	1	1	1	1	1	1	\$ 46.34	\$ 150,962.35
	21	11	3	1	1	1	1	1	1	1	1	1	46.34	150,962.35

\* Includes \$286.59 Interest Earned on CD Prior to Maturity

<b>Total Interest YTD:</b>	<b>\$</b>	<b>14,772.98</b>
<b>Total Invested Balance:</b>	<b>\$</b>	<b>1,554,897.97</b>
<b>Cash on Hand **</b>	<b>\$</b>	<b>379,738.53</b>

\*\* (As of Bank Statement on 06/30/2021)

**Town of Granite Quarry, North Carolina**  
**Capital Project Ordinance # 2020-04**  
**FEMA Grant - Granite Lake Repairs**  
**Inception 3/2/2020**

<u>REVENUES</u>	Project Authorization	Total To Date	21/22 Projected
04-3613-26 Federal Emergency Management Agency Grant	\$ 523,361	\$ 62,066	\$ 461,295
04-3613-36 NC Division of Emergency Management Grant	174,454	20,689	153,765
<i>Total Revenues</i>	<u>697,815</u>	<u>82,755</u>	<u>615,060</u>
<u>OTHER FINANCING SOURCES</u>			
04-3981-96 Transfer from General Fund	-	-	-
<i>Total Other Financing Sources</i>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b><u>697,815</u></b>	<b><u>82,755</u></b>	<b><u>615,060</u></b>
<u>EXPENDITURES</u>			
04-6130-18 PROFESSIONAL SERVICES			
Engineer or Architect Fees	186,315	82,705	103,610
<i>Total Personnel</i>	<u>186,315</u>	<u>82,705</u>	<u>103,610</u>
04-6130-69 CAP OUTLAY - BLDG, STRUCT, OTHER			
Construction Cost	\$ 465,000	\$ 50	\$ 464,950
Contingency (10%)	46,500	\$ -	\$ 46,500
<i>Total Capital Outlay</i>	<u>511,500</u>	<u>50</u>	<u>511,450</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 697,815</u></b>	<b><u>\$ 82,755</u></b>	<b><u>\$ 615,060</u></b>
<b>TOTAL FINANCING SOURCES OVER EXPENDITURES</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

**Town of Granite Quarry, North Carolina**  
**Capital Project Ordinance # 2020-05**  
**Granite Industrial Park Sewer Line Extension**  
**Inception 3/2/2020**

<u>REVENUES</u>	Project Authorization	Total To Date	21/22 Projected
05-3714-36 Rural Economic Development Grant	\$ 242,918	\$ 168,114	\$ 40,236
05-3714-37 Rowan County Match	40,487	-	\$ 40,487
<i>Total Revenues</i>	283,405	168,114	80,723
<u>OTHER FINANCING SOURCES</u>			
05-3981-96 Transfer from General Fund (GQ Match)	40,487	40,487	-
<i>Total Other Financing Sources</i>	40,487	40,487	-
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b>323,892</b>	<b>208,601</b>	<b>80,723</b>
<u>EXPENDITURES</u>			
05-7140-18 PROFESSIONAL SERVICES			
Engineer or Architect Fees	66,660	49,044	-
Legal Fees		500	
<i>Total Professional Services</i>	66,660	49,544	-
05-7140-49 ADMINISTRATIVE COSTS	20,000	20,000	-
<i>Total Personnel</i>	20,000	20,000	-
05-7140-58 CAP OUTLAY - BLDG, STRUCT, OTHER	237,232	211,108	-
<i>Total Capital Outlay</i>	237,232	211,108	-
<b>TOTAL EXPENDITURES</b>	<b>323,892</b>	<b>280,653</b>	<b>-</b>
<b>TOTAL FINANCING SOURCES OVER EXPENDITURES</b>	<b>\$ -</b>	<b>\$ (72,051)</b>	<b>\$ 80,723</b>

**Town of Granite Quarry**  
**Town Manager's Report**  
**July 2021**



1. **Year-end closeouts / beginning of year implementations**

- A. **Year-end closeouts.** FY20/21 ended up a very tight year for most depts, which took much closer scrutiny than may have even been efficient in monitoring over the course of the year. There are caveats and disclaimers to most every statistic - not to mention auditor adjustments - but I'm putting together a general snapshot of highlights for board members' informational purposes.
- B. **Budget closeout.** Shelly and I worked hard to fine-tune the budgeting process again this year. Updating the budget as the year-end closeout amounts above were realized continued to pleasantly confirm the improved accuracy of trending capabilities from years past.
- C. **Implementations.** We got all the adjustments from the pay study processed and in place. We're continuing to implement and train employees on the ordinances and policies we've updated and/or corrected thus far, and work on the follow up procedural details that turn the policies into practice & reality.
- D. **Projects / programs.** Kudos to staff for buckling down once again this past month to pull some major projects off & finalize documentation prior to June 30:
- **Lake Park Hwy 52 retaining wall.** Amount approved was not to exceed \$20k. Jason was able to get everything lined up and hold contractor fast to completion and invoicing within the month. Total amount ended up \$19,000.
  - **GQ Employee Paid Sick Leave.** The Board extended the allotment policy through June. Fortunately staff has continued to stay extra vigilant with disinfecting and preventative measures. Final amount of Town ESPL that ended up being used was only \$3,619.19.
  - **Annexations.** Chip continued to handle the Barringer/Faith Rd property annexation filing from 2016 since it needed legal correction, but all three 20/21 annexations were filed in all the necessary places and all debt calculations and follow ups completed by year-end.
  - **Legion Hut Agreement.** We submitted the Agreement amendment to the Civitan Club. They reported that they wanted to look back through their records and will get back to us asap; expectedly toward the end of July when their board can meet next.
  - **Industrial Park economic incentives grant and access easement.** Chip followed up with the County and ultimately turned it back over to me to follow up directly with Easter Creek on the grant payment and easement negotiation. We issued the payment, and Easter Creek agreed to sign off on the easement. I've been following back up with the County now about their approval and signatures needed to finalize the easement.
  - **IDF sewer extension grant.** We worked hard to try and get this one wrapped up in time to have the Project Ordinance closeout ready for this month's agenda, but the State has still not processed our final reimbursement request and we ran into some questions with the County match. I hope to have everything in and resolved within the next few weeks.

2. **American Rescue Plan Act.** Staff has continued actively attending updates and monitoring official channels for information and guidance.

3. **Property development**

A. **State Employees Credit Union**

- **Site development.** Exterior complete; interior furniture is in and IT upfit underway. Soft opening is tentatively scheduled for August 2.
- **Streets, infrastructure.** Developer was able to get us the necessary info to help them ready the request for the Town to accept infrastructure improvements.

B. **Village at Granite**

- **Phase 1.** Developer is having to go through the formal process of eliminating the original contractor before they can bring in another contractor to correct the stormwater system issues that have gone uncorrected.
- **Phase 2.** Developer has begun talking with Faith's engineer about the sewer plans for Phase 2. I'm continuing to provide information and input as requested.
- **Phase 3.** Steve has given developer what information on the application process he needs to proceed, and developer has a new engineering firm working to move this phase forward.

4. **Committee Reports**

A. **Community Appearance Commission**

Continues to meet and select Yards of the Month. Awareness of the program and interest among the community continues to be steady.

B. **Parks, Events, and Recreation Committee**

Continues to work on Granite Fest planning. Vendor guidelines and procedures were approved by Chip. Committee continues to actively seek sponsorships.

C. **Revitalization Team (rescheduled monthly meeting)**

Originally did not have a quorum with which to conduct the meeting. Rescheduled to the next week and truncated agenda to just the pressing business of committee appointments / reappointment recommendations. Recommendations are in your packet.

5. **FEMA repairs Granite Lake**

Contractor has impressed both staff and our engineers with their communication, responsiveness, and timeliness. We are ahead of schedule at this point. Lake draining went as well as could have been expected. Engineers, Jason and I are following up on some issues we've identified need to be addressed with the second portion of the project (creek bank armoring, flow diversion, confirmation of easements and water rights before that part of construction starts).

6. **Fire Dept Lieutenant position**

We've updated about the recently appointed Lt having to withdraw due to a family situation. Chief Hord plans to announce the results of this second round of assessments at the meeting.

**Agenda Item Summary**

Regular Meeting  
July 12, 2021  
Agenda Item 6

Summary:

At the June 14, 2021 meeting staff presented a recommendation that the local business owner running the Granite Quarry Facebook page be asked to discontinue the use of the Town logo, address, business hours, policy, and anything affiliated with the Town and continue to operate as an independent site. If unaffiliated with the Town, duplicate content could still be sent, but there would be no archival requirements.

Staff was directed by Mayor Feather to reach out to the local business owner for his comments and bring back to the Board at the July meeting.

Staff spoke with Jason Smith regarding the Facebook account and he stated he would remove the Town branding at the Board's direction and continue to operate the page as an independent page. He has already replaced the Town logo.

Action Requested:

***Motion to request that Mr. Smith remove all Town branding and the current policy from the Granite Quarry Facebook page.***

**Social Media Recommendation**

Motion Made By:	
Jim Costantino	<input type="checkbox"/>
Kim Cress	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Second By:	
Jim Costantino	<input type="checkbox"/>
Kim Cress	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
For:	
Jim Costantino	<input type="checkbox"/>
Kim Cress	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Against:	
Jim Costantino	<input type="checkbox"/>
Kim Cress	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
In case of tie:	
Mayor Bill Feather	
For	<input type="checkbox"/>
Against	<input type="checkbox"/>

**Agenda Item Summary**

Regular Meeting  
July 12, 2021  
Agenda Item 7

Summary:

At the June 14, 2021 meeting Amy Smith, a Health Education Specialist with Rowan County Public Health, presented to the Board a county-wide initiative for tobacco-free parks. She asked that they Board vote to adopt a tobacco-free or smoke-free policy for the Granite Quarry Parks.

Mayor Pro Tem Linker asked that the issue be discussed further. Mayor Feather directed that the item be added to the July agenda.

Attachment:

- Sample policies

Action Requested:

***Direction from the Board on how it wishes to proceed.***

**Tobacco Free Parks**

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

- For
- Against

**TOWN MANAGER**  
Ken Deal

**TOWN CLERK**  
Pamela Mills

**TOWN ATTORNEY**  
Tom Brooke



**MAYOR**  
Don Bringle

**TOWN COUNCIL**  
Brandon Linn  
Charles Seaford  
Steve Stroud  
Mike Upright  
Lee Withers

## **TOWN OF CHINA GROVE**

### **ORDINANCE PROHIBITING SMOKING IN ALL TOWN-OWNED BUILDINGS AND PARKS**

**WHEREAS**, according to the Centers for Disease Control and Prevention (CDC) , tobacco use and secondhand smoke exposure are leading preventable causes of illness and premature death in North Carolina and the nation; and

**WHEREAS**, in 2006 a report issued by the United States Surgeon General stated that the scientific evidence indicates that there is no risk-free level of exposure to secondhand smoke. The report stated that secondhand smoke has been proven to cause cancer, heart disease, and asthma attacks in both smokers and nonsmokers; and

**WHEREAS**, tobacco is a recognized carcinogen in humans and health risks associated with use of tobacco products include myocardial infarction, stroke, and adverse reproductive outcomes; and

**WHEREAS**, research indicates that, during active smoking, outdoor levels of secondhand smoke may be as high as indoor levels and may pose a health risk for people in close proximity (such as sitting next to someone on a park bench, or children accompanying a smoking parent or guardian); and

**WHEREAS**, on January 2, 2010 “An Act To Prohibit Smoking In Certain Public Places And Certain Places Of Employment”, North Carolina Session Law 2009-27 became effective, authorizing local governments to adopt and enforce ordinances “that are more restrictive than State law and that apply in local government buildings, on local government grounds, in local vehicles, or in public places”; and

**WHEREAS**, the Town of China Grove is committed to providing a safe and healthy environment in all Town facilities for its employees and the public

**NOW, THEREFORE, BE IT ORDAINED** by the Town of China Grove, that the use of tobacco products that is intended to be smoked in a cigarette, cigar, pipe or other smoking devices, is hereby prohibited in all Town-owned buildings and park grounds. Any person who continues to use products in a nonsmoking area in violation of this ordinance despite notice by the person in charge of the building or area that use of tobacco products is not permitted is guilty of an infraction and will be liable for a fine of not more than \$50.00.

Adopted, this 3<sup>rd</sup> day of November 2015.

333 N. Main Street, China Grove, NC 28023 | Phone (704) 857-2466 | Fax (704) 855-1855

ATTEST:

  
Pamela L. Mills, Town Clerk

  
Donald E. Bringle, Mayor

---

**POLICY STATEMENT:**

**A. Definitions:**

1. Local government-owned buildings and parks – A building or park owned, leased as lessor, or the area leased as lessee and occupied by a local government.
2. Smoking – The use or possession of a lighted cigarette, lighted cigar, lighted pipe, or any other lighted tobacco product.

**B. Areas in which Smoking and Tobacco Use is Prohibited**

Smoking of tobacco products is prohibited:

1. In any local government-owned building or park owned, leased, occupied, or operated by the Town of China Grove.

**C. Signage:**

1. Persons in charge of buildings or grounds identified in Section B shall post signs at all entrances and exits explaining the prohibition of tobacco use.
2. Signs must state that tobacco use is prohibited and the sign must include the international “No Smoking” symbol (which consists of a pictorial representation of a burning cigarette and smokeless tobacco product enclosed in a red circle with a red bar across it).
3. Signs must be of sufficient size to be clearly legible to a person of normal vision throughout the areas they are intended to mark, be conspicuously posted and must not be obscured in any way.

**D. Enforcement and Penalties:**

1. Violations by employees – Employees who violate this ordinance shall be subject to sanctions consistent with the Town of China Grove Personnel Policy.
2. Violations by other persons – Any person who, following oral or written notice by the person in charge of the area or the person’s designee continues to smoke in an area where smoking is prohibited by Section B commits an infraction. Pursuant to Section 130A-498(c1) of the North Carolina General Statutes, the person committing the

infraction may be punished by a fine of not more than fifty dollars (\$50.00) and may not be assessed court costs. Conviction of an infraction under this section has no consequence other than payment of a penalty.

3. Any amendments to the enforcement or penalty provisions listed in NC G.S. 130A-498(c1) apply to this ordinance.

**Article IV. Tobacco Free Policy**

**Section 4.1. Tobacco Prohibited in all Town Facilities**

In order to protect the public health and welfare, it is in the best interest of the citizens of the Town to adopt a regulation prohibiting smoking and the use of tobacco on the grounds of the Town's parks system and in all Town buildings.

Tobacco use will be prohibited within the Town of East Spencer owned and/or leased buildings, including offices, hallways, restrooms, and kitchen, as well as the grounds of all such buildings, as well as the grounds of all Town parks, recreational facilities, and town owned vehicles and equipment.

**Section 4.2. Definitions**

Tobacco is defined as any and all tobacco or tobacco product as well as the use of smokeless or "spit" tobacco and pipe tobacco.

**Section 4.3. Violations**

Following oral or written notice to violators, failure to cease smoking or using tobacco products constitutes a violation of this Article and is punishable by a fine of not more than fifty dollars (\$50.00). A citation may be issued by a sworn law enforcement officer.

I certify that this is a true and correct copy of Chapter 2: Administration Article IV: Tobacco Free Policy of the Town of East Spencer's Code as adopted and amended by the Board of Aldermen on April 8, 2015, 2015

Attested:

Anneissa J. Hyde  
Anneissa J. Hyde, Town Clerk

April 8, 2015  
Date



## TOWN CLERK'S OFFICE

Post Office Box 45 Spencer, NC 28159-0045  
704.633.2231 Ext. 40 Ofc.  
704.633.3837 Fax  
<http://www.ci.spencer.nc.us>

### Resolution 20-2016 Resolution to Update the Town of Spencer's Tobacco-Free Policy

#### Town of Spencer Tobacco-Free Policy

**Whereas**, the Surgeon General has determined that secondhand and **thirdhand** smoke exposure causes disease and premature death in children and adults who do not smoke; and,

**Whereas**, tobacco is a recognized carcinogen in humans, and health risks associated with the use of tobacco products include myocardial infarction and stroke; and

**Whereas**, research indicates that, during active smoking, outdoor levels of secondhand smoke may be as high as indoor levels and may pose a health risk for people in close proximity (such as those sitting beside someone on a park bench or children accompanying a smoking parent or guardian); and

**Whereas**, children model adult behavior and benefit from positive models of non-smoking behavior and positive reinforcement of healthy lifestyle messages through exposure to smoke and tobacco free public areas; and

**Whereas**, the Town of Spencer is committed to protecting the health of individuals and employees on the grounds of the Town's parks system and in Town buildings by eliminating exposure to **secondhand and thirdhand** smoke and by eliminating the amount of litter caused by discarded cigarette butts; and

**Whereas**, the Town of Spencer provides support to employees and residents who want to quit the use of tobacco products. Employees and residents are also encouraged to talk to their health care provider about quitting, and use the free quitting support services of the North Carolina Tobacco Use Quitline at 1-800-QUIT-NOW (1-800-784-8669);

**Now therefore, be it resolved** that, in order to protect the public health and welfare, it is in the best interest of the citizens of the Town to adopt a policy prohibiting smoking and the use of tobacco on the grounds of the Town's parks system and in all Town buildings, **properties, and vehicles.**

#### Definitions

1. Tobacco use will be prohibited within the Town's buildings, including offices, hallways, restrooms, kitchen, **vehicles, and town properties, including Town parks and recreational facilities.**

**2. Tobacco is defined as any product containing or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, or ingested by any other means, including but not limited to cigarettes; e-cigarettes; cigars; little cigars; snuff; and chewing tobacco.**

**Procedure**

1. Employees will be informed about this policy through the amended policy manual, and signage posted at Town properties.

2. Visitors will be informed about this policy through signage and/or verbally.

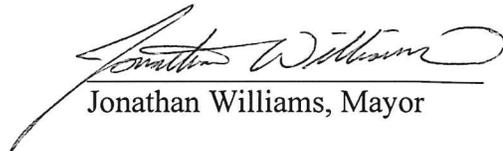
3. While on duty, employees of the Town of Spencer will only be allowed to smoke or use tobacco products in designated smoking areas and while on break. Smoking or the use of tobacco products will not be allowed in Town vehicles.

4. The Town of Spencer will assist employees who wish to quit using tobacco by facilitating access to recommended tobacco cessation programs and/or materials.

5. Any violations of this policy by employees will be handled through standard disciplinary procedures.

6. Following oral or written notice to visitors of a violation, failure to cease smoking or using tobacco products constitutes an infraction punishable by a fine of not more than fifty dollars (\$50.00). A citation may be issued by a sworn law enforcement officer.

Adopted this 11<sup>th</sup> day of August 2020.



Jonathan Williams, Mayor



Brittany Skye Aitken, Town Clerk

CITY COUNCIL TO CONSIDER ADOPTING AN ORDINANCE TO PROHIBIT SMOKING AND THE USE OF OTHER TOBACCO PRODUCTS ON THE GROUNDS OF THE CITY OF SALISBURY'S PARKS SYSTEM AND IN BUILDINGS LOCATED IN THE CITY OF SALISBURY'S PARKS SYSTEM

Be it ordained by the City Council of the City of Salisbury, North Carolina, as follows:

SECTION 1. That Section 16-69, Article III, Chapter 16 of the Code of the City of Salisbury be amended to add the following:

**Section 16-69. Smoking and tobacco products**

Areas in Which Smoking and Tobacco Products are Prohibited

- (a) Smoking and the use of tobacco products are prohibited:
  - (1) On City grounds of the City's parks system.
  - (2) In City buildings located in the City's parks system.
  
- (b) Smoking and the use of tobacco products are prohibited on grounds of the City's parks system and in buildings located in the City's parks system being used for private events.

Implementation Requirements

- (a) The City shall post signs that meet all the requirements in Section 5 of this ordinance.
- (b) The City shall remove all ashtrays and other smoking receptacles from the grounds of City's parks system and the buildings located in the City's parks system.
- (c) The Parks and Recreation Director, staff, or his or her designee, shall direct a person who is smoking or using a tobacco product in a prohibited area to cease and, if the person does not comply, shall contact the City police department.

Signage

The signs required must:

- (a) State in English that smoking and the use of tobacco products are prohibited and include the universal "No Smoking and Use of Tobacco Products Prohibited" symbol.
- (b) Be of sufficient size to be clearly legible to a person of normal vision, and be conspicuously posted.
- (c) Be posted at each entrance of the buildings located in the City's parks system and in other locations within the buildings reasonably calculated to inform employees and the public of the prohibition.
- (d) Be posted on the grounds of the City's parks system in locations and at intervals reasonably calculated to inform employees and the public of the prohibition.

### Enforcement and Penalties

(a) *Penalty for Violation.* Following oral or written notice by the person in charge of an area described in Section 3, or his or her designee, failure to cease smoking or using tobacco products constitutes an infraction punishable by a fine of not more than fifty dollars (\$50.00). A citation may be issued by a sworn law enforcement officer. Conviction of an infraction under this section has no consequence other than payment of a penalty, and no court costs may be assessed.

(b) In addition to any penalty under subsection (a), employees of the City who violate this ordinance shall be subject to disciplinary action consistent with the City's human resources policies.

### Public Education

The City of Salisbury shall engage in an ongoing program to explain and clarify the purposes and requirements of this ordinance to employees and citizens affected by it, and to guide operators and managers in their compliance with it. In doing so, the City of Salisbury may rely upon materials and information provided by the local health department.<sup>1</sup>

### Authority.

This ordinance is enacted pursuant to G.S. 130A-498 and 160A-174(a).<sup>2</sup>

### Definitions

The following definitions are applicable to this ordinance.

1. "City building". – A building owned, leased as lessor, or the area leased as lessee and occupied by the City.
2. "Employee". – A person who is employed by the City of Salisbury, or who contracts with the City or a third person to perform services for the City, or who otherwise performs services for the City with or without compensation.
3. "Grounds". – An unenclosed area owned, leased, or occupied by the City.
4. "Local health department". – Rowan County health department, the jurisdiction which includes the City of Salisbury.
5. "Parks System". – any tract of land or body of water comprising part of the City's parks, playgrounds, natural areas, recreation areas, trails and greenways, and streams or other bodies of water.
6. "Universal 'No Smoking and Use of Tobacco Products Prohibited' Symbol" – Symbol consisting of a pictorial representation of a burning cigarette and a tobacco product enclosed in a red circle with a red bar across it.
7. "Smoking". – The use or possession of a lighted cigarette, lighted cigar, lighted pipe, or any other lighted tobacco product.

8. "Tobacco product". – Any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component part or accessory of a tobacco product, including but not limited to cigarettes; cigars; little cigars; cheroots; stogies; periques; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; Cavendish; plug and twist tobacco; fine-cut and other chewing tobacco; shorts; refuse scraps, clippings, cutting and sweepings of tobacco; and other kinds and forms of tobacco. A tobacco product excludes any product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose.

SECTION 2. That all ordinances, or the parts of ordinances in conflict with this ordinance, are hereby repealed to the extent of such conflict.

SECTION 3. That this Ordinance shall be effective upon adoption by the City of Salisbury from and after its passage.

Adopted January 7, 2014

**Agenda Item Summary**

Regular Meeting  
July 12, 2021  
Agenda Item 8

**Summary:**

Trustee #4, Richard Finger, has moved out of Granite Quarry creating a vacancy. Fire Chief Hord has recommended that Randy Corl be appointed to fill the vacant seat.

Randy Corl  
1104 Woodside Dr.  
Salisbury, NC 28146

**Action Requested:**

***Motion to appoint Randy Corl to the GQFD Relief Fund Board of Trustees seat number 4.***

**Appointment –  
GQFD Relief Fund Board of Trustees**

Motion Made By:

Jim Costantino   
Kim Cress   
John Linker   
Doug Shelton

Second By:

Jim Costantino   
Kim Cress   
John Linker   
Doug Shelton

For:

Jim Costantino   
Kim Cress   
John Linker   
Doug Shelton

Against:

Jim Costantino   
Kim Cress   
John Linker   
Doug Shelton

In case of tie:

Mayor Bill Feather

For

Against

**Agenda Item Summary**

Regular Meeting  
July 12, 2021  
Agenda Item 9

*Summary:*

The Committee Membership and Appointment Policy directed that each committee review the status of any members whose terms were set to expire on July 31<sup>st</sup>. The eligibility of any members wishing to be reappointed was confirmed and a recommendation was made by the committee to the Board of Aldermen.

At their June 22, 2021 meeting the Revitalization Team voted to recommend that the Board of Aldermen reappoint Donnie Pressley and Connie Brown to Revitalization Team seats with a term expiration of 7/31/2024.

*Action Requested:*

***Motion to reappoint Donnie Pressley and Connie Brown to Revitalization Team seats with a term expiration of 7/31/2024.***

**Reappointments –  
Revitalization Team**

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

For

Against

**Agenda Item Summary**

Regular Meeting

July 12, 2021

Agenda Item 10

**No Refund Policy**

Summary:

Over the past year reservation cancellations have increased. General Statutes require that funds collected be deposited on a daily basis, including park shelter and building reservation fees. When a reservation is cancelled staff makes every effort to encourage rescheduling to an available date, but if a refund is requested, we comply. To process a refund the person who made the reservation must be entered into the system as an approved vendor and a check must be issued, often in the amount of the base reservation fee of \$35.00. With the cost of the town’s special ordered checks and the administrative time associated with the refund process, this procedure has become very cost ineffective, problematic, and an area needing addressing.

Staff feel the recommended policy will allow the town to offer the same level of service to our community while reducing administrative burden.

Attachments:

- *Resolution 2021-13*
- *No Refund Policy 2021-13*

Action Requested:

***Motion to adopt Resolution 2021-13 adopting the new No Refund Policy for park shelters and buildings.***

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

- For
- Against



## RESOLUTION 2021-13

### A RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA, TO ESTABLISH A NO REFUND POLICY FOR PARK SHELTER AND BUILDING RESERVATION FEES

**WHEREAS**, it is the intent of the Board of Aldermen of the Town of Granite Quarry to utilize resources efficiently and provide citizens with services in a timely manner; and

**WHEREAS**, it is the policy of the Town to make every effort to benefit the community at large by periodically reevaluating existing policies to seek areas to improve service and to reduce unnecessary or cost ineffective procedures; and

**WHEREAS**, during such a review of reservation procedures it was identified that the process could be improved; and

**WHEREAS**, the Board of Aldermen of the Town of Granite Quarry feels this can be accomplished by providing a No Refund Policy for park shelter and building reservation fees that will reduce administrative costs and improve reservation processing and fiscal responsibility; and

**WHEREAS**, the Board of Aldermen of the Town of Granite Quarry recognizes that having a No Refund Policy for park shelter and building reservation fees will reduce the financial and administrative burden on the Town.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Aldermen of the Town of Granite Quarry that the attached No Refund Policy is hereby adopted.

**RESOLVED, APPROVED, AND EFFECTIVE UPON ADOPTION BY THE BOARD OF ALDERMEN OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA, ON THIS THE \_\_\_\_ DAY OF \_\_\_\_\_ 2021.**

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

ATTEST:

\_\_\_\_\_  
Aubrey Smith, Town Clerk

[SEAL]



**2021-13**

**NO REFUND POLICY**

**Purpose**

It is the purpose of this policy to state the Town's stance on refunds for park shelter and building reservations. This policy is being implemented in an effort to reduce administrative burden and ensure fiscal responsibility.

**Responsibility of Administration**

It will be the responsibility of the front office staff receiving the reservation application to notify the applicant of the Town's No Refund Policy and to obtain the application with the applicant's signature indicating that they understand and agree with the policy.

**Changes to an Existing Reservation**

If the person making a reservation has a conflict and wishes to make a change to their reservation, they must notify Town Hall at least 48 hours before the reservation. A reasonable effort will be made by staff to accommodate a change based on availability of another date, time, or location with the same reservation cost. The new reservation must be set for a date and time not more than 30 days from the original reservation date. Failure to give 48-hour notice or lack of availability for another comparable reservation within 30 days will forfeit the reservation fee.

This policy may be waived to allow a refund due to special circumstances with the approval of the Town Clerk and/or the Town Manager.

**Effective Date**

ADOPTED by the Board of Aldermen of the Town of Granite Quarry this the \_\_\_\_ of \_\_\_\_ 2021 with the effective date of \_\_\_\_\_.

**Agenda Item Summary**

Regular Meeting

July 12, 2021

Agenda Item 11

**Internal Controls Policy**

Summary:

Over the past few years as our finance software and technology have improved, some of the procedures and guidelines set forth in current policies have become inaccurate and no longer practical. Strong internal controls aid in the prevention of fraud and the detection of accidental errors and oversight in the accounting process. The procedures and guidelines in this policy outline cash handling procedures, segregation of duties, and adequate safeguards to ensure proper internal controls of the Town's assets.

Attachments:

- *Resolution 2021-14*
- *Internal Controls Policy 2021-14*

Action Requested:

***Motion to adopt Resolution 2021-14 adopting the new Town Internal Controls Policy.***

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

For

Against



## RESOLUTION 2021-14

### A RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA, TO ADOPT AN INTERNAL CONTROLS POLICY

**WHEREAS,** The Town of Granite Quarry has a responsibility to provide taxpayers with reasonable assurance that government finances are adequately controlled; and

**WHEREAS,** an environment with strong internal controls reflects the reliability of the accounting records and financial statements; and

**WHEREAS,** strong internal controls aid in the prevention of fraud and the detection of accidental errors and oversight in the accounting process; and

**WHEREAS,** cash handling procedures are necessary to ensure proper internal controls, segregation of duties, and adequate safeguard of the Town's assets; and

**WHEREAS,** the Board of Aldermen of the Town of Granite Quarry feels it is necessary to have firm guidelines in place to detail the Town's handling of funds.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Aldermen of the Town of Granite Quarry that the attached Internal Controls Policy is hereby adopted.

**RESOLVED, APPROVED, AND EFFECTIVE UPON ADOPTION BY THE BOARD OF ALDERMEN OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA, ON THIS THE \_\_\_\_ DAY OF \_\_\_\_\_ 2021.**

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

ATTEST:

\_\_\_\_\_  
Aubrey Smith, Town Clerk



2021-14

INTERNAL CONTROLS POLICY

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## **I. PURPOSE**

---

Elected Officials and Town employees have a responsibility to provide taxpayers with reasonable assurance that government finances are adequately controlled. An environment with strong internal controls reflects the reliability of the accounting records and financial statements. Strong internal controls aid in the prevention of fraud and the detection of accidental errors and oversight in the accounting process.

Cash handling procedures are necessary to ensure proper internal controls, segregation of duties and adequate safeguard of the Town's assets. No one person should have complete control over a transaction, and in a perfect situation, a separation of duties between at least three people is preferred in any cash handling transaction. The Town's limited office staff does not permit three people to be involved in all cash handling situations, but safeguards have been put in place and the Town assumes responsibility for the limited controls. Alternative controls should be used to compensate in instances where there is a lack of separation. The Governing Board members as well as the Town Manager must be called upon to provide some of these controls.

Staff are responsible for complying with the procedures set out in this policy to ensure funds are accepted following the same process each time, deposited in a timely manner, and easily tracked while keeping both the funds and the staff handling the funds secure. Any staff handling funds must adhere to the Conflict of Interest sections of the Town's Personnel Policy and Purchasing Policy. These policies set out the integrity and ethical values and communicate the code of conduct that town employees are expected to follow.

Units of government have various accounting functions, which include:

- Cash Management
- Cash Disbursements
- Investment Management
- Recording & Recognizing

Each of these areas are addressed below.

## **II. CASH MANAGEMENT**

---

### 2.1 Bonding

All employees who handle funds must be bonded either individually or under a blanket bond according to G.S. 159-29. The Finance Officer must be individually bonded for at least \$50,000. All others may be included in a blanket bond.

### 2.2 Bank Accounts

No official or employee shall have the authority to open a bank account in the name of the Town or any of its departments using public funds without authorization by the governing body (G.S. 159-31(a)). The Governing Board shall designate an official depository within the state of North Carolina. It is unlawful for any public funds to be deposited in a depository other than a bank, savings and loan association, or trust company within North Carolina.

Bank accounts for checking, money market, and certificates of deposit must be reconciled within the accounting system by finance at the end of each month. Any accrued interest on the accounts will be recorded in the accounting system. The bank reconciliations will be reviewed and approved by the Town Manager. The Finance Officer shall have online access to Town bank accounts in order to perform direct deposits, transfers, and to review and reconcile accounts.

### 2.3 Deposits

All public funds shall follow the deposit guidelines below. No official or employee of the Town shall have the authority to cash a check payable to the Town, except to replenish petty cash. Payments shall be made in the form of cash or checks made payable to the Town of Granite Quarry.

Funds received must be deposited either on a daily basis or when funds amount to \$250.00 or greater. Until deposited, all funds must be maintained in a secure location. Deposits shall be immediately reported to finance by means of a duplicate deposit ticket (G.S. 159-32).

#### Deposit Guidelines:

- When funds are received by front office staff a three-part pre-numbered receipt will be issued. Part one of the receipt will be received by the payee, part two will remain with the funds until deposited, and part three will be kept in the receipt book for reference.
- Prior to deposit, funds will be kept in the safe within the vault.
- Front office staff will prepare the funds for deposit and record on a two-part deposit slip. Funds to be deposited will be matched with pre-numbered receipt book and receipts.
- Front office staff provides deposit and two-part deposit slip to the Town Clerk for review and approval. In the absence of the Town Clerk, the Town Manager or Finance Officer can review and approve. Deposit slip must be initialed indicating who reviewed and approved the deposit.
- Front office staff takes deposit and two-part deposit slip to the bank and returns with one part of deposit slip and bank receipt.
- A report detailing what funds were deposited, along with the deposit slip, bank receipt, check stubs, part two of receipt, and any other backup information is provided to finance.

- Finance verifies that two parties agreed to the funds prior to deposit and reconciles the bank receipt and deposit slip to the report sent by front office staff.
- Finance enters the deposit into the accounting system and approves the transaction.

#### 2.4 Collateralization

Bank accounts should be properly collateralized in accordance with G.S. 159-31(b) and [20 NCAC 7](#).

The Finance Officer shall:

- Annually complete COLL-91 Notification of Public Deposit and submit to Financial Institution and State Treasurer. Form will be reviewed by the Town's independent auditor prior to submission.
- Review all releases or substitutions of collateral securities resulting in a decrease of the market value of pledged securities.
- Complete Form LGC-203 on a semiannual basis to report status of deposits and investments (G.S. 159-33). Form LGC-203 will be reviewed and approved by Town Manager prior to submission to Local Government Commission (LGC).

#### 2.5 Petty Cash

Petty cash will be reconciled by the Finance Officer on a random basis, at least quarterly. These reconciliations will be completed by the Finance Officer and a member of the front office staff, each independently completing a reconciliation form. The reconciliation forms will be compared for accuracy.

Total expenditures and cash on hand should always equal the total authorized Petty Cash Fund amount. Petty cash will be kept secure in the vault and locked at the end of each workday. The combination to the vault will be known only to the Finance Officer, Town Clerk, and Office Assistant.

For specific petty cash procedures see the Petty Cash Policy.

### **III. CASH DISBURSEMENT**

---

When a bill, invoice, or other claim against the Town is presented, the Finance Officer shall either approve or disapprove the necessary disbursement. The Finance Officer may approve the claim only if 1) the amount is determined to be payable; and 2) the budget ordinance or a project ordinance includes an appropriation authorizing the expenditure; and either (i) an encumbrance has been previously created for the transaction; or (ii) an unencumbered balance remains in the appropriation sufficient to pay the amount to be disbursed (G.S. 159-28(b)).

#### 3.1 Pre-Audit Certificate

All purchase orders, invoices, and checks should have a properly signed pre-audit certificate as directed by G.S. 159-28 and the Town's Purchasing Policy. Prior to signing the pre-audit certificate on purchase orders or invoices, the Finance Officer shall confirm that sufficient funds are budgeted for the appropriation. Prior to printing and satisfying the pre-audit certificate requirement on any check, the Finance Officer shall confirm that there are sufficient funds in the checking account to cover the payment. The Governing Board may approve a bill, invoice, or other claim against the local government that has been disapproved by the Finance Officer (G.S. 159-28(c)). This must be done by formal resolution.

#### 3.2 Checks

Pre-numbered checks will be used for all disbursements. The Finance Officer will account for all check numbers at the end of each month, including voided checks. Unused and voided checks will be made available for inspection by the Town Manager or Town's independent auditor. Any missing checks will be investigated. The unused check stock will be maintained in the Finance Officer's locked office. Voided checks should be so indicated on the check register. Voided checks should be sufficiently defaced to avoid use.

Checks will only be signed after thorough review of documentation supporting the disbursement. Thorough review will be documented by the signing of the check and by the initialing of the check register. Checks will be signed by two designated check signers (G.S. 159-25(b)).

It is the Town's policy to have four designated check signers to allow for absences. After thorough review, checks will be signed by the Finance Officer and the Town Manager. In the event that either is unavailable to sign, one of the other two designated check signers will be permitted to sign. Current signature cards will be maintained on file with the financial institution at all times, indicating those authorized to sign checks. In no case will any check be signed by anyone whose signature card is not on file.

#### 3.3 Insufficient Funds

Any insufficient funds notices will be brought immediately to the attention of the Town Manager and the Governing Board.

#### 3.4 Absence

In the event of the Finance Officer's extended absence, cash disbursements will be processed by the designated Deputy Finance Officer using the procedures outlined above.

#### **IV. INVESTMENT MANAGEMENT**

---

Funds of the Town will be invested in accordance with G.S. 159-30. The Finance Officer shall have the responsibility for the investment of any idle funds and the safe keeping of all investments purchased on behalf of the Town (G.S. 159-25 (a)(6)). The following must be considered, in order of priority, when managing and investing public funds:

- Safety – To minimize credit risk, the risk of loss due to failure of the investment issuer or backer,
- Liquidity – To invest in a manner that can be easily converted into cash, and
- Yield – Attaining a market rate of return throughout budgetary and economic cycles, considering the investment risk constraints and liquidity needs.

##### 4.1 Interest

Interest accrued on investments shall be recorded monthly in the accounting system by the Finance Officer. The investment program shall be managed so that investments and deposits can be converted to cash when needed. To ensure cash is available when needed, investments made in certificates of deposits must have maturities of at least once per fiscal year.

##### 4.2 Authorized Investments

Funds may be deposited in any bank, savings and loan association, or trust company in this state in the form of certificates of deposits or such other forms of time deposits (G.S. 159-30). There are no statutory guidelines limiting the amount of idle funds in any one type of investment. However, to avoid unreasonable risk, it is the Town's policy that the investments will be re-evaluated at least annually.

#### **V. RECORDING & RECOGNIZING**

---

The Finance Officer shall keep the accounts of the Town in accordance with Generally Accepted Accounting Principles (GAAP) of governmental accounting and the rules and regulations of the Local Government Commission (LGC) (G.S. 159-25) by:

- Maintaining an accounting system containing (at a minimum) a General Fund and any other funds (G.S. 159-26).
- Maintaining administrative rights to the accounting system and designating other users as needed, providing each individual user with his/her own confidential password.
- Preparing and providing monthly reports to the Governing Board showing financial condition and budget versus actual.
- Ensure that a backup of the accounting system is being stored at least daily and being kept on the server.

**Agenda Item Summary**

Regular Meeting

July 12, 2021

Agenda Item 12

Summary:

Part of the continuous process associated with bringing policies up to date are the behind-the-scenes details that turn these policies into practice. The Town’s ordinances and internal control policies required updating in order to more accurately reflect the Town’s council-manager form of government, best practices following segregation of duties, and ultimately to more efficiently and accountably rely on the professionally trained experience of its staff. With the adequate internal controls and checks and balances set forth in the Internal Controls Policy, this change is one step closer to completing the process to ensure efficiency.

Attachment:

- *Resolution 2021-16*

Action Requested:

***Motion to adopt Resolution 2021-16 enacting the updated Town Check Signatures.***

**Check Signatures**

Motion Made By:	
Jim Costantino	<input type="checkbox"/>
Kim Cress	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Second By:	
Jim Costantino	<input type="checkbox"/>
Kim Cress	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
For:	
Jim Costantino	<input type="checkbox"/>
Kim Cress	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Against:	
Jim Costantino	<input type="checkbox"/>
Kim Cress	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
In case of tie:	
Mayor Bill Feather	
For	<input type="checkbox"/>
Against	<input type="checkbox"/>



## RESOLUTION 2021-16

### A RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA, ENACTING UPDATED TOWN CHECK SIGNATURES

**WHEREAS**, the Town of Granite Quarry has established a bank account and investment accounts authorized by G.S. 159-31 and 20 NCAC 7; and

**WHEREAS**, the Town's ordinances and internal control policies required updating in order to more accurately reflect the Town's council-manager form of government, best practices following segregation of duties, and ultimately to more efficiently and accountably rely on the professionally trained experience of its staff; and

**WHEREAS**, the Board of Aldermen feels this will be achieved by updating the parties responsible for signing of the checks; and

**WHEREAS**, G.S. 159-25(b) requires that all checks for disbursement shall have two signatures; and

**WHEREAS**, all checks for disbursement of Town funds shall bear the signature of the Finance Officer and Town Manager, or one of the below listed persons in either's absence.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Aldermen of the Town of Granite Quarry the following named persons, whose signatures are shown below, are approved for the signing of checks from the General Fund account, Grant Project Funds, and Capital Project Funds, as well as making changes to investment accounts held at F & M Bank for the Town of Granite Quarry effective immediately:

Shelly Shockley, Finance Officer  
Larry Smith, Town Manager  
William D. Feather, Mayor  
Aubrey Smith, Town Clerk

**RESOLVED, APPROVED, AND EFFECTIVE UPON ADOPTION BY THE BOARD OF ALDERMEN OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA, ON THIS THE \_\_\_\_ DAY OF \_\_\_\_\_ 2021.**

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

ATTEST:

\_\_\_\_\_  
Aubrey Smith, Town Clerk

**Agenda Item Summary**

Regular Meeting

July 12, 2021

Agenda Item 13

**Petty Cash Policy**

Summary:

As we update the Town’s Internal Controls Policy, the Petty Cash procedures and guidelines need to be updated as well. With the improvements of the Town’s finance software and technology it is necessary to establish procedures that support responsible management of Town funds that reflect current practices. Outlined in this policy are Petty Cash procedures, permitted purchases, reimbursements, and accountability of the Town’s funds.

Attachments:

- Resolution 2021-15
- Petty Cash Policy 2021-15

Action Requested:

**Motion to adopt Resolution 2021-15 adopting the new Town Petty Cash Policy.**

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

For

Against



## RESOLUTION 2021-15

### A RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA, TO ADOPT A PETTY CASH POLICY

**WHEREAS**, the Town of Granite Quarry has authorized a Petty Cash Fund; and

**WHEREAS**, all Petty Cash funds shall be governed by a Petty Cash Policy, the Internal Controls Policy, the Purchasing Policy, and the laws of the State of North Carolina; and

**WHEREAS**, guidelines have been established to verify that each disbursement is appropriate and is an allowable expense; and

**WHEREAS**, cash handling procedures are necessary to ensure proper internal controls, segregation of duties, and adequate safeguard of the Town's assets; and

**WHEREAS**, the Board of Aldermen of the Town of Granite Quarry feels it is necessary to have firm guidelines in place to detail the Town's handling of funds.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Aldermen of the Town of Granite Quarry that the attached Petty Cash Policy is hereby adopted.

**RESOLVED, APPROVED, AND EFFECTIVE UPON ADOPTION BY THE BOARD OF ALDERMEN OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA, ON THIS THE \_\_\_\_ DAY OF \_\_\_\_\_ 2021.**

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

ATTEST:

\_\_\_\_\_  
Aubrey Smith, Town Clerk



2021-15

PETTY CASH POLICY

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## **I. PURPOSE**

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To establish procedures that support responsible management of Town funds. This policy applies to all Town employees. All Petty Cash funds shall be governed by this policy, the Internal Controls Policy, the Purchasing Policy, and the laws of the State of North Carolina.

There is one Petty Cash account authorized for the Town of Granite Quarry that maintains a maximum balance of \$150.00. The Town Manager is authorized and directed to name an "Official Custodian" of the Petty Cash fund and replacement when necessary.

The Petty Cash will be kept in the vault and the vault will be locked appropriately at the end of each workday. The combination to the vault will be known only by the Finance Officer, Town Clerk, and Office Assistant. Petty Cash is not to be removed from its designated location unless being audited, and under no circumstance may it be taken home by the Custodian or any other employee.

## **II. PROCEDURES**

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It is the duty of the Custodian to verify that each disbursement is appropriate and is an allowable expense. Request for the Custodian to disburse amounts from the Petty Cash funds must proceed according to the guidelines below. A Petty Cash Log (See Sec. 5.1 for Petty Cash Log form) will be kept documenting any Petty Cash activities to include the date, description of items purchased, the recipient of the reimbursement and the amount. The Petty Cash Log will be submitted to the Finance Officer along with corresponding receipts when audited.

Disbursement guidelines:

- All disbursements must be supported by original receipts.
- Receipts must include complete documentation including the vendor's name, date of purchase, item purchased, business purpose, and total amount requested.
- The Petty Cash Log should be filled out by the Custodian and signed by the individual reimbursed to indicate receipt of the reimbursement.

## **III. PURCHASES**

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### 3.1 Permitted Uses

Allowable transactions from the Petty Cash fund are those reimbursing employees for small dollar purchases or for small items in which it would be inefficient to process payment through the accounts payable system. Goods must be received at the time of purchase. No single Petty Cash fund transaction should exceed \$25.00. Reimbursements and purchases exceeding \$25.00 must be made through the accounts payable system.

### 3.2 Prohibited Uses

The following transactions are not permitted uses of Petty Cash:

- Cashing of any checks, Payroll advances or loans
- Memberships
- Entertainment

- Items requiring a purchase order
- Travel reimbursements, including meals, lodging, and transportation

#### **IV. FUND REPLENISHMENT**

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The total expenditures and cash remaining in Petty Cash should always equal the total authorized Petty Cash fund amount. Any overages in Petty Cash will be included in the next deposit. Any shortages will be investigated. Overages or shortages indicate that the Petty Cash fund is not being properly managed and should be investigated by the Finance Officer and/or Town Manager with any additional training and/or corrective action taken immediately and as needed.

If the Petty Cash fund requires replenishing more frequently than monthly, the Finance Officer should review the activity to determine if there are payments that should or could have been made through Accounts Payable. The Finance Officer should also review transactions to identify opportunities to consolidate purchases to achieve cost savings or to discover other possible operating efficiencies. If the fund is reimbursed less frequently than quarterly, the Finance Officer should consider the need for the fund or reducing the size of the fund. Repeated violations of Petty Cash procedures can result in termination of the fund.

Petty Cash will be reconciled by the Finance Officer on a random basis, at least quarterly. These reconciliations will be completed by the Finance Officer and a member of the front office staff, each independently completing a Petty Cash Audit form (See sec. 5.2 for Petty Cash Audit form). The expenditures are totaled and cash on hand is recorded.

To replenish Petty Cash:

- The Petty Cash Audit form completed by each party, the Petty Cash Log, and supporting receipts will be submitted to the Finance Officer.
- The Finance Officer reviews and enters each receipt into the accounts payable system using the designated Petty Cash account. A check in the amount of the total expenditures will be made payable to Petty Cashier.
- The Finance Officer notifies the Custodian that the check is ready. The Custodian cashes the check, replenishes the fund, and records the cash received in the Petty Cash Log. The check stub will be submitted to the Finance Officer.



**Agenda Item Summary**

Regular Meeting

July 12, 2021

Agenda Item 14

**Accepting SECU Improvements**

Summary:

The State Employee Credit Union developer has submitted the necessary information to staff, engineer, and attorney to confirm the installation of improvements satisfactory to Town standards for acceptance. Attached is a Resolution accepting the improvements, along with plan illustrations of the improvements.

Attachments:

- Resolution 2021-10
- SECU Attachment 1
- SECU Attachment 2

Action Requested:

***Motion to approve Resolution 2021-10 as presented, accepting streets and other infrastructure improvements of the State Employees Credit Union development plans.***

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

For

Against



## RESOLUTION 2021-10

### RESOLUTION ACCEPTING STREETS AND OTHER STATE EMPLOYEE CREDIT UNION AND ITS ASSOCIATED DEVELOPMENT INFRASTRUCTURE IMPROVEMENTS

**WHEREAS**, the Town of Granite Quarry (“Town”) approved plans for the State Employees Credit Union development; and

**WHEREAS**, the developer has constructed the development including roadways, sidewalks, stormwater management systems, and other necessary infrastructure; and

**WHEREAS**, these infrastructure improvements installed by the developer meet all existing town, state, and federal requirements; and

**WHEREAS**, all necessary rights of way or easements to operate and maintain the aforesaid infrastructure have been platted and are pending town attorney and engineer’s review for legality and accuracy;

**WHEREAS**, the street delineated as “Granite Street” on the approved plans was renamed in 2017 to “Mayor Ponds Street”, and the section of newly constructed roadway that extends this street north to the point of intersection with proposed “Road B” should logically continue the same name; and

**WHEREAS**, “Road B” is submitted to the Town for naming and adoption; it runs parallel to the north of “Granite Lane”; Town-adopted master plans call for the Town to embrace and incorporate its “Granite Character” whenever possible to aid in its revitalization efforts of branding, marketing, and placemaking / creating a recognizable sense of community and place for both residents and visitors through Town; and based upon majority feedback ranking staff recommends “Mica Lane” from among a list of granite-themed names confirmed to be currently unused and available for the Town’s system of streets.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Aldermen of the Town of Granite Quarry:

**Section 1.** That “Road B” included and as shown on the approved State Employees Credit Union development plans is hereby officially named “Mica Lane”, and the following streets of the approved development plans are hereby accepted as part of the Town’s system of publicly maintained streets, to be included on the next Powell Bill reporting cycle beginning July 1, 2022:

Mica Lane  
Mayor Ponds Street

**Section 2.** That all other public infrastructure development improvements included and as shown on the approved State Employees Credit Union development plans are hereby accepted by the Town of Granite Quarry contingent upon the town attorney and engineer's confirmation of legality and accuracy.

**Section 3.** That this Resolution shall become effective upon and after its adoption.

**Adopted this 12<sup>th</sup> day of July, 2021.**

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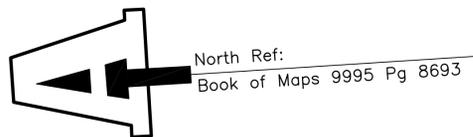
William D. Feather, Mayor

**ATTEST:**

---

Aubrey Smith, Town Clerk

[SEAL]



NC DEPARTMENT OF TRANSPORTATION  
Department of Transportation Division of Highways  
proposed subdivision road construction standard  
certification approved.

District Engineer \_\_\_\_\_ Date \_\_\_\_\_  
Only North Carolina Department of Transportation  
approved structures are to be constructed on public  
right of way.

SUBDIVISION ADMINISTRATOR CERTIFICATE  
I hereby certify that this subdivision plat for  
recording is an exception to the Subdivision  
Ordinance for the Town of Granite Quarry, Rowan  
County, North Carolina as defined in Section 22-6.

Subdivision Administrator \_\_\_\_\_  
Rowan County, North Carolina

Review Officer's Certificate  
STATE OF NORTH CAROLINA  
COUNTY OF ROWAN  
I, \_\_\_\_\_ Review Officer of  
Rowan County, certify that the map or plat  
to which this certification is affixed meets all  
statutory requirements for recording.

Review Officer \_\_\_\_\_  
Date \_\_\_\_\_

I hereby certify that this exception plat meets the  
requirements of the Subdivision Ordinance of the Town  
of Granite Quarry, North Carolina.

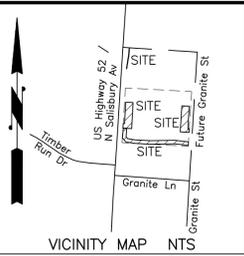
Planning Director \_\_\_\_\_

ROWAN COUNTY REGISTER OF DEEDS  
PLAT REGISTRATION

FILED FOR REGISTRATION AT \_\_\_\_\_ O'CLOCK \_\_\_\_M.  
THIS, THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021, AND  
RECORDED IN PLAT BOOK \_\_\_\_\_ PAGE \_\_\_\_\_.

J.E. BRINDLE, REGISTER OF DEEDS  
FILING FEE PAID.

BY: \_\_\_\_\_



Call Table for R/W to be dedicated to NCDOT

Course	Bearing	Distance
R1	N 03°39'03" E	20.27'
R2	N 03°36'32" E	28.84'
R3	N 03°36'32" E	28.84'
R4	N 03°36'32" E	28.84'
R5	S 03°36'32" W	35.14'
R6	S 03°36'32" W	35.14'
R7	S 03°36'32" W	35.14'
R8	S 03°36'32" W	35.14'
R9	S 03°36'32" W	35.14'
R10	S 03°36'32" W	35.14'
R11	S 03°36'32" W	35.14'
R12	S 03°36'32" W	35.14'
R13	S 03°36'32" W	35.14'
R14	S 03°36'32" W	35.14'
R15	S 03°36'32" W	35.14'
R16	S 03°36'32" W	35.14'
R17	S 03°36'32" W	35.14'
R18	S 03°36'32" W	35.14'
R19	S 03°36'32" W	35.14'
R20	S 03°36'32" W	35.14'
R21	S 03°36'32" W	35.14'
R22	S 03°36'32" W	35.14'
R23	S 03°36'32" W	35.14'
R24	S 03°36'32" W	35.14'
R25	S 03°36'32" W	35.14'
R26	S 03°36'32" W	35.14'
R27	S 03°36'32" W	35.14'
R28	S 03°36'32" W	35.14'
R29	S 03°36'32" W	35.14'
R30	S 03°36'32" W	35.14'
R31	S 03°36'32" W	35.14'
R32	S 03°36'32" W	35.14'
R33	S 03°36'32" W	35.14'
R34	S 03°36'32" W	35.14'
R35	S 03°36'32" W	35.14'
R36	S 03°36'32" W	35.14'
R37	S 03°36'32" W	35.14'
R38	S 03°36'32" W	35.14'
R39	S 03°36'32" W	35.14'
R40	S 03°36'32" W	35.14'
R41	S 03°36'32" W	35.14'
R42	S 03°36'32" W	35.14'
R43	S 03°36'32" W	35.14'
R44	S 03°36'32" W	35.14'
R45	S 03°36'32" W	35.14'
R46	S 03°36'32" W	35.14'
R47	S 03°36'32" W	35.14'
R48	S 03°36'32" W	35.14'
R49	S 03°36'32" W	35.14'
R50	S 03°36'32" W	35.14'
R51	S 03°36'32" W	35.14'
R52	S 03°36'32" W	35.14'
R53	S 03°36'32" W	35.14'
R54	S 03°36'32" W	35.14'
R55	S 03°36'32" W	35.14'
R56	S 03°36'32" W	35.14'
R57	S 03°36'32" W	35.14'
R58	S 03°36'32" W	35.14'
R59	S 03°36'32" W	35.14'
R60	S 03°36'32" W	35.14'
R61	S 03°36'32" W	35.14'
R62	S 03°36'32" W	35.14'
R63	S 03°36'32" W	35.14'
R64	S 03°36'32" W	35.14'
R65	S 03°36'32" W	35.14'
R66	S 03°36'32" W	35.14'
R67	S 03°36'32" W	35.14'
R68	S 03°36'32" W	35.14'
R69	S 03°36'32" W	35.14'
R70	S 03°36'32" W	35.14'
R71	S 03°36'32" W	35.14'
R72	S 03°36'32" W	35.14'
R73	S 03°36'32" W	35.14'
R74	S 03°36'32" W	35.14'
R75	S 03°36'32" W	35.14'
R76	S 03°36'32" W	35.14'
R77	S 03°36'32" W	35.14'
R78	S 03°36'32" W	35.14'
R79	S 03°36'32" W	35.14'
R80	S 03°36'32" W	35.14'
R81	S 03°36'32" W	35.14'
R82	S 03°36'32" W	35.14'
R83	S 03°36'32" W	35.14'
R84	S 03°36'32" W	35.14'
R85	S 03°36'32" W	35.14'
R86	S 03°36'32" W	35.14'
R87	S 03°36'32" W	35.14'
R88	S 03°36'32" W	35.14'
R89	S 03°36'32" W	35.14'
R90	S 03°36'32" W	35.14'
R91	S 03°36'32" W	35.14'
R92	S 03°36'32" W	35.14'
R93	S 03°36'32" W	35.14'
R94	S 03°36'32" W	35.14'
R95	S 03°36'32" W	35.14'
R96	S 03°36'32" W	35.14'
R97	S 03°36'32" W	35.14'
R98	S 03°36'32" W	35.14'
R99	S 03°36'32" W	35.14'
R100	S 03°36'32" W	35.14'

Area = 0.005 Acres / 214 Sq. Ft.

Call Table for SDE

Course	Bearing	Distance
S1	S 03°37'55" W	20.00'
S2	N 86°23'38" W	49.98'
S3	N 03°36'05" E	147.00'
S4	S 86°23'55" E	42.00'
S5	S 03°36'05" W	127.00'
S6	S 86°22'05" E	7.99'
S7	S 03°36'51" W	20.03'
S8	N 83°08'49" W	77.05'
S9	S 88°58'14" W	135.89'
S10	N 86°51'29" W	91.73'
S11	N 80°52'48" W	49.55'
S12	N 41°31'23" W	29.30'
S13	N 04°46'08" E	55.91'
S14	S 04°46'08" W	48.10'
S15	N 41°31'23" W	13.60'
S16	S 80°52'48" E	41.36'
S17	S 86°51'29" E	89.95'
S18	N 88°58'14" E	136.54'
S19	S 83°08'49" E	77.30'
S20	N 03°37'11" E	26.52'
S21	S 86°22'49" E	7.43'
S22	N 03°08'13" E	120.68'
S23	S 86°51'48" E	42.00'
S24	S 03°08'12" W	146.72'
S25	N 87°20'47" W	27.68'
S26	N 87°20'47" W	20.01'
S27	N 87°20'47" W	1.96'

Call Table for Tie Lines

Course	Bearing	Distance
T1	N 03°34'03" E	4.90'
T2	S 87°03'06" E	7.19'
T3	S 86°22'49" E	5.00'
T4	S 87°03'06" E	6.70'

Call Table for Right of Way

Course	Bearing	Distance
R1	S 03°36'55" W	131.04'
R2	S 85°50'10" E	50.00'
R3	N 03°38'11" E	742.14'
R4	N 86°21'43" W	50.00'
R5	S 48°18'27" W	35.56'
R6	N 87°02'17" W	350.09'
R7	S 03°38'08" W	50.02'
R8	S 87°02'26" E	350.09'
R9	N 41°41'33" E	35.15'
R10	S 03°38'29" W	510.64'

I, JEFFREY C. ALLEN, certify that this plat was  
drawn under my supervision from an actual survey made  
under my supervision (deed description recorded in Book  
1281, page 939); that the boundaries not surveyed  
are clearly indicated as drawn from information found in  
Book 1281, page 939; that the ratio of precision as  
calculated is 1:10,000+; that this plat was prepared in  
accordance with G.S. 47-30 as amended; that regarding  
G.S. 47-30(1)(1), this survey is an exception to the

Witness my original signature, registration number  
and seal this 30th day of April, 2021.

PROFESSIONAL LAND SURVEYOR L-3810

**FINAL DRAWING  
FOR REVIEW  
PURPOSES ONLY**

Right of Way Dedication  
and Storm Drainage Easement  
**State Employees  
Credit Union**  
970 Salisbury Street  
Salisbury Township - Rowan County  
NORTH CAROLINA



SCALE	DATE	JOB #	DRAWN
1"=30'	04/30/21	1144	MCF



OWNER:  
State Employees Credit Union  
1119 Salisbury St, 11th Floor  
Raleigh, NC 27603

Allen Geomatics, P.C. (C-3191)  
PO Box 89, Advance, NC 27006  
(336) 998-0218  
www.AllenGeomatics.com

John C. Sifford  
Florence Ruffy Sifford  
PIN: 5678-01-18-2741  
DB 259 Pg 226

John C. Sifford  
Florence Ruffy Sifford  
PIN: 5678-01-18-2741  
DB 259 Pg 226

Rives Rentals, LLC  
PIN: 5678-01-08-1280  
DB 1314 Pg 892

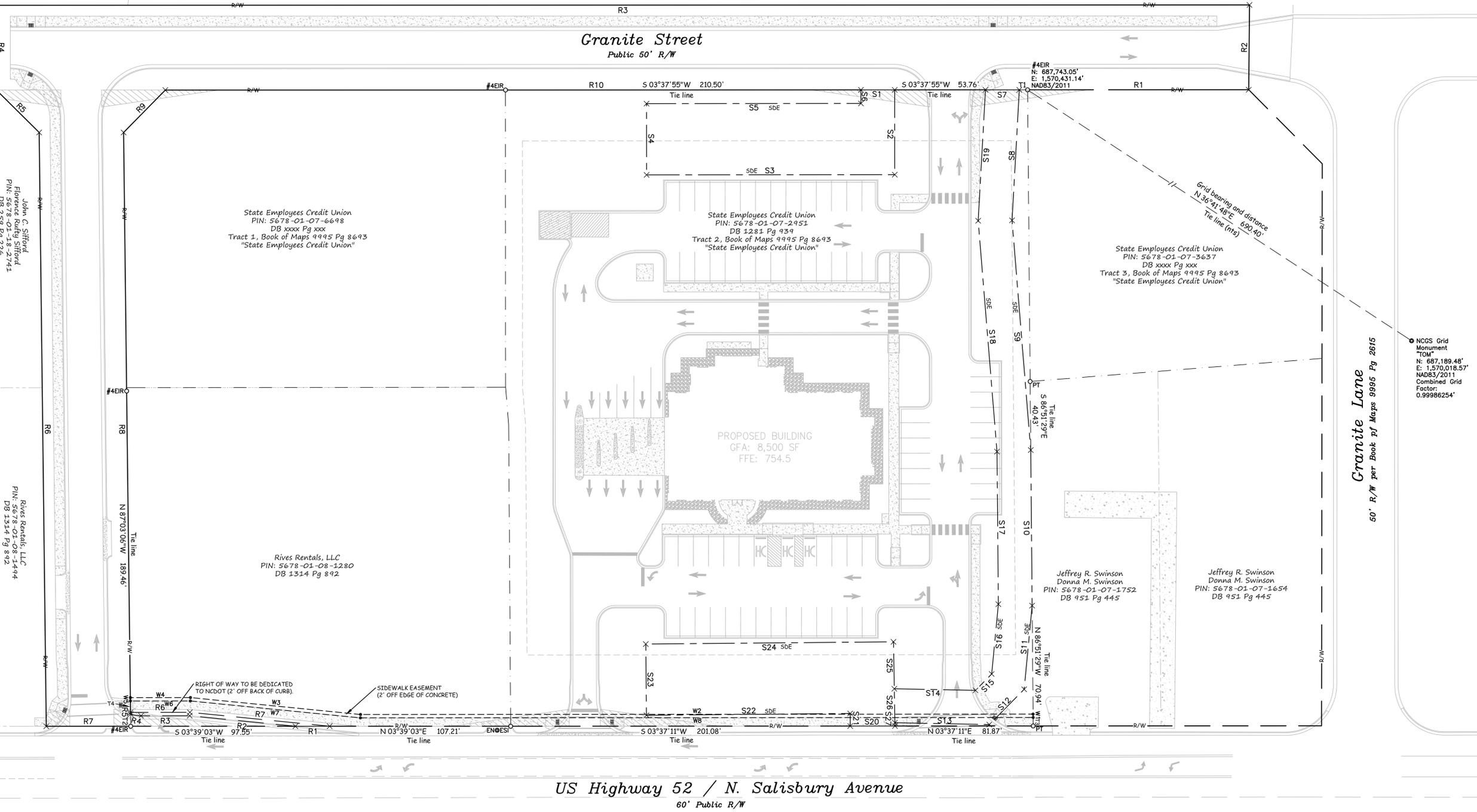
State Employees Credit Union  
PIN: 5678-01-07-6698  
DB xxxx Pg xxx  
Tract 1, Book of Maps 9995 Pg 8693  
"State Employees Credit Union"

State Employees Credit Union  
PIN: 5678-01-07-2951  
DB 1281 Pg 939  
Tract 2, Book of Maps 9995 Pg 8693  
"State Employees Credit Union"

State Employees Credit Union  
PIN: 5678-01-07-3637  
DB xxxx Pg xxx  
Tract 3, Book of Maps 9995 Pg 8693  
"State Employees Credit Union"

Jeffrey R. Swinson  
Donna M. Swinson  
PIN: 5678-01-07-1752  
DB 951 Pg 445

Jeffrey R. Swinson  
Donna M. Swinson  
PIN: 5678-01-07-1654  
DB 951 Pg 445



- LEGEND**
- EIP EXISTING IRON PIPE
  - EIR EXISTING IRON REBAR
  - EN EXISTING NAIL
  - ESI EXISTING SOLID IRON
  - PT POINT NOT FOUND OR SET
  - NAD NORTH AMERICAN DATUM
  - NC6S NORTH CAROLINA GEODETIC SURVEY
  - NTS NOT TO SCALE
  - NCDOT NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
  - R/W RIGHT-OF-WAY
  - PIN PARCEL IDENTIFICATION NUMBER
  - SDE STORM DRAINAGE EASEMENT

- NOTES:**
- PIN: 5678-01-07-2951
  - DB 1281 Pg 939
  - Tract 2, Book of Maps 9995 Pg 8693
  - Zoned: OI (Town of Granite Quarry)
- LINETYPE LEGEND**
- PUBLIC R/W
  - TIE LINE
  - - - - - STORM DRAINAGE EASEMENT
  - - - - - R/W TO BE DEDICATED TO NCDOT
  - - - - - SIDEWALK EASEMENT (2' OFF CONCRETE)

Call Table for Sidewalk Easement

Course	Bearing	Distance
W1	N 88°03'07" W	2.00'
W2	N 03°36'59" E	398.47'
W3	N 09°18'31" E	101.22'
W4	N 03°36'32" E	35.48'
W5	S 87°03'06" E	2.00'
W6	S 03°36'32" W	35.60'
W7	S 09°18'31" W	101.22'
W8	S 03°36'59" W	398.32'

**CERTIFICATE OF OWNERSHIP AND DEDICATION**

I hereby certify that I am the owner of the property described hereon, which is located in the subdivision jurisdiction of the Town of Granite Quarry, Rowan County and that I hereby adopt this plan of right of way dedication and easement with my free consent.

State Employees Credit Union \_\_\_\_\_ Date \_\_\_\_\_

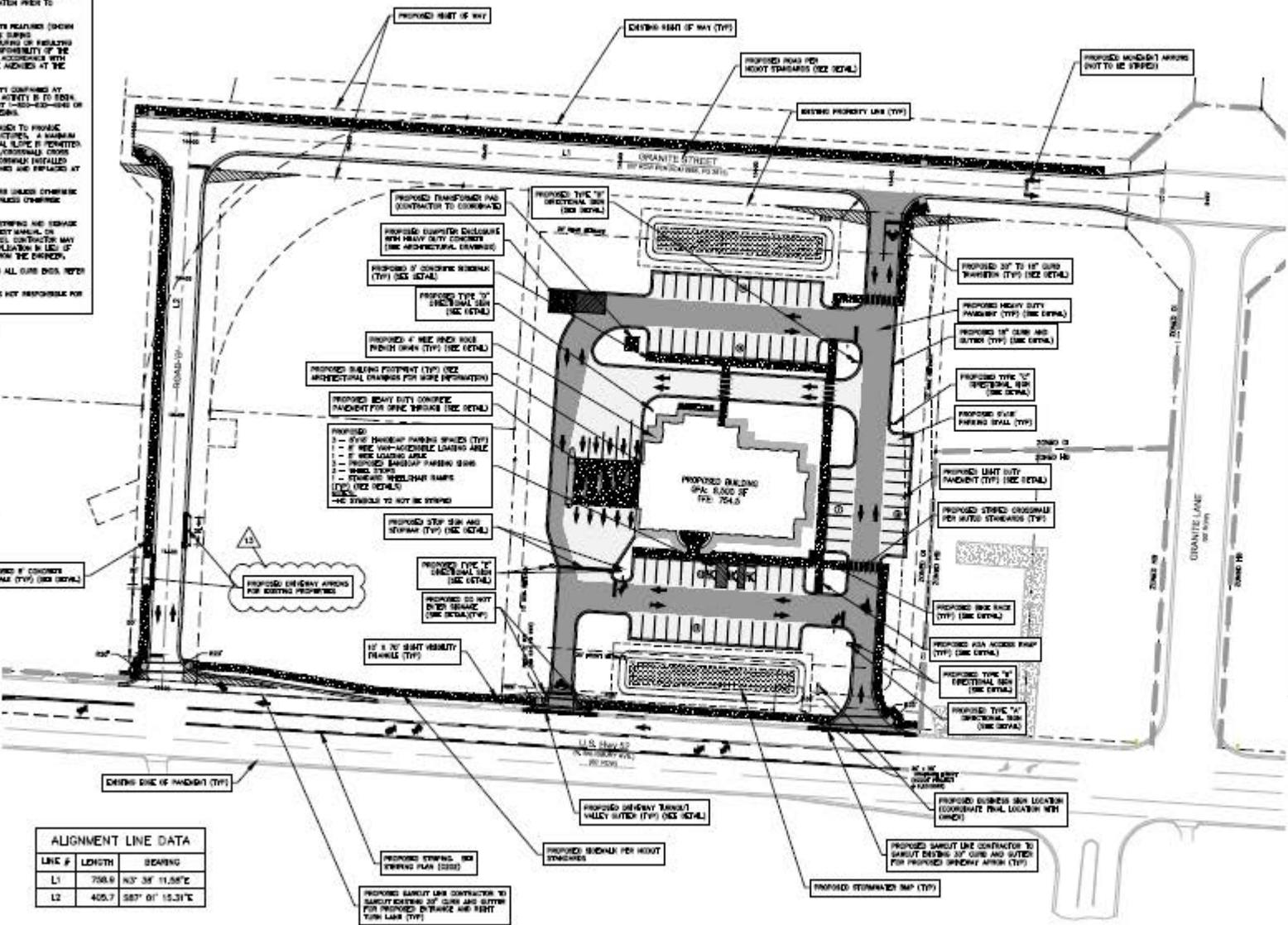
Rives Rentals, LLC \_\_\_\_\_ Date \_\_\_\_\_

Florence Ruffy Heirs \_\_\_\_\_ Date \_\_\_\_\_

- NOTES**
- ALL SETBACKS SHALL BE IN ACCORDANCE WITH ALL LOCAL, STATE, AND FEDERAL REGULATORY STANDARDS AND REQUIREMENTS IN THE PROJECT TECHNICAL SPECIFICATIONS.
  - SHALL-PAUSE CONSTRUCTION.
  - ALL WORK MUST BE PERFORMED BY A NORTH CAROLINA LICENSED CONTRACTOR.
  - CONTRACTOR IS RESPONSIBLE FOR LOCATING AND VERIFYING THE EXISTING LOCATION AND CLEARANCE FOR ALL UTILITIES PRIOR TO CONSTRUCTION AND TO VERIFY EXISTENCE OF ANY CONFLICTS OR DISCREPANCIES. THE LOCATION OF SOME UTILITIES SHOWN ON THE PLANS MAY BE APPROXIMATE. ALL UTILITIES LOCATED WITHIN SIX (6) FEET OF THE PLANS AND IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE EXISTING UTILITIES PRIOR TO CONSTRUCTION.
  - CONTRACTOR SHALL PROTECT EXISTING UTILITIES (SHOWN TO REMAIN) AND HEAVILY CONVEYED UTILITIES (SHOWN TO BE REMOVED) PRIOR TO CONSTRUCTION. ANY DAMAGE TO EXISTING UTILITIES OR INTERFERENCE WITH CONSTRUCTION ACTIVITY IS THE RESPONSIBILITY OF THE CONTRACTOR AND IS TO BE REMOVED IN ACCORDANCE WITH APPLICABLE STANDARDS OF APPROPRIATE AGENCIES AT THE CONTRACTOR'S EXPENSE.
  - THE CONTRACTOR IS TO VERIFY ALL UTILITIES SHOWN BY LEAST TO 24 HOURS BEFORE CONSTRUCTION ACTIVITY IS TO BEGIN. THE CONTRACTOR SHALL VERIFY (LOCATE BY "NON-DESTRUCTIVE" OR BY 12 HOURS BEFORE CONSTRUCTION BEGINS).
  - SEWERLINES SHALL BE CONSTRUCTED IN ORDER TO PREVENT FUTURE CHANGE AWAY FROM ALL STRUCTURES. A MAXIMUM OF 10% (SEE FOOT NOTATIONS) SLOPE IS PERMITTED. A MAXIMUM OF 1/4" PER FOOT (SEE FOOT NOTATIONS) SLOPE IS PERMITTED. ANY SLOPE EXCEEDING 10% SHALL BE REWORKED AND REPAIRED AT CONTRACTOR'S EXPENSE.
  - ALL NEW UTILITIES ARE FROM BACK OF CURB UNLESS OTHERWISE NOTED. ALL EXISTING UTILITIES ARE TO BE MAINTAINED UNLESS OTHERWISE NOTED.
  - ALL RECONSTRUCTED UTILITIES, EXISTING AND NEW, SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE UNIFORM STANDARD CONSTRUCTION CODES. ALL UTILITIES SHALL BE INSTALLED TO MEET ALL APPLICABLE LOCAL, STATE, AND FEDERAL REGULATORY STANDARDS. ALL UTILITIES SHALL BE INSTALLED TO MEET ALL APPLICABLE LOCAL, STATE, AND FEDERAL REGULATORY STANDARDS.
  - CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE TOWN OF GRANITE QUARRY.
  - PROPOSED ROADS TO BE PUBLIC. CONTRACTOR IS NOT RESPONSIBLE FOR ANY ROAD MAINTENANCE.

**GENERAL NOTES**

- LINE WITH PAVEMENT
- HEAVY DUTY PAVEMENT
- HOIST PAVEMENT
- CONCRETE
- FINED SOIL



**ALIGNMENT LINE DATA**

LINE #	LENGTH	BEARING
L1	756.9	N37° 38' 11.58"E
L2	405.7	S87° 01' 15.31"E



**VICINITY MAP**  
NOT TO SCALE

**DEVELOPMENT DATA**

OWNER/DEVELOPER: STEVE EMPLOYEES' CREDIT UNION  
 210 S. 2ND STREET  
 RALEIGH, NORTH CAROLINA 27601  
 PHONE: 919-833-4000

OWNER/DEVELOPER: CIVIL DESIGN CONCEPTS, P.A.  
 154 FALLEN AVENUE  
 RALEIGH, NORTH CAROLINA 27601  
 PHONE: 919-833-4000

DESIGNER: HALLMARK ENGINEERS CO., P.A.  
 211 N. MAIN STREET, SUITE A  
 RALEIGH, NORTH CAROLINA 27601  
 PHONE: 919-833-4000

**PROJECT DATA**

PARCEL ID: 065 001 000 001  
 ADDRESS: 6 S. GRANITE ST. AVE  
 GRANITE QUARRY, NC 27604  
 ZONING: R-10 (RESIDENTIAL)  
 SETBACKS: SEE AHEAD

**UTILITIES**

PROVIDE: 30" (FROM R/W)  
 12" (SEE DETAIL)

**EXISTING AND PROPOSED UTILITIES**

EXISTING: 12" WATER MAIN, 12" SEWER MAIN, 12" GAS MAIN  
 PROPOSED: 12" WATER MAIN, 12" SEWER MAIN, 12" GAS MAIN

**VEHICLE SPACES**

REQUIRED SPACES: 1/200 SF PER BUSINESS SPACE PROVIDED: 75  
 SPACES PROVIDED: 75

**HANDICAPPED SPACES**

REQUIRED SPACES: 3 SPACES PROVIDED: 2

**RECYCLE**

REQUIRED SPACES: 1/200 SF PER BUSINESS SPACE PROVIDED: 2

**LOADING SPACES**

REQUIRED SPACES: 1/200 SF PER BUSINESS SPACE PROVIDED: 2

**BUILDING DATA**

SUBJECT: GRANITE QUARRY  
 PROJECT: GRANITE QUARRY  
 SHEET: 69 OF 69

**PREPARED BY:** HALLMARK ENGINEERS CO., P.A.  
**DATE:** 08/12/2014  
**SCALE:** AS SHOWN

**811** Know what's below, Call before you dig.

**NORTH**

**SITE PLAN**  
**GRAPHIC SCALE** Page 69  
 ( 1" = 40' )  
 1" = 40' 0"

**CDC** Civil Design Concepts, P.A.

**STATE EMPLOYEES' CREDIT UNION**  
**GRANITE QUARRY**

**SHEET**  
**C201**

**Agenda Item Summary**

Regular Meeting

July 12, 2021

Agenda Item 15

**American Rescue Plan Act Funds**

*Summary:*

As of the deadline for this month’s Board agenda packet items, we have still not received the disbursement of American Rescue Plan Act (ARPA) funds, nor even confirmation of the amount of funds we will be receiving. Per the most recent direction from NCLM and State Treasurer’s office (July 1): the Town’s governing board must vote to accept the funds (this authority cannot be delegated), and to then delegate the responsibility to execute any necessary agreements to receive them.

That gives us the ability (and only the ability) to receive the disbursement. Once we know the amount, staff can draft the recommended “official” ordinance for the Board to review and consider at its next meeting. There is no rush to budget the funds; in fact, all advice so far is to not rush budgeting the funds for specific appropriations until more guidance is clarified on use of the funds, and also until we see what initiatives may be passed in this session by the state’s general assembly that the Board may want to maximize funds by partnering with or tying into.

*Action Requested:*

***Motion to authorize receipt of the American Rescue Plan Act funds, and to authorize the Town Manager to execute any necessary agreements on behalf of the Board to receive the funds.***

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

For

Against

# July 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
	Office Closed in Observance of Independence Day			CAC 6pm		
11	12	13	14	15	16	17
	Business After Hours 5pm BoA Regular Mtg. 7pm					
18	19	20	21	22	23	24
	P.E.R.C. 5pm	Revitalization 3:30pm				Dragon Boat Festival
25	26	27	28	29	30	31

# Dragon Boat Festival - Shrine Club

**Name:** Dragon Boat Festival - Shrine Club

**Date:** July 24, 2021

**Website:** <http://www.RowanChamberDragonBoat.org>



## Event Description:

Dragon boating is coming back to Rowan County on July 24, 2021 for the seventh annual Rowan Chamber Dragon Boat Festival. Local companies, community groups and associations are encouraged to join in the festivities by forming a team for this exciting event on High Rock Lake.

## Event Media:



**FREE ADMISSION • REGISTER YOUR TEAM!**

## Event Sponsors:

Godley's Garden Center & Nursery  
Salisbury Post  
Eagle Creek Renewable Energy  
Hotwire Communications  
Team Chevrolet Buick GMC Cadillac  
High Rock Lake Association



Matangira Business Recycling and Garbage Disposal Services



Southern Power - Plant Rowan



## Location:

Shrine Club on High Rock Lake  
6480 Long Ferry Rd.  
Salisbury, NC 28147  
[View a Map](#)

## Date/Time Information:

Dragon Boat Race - Saturday, July 24, 2021 - 9 a.m. - 5 p.m.  
Practice Days - Thursday and Friday, July 22-23

## Contact Information:

Send an Email

## Fees/Admission:

Team Information: email [info@rowanchamber.com](mailto:info@rowanchamber.com)  
Vendor Information: email [info@rowanchamber.com](mailto:info@rowanchamber.com)  
Free Admission for spectators



**7TH ANNUAL**  
**ROWAN CHAMBER**  
**DRAGON BOAT FESTIVAL**

Saturday, July 24, 2021  
9AM - 3PM  
Rowan Shrine Club  
High Rock Lake  
6480 Long Ferry Road  
Salisbury, NC

You're invited to join the community for a day of FUN featuring...  
COMPETITION, FOOD TRUCKS, VENDORS & ENTERTAINMENT  
Bring Your Lawn Chair or a Blanket!  
NO PETS OR COOLERS, PLEASE\*

## THANK YOU TO OUR SPONSORS



For More Information:

704-633-4221 • [Info@RowanChamber.com](mailto:Info@RowanChamber.com) • #DragonBoatsRowan2021

[www.RowanChamberDragonBoat.org](http://www.RowanChamberDragonBoat.org)

# August 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
	Planning Board 6pm					
8	9	10	11	12	13	14
	Business After Hours 5pm BoA Regular Mtg. 7pm		Centralina Board of Delegates Mtng 5pm	CAC 6pm		
15	16	17	18	19	20	21
	P.E.R.C. 5pm ZBA 5:30pm	Revitalization 3:30pm	Power in Partnership Breakfast 7:30am			
22	23	24	25	26	27	28
			MPO TAC 5:30pm			
29	30	31				