



**TOWN OF GRANITE QUARRY
TOWN COUNCIL
REGULAR MEETING
Monday, June 10, 2024
6:00 p.m.**

**Call to Order
Moment of Silence
Pledge of Allegiance**

1. Approval of Agenda

2. Approval of Consent Agenda

A. Approval of the Minutes

- 1) Regular Meeting May 13, 2024
- 2) Budget Workshop May 21, 2024
- 3) Budget Workshop May 22, 2024

B. Departmental Reports

C. Financial Reports

D. Reappointments – CAC, PB, & ZBA

E. Contract with Eddie Carrick, CPA, PC for audit of accounts for FY 23-24

F. Resolution for ABC Designated Official

3. Public Comments *(All comments are limited to 3 minutes. No sharing of minutes with other residents.)*

4. Town Manager Update

5. Public Hearing

Budget FY 24-25

A. Staff Summary on Budget Message

B. Public Hearing

C. Board Discussion and Possible Decision

ACTION REQUESTED: Motion to adopt Budget Ordinance 2024-03 for Fiscal Year 2024-2025 as presented.

Old Business

6. Consideration and Possible Action Regular Meeting Schedule Change

This item was continued from May’s regular meeting for further discussion.

ACTION REQUESTED: Motion to amend the regular meeting schedule by changing the day of the regular meetings to the second _____ of each month beginning in July 2024.

New Business

7. Training and Travel Request Council Member Mack, NC BEMO Conference

ACTION REQUESTED: Motion to approve Council Member Mack’s request for travel and training at the NC BEMO Conference.

8. Consideration and Possible Action Master Sign Plan Approval – Granite Ind. Park

ACTION REQUESTED: Motion to adopt the Master Sign Plan Approval for Granite Industrial Park as presented.

9. Budget Amendment Civic Park Shelter Roof

ACTION REQUESTED: Motion to approve Budget Amendment #8 for the Civic Park roof repairs as requested.

10. Proclamation Juneteenth

11. Board Comments

12. Announcements and Date Reminders

A.	Wednesday	June 12	5:00 p.m.	Centralina Executive Board
B.	Wednesday	June 12	5:30 p.m.	Community Appearance Commission
C.	Thursday	June 13	6:00 p.m.	Rowan Municipal Association
D.	Friday	June 14	8:00 a.m.	Mayor’s Roundtable
E.	Sunday	June 16		Father’s Day
F.	Wednesday	June 19		Juneteenth
G.	Thursday	June 20	7:30 a.m.	Chamber Power in Partnership Breakfast
H.	Wednesday	June 26	5:30 p.m.	CRMPO TAC Meeting
I.	Monday	July 1	6:00 p.m.	Planning Board
J.	Monday	July 1	6:15 p.m.	Board of Adjustment
K.	Tuesday	July 2	5:30 p.m.	Events Committee
L.	Thursday	July 4		Independence Day – Town Offices Closed

13. Closed Session

ACTION REQUESTED: Motion to go into closed session pursuant to N.C. General Statutes Section 143-318.11(a)(3) to consult with an attorney retained by the public body in order to preserve the attorney-client privilege.

ACTION REQUESTED: Motion to return to open session.

Adjourn

Agenda Item Summary

Regular Meeting

June 10, 2024

Agenda Item 1

Summary:

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

Action Requested:

Motion to adopt the June 10, 2024 Town Council Meeting Agenda (as presented / as amended).

Approval of Agenda

Motion Made By:

- Doug Shelton
- John Linker
- Laurie Mack
- Rich Luhrs

Second By:

- Doug Shelton
- John Linker
- Laurie Mack
- Rich Luhrs

For:

- Doug Shelton
- John Linker
- Laurie Mack
- Rich Luhrs

Against:

- Doug Shelton
- John Linker
- Laurie Mack
- Rich Luhrs

In case of tie:

Mayor Brittany Barnhardt

- For
- Against

Agenda Item Summary

Regular Meeting

June 10, 2024

Agenda Item 2

Summary:

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

A. Approval of the Minutes

- 1) Regular Meeting May 13, 2024
- 2) Budget Workshop May 21, 2024
- 3) Budget Workshop May 22, 2024

B. Departmental Reports

C. Financial Reports

D. Reappointments – CAC, PB, & ZBA

E. Contract with Eddie Carrick, CPA, PC for audit of accounts for FY 23-24

F. Resolution for ABC Designated Official

Action Requested:

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

Approval of Consent Agenda

Motion Made By:

- Doug Shelton
- John Linker
- Laurie Mack
- Rich Luhrs

Second By:

- Doug Shelton
- John Linker
- Laurie Mack
- Rich Luhrs

For:

- Doug Shelton
- John Linker
- Laurie Mack
- Rich Luhrs

Against:

- Doug Shelton
- John Linker
- Laurie Mack
- Rich Luhrs

In case of tie:

Mayor Brittany Barnhardt

- For
- Against



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN
REGULAR MEETING MINUTES
Monday, May 13, 2024 6:00 p.m.**

Present: Mayor Pro Tem Doug Shelton, Alderman John Linker, Alderwoman Laurie Mack, Alderman Rich Luhrs

Not Present: Mayor Brittany Barnhardt

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

Call to Order: Mayor Pro Tem Shelton called the meeting to order at 6:00 p.m.

Moment of Silence: Mayor Pro Tem Shelton led a moment of silence.

Pledge of Allegiance: The Pledge of Allegiance was led by Alderman Linker.

1. Approval of the Agenda

Mayor Pro Tem Shelton suggested adding an agenda item under New Business to discuss dates for budget workshops.

ACTION: Alderman Luhrs made a motion to approve the agenda with the addition (*of a New Business item to schedule budget workshops*). Alderwoman Mack seconded the motion. The motion passed 4-0.

2. Approval of the Consent Agenda

A. Approval of the Minutes

- 1) Regular Meeting April 8, 2024
- 2) Closed Session April 8, 2024 (*handout*)
- 3) Budget Workshop April 22, 2024

B. Departmental Reports

C. Financial Reports

D. Scope of Services – Centralina Town Manager Search Process

Alderman Luhrs stated he would like to add some things to the minutes (*April 22, 2024*) that were not included. He provided an email with the specific statements which was presented to the Board members as a *handout*.

ACTION: Alderman Luhrs made a motion to approve the Budget Workshop minutes from April 22, 2024 with the additions (*included as an attachment to the minutes in the minute book*). Alderman Linker seconded the motion. The motion passed 4-0.

ACTION: Alderman Luhrs made a motion to approve the consent agenda. Alderwoman Mack seconded the motion. The motion passed 4-0.

3. **Public Comments** – There were no public comments.

4. **Town Manager’s Update**

Interim Town Manager Jason Hord shared highlights from the Town Manager’s Update in the agenda packet. The TAP project RFQs are being reviewed by the DOT; the cost estimate from the engineer will be given to the DOT once it is received. There was a meeting with Salisbury-Rowan Utilities on future projects last week. The PARTF grant application was hand-delivered in Raleigh. A roof leak was discovered at the Civic Park shelter and estimates for the repair have been received; the cost should be covered within the current park budget. Manager Hord shared that the Litter Sweep and Arts in the Park were both successful and that the wayfinding signs have been sent out for bid. Installation of the wayfinding signs is planned for late August or September.

5. **Public Hearing**

Zoning Map Amendment 2024-05-13 Drye

A. **Staff Summary**

Interim Town Manager Jason Hord summarized the Zoning Map Amendment application for parcel 648 185 from Industrial (IND) to Main Street (MS). He provided a handout from the GQDO defining the Main Street and Industrial districts. The Board members discussed the location of the property, the current zoning classification of the property, that there was an adopted list of uses for the classification, and that portions of the property did fall into a floodplain.

B. **Public Hearing**

- 1) Opened: Mayor Pro Tem Shelton opened the public hearing at 6:14 p.m.
 - Mr. Drye, the applicant, spoke in favor of the rezoning and explained the reasoning behind the request. Mr. Drye stated he felt the Main Street zoning classification fit into the town’s plan. Mr. Drye owns two additional lots on the same road frontage (one directly adjacent) that are already zoned MS.
- 2) Closed: Mayor Pro Tem Shelton closed the public hearing at 6:18 p.m.

C. **Board Discussion and Decision**

Board members discussed their individual opinions on the proposed rezoning. Alderman Luhrs stated he didn’t see a downside and felt that MS was appropriate for that area. Alderwoman Mack stated she agreed. Alderman Linker applauded the applicant for working with the town to move forward toward the vision for that area.

ACTION: Alderman Luhrs made a motion to adopt Ordinance ZMA-2024-05-13 as presented (*in the agenda packet with the statement of consistency and reasonableness*). Alderman Linker seconded the motion. The motion passed 4-0.

Old Business

None

New Business

6. **Consideration of Regular Meeting Schedule Change**

Manager Hord stated that Mayor Barnhardt asked that a change to the regular meeting schedule be considered to eliminate an issue with conflicts concerning planning-related items. After speaking with each board member and the contracted planner, Manager Hord recommended the second Wednesday of each month. Alderwoman Mack stated she was unavailable Wednesday evenings. Mayor Pro Tem Shelton suggested adding a second meeting each month just for planning-related items. Alderman Luhrs asked about switching the Planning Board and Town Council meetings. There were questions regarding

Mr. Flowe’s availability and alternatives including another representative from N-Focus being present for the meetings. Alderman Luhrs requested that the contract with N-Focus be reviewed for the organization’s obligations to the Town.

ACTION: Mayor Pro Tem Shelton made a motion that the item be held over to the next board meeting. Alderman Linker seconded the motion. The motion passed 4-0.

7. Scheduling Budget Workshops

Manager Hord stated that staff was proposing a meeting at 4:00 p.m. on Tuesday, May 21st for budget discussion and direction and another at 9:00 a.m. Thursday, May 23rd for the budget presentation. After discussion, there was consensus that the meetings would be called for Tuesday, May 21st at 4:00 p.m. and Wednesday, May 22nd at 3:00 p.m. Clerk Smith will work with Mayor Pro Tem Shelton to get the appropriate notices signed, sent out, and posted.

8. Proclamations

Mayor Pro Tem Shelton recognized the proclamations included in the agenda packet.

- A. Mental Health Awareness Month May
- B. National Police Week May 12-18
- C. Peace Officers Memorial Day May 15
- D. Public Works Week May 19-25

9. Board Comments

- Alderman Linker recommended the Planning Board review the permitted uses table in the GQDO. There was Board consensus to give that direction.
 - Alderman Luhrs stated he felt the GQDO was a guiding document that should be reviewed annually.
- Mayor Pro Tem Shelton asked that the schedule of fees and other attachments be sent out with the draft budget.

10. Announcements and Date Reminders

- A. Tuesday May 14 6:00 a.m. 2nd Primary Election
- B. Thursday May 16 7:30 a.m. Chamber Power in Partnership Breakfast
- C. Thursday May 16 9:00 a.m. Dumpsters for Residents at Quarry
- D. Friday May 17 9:00 a.m. Dumpsters for Residents at Quarry
- E. Saturday May 18 8:00 a.m. Dumpsters for Residents at Quarry
- F. Wednesday May 22 5:30 p.m. CRMPO TAC Meeting
- G. Monday May 27
- H. Monday June 3 6:00 p.m. Memorial Day – Town Offices Closed
- I. Monday June 3 6:15 p.m. Planning Board
- J. Saturday June 8 6:15 p.m. Board of Adjustment
- J. Saturday June 8 9:00 a.m. Fish for Fun

Adjournment

ACTION: Alderman Linker made a motion to adjourn. Alderwoman Mack seconded the motion. The motion passed with all in favor. The meeting ended at 6:59 p.m.

Respectfully Submitted,

Aubrey Smith

Town Clerk



**TOWN OF GRANITE QUARRY
TOWN COUNCIL
BUDGET WORKSHOP
MEETING MINUTES
Tuesday, May 21, 2024, 4:00 p.m.**

Present: Mayor Brittany Barnhardt, Mayor Pro Tem Doug Shelton, Council Member John Linker, Council Member Laurie Mack, Council Member Rich Luhrs

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

Call to Order: Mayor Barnhardt called the meeting to order at 4:00 p.m.

1. Discussion

Budget FY 24-25

Interim Town Manager Hord presented the Council with the updated FY2024-2025 budget projections and requests on the PowerPoint presentation last viewed at the April 22, 2024 budget workshop (*that will be included in the minute book*). The discussion on each slide is as follows:

- **Slide 3 – 2023/24 Estimated End of Year** - dropped slightly
- **Slide 4 – Revenues Projection** - no change
- **Slide 5 – Large Projects**
 - Includes the PARTF Grant Match (if awarded); if not awarded match contribution can be removed
 - Includes Fire Truck \$1,075,700
 - Added \$205,000 for capital reserve
 - Street Paving and Sidewalks \$215,000 (funded through Powell Bill)
- **Slide 6 – Firetruck** - Confirmed with two potential lenders that one payment could be made the first fiscal year and two payments per year beginning the following fiscal year.
- **Slide 7 – Governing Body, Contingency & Transfers**
 - No pay increase proposed but extra added for training
 - Council Member Mack requested additional funding for training to cover hotel stays. After discussion, it was decided the line will remain at \$4,000 with the option to make budget amendments as needed when travel or training requests are brought before the Council.
- **Slide 8 – Administration**
 - Pay and classification adjustments were reflected for some individuals.
 - An increase in insurance was reflected on the slide.
- **Slide 9 – Police**
 - Liability and workers compensation increases were reflected.
 - The capital outlay reflects the purchase of a police car.
 - The Verkada camera system request was removed from the budget after the initial demo of the system.

- Faith's contribution amount is shown at 16% or \$175,797. There was discussion regarding the best way to calculate the resources dedicated to Faith versus Granite Quarry and how to best calculate a fair contribution for services provided.
- **Slide 10 – Fire** - Amounts shown reflect three new full-time firefighters and financing for a new fire engine.
- **Slide 11 – Public Works** - Amounts shown include reclassification of Public Works Crew Leader to Assistant Public Works Director, increased budget for part-time personnel, and the purchase of a new dump truck.
- **Slide 12 – Powell Bill Streets** - Manager Hord shared the system used to rate streets for improvement priority on an annual basis. The estimated cost for some of the streets was shown as an illustration. The cost for FY24/25 street paving projects would total \$215,000.
- **Slide 14 – Parks** - no changes. The CAC budget is \$1,000.
- **Slide 15 – Where We Stand** - this slide illustrated the breakdown for different options including no increase in the current tax rate, a .01 increase, .02 increase, and a .03 increase. All options include a \$13.00 environmental fee.
- **Slide 16 – Rowan County Municipalities** - showed potential tax rate increases for other Rowan County Municipalities
- **Slide 17 – We Hear You!** - Manager Hord shared that the desires of individual council members have been heard and he encouraged the development of a capital improvement plan. The plan will also help with grant applications.
- **Slide 18 – Discussion & Next Steps** - Manager Hord asked for Council feedback on:
 1. Tax Rate
 2. Capital Outlay Items
 3. Capital Reserve Lines
 4. Street Paving

Council members asked technical questions for clarification on specific budget items including the reason for changes to the amounts of the Salisbury water and sewer payment and the employee appreciation banquet. There was discussion regarding the handout for idle hours of police vehicles (*that will be included in the minute book*). The Council would like clarification on the computations shown on the sheet. There was discussion of specific items on the Schedule of Fees and some of the reasoning behind the amounts. The amounts were recommended as best practice by the town's planning consultant to cover planning costs but can be amended by the Council.

ACTION: Mayor Pro Tem Shelton made a motion for a five-minute recess. Council Member Mack seconded the motion. The motion passed with all in favor.

The Council recessed at 5:14 p.m.

Mayor Barnhardt called the meeting back into session at 5:20 p.m.

The Council discussed street paving and sidewalk improvements and options for the capital reserve fund.

Council Member Luhrs questioned the need for a police car and stated he felt raising taxes was a move in the wrong direction. He suggested finding creative ways to fund projects and being proactive with the business community. He proposed no tax increase.

Mayor Pro Tem Shelton stated he couldn't support a tax increase this year. He stated a desire to remove the police car and \$205,000 for capital reserve and to place the balance in the contingency fund.

Council Member Linker stated he started out against a tax increase but wouldn't want to remove anything from the budget. He stated he could be in support of an increase of up to two cents.

Council Member Mack stated she viewed the increase as more of a want than a need but was in support of growing Granite Quarry. She echoed support for seeking more commercial properties and projects. She stated she was not in favor of a tax increase.

Council Member Linker shared that any industrial tenants on Chamandy would require a water and sewer obligation from the town as well as rebates of taxes for the first five years.

Mayor Barnhardt stated that remaining revenue neutral (no tax rate increase) would cripple staff and that if the Council proposed taking out capital outlay, a loan should be added back in.

Mayor Pro Tem Shelton stated the Council was allowing for salary increases for some staff and a possible 8% increase across the board. He proposed that the question be called.

ACTION: Mayor Pro Tem Shelton made a motion to hold the tax rate at .44, take out the \$205,000 for capital reserve, and remove the police car with any surplus balance be placed in Board Contingency. Council Member Luhrs seconded the motion. The motion passed 3-1 with Mayor Pro Tem Shelton, Council Member Luhrs, and Council Member Mack in favor and Council Member Linker opposed.

Discussion on the motion included clarification on the cuts that were being requested and what exactly the vote was on.

Adjourn

ACTION: Mayor Barnhardt called for a motion to adjourn and closed the meeting at 5:54 p.m.

Respectfully Submitted,

Aubrey Smith

Town Clerk



**TOWN OF GRANITE QUARRY
TOWN COUNCIL
BUDGET WORKSHOP
MEETING MINUTES
Wednesday, May 22, 2024, 3:00 p.m.**

Present: Mayor Brittany Barnhardt, Mayor Pro Tem Doug Shelton, Council Member Laurie Mack, Council Member Rich Luhrs

Not Present: Council Member John Linker

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

Call to Order: Mayor Barnhardt called the meeting to order at 3:00 p.m.

1. Discussion

Budget FY 24-25

Interim Town Manager Hord presented to the Council the proposed FY2024-2025 Budget Message and Ordinance created after the direction received at yesterday's meeting. He asked that the Council call a public hearing for the proposed budget at the next regular meeting, June 10, 2024.

ACTION: Council Member Luhrs made a motion to set a public hearing for the fiscal year 2024-2025 Budget for the next regular Town Council meeting on June 10, 2024. Council Member Mack seconded the motion. The motion passed 3-0.

Adjourn

ACTION: Mayor Pro Tem Shelton made a motion to adjourn. Council Member Mack seconded the motion. The motion passed 3-0.

The meeting ended at 3:04 p.m.

Respectfully Submitted,

Aubrey Smith

Town Clerk



PROTECTING QUALITY OF LIFE

Alliance Code
Enforcement LLC

Monthly Report
Town of Granite Quarry

Updated
May 27, 2024

ADDRESS	VIOLATION	STATUS
518 Railroad St	MH	OPEN
305 Yadkin St	JV	OPEN
736 S Main St	JV	OPEN
518 S Main St	JP/JV	OPEN
320 Barringer St	JV	OPEN
720 S Main St	JV	OPEN
507 S Main St	JV	OPEN
610 Maple St	OL/JP	ABATED
110 Chase Stone Ct	JP/JV	OPEN
106 Chase Stone Ct	JP	OPEN
100 San Carlos Dr (109)	JV	OPEN
100 San Carlos Dr (107)	JV	OPEN
412 S Salisbury Ave	JP/JV	OPEN
221 S Oak St	JP/JV	OPEN
215 S Oak St	JP/JV	OPEN
706 S Salisbury Ave	ZV	ABATED
304 S Salisbury Ave	MH	OPEN
PID 650002 (Walton St)	ZV/JV/JP	OPEN
203 S Walnut St	MH	ABATED
201 S Walnut St	JP	ABATED
617 Pine Hill Dr	ZV	ABATED
117 E Kearns St	JP	OPEN
101 Granite St	OL	ABATED



PROTECTING QUALITY OF LIFE

Alliance Code
Enforcement LLC

Monthly Report
Town of Granite Quarry

Updated
May 27, 2024

MONTHLY HIGHLIGHTS

- During the Month of May we focused on previously opened Cases in an effort to bring those into compliance and no new cases were opened during the month.
- 6 Cases have been ABATED.
- 518 Railroad St – Property owner continuing to make progress with disposing/cleaning of the fire debris on the property.
- 706 S Salisbury Ave- Vehicle was removed from the grass area beside the street.
- 203 S Walnut St- Property owner has made the necessary repairs to the burned section of the home. This Case is now Abated and Closed.



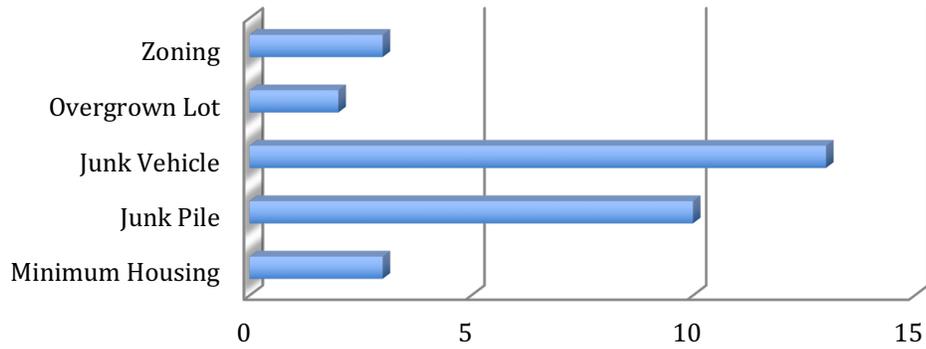
PROTECTING QUALITY OF LIFE

Alliance Code
Enforcement LLC

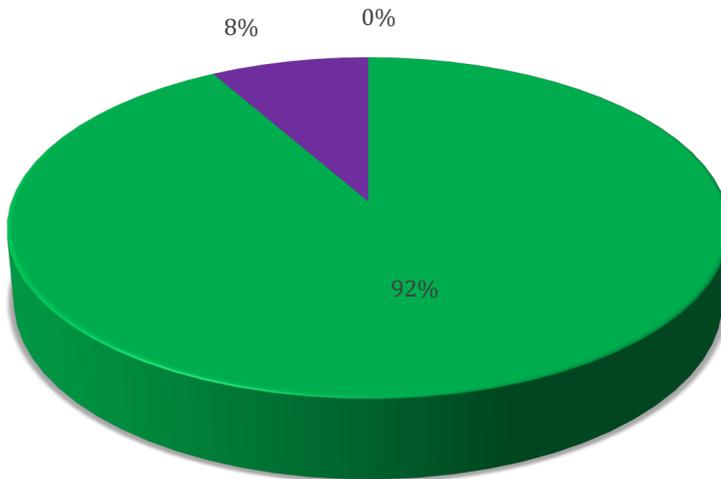
Monthly Report
Town of Granite Quarry

Updated
May 27, 2024

Violations by the Numbers



	Minimum Housing	Junk Pile	Junk Vehicle	Overgrown Lot	Zoning
■ Violations by the Numbers	3	10	13	2	3



Total Cases : 207

Abated: 190

Open In Progress: 17

New Cases: 0

■ Abated ■ Open in Progress ■ New Cases

Planning Monthly Report

MAY 2024



Permits

8 Permit Applications

1 Zoning Verification

Date	Address	Permit	Status
5/7/2024	908 N Salisbury Ave	Food Truck permit	Issued
5/8/2024	206 N KAYLA DR	NEW SFR	Issued
5/8/2024	200 N KAYLA DR	NEW SFR	Issued
5/14/2024	160 Lilly Pad Dr	NEW SFR	Issued
5/16/2024	1124 S. Main Street	Fence	Issued
5/22/2024	2445 Heilig Rd	Detached garage	Issued
5/28/2024	Brown Acres Rd	Exemption- 1 lot into 2 lots	Issued
5/29/2024	240 N. Salisbury Ave	Zoning Verification – Family Dollar	Issued
5/30/2024	850 Hummingbird Lane	Pool	Issued

Planning/Zoning Review

Inquiry	Zoning	Comments

Planning Board: Met May 6, 2024. Continued all action until June meeting.

Zoning Board of Adjustment: Met May 6, 2024. Approved the order on appeal in the matter of M&K Trolley, recommended reappointment of members with expiring terms.



May Work 2024 Public Works Report

- Normal Maintenance Duties Daily- (parks, cleaning, mowing, edging, service on equipment, limbs & sweeping)
- Assisted with several code enforcement complaints.
- Various potholes repaired.
- 7 trash cans replaced for residents.
- Continued spraying rights-of-way.
- New roof on Civic Shelter.
- Yearly limb grinding was completed.
- Circle K area sidewalk repaired.
- Culvert repair S. Cleo at E. Lyerly.
- Yearly pesticide license inspection completed.

2007 Ford Truck	Mileage – 65,550	+214 miles
1994 Ford Dump Truck	Mileage – 47,710	+640 miles
2009 Ford Truck	Mileage – 97,605	+438 miles
2019 Ford Truck F350	Mileage – 24,323	+437 miles
2022 Chevy Silverado	Mileage – 25,554	+1,149 miles



Town of Granite Quarry Fire Department

Established May 15th, 1950

PO Box 351

www.granitequarrync.gov

Granite Quarry, NC

704/279-5596



Board Report June 2024 Chief Hord

Emergency Calls for Service May 2024

42 calls in district

- 25- EMS (including strokes, falls, diabetic, CPR and other medical needs)
- 6- Public Service/Assist
- 2- Lines Down
- 1- Traffic Accident
- 1- Fire Alarm
- 1- Lock Outs
- 3- Electrical problems
- 3- Motor Vehicle Accidents

7 calls to Salisbury

- 3- Cancelled En Route
- 1- Structure Fire
- 1- Move Up
- 1- Public Service
- 1- EMS

5 calls to Rockwell Rural

- 4- EMS
- 1- Cancelled En Route

4 calls to South Salisbury

- 3- Cancelled En Route
- 1- Motor Vehicle Accident

2 calls to Millers Ferry

- 1- Structure Fire
- 1- Move Up

2 calls to Rockwell City Cancelled En route

1 call to Faith Cancelled En Route

1 call to Bostian Heights Cancelled En Route

TOTAL – 64

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.
- Monthly training included E.M.T continuing education and Joint Training with Faith F.D. & Rockwell Rural FD.
- 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. – 2 seats installed/checked.
- Grounds care on Thursdays.
- GQ School visits on Thursdays.
- Multiple truck planning meetings.
- Attended ribbon cutting for Mottzarella's.
- Attended Taps in the Park.
- Annual hydrant maintenance completed.
- Joint training with GQPD on forcing doors.
- New radios in service.

E-571

- Mileage – 25,568
- Hours – 2,312

E-572

- Mileage – 43,175.9
- Hours – 3,509.1

R-57

- Mileage – 39,125.7
- Hours – 3,633.9

SQ-57

- Mileage – 8,481



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

June 2024

- Call volume report for the month of May 2024
- See Attached for Total Calls for Service.
- Date of Report: 06/03/2024
 - Total calls for service/activities – 532
 - 79 Officer Generated Calls.
 - 113 Calls for Service.
 - Calls for service/activities Granite Quarry: 449
 - Calls for service/activities Faith: 83
 - Incident Reports- 7
 - Arrest Reports- 5
 - Crash Reports- 11
 - Traffic Citations- 27
- The following is the ending and average mileage for each vehicle by month:

161 Ford Utility-	End-	88,718
171 Ford Utility -	End-	65,206
172 Ford Utility -	End-	111,000
173 Ford Utility -	End-	55,800
181 Ford F150 -	End-	110,787
191 Dodge Durango -	End-	60,240
201 Ford Utility-	End-	45,366
211 Ford Utility-	End-	23,329
212 Ford Utility-	End-	71,901
231 Dodge Durango	End-	6,254
232 Dodge Durango	End-	5,316
- Other Information:
 - Drug Collection Box. May 2024: 13.39 pounds collected.
 - May CID Report. 0 Cases assigned; 0 Cases cleared; 15 follow-ups conducted; 105 open assigned cases.
 - Officers completed 70 hours of in-service or continuing education training in May.

GQPD

Number of Events by Nature

CFS May 2024 Granite Quarry

Nature	# Events
101D1 HOSTAGE SITUATION	1
104C2 COMMERCIAL BURG (INTRUSI	5
104C3 RESIDENTAL BURG (INTRUSI	2
104O1 ADMIN-REFERAL	2
105D1 ANIMAL-ATTACK	1
110D2 RESIDENTIAL B&E	1
113B2 OTHER NOISE COMPLAINT	1
113B3 NUISANCE COMPLAINT	1
113C1 DISTURBANCE-LOUD PARTY	1
113C2 INTOXICATED/IMPAIRED	1
113D2 DISTURBANCE / VERBAL	3
114C3 PHYSICAL FAMILY DOMESTIC	1
114D1 PHYSICAL DOMESTIC	1
114D2 VERBAL DOMESTIC	2
114D3 PHYSICAL FAMILY DOMESTIC	1
114D4 VERBAL FAMILY DOMESTIC	1
114O2 DOMESTIC - INFORMATION	1
118B2 FRAUD-PAST FORGERY	1
118D2 FRAUD-FORGERY	1
119A1 PAST STALKING	1
119A3 PAST HARASSMENT	1
119C2 THREAT - JUST OCCURED	1
121O2 MENTAL COMMITMENT	1
123B3 FOUND PERSON	1
123D1 MISSING PERSON (AT RISK)	1
125B1 CHECK WELFARE - ROUTINE	4
125B2 LOCKOUT - ROUTINE	4
125D1 CHECK WELFARE-URGENT	3
125D2 LOCKOUT - URGENT	1

Nature	# Events
127D2 SUICIDE THREAT	1
129B3 SUSPICIOUS CIRCUM (PAST)	1
129C1 SUSPICIOUS PERSON	4
129C3 SUSPICIOUS VEHICLE	10
129C5 SUSPICIOUS CIRCUMSTANCE	3
130B1 LARCENY (ALREADY OCC)	1
130D1 LARCENY	1
131B1 TRAFFIC ACCIDENT - PD	1
132A1 ABANDONED VEHICLE	1
132B1 MINOR TRAFFIC VIOLATION	1
132C1 SEVERE TRAFFIC VIOLATION	2
133B1 PAST TRESPASSING	1
133D1 TRESPASSING	2
135D1 ARMED SUBJECT	1
23E1 OPIOID OVERDOSE-ARREST	1
69D1 STRUCTURE FIRE	1
77B3 TRAFFIC ACC - POSS INJURY	1
911 HANG UP	4
ASSIST EMS	2
ASSIST FIRE DEPT	3
ATTEMPT TO LOCATE	2
BURGLARY ALARM	2
BUSINESS OR HOUSE CHECK	282
COMMUNITY PROGRAM	3
DELIVER MESSAGE	14
DOMESTIC PROPERTY PICKUP	1
FOLLOWUP	19
GENERAL INFORMATION	1
MISDIAL	4
OPEN DOOR	1
PARK CHECK	2
REPOSSESSION	2

Nature	# Events
SCHOOL SECURITY CHECK	2
SEARCH WARRANT	1
TRAFFIC CONTROL	1
TRAFFIC STOP	12
UNAUTHORIZED USE OF CONVEYANCE	1
VEHICLE ACCIDENT PROP DAMAGE	9
WARRANT SERVICE	2
Total	449

GQPD

Number of Events by Nature

CFS May 2024 Faith

Nature	# Events
103A2 FOUND PROPERTY	1
104C1 BANK ALARM (INTRUSION)	1
112D2 DECEASED (SUDDEN)	1
114D1 PHYSICAL DOMESTIC	1
119A3 PAST HARASSMENT	1
125D1 CHECK WELFARE-URGENT	1
129C3 SUSPICIOUS VEHICLE	1
130C2 VEH LAR JUST OCCURRED	1
132B1 MINOR TRAFFIC VIOLATION	1
77B1 TRAFFIC ACC - INJURY	1
911 HANG UP	3
ASSIST EMS	1
ASSIST FIRE DEPT	3
BUSINESS OR HOUSE CHECK	34
FOLLOWUP	1
GENERAL INFORMATION	2
MISDIAL	2
REPOSSESSION	1
TRAFFIC CONTROL	22
TRAFFIC STOP	4
Total	83



Finance Department

Breakdown by Department:
As of May 31, 2024

Department	Budgeted	Encumbered	YTD	
Revenues:	<u>4,625,492</u>		<u>3,576,132</u>	<u>77%</u>
Total Revenues:	\$ 4,625,492		\$ 3,576,132	77%
Expenses:				
Governing Body	99,304	-	82,563	83%
Contingency & Tranfers	1,014,146	-	190,999	0%
Administration	636,520	3,050	550,282	87%
Public Works	515,341	11,205	443,855	88%
Police	1,007,124	7,985	795,969	80%
Fire	732,897	1,650	650,745	89%
Streets	342,160	1,200	261,327	77%
Sanitation	182,250	-	151,448	83%
Parks & Recreation	<u>95,750</u>	<u>11,600</u>	<u>72,380</u>	<u>88%</u>
Total Expenses:	\$ 4,625,492	\$ 36,690	\$ 3,199,570	70%
Expense to Revenue:				89%

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

Revenues:					
Account	Budget	YTD	Variance	%	Notes
01-3100-12 Taxes - Budget Year	1,610,208	1,648,183	37,975	102%	
01-3100-17 Tax Penalties & Interest	4,000	8,196	4,196	205%	
01-3101-12 Taxes - Prior Years	8,000	17,189	9,189	215%	
01-3102-12 Vehicle Tax	144,188	156,203	12,015	108%	
01-3230-31 Local Option Sales Tax	1,118,010	986,901	(131,109)	88%	
01-3231-31 Solid Waste Disposal Tax	2,475	2,486	11	100%	
01-3316-32 Powell Pave & Patch Funds	90,000	102,228	12,228	114%	
01-3322-31 Beer & Wine - State	12,660	15,322	2,662	121%	
01-3324-31 Utilities Franchise Tax	141,387	106,752	(34,635)	76%	1
01-3330-84 County First Responders	4,020	5,435	1,415	135%	
01-3413-89 Miscellaneous Revenue	2,700	878	(1,822)	33%	
01-3431-41 Police Authority Revenue_Faith	161,473	121,105	(40,368)	75%	1
01-3431-45 Police Report Revenue	100	195	95	195%	
01-3431-89 Police Miscellaneous	1,100	908	(193)	83%	
01-3451-85 Property Damage Claims	-	11,900	11,900	100%	2
01-3471-51 Environmental Fee Collection	184,750	134,638	(50,112)	73%	1
01-3491-41 Subdivision & Zoning Fees	6,000	11,930	5,930	199%	
01-3613-41 Parks Miscellaneous	21,000	12,660	(8,340)	60%	
01-3713-33 Sal. Water/Sewer Reimbursement	50,000	50,000	-	100%	
01-3831-89 Interest on Investments	90,000	156,523	66,523	174%	
01-3834-41 Park Shelter Rentals	6,000	10,372	4,372	173%	
01-3835-81 Surplus items Sold	1,000	481	(519)	48%	
01-3837-31 ABC Net Revenue-Co.	11,500	15,648	4,148	136%	
01-3991-99 Fund Balance Appropriated	954,921	-	(954,921)	0%	3
	4,625,492	3,576,132	(1,049,360)	77%	

Notes:

- 1 Quarterly distributions with revenues expected this month.
- 2 Chamandy guardrail
- 3 Fund Balance Appropriated = Budget as Adopted + Budget Amendments as follows:

Budget as Adopted	938,146.00
BA #1 Legion Building roof	9,000.00
BA #3 Governing Body additional training	775.00
BA #4 Governing Body additional funds	5,000.00
<u>BA #5 Legion Building Structural Assessment</u>	<u>2,000.00</u>
Total Fund Balance Appropriated	954,921.00

Governing Body:						
Account	Budget	Encum.	YTD	Variance	%	Notes
01-4110-02 Council Salaries	18,745	-	18,745	-	100%	
01-4110-09 FICA Expense	1,434	-	1,434	-	100%	
01-4110-14 Insurance - Workers Comp	50	-	32	18	63%	
01-4110-18 Professional Services	34,120	-	34,120	0	100%	4
01-4110-26 Office Expense	4,280	-	2,061	2,219	48%	5
01-4110-31 Training & Schools	2,675	-	2,560	115	96%	
01-4110-40 Dues & Subscriptions	16,250	-	15,635	615	96%	
01-4110-45 Insurance & Bonds	2,000	-	1,880	120	94%	
01-4110-60 Special Projects	15,200	-	2,240	12,960	15%	
01-4110-61 Grants - Nonprofit Grant Program	350	-	200	150	57%	
01-4110-63 Elections	4,200	-	3,656	544	87%	
	99,304	-	82,563	16,741	83%	

Notes:

- 4 Manager to approve transfer from within Governing Body budget for remaining attorney fees once known
- 5 Not including changes from "Board of Aldermen" to "Town Council" where printed (Name plates, plaques, etc.)

Contingency & Transfers:						
Account	Budget	Encum.	YTD	Variance	%	Notes
01-9820-96 Transfer to Capital Reserve Fund	76,000	-	76,000	-	100%	
01-9840-96 Transfer to Capital Project Funds	938,146	-	114,999	823,147	12%	6
	1,014,146	-	190,999	823,147	19%	

Notes:

- 6 Transfer to Transformational Project GPO

Administration:						
Account	Budget	Encum.	YTD	Variance	%	Notes
01-4120-00 Salaries - Regular	301,925	-	266,671	35,254	88%	
01-4120-03 Salaries - Longevity	1,000	-	850	150	85%	
01-4120-07 401K Expense	15,097	-	12,070	3,027	80%	
01-4120-09 FICA Expense	23,174	-	20,071	3,103	87%	
01-4120-10 Retirement Expense	39,017	-	31,091	7,926	80%	
01-4120-11 Group Insurance	34,500	-	29,793	4,707	86%	
01-4120-14 Insurance - Workers Comp	500	-	425	75	85%	
01-4120-17 Insurance – HRA/Admin Cost	1,200	-	1,100	100	92%	
01-4120-18 Professional Services	100,900	-	94,488	6,412	94%	7
01-4120-22 Employee Appreciation	1,700	-	140	1,560	8%	
01-4120-26 Office Expense	9,500	-	6,991	2,509	74%	
01-4120-31 Training & Schools	9,500	-	7,100	2,400	75%	
01-4120-32 Telephone/Communications	4,400	-	4,170	230	95%	
01-4120-33 Utilities	5,200	-	4,808	392	92%	
01-4120-34 Printing	6,000	-	4,499	1,501	75%	
01-4120-37 Advertising	2,600	-	1,415	1,185	54%	
01-4120-40 Dues & Subscriptions	2,650	-	1,527	1,123	58%	
01-4120-44 Contracted Services	43,807	3,050	31,296	9,461	78%	
01-4120-45 Insurance & Bonds	6,200	-	6,182	18	100%	
01-4120-62 Committees - CAC	500	-	250	250	50%	
01-4120-68 Tax Collection	27,150	-	25,346	1,804	93%	
	636,520	3,050	550,282	83,188	87%	

Notes:

7 Includes code enforcement, planning services, IT, payroll, newsletters, ordinances, online payments, etc.

Public Works:						
Account	Budget	Encum.	YTD	Variance	%	Notes
01-4190-00 Salaries - Regular	146,665	-	121,004	25,661	83%	
01-4190-02 Salaries - Part-Time	70,000	-	66,794	3,206	95%	
01-4190-03 Salaries - Longevity	1,150	-	863	287	75%	
01-4190-07 401K Expense	7,334	-	5,989	1,345	82%	
01-4190-09 FICA Expense	16,663	-	14,269	2,394	86%	
01-4190-10 Retirement Expense	19,039	-	15,538	3,501	82%	
01-4190-11 Group Insurance	25,470	-	17,673	7,798	69%	
01-4190-14 Insurance - Workers Comp	7,230	-	7,228	2	100%	
01-4190-20 Motor Fuel	13,950	-	9,279	4,671	67%	
01-4190-21 Uniforms	1,500	-	1,442	58	96%	
01-4190-24 Maint & Repair - Bldgs/Grounds	134,265	-	134,197	68	100%	8
01-4190-25 Maint & Repair - Vehicles	5,000	-	3,128	1,872	63%	
01-4190-29 Supplies & Equipment	15,000	-	12,471	2,529	83%	
01-4190-31 Training & Schools	200	-	93	107	46%	
01-4190-32 Telephone/Communications	1,900	-	1,336	564	70%	
01-4190-33 Utilities	3,750	-	3,385	365	90%	
01-4190-34 Printing	25	-	14	11	58%	
01-4190-35 Maint & Repairs - Equipment	9,000	-	7,562	1,438	84%	
01-4190-40 Dues & Subscriptions	6,900	-	6,767	134	98%	
01-4190-44 Contracted Services	19,500	11,205	4,519	3,776	81%	9
01-4190-45 Insurance & Bonds	4,800	-	4,794	6	100%	
01-4190-58 Cap Outlay - Bldg/Infrastructure	6,000	-	5,509	491	92%	10
	515,341	11,205	443,855	60,281	88%	

Notes:

- 8 Includes Town Hall Roof
- 9 Limb grinding at leaf and limb site encumbered
- 10 Carport at Quarry

Police:						
Account	Budget	Encum.	YTD	Variance	%	Notes
01-4310-00 Salaries - Regular	543,925	-	422,219	121,706	78%	
01-4310-02 Salaries - Part-Time	18,000	-	9,110	8,890	51%	
01-4310-03 Salaries - Longevity	2,500	-	2,200	300	88%	
01-4310-07 401K Expense	27,697	-	21,300	6,397	77%	
01-4310-09 FICA Expense	43,179	-	34,003	9,176	79%	
01-4310-10 Retirement Expense	78,123	-	59,658	18,465	76%	
01-4310-11 Group Insurance	86,400	-	69,373	17,027	80%	
01-4310-14 Insurance - Workers Comp	11,500	-	10,708	792	93%	
01-4310-20 Motor Fuel	28,000	-	20,014	7,986	71%	
01-4310-21 Uniforms	4,400	-	4,014	386	91%	
01-4310-25 Maint & Repair - Vehicles	13,000	-	10,492	2,508	81%	
01-4310-26 Office Expense	1,500	-	1,353	147	90%	
01-4310-29 Supplies & Equipment	28,750	7,645	19,711	1,394	95%	
01-4310-31 Training & Schools	5,000	-	4,398	602	88%	
01-4310-32 Telephone/Communications	8,200	-	7,623	577	93%	
01-4310-33 Utilities	1,900	-	1,710	190	90%	
01-4310-34 Printing	1,000	-	796	204	80%	
01-4310-35 Maint & Repair - Equipment	1,000	340	642	18	98%	
01-4310-40 Dues & Subscriptions	4,800	-	3,653	1,147	76%	
01-4310-44 Contracted Services	23,250	-	18,088	5,162	78%	
01-4310-45 Insurance & Bonds	17,000	-	16,940	60	100%	
01-4310-54 Cap Outlay - Vehicles	58,000	-	57,964	36	100%	
	1,007,124	7,985	795,969	203,169	80%	

Notes:

Fire:						
Account	Budget	Encum.	YTD	Variance	%	Notes
01-4340-00 Salaries - Regular	282,500	-	248,086	34,414	88%	
01-4340-02 Salaries - Part-Time	192,275	-	178,790	13,485	93%	
01-4340-03 Salaries - Longevity	2,200	-	1,766	434	80%	
01-4340-07 401K Expense	15,520	-	13,487	2,033	87%	
01-4340-09 FICA Expense	36,489	-	32,539	3,950	89%	
01-4340-10 Retirement Expense	40,263	-	34,632	5,631	86%	
01-4340-11 Group Insurance	54,000	-	41,905	12,095	78%	
01-4340-14 Insurance - Workers Comp	10,585	-	8,930	1,655	84%	
01-4340-17 Firemen's Pension Fund	1,725	-	850	875	49%	
01-4340-20 Motor Fuel	7,300	-	6,345	955	87%	
01-4340-21 Uniforms	2,500	350	1,968	182	93%	
01-4340-25 Maint & Repair - Vehicles	12,000	-	11,297	703	94%	
01-4340-29 Supplies & Equipment	29,000	1,300	27,293	407	99%	11
01-4340-31 Training & Schools	5,650	-	5,549	101	98%	
01-4340-32 Telephone/Communications	5,400	-	5,024	376	93%	
01-4340-33 Utilities	7,000	-	6,373	627	91%	
01-4340-34 Printing	275	-	208	67	76%	
01-4340-35 Maint & Repair - Equipment	2,500	-	2,380	120	95%	
01-4340-40 Dues & Subscriptions	3,850	-	3,450	400	90%	
01-4340-44 Contracted Services	10,000	-	8,018	1,982	80%	
01-4340-45 Insurance & Bonds	11,865	-	11,854	11	100%	
	732,897	1,650	650,745	80,502	89%	

Notes:

11 Haligan Bars are encumbered

Streets:						
Account	Budget	Encum.	YTD	Variance	%	Notes
01-4510-18 Professional Services	1,000	-	-	1,000	0%	
01-4510-29 Supplies & Equipment	2,400	-	729	1,671	30%	
01-4510-39 Maint & Repair	30,000	1,200	17,087	11,713	61%	
01-4510-99 Unappropriated Fund Balance	56,600	-	-	56,600	0%	
01-4511-33 Utilities - Street Lights	49,000	-	42,931	6,069	88%	
01-4511-39 Other Services	300	-	-	300	0%	
01-4511-71 Debt Service - Principal	202,860	-	200,581	2,279	99%	12
	342,160	1,200	261,327	79,633	77%	

Notes:

12 Streets loan paid in full in July 2023

Sanitation:						
Account	Budget	Encum.	YTD	Variance	%	Notes
01-4710-44 Contracted Services	182,250	-	151,448	30,802	83%	
	182,250	-	151,448	30,802	83%	

Notes:

Parks & Rec:						
Account	Budget	Encum.	YTD	Variance	%	Notes
01-6130-18 Professional Services	2,000	-	2,000	-	100%	
01-6130-24 Maint & Repair - Bldgs/Grounds	33,900	11,600	21,040	1,260	96%	13
01-6130-29 Supplies & Equipment	7,430	-	6,824	606	92%	
01-6130-32 Telephone/Communications	6,670	-	6,100	570	91%	
01-6130-33 Utilities	20,000	-	18,342	1,658	92%	
01-6130-44 Contracted Services	1,500	-	1,297	203	86%	
01-6130-62 Committees - PERC	24,250	-	16,778	7,472	69%	
	95,750	11,600	72,380	11,770	88%	

Notes:

13 Civic Park shelter roof is encumbered

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

	Amended Project Authorization	Encumbered	Total To Date	Projected by Completion (Variance)	Notes
<u>REVENUES</u>					
04-3613-26 FEMA Grant	\$ 576,286		\$ 506,020	2,311	
04-3613-36 NCDEM Grant	192,095		168,673	770	
<i>Total Revenues</i>	768,381		674,693	3,081	
<u>OTHER FINANCING SOURCES</u>					
04-3981-96 Transfer from General Fund	-		-	-	
<i>Total Other Financing Sources</i>	-		-	-	
TOTAL REVENUES AND OTHER FINANCING SOURCES	768,381		674,693	3,081	
<u>EXPENDITURES</u>					
04-6130-18 Professional Services					
Engineer or Architect Fees	174,250	3,081	171,169	3,081	14
<i>Total Personnel</i>	174,250		171,169	3,081	
04-6130-69 Cap Outlay - Bldg, Struct, Other					
Construction Cost	\$ 547,619		\$ 503,524	-	
Contingency (10%)	46,512		\$ -	-	
<i>Total Capital Outlay</i>	594,131		503,524	-	
TOTAL EXPENDITURES	\$ 768,381		\$ 674,693	3,081	
TOTAL FINANCING SOURCES OVER EXPENDITURES	\$ -	\$ -	\$ -	-	

Notes:

14 Remaining encumbered architect contract

Town of Granite Quarry, North Carolina
Capital Project Ordinance # 2023-01
Transformational Project
Inception 1/9/2023

	Amended Project Authorization	Encumbered	Total To Date	Projected by Completion (Variance)	Notes
<u>FINANCING SOURCES</u>					
08-3981-96 Transfer from General Fund	959,917		140,178	819,739	
<i>Total Financing Sources</i>	959,917		140,178	819,739	
TOTAL REVENUES AND OTHER FINANCING SOURCES	959,917		140,178	819,739	
<u>EXPENDITURES</u>					
08-4930-18 Professional Services					
Pre-Development Services	39,100	12,347	26,753	12,347	
Civic Park "Option 1" Improvements	49,800	7,997	41,803	7,997	
Civic Park Master Plan	55,000	950	54,050	950	
Attorney Fees	2,573		2,573	-	
<i>Total Personnel</i>	146,473	21,294	125,178	21,294	
08-4930-58 Cap Outlay - Construction					
Feasibility Study	15,000	-	15,000	-	
Civic Park "Option 1" Improvements	645,517	-	-	645,517	
	660,517	-	15,000	645,517	
08-4930-97 Contingency	42,928	-	-	42,928	
<i>Total Construction</i>	703,444	-	15,000	688,444	
08-9840-96 Transfer to TAP Project Fund	110,000	-	-	110,000	
<i>Total Transfers</i>	110,000	-	-	110,000	
TOTAL EXPENDITURES	959,917	21,294	140,178	819,739	
TOTAL FINANCING SOURCES OVER EXPENDITURES	\$ -	\$ -	\$ -	-	

Notes:

Town of Granite Quarry, North Carolina
Capital Project Ordinance # 2023-03
Transportation Alternatives Program Project
Inception 2/13/2021

	Project Authorization	Encumbered	Total To Date	Projected by Completion (Variance)	Notes
<u>REVENUES</u>					
09-3450-36 Transportation Alternatives Program Funds	440,000		-	440,000	
<i>Total Revenues</i>	440,000		-	440,000	
<u>OTHER FINANCING SOURCES</u>					
09-3984-96 Transfer from Transformational Projects	110,000		-	110,000	
<i>Total Other Financing Sources</i>	110,000		-	110,000	
TOTAL REVENUES AND OTHER FINANCING SOURCES	550,000		-	550,000	
<u>EXPENDITURES</u>					
09-4511-18 Professional Services	70,000		-	70,000	
<i>Total Personnel</i>	70,000	-	-	70,000	
09-4511-58 Cap Outlay - Construction	452,500		-	452,500	
09-4511-97 Contingency	27,500		-	27,500	
<i>Total Construction</i>	480,000	-	-	480,000	
TOTAL EXPENDITURES	550,000	-	-	550,000	
TOTAL FINANCING SOURCES OVER EXPENDITURES	-	-	-	-	

Notes:

**Town of Granite Quarry, North Carolina
Capital Reserve Fund
Inception 7/1/2023**

	Amended Authorization	Total To Date
<u>FINANCING SOURCES</u>		
02-3981-96 Transfer from General Fund	76,000	76,000
<i>Total Other Financing Sources</i>	76,000	76,000
TOTAL REVENUES AND OTHER FINANCING SOURCES	76,000	76,000
 <u>EXPENDITURES</u>		
02-4190-54 Cap Outlay - Dump Truck	1,000	-
02-4260-58 Cap Outlay - Town Hall	-	-
02-4340-54 Cap Outlay - Fire Truck	75,000	-
<i>Total Capital Outlay</i>	76,000	-
TOTAL EXPENDITURES	76,000	-
<hr/>		
TOTAL FINANCING SOURCES OVER EXPENDITURES	-	76,000

Notes:

Unassigned Fund Balance:

**These amounts are estimates only and intended to give an indication of the fiscal health of Unassigned Fund Balance.*

Unassigned Fund Balance as of 7/01/23	3,068,949
Revenues to date	3,576,132
Expenses to date	(3,199,570)
Revenues over Expense to date	376,563
Less Encumbered	(36,690)
Less Restricted:	
Powell Bill	(83,213)
Reserved by State Statute	(345,217)
Total Restricted	(428,430)
Less Committed:	
Transformational Project CPO	(823,147)
Total Committed	(823,147)
Unassigned Fund Balance at Month End	\$ 2,157,244

Interest on Investments by Month FY 2023-2024

Acct#	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Interest YTD	Invested Balance
Money Market Accounts:														
XX9011	18	2	16	15	15	16	16	18	27	26	29	-	200.24	54,018.57
XX1186	17	19	19	18	18	19	19	21	32	31	34	-	246.82	63,313.49
	35	21	35	34	34	35	35	40	59	57	63	-	\$ 447.06	\$ 117,332.06
NC Capital Management Trust:														
XX4319	11,469	11,705	14,957	15,537	14,436	14,801	14,832	13,909	14,934	14,494	15,003	-	156,075.96	3,401,726.24
	11,469	11,705	14,957	15,537	14,436	14,801	14,832	13,909	14,934	14,494	15,003	-	\$ 156,075.96	\$ 3,401,726.24
Totals													\$ 156,523.02	\$ 3,519,058

Total Invested Balance	\$ 3,519,058
Cash Balance at Month End	\$ 314,316
Minus Outstanding Transactions at Month End	\$ (6,726)
Total Reconciled Cash Balance	\$ 307,590
Total Available Funds	\$ 3,826,648

Agenda Item Summary

Regular Monthly Meeting

June 10, 2024

Agenda Item 2D

Reappointment Recommendations

Summary

The Planning Board, Board of Adjustment, and Community Appearance Commission made the recommendations to reappoint members shown below with waivers of two-term limits as applicable.

Members with Expiring Terms:

Member	Comm	New Term Expiration	County Appoint. Needed	Waiver Needed
Semone Brisson	CAC	7/31/2027	No	<u>Yes</u>
Joe Hudson	ZBA	7/31/2027	No	No
Greg Lowe	ZBA	7/31/2027	<u>Yes</u>	<u>Yes</u>
Jerry Holshouser	ZBA	7/31/2027	No	No
Greg Summitt	ZBA	7/31/2027	No	No
Joe Hudson	PB	7/31/2027	No	<u>Yes</u>
Jerry Holshouser	PB	7/31/ <u>2026*</u>	No	<u>Yes</u>
Greg Summitt	PB	7/31/2027	No	No

**Note: When the GQDO was adopted the number of seats on the Planning Board was reduced. It was expected that the terms would need to be adjusted as they expired to stagger them more evenly. The recommendation is to reappoint Jerry Holshouser to PB seat T1 with an expiration date of 7/31/2026*. Mr. Holshouser volunteered to be reappointed for a two-year term.*

Action Requested:

Motion to reappoint Town advisory board and committee members and request County reappointment of ETJ advisory board members as presented with waivers of the two-term limit applied/requested as necessary.

Motion Made By:

Doug Shelton

John Linker

Laurie Mack

Rich Luhrs

Second By:

Doug Shelton

John Linker

Laurie Mack

Rich Luhrs

For:

Doug Shelton

John Linker

Laurie Mack

Rich Luhrs

Against:

Doug Shelton

John Linker

Laurie Mack

Rich Luhrs

In case of tie:

Mayor Brittany Barnhardt

For

Against

TONY BREWER, CPA, PC
Certified Public Accountant

April 1, 2024

To the Honorable Mayor and Town Council
Town of Granite Quarry
Granite Quarry, North Carolina

We are pleased to confirm our understanding of the services we are to provide for Town of Granite Quarry for the year ended June 30, 2024.

Audit Scope and Objectives

We will audit , where applicable, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of Town of Granite Quarry as of and for the year ended June 30, 2024. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Town of Granite Quarry's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Town of Granite Quarry's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Other Post-Employment Benefits Schedules (if applicable).

We have also been engaged to report on supplementary information other than RSI that accompanies Town of Granite Quarry's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements.

- 1) Individual fund statements and schedules
- 2) Schedule of expenditures of federal awards (if applicable).
- 3) Law Enforcement Officers' Separation Allowance Report (if applicable).

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists; we are required to describe it in our report.

- 1) N/A

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood

that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on (if applicable):

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor’s Responsibilities for the Audit of the Financial Statements and Single Audit (if applicable)

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major programs in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit (if applicable). Our responsibility as auditors are limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government’s ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories (if applicable), and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risks of material misstatement as part of our audit planning:

- Cash
- Support, receivables, and receipts
- Program service fees, revenue, and receivables
- Expenses for program and supporting services, and accounts payable and other liabilities
- Inventories (if applicable)
- Property and equipment

Debt and other liabilities
Net assets

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance (if applicable), we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance (if applicable).

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Town of Granite Quarry's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance (if applicable) requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Town of Granite Quarry's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on Town of Granite Quarry's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

For audits subject to Yellow Book, we will not provide any nonattest services.

For audit not subject to Yellow Book, we will also assist in preparing the financial statements and related notes of Town of Granite Quarry in conformity with accounting principles generally accepted in the United States of America based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statements and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter

our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements and Single Audit (if applicable)

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance (if applicable), it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on the first of audit field work.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance (if applicable). You agree to include our report on the schedule of

expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement (if applicable), we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the Granite Quarry; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Tony Brewer CPA, PC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Tony Brewer CPA, PC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the oversight agency. If we are aware that a federal awarding

agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party contesting the audit finding for guidance prior to destroying the audit documentation.

Tony Brewer is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit after July 1, 2024.

Our fee for these services will be at our agreed upon fee per our LGC contract less any amounts paid directly to Tony Brewer CPA, PC for financial statement preparation and other non-attest services. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly.

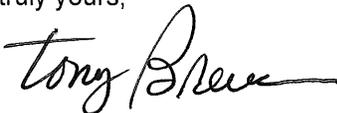
Reporting

We will issue written reports upon completion of our Single Audit (if applicable). Our reports will be addressed to the Council of the Town of Granite Quarry. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report (if applicable) on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report (if applicable) on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports (if applicable) will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to the Town of Granite Quarry and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,



Tony Brewer CPA, PC

RESPONSE: This letter correctly sets forth the understanding of Town of Granite Quarry.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

The	Governing Board Town Council
of	Primary Government Unit Town of Granite Quarry
and	Discretely Presented Component Unit (DPCU) (if applicable) N/A

Primary Government Unit, together with DPCU (if applicable), hereinafter referred to as Governmental Unit(s)

and	Auditor Name Tony Brewer, CPA, PC
	Auditor Address 151 Young Drive, Lexington, NC 27292

Hereinafter referred to as Auditor

for	Fiscal Year Ending 06/30/24	Date Audit Will Be Submitted to LGC 10/31/24
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Must be within four months of FYE

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by U.S. generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business- type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types). The basic financial statements shall include budgetary comparison information in a budgetary comparison statement, rather than as RSI, for the General Fund and any annually budgeted Special Revenue funds.
2. At a minimum, the Auditor shall conduct the audit and render the report in accordance with GAAS. The Auditor shall perform the audit in accordance with *Government Auditing Standards (GAGAS)* if the Governmental Unit expended \$100,000 or more in combined Federal and State financial assistance during the reporting period. The auditor shall perform a Single Audit if required by Title 2 US Code of Federal Regulations Part 200 *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart F* (Uniform Guidance) or the State Single Audit Implementation Act. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit in accordance with the Uniform Guidance (§200.501), it is recommended that the Auditor and Governmental Unit(s) jointly agree, in advance of the execution of this contract, which party is responsible for submission of the audit and the accompanying data collection form to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512).

Effective for audits of fiscal years beginning on or after June 30, 2023, the LGC will allow auditors to consider whether a unit qualifies as a State low-risk auditee based upon federal criteria in the Uniform Guidance §200.520(a), and (b) through (e) as it applies to State awards. In addition to the federal criteria in the Uniform Guidance, audits must have been submitted timely to the LGC. If in the reporting year, or in either of the two previous years, the unit reported a Financial Performance Indicator of Concern that the audit was late, then

the report was not submitted timely for State low-risk auditee status. Please refer to "Discussion of Single Audits in North Carolina" on the LGC's website for more information.

If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board).

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.

4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC Staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2018 revision, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he/she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon auditor's receipt of an updated peer review report. If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to *Government Auditing Standards* or if financial statements are not prepared in accordance with U.S. generally accepted accounting principles (GAAP) and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment to this contract or in an amendment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to LGC Staff within four months of fiscal year end. If it becomes necessary to amend the audit fee or the date that the audit report will be submitted to the LGC, an amended contract along with a written explanation of the change shall be submitted to the Secretary of the LGC for approval.

7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his/her findings, together with his recommendations for improvement. That written report shall include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.

For GAAS or *Government Auditing Standards* audits, if an auditor issues an AU-C §260 report, commonly referred to as "Governance Letter," LGC staff does not require the report to be submitted unless the auditor cites significant findings or issues from the audit, as defined in AU-C §260.12 - .14. This would include issues such as difficulties encountered during the audit, significant or unusual transactions, uncorrected misstatements, matters that are difficult or contentious reviewed with those charged with governance, and other significant matters. If matters identified during the audit were required to be reported as described in AU-C §260.12-.14 and were communicated in a method other than an AU-C §260 letter, the written documentation must be submitted.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Approval is also required for the Alternative Compliance Examination Engagement for auditing the Coronavirus State and Local Fiscal Recovery Funds expenditures as allowed by US Treasury. Approval is not required on audit contracts and invoices for system improvements and similar services of a non-auditing nature.
9. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. This also includes any progress billings [G.S. 159-34 and 115C-447]. All invoices for audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved' with approval date shall be returned to the Auditor to present to the Governmental Unit(s) for payment. This paragraph is not applicable to contracts for audits of hospitals.
10. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC if required, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. This does not include fees for any pre-issuance reviews that may be required by the NC Association of CPAs (NCACPA) Peer Review Committee or NC State Board of CPA Examiners (see Item 13).
11. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC Staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC Staff simultaneously with the Governmental Unit's (Units') audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.
12. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.
13. If the audit firm is required by the NC State Board, the NCACPA Peer Review Committee, or the Secretary of the LGC to have a pre-issuance review of its audit work, there shall be a statement in the engagement letter indicating the pre-issuance review requirement. There also shall be a statement that the Governmental Unit(s) shall not be billed for the pre-issuance review. The pre-issuance review shall be performed prior to the completed audit being submitted to LGC Staff. The pre-issuance review report shall accompany the audit report upon submission to LGC Staff.

14. The Auditor shall submit the report of audit in PDF format to LGC Staff. For audits of units other than hospitals, the audit report should be submitted when (or prior to) submitting the final invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the LGC by any interested parties. Any subsequent revisions to these reports shall be sent to the Secretary of the LGC. These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit(s) without requiring consent of the Auditor. If the LGC Staff determines that corrections need to be made to the Governmental Unit's (Units') financial statements and/or the compliance section, those corrections shall be provided within three business days of notification unless another deadline is agreed to by LGC Staff.

15. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.

16. If an approved contract needs to be modified or amended for any reason, the change shall be made in writing and pre-audited if the change includes a change in audit fee (pre-audit requirement does not apply to hospitals). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC.

17. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and except for fees, work, and terms not related to audit services, shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 30 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.

18. Special provisions should be limited. Please list any special provisions in an attachment.

19. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the primary government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and finance officer also shall be included on this contract.

20. The contract shall be executed, pre-audited (pre-audit requirement does not apply to hospitals), and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.

21. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.

22. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.

23. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.

24. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.

25. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.

26. E-Verify. Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.

27. **Applicable to audits with fiscal year ends of June 30, 2020 and later.** For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and *Government Auditing Standards, 2018 Revision* (as applicable). Financial statement preparation assistance shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.

All non-attest service(s) being performed by the Auditor that are necessary to perform the audit must be identified and included in this contract. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the services and accept responsibility for the results of the services performed. If the Auditor is able to identify an individual with the appropriate SKE, s/he must document and include in the audit workpapers how he/she reached that conclusion. If the Auditor determines that an individual with the appropriate SKE cannot be identified, the Auditor cannot perform both the non-attest service(s) and the audit. See "Fees for Audit Services" page of this contract to disclose the person identified as having the appropriate SKE for the Governmental Unit.

28. **Applicable to audits with fiscal year ends of June 30, 2021 and later.** The auditor shall present the audited financial statements including any compliance reports to the government unit's governing body or audit committee in an official meeting in open session as soon as the audited financial statements are available but not later than 45 days after the submission of the audit report to the Secretary. The auditor's presentation to the government unit's governing body or audit committee shall include:

- a) the description of each finding, including all material weaknesses and significant deficiencies, as found by the auditor, and any other issues related to the internal controls or fiscal health of the government unit as disclosed in the management letter, the Single Audit or Yellow Book reports, or any other communications from the auditor regarding internal controls as required by current auditing standards set by the Accounting Standards Board or its successor;
- b) the status of the prior year audit findings;
- c) the values of Financial Performance Indicators based on information presented in the audited financial statements; and
- d) notification to the governing body that the governing body shall develop a "Response to the Auditor's Findings, Recommendations, and Fiscal Matters," if required under 20 NCAC 03 .0508.

29. Information based on the audited financial statements shall be submitted to the Secretary for the purpose of identifying Financial Performance Indicators and Financial Performance Indicators of Concern. See 20 NCAC 03 .0502(c)(6).

30. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Item 17 for clarification).

31. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at <https://www.nctreasurer.com/state-and-local-government-finance-division/local-government-commission/submitting-your-audit>

32. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

33. Modifications to the language and terms contained in this contract form (LGC-205) are not allowed.

FEEES FOR AUDIT SERVICES

1. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct (as applicable) and *Government Auditing Standards, 2018 Revision*. Refer to Item 27 of this contract for specific requirements. The following information must be provided by the Auditor; contracts presented to the LGC without this information will be not be approved.

Financial statements were prepared by: Auditor Governmental Unit Third Party

If applicable: Individual at Governmental Unit designated to have the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the non-attest services and accept responsibility for the results of these services:

Name:	Title and Unit / Company:	Email Address:
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

OR Not Applicable (Identification of SKE Individual on the LGC-205 Contract is not applicable for GAAS-only audits or audits with FYEs prior to June 30, 2020.)

2. Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter but may not be included in this contract or in any invoices requiring approval of the LGC. See Items 8 and 13 for details on other allowable and excluded fees.

3. The audit fee information included in the table below for both the Primary Government Fees and the DPCU Fees (if applicable) should be reported as a specific dollar amount of audit fees for the year under this contract. If any language other than an amount is included here, the contract will be returned to the audit form for correction.

4. Prior to the submission of the completed audited financial report and applicable compliance reports subject to this contract, or to an amendment to this contract (if required) the Auditor may submit interim invoices for approval for services rendered under this contract to the Secretary of the LGC, not to exceed 75% of the billings for the unit's last annual audit that was submitted to the Secretary of the LGC. All invoices for services rendered in an audit engagement as defined in 20 NCAC .0503 shall be submitted to the Commission for approval before any payment is made. Payment before approval is a violation of law. (This paragraph not applicable to contracts and invoices associated with audits of hospitals).

Primary Government Unit	Town of Granite Quarry
Audit Fee (financial and compliance if applicable)	\$ 11,500
Fee per Major Program (if not included above)	\$ 2,000
Additional Fees Not Included Above (if applicable):	
Financial Statement Preparation (incl. notes and RSI)	\$
All Other Non-Attest Services	\$
TOTAL AMOUNT NOT TO EXCEED	\$ 13,500

Discretely Presented Component Unit	N/A
Audit Fee (financial and compliance if applicable)	\$
Fee per Major Program (if not included above)	\$
Additional Fees Not Included Above (if applicable):	
Financial Statement Preparation (incl. notes and RSI)	\$
All Other Non-Attest Services	\$
TOTAL AMOUNT NOT TO EXCEED	\$

SIGNATURE PAGE

AUDIT FIRM

Audit Firm* Tony Brewer, CPA, PC	
Authorized Firm Representative (typed or printed)* Tony Brewer	Signature*
Date*	Email Address* tony@tonybrewercpa.com

GOVERNMENTAL UNIT

Governmental Unit* Town of Granite Quarry	
Date Governing Board Approved Audit Contract* (Enter date in box to right)	[Redacted]
Mayor/Chairperson (typed or printed)* [Redacted]	Signature* [Redacted]
Date [Redacted]	Email Address* [Redacted]

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1). Not applicable to hospital contracts.

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

Sum Obligated by This Transaction:	\$ [Redacted]
Primary Governmental Unit Finance Officer* (typed or printed) [Redacted]	Signature* [Redacted]
Date of Pre-Audit Certificate* [Redacted]	Email Address* [Redacted]

**SIGNATURE PAGE – DPCU
(complete only if applicable)**

DISCRETELY PRESENTED COMPONENT UNIT

DPCU* N/A	
Date DPCU Governing Board Approved Audit Contract* (Enter date in box to right)	
DPCU Chairperson (typed or printed)*	Signature*
Date*	Email Address*

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

DPCU – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1). Not applicable to hospital contracts.

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

Sum Obligated by this Transaction:	\$
DPCU Finance Officer (typed or printed)* N/A	Signature*
Date of Pre-Audit Certificate*	Email Address*

Remember to print this form, and obtain all required signatures prior to submission.

PRINT

**NORTH CAROLINA
ALCOHOLIC BEVERAGE CONTROL COMMISSION
(919) 779-0700**

Location: 400 E. Tryon Road
Raleigh, NC 27610

Mail: 4307 Mail Service Center
Raleigh, NC 27699-4307

RESOLUTION OF THE TOWN OF GRANITE QUARRY, COUNTY OF ROWAN, REGARDING THE DESIGNATION OF AN OFFICIAL TO MAKE RECOMMENDATIONS TO THE NORTH CAROLINA ALCOHOLIC BEVERAGE CONTROL COMMISSION ON ABC PERMIT APPLICATIONS.

WHEREAS G.S.18B-904(f) authorizes a governing body to designate an official, by name or by position, to make recommendations concerning the suitability of persons or locations for ABC permits; and

WHEREAS the Town of Granite Quarry, County of Rowan, wishes to notify the NC ABC Commission of its designation as required by G.S.18B-904(f);

BE IT THEREFORE RESOLVED that Mark Cook, Police Chief,
(Name of Official) (Title or Position)

is hereby designated to notify the North Carolina Alcoholic Beverage Control Commission of the recommendations of the Town of Granite Quarry, County of Rowan, regarding the suitability of persons and locations for ABC permits within its jurisdiction.

BE IT FURTHER RESOLVED THAT notices to the Town of Granite Quarry, County of Rowan, should be mailed or delivered to the official designated above at the following address:

Mailing address: PO Box 351, Granite Quarry, NC 28072

Office location: 143 N. Salisbury Ave

City: Salisbury, NC

Zip Code: 28146 Phone #: 704-279-5596

This the _____ day of _____, 20____.

Mayor Brittany H. Barnhardt

Sworn to and subscribed before me this the _____ day of _____, 20____.

Clerk Aubrey Smith

Town of Granite Quarry
Town Manager's Report
May 2024



- Budget meeting and message presentation executed by June 1st as required by statute.
- Both Police and Public Works weeks were celebrated by staff in appreciation of all the hard work they do for the town.
- Several economic development meetings with Manager and Planning Director. Nothing else to report currently but will hopefully have some updates soon!
- The manager attended the MPO TCC meeting, and the town was well represented at the TAC meeting this past month.
- Shelly has worked with FMS on the ACH or electronic payment system, and she is very close to getting that in place. Many vendors are asking for electronic payments now due to postal service delays.
- PD and FD trained together on forcible entry tools that the PD just took delivery of for each officer.
- Rick and the Planning Board are working on the Article 8 review on permitted uses for a yearly update.
- The land use plan has been taken to the Planning Board for review in the newly acquired “sphere of influence” area. Should come back to the Town Council next month with any updates.
- Civic Park shelter roof has been completed and it was in bad shape. We should be good to go for years to come.
- Culvert area repaired with coordination of the NCDOT. This took a while to get all the approvals, but the cracked sidewalk/ concrete culvert is repaired.
- Aubrey has been working hard with the NCLM and all of the changes that will happen during the Aetna insurance changeover. Staff participation has been good, and she has done a wonderful job lining all of that up for a seamless transition.

- Debbie has been working on the first Staff Appreciation Event from the normal yearly banquet. She did secure a night out watching the Kannapolis Cannon Ballers for June 18th. Sign up has been good thus far.
- Dumpster Days was successful. Colton reports that 64 residents signed in and we had 5 large dumpsters full.
- The NCDOT released the P7.0 quantitative scores. Unfortunately, with the low amount of funds and number of projects our submitted projects did not score high enough as a priority.
- Centralina has sent out a survey to Council in what you are looking for in a Town Manager so that they can move to the next steps in the process.
- ACE is finishing up what they can on the current list of code enforcement items. We have had a few calls, so I know that some work is being done at the end of the contract.
- The bid package is prepared for the parking lot design for Civic Park. This was a part of the contract with Stewart, and we waited until they got the package completed. We can send it out for bid if the Council wishes to fund it or hold onto it for later.

TOWN OF GRANITE QUARRY NORTH CAROLINA



RECOMMENDED BUDGET FOR FISCAL YEAR 2024-2025 (FY25)

PREPARED BY:
JASON HORD
INTERIM TOWN MANAGER

May 22, 2024

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Town Manager's Budget Message FY 2024-2025

May 22, 2024

Mayor Brittany Barnhardt
Town Council
Town of Granite Quarry
143 N Salisbury Avenue
Granite Quarry, NC 28146

Honorable Mayor Barnhardt, Council Members, and community members of Granite Quarry:

I am pleased to present you with the following proposed FY25 budget. Over the past few years the Council has consistently discussed its desire to not just maintain, but to enhance the Town's levels of service and fiscal responsibility. A great amount of time, effort, and thought went into this FY25's planning, goal setting, and budget development to accomplish just that. I commend the Council's patience and guidance through the process.

Strategic Goals

At the Town's February 22, 2024, Planning Retreat Department Heads reported on progress with strategic goals, provided a preview of priorities and identified the resources needed to continue accomplishing them into this upcoming fiscal year. A great deal of community input was gathered by our Civic Park Master Plan community survey and through community events.

Growth continues to have significant impacts on the budget, operations, and long-term planning needs of the Town. Granite Quarry has completed an overhaul of its Comprehensive Land Use Plan and Unified Development Ordinance to help guide and protect both the existing community and ongoing development. Enhanced planning services and retaining qualified staff among all affected departments in FY25 are instrumental in its successful implementation and administration.

Personnel

We approached this FY with a priority emphasis on Retention, Succession Planning, and Recruitment.

1. Personnel Pay, Salary & Benefit Comparisons and Classification/Compression Analysis

We conducted a very thorough study and analysis of both statewide and local government peer groups. Ultimately, we determined our annual grade scale market adjustments have kept the town fairly competitive as they are. Four position classifications warranted grade adjustments (see

Attachment B). We also have a recruitment / retention bonus in effect for the Police Department. However, an updated third-party salary study will most likely be needed before the FY26 budget.

2. CPI/Market Adjustments and Merit Availability (“Performance Pay”)

We predict that those adjustments - along with the proposed performance pay (and merit tied to performance measurements), insurance, and benefits - will keep us competitive on the compensation front. Given the volatility of the market, we will keep an eye out for any mid-year changes and conduct another thorough analysis next year.

3. Organizational Culture / Climate Assessment

Pay keeps towns competitive. In the end, organizational culture keeps towns staffed.

The town conducted a climate assessment study from a third-party vendor to capture thoughts of current employees. This was centered around morale and what our team wants / needs. It was determined that continued emphasis on employee appreciation events is much desired. That is also addressed in this budget.

Debt Service

The town is currently debt free. However, the current need for a fire engine is addressed in this budget. Financing \$1,075,700 over 5 years is an approximate \$251,000 annual payment.

Capital Needs

The Town has done a phenomenal job of maintaining facilities and equipment to minimize and prolong the need for capital repairs or replacements.

The Fire Department commissioned refurbishments of several of our Fire Engines to keep them up to standards and prolong their need for replacement. One of the 1994 units is estimated to need replacing by around FY27 though, and the average cost of a new Engine currently looms around \$1,200,000. However, post-covid markets have changed and the lead time for a fire engine is 48 months. For this reason, the Fire Department is requesting the order / purchase of a replacement front line engine. This would put the in-service date around a year later than expected in the original 5-year plan.

The Public Works Department currently has a 1994 Ford F700 dump truck. While this has been a great asset, the time has come to upgrade/ replace this vehicle. The cost of repairs and safety concerns warrants the replacement of this vehicle. Staff has done their due diligence in considering the purchase of a used vehicle; however, staff has found that the market for a used dump truck is limited to those with much higher mileage and usage. For those reasons, this budget includes a new dump truck estimated at \$92,000.

Tax Rate and Assessed Tax Base

The Town has struggled to offer its desired level of service and cover inflationary costs at such a low tax rate for a number of years. The margin between GQ and our comparable peer group municipalities, who *were* adjusting more with such costs, grew. Ultimately GQ has remained the 3rd lowest tax rate among *all* units of local government within the County, and the lowest tax rate among our benchmark peer group by a staggering margin of 6 to 11 cents / \$100 of valuation (see Table 1 below).

Unit of Government	FY24 Tax Rate
Salisbury	0.616
Rowan County	0.58
East Spencer	0.66
Spencer*	0.55
Kannapolis (Rowan)	0.63
China Grove*	0.50
Landis**	0.49
Rockwell	0.46
<u>Granite Quarry*</u>	<u>0.44</u>
Faith	0.41
Cleveland	0.3936 (0.3 city + 0.0936 community fire rate)

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

** As a city with electric utility, Landis is actually not in our peer group for some benchmarking standards but is illustrated in Table 1 as such by population and levels of general services.

As one can deduce, the result has often been stretching the workload capacities of existing resources, the challenge to find or justify funding needed for more proactive goals, an increasing need to tap into fund balance for major (yet anticipated in municipal services) items and projects – if not simply postponing them from year to year.

While Table 1 in and of itself does not imply that Granite Quarry needs to be at the same tax rate as any particular municipality within our benchmark peer group, it does provide a good and simple illustration of the limitations behind these challenges. The Town Council and Administration are indeed on the same page about wanting to ensure that we *continue* offering the best possible services at the best value we can for the community we serve.

Executive Summary

This budget prioritizes funding into the areas established as the highest priorities by this administration and the Town Council. The Town is currently undertaking a large number of major, even transformational projects and goals. It has worked very hard to develop, retain, and attract talented staff dedicated to our core values and continuous improvement.

The following is a more-detailed overview of items by funded department.

Budget Overview

After careful consideration, the following budget recommendations represent Town Council goals, departmental input, and community needs within a tax rate of 44.00 cents per \$100 valuation. The total recommended budget is \$4,852,841.

General Fund:		\$ 4,852,841
Governing Body	\$ 106,585	
Contingency and Transfers	856,621	
Administration	668,192	
Police	1,036,733	
Fire	1,051,262	
Public Works	539,621	
Streets: Powell Bill	251,493	
Streets: Non-Powell Bill	60,790	
Parks and Recreation	94,025	
Environmental	187,519	
Total General Fund:		\$4,852,841

FY 2024-2025 Departmental Highlights

Governing Body: The recommended budget for Governing Body is \$106,585. It includes funding for the annual financial audit, increased attorney fees, additional training, and meetings.

Contingency and Transfers: The proposed budget for Contingency and Transfers is \$856,621. This includes \$788,146 in Transformational Project funds freed up from American Rescue Plan Act funding. These funds are being focused on transformational Parks and Town Square/Downtown infrastructure projects.

Administration: The proposed budget for Administration is \$668,192. This includes continuation of contracts for part-time code enforcement and planning services, funding to accomplish Governing Body communication/community engagement goals, increased bonding cost requirements for municipal finance officers, and increased interlocal agreement costs of tax collections. This also includes the above-mentioned pay class adjustments for the Clerk, Finance Director, and Office Assistant.

Police: The proposed budget for the Police Department is \$1,036,733. This includes continuing operational cost increases such as fuel, supplies, maintenance contracts, dues, and subscriptions. Full staffing and enhanced career development programs with police positions is part of the Town's priority goal strategy to increase police services including community policing initiatives.

Fire: The proposed budget for the Fire Department is \$1,051,262. This includes continued increases to normal public safety supplies and operational costs also. It includes funding for 3 new full-time Firefighter positions as we adapt to the nationwide diminishing volunteer base in fire service while proactively maintaining our ISO Class 1 rating - which not only reflects the highest quality of public protection we provide, but directly benefits our community with lower insurance rates as well. This also includes the debt service payment for the term of 5 years to replace the frontline fire engine. The town will not take delivery of the engine until 48 months after the order is placed.

Maintenance / Public Works: The proposed budget for Public Works is \$539,621. This includes funding for reclassification of position from Crew Leader to Assistant Public Works Director and additional part-time staffing to enhance parks maintenance and supplement general public works quality efforts. Also

included is the purchase of a new dump truck used in leaf and limb collection to replace the current one that is 30 years old.

Streets – Powell Bill: The proposed budget for Powell Bill is \$251,493. This includes a \$215,000 capital paving project and \$25,000 allotted for normal maintenance and repairs.

Streets – Non-Powell Bill: The proposed budget for Non-Powell Bill Streets is \$60,790.00. This includes the Utilities costs on streetlights.

Parks and Recreation: The proposed budget for Parks and Recreation is \$94,025. This includes normal operational upkeep of parks and their facilities, and increased costs of the Town’s signature Granite Fest event which has continued growing since the pandemic. This does not include the costs associated with the potential PARTF grant that could be funded in the fall of FY25.

Environmental: The proposed budget for Environmental costs is \$187,519. This includes increased area and costs associated with the Waste Management sanitation services contract, especially surcharges from the dramatic increase in fuel costs. The cost increase is addressed in the budget as a \$13.00 per month environmental fee, an increase from \$12.00 fee in FY 24.

The proposed General Fund budget is balanced with a tax rate of 44.00 cents per \$100 of valuation. Projected revenues and other funding sources are \$4,852,841 and projected expenditures are \$4,852,841.

Respectfully Submitted,

Jason Hord

Jason Hord
Interim Town Manager



TOWN OF GRANITE QUARRY, NORTH CAROLINA
Budget Ordinance No. 2024-03
Fiscal Year 2024-2025 (FY25)

**AN ORDINANCE CONCERNING APPROPRIATIONS AND THE RAISING OF REVENUE FOR THE
 FISCAL YEAR BEGINNING JULY 1, 2024**

BE IT ORDAINED by the Town Council of the Town of Granite Quarry, North Carolina that the following anticipated fund revenues and appropriations, certain fee and charge schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of the Town Government and its activities for the fiscal year beginning July 1, 2024, and ending June 30, 2025.

Section 1: General Fund

Anticipated Revenues

Ad Valorem Taxes	\$1,832,401
Unrestricted Intergovernmental	1,298,273
Restricted Intergovernmental	319,601
Permits and Fees	10,500
Sales and Services	200,070
Other General Revenues	<u>188,850</u>
Subtotal	3,849,695
Other Financing Sources and Uses	1,003,146
Total Anticipated Revenues	<u>\$4,852,841</u>

**Authorized Appropriations
 By Department**

Governing Body	\$106,585
Contingency and Transfers	856,621
Administration	668,192
Police	1,036,733
Fire	1,051,262
Public Works	539,621
Streets – Powell Bill	251,493
Streets – Non-Powell Bill	60,790
Parks and Recreation	94,025
Environmental	187,519
Total Authorized Expenditures / Transfers	<u>\$4,852,841</u>

Section 2: Levy of Taxes

There is hereby levied for FY25 an Ad Valorem Tax Rate of 44.00 cents (\$0.44) per one hundred dollars (\$100.00) valuation of property as listed for taxes as of January 1, 2024. This rate of tax is based on an estimated assessed valuation of **\$419,386,448** and an estimated collection rate of **98.0%**, yielding **\$1,832,401** in ad valorem tax revenues.

Section 3: Fees Schedule

There are hereby established for the FY25 various fees and charges as contained in **Attachment A**.

Section 4: Special Authorization - Budget Officer

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

Section 5: Restrictions - Budget Officer

- A. Interfund and interdepartmental transfer of monies except as noted in Sections 4 and 9 shall be accomplished by Town Council authorizations only.
- B. Utilization of appropriations contained in Contingencies and Appropriations from Fund Balance may be accomplished only with specific approval of the Town Council.

Section 6: Utilization of Budget Ordinance

This ordinance shall be the basis of the financial plan for the Town of Granite Quarry Municipal Government during FY25. The Town Manager shall administer the budget and ensure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the Budget. The Administration Department shall establish and maintain all records in consonance with this Budget Ordinance and the appropriate Statutes of the State of North Carolina.

Section 7: Salary Adjustments

- A. For FY25, funding for the necessary pay and grade adjustments concluded from the Town Manager’s annual pay and classification surveys analyses is authorized, effective July 1, 2024.
- B. A Market Adjustment of 4% will be available on July 1, 2024. Merit consideration of 0:4% will be available as part of performance pay consideration to classified employees at the time of their respective annual performance evaluations throughout the course of the year, if or as they merit according to the following schedule:

Performance Level	Market Adjustment	Merit Below Midpoint	Merit Above Midpoint
Does Not Meet Expectations	4.0%	No increase	No increase
Meets Expectations	4.0%	Up to 2.0%	No increase
Exceeds Expectations	4.0%	Up to 3.0%	Up to 1.0%
Exceptional	4.0%	Up to 4.0%	Up to 2.0%

Revenue Assumptions for FY 2024-2025 Budget

Ad Valorem Taxes

Property Taxes. Property tax values are provided by the Rowan County Tax Assessor's Office. Once expenditures and all other General Fund revenues were projected, the amount necessary to balance the budget was calculated. Using that figure as the target, a property tax rate applied to the assessed valuation was calculated that would result in that amount of revenue being generated. An uncollectable rate of 2.00% was factored into the calculations.

Tax Penalties and Interest. Based on historical trends.

Prior Year Taxes. Based on historical trends, economic forecasts, anticipated continuation of collection percentages, and adjusted by the size of the 2023 property tax receivable balance projected as of June 30, 2024.

Unrestricted Intergovernmental

Local Option Sales Tax. Based on estimates provided by the North Carolina League of Municipalities (NCLM), historical trends, State legislative changes, local conditions, and economic forecasts.

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

Beer & Wine Tax. Based on national market research forecast projections of beer and wine sales, compared against state distribution formulas. These sales taxes are distributed from the NC Department of Revenue to municipalities based on population.

Utility Franchises. Based on estimates provided by the NCLM and historical trends of both distributions and auditing adjustment amounts. This category includes Electricity, Piped Natural Gas, Telecommunications, and Video Programming Franchise Taxes & Fees. Underlying factors such as policy changes, energy prices, weather, and changing technologies cause growth or decline in these revenues to swing dramatically in any given year.

Restricted Intergovernmental Revenues

Powell Bill Revenues. Based on estimates provided by the NCLM and the Office of State Budget and Management.

Joint Police Authority Revenues. Granite Quarry provides police services to the Town of Faith through an interlocal agreement between the two towns. The adopted FY25 payment amount for those services is \$175,797.00.

Permits and Fees

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

Sales and Services

Solid Waste/Recycling Collection. Based on the recommended environmental fee of \$13 per month per household and the anticipated collection rate through Salisbury-Rowan Utilities' (SRU) billing department.

Other General Revenues

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

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

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

SCHEDULE OF FEES

ATTACHMENT A

**FISCAL YEAR 2024-2025
TOWN OF GRANITE QUARRY**

BUILDING AND RELATED ACTIVITIES			
Building Type	Rental Times and Description	Rental Fee	
		Residents	Non-Residents
Lake Park Shelter or Gazebo	Half Day (6 hours) 8am-2pm or 2pm-8pm	\$40	\$60
	Full Day (12 hours) 8am-8pm	\$75	\$100
Civic: Shelter	Kitchen rental	\$15	\$50
	Kitchen key deposit	\$25	
Civic: Ball Field	Up to 2 hours	\$10	
Civic: Tennis Courts	Up to 2 hours	\$10	
Legion Building	Half Day (7 hours) 8am-3pm or 3pm-10pm	\$100	\$250
	Full Day (14 hours) 8am – 10pm	\$150	\$350
	Rental deposit	\$150	
Legion Building: Civic Group or Church	Half Day (7 hours)	\$50	\$150
	Full Day (14 hours) 8am – 10pm	\$75	\$200
	Rental deposit (no discount)	\$150	
All	Grill Fryer Deposit	\$150	
ADMINISTRATIVE FEES			
Item Description		Fees	
Copies and Faxes		\$0.25 per page	
Plotted Maps, other oversized or specialized documents		Production cost	
Environmental Fee (resident and non-dumpster commercial)		\$13 per month	
Returned Check Fee		\$35	
FIRE DEPARTMENT FEES			
Fireworks Permit		\$130	
Fire Reports		\$5 per report	
POLICE DEPARTMENT FEES			
Peddler Permit		\$100 per person	
Police off-duty services (<i>entity pays the officer directly</i>)		\$30 per hour, 3 hour minimum	
Police Reports		\$5 per report	
Golf cart registration		\$10 per cart	
Golf cart violation		\$150 per violation	
PUBLIC WORKS DEPARTMENT FEES (including for Town abatements)			
Heavy equipment / tractors		\$150 per hour with operator	
Light equipment		\$100 per hour with operator	
Brush pickup, second load for residents		\$50 per load	
Mulch (Subject to availability as determined by Director. Call Town Hall for scheduling.)		\$10 per bucket (GQ residents)	
		\$25 per bucket (Non-residents)	
Memorial Bricks 4x8		\$34 each	
Memorial Bricks 8x8		\$45 each	
Food Vendor		\$50	
Craft or Sales Vendor		\$25 per 10x10 booth	

PLANNING, ZONING, AND SUBDIVISION FEES

Item	Description	Fee
Subdivision Plats	Conveyance Plat	\$20 per new lot
	Exemption/Recombination Plat	\$20
	Sketch Plat Review	\$100 (1 acre or less) \$200 + \$5 per dwelling unit (over 1 acre)
	Preliminary Plat Review - less than 24 lots	\$750
	Preliminary Plat Review - 24 or more lots	\$3,000 + \$60 per lot over 100
	Preliminary Plat - Applicant Appeal	\$100
	Preliminary Plat - Minor Revision	\$250
	Preliminary Plat - Major Revision	\$700
	Final Plat Review - Major Subdivision <i>(If a third submittal is required an additional review fee will be charged)</i>	\$350 per map sheet
	Final Plat Review - Minor Subdivision <i>(If a third submittal is required an additional review fee will be charged)</i>	\$100 per map sheet
	Performance Guarantee Review <i>(Letter of Credit, Bond, etc. Also applies to revisions, replacements, and partial release requests)</i>	\$300 + engineer costs
	Time Extension for Plat Approval	\$500
	Zoning Amendments	Zoning Text Amendment
Zoning Map Amendment		\$875 + \$125 advertising charge
Zoning Permits	Single, Two-Family structures, Mobile Homes	\$50 + \$35 for permits subject to design review
	Single Family attached / multi-family <i>(condo, apartments, townhomes, etc.)</i>	\$50 + \$35 per unit
	Residential Addition / Accessory Structures	\$50
	Fences	\$10
	Home Occupation	\$75
	Non-residential	\$50 + Zoning Site Plan review fee if applicable
	Temporary Construction Trailers	\$75
	Temporary Use Permits	\$75
	Special Use Permit	\$1,500 + \$125 advertising charge and + Zoning Site Plan Review Fees below
	Zoning Verification Letter for Institutional Requests	\$175
	Certificate of Non-Conformity Adjustment	\$75
Sign Permits <i>(only when obtained separately from primary development permits)</i>		
	Permanent Sign	\$100
	Outdoor Advertising Sign (Billboard)	\$200
	Temporary Sign	\$25
Zoning Site Plan Review	Sketch Plat Review & Consultation	\$200 + \$5 per dwelling unit per session after initial concept review meeting
	Site Plan Review <i>(If a third submittal is required an additional review fee will be charged)</i>	\$300 + \$25 per acre
Zoning Board of Adjustment	Variance	\$300
	Appeal of Zoning Administrator Decision/ Interpretation Request	\$25 <i>(refunded if overturned)</i>
	Appeals	\$100 <i>(refunded if overturned)</i>
Double Permit	Where construction begins without the appropriate permits in place, the permit cost shall be doubled	
Plan Review and Construction Administration Fee Schedule		
Plan Review		Fee

Roadway (public and/or private)	\$1.25 per linear foot of street centerline
Parking/Loading Areas (including access)	\$0.05 per square foot
Storm Drainage	\$1.35 per linear foot of street centerline
Water Lines	\$0.80 per linear foot of pipe
Sewer Lines	\$1.10 per linear foot of pipe
Stormwater Quality and/or Stormwater Detention Facilities	\$5,000.00 per plan or per subdivision

If a third revision of plan(s) is required, an additional fee will be charged.

Plan Review Fees shall apply to the extent of any revisions made to plans previously reviewed.

<u>Construction Administration</u>	<u>Fee</u>
Roadway (public and/or private)	\$1.60 per linear foot of street centerline
Storm Drainage	\$1.50 per linear foot of street centerline
Water Lines	\$0.95 per linear foot of pipe
Sewer Lines	\$1.15 per linear foot of pipe
Stormwater Quality and/or Stormwater Detention Facilities	\$5,000.00 per phase and/or sub-area

FY 2024-2025 Salary Schedule						
Classification Title	Grade	# Positions	Hiring Rate	Minimum	Maximum	Notes
Town Clerk	19	1	60,109	63,114	93,169	Grade 18 to 19
Finance Officer	21	1	66,270	69,584	102,719	Grade 19 to 21
Office Assistant	9	1	38,440	40,361	59,581	Grade 8 to 9
Public Works Director	20	1	63,114	66,270	97,827	
Public Works Asst. Director	16	0	51,925	54,521	80,484	New Position
Public Works Crew Leader	10	1	38,747	40,684	60,058	Grade 9 to 10 Frozen in FY 25
Public Works Technician	6	1	31,877	33,471	49,409	
Police Chief	23	1	73,063	76,716	113,248	
Police Investigator	16	1	51,925	54,241	80,484	
Police Sergeant	16	2	51,925	54,241	80,484	
Police Officer	13	6	44,854	47,097	69,524	
Firefighter	11	3	40,684	42,718	63,060	New Positions
Fire Engineer	13	3	44,854	47,097	69,524	
Fire Captain	15	3	49,452	51,925	76,651	

Agenda Item Summary

Regular Meeting

June 10, 2024

Agenda Item 6

Summary:

Mayor Barnhardt asked that a change to the regular meeting schedule be considered to eliminate an issue with conflicts concerning planning-related items. This item was continued from May’s regular meeting for further discussion.

Attachment:

- 2024 Town Council Regular Meeting and Town Hall Closing Schedule

Action Requested:

Motion to amend the regular meeting schedule by changing the day of the regular meetings to the second _____ of each month beginning in July 2024.

Regular Meeting Change

Motion Made By:

- Doug Shelton
- John Linker
- Laurie Mack
- Rich Luhrs

Second By:

- Doug Shelton
- John Linker
- Laurie Mack
- Rich Luhrs

For:

- Doug Shelton
- John Linker
- Laurie Mack
- Rich Luhrs

Against:

- Doug Shelton
- John Linker
- Laurie Mack
- Rich Luhrs

In case of tie:

Mayor Brittany Barnhardt

- For
- Against



2024 Town Council Regular Meeting Schedule

(Regular Meetings are scheduled for the second Monday of each month at 6:00 p.m.)

January 8	Monday
February 12	Monday
March 11	Monday
April 8	Monday
May 13	Monday
June 10	Monday
July 8	Monday
August 12	Monday
September 9	Monday
October 14	Monday
November 12	<i>Tuesday</i>
December 9	Monday

2024 Holiday Schedule

Holiday	Observance Date	Day of the Week
New Year's Day	January 1, 2024	Monday
Martin Luther King Jr. Day	January 15	Monday
Good Friday	March 29	Friday
Memorial Day	May 27	Monday
Independence Day	July 4	Thursday
Labor Day	September 2	Monday
Veterans Day	November 11	Monday
Thanksgiving	November 28 & 29	Thursday & Friday
Christmas	December 24, 25 & 26	Tues., Wed., & Thursday

Agenda Item Summary

Regular Meeting
June 10, 2024
Agenda Item 7

Summary:

A request has been made by Council Member Mack to attend the NC BEMO Summer Conference being held July 27-28, 2024.

Important Conference Information:

- Dates: Saturday, July 27 - Sunday, July 28
- Start time: Registration opens at 8:30AM and conference begins at 9:30AM on July 27th
- End time: 3:30PM on July 28th
- Location: Rizzo Center 150 Dubose Home Ln, Chapel Hill, NC 27517
- **Registration cutoff date: July 10, 2024**
- Spouses/guests are welcome to attend the night out in Durham on Saturday, however, **they must be registered.**
- After May 31st, NC BEMO member registration will be \$300.
- Failure to register by July 10th will result in an on-site registration cost of \$450.
- Upon registration, a confirmation email will be sent with the booking link to reserve a hotel room at the Rizzo Center. Rooms will be available at the group rate on Friday, July 26th and Saturday, July 27th.
- Breakfast included in your stay with the Rizzo Center

Costs:

Registration \$375 .00

Includes the \$300 member registration rate and the \$75 NC BEMO membership dues.

Hotel \$422.38 / \$633.57

Rates shown are for two nights at the group rate / three nights to include the group rate and the Sunday rate. Group rate is available for Friday, July 26th & Saturday, July 27th.

Mileage \$142.71

IRS reimbursement rate of .67 for 106.5 miles each way

Meals \$86.00

Per diem reimbursement rates shown for Chapel Hill. 1 lunch \$18, 2 dinners \$34/each, breakfast is included with hotel stay, at least 1 lunch included in conference.

Total \$1026.09 / \$1237.28

Action Requested:

Motion to approve the training and travel request for Council Member Mack to attend the NC BEMO Summer Conference.

Training and Travel Request

Motion Made By:	
Doug Shelton	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Laurie Mack	<input type="checkbox"/>
Rich Luhrs	<input type="checkbox"/>
Second By:	
Doug Shelton	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Laurie Mack	<input type="checkbox"/>
Rich Luhrs	<input type="checkbox"/>
For:	
Doug Shelton	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Laurie Mack	<input type="checkbox"/>
Rich Luhrs	<input type="checkbox"/>
Against:	
Doug Shelton	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Laurie Mack	<input type="checkbox"/>
Rich Luhrs	<input type="checkbox"/>
In case of tie:	
Mayor Brittany Barnhardt	
For	<input type="checkbox"/>
Against	<input type="checkbox"/>

Agenda

2024 NC BEMO Summer Conference Preliminary Agenda:

Saturday, July 27:

8:00am - 4:30pm: Conference Registration

- 8:00am-9:00am Executive Board Meeting (Board Members ONLY)
- **9:30am – 10:30am: Collaborative Connections (NAACP)**
- 10:30am – 11:00am: Morning Break
- **11:00am – 12:00pm: Heirs Property**
- 12:00pm – 1:15pm: Lunch
- **1:30pm – 2:30pm: Environmental Justice**
- **2:30pm – 3:30pm: Legislative Update**
- 3:30pm – 5:45pm: Hotel Check-in
- 5:45pm – 6:00pm: Load buses
- 6:30pm – 10:00pm: An Evening in Bull City

Sunday, July 28:

Breakfast on your own (included in your stay with the Rizzo Center)

- 9:00am-9:15am: load buses for mobile tour
- **9:45am- 11:00am: Mobile Tour**
- 11:00am – 11:30am: Return to the Rizzo Center
- 11:30am – 12:00pm: Morning Break
- 12:00pm – 1:15pm: Lunch (awards)
- **1:30pm – 2:30pm: Affordable Housing**
- **2:30pm – 3:30pm: Grants and Technical Assistance**
- 3:30pm – Conference Adjourns

**NOTE: Session times and topics are subject to change.



Reimbursement and Travel Expense Report

Name

Department

Date Submitted

THIS SECTION IS FOR TRAVEL REIMBURSEMENTS ONLY:

Miles Requested for Reimbursement

Current Mileage Rate

Name of Training, Conference, etc.

Date of Expense	Description of Expense	Miles Driven (Per Day)	Meals During Training	Lodging During Training	Registration or Tuition	Phone	Uniforms	Misc.	Total
07/26/24	travel to conference	106.50							\$ 71.36
07/26/24	dinner first night		34.00						\$ 34.00
07/27/24	lunch		18.00						\$ 18.00
07/27/24	dinner		34.00						\$ 34.00
07/28/24	travel from conference	106.50							\$ 71.36
									\$ -
7/26-7/28	hotel			633.57					\$ 633.57
7/26-7/28	conference registration				375.00				\$ 375.00
									\$ -
									\$ -
Total		142.71	86.00	633.57	375.00	-	-	-	\$ 1,237.28

Employee Signature:

Approved by (signature):

Entered by (Finance):

Pay Date (Entered by Finance):

FY 2024 Per Diem Rates for ZIP Code 27517

Meals & Incidentals (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
Standard Rate	Applies for all locations without specified rates	\$59	\$13	\$15	\$26	\$5	\$44.25
Chapel Hill	Orange	\$74	\$17	\$18	\$34	\$5	\$55.50
Durham	Durham	\$64	\$14	\$16	\$29	\$5	\$48.00



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Rizzo Center

1 King Bed

Fri, Jul 26, 2024 - Sun, Jul 28, 2024

1 Room, 1 Guest

Advance Purchase Rate

[Sign In](#) for faster booking, or continue as a guest.

Contact Information

Prefix

Given / First Name

Surname / Last Name

Email

Phone Number

Text Me Updates (Optional)

By turning on the switch, I provide my signature to agree to receive automated texts with info about reservations, offers & promos from Hyatt and its agents to the number I provided. Consent to texts is not a requirement or condition of purchase. Msg & data rates apply. I agree to the [Terms](#).

Payment Information

Credit Card

We accept all major credit cards.

Save this card for future use (Optional)

Town of Granite Quarry

Price Summary

2 Night Stay **\$372.14**

Fri, Jul 26 \$186.07
Sat, Jul 27 \$186.07

Taxes & Fees **\$50.24**
OCCUPANCY TAX \$22.33
STATE TAX \$27.91

[Hide Price Details](#)

Total Cost Per Room* \$422.38

*Changes in taxes or fees will affect the total price.

Special Offer

Earn up to \$350 in Hyatt credit

Plus, 5,000 Bonus Points



Price for stay: \$422.38
Hyatt credit: -\$350.00

Total after Hyatt credit: \$72.38

[LEARN MORE & APPLY NOW](#)

Price for stay and Hyatt credit may post on separate statements.



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Rizzo Center

1 King Bed

Fri, Jul 26, 2024 - Mon, Jul 29, 2024

1 Room, 1 Guest

Advance Purchase Rate

Price Summary

3 Night Stay **\$558.21**

Fri, Jul 26	\$186.07
Sat, Jul 27	\$186.07
Sun, Jul 28	\$186.07

Taxes & Fees	\$75.36
OCCUPANCY TAX	\$33.49
STATE TAX	\$41.87

[Hide Price Details](#) ^

Total Cost Per Room* **\$633.57**

*Changes in taxes or fees will affect the total price.

[Sign In](#) for faster booking, or continue as a guest.

Contact Information

Prefix

Given / First Name

Surname / Last Name

Email

Phone Number

Text Me Updates (Optional)

By turning on the switch, I provide my signature to agree to receive automated texts with info about reservations, offers & promos from Hyatt and its agents to the number I provided. Consent to texts is not a requirement or condition of purchase. Msg & data rates apply. I agree to the [Terms](#).

Payment Information

Credit Card

We accept all major credit cards.

Save this card for future use (Optional)

Town of Granite Quarry

Special Offer

Earn up to \$350 in Hyatt credit

Plus, 5,000 Bonus Points



Price for stay: \$633.57

Hyatt credit: -\$350.00

Total after Hyatt credit: **\$283.57**

[LEARN MORE & APPLY NOW](#) ↗

Price for stay and Hyatt credit may post on separate statements.

Agenda Item Summary

Regular Meeting

June 10, 2024

Agenda Item 8

Summary:

The Granite Industrial Park monument sign plan requires approval from the Town Council. Interim Town Manager Hord will summarize the request.

Attachments:

- Zoning Compliance Permit
- Design
- GQDO Article 17

Action Requested:

Motion to adopt the Master Sign Plan Approval for Granite Industrial Park as presented.

Master Sign Plan Approval

Motion Made By:	
Doug Shelton	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Laurie Mack	<input type="checkbox"/>
Rich Luhrs	<input type="checkbox"/>
Second By:	
Doug Shelton	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Laurie Mack	<input type="checkbox"/>
Rich Luhrs	<input type="checkbox"/>
For:	
Doug Shelton	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Laurie Mack	<input type="checkbox"/>
Rich Luhrs	<input type="checkbox"/>
Against:	
Doug Shelton	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Laurie Mack	<input type="checkbox"/>
Rich Luhrs	<input type="checkbox"/>
In case of tie:	
Mayor Brittany Barnhardt	
For	<input type="checkbox"/>
Against	<input type="checkbox"/>



Map #: 403
 Parcel #: 038 Lot #: _____
 Zoning District IND

Permit #: _____
 Fee: \$ _____ Receipt #: _____

Granite Quarry Town Hall, 143 N. Salisbury Avenue, Granite Quarry, NC 28146 - Telephone: (704) 279-5596

Zoning Compliance Permit

Water / Sewer Service: [] Existing [] to be installed [x] N/A Utility Location #: _____

Site Address: CHAMANDY DRIVE Land Area (ac. or sq. ft.): _____ Sub-division Name (if applicable): GRANITE INDUSTRIAL PARK

Property Owner: _____ Address: _____

Permit Applicant Name: TOWN OF GRANITE QUARRY Telephone: 704-279-5596 Email: _____
 Address: 143 N SALISBURY AVE City: _____ State: _____ Zip: _____

Property located in a flood plane: Yes [] or No [x] FIRM Panel (*Town Staff to Complete if Required*) – _____

Applicant must contact Granite Quarry Planning Department for review of Flood Plane regardless of property location.

Storm Water review or permit required: Yes [] or No [x] 20,000 sq. ft. impervious area

PROJECT INFORMATION

Type of Project Proposed (mark all that apply): Proposed Use of Property New Residential Development and/or Construction (attach site plan) New Non-residential Development or Construction (attach site plan) New "Use" of Existing Structure/property New Accessory Structure/Use New Sign Subdivision Plat Exemption Plat

Description(s) of Use: MASTER SIGN PLAN and/or Project (activities proposed as related to each box checked above):
 Per GQDO Article 17.10-2 (B) A master sign plan is eligible for large scale industrial projects.

An analysis of existing sign regulations per GQDO Art./Sect. 17.10-3 (C) indicates the sign copy area and height restrictions are insufficient for a 7 panel tenant sign. A max. height of 10' vs. 8' combined with a copy area of 156sq. ft. vs. 48 sq. ft. will promote the site for economic development opportunities.

Area (Sq. Ft.): Heated: _____ Unheated: _____ Other: _____

ZONING INFORMATION (All applicable provisions of the Granite Quarry Development Ordinance apply.)

<input checked="" type="checkbox"/> Zoning District: <u>INDUSTRIAL</u>	Notes	Required Setbacks	Proposed Setbacks
<input type="checkbox"/> Overlay/Watershed District (if applicable):		Front:	Front:
<input type="checkbox"/> Site Development Plan (attach draft):		Left Side:	Left Side:
<input type="checkbox"/> Floodplain (if applicable) BFE:	FIRM Panel #	Right Side:	Right Side:
<input type="checkbox"/> Stormwater (if applicable):	20,000+ sq.ft. impervious area	Rear:	Rear:
<input type="checkbox"/> Other: _____			

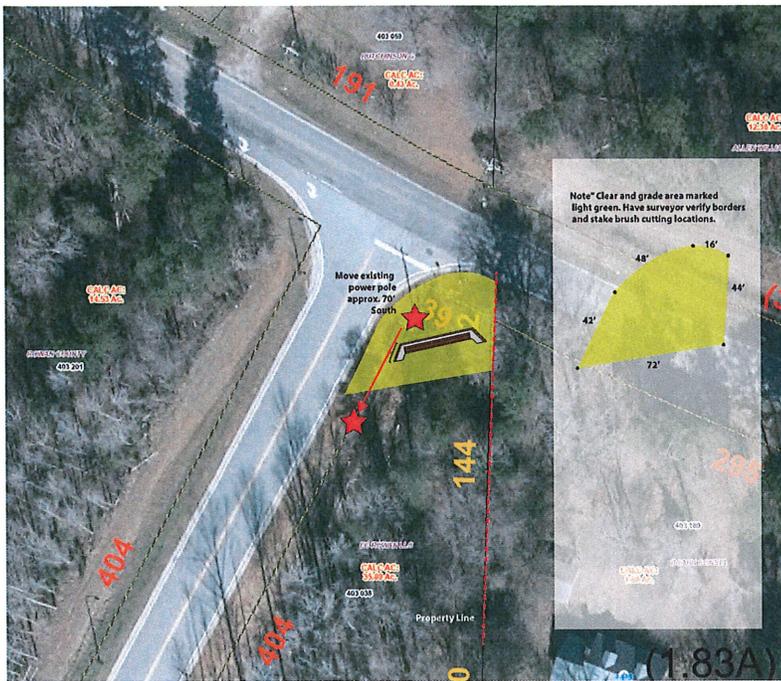
REMINDERS: 1) All land disturbing activity must be accompanied by the necessary means and measures to control sediment, prevent off-site impacts, and stabilize the site upon completion. 2) Provide a site plan showing where on your lot the building or sign will be placed. Provide a detailed drawing of your project, showing dimensions such as width, height, and area in square feet, all lot dimensions, front yard, side yard(s), rear yard, etc. (Attach additional sheet(s) to this form.)

Applicant's Printed Name: Jason Ford Signature of the Applicant: _____
 By signing this document I assure all information provided by me is true and accurate. Date: 5/15, 2024

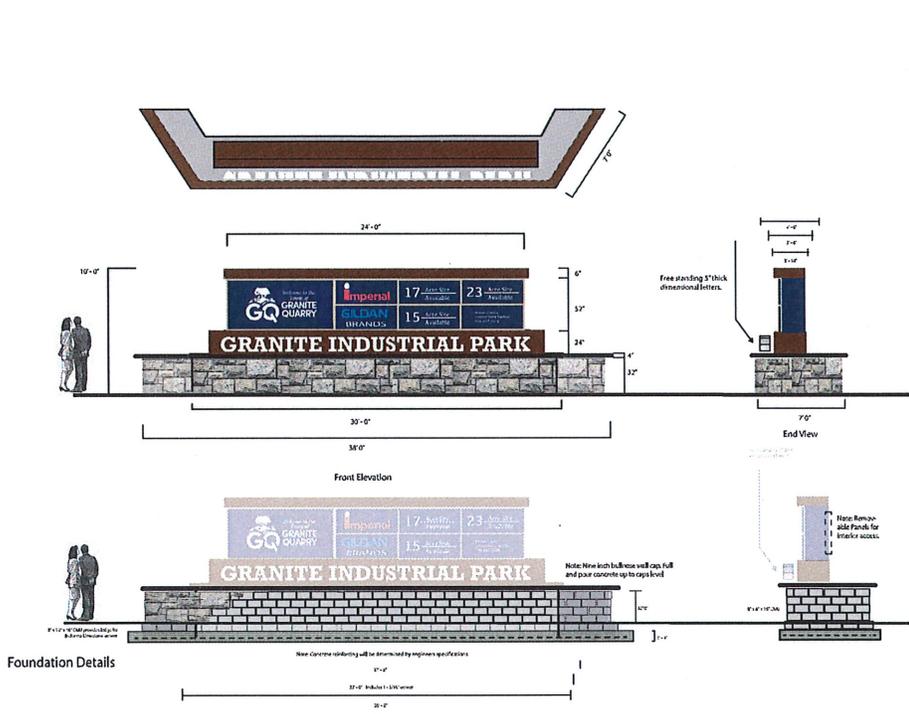
FOR OFFICIAL USE ONLY BELOW THIS LINE

Permit: Approved Denied Appealed Authorized by Town Council June 10, 2024
 Signature of Planning, Zoning & Subdivision Administrator: _____ Date: _____, 20____
 Permit Expiration Date: _____, 20__ unless work is commenced in accordance with GQDO.

Signage & Monument Location



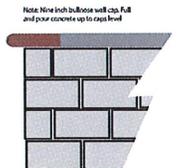
Note: Once the site is cleared and selected specimen trees are identified to remain, we will plan the landscape for the area. Key to the look will be placement of large granite boulders.



Note: Nine inch hollow wall cap, full and pour concrete up to cap level



Note: BLUE-BLACK GRANITE LEDGEROCK THIN VENEER-PLATS Veneer approx 1.5 inch thick Dark Grey mortar / Mix in existing Granite Quarry local granite.

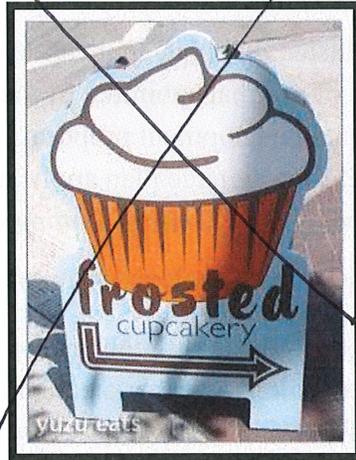


Note: Nine inch hollow wall cap, full and pour concrete up to cap level

General Fabrication Notes:
 The base structure is a six (6) masonry structure. Reinforced concrete block, on foundation with smooth filled concrete top. Anchor bolts for mounting the sign assembly will be provided by the sign fabricator. Concrete reinforcing will be determined by engineer specifications.
 Based on the plan, the entire sign structure is shop fabricated as 3 separate components that assemble on site and stack as a final unit as self supporting fabricated 1.0" aluminum cabinets. Access doors will be placed in the back side of the unit to allow open for assembly and maintenance. The bottom wall cap and the top cap are also fabricated aluminum with added horizontal support. The graphic panels are seven individual internally illuminated boxes so the panel graphics can be changed without disturbing the other panels.
 Option - All letters custom fabricated internally illuminated aluminum channel letters with LED lighting system and controllers. All wiring, transformer and controllers will be hidden inside the longspan sign cabinet.
 The large "GRANITE INDUSTRIAL PARK" channel letters have an illuminated face and halo lighting back. The return thickness is 3" letters are dual mounted to the sign backing panel. Additional 1/4" 2"x2" angle aluminum support should be applied to the inside of the sign cabinet.



(G.) Alternative design for sandwich board *signs*. As an alternative to the standard design described above, the *Planning, Zoning & Subdivision Administrator* may permit alternative sandwich board *sign* designs which exhibit a distinctive and creative flair which the owner would otherwise be unable to replicate if the standard frame design was used. Such *signs* shall not contain changeable copy and images and lettering shall be permanently attached, painted, cut or carved onto the *sign* using a muted palette of colors. Wooden *signs* are preferred, but all such *signs* shall be made of durable materials. An example of an acceptable alternative design is illustrated in the following photograph.



Example of Alternative Sandwich Board Sign

17.9 ***Signs* Located in Local Historic Districts**

Regardless of the other dimensional provisions of this Article, *signs* that are located in local historic districts shall be governed by the applicable design guidelines and review processes established for the local historic district.

17.10 **Master *Sign* Plan**

Regardless of the other provisions of this Article, the Board of Aldermen may, at its sole discretion, approve a master *sign* plan for specified areas of Town or for certain development projects listed in this section. The approved master *sign* plan may include *signs* of different sizes, types, locations, placement and height from those otherwise enumerated in this Article.

17.10-1 **Purpose.** The purpose behind this section is to permit creativity in *sign* design and placement to address site issues and constraints associated with topography, pedestrian-orientation, way-finding/directional/directory and other conditions unique to the subject development or area of Town.

17.10-2 Application. Master *sign* plans may be submitted for the following types of developments:

- (A.) Traditional Neighborhood Development (TNDO) projects, in accordance with the provisions of Article 8 of this Ordinance.
- (B.) Commercial, institutional, industrial, or mixed-use developments containing three or more acres in area.
- (C.) Areas of Town that are governed by a corridor plan or area plan that includes *sign* guidelines.

17.10-3 Submittal process. Master *sign* plan applications may be submitted for consideration at the time of original submittal of the proposed development or separately from the original development proposal. The following information or material shall be required for a signage plan application and shall be indicated on an application form provided by the *Planning, Zoning & Subdivision Administrator*.

- (A.) Owner and contact name, address, telephone number and signature(s), as applicable.
- (B.) A master *sign* plan proposal illustrating the proposed *signs*, their proposed location, and their proposed purpose, along with a statement as to why the existing *sign* code cannot or should not be followed in the subject case.
- (C.) An analysis showing how the proposed signage plan differs from what could be provided under the existing *sign* regulations set forth in this Article.
- (D.) Other similar information determined by the *Planning, Zoning & Subdivision Administrator* to be necessary for understanding the purpose and intent of the proposed master *sign* plan application.

17.10-4 Review procedure. The *Planning, Zoning & Subdivision Administrator* shall schedule the master *sign* plan for Planning Board and Board of Aldermen consideration in accordance with the notice and public hearing procedures set forth in Article 5 for zoning map amendments. In reviewing the proposed master *sign* plan, the Planning Board and Board of Aldermen shall take the following matters into consideration.

- (1.) The extent to which the proposed master *sign* plan deviates from the *sign* allowances otherwise applicable in this Article.
- (2.) The rationale provided by the applicant for the deviations.
- (3.) The extent to which the master *sign* plan promotes Town goals associated with community character, way-finding, pedestrian-orientation, and business identification.

(4.) The degree to which the master *sign* plan creatively and effectively addresses the issues and constraints unique to the site with regard to signage.

The Planning Board shall provide a recommendation to the Board of Aldermen whether to deny or approve the proposed master *sign* plan in part or in total and shall further recommend conditions regarding approval where deemed warranted.

The Board of Aldermen may deny or approve the proposed master *sign* plan in part or in total and may establish conditions regarding approval. In the event that the master *sign* plan is denied, the applicant must wait at least 90 days before reapplying for a new master *sign* plan *substantially similar* (as defined in Article 3) to the proposed master *sign* plan.

17.11 Suggested Design Guidelines

In addition to the mandatory standards provided in Sections 17.7 and 17.8 above, the following design guidelines for *signs* are provided in order to promote more attractive and functional design and placement of *signs*.

- (A.) Freestanding *signs*. Placement of freestanding *signs* should take into account existing trees and other site landscaping so as to maintain *sign* visibility. Landscaping around the base of freestanding *signs* is strongly encouraged to improve the overall appearance and visibility of these *sign* types as evidenced in the following example.



Landscaping Around the Base of a Monument Sign

- (B.) Display windows are intended to offer opportunities to display merchandise or services available on the premises. Careful placement of *signs* in display windows will not obscure the visibility of merchandise or services. Additionally, display windows shall not be “papered-over,” especially in pedestrian areas.
- (C.) General design guidelines. The following general guidelines are provided to guide overall *sign* design in the Town:
- (1.) Use high quality, durable materials.
 - (2.) Minimize the need for *sign* lighting by placing *signs* where ambient light sources illuminate the *sign*. Where separate lighting is necessary, external illumination

sources are preferred over internal illumination. All electrical conduit and junction boxes should be concealed.



Externally Illuminated Sign

(3.) Backlit, individual letter *signs* (aka, halo lighting) are encouraged where illumination is needed as illustrated below.



Backlit Individual Letters

(4.) Avoid elaborate or confusing styles of text as illustrated in the following example.



Overly-Complicated Style of Text

(5.) Attempt to use symbols rather than text; for example, this Norwegian pharmacy sign incorporates a symbol as well as text.



Board Summary – Civic Park Shelter Roof

The Civic Park Shelter roof recently started to show signs of leaks under the shelter and in the kitchen area. Staff received pricing from several contractors on roof replacement and the best total was \$11,500. Of course, with any roof replacement these are best guess estimates with some contingency for sheathing of a couple of panels in the event they are damaged. After removing shingles, the roofer found a great number of wooden panels rotted and in need of replacement. Staff does have pictures documenting all the issues found. This did drive the cost of the roof up along with extreme weathered and damaged gutters and downspouts. This took the total cost to \$15,335. After some savings from items budget items in the parks, staff felt as if we could get the project within budget but has since gone over. We are requesting a budget amendment from fund balance appropriated to cover the remaining balance in the amount of \$4,000.

**FISCAL YEAR 2023-2024
BUDGET AMENDMENT REQUEST #8**

June 10, 2024

PURPOSE: To increase Fund Balance Appropriated (01-3991-99) and increase Parks – Maint & Repair – Buildings/Grounds (01-6130-24) by \$4,000 for unanticipated repairs to the Civic Park Shelter during roof replacement.

General Fund – Fund 01

Revenues:

<u>GL Acct #</u>	<u>Account Description</u>	<u>Increase (Decrease):</u>
01-3991-99	Fund Balance Appropriated	\$ 4,000
Total Increase/Decrease:		\$ 4,000

Expenses:

<u>GL Acct #</u>	<u>Account Description</u>	<u>Increase (Decrease):</u>
01-6130-24	Parks – Maint & Repair - Buildings/Grounds	\$ 4,000
Total Increase/Decrease:		\$ 4,000

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

Brittany H. Barnhardt, Mayor

Shelly Shockley, Finance Officer

Proclamation

JUNETEENTH 2024

WHEREAS, President Abraham Lincoln issued the Emancipation Proclamation effective January 1, 1863 stating that, “slaves within any State, or designated part of a State...in rebellion,...shall be then, thenceforward, and forever free.”; and

WHEREAS, after almost three more years of conflict and loss, the end of the Civil War and the passage of the Thirteenth Amendment to the United States Constitution ended the sanctioned institution of slavery; and

WHEREAS, the news of freedom spread gradually throughout the nation and on June 19, 1865, Union Soldiers, led by General Gordon Granger, arrived in Galveston, Texas and issued General Order No. 3 announcing freedom to some of the last enslaved people in America; and

WHEREAS, Juneteenth (June 19), also called Emancipation Day or Juneteenth Independence Day, became a state holiday in Texas in 1980 with a number of other states subsequently following suit; in 2021 Juneteenth was made a federal holiday commemorating the end of slavery in the United States.

NOW, THEREFORE, I, Brittany H. Barnhardt, Mayor of the Town of Granite Quarry, on behalf of the Town Council and the residents of Granite Quarry do hereby recognize June 19, 2024 as Juneteenth and encourage our residents to become aware of the significance of this celebration in African-American History and in the heritage of our nation and Town.

ADOPTED this 10th day of June 2024.

Brittany H. Barnhardt, Mayor

ATTEST:

Aubrey Smith, Town Clerk

June 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
	Planning Board 6pm Board of Adjustment 6:15pm	Events Comm. 5:30pm				Fish for Fun 9-10:30 & 11-12:30
9	10	11	12	13	14	15
	Special Mtg. 5pm TC Mtg. 6pm		Centralina Executive Board 5pm CAC 5:30pm	RMA 6-8pm	Mayor's Roundtable 8am	
16	17	18	19	20	21	22
Father's Day			Juneteenth	Power in Partnership Breakfast 7:30am		
23	24	25	26	27	28	29
			CRMPO TAC 5:30pm			
29	30					

July 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
	Planning Board 6pm Board of Adjustment 6:15pm	Events Comm. 5:30pm		Independence Day Town Hall Closed		
7	8	9	10	11	12	13
	TC Mtg. 6pm		CAC 5:30pm			
14	15	16	17	18	19	20
21	22	23	24	25	26	27
						Dragon Boat Festival
28	29	30	31			