

Town Council Members

Valerie Coffey – 2015 ~ Janet Critz – 2013 ~ Lundeen Cureton – 2015

Peggy Neill – 2015 ~ Melody LaMonica – 2013

**Town of Mineral Springs
Mineral Springs Town Hall
3506 S Potter Road ~ Mineral Springs
Town Council
Organization Meeting / Regular Meeting
December 8, 2011 ~ 7:30 PM**

Agenda

1. Opening

The meeting will be called to order, an invocation will be delivered and the Pledge of Allegiance will be recited.

2. Organizational Meeting

- A. Reading of votes from the regular election held on Tuesday, November 8, 2011.
- B. Administer Oath of Office to Mayor and Council Members.
- C. Nomination and appointment of Mayor Pro-Tempore.

3. Public Comments

The Town Council will hear comments from members of the public on any matters of interest to them during this ten-minute period.

4. Consent Agenda

- A. November 10, 2011 Regular Meeting Minutes
- B. October 2011 Tax Collector's Report
- C. October 2011 Finance Report

5. Consideration of Appointing Council Members as Delegate/Alternate to Centralina Council of Governments (COG)

The council will determine which members will be appointed as delegate and alternate to COG.

6. Consideration of Mayor/Council Attending the Essentials of Municipal Governments

The council will consider attendance at an upcoming Essential of Municipal Governments course. Two hours of ethics training is required within 12 months after each election or reelection to office.

7. Discussion on a Joint Meeting with the Union County Board of Commissioners and Consideration of Calling for a Special Meeting

The council will consider topics of discussion for their proposed January 12, 2012 joint meeting with the Union County Board of Commission. The council will consider calling for a special meeting on Thursday, January 12, 2012 at 6:00 p.m.

8. Consideration of a Resolution for a Carolina Thread Trail Grant Application

The council will consider an application for a Carolina Thread Trail grant and consider adopting the associated resolution.

9. **Other Business**

10. **Adjournment**

Town of Mineral Springs
Town Hall
3506 S. Potter Road
Town Council
Regular Meeting
November 10, 2011 ~ 7:30 PM

Minutes Draft

The Town Council of the Town of Mineral Springs, North Carolina, met in Regular Session at the Mineral Springs Town Hall, Mineral Springs, North Carolina, at 7:30 p.m. on Thursday, November 10, 2011.

Present: Mayor Frederick Becker III, Mayor Pro Tem Jerry Countryman, Councilwoman Valerie Coffey, Councilwoman Janet Critz, Councilwoman Lundeen Cureton, Councilwoman Melody LaMonica, Town Clerk/Zoning Administrator Vicky Brooks, Attorney Bobby Griffin and Deputy Town Clerk Janet Ridings.

Absent: Councilwoman Peggy Neill.

Visitors: Mark Brody, Trey Lamb and Neal Speer.

With a quorum present Mayor Frederick Becker called the Regular Town Council Meeting of November 10, 2011 to order at 7:34 p.m.

1. **Opening**

- Councilman Countryman delivered the invocation.
- Trey Lamb from Boy Scout Troop 18 led the Pledge of Allegiance.

2. **Public Comments**

- Mark Brody – Rocky River Road. Republican candidate for the new 55th House District.

3. **Approval of Consent Agenda**

- **Councilman Countryman** made a **motion** to approve the consent agenda containing the following:

- A. October 13, 2011 Regular Meeting Minutes
- B. September 2011 Tax Collector's Report
- C. September 2011 Finance Report

and **Councilwoman Coffey** seconded. The motion passed unanimously as follows:

Ayes: Coffey, Countryman, Critz, Cureton and LaMonica
Nays: None

4. **Hazard Mitigation Regional Plan – Neal Speer**

- Union County Emergency Management Manager and Fire Marshall Mr. Neal Speer explained that several weeks ago the State of North Carolina Emergency Management officials approached his office asking them [Union County] to participate or at least give their consent and to approach each jurisdiction to allow them or consent to allow the State to apply for a Federal Grant on their behalf and to regionalize the current county multi-jurisdictional hazard mitigation plan. Mr. Speer gave the council some background: currently we have a countywide multi-jurisdictional hazard mitigation plan that each county, as well as each municipality is part of; we have just completed updating that plan, which has been reviewed by the State and it is currently at the Federal Emergency Management Agency (FEMA) being reviewed. Once the plan is approved by FEMA, Mr. Speer will take it to the Union County Board of Commissioners and to each municipality asking that the plan be adopted; it will be good for another five-year cycle after adoption. With that in mind, the State has approached Union County Emergency Management (UCEM) and asked them to regionalize, which is to combine counties and to write regional plans as opposed to individual county plans. The concept behind that is that most county plans, transportation plans, etcetera are going regional. The western branch of emergency management consists of thirty-five counties. The State's original plan was to apply for a grant to regionalize all one hundred counties; however, when they found out what the potential cost of that was they backed off, because the cap on the grant is \$750,000 and they found out it is going to cost about \$750,000 to write the regional grants for just the western thirty-five counties. The State proposes to combine Union, Stanly and Cabarrus County into a regional multi-hazard mitigation plan. Mr. Speer did not see any significant disadvantages in the short term; Union County will not lose any of their individuality in the hazard mitigation plan, nor will the Town of Mineral Springs. Each county/jurisdiction will still have their individual mitigation action in the regional hazard mitigation plan. The advantage of it is that the grant will allow them to hire a contractor to write a new plan that will combine the current new approved plan (that will hopefully be brought to the council in the next six months) into the regional plan. It will probably take two years to complete that process. The state anticipates that it will be advantageous from a funding perspective to develop a regional plan, because with the grant situation with Federal dollars drying up, regionalization or grants that are applied for on a regionalized basis are more favorably approved than for counties that apply for grants individually.
- Mr. Speer explained that Union County, Marvin and Marshville have approved the Memorandum of Agreement (MOA); he is on the remainder of the towns' agendas throughout this month asking for consent as well. Mr. Speer asked for Mineral Springs consent on the MOA. Mr. Speer noted that this was not a matching grant; the Federal grant will 100% fund the hiring of a contractor to write the regional plan. One of the biggest advantages with this in the future from the State and Federal view point is that it will give them fewer plans to look at and review; they will go from 35 plans to 11 and that is significantly less work on their part.
- **Councilwoman Coffey made a motion to give town's assent to regionalization and Councilwoman Cureton seconded. The motion passed unanimously as follows:**

Ayes: Coffey, Countryman, Critz, Cureton, and LaMonica

Nays: None

5. Presentation by Trey Lamb from Boy Scouts Troop 18

- Mr. Trey Lamb from Boy Scout Troop 18 was in attendance to seek approval from the council for his Eagle Scout project on the Mineral Springs Greenway. Mr. Lamb presented the council with four picnic tables, a trail bench and a hitching rail to enhance the look of the trail. Mr. Lamb provided the council with some papers containing details and pictures of his projects; the starred areas on the first map show where Mr. Lamb planned to do his project. Mayor Becker pointed out that it was on the Harrington Hall portion of the trail. Mr. Lamb explained that he planned to put two picnic tables, the bench and the hitching rail on the Wolf Creek end and the other two picnic tables on the Harrington Place end. Mayor Becker pointed out that the southern one is a new area that does not have benches or anything right now; it would be a new picnic area near the new trailhead that we are working on. The northern one is the flat area near where Mr. Bittner put a bench and hitching rail; Mr. Lamb will be adding picnic tables along the creek. Mr. Lamb directed the council's attention to the pictures that were being passed around. Councilwoman Critz asked Mr. Lamb if he had a date in mind for when he was going to make the installation. Mr. Lamb responded that he would turn it [proposed project] into the BSA Council and get approval from them before he could set a date to start. Councilwoman Critz brought to Mr. Lamb's attention that there is private land that allows hunting on either side of this property and suggested that he be wearing orange if he will be out there on any other days besides Sunday; there is nobody that is going to be hunting right there on the town's property, but above Harrington Hall and below Harrington Hall there are hunters who are there legally and with permission. Mr. Lamb thanked Councilwoman Critz and directed the council to the front of his packet that had several paragraphs of the project detail. The project will begin with preparing the existing conditions by trimming existing trees and moving uneven ground debris and leveling the ground for the picnic tables, at which time they will prepare the area for the new hitching rail and bench. Mr. Lamb stated that his troop, family and friends will participate in preparing, building and placing of the hitching rail, bench and picnic tables. The project plan entails clearing and raking the area the first weekend and the second weekend he is planning on having materials available for the fabrication and assembly of the tables, bench and hitching rail. The final weekend, he will divide the group into three work forces of about four to five scouts with leaders which will install the items in his project. Mayor Becker asked Mr. Lamb if he had a budget for the project. Mr. Lamb responded that the current price is approximately \$424.17. Mayor Becker asked if Mr. Lamb was interested in asking the council for some grant funding. Mr. Lamb responded that any financial assistance for his Eagle Scout project from the town council would be greatly appreciated. Councilwoman Critz noted that it has been the council's precedent to offer approximately half of the funding and she does not see any reason to do it any differently here. Mayor Becker responded that that seemed fair to him and asked the council if they seemed to like the idea of the project in the areas that Mr. Lamb presented. Councilwomen Coffey and Cureton agreed that it has been very beneficial to the town. Councilwoman LaMonica asked Mr. Lamb if the proposed benches and hitching rail are consistent (in look,

feel and style) with what has already been placed on the greenway. Mr. Lamb responded that he has taken a couple of pictures of Mr. Bittner's hitching rail and bench and is planning on doing a similar design if not the same.

- **Councilman Countryman** made a **motion** that we will support this project up to a limit of \$250 and **Councilwoman LaMonica** seconded the motion. The motion passed unanimously as follows:

Ayes: Coffey, Countryman, Critz, Cureton, and LaMonica

Nays: None

- The council expressed their appreciation to Mr. Lamb. Mayor Becker added that the scouts have been a very big part of this trail.
- Mayor Becker explained that Councilman Countryman has talked about this; we want to publicize the trail as it grows (as we get the newsletter out) and get these amenities placed along it. The parking lot will be open, the landscaping will be done eventually and we will get signage in there. Mayor Becker noted that he keeps running across new people who are very aware of the trails and are using them. Mayor Becker added that he is surprised and pleased to see so many users that he did not expect. Councilwoman Critz stated that was our "vision" that this greenway would pull in community effort and not only contribute to the greenway itself, but adding an opportunity for the boy scouts; "this is great".
- Mayor Becker noted that this was Mr. Lamb's presentation, but he wished to take this opportunity while many of the leaders and scouts were here to let them know that the town would entertain the scouts doing a "work weekend" (not a project like benches) to do some trimming of trees, maintaining of trails and manicuring the trailheads. The town would be grateful; perhaps Troop 18 would like to coordinate something like that.

6. Consideration of a Wall Mounted Collection Box

- Mayor Becker explained that once and a while we get these ideas from vendors who send us mailings. We are getting an increased number of people who are coming to make tax payments and Zoning Administrator Vicky Brooks has a situation where she may get a meeting with a person requiring a zoning permit, gives them the form and all they have to do is drop it off with a check; Ms. Brooks thought a drop box might be a good idea bolted to the wall. There seems to be interest on the part of the public and Mayor Becker has looked up the prices and they are not tremendously expensive; less than \$600.00 for a medium sized one, which could be right outside below the message board. Mayor Becker asked the council if they felt it was a worthwhile expenditure and wanted to approve it or if they had any alternate suggestions. Councilwoman Critz responded that it was a great idea; the fact that we are only open as a part time town hall and this gives the public full time access. Mayor Becker commented that he thought to a lot of taxpayers forty-four cents is forty-four cents (soon to go up) and if they are going to the post office then they can just come here and drop off the tax bill and save forty-four cents; this is a little service that doesn't cost the town a whole lot, but it pays for itself very quickly in terms of savings to the citizens. Councilman Countryman asked about security. Mayor Becker responded that it is secure or insecure as anything else like that. Mayor Becker said that the City of Monroe has a

freestanding one. Mayor Becker noted that we don't want them to pay by cash, so there really is no incentive to break into it; it is pretty solid stainless steel from what Mayor Becker has seen. In addition, the sound of somebody breaking into it would actually be picked up by the Sonitrol audio sensors (they can pick up the crow who "attacks" our glass doors). Councilman Countryman asked about an interior drop. Mayor Becker responded that could be done, it is much more expensive and harder to install. It could go through the wall under the message board and end up in the conference room somewhere. Councilwoman Critz asked if someone just dropping something off in the box would set off the alarm. Mayor Becker thought that it would have to sound of somebody with a crowbar (making that type of noise) [to set off the alarm]. Councilman Countryman commented that he liked the idea for the convenience of some people, but wondered if it would entice somebody to do something that we would hope they wouldn't do. Mayor Becker responded that was a good question and there is no rush to do this; he will price the thru-the-wall ones and the installation. Councilwoman LaMonica offered that maybe the Sheriff's office could give the town some insight as to whether they experienced problems with these things and if they are more of a hassle than they are worth. Councilwoman Coffey mentioned that Union County has one in the City of Monroe right outside the old courthouse parking lot; it is very convenient (although she is not advocate for this). Ms. Brooks mentioned that it would be checked every day (even on Wednesday and Friday). Mayor Becker added that the tax collector is very diligent for her deposits; she checks the post office every day anyway. Mayor Becker reiterated that this is not a huge expenditure and it is not an emergency, so he would like to ask the two questions: the suggestions by Councilwoman LaMonica – Does Sheriff Cathey or Captain Luke have any advice and to ask Cindy Coto (Union County Manager) what she has to say about their freestanding one. Mayor Becker commented that in addition to those questions, we should check out the cost of the equipment for something thru-the-wall and whether it is worth the added expense. Mayor Becker will do more research for the council. Attorney Bobby Griffin suggested that the council might also want to contemplate a policy: if it is outside – who will have access to it – how, when and where. Mayor Becker responded that would be easy enough, he guessed that the staff would have a need for what would go in the box, so the finance officer, tax collector and the zoning administrator would have a key to it. Attorney Griffin asked if the keys would be taken home, left at town hall – those kinds of things should be contemplated.

7. **2012 Town Hall Holiday Schedule**

- **Councilwoman Coffey** made a motion to approve the Holiday Schedule for 2012 and **Councilwoman Critz** seconded. The motion passed unanimously as follows:

Ayes: Coffey, Countryman, Critz, Cureton, and LaMonica

Nays: None

8. **Consideration of Town Clerk/Deputy Town Clerk Attending the City and County Clerks' Academy and Institute**

- Councilwoman Critz commented that "this is a no-brainer". **Councilman Countryman** made a **motion** to approve. Councilwoman Critz stated that any

training, any information, anyway to improve your skills and your proficiency and just your confidence in what you do, ought to be. Councilwoman Coffey noted that Ms. Brooks may not feel the need for some of this for herself, because she is already acclimated to it; she could probably teach this. Councilwoman Critz responded that she didn't doubt that, she is just saying that the council approve for both of them to go, then they have the option; you have the option of looking at what is beneficial to one or both of them. Ms. Brooks added that Ms. Ridings brought that up; we thought that the new clerks' class would be great for Ms. Ridings and the other two days would still be good for Ms. Brooks where Ms. Ridings may not get as much from it. Mayor Becker asked the council if they would approve up to full attendance for both staff members. Councilwoman Critz commented that in addition to the information, it is a wonderful opportunity for networking. Councilwoman Critz has learned many things talking with other people while attending the training and learned about other counties. Even if Ms. Ridings went to things on the other days that she didn't feel is applicable to her, she still might have a great opportunity to network with other people. Ms. Ridings responded that it is also a huge expense when you look at the expense of going; the new deputy clerks' fee is \$80.00 and the other two days is another \$240.00. Councilwoman Critz asked if Ms. Ridings could go to just that [new clerks'] and not the other. Ms. Ridings responded yes and we are waiting to see what they come up with on the agenda for the other two days before making a decision; "can't see spending the extra \$240 if it is not something that I am going to be able to benefit from". Mayor Becker stated that we all do and our taxpayers appreciate that; every dollar that we do not spend is a tax dollar that is available for something else. Ms. Ridings added that it is not only the fee, but the hotels, meals and mileage. Mayor Becker commented that we certainly appreciate our staff being the way they are and always has been; very diligent about being good stewards of the funds and he has always had complete confidence in the staffers' judgment on things like that because it is historically very, very good. Ms. Ridings seems to be fitting right into that philosophy which has served us so well. Mayor Becker asked if the council wanted to approve up to the full attendance at the discretion of the Clerk and Deputy Clerk.

- **Councilman Countryman** reiterated his **motion** to approve up to the full attendance at the discretion of the Clerk and Deputy Clerk and **Councilwoman LaMonica** seconded. The motion passed unanimously as follows:

Ayes: Coffey, Countryman, Critz, Cureton, and LaMonica

Nays: None

- Ms. Brooks mentioned that the classes were on Monday, Tuesday and Wednesday and the town hall is open on that Monday and Tuesday (if both of them were gone). Mayor Becker responded that as finance officer he would "hold down the fort", although he could not do zoning, he could answer questions from the public. "The finance officer is always willing to stand in and sit at the office when necessary; there is always work for the finance officer to do".

9. **Planning Board Resignation**

- Ms. Brooks announced that Mr. John Easton has resigned from the planning board because he has gotten the Asheville to Kings Mountain route on his job and he regrets that he can no longer sit on the planning board. Ms. Brooks asked the council how they would like to replace him. There was a consensus of the council that an announcement be placed in the newsletter and on the website. Mayor Becker noted that we didn't know exactly when the newsletter was going out, but maybe the council could consider applicants in January. Councilwoman Critz asked when the staff wanted to get the newsletter out, because she would like to get an article and photograph of Ms. Cannon in it. Ms. Brooks responded that it would be nice to get it out before Christmas. Mayor Becker suggested that we would like it to be done by December 15th. Councilwoman Critz gave herself a deadline of December 1st. Mayor Becker suggested that the completion of some of Troop 18's projects go in the newsletter. The council will have a meeting before the release of the newsletter and will hopefully know if things are on track.

10. **Other Business**

- Councilwoman LaMonica mentioned the December 1, 2011 Union County Chamber of Commerce annual meeting notice that the council received and asked if anyone else was planning on attending it (she will not be able to attend, because of her travel schedule). Councilwoman Critz responded that she was planning on attending and hoped that others would as well, because it is a good opportunity. Mayor Becker added that Councilwoman Critz has been the town's official Chamber Representative lately. The town has become quite active in the Chamber, which is a good thing considering we didn't use to feel the Chamber was very supportive.

8. **Adjournment**

- **Councilwoman Coffey made a motion to adjourn and Councilman Countryman seconded. The motion passed unanimously as follows:**

Ayes: Coffey, Countryman, Critz, Cureton and LaMonica

Nays: None

- The meeting was adjourned at 8:26 p.m.
- The next regular meeting will be on Thursday, December 8, 2011 at 7:30 p.m. at the Mineral Springs Town Hall.

Respectfully submitted by:

Vicky A. Brooks, CMC, Town Clerk

Frederick Becker III, Mayor

Town of Mineral Springs

FINANCE REPORT OCTOBER 2011

Prepared for:

The Mineral Springs Town Council

By:

Frederick Becker III
Finance Officer

December 8, 2011

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Cash Flow Report FY2011 YTD

7/1/2011 Through 10/31/2011

12/2/2011

Page 1

Category Description	7/1/2011- 10/31/2011
INCOME	
Franchise	
Cable	553.00
TOTAL Franchise	553.00
Gross Receipts Tax	185.46
Interest Income	503.01
Other Inc	
Zoning	425.00
TOTAL Other Inc	425.00
Prop Tax 2011	
Receipts 2011	
Tax	21,776.02
TOTAL Receipts 2011	21,776.02
TOTAL Prop Tax 2011	21,776.02
Prop Tax Prior Years	
Prop Tax 2003	
Receipts 2003	
Int	24.52
Tax	25.39
TOTAL Receipts 2003	49.91
TOTAL Prop Tax 2003	49.91
Prop Tax 2004	
Receipts 2004	
Int	24.64
Tax	37.19
TOTAL Receipts 2004	61.83
TOTAL Prop Tax 2004	61.83
Prop Tax 2005	
Receipts 2005	
Int	21.91
Tax	31.55
TOTAL Receipts 2005	53.46
TOTAL Prop Tax 2005	53.46
Prop Tax 2006	
Receipts 2006	
Int	18.40
Tax	31.21
TOTAL Receipts 2006	49.61
TOTAL Prop Tax 2006	49.61
Prop Tax 2009	
Receipts 2009	
Int	11.65
Tax	49.46
TOTAL Receipts 2009	61.11
TOTAL Prop Tax 2009	61.11
Prop Tax 2010	
Receipts 2010	
Int	41.51
Tax	407.05
TOTAL Receipts 2010	448.56

Cash Flow Report FY2011 YTD

7/1/2011 Through 10/31/2011

12/2/2011

Page 2

Category Description	7/1/2011- 10/31/2011
TOTAL Prop Tax 2010	448.56
TOTAL Prop Tax Prior Years	724.48
Sales Tax	
Refunds	
State	635.62
TOTAL Refunds	635.62
Sales & Use Dist	3,217.86
TOTAL Sales Tax	3,853.48
Veh Tax	
Coll	
2003	-0.15
2006	-0.01
2007	-0.04
2008	-0.08
2009	-0.15
2010	-2.69
2011	-12.32
TOTAL Coll	-15.44
Int 2003	4.01
Int 2006	0.27
Int 2007	0.60
Int 2008	1.13
Int 2009	0.87
Int 2010	6.43
Int 2011	1.23
Tax 2003	6.00
Tax 2006	0.70
Tax 2007	1.79
Tax 2008	4.14
Tax 2009	9.10
Tax 2010	168.72
Tax 2011	818.26
TOTAL Veh Tax	1,007.81
TOTAL INCOME	29,028.26
EXPENSES	
Ads	109.44
Attorney	1,779.99
Capital Outlay	
Equipment	1,205.13
TOTAL Capital Outlay	1,205.13
Community	
Greenway	137.73
Maint	648.00
TOTAL Community	785.73
Dues	3,711.00
Elections	507.75
Emp	
Benefits	
Dental	212.00
Life	184.80

Cash Flow Report FY2011 YTD

7/1/2011 Through 10/31/2011

12/2/2011

Page 3

Category Description	7/1/2011- 10/31/2011
NCLGERS	3,073.80
TOTAL Benefits	3,470.60
Bond	550.00
FICA	
Med	502.64
Soc Sec	2,149.26
TOTAL FICA	2,651.90
Payroll	407.15
Work Comp	680.21
TOTAL Emp	7,759.86
Ins	3,595.29
Office	
Bank	21.79
Clerk	9,372.00
Council	2,400.00
Deputy Clerk	2,466.00
Equip	1,025.28
Finance Officer	9,080.00
Maint	
Materials	228.67
Service	2,480.00
TOTAL Maint	2,708.67
Mayor	1,600.00
Misc	137.00
Post	507.16
Supplies	907.31
Tel	3,008.22
Util	613.32
TOTAL Office	33,846.75
Planning	
Administration	8,092.00
Misc	431.00
Parks & Greenways	26.63
TOTAL Planning	8,549.63
Street Lighting	415.73
Tax Coll	
Bill	
Supplies	107.70
TOTAL Bill	107.70
Post	372.00
Sal	3,248.00
TOTAL Tax Coll	3,727.70
Training	
Staff	49.00
TOTAL Training	49.00
Travel	67.44
TOTAL EXPENSES	66,110.44
TRANSFERS	
FROM MM Sav CitizensSouth	20,000.00
TO Check Min Spgs	-20,000.00

Cash Flow Report FY2011 YTD

7/1/2011 Through 10/31/2011

12/2/2011

Page 4

Category Description	7/1/2011- 10/31/2011
TO Ag Bldg Capital Project Fund	-360.00
TO Greenway Parking Capital Project Fund	-63,514.00
TOTAL TRANSFERS	-63,874.00
OVERALL TOTAL	-100,956.18

Account Balances History Report

(Includes unrealized gains)

As of 10/31/2011

12/2/2011

Page 1

Account	6/29/2011 Balance	6/30/2011 Balance	7/31/2011 Balance	8/31/2011 Balance	9/30/2011 Balance	10/31/2011 Balance
ASSETS						
Cash and Bank Accounts						
Check Min Spgs	40,152.12	40,102.34	17,166.48	4,474.59	55,240.88	11,892.07
Estates at Soen Escrow	28,118.05	28,127.83	28,137.39	28,144.83	28,150.61	28,156.59
MM Sav CitizensSouth	343,681.79	343,836.25	343,982.29	344,102.47	344,201.47	324,302.65
MM Sav Min Spgs	10,533.91	10,536.07	10,538.31	10,540.40	10,542.13	10,543.92
Ag Bldg Capital Project Fund	0.00	0.00	0.00	0.00	0.00	0.00
CWMTF Grant Project Fund	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL Cash and Bank Accounts	422,485.87	422,602.49	399,824.47	387,262.29	438,135.09	374,895.23
Other Assets						
State Revenues Receivable	0.00	55,610.40	53,805.43	52,585.53	0.00	0.00
TOTAL Other Assets	0.00	55,610.40	53,805.43	52,585.53	0.00	0.00
TOTAL ASSETS	422,485.87	478,212.89	453,629.90	439,847.82	438,135.09	374,895.23
LIABILITIES						
Other Liabilities						
Accounts Payable	0.00	2,361.48	562.40	0.00	0.00	0.00
Escrows	27,720.00	27,720.00	27,720.00	27,720.00	27,720.00	27,720.00
TOTAL Other Liabilities	27,720.00	30,081.48	28,282.40	27,720.00	27,720.00	27,720.00
TOTAL LIABILITIES	27,720.00	30,081.48	28,282.40	27,720.00	27,720.00	27,720.00
OVERALL TOTAL	394,765.87	448,131.41	425,347.50	412,127.82	410,415.09	347,175.23

Mineral Springs Monthly Revenue Summary 2011-2012

TOWN OF MINERAL SPRINGS									
REVENUE SUMMARY 2011-2012									
Source	Budget	Receivable	Rec'd YTD	% of Budget	July	August	September	October	November
Property Tax - prior	\$ 2,400.00	\$ 1,675.52	\$ 724.48	30.2%	\$ 96.58	\$ -	\$ 412.53	\$ 215.37	
Property Tax - 2011	\$ 62,720.00	\$ 40,943.98	\$ 21,776.02	34.7%	\$ -	\$ -	\$ 10,208.68	\$ 11,567.34	
Dupl. Property Tax	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	
Franchise Taxes: cable	\$ 2,100.00	\$ 1,547.00	\$ 553.00	26.3%	\$ -	\$ 553.00	\$ -	\$ -	
Franchise Taxes: utility	\$ 180,000.00	\$ 180,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	
Fund Balance Approp.	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	
Gross Receipts Tax	\$ -	\$ (185.46)	\$ 185.46		\$ -	\$ 50.69	\$ 95.65	\$ 39.12	
Interest	\$ 3,000.00	\$ 2,496.99	\$ 503.01	16.8%	\$ 157.84	\$ 129.71	\$ 106.51	\$ 108.95	
Sales Tax	\$ 41,650.00	\$ 37,796.52	\$ 3,853.48	9.3%	\$ 635.62	\$ 300.32	\$ 1,526.73	\$ 1,390.81	
Vehicle Taxes	\$ 4,200.00	\$ 3,192.19	\$ 1,007.81	24.0%	\$ -	\$ 320.47	\$ 277.72	\$ 409.62	
Zoning Fees	\$ 3,000.00	\$ 2,575.00	\$ 425.00	14.2%	\$ 100.00	\$ 25.00	\$ 200.00	\$ 100.00	
Other	\$ 500.00	\$ 500.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	
Totals	\$ 299,570.00	\$ 270,541.74	\$ 29,028.26	9.7%	\$ 990.04	\$ 1,379.19	\$ 12,827.82	\$ 13,831.21	\$ -
	December	January	February	March	April	May	June	June a/r	
Property Tax - prior									
Property Tax - 2011									
Dupl. Property Tax									
Franchise Taxes: cable									
Franchise Taxes: utility									
Fund Balance Approp.									
Gross Receipts Tax									
Interest									
Sales Tax									
Vehicle Taxes									
Zoning Fees									
Other									
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Mineral Springs Budget Comparison 2011-2012

TOWN OF MINERAL SPRINGS									
BUDGET COMPARISON 2011-2012									
Appropriation dept	Budget	Unspent	Spent YTD	% of Budget	July	August	September	October	November
Advertising	\$ 1,800.00	\$ 1,690.56	\$ 109.44	6.1%	\$ -	\$ 109.44	\$ -	\$ -	
Attorney	\$ 9,600.00	\$ 7,820.01	\$ 1,779.99	18.5%	\$ 300.00	\$ 613.32	\$ 566.67	\$ 300.00	
Audit	\$ 3,900.00	\$ 3,900.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	
Community Projects	\$ 16,700.00	\$ 15,914.27	\$ 785.73	4.7%	\$ -	\$ 200.00	\$ 200.00	\$ 385.73	
Contingency	\$ 3,000.00	\$ 3,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	
Dues	\$ 4,525.00	\$ 814.00	\$ 3,711.00	82.0%	\$ 3,460.00	\$ -	\$ -	\$ 251.00	
Elections	\$ 4,200.00	\$ 3,692.25	\$ 507.75	12.1%	\$ 507.75	\$ -	\$ -	\$ -	
Employee Overhead	\$ 21,900.00	\$ 14,140.14	\$ 7,759.86	35.4%	\$ 2,766.63	\$ 1,738.19	\$ 1,623.06	\$ 1,631.98	
Fire Department	\$ 12,000.00	\$ 12,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	
Insurance	\$ 4,500.00	\$ 904.71	\$ 3,595.29	79.9%	\$ 3,595.29	\$ -	\$ -	\$ -	
Newsletter	\$ 2,400.00	\$ 2,400.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	
Office	\$ 118,256.00	\$ 84,409.25	\$ 33,846.75	28.6%	\$ 9,491.65	\$ 8,594.59	\$ 7,866.66	\$ 7,893.85	
Planning & Zoning	\$ 40,276.00	\$ 31,726.37	\$ 8,549.63	21.2%	\$ 2,480.63	\$ 2,023.00	\$ 2,023.00	\$ 2,023.00	
Street Lighting	\$ 1,800.00	\$ 1,384.27	\$ 415.73	23.1%	\$ -	\$ 136.33	\$ 136.33	\$ 143.07	
Tax Collection	\$ 11,544.00	\$ 7,816.30	\$ 3,727.70	32.3%	\$ 812.00	\$ 1,184.00	\$ 919.70	\$ 812.00	
Training	\$ 3,000.00	\$ 2,951.00	\$ 49.00	1.6%	\$ -	\$ -	\$ -	\$ 49.00	
Travel	\$ 3,000.00	\$ 2,932.56	\$ 67.44	2.2%	\$ -	\$ -	\$ -	\$ 67.44	
Capital Outlay	\$ 37,169.00	\$ 35,963.87	\$ 1,205.13	3.2%	\$ -	\$ -	\$ 1,205.13	\$ -	
Totals	\$ 299,570.00	\$ 233,459.56	\$ 66,110.44	22.1%	\$ 23,413.95	\$ 14,598.87	\$ 14,540.55	\$ 13,557.07	\$ -
Off Budget:									
Tax Refunds			\$ -		\$ -	\$ -	\$ -	\$ -	
Interfund Transfers			\$ 63,874.00		\$ 360.00	\$ -	\$ -	\$ 63,514.00	
Total Off Budget:			\$ 63,874.00		\$ 360.00	\$ -	\$ -	\$ 63,514.00	\$ -

October 2011 Cash Flow Report

10/1/2011 Through 10/31/2011

12/2/2011

Page 1

Category Description	10/1/2011- 10/31/2011
INCOME	
Gross Receipts Tax	39.12
Interest Income	108.95
Other Inc	
Zoning	100.00
TOTAL Other Inc	100.00
Prop Tax 2011	
Receipts 2011	
Tax	11,567.34
TOTAL Receipts 2011	11,567.34
TOTAL Prop Tax 2011	11,567.34
Prop Tax Prior Years	
Prop Tax 2003	
Receipts 2003	
Int	24.52
Tax	25.39
TOTAL Receipts 2003	49.91
TOTAL Prop Tax 2003	49.91
Prop Tax 2004	
Receipts 2004	
Int	24.64
Tax	31.55
TOTAL Receipts 2004	56.19
TOTAL Prop Tax 2004	56.19
Prop Tax 2005	
Receipts 2005	
Int	21.91
Tax	31.55
TOTAL Receipts 2005	53.46
TOTAL Prop Tax 2005	53.46
Prop Tax 2010	
Receipts 2010	
Int	4.15
Tax	51.66
TOTAL Receipts 2010	55.81
TOTAL Prop Tax 2010	55.81
TOTAL Prop Tax Prior Years	215.37
Sales Tax	
Sales & Use Dist	1,390.81
TOTAL Sales Tax	1,390.81
Veh Tax	
Coll	
2003	-0.01
2008	-0.05
2009	-0.03
2010	-0.43
2011	-5.75
TOTAL Coll	-6.27
Int 2003	0.36
Int 2008	0.71

October 2011 Cash Flow Report

10/1/2011 Through 10/31/2011

12/2/2011

Page 2

Category Description	10/1/2011- 10/31/2011
Int 2009	0.28
Int 2010	1.79
Int 2011	1.05
Tax 2003	0.40
Tax 2008	2.53
Tax 2009	1.95
Tax 2010	25.98
Tax 2011	380.84
TOTAL Veh Tax	409.62
TOTAL INCOME	13,831.21
EXPENSES	
Attorney	300.00
Community	
Greenway	137.73
Maint	248.00
TOTAL Community	385.73
Dues	251.00
Emp	
Benefits	
Dental	53.00
Life	46.20
NCLGERS	768.45
TOTAL Benefits	867.65
FICA	
Med	124.99
Soc Sec	534.44
TOTAL FICA	659.43
Payroll	104.90
TOTAL Emp	1,631.98
Office	
Bank	-25.57
Clerk	2,343.00
Council	600.00
Deputy Clerk	570.00
Equip	218.79
Finance Officer	2,270.00
Maint	
Materials	83.62
Service	645.00
TOTAL Maint	728.62
Mayor	400.00
Misc	137.00
Supplies	111.73
Tel	369.01
Util	171.27
TOTAL Office	7,893.85
Planning	
Administration	2,023.00
TOTAL Planning	2,023.00
Street Lighting	143.07

October 2011 Cash Flow Report

10/1/2011 Through 10/31/2011

12/2/2011

Page 3

Category Description	10/1/2011- 10/31/2011
Tax Coll	
Sal	812.00
TOTAL Tax Coll	812.00
Training	
Staff	49.00
TOTAL Training	49.00
Travel	67.44
TOTAL EXPENSES	13,557.07
TRANSFERS	
FROM MM Sav CitizensSouth	20,000.00
TO Check Min Spgs	-20,000.00
TO Greenway Parking Capital Project Fund	-63,514.00
TOTAL TRANSFERS	-63,514.00
OVERALL TOTAL	-63,239.86

Register Report

10/1/2011 Through 10/31/2011

12/3/2011

Page 1

Date	Account	Num	Description	Memo	Category	Clr	Amount
BALANCE 9/30/2011							55,240.88
10/3/2011	Check Min ...	EFT	Debit Card (NC State ...	Electronic Recor...	Training:Staff	R	-49.00
10/5/2011	Check Min ...	EFT	Debit Card (Office Max)	Paper (FY2011)	Office:Supplies	R	-51.23
10/6/2011	Check Min ...	DEP	Deposit	#437 (FY2011)	Prop Tax 2011:Rec...	R	5,468.65
10/6/2011	Check Min ...	3608	Duke Power	1819573779 (Ol...	Office:Util	R	-19.82
10/6/2011	Check Min ...	3609	Douglas Bittner	Eagle Scout Pro...	Community:Greenway	R	-137.73
10/12/2011	Check Min ...	DEP	S Deposit		Prop Tax 2011:Rec...	R	751.35
					Prop Tax Prior Year...	R	4.15
					Prop Tax Prior Year...	R	51.66
10/12/2011	Check Min ...	DEP	Deposit	#439 (FY2011)	Prop Tax 2011:Rec...	R	4,121.08
10/14/2011	Check Min ...	EFT	Debit Card (Browning'...	Pansies for Dow...	Community:Maint	R	-48.00
10/17/2011	Check Min ...	EFT	Debit Card (Enquirer-J...	Newspaper Sub...	Office:Misc	R	-137.00
10/17/2011	Check Min ...	3610	Union County Public ...	84361*00 (FY20...	Office:Util	R	-13.34
10/17/2011	Check Min ...	3611	Duke Power	1803784140 (F...	Office:Util	R	-138.11
10/17/2011	Check Min ...	3612	Duke Power	2035221941 (F...	Street Lighting	R	-143.07
10/17/2011	Check Min ...	3613	Clark, Griffin & McColl...	I/N 3051 (FY201...	Attorney	R	-300.00
10/17/2011	Check Min ...	3614	Jan-Pro Cleaning Syst...	I/N 9058 Janitori...	Office:Maint:Service	R	-195.00
10/17/2011	Check Min ...	3615	Frederick Becker III	7/11 & 8/11 reim...	Travel	R	-67.44
10/17/2011	Check Min ...	3616	Eagle Engineering, Inc.	I/N 24976 Grave...	[Greenway Parking ...	R	-450.00
10/17/2011	Check Min ...	EFT	S Union County		Veh Tax:Tax 2011	R	380.84
					Veh Tax:Coll:2011	R	-5.75
					Veh Tax:Int 2011	R	1.05
					Veh Tax:Tax 2010	R	25.98
					Veh Tax:Int 2010	R	1.79
					Veh Tax:Coll:2010	R	-0.43
					Veh Tax:Tax 2009	R	1.95
					Veh Tax:Int 2009	R	0.28
					Veh Tax:Coll:2009	R	-0.03
					Veh Tax:Tax 2008	R	2.53
					Veh Tax:Int 2008	R	0.71
					Veh Tax:Coll:2008	R	-0.05
					Veh Tax:Tax 2003	R	0.40
					Veh Tax:Int 2003	R	0.36
					Veh Tax:Coll:2003	R	-0.01
10/17/2011	Check Min ...	EFT	Union County	9/11 (FY2011)	Gross Receipts Tax	R	39.12
10/17/2011	Check Min ...	EFT	NC Department of Rev...	8/11 (FY2011)	Sales Tax:Sales & ...	R	1,390.81
10/21/2011	Check Min ...	EFT	Debit Card (Adobe)	Clerk Adobe Acr...	Office:Equip	R	-218.79
10/25/2011	Check Min ...	EFT	Debit Card (NCH Soft...	Deputy Clerk Ex...	Office:Supplies	R	-30.10
10/26/2011	Check Min ...	DEP	S Deposit		Prop Tax 2011:Rec...	R	1,226.26
					Prop Tax Prior Year...	R	31.55
					Prop Tax Prior Year...	R	21.91
					Prop Tax Prior Year...	R	31.55
					Prop Tax Prior Year...	R	24.64
					Prop Tax Prior Year...	R	25.39
					Prop Tax Prior Year...	R	24.52
10/26/2011	Check Min ...	DEP	Deposit	#440a (FY2011)	Other Inc:Zoning	R	100.00
10/26/2011	Check Min ...	TXFR	Transfer Money	transfer (FY2011)	[MM Sav CitizensSo...	R	20,000.00
10/27/2011	Check Min ...	EFT	American Community ...	Service Charge ...	Office:Bank	R	31.45
10/28/2011	Check Min ...	EFT	S Advantage Payroll	Salary 10/11	Office:Clerk	R	-2,202.42
				Supplement 10/11	Office:Clerk	R	0.00
				Hours 10/11	Office:Deputy Clerk	R	-570.00

Register Report

10/1/2011 Through 10/31/2011

12/3/2011

Page 2

Date	Account	Num	Description	Memo	Category	Clr	Amount
				Salary 10/11	Office:Finance Officer	R	-2,133.80
				Salary 10/11	Office:Mayor	R	-400.00
				Salary 10/11	Office:Council	R	-600.00
				Salary 10/11	Planning:Administra...	R	-1,901.62
				Salary 10/11	Tax Coll:Sal	R	-812.00
					Emp:FICA:Soc Sec	R	-534.44
					Emp:FICA:Med	R	-124.99
					Emp:Payroll	R	-104.90
10/28/2011	Check Min ...	3617	McCollum Trucking & ...	I/N 1396 Parkin...	[Greenway Parking ...		-63,064.00
10/28/2011	Check Min ...	3618	S Municipal Insurance Tr...		Emp:Benefits:Life		-46.20
					Emp:Benefits:Dental		-53.00
10/28/2011	Check Min ...	3619	Windstream	061348611 (FY...	Office:Tel		-223.07
10/28/2011	Check Min ...	3620	Windstream	061345970 (FY...	Office:Tel		-56.94
10/28/2011	Check Min ...	3621	School Of Governmen...	Req. #513 (FY2...	Dues		-251.00
10/28/2011	Check Min ...	3622	S Hummingbird Lawn C...		Community:Maint		-200.00
					Office:Maint:Service		-450.00
10/28/2011	Check Min ...	3623	Verizon Wireless	221474588-000...	Office:Tel		-89.00
10/28/2011	Check Min ...	3624	Conder Flag Company	I/N 149776 US ...	Office:Maint:Materials		-83.62
10/28/2011	Check Min ...	EFT	S NC State Treasurer	10/11 LGERS c...	Office:Clerk	R	-140.58
				10/11 LGERS c...	Office:Finance Officer	R	-136.20
				10/11 LGERS c...	Planning:Administra...	R	-121.38
				10/11 employer ...	Emp:Benefits:NCLG...	R	-768.45
10/31/2011	Check Min ...	EFT	Debit Card (Office Max)	Notebook, Folde...	Office:Supplies		-30.40
10/31/2011	Check Min ...	EFT	American Community ...	Service Charge ...	Office:Bank	R	-5.88
TOTAL 10/1/2011 - 10/31/2011							-43,348.81

BALANCE 10/31/2011	11,892.07
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TOTAL INFLOWS	33,759.98
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TOTAL OUTFLOWS	-77,108.79
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NET TOTAL	-43,348.81
------------------	-------------------

Greenway Parking Capital Project Fund

7/1/2011 Through 10/31/2011

12/3/2011

Page 1

Category Description	7/1/2011- 10/31/2011
EXPENSES	
Construction	
Outsourced	
Contractors	63,514.00
TOTAL Outsourced	63,514.00
TOTAL Construction	63,514.00
TOTAL EXPENSES	63,514.00
TRANSFERS	
FROM Check Min Spgs	63,514.00
TOTAL TRANSFERS	63,514.00
OVERALL TOTAL	0.00

Greenway Parking Capital Project Fund

7/1/2011 Through 10/31/2011

12/3/2011

Page 1

Date	Account	Num	Description	Memo	Category	Clr	Amount
BALANCE 6/30/2011							0.00
8/12/2011	Greenway ...		Opening Balance		[Greenway Parking ...		0.00
10/17/2011	Greenway ...		Eagle Engineering, Inc. Gravel Compact...		Construction:Outso...		-450.00
10/17/2011	Greenway ...		Eagle Engineering, Inc. Gravel Compact...		[Check Min Spgs]		450.00
10/27/2011	Greenway ...		McCollum Trucking & ... I/N 1396 Parkin...		Construction:Outso...		-63,064.00
10/28/2011	Greenway ...		McCollum Trucking & ... I/N 1396 Parkin...		[Check Min Spgs]		63,064.00
TOTAL 7/1/2011 - 10/31/2011							0.00
BALANCE 10/31/2011							0.00
TOTAL INFLOWS							63,514.00
TOTAL OUTFLOWS							-63,514.00
NET TOTAL							0.00

October 2011

- Revenue Details
- Inter-bank Transfers

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NC Sales and Use Tax Distribution

August 2011 Collections

Summary

October 12, 2011

	ARTICLE 39	ARTICLE 40	ARTICLE 42	ARTICLE 43	ARTICLE 44	ARTICLE 45	ARTICLE 46	CITY HH	TOTAL
	\$ 1,018,357.18	\$ 779,955.24	\$ 539,921.35	\$ -	\$ 77.10	\$ -	\$ -	\$ (178,430.60)	\$ 2,159,880.27
FAIRVIEW	\$ 536.12	\$ 410.61	\$ 284.24	\$ -	\$ 0.04	\$ -	\$ -	\$ 421.98	\$ 1,652.99
HEMBY BRIDGE	\$ 7.22	\$ 5.53	\$ 3.83	\$ -	\$ -	\$ -	\$ -	\$ 5.70	\$ 22.28
INDIAN TRAIL	\$ 31,381.60	\$ 24,035.03	\$ 16,638.17	\$ -	\$ 2.38	\$ -	\$ -	\$ 24,700.05	\$ 96,757.23
LAKE PARK	\$ 3,883.70	\$ 2,974.51	\$ 2,059.09	\$ -	\$ 0.29	\$ -	\$ -	\$ 3,056.82	\$ 11,974.41
MARSHVILLE	\$ 4,551.92	\$ 3,486.29	\$ 2,413.38	\$ -	\$ 0.34	\$ -	\$ -	\$ 3,582.75	\$ 14,034.68
MARVIN	\$ 3,333.76	\$ 2,553.31	\$ 1,767.52	\$ -	\$ 0.25	\$ -	\$ -	\$ 2,623.97	\$ 10,278.81
MINERAL SPRINGS	\$ 451.08	\$ 345.48	\$ 239.16	\$ -	\$ 0.03	\$ -	\$ -	\$ 355.06	\$ 1,390.81
MINT HILL *	\$ 36.23	\$ 27.75	\$ 19.21	\$ -	\$ -	\$ -	\$ -	\$ 28.52	\$ 111.71
MONROE	\$ 124,091.60	\$ 95,041.21	\$ 65,791.95	\$ -	\$ 9.39	\$ -	\$ -	\$ 97,670.84	\$ 382,604.99
STALLINGS *	\$ 21,748.74	\$ 16,657.26	\$ 11,530.93	\$ -	\$ 1.65	\$ -	\$ -	\$ 17,118.13	\$ 67,056.71
UNIONVILLE	\$ 650.17	\$ 497.96	\$ 344.71	\$ -	\$ 0.05	\$ -	\$ -	\$ 511.74	\$ 2,004.63
WAXHAW	\$ 27,942.51	\$ 21,401.05	\$ 14,814.80	\$ -	\$ 2.12	\$ -	\$ -	\$ 21,993.18	\$ 86,153.66
WEDDINGTON *	\$ 3,837.38	\$ 2,939.03	\$ 2,034.54	\$ -	\$ 0.29	\$ -	\$ -	\$ 3,020.35	\$ 11,831.59
WESLEY CHAPEL	\$ 971.14	\$ 743.79	\$ 514.89	\$ -	\$ 0.07	\$ -	\$ -	\$ 764.38	\$ 2,994.27
WINGATE	\$ 3,274.24	\$ 2,507.73	\$ 1,735.97	\$ -	\$ 0.25	\$ -	\$ -	\$ 2,577.13	\$ 10,095.32

DATE 9/30/11
 TIME 12:50:06
 USER PHH

UNION COUNTY

PAGE 52
 PR06# CL2138

COLLECTIONS BY RGCD/REV UNIT/YR-DATE RANGE
 DEPOSIT DATE RANGE: 9/01/2011 THRU 9/30/2011
 REPORT GROUP: 200 REGISTERED VEHICLE
 REVENUE UNIT: 990 TOWN OF MINERAL SPRINGS

YEAR	TAXES, ASSESSMENTS & MISC. CHARGES	LATE LIST	INTEREST (NOT INT3)	STATE INTEREST (INT3)	TOTAL COLLECTED (INT3)	COMMISSION	NET OF COMMISSION & STATE INTEREST
2001	.40		.36		.76	.01	.75
2008	2.53		.71	.08	3.32	.05	3.19
2009	1.95		.28	.06	2.29	.03	2.20
2010	25.98		1.79	.84	28.61	.43	27.34
2011	380.84		1.05	1.37	383.26	5.75	376.14
TOTAL	411.70		4.19	2.35	418.24	6.27	409.62

Invoice Date	Invoice Number	Description	Invoice Amount
10/06/2011	200.1-11/09	Tax/Fee/Int - SEP11	\$409.62

Vendor No.	Vendor Name	Check No.	Check Date	Check Amount
10870	TOWN OF MINERAL SPRINGS	00021055	10/11/2011	409.62



County of Union
 500 North Main Street
 Monroe, North Carolina 28112

Vendor Number Check Date Check Number
 10870 10/11/2011 00021055

"This disbursement has been approved as required by the Local Government Budget and Fiscal Control Act."

\$409.62

Pay **Four Hundred Nine Dollars and 62 cents *******

To The TOWN OF MINERAL SPRINGS
 Order Of E. ANDREWS-HINSON, TAX COLLECT
 PO BOX 600
 MINERAL SPRINGS NC 28108

**EFT COPY
 NON-NEGOTIABLE**

AP



County of Union
 500 North Main Street
 Monroe, North Carolina 28112

10870
 00021055

ADDRESS SERVICE REQUESTED

TOWN OF MINERAL SPRINGS
 E. ANDREWS-HINSON, TAX COLLECT
 PO BOX 600
 MINERAL SPRINGS NC 28108

County of Union, Monroe, NC 28112

Check Number: 00021173

Invoice Date	Invoice Number	Description	Invoice Amount
09/30/2011	1203VEHGR	GROSS VEH. RENTAL RECEIPTS SE	\$39.12

Vendor No.	Vendor Name	Check No.	Check Date	Check Amount
10870	TOWN OF MINERAL SPRINGS	00021173	10/17/2011	39.12



County of Union
 500 North Main Street
 Monroe, North Carolina 28112

Vendor Number Check Date Check Number
 10870 10/17/2011 00021173

"This disbursement has been approved as required by the Local Government Budget and Fiscal Control Act."

\$39.12

Pay **Thirty Nine Dollars and 12 cents *******

To The TOWN OF MINERAL SPRINGS
 Order Of PO BOX 600
 MINERAL SPRINGS NC 28108

**EFT COPY
 NON-NEGOTIABLE**

CITIZENS SOUTH
Your Bank For Life
Post Office Box 2249
Gastonia, NC 28053-2249
704-868-5200

OFFICIAL CHECK

Date: 10/26/11 **673841**
Branch: 0201
22-7051/531

REMITTER THE TOWN OF MINERAL SPRINGS

PAY EXACTLY **20,000 AND 00/100 DOLLARS \$20,000.00
TO THE THE TOWN OF MINERAL SPRINGS
ORDER OF

Chae Milton MP

⑈673841⑈ ⑆253170512⑆660018630⑈

CITIZENS SOUTH BANK

673841

DATE: 10/26/11
REMITTER: THE TOWN OF MINERAL SPRINGS
PO BOX 600
TO: THE TOWN OF MINERAL SPRINGS

BRANCH: 0201
ORIGINATOR: S60IMITOLA
TIME: 15:37:22
CK AMT: \$20,000.00
FEE AMT: \$.00
TOTAL: \$20,000.00

**NON-NEGOTIABLE
PLEASE RETAIN THIS VOUCHER**

Divisions of Yadkin Valley Bank and Trust Company



CUSTOMER RECEIPT

CUSTOMER RECEIPT

601 601 AMERICAN COMMUNITY-MONRO
0757 0007 142
10/26/2011 15:58 ***0871
\$20000.00 TlrDDDp

TXFR

Essentials of Municipal Government

- [Classroom](#) [1]
- [Leadership and Governance](#) [2]

Two educational programs will be offered in five locations across the state to help newly elected and veteran officials lead in this time of change, respond innovatively to economic challenges, and work together effectively to make decisions that will shape North Carolina's future. Both programs offer participants points toward recognition in the [Local Elected Leaders Academy \(LELA\)](#). [3]

Scholarship Opportunities:

The Local Elected Leaders Academy offers scholarships to municipal elected officials to attend the below programs. Scholarships are made available for the 2012 sessions through the generous support of the following sponsors:

- Food Lion
- Local Government Federal Credit Union

Registration for the course is required before submitting a scholarship application. Click [here](#) [4],[5] for a scholarship application.

Ethics Training:

Each course below-*Essentials of Municipal Government* as well as *Community Planning and Zoning: Making Better Decisions* offer the state mandated ethics training as part of the course curriculum. *Registration is required. This updated training fulfills the ethics education requirement for local elected officials that is state mandated each time an official is elected or re-elected. If an official is on the November 2011 ballot and wins the initial election or re-election, two hours of ethics training is required prior to November 2012.* Attorneys can claim two hours of general CLE credit.

To attend ethics during this program, you must register for one of the below courses. Please visit the [ethics](#) [6] website for additional information on ethics legislation.

Course Descriptions and Locations:

Essentials of Municipal Government \$350

For newly-elected officials

This two day course is for newly elected municipal officials. It is also recommended for veteran municipal officials who have never attended *Essentials*. The course is intended for new mayors and council members. The program covers the basics of municipal government, making the transition from campaigning to governing, understanding roles, responsibilities and key elements of municipal law, working effectively as a board and with the city manager, meeting financial requirements, understanding environmental regulation, and planning for zoning and land use. This course satisfies the ethics requirement

Community Planning and Zoning: Making Better Decisions -\$175

For veteran elected officials

This is a one day workshop held on the first day of Essentials and is for veteran municipal *and* county officials. Today's elected officials are confronted with controversial and complicated decisions about land use and development. Learn more about your role in planning and zoning, navigating the zoning process, and working effectively with others to make better decisions. Today's decisions will affect North Carolina's future.

Elected officials are encouraged to invite their municipal and county managers to join them. This workshop is held in the same location and on the first day of *Essentials of Municipal Government*. This course satisfies the ethics requirement.

Combination of both courses—Essentials of Municipal Government and Community Planning and Zoning: Making Better Decisions -\$350

For municipal veteran elected officials

This two day combined course is open to *veteran municipal elected officials*. The first day, attend the workshop on community and planning. Then on day two, join newly elected municipal officials in sessions discussing working together in council-mayor/council-manager municipalities, personnel and operations, infrastructure and environment, and financial management. This option is also recommended for entire boards. It provides opportunities for team building and networking. If you are interested in more information on bringing your entire board, please contact Susan Hutchinson 919-966-4171 or smhutch@sog.unc.edu [7].

Helpful Links:

Registration Instructions [8]

EMG 2 Day Agenda [9]

Community Planning Workshop Agenda Link Coming Soon

Hotel and Meeting Location Information Link [10]

Scholarship Application [4] -Registration for the course is required prior to submitting an application

Click on a location below to proceed to the registration page.

Program Options

Please select one of the options below for more information

- [Greenville January 11-12, 2012](#) ^[11]
- [Chapel Hill-February 17-18, 2012](#) ^[12]
- [Wilmington-February 23-24, 2012](#) ^[13]
- [Charlotte-February 28-29, 2012](#) ^[14]
- [Asheville January 25-26, 2012](#) ^[15]

- [Classroom](#)
- [Leadership and Governance](#)

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Links:

- [1] <http://www.sog.unc.edu/taxonomy/term/7>
- [2] <http://www.sog.unc.edu/taxonomy/term/25>
- [3] <http://www.sog.unc.edu/.../programs/lela>
- [4] http://www.sog.unc.edu/sites/www.sog.unc.edu/files/EMG-RL%20Scholarship%20App%202012_fillable_1.pdf
- [5] <http://www.sog.unc.edu/.../sites/www.sog.unc.edu/files/EMG-RL%20Scholarship%20App%202012.pdf>
- [6] <http://www.sog.unc.edu/.../programs/ethics>
- [7] <mailto:smhutch@sog.unc.edu>
- [8] http://www.sog.unc.edu/sites/www.sog.unc.edu/files/20110763_OnlineRegistrationInstructions_1.pdf
- [9] <http://www.sog.unc.edu/sites/www.sog.unc.edu/files/Agenda%20Final%20EMG%202011-12-in%20progress.pdf>
- [10] http://www.sog.unc.edu/sites/www.sog.unc.edu/files/Location%20and%20Hotel%20Information_1.pdf
- [11] <http://www.sog.unc.edu/node/1199/sog-program/view-offering/186>
- [12] <http://www.sog.unc.edu/node/1199/sog-program/view-offering/318>
- [13] <http://www.sog.unc.edu/node/1199/sog-program/view-offering/319>
- [14] <http://www.sog.unc.edu/node/1199/sog-program/view-offering/320>
- [15] <http://www.sog.unc.edu/node/1199/sog-program/view-offering/317>

Training Opportunities

Under North Carolina law, members of governing boards of cities, counties, local boards of education, unified governments, sanitary districts, and consolidated city-counties are required to receive at least two (2) clock hours of ethics training within twelve months after each election or reelection to office. The ethics training requirement is an ongoing obligation, triggered by each subsequent re-election or reappointment to office.

Where can elected officials get the ethics training?

In collaboration with the North Carolina Association of County Commissioners and the North Carolina League of Municipalities, the School of Government provides ethics training for city and county governing board members. School board members receive their training through the North Carolina School Boards Association. Sanitary District board members may participate in city and county programs conducted by the School of Government.

Current Training Opportunities:

REGISTRATION OPEN! Essentials of Municipal Government and Community Planning and Zoning: Making Better Decisions [1]. Two hours of ethics training will be offered during this program. The ethics training program has been revised to provide updated content for incumbents that is also relevant for newly elected officials. For more information, contact Norma Houston [2] or Susan Hutchinson [3].

Future Training Opportunities:

- **NCLM Annual Conference** - Registration will open in 2012 through the NCLM.
- **SOG online training** - The School of Government will offer online training in 2012. More information will be posted at the online program is developed.

See our FAQ's for answers to common ethics training questions. [4]

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Source URL: <http://www.sog.unc.edu/node/1111>

Links:

- [1] <http://www.sog.unc.edu/node/1199>
- [2] [http://mailto:nhouston@sog.unc.edu](mailto:nhouston@sog.unc.edu)
- [3] <http://www.sog.unc.edu/user/73>
- [4] <http://www.sog.unc.edu/node/1114>

Frequently Asked Questions

1. When do I have to take the mandated ethics training?

The law says that local elected officials must complete the training within 12 months of the date of their election or appointment, and then again within 12 months of their re-election or re-appointment. The training requirement is triggered each time the official is re-elected or reappointed to office.

Every official elected or re-elected in November 2011 must take the mandatory ethics training by November 2012. This applies to incumbent officials who took the training when the law went into effect in 2009. Since those officials will begin a new term of office if reelected in November 2011, the training requirement is triggered again.

2. Who is covered under the law?

The ethics education requirement applies to the governing board members of all North Carolina cities, counties, local school boards, sanitary districts, unified governments, and consolidated city-counties. The requirement applies regardless of whether the board member was elected or appointed to office.

The ethics education requirement does **not apply** to other local government board members, such as local boards of health, social services, elections, planning, etc. However, the code of ethics adopted by a local governing board may impose ethics education requirements and other ethical standards on local board members.

The ethics education requirement does **not apply** to local government employees. However, the code of ethics adopted by a local governing board may impose ethics education requirements and other ethical standards on its own employees.

3. What obligations do Clerks have under the law?

Clerks to local government governing boards are required to maintain the record verifying that their board members have completed the mandatory ethics training. However, it is the responsibility of the board member himself or herself to take the training and obtain the verification form to provide to the clerk. [Sample verification forms are available here.](#) [1]

4. If local governing board members receive ethics training under the State Ethics Act because they serve on a state board, such as a community college boards of trustees, does that satisfy the requirement for training under the local government ethics law?

Local government officials who are also “public servants” under G.S. Chapter 138A, the State Government Ethics Act ("State Ethics Act"), must participate in mandatory ethics education required by the State Ethics Act in addition to the ethics training required under the Local Government Ethics Act. "Public servants" are certain officials and employees in the Executive Branch of state government, including the members of certain state boards and commissions, who are subject to the requirements and prohibitions of the State Ethics Act.

The local government ethics training taken by persons covered by the State Ethics Act does not count towards the mandatory state ethics act training requirement. On the other hand, whether the mandatory state ethics act training can be used to satisfy the local governing training requirement is less clear. This issue is not specifically addressed in the local government ethics law.

The safest course is to assume that, for those local elected officials who are “dual covered,” the education taken to satisfy the requirement under one statute does not satisfy the requirement under the other, unless and until this issue is clarified by the General Assembly.

Training for the State Ethics Act is available online at the [State Ethics Commission website.](#) [2]

5. What happens if an elected official does not comply with the law requiring ethics training?

The law does not impose and formal sanctions in place for elected officials who do not comply with the ethics training requirement. However, officials should remember the informal sanction of citizen and media opinion. The public could rightly assume that someone who doesn't comply with this law will be willing to break others. And of course, disobeying the law is itself unethical.

In addition, the associations representing local officials (i.e., Association of County Commissioners, League of Municipalities, and School Boards Association) anticipate continued legislative interest in the levels of participation by local elected officials.

6. If our Board has adopted a Code of Ethics, how can we check to see if it complies with what is mandated by state law?

If your board has adopted a code of ethics, and wishes to see whether it complies with what is mandated by the state law, it should seek the advice and interpretation of the board's attorney. Your board may also wish to consult with the Model Code of Ethics [3] prepared by the School of Government, the Association of County Commissioners, and the League of Municipalities. The School's faculty, and staff members at the Association and the League may also be able to help with discrete questions that your attorney or your board may have.

If you have additional questions, please contact Norma Houston [4] or Fleming Bell [5] at the School of Government.

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Source URL: <http://www.sog.unc.edu/node/1114>

Links:

[1] <http://www.sog.unc.edu/node/1115>

[2] <http://www.ethicscommission.nc.gov/default.aspx>

[3] <http://shopping.netsuite.com/s.nl/c.433425/it.A/id.2531/f>

[4] <http://www.sog.unc.edu/user/78>

[5] <http://www.sog.unc.edu/user/22>

TOWN OF MINERAL SPRINGS

RESOLUTION OF COMMITMENT TO A TRAILHEAD PARKING FACILITY AND INTENT TO SEEK CAROLINA THREAD TRAIL GRANT FUNDING

R-2011-03

WHEREAS, the Town of Mineral Springs has had a long-term commitment to trail and greenway development for the community; and

WHEREAS, the town has already acquired over 65 acres of riparian land, placed conservation easements on this property, and developed trails on this property; and

WHEREAS, the town has actively participated in the development of the Carolina Thread Trail master plan for Union County; and

WHEREAS, a two-mile portion of the town's trails has been designated as a Carolina Thread Trail segment in the master plan;

WHEREAS, the town formally adopted the Carolina Thread Trail master plan on May 12, 2011; and

WHEREAS, the Mineral Springs Town Council has approved development of a McNeely Road trailhead and parking area in order to make the trail more accessible to the public and establish a "hub" for the town's segment of the Carolina Thread Trail; and

WHEREAS, the Mineral Springs Town Council approved engineering expenditures of \$900 for this facility by motion on December 9, 2010, and approved construction expenditures of \$75,370 for this facility by capital project ordinance on August 11, 2011, for a total commitment of \$76,270; and

WHEREAS, the Carolina Thread Trail has made grant funding available for construction of trails and related facilities; and

WHEREAS, the Mineral Springs Town Council believes that the McNeely Road trailhead and parking area will make a significant contribution to the overall success of the Carolina Thread Trail in Mineral Springs and Union County;

NOW, THEREFORE, BE IT RESOLVED that the Town of Mineral Springs hereby restates its commitment, including its financial commitment of \$76,270, to the development of the McNeely Road trailhead and parking area;

AND BE IT FURTHER RESOLVED that the Town of Mineral Springs hereby expresses its intent to apply for Carolina Thread Trail grant funding in the amount of \$35,000 to be used to offset a portion of the cost of development of the McNeely Road trailhead and parking area;

AND BE IT FURTHER RESOLVED that the Town of Mineral Springs authorizes Mayor Frederick Becker III to submit a grant application and all associated supporting documentation to the Carolina Thread Trail for the purpose of securing this \$35,000 construction grant.

ADOPTED this 8th day of December, 2011.

Mayor Frederick Becker III

Attest:

Vicky Brooks, CMC, Town Clerk



For Carolina Thread Trail use
Application Number: _____
Date Received: _____

2012 Implementation Grant Application
Application Deadlines: January 6, April 5, August 10, October 19 – 5:00pm

Please submit five (5) hard copies and one (1) digital copy via mail to:

Randi Gates, Grants Coordinator
Carolina Thread Trail
105 W Morehead Street
Charlotte, NC 28202

Section One – General Information

1. Applicant Information

Name of Lead Organization: Town of Mineral Springs

Contact Person: Frederick Becker III

Title: Mayor

Address: PO Box 600, Mineral Springs, NC 28108

Daytime Telephone: (704) 243-0505 x 223 **Fax:** (704) 243-0506

Email: msncmayor@yahoo.com

Signature of Responsible Party: _____

2. Project Description

A. Type of Implementation Grant (check one)

- Corridor Planning _____
- Land Acquisition _____
- Construction X

B. Amount of Request \$ \$35,000

(Maximum for Corridor Planning is \$20,000. Maximum for Land Acquisition and Construction is \$150,000.)

C. Provide a brief description of the project, including identification of the project area and a description of the proposed trail, including the length.

Please attach a project map as described in the relevant addendum.

The project consists of a gravel-surface parking area and trailhead improvements for the town's existing trail which has been under development for the past five years. The main stem of the trail is approximately two miles long, with additional spurs, connectors, and loops to ultimately provide approximately five miles of hiking, mountain biking, and horseback riding opportunities.

The main trail is included on the Carolina Thread Trail master plan for Union County, and is the first master-plan trail to already be in use.

The trailhead parking area is located on McNeely Road, and will be the primary public access facility to our entire greenway system and to our segment of the Carolina Thread Trail.

- D.** Provide a map of the adopted Carolina Thread Trail master plan in your county identifying the location of your project.

Map attached.

- E.** Complete the addendum that corresponds to the requested grant type (Corridor Planning, Land Acquisition or Construction).

See Addendum 3.

Section Two – Evaluation Criteria (Each response should be 300 words or less)

A. Project Impact (25 points)

- Provide a brief narrative of how the project presents a unique opportunity to create a positive impact on the environmental, economic development, health and other quality of life needs in your communities.

This trailhead parking area will anchor the town's developing greenway trail system, and will provide a permanent connection and access point to the Carolina Thread Trail segments in the town of Mineral Springs. It is uniquely located along a thoroughfare (McNeely Road), offering the maximum possible public visibility and usability.

The parking area itself has been designed to actually improve environmental conditions over the pre-build conditions. Careful attention was paid to stormwater and runoff issues, utilizing a vegetated filter strip constructed according to the NC Division of Water Quality Best Management Practices Manual. It has also been designed to facilitate access to horse trailers, providing one of the few such access points in the

region and encouraging the economic development associated with an influx of equestrians from surrounding communities. Finally, having a "finished" and convenient parking area and trailhead makes the town's segment of the Thread available to citizens who might otherwise not be able to access the trail.

- To what extent would this grant allow you to take advantage of an opportunity that might otherwise be lost?

The town believes that there is a "penalty for waiting": at this time, the CTT master plan has recently been adopted in our community, and the public is as aware of the associated outdoor recreation opportunities as they ever will be. We hope to capture this public interest and awareness *now*, by providing this highly visible access point to the Thread in our community before potential trail users find alternative facilities elsewhere.

B. Alignment with Carolina Thread Trail Guiding Principles (25 points)

- Connectivity – Opportunities to link with neighbors
 - Describe how the project will help the community connect with neighboring communities and/or neighboring trail systems that are either existing or planned.
 - Describe the extent to which the project will connect sites of historical, cultural, environmental, conservation or recreational significance.

The existing trail segment that will be served by this trailhead parking area is somewhat isolated within the CTT master plan. This facility will serve as a "hub", connecting the existing rugged natural-surface trail heading north along a creek to a planned southern leg of the Thread that will run along road rights-of-way toward Waxhaw and Cane Creek Park. The existing trail itself is located on a permanent conservation easement, travels through several distinct riparian ecosystems, and passes by remnants of a 19th century dam, sluice, and mill. The destinations of the proposed trails were among the most highly desired points of interest that were identified during master plan implementation.

- Collaboration – Working together to achieve connectivity
 - How many jurisdictions does the project involve? Please list them. Indicate whether or not each jurisdiction has adopted a master plan identifying the Carolina Thread Trail.
 - Discuss the degree to which the project was planned in coordination with neighboring communities.

The trailhead project involves solely the town of Mineral Springs. However, this trailhead provides a central focal point for segments of the Thread in Waxhaw, Wesley Chapel, and Union County, all of whom were directly involved in developing the CTT master plan.

- **Social Capital – Opportunities for community interaction and engagement**
 - Describe the extent to which the project will involve and benefit various socioeconomic, racial and ethnic constituencies.
 - Describe the neighborhoods that the project will serve.
 - Describe how public access will be provided and encouraged (e.g. parking lots, access points to public streets or public facilities).

The existing trail segment directly abuts four major neighborhoods: Valley Farm (50 lots), Harrington Hall (25 lots), Copper Run (110 lots), and Brantley Oaks (75 lots). These neighborhoods consist of single-family houses with market values between \$180,000 and \$750,000, already a very economically diverse user base.

The subject parking area will provide access to a far broader cross section of constituencies. Within two miles of the proposed trailhead are Western Union, Leisure Acres, Saddlewood, Jackson Woods, and Forest Green, where houses have market values between \$50,000 and \$200,000, and McNeely Farms, with houses valued between \$200,000 and \$300,000. Clearly, providing this parking area greatly broadens the availability of our segment of the Thread to a much more economically diverse user base.

In fact, this trailhead parking area, located as it is on a thoroughfare, represents perhaps *the* most important aspect of our Thread Trail segment in terms of public visibility and accessibility.

- **Leverage – Access to additional funding to leverage grant award**
 - Describe how a Carolina Thread Trail grant could be used to help attract additional cash, land or in-kind services for the project.

Over the past two years, our existing trail segment has been the recipient of the services of five separate boy scouts who provided trail work and amenity construction as Eagle Scout projects. These scouts raise funds and provide hundreds of hours of in-kind service for each project. The trailhead area will represent an opportunity for several more such in-kind contributions by area scouts, including picnic facilities, kiosks, landscaping, and ADA-accessible amenities.

In addition, Mineral Springs already received a \$299,000 NC Clean Water Management Fund grant in 2009 for land acquisition. With the addition of the opportunities provided by this trailhead and parking area, the town believes that future NCCWMTF grant applications to expand the trail will be considered more favorably.

C. Potential For Success (25 points)

- **Project Leadership and Partners**
 - Identify the lead agency for the project and list project partners and their roles.

The town of Mineral Springs is the lead agency for this project.

- **Community Support**
 - Describe the public support for the project and provide any letters of support from agencies or community organizations.

Historically, Mineral Springs residents have been extremely supportive of both conservation of unique natural areas and trail development. In mail surveys conducted in 2000 and again in 2005 (each time with a nearly 40% response rate), responses to the statement "Mineral Springs should develop a network of walking, bicycle, and horse trails" ranged from 65.8% "neutral" to "strongly agree" in 2000, and increased to 71.9% in those categories in 2005. On the statement "Unique natural areas should be protected from development", an overwhelming 95.4% of responses ranged from "neutral" to "strongly agree" in 2005.

On June 12, 2010, the town conducted a "sneak peek" of the developing trails in conjunction with the Catawba Lands Conservancy. The event was held at a dead-end street in the abutting Copper Run subdivision, and the comment that town officials heard most often from participants during the event was "when will you develop a dedicated parking area and trailhead?"

- **Implementation Plan**
 - Describe the project implementation plan including timing, participants, obstacles and opportunities.
 - Describe related experience that key participants bring to the project, including consultants and contractors.

The project was approved by the Mineral Springs town council in December 2010, when council selected Kevin Herring PE to design the parking area. Mr. Herring has particular expertise in stormwater design,

and council had made stormwater, runoff, and sedimentation issues primary concerns since the parking lot would be gravel-surfaced and is located near one of the town's most environmentally-significant creeks. Final engineering plans were approved in May 2011, and construction bids were received in August 2011.

Council selected low bidder McCollum Trucking and Grading of Monroe, North Carolina. McCollum is a well-established firm in its field, and was considered well-qualified to execute the project. Independent supervision was provided by Donald Gaddy, formerly of Pease Associates (architects and engineers); Mr. Gaddy has extensive experience in all phases of project supervision. Total project budget is \$76,270, including \$900 for engineering and \$75,370 for construction, supervision, landscaping, and signage.

One significant opportunity presented by this project – aside from the importance of the parking facility itself – was the opportunity to improve the stormwater runoff situation at the site. Pre-construction, the site was a sloping area with sparse vegetation and moderate erosion problems; post-construction, we anticipate elimination of all erosion, sedimentation, and runoff problems.

D. Funding (25 points)

- What funding sources are anticipated for the project? Please describe all sources and provide the anticipated amount and status of any grant applications, public funding initiatives or private donations of cash, land or easements.

The project is anticipated to be funded 100% by the town of Mineral Springs, utilizing the town's general fund balance. Town officials hope that this Carolina Thread Trail grant, if approved, will cover slightly less than 50% of the total project cost.

- Describe the degree to which the applicant and its partners will contribute financially to the project and the source of such funds.

See above.

- Provide resolutions from local governments that plan to contribute.

Resolution attached.

E. Maintenance (Yes or No based on adequate plan)

- Describe the plan for maintaining the trail once completed.

The town expects to be fully responsible for maintaining the trail and all associated facilities, including the parking area and trailheads. Mineral Springs has been extremely fortunate so far in terms of the number of volunteers willing to take on much of the trail work; the majority of existing trail development has been accomplished by horse riders and other volunteers, and five separate area boy scouts have contributed time and funding for development as well.

The town council expects to continue to utilize volunteers for maintenance and expansion of the trails under the supervision of an appointed trail committee.

- What is the anticipated funding source for maintaining the trail?

The town has allocated funds in its annual budget ordinance for trail maintenance and development, and expects to increase such budgeted funds as trail mileage and use increase.

Additional information, including site visits, may be requested after initial review of applications.



For Carolina Thread Trail use

Application
Number: _____

Date
Received: _____

Implementation Grant Application Addendum 3: Construction Grant Application

In addition to your completed application, please provide the following information.

1. Project Description

- A. Please describe the activities to be funded by the proposed grant and how these activities will result in a completed Carolina Thread Trail segment.
- B. Provide a map including the following:
 - location of the project area relative to the adopted trail master plan for your community
 - point out physical attributes of the property that make it a good candidate for a trail
 - indicate any wetlands, floodplain, endangered plant or animal species, conserved lands, archaeological or historical sites
 - show existing water, sewer or road systems currently on or planned for the site
 - show existing structures (include description and anticipated plan for structures)
 - indicate any segments of the trail that will be ADA accessible
- C. Describe the ownership structure of any parcels in the project area (i.e. fee simple purchase or easement; who holds title).
- D. What is the status of parcel control or landowner outreach for other properties within the Carolina Thread Trail corridor?
- E. How is public recreational use ensured? List any easements or restrictions that could impact public usage.

- F. List all permits that have been secured or will be required to build and maintain a trail on the property.
- G. Describe the trail surface, length, and the width of the trail and of the corridor.
- H. List any amenities planned for the project.

2. Budget

Please complete the following budget:

Construction Budget			
	Thread Grant	Other Funding*	Total Project Cost
Construction Drawings	\$450	\$450	\$900
Permit Acquisition			
Site Preparation	\$5,000	\$5,000	\$10,000
Trail Construction (Parking area)	\$29,250	\$23,814	\$53,064
Amenities (list)			
Landscaping, fencing, signage		\$11,706	\$11,706
Construction Mgmt.	\$300	\$300	\$600
Other			
TOTALS	\$35,000	\$41,270	\$76,270
* List other funding sources with amounts.			

3. Required Attachments

- a. Implementation Grant Application
- b. Addendum 3: Construction Grant
- c. County map showing Thread route and project area
- d. Map described in Addendum 3, Item B
- e. Resolutions from any local governments that have committed to provide funding
- f. Evidence of site control – copy of deed
- g. Letters from jurisdiction(s) that will own and maintain the trail
- h. Corridor plan study or site plan