

**Town of Mineral Springs  
Mineral Springs Town Hall  
3506 S Potter Road ~ Mineral Springs  
Town Council  
Regular Meeting  
July 12, 2012 ~ 7:30 PM**

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**Agenda**

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**1. Opening**

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

**2. 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.

**3. Consent Agenda**

- A. June 14, 2012 Regular Meeting Minutes
- B. May 2012 Tax Collector's Report
- C. May 2012 Finance Report

**4. Eagle Scout Project Presentation and Request for Preliminary Approval**

Mineral Springs Troop 18 member Eric DeGroat will present a suggested project at the greenway parking area and seek preliminary council approval.

**5. Consideration of Formalizing Membership in the CONNECT Consortium**

The council will consider formalizing our membership in the CONNECT Consortium by adopting the Agreement and making appointments to the Consortium. The appointments include an elected official for the Consortium's Policy Forum and a senior staff member or department head for the Consortium's Program Forum – alternates can also be appointed.

**6. Consideration of the Audit Contract**

The council will consider a contract with Robert M. Burns, CPA to conduct the FY2011-12 audit.

**7. Union County Chamber of Commerce**

The council will consider authorizing staff member Vicky Brooks to speak during a "State of the County" panel discussion at the November 2, 2012 Business Leaders' Breakfast.

**8. Christmas Decorations Discussion**

The council will discuss this year's Christmas decorations.

**9. Other Business**

**10. Adjournment**

Town of Mineral Springs  
Town Hall  
3506 S. Potter Road  
Town Council  
Public Hearings / Regular Meeting  
June 14, 2012 ~ 7:30 PM

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*Minutes DRAFT*

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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, June 14, 2012.

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

**Absent:** Councilwoman Melody LaMonica.

**Visitors:** Sheila Crunkleton, Naomi Herndon, Karla Levering, Tom Okel and Linda Smosky.

With a quorum present Mayor Frederick Becker called the Regular Town Council Meeting of June 14, 2012 to order at 7:35 p.m.

**1. Opening**

- Councilwoman Critz delivered the invocation.
- Pledge of Allegiance.

**2. Public Hearing – CUP12-01 – Conditional Use Permit**

- Mayor Becker opened the Conditional Use Permit Public Hearing at 7:36 p.m.
- Mayor Becker explained that this Public Hearing is a zoning matter. Mayor Becker swore in Zoning Administrator Vicky Brooks and the applicant Ms. Karla Levering. Ms. Brooks explained that this Conditional Use Permit is for an above ground pool. The zoning ordinance allows for swimming pools; however they have to be in the rear yard or in the side yard if you have a front setback of at least 200 feet. In this case, they don't have that [200 foot front setback]; therefore, they will have to put the swimming pool in the side yard, which requires them to ask for a Conditional Use Permit in order to do that. The Levering lot is very long and narrow and the pool can't be put in the backyard.
- Mayor Becker left the Public Hearing open until for further testimony/evidence.

**3. Public Hearing – 2012-2013 Budget**

- Mayor Becker opened the 2012-2013 Budget Public Hearing at 7:40 p.m.
- Mayor Becker pointed out that there were some budget summaries on the back table and explained that this budget was presented and discussed by the council

for the past two months. The final version of the proposed budget was presented last month in the amount of \$301,050 for operating and capital expenses. There have been no changes made in the budget since the budget was presented by the Budget Officer last month.

- No public comments were made for the 2012-2013 budget.
- Mayor Becker closed the 2012-2013 Budget Public Hearing at 7:41 p.m.

4. **Public Comments**

- There were no public comments.

5. **Consent Agenda**

- **Councilwoman Coffey** made a **motion** to approve the consent agenda containing the following:

- A. May 10, 2012 Regular Meeting Minutes
- B. April 2012 Tax Collector's Report
- C. April 2012 Finance Report

**Councilwoman Neill** seconded the motion. The motion passed unanimously as follows:

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

6. **Consideration of CUP12-01**

- Mayor Becker reminded Ms. Brooks and Ms. Levering that they were both still under oath; this will be evidentiary. Ms. Brooks noted that she had placed the Certification of Mailed Notices before the council. The property was posted on June 1, 2012 and there was a public hearing notice in the Enquirer-Journal on June 3 and 10, 2012. The planning board reviewed the application and unanimously recommended that approval be sent to the town council. Since this is a Quasi-Judicial proceeding, witnesses have to be sworn in and only testimony from this meeting can be considered when the council is considering the Findings of Fact. Ms. Brooks presented that Article 4 – Section 4.9 [of the Zoning Ordinance] allows for minor uses or structures necessary for the operation and enjoyment of a principal structure. Section 4.9.6 states that a swimming pool shall be considered an accessory use, which shall only be located in the rear yard of a residential property or in the side yard when the residence location has at least a 200 foot front setback. In all other situations, the pool shall be subject to a specific Conditional Use Permit process. The Levering property is long and it is narrow with some topography issues in the backyard - such that they cannot put it in the backyard and meet the setbacks. Mayor Becker asked if that was because the front yard is actually not Billy Howey Road, it is Grove Drive. So the house fronts on Grove Drive, which makes both the front yard and the rear shallow, but [the lot] is very, very wide. Ms. Brooks responded that Mayor Becker was interpreting that correctly.
- Ms. Brooks submitted the application and the supporting documents as testimony in this proceeding. Mayor Becker responded that they would accept the written

documentation (application/attachments) as written evidence in the proceeding. Mayor Becker asked Ms. Levering to give the council some sworn testimony.

- Ms. Levering testified that the property is very, very long and they can't put it [pool] in the back of their house, because they don't have 15 feet from the back property line to set the pool – if they did the kids would be jumping out of their bedroom windows, so that is not going to happen. The only place they have is on the side yard, because the property length is over 400 feet and the width of the property from Grove Drive is 137 feet, so they are really slightly short on the 200 feet from the setback from the road. They will have it on the side and they are going to have access to the pool from their deck (they are hoping).
- Councilwoman Critz asked about fencing. Ms. Levering responded that it is an above ground pool; it is going to be 52 inches above the ground. The ladder is going to be a heavy duty ladder that is going to be bolted to the pool and it also has a chain lock gate that goes on it. They are also going to be having a platform from their deck that will have wood fences to the access of the stairs to the pool. Councilwoman Critz commented that she assumed the pictures that were submitted were generic and asked if they represented their plan. Ms. Levering responded that it is the type of pool and in the future (not right now), they will have a deck going around it, and so it will have a gate. For the time being, until they get more money up for more decking (they just got done with a deck), they will have a walkway from their steps from the deck that will be gated off to the access to the pool. Ms. Levering added that she does not work; she is a “stay-at-home” mom. Councilwoman Critz responded that Ms. Levering shouldn't say she doesn't work. Ms. Levering replied that she is an engineer at home engineering technology; she stays at home taking care of the house and the kids. Ms. Levering mentioned security issues, she knew that was a reason, of somebody trying to get into the pool or something, nobody is going to be able to get into that, because she is home and their dogs go crazy when somebody gets in their yard, so access getting to the pool, Ms. Levering will know if somebody is trying to get into it – that is not a problem. Councilwoman Critz responded that they could have a nine foot fence and somebody will try. Ms. Levering replied if somebody tries, they will have them on camera - that is taken care of.
- Attorney Bobby Griffin offered to Mayor Becker that that was good to hear, but that is not the evidence they are looking for. It seemed to Attorney Griffin that the council should ask her, because he didn't think Ms. Levering was going to present it. For example – ask number A and let Ms. Levering answer, etc. The town needs evidence on that and he has heard none. Mayor Becker responded that he would guide them through those specific findings. Mayor Becker stated that, as always, our attorney is giving very sound advice. Ms. Levering is addressing “A” a little bit, about if it will endanger the public safety, Mayor Becker thought. Attorney Griffin advised that the applicant is supposed to present evidence. Mayor Becker commented that he didn't know if there was anyone present to present evidence that it would potentially injure the value of the adjoining property. Attorney Griffin advised that something in the affirmative that it will not is needed (from the applicant). Councilwoman Critz mentioned that notice was given out to the newspapers and direct notice was given out to adjoining property owners. Mayor Becker commented that was in the record and it helps support the applicants' position. Ms. Levering explained that she tried to have “Mark” [neighbor] to come

today, but he had other things to do. He said he didn't care, because he knows his son will be swimming in the pool too. Mayor Becker asked if Ms. Levering had any reason to believe that "Mark" feels it will. Attorney Griffin responded that is, again, hearsay and advised the council to just ask Ms. Levering question "A" and let that be the record.

- Mayor Becker asked Ms. Levering if she had any reason to believe it will injure her neighbor's property values. Ms. Levering responded no.
- Mayor Becker asked Ms. Levering if, to her knowledge, she had met all the requirements that the zoning administrator asked her to meet. Ms. Levering responded yes. Councilwoman Critz asked Ms. Levering if she was ordering the pool from a pool company – "this is not something that you all are building". Ms. Levering responded no, it was coming from Blue World. Councilwoman Critz commented that this was a credible pool company and the Leverings were not throwing this together with a tarp; it helps with the safety issue that it is not homemade. Councilwoman Critz asked Ms. Levering if that information was submitted to the zoning administrator with the conditional use application. Ms. Levering responded that she believed so, yes, it is 52 or 54 inches high and it is 18 feet in diameter. Councilwoman Neill commented that at this point does it matter if Ms. Levering has spoken to the neighbors, because from what Attorney Griffin said that would be hearsay. Mayor Becker responded that Ms. Levering can't say what they said, but she gave it to the best of her belief. Councilwoman Critz added the fact that the neighbors were notified and no one has voiced an objection or showed up to object. Ms. Brooks noted that she had spoken to three people in regards to this Conditional Use Permit. Councilwoman Critz stated that they weren't here and therefore that would be hearsay – there is no official objection. Councilwoman Coffey commented that according to the sketches that were presented and the familiarity with the materials and the way they are installed by a company would, for her, satisfy "A", in that they will not endanger public health or safety if properly installed. If they are using a reputable company then that is going to happen and to Councilwoman Coffey that satisfies that. Councilwoman Critz asked Ms. Brooks if we have any documented knowledge that above ground pools have damaged property values in our community. Ms. Brooks responded no. Mayor Becker asked Ms. Brooks if she finds that above ground swimming pools are a use that is in keeping with a residential zone. Ms. Brooks responded yes. Councilwoman Critz asked Ms. Brooks if there were other above ground pools in the community. Ms. Brooks responded yes we do. The only issue with this one is the specific location on Ms. Levering's property, because of the nature of her property. Otherwise, she wouldn't be before the council. Mayor Becker asked Ms. Brooks if this was a "use-by-right": if somebody came in to get a permit tomorrow and they could put it in their rear yard that would be the end of it? Ms. Brooks responded absolutely, it would be "by-right". Councilwoman Critz asked Ms. Brooks if they would satisfy the qualifications without a Quasi-Judicial hearing. Ms. Brooks responded that would be correct. They do have to follow Union County's Swimming Pool Ordinance for an above ground pool, which is securing the gate area where the access to the pool is. Councilwoman Critz asked Ms. Brooks if this is going to meet all the county requirements. Ms. Brooks responded yes, Ms. Levering will also have to go to Union County to get a permit for this pool.

Councilwoman Critz replied so that satisfies that question, because it is going through the county.

- Mayor Becker asked Ms. Brooks and Attorney Griffin if “F” and “G” applied to this application. Attorney Griffin responded well, it is deviating from the ordinance – isn’t it? Ms. Brooks responded no, not actually. Attorney Griffin asked why it was before the council then. Ms. Brooks responded that it is before the council, because it is more specific. The ordinance allows for it, but it has to go through this process. Attorney Griffin replied that it is deviated. Councilwoman Critz commented that the deviation is the setback, not the product. Attorney Griffin responded that it seemed to him that it is a deviation. Mayor Becker asked Ms. Levering if she believed that by putting it in that different location, it is resulting in a project that is equal to putting it elsewhere on the property in terms of quality. Would Ms. Levering rather put the pool in the back yard? Ms. Levering responded if she could, yes. Mayor Becker asked Ms. Levering if she felt that putting it in the side yard with the fencing gives it at least as appealing a project and it is at least as useful to her family. Ms. Levering responded she thought so, yes. Mayor Becker asked Ms. Levering, in her opinion, if she believed that by putting it on the side, as opposed to the back, that it has any additional effect – could it have negative effect to the neighbor’s values? Ms. Levering responded no, she did not think so. Mayor Becker asked Ms. Brooks if she believed that there is any reason, from her experience.... Councilwoman Critz continued that that is what she had asked, is there any documentable evidence that we have above ground pools actually harmed property that it is located on. Ms. Brooks responded not that she was aware of. Mayor Becker added “by this deviation”. Attorney Griffin asked Ms. Levering if it was her opinion that the location on the side is not going to harm her neighbor’s property – is that correct? Ms. Levering responded that is correct. Attorney Griffin advised the council that is the evidence before them.
- Mayor Becker referred to “E” and asked Ms. Brooks if there are any specific new criteria that have to be met for this particular Conditional Use Permit – does it have those special requirements? Ms. Brooks responded no, it doesn't. Councilman Countryman asked Ms. Brooks if this is “conditional” on the fact that Union County will issue a permit to put it where it needs to go. Ms. Brooks responded no. Councilwoman Critz asked Ms. Brooks if the county was just going to govern how it.... Ms. Brooks responded that they are just going to govern that they have it; they are looking to the town for placement of structures and if we say that structure can go there then they will follow our guide. Mayor Becker asked Ms. Brooks if they will evaluate whatever it is they evaluate in terms of structural strength – that is not up to us, that is up to them? Ms. Brooks responded that she didn’t even think they do that.
- Mayor Becker asked the council if they had any more questions of Ms. Levering or if Ms. Levering had any other comments that she needed to add. Councilwoman Critz asked Ms. Levering for clarification on the placement of the pool – was it going on the side nearest the road or the other side. Ms. Levering responded side, on the other side, away from the road, because their septic tank is on the side towards Billy Howey.
- Mayor Becker stated that Ms. Levering could be seated and the council could call any other witnesses who may wish to speak at this time. No other comments were made.

- Mayor Becker explained that the council did not have a lot of testimony, but they have had what testimony there is from the zoning administrator and the applicant in terms of her experience with this particular project. The council will try to find it whether they can answer in an affirmative to each of the seven questions.

### **Findings of Fact**

- a. The use will not materially endanger the public health or safety if located where proposed and developed according to the submitted plan.

**Councilwoman Critz** made a **motion** to find in the affirmative and **Councilwoman Cureton** seconded. The motion passed unanimously as follows:

*Ayes: Coffey, Countryman, Critz, Cureton and Neill  
Nays: None*

Based on the testimony from the applicant as to that the pool is not homemade, it is coming from a reputable pool company. Based on the information from the zoning administrator that all health and safety issues will be overseen by the county.

- b. The use meets all required conditions and specifications.

**Councilwoman Critz** made a **motion** to find in the affirmative and **Councilwoman Coffey** seconded. The motion passed unanimously as follows:

*Ayes: Coffey, Countryman, Critz, Cureton and Neill  
Nays: None*

Based on the information that the council was given by the zoning administrator.

- c. The use will not substantially injure the value of adjoining or abutting property or the use is a public necessity.

**Councilwoman Coffey** made a **motion** to find in the affirmative and **Councilwoman Critz** seconded. The motion passed unanimously as follows:

*Ayes: Coffey, Countryman, Critz, Cureton and Neill  
Nays: None*

Based on the evidence that was presented by the zoning administrator. Based on there was no response from the adjoining property owners. Based

on the testimony of the applicant and the fact that the council has no evidence presented that it would have injured abutting values.

- d. The location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located and will be in general conformity with this Ordinance and the Town of Mineral Springs Land Development Plan.

**Councilwoman Neill** made a **motion** to find in the affirmative and **Councilman Countryman** seconded. The motion passed unanimously as follows:

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

Based on the evidence presented by the zoning administrator and the statements made by the applicant. A pool is a use permitted "by-right" anywhere in a residential zone.

- e. Additional review criteria, as stated in the Ordinance, shall also be considered and addressed where required.

**Councilwoman Coffey** made a **motion** to find in the affirmative and **Councilwoman Critz** seconded. The motion passed unanimously as follows:

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

Based on there are no additional criteria that are needed and on the information that was presented by the zoning administrator.

- f. Any deviation from the terms of this Ordinance will result in a project that is at least equal to or better than what would be accomplished under the strict application of this Ordinance.

**Councilwoman Critz** made a **motion** to find in the affirmative and **Councilwoman Cureton** seconded. The motion passed unanimously as follows:

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

Based on the deviation being of location and not of the structure itself.

- g. Any deviation from the terms of this Ordinance will not adversely affect the right of other abutting or nearby property owners in any material manner.



**Councilwoman Critz** made a **motion** to find in the affirmative and **Councilwoman Coffey** seconded. The motion passed unanimously as follows:

*Ayes: Coffey, Countryman, Critz, Cureton and Neill*  
*Nays: None*

Based on the information provided by the zoning administrator and in the opinion of the applicant.

- Mayor Becker explained that the council has found in the affirmative to all seven of the Findings required to grant the Conditional Use Permit. A motion can now be entertained to approve this Conditional Use Permit or grant this Conditional Use Permit conditionally with additional conditions or to deny it.
- **Councilwoman Coffey** made a **motion** to approve the Conditional Use Permit (CUP12-01) and **Councilman Countryman** seconded. The motion passed unanimously as follows:

*Ayes: Coffey, Countryman, Critz, Cureton and Neill*  
*Nays: None*

- Mayor Becker closed the Conditional Use Permit Public Hearing at 8:09 p.m.

## 7. **Council on Aging**

- Council on Aging Representative Ms. Linda Smosky commented that it was a pleasure to be here and thanked the council for the time they give her to attend every year. The support the town gives the Council on Aging really makes a difference. Ms. Smosky pointed out that she put two handouts at the council's desk; one is a two page information sheet and the other is service guide for older adults. Last year, Council on Aging had 13 aides, they have now elevated one of those aides to full-time and hired another part-time aide, they now have 14 aides, so they are able to provide more in-home services. They are trying to do more with less; sometimes it is more economical to have part-time than it is to have full-time. The target for Council on Aging is to go well over 100% of their goal for services for in-home care this year. One of the things that kind of guide what they are able to do is statistics; Union County is growing very fast. Across the State of North Carolina (and actually the nation), the number of older adults is rising every day. The "baby boomers" are turning 60 – 65; right now in the State of North Carolina, 43 of the 100 counties have more people 60 and over than 17 and younger. The age pyramid has never been like this; it is bursting at the seams now. By the year 2025, it is estimated that 85 of the 100 counties will be in that situation.
- Council on Aging is trying to work a little smarter and do more with less, so instead of trying to rely on more money, they are trying to rely on people. People are a great resource; they have ten volunteers who teach Evidence Based classes (or other classes). Two of them teach Matter of Balance, two of them teach Chronic Disease Self-Management, two teach Medicare and two do Care Giving classes. They are all excellent volunteers and Council on Aging is very proud of that.

Council on Aging is also looking to Wingate University to get interns/students to volunteer. One young man will be joining Council on Aging next week as a Seniors Health Insurance Program (SHIP) volunteer; he is a pharmacy student at Wingate and is going to be a great match with Medicare and understanding prescriptions. Council on Aging added two other SHIP volunteers from the community in the past year; they are coming to the office helping out with Medicare.

- Councilwoman Critz asked if there is a charge for the in-home care that is provided. Ms. Smosky responded no, they are on a government grant from the Community Care Block Grant and they are not allowed to charge for their services. They do take donations; all donations that come into the program go right back to Raleigh and they are added as more services/hours. Councilwoman Critz asked if services were based on need, not the person's economic standing. Ms. Smosky responded "right". Councilwoman Cureton asked if the people that came to the in-home care were paid. Ms. Smosky responded "yes, we have 14 paid staff members".

## **8. American Red Cross**

- Ms. Sheila Crunkleton from the American Red Cross commented that it was nice to see the council. Last year when she did her presentation was about a week after the train derailment; the timing was perfect to ask for funding and the council was very generous. Mayor Becker mentioned that the town met the match [an anonymous matching grant last year]. Ms. Crunkleton responded that the match actually grew and ended up being almost a million dollars for the region. Money that is donated locally stays local, but it was counted toward that match. Last year was a strange year; they started with the train derailment in Mineral Springs, which was right in the midst of all the spring storms that were going on. Several local volunteers were deployed to help in Joplin as well as Alabama, Tennessee and the North Carolina storm. When the derailment happened, it was also the last day for their Disaster Response person, but everything worked out great and they were able to provide the services they needed to. Since then, Mr. Tim Patton came back full time in Union County as their Disaster Response person and he is doing a fabulous job. Here locally, there was an ammonia leakage at Pilgrim's Pride in Marshville; the Red Cross provided food and helped out the first responders. In addition, they had 73 family house fires; they helped out with hotel rooms, food, clothing, allowances and services from other non-profits in the community. Ms. Crunkleton gave Ms. Smosky a little "shout-out", because the Red Cross has two employees from the Council on Aging on staff; "we couldn't provide the coverage in our office without them, so that is a very needed service – thank you Ms. Smosky", Ms. Crunkleton said. The Red Cross is always in need of collecting blood and our community is very generous in so many ways, they all come together and understand the need of collecting the blood when it is needed. This past year, training has been life saving classes, which has really put an emphasis on community education; making sure the people are prepared for disasters. The American Red Cross has started a new initiative called "Citizen CPR", which is Hands-Only CPR. People are afraid to do something in an emergency situation – afraid of being sued or what they might catch. Citizen CPR – Hands-Only teaches people what to do in an emergency situation, which gives the victim a chance. Sometimes, anything can help and the longer you go without receiving care the

more chances there are of something bad happening. American Red Cross is spending more time trying to get out there and make sure that people are aware of those services and skills.

- Ms. Crunkleton commented that the town was very generous to American Red Cross last year; American Red Cross dropped their donation request [this year], because they understood that last year the town was giving extra money [for the match] and they appreciate that. If the town decides to give additional funding, American Red Cross will take it, they are always very graciously accepting of what the town does in the community; the town set the “Gold” standard for what other municipalities in this community should be doing. Mayor Becker thanked Ms. Crunkleton and added that the Red Cross provides a municipal service (i.e. sheltering in emergencies) that the municipality does not have to provide.

## 9. Turning Point

- Turning Point representative Ms. Naomi Herndon thanked the council for having them again and for their ongoing support of Turning Point and the domestic violence movement in general. Things are moving along at the shelter; Ms. Herndon wishes she could say the numbers are down, but they are not. Domestic violence occurs every day throughout the country and there are no particular populations that are excluded from it. As Ms. Smosky said earlier, non-profits are trying to do more with less; they are collaborating more. Turning Point has somebody from Council on Aging working at one of their stores. In addition, Turning Point has started something with the District Attorney’s (DA) office where a few of the DA’s are working with the law school (new students) in Charlotte to teach them about the civil and criminal end proceedings of domestic violence; they are actually teaching a part of their curriculum now. The students are coming to the shelter to help work with victims who may need help filling out paperwork, a protective order or preparing for court. The flip side is that they [students] are now learning, as part of their curriculum, what domestic violence looks like in court; it is very different and they really need to be trained at it. District Attorney Trey Robison has been amazing, giving education and leeway to the Assistant District Attorney’s (ADA) to work with domestic violence. This is a great relationship and it isn’t costing anybody any money. The ADA’s are teaching the student, the students are going to Turning Point which is teaching the students what they need to teach them about domestic violence and the ADA’s are aiding Turning Point clients.
- Turning Point is 24/7 and the cost of operating a facility that never closes is very expensive. They have two hotlines that go all the time, when the police call in the middle of the night with a victim Turning Point always has somebody there to receive/work with the clients. In addition to that, security/confidentiality issues make it very cumbersome to deal with. “We’re just very different in that way and what it takes to make this a secure safe shelter for people and that we are available to them all the time when their needs arise”, Ms. Herndon said. In addition to being there for women and children who are in imminent danger, the other thing that they feel that is really incumbent upon them to do is to prepare them [victims], so that if they choose not to go back to their abuser they can be self sufficient and independent, so that they can learn to live a violence free life. The other thing that Turning Point does is that they work with the children of domestic

violence; they know that unless they get a systemic case, they don't have a prayer of eradicating domestic violence. Working with those children is very important to Turning Point. Ms. Herndon told the council a story that happened last year, because she wanted the council to know that their money is really put to good use; sometimes they may not have the results they want, but sometimes they have some amazing results.

**10. Catawba Lands Conservancy**

- Catawba Lands Conservancy (CLC) Executive Director Tom Okel thanked the council for the opportunity to give them an update and presented the town with a plaque (to add to the beautiful collection) to commemorate their support last year. The towns' support made a tremendous difference last year for the conservancy; it was a successful year. It was a record year in terms of the amount of land that was preserved; they preserved over 1,600 acres in ten projects and they really hit on all of their focus strategy. Their focus was on farmland and they were able to preserve four local farms. In terms of water quality, they preserved over 90,000 linear feet of stream and lake frontage. In terms of Wildlife Habitat, they did over 1,000 acres. In terms of connecting people with nature, which is the Carolina Thread Trail (CTT), it was a transitional year for the Thread Trail project – here in Union County it is a project based on outreach and planning. It is really exciting getting into implementation and getting those trail miles on the ground. The CTT now has 92 miles on the ground; several segments will be opening soon. Here in Union County, the CLC preserved 118 acres through a conservation easement (phase 1) on a project at Howey Farm; hopefully that will be close to 1,000 acres in the future. This is important, because a visible farm that is preserved serves as a catalyst, because other farms become curious and go to that farmer, they trust the farmer more than they trust the CLC initially, but then they begin to dialog with the CLC and that leads to a lot of activity. Another project in Union County may be a 77 acre Equestrian Farm just south of here if they can get through some negotiations with the bank that has a loan on the deal. They are creating momentum in a challenging time. It is a generational opportunity to do what the CLC does in an area that is the fastest growing area in the country.
- Mr. Okel showed a video. Mayor Becker explained that the video predated Mr. Okel, it was started more than three years ago. Some of sound recording was done by Mayor Becker at the other office [at the fire department]. The video featured several conservation landowners, including the Buck family of Gaston County and the Town of Mineral Springs. Mayor Becker wanted the council to see how much the Mineral Springs trail was featured in the footage; "it is as beautiful as any of the conservation that we see out there". Mr. Okel commented that the CLC has about 13,000 acres preserved through 160 properties, which is not a lot for our region. They have benefitted from the growth; they are not trying to stop growth, they just want to have smart growth and an acre in a smart place can make a huge difference in terms of how a community evolves. Mayor Becker mentioned that the Frank Howey project was not "hard" closed on last year, so the CLC wasn't being specific about that particular piece. Mr. Howey has thousands of acres all over the county, but that particular home place is actually right here on the border of Mineral Springs – at the Roscoe Howey/Potter Road intersection, which is a big asset for Mineral Springs. Councilwoman Critz asked if Frank Howey, being a

landowner/farmer in Union County has linked the CLC to any other large farming landowner prospects. Mr. Okel responded absolutely, Mr. Howey is spreading the word and those folks are talking to the CLC.

- Councilwoman Critz informed the council that she and Mayor Becker are in the planning process of using the book “The Last Child in the Woods” as a template; they are hoping to prepare some informal, but informative lectures for the public schools. They are going to partner together to do some presentations on the value of being outdoors.

#### 11. **Consideration of Town Hall Maintenance and Landscaping Bids**

- Ms. Brooks pointed out the “little book” that was prepared for them and reported that an ad was placed in the paper [Enquirer Journal] for three days as requested by the council. Five people showed up for the pre-bid site visit. The five bids that were received are as follows: Taylor & Sons Mowing and Landscaping - \$290 a month, Collins Turf and Landscape - \$495.00 a month, Tim’s Lawn Care - \$510.00 a month, New Creation Lawn Services - \$435.00 a month, and Scott Turf Company - \$461.58 a month. Ms. Brooks supplied the council with their references; everyone had glowing reports. Ms. Brooks pointed out that they had gone back to these companies and asked for a “good-faith” estimate for the extra things that will need to be done during the year; those responses are behind the orange page [in the “little” book. Ms. Brooks stated that she did not think the council would be using those as a basis for accepting the bids; it was just information we wanted. Mayor Becker pointed out that the last section (behind the ivory page) is the actual meat of the contract and what we are expecting of the contractor. There was a diagram that everybody saw and that very clearly spelled out what our expectations are (which wasn’t the case in the past). The guidelines go right down to requiring a soil test, so that we know we are getting lime and fertilizer in the proper amount at the proper time to get our turf to look better.
- Councilwoman Critz asked Attorney Bobby Griffin if the council was required to accept the lowest bid. Attorney Griffin responded no, this is a service contract and they have a lot of discretion as to how they want to approach it – accept bids or accept proposals and negotiate with whom they wish, so they are not required to unless they have adopted a motion to. Councilwoman Critz replied that they haven’t to her knowledge and the reason she asked was because she has an opinion here that she would like to share as they discuss this. Councilwoman Critz was extremely impressed with Scott Fairman’s layout of services and how he details what he does. In addition, he is a member of our community; he lives in Mineral Springs (Valley Farms), where none of the others do. Councilwoman Critz noted that the fact that she knew him personally and that he was a neighbor (although he is not someone she knows very well); she always notices his yard and that he does quality work. Scott Fairman gave the most outstanding profile of his services (in Councilwoman Critz’ opinion) and is third from the bottom as far as price. Councilwoman Critz explained that prior to asking Attorney Griffin, she had wondered about speaking to Mr. Fairman personally and she doesn’t know if he would negotiate his price and she didn’t feel she had the authority to go to him on her own. Councilwoman Critz thought that we have value in more ways than one by hiring someone from our community; we are supporting someone from within the Town of Mineral Springs, which is something we try to do as often as we can.

Additionally, Councilwoman Critz pointed out that Mr. Fairman has been in our community for ten years and he has great references; she has a strong feeling about the fact that he is a community member and there is quality in his work (even though he is not the lowest bidder). Councilwoman Critz explained that she wanted to “throw that out” as they discussed this. Councilwoman Coffey commented that she was more impressed with Tim’s Lawn Care (even though he was the highest bidder), she doesn’t know any of these people, but Tim’s Lawn Care had the most definitive adjectives in his references. Councilwoman Coffey commented that Mr. Fairman had that too, but she expressed concerns that nobody had a contract with him – everybody was just kind of going along. He is not contracting, he is not doing major business – maybe he doesn’t see the need to. The other thing Councilwoman Coffey noticed about Mr. Fairman was the “very responsive” response and she wondered what he was responsive to, if you know what you are doing and you understand what you are contracted for, then you are delivering, if you have to be called that means you are not delivering 100% (even though it said “absolutely satisfied”). Councilwoman Coffey was more impressed with Tim’s Lawn Care based on the response of his recommendations and the fact that it was so explicit and he is contracting. Councilwoman Critz responded that Mr. Fairman is a small company and he has few employees – she took that statement [responsive] to mean that if there is a problem he responded quickly. Mayor Becker commented that he had been present through a lot of this process (not knowing any of these people professionally), he found Scott Turf very impressive in terms of physical presentation. For full disclosure, Mayor Becker explained that after the bid opening, with the low bid being so much lower than the other four, he did ride over to Stallings, because they have a finished town hall with a lot of landscaping and a park across the street, and he took some pictures to bring back to Ms. Brooks so that she could see as well. Mayor Becker noted that he was pleasantly surprised, because they didn’t do any more than we asked for in terms of the bid presentation, but at Stallings the shrubs were very nicely edged, the mulch was perfect, and they were pruned. There isn’t much mowing at the town hall, but they have a park across the street. Mayor Becker added that he didn’t do as much studying on the other three, because Scott Turf “stuck out” just because it was a very beautifully presented paper document. The low bidder scared Mayor Becker until he went and saw the work and he was extremely satisfied, which put him in a quandary. Councilwoman Neill commented that you can’t argue with the recommendations, they are glowing recommendations and she knows Stallings Town Administrator Brian Matthews is extremely particular. Councilwoman Neill liked their [Taylor and Son’s] price and their references. Councilwoman Coffey expressed concerns with the price knowing the value of payroll and how he could work so cheaply. Councilwoman Critz stated that she appreciated Mayor Becker checking into that. Ms. Brooks offered that we all were concerned about the low price, but their references were glowing. Mayor Becker commented that there is very little material involved in these monthly bids; the only material that it covers is the gas for the mowers and a little Roundup here and there. Councilwoman Critz asked if the separate page is for the material for the year. Mayor Becker responded that we are not holding them to that; it was just estimation.

- Councilwoman Critz noted that we have three different takes here. Councilman Countryman stated that he would like the local guy to do it, but he is more concerned about the expenditure and if it is obvious that the other company with \$290 a month figure performs very satisfactory work, he thought it would not be wise to spend money we don't have to spend just because we want a local guy to do the job. Being managers of our resources wisely is the primary goal. Councilman Countryman stated that his feeling was if there is an opinion that they would do an equally good job and based on the review that the mayor did and he is satisfied with that, he would lend himself to the lesser of the expense. Mayor Becker clarified his position by saying he wasn't trying to endorse the guy and to be honest he had reservations about the low bid. Since it was so much lower, Mayor Becker was looking for a reason/problem, he didn't go there to try to "boost" the guy. He was surprised. Councilwoman Coffey noted that Mayor Becker was making sure there wasn't a problem with the quality of work. Councilman Countryman commented that if after reviewing what Mayor Becker saw and he found the service to be very satisfactory and with the recommendations from the communities being very positive, it is hard to dispute the logical bid. Councilwoman Critz asked if this was a one-year contract at these prices. Mayor Becker responded that it will not renew automatically, the council will review the performance and decide whether to renew the contract with the same guy or rebid. Councilwoman Critz asked the council, because several of them have expressed a desire in the direction of supporting someone who lives within Mineral Springs, if this could be tabled until next month based on Ms. Brooks contacting Scott Turf Company to see if they would negotiate anywhere close to that price, so that it wouldn't be so much of a difference. That is just a suggestion, if the council wants to go ahead tonight, Councilwoman Critz would certainly agree with Councilman Countryman. Councilwoman Coffey agreed to table the discussion, but stated she is not in agreement with calling Scott Turf Company to say the lowest bidder was \$290, will you meet that? Councilwoman Critz clarified that she would just say "how close can you come"? Attorney Griffin offered that when the council has discretion, what the councilman on the end said makes all the sense in the world - all things being equal. Attorney Griffin has heard nothing unequal about these bidders. The council solicited bids - why did they solicit bids if they wanted to go with somebody local in the first place? Attorney Griffin stated that he was assuming that the council was looking for quality and the "best buy" for the town; therefore, he tended to agree with the councilman on the end, he has heard nothing negative about any of them and all being equal you would go with the lower bidder; that is why you have bids in the first place. Councilwoman Coffey noted that they have paid almost that much at her house per month when they were using a lawn service, which is why she couldn't believe that it would be equal. Ms. Brooks commented that she didn't either until she started talking to the people they are actually working for and it changed her mind. Councilwoman Coffey stated that she was 100% onboard with the recommendation; "equal". Attorney Griffin added that it is sort of unfair to the bidders if you are going to solicit bids from them and they are assuming the lower bidder is going to get it. The council should be upfront. Councilwoman Critz clarified that she had no idea Scott Turf Company was going to submit a bid. Councilman Countryman commented that another way to look at it, based on Attorney Griffin's comment, maybe a couple of these

companies weren't really interested in getting it, but they thought they would put their foot in there; maybe they are not aggressive and they weren't necessarily hoping they'd get the job – if luck fell their way, they might get the job. What Councilman Countryman thought he heard Attorney Griffin say was this is a competitive bid – if these people want the job and they want to work, they are going to bid it as tight as they can and still meet their goals as a business and make a profit. Again, if the low bid is the lowest and the service as represented by what Mayor Becker reviewed and the extremely favorable comments made by all of these municipalities, then Councilman Countryman felt it incumbent of the council, as good stewards for this community, to spend the least amount of money that we can for the most service they can get. As much as Councilman Countryman hated not being able to give it to a local businessman, he had that opportunity and he reflected that it wasn't cost efficient for him to do that. Mayor Becker added that he is with Attorney Griffin, to be honest, everything made him prefer the local guy (including the quality of his presentation), but the town had the sealed bid procedure, which is usually done for a reason – confidentially. The ethics involved of somebody coming up with a low bid and then we go to somebody else saying the bids have been opened and we want you to meet this other guys bid would look bad publicly and almost legally in a bad way after the bids have been open. Attorney Griffin suggested that next year the council might just want to go out and talk with some folks and come back and say here are some prices, rather than solicit bids – the whole aura of this it to go with the low bidder or the person that is qualified. Mayor Becker added that the town is always under scrutiny from the public as a government. Attorney Griffin noted that this is a service contract and it can be done differently. Mayor Becker commented that the public scrutiny could result in the thought “oh, you're favoring a friend or a neighbor”. Councilwoman Critz responded that the only reason you shouldn't honor a bid process is if you found something faulty and Mayor Becker did his due diligence to make sure that is not the case.

- **Councilwoman Critz** made a **motion** to accept Taylor & Sons Mowing and Landscape proposal with a one year contract and **Councilman Countryman** seconded. The motion passed unanimously as follows:

Ayes: Coffey, Countryman, Critz, Cureton and Neill

Nays: None

## 12. **Consideration of 2011-2012 Non-Profit Funding Requests**

- Mayor Becker pointed out that he had given the council his usual spreadsheet for the nonprofits; the council has the guidelines with requests suggested by the recipients. Councilwoman Coffey made a motion to stay consistent with their amounts. Councilwoman Critz and Councilman Countryman suggested that a couple needed to be tweaked. After some discussion on the Council on Aging, there was a consensus of the council to keep that donation at the \$1,500 level; people are living longer and the baby boomers (people born between 1946 and 1964) are coming of the age to be using this resource. Last year, the council had a special situation with the Red Cross; the donation was \$2,500 because they were trying to match funds. This year, the council will go back to the normal \$1,500. Mayor Becker noted that United Family Services requested \$1,000, Community



Arts has remained consistent at the \$500 level and Turning Point was boosted by \$250 last year to the \$1,250 level. Councilwoman Critz suggested that Turning Point get \$1,500. Mayor Becker explained that he did his “little math” and looking at the bottom line, the town’s charitable budget has been \$9,750 for the past two years – the council could give \$10,500 and still be within the budget, but they might want to have a cap for awhile because the town’s budget has not been increasing; the overall municipal budget has been \$300,000 for three years. Therefore, Mayor Becker would not suggest going above the \$9,750. The council could do some increases and keep the total to \$9,300 this year. After some discussion, Mayor Becker listed the amounts as discussed: \$2,500 to the Catawba Lands Conservancy, \$1,500 to Council on Aging, \$1,500 to Red Cross, \$1,000 to United Family Service, \$500 to Community Arts, \$1,500 to Turning Point, \$300 has already go to Literacy Council and \$500 went to Optimist International for a total of \$9,300.

- **Councilwoman Critz** made a **motion** to approve the amounts listed by Mayor Becker for a total of \$9,300.00 and **Councilwoman Neill** seconded. The motion passed unanimously as follows:

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

13. **Consideration of the 2012-2013 Proposed Budget**

- **Councilman Countryman** made a **motion** to adopt the budget as proposed and **Councilwoman Cureton** seconded. The motion passed unanimously as follows:

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

14. **Western Union County Municipal Coalition**

- Mayor Becker pointed out that his memo should be self-explanatory; this is an informal committee.
- **Councilwoman Coffey** made a **motion** to approve the revised charter for the Western Union County Municipal Coalition and **Councilwoman Neill** seconded. The motion passed unanimously as follows:

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

15. **Consideration of an Hourly Rate Increase for the Deputy Clerk Position**

- Mayor Becker asked the council if there was any interest in increasing the Deputy Clerk position salary; this is not a job evaluation. The council agreed to a three percent increase to staff salaries during the budget process. Councilwoman Coffey recommended the same three percent increase for the Deputy Clerk position for the increased job responsibilities and cost of living. Councilman Countryman asked what the current rate was. Mayor Becker responded \$12.00 per hour. After some discussion, it was determined that the hours worked will be basically the same, there may be some proactive work being done on tax collection, this position did not get an increase during budget discussions, the additional responsibilities

aren't that great, the council has approved a certain amount of money for the position, no new study was done for standard hourly wages for Deputy Clerks in surrounding communities and an increase was requested last year based on qualifications. Councilman Countryman made a recommendation to move it from \$12 an hour to \$13 an hour, based on the fact that \$12 an hour in this market is exceptionally low. Councilwoman Critz added that the council has asked Ms. Janet Ridings to take on more responsibility and it was a cost of living increase.

- **Councilman Countryman** made a **motion** to that the salary be increased from \$12 an hour to \$13 an hour for Deputy Clerk position and **Councilwoman Cureton** seconded. The motion passed unanimously as follows:

*Ayes: Coffey, Countryman, Critz, Cureton and Neill*

*Nays: None*

**16. Other Business**

- Councilman Countryman committed to meet with Ms. Brooks Monday after next to talk about Christmas.
- Councilwoman Critz commented that she has been undergoing treatment for Lyme Disease and she had called Ms. Brooks to ask for the documentation that the council received last year from the State Health Director, which Ms. Brooks pulled up and emailed to her. Councilwoman Critz suggested that something about this be in the next newsletter. Ms. Brooks pointed out that there was something about it in the last newsletter and Mayor Becker mentioned that it is mentioned in the trail brochure. Councilwoman Critz suggested that reference to the information from the State Department be put on the website.

**17. Adjournment**

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

*Ayes: Coffey, Countryman, Critz, Cureton and Neill*

*Nays: None*

- The meeting was adjourned at 9:35 p.m.
- The next regular meeting will be on Thursday, July 12, 2012 at 7:30 p.m. at the Mineral Springs Town Hall.

Respectfully submitted by:

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Vicky A. Brooks, CMC, Town Clerk

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Frederick Becker III, Mayor

Agenda Item

# \_\_\_\_\_

7/12/12

## **Town of Mineral Springs**

# **FINANCE REPORT MAY 2012**

Prepared for:

The Mineral Springs Town Council

By:

Frederick Becker III  
Finance Officer

**July 12, 2012**

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# Cash Flow Report FY2011 YTD

7/1/2011 Through 5/31/2012

6/19/2012

Page 1

Category Description	7/1/2011- 5/31/2012
<b>INCOME</b>	
Dup Prop Tax	
Receipts	81.21
Refunds	-53.09
TOTAL Dup Prop Tax	28.12
Franchise	
Cable	3,025.00
Util	93,552.00
TOTAL Franchise	96,577.00
Gross Receipts Tax	458.93
Interest Income	1,164.99
Other Inc	
Zoning	2,020.00
TOTAL Other Inc	2,020.00
Prop Tax 2011	
Receipts 2011	
Int	338.98
Tax	63,235.31
TOTAL Receipts 2011	63,574.29
TOTAL Prop Tax 2011	63,574.29
Prop Tax Prior Years	
Prop Tax 2002	
Receipts 2002	
Int	38.97
Tax	32.10
TOTAL Receipts 2002	71.07
TOTAL Prop Tax 2002	71.07
Prop Tax 2003	
Annexation 2003	
Receipts 2003	
Int	4.15
Tax	5.50
TOTAL Receipts 2003	9.65
TOTAL Annexation 2003	9.65
Receipts 2003	
Int	61.83
Tax	57.49
TOTAL Receipts 2003	119.32
TOTAL Prop Tax 2003	128.97
Prop Tax 2004	
Receipts 2004	
Int	77.33
Tax	96.50
TOTAL Receipts 2004	173.83
TOTAL Prop Tax 2004	173.83
Prop Tax 2005	
Receipts 2005	
Int	69.65
Tax	88.64
TOTAL Receipts 2005	158.29

# Cash Flow Report FY2011 YTD

7/1/2011 Through 5/31/2012

6/19/2012

Page 2

Category Description	7/1/2011- 5/31/2012
TOTAL Prop Tax 2005	158.29
Prop Tax 2006	
Receipts 2006	
Int	31.50
Tax	101.72
TOTAL Receipts 2006	133.22
TOTAL Prop Tax 2006	133.22
Prop Tax 2007	
Receipts 2007	
Int	11.80
Tax	70.51
TOTAL Receipts 2007	82.31
TOTAL Prop Tax 2007	82.31
Prop Tax 2008	
Receipts 2008	
Int	16.83
Tax	90.69
TOTAL Receipts 2008	107.52
TOTAL Prop Tax 2008	107.52
Prop Tax 2009	
Receipts 2009	
Int	31.10
Tax	174.74
TOTAL Receipts 2009	205.84
TOTAL Prop Tax 2009	205.84
Prop Tax 2010	
Receipts 2010	
Int	372.71
Tax	1,879.11
TOTAL Receipts 2010	2,251.82
TOTAL Prop Tax 2010	2,251.82
TOTAL Prop Tax Prior Years	3,312.87
Sales Tax	
Cable TV	10,935.20
Refunds	
State	635.62
TOTAL Refunds	635.62
Sales & Use Dist	12,857.86
telecommunications	3,377.00
TOTAL Sales Tax	27,805.68
Veh Tax	
Coll	
2001	-0.02
2003	-0.24
2004	-0.02
2005	-0.03
2006	-0.08
2007	-0.04
2008	-0.25
2009	-0.41
2010	-5.27

# Cash Flow Report FY2011 YTD

7/1/2011 Through 5/31/2012

6/19/2012

Page 3

Category Description	7/1/2011- 5/31/2012
2011	-51.47
<b>TOTAL Coll</b>	<b>-57.83</b>
Int 2001	0.49
Int 2003	6.51
Int 2004	0.58
Int 2005	0.60
Int 2006	1.67
Int 2007	0.60
Int 2008	3.42
Int 2009	3.09
Int 2010	18.42
Int 2011	17.30
Tax 2001	0.53
Tax 2003	9.56
Tax 2004	1.02
Tax 2005	1.26
Tax 2006	3.40
Tax 2007	1.79
Tax 2008	12.41
Tax 2009	23.90
Tax 2010	323.93
Tax 2011	3,393.62
<b>TOTAL Veh Tax</b>	<b>3,766.27</b>
<b>TOTAL INCOME</b>	<b>198,708.15</b>
<b>EXPENSES</b>	
Uncategorized	0.00
Ads	409.44
Attorney	3,879.99
Audit	3,900.00
Capital Outlay	
Equipment	1,205.13
<b>TOTAL Capital Outlay</b>	<b>1,205.13</b>
Community	
Donation	800.00
Greenway	1,351.72
Maint	3,328.00
Special Events	113.92
<b>TOTAL Community</b>	<b>5,593.64</b>
Dues	4,211.00
Elections	2,596.89
Emp	
Benefits	
Dental	583.00
Fees	25.00
Life	508.20
NCLGERS	7,684.50
<b>TOTAL Benefits</b>	<b>8,800.70</b>
Bond	550.00
FICA	
Med	1,384.52

# Cash Flow Report FY2011 YTD

7/1/2011 Through 5/31/2012

6/19/2012

Page 4

Category Description	7/1/2011- 5/31/2012
Soc Sec	5,920.03
TOTAL FICA	7,304.55
Payroll	1,232.69
Work Comp	682.80
TOTAL Emp	18,570.74
Ins	3,595.29
Newsletter	
Post	259.74
Printing	549.23
TOTAL Newsletter	808.97
Office	
Bank	64.55
Clerk	25,632.42
Council	6,600.00
Deputy Clerk	8,444.00
Equip	1,876.44
Finance Officer	24,833.80
Maint	
Materials	1,691.89
Service	6,995.00
TOTAL Maint	8,686.89
Mayor	4,400.00
Misc	137.00
Post	566.36
Supplies	2,452.10
Tel	5,493.26
Util	3,636.25
TOTAL Office	92,823.07
Planning	
Administration	2,023.00
Contract	595.85
Salaries	20,108.62
TOTAL Administration	22,727.47
Misc	431.00
Parks & Greenways	26.63
TOTAL Planning	23,185.10
Street Lighting	1,468.67
Tax Coll	
Bill	
Supplies	107.70
TOTAL Bill	107.70
Post	372.00
Sal	8,932.00
TOTAL Tax Coll	9,411.70
Training	
Staff	519.00
TOTAL Training	519.00
Travel	1,841.66
<b>TOTAL EXPENSES</b>	<b>174,020.29</b>

## TRANSFERS



# Cash Flow Report FY2011 YTD

7/1/2011 Through 5/31/2012

6/19/2012

Page 5

Category Description	7/1/2011- 5/31/2012
FROM Check Min Spgs	66,000.00
FROM MM Sav CitizensSouth	20,000.00
FROM MM Sav Min Spgs	6,000.00
TO Check Min Spgs	-26,000.00
TO MM Sav CitizensSouth	-60,000.00
TO MM Sav Min Spgs	-6,000.00
TO Ag Bldg Capital Project Fund	-360.00
TO Greenway Parking Capital Project Fund	-70,029.32
<b>TOTAL TRANSFERS</b>	<b>-70,389.32</b>
<b>OVERALL TOTAL</b>	<b>-45,701.46</b>

## Account Balances History Report

(Includes unrealized gains)

As of 5/31/2012

6/28/2012

Page 1

Account	6/30/2011 Balance	7/31/2011 Balance	8/31/2011 Balance	9/30/2011 Balance	10/31/2011 Balance	11/30/2011 Balance	12/31/2011 Balance
<b>ASSETS</b>							
<b>Cash and Bank Accounts</b>							
Check Min Spgs	40,102.34	17,166.48	4,474.59	55,240.88	11,892.07	16,892.82	18,554.03
Estates at Soen Escrow	28,127.83	28,137.39	28,144.83	28,150.61	28,156.59	28,162.38	28,167.70
MM Sav CitizensSouth	343,836.25	343,982.29	344,102.47	344,201.47	324,302.65	324,395.96	384,492.74
MM Sav Min Spgs	10,536.07	10,538.31	10,540.40	10,542.13	10,543.92	10,544.79	10,545.69
Ag Bldg Capital Project Fund	0.00	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	0.00
<b>TOTAL Cash and Bank Accounts</b>	<b>422,602.49</b>	<b>399,824.47</b>	<b>387,262.29</b>	<b>438,135.09</b>	<b>374,895.23</b>	<b>379,995.95</b>	<b>441,760.16</b>
<b>Other Assets</b>							
State Revenues Receivable	55,610.40	53,805.43	52,585.53	0.00	0.00	0.00	0.00
<b>TOTAL Other Assets</b>	<b>55,610.40</b>	<b>53,805.43</b>	<b>52,585.53</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL ASSETS</b>	<b>478,212.89</b>	<b>453,629.90</b>	<b>439,847.82</b>	<b>438,135.09</b>	<b>374,895.23</b>	<b>379,995.95</b>	<b>441,760.16</b>
<b>LIABILITIES</b>							
<b>Other Liabilities</b>							
Accounts Payable	2,361.48	562.40	0.00	0.00	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	27,720.00
<b>TOTAL Other Liabilities</b>	<b>30,081.48</b>	<b>28,282.40</b>	<b>27,720.00</b>	<b>27,720.00</b>	<b>27,720.00</b>	<b>27,720.00</b>	<b>27,720.00</b>
<b>TOTAL LIABILITIES</b>	<b>30,081.48</b>	<b>28,282.40</b>	<b>27,720.00</b>	<b>27,720.00</b>	<b>27,720.00</b>	<b>27,720.00</b>	<b>27,720.00</b>
<b>OVERALL TOTAL</b>	<b>448,131.41</b>	<b>425,347.50</b>	<b>412,127.82</b>	<b>410,415.09</b>	<b>347,175.23</b>	<b>352,275.95</b>	<b>414,040.16</b>

## Account Balances History Report

(Includes unrealized gains)

As of 5/31/2012

6/28/2012

Page 2

Account	1/31/2012 Balance	2/29/2012 Balance	3/31/2012 Balance	4/30/2012 Balance	5/31/2012 Balance
<b>ASSETS</b>					
<b>Cash and Bank Accounts</b>					
Check Min Spgs	5,985.08	4,404.30	34,917.74	16,647.27	6,484.81
Estates at Soen Escrow	28,172.48	28,176.96	28,181.75	28,186.38	28,191.17
MM Sav CitizensSouth	384,590.72	384,682.40	384,764.08	384,843.15	384,924.88
MM Sav Min Spgs	10,546.59	4,547.29	10,547.87	10,523.32	10,549.09
Ag Bldg Capital Project Fund	0.00	0.00	0.00	0.00	0.00
CWMTF Grant Project Fund	0.00	0.00	0.00	0.00	0.00
<b>TOTAL Cash and Bank Accounts</b>	<b>429,294.87</b>	<b>421,810.95</b>	<b>458,411.44</b>	<b>440,200.12</b>	<b>430,149.95</b>
<b>Other Assets</b>					
State Revenues Receivable	0.00	0.00	0.00	0.00	0.00
<b>TOTAL Other Assets</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL ASSETS</b>	<b>429,294.87</b>	<b>421,810.95</b>	<b>458,411.44</b>	<b>440,200.12</b>	<b>430,149.95</b>
<b>LIABILITIES</b>					
<b>Other Liabilities</b>					
Accounts Payable	0.00	0.00	0.00	0.00	0.00
Escrows	27,720.00	27,720.00	27,720.00	27,720.00	27,720.00
<b>TOTAL Other Liabilities</b>	<b>27,720.00</b>	<b>27,720.00</b>	<b>27,720.00</b>	<b>27,720.00</b>	<b>27,720.00</b>
<b>TOTAL LIABILITIES</b>	<b>27,720.00</b>	<b>27,720.00</b>	<b>27,720.00</b>	<b>27,720.00</b>	<b>27,720.00</b>
<b>OVERALL TOTAL</b>	<b>401,574.87</b>	<b>394,090.95</b>	<b>430,691.44</b>	<b>412,480.12</b>	<b>402,429.95</b>

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	\$ 1,390.56	\$ 409.44	22.7%	\$ -	\$ 109.44	\$ -	\$ -	\$ -
Attorney	\$ 9,600.00	\$ 5,720.01	\$ 3,879.99	40.4%	\$ 300.00	\$ 613.32	\$ 566.67	\$ 300.00	\$ 300.00
Audit	\$ 3,900.00	\$ -	\$ 3,900.00	100.0%	\$ -	\$ -	\$ -	\$ -	\$ -
Community Projects	\$ 16,700.00	\$ 11,106.36	\$ 5,593.64	33.5%	\$ -	\$ 200.00	\$ 200.00	\$ 385.73	\$ 200.00
Contingency	\$ 3,000.00	\$ 3,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -
Dues	\$ 4,525.00	\$ 314.00	\$ 4,211.00	93.1%	\$ 3,460.00	\$ -	\$ -	\$ 251.00	\$ -
Elections	\$ 4,200.00	\$ 1,603.11	\$ 2,596.89	61.8%	\$ 507.75	\$ -	\$ -	\$ -	\$ -
Employee Overhead	\$ 21,900.00	\$ 3,329.26	\$ 18,570.74	84.8%	\$ 2,766.63	\$ 1,738.19	\$ 1,623.06	\$ 1,631.98	\$ 861.72
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	\$ 1,591.03	\$ 808.97	33.7%	\$ -	\$ -	\$ -	\$ -	\$ -
Office	\$ 118,256.00	\$ 25,432.93	\$ 92,823.07	78.5%	\$ 9,491.65	\$ 8,594.59	\$ 7,866.66	\$ 7,893.85	\$ 7,490.98
Planning & Zoning	\$ 40,276.00	\$ 17,090.90	\$ 23,185.10	57.6%	\$ 2,480.63	\$ 2,023.00	\$ 2,023.00	\$ 2,023.00	\$ 1,901.62
Street Lighting	\$ 1,800.00	\$ 331.33	\$ 1,468.67	81.6%	\$ -	\$ 136.33	\$ 136.33	\$ 143.07	\$ 143.07
Tax Collection	\$ 11,544.00	\$ 2,132.30	\$ 9,411.70	81.5%	\$ 812.00	\$ 1,184.00	\$ 919.70	\$ 812.00	\$ 812.00
Training	\$ 3,000.00	\$ 2,481.00	\$ 519.00	17.3%	\$ -	\$ -	\$ -	\$ 49.00	\$ -
Travel	\$ 3,000.00	\$ 1,158.34	\$ 1,841.66	61.4%	\$ -	\$ -	\$ -	\$ 67.44	\$ 454.96
Capital Outlay	\$ 37,169.00	\$ 35,963.87	\$ 1,205.13	3.2%	\$ -	\$ -	\$ 1,205.13	\$ -	\$ -
<b>Totals</b>	<b>\$ 299,570.00</b>	<b>\$ 125,549.71</b>	<b>\$ 174,020.29</b>	<b>58.1%</b>	<b>\$ 23,413.95</b>	<b>\$ 14,598.87</b>	<b>\$ 14,540.55</b>	<b>\$ 13,557.07</b>	<b>\$ 12,164.35</b>
<b>Off Budget:</b>									
Tax Refunds			\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfers			\$ 70,389.32		\$ 360.00	\$ -	\$ -	\$ 63,514.00	\$ 600.00
<b>Total Off Budget:</b>			<b>\$ 70,389.32</b>		<b>\$ 360.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 63,514.00</b>	<b>\$ 600.00</b>

Mineral Springs Budget Comparison 2011-2012

Appropriation dept	December	January	February	March	April	May	June	June a/p
Advertising	\$ -	\$ -	\$ -	\$ 300.00	\$ -	\$ -		
Attorney	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00		
Audit	\$ -	\$ 3,900.00	\$ -	\$ -	\$ -	\$ -		
Community Projects	\$ 780.00	\$ 613.92	\$ 200.00	\$ 21.30	\$ 2,417.18	\$ 575.51		
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Dues	\$ -	\$ 460.00	\$ -	\$ -	\$ 40.00	\$ -		
Elections	\$ -	\$ 2,089.14	\$ -	\$ -	\$ -	\$ -		
Employee Overhead	\$ 2,394.71	\$ 1,000.64	\$ 1,624.96	\$ 1,652.86	\$ 1,634.26	\$ 1,641.73		
Fire Department	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Newsletter	\$ -	\$ 808.97	\$ -	\$ -	\$ -	\$ -		
Office	\$ 9,719.07	\$ 8,278.54	\$ 8,707.30	\$ 7,206.82	\$ 9,608.00	\$ 7,965.61		
Planning & Zoning	\$ 2,144.38	\$ 1,901.62	\$ 2,618.85	\$ 2,023.00	\$ 2,023.00	\$ 2,023.00		
Street Lighting	\$ 143.07	\$ 143.07	\$ 147.54	\$ 158.73	\$ 158.73	\$ 158.73		
Tax Collection	\$ 812.00	\$ 812.00	\$ 812.00	\$ 812.00	\$ 812.00	\$ 812.00		
Training	\$ 470.00	\$ -	\$ -	\$ -	\$ -	\$ -		
Travel	\$ 92.69	\$ 1,013.62	\$ -	\$ 68.97	\$ -	\$ 143.98		
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	<b>\$ 16,855.92</b>	<b>\$ 21,321.52</b>	<b>\$ 14,410.65</b>	<b>\$ 12,543.68</b>	<b>\$ 16,993.17</b>	<b>\$ 13,620.56</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Off Budget:</b>								
Tax Refunds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfers	\$ 347.50	\$ -	\$ -	\$ 1,337.54	\$ 4,230.28	\$ -	\$ -	\$ -
	<b>\$ 347.50</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,337.54</b>	<b>\$ 4,230.28</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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	\$ (912.87)	\$ 3,312.87	138.0%	\$ 96.58	\$ -	\$ 412.53	\$ 215.37	\$ 50.78
Property Tax - 2011	\$ 62,720.00	\$ (854.29)	\$ 63,574.29	101.4%	\$ -	\$ -	\$ 10,208.68	\$ 11,567.34	\$ 15,794.09
Dupl. Property Tax	\$ -	\$ (28.12)	\$ 28.12		\$ -	\$ -	\$ -	\$ -	\$ 58.13
Franchise Taxes: cable	\$ 2,100.00	\$ (925.00)	\$ 3,025.00	144.0%	\$ -	\$ 553.00	\$ -	\$ -	\$ -
Franchise Taxes: utility	\$ 180,000.00	\$ 86,448.00	\$ 93,552.00	52.0%	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance Approp.	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Gross Receipts Tax	\$ -	\$ (458.93)	\$ 458.93		\$ -	\$ 50.69	\$ 95.65	\$ 39.12	\$ 41.60
Interest	\$ 3,000.00	\$ 1,835.01	\$ 1,164.99	38.8%	\$ 157.84	\$ 129.71	\$ 106.51	\$ 108.95	\$ 99.97
Sales Tax	\$ 41,650.00	\$ 13,844.32	\$ 27,805.68	66.8%	\$ 635.62	\$ 300.32	\$ 1,526.73	\$ 1,390.81	\$ 1,424.51
Vehicle Taxes	\$ 4,200.00	\$ 433.73	\$ 3,766.27	89.7%	\$ -	\$ 320.47	\$ 277.72	\$ 409.62	\$ 395.99
Zoning Fees	\$ 3,000.00	\$ 980.00	\$ 2,020.00	67.3%	\$ 100.00	\$ 25.00	\$ 200.00	\$ 100.00	\$ -
Other	\$ 500.00	\$ 500.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals</b>	<b>\$ 299,570.00</b>	<b>\$ 100,861.85</b>	<b>\$ 198,708.15</b>	<b>66.3%</b>	<b>\$ 990.04</b>	<b>\$ 1,379.19</b>	<b>\$ 12,827.82</b>	<b>\$ 13,831.21</b>	<b>\$ 17,865.07</b>
	<b>December</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>June a/r</b>	
Property Tax - prior	\$ -	\$ 385.97	\$ 1,544.26	\$ 123.58	\$ 149.46	\$ 334.34			
Property Tax - 2011	\$ 15,374.74	\$ 6,678.41	\$ 2,187.86	\$ 382.86	\$ 332.31	\$ 1,048.00			
Dupl. Property Tax	\$ 23.08	\$ (23.08)	\$ (30.01)	\$ -	\$ -	\$ -			
Franchise Taxes: cable	\$ 571.00	\$ -	\$ 1,133.00	\$ -	\$ 768.00	\$ -			
Franchise Taxes: utility	\$ 53,019.00	\$ -	\$ -	\$ 40,533.00	\$ -	\$ -			
Fund Balance Approp.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Gross Receipts Tax	\$ 5.95	\$ 25.82	\$ 97.59	\$ 41.69	\$ 42.23	\$ 18.59			
Interest	\$ 103.00	\$ 103.66	\$ 96.86	\$ 87.05	\$ 84.15	\$ 87.29			
Sales Tax	\$ 8,669.07	\$ 1,224.64	\$ 1,318.85	\$ 8,745.00	\$ 1,179.31	\$ 1,390.82			
Vehicle Taxes	\$ 451.79	\$ 460.81	\$ 358.32	\$ 368.53	\$ 406.67	\$ 316.35			
Zoning Fees	\$ 750.00	\$ -	\$ 220.00	\$ 200.00	\$ 50.00	\$ 375.00			
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
<b>Totals</b>	<b>\$ 78,967.63</b>	<b>\$ 8,856.23</b>	<b>\$ 6,926.73</b>	<b>\$ 50,481.71</b>	<b>\$ 3,012.13</b>	<b>\$ 3,570.39</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# May Cash Flow Report

5/1/2012 Through 5/31/2012

6/19/2012

Page 1

Category Description	5/1/2012- 5/31/2012
<b>INCOME</b>	
Gross Receipts Tax	18.59
Interest Income	87.29
Other Inc	
Zoning	375.00
TOTAL Other Inc	375.00
Prop Tax 2011	
Receipts 2011	
Int	48.78
Tax	999.22
TOTAL Receipts 2011	1,048.00
TOTAL Prop Tax 2011	1,048.00
Prop Tax Prior Years	
Prop Tax 2003	
Receipts 2003	
Int	22.88
Tax	4.90
TOTAL Receipts 2003	27.78
TOTAL Prop Tax 2003	27.78
Prop Tax 2004	
Receipts 2004	
Tax	2.22
TOTAL Receipts 2004	2.22
TOTAL Prop Tax 2004	2.22
Prop Tax 2006	
Receipts 2006	
Tax	52.88
TOTAL Receipts 2006	52.88
TOTAL Prop Tax 2006	52.88
Prop Tax 2007	
Receipts 2007	
Tax	52.88
TOTAL Receipts 2007	52.88
TOTAL Prop Tax 2007	52.88
Prop Tax 2008	
Receipts 2008	
Tax	42.59
TOTAL Receipts 2008	42.59
TOTAL Prop Tax 2008	42.59
Prop Tax 2009	
Receipts 2009	
Int	0.00
Tax	42.59
TOTAL Receipts 2009	42.59
TOTAL Prop Tax 2009	42.59
Prop Tax 2010	
Receipts 2010	
Int	13.71
Tax	99.69
TOTAL Receipts 2010	113.40

# May Cash Flow Report

5/1/2012 Through 5/31/2012

6/19/2012

Page 2

Category Description	5/1/2012- 5/31/2012
TOTAL Prop Tax 2010	113.40
TOTAL Prop Tax Prior Years	334.34
Sales Tax	
Sales & Use Dist	1,390.82
TOTAL Sales Tax	1,390.82
Veh Tax	
Coll	
2005	0.00
2006	0.00
2008	0.00
2010	-0.02
2011	-4.84
TOTAL Coll	-4.86
Int 2005	0.00
Int 2006	0.00
Int 2008	0.00
Int 2010	0.09
Int 2011	2.98
Tax 2005	0.00
Tax 2006	0.00
Tax 2008	0.00
Tax 2010	1.03
Tax 2011	317.11
TOTAL Veh Tax	316.35
<b>TOTAL INCOME</b>	<b>3,570.39</b>
<b>EXPENSES</b>	
Uncategorized	0.00
Attorney	300.00
Community	
Greenway	75.51
Maint	500.00
TOTAL Community	575.51
Emp	
Benefits	
Dental	53.00
Life	46.20
NCLGERS	768.45
TOTAL Benefits	867.65
FICA	
Med	127.60
Soc Sec	545.59
TOTAL FICA	673.19
Payroll	100.89
TOTAL Emp	1,641.73
Office	
Bank	-4.29
Clerk	2,343.00
Council	600.00
Deputy Clerk	750.00
Equip	74.71



# May Cash Flow Report

5/1/2012 Through 5/31/2012

6/19/2012

Page 3

Category Description	5/1/2012- 5/31/2012
Finance Officer	2,270.00
Maint	
Materials	351.03
Service	645.00
TOTAL Maint	996.03
Mayor	400.00
Supplies	119.37
Tel	276.23
Util	140.56
TOTAL Office	7,965.61
Planning	
Administration	2,023.00
TOTAL Planning	2,023.00
Street Lighting	158.73
Tax Coll	
Sal	812.00
TOTAL Tax Coll	812.00
Travel	143.98
<b>TOTAL EXPENSES</b>	<b>13,620.56</b>
<b>OVERALL TOTAL</b>	<b>-10,050.17</b>

# Register Report

5/1/2012 Through 5/31/2012

6/28/2012

Page 1

Date	Account	Num	Description	Memo	Category	Clr	Amount
<b>BALANCE 4/30/2012</b>							<b>16,647.27</b>
5/2/2012	Check Min ... EFT	S	Debit Card (Office Max)	Folders	Office:Supplies	R	-21.34
				Router (clerk)	Office:Equip	R	-74.71
5/2/2012	Check Min ... EFT		Debit Card (WalMart)	Water, Sugar, T...	Office:Supplies	R	-41.48
5/3/2012	Check Min ... EFT	S	NC State Treasurer	4/12 LGERS co...	Office:Clerk	R	-140.58
				4/12 LGERS co...	Office:Finance Officer	R	-136.20
				4/12 LGERS co...	Planning:Administra...	R	-121.38
				4/12 employer c...	Emp:Benefits:NCLG...	R	-768.45
5/3/2012	Check Min ... 3733		**VOID**VOID	misprint (FY2011)		R	0.00
5/3/2012	Check Min ... 3734		Frederick Becker III	3/12 - 4/12 reim...	Travel	R	-121.59
5/4/2012	Check Min ... DEP	S	Deposit	redeposit dep #...	Prop Tax 2011:Rec...	R	2.76
				redeposit dep #...	Prop Tax 2011:Rec...	R	110.87
5/4/2012	Check Min ... EFT		Debit Card (Brown Der...	Clerks' Luncheo...	Travel	R	-22.39
5/9/2012	Check Min ... EFT	S	Debit Card (Lowe's)	Spreader, Sprayer	Office:Maint:Materials	R	-56.42
				Fertilizer, Lime, ...	Community:Greenway	R	-49.99
5/11/2012	Check Min ... EFT		Debit Card (Lowe's)	Trimmer & Acce...	Office:Maint:Materials	R	-284.86
5/11/2012	Check Min ... EFT		Debit Card (Fill Good ...	Gas for trimmer ...	Office:Maint:Materials	R	-9.75
5/11/2012	Check Min ... EFT		Debit Card (Lowe's)	Picnic table brus...	Community:Greenway	R	-25.52
5/11/2012	Check Min ... EFT		Debit Card (Norton)	NAV Renewal D...	Office:Supplies	R	-48.03
5/12/2012	Check Min ... EFT		Debit Card (Kangaroo)	Pepsi (FY2011)	Office:Supplies		-8.52
5/14/2012	Check Min ... EFT	S	Union County		Veh Tax:Tax 2011	R	317.11
					Veh Tax:Coll:2011	R	-4.84
					Veh Tax:Int 2011	R	2.98
					Veh Tax:Tax 2010	R	1.03
					Veh Tax:Int 2010	R	0.09
					Veh Tax:Coll:2010	R	-0.02
					Veh Tax:Tax 2008	R	0.00
					Veh Tax:Coll:2008	R	0.00
					Veh Tax:Int 2008	R	0.00
					Veh Tax:Tax 2006	R	0.00
					Veh Tax:Coll:2006	R	0.00
					Veh Tax:Int 2006	R	0.00
					Veh Tax:Tax 2005	R	0.00
					Veh Tax:Coll:2005	R	0.00
					Veh Tax:Int 2005	R	0.00
					Gross Receipts Tax	R	18.59
5/14/2012	Check Min ... 3735		Conder Flag Company	I/N 152882 Que...	Community:Maint	R	-300.00
5/14/2012	Check Min ... 3736		Clark, Griffin & McColl...	I/N 3430 5/12 (F...	Attorney	R	-300.00
5/14/2012	Check Min ... 3737		Duke Power	2035221941 (F...	Street Lighting	R	-158.73
5/14/2012	Check Min ... 3738		Duke Power	1803784140 (F...	Office:Util	R	-103.18
5/14/2012	Check Min ... 3739		Duke Power	1819573779 (Ol...	Office:Util	R	-21.19
5/14/2012	Check Min ... 3740	S	Municipal Insurance Tr...		Emp:Benefits:Life	R	-46.20
					Emp:Benefits:Dental	R	-53.00
5/14/2012	Check Min ... 3741		Jan-Pro Cleaning Syst...	I/N 12110 Janito...	Office:Maint:Service	R	-195.00
5/14/2012	Check Min ... 3742		Union County Public ...	84361*00 (FY20...	Office:Util	R	-16.19
5/15/2012	Check Min ... EFT		NC Department of Rev...	3/12 (FY2011)	Sales Tax:Sales & ...	R	1,390.82
5/28/2012	Check Min ... 3743	S	Hummingbird Lawn C...		Community:Maint		-200.00
					Office:Maint:Service		-450.00
5/28/2012	Check Min ... 3744		Windstream	061345970 (FY...	Office:Tel		-57.48
5/28/2012	Check Min ... 3745		Windstream	061348611 (FY...	Office:Tel		-218.75
5/30/2012	Check Min ... EFT	S	Advantage Payroll	Salary 4/12	Office:Clerk	R	-2,202.42

# Register Report

5/1/2012 Through 5/31/2012

6/28/2012

Page 2

Date	Account	Num	Description	Memo	Category	Clr	Amount
				Supplement 5/12	Office:Clerk	R	0.00
				Hours 5/12	Office:Deputy Clerk	R	-750.00
				Salary 5/12	Office:Finance Officer	R	-2,133.80
				Salary 5/12	Office:Mayor	R	-400.00
				Salary 5/12	Office:Council	R	-600.00
				Salary 5/12	Planning:Administra...	R	-1,901.62
				Salary 5/12	Tax Coll:Sal	R	-812.00
					Emp:FICA:Soc Sec	R	-545.59
					Emp:FICA:Med	R	-127.60
					Emp:Payroll	R	-100.89
5/31/2012	Check Min ...	DEP	S Deposit		Prop Tax 2011:Rec...	R	888.35
					Prop Tax 2011:Rec...	R	46.02
					Prop Tax Prior Year...	R	13.71
					Prop Tax Prior Year...	R	99.69
					Prop Tax Prior Year...	R	0.00
					Prop Tax Prior Year...	R	42.59
					Prop Tax Prior Year...	R	42.59
					Prop Tax Prior Year...	R	52.88
					Prop Tax Prior Year...	R	52.88
					Prop Tax Prior Year...	R	2.22
					Prop Tax Prior Year...	R	22.88
					Prop Tax Prior Year...	R	4.90
5/31/2012	Check Min ...	DEP	Deposit	#455a (FY2011)	Other Inc:Zoning	R	375.00
5/31/2012	Check Min ...	EFT	American Community ...	Service Charge ...	Office:Bank	R	-20.71
<b>TOTAL 5/1/2012 - 5/31/2012</b>							<b>-10,162.46</b>
<b>BALANCE 5/31/2012</b>							<b>6,484.81</b>

<b>TOTAL INFLOWS</b>	<b>3,487.96</b>
<b>TOTAL OUTFLOWS</b>	<b>-13,650.42</b>
<b>NET TOTAL</b>	<b>-10,162.46</b>

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May 2012

Revenue Details

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## NC Sales & Use Distribution

**March 2012 Collections**

**Summary**

**May 10, 2012**

		ARTICLE 39	ARTICLE 40	ARTICLE 42	ARTICLE 43	ARTICLE 44	ARTICLE 45	ARTICLE 46	CITY HH	TOTAL
UNION	(Ad Valorem)	\$ 1,009,624.25	\$ 784,207.48	\$ 535,785.08	\$ -	\$ 825.02	\$ -	\$ -	\$ (180,177.33)	\$ 2,150,264.50
	FAIRVIEW	\$ 531.52	\$ 412.85	\$ 282.07	\$ -	\$ 0.43	\$ -	\$ -	\$ 426.10	\$ 1,652.97
	HEMBY BRIDGE	\$ 7.16	\$ 5.56	\$ 3.80	\$ -	\$ 0.01	\$ -	\$ -	\$ 5.75	\$ 22.28
	INDIAN TRAIL	\$ 31,112.49	\$ 24,166.07	\$ 16,510.70	\$ -	\$ 25.42	\$ -	\$ -	\$ 24,941.86	\$ 96,756.54
	LAKE PARK	\$ 3,850.39	\$ 2,990.72	\$ 2,043.32	\$ -	\$ 3.15	\$ -	\$ -	\$ 3,086.73	\$ 11,974.31
	MARSHVILLE	\$ 4,512.88	\$ 3,505.30	\$ 2,394.89	\$ -	\$ 3.69	\$ -	\$ -	\$ 3,617.84	\$ 14,034.60
	MARVIN	\$ 3,305.17	\$ 2,567.23	\$ 1,753.98	\$ -	\$ 2.70	\$ -	\$ -	\$ 2,649.65	\$ 10,278.73
	MINERAL SPRINGS	\$ 447.22	\$ 347.37	\$ 237.33	\$ -	\$ 0.37	\$ -	\$ -	\$ 358.53	\$ 1,390.82
	MINT HILL *	\$ 35.92	\$ 27.90	\$ 19.06	\$ -	\$ 0.03	\$ -	\$ -	\$ 28.80	\$ 111.71
	MONROE	\$ 123,027.46	\$ 95,559.36	\$ 65,287.93	\$ -	\$ 100.53	\$ -	\$ -	\$ 98,626.94	\$ 382,602.22
	STALLINGS *	\$ 21,562.23	\$ 16,748.08	\$ 11,442.60	\$ -	\$ 17.62	\$ -	\$ -	\$ 17,285.74	\$ 67,056.27
	UNIONVILLE	\$ 644.59	\$ 500.68	\$ 342.07	\$ -	\$ 0.53	\$ -	\$ -	\$ 516.77	\$ 2,004.64
	WAXHAW	\$ 27,702.89	\$ 21,517.72	\$ 14,701.31	\$ -	\$ 22.64	\$ -	\$ -	\$ 22,208.48	\$ 86,153.04
	WEDDINGTON *	\$ 3,804.48	\$ 2,955.06	\$ 2,018.95	\$ -	\$ 3.11	\$ -	\$ -	\$ 3,049.93	\$ 11,831.53
	WESLEY CHAPEL	\$ 962.81	\$ 747.85	\$ 510.94	\$ -	\$ 0.79	\$ -	\$ -	\$ 771.87	\$ 2,994.26
	WINGATE	\$ 3,246.17	\$ 2,521.40	\$ 1,722.67	\$ -	\$ 2.65	\$ -	\$ -	\$ 2,602.34	\$ 10,095.23

DATE 4/30/12  
TIME 12:47:23  
USER PHH

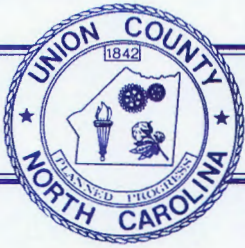
UNION COUNTY  
COLLECTIONS BY RGCD/REV UNIT/YR-DATE RANGE  
DEPOSIT DATE RANGE: 4/01/2012 THRU 4/30/2012  
REPORT GROUP: 200 REGISTERED VEHICLE  
REVENUE UNIT: 990 TOWN OF MINERAL SPRINGS

PAGE 52  
PROG# CL2138

YEAR	TAXES, ASSESSMENTS & MISC. CHARGES	LATE LIST	INTEREST (NOT INT3)	STATE INTEREST (INT3)	TOTAL COLLECTED	COMMISSION	NET OF COMMISSION & STATE INTEREST
2010	1.03		.09	.03	1.15	.02	1.10
2011	317.11		2.98	2.83	322.92	4.84	315.25
TOTAL	318.14		3.07	2.86	324.07	4.86	316.35







## OFFICE OF THE COMMISSIONERS AND MANAGER

500 N. Main St., Room 921 • Monroe, NC 28112 • Phone (704) 283-3810 • Fax (704) 282-0121

April 23, 2012

The Honorable Frederick Becker  
Mayor, Town of Mineral Springs  
PO Box 600  
Mineral Springs, NC 28108

Dear Mayor Becker,

In September of 2011, the Town of Mineral Springs provided its endorsement to Centralina Council of Governments' application, on behalf of the 14-county bi-state region, for HUD Sustainable Communities Regional Planning Grant funds to undertake the next steps of the CONNECT vision. Your endorsement, and your willingness to become part of the leadership of this grant through the CONNECT Consortium, helped us to secure funding in the amount of \$4.9 million from HUD.

We now invite the Town of Mineral Springs to formalize your membership in the CONNECT Consortium through adoption of the attached Consortium Agreement. This Agreement formalizes discussions we shared during the grant application process concerning data-sharing and participation in helping to shape the work of the grant. It also formalizes the benefits that will accrue to the Town of Mineral Springs as a member of the Consortium (and we're learning about additional benefits for Consortium members from HUD on a regular basis). Finally, the Agreement's Exhibit A explains how the Consortium will do its work to produce the deliverables we need to ensure vibrant communities in a robust region—what CONNECT Our Future is all about.

To formalize your membership in the Consortium, we ask that the Mineral Springs' Town Council, or other appropriate body, adopt the Agreement, and make appointments to the Consortium. These appointments include:

- An elected official, to the Consortium's Policy Forum and
- A senior staff member or department head, to the Consortium's Program Forum.

The Honorable Frederick Becker, Mayor

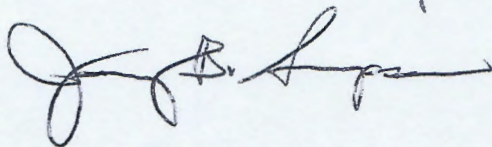
Page 2

April 23, 2012

You may also appoint two-three named alternates for both positions. Your representatives will work with others representing our over 100 partners to develop a Regional Strategic Framework that integrates extensive public engagement about regional needs and the region's future with expert content provided by Program Teams. Furthermore, as a Consortium member, you're also invited to participate in the Program Teams of your choice, which also are included in the Agreement's Exhibit A and in the attachments to this letter.

We hope you'll confirm your willingness to become part of this unprecedented collaboration to enhance our region's ability to compete globally as we strive to efficiently use scarce public resources and grow jobs and quality of life at home.

Sincerely,

A handwritten signature in black ink, appearing to read "Jerry B. Simpson". The signature is fluid and cursive, with a large initial "J" and "S".

Jerry B. Simpson, Chairman  
Union County Board of Commissioners and  
Centralina Executive Board Member

Cc: Ms. Vicky Brooks, Clerk, Town of Mineral Springs  
The Honorable Lundeen Cureton, CCOG Delegate  
Ms. Martha Sue Hall, CCOG Chairperson  
Mr. Jim Prosser, CCOG Executive Director

Attachments: Consortium Agreement  
CONNECT Consortium Appointment Form

## CONNECT Consortium Appointments

Name of Organization:

Date of Appointments:

**Consortium Program Forum (Senior Staff):**

**Primary Appointee:**

Last Name	First Name	Title	E-mail	Phone	Address	City	Zip

**Named Alternate(s):**

Last Name	First Name	Title	E-mail	Phone	Address	City	Zip

**Consortium Policy Forum (Elected Official):**

**Primary Appointee:**

Last Name	First Name	Title	E-mail	Phone	Address	City	Zip

**Named Alternate(s):**

Last Name	First Name	Title	E-mail	Phone	Address	City	Zip

Please return ONE ORIGINAL of your SIGNED Consortium Agreement and this form to Ms. Barbie Blackwell, Centralina Council of Governments, 525 North Tryon Street, 12<sup>th</sup> Floor, Charlotte, NC 28202. You may also supply a PDF of this form to [bblackwell@centralina.org](mailto:bblackwell@centralina.org), or contact Ms. Blackwell at 704-348-2728 if you have any questions.



Vibrant Communities – Robust Region

## **Memorandum of Understanding**

### **For CONNECT Consortium Membership for The NAME OF ORGANIZATION, North [South] Carolina**

**WHEREAS**, over 50 jurisdictions serving 70% of the CONNECT region's (as defined on page A-4 of the attached Exhibit A) population have adopted the CONNECT Regional Vision (as defined on page A-4 of the attached Exhibit A), based on a set of Core Values (as defined on page A-4 of the attached Exhibit A) compiled from adopted local policies, plans and programs, and

**WHEREAS**, those jurisdictions and other non-profit and private sector partners identified the development of a strategic regional framework for implementing these Core Values as the "next step" to achieve this community-based vision; and

**WHEREAS**, the federal Sustainable Communities Regional Planning Grant Program (the Program) operated by the US Department of Housing and Urban Development (HUD) on behalf of the US Department of Transportation, US Environmental Protection Agency, and HUD, incorporates Livability Principles (as defined in the Program documents) that align closely with CONNECT's Core Values, and provides a funding source for development of CONNECT's needed regional strategic framework for effectively and efficiently addressing growth and community economic revitalization; and

**WHEREAS**, the Centralina Council of Governments (CCOG) and the Catawba Regional Council of Governments (CRCOG) established the CONNECT Consortium, as defined on page A-3 of the attached Exhibit A, as a representative body to develop a grant application based on the CONNECT Vision to HUD for Program funds, and to support local governments, non-profits, academic institutions and other groups representing the region's diversity, in their work to further sound growth, regional and local economies built to last, vibrant communities, and inclusive public engagement and decision-making; and

**WHEREAS**, CCOG as Lead Applicant submitted the application to the Program on behalf of the Consortium on October 5<sup>th</sup>, 2011, was notified of grant approval on November 21, 2011, and entered into a Cooperative Agreement with HUD to carry out the work of the application with an effective date of February 1, 2012; and

**WHEREAS**, CCOG, CRCOG, and the Consortium will continue this collaborative approach to carry out the work funded in the application to move the CONNECT Core Values into a community-based, regionally-inclusive strategic framework for action to help communities address economic growth, quality of life, and fiscal stability now, and to create better prospects for our children and grandchildren;

**NOW, THEREFORE**, the NAME OF ORGANIZATION agrees to the following by signing this memorandum of understanding:

1. To participate as a member of the CONNECT Consortium in the development of the "CONNECT Our Future" Regional Strategic Framework (the Framework) incorporating regional and local plans to support vital communities, economic growth, improved quality of life and environment, and efficient public investments, with funding provided in part from a Program grant (the Grant);
2. As a Consortium member, to engage in review of work products, reports, data, proposed strategies and implementation approaches, and to actively engage with fellow Consortium members in collaborative approaches to problem-solving the challenges, barriers, and opportunities faced by the region and by communities within the region;
3. To affirm the goals, principles, and participatory and functional structure for accomplishing the work of "CONNECT Our Future" as outlined in Exhibit A, attached and incorporated herein by reference;
4. To appoint one policy-level representative (elected official/CEO/board member) and named alternate(s) to the Consortium's Policy Forum, and one staff representative and named alternate(s) empowered to speak at the staff level to the Consortium's Program Forum (as defined on Page A-3 of Exhibit A) to represent the perspective of the NAME OF ORGANIZATION at meetings of the Consortium, ensuring that the interests, needs, and plans of the NAME OF ORGANIZATION are included; and to notify the CCOG of any changes in representation;
5. If requested, to appoint a policy-level representative to the CONNECT Council (as defined on Page A-3 of Exhibit A).
6. To have representation and participation in Consortium Program and Support Teams (as defined on pages A-2 and A-3 of Exhibit A) appropriate to the NAME OF ORGANIZATION's mission;
7. To communicate with the NAME OF ORGANIZATION's staff/residents/members the work of the Consortium, and to assist the Consortium with outreach to them and to persons who typically do not participate in community planning processes, so that they may be included in public and community engagement activities for community problem-solving and to develop the Framework;
8. To provide any staff support, meeting space, or other in-kind or cash assistance as outlined in NAME OF ORGANIZATION's [letter] resolution of support for the Grant dated \_\_\_\_\_, 2011, included as Exhibit B and incorporated herein by reference, it being understood that participation as a Consortium member does not preclude the NAME OF ORGANIZATION from potential eligibility as a subgrantee or subcontractor to the Consortium pursuant to the Grant;
9. To share relevant data, maps, plans, and successes with other Consortium members to promote mutual understanding of the issues and capacity-building among all Consortium members;
10. To recognize CCOG as a CONNECT Consortium member with full voice at all Consortium meetings; and
11. To recognize CCOG as Lead Applicant and Project Manager, and CRCOG as Lead Partner for the Grant solely as a benefit and convenience to the NAME OF ORGANIZATION and not to hold either CCOG or CRCOG liable in any manner in such capacity.

**AND FURTHERMORE**, the CCOG agrees, on its own behalf, as a member of the CONNECT Consortium, to abide by the immediately preceding 11 membership obligations.

**AND FURTHERMORE**, the CCOG agrees to confer, either directly for entities in North Carolina, or through its Lead Partner CRCOG in South Carolina, the following benefits of participation in the CONNECT Consortium:

1. Recognize the NAME OF ORGANIZATION as a CONNECT Consortium member with full voice at all Consortium meetings;

2. Notify the NAME OF ORGANIZATION of all Consortium activities and opportunities for participation;
3. Provide the NAME OF ORGANIZATION with access to information and data collected by the Consortium pursuant to this project;
4. Work with the NAME OF ORGANIZATION to provide multiple opportunities for public engagement in the development of the Framework;
5. Notify the NAME OF ORGANIZATION of opportunities for webinars, conferences, and other national best-practice learning opportunities for staff and policy-maker capacity-building through the National Sustainable Communities Learning Network (as defined on page A-5 of the attached Exhibit A);
6. Provide educational and informational opportunities to the NAME OF ORGANIZATION that support and assist the organization's participation in development of the Framework or build its capacity for ongoing regional work;
7. The CCOG will assist the NAME OF ORGANIZATION in identifying potential funding opportunities to support implementation of projects emerging from or supportive of the Framework;
8. Recognize the NAME OF ORGANIZATION's Consortium membership as meeting a prerequisite for eligibility for Preferred Sustainability Status Bonus Points (as defined on page A-5 of the attached Exhibit A) or other consideration by Federal funding agencies, which may assist the NAME OF ORGANIZATION in obtaining federal support for planning or implementation projects aligned with the goals of the Program; and
9. Notify the NAME OF ORGANIZATION of Requests for Proposals for work related to the performance of the Grant.

THIS AGREEMENT shall be in effect from the date of adoption through March 31, 2015, and may be renewed by mutual written agreement among the parties. This agreement may be amended by the mutual written consent of both parties, provided that approval for such amendment is given as was given for the initial agreement.

Either party may elect to terminate this Agreement by providing 30 days' written notification to the other party's Chief Executive Officer. Organizations withdrawing from the Consortium will be accountable for any data or maps promised due prior to the date of their withdrawal.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

NAME OF ORGANIZATION:

CCOG:

\_\_\_\_\_

\_\_\_\_\_

Authorized Signature

Martha Sue Hall, Chairperson

\_\_\_\_\_

\_\_\_\_\_

Witness

Jim Prosser, Executive Director

Approved as to Form:

\_\_\_\_\_

Steve Meckler, CCOG Legal Counsel

## **Exhibit A**

### **CONNECT Consortium**

#### **GOALS, FUNCTIONAL ORGANIZATION AND OPERATING PRINCIPLES**

The CONNECT Consortium, and the development of the “CONNECT Our Future” Regional Strategic Framework are designed to be inclusive, publicly- and community-driven, and designed to produce strong and vibrant communities that, working together, produce a strong and vibrant region. This was the approach used in the development of the CONNECT Core Values and Vision, and is the approach that will be continued with this work. The Goals and Principles under which the Consortium will work, and its Functional Organization, each as defined below, are based on this underlying approach.

#### **GOALS:**

The overarching goals of the Consortium are to:

- Create the “CONNECT Our Future” Regional Strategic Framework as a platform to help communities and the region reaching economic and quality of life goals; and
- Develop a forum and process for ongoing collaborative problem-solving to address emerging regional and community issues in the future.

Specific deliverables for the Consortium include:

1. The “CONNECT Our Future” Regional Strategic Framework that includes:
  - a. A Regional Preferred Development Scenario (as defined on page A-5 of this Exhibit A) developed through extensive public engagement process and data analysis that informs long-range planning for the region’s future growth;
  - b. An effective place-based economic development strategy that focuses on job creation, workforce readiness, and community revitalization, including strategies to address the most opportunity-poor neighborhoods;
  - c. Assessments and strategies for housing that meets community needs, both now and in the future;
  - d. Assessments and strategies to reduce emissions and enhance the region’s air quality;
  - e. Assessments and strategies that help grow the local food industry while providing healthy foods in areas of need; and
  - f. Assessments and strategies for energy conservation and job growth in the energy field.
2. A functional framework and process for ongoing communication, collaboration, and problem-solving that engages public, non-profit, and private organizations across boundaries.

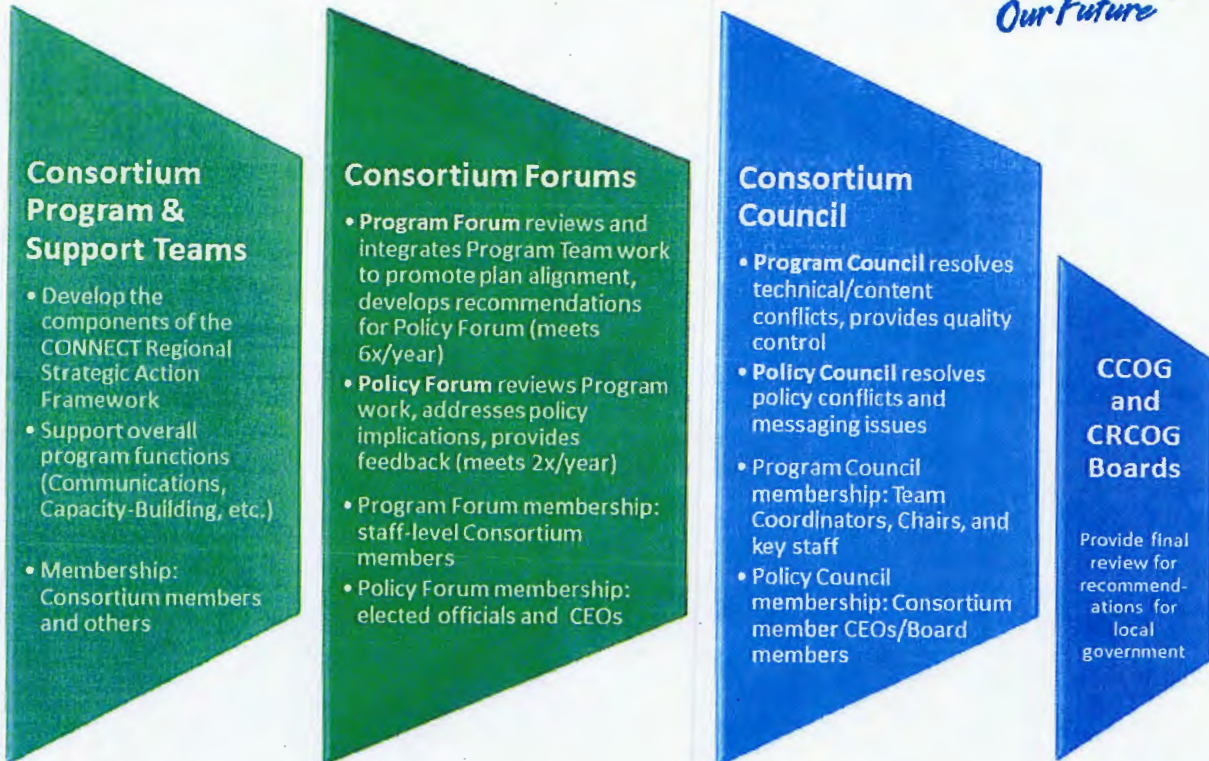
#### **FUNCTIONAL ORGANIZATION:**

The CONNECT Consortium is being organized as a vehicle to successfully accomplish the work required to meet the goals, not to serve as another governmental structure. As such, its organization is designed to produce the “CONNECT Our Future” Regional Strategic Framework, and its component elements, and to assist communities and the region with a broad range of problem-solving around growth, economic development, natural resources, and infrastructure planning. The following charts outline the functional

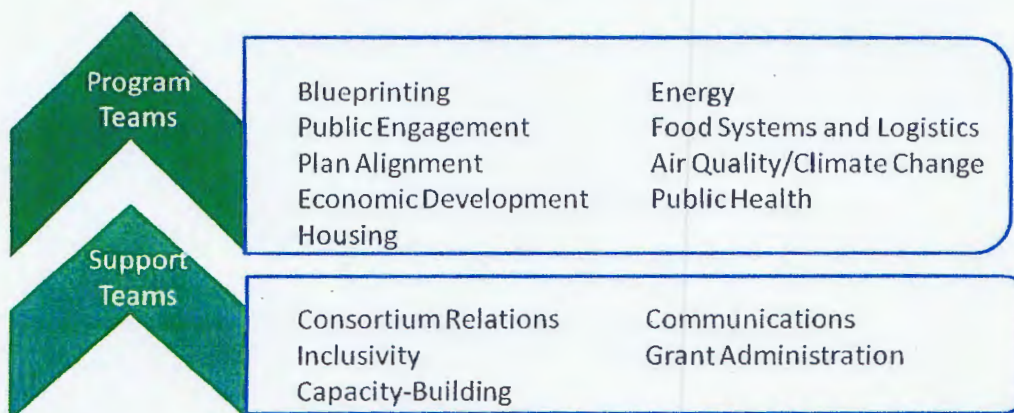


process and structures that will be used to accomplish this work:

**How the CONNECT Sustainable Communities Grant Work Gets Done...**



**CONNECT Teams**



**Program Teams** will develop the content for the “CONNECT Our Future” Regional Strategic Framework, including the identification of a Regional Preferred Development Scenario through the Blueprinting process (as defined on page A-5 of this Exhibit A), as well as the development and integration of place-based economic development strategies, housing, energy, food access and other plans. Program teams are open to Consortium members and non-members based on expertise and interest.

**Support Teams** will provide services, resources, and overall project management needed by all work groups, such as communications materials and strategies, and financial and contract processing. Each team will have a CCOG Team Coordinator who will serve as project manager for that team, with CRCOG liaisons for each team. Each program team (and some support teams) will be led by a non-CCOG or CRCOG Team Chair selected by the team. Both Program and Support Teams may be reconfigured as needed to accomplish the work of the Program.

**The Consortium** will include all members who have signed a Consortium Agreement in the form of that agreement to which this **Exhibit A** is attached, and is open to any interested organization, local government, or private entity willing to do so. The Consortium will integrate the content produced by the Program Teams to create the Framework, working at two levels. They are:

- The Program Forum: Senior staff, department heads, content experts, and other Consortium representatives who review and integrate Program Team components of the Framework, identify potential policy questions, resolve content or technical conflicts to the extent possible, and ensure that Framework elements work in sync. The Program Forum will meet bi-monthly.
- The Policy Forum: Elected officials, private and non-profit sector CEOs and/or Board members who examine policy implications and messaging issues, identify needed policy or regulatory changes, provide feedback to the Program Forum, and resolve policy-related conflicts to the extent possible. The Policy Forum will meet semi-annually.

The Consortium also is the body that endorses the final Framework, through both Forums and with heavy stakeholder engagement.

**The CONNECT Council** will provide oversight in the sense of quality control and conflict resolution when the Consortium cannot reach a consensus position. The Council, like the Consortium, will be organized in the two divisions below to address technical/programmatic/content issues, and to resolve important policy conflicts.

- The Program Council will be composed of key staff, Team Coordinators, and Team Chairs.
- The Policy Council will be composed of members appointed from the Consortium by, and including members of, the Executive Boards of both CCOG and CRCOG, supplemented by CEOs/Board members from non-profit organizations and the private sector.

The Boards of CCOG and CRCOG will serve as the final vetting group for review of recommendations or policy matters affecting local governments or suggesting state or federal policy change. This is a role they have undertaken in the past and that will enhance the acceptance of Consortium recommendations. They will have the opportunity to review, but, except to the extent that individual members of those Boards serve on the Policy Forum or Policy Council, will not be involved in decision-making regarding, any recommendations aimed primarily at the non-profit or private sectors. Those recommendations will be published through professional associations and Consortium members representing those entities on the Consortium. Each Consortium member understands and acknowledges that CCOG and CRCOG are assuming these roles solely for the benefit and convenience of all Consortium members and therefore, each Consortium member agrees not to hold either CCOG or CRCOG liable in any manner in such capacity.

The Consortium is expected to be a growing, evolving group, and it is hoped that additional organizations will wish to join and participate. Organizations requesting membership will be required to sign this

Consortium Agreement, and to participate in an orientation that addresses goals, operating principles (including the basics of collaborative process), functional organization, and the progress of the Consortium to date.

## **OPERATING PRINCIPLES:**

The Consortium will strive to:

- Include all the diverse perspectives and populations in the region in its processes, including active public engagement in developing its deliverables;
- Operate in a collaborative manner, holding each other accountable for participation, outreach, and timely engagement;
- Be fully transparent and share the work of the Consortium with all parties to the Consortium Agreement and with the public using a variety of communications tools;
- Be open to all interested organizations, local governments, and private entities that are willing to adopt the Consortium Agreement and participate in orientation as described above, including by the following:
  - State agency representatives will have voice; and
  - Private-sector representatives will have voice on matters in which they have no financial interest; and
- Operate by consensus using best-practice collaborative process, with the option of seeking conflict resolution through the CONNECT Council.

To facilitate the success of these operating principles, Consortium members at both the Program and Policy Forums will be expected to participate in 80% of the their group's meetings.

## **DEFINITIONS:**

**CONNECT Region:** 14 Counties in North and South Carolina, including Anson, Cabarrus, Cleveland, Gaston, Iredell, Lincoln, Mecklenburg, Rowan, Stanly and Union in North Carolina, and Chester, Lancaster, Union, and York in South Carolina.

**CONNECT Vision:** A definition of the values and exploration of potential policies that the CONNECT Region has selected to guide its future through adoption by local resolution. The Vision, including CONNECT Core Values and a proposed Action Agenda, were adopted by local governments representing over 70% of the region's population in the period 2008 through 2010.

**CONNECT Core Values:** Six values selected by the CONNECT Vision Task Force from among over 100 goals and values identified by an independent consultant as being shared by local governments in the CONNECT region, based on a review of their adopted public policy documents in 2006-2007. The Core Values are:

- **A Strong, Diverse Economy** that supports a wide variety of businesses and enterprises throughout the region;

- **Sustainable, Well-Managed Growth** that maintains quality of life, protects open space and environmental quality, retains the natural character of the region, and maximizes the efficiency of infrastructure investments;
- **A Safe and Healthy Environment** with good air and water quality;
- **High-Quality Educational Opportunities** that are available to all residents;
- **Enhanced Social Equity** through community leadership and cooperative volunteerism; and
- **Increased Collaboration Among Jurisdictions** on issues that transcend boundaries, including growth management, transportation, and environmental concerns, in a manner that recognizes both regional and local needs.

**National Sustainable Communities Learning Network:** The National Sustainable Communities Learning Network is a collaboration of HUD with multiple national organizations engaged in all aspects of regional and local planning and under contract with HUD to help regional and local grantees and their Consortium members build their capacity for using “best practices” for any aspects of work in which they are interested through webinars, publications, and workshops.

**Preferred Sustainability Status Bonus Points:** Preferred Sustainability Status (PSS) is recognition conferred on HUD Program grantees and other non-grantees who have met certain thresholds, based on their work. As a PSS-recognized grantee, CCOG is allowed to certify that those who are applying for certain HUD grants are eligible for 2 PSS Bonus Points provided that: They are members of the CONNECT Consortium, they have completed a HUD Form 2995 and submitted a synopsis of their project, and that the synopsis demonstrates consistency with HUD’s Livability Principles as found in Program guidance and the CONNECT project’s objectives. In highly-competitive application processes, 2 points can make the difference between a grant being awarded or not. Other Federal agencies have indicated that Consortium membership may be considered in their grant review process.

**Regional Preferred Development Scenario:** A generalized pattern for accommodating projected growth in population and jobs, selected by consensus through extensive public and leadership engagement, that produces consensus desired performance outcomes (such as, potentially vibrant downtowns or close job access).

**Blueprinting Process:** A process by which alternative scenarios for growth are explored by the public and evaluated through modeling to determine which development patterns produce the long-term results that communities want and a foundation for community and regional efficiencies in infrastructure planning.

**Exhibit B**

CONTRACT TO AUDIT ACCOUNTS

Of Town of Mineral Springs Governmental Unit

On this 15th day of June, 2012, Robert M Burns, CPA

Auditor

1135 Harding Place, Charlotte, NC 28204

Mailing Address

, hereinafter referred to as

the Auditor, and Town Council of Town of Mineral Springs, hereinafter referred to as the Governmental Unit, agree as follows:

- 1. The Auditor shall audit all statements and disclosures required by generally accepted accounting principles and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit for the period beginning July 1, 2011, and ending June 30, 2012. 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 will be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate discretely presented component units, 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).
2. At a minimum, the Auditor shall conduct his/her audit and render his/her report in accordance with generally accepted auditing standards. The Auditor shall perform the audit in accordance with Government Auditing Standards if required by the State Single Audit Implementation Act, as codified in G.S. 159-34. If required by OMB Circular A-133 and the State Single Audit Implementation Act, the auditor shall perform a Single Audit. This audit and all associated workpapers 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 LGC. If the audit and/or workpapers 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.
3. This contract contemplates an unqualified opinion being rendered. If financial statements are not prepared in accordance with generally accepted accounting principles (GAAP), or the statements fail to include all disclosures required by GAAP, please provide an explanation for that departure from GAAP in an attachment.
4. This contract contemplates an unqualified opinion being rendered. 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, July 2007 revisions, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he 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 their most recent peer review report regardless of the date of the prior peer review report to the Governmental Unit and the Secretary of the Local Government Commission prior to the execution of the audit contract. (See Item 22) If the audit firm received a peer review rating other than pass, the auditor shall not contract with any Local Government Units without first contacting the Secretary of the Local Government Commission for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to Government Accounting Standards, the Auditor shall provide an explanation as to why in an attachment.

- 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 the SLGFD within four months of fiscal year end. Audit report is due on: October 31, 2012. If it becomes necessary to amend this due date or the audit fee, an amended contract along with a written explanation of the delay must be submitted to the Secretary of the Local Government Commission for approval.
7. It is agreed that generally accepted auditing standards include a review of the Governmental Unit's systems of internal control and accounting as the systems relate to accountability of funds, adherence to budget requirements, and adherence to law requirements. In addition, the Auditor will 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 findings, together with his recommendations for improvement. That written report must include all matters defined as "significant deficiencies and material weaknesses" in AU 325 of the AICPA Professional Standards. The Auditor shall file a copy of that report with the Secretary of the Local Government Commission.
8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the Local Government Commission. This includes annual or special audits, agreed upon procedures related to Internal Control, bookkeeping or other assistance necessary to prepare the Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit until the invoice has been approved by the Secretary of the Local Government Commission. (This also includes any progress billings.) [G.S. 159-34 and 115C-447] The process for invoice approval has changed. All invoices for Audit work must be submitted by email in PDF format to the Secretary of the Local Government Commission for approval. The invoices must be emailed to: lgc.invoices@nctreasurer.com

Email Subject line should read "unit name – invoice." The PDF invoice marked approved with approval date will be returned by email to the Auditor for them to present to the Local Government Unit for payment. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.

9. In consideration of the satisfactory performance of the provisions of this agreement, the Governmental Unit shall pay to the Auditor, upon approval by the Secretary of the Local Government Commission, the following fee, which includes any cost 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:

*Year-end bookkeeping assistance – [For audits subject to Government Auditing Standards, this is limited to bookkeeping services permitted by revised Independence Standards]* \_\_\_\_\_

Audit \$ 3,900.00

Preparation of the annual financial statements \$ 300.00

Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) auditors may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees above. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year audit fee. **The 75% cap for interim invoice approval for this audit contract is \$** \_\_\_\_\_

10. The auditor working with a local governmental unit that has outstanding revenue bonds will include in the notes to the audited financial statements, whether or not required by the revenue bond documents, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the auditor should be aware that any other bond compliance statements or additional reports required in the authorizing bond documents need to be submitted to the Local Government Commission simultaneously with the local government's audited financial statements unless otherwise specified in the bond documents.
11. 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 and all of its component units prepared in accordance with generally accepted accounting principles, (c) supplementary information requested by the client 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 as soon as practical after the close of the accounting period.
12. If the audit firm is required by the NC CPA Board or the Secretary of the Local Government Commission to have a pre-issuance review of their audit work, there must be a statement added to the engagement letter specifying the pre-issuance review including a statement that the Unit of Government will not be billed for the pre-issuance review. The pre-issuance review must be performed **prior** to the completed Audit being submitted to the Local Government Commission. The pre-issuance report must accompany the audit report upon submission to the Local Government Commission.
13. The Auditor shall electronically submit the report of audit to the Local Government Commission when (or prior to) submitting the invoice for services rendered. The report of audit, as filed with the Secretary of the Local Government Commission, becomes a matter of public record for inspection and review in the offices of the Secretary by any interested parties. Any subsequent revisions to these reports must be sent to the Secretary of the Local Government Commission. These audited financial statements are used in the preparation of Official Statements for debt offerings (the auditors' opinion is not included), by municipal bond rating services, to fulfill secondary market disclosure requirements of the Securities and Exchange Commission, and other lawful purposes of the government, without subsequent consent of the auditor. If it is determined by the Local Government Commission that corrections need to be made to the unit's financial statements they should be provided within three days of notification unless, another time frame is agreed to by the Local Government Commission.

The Local Government Commission's process for submitting contracts, audit reports and Invoices are subject to change. Auditors should use the submission process in effect at the time of submission.

In addition, if the North Carolina Office of the State Auditor designates certain programs to be audited as major programs, a turnaround document and a representation letter addressed to the State Auditor shall be submitted to the Local Government Commission.


14. 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 Local Government Commission, this agreement may be varied or changed to include the increased time and/or compensation as may be agreed upon by the Governing Board and the Auditor.
15. If an approved contract needs to be varied or changed for any reason, the change must be made in writing, signed and dated by all parties and pre-audited if the change includes a change in audit fee. This document and a written explanation of the change must be submitted by email in PDF format to the Secretary of the Local Government Commission for approval. The portal address to upload your amended contract and Letter of explanation documents is <http://nctreasurer.slgfd.leapfile.net> No change shall be effective unless approved by the Secretary of the Local Government Commission, the Governing Board, and the Auditor.

16. Whenever the Auditor uses an engagement letter with the client, Item 17 is to be completed by referencing the engagement letter and attaching a copy of the engagement letter to the contract to incorporate the engagement letter into the contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract will control. Engagement letter terms are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 22 of this contract. Engagement letters containing indemnification clauses will not be approved by the Local Government Commission.
17. Special provisions should be limited. Please list any special provisions in an attachment.  
No Single Audit Required
18. A separate contract should not be made for each division to be audited or report to be submitted. A separate contract must be executed for each component unit which is a local government and for which a separate audit report is issued.
19. The contract must be executed, pre-audited, physically signed by all parties and submitted in PDF format including unit and auditor signatures to the Secretary of the Local Government Commission. The current portal address to upload your contractual documents is <http://nctreasurer.slgfd.leapfile.net> Electronic signatures are not accepted at this time. Included with this contract are instructions to submit contracts and invoices for approval as of March 5, 2012. These instructions are subject to change. Please check the NC Treasurer's web site at [www.nctreasurer.com](http://www.nctreasurer.com) for the most recent instructions.
20. The contract is not valid until it is approved by the Local Government Commission. The staff of the Local Government Commission shall notify the unit and auditor of contract approval by email. The audit should not be started before the contract is approved.
21. 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 Local Government Commission.
22. All of the above paragraphs are understood and shall apply to this agreement, except the following numbered paragraphs shall be deleted: (See Item 16.) **Item #5.**
23. **All communications regarding Audit contract requests for modification or official approvals will be sent to the email Addresses provided in the following areas.**

**Audit Firm Signature:**

Firm Robert M. Burns, CPA

By Robert M. Burns  
(Please type or print name)

  
(Signature of authorized audit firm representative)

Email Address of Audit Firm:  
rmbcpa@aol.com

Date 6/15/12

**Unit Signatures:**

By \_\_\_\_\_  
(Please type or print name and title)

\_\_\_\_\_  
(Signature of Mayor/Chairperson of governing board)

Date \_\_\_\_\_

**Date Governing Body Approved Audit Contract - G.S. 159-34(a)**

**Unit Signatures (continued):**

By \_\_\_\_\_  
(Chair of Audit Committee- please type or print name)

\_\_\_\_\_  
(Signature of Audit Committee Chairperson)

Date \_\_\_\_\_  
(If unit has no audit committee, this section should be marked "N/A.")

This instrument has been preaudited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act. Additionally, the following date is the date this audit contract was approved by the governing body.

\_\_\_\_\_  
Governmental Unit Finance Officer (Please type or print name)

\_\_\_\_\_  
(Signature)

Email Address of Finance Officer

Date \_\_\_\_\_  
(Preaudit Certificate must be dated.)





Agenda Item

#7

July 12, 2012

June 19, 2012

Dear Vicky Brooks:

The Union County Chamber of Commerce invites you to speak during a "State of the County" panel discussion at the November 2, 2012 Business Leaders' Breakfast. We would like you to detail achievements of 2012 and offer a glimpse into the future by highlighting upcoming projects for 2013, including Economic Development, Infrastructure, and other items that affect our business community.

We are asking each municipality within Union County to participate in this event and we hope that you will consider joining us.

The event is schedule as follows:

Friday, November 2, 2012

7:30 a.m. to 9:30 a.m.

Rolling Hills Country Club

2722 W. Roosevelt Blvd., Monroe

We will have a moderator to keep the pace of this event and we will also allow time for the audience to ask questions.

If you would like to participate in this great event, please RSVP to Theresa Byers at [Theresa@unioncountycoc.com](mailto:Theresa@unioncountycoc.com) or call (704) 289-4567. The deadline to RSVP is Friday, July 13<sup>th</sup> at 5:00 p.m. This will allow the Chamber ample time to publicize the event and to recognize those who participate.

If you have any questions, please feel free to contact us at any time.

Sincerely,  
Sharon Rosché, IOM  
President  
Union County Chamber of Commerce  
903 Skyway Dr.  
Monroe, NC 28110  
(704) 289-4567