

**Town of Mineral Springs
Mineral Springs Town Hall
3506 Potter Road S ~ Mineral Springs
Mineral Springs Town Council
Organizational Meeting / Regular Meeting
December 14, 2023 ~ 7:30 P.M.
AGENDA**

1. Organizational Meeting

- A. Opening of the Organizational Meeting
- B. Reading of votes from the regular election held on Tuesday, November 7, 2023.
- C. Administration of Oath of Office to Mayor and Council Members.
- D. Nomination/appointment of Mayor Pro-Tempore; the new Mayor Pro-Tempore will additionally take the Oath of Office for that office.

2. Adjournment of the Organizational Meeting

The organizational meeting will be adjourned.

3. Opening

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

4. 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.

5. Consent Agenda – Action Item

- A. Approval of the November 9, 2023 Regular Meeting Minutes
- B. Acceptance of the October 2023 Union County Tax Report
- C. Acceptance of the October 2023 Finance Report
- D. Approval of the 2024 Town Council Regular Meeting Schedule

6. Selection of Council Members to Serve as the Delegate and Alternate to Centralina Council of Governments – Action Item

The council will select a delegate and alternate to serve on the Centralina Council of Governments board. Currently Councilman Muller is serving as the delegate and Councilwoman Krafft is the alternate.

7. Consideration of Filing a Confession of Judgment – Action Item

The council will consider filing the Confession of Judgment on Philip and Shannon Donato who have ceased making the agreed upon payments to the town for the civil penalties issued.

8. Discussion of Zoning Violation Policies

The council will discuss the policies in place for investigating zoning violations and imposing civil penalties.

9. 2024 Town Hall Holiday Schedule – Action Item

The council will consider approving the 2024 Town Hall Holiday Schedule.

10. Staff Updates

The staff will update the council on any developments that may affect the town.

11. Other Business

12. Adjournment

**Draft Minutes of the
Mineral Springs Town Council
Public Hearings / Regular Meeting
November 9, 2023 – 7:30 p.m.**

The Town Council of the Town of Mineral Springs, North Carolina, met in Public Hearings and Regular Session at the Mineral Springs Town Hall located at 3506 Potter Road S, Mineral Springs, North Carolina, at 7:30 p.m. on Thursday, November 9, 2023.

Present: Mayor Frederick Becker III, Mayor Pro Tem Jerry Countryman, Councilwoman Valerie Coffey, Councilwoman Janet Critz, Councilwoman Lundeen Cureton, Councilwoman Bettylyn Krafft, and Councilman Jim Muller.

Absent: None.

Staff Present: Town Clerk/Zoning Administrator Vicky Brooks, Attorney Bobby Griffin, and Administrative Assistant/Deputy Town Clerk Sharelle Quick.

Visitors: Wendy Burke and Timothy Roche.

1. Opening

With a quorum present at 7:30 p.m. on November 9, 2023, Mayor Becker called the meeting to order.

Councilwoman Critz delivered the invocation.

Pledge of Allegiance.

2. Public Hearing – Voluntary Annexation of Waxhaw Meadows Plantation

Mayor Becker opened the Voluntary Annexation Public Hearing at 7:32 p.m.

Mr. Timothy Roche stated that he and his wife live on the property abutting Snow White Field Road and they wanted to know if the annexation would affect their property.

Mayor Becker explained the council did not typically entertain questions; however, he went on to state that county zoning for the properties that were requesting annexation was currently RA40. If the annexation is approved and the council approved the initial zoning of Mineral Springs RA40 as recommended, there would be very little change other than the residents of those properties having the full rights and privileges of being residents of the Town of Mineral Springs including coming to meetings, paying Mineral Springs taxes, voting in municipal elections, and running for office.

Ms. Wendy Burke explained their reasons for wanting to be annexed into the Town of Mineral Springs was that they were about preserving nature and preserving undeveloped land. Ms. Burke stated, as landowners, they had invested their private money to keep their beautiful land taken care of and undeveloped for the enjoyment of all.

Mayor Becker closed the Voluntary Annexation Public Hearing at 7:38 p.m.

3. Public Hearing – Rezoning Waxhaw Meadows Plantation

Mayor Becker opened the Rezoning of Waxhaw Meadows Plantation Public Hearing at 7:38 p.m.

There were no public comments.

Mayor Becker closed the Rezoning of Waxhaw Meadows Plantation Public Hearing at 7:39 p.m.

4. Public Comments

Wendy Burke – 6426 Snow White Field Road.

Timothy Roche – 6307 Saddlewood Drive.

5. Consent Agenda – Action Item

Mayor Becker explained that he wrote a memo, because he had missed two numbers on an ordinance, so the council needs to correct the ordinance. Mayor Becker pointed out that Ms. Brooks provided the council with a memo explaining that the minutes reflect those corrected numbers. The numbers weren't the numbers specified at the meeting last month, but the numbers that they should have been if Mayor Becker had not made the error in the numbering two months before.

Councilman Muller motioned to approve the consent agenda with the numbering corrections containing the Amendment to O-2023-05 to O-2023-03 Due to a Numbering Error, October 12, 2023 Regular Meeting Minutes, the September 2023 Union County Tax Report, and the September 2023 Finance Report, and Councilwoman Krafft seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

6. Consideration of Adopting O-2023-04 to Voluntarily Annex the Waxhaw Meadows Plantation Subdivision – Action Item

Mayor Becker introduced Ordinance-2023-04 as the ordinance to voluntarily annex the Waxhaw Meadows Plantation Subdivision. It is the typical ordinance language, boilerplate, sounds like legalese, but it basically says that after the vote is "aye", (if it is), then that neighborhood is part of Mineral Springs.

Councilwoman Critz motioned to adopt O-2023-04 to voluntarily annex the Waxhaw Meadows Plantation Subdivision into the Town of Mineral Springs and Councilman Countryman seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

O-2023-04 is as follows:

STATE OF NORTH CAROLINA
TOWN OF MINERAL SPRINGS

AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF
THE TOWN OF MINERAL SPRINGS,
UNDER THE AUTHORITY GRANTED BY CHAPTER 160A, ARTICLE 4A, PART 1 OF THE GENERAL STATUTES
OF NORTH CAROLINA
O-2023-04

WHEREAS, all owners of record of certain property described in Section 1 of this ordinance have submitted to the Town of Mineral Springs a petition as described in NC G.S. § 160A-31(a) & (b) for annexation into the Town; and

WHEREAS, the Town Council of the Town of Mineral Springs directed the Town's municipal clerk to determine the sufficiency of the aforementioned petition under NC G.S. § 160A-31; and

WHEREAS, the municipal clerk of the Town of Mineral Springs has determined that the petition meets all requirements of the statute and certified this sufficiency to the Town Council; and

WHEREAS, the Town Council of the Town of Mineral Springs has caused a public hearing on this petition to be conducted on November 9, 2023, at 7:30 PM at the Mineral Springs town hall and the municipal clerk of the Town has caused the required notice to be published; and

WHEREAS, all the prerequisites to adoption of this ordinance as prescribed in Chapter 160A, Article 4A, Part 1 of the General Statutes of North Carolina have been met; and

WHEREAS, the aforementioned petition was not submitted under subsection (b1) or (j) of NC G.S. § 160A-31; and

WHEREAS, the Town Council of Mineral Springs has taken into full consideration the statements presented at the public hearing held on November 9, 2023 on the question of this annexation; and

WHEREAS, the Town Council of Mineral Springs has concluded and hereby declares that annexation of the area described herein is in the best interest of the Town of Mineral Springs;

NOW, THEREFORE, BE IT ORDAINED, by the Town Council of the Town of Mineral Springs that:

Section 1. From and after the effective date of this annexation, the following territory shall be annexed to and become a part of the Town of Mineral Springs, and the corporate limits of the Town of Mineral Springs shall be extended to include said territory particularly described as set forth herein:

Tracts 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 14, 15, 17, 18, 19, & 20 of the subdivision named "Waxhaw Meadows Plantation" located in Union County, North Carolina as described on plats recorded in the Union County Registry at the following Plat Cabinet page numbers: G-929, K-126, N-288, N-353, and N-618 and consisting of Union County tax parcel numbers 05-084-002D, 05-084-002E, 05-084-002G, 05-084-002H, 05-084-005J, 05-084-002K, 05-084-030, 05-084-031, 05-084-034, 05-084-035, 05-084-036, 05-084-037, 05-084-039, 05-084-039A, 08-084-040, 05-084-042, & 05-084-043.

Section 2. From and after the effective date of this annexation, the territory annexed and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the Town of Mineral Springs, and shall be entitled to the same privileges and benefits as other parts of the town.

Section 3. The newly annexed territory described above shall be subject to town taxes according to G.S. 160A-58.10.

Section 4. The Mayor of the Town of Mineral Springs shall cause accurate maps of the annexed territory described in Section 1 hereof, together with a duly certified copy of this ordinance, to be recorded in the office of the register of deeds of Union County, and in the office of the Secretary of State in Raleigh. Such a map shall also be delivered to the County Board of Elections, as required by G.S. 163-288.1.

Section 5. This ordinance shall become effective upon adoption.

Adopted this 9th day of November, 2023.

Frederick Becker III, Mayor

ATTEST:

Vicky A. Brooks, Town Clerk

7. Consideration of Rezoning the Waxhaw Meadows Plantation Subdivision from RA40 (county) to RA-40 (municipal) and Adopting a Statement of Consistency – Action Item

Ms. Brooks stated that all legal requirements were met: an ad was put in the paper, certified mailings were sent, notices were posted on the website & bulletin board for the rezoning. The planning board reviewed it and recommended that the council initially zone this property RA-40, Municipal from RA-40, County. A Statement of Consistency had been prepared for the council and was included in the agenda packet.

Councilwoman Coffey motioned to approve the rezoning, "The Mineral Springs Town Council hereby declares the proposed map amendments are consistent with the Mineral Springs Comprehensive Plan adopted May 12, 2022, based on (1), the Future Land Use Map designates the adjoining properties of the Waxhaw Meadows Plantation Subdivision to be zoned for one dwelling unit per acre, which is consistent with the RA40 zoning district, and (2) the recommendation by the Mineral Springs Planning Board to zone the newly annexed properties to RA40 municipal. Adopted by the Mineral Springs Town Council, on this day, the 9th of November, 2023" and Councilwoman Cureton seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

8. Staff Updates

There were no staff updates.

9. Other Business

Councilwoman Krafft explained she had been at the polls all day long for the election and there were a couple of things that people brought up to her that she really wanted to make sure became part of the record. Councilwoman Krafft asked Mayor Becker to update the council on what is going on with the sidewalks.

Mayor Becker noted that he had reported to the council in June [2023] that he had asked CRTPO [Charlotte Regional Transportation Planning Organization] about some micro grants, where they

can set the town up with an engineer to do a high-level sidewalk plan for the downtown area, because it is inaccessible for pedestrians. CRTPO approved the grant for the town. There was an in-person meeting with an engineer, NCDOT personnel, a business landowner downtown, Bjorn Hansen from Union County, Vicky Brooks, and Mayor Becker. The meeting included a “hike” around downtown. The engineer went back and did a little study to come up with some recommendations for the best places to start. Where would you start your sidewalks, within a quarter mile of the intersection in terms of getting the sidewalks in without them being something that, when the intersection is widened they would get torn up? How can we make this work? In a follow-up virtual meeting, the engineer came up with some additional suggestions. Once the town gets a final plan, they can move on to try to find grants. The town has money in the bank, maybe the council would consider funding some of the more essential sections. The town would like to get the first of the sidewalks in downtown to connect the businesses; it is hard to walk around, and it would help the businesses. While the town may not want big businesses, they do want sidewalks. This will not happen overnight, but the plan is moving forward.

Councilwoman Krafft explained the other thing that she had been asked about a lot was the town deciding not to do the roundabout, but instead doing the turn lanes, and when the town thinks it was going to happen. Councilwoman Krafft stated she told people the town did not have a clue, it was on a list, but the town is waiting.

Mayor Becker responded it could go one of two ways. It could be a separately funded grant project, which would require a 20 to 30% match from the town, which would be close to two million dollars, which the town does not have. It could end up on the NCDOT STIP (State Transportation Improvement Plan), which gets updated every two years. Intersection projects like that don’t necessarily stretch out for 10, 20, or 30 years like the Providence Road widening does, sometimes those intersection projects, being more focused, are funded from a different pot. An intersection project on the STIP might get funded in five years, but it is still way out. Mayor Becker pointed out the turn lanes is all anybody wanted in Mineral Springs (turn lanes, signal enhancements, sidewalks, crosswalks). The plan with the county was three years ago, the engineers presented turn lanes and the roundabout idea, but a roundabout did not fit Mineral Springs.

Ms. Brooks suggested that when people are searching for things, having the title of it as an agenda item would be easier to find than having it under “Other Business”.

Mayor Becker and Councilwoman Krafft thought that would be a good idea. Items on the agenda do not have to be “action items”, they could just be reports.

Councilwoman Krafft also suggested that doing a newsletter a little bit more often may be helpful.

10. Adjournment – Action Item

At 8:07 p.m. Councilman Countryman motioned to adjourn the meeting and Councilman Muller seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

The next regular meeting will be on Thursday, December 14, 2023 at 7:30 p.m. at the Mineral Springs Town Hall.

Respectfully submitted by:

Vicky A. Brooks, CMC, NCCMC, Town Clerk

Frederick Becker III, Mayor

Town of Mineral Springs

FINANCE REPORT October 2023

Prepared for:

The Mineral Springs Town Council

By:

Frederick Becker III
Finance Officer

December 14, 2023

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Cash Flow Report FY2023 YTD

7/1/2023 through 10/31/2023

11/21/2023

Page 1

Category	7/1/2023- 10/31/2023
INCOME	
Interest Income	17,085.34
Other Inc	
Festival 2023	
Sponsor	1,500.00
Vendor	350.00
TOTAL Festival 2023	1,850.00
Zoning	1,600.00
TOTAL Other Inc	3,450.00
Prop Tax 2023	
Receipts 2023	
Tax	9,512.25
TOTAL Receipts 2023	9,512.25
TOTAL Prop Tax 2023	9,512.25
Prop Tax Prior Years	
Prop Tax 2014	
Receipts 2014	
Int	5.47
Tax	6.90
TOTAL Receipts 2014	12.37
TOTAL Prop Tax 2014	12.37
Prop Tax 2015	
Receipts 2015	
Int	2.31
Tax	3.28
TOTAL Receipts 2015	5.59
TOTAL Prop Tax 2015	5.59
Prop Tax 2016	
Receipts2016	
Int	2.01
Tax	3.28
TOTAL Receipts2016	5.29
TOTAL Prop Tax 2016	5.29
Prop Tax 2017	
Receipts2017	
Int	1.72
Tax	3.28
TOTAL Receipts2017	5.00
TOTAL Prop Tax 2017	5.00
Prop Tax 2018	
Receipts	
Int	1.42
Tax	3.27
TOTAL Receipts	4.69
TOTAL Prop Tax 2018	4.69
Prop Tax 2019	
Receipts 2019	
Int	1.12
Tax	3.27
TOTAL Receipts 2019	4.39

Cash Flow Report FY2023 YTD

7/1/2023 through 10/31/2023

11/21/2023

Page 2

Category	7/1/2023- 10/31/2023
TOTAL Prop Tax 2019	4.39
Prop Tax 2020	
Receipts	
Int	0.83
Tax	3.27
TOTAL Receipts	4.10
TOTAL Prop Tax 2020	4.10
Prop Tax 2021	
Receipts 2021	
Int	4.21
Tax	24.91
TOTAL Receipts 2021	29.12
TOTAL Prop Tax 2021	29.12
Prop Tax 2022	
Receipts 2022	
Int	4.38
Tax	96.63
TOTAL Receipts 2022	101.01
TOTAL Prop Tax 2022	101.01
TOTAL Prop Tax Prior Years	171.56
Sales Tax	
Sales & Use Dist	6,748.28
TOTAL Sales Tax	6,748.28
Veh Tax	
Int 2023	21.58
Tax 2023	2,371.70
TOTAL Veh Tax	2,393.28
TOTAL INCOME	39,360.71
 EXPENSES	
Ads	218.88
Attorney	1,964.59
Community	
Communication	3,588.00
Greenway	893.96
Maint	675.00
Parks & Rec	
Park	1,545.14
TOTAL Parks & Rec	1,545.14
Special Events	
Festival	5,292.08
Services	1,394.00
TOTAL Special Events	6,686.08
TOTAL Community	13,388.18
Emp	
Benefits	
Dental	380.00
Life	304.00
NCLGERS	5,585.64
Vision	70.00
TOTAL Benefits	6,339.64

Cash Flow Report FY2023 YTD

7/1/2023 through 10/31/2023

11/21/2023

Page 3

Category	7/1/2023- 10/31/2023
Bond	550.00
FICA	
Med	736.97
Soc Sec	3,151.16
TOTAL FICA	3,888.13
Payroll	722.64
Work Comp	2,081.18
TOTAL Emp	13,581.59
Office	
Bank	19.55
Clerk	14,991.70
Council	4,800.00
Deputy Clerk	4,135.50
Dues	5,599.00
Equip	168.14
Finance Officer	13,849.10
Ins	4,452.90
Maint	
Materials	408.40
Service	2,720.00
TOTAL Maint	3,128.40
Mayor	2,000.00
Records	5,672.56
Supplies	757.60
Tel	3,954.78
Util	883.92
TOTAL Office	64,413.15
Planning	
Administration	
Contract	1,717.63
Salaries	12,958.66
TOTAL Administration	14,676.29
Misc	725.77
TOTAL Planning	15,402.06
Street Lighting	529.93
Tax Coll	
Contract	192.48
TOTAL Tax Coll	192.48
TOTAL EXPENSES	109,690.86
TRANSFERS	
FROM Idle Funds First National	10,000.00
TO Check Min Spgs	-10,000.00
TO SER Grant Project Fund	-2,910.00
TOTAL TRANSFERS	-2,910.00
OVERALL TOTAL	-73,240.15

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Account Balances History Report - As of 10/31/2023

(Includes unrealized gains)

Account	6/29/2023 Balance	6/30/2023 Balance	7/31/2023 Balance	8/31/2023 Balance	9/30/2023 Balance	10/31/2023 Balance
ASSETS						
Cash and Bank Accounts						
Check Min Spgs	53,397.12	53,216.61	15,011.53	7,889.29	47,798.58	32,301.51
Idle Funds First National	375,215.45	375,415.91	375,623.16	365,829.81	366,018.74	366,227.32
NCCMT_Cash	914,608.72	918,364.48	922,305.69	926,405.59	930,400.12	934,549.46
SLFRF Revenues	40,556.84	40,578.51	40,600.91	40,623.32	40,644.30	40,667.46
TOTAL Cash and Bank Account...	1,383,778.13	1,387,575.51	1,353,541.29	1,340,748.01	1,384,861.74	1,373,745.75
Other Assets						
State Revenues Receivable	0.00	63,009.40	58,938.16	55,688.85	0.00	0.00
TOTAL Other Assets	0.00	63,009.40	58,938.16	55,688.85	0.00	0.00
TOTAL ASSETS	1,383,778.13	1,450,584.91	1,412,479.45	1,396,436.86	1,384,861.74	1,373,745.75
LIABILITIES						
Other Liabilities						
Accounts Payable	692.77	2,412.67	1,423.10	1,423.10	692.77	692.77
Restricted Fund Balance	39,948.89	39,948.89	39,948.89	39,948.89	39,948.89	39,948.89
TOTAL Other Liabilities	40,641.66	42,361.56	41,371.99	41,371.99	40,641.66	40,641.66
TOTAL LIABILITIES	40,641.66	42,361.56	41,371.99	41,371.99	40,641.66	40,641.66
OVERALL TOTAL	1,343,136.47	1,408,223.35	1,371,107.46	1,355,064.87	1,344,220.08	1,333,104.09

Mineral Springs Budget Comparison 2023-24

TOWN OF MINERAL SPRINGS										
BUDGET COMPARISON 2023-24										
Appropriation dept	Budget	Unspent	Spent YTD	% of Budget	July	August	September	October	November	
Advertising	\$ 1,200.00	\$ 981.12	\$ 218.88	18.2%	\$ -	\$ 54.72	\$ 54.72	\$ 109.44		
Attorney	\$ 7,200.00	\$ 5,235.41	\$ 1,964.59	27.3%	\$ 300.00	\$ 764.59	\$ 300.00	\$ 600.00		
Audit	\$ 5,230.00	\$ 5,230.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -		
Charities & Agencies	\$ 11,080.00	\$ 11,080.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -		
Community Projects	\$ 36,988.00	\$ 23,599.82	\$ 13,388.18	36.2%	\$ 4,760.50	\$ 2,506.71	\$ 4,870.15	\$ 1,250.82		
Contingency	\$ 3,000.00	\$ 3,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -		
Employee Overhead	\$ 40,300.00	\$ 26,718.41	\$ 13,581.59	33.7%	\$ 5,943.92	\$ 3,168.63	\$ 2,974.82	\$ 1,494.22		
Elections	\$ 3,600.00	\$ 3,600.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -		
Fire Protection	\$ 12,000.00	\$ 12,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -		
Intergovernmental	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -		
Office & Administrative	\$ 171,612.00	\$ 107,198.85	\$ 64,413.15	37.5%	\$ 24,934.83	\$ 12,090.28	\$ 11,476.63	\$ 15,911.41		
Planning & Zoning	\$ 49,468.00	\$ 34,065.94	\$ 15,402.06	31.1%	\$ 5,476.33	\$ 3,289.00	\$ 3,289.00	\$ 3,347.73		
Street Lighting	\$ 1,600.00	\$ 1,070.07	\$ 529.93	33.1%	\$ 121.17	\$ 121.08	\$ -	\$ 287.68		
Tax Collection	\$ 1,600.00	\$ 1,407.52	\$ 192.48	12.0%	\$ -	\$ 25.77	\$ 53.42	\$ 113.29		
Training	\$ 3,000.00	\$ 3,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -		
Travel	\$ 3,600.00	\$ 3,600.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -		
Capital Outlay	\$ 67,712.00	\$ 67,712.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -		
Totals	\$ 419,190.00	\$ 309,499.14	\$ 109,690.86	26.2%	\$ 41,536.75	\$ 22,020.78	\$ 23,018.74	\$ 23,114.59	\$ -	\$ -
Off Budget:										
Interfund Transfers (SER)								\$ 2,910.00		
Interfund Transfers (CSLFRF)										
Total Off Budget:			\$ 2,910.00		\$ -	\$ -	\$ -	\$ 2,910.00	\$ -	\$ -

Mineral Springs Monthly Revenue Summary 2023-24

TOWN OF MINERAL SPRINGS											
REVENUE SUMMARY 2023-24											
Source	Budget	Receivable	Rec'd YTD	% of Budget	July	August	September	October	November		
Property Tax - prior	\$ 600.00	\$ 428.44	\$ 171.56	28.6%	\$ -	\$ 69.13	\$ 71.24	\$ 31.19			
Property Tax - 2023	\$ 81,835.00	\$ 72,322.75	\$ 9,512.25	11.6%	\$ -	\$ 115.30	\$ 4,203.56	\$ 5,193.39			
Interest	\$ 39,000.00	\$ 21,914.66	\$ 17,085.34	43.8%	\$ 4,170.86	\$ 4,328.96	\$ 4,204.44	\$ 4,381.08			
Sales Tax - Electric	\$ 208,000.00	\$ 208,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -			
Sales Tax - Sales & Use	\$ 38,400.00	\$ 31,651.72	\$ 6,748.28	17.6%	\$ -	\$ -	\$ 3,478.82	\$ 3,269.46			
Sales Tax - Other Util.	\$ 22,300.00	\$ 22,300.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -			
Sales Tax - Alc. Bev.	\$ 12,780.00	\$ 12,780.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -			
Vehicle Taxes	\$ 8,175.00	\$ 5,781.72	\$ 2,393.28	29.3%	\$ -	\$ 764.80	\$ -	\$ 1,628.48			
Zoning Fees	\$ 4,500.00	\$ 2,900.00	\$ 1,600.00	35.6%	\$ 250.00	\$ 700.00	\$ 245.00	\$ 405.00			
Other	\$ 3,600.00	\$ 1,750.00	\$ 1,850.00	51.4%	\$ 935.00	\$ 855.00	\$ 60.00	\$ -			
Totals	\$ 419,190.00	\$ 379,829.29	\$ 39,360.71	9.4%	\$ 5,355.86	\$ 6,833.19	\$ 12,263.06	\$ 14,908.60	\$ -	\$ -	\$ -
GRAND TOTAL			\$ 39,360.71		\$ 5,355.86	\$ 6,833.19	\$ 12,263.06	\$ 14,908.60	\$ -		
	December	January	February	March	April	May	June	June a/r			
Property Tax - prior											
Property Tax - 2023											
Interest											
Sales Tax - Electric											
Sales Tax - Sales & Use											
Sales Tax - Other Util.											
Sales Tax - Alc. Bev.											
Vehicle Taxes											
Zoning Fees											
Other											
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

October 2023 Cash Flow Report - Oct 2023

10/1/2023 through 10/31/2023

11/21/2023

Page 1

Category	10/1/2023- 10/31/2023
INCOME	
Interest Income	4,381.08
Other Inc	
Zoning	405.00
TOTAL Other Inc	405.00
Prop Tax 2023	
Receipts 2023	
Tax	5,193.39
TOTAL Receipts 2023	5,193.39
TOTAL Prop Tax 2023	5,193.39
Prop Tax Prior Years	
Prop Tax 2021	
Receipts 2021	
Int	3.56
Tax	20.94
TOTAL Receipts 2021	24.50
TOTAL Prop Tax 2021	24.50
Prop Tax 2022	
Receipts 2022	
Int	0.77
Tax	5.92
TOTAL Receipts 2022	6.69
TOTAL Prop Tax 2022	6.69
TOTAL Prop Tax Prior Years	31.19
Sales Tax	
Sales & Use Dist	3,269.46
TOTAL Sales Tax	3,269.46
Veh Tax	
Int 2023	13.29
Tax 2023	1,615.19
TOTAL Veh Tax	1,628.48
TOTAL INCOME	14,908.60
EXPENSES	
Ads	109.44
Attorney	600.00
Community	
Maint	675.00
Parks & Rec	
Park	575.82
TOTAL Parks & Rec	575.82
TOTAL Community	1,250.82
Emp	
Benefits	
Dental	76.00
Life	60.80
Vision	14.00
TOTAL Benefits	150.80
FICA	
Med	186.15

October 2023 Cash Flow Report - Oct 2023

10/1/2023 through 10/31/2023

11/21/2023

Page 2

Category	10/1/2023- 10/31/2023
Soc Sec	795.95
TOTAL FICA	982.10
Payroll	361.32
TOTAL Emp	1,494.22
Office	
Clerk	3,576.70
Council	1,200.00
Deputy Clerk	1,165.50
Dues	4,369.00
Finance Officer	3,304.10
Maint	
Service	796.00
TOTAL Maint	796.00
Mayor	500.00
Supplies	305.08
Tel	449.61
Util	245.42
TOTAL Office	15,911.41
Planning	
Administration	
Salaries	3,091.66
TOTAL Administration	3,091.66
Misc	256.07
TOTAL Planning	3,347.73
Street Lighting	287.68
Tax Coll	
Contract	113.29
TOTAL Tax Coll	113.29
TOTAL EXPENSES	23,114.59
TRANSFERS	
TO SER Grant Project Fund	-2,910.00
TOTAL TRANSFERS	-2,910.00
OVERALL TOTAL	-11,115.99

Register Report - Oct 2023

10/1/2023 through 10/31/2023

12/4/2023

Page 1

Date	Num	Description	Memo	Category	Amount
10/2/2023	EFT	Paychex Fees	Fees 9/23 (FY2023)	Emp:Payroll	-173.16
10/5/2023	6733	Duke Power	9100 3284 5207 (FY2023)	Street Lighting	-139.83
10/5/2023	6734	Clark, Griffin & McC...	I/N 8325 10/2023 (FY2023)	Attorney	-300.00
10/5/2023	6735	Bucket, Mop, And Br...	I/N OLMC-183 janitorial 10/2023 (...)	Office:Maint:Service	-188.00
10/5/2023	6736	Lancaster News, Pa...	A/N 000132909 Public Hearing (F...	Ads	-109.44
10/5/2023	6737	Taylor & Sons Mowi...	I/N 0010 10/2023 (FY2023)	Office:Maint:Service	-420.00
10/10/2...	EFT	Point And Pay	06-084-145 (FY2023)	Other Inc:Zoning	50.00
10/11/2...	EFT	Debit Card (AOL)	AOL Troubleshooting Svc 10/23 (...)	Office:Tel	-8.16
10/12/2...	6738	Union County Water...	A/N 84361*00 (FY2023)	Office:Util	-51.09
10/12/2...	6739	Union County Water...	A/N 91052*00 (FY2023)	Community:Parks & Rec:Park	-18.74
10/12/2...	6740	Toi Toi USA LLC	I/N 2070079 Portable units 9/12-1...	Community:Parks & Rec:Park	-278.54
10/12/2...	6741	Bucket, Mop, And Br...	I/N OLMC-183 janitorial 10/2023 (...)	Office:Maint:Service	-188.00
10/16/2...	EFT	NC Department of R...	Sales & Use Distribution 08/23 (F...	Sales Tax:Sales & Use Dist	3,269.46
10/16/2...	EFT	Debit Card (Adobe)	InDesign Subscription (FY2023)	Planning:Misc	-256.07
10/17/2...	6742	D. Coffey Foundatio...	Invoice September 2023 - Closeo...	[SER Grant Project Fund]	-2,910.00
10/17/2...	6743	City Of Monroe	A/N 514654 Natural Gas (FY2023)	Office:Util	-23.54
10/17/2...	6744	Windstream	061348611 (FY2023)	Office:Tel	-329.68
10/17/2...	DEP	Deposit	#23010 (FY2023)	Other Inc:Zoning	250.00
10/20/2...	EFT	Point And Pay	Permit (FY2023)	Other Inc:Zoning	50.00
10/24/2...	6745	NC League Of Muni...	2023 Dues I/N I00044491 (FY2023)	Office:Dues	-4,369.00
10/24/2...	6746	Duke Power{Office}	9100 3284 4818 (FY2023)	Office:Util	-114.77
10/24/2...	6747	Duke Power	9100 3284 5041 (Old School) (FY...	Office:Util	-56.02
10/24/2...	674...	Municipal Insurance ...	10/23 (FY2023)	Emp:Benefits:Life	-60.80
			10/23 (FY2023)	Emp:Benefits:Dental	-76.00
			10/23 (FY2023)	Emp:Benefits:Vision	-14.00
10/24/2...	6749	Carolina Office Syst...	I/N IN2621258 Copier Contract 10...	Office:Supplies	-58.87
10/24/2...	6750	Ken Newell	Welcome Signs 7/23 - 10/23 (FY2...	Community:Maint	-675.00
10/27/2...	EFT	Debit Card (Otter.ai)	Transcription Software (FY2023)	Office:Supplies	-119.99
10/30/2...	EFT...	Union County	09/2023 (FY2023)	Prop Tax 2023:Receipts 2023:Tax	5,193.39
			09/2023 (FY2023)	Prop Tax Prior Years:Prop Tax 2022:...	5.92
			09/2023 (FY2023)	Prop Tax Prior Years:Prop Tax 2022:...	0.77
			09/2023 (FY2023)	Prop Tax Prior Years:Prop Tax 2021:...	20.94
			09/2023 (FY2023)	Prop Tax Prior Years:Prop Tax 2021:...	3.56
			09/2023 (FY2023)	Tax Coll:Contract	-65.31
10/30/2...	EFT...	Union County {NCV...	Aug 2023 (FY2023)	Veh Tax:Tax 2023	876.68
			Aug 2023 (FY2023)	Veh Tax:Int 2023	5.31
			Aug 2023 Refunds (FY2023)	Veh Tax:Tax 2023	-0.41
			Aug 2023 (FY2023)	Tax Coll:Contract	-25.70
			Sep 2023 (FY2023)	Veh Tax:Tax 2023	737.70
			Sep 2023 (FY2023)	Veh Tax:Int 2023	7.98
			Sep 2023 Refunds (FY2023)	Veh Tax:Tax 2023	1.22
			July 2023 (FY2023)	Tax Coll:Contract	-22.28
10/30/2...	EFT...	Paychex	Salary 10/23 (FY2023)	Office:Clerk	-3,576.70
			10/23 (FY2023)	Office:Deputy Clerk	-1,165.50
			Salary 10/23 (FY2023)	Office:Finance Officer	-3,304.10
			Salary 10/23 (FY2023)	Office:Mayor	-500.00
			Salary 10/23(FY2023)	Office:Council	-1,200.00
			Salary 10/23 (FY2023)	Planning:Administration:Salaries	-3,091.66
			FY2023	Emp:FICA:Soc Sec	-795.95
			FY2023	Emp:FICA:Med	-186.15
10/31/2...	6751	Verizon Wireless	221474588-00001 (FY2023)	Office:Tel	-111.77

Register Report - Oct 2023

10/1/2023 through 10/31/2023

12/4/2023

Page 2

Date	Num	Description	Memo	Category	Amount
10/31/2...	6752	Forms & Supply, Inc.	I/N 1198616-0 (FY2023)	Office:Supplies	-126.22
10/31/2...	6753	Duke Power	9100 3284 5207 (FY2023)	Street Lighting	-147.85
10/31/2...	6754	Clark, Griffin & McC...	I/N 8341 Nov. 2023 (FY2023)	Attorney	-300.00
10/31/2...	6755	Toi Toi USA LLC	I/N 2068251 Portable units 10/10-...	Community:Parks & Rec:Park	-278.54
10/31/2...	DEP	Deposit	#23011 (FY2023)	Other Inc:Zoning	55.00
10/31/2...	EFT	Paychex Fees	Fees 10/23 (FY2023)	Emp:Payroll	-188.16
10/1/2023 - 10/31/2023					-15,497.07

TOTAL INFLOWS 10,527.93

TOTAL OUTFL... -26,025.00

NET TOTAL -15,497.07

Social-Emotional Readiness Grant Project Fund

10/1/2022 through 10/31/2023

11/21/2023

Page 1

Category	10/1/2022- 10/31/2023
EXPENSES	
Grant Installment	36,877.00
TOTAL EXPENSES	36,877.00
TRANSFERS	
FROM Check Min Spgs	36,877.00
TOTAL TRANSFERS	36,877.00
OVERALL TOTAL	0.00

Social-Emotional Readiness Project Fund Register

10/1/2022 through 10/31/2023

11/21/2023

Page 1

Date	Description	Memo	Category	Amount
BALANCE 9/30/2022				0.00
11/14/2022	Opening Balance		[SER Grant Proje...	0.00
11/14/2022	D. Coffey Foundation For At... Initial Disbursement		Grant Installment	-14,305.00
11/14/2022	D. Coffey Foundation For At... Initial Disbursement (FY2022)		[Check Min Spgs]	14,305.00
1/26/2023	D. Coffey Foundation For At... Invoice February 2023 (FY2022)		Grant Installment	-6,654.00
1/26/2023	D. Coffey Foundation For At... Invoice February 2023 (FY2022)		[Check Min Spgs]	6,654.00
3/2/2023	D. Coffey Foundation For At... Invoice March 2023 (FY2022)		Grant Installment	-6,504.00
3/2/2023	D. Coffey Foundation For At... Invoice March 2023 (FY2022)		[Check Min Spgs]	6,504.00
3/30/2023	D. Coffey Foundation For At... Invoice April 2023 (FY2022)		Grant Installment	-6,504.00
3/30/2023	D. Coffey Foundation For At... Invoice April 2023 (FY2022)		[Check Min Spgs]	6,504.00
10/17/2023	D. Coffey Foundation For At... Invoice September 2023 - Closeout (FY2023)		Grant Installment	-2,910.00
10/17/2023	D. Coffey Foundation For At... Invoice September 2023 - Closeout (FY2023)		[Check Min Spgs]	2,910.00
10/1/2022 - 10/31/2023				0.00
BALANCE 10/31/2023				0.00
TOTAL INFLOWS				36,877.00
TOTAL OUTFLOWS				-36,877.00
NET TOTAL				0.00

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October 2023

Revenue Details

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NC Sales & Use Distribution

August 2023 Collections

Summary

UNION	2,876,853.66	1,931,984.77	1,527,609.82	-	4.30	439,219.23	-	(500,148.82)	6,275,522.96
(A.D. VALOREM)	1,550.33	1,041.14	823.23	-	-	236.68	-	1,067.94	4,719.32
FAIRVIEW	-	-	-	-	-	-	-	-	-
HEMBY BRIDGE	-	-	-	-	-	-	-	-	-
INDIAN TRAIL	131,486.08	88,301.02	69,819.14	-	0.20	20,074.44	-	90,574.92	400,255.80
LAKE PARK	9,402.16	6,314.13	4,992.55	-	0.01	1,435.46	-	6,476.74	28,621.05
MARSHVILLE	15,656.81	10,514.51	8,313.77	-	0.02	2,390.38	-	10,785.28	47,660.77
MARVIN	11,810.34	7,931.37	6,271.29	-	0.02	1,803.13	-	8,135.63	35,951.78
MINERAL SPRINGS	1,074.03	721.28	570.31	-	-	163.98	-	739.86	3,269.46
MINT HILL *	50.80	34.12	26.98	-	-	7.76	-	35.00	154.66
MONROE	313,723.50	210,684.69	166,587.24	-	0.47	47,897.26	-	216,110.17	955,003.33
STALLINGS *	58,822.57	39,502.99	31,234.80	-	0.09	8,980.65	-	40,520.26	179,061.36
UNIONVILLE	2,130.04	1,430.45	1,131.05	-	-	325.20	-	1,467.28	6,484.02
WAXHAW	150,742.20	101,232.69	80,044.14	-	0.22	23,014.34	-	103,839.61	458,873.20
WEDDINGTON *	19,390.51	13,021.92	10,296.36	-	0.03	2,960.42	-	13,357.26	59,026.50
WESLEY CHAPEL	2,466.91	1,656.68	1,309.93	-	-	376.63	-	1,699.34	7,509.49
WINGATE	7,751.30	5,205.48	4,115.94	-	0.01	1,183.42	-	5,339.53	23,595.68
TOTAL	3,602,911.24	2,419,577.24	1,913,146.55	-	5.37	550,068.98	-	-	8,485,709.38

Jurisdiction Collection by Year
Union County
Date Distributed: 9/1/2023 to 9/30/2023

990 - TOWN OF MINERAL SPRINGS

Year	Taxes, Assessments and Misc. Charges	Late List	Interest	Total Collected	Commission	Net of Commission
2021	20.94	0.00	3.56	24.50	0.31	24.19
2022	5.75	0.17	0.77	6.69	0.08	6.61
2023	5,190.93	2.46	0.00	5,193.39	64.92	5,128.47
Total:	5,217.62	2.63	4.33	5,224.58	65.31	5,159.27
Grand Total:	5,217.62	2.63	4.33	5,224.58	65.31	5,159.27

VENDOR NUMBER	VENDOR NAME	EFT NUMBER	EFT DATE	EFT AMOUNT
10870	TOWN OF MINERAL SPRINGS	83384	10/30/2023	\$5,159.27

INVOICE DATE	INVOICE NUMBER	DESCRIPTION	INVOICE AMOUNT
10/23/2023	2403 TAXES	TAX/FEE/INT-SEPTEMBER 2023	\$5,159.27



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

Vendor Number EFT Number EFT Date
10870 83384 10/30/2023

*** Five Thousand One Hundred And Fifty-Nine Dollars And Twenty-Seven Cents ***

\$5,159.27

Pay To 10870
The TOWN OF MINERAL SPRINGS
Order Of PO BOX 600
 MINERAL SPRINGS, NC 28108

**EFT COPY
NON-NEGOTIABLE**

NCVTS A/P Receipt Distribution
For the month Ending: August

NCVT15

Jurisdiction	Entity	Vendor #	Inv. #	Tax & Fee Amt	Int Only Amt	Cmn Cst	Pending Refunds	Net Amt	Status/Check#
001	Union County	0		\$ 1,535,061.84	\$ 18,128.71	\$ (44,532.45)	(\$8,725.31)	\$ 1,499,932.79	No Check
002	Education Operating Fund	791.28		329,866.76	791.28	(9,111.91)	(1,079.48)	\$ 320,466.65	No Check
003	Voter Approved Debt Tax	3,902.55		321,519.13	3,902.55	(9,349.69)	(1,865.10)	\$ 314,206.89	No Check
004	Education Debt Fund	61.79		25,740.41	61.79	(711.03)	(84.24)	\$ 25,006.93	No Check
005	Economic Development Fund	8.20		3,638.07	8.20	(94.96)	(11.25)	\$ 3,340.06	No Check
011	Countywide Fire Tax	24.59		59.12	24.59	(1.62)	-	\$ 82.09	No Check
012	Countywide EMS Tax	23.28		69.29	23.28	(1.69)	-	\$ 90.88	No Check
013	Griffith Rd	14.08		464.31	14.08	(11.71)	-	\$ 466.68	No Check
014	Stock Rd	1,659.69		10,445.68	27.40	(42.31)	(12.29)	\$ 1,632.49	No Check
015	Springs Fire Tax	94.35		3,688.21	94.35	(300.41)	(23.74)	\$ 10,215.88	No Check
016	Fairview	45.79		3,638.63	45.79	(101.63)	(63.77)	\$ 3,568.60	No Check
017	New Salem	28.49		4,061.52	28.49	(96.95)	(3.62)	\$ 3,566.55	No Check
018	Beaver Lane	30.70		8,083.33	30.70	(101.85)	(9.60)	\$ 3,980.77	No Check
019	Bakers	121.89		15,614.82	121.89	(232.25)	(4.81)	\$ 7,968.16	No Check
020	Stallings Fire Tax	155.93		9,164.71	155.93	(452.69)	(85.16)	\$ 15,232.90	No Check
021	Unionville	79.58		2,054.83	79.58	(245.25)	(64.61)	\$ 8,934.43	No Check
022	Wingate	53.96		4,750.66	53.96	(114.60)	(23.31)	\$ 4,666.71	No Check
023	Hemby Bridge Fire Tax	198.14		1,931.77	198.14	(580.18)	(102.24)	\$ 19,134.76	No Check
024	Allens Crossroads	14.62		2,884.47	14.62	(39.17)	-	\$ 1,407.22	No Check
025	Jackson	13.42		27,355.53	13.42	(57.91)	-	\$ 2,010.34	No Check
026	Wesley Chapel Fire Tax	237.16		1,843.64	237.16	(839.16)	(129.36)	\$ 26,624.17	No Check
027	Lanes Creek	22.22		17,690.68	22.22	(47.03)	-	\$ 1,818.83	No Check
028	Waxhaw Fire Tax	178.50		1,634.15	178.50	(542.07)	(216.59)	\$ 17,110.52	No Check
029	Sandy Ridge	14.95		172.27	14.95	(42.61)	(3.54)	\$ 1,602.95	No Check
030	Providence	1.02		21,135.23	1.02	(5.44)	-	\$ 167.85	No Check
101	Village of Marvin	1832	VTFMAP2211-1	288,057.11	77.75	(656.30)	(34.48)	\$ 20,522.20	
200	City of Monroe	103-7	VTFMAP2211-1	2,884.47	3,109.79	(7,218.23)	(1,300.54)	\$ 282,648.13	
222	Monroe Downtown Service District	103-7	VTFMAP2211-2	288.47	6.94	(7.68)	-	\$ 287.73	
300	Town of Wingate	4064	VTFMAP2211-1	9,425.18	61.70	(229.35)	-	\$ 9,257.53	
400	Town of Marshville	5861	VTFMAP2211-1	10,199.82	70.70	(241.22)	5.98	\$ 10,035.28	
500	Town of Waxhaw	8268	VTFMAP2211-1	179,264.44	1,382.00	(5,575.29)	(1,583.27)	\$ 173,537.88	
600	Town of Indian Trail	2924	VTFMAP2211-1	113,035.41	1,199.72	(3,295.63)	(299.49)	\$ 110,660.01	
700	Town of Stallings	4860-2	VTFMAP2211-1	40,995.82	373.07	(1,241.64)	(376.07)	\$ 39,751.18	
800	Town of Weddington	7518	VTFMAP2211-1	14,188.23	123.89	(434.87)	(49.91)	\$ 13,827.34	
900	Village of Lake Park	1833	VTFMAP2211-1	7,658.75	77.60	(230.52)	(121.72)	\$ 7,384.11	
930	Town of Fairview	19458	VTFMAP2211-1	1,214.72	16.64	(58.93)	(25.35)	\$ 1,172.81	
970	Village of Wesley Chapel	9262	VTFMAP2211-1	1,877.18	13.75	(56.93)	(19.00)	\$ 1,815.00	
980	Town of Unionville	11530	VTFMAP2211-1	1,882.44	13.92	(51.73)	(22.27)	\$ 1,822.36	
990	Town of Mineral Springs	10870	VTFMAP2211-1	876.68	5.31	(25.70)	(0.41)	\$ 855.88	
999	Schools	0		1,583.34	601.78	(41.23)	-	\$ 2,143.89	No Check
Total				\$ 3,040,830.91	\$ 31,407.16	\$ (86,946.09)	\$ (516,334.55)	\$ 2,968,957.43	
								\$ 673,577.44	

CHECK

AP Total

NCVTS A/P Receipt Distribution
For the month Ending: September

NCVT15

Jurisdiction	Entity	Vendor #	Inv #	Tax & Fee Amt	Int Only Amt	Cmn Cst	Pending Refunds	Net Amt	Status/Check#
001	Union County	0		\$ 1,138,782.22	\$ 16,946.15	\$ (94,730.51)	(\$6,494.75)	\$ 1,114,503.11	No Check 1
002	Education Operating Fund	0		496,527.46	657.70	(14,416.44)	(434.88)	\$ 482,333.84	No Check 2
003	Voter Approved Debt Tax	0		226,079.43	3,679.70	(6,930.91)	(1,407.85)	\$ 221,420.37	No Check 3
004	Education Debt Fund	0		38,745.73	51.29	(1,124.97)	(33.93)	\$ 37,638.12	No Check 4
005	Economic Development Fund	0		5,175.30	6.89	(150.26)	(4.54)	\$ 5,027.39	No Check 5
011	Countywide Fire Tax	0		30.51	11.87	(0.85)	-	\$ 41.53	No Check 11
012	Countywide EMS Tax	0		41.09	16.00	(1.15)	-	\$ 55.94	No Check 12
013	Griffith Rd	0		298.70	1.68	(8.32)	(2.80)	\$ 289.26	No Check 13
014	Stuck Rd	0		1,077.05	11.53	(29.31)	(19.96)	\$ 1,039.31	No Check 14
015	Springs Fire Tax	0		8,842.42	92.46	(265.36)	(14.25)	\$ 8,655.27	No Check 15
016	Fairview	0		3,194.13	52.08	(93.12)	6.99	\$ 3,160.08	No Check 16
017	New Salem	0		3,152.25	43.23	(92.13)	4.32	\$ 3,107.67	No Check 17
018	Beaver Lane	0		3,127.71	34.81	(81.40)	37.04	\$ 3,118.16	No Check 18
019	Bakers	0		8,280.92	80.64	(238.09)	(1.11)	\$ 8,122.36	No Check 19
020	Stallings Fire Tax	0		13,427.42	173.55	(418.74)	(14.88)	\$ 13,167.35	No Check 20
021	Unionville	0		7,844.81	89.83	(219.58)	25.00	\$ 7,740.06	No Check 21
022	Wingate	0		3,970.02	34.94	(104.14)	(47.61)	\$ 3,853.21	No Check 22
023	Hemby Bridge Fire Tax	0		17,617.65	223.22	(538.01)	(37.73)	\$ 17,245.13	No Check 23
024	Allens Crossroads	0		1,342.36	15.68	(36.45)	-	\$ 1,321.59	No Check 24
025	Jackson	0		1,534.43	15.82	(43.49)	(12.46)	\$ 1,494.30	No Check 25
026	Wesley Chapel Fire Tax	0		23,742.07	233.06	(761.84)	(93.29)	\$ 23,120.00	No Check 26
027	Lanes Creek	0		1,802.97	19.05	(48.87)	8.82	\$ 1,781.97	No Check 27
028	Waxhaw Fire Tax	0		14,885.16	149.18	(462.77)	(37.50)	\$ 14,534.07	No Check 28
029	Sandy Ridge	0		1,198.27	16.72	(32.60)	(0.18)	\$ 1,182.21	No Check 29
030	Providence	0		143.10	2.83	(4.72)	-	\$ 141.21	No Check 30
101	Village of Marvin	1832	VTFMAP2211-1	19,638.90	95.26	(632.04)	(18.59)	\$ 19,083.53	101
200	City of Monroe	103-7	VTFMAP2211-1	248,218.34	2,194.78	(6,657.97)	(4,859.05)	\$ 238,896.10	200
222	Monroe Downtown Service District	103-7	VTFMAP2211-2	120.34	-	(2.35)	-	\$ 117.99	222
300	Town of Wingate	4064	VTFMAP2211-1	9,742.27	43.21	(256.40)	(147.39)	\$ 9,381.69	300
400	Town of Marshville	5861	VTFMAP2211-1	9,865.59	146.90	(232.58)	-	\$ 9,779.91	400
500	Town of Waxhaw	8268	VTFMAP2211-1	149,037.38	1,125.94	(4,672.39)	(333.26)	\$ 145,157.67	500
600	Town of Indian Trail	2924	VTFMAP2211-1	98,096.49	1,147.63	(2,988.35)	(197.97)	\$ 96,057.80	600
700	Town of Stallings	4860-2	VTFMAP2211-1	37,362.97	496.94	(1,170.17)	(37.47)	\$ 36,652.27	700
800	Town of Weddington	7518	VTFMAP2211-1	12,030.59	120.64	(381.90)	(61.32)	\$ 11,708.01	800
900	Village of Lake Park	1833	VTFMAP2211-1	7,392.23	129.52	(221.52)	36.92	\$ 7,337.15	900
930	Town of Fairview	19458	VTFMAP2211-1	1,054.55	16.56	(30.87)	2.78	\$ 1,043.02	930
970	Village of Wesley Chapel	9262	VTFMAP2211-1	1,953.50	18.99	(61.62)	(3.57)	\$ 1,907.30	970
980	Town of Unionville	11530	VTFMAP2211-1	1,787.24	23.15	(50.18)	1.85	\$ 1,762.06	980
990	Town of Mineral Springs	10870	VTFMAP2211-1	737.70	7.98	(22.28)	1.22	\$ 724.62	990
999	Schools	0		870.62	339.10	(24.27)	-	\$ 1,185.45	No Check 999
Total				\$ 2,618,771.89	\$ 28,566.51	\$ (78,238.92)	(\$14,211.40)	\$ 2,554,888.08	
									AP Total \$ 579,609.12

CHECK

VENDOR NUMBER	VENDOR NAME	EFT NUMBER	EFT DATE	EFT AMOUNT
10870	TOWN OF MINERAL SPRINGS	83402	10/30/2023	\$1,580.50

INVOICE DATE	INVOICE NUMBER	DESCRIPTION	INVOICE AMOUNT
09/01/2023	VTFNAP2402-1	CASH RECEIVED AUG 2023 & REFUNDS	\$855.88
10/01/2023	VTFNAP2403-1	CASH RECEIVED SEP 2023 & REFUNDS	\$724.62



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

Vendor Number	EFT Number	EFT Date
10870	83402	10/30/2023

*** One Thousand Five Hundred And Eighty Dollars And Fifty Cents ***

\$1,580.50

Pay To 10870
 The TOWN OF MINERAL SPRINGS
 Order Of PO BOX 600
 MINERAL SPRINGS, NC 28108

**EFT COPY
 NON-NEGOTIABLE**

To: Town of Mineral Springs
Rick Becker

From: Vann Harrell 
Tax Administrator

Date: November 15, 2023

Re: Departmental Monthly Report

The Tax Collector's monthly/year to date collections report for the month ending October 31, 2023 is attached for your information and review.

Should you desire additional information, I will provide that at your request.

Attachment

VH/JM

OCTOBER 2023
TOWN OF MINERAL SPRINGS
PERCENTAGE REPORT

OCTOBER 31, 2023 REGULAR TAX	2023	2022	2021	2020	2019	2018
BEGINNING CHARGE	82,369.57	80,802.40	80,155.13	69,817.57	67,992.78	67,409.94
TAX CHARGE						
PUBLIC UTILITIES CHARGES						
DISCOVERIES	46.80					
NON-DISCOVERIES						
RELEASES						
TOTAL CHARGE	82,416.37	80,802.40	80,155.13	69,817.57	67,992.78	67,409.94
BEGINNING COLLECTIONS	9,521.81	80,604.19	80,045.28	69,684.96	67,926.80	67,403.17
COLLECTIONS - TAX	3,941.07	4.74	0.87			
COLLECTIONS - INTEREST		0.40	0.14			
TOTAL COLLECTIONS	13,462.88	80,608.93	80,046.15	69,684.96	67,926.80	67,403.17
BALANCE OUTSTANDING	68,953.49	193.47	108.98	132.61	65.98	6.77
PERCENTAGE OF REGULAR	16.34%	99.76%	99.86%	99.81%	99.90%	99.99%
COLLECTION FEE 1.25 %	49.26	0.06	0.01	-	-	-

OCTOBER 2023
TOWN OF MINERAL SPRINGS
PERCENTAGE REPORT

2017	2016	2015	2014
65,441.40	61,553.74	62,157.91	64,338.55
65,441.40	61,553.74	62,157.91	64,338.55
65,437.75	61,550.09	62,151.90	64,326.96
65,437.75	61,550.09	62,151.90	64,326.96
3.65	3.65	6.01	11.59
99.99%	99.99%	99.99%	99.98%
-	-	-	-

2024
Mineral Springs
Town Council
Regular Meeting Schedule

Thursday, January 11, 2024

Thursday, February 8, 2024

Thursday, March 14, 2024

Thursday, April 11, 2024

Thursday, May 9, 2024

Thursday, June 13, 2024

Thursday, July 11, 2024

Thursday, August 8, 2024

Thursday, September 12, 2024

Thursday, October 10, 2024

Thursday, November 14, 2024

Thursday, December 12, 2024

2024 BOARD MEETING SCHEDULE

Executive Board Meeting Dates

These meetings will be held in person, with a virtual option, at 5:00 p.m.

Wednesday, January 10, 2024
 Wednesday, March 13, 2024
 Wednesday, April 10, 2024
 Wednesday, June 12, 2024
 Wednesday, September 11, 2024
 Wednesday, November 13, 2024

Board of Delegates Meeting Dates

These meetings will be held in person at 5:00 p.m. unless otherwise noted below.

Date	Tentative Agenda Topics
Wednesday, February 21, 2024	Annual Meeting; Budget Hearing; Delegate Orientation
Wednesday, May 8, 2024	Regional Priority Setting - Shaping our FY24-25 workplan.
Wednesday, August 14, 2024	August Advocacy Focus: State & Federal Connections
Wednesday, October 9, 2024	Annual Dinner & Region of Excellence Awards Ceremony





Town of Mineral Springs
Town Clerk / Zoning Administrator
Vicky Brooks
P O Box 600
Mineral Springs, NC 28108
704-289-5331
704-243-1705 FAX
msvickybrooks@aol.com
www.mineralspringsnc.com

MEMO

To: Town Council
From: Vicky Brooks
Date: December 7, 2023
Re: Agenda Item 7 Consideration of Filing a Confession of Judgment

In June of 2023, Philip Donato and Shannon Donato agreed to pay \$11,950.00 (with interest at the rate of 8% per annum from date of the Judgment is filed with the Court). There was an agreement that the Donatos would begin paying \$150 per month beginning in September of 2022, and if they failed to do so, the Confession of Judgment was to be filed with the Court.

The Donatos made \$150 payments in the months of October 2022, November 2022, December 2022, January 2023, February 2023, March 2023, and May 2023 totaling \$1,050.00. The payments have ceased.

The council will need to determine if the Confession of Judgment should be filed with the Court now in an effort to collect the remaining balance, taking into consideration that the process has cost the town attorney fees in the amount of \$1,272.50 along with the undetermined costs for staff time, postage, and paper investigating and following up on the zoning violation in the beginning.



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MEMO

To: Town Council
From: Vicky Brooks
Date: December 7, 2023
Re: Agenda Item 8 Discussion of Zoning Violation Policies

A complaint has been received from a town resident about the policy the town operates under for investigating zoning violations. Town staff does not drive around looking for zoning violations, instead, an investigation is only done when a written or verbal complaint is made per Article 2 – Section 2.7.2.1.

Section 2.7 is attached for council review. Please read over this section to see if there are any changes you would suggest that the planning board study and make recommendations for changes.

2.7 ENFORCEMENT

2.7.1 VIOLATIONS

Any of the following shall be a violation of this Ordinance and shall be subject to the enforcement remedies and penalties provided by this Section and by State law, specifically NCGS 160A-175, 160D-404, and NCGS 14-4.

2.7.1.1 DEVELOPMENT OR USE WITHOUT PERMIT

To engage in any development, use, construction, remodeling, or other activity of any nature upon land or improvements thereon subject to the jurisdiction of this Ordinance without all required permits, certificates, or other forms of authorization as set forth in this Ordinance.

2.7.1.2 DEVELOPMENT OR USE INCONSISTENT WITH DEVELOPMENT APPROVAL

To engage in any development, use, construction, remodeling, or other activity of any nature in any way inconsistent with any approved plan, permit, certificate, or other form or authorization granted for such activity.

2.7.1.3 VIOLATION BY ACT OR OMISSION

To violate, by act or omission, any term, deviation, modification, condition, or qualification placed by the Town Council or its agent Boards upon any required permit, certificate, or other form of authorization for the use, development, or other activity upon land or improvements thereon.

2.7.1.4 USE OR STRUCTURE IN VIOLATION

To erect, construct, reconstruct, alter, repair, convert, maintain, or use any building, structure, or sign or to use any land in violation or contravention of this Ordinance or any other regulation made under the authority conferred thereby.

2.7.1.5 CONTINUING A VIOLATION

Each day's continuance of any of the above violations is a separate and distinct offense.

2.7.2 ENFORCEMENT PROCEDURES

2.7.2.1 INSPECTION AND INVESTIGATION

- A. When a violation of this Ordinance occurs, or is alleged to have occurred, any person may file a written or verbal complaint. Such complaint shall state fully the cause and basis thereof and shall be filed with the Administrator or designee. An investigation shall be made within 10 days. Actions as provided in these regulations shall be taken.
- B. The Administrator or designee shall be authorized upon presentation of proper credentials and the consent of the property owner or an inspection warrant, if necessary, to enter any premises (not open to the public) within the jurisdiction at any reasonable hour for the purposes of inspection, determination of plan compliance, or other enforcement action.
- C. The Administrator shall have the power to conduct such investigations, as he or she may reasonably deem necessary to carry out his or her duties as prescribed in this Ordinance and, for the purpose of investigating and inspecting the sites of any complaints or alleged violations of this Ordinance.
- D. The Administrator shall have the power to require written statements; certificates, certifications, or the filing of reports with respect to pertinent questions relating to complaints or alleged violations of this Ordinance.

2.7.2.2 NOTICE OF VIOLATION

- A. Violators include any person who owns, leases, occupies, manages, designs or builds any structure or land development activity in violation of this Ordinance and any person who owns, leases, or occupies a use in violation of this Ordinance. A violation may be charged against more than one violator. However, the property owner is ultimately responsible for violations on his or her property.
- B. Subject to NCGS 160D-404 (a), the Administrator or designee shall give the property owner written notice (by certified mail to his or her last known address, by personal service, or by posting notice conspicuously on the property) of the following:
1. That the land, building, structure, sign, or use is in violation of this Ordinance;
 2. The nature of the violation and citation of the Section(s) of the Ordinance being violated;

3. The general measures necessary to remedy the violation;
4. Notice of right to appeal; and
5. The time period in which the violation needs to be corrected before civil penalties are incurred, in accordance with Section [2.7.3](#). If the violation is in the nature of an infraction for which an order of abatement would be appropriate in a civil proceeding, a reasonable period of time must be stated in which the violation must be abated.

2.7.2.3 APPEAL

Any owner or occupant who has received a Notice of Violation may appeal in writing the decision of the Administrator to the Board of Adjustment within 30 days following the date of the Notice of Violation. The Board of Adjustment shall hear an appeal subject to the provisions set forth in NCGS 160D-405 and Section [3.6](#) of this Ordinance. The Board of Adjustment may affirm, modify or revoke the Notice of Violation. In the absence of an appeal, the decision of the Administrator shall be final. Citations that follow the original Notice of Violation may not be appealed.

2.7.2.4 FAILURE TO COMPLY WITH NOTICE

If the owner or occupant of a property fails to comply with a Notice of Violation within 10 days and no appeal has been made, the owner or occupant shall be subject to the remedies and penalties as set forth in Section [2.7.3](#) or to such remedies and penalties as may be provided by the State law.

2024 Mineral Springs Holiday Schedule

The following public holidays are established for the Town of Mineral Springs employees. The town hall will officially be closed on the days shown below.

Monday, January 1, 2024	New Year's Day
Monday, January 15, 2024	Birthday of Martin Luther King, Jr.
Monday, February 19, 2024	Presidents' Day
Monday, April 1, 2024	Easter Monday
Monday, May 27, 2024	Memorial Day
Wednesday, June 19, 2024	Juneteenth
Thursday, July 4, 2024	Independence Day
Monday, September 2, 2024	Labor Day
Monday, October 14, 2024	Columbus Day
Monday, November 11, 2024	Veterans Day
Thursday, November 28, 2024	Thanksgiving Day
Friday, November 29, 2024	Thanksgiving Day Holiday
Monday, December 23, 2024 – Tuesday, December 31, 2024	Christmas Holiday Week
Wednesday, January 1, 2025	New Year's Day

Presented to Town Council on December 14, 2023