

**Town of Mineral Springs  
Mineral Springs Town Hall  
3506 Potter Road S ~ Mineral Springs  
Mineral Springs Town Council  
Regular Meeting  
May 11, 2023 ~ 7:30 P.M.  
AGENDA**

- 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 – Action Item**
  - A. Approval of the April 13, 2023 Special Meeting Minutes and Regular Meeting Minutes
  - B. Acceptance of the March 2023 Union County Tax Report
  - C. Acceptance of the March 2023 Finance Report
- 4. Evaluation of the Nonprofit Letters of Funding Request – Action Item**  
The council will evaluate the letters of funding requests submitted by the nonprofits for 2023 and determine if an in-person presentation is necessary.
- 5. Consideration of the Municipal Election Filing Fee – Action Item**  
The council will consider whether to ask the Union County Board of Elections to increase the filing fee for municipal offices.
- 6. Consideration of Adopting an Ordinance Amending the Budget – Action Item**  
The council will consider adopting an Ordinance amending the budget for FY 2022-2023 to increase “Street Lighting” by \$100 and increase “Office” by \$15,000 to accommodate additional expenditures.
- 7. Consideration of Authorizing Maintenance Expenditures**  
The council will consider authorizing staff to approve maintenance expenditures.
- 8. Consideration of the 2023-2024 Budget and Calling for a Public Hearing – Action Item**  
Mayor Becker will present the council with the 2023-2024 proposed budget and the council will consider calling for a Public Hearing on June 8, 2023 for the 2023-2024 budget.
- 9. Consideration of Comprehensive Transportation Plan Resolution – Action Item**  
The council will consider adopting a Resolution (R-2023-01) authorizing Union County to initiate the Comprehensive Transportation Plan (CTP) Amendment process for the Waxhaw Parkway.
- 10. Staff Updates**  
The staff will update the council on any developments that may affect the town.
- 11. Other Business**
- 12. Adjournment – Action Item**

**Draft Minutes of the  
Mineral Springs Town Council  
Special Meeting  
April 13, 2023 – 6:00 p.m.**

The Town Council of the Town of Mineral Springs, North Carolina, met in Special Session at the Mineral Springs Town Hall located at 3506 Potter Road S, Mineral Springs, North Carolina, at 6:00 p.m. on Thursday, April 13, 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 and Administrative Assistant/Deputy Town Clerk Sharelle Quick.

Visitors: None.

## **1. Opening**

With a quorum present at 6:01 p.m. on April 13, 2023, Mayor Becker called the special meeting to order.

Mayor Becker explained the council will be discussing capital projects, meeting protocols, downtown park/town hall maintenance needs. Mayor Becker further explained he gave the council a head start, most of the items the council knows about, these are things they have been talking about for five, ten, fifteen years on capital. There are no prices, because things are so up in the air, it is more like priority, feasibility and most important to have discussion on some other ideas that might come up that staff had not thought about and then something can be put together for a future meeting to start narrowing things down and start pricing things.

Mayor Becker announced the town will probably have in the neighborhood of \$1,400,000 in fund balance by the end of this fiscal year, of which the town would never want to spend down below about \$300,000 or so. One year's budget is the guideline. The LGC requires a lot less than that, approximately two months, which may work for a huge municipality, but not for a small town. Mayor Becker recommended keeping a year's worth of funds, so the town probably has \$1,000,000 to spend on the capital and some of these big maintenance and upgrade needs that have shown themselves to be more evident than he thought.

## **2. Discussion of Capital Projects**

### Community Center (Agriculture Building Renovation)

Investigate the possibility of getting a sewage easement from Harris Teeter from Highway 75 to the rock building, because the town has a goal for the building to be a community center, which would be an asset to the community. Consider an official letter from the council.

It was noted that there is a shortage of sewer capacity in Union County right now.

There is no parking for the facility; the town was counting on roads coming in from the Harris Teeter project to provide on-street parking. Additionally, if the site was being developed and it had residential, the developer would have to give the town some property, which would allow the town to expand its facilities.

If the community center turns out to be a high priority capital item, the council will have to be careful about taking on a \$1,000,000 community center that will need someone to staff it (taking reservations, security deposits, cleaning, locking/unlocking doors) and all the maintenance needs it will have.

#### Downtown Sidewalk Engineering / Downtown Sidewalk Construction

The town is going to have to do something about sidewalks to serve some of these downtown areas as businesses are opening. It would be nice if you could walk from GEMCO to Caffeind; right now, it is horrible. From an engineering standpoint, Highway 75 sidewalks will be difficult in that area because of the way the ditches are deep and there are lots of trees. It will probably have to have stormwater piping put in, so that could be another \$1,000,000 project, just like the community center; it may be too much. The town may be able to do some easier ones, like Potter Road, extend the sidewalks in both directions. That would be a lot cheaper and a lot less engineering.

Mayor Becker mentioned obtaining a grant from CRTPO for a planning grant for a downtown pedestrian plan. Often that is a \$20,000 or \$30,000 project where there is mini-grant money available from the CRTPO. Mayor Becker stated he did not know how competitive it was or if there was a required match. This would be the first step, because if the town had a pedestrian plan, the town would more likely be able to get some grant money to construct the sidewalks.

Ms. Brooks noted the town no longer had the 50/50 sidewalk agreement [in the ordinance]; it was phased out when the downtown overlay was removed.

Mayor Becker will talk with someone about a planning grant if the council is interested.

#### Potter Road/Highway 75 Intersection Project – DA Funding and/or STIP Inclusion

Mayor Becker reminded the council of the Potter Road/Highway 75 intersection project and explained if the town wanted to get Direct Attributable Funding (federal funding) that cycles every year, the town would have to put up at least 20 percent and possibly - in order to be competitive - 25 to 30 percent. That is a \$5,500,000 project, so the town would need to come up with a minimum of \$1,100,000, which is more than the town has available or, to be competitive, \$1,500,000. There can be NCDOT grants that you are allowed to stack, maybe another \$500,000 could come that way, the county might put up a \$200,000. It could still take the town five years to get that process to go through. Mayor Becker explained in talking to Bjorn Hansen, who is the county transportation planner, the official technical coordinating committee member, and the liaison to CRTPO, he had asked if the town needed to do a Comprehensive Transportation Plan (CTP) amendment. Mayor Becker backtracked and explained what he had not known was the NCDOT recently started putting larger intersection projects onto the State Transportation Improvement Plan (STIP).

Mayor Becker mentioned that Mr. Hansen had brought it up at a ZOOM meeting he was at about something else. Mr. Hansen said if you look at some of these big critical intersection projects, like Mineral Springs, which is \$5,500,000 and is 10 to 15 times the town's annual budget, it is not practical to expect to get a reasonable match. Being such a strategic intersection, the NCDOT is now programming bigger intersections like that into the STIP, still small scale, not interstate interchanges, on an every-three- or four-year long-term plan where things get funding. Mayor Becker will be asking Mr. Hansen how the town can do that.

#### Downtown Park Additions: Permanent Stage, Band Shell, Storage

The town does not own much property; there is a road easement in effect until Harris Teeter sells the property and possibly the easement would come back to the town.

The town could conceivably build a permanent stage (approximately 30 x 20) to the left of the community center with some storage. It could be a \$100,000 project. The council may want to see how the festival goes again this year.

Currently the community center is being used for storage.

Sidewalks are more important than a bandstand, although they may not be achievable.

Mayor Becker will talk to Union County about sewer for the community center and Harris Teeter about a sewer line easement on their property.

### Broadband Service

Some of the community could benefit with some type of broadband service enhancement, because kids don't have internet at home (not everybody can afford it), so they must travel to remote places for a connection to Wi-Fi.

North Carolina State Law does not allow municipalities to create their own broadband systems. The State is getting a lot of money from the Federal Government for statewide broadband.

### Access to Water Taps for Downtown Homes/Churches

Town should check to see if the downtown homes/churches have access to the water tap if the home/church chooses to connect to water.

Most homes/churches are on county water now.

Mayor Becker will check with Union County Public Works to see who the water customers are on Highway 75; however, that information is probably confidential.

Areas close to Potter Road where there were underground tanks that had contaminated groundwater were cut off from having wells. As you get farther away from Potter Road there is no health hazard.

### Capital Project Priorities

1. Downtown Sidewalks
2. Sewer Availability for the Community Center
3. Broadband Availability
4. Current Situation on Downtown Water Customers

Mayor Becker will be following up on this list of projects.

## **3. Discussion of Meeting Protocols**

Under the agenda item "Other Business" at regular meetings, the discussions should be relative to town business and the constituents the council serves.

Discussions should not be about personal information.

Meetings can run long, so the council needs to remain a little more focused.

The council does not need to adopt a policy on meeting protocols.

## **4. Discussion of Town Hall/Downtown Park Maintenance Needs**

The town hall building is 60 years old; the renovation was done 15 years ago.



It is time to consider having the interior repainted, which becomes a cascading thing, because there has been damage to the carpeting in the lobby and hallway (part of it is damage from cleaning supplies used by the cleaners); therefore, the flooring and base molding should be replaced.

The parking lot is getting bigger cracks. The council will need to consider the expensive process of replacing the asphalt or having it resealed one more time to prolong replacement for three to four years.

Downtown Park plantings have turned into something that is an ongoing nightmare. Most of the plants are dead, except for some of the shrubs (due to the lack of care and the landscaper over-spraying Roundup on the good stuff); nobody weeds. The town needs a landscape gardener, as opposed to a turf management company, to replace the landscaping, till the soil, put in new stuff, and then come up with ongoing maintenance.

The council could consider having mostly native shrubs (some flowering) and trees.

Laney Hill Nursery was suggested for the good prices and being connected to the county's agricultural community; they only carry things that are indigenous to our area.

Pike's Nursery was also suggested for helping design, prepare the property, and plant.

The town could consider hiring a 20-hour a week part-time person to tend the park or find a company that could do it. This would be in addition to the turf management company.

The shrubbery at the town hall is terrible and needs to be replaced.

The "Welcome" signs need to have something new, because the current landscaping has gotten old and tired.

Mayor Becker will review and report back to the council at the next meeting with an update.

Town Hall security cameras are a must and need to happen right now.

The carpeting should be replaced, and the interior painting should be done.

Sherwin Williams was suggested for the interior painting. There is a \$25 fee for a design consultant.

The town may consider luxury vinyl plank instead of carpeting, noting the maintenance needs would be different, because it would have to be mopped and swept properly.

The bathroom flooring needs to be looked at; possibly replacing it with ceramic flooring.

The council might consider having the council bench lowered, because it is approximately six inches too high. In addition, having side tables built (for staff) might be a good idea.

Staff was asked to get a plan and bring it back to the council with the costs. A general contractor may be necessary.

The council was given a homework assignment to bring back some ideas for replacing the fountain in the park. The fountain no longer works, and it has become a focal point for children to put mulch and rocks in.

There could be a small garden area to plant flowers in away from the playground, maybe toward the front.

Exterior pressure washing needs to be done.

Mayor Becker will research cameras and what type of public record the recordings would be.

**5. Adjournment** – Action Item

At 7:19 p.m. Councilwoman Critz motioned to adjourn the meeting and Councilman Muller seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Cureton, Krafft, and Muller. Nays: None.

Respectfully submitted by:

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Vicky A. Brooks, CMC, NCCMC, Town Clerk

\_\_\_\_\_  
Frederick Becker III, Mayor

DRAFT

**Draft Minutes of the  
Mineral Springs Town Council  
Regular Meeting  
April 13, 2023 – 7:30 p.m.**

The Town Council of the Town of Mineral Springs, North Carolina, met in 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, April 13, 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:** None.

**1. Opening**

With a quorum present at 7:32 p.m. on April 13, 2023, Mayor Becker called the meeting to order.

Councilwoman Cureton delivered the invocation.

Pledge of Allegiance.

**2. Public Comments**

None.

**3. Consent Agenda – Action Item**

Councilwoman Coffey motioned to approve the consent agenda containing the March 9, 2023 Regular Meeting Minutes, the February 2023 Union County Tax Report, and the February 2023 Finance Report and Councilwoman Krafft seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

**4. Consideration of Accepting the Audit Report – Action Item**

Kendra Gangal, CPA, PLLC gave her presentation via phone.

Ms. Gangal referred to the three exhibits out of the report that Mayor Becker distributed to the council in the agenda packet: statement of net position; balance sheet; and budget-to-actual. Ms. Gangal explained what she looks for on the audit are things like consistency and the processes the town has in place, accessibility of the files, organization of the files, and budget versus actual. The good thing Ms. Gangal has always noticed was that the town has a high collection rate on taxes.

Ms. Gangal noted there was one small difference and referred the council to page 15 of the report. There are two major funds this year, because of the special revenue fund (the grant money the town received). Normally, what happens with government is there might be different funds, depending on what they are doing, which is what happened to Mineral Springs with the grant money they received. There would be a normal general fund that handles the everyday operation, and the grant money was supposed to be collected and called a special revenue fund, which is listed as a major fund. The reason it was done that way is if there is any fund where either its assets, liabilities, revenues, or expenses are at least 10 percent of the total amount of those for all the funds, then you have to consider it a major fund. For instance, on page 15, you will see total assets in the general fund of \$1,126,000 and the special revenue fund for the grant money was \$135,000, but in

total they were \$1,261,000 and 10 percent of that is \$126,000. Since the grant money was more than \$126,000, it is broken out instead of lumping it all into one column. The council will probably be seeing that for the next year or two, until that money is spent. What this does it that it says to the reader, “this is kind of an important thing, it’s more than just some small little fund we’re dealing with here.” This is why it is split out and called a major fund.

Ms. Gangal referred the council to page 38, which is basically the “Budget to Actual” and it really breaks out what the budget is, based on the budget at the end of the year after any amendments/adjustments that were made to it. What auditors are looking at is “where are you budget-wise versus your actual numbers?” Mineral Springs had a net change of profit of \$52,126, so the town does seem to do well at staying within their budget. The unrestricted inter-governmental monies the town gets (sales tax, utilities tax, natural gas) are estimates, so the town doesn’t know exactly what they are going to get until that point in time. Overall, the town is within budget, and the numbers look good.

Ms. Gangal mentioned the Local Government Commission (LGC) (or the state) came up with performance indicators last year, which became part of the workbook that she has to submit when she submits the audit for approval. What they are trying to do is to make sure that no government falls behind or they can catch them before anything major happens. Ms. Gangal pointed out the one indicator she had for Mineral Springs, which is good, is that the town did not have any issues. The performance indicators were set up so that if a government does have something, it would put up a red flag and get caught quickly.

Ms. Gangal pointed out that the LGC typically looks at the fund balance as compared to the annual governmental expenditures and what percentage that is. For a municipality the size of Mineral Springs, the average fund balance available is 132 percent of the annual expenditures, but Mineral Springs is 325 percent. This is a strong indicator of how Mineral Springs has managed their money and been very smart in maintaining and keeping things going. The town has plenty of fund balance available to cover expenses for quite a few months if something major was to happen, like not getting the expected revenues or emergencies.

Ms. Gangal explained she looks at the town processes during the audit to make sure she can get to stuff, see that checks were written, they were written timely, they were written for the right amount, and written to the correct vendor. Ms. Gangal stated she normally does not have any problems getting the information she needs, and she does not have anything negative to say.

Mayor Becker asked the council if they had any questions for Ms. Gangal while she was on the line. The contact information for Ms. Gangal is on the audit report if the council wishes to contact her at a later time.

Councilwoman Critz motioned to accept the audit report and Councilwoman Cureton seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

#### **5. FY2023-2024 Budget: Preliminary Departmental Appropriations – Action Item**

Mayor Becker explained there was a “big ask” in the preliminary department appropriations to bring the salaries closer to the cost of living, and it was something the council will have to deliberate on. Mayor Becker explained what the differences were and noted that he tried to keep things close to last year, some will be greater, because things are just costing more. Mayor Becker mentioned that Ms. Gangal told him with the additional accounting that is dealing with the ARPA money to add \$500 more this year for the audit, so that will go from \$4,730 to \$5,230, as long as the council understands that is what will be in the budget he will be presenting.

In reference to the staff cost-of-living increase, Councilwoman Coffey asked if it was relative to what Mayor Becker was seeing in the market in comparison to other towns our size.

Mayor Becker responded that there wasn't good data on what current increases were, but he did look at the League of Municipalities salary study from a couple years ago, which was before some of the big increases. The finance officer (for example) based on full-time positions for towns between 2,500 and 5,000 was just about double what the proposed finance officer's salary is for Mineral Springs, which is a half-time job, so that is in line. In the case of the clerk and planning director, Mayor Becker believed if those were added together, it is one full-time job, because Ms. Brooks is the only full-time employee for the town. If you doubled Ms. Brooks planning director salary, the average planning director salary was higher than that, but if you doubled the clerk portion of the salary, the average clerk salaries were slightly lower. The balance with the proposed salaries are in line with what the league was reporting a year or two ago, so it is not over the top by any means.

Councilwoman Coffey mentioned that in the past, the town has always been a little lower than most compared to towns closest to Mineral Springs.

Mayor Becker responded that in many cases it has been, and it has been kept that way, but after a while, the town is falling behind and maybe wanted to catch up.

Councilwoman Coffey stated that she would recommend that it be approved.

Councilwoman Krafft mentioned as the council moves forward with the budgeting with not only the increase in salaries, but there will be additional salaries if the town hires a landscaper for 20 hours; the town needs to have a ballpark figure.

Mayor Becker commented he was not planning for that, because he did not think they would have somebody on board by July 1<sup>st</sup>. The town doesn't know when it will happen, it could be six months down the line.

Councilwoman Krafft commented she didn't think the town could wait six months to get a landscaper.

Mayor Becker mentioned that he worried about trying to do planting, because it is almost too late. The town might have to mulch the whole thing and not plant until the fall; we need advice from people who know.

Mayor Becker explained if the town were to do major capital, the council would do a capital project ordinance and if a major non-capital is done, that could be a special project ordinance, or it could be a budget amendment if the money runs out. If the council increases the salaries, the total increase for both employees is approximately \$10,000 across the board for all three positions. Mayor Becker noted that he could say with some confidence that the town is in a good position with the interest income, which is not going down anytime soon. As Ms. Gangal mentioned earlier, the town had an increase of \$52,000 in fund balance from last year to this year. The town is always coming up between \$50,000 and \$80,000 ahead, because of the way the budgeting operates. That is independent of any of the grant funding the town got last time. The town is going to be in a strong position if the interest income stays the same. If the council looks at the total, the operating costs are \$12,000 more than last year, which was \$337,980, by juggling things back and forth, cutting where the town hasn't been spending, it is \$12,000 greater than the total last year at a proposed \$350,278 (with Ms. Gangal's request). Mayor Becker stated he was not trying to justify staff asking for a lot of money, but he did not think that town had a financial squeeze of that nature. Mayor Becker believed that the projects were going to spend the fund balance, that is what the fund balance is there for, the town is going to appropriate money from the fund balance for these one-time projects. Having an ongoing staff is another matter, which is something the town might be better to contract somebody rather than getting a staff member. The town could just end the contract and say "hey, we can't afford it," it is easier than firing somebody.

Councilwoman Critz expressed concerns about this big jump all at once as far as the perspective from the community, because other corporations are not getting this kind of cost-of-living increase

to her knowledge. If the town is trying to come up to the current standard, they might want to split, do it differently, like an increase for the cost of living, plus an additional increase for coming up to current standard. Councilwoman Critz wondered if the town might want to explain it a little differently. Councilwoman Critz was not suggesting the council do less, she was suggesting they refrain, because no one is getting 11.8% cost of living; it is just not happening.

Councilwoman Coffey commented that it could be people have gotten larger raises over the years.

Councilwoman Critz suggested the council say that one is a raise to bring them up to the standard and then on top of that have a percentage of cost of living. The total would not be different, but the community would see it as the fact that the council is trying to... The wording needs to be reframed.

Councilwoman Krafft offered from the corporation standpoint, they do a position modification and they bring that position number up to the average standard, and then on top of that they will do a cost of living. Councilwoman Krafft believed that it had been an underpaid position at this point, the average of what most people in the area have had, so she didn't think that 11.8 is an unreasonable ask, but she did think the way that it is presented is very important. Councilwoman Krafft thought it was not just for today, but for next year, because the position pay has to be brought up to this level and for other years to come, you do that review, and then you do the cost of living on top of that, so there is a two-fold mechanism. The reason that is important is because at some point there might be a bonus kind of thing and the base pay is important, because you receive a one percent bonus. The base pay needs to be raised and the cost of living is on top of that.

Mayor Becker stated it was only going to be in the text of the budget, it will not be in the spreadsheet, and he will wordsmith that.

In reference to bonuses, it was clarified that the council swore them off years ago.

Councilwoman Krafft commented that the most important part is that the positions are paid and justified by data from many different places and then the cost of living goes on top of that. For example, if someone is making \$10, but the base pay should be \$15, you raise it to \$15 and you still get the cost of living on top of that. The League data is several years behind, but it gives the justification.

Mayor Becker clarified with the increase that is being asked for this year, it is still at or below the League average.

Councilman Countryman thought it would be hard for the community to understand why the salary for anybody would be commensurate with the salary for the same position for the City of Charlotte.

Councilwoman Krafft stated it had to be relative.

Councilman Countryman stated he thought the point that was being made was that you make a determination of what that position is worth that you would realize an eight percent increase and then in addition to that there is a three-point-eight percent increase. This is in an effort to make the position competitive.

Councilwoman Krafft offered that it would help people, like Ms. Brooks, who went to hire somebody, because she now has a set position salary/range and then you can add on the cost of living as is deemed necessary. The cost of living has skyrocketed over the last couple of years.

Councilman Countryman reflected from his corporate experience, positions had a range from base to max and salaries could be increased proportionately based on merit and performance within that range; you could never make more than what you were worth, but you could always make less based on performance and tenure.

Councilwoman Krafft commented that she honestly thought that 11.8 might not be enough, but she thought Mayor Becker would find that out when he looks at those very comparable.

Mayor Becker responded he would love to ask for even more, but he was settled on that, and he did not want to necessarily go for more by this process.

Councilman Countryman commented he thought the council would be hard pressed to justify that to the constituents within this community.

Councilwoman Critz stated regardless of what someone may say, or do, or like, or not like, Councilwoman Krafft is making a good point to where the council has two separate actions. One is to bring staff up to standard and the other is a cost of living. The council should set a precedent, so every two years, they reevaluate bringing the salary to standard in addition to a cost of living.

Mayor Becker commented that “less is more” in communication. Even though this is a public document, and the public can view it online, the calculation that he did does not have to be in the budget, it will simply be figures. Mayor Becker will “wordsmith” [these thoughts] for what goes into the next level of the budget.

The council may want to officially add a policy procedure for evaluations to be done every two years.

Mayor Becker mentioned that the problem with Mineral Springs it that there is such a small staff and also a small budget. Mineral Springs has the lowest budget in the county, except for Hemby Bridge.

Councilwoman Krafft thought that over the course of time there might be a time where the town will need to add some people.

Discussions continued about re-allocating positions, staff retirement in the next couple of years, forming base salaries, staff that is stretched, coming up with secession plans, training people, hours worked versus hours town hall is open, and researching comparable salaries.

Mayor Becker asked the council if the salary numbers were good and if the proposed appropriations looked okay.

Councilwoman Coffey motioned to move forward with the figure as presented and to analyze comparable salaries and Councilwoman Cureton seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

Mayor Becker reminded the council that the budget does not get adopted until sometime before June 30 at 11:59 p.m.

## **6. Consideration of Playground Mulch**– Action Item

Mayor Becker explained this was an example of having a facility that has to meet safety standards and has to be inspected. The mulch was replaced three years ago, and it needs to be replaced again. Mayor Becker stated he finally got the bid of \$2,876.81 two days ago; the materials are almost the same, but the labor more than doubled and the freight just about doubled. Mayor Becker stated he did not think he would get a better price, and this is the company the town worked with before when the playground was installed; they were the best price out there. Mayor Becker recommended that the council approve the contract.

Councilwoman Coffey motioned to accept the mulch contract, purchase the mulch, and get it installed and Councilwoman Critz seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

Mayor Becker stated he would call Cunningham Recreation to get that set up, because it will take a month to get it done and it needs to be done before the movie night.

Councilwoman Critz asked to be reminded of the date of the movie night.

Mayor Becker responded it was June 30<sup>th</sup>.

## 7. Staff Updates

Ms. Brooks informed the council that there were “urban campers” at town hall for two weeks. Staff started noticing some strange things going on in the alcove out front [just outside the front windows on the porch]. The security camera can only pick up people walking over to the alcove. There were phone charger cords that had been plugged into the power, the door handle of the inside of a car door, the heater that was in our water meter cover [backflow preventor] was found right next to the alcove in the pine needles.

Mayor Becker commented that it didn't bother staff, but they were going beyond charging their phones.

The urban campers were using town hall to do whatever and then they were camping on the Harris Teeter property in the woods [in a tent]. The couple would hang out in the park during the day some. There was also another man hanging around, but it was not believed that he was with the couple.

Eventually the sheriff's department was called, and the couple was told that they were trespassing, and they needed to leave. The next day, the cord that they were using, which belonged to the town was found wrapped up nice and neat and put at the front door.

Mayor Becker mentioned the couple had moved out of the alcove into their tent and they had plugged the 150-foot cord into the rock building that they had going over to their tent at the edge of the woods.

Ms. Brooks explained that they thought the couple had followed instructions and left, but a few days later...

Mayor Becker explained he was showing the property to a gentleman who had been to town hall to visit Ms. Brooks; he wanted to see the boundaries of the Harris Teeter property. They walked past where the tent was. Mayor Becker had pointed out the well house and they discovered the couple had moved into the well house.

The sheriff's department was called again. With the consent of the Harris Teeter property manager, the couple was told again to leave and if they came back, they would be arrested for trespassing.

Meanwhile, the other man was in the park and in the alcove screaming at people on his phone.

It was noted the town does have a policy for town hall, but there could be some amendments made in the next month or two to get the downtown park hours (half hour before sunrise to half hour after sunset) posted at the park.

## 8. Other Business

There was no other business.

## 9. Adjournment – Action Item

At 8:39 p.m. Councilwoman Coffey motioned to adjourn the meeting and Councilwoman Krafft seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

The next regular meeting will be on Thursday, May 11, 2023 at 7:30 p.m. at the Mineral Springs Town Hall.

Respectfully submitted by:

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Vicky A. Brooks, CMC, NCCMC, Town Clerk

---

Frederick Becker III, Mayor



**To:** Town of Mineral Springs  
Rick Becker

**From:** Vann Harrell   
Tax Administrator

**Date:** April 12, 2023

**Re:** Departmental Monthly Report

---

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

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

Attachment

VH/JM

MARCH 2023  
TOWN OF MINERAL SPRINGS  
PERCENTAGE REPORT

<b>MARCH 31, 2023 REGULAR TAX</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
BEGINNING CHARGE	53.81	80,665.30	80,027.69	69,694.82	67,992.78	67,409.94
TAX CHARGE						
PUBLIC UTILITIES CHARGES						
DISCOVERIES						
NON-DISCOVERIES	39.78					
RELEASES	(0.62)					
<b>TOTAL CHARGE</b>	<b>92.97</b>	<b>80,665.30</b>	<b>80,027.69</b>	<b>69,694.82</b>	<b>67,992.78</b>	<b>67,409.94</b>
BEGINNING COLLECTIONS	-	79,185.70	79,917.22	69,598.32	67,900.39	67,387.61
COLLECTIONS - TAX	7.01	522.73	3.97	6.08	3.27	
COLLECTIONS - INTEREST		16.86	0.70	0.79	0.98	
<b>TOTAL COLLECTIONS</b>	<b>7.01</b>	<b>79,708.43</b>	<b>79,921.19</b>	<b>69,604.40</b>	<b>67,903.66</b>	<b>67,387.61</b>
BALANCE OUTSTANDING	85.96	956.87	106.50	90.42	89.12	22.33
<b>PERCENTAGE OF REGULAR</b>	<b>7.54%</b>	<b>98.81%</b>	<b>99.87%</b>	<b>99.87%</b>	<b>99.87%</b>	<b>99.97%</b>
<b>COLLECTION FEE 1.25 %</b>	<b>0.09</b>	<b>6.74</b>	<b>0.06</b>	<b>0.09</b>	<b>0.05</b>	<b>-</b>

MARCH 2023  
TOWN OF MINERAL SPRINGS  
PERCENTAGE REPORT

2017	2016	2015	2014	2013
65,441.40	61,553.74	62,157.91	64,338.55	64,894.00
<b>65,441.40</b>	<b>61,553.74</b>	<b>62,157.91</b>	<b>64,338.55</b>	<b>64,894.00</b>
65,415.54	61,546.81	62,148.62	64,320.06	64,880.41
<b>65,415.54</b>	<b>61,546.81</b>	<b>62,148.62</b>	<b>64,320.06</b>	<b>64,880.41</b>
25.86	6.93	9.29	18.49	13.59
<b>99.96%</b>	<b>99.99%</b>	<b>99.99%</b>	<b>99.97%</b>	<b>99.98%</b>
-	-	-	-	-

## Town of Mineral Springs

# FINANCE REPORT

## March 2023

Prepared for:

The Mineral Springs Town Council

By:

Frederick Becker III  
Finance Officer

**May 11, 2023**

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# Cash Flow Report FY2022 YTD

7/1/2022 through 3/31/2023

4/13/2023

Page 1

Category	7/1/2022- 3/31/2023
<b>INCOME</b>	
Interest Income	8,915.90
Other Inc	
NC Grant	135,309.37
Sales Tax Refunds	1,624.56
Zoning	5,292.95
TOTAL Other Inc	142,226.88
Prop Tax 2022	
Receipts 2022	
Int	91.46
Tax	79,183.33
TOTAL Receipts 2022	79,274.79
TOTAL Prop Tax 2022	79,274.79
Prop Tax Prior Years	
Prop Tax 2013	
Receipts 2013	
Int	5.61
Tax	6.94
TOTAL Receipts 2013	12.55
TOTAL Prop Tax 2013	12.55
Prop Tax 2014	
Receipts 2014	
Int	4.98
Tax	6.94
TOTAL Receipts 2014	11.92
TOTAL Prop Tax 2014	11.92
Prop Tax 2015	
Receipts 2015	
Int	3.12
Tax	13.27
TOTAL Receipts 2015	16.39
TOTAL Prop Tax 2015	16.39
Prop Tax 2016	
Receipts2016	
Int	32.34
Tax	59.11
TOTAL Receipts2016	91.45
TOTAL Prop Tax 2016	91.45
Prop Tax 2017	
Receipts2017	
Int	18.65
Tax	40.18
TOTAL Receipts2017	58.83
TOTAL Prop Tax 2017	58.83
Prop Tax 2018	
Receipts	
Int	14.37
Tax	40.18
TOTAL Receipts	54.55
TOTAL Prop Tax 2018	54.55

# Cash Flow Report FY2022 YTD

7/1/2022 through 3/31/2023

4/13/2023

Page 2

Category	7/1/2022- 3/31/2023
Prop Tax 2019	
Receipts 2019	
Int	11.62
Tax	43.63
TOTAL Receipts 2019	55.25
TOTAL Prop Tax 2019	55.25
Prop Tax 2020	
Receipts	
Int	7.96
Tax	45.36
TOTAL Receipts	53.32
TOTAL Prop Tax 2020	53.32
Prop Tax 2021	
Receipts 2021	
Int	7.03
Tax	89.72
TOTAL Receipts 2021	96.75
TOTAL Prop Tax 2021	96.75
TOTAL Prop Tax Prior Years	451.01
Sales Tax	
Cable TV	8,831.88
Electricity	109,635.94
Natural Gas Excise	379.69
Sales & Use Dist	23,550.51
telecommunications	1,163.51
TOTAL Sales Tax	143,561.53
Veh Tax	
Int 2022	53.78
Tax 2020	-15.73
Tax 2022	5,396.87
TOTAL Veh Tax	5,434.92
<b>TOTAL INCOME</b>	<b>379,865.03</b>
<b>EXPENSES</b>	
Ads	300.00
Attorney	4,000.00
Audit	4,730.00
Capital Outlay	
Furniture	1,351.90
TOTAL Capital Outlay	1,351.90
Community	
Communication	3,365.40
Greenway	1,396.92
Maint	3,493.77
Parks & Rec	
Park	3,766.07
TOTAL Parks & Rec	3,766.07
Special Events	
Misc	100.00
TOTAL Special Events	100.00
TOTAL Community	12,122.16

# Cash Flow Report FY2022 YTD

7/1/2022 through 3/31/2023

4/13/2023

Page 3

Category	7/1/2022- 3/31/2023
<b>Emp</b>	
Benefits	
Dental	760.00
Life	608.00
NCLGERS	14,347.35
Vision	140.00
TOTAL Benefits	15,855.35
Bond	550.00
FICA	
Med	1,525.37
Soc Sec	6,522.44
TOTAL FICA	8,047.81
Payroll	1,706.58
Unemp	63.12
State	25.00
TOTAL Unemp	88.12
Work Comp	2,026.78
TOTAL Emp	28,274.64
<b>Office</b>	
Bank	12.00
Clerk	30,627.00
Council	10,800.00
Deputy Clerk	9,623.36
Dues	7,390.28
Equip	532.68
Finance Officer	28,296.00
Ins	4,212.96
Maint	
Materials	517.34
Service	10,235.94
TOTAL Maint	10,753.28
Mayor	4,500.00
Misc	144.11
Post	500.00
Records	5,402.44
Supplies	3,011.51
Tel	5,702.07
Util	3,213.34
TOTAL Office	124,721.03
<b>Planning</b>	
Administration	
Contract	1,445.58
Salaries	26,478.00
TOTAL Administration	27,923.58
Misc	683.07
TOTAL Planning	28,606.65
Street Lighting	1,005.20
Tax Coll	
Contract	1,170.16
TOTAL Tax Coll	1,170.16
Training	



# Cash Flow Report FY2022 YTD

7/1/2022 through 3/31/2023

4/13/2023

Page 4

Category	7/1/2022- 3/31/2023
Officials	60.00
Staff	225.00
TOTAL Training	285.00
Travel	1,956.02
<b>TOTAL EXPENSES</b>	<b>208,522.76</b>
<b>TRANSFERS</b>	
FROM Check Min Spgs	1,315,309.37
FROM Idle Funds First National	850,000.00
FROM MM Sav ParkSterling	941,475.02
TO Check Min Spgs	-850,000.00
TO Idle Funds First National	-1,221,475.02
TO NCCMT_Cash	-900,000.00
TO SER Grant Project Fund	-33,967.00
TO SLFRF Revenues	-135,309.37
<b>TOTAL TRANSFERS</b>	<b>-33,967.00</b>
<b>OVERALL TOTAL</b>	<b>137,375.27</b>

# Account Balances History Report - As of 3/31/2023

(Includes unrealized gains)

Account	6/29/2022 Balance	6/30/2022 Balance	7/31/2022 Balance	8/31/2022 Balance	9/30/2022 Balance	10/31/2022 Balance	11/30/2022 Balance
<b>ASSETS</b>							
<b>Cash and Bank Accounts</b>							
Check Min Spgs	118,815.17	118,296.91	79,927.33	60,879.93	107,309.40	40,460.10	17,070.24
Idle Funds First National	0.00	0.00	0.00	0.00	941,659.45	1,222,184.28	1,222,837.23
MM Sav ParkSterling	941,271.29	941,309.97	941,347.36	941,475.02	0.00	0.00	0.00
NCCMT_Cash	2,359.74	2,361.64	2,364.68	2,368.97	2,373.69	2,379.61	2,386.51
SER Grant Project Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SLFRF Revenues	135,309.38	135,337.74	135,396.88	270,783.78	270,928.45	40,404.05	40,425.64
SLFRF Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL Cash and Bank Account...</b>	<b>1,197,755.58</b>	<b>1,197,306.26</b>	<b>1,159,036.25</b>	<b>1,275,507.70</b>	<b>1,322,270.99</b>	<b>1,305,428.04</b>	<b>1,282,719.62</b>
<b>Other Assets</b>							
State Revenues Receivable	0.00	64,074.77	60,166.29	56,193.28	0.00	0.00	0.00
<b>TOTAL Other Assets</b>	<b>0.00</b>	<b>64,074.77</b>	<b>60,166.29</b>	<b>56,193.28</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL ASSETS</b>	<b>1,197,755.58</b>	<b>1,261,381.03</b>	<b>1,219,202.54</b>	<b>1,331,700.98</b>	<b>1,322,270.99</b>	<b>1,305,428.04</b>	<b>1,282,719.62</b>
<b>LIABILITIES</b>							
<b>Other Liabilities</b>							
Accounts Payable	692.76	11,276.25	9,178.72	8,478.18	8,478.18	8,478.18	8,478.18
Restricted Fund Balance	135,309.38	135,309.38	135,309.38	270,618.75	270,618.75	39,948.89	39,948.89
<b>TOTAL Other Liabilities</b>	<b>136,002.14</b>	<b>146,585.63</b>	<b>144,488.10</b>	<b>279,096.93</b>	<b>279,096.93</b>	<b>48,427.07</b>	<b>48,427.07</b>
<b>TOTAL LIABILITIES</b>	<b>136,002.14</b>	<b>146,585.63</b>	<b>144,488.10</b>	<b>279,096.93</b>	<b>279,096.93</b>	<b>48,427.07</b>	<b>48,427.07</b>
<b>OVERALL TOTAL</b>	<b>1,061,753.44</b>	<b>1,114,795.40</b>	<b>1,074,714.44</b>	<b>1,052,604.05</b>	<b>1,043,174.06</b>	<b>1,257,000.97</b>	<b>1,234,292.55</b>

## Account Balances History Report - As of 3/31/2023

(Includes unrealized gains)

4/14/2023

Account	12/31/2022 Balance	1/31/2023 Balance	2/28/2023 Balance	3/31/2023 Balance
<b>ASSETS</b>				
<b>Cash and Bank Accounts</b>				
Check Min Spgs	104,453.31	91,435.29	36,146.61	65,608.06
Idle Funds First National	1,223,490.53	1,224,187.75	374,601.39	374,808.19
MM Sav ParkSterling	0.00	0.00	0.00	0.00
NCCMT_Cash	2,394.44	2,403.02	903,740.98	907,243.75
SER Grant Project Fund	0.00	0.00	0.00	0.00
SLFRF Revenues	40,447.24	40,470.29	40,490.47	40,512.82
SLFRF Fund	0.00	0.00	0.00	0.00
<b>TOTAL Cash and Bank Account...</b>	<b>1,370,785.52</b>	<b>1,358,496.35</b>	<b>1,354,979.45</b>	<b>1,388,172.82</b>
<b>Other Assets</b>				
State Revenues Receivable	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>TOTAL ASSETS</b>	<b>1,370,785.52</b>	<b>1,358,496.35</b>	<b>1,354,979.45</b>	<b>1,388,172.82</b>
<b>LIABILITIES</b>				
<b>Other Liabilities</b>				
Accounts Payable	692.77	692.77	692.77	692.77
Restricted Fund Balance	39,948.89	39,948.89	39,948.89	39,948.89
<b>TOTAL Other Liabilities</b>	<b>40,641.66</b>	<b>40,641.66</b>	<b>40,641.66</b>	<b>40,641.66</b>
<b>TOTAL LIABILITIES</b>	<b>40,641.66</b>	<b>40,641.66</b>	<b>40,641.66</b>	<b>40,641.66</b>
<b>OVERALL TOTAL</b>	<b>1,330,143.86</b>	<b>1,317,854.69</b>	<b>1,314,337.79</b>	<b>1,347,531.16</b>

Mineral Springs Monthly Revenue Summary 2022-23

TOWN OF MINERAL SPRINGS												
REVENUE SUMMARY 2022-23												
Source	Budget	Receivable	Rec'd YTD	% of Budget	July	August	September	October	November			
Property Tax - prior	\$ 600.00	\$ 148.99	\$ 451.01	75.2%	\$ -	\$ 11.48	\$ 12.16	\$ 6.52	\$ 366.94			
Property Tax - 2022	\$ 80,305.00	\$ 1,030.21	\$ 79,274.79	98.7%	\$ -	\$ 54.73	\$ 3,787.77	\$ 5,373.08	\$ 3,341.31			
Interest	\$ 600.00	\$ (8,315.90)	\$ 8,915.90	1486.0%	\$ 99.57	\$ 209.48	\$ 333.82	\$ 676.21	\$ 681.44			
Sales Tax - Electric	\$ 208,000.00	\$ 98,364.06	\$ 109,635.94	52.7%	\$ -	\$ -	\$ -	\$ -	\$ -			
Sales Tax - Sales & Use	\$ 33,000.00	\$ 9,449.49	\$ 23,550.51	71.4%	\$ -	\$ -	\$ 3,420.18	\$ 3,250.72	\$ 3,389.47			
Sales Tax - Other Util.	\$ 22,300.00	\$ 11,924.92	\$ 10,375.08	46.5%	\$ -	\$ -	\$ -	\$ -	\$ -			
Sales Tax - Alc. Bev.	\$ 13,000.00	\$ 13,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -			
Vehicle Taxes	\$ 7,400.00	\$ 1,965.08	\$ 5,434.92	73.4%	\$ -	\$ 713.41	\$ -	\$ 1,495.55	\$ 690.73			
Zoning Fees	\$ 3,500.00	\$ (1,792.95)	\$ 5,292.95	151.2%	\$ 325.00	\$ 560.00	\$ 310.00	\$ 895.00	\$ 605.00			
Other	\$ 600.00	\$ (1,024.56)	\$ 1,624.56	270.8%	\$ -	\$ -	\$ -	\$ -	\$ -			
<b>Totals</b>	<b>\$ 369,305.00</b>	<b>\$ 124,749.34</b>	<b>\$ 244,555.66</b>	<b>66.2%</b>	<b>\$ 424.57</b>	<b>\$ 1,549.10</b>	<b>\$ 7,863.93</b>	<b>\$ 11,697.08</b>	<b>\$ 9,074.89</b>			
SLFRF			\$ 135,309.37			\$ 135,309.37						
<b>GRAND TOTAL</b>			<b>\$ 379,865.03</b>		<b>\$ 424.57</b>	<b>\$ 136,858.47</b>	<b>\$ 7,863.93</b>	<b>\$ 11,697.08</b>	<b>\$ 9,074.89</b>			
December	January	February	March	April	May	June	June a/r					
Property Tax - prior	\$ 12.94	\$ 0.25	\$ 0.24	\$ 40.48								
Property Tax - 2022	\$ 43,945.79	\$ 11,928.30	\$ 8,492.63	\$ 2,351.18								
Interest	\$ 682.83	\$ 728.85	\$ 1,771.78	\$ 3,731.92								
Sales Tax - Electric	\$ 61,153.79	\$ -	\$ -	\$ 48,482.15								
Sales Tax - Sales & Use	\$ 3,340.49	\$ 3,220.80	\$ 3,223.82	\$ 3,705.03								
Sales Tax - Other Util.	\$ 5,094.86	\$ -	\$ -	\$ 5,280.22								
Sales Tax - Alc. Bev.	\$ -	\$ -	\$ -	\$ -								
Vehicle Taxes	\$ 684.30	\$ 652.86	\$ 625.67	\$ 572.40								
Zoning Fees	\$ 360.00	\$ 780.00	\$ 660.00	\$ 797.95								
Other	\$ -	\$ -	\$ -	\$ 1,624.56								
<b>Totals</b>	<b>\$ 115,275.00</b>	<b>\$ 17,311.06</b>	<b>\$ 14,774.14</b>	<b>\$ 66,585.89</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>			
SLFRF												
<b>GRAND TOTAL</b>	<b>\$ 115,275.00</b>	<b>\$ 17,311.06</b>	<b>\$ 14,774.14</b>	<b>\$ 66,585.89</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>			

Mineral Springs Budget Comparison 2022-23

TOWN OF MINERAL SPRINGS										
BUDGET COMPARISON 2022-23										
Appropriation dept	Budget	Unspent	Spent YTD	% of Budget	July	August	September	October	November	
Advertising	\$ 1,800.00	\$ 1,500.00	\$ 300.00	16.7%	\$ -	\$ -	\$ -	\$ -	\$ -	
Attorney	\$ 9,600.00	\$ 5,600.00	\$ 4,000.00	41.7%	\$ 300.00	\$ 300.00	\$ 300.00	\$ 1,600.00	\$ 300.00	\$ -
Audit	\$ 4,730.00	\$ -	\$ 4,730.00	100.0%	\$ -	\$ -	\$ -	\$ 3,311.00	\$ -	\$ -
Charities & Agencies	\$ 11,675.00	\$ 11,675.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Community Projects	\$ 22,500.00	\$ 10,377.84	\$ 12,122.16	53.9%	\$ 878.54	\$ 1,472.65	\$ 14.60	\$ 4,117.57	\$ 1,510.93	\$ -
Contingency	\$ 3,000.00	\$ 3,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Overhead	\$ 37,400.00	\$ 9,125.36	\$ 28,274.64	75.6%	\$ 5,525.60	\$ 2,887.47	\$ 2,791.51	\$ 2,804.29	\$ 1,279.07	\$ -
Elections	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fire Protection	\$ 12,000.00	\$ 12,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	\$ 15,000.00	\$ 15,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office & Administrative	\$ 162,571.00	\$ 37,849.97	\$ 124,721.03	76.7%	\$ 27,409.91	\$ 14,603.19	\$ 11,094.70	\$ 13,284.55	\$ 11,200.13	\$ -
Planning & Zoning	\$ 47,304.00	\$ 18,697.35	\$ 28,606.65	60.5%	\$ 4,814.58	\$ 2,942.00	\$ 2,942.00	\$ 3,198.07	\$ 2,765.48	\$ -
Street Lighting	\$ 1,400.00	\$ 394.80	\$ 1,005.20	71.8%	\$ -	\$ 102.90	\$ 103.61	\$ 111.24	\$ 114.29	\$ -
Tax Collection	\$ 1,800.00	\$ 629.84	\$ 1,170.16	65.0%	\$ -	\$ 23.41	\$ 47.50	\$ 113.31	\$ 68.40	\$ -
Training	\$ 3,000.00	\$ 2,715.00	\$ 285.00	9.5%	\$ 225.00	\$ -	\$ -	\$ -	\$ 60.00	\$ -
Travel	\$ 4,200.00	\$ 2,243.98	\$ 1,956.02	46.6%	\$ -	\$ 1,327.87	\$ -	\$ -	\$ 180.01	\$ -
Capital Outlay	\$ 31,325.00	\$ 29,973.10	\$ 1,351.90	4.3%	\$ 1,351.90	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals</b>	<b>\$ 369,305.00</b>	<b>\$ 160,782.24</b>	<b>\$ 208,522.76</b>	<b>56.5%</b>	<b>\$ 40,505.53</b>	<b>\$ 23,659.49</b>	<b>\$ 17,293.92</b>	<b>\$ 28,540.03</b>	<b>\$ 17,478.31</b>	<b>\$ -</b>
<b>Off Budget:</b>										
Interfund Transfers (SER)			\$ (33,967.00)						\$ (14,305.00)	
Interfund Transfers (CSLFRF)			\$ (230,669.86)					\$ (230,669.86)		
<b>Total Off Budget:</b>			<b>\$ (264,636.86)</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (230,669.86)</b>	<b>\$ (14,305.00)</b>	<b>\$ -</b>

Mineral Springs Budget Comparison 2022-23

Appropriation dept	December	January	February	March	April	May	June	June a/p
Advertising	\$ -	\$ -	\$ -	\$ 300.00				
Attorney	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00				
Audit	\$ 1,419.00	\$ -	\$ -	\$ -				
Charities & Agencies	\$ -	\$ -	\$ -	\$ -				
Community Projects	\$ 296.37	\$ 2,318.00	\$ 835.85	\$ 677.65				
Contingency	\$ -	\$ -	\$ -	\$ -				
Employee Overhead	\$ 2,640.76	\$ 4,769.75	\$ 2,630.03	\$ 2,946.16				
Elections	\$ -	\$ -	\$ -	\$ -				
Fire Protection	\$ -	\$ -	\$ -	\$ -				
Intergovernmental	\$ -	\$ -	\$ -	\$ -				
Office & Administrative	\$ 10,972.51	\$ 12,038.71	\$ 11,457.05	\$ 12,660.28				
Planning & Zoning	\$ 2,942.00	\$ 3,118.52	\$ 2,942.00	\$ 2,942.00				
Street Lighting	\$ 114.46	\$ 229.17	\$ -	\$ 229.53				
Tax Collection	\$ 571.09	\$ 172.08	\$ 126.11	\$ 48.26				
Training	\$ -	\$ -	\$ -	\$ -				
Travel	\$ 167.50	\$ -	\$ -	\$ 280.64				
Capital Outlay		\$ -	\$ -	\$ -				
<b>Totals</b>	<b>\$ 19,423.69</b>	<b>\$ 22,946.23</b>	<b>\$ 18,291.04</b>	<b>\$ 20,384.52</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Off Budget:</b>								
Interfund Transfers (SER)		\$ (6,654.00)		\$ (13,008.00)				
Interfund Transfers (CSLFRF)								
<b>Total Off Budget:</b>	<b>\$ -</b>	<b>\$ (6,654.00)</b>	<b>\$ -</b>	<b>\$ (13,008.00)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# March Cash Flow Report - Mar 2023

3/1/2023 through 3/31/2023

4/13/2023

Page 1

Category	3/1/2023- 3/31/2023
<b>INCOME</b>	
Interest Income	3,731.92
Other Inc	
Sales Tax Refunds	1,624.56
Zoning	797.95
TOTAL Other Inc	2,422.51
Prop Tax 2022	
Receipts 2022	
Int	59.61
Tax	2,291.57
TOTAL Receipts 2022	2,351.18
TOTAL Prop Tax 2022	2,351.18
Prop Tax Prior Years	
Prop Tax 2015	
Receipts 2015	
Int	0.71
Tax	9.44
TOTAL Receipts 2015	10.15
TOTAL Prop Tax 2015	10.15
Prop Tax 2016	
Receipts2016	
Int	10.74
Tax	18.93
TOTAL Receipts2016	29.67
TOTAL Prop Tax 2016	29.67
Prop Tax 2017	
Receipts2017	
Int	0.66
Tax	0.00
TOTAL Receipts2017	0.66
TOTAL Prop Tax 2017	0.66
TOTAL Prop Tax Prior Years	40.48
Sales Tax	
Cable TV	4,389.01
Electricity	48,482.15
Natural Gas Excise	327.59
Sales & Use Dist	3,705.03
telecommunications	563.62
TOTAL Sales Tax	57,467.40
Veh Tax	
Int 2022	10.88
Tax 2022	561.52
TOTAL Veh Tax	572.40
<b>TOTAL INCOME</b>	<b>66,585.89</b>
<b>EXPENSES</b>	
Ads	300.00
Attorney	300.00
Community	
Greenway	159.01

# March Cash Flow Report - Mar 2023

3/1/2023 through 3/31/2023

4/13/2023

Page 2

Category	3/1/2023- 3/31/2023
Maint	222.27
Parks & Rec	
Park	296.37
TOTAL Parks & Rec	296.37
TOTAL Community	677.65
Emp	
Benefits	
Dental	152.00
Life	121.60
NCLGERS	1,594.15
Vision	28.00
TOTAL Benefits	1,895.75
FICA	
Med	168.07
Soc Sec	718.68
TOTAL FICA	886.75
Payroll	163.66
TOTAL Emp	2,946.16
Office	
Clerk	3,403.00
Council	1,200.00
Deputy Clerk	972.00
Dues	1,317.00
Equip	84.07
Finance Officer	3,144.00
Maint	
Materials	42.64
Service	608.00
TOTAL Maint	650.64
Mayor	500.00
Supplies	397.26
Tel	376.80
Util	615.51
TOTAL Office	12,660.28
Planning	
Administration	
Salaries	2,942.00
TOTAL Administration	2,942.00
TOTAL Planning	2,942.00
Street Lighting	229.53
Tax Coll	
Contract	48.26
TOTAL Tax Coll	48.26
Travel	280.64
<b>TOTAL EXPENSES</b>	<b>20,384.52</b>
<b>TRANSFERS</b>	
TO SER Grant Project Fund	<b>-13,008.00</b>
<b>TOTAL TRANSFERS</b>	<b>-13,008.00</b>
<b>OVERALL TOTAL</b>	<b>33,193.37</b>



# Register Report - Mar 2023

3/1/2023 through 3/31/2023

4/14/2023

Page 1

Date	Num	Description	Memo	Category	Amount
3/2/2023	6562	D. Coffey Foundatio...	Invoice March 2023 (FY2022)	[SER Grant Project Fund]	-6,504.00
3/2/2023	EFT	Point And Pay	3872244 (FY2022)	Other Inc:Zoning	12.95
3/6/2023	656...	Municipal Insurance ...	03/23 (FY2022)	Emp:Benefits:Life	-60.80
			03/23 (FY2022)	Emp:Benefits:Dental	-76.00
			03/23 (FY2022)	Emp:Benefits:Vision	-14.00
3/6/2023	6564	Frederick Becker III	11/22-12/22 reimbursement: milea...	Travel	-280.64
3/6/2023	6565	Carolina Office Syst...	I/N IN2430739 (FY2022)	Office:Supplies	-77.93
3/6/2023	6566	Taylor & Sons Mowi...	I/N 0003 Mowing 3/2023 (FY2022)	Office:Maint:Service	-420.00
3/6/2023	6567	Duke Power	9100 3284 5207 Jan-Feb 2023 (F...	Street Lighting	-229.53
3/8/2023	EFT	Point And Pay	09-429-005B (FY2022)	Other Inc:Zoning	100.00
3/9/2023	EFT	Point And Pay	06-057-128 (FY2022)	Other Inc:Zoning	25.00
3/11/2023	EFT	Debit Card (Lowe's)	Trash Bags, Gloves (FY2022)	Office:Maint:Materials	-42.64
3/12/2023	EFT	Debit Card (McAfee)	Clerk AV software (FY2022)	Office:Supplies	-96.06
3/13/2023	EFT...	Union County	02/2023 (FY2022)	Prop Tax 2022:Receipts 2022:Tax	2,291.57
			02/2023 (FY2022)	Prop Tax 2022:Receipts 2022:Int	59.61
			02/2023 (FY2022)	Prop Tax Prior Years:Prop Tax 2017:...	0.00
			02/2023 (FY2022)	Prop Tax Prior Years:Prop Tax 2017:...	0.66
			02/2023 (FY2022)	Prop Tax Prior Years:Prop Tax 2016:...	18.93
			02/2023 (FY2022)	Prop Tax Prior Years:Prop Tax 2016:...	10.74
			02/2023 (FY2022)	Prop Tax Prior Years:Prop Tax 2015:...	9.44
			02/2023 (FY2022)	Prop Tax Prior Years:Prop Tax 2015:...	0.71
3/13/2023	EFT	Point And Pay	06-057-005 (FY2022)	Other Inc:Zoning	100.00
3/13/2023	EFT	Debit Card (AOL)	AOL Troubleshooting Svc 3/23 (F...	Office:Tel	-8.16
3/14/2023	6568	Union County Water...	A/N 84361*00 (FY2022)	Office:Util	-46.06
3/14/2023	6569	Union County Water...	A/N 91052*00 (FY2022)	Community:Parks & Rec:Park	-17.83
3/14/2023	6570	Lynn Rivera	Reimbursement - Greenway Herbi...	Community:Greenway	-159.01
3/14/2023	6571	Quadient Finance U...	7900 0440 3484 2470 Meter Ink (...	Office:Supplies	-164.40
3/14/2023	6572	Quadient, Inc.	I/N 59980373 Postage Meter Rent...	Office:Equip	-84.07
3/14/2023	6573	Bucket, Mop, And Br...	I/N MetAff - 139 janitorial 03/2023 ...	Office:Maint:Service	-188.00
3/14/2023	6574	Duke Power	9100 3284 4610 (Christmas Lights...	Community:Maint	-222.27
3/14/2023	6575	Charlotte Steeplech...	2023 Race Program Ad (FY2022)	Ads	-300.00
3/14/2023	DEP	Deposit	#22014 (FY2022)	Other Inc:Zoning	260.00
3/15/2023	EFT	NC Department of R...	Sales & Use Distribution 1/23 (FY...	Sales Tax:Sales & Use Dist	3,705.03
3/15/2023	EFT...	NC Department of R...	FY2022	Sales Tax:Natural Gas Excise	327.59
			FY2022	Sales Tax:Electricity	48,482.15
			FY2022	Sales Tax:telecommunications	563.62
			FY2022	Sales Tax:Cable TV	4,389.01
3/20/2023	EFT...	Union County {NCV...	2/23 (FY2022)	Veh Tax:Tax 2022	562.14
			2/23 (FY2022)	Veh Tax:Int 2022	10.88
			2/23 Refunds (FY2022)	Veh Tax:Tax 2022	-0.62
			2/23 (FY2022)	Tax Coll:Contract	-18.36
3/20/2023	6576	City Of Monroe	A/N 188215-1030442 Natural Gas...	Office:Util	-407.73
3/20/2023	6577	Windstream	061348611 (FY2022)	Office:Tel	-257.05
3/20/2023	6578	Clark, Griffin & McC...	I/N 8173 03/2023 (FY2022)	Attorney	-300.00
3/20/2023	6579	Carolina Office Syst...	I/N IN2449864 Contract (FY2022)	Office:Supplies	-58.87
3/20/2023	DEP	Deposit	#22015 2019 refund (FY2022)	Other Inc:Sales Tax Refunds	1,624.56
3/24/2023	EFT	Point And Pay	05-033-054 (FY2022)	Other Inc:Zoning	50.00
3/27/2023	DEP	Deposit	#22016 (FY2022)	Other Inc:Zoning	250.00
3/28/2023	6580	City Of Charlotte {C...	I/N MD-23000890 CRTPO Dues (...	Office:Dues	-1,317.00
3/28/2023	6581	Duke Power	9100 3284 5041 (Old School) (FY...	Office:Util	-27.06

# Register Report - Mar 2023

3/1/2023 through 3/31/2023

4/14/2023

Page 2

Date	Num	Description	Memo	Category	Amount
3/28/2023	6582	Duke Power{Office}	9100 3284 4818 (FY2022)	Office:Util	-134.66
3/28/2023	6583	Toi Toi USA LLC	I/N 2055332 Toilet, Handwash 3/2...	Community:Parks & Rec:Park	-278.54
3/28/2023	6584	Verizon Wireless	221474588-00001 (FY2022)	Office:Tel	-111.59
3/28/2023	658...	Municipal Insurance ...	4/23 (FY2022)	Emp:Benefits:Life	-60.80
			4/23 (FY2022)	Emp:Benefits:Dental	-76.00
			4/23 (FY2022)	Emp:Benefits:Vision	-14.00
3/30/2023	6586	D. Coffey Foundatio...	Invoice April 2023 (FY2022)	[SER Grant Project Fund]	-6,504.00
3/30/2023	EFT...	Paychex	Salary 3/23 (FY2022)	Office:Clerk	-3,198.82
			3/23 (FY2022)	Office:Deputy Clerk	-972.00
			Salary 3/23 (FY2022)	Office:Finance Officer	-2,955.36
			Salary 3/23 (FY2022)	Office:Mayor	-500.00
			Salary 3/23(FY2022)	Office:Council	-1,200.00
			Salary 3/23 (FY2022)	Planning:Administration:Salaries	-2,765.48
			FY2022	Emp:FICA:Soc Sec	-718.68
			FY2022	Emp:FICA:Med	-168.07
3/30/2023	EFT...	NC State Treasurer	3/23 LGERS contribution FY2022	Office:Clerk	-204.18
			3/23 LGERS contribution FY2022	Office:Finance Officer	-188.64
			3/23 LGERS contribution FY2022	Planning:Administration:Salaries	-176.52
			3/23 employer contribution FY2022	Emp:Benefits:NCLGERS	-1,594.15
3/31/2023	EFT	Paychex Fees	Fees 3/23 (FY2022)	Emp:Payroll	-163.66
<b>3/1/2023 - 3/31/2023</b>					<b>29,461.45</b>

**TOTAL INFLOWS      62,854.59**

**TOTAL OUTFL...      -33,393.14**

**NET TOTAL                      29,461.45**

Social-Emotional Readiness Grant Project Fund

10/1/2022 through 3/31/2023

4/14/2023

Page 1

Category	10/1/2022- 3/31/2023
<b>EXPENSES</b>	
Grant Installment	33,967.00
<b>TOTAL EXPENSES</b>	<b>33,967.00</b>
<b>TRANSFERS</b>	
FROM Check Min Spgs	33,967.00
<b>TOTAL TRANSFERS</b>	<b>33,967.00</b>
<b>OVERALL TOTAL</b>	<b>0.00</b>

# Social-Emotional Readiness Project Fund Register

10/1/2022 through 3/31/2023

4/14/2023

Page 1

Date	Description	Memo	Category	Amount
<b>BALANCE 9/30/2022</b>				<b>0.00</b>
11/14/2022	Opening Balance		[SER Grant Project F...	0.00
11/14/2022	D. Coffey Foundation For Athletics And... Initial Disbursement		Grant Installment	-14,305.00
11/14/2022	D. Coffey Foundation For Athletics And... Initial Disbursement (FY2022)		[Check Min Spgs]	14,305.00
1/26/2023	D. Coffey Foundation For Athletics And... Invoice February 2023 (FY2...		Grant Installment	-6,654.00
1/26/2023	D. Coffey Foundation For Athletics And... Invoice February 2023 (FY2...		[Check Min Spgs]	6,654.00
3/2/2023	D. Coffey Foundation For Athletics And... Invoice March 2023 (FY2022)		Grant Installment	-6,504.00
3/2/2023	D. Coffey Foundation For Athletics And... Invoice March 2023 (FY2022)		[Check Min Spgs]	6,504.00
3/30/2023	D. Coffey Foundation For Athletics And... Invoice April 2023 (FY2022)		Grant Installment	-6,504.00
3/30/2023	D. Coffey Foundation For Athletics And... Invoice April 2023 (FY2022)		[Check Min Spgs]	6,504.00
<b>10/1/2022 - 3/31/2023</b>				<b>0.00</b>
<b>BALANCE 3/31/2023</b>				<b>0.00</b>
			<b>TOTAL INFLOWS</b>	<b>33,967.00</b>
			<b>TOTAL OUTFL...</b>	<b>-33,967.00</b>
			<b>NET TOTAL</b>	<b>0.00</b>

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March 2023  
Revenue Details

**Jurisdiction Collection by Year**  
**Union County**  
**Date Distributed: 2/1/2023 to 2/28/2023**

990 - TOWN OF MINERAL SPRINGS

Year	Taxes, Assessments and Misc. Charges	Late List	Interest	Total Collected	Commission	Net of Commission
2015	9.44	0.00	0.71	10.15	0.13	10.02
2016	18.93	0.00	10.74	29.67	0.37	29.30
2017	0.00	0.00	0.66	0.66	0.01	0.65
2022	2,285.87	5.70	59.61	2,351.18	29.39	2,321.79
<b>Total:</b>	<b>2,314.24</b>	<b>5.70</b>	<b>71.72</b>	<b>2,391.66</b>	<b>29.90</b>	<b>2,361.76</b>
<b>Grand Total:</b>	<b>2,314.24</b>	<b>5.70</b>	<b>71.72</b>	<b>2,391.66</b>	<b>29.90</b>	<b>2,361.76</b>

Invoice Date	Invoice Number	Description	Invoice Amount
03/03/2023	2308 TAXES	TAX/FEE/INT-FEB 2023	\$2,361.76

Vendor No.	Vendor Name	Check No.	Check Date	Check Amount
10870	TOWN OF MINERAL SPRINGS	00079904	03/13/2023	2,361.76



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

Vendor Number    Check Date    Check Number  
 10870            03/13/2023    00079904

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

**\$2,361.76**

Pay Two Thousand Three Hundred Sixty One Dollars and 76 cents \*\*\*\*\*

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

**EFT COPY  
 NON-NEGOTIABLE**

AP



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

10870  
 00079904

**ADDRESS SERVICE REQUESTED**

TOWN OF MINERAL SPRINGS  
 PO BOX 600  
 MINERAL SPRINGS NC 28108



# NC Sales & Use Distribution

January 2023 Collections

Summary

MUNICIPALITY	ARTICLE 39	ARTICLE 40	ARTICLE 42	ARTICLE 43	ARTICLE 44	ART 44 *524	ARTICLE 45	ARTICLE 46	CITY HH	TOTAL
<b>UNION</b>	3,332,303.34	2,072,728.69	1,761,443.24	-	(1.36)	404,888.61	-	-	(509,676.34)	7,061,686.18
FAIRVIEW	1,812.32	1,127.28	957.99	-	-	220.20	-	-	1,116.58	5,234.37
HEMBY BRIDGE	-	-	-	-	-	-	-	-	-	-
INDIAN TRAIL	151,063.49	93,963.13	79,851.61	-	(0.06)	18,354.84	-	-	93,071.10	436,304.11
LAKE PARK	10,836.90	6,740.67	5,728.34	-	-	1,316.73	-	-	6,676.67	31,299.31
MARSHVILLE	17,399.01	10,822.38	9,197.05	-	(0.01)	2,114.05	-	-	10,719.64	50,252.12
MARVIN	13,770.63	8,565.48	7,279.11	-	(0.01)	1,673.19	-	-	8,484.16	39,772.56
<b>MINERAL SPRINGS</b>	<b>1,282.81</b>	<b>797.92</b>	<b>678.09</b>	<b>-</b>	<b>-</b>	<b>155.87</b>	<b>-</b>	<b>-</b>	<b>790.34</b>	<b>3,705.03</b>
MINT HILL *	60.73	37.77	32.10	-	-	7.38	-	-	37.41	175.39
MONROE	356,716.19	221,881.33	188,558.86	-	(0.15)	43,342.49	-	-	219,774.94	1,030,273.66
STALLINGS *	67,588.24	42,040.62	35,726.89	-	(0.03)	8,212.25	-	-	41,641.52	195,209.49
UNIONVILLE	2,446.24	1,521.59	1,293.07	-	-	297.23	-	-	1,507.14	7,065.27
WAXHAW	169,473.28	105,414.21	89,582.95	-	(0.07)	20,591.70	-	-	104,413.48	489,475.55
WEDDINGTON *	22,603.45	14,059.59	11,948.10	-	(0.01)	2,746.41	-	-	13,926.12	65,283.66
WESLEY CHAPEL	2,905.87	1,807.48	1,536.03	-	-	353.07	-	-	1,790.32	8,392.77
WINGATE	9,295.36	5,781.82	4,913.50	-	-	1,129.43	-	-	5,726.92	26,847.03
<b>TOTAL</b>	<b>4,159,557.86</b>	<b>2,587,289.96</b>	<b>2,198,726.93</b>	<b>-</b>	<b>(1.70)</b>	<b>505,403.45</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,450,976.50</b>

Utilities Sales Distribution  
Gas, Power, Telecommunications, and Video Programming

**Distribution Report for**  
**Qtr 10/01/2022 - 12/31/2022**

**Distribution Date**  
**March 15, 2023**

Prefix	City/County	Sales Tax on Piped Natural Gas	Sales Tax on Electricity	Sales Tax on Telecommunication Services	Sales Tax on Video Programming	Total Distribution
County of	Union	\$ -	\$ -	\$ -	\$ 103,986.72	\$ 103,986.72
Town of	Fairview	\$ 601.60	\$ 24,758.41	\$ 3,571.79	\$ 1,515.64	\$ 30,447.44
Town of	Hemby Bridge	\$ 464.16	\$ 9,174.27	\$ 1,683.08	\$ 2,997.71	\$ 14,319.22
Town of	Indian Trail	\$ 32,698.86	\$ 283,135.12	\$ 9,774.58	\$ 64,422.70	\$ 390,031.26
Town of	Lake Park	\$ 4,486.04	\$ 20,885.20	\$ 327.95	\$ 3,571.21	\$ 29,270.40
Town of	Marshville	\$ -	\$ 41,739.41	\$ 4,419.40	\$ 2,362.37	\$ 48,521.18
Town of	Marvin	\$ 5,442.03	\$ 38,911.61	\$ 6,614.09	\$ 12,885.12	\$ 63,852.85
<b>Town of</b>	<b>Mineral Springs</b>	<b>\$ 327.59</b>	<b>\$ 48,482.15</b>	<b>\$ 563.62</b>	<b>\$ 4,389.01</b>	<b>\$ 53,762.37</b>
City of	Monroe	\$ 55,429.88	\$ 643,994.12	\$ 45,983.68	\$ 42,701.66	\$ 788,109.34
Town of	Stallings	\$ 13,794.37	\$ 142,487.84	\$ 1,078.80	\$ 35,939.80	\$ 193,300.81
Town of	Unionville	\$ 503.92	\$ 35,515.87	\$ 6,828.97	\$ 5,450.05	\$ 48,298.81
Town of	Waxhaw	\$ 10,109.59	\$ 167,423.88	\$ 9,066.02	\$ 59,524.03	\$ 246,123.52
Town of	Weddington	\$ 7,972.02	\$ 78,774.89	\$ 975.00	\$ 24,004.89	\$ 111,726.80
Village of	Wesley Chapel	\$ 6,170.69	\$ 40,946.96	\$ 1,080.73	\$ 19,353.51	\$ 67,551.89
Town of	Wingate	\$ -	\$ 25,286.10	\$ 3,648.94	\$ 4,665.07	\$ 33,600.11

NCVT'S A/P Receipt Distribution  
For the month Ending: February

NCVT15

Jurisdiction	Entity	Vendor #	Inv #	Tax & Fee Amt	Int Only Amt	Cmn Cst	Pending Refunds	Net Amt	Status/Check#
001	Union County	0		\$ 1,392,305.23	\$ 15,345.31	\$ (45,335.99)	(\$7,067.91)	\$ 1,355,246.64	No Check
003	Voter Approved Debt Tax	0		306,060.99	3,322.88	(9,864.03)	(\$1,537.59)	\$ 297,882.25	No Check
011	Countywide Fire Tax	0		60.82	15.14	(2.40)	\$0.00	\$ 73.56	No Check
012	Countywide EMS Tax	0		85.91	21.92	(3.37)	\$0.00	\$ 104.46	No Check
013	Griffith Rd	0		302.33	3.84	(9.72)	(\$1.50)	\$ 294.95	No Check
014	Stack Rd	0		1,056.59	7.65	(32.41)	\$2.50	\$ 1,034.33	No Check
015	Springs Fire Tax	0		7,410.82	82.34	(242.95)	(\$24.69)	\$ 7,225.52	No Check
016	Fairview	0		2,996.27	25.31	(98.80)	\$0.00	\$ 2,922.78	No Check
017	New Salem	0		3,080.44	28.60	(97.80)	(\$0.58)	\$ 3,010.66	No Check
018	Beaver Lane	0		3,056.49	36.80	(92.57)	\$10.37	\$ 3,011.09	No Check
019	Bakers	0		6,441.68	79.11	(204.49)	\$17.60	\$ 6,333.90	No Check
020	Stallings Fire Tax	0		11,989.14	124.33	(381.26)	(\$59.16)	\$ 11,673.05	No Check
021	Unionville	0		7,416.55	77.92	(228.22)	(\$35.63)	\$ 7,230.62	No Check
022	Wingate	0		3,758.38	52.49	(110.40)	(\$10.00)	\$ 3,690.47	No Check
023	Hemby Bridge Fire Tax	0		16,232.94	197.03	(538.44)	(\$50.63)	\$ 15,840.90	No Check
024	Allens Crossroads	0		963.16	8.27	(29.38)	\$0.00	\$ 942.05	No Check
025	Jackson	0		1,323.25	14.75	(43.60)	(\$12.33)	\$ 1,282.07	No Check
026	Wesley Chapel Fire Tax	0		19,913.37	222.18	(680.62)	(\$23.41)	\$ 19,431.52	No Check
027	Lanes Creek	0		1,416.86	18.50	(45.07)	(\$3.08)	\$ 1,387.21	No Check
028	Waxhaw Fire Tax	0		12,118.25	152.06	(410.33)	(\$156.93)	\$ 11,703.05	No Check
029	Sandy Ridge	0		1,315.41	12.68	(36.06)	(\$26.65)	\$ 1,265.38	No Check
030	Providence	0		106.84	0.71	(3.79)	\$0.00	\$ 103.76	No Check
101	Village of Marvin	1832	VTFNAP2211-1	15,273.45	57.50	(518.78)	(\$33.04)	\$ 14,779.13	
200	City of Monroe	103-7	VTFNAP2211-1	237,314.90	1,761.80	(7,148.50)	(\$2,994.89)	\$ 228,933.31	
222	Monroe Downtown Service	103-7	VTFNAP2211-2	422.20	-	(14.39)	-	\$ 407.81	
300	Town of Wingate	4064	VTFNAP2211-1	9,494.66	107.39	(269.52)	\$0.00	\$ 9,332.53	
400	Town of Marshville	5861	VTFNAP2211-1	8,232.56	100.53	(215.70)	\$75.71	\$ 8,193.10	
500	Town of Waxhaw	8268	VTFNAP2211-1	119,659.53	1,203.04	(4,070.46)	(\$1,005.97)	\$ 115,786.14	
600	Town of Indian Trail	2924	VTFNAP2211-1	92,270.61	1,162.87	(2,996.79)	\$56.65	\$ 90,493.34	
700	Town of Stallings	4860-2	VTFNAP2211-1	34,024.02	327.44	(1,121.43)	(\$156.25)	\$ 33,073.78	
800	Town of Weddington	7518	VTFNAP2211-1	10,987.05	106.20	(376.03)	(\$64.07)	\$ 10,653.15	
900	Village of Lake Park	1833	VTFNAP2211-1	6,772.92	44.01	(216.88)	(\$75.31)	\$ 6,524.74	
930	Town of Fairview	19458	VTFNAP2211-1	1,016.04	8.88	(31.49)	\$0.00	\$ 991.43	
970	Village of Wesley Chapel	9262	VTFNAP2211-1	1,544.13	11.77	(52.66)	(2.56)	\$ 1,500.68	
980	Town of Unionville	11530	VTFNAP2211-1	1,700.34	22.30	(51.83)	(\$5.21)	\$ 1,663.60	
990	Town of Mineral Springs	10870	VTFNAP2211-1	562.14	10.88	(18.36)	(\$0.82)	\$ 554.04	
999	Schools	0		1,784.03	450.76	(70.19)	\$0.00	\$ 2,164.60	No Check
<b>Total</b>				<b>\$ 2,340,470.30</b>	<b>\$ 25,225.19</b>	<b>\$ (75,768.71)</b>	<b>(\$13,185.18)</b>	<b>\$ 2,276,741.60</b>	
									AP Total
								\$ 522,886.78	

Invoice Date	Invoice Number	Description	Invoice Amount
03/01/2023	VTFNAP2302-1	CASH RECEIVED JAN 2023 & REFUN	\$554.04

Vendor No.	Vendor Name	Check No.	Check Date	Check Amount
10870	TOWN OF MINERAL SPRINGS	00080068	03/20/2023	554.04



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

Vendor Number    Check Date    Check Number  
 10870            03/20/2023    00080068

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

\$554.04

Pay Five Hundred Fifty Four Dollars and 04 cents \*\*\*\*\*

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

**EFT COPY  
 NON-NEGOTIABLE**

AP



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

10870  
 00080068

ADDRESS SERVICE REQUESTED

TOWN OF MINERAL SPRINGS  
 PO BOX 600  
 MINERAL SPRINGS NC 28108



**COUNCIL ON AGING**  
IN UNION COUNTY

1401 Skyway Drive, Monroe, NC 28110 ♦ (704) 292-1797 ♦ [www.COAunion.org](http://www.COAunion.org)

March 22, 2023

Mayor Rick Becker  
Council Members  
Town of Mineral Springs  
PO Box 600  
Mineral Springs, NC 28108

Dear Mayor Becker and Council Members,

Thank you for the opportunity to be considered for support by the Town of Mineral Springs. Council on Aging continues to play a crucial role of supporting our older neighbors in their effort to age successfully by living independently. We are so grateful to have your continued support as we work to support our aging neighbors.

I have enclosed a copy of our annual report for you to review our agency's programs. You will see in our report that the number of older adults continues to grow rapidly each year. In Union County, we have approximately 46,306 older adults. In the next two decades, the number of older adults is estimated to DOUBLE, growing to 93,242. This growth rate is greater than double the growth rate of any younger age group.

Demand for our services has exploded and unfortunately pushed us to have increasingly long waiting lists. It's crucial that we continue to diversify our revenue sources and fundraise to serve more people. We have improved our fundraising efforts and have increased our revenue 75% over the past three years. As a result, we were able to grow our team and have reduce our waiting list for services by 45%. However, the hard truth is that we still have **100 people waiting for our In-Home Services**. It is crucial that we continue to raise additional funds to further reduce our waiting lists to serve people when they need us the most.

**Council on Aging would like to respectfully request \$5,000 from the town of Mineral Springs.** Our commitment to your town and residents is that we will continue to grow our services to enable the oldest residents of Mineral Springs and Union County an opportunity to live the last years of their lives independently and with dignity.

Thank you for your continued investment in services to support our older neighbors. Please reach out to us if we could assist any of your residents, family members, or friends.

Respectfully yours,

Andrew Friend  
Executive Director

# FY 2023-2024 BUDGET

July 1, 2023 - June 30, 2024



**COUNCIL ON AGING**  
IN UNION COUNTY

<b>REVENUE</b>		<b>22-23</b>
Donations		115,000
Private Foundations		190,000
Program Contributions		20,000
Program Fees		50,000
Fundraising Events		85,800
Aging Resources Guide Ad Sales		30,000
Government Grants	Family Caregiver Support Program	56,663
	HCCBG In Home Aide Services	362,262
	HCCBG Group Respite	14,321
	HCCBG Volunteer Program Development	52,659
	NC Dept Insurance (SHIIP & MIPPA)	17,648
CDBG (Community Development Block Grant)		73,000
Interest		200
Municipalities		17,000
Union County HCCBG Match		47,693
United Way		-
<b>TOTAL REVENUE</b>		<b>1,132,246</b>
<b>EXPENSES</b>		<b>22-23</b>
Fundraising		26,000
Health Ins		41,069
Insurance (liability/umbrella/bonding/D&O)		6,684
Internet/Security		960
License/membership		1,200
Maintenance		2,500
NC Unemployment Tax		440
Payroll Services		2,300
Postage		2,000
Printing/copier		8,000
Professional Fees (auditor, CPA, etc)		33,800
Retirement		20,762
Salaries		843,647
Service Cost (Client Services)		16,000
Supplies		5,000
Payroll Taxes (FICA)		65,468
Telephone		2,880
Training/Conference		1,000
Travel (Staff Mileage)		35,027
Utilities		6,600
Worker's Comp		10,909
<b>TOTAL EXPENSES</b>		<b>\$ 1,132,246</b>





# COUNCIL ON AGING IN UNION COUNTY

## ANNUAL REPORT 2021 - 2022

The ages of 60-plus are supposed to be the golden years, the years of retirement, grandchildren, relaxation and travel – the reward for decades of hard work.

But that's not how life often works out.

Those golden years too often are accompanied by health issues and the accompanying expensive medical care, struggles to remain living independently at home, a need for in-home assistive equipment, wheelchair ramps and so much more.

Life can be overwhelming for our older residents and their families.

At Council on Aging, we're proud to provide many services to help both the seniors and their families with the goal of continued independent living.

The need for assistive services to continue independent living for our aging population is growing dramatically and expensively, but we provide most services at no cost.

Many of our clients are living on a limited fixed income, and rising routine costs are impossible for them to absorb. That's without considering increasing age-related expenses.

More than 74 percent of our single in-home clients have an income below \$20,385. That income presents a struggle to pay a mortgage or rent, plus utilities, food, medical expenses and transportation, just as examples.

The number of those vulnerable residents is anticipated to double in the coming years. In 2020, Union County had 46,306 residents 60 and older, or 19 percent of the county's population.

By 2040, those numbers are expected to rise to 93,242 residents or 26 percent of the population. That's a 101.4 percent increase in 20 years!

We pledge to not only continue providing services but to expand services to as many of our older neighbors as possible.

Because they deserve it.



# Our Services And Achievements

## IN-HOME AIDES

In-home aide services can be critical for seniors living independently in their homes.

As we age, it becomes much more difficult to perform household chores, run errands or even feel safe with personal care.

Our aides visit each client's home once or twice a week, providing assistance with these needs at no cost. This assistance helps them remain comfortably at home.

Most could not afford these services without our assistance. **Last year, Council on Aging provided 17,266 hours of in-home care at no cost.**

The no-cost service saved clients approximately \$508,311.



## MEDICARE COUNSELING & RESOURCE INFORMATION



Our staff and volunteers provide unbiased Medicare assistance to help beneficiaries compare options and save money on their coverage and prescriptions.

In 2021, the NC Department of Insurance calculated that our clients saved \$300,256 on premiums and drug copays.

Seniors often need information on other resources and programs to help them overcome challenges associated with aging. Whether it was connecting seniors directly to our programs or connecting them with a community partner, **we helped 3,262 people last year with these services.**

## HOME SAFETY REPAIRS

We are fortunate to have volunteers who make minor safety repairs in homes of our older neighbors.

These repairs, which include building wheelchair ramps plus installing grab bars in bathrooms and handrails for steps, help our older residents remain independent in their own homes.

**Last year, volunteers completed 76 home repairs and 96 yard projects.**





## SAFETY EQUIPMENT & INCONTINENCE SUPPLIES

Council on Aging provides wheelchairs, walkers, shower chairs, raised toilet seats, bedside commodes and canes free of charge to seniors needing the equipment to prevent falls and remain in their own home.

**Last year, COA distributed 831 pieces of equipment.**

We depend on donations of gently-used equipment from families as well as purchased donations from benevolent organizations.

In addition, we provide incontinence supplies at no cost. **Last year, we distributed 5,346 incontinence packages.**



## NEXT DOOR RESPITE

Our Next Door respite program offers a social opportunity for seniors with memory loss.

Staff and volunteers provide memory-appropriate social and recreational opportunities in this four-day-a-week program.

Equally important is the break Next Door provides caregivers who use this time to "recharge" by taking care of themselves, running errands, visiting with friends or even taking a much-needed nap!

**Last year, COA provided 8,055 hours of respite to families.**



### In-home aide 'has helped me tremendously'

"I had some health issues, Type 2 diabetes, and that brought on some other things. And I realized that I needed some help."

Alice Massey was familiar with Council on Aging, having received supplies from our nonprofit agency. When she needed other services, she called and started receiving in-home aide visits.

"I have a wonderful, wonderful (in-home aide.) She does some of the tedious things, things that I have difficulty with.

"It has helped me tremendously that my environment is kept safe for me and others that come visit."



## FAMILY CAREGIVER SUPPORT

Family members caring for a loved one have a very difficult job. They typically are not prepared to care for a spouse, parent or other relative, and they may work or be older adults with their own health conditions.

Council on Aging helps caregivers take care of themselves so they can continue to care for their loved one.

Our program provides one-on-one counseling, support groups, caregiver book club, temporary and immediate respite options, supplies and equipment.

**Last year, our caregiver support program helped 330 family caregivers.**

Support also is offered to grandparents raising grandchildren 18 or younger.

## SPREADING THE WORD

Last year, Council on Aging had several high-impact programs and products to spread the word about our services.

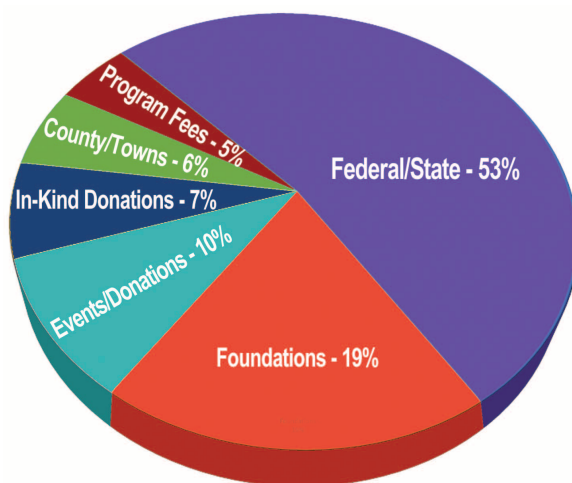
We printed our first in-depth resource guide listing contact information for senior-oriented services. The guide was in such demand that a second printing was required. You can download the 2022 guide at [www.COAnion.org/guide](http://www.COAnion.org/guide). Pruitt Health was our presenting sponsor.

We hosted our first Carpe Diem fundraising and educational breakfast, which was attended by 165 residents and raised more than \$50,000 for client programming.

We held our 15th annual Wellness Expo with 80 community vendors offering information to 500 attendees. Novant Health was our presenting sponsor.

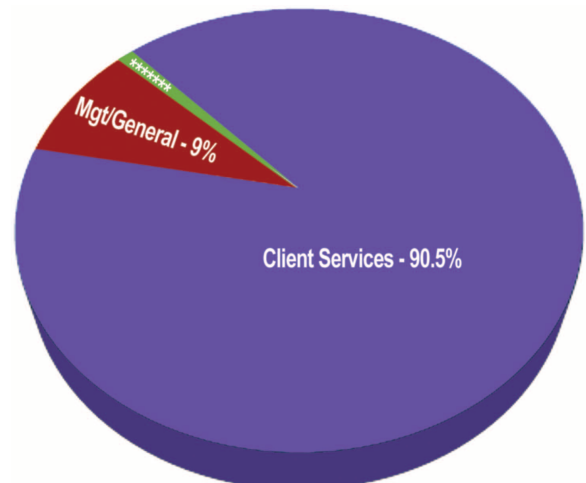
## OUR FINANCIALS

### INCOME



\*\* Includes restricted federal Covid funding which ended September 2021.

### EXPENSE



\*\*\*\*\* Fundraising expenses, which were less than 1 percent

As a nonprofit organization providing personal services to older adults, we're proud that our revenue continues to grow, which allows us to provide more services to more residents.

Last year's income of \$1,106,262 was an increase of 10.3 percent over the prior year.

Our expenses of \$1,057,574 were an increase of 10.5 percent or \$100,876. Of that increase, 72 percent or \$72,348 went directly to program services and support.



*Advocating for the well-being of older adults  
by providing services and resources for them to live independently.*

### Board of Directors

Tangela Collins Myers – Board Chair

Ron Vilas – Treasurer

Martha Allen

Anne Arp

Fred Edwards

Ann Gogatz

Mike Griffin

Art Hein

Tee Leitner

B.J. Missick

Harry Patel

Terry Sholar

Kathy Bragg – Vice Chair

Nancy E. Stephen – Secretary

Sanford Steelman

Emeritus

Sam Goodwin

Donald Helms

Harris High

1401 Skyway Drive, Monroe, NC 28110 ■ 704-292-1797 ■ [www.COAunion.org](http://www.COAunion.org)

Follow us on Facebook @COAUnionCoNc and Instagram @coa\_unionco\_nc

Sign up for our monthly eNewsletter at [www.COAunion.org/newsletter](http://www.COAunion.org/newsletter).

Council on Aging is a 501(c)3 nonprofit organization, Federal Tax ID 56-1081558.



I would like to support Council on Aging.  
Scan this code to go to our online donation page.

I am contributing \$\_\_\_\_\_ to support Council on Aging's services.

Please mark all options that apply to your gift.

Donor Name (Printed)

Phone

Email Address

Date

Donor Signature

Mailing Address

I am making a one-time contribution.

My contribution is enclosed.

Please bill me in \_\_\_\_\_ ( specify month.)

Please bill my credit card.

I commit to a one-year pledge totaling \$\_\_\_\_\_.

Please bill me in \_\_\_\_\_ installments.

Please bill my credit card.

Credit Card Number

CVV

Exp. Date

Name On Card

ZIP



1401 Skyway Drive, Monroe NC 28110

Thank you for your contribution.





May 1, 2023

Mayor Rick Becker  
Town of Mineral Springs  
3506 Potter Road South  
PO Box 600  
Mineral Springs, NC 28108

Dear Mayor Becker:

Turning Point is so grateful for the loyal and generous support of the Town of Mineral Springs. As a Turning Point partner, I wanted to share some statistics with you that outline our work over the past year.

#### Domestic Violence Shelter

- ❖ 244 domestic violence survivors received in-shelter services.
- ❖ 877 domestic violence survivors received out-of-shelter services.
- ❖ We received 625 crisis calls.
- ❖ We provided 783 referrals/resources.
- ❖ We provided 1,056 hours of professional counseling.
- ❖ We provided our Teen Dating Violence prevention program to 852 teens ages 13-18.
- ❖ 31 children participated in our HERO program for child witnesses of domestic violence.
- ❖ 98% of adult domestic survivors receiving shelter reported moving into safe housing when completing our shelter program.
- ❖ 95% of adult domestic violence survivors who received professional counseling showed decreased depression on the Beck Depression Inventory pre/post-tests.
- ❖ 100% of the teens who received our Teen Dating Violence curriculum increased their ability to recognize unsafe situations.
- ❖ 100% of the children who participated in our HERO program demonstrated improved anger management and positive coping skills.

#### Tree House Children's Advocacy Center

- ❖ We served 254 primary and 207 secondary victims.
- ❖ We provided 221 forensic interviews.
- ❖ We provided 127 medical exams.
- ❖ We provided 792 advocacy/referral services.
- ❖ 100% of caregivers reported that the Tree House facilitated healing for their child and family.

- ❖ 100% of clients reported reduced trauma after their Tree House visit.
- ❖ 100% of multidisciplinary team members reported that the Tree House process promotes a collaborative effort that better supports survivors.

### Sexual Assault Resource Center

- ❖ We fielded 220 crisis calls.
- ❖ We provided hospital accompaniment for 23 survivors (this number was low due to COVID and hospital restrictions).
- ❖ We provided 325 personal advocacy services.
- ❖ We provided 311 crisis intervention services.
- ❖ Our SARC Companions provided 4,338 hours of support services.
- ❖ 100% of SARC survivors provided crisis intervention and advocacy services articulated at least one action available to them to enhance their safety and emotional support.

### Other Highlights

As our community returned to some semblance of normalcy following the COVID pandemic, our programs have seen a significant increase in the need for the vital services we provide. Year over year, our domestic violence shelter saw a 274% increase in the number of clients served. Not only has the number of victims increased, but the severity of the abuse our clients have survived increased as well, which has meant significant mental health and substance use issues, as our clients have endured the unimaginable. It has been a trying year for all.

Our Tree House continues to see rising cases of child sexual and physical abuse, and witness to violence, with a 15% increase in primary victims served year over year.

With times of crisis comes an increase in the perpetration of violence against women, and this pandemic was no exception. Our Sexual Assault Resource Center saw a 92% increase in the number of victims served year over year.

Despite the pandemic, an ever-increasing need for our services, rising costs and uncertainty, we have been able to provide healing and justice for those we serve with high success, and they are thriving, gaining independence and seeing a brighter future for themselves and their children.

As we look towards the future, we are planning to streamline our services and are working on a master plan that will ultimately see all of Turning Point's services provided under one roof, with community partners on site to minimize the travel and stress that clients endure having to seek assistance and justice in numerous locations. It is a vision in the works, so stay tuned!

Turning Point requests funding in the amount of \$2,500 to provide professional, trauma-focused counseling for child survivors of sexual abuse, physical abuse and child witnesses to violence, as part of the comprehensive services provided at our Tree House Children's Advocacy Center. Our total budgeted expense for child counseling for the 2023-24 fiscal year is \$35,000.



Professional counseling is vital to preventing the long-term mental, physical, and medical effects that trauma has on children, including diabetes, stroke, heart disease, cancer, depression, anxiety, PTSD, substance abuse, juvenile delinquency and impaired executive functioning.

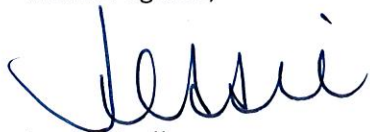
The Tree House receives referrals from law enforcement and DSS for suspected child abuse cases, and provides forensic interviews, medical exams, family advocacy, support groups and counseling in a child-centered environment, to prevent the re-victimization of children that occurred upon disclosure of abuse, prior to the existence of children's advocacy centers. As a part of our services, our CAC staff brings together a Multi-Disciplinary Team of professionals, including law enforcement, DSS, the Union County District Attorney, Union County Public Schools, Union County Guardian Ad Litem, Atrium Health and others, to ensure that children receive healing and justice and to remove the opportunity for gaps in the system.

One in four families in Union County is impacted by domestic violence. One in 12 high school students experiences physical dating violence. Every 68 seconds, a person is sexually assaulted in the US. Every nine minutes, child protective services substantiates or finds evidence for a claim of child sexual abuse in the US. The issues that Turning Point addresses impact every corner of our county, and as a community partner, the Town of Mineral Springs is helping its residents heal and seek justice from abuse and violence, providing vital prevention education in our schools, and reducing the stigma and isolation that so many victims experience.

Turning Point has a very visible, active and strong social media presence, and we are proud to share about our partnership with the Town of Mineral Springs on all of our social media platforms.

We are so grateful for your generosity and partnership, and we look forward to serving our community alongside you!

Warm regards,



Jessie Lindberg  
Executive Director

PO Box 952/Monroe, NC 28111 /704.283.7233 DV crisis line/704-283-7770 SA crisis line/704.283.9150 office

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

**FYSB** Family & Youth  
Services Bureau  
Family Violence Prevention  
& Services Program





# Turning Point, Inc.

## Revenue Budget Summary

2022-23

Revenue		Approved Revenue 2022-23
Community		
Subtotal		\$142,000.00
Fundraising		
Subtotal		\$261,000.00
Governmental		
Subtotal		\$785,970.16
Grants		
Subtotal		\$361,500.00
Store		
Subtotal		\$882,190.00
United Way		
Subtotal		\$59,200.00
4905 Other Income/grant revenue		\$7,710.00
Revenue Totals		Approved Revenue 2022-23
		\$2,499,570.16

# Turning Point, Inc.

## Expense Budget Summary

Expenses		Approved Expenses 2022-23
Admin		
Subtotal		\$16,000.00
Admin-Consolidated		
Subtotal		\$116,310.00
Contract Services		
Subtotal		\$50,000.00
Depreciaton		
7250 Depreciation Expense Shelter		\$115,000.00



Subtotal	\$115,000.00
----------	--------------

Fundraising	
Subtotal	\$75,300.00

Payroll	
Subtotal	\$1,720,655.89

Programs	
Subtotal	\$72,350.00

Programs-Consolidated	
Subtotal	\$119,020.00

Store	
Subtotal	\$220,212.00

Expense Totals	Approved Expenses 2022-23
	\$2,504,847.89
7061 Int/Dividends/FFTC/Brokerage	\$9,500.00
<b>Total Expenses</b>	<b>\$2,495,347.89</b>



# MEMO

**To: Mineral Springs Town Council**  
**From: Rick Becker**  
**Date: May 1, 2023**  
**Subject: Municipal Election Filing Fees**

We recently received a letter (attached to this memo) from the Union County Board of Elections with updates on the municipal election scheduled for November 7, 2023. For the first time, Director Kristin Jacumin informed us that the candidate filing fee, which has always been \$5.00 for our municipal election, is subject to change by the governing board (the Mineral Springs Town Council). The town is authorized by statute to approve a filing fee of up to 1% of the annual salary for the office sought, which would be \$60.00 for the mayor and \$24.00 for a council seat.

Director Jacumin's letter states that the filing fee will continue to be \$5.00 for all offices unless Council wishes to change it. I will let Director Jacumin know whatever Council decides.



**From:** KRISTIN JACUMIN, DIRECTOR  
**To:** TOWN OF MINERAL SPRINGS  
**Date:** APRIL 21, 2023  
**Re:** 2023 MUNICIPAL ELECTION

---

**ELECTION DATE:** Tuesday, November 7, 2023

**CANDIDATE FILING:** Begins at Noon on Friday, July 7, and ends at Noon on Friday, July 21, 2023 at the Union County Board of Elections, 316-B East Windsor Street, Monroe, NC 28112. Only persons who are registered to vote in the municipality shall be permitted to file for election to municipal office. No person may file for more than one municipal office at the same election.

**FILING FEE:** In prior years, the filing fee has been set at \$5.00 and will continue at that rate for 2023 unless our office is notified of a change. §163-294.2(e) states that there shall be a minimum filing fee of five dollars (\$5.00). The governing board shall have the authority to set the filing fee at not less than five dollars (\$5.00) nor more than one percent (1%) of the annual salary of the office sought unless one percent (1%) of the annual salary of the office sought is less than five dollars (\$5.00), in which case the minimum filing fee of five dollars (\$5.00) will be charged. The fee shall be paid to the board of elections at the time notice of candidacy is filed.

**CONTESTS ON THE BALLOT:**

- Mayor
- (3) Council Seats

**ESTIMATED ELECTION COST:** \$3,245.00

**FOLLOW UP:** Please reply to confirm the accuracy of your contests on the ballot and to set your filing fees. Also, immediately contact us with any annexations, deannexations, or changes in contests. Questions? Please call Kristin Jacumin at 704-283-3710.

**Union County Board of Elections**

316 E Windsor Street  
Monroe, NC 28112  
T 704.283.3809

[unioncountyncelections.gov](http://unioncountyncelections.gov)

# MEMO

**To: Mineral Springs Town Council**  
**From: Rick Becker**  
**Date: May 1, 2023**  
**Subject: Budget Amendment #2022-01**

I am proposing amendments to two departmental appropriations: an increase of \$100.00 in “Street Lighting” funded by a decrease of \$100.00 in “Contingency” and an increase of \$15,000.00 in “Office” funded by a decrease of \$15,000.00 in intergovernmental.

- Once again, the street light bills from Duke Power have crept up slightly and we will be \$50.00 - \$60.00 short of covering those bills by June 30, 2023. The “Contingency” appropriation will decrease from \$3,000.00 to \$2,900.00 to cover this increase.
- After our discussion last month about maintenance needs, Clerk Brooks has identified numerous buildings and grounds maintenance projects that should be taken care of prior to the Movie Night on June 30, 2023. We have a \$15,000.00 appropriation in “Intergovernmental” that has not been utilized for the past few years, and I am recommending transferring that entire appropriation to “Office” to be utilized in the “Town Hall Maintenance: Services” category. Some of these recommended projects will be presented in another agenda item, and Council will consider authorizing staff to contract for some of these services over the next eight weeks to be funded out of this appropriation.

STATE OF NORTH CAROLINA  
TOWN OF MINERAL SPRINGS

**AN ORDINANCE AMENDING THE BUDGET OF  
THE TOWN OF MINERAL SPRINGS  
FOR THE FISCAL YEAR 2022-2023  
O-2022-06**

**WHEREAS**, NC G.S. 159-15 authorizes a municipal governing board to amend the annual budget ordinance at any time after the ordinance's adoption;

**NOW, THEREFORE BE IT ORDAINED** by the Council of the Town of Mineral Springs, North Carolina, the following:

**SECTION 1. Appropriations and Amounts.** Amendment #2022-01:

<b>INCREASE</b>		<b>DECREASE</b>	
Street Lighting	\$100	Contingency	\$100
Office	\$15,000	Intergovernmental	\$15,000
<b>Total</b>	<b>\$15,100</b>	<b>Total</b>	<b>\$15,100</b>

**SECTION 2. Effective Date.** This ordinance is effective upon adoption.

**ADOPTED** this 11th day of May, 2023. Witness my hand and official seal:

\_\_\_\_\_  
Frederick Becker III, Mayor

Attest:

\_\_\_\_\_  
Vicky A. Brooks, Clerk

## Town of Mineral Springs

# PROPOSED BUDGET 2023-2024

Prepared for:

The Mineral Springs Town Council

By:

Frederick Becker III  
Budget Officer

**May 11, 2023**

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**FY2023-24 PROPOSED BUDGET**  
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**TOWN OF MINERAL SPRINGS  
2023-2024 BUDGET**

**MESSAGE FROM THE BUDGET OFFICER**

I hereby present this recommended budget for the 2023-2024 fiscal year to the Mineral Springs town council.

The FY2023-24 budget reflects anticipated revenues and expenditures of \$419,190.00 including capital expenditures, which represents a \$49,885.00 increase over last year's final budget. General government expenditures total \$351,478.00, an increase of \$13,498.00, while the capital budget has increased by \$36,387.00 to \$67,712.00.

The largest departmental increase, \$14,488.00, is in "Community", primarily because the Festival has been reinstated for 2023 at a budget of \$8,000.00 and also due to new social media funding. In the "Office" department, we are proposing a \$9,041.00 increase, mostly due to a proposed increase for salaried employees. There is no change to the salaries of the town council and mayor. "Employee Overhead" will increase by \$2,900.00 over the FY2022-23 appropriation. There will be a municipal election in 2023, so an "Elections" appropriation of \$3,600.00 has been included. Several underutilized appropriations have been reduced. Most other proposed operating expenditures are very close to their previous year's level.

The revenue side of the budget reflects a property tax base of approximately \$390.7 million, an increase of approximately \$6.5 million over the FY2022-23 tax base. Vehicle property taxes are expected to increase slightly according to Union County estimates. General sales and use tax revenues increased more than estimated in FY2022-23, and we expect FY2023-24 revenues to remain close to last year's. The estimate of the town's overall state-shared sales-tax revenue stream has been increased from \$276,300.00 to \$281,480.00.

The largest single estimated revenue increase is in "Interest" due to ongoing Federal Reserve funds-rate policy. Based on current interest rate trends, we anticipate \$39,000.00 in interest and dividend revenues, up from last year's estimated figure of \$600.00. These interest rates remain unpredictable and we are budgeting this revenue stream conservatively.

The town's \$270,618.75 in federal State and Local Fiscal Recovery Fund (SLFRF) revenues under the American Rescue Plan Act of 2021 (ARPA) were approved last year for expenditure in the "Revenue Replacement" category using the standard allowance authorized by the US Treasury's Final Rule. \$230,669.86 of those revenues was transferred to the General Fund in FY2022-23, leaving \$39,948.89 to be transferred in FY2023-24.

Council is cautioned to view both sales tax revenues and interest revenues as being somewhat unstable, because they are based on economic conditions beyond the town's control.

**I am pleased to recommend no change in the property tax rate. The proposed *ad valorem* tax rate for the 2023-24 fiscal year is 2.1 cents per \$100.00.**

  
Frederick Becker III, Budget Officer

5/1/2023  
Date



# TOWN OF MINERAL SPRINGS 2023-2024 BUDGET

## BUDGET INTRODUCTION

### FUND ACCOUNTING

The accounts of the Town of Mineral Springs are organized and operated on the basis of *funds*. A fund is a grouping of related accounts that have been segregated for specific activities or objectives.

Funds used by local governments can be grouped into two types: *governmental funds* and *proprietary funds*. Governmental funds are simply used to account for most governmental-type activities and are primarily financed by tax revenues. Proprietary funds are used for activities that operate more like businesses, such as water or sewer operations, where expenses are primarily financed by revenues derived from user charges rather than tax dollars. Mineral Springs currently uses only governmental funds, primarily a single *General Fund* and, when needed, *Project Funds* and *Special Revenue Funds*.

### General Fund

The General Fund encompasses most of the town's day-to-day operations. Property taxes are one component of General Fund revenue. Other important General Fund revenue sources are various sales taxes and excise taxes that are distributed to the town by the North Carolina Department of Revenue. Finally, specific user charges such as permit fees are accounted for as General Fund revenues.

All general operating expenditures are budgeted and accounted for in the General Fund. In addition, capital expenditures (purchases of real and personal property assets that have multi-year service lives) are likewise budgeted and accounted for in the General Fund. Mineral Springs considers expenditures for fixed assets with a value greater than five hundred

dollars (\$500.00) to be capital expenditures.

### Project Funds

*Project Funds* are used to budget and account for larger expenditures that may take place over more than one fiscal year. A large or multi-year capital project is authorized by a *Capital Project Ordinance* adopted by the town council, and the project is financed through a related Capital Project Fund. A Project Fund may receive transfers from the General Fund, or it may receive funds from other revenue sources such as grants or bond proceeds.

In recent years, the Town of Mineral Springs has established Capital Project Funds to construct the town hall, to purchase real property for conservation and recreation utilizing a North Carolina Clean Water Management Trust Fund grant, to purchase and undertake initial repairs on the historic Mineral Springs School agriculture building, to construct a parking area and trailhead for the Mineral Springs Greenway, and to construct a small park adjacent to the town hall.

Project Fund expenditures are not included in the General Fund budget, but NC G.S. §159-13.2(f) states that “[e]ach year the budget officer shall include in the budget information in such detail as he or the governing board may require concerning each grant project or capital project (i) expected to be authorized by project ordinance during the budget year and (ii) authorized by previously adopted project ordinances which will have appropriations available for expenditure during the budget year.” The Town of Mineral Springs currently has an open Project Ordinance authorizing and funding a Social-Emotional Readiness after-school program.

### **Special Revenue Funds**

*Special Revenue Funds* are established for specific classes: voter-approved property taxes, service districts, and *Grant Project Ordinances*. Mineral Springs is utilizing a Special Revenue Fund to account for State and Local Fiscal Recovery Fund (“SLFRF”) revenues received from the US Treasury Department under the American Rescue Plan Act (“ARPA”). The town adopted Grant Project Ordinance O-2021-02 on August 12, 2021 representing SLFRF revenues of \$270,618.75 and adopted Grant Project Ordinance O-2022-01 on October 13, 2022 to utilize those SLFRF revenues for salary reimbursements in the “Revenue Replacement” category. All these SLFRF revenues and expenditures will be accounted for in a Special Revenue Fund. An important consideration of the ARPA is that all SLFRF revenues *must* be spent on or before December 31, 2026. O-2022-01 is included in a later section of this budget document.

### **BUDGET PREPARATION**

The town of Mineral Springs operates on a *fiscal year* that runs from July 1 through June 30. The annual budget process begins with the budget officer working with departmental staff to estimate operating expenditures for the next fiscal year. These estimates usually begin in March. The following schedule has been established for the Mineral Springs fiscal year 2023-2024 budget preparation and enactment process:

**April 13, 2023:** Suggested departmental appropriations are presented to the town council at its regular meeting. No revenue estimates are presented at this time. Council is asked to review the budget officer’s draft appropriations worksheet and advise him of any changes.

**May 11, 2023:** Prior to the town council’s regular May meeting, the budget officer completes his estimates of anticipated revenues for the upcoming fiscal year and

incorporates these estimates plus Council’s recommended departmental expenditures into the *Recommended (or Proposed) Budget*. The Proposed Budget contains information on prior-year budgets, a detailed departmental revenue and expenditure breakdown, an analysis of those figures, a *draft FY2023-24 budget ordinance*, and a *budget message* that provides a brief overview of the proposed budget. The FY2023-24 proposed budget document also contains information on the SLFRF revenues, the Grant Project Ordinance that will govern the use of those revenues, and the Social-Emotional Readiness Project Ordinance. The draft budget ordinance includes a recommended property tax rate. The budget officer must file a copy of the proposed budget with the town clerk on the day it is submitted to Council.

Council may make additional changes to the proposed budget, and then by motion will call for a public hearing on the budget. The town clerk will then advertise the time and place of that hearing, as well as stating in that advertisement that the budget is available for public inspection at the clerk’s office. In Mineral Springs, the public hearing is generally conducted at the regular June town council meeting, and the budget ordinance (subject to any additional changes) is then adopted by vote of the town council.

**June 8, 2022:** Council conducts the budget hearing and adopts a budget ordinance. North Carolina general statute also requires that copies of the adopted budget ordinance be filed in the offices of the town clerk, the budget officer, and the finance officer.

### **THE ROLE OF THE ANNUAL BUDGET ORDINANCE**

Under the North Carolina Local Government Budget and Fiscal Control Act, no expenditure may be made by the finance officer or any departmental personnel if that expenditure is not

authorized in the adopted budget ordinance. It should be noted that the governing document is the *ordinance*, and not the more detailed departmental expenditure breakdown. For example, if the “Office” appropriation in the budget ordinance is \$171,612, and the detailed breakdown lists expenditures of \$2,400 for “equipment” and \$4,500 for “utilities”, it would be perfectly legal for the finance officer to make “equipment” expenditures of \$3,000 and “utility” expenditures of \$5,800 during the fiscal year, *provided the total of all expenditures in the “Office” category does not exceed \$171,612.*

Some local governments allow the finance officer to make transfers between departmental appropriations in the budget ordinance as necessary. The Mineral Springs town council does not grant the finance officer this authority. If the finance officer finds that upcoming expenditures would exceed an appropriation in the budget ordinance, he *must* prepare a *budget amendment* and present it to Council for approval. This process serves as another layer of internal control, ensuring that the ultimate responsibility for compliance with the adopted budget ordinance rests solely with the town council.

STATE OF NORTH CAROLINA  
TOWN OF MINERAL SPRINGS

**AN ORDINANCE TO ESTABLISH A BUDGET  
FOR FISCAL YEAR 2023-2024  
O-2022-xx**

**BE IT ORDAINED** by the Council of the Town of Mineral Springs, North Carolina, the following:

**Section I. Appropriations.** The following amounts are hereby approved in the General Fund for the operation of the Town government and its activities for the fiscal year beginning 7/1/2023 and ending 6/30/2024, in accordance with a Chart of Accounts to be established for the Town:

<b>ADMINISTRATIVE &amp; GENERAL GOVERNMENT:</b>	<b>\$351,478.00</b>
Advertising	\$1,200.00
Attorney	\$7,200.00
Audit	\$5,230.00
Charities and Agencies	\$11,080.00
Community Projects	\$36,988.00
Contingency	\$3,000.00
Elections	\$3,600.00
Employee Overhead	\$40,300.00
Fire Protection	\$12,000.00
Office and Administrative	\$171,612.00
Planning and Zoning	\$49,468.00
Street Lighting	\$1,600.00
Tax Collection	\$1,600.00
Training	\$3,000.00
Travel	\$3,600.00
<b>CAPITAL:</b>	<b>\$67,712.00</b>
Capital outlay	\$67,712.00
<b>TOTAL APPROPRIATIONS:</b>	<b>\$419,190.00</b>

**Section II. Estimated Revenues.** It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning 7/1/2022 and ending 6/30/2023:

Property taxes	\$82,435.00
Interest	\$39,000.00
Other income	\$3,600.00
Sales taxes	\$281,480.00
Vehicle taxes	\$8,175.00
Zoning fees	\$4,500.00
<b>TOTAL ESTIMATED REVENUES:</b>	<b>\$419,190.00</b>

**Section III. Property Tax Levy.** A tax in the amount of \$0.021 per \$100.00 of assessed valuation is hereby levied on property within the Town of Mineral Springs which was listed for property taxes in Union County, North Carolina as of January 1, 2023.

ADOPTED this 8th day of June 2023. Witness my hand and official seal:

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Frederick Becker III, Mayor

Attest:

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Vicky A. Brooks, Clerk

<b>REVENUES</b>				<b>\$ 419,190</b>
<i>TOTAL INCOME</i>				<b>\$ 419,190</b>
Property Taxes			\$ 82,435	
Current Year	\$ 81,835			
Prior Years	\$ 600			
Interest			\$ 39,000	
Other Income			\$ 3,600	
Festival	\$ 3,000			
Miscellaneous	\$ 600			
Sales Tax			\$ 281,480	
Alcoholic Beverage	\$ 12,780			
Electricity	\$ 208,000			
General Sales & Use	\$ 38,400			
Natural Gas Excise	\$ 1,700			
Telecommunications	\$ 2,100			
Video Programming	\$ 18,500			
Vehicle Taxes			\$ 8,175	
Zoning Fees			\$ 4,500	

<b>EXPENDITURES</b>				<b>\$ 419,190</b>
<i>ADMINISTRATIVE &amp; GENERAL GOVERNMENT</i>				<b>\$ 351,478</b>
Advertising			\$ 1,200	
Attorney			\$ 7,200	
Audit			\$ 5,230	
Charities & Agencies			\$ 11,080	
Community			\$ 36,988	
Beautification, Maintenance	\$ 6,800			
Special events	\$ 14,000			
Festival	\$ 8,000			
AMG	\$ 4,000			
Misc	\$ 2,000			
Communication			\$ 9,188	
Newsletter	\$ 3,000			
Soc. Media	\$ 4,188			
Other	\$ 2,000			
Park & Greenway Maint	\$ 7,000			
Contingency			\$ 3,000	
Elections			\$ 3,600	
Employee Overhead (FICA, work comp, bonds)			\$ 40,300	
Fire Protection			\$ 12,000	

Office				\$	171,612
Salary: Clerk		\$	45,660		
Salary: Deputy Clerk/Assistant		\$	14,400		
Salary: Finance Officer		\$	42,180		
Salary: Mayor		\$	6,000		
Salary: Council		\$	14,400		
Dues		\$	7,600		
Insurance		\$	4,800		
Records Management		\$	5,672		
Equipment & durable items		\$	2,400		
Supplies		\$	4,000		
Postage (General)		\$	1,000		
Telephone, Internet		\$	6,800		
Reserve/Misc		\$	1,000		
Town Hall Maintenance		\$	11,200		
Supplies	\$	1,200			
Services	\$	10,000			
Utilities		\$	4,500		
Planning				\$	49,468
Zoning Ord. & Planning		\$	3,000		
Zoning Administration		\$	41,468		
Salary	\$	39,468			
Contract	\$	2,000			
Land Use Planning		\$	3,000		
Reserve/Misc		\$	2,000		
Street Lighting				\$	1,600
Tax Collection				\$	1,600
Contract (Union County)		\$	1,600		
Misc.		\$	-		
Training				\$	3,000
Boards		\$	1,000		
Officials		\$	1,000		
Staff (Clerk, TC, FO)		\$	1,000		
Travel Expenses				\$	3,600
<i>CAPITAL</i>				\$	67,712
Capital Outlay				\$	67,712

Town of Mineral Springs

2023-2024 BUDGET ANALYSIS

I. Appropriations

*Administrative & General Government*

**Advertising** **\$1,200.00**

Included are required notifications of public hearings and special meetings involving the town council, planning board, and board of adjustment, and advertising in the 2024 Queen's Cup Race Program. This appropriation has historically been underutilized and is down \$600 from last year.

**Attorney** **\$7,200.00**

This appropriation includes \$3,600.00 for retainer and general expense and is down \$2,400 from last year's appropriation.

**Audit** **\$5,230.00**

Kendra Gangal, CPA ago has proposed an annual charge for audit services "not to exceed" \$5,230.00 after keeping the charge at \$4,730 for four years.

**Charities & Agencies** **\$11,080.00**

Council has approved this separate appropriation in the budget ordinance in order to bring more control and greater transparency to the town's contribution to various local non-profits. The amount is calculated as 3% of the previous year's total budget:  $0.03 \times \$369,305.00 = \$11,079.15$ , rounded to \$11,080.00.

**Community** **\$36,988.00**

This appropriation is to be used for projects and services intended to benefit the quality of life in Mineral Springs, including maintenance and beautification. Downtown pole banners and Christmas lights are included in this appropriation. The Community appropriation has been decreased by \$14,488.00 over last year's appropriation primarily due to the Fall Festival being scheduled for 2023 with a budget of \$8,000.00. A new subcategory of "Communication: has been added and includes the newsletter and social-media expenses. The service partnership with Artists Music Guild for music licensing and other event programming remains \$4,000.00 and the actual expenditure will be determined based on any programs proposed by the guild.

**Contingency** **\$3,000.00**

This appropriation is intended to cover small unforeseen expenses in miscellaneous categories which might arise during the fiscal year. Access to Contingency funds is generally accomplished through the budget amendment process. The contingency appropriation will not necessarily be expended.



**Elections**

**\$3,600.00.00**

The municipal election on November 7, 2023 will be conducted by the Union County Board of Elections at an estimated cost of \$3,600.00.

**Employee Overhead**

**\$40,300.00**

Includes Scheduled bonds for Deputy Clerk at \$100.00, Clerk/Zoning Administrator at \$100.00, Finance Officer at \$450.00, workers compensation at \$2,900.00, FICA at \$10,850, NCLM benefits at \$1,800.00, and payroll processing at \$1,750.00. In addition, our required contribution to the NC Local Governmental Employees’ Retirement System (NCLGERS) is estimated at \$22,350.00. Overall, this is a \$2,900.00 increase over last year, reflecting the increased FICA expenditures resulting from the staff salary increases, an NCLGERS increase from 16.80% to 17.55%, and corresponding increases in rates for workers compensation.

**Fire Protection**

**\$12,000.00**

Our regular annual payment to the Mineral Springs Volunteer Fire and Rescue Department remains \$10,000.00, and our Fire Suppression Agreement with the Waxhaw Volunteer Fire Department includes an annual payment of \$2,000.00.

**Office & Administration**

**\$172,112.00**

We are proposing increasing the clerk’s base salary to \$45,660.00 and the finance officer’s base salary to \$42,180.00. At Council’s request, we conducted a deeper analysis of both cost-of-living allowances (COLA) and comparisons with municipalities similar in size to Mineral Springs. The North Carolina League of Municipalities (NCLM) conducts annual salary surveys, and Mineral Springs falls into the “Population of 2,500 – 4,000” category. Based on COLA alone, our 3% salary increases over the past two years have failed to keep up with much larger actual cost of living increases. In addition to considering a 3% increase for FY2023-24, we have gone back to FY2020-21 and recalculated theoretical increases based on actual COLA numbers, with factors of 1.059 (5.9%) for 2021-22 and 1.087 (8.7%) for 2022-23. This analysis yields proposed salaries of \$45,660 for the clerk, \$42,180 for the Finance Officer, and \$39,468 for the Planning Director.

The NCLM salary survey is not an “apples-to-apples” comparison, because the League only uses salaries for *full-time* positions, and Mineral Springs positions are half-time. Also, the role of the Clerk in Mineral Springs is closer to that of an Assistant Manager (in a small town) based on the Mineral Springs job description and duties which include supervision of another employee, management of service contracts such as janitorial and landscaping, website and social-media responsibilities, and special event administration and oversight. Following is a summary of salary comparisons taken from the November 2022 NCLM survey plus actual Mineral Springs data. The full-time salaries in the NCLM survey were simply halved to correspond to our situation.

Position	Minimum	Maximum	Peer Avg	Avg 1/2	MS 2022	Avg +3%	MS Prop.
Finance Officer	\$55,703	\$126,145	\$82,761	\$41,380	\$37,728	\$42,621	\$42,180
Planning Director	\$51,104	\$114,418	\$78,306	\$39,159	\$35,304	\$40,334	\$39,468
City Clerk	\$42,944	\$98,838	\$62,276	\$31,138	\$40,836	\$32,072	\$45,660
Asst. City Mgr.	\$73,020	\$104,367	\$88,705	\$44,353	n/a	\$45,683	n/a

The proposed Mineral Springs FY2023-24 salaries based on the COLA calculations come very close to (all slightly under) likely NCLM peer-group average salaries for FY2023-24 based on an estimated 3% average increase. Being so close to the statewide peer benchmarks indicates that the Mineral Springs staff salaries proposed for FY2023-24 are justified and reasonable.

Council has re-authorized the part-time position of deputy clerk/office assistant for at least 12 hours per week, and the current wage for that position is \$18.00/hr. Any changes to the hourly rate will be based on performance evaluations conducted by the Clerk as the position's supervisor. This position has been budgeted at \$14,400 allowing for flexibility in the number of hours worked. Council salaries will remain \$200.00 per month for FY2023-24, and the mayor's salary will remain \$500.00 per month. Proposed expenditures for most routine office expenses and town hall overhead remain similar to last year's.

**Planning**

**\$49,468.00**

Council has recommended increasing the planning director/zoning administrator's salary to \$39,468.00 as discussed above. The proposed \$2,000.00 appropriation for contract services associated with providing assistance with administration from third parties remains the same as last year's. Included in that appropriation is an amount of \$1,717.63 to cover an interlocal agreement with Union County for joint funding of the Urban Forester position and the cost of contract enforcement by N-Focus of the town's abandoned swimming pool ordinance. Other expenditures are proposed to be similar to last year's.

**Street Lighting**

**\$1,600.00**

This appropriation covers the cost of providing roadway lighting in the downtown area. This amount is \$100 higher than last year's amended appropriation.

**Tax Collection**

**\$1,600.00**

Mineral Springs will continue operating under contract with Union County for property tax collection at a cost of 1.25% of the gross collections (reduced by the Board of County Commissioners from 1.5%), which has worked very well for the town. Total commissions to Union County for FY2023-24 are estimated at \$1,600.00 which includes both current year and prior year collections.

**Training**

**\$3,000.00**

Ongoing training sessions for the governing board, citizen boards, and staff are offered throughout the year by the Institute of Government, the NC League of Municipalities, and other professional organizations.

**Travel Expenses**

**\$3,600.00**

Included are expenses for travel to off-site training sessions, and any necessary meals and overnight accommodations. Also included are reimbursements for expenses incurred by council and staff in the course of ordinary business. This appropriation has been reduced by \$600.00 last year's; the appropriation was increased to \$4,200.00 in 2014 after we

experienced expenditures for an unusually-large number of out-of-town conferences and workshops and in the ten years since then we have never again come close to spending that amount.

*Capital*

**Capital Outlay** **\$67,912f.00**

These funds are designated for capital needs such as major equipment purchases, furniture and fixtures, and improvements to or purchases of real property.

II. Estimated Revenues

**Interest Earned** **\$39,000.00**

Interest rates have increased sharply in response to Federal Reserve policy. The federal funds rate is currently 5.00%; most analysts expect this rate to be increased to 5.25% within the next few months and then to remain fairly stable until the Federal Reserve begins to reduce it in mid-2024. In April 2022 when our FY2022-23 budget was being prepared, the federal funds rate was 0.50% and interest earned on the town's bank deposits was virtually zero and we estimated total FY2022-23 interest revenue at \$600.00. Due to the Federal reserve's rapid funds rate increase, our actual interest revenue for FY2023-24 will be approximately \$20,100.00 Most of the town's idle fund balance has been moved to the North Carolina Capital Management Trust (NCCMT), an investment fund that is approved by the North Carolina State Treasurer for safekeeping local government assets. The town currently has just over \$900,000.00 in the NCCMT earning approximately 4.6% (variable on a daily basis), and even if the town spends several hundred thousand dollars on capital and major maintenance projects during FY2023-24 it is reasonable to estimate that we will earn \$\$36,000.00 in dividends with an average balance of \$800,000.00 at 4.5%. An additional \$400,000.00 on deposit at First National Bank at 0.65% should earn at least \$2,600, and it may be practical to move some of those funds to the NCCMT for even greater revenues. While the Federal Reserve policy may remain favorable for interest rates throughout FY2023-24, we should remain cautious when estimating future interest rates on our fund balance deposits.

**Other** **\$3,600.00**

This category covers various small-scale sources of revenue not accounted for in the other major categories. Festival income is estimated at \$3,000.00. We anticipate refunds of North Carolina sales and use taxes paid by the town on purchases, and a few miscellaneous payments and fees such as copy charges. Zoning fees continue to be budgeted as a separate line item.

**2022 Property Tax Receipts**

**\$81,835.00**

The estimated tax base has increased by \$6.5 million due primarily to new construction. Union County’s estimate for real property is \$369,667,158 and for personal property is \$13,068,967. We estimate that our Public Service Property tax base will be \$7,932,849 based on last year’s figure.

We are proposing an *ad valorem* tax rate of \$0.021/\$100.

Gross estimated tax levy must be reduced based on the collection rate for FY2021-22 as of June 30, 2022, which was 99.75% according to the Union County tax administrator’s reports. The revenue estimate was arrived at as follows:

Real Property	\$369,667,158
Personal Property	\$13,068,967
Public Service Property (est.)	\$7,932,849
<b>Est. Real and Personal Tax Base</b>	<b>\$390,668,974</b>

Tax rate: \$0.021/\$100 assessed valuation  
 Total levy: \$82,040.49  
 Estimated collection rate: 99.75% → \$81,835.38

**Property Taxes, prior years**

**\$600.00**

We will receive some 2014 through 2022 delinquent tax payments from Union County. The total outstanding property taxes for that period will be approximately \$1,200.00, and we should expect Union County to collect approximately half of that. There will be no more collections of delinquent taxes from 2013 or earlier.

**Sales Taxes**

**\$281,480.00**

Based on current fiscal year performance and accounting for anticipated economic conditions, the estimated breakdown is as follows:

Alcoholic Beverage tax	\$12,780.00
Electricity sales tax	\$208,000.00
General sales and use tax	\$38,400.00
Natural Gas excise tax	\$1,700.00
Telecommunications sales tax	\$2,100.00
Video Programming sales tax	\$18,500.00
<b>Total</b>	<b>\$281,480.00</b>

The amount of Alcoholic Beverage tax distributed to municipalities is *not* based on actual sales within the municipalities but instead is based solely on population. For 2021-22, municipalities where beer and wine sales were allowed received approximately \$3.959 per capita. This resulted in a total distribution to Mineral Springs of \$12,558.84 which was below the budget estimate of \$13,000.00. The FY2023-24 estimate of \$12,780.00 is arrived at by simply using an amount between those two numbers since there is no better data available. Monthly General Sales and Use Tax revenues have actually continued to increase during the current fiscal year and these revenues are now averaging approximately \$3,200.00/month. We believe that these collections will remain steady

next fiscal year. The budget reflects an estimated \$5,400.00 Sales and Use Tax increase from FY2022-23. As for the Electricity Sales Tax, the town's largest revenue source, the amount has leveled off or even decreased slightly over the past few years. When North Carolina changed this tax from a franchise tax to a sales tax beginning in FY2014-15, the general assembly established FY2013-14 as the "baseline year" for this distribution. Sales tax on additional electricity consumption above this "baseline" amount is calculated by the same formula that General Sales and Use tax distributions are calculated: a formula that allocates the distribution based on the town's percentage of the total property tax levy in the county. Because Mineral Springs has such a low tax base and tax rate, our levy is a very small percentage of the countywide levy and as a result incremental increases in Electricity Sales Tax distributions are very small and Electricity Sales Tax distributions haven't varied by more than \$1,000.00 for the past seven years. This year we are budgeting no increase in the anticipated Electricity Sales Tax distribution. Telecommunications and Video Programming sales tax distributions have been treated this way for many years and have remained very flat over time, but we expect these revenue streams to remain very close to last year's. Overall, we are anticipating an increase of \$5,180.00 in sales tax revenue for FY2023-24.

**Vehicle Taxes**

**\$8,175.00**

Current-year vehicle taxes will all be collected by Union County via the state Vehicle Tax System in which property taxes are collected directly at the time of registration renewal. This amount reflects a collection rate of 98%, based on Union County's estimate of the Mineral Springs vehicle tax base of \$39,740,148. In reality, the state-collected system yields a theoretical 100% collection rate for accounting purposes, since the way the system works the tax levy doesn't exist until it is collected. Even so, some vehicles don't get renewed, and some collections end up being refunded. Using a 98% collection rate is just an estimate reflecting these vehicles leaving the tax rolls.

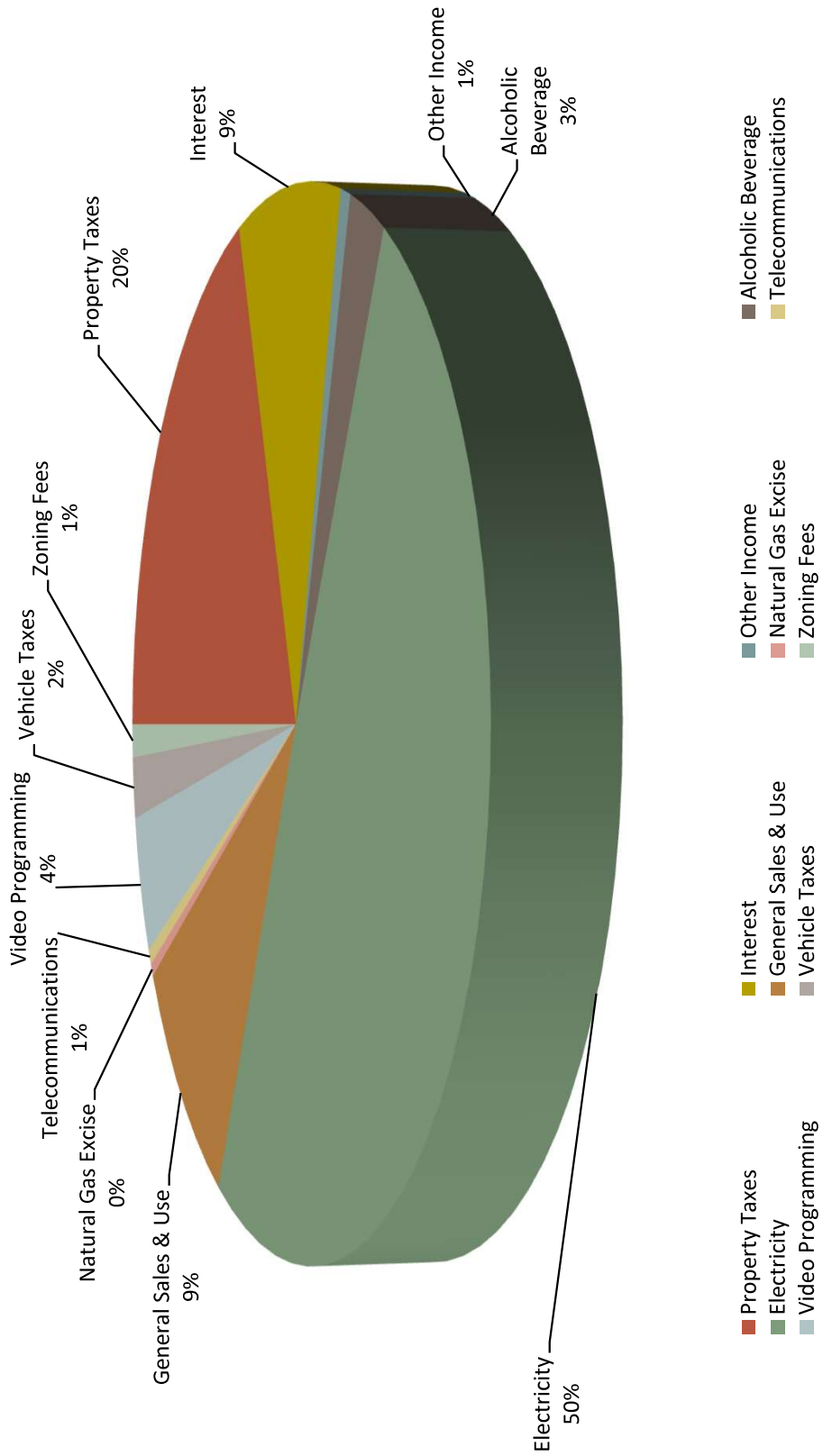
**Zoning Fees**

**\$4,500.00**

This estimate is based on the current rate of new construction both individually and in subdivisions, plus additional zoning permits for accessory structures, garages, signs, and fences as well as miscellaneous applications for amendments, special use permits, and variances. Zoning activity remains surprisingly high in spite of most major subdivisions being close to "built out". Overall, zoning activity is expected to be slightly lower than that of FY2022-23, which is expected to exceed the \$3,500.00 budgeted amount by \$2,000.00.

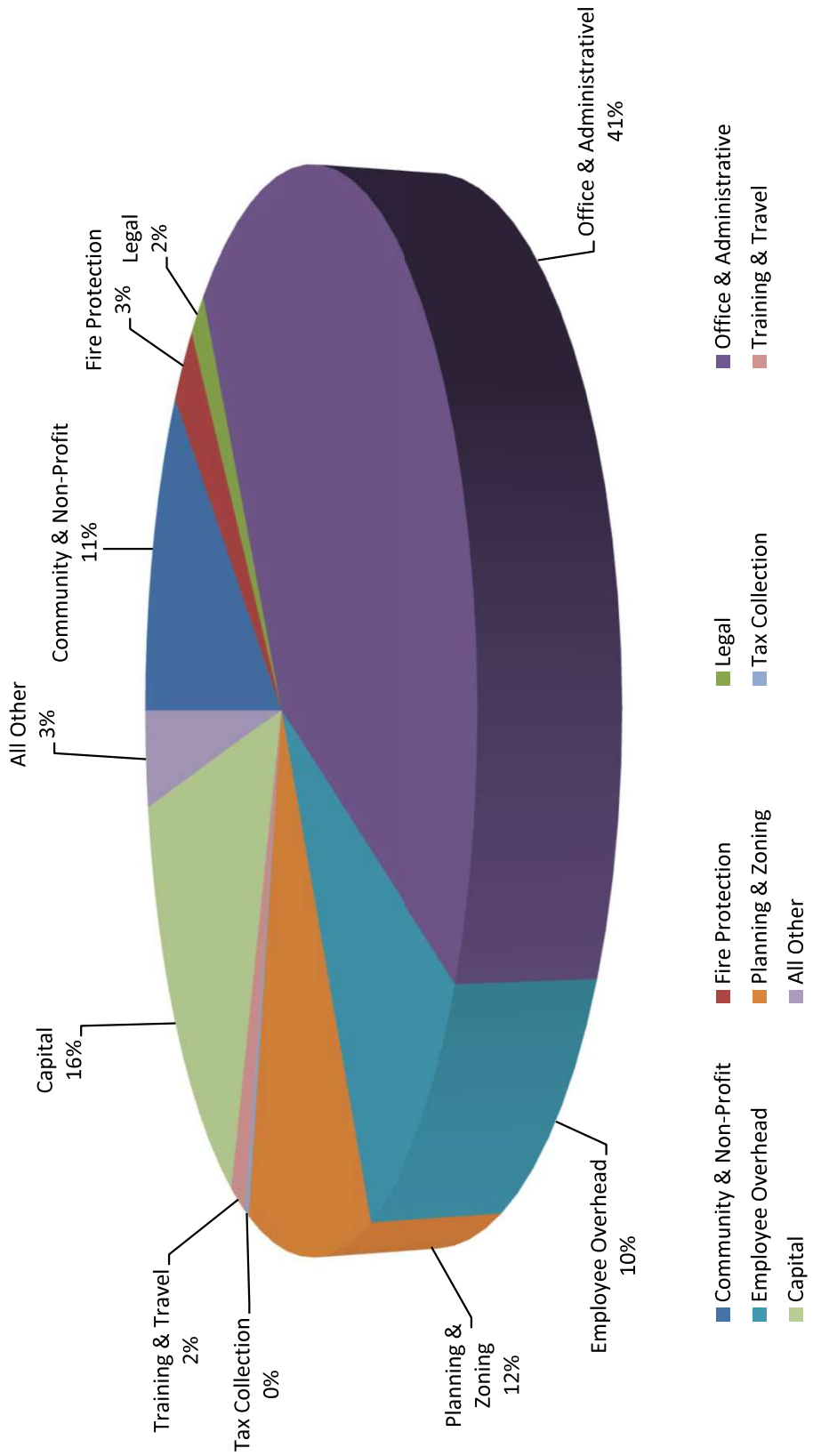
# Mineral Springs Proposed Revenues 2023-2024

## \$419,190



# Mineral Springs Proposed Expenditures 2023-2024

## \$419,190



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## **Inclusion of Information Related to Project Ordinances Compliance With NC G.S. § 159-13.2 (f)**

North Carolina General Statutes section § 159-13.2 (f) requires the following:

Inclusion of Project Information in Budget. – Each year the budget officer shall include in the budget information in such detail as he or the governing board may require concerning each grant project or capital project (i) expected to be authorized by project ordinance during the budget year and (ii) authorized by previously adopted project ordinances which will have appropriations available for expenditure during the budget year.

**O-2022-01:** The Mineral Springs Town Council adopted Grant Project Ordinance O-2022-01 on October 13, 2022. The purpose of this ordinance was to amend O-2021-02 which authorized appropriation and expenditure of State and Local Fiscal Recovery Fund (SLFRF) revenues which had been awarded to the Town by the United States Treasury as part of the American Rescue Plan Act of 2021 (ARPA). The amended Project Ordinance authorized the actual expenditure of \$230,669.86 of the \$270,618.75 in ARPA revenues by transferring them to the general fund as reimbursement for prior salaries and benefits paid between March 3, 2021 and September 30, 2022. This is a FY2022-23 expenditure. An unassigned balance of \$39,948.89 remains in the project fund, the expenditure of which will be authorized by another Project Ordinance to be adopted in FY 2023-24.

**O-2022-05:** The Mineral Springs Town Council adopted Project Ordinance O-2022-05 on November 10, 2022 authorizing a grant of \$56,194.00 to the D. Coffey Foundation for Athletics and Education for a Social-Emotional Readiness after-school program to run from February 2023 through December 2023. As of April 30, 2022 \$33,967.00 has been expended in FY 2022-23, with the balance of \$22,227.00 to be expended in FY2023-24.

**Other Projects:** The Mineral Springs Town Council has also begun studying both capital needs and major facility maintenance needs and expects to identify some projects to undertake during FY2023-24. These projects will be funded either by budget amendments or additional project ordinances to be adopted as needed during the fiscal year.

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STATE OF NORTH CAROLINA  
TOWN OF MINERAL SPRINGS

**AN ORDINANCE AMENDING O-2021-02: TO APPROPRIATE AND SPEND  
FEDERAL CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUND  
(CSLFRF) REVENUES UNDER H.R. 1319, THE AMERICAN RESCUE PLAN  
ACT OF 2021 (ARPA)  
O-2022-01**

BE IT ORDAINED by the town council of the Town of Mineral Springs, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted, amending Grant Project Ordinance O-2021-02, adopted on August 12, 2021:

**Section 1:** This ordinance is to establish a budget for a project or projects to be funded by the Coronavirus State and Local Fiscal Recovery Fund (CSLFRF) revenues of H.R. 1319 American Rescue Plan Act of 2021 (ARPA). The Town of Mineral Springs has received the full allocation CSLFRF revenues in the amount of \$270,618.75. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

1. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

**Section 2:** The town has elected to take the standard allowance, as authorized by CFR Part 35.6(d)(1) and expend all its ARP/CSLFRF revenues for the provision of government services. Specifically, this ordinance authorizes reimbursement for salaries and benefits paid from March 3, 2021 through September 30, 2022. The Finance Officer has determined that the salaries of the Clerk, Deputy Clerk, Finance Officer, Planning

Director, and Deputy Tax Collector are allowable, and that LGERS pension contributions, NCLM Health Benefits Trust contributions, and FICA contributions for those employees are allowable. The 4.7% LGERS accrued pension liability employer contribution for the Clerk, Finance Officer, and Planning Director is considered a “pension deposit” and is disallowed.

**Section 3:** The following amount is appropriated for the project(s) and authorized for expenditure:

<b>Internal Project Code</b>	<b>Project Description</b>	<b>Expenditure Category (EC)</b>	<b>Cost Object</b>	<b>Appropriation of ARP/CSLFRF Funds</b>
001	Finance, Clerk, Tax, and Planning - March 3, 2021 through March 31, 2022	6.1	Salaries	\$131,386.76
002	Finance, Clerk, Tax, and Planning – March 3, 2021 through March 31, 2022	6.1	Benefits	\$24,527.21
003	Finance, Clerk, and Planning – April 1, 2022 through September 30, 2022	6.1	Salaries	\$62,723.61
004	Finance, Clerk, and Planning – April 1, 2022 through September 30, 2022	6.1	Benefits	\$12,032.28
	Unassigned			\$39,948.89
	<b>TOTAL</b>			<b>\$270,618.75</b>

**Section 4:** The following revenues are anticipated to be available to complete the project:

CSLRF Revenues                                 \$270,618.75

**Section 5:** The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements, including payroll documentation, in accordance with 2 CFR 200.430, 2 CFR 200.431, and the town’s Uniform Guidance allowable Costs and Cost Principles Policy.

**Section 6:** The Finance Officer is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

**Section 7:** Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Officer and the Municipal Clerk.

**Section 8:** This grant project ordinance is effective as of March 3, 2021 and expires on December 31, 2026, or when all the ARP/CSLFRF funds have been obligated and expended by the town, whichever occurs sooner.

**ADOPTED** this 13th day of October, 2022.

---

Frederick Becker III, Mayor

Attest:

---

Vicky A. Brooks, CMC, Clerk

**PROJECT ORDINANCE AUTHORIZING A GRANT TO THE D. COFFEY  
FOUNDATION FOR ATHLETICS AND EDUCATION FOR A SOCIAL-  
EMOTIONAL READINESS PROGRAM**

**O-2022-05**

Pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following project ordinance is hereby adopted:

**Section 1:** The project involves implementation of a program called “Social-Emotional Readiness” by the D. Coffey Foundation for Athletics and Education, to be funded by a grant from the Town of Mineral Springs in an amount not to exceed fifty-six thousand one hundred ninety-four dollars (\$56,194.00).

The project consists of an after-school program combining social-emotional learning, mental health, and academic tutoring for Mineral Springs children in Kindergarten through Fifth Grade. The program will run from February 2023 through December 2023 in two semesters of twelve weeks each with a targeted enrollment of fifty students per semester. A grant agreement for this program was approved by the Mineral Springs Town Council on November 10, 2022.

**Section 2:** It is estimated that the following revenues will be available to complete those projects described in section 3:

General Fund Balance	\$56,194.00
<b>Total</b>	<b>\$56,194.00</b>

**Section 3:** The following amounts are appropriated for the Social-Emotional Readiness Project fund:

Project implementation	\$56,194.00
<b>Total</b>	<b>\$56,194.00</b>

**Section 4:** The Finance Officer is authorized to make periodic payments to the D. Coffey Foundation for Athletics and Education for implementation of the program based on the reporting and payment schedule set forth in the agreement between the town and the foundation.

**Section 5:** The Finance Officer is hereby directed to maintain within the Social-Emotional Readiness Project Fund sufficient detailed accounting records for the project authorized.

**Section 6:** The Finance Officer is directed to report the financial activity of the Social-Emotional Readiness Project Fund as a part of each regular monthly Mineral Springs Finance Report in any month that such activity takes place.

**Section 7:** The Finance Officer is authorized to transfer funds as required, not to exceed the total amount authorized by this ordinance, from the General Fund balance into the Social-Emotional Readiness Project Fund.

**Section 8:** Copies of this Social-Emotional Readiness Project Ordinance shall be filed with the Town Clerk and the Finance Officer.

**ADOPTED** this the 10th day of November, 2022.

---

Frederick Becker III, Mayor

Attest:

---

Vicky A. Brooks, Clerk

# PRIOR YEAR (AS AMENDED)

<b>REVENUES</b>			<b>\$ 369,305</b>
<i>TOTAL INCOME</i>			<i>\$ 369,305</i>
Property Taxes		\$ 80,905	
Current Year	\$ 80,305		
Prior Years	\$ 600		
Interest		\$ 600	
Other Income		\$ 600	
Festival	\$ -		
Miscellaneous	\$ 600		
Sales Tax		\$ 276,300	
Alcoholic Beverage	\$ 13,000		
Electricity	\$ 208,000		
General Sales & Use	\$ 33,000		
Natural Gas Excise	\$ 1,300		
Telecommunications	\$ 2,500		
Video Programming	\$ 18,500		
Vehicle Taxes		\$ 7,400	
Zoning Fees		\$ 3,500	

<b>EXPENDITURES</b>			<b>\$ 369,305</b>
<i>ADMINISTRATIVE &amp; GENERAL GOVERNMENT</i>			<i>\$ 337,980</i>
Advertising		\$ 1,800	
Attorney		\$ 9,600	
Audit		\$ 4,730	
Charities & Agencies		\$ 11,675	
Community		\$ 22,500	
Beautification, Maintenance	\$ 6,500		
Newsletter	\$ 3,000		
Special events	\$ 6,000		
Festival	\$ -		
AMG	\$ 4,000		
Misc	\$ 2,000		
Park & Greenway Maint	\$ 7,000		
Contingency		\$ 2,900	
Elections		\$ -	
Employee Overhead (FICA, work comp, bonds)		\$ 37,400	
Fire Protection		\$ 12,000	
Intergovernmental		\$ -	
Studies and Planning	\$ -		
Construction Match	\$ -		



Office				\$	177,571	
Salary: Clerk		\$	40,836			
Salary: Deputy Clerk/Assistant		\$	12,900			
Salary: Finance Officer		\$	37,728			
Salary: Mayor		\$	6,000			
Salary: Council		\$	14,400			
Dues		\$	7,500			
Insurance		\$	4,000			
Records Management		\$	5,507			
Equipment & durable items		\$	2,400			
Supplies		\$	4,000			
Postage (General)		\$	1,000			
Telephone, Internet		\$	6,800			
Reserve/Misc		\$	1,000			
Town Hall Maintenance		\$	29,000			
Supplies	\$	2,000				
Services	\$	27,000				
Utilities		\$	4,500			
Planning				\$	47,304	
Zoning Ord. & Planning		\$	5,000			
Zoning Administration		\$	37,304			
Salary	\$	35,304				
Contract	\$	2,000				
Land Use Planning		\$	2,000			
Reserve/Misc		\$	3,000			
Street Lighting				\$	1,500	
Tax Collection				\$	1,800	
Salary		\$	-			
Contract (Union County)		\$	1,800			
Postage		\$	-			
Billing		\$	-			
Training				\$	3,000	
Boards		\$	1,000			
Officials		\$	1,000			
Staff (Clerk, TC, FO)		\$	1,000			
Travel Expenses				\$	4,200	
<b>CAPITAL</b>						\$ 31,325
Capital Outlay				\$	31,325	

     Pending Amendment

# PRIOR YEAR

2022 FINAL BUDGET AMOUNTS				ACTUAL (5/23 & 6/23 PROJECTED)		VARIANCE	
<b>REVENUES</b>				<b>\$ 369,305</b>		<b>\$ 391,782.00</b>	<b>\$ 22,477</b>
Interest			\$ 600			\$ 12,645.00	\$ 12,045
Property Taxes			\$ 80,905			\$ 80,906.00	\$ 1
Sales Tax			\$ 276,300			\$ 282,295.00	\$ 5,995
Vehicle Taxes			\$ 7,400			\$ 8,358.00	\$ 958
Zoning Fees			\$ 3,500			\$ 5,953.00	\$ 2,453
Other			\$ 600			\$ 1,625.00	\$ 1,025
<b>EXPENDITURES</b>				<b>\$ 369,305</b>		<b>\$ 306,836.00</b>	<b>\$ (62,469)</b>
<i>ADMINISTRATIVE &amp; GENERAL GOVERNMENT</i>				<i>\$ 337,980</i>		<i>\$ 305,484.00</i>	<i>\$ (32,496)</i>
Advertising			\$ 1,800			\$ 700.00	\$ (1,100)
Attorney			\$ 9,600			\$ 4,900.00	\$ (4,700)
Audit			\$ 4,730			\$ 4,730.00	\$ -
Charities			\$ 11,675			\$ 9,000.00	\$ (2,675)
Community Projects			\$ 22,500			\$ 18,918.00	\$ (3,582)
Beaut., Maint.		\$ 6,500			\$ 6,552		
Communication		\$ 3,000			\$ 4,365		
Newsletter	\$ 3,000			\$ 1,000			
Soc. Media	\$ -			\$ 2,870			
Other	\$ -			\$ 495			
Special Events		\$ 6,000			\$ 300		
Festival	\$ -			\$ -			
AMG	\$ 4,000			\$ -			
Misc.	\$ 2,000			\$ 300			
Park & Greenway		\$ 7,000			\$ 7,701		
Contingency			\$ 2,900			\$ -	\$ (2,900)
Elections			\$ -			\$ -	\$ -
Employee overhead			\$ 37,400			\$ 36,510.00	\$ (890)
Fire Department grant			\$ 12,000			\$ 12,000.00	\$ -
Intergovernmental			\$ -			\$ -	\$ -
Office			\$ 177,571			\$ 173,708.00	\$ (3,863)
Sal.: Clerk		\$ 40,836			\$ 40,836		
Sal: Deputy		\$ 12,900			\$ 12,305		
Sal.: Fin. Officer		\$ 37,728			\$ 37,728		
Sal: Mayor		\$ 6,000			\$ 6,000		
Sal: Council		\$ 14,400			\$ 14,400		
Dues		\$ 7,500			\$ 7,390		
Insurance		\$ 4,000			\$ 4,213		
Records Management		\$ 5,507			\$ 5,402		
Equip. & dur.		\$ 2,400			\$ 1,600		
Supplies		\$ 4,000			\$ 4,034		
Postage		\$ 1,000			\$ 500		
Tel., Internet		\$ 6,800			\$ 6,852		
Reserve		\$ 1,000			\$ 400		
Town Hall Maint		\$ 29,000			\$ 27,277		
Supplies	\$ 2,000			\$ 1,017			
Services	\$ 27,000			\$ 26,260			
Utilities		\$ 4,500			\$ 4,771		
Planning			\$ 47,304			\$ 38,883.00	\$ (8,421)
Zoning Ord.		\$ 5,000			\$ 950		
Zoning Admin		\$ 37,304			\$ 36,750		
Salary	\$ 35,304			\$ 35,304			
Contract	\$ 2,000			\$ 1,446			
Land Use Plan		\$ 2,000			\$ -		
Reserve/Misc		\$ 3,000			\$ 1,183		
Street Lighting			\$ 1,500			\$ 1,434.00	\$ (66)
Tax Collection			\$ 1,800			\$ 1,294.00	\$ (506)
Salary		\$ -			\$ -		
Contract (Union County)		\$ 1,800			\$ 1,294		
Training			\$ 3,000			\$ 810.00	\$ (2,190)
Officials		\$ 1,000			\$ 60		
Planning Org.		\$ 1,000			\$ 300		
Staff		\$ 1,000			\$ 450		
Travel Expenses			\$ 4,200			\$ 2,597.00	\$ (1,603)
<b>CAPITAL</b>			<b>\$ 31,325</b>			<b>\$ 1,352.00</b>	<b>\$ (29,973)</b>
Capital Outlay			\$ 31,325			\$ 1,352.00	\$ (29,973)
<b>EXCESS (SHORTAGE) OF INCOME OVER EXPENDITURES - Applied to Fund Balance</b>						<b>\$ 84,946.00</b>	
Pending Amendment							

# MEMO

**To: Mineral Springs Town Council**  
**From: Rick Becker**  
**Date: May 2, 2023**  
**Subject: CTP Amendment for Waxhaw Parkway**

You may recall that in 2018 there was some controversy over a proposed new alignment for the Waxhaw Parkway. A longstanding route dating back to 1998 or earlier had been moved closer to Mineral Springs in 2017 with little public notice; the new route came very close to the Forest Green and Saddlewood subdivisions in Mineral Springs, cut through what was then the Story Book Farm off of Collins Road, and replaced Collins Road where the Parkway would intersect Highway 75. Residents of the area were unhappy with the change once it was discovered in 2018. With Mineral Springs Town Council support, I worked extensively with property owners, Waxhaw, Union County, and the Charlotte Regional Transportation Planning Organization (CRTPO) in an effort to get the route on the Comprehensive Transportation Plan (CTP) moved back closer to its original alignment approximately 2,000 feet further away from Mineral Springs but was unable to accomplish any changes.

In late 2021, the North Carolina Department of Transportation (NCDOT) initiated a new study to evaluate alternative routes for the leg of the Waxhaw Parkway between Highway 16 in Waxhaw (near the Farmers' Market) and Highway 75. After several meetings involving Waxhaw, Union County, Mineral Springs, and NCDOT, a preferred new alignment was agreed upon. Interestingly, this new alignment is almost identical to the route I had attempted to place on the CTP in 2018! It intersects Highway 75 approximately 2,000 feet further west (further away from Mineral Springs) on Highway 75, doesn't disrupt Collins Road, and passes much further away from existing Mineral Springs neighborhoods. I recommend supporting Union County in initiating this change in the CTP through CRTPO.

After reviewing the new route for the northeast quadrant of the Waxhaw Parkway, Waxhaw and Union County officials suggested a westward move of the southeast quadrant as well in order to make it line up with the northeast quadrant. This portion of the Waxhaw Parkway is far from any other Mineral Springs neighborhoods and really doesn't affect our town, so I recommend supporting the change of this portion of the Parkway in the CTP as well.

At this time, Transportation Planner Bjorn Hansen of Union County is requesting that Mineral Springs adopt the attached resolution authorizing Union County and CRTPO to initiate the CTP amendment process which will take most of the rest of 2023 to complete. There will be a full public input process which should reduce the amount of controversy that surrounded the previous CTP amendment process for Waxhaw Parkway. Construction of the road itself is still likely more than ten years away, but the CTP must be kept current as part of the NCDOT long-term planning process.

**TOWN OF MINERAL SPRINGS**

**RESOLUTION TO INITIATE COMPREHENSIVE TRANSPORTATION PLAN  
AMENDMENT PROCESS FOR THE WAXHAW PARKWAY**

**R-2023-01**

**WHEREAS**, the Waxhaw Parkway is a future road connecting NC 16 and NC 75 northeast of Waxhaw, in western Union County; and

**WHEREAS**, this road is designated as a boulevard and included in the current Charlotte Regional Transportation Planning Organization (CRTPO) Comprehensive Transportation Plan (CTP); and

**WHEREAS**, the North Carolina Department of Transportation (NCDOT) recently completed a feasibility and cost estimation study for the proposed road, which recommended a new alignment; and

**WHEREAS**, the current Waxhaw Parkway traverses Mineral Springs, Waxhaw, and unincorporated Union County; and

**WHEREAS**, the CTP amendment process requires public input and endorsement of changes by affected jurisdictions; and

**WHEREAS**, the Charlotte Regional Transportation Planning Organization (CRTPO) is responsible for approving and submitting amendments to the North Carolina Department of Transportation (NCDOT).

**NOW, THEREFORE BE IT RESOLVED** that the Mineral Springs Town Council authorizes Union County staff to initiate the CTP amendment process to consider a new alignment for the Waxhaw Parkway.

Adopted this 11<sup>th</sup> day of May, 2023.

---

Frederick Becker III, Mayor

Attest:

---

Vicky A. Brooks, Town Clerk



**UNIONCOUNTY**

north carolina

# Comprehensive Transportation Plans (CTP)

- Required for all parts of North Carolina by general statute
- Affected plan maintained by Charlotte Regional Transportation Planning Organization (CRTPO)
- Amendments and updates approved by both CRTPO and NCDOT
- Serves as needs assessment for transportation network several decades into the future:
  - Widening
  - New roads
  - Rail, pedestrian, bicycle, and transit
  - **Does not** include intersection-scale improvements

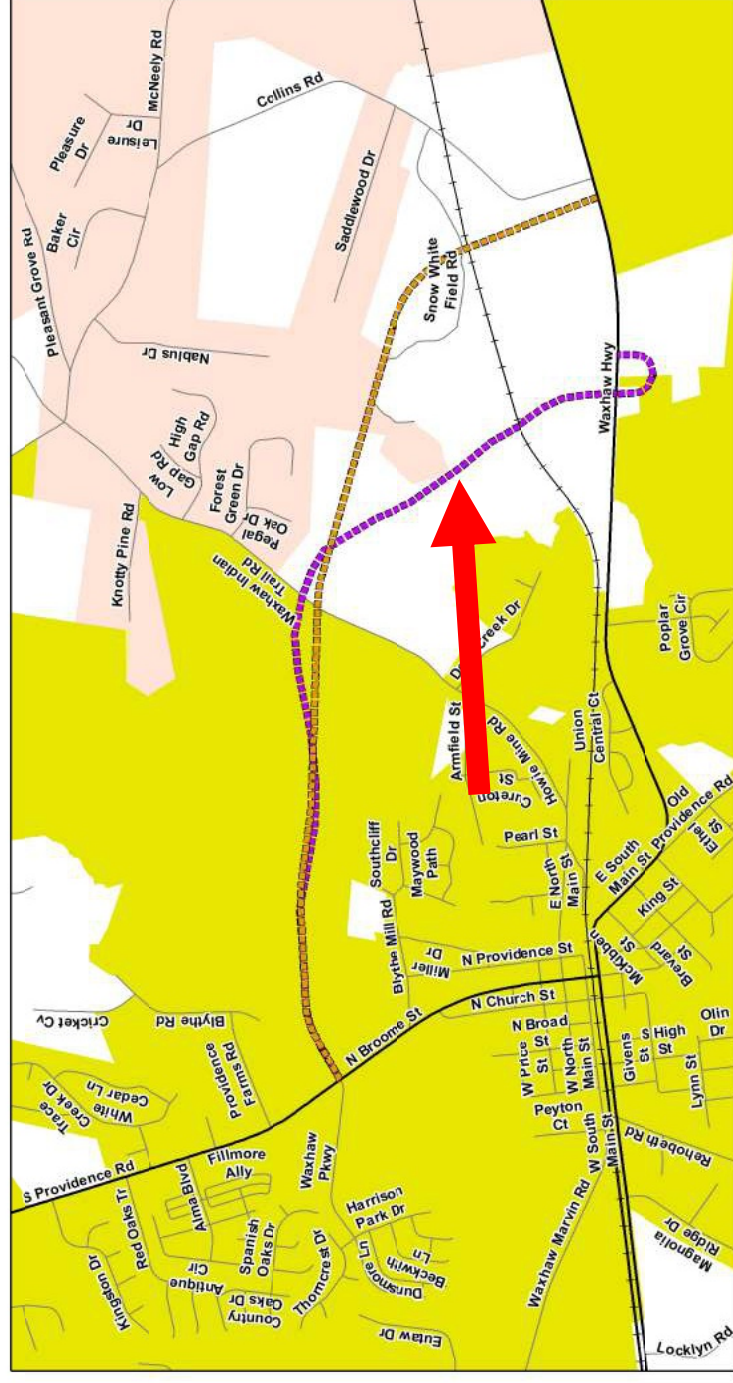
# How the CTP is Used by Union County

- Universe of potential projects to submit for funding
- Right of way dedication for rezonings
- Scoping input for bridge replacement and other NCDOT projects

# Proposed Amendment #1

- Shift existing CTP alignment (orange) to new alignment (purple)
- Requires coordination with CRTPO, Waxhaw, Mineral Springs, and NCDOT
- Based on 2022 feasibility study by NCDOT

## Waxhaw Parkway Proposed CTP Amendment



### Legend

- 2017 Waxhaw Parkway (Current Alignment)
- 2023 Waxhaw Parkway (Proposed Alignment)
- Rail
- Mineral Springs
- Waxhaw

Note: The Comprehensive Transportation Plan (CTP) represents the CRTPO region's long-term vision for how the transportation network should evolve to serve residents and employers. The CTP includes four transportation modes: highways and streets; public transportation and rail; bicycle; pedestrian. It assesses the condition of the entire network and serves as a framework for transportation planning efforts at the local and regional scale. The CTP does not include specific projects or improvement schedules, but instead represents the status of the network that may be required to support anticipated growth.

0 500 1,000 2,000 Feet

Created on April 11, 2023 by Bjorn E. Hansen, AICP CTP  
Contact: (704) 283-3690 or bjorn.hansen@unioncountync.gov

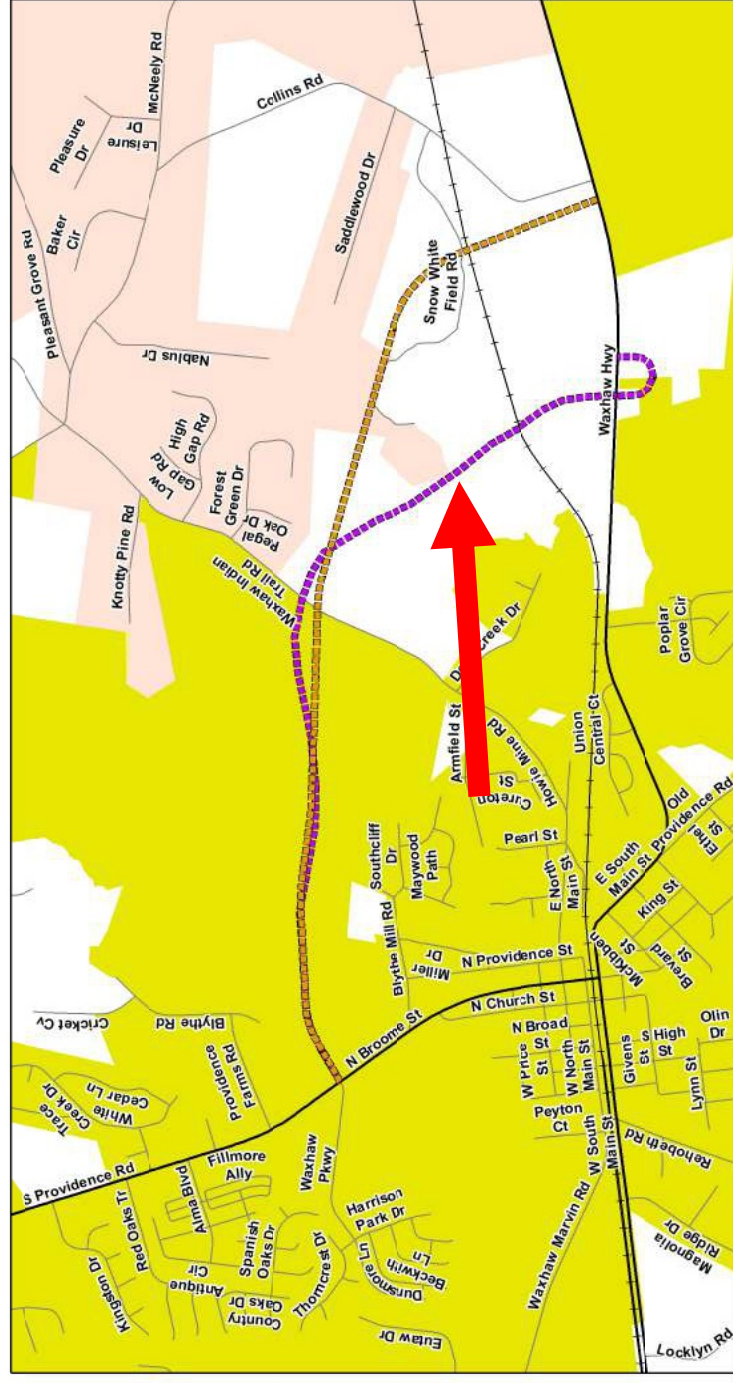




# Proposed Amendment #1

- New alignment is approximately 2,000 feet west of current CTP alignment
- Current alignment goes through Waxhaw Meadows Plantation and came close to several Mineral Springs subdivisions
- New alignment is close to the one we preferred in 2018

## Waxhaw Parkway Proposed CTP Amendment



### Legend

- 2017 Waxhaw Parkway (Current Alignment)
- 2023 Waxhaw Parkway (Proposed Alignment)
- Rail
- Mineral Springs
- Waxhaw

Note: The Comprehensive Transportation Plan (CTP) represents the CRTPO region's long-term vision for how the transportation network should evolve to serve residents and employers. The CTP includes four transportation modes: highways and streets; public transportation and rail; bicycle; pedestrian. It assesses the condition of the entire network and serves as a framework for transportation planning efforts at the local and regional scale. The CTP does not include specific projects or improvement schedules, but instead represents the status of the network that may be required to support anticipated growth.

0 500 1,000 2,000 Feet

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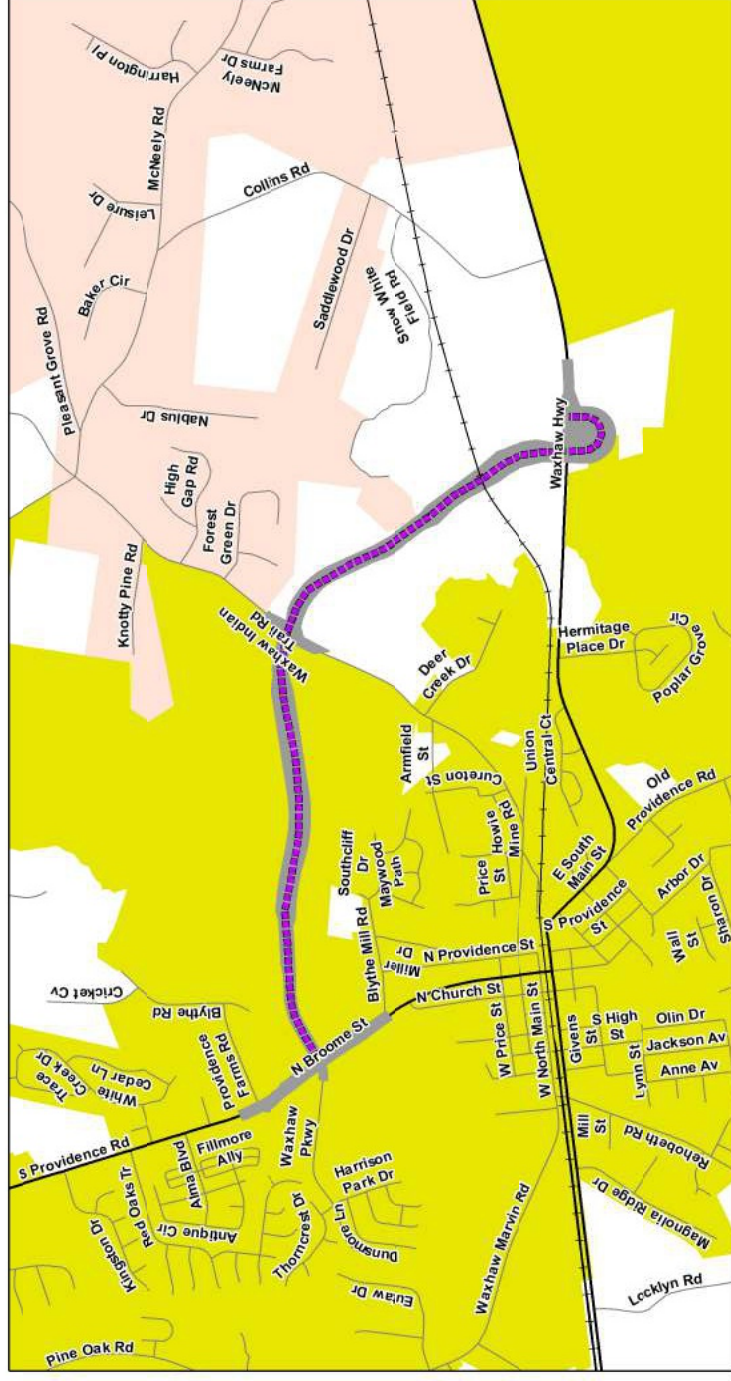


# New

## Alignment

- Study corridor recommendation in gray
- Dashed purple line is centerline of corridor
- Based on environmental, rail road, structures, and topographical considerations
- Includes a 2022 cost estimate- \$72 million
- Does not eliminate need for construction-grade design to actually build the road once funded

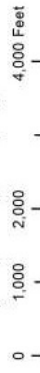
## Waxhaw Parkway Proposed CTP Amendment and Study Corridor



### Legend

- 2023 Waxhaw Parkway (Proposed Alignment)
- H150208 Waxhaw Parkway ROW Alignment
- Rail
- Mineral Springs
- Waxhaw

Note: The Comprehensive Transportation Plan (CTP) represents the CRTPO region's long-term vision for how the transportation network should evolve to serve residents and employers. The CTP includes four transportation modes: highways and streets; public transportation and rail; bicycle; pedestrian. It assesses the condition of the entire network and serves as a framework for transportation planning efforts at the local and regional scale. The CTP does not include specific projects or improvement schedules, but instead represents the status of the network that may be required to support anticipated growth.



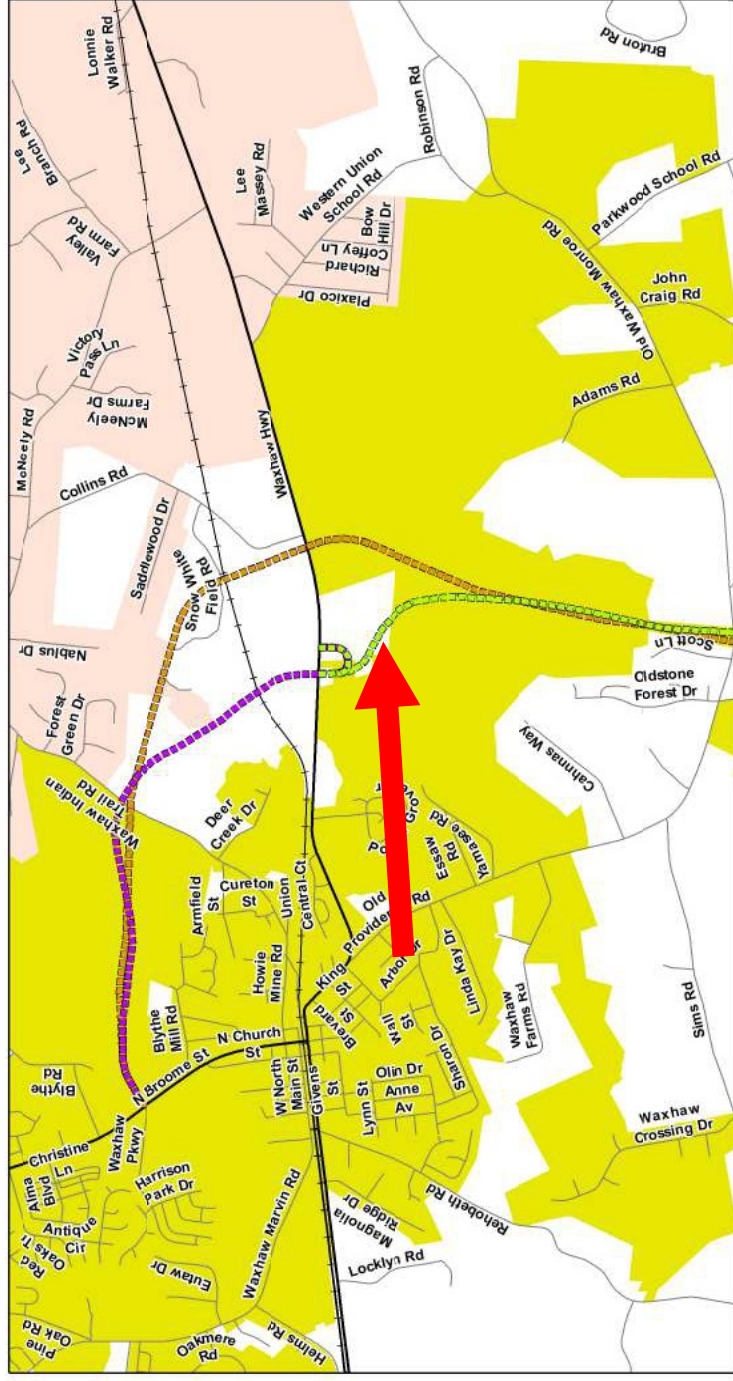
Created on April 11, 2023 by Bjorn E. Hansen, AICP CTP  
Contact: (704) 283-3690 or bjorn.hansen@unioncountync.gov



# Proposed Amendment #2 (Southern Leg)

- Shift existing CTP alignment (orange) to new alignment (green)
- Requested by Waxhaw to continue corridor south of NC 75
- Does not affect Mineral Springs neighborhoods

## Waxhaw Parkway Amendments



### Legend

- 2023 Waxhaw Parkway (Southern Amendment)
- 2023 Waxhaw Parkway (Northern Amendment)
- 2017 Waxhaw Parkway (Current Alignment)
- Rail
- Mineral Springs
- Waxhaw

Note: The Comprehensive Transportation Plan (CTP) represents the CRTPO region's long-term vision for how the transportation network should evolve to serve residents and employers. The CTP includes four transportation modes: highways and streets; public transportation and rail; bicycle; pedestrian. It assesses the condition of the entire network and serves as a framework for transportation planning efforts at the local and regional scale. The CTP does not include specific projects or improvement schedules, but instead represents the status of the network that may be required to support anticipated growth.

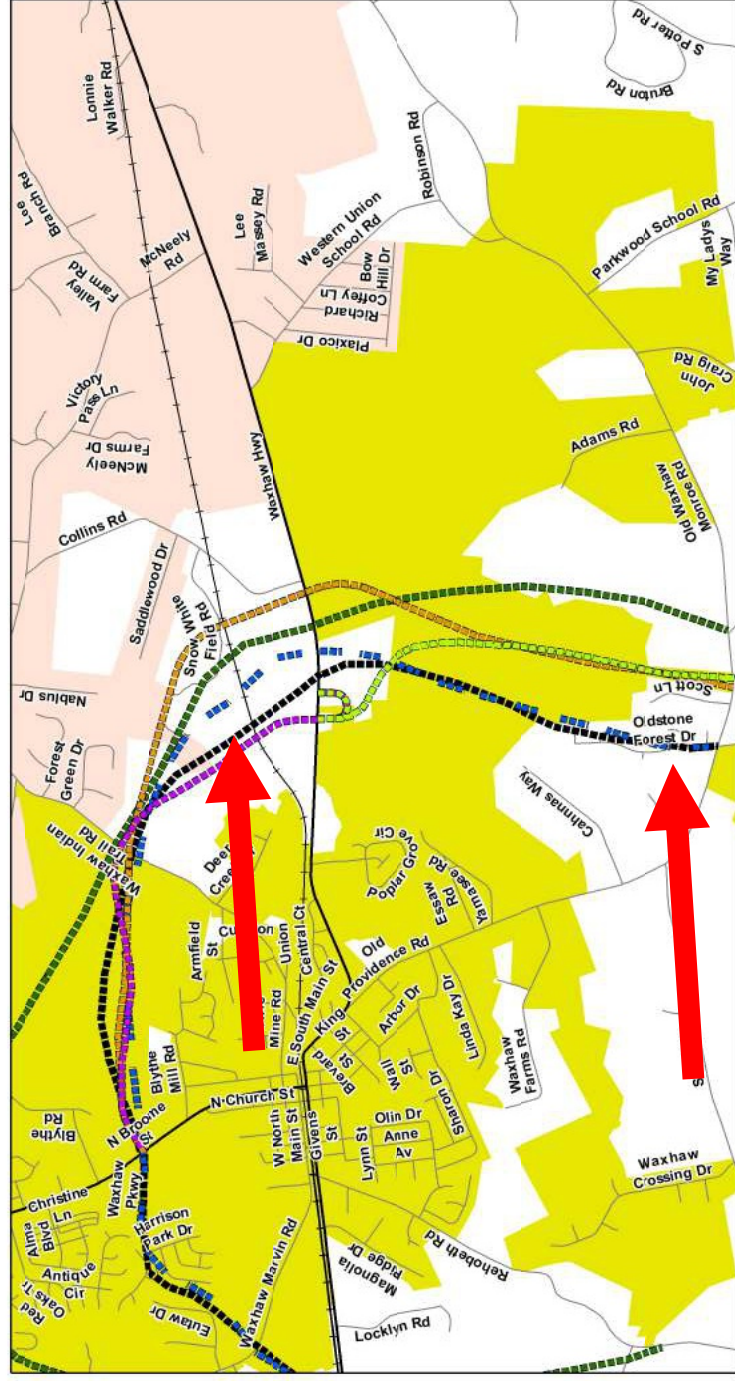


Created on April 17, 2023 by Bjorn E. Hansen, AICP CTP  
 Contact: (704) 283-3690 or bjorn.hansen@unioncountync.gov

# Historic Perspective

- *Thoroughfare Plan* is the predecessor to CTP
- Corridor has changed multiple times
- Union County previously required land set aside in plats
- Recent case law has deemed this a taking, so no longer required

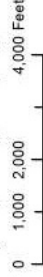
## Waxhaw Parkway Alignments 1992-2023



### Legend



Note: The Comprehensive Transportation Plan (CTP) represents the CRTPO region's long-term vision for how the transportation network should evolve to serve residents and employers. The CTP includes four transportation modes: highways and streets; public transportation and rail; bicycle; pedestrian. It assesses the condition of the entire network and serves as a framework for transportation planning efforts at the local and regional scale. The CTP does not include specific projects or improvement schedules, but instead represents the status of the network that may be required to support anticipated growth.



Created on April 17, 2023 by Bjorn E. Hansen, AICP CTP  
 Contact: (704) 283-3690 or bjorn.hansen@unioncountync.gov

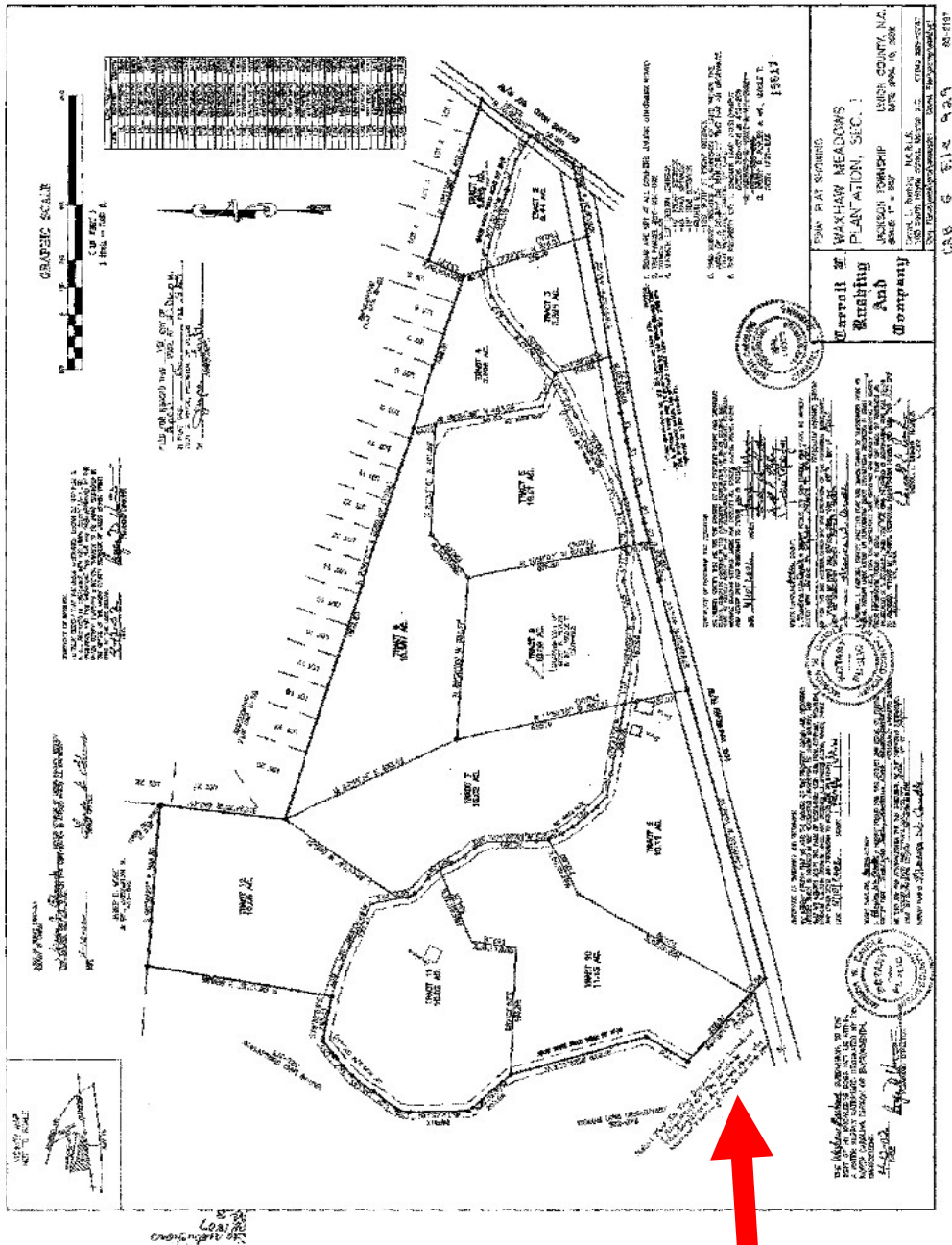




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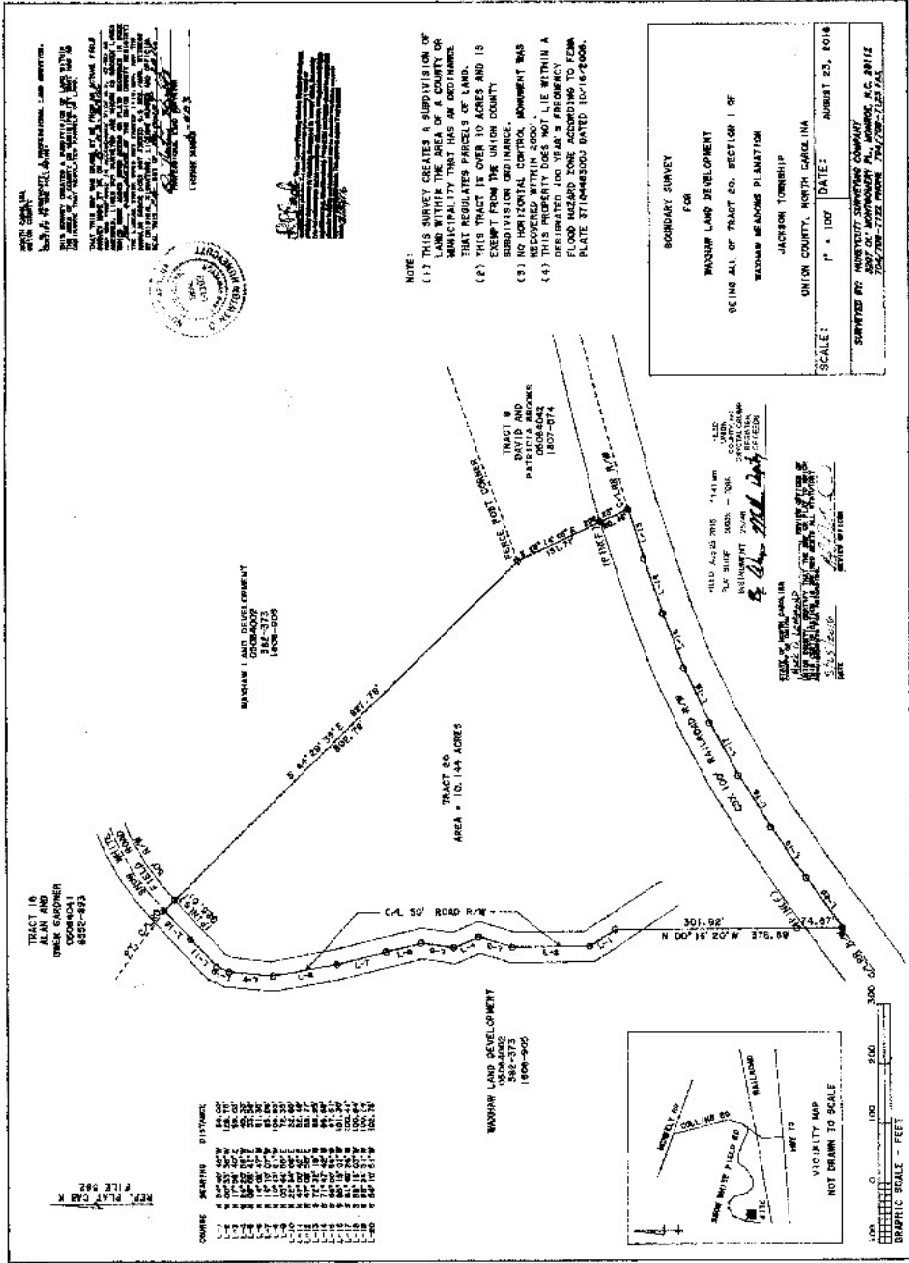
# Example Plat

- Part of Waxhaw Meadows Plantation (off of Collins Rd), 2002
- Referenced 1998 Waxhaw Thoroughfare Plan



# Later Plat

- Subsequent plat in 2016 does not reference Parkway
- Alignment had since shifted east 1,000 feet
- Shift impacted property owners who had built based on previous alignment



# CTP Update Process

- May: Each of the three jurisdictions consider resolutions to authorize starting the process. This isn't an action to endorse the new alignment – that will be considered in September
- May: Staff presents at a Wednesday CRTPO transportation staff meeting to prepare for the June TCC/Board agendas
- June: CRTPO TCC/Board presentations for information
- July: CRTPO TCC/Board action to open comment period
- Late July to late August: public comment period
- September: local resolutions endorsing change (assuming the public feedback is positive)
- October: CRTPO TCC/Board presentation for information
- November: CRTPO TCC/Board action

## Requested Action

- Approve resolution supporting Union County in initiating the Waxhaw Parkway CTP amendments through CRTPO