

**Town of Mineral Springs  
Mineral Springs Town Hall  
3506 Potter Road S ~ Mineral Springs  
Mineral Springs Town Council  
Regular Meeting  
October 12, 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 September 14, 2023 Regular Meeting Minutes
  - B. Acceptance of the August 2023 Union County Tax Report
  - C. Acceptance of the August 2023 Finance Report
- 4. Consideration of Appointing a Board of Adjustment Alternate Member – Action Item**  
The council will consider appointing William Reynolds to the Board of Adjustment as an alternate member.
- 5. Consideration of Proceeding with the Voluntary Annexation of Waxhaw Meadows Plantation and Calling for a Public Hearing – Action Item**  
The council will consider proceeding with the voluntary annexation of Waxhaw Meadows Plantation after reviewing the sufficiency certification by the town clerk. The council will call for a public hearing on November 9, 2023 if they choose to proceed with the voluntary annexation.
- 6. Consideration of Directing the Planning Board to Review and Recommend the Zoning District for Waxhaw Meadows Plantation – Action Item**  
The council will consider directing the planning board to review and recommend the zoning district for Waxhaw Meadows Plantation if agenda item #5 is approved.
- 7. Consideration of Closing Out the Social Emotional Readiness Program – Action Item**  
The council will consider an Ordinance (O-2023-05) to close out the Social Emotional Readiness Program.
- 8. Mineral Springs 7<sup>th</sup> Annual Festival Wrap Up**  
The festival director will provide a wrap up report to the council on the Mineral Springs 7<sup>th</sup> Annual Festival.
- 9. Staff Updates**  
The staff will update the council on any developments that may affect the town.
- 10. Other Business**
- 11. Adjournment**

**Draft Minutes of the  
Mineral Springs Town Council  
Public Hearing / Regular Meeting  
September 14, 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, September 14, 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: Attorney Bobby Griffin.

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 7:30 p.m. on September 14, 2023, Mayor Becker called the meeting to order.

Councilwoman Cureton delivered the invocation.

Pledge of Allegiance.

**2. Public Hearing – Proposed Text Amendments (TA-2023-02 and TA-2023-03)**

Mayor Becker opened the Public Hearing on the Proposed Text Amendments (TA-2023-02 and TA-2023-03) at 7:32 p.m.

There were no public comments on the Proposed Text Amendments.

Mayor Becker closed the Public Hearing on the Proposed Text Amendments (TA-2023-02 and TA-2023-03) at 7:32 p.m.

**3. Public Comments**

Lanette Bigham – 6805 Waxhaw Highway.

**4. Consent Agenda – Action Item**

Councilwoman Coffey motioned to accept the consent agenda with the changes that were made (changing June to July for the Union County Tax Report, as well as the Mineral Springs Finance Report) containing the August 10, 2023 Regular Meeting Minutes, the July 2023 Union County Tax Report, and the July 2023 Finance Report, and Councilwoman Cureton seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

**5. Consideration of Initiating a Voluntary Annexation – Action Item**

Mayor Becker welcomed future residents (hopefully) Mr. Brooks, Mr. Carroll, and Mr. Bard who live in a neighborhood off Collins Road called Waxhaw Meadows Plantation, which is an unbelievably beautiful place. It is just like the town whose motto is “Conservation by Design”, so it would be a good fit for these families to become part of Mineral Springs. Residents of Waxhaw Meadows Plantation have submitted their petitions for voluntary annexation. This is a long process with many steps. Mayor Becker explained the reason he described it by plat references and then tax map numbers is because Attorney Griffin (who is a real estate lawyer) always said “if you don’t have a metes and bounds description of a piece of property, a plat reference to a recorded plat is really the

next best thing or even better in some cases, because that's a recorded document." The tracts were all part of the various plats as that subdivision was developed. Mayor Becker added the individual property tax map numbers, because those have been subdivided and recombined over the years, so some of the properties are different from what were on the original plats. That covers the legal description, plus it specifies exactly whose lot is whose just in an abundance of caution to make sure the involved properties were described.

Mayor Becker reminded the council of Alan Gardner, who voluntarily annexed into Mineral Springs five or six years ago with the Story Book Farm; this is that neighborhood and these are the people that live there and are Mineral Springs through and through.

The first step is to accept the petition and to direct the clerk to evaluate the petition for sufficiency if the council feels that they like this idea.

Councilwoman Critz motioned that we direct the clerk to investigate the petition for voluntary annexation under North Carolina G. S. 160A-31 and to adopt R-2023-02 and Councilman Countryman seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

The resolution is as follows:

**TOWN OF MINERAL SPRINGS**  
**RESOLUTION TO INITIATE THE PROCESS OF VOLUNTARY ANNEXATION OF**  
**TRACTS IN THE WAXHAW MEADOWS PLANTATION SUBDIVISION**  
**R-2023-02**

**WHEREAS**, a petition requesting annexation of Tracts 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 14, 15, 17, 18, 19, & 20 of the subdivision named "Waxhaw Meadows Plantation" located in Union County, North Carolina as described on plats recorded in the Union County Registry at the following Plat Cabinet page numbers: G-929, K-126, N-288, N-353, and N-618, was received on September 14, 2023 by the Mineral Springs Town Council; and

**WHEREAS**, NC G. S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings shall take place; and

**WHEREAS**, NC G. S. 160A-31 also provides that the Mineral Springs Town Council shall call for a public hearing on the question of the annexation of the area described herein if the Town Clerk finds favorably on the sufficiency of the petition and makes certification to that effect; and

**WHEREAS**, the Town Council of the Town of Mineral Springs deems it advisable to proceed in response to this request for annexation;

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

1. The Town Clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify the result of her investigation; and
2. A public hearing on the question of annexation of the area described herein is hereby called to be held at the Mineral Springs Town Hall at 7:30 PM on October 12, 2023 and the Town Clerk is directed to give notice of the public hearing in the *Monroe Enquirer-Journal* at least ten (10) days prior to the date of the public hearing provided that the Clerk has certified the sufficiency of the above-described petition for annexation.

Adopted this the 14<sup>th</sup> day of September, 2023.

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

Attest:

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

**6. Consideration of Adopting a Resolution on the Waxhaw Parkway – Action Item**

Mayor Becker referred to his memo in the agenda packet and commented it was an important thing, albeit advisory. Union County did a survey online about this Waxhaw Parkway alignment and NCDOT did suggest looking at a different alignment. Mayor Becker stated his memo did explain

how the town thought this looked good at the start, but as public input was received, it turned out to not necessarily be a whole lot better; it's a little better. Mayor Becker hoped the council had a chance to read the memos and to look at what the responses were.

Mayor Becker explained he gave the council a choice of a couple of things in the resolution. The council only needs to weigh in on the route that is closer to Waxhaw or the route closer to Collins Road. Mayor Becker commented, based on what people are saying since the Waxhaw Parkway is coming, "we can build all this new stuff south of 75, and it made me say and maybe we ought to look at not doing the Waxhaw Parkway." Mayor Becker explained he gave the council the "red language" [optional additional provisions in the resolution in red type] as well, to possibly suggest to the CRTPO and NCDOT that they look for alternatives to the Parkway and not consider it as part of the CTP, which is a long shot. Mayor Becker wanted to see what the council's feelings were on that based on the input from the public and what has been seen over the past couple of years about how that type of new thoroughfare can create problems.

Councilwoman Critz asked if the council could do both. "Can we say that we would prefer not to, but if they're going to move forward, then our preference would be?"

Mayor Becker responded, "well yeah, and because of the way it was, I mean the red is just either, we either do just the black, which is, otherwise you do the red, which is, we have this. We have kind of no preference on the routes, because our constituents were evenly split, but we also don't really endorse continuing the process. Yeah, so if you adopted everything, it's kind of doing both."

Councilwoman Krafft commented she thought the council should adopt both, "that's the last thing we need on this side of town."

Councilwoman Critz commented she was constantly running into people that understood what was happening around Mineral Springs and they love how the council planned to preserve the best and most of Mineral Springs by design, rather than letting it be driven by developers, which is what is being seen all around Mineral Springs. "So, if we don't put up some kind of a barrier, you know, we all know that, you know, you can be in Mineral Springs, you can be in your home, be in your neighborhood and it feels wonderful and great. You can go down the greenway, and you get in your car, and you drive down Waxhaw Indian Trail, you drive down 75, and you feel like you've gone to an entirely different place, because you're impacted by what's around us, and we have no control over that. So, what we do have influence and/or control over, I think we should exercise it to the fullest," Councilwoman Critz said. Councilwoman Critz continued that she had never heard anyone say, "gosh, we hate what you're doing in Mineral Springs, why don't you just let it look like Waxhaw." Councilwoman Critz thought the more that the council can do to keep up the management of what they are doing, that not only their constituents appreciate, but even those around Mineral Springs are observing.

Mayor Becker agreed with Councilwomen Critz and Krafft, this type of road construction has proven to be not conducive to what Mineral Springs is trying to accomplish; it's the growth that it inspires.

Councilwoman Krafft commented that she was very impressed with the wording that Mayor Becker proposed.

Councilwoman Krafft motioned to adopt the resolution (R-2023-03) as written with all of the text, both aspects of the decision and Councilman Muller seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

The resolution is as follows:

**TOWN OF MINERAL SPRINGS**

**RESOLUTION ON PROPOSED AMENDMENT TO THE COMPREHENSIVE  
TRANSPORTATION PLAN INVOLVING THE WAXHAW PARKWAY**

**R-2023-03**

**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 governing boards of Union County, Waxhaw, and Mineral Springs all endorsed beginning the public input process and at its July 19, 2023 regular meeting the CRTPO board approved a public comment period from July 20, 2023 through August 20, 2023; and

**WHEREAS**, Union County developed and publicized an online survey seeking public input on the CTP amendment; and

**WHEREAS**, the Town of Waxhaw hosted a public information meeting at the Waxhaw Police Department on August 3, 2023; and

**WHEREAS**, 409 residents from throughout Union County including 258 from the town of Waxhaw, 14 from the town of Mineral Springs, and 62 from unincorporated Union County responded to the online survey; and

**WHEREAS**, the Waxhaw respondents preferred the proposed new alignment over the existing alignment by a margin of 50.12% to 31.78%; and

**WHEREAS**, the Mineral Springs respondents (albeit a small sample size) were exactly 50-50 split on their preferred alignment; and

**WHEREAS**, the combined residents of Mineral Springs and unincorporated Union County preferred the proposed new alignment over the existing alignment by a narrow margin of 44.42% to 43.42%; and

**WHEREAS**, the Mineral Springs residents favored not building the Waxhaw Parkway by a 2:1 margin; and

**WHEREAS**, the combined residents of Mineral Springs and unincorporated Union County favored not building the Waxhaw Parkway by a margin of 46.05% to 43.42%; and

**WHEREAS**, excessive high-density development in the area is already placing additional environmental, mobility, economic, and quality-of-life burdens on the region and its residents; and

**WHEREAS**, several recent development proposals strongly indicate that the Waxhaw Parkway, particularly the northeastern and southern legs, will facilitate and catalyze rampant undesirable and unsustainable high-density development far out into the rural countryside which will lead to increased burdens on residents including additional congestion due to the "induced demand" phenomenon; and

**WHEREAS**, on the part of Mineral Springs and unincorporated Union County residents there is no strong preference for one proposed route over the other and there is a moderate preference for not building the Waxhaw Parkway;

**NOW, THEREFORE BE IT RESOLVED** that the Mineral Springs Town Council endorses neither the existing alignment nor the proposed new alignment for the northeastern and southern legs of the Waxhaw Parkway and takes a neutral position on the CTP amendment; and

**BE IT FURTHER RESOLVED** that the Mineral Springs Town Council requests that CRTPO and NCDOT consider eliminating the northeastern and southern legs of the Waxhaw Parkway from the Comprehensive Transportation Plan and instead seek alternate mobility solutions for the region including targeted widening of existing roads, modification of traffic flow patterns including the possible introduction of one-way streets, and encouraging the dispersal of traffic over a more widespread network of roads.

Adopted this 14<sup>th</sup> day of September, 2023.

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

Attest:

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

**7. Consideration of Adopting a Statement of Consistency and/or Inconsistency and Ordinance-2023-02 on the Proposed Text Amendments (TA-2023-02 and TA-2023-03) – Action Item**

Zoning Administrator Vicky Brooks explained that there were two text amendments [to allow shipping containers as a temporary use] being presented, however, only one of them could be passed.

TA-2023-02 was presented by a property owner of the town. The planning board found that it was not clear and concise; therefore, they did not recommend it to the town council. Ms. Brooks pointed out there was an application from the applicants, the planning board recommendation, a Statement of Inconsistency, and a Statement of Consistency in the agenda packet. The council has been given the opportunity to read the Statements and they will have to choose between the two.

TA-2023-03 was the text amendment that the planning board recommended for approval after spending a lot of time working on the restrictions to make is clear and concise. This text amendment was the same thing the applicant was asking for, but in more detail. There was a recommendation from the planning board for town council approval in the agenda packet, along with a Statement of Inconsistency and a Statement of Consistency, depending on what the council preferred to do.

Councilwoman Coffey commented that it was clear the planning board delved into this and spent a lot of time with staff oversight, and they brought clarity to what could have been a murky situation and her position was that the council needed to be with the recommendation of the planning board one hundred percent.

Councilwoman Critz agreed with Councilwoman Coffey with a small exception. Councilwoman Critz appreciated all the work the planning board did very much and she completely agreed with the Inconsistency on TA-2023-02, but with the wording to come up with an alternative selection. Councilwoman Critz stated she would like to not see it happen at all, because she thought the council's original wording was, the town paid a lot of money and had consultants and she agreed with the original wording. Councilwoman Critz stated that was her personally, that there should under no circumstances, should these things be allowed. There are lots and lots and lots of other means of protecting and storing stuff besides having to do this. Ultimately, Councilwoman Critz would like to see both not happen, but if the council as a whole felt like they did not agree with her, that was fine, that was why there were six council members and not just one. If the council as a whole disagreed with Councilwoman Critz, she would then like to request that the temporary wording (shown in red under exhibit one) under number five stating the containers in residential districts may not exceed 20 feet in length, 8 feet in width, and 8.5 feet in height on lots of two acres or less, and then 40 feet in length, 8 feet in width, and 8.5 feet in height must have two acres of more. If the council is going to accept having these at all, Councilwoman Critz thought something as large as 40 feet should have the minimum acreage of five or more [acres].

Councilwoman Coffey commented it was temporary storage and questioned if that was correct.

Councilwoman Critz responded it was still overwhelming to a lot that would be that small in a residential area, so if something that large, even temporarily, was going to be allowed, it should be at least five acres or more. "That's my opinion, I don't have a problem with the smaller one and the two acres, I don't have a problem with the temporary, as far as making a provision here. It's a compromise that I personally would like to see us not make at all, but if the majority of you feel like it's okay, I would like to see us make the acreage to five acres rather than two for something as large as 40 feet," Councilwoman Critz said.

Councilman Muller commented he thought that five acres was a lot, he would split the difference and say three or three and a half; there are a lot of properties that fall just under five acres and that would eliminate that.

Councilwoman Critz stated they could still do the 20-foot one.

Councilwoman Krafft commented the reality was that it was temporary, so it would not be long term.

Councilwoman Critz responded a 40-foot one on two acres would make an impact. It is undesirable and it also creates a footprint; there would be rainwater runoff that can't be measured on how that would affect it, but it creates quite a large footprint even for six months. Councilwoman Critz strongly asked the council to increase the acreage to bring in something larger if they wanted to move forward. The town has no means to gauge rainwater runoff or erosion or anything like that and that is a large something to put on two acres. Councilwoman Critz thought Councilman Muller may be right with the three and a half [acres].

Councilwoman Coffey commented that could be a burden on someone who was really trying to so something good for their family like trying to build a home or whatever.

Councilwoman Critz shared that she had a long conversation with her eldest son who is a contractor that owns his own company in the High Point/Winston/Greensboro area and had served twice as the president of the High Point/Winston/Greensboro Contractors Builder Association. Councilwoman Critz asked her son if contractors were using these widely and he did not know anyone that used these to store materials for any kind of security purpose.

Councilwoman Coffey shared that her husband was in business for over 40 years in Charlotte, as well as Union County and he gave some insight to people who needed some help in Georgia and different places that wanted his advice. Sometimes these are necessary. Councilwoman Coffey stated she could not see the apprehension of entertaining this; it is a need.

Councilwoman Krafft agreed and stated she knew personally. It was kind of strange, but she and her husband pulled up to their son's dorm this year and there were eight (40-foot ones) in one parking lot of his dorm. The reason they had them there was to store materials because of rain and whatnot, as they were doing some renovations to that particular building. The reality is that sometimes they are a very economical way to secure materials and whatever is needed at that time while going through a process. Councilwoman Krafft thought especially on this particular thing (it is a temporary use) that if that is their need and they feel like they need that much storage, she did not want to hinder somebody from accomplishing their goal as they are trying to do it as economically as possible.

There was a discussion about the remodel taking place at Chick-fil-A in Wesley Chapel where they are using three 20-foot PODS in their parking lot to store stuff, which were not placed end-to-end taking up 60-feet of space.

Councilwoman Critz strongly requested the proposed language be changed for the larger structure if the council wanted to approve. Councilwoman Critz would like to see the council change the acreage as Councilman Muller suggested to three and a half to four [acres] for the larger containers.

Councilman Countryman pointed out the proposed language needed to be changed, because it says you can have the first one be a twenty-foot one on two acres or less, but then it also says that you can have the forty-foot one on two acres or more. If you have two acres you can have either and/or. Councilman Countryman suggested it be changed to the 20-foot on two acres or less then a 40-foot one on three acres or more for greater consistency.

Mayor Becker noted there would not be any provision for two and a half acres.

Councilman Countryman restated, "greater than two acres."

Councilwoman Coffey mentioned that it would have to go back to the planning board.

It was clarified that any change making the proposed amendment stricter would have to go back to the planning board and a new public hearing would have to be held. If the change was just for better clarification, it would not have to go back to the planning board.

Councilwoman Critz stated she would like to see the language be stricter to at least three acres.

Councilwoman Krafft commented if this was to go back to the planning board this month, it would then go back to the council next month (October). In the meantime, for the people that are trying to build a house, etc., wouldn't that prohibit them from doing...

Councilwoman Coffey asked if this went back to the planning board after all they have done, their due diligence, worked on it, and presented the material, would they come back with some different wording.

Councilwoman Critz responded the wording needs to be clarified whether the acreage was changed or not, even though she did want the acreage increased.

Councilwoman Coffey asked what was not clear.

Councilwoman Critz responded Councilman Countryman was right, someone with two acres could choose either/or the way it is worded; the wording is going to have to be changed.

Councilman Muller commented he thought it was clear; two acres is the cutoff. If you have two acres, you can go bigger, if you have less than two acres you can go smaller.

Mayor Becker commented that if someone had 1.9999 acres then it had to be 20-foot, but if they had that extra .00001 acre, they could have the 40-foot one. How often is someone going to have exactly 2.000?

Councilwoman Coffey stated she was hoping the council would be voting on this this evening.

Councilwoman Critz responded, "you can certainly do whatever, but I'm going to stick to my... I really would like to see it, the wording improved, and the acreage changed to three, and that's my proposal, and I'll leave it at that. I really would like to see the acreage changed to more, but I'm willing to compromise. I don't want to be difficult on this. I'm just telling you, we, that's a lot of footprint to put on that small piece of land to not understand rainwater runoff or erosion or anything else that might come with it, and I just think that it's too much in a residential area."

It was clarified that this is a temporary use that requires a zoning permit from the town and a building permit from Union County. Additionally, it will have to be in compliance with the adopted regulations.

Councilwoman Critz motioned for the Statement of Inconsistency as recommended by the planning board for Article 4, TA-2023-02 and therefore not adopt and Councilman Muller seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

Councilwoman Coffey motioned that we approve the text amendment 2023-03 as presented by the planning board with clear and concise language that will clarify any gray areas and that more clarity has been brought to it by the planning board and what they have instilled in this document and Councilman Muller seconded it. The motion passed. Ayes: Coffey, Countryman, Cureton, Krafft, and Muller. Nays: Critz.

Ms. Brooks pointed out on page two of the proposed O-2023-02 that "TA-2023-02" would be removed and "TA-2023-03" would be left in.

Councilman Muller motioned to adopt Ordinance-2023-02 amending the text of Article 4 and Councilman Countryman seconded. The motion passed. Ayes: Coffey, Countryman, Cureton, Krafft, and Muller. Nays: Critz.

O-2023-02 is as follows:

**STATE OF NORTH CAROLINA**  
TOWN OF MINERAL SPRINGS

**AN ORDINANCE AMENDING THE TEXT OF ARTICLE 4 OF THE MINERAL SPRINGS DEVELOPMENT ORDINANCE  
O-2023-02**

**WHEREAS**, the Town of Mineral Springs maintains an ordinance concerning numerous development regulations; and

**WHEREAS**, pursuant to NC General Statutes 160D-601; 160D-604, and Article 3, Section 3.10.1 of the Mineral Springs Development Ordinance, the Mineral Springs Town Council may amend its development regulations after holding a public hearing and after the Mineral Springs Planning Board has had the opportunity to review, comment, and make a recommendation to the Town Council regarding the amendment as well as whether the same is consistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable; and

**WHEREAS**, the Mineral Springs Planning Board reviewed the proposed amendments at a regular meeting on August 22, 2023, held in accordance with law; and

**WHEREAS**, the Mineral Springs Planning Board recommended in a vote of 6 to 0 on August 22, 2023, that the Mineral Springs Town Council adopt the proposed amendments based on implementation of ongoing updates to the town's development regulations and enhancing the quality of life in the Mineral Springs Comprehensive Plan; and



**WHEREAS**, in accordance with NC General Statute 160D-601 and the provisions set forth in Article 3, Section 3.10.1 of the Mineral Springs Development Ordinance, the Town Council duly advertised and held a public hearing to consider the proposed amendments; and

**WHEREAS**, after reviewing the written recommendation of the Mineral Springs Planning Board, the proposed amendments, conducting a public hearing on September 14, 2023, and careful review, the Town Council determines that:

1. The amendments to Article 4 identifies with the "Implementation" of the Mineral Springs Comprehensive Plan to have ongoing updates to the Town's development regulations; and
2. The amendments to Article 4 identifies with enhancing the Quality of Life by offering a temporary use of a container for storage of building supplies/tools during construction of new residential, commercial, or renovations on a damaged principal structure thereby keeping the supplies less visible and protected.

**NOW THEREFORE, BE IT ORDAINED BY THE MINERAL SPRINGS, NORTH CAROLINA THAT:**

- Section 1. That this Town Council does hereby adopt the proposed amendments as outlined in TA-2023-03 attached hereto.
- Section 2. That if any section, subsection, clause or phrase of this ordinance is, for any reason, held to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance; and
- Section 3. That all ordinances and clauses of ordinance in conflict herewith be and are hereby repealed to the extent of such conflict.
- Section 4. This ordinance is effective upon adoption.

**ADOPTED** this 14<sup>th</sup> day of September, 2023.

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

ATTEST:

\_\_\_\_\_  
Vicky Brooks, CMC, NCCMC, CZO

PROPOSED TEXT AMENDMENT TO THE MINERAL SPRINGS DEVELOPMENT ORDINANCE AS RECOMMENDED BY STAFF FOR REVIEW BY THE PLANNING BOARD ON 08/22/23 TA-2023-03				
4	4.4.4.2	H	Under no circumstances may a vehicle, tractor trailer, manufactured home, recreational vehicle, POD or similar container be uses as an accessory structure, except for bona fide farms.	Under no circumstances may a vehicle, tractor trailer, manufactured home, recreational vehicle, POD or similar container be uses as an accessory structure, except for bona fide farms <b>or as specified in Section 4.4.8.5 (G).</b>
4	4.4.8.5	G	Title: Promotional Activities for Businesses and description	Temporary Construction Portable Storage Containers – <b>new language shown as Exhibit 1</b>
4	4.4.8.5	G	Promotional Activities for Businesses	<b>H.</b> Promotional Activities for Businesses
4	4.4.8.5	H	Yard Sales / Garage Sales / Estate Sales and description	<b>I.</b> Yard Sales / Garage Sales / Estate Sales and description
4	4.4.8.5	I	Mobile Food Vending Units (Food Trucks) and description	<b>J.</b> Mobile Food Vending Units (Food Trucks) and description
4	Permitted Uses	Table 4.1	Mobile Food Vending Units (Food Trucks) as a Permitted Use in TC, NB, GB, LI, & MU with Supplemental Regulations in 4.4.8.5 (I)	Mobile Food Vending Units (Food Trucks) as a Permitted Use in TC, NB, GB, LI, & MU with Supplemental Regulations in 4.4.8.5 ( <b>J</b> )

**EXHIBIT 1**  
**STRIKE-THROUGH = DELETIONS**  
**RED PRINT = ADDITIONS**

**4.4.8.5 TEMPORARY USES (ADMINISTRATIVE APPROVAL)**

Temporary structures and uses are permitted subject to this Section and all other provisions of this Ordinance. No portion of the temporary use may be located within the public street right-of-way. Temporary uses shall present proof of property owner approval prior to the issuance of a permit. The site shall have adequate parking for the temporary use in addition to parking for any permanent use located on the property. The following temporary structures and uses shall be permitted subject to the issuance of a Zoning Permit for a temporary use by the Administrator:

- A. Temporary Emergency Dwellings
- B. Temporary Construction Offices

- C. Temporary Seasonal Sale of Agricultural Products
- D. Temporary Non-profit Events
- E. Temporary Residential Development Sales Offices
- F. Temporary Construction Residence
- G. Temporary Construction Portable Storage Containers

Portable storage containers are subject to the following supplemental regulations:

1. Temporary portable storage containers are permitted with a valid new residential (principal structure) zoning permit and Union County building/construction permit for the subject property for a maximum period of not to exceed six (6) months, which may be renewed provided that the construction has proceeded in a diligent manner, as determined by the administrator. The container shall be removed prior to obtaining a Certificate of Zoning Compliance.
2. Temporary portable containers are permitted with a valid zoning permit and Union County building/construction permit for the subject property for a maximum period of time not to exceed six (6) months if the principal residential structure on the subject lot has been substantially damaged by a disaster (natural or manmade). The administrator is authorized to grant time extensions of otherwise applicable portable storage container time limits. The container shall be removed when repairs are completed or the property will be subject to violations.
3. Temporary Use Permit must be obtained from the town.
4. No more than 1 container may be located on any lot.
5. Containers in residential districts may not exceed 20 feet in length, 8 feet in width, and 8.5 in height on lots of 2 acres or less and 40 feet in length, 8 feet in width, and 8.5 feet in height on lots of 2 acres or more. Containers in nonresidential districts may not exceed 40 feet in length, 8 feet in width, and 8.5 feet in height regardless of lot size.
6. Containers must comply with all setback requirements that apply to principal buildings.
7. Containers may not be placed or located on a required parking space, circulation aisle/lane, or fire access lane.
8. Vertical stacking of containers and stacking of any other materials or merchandise on top of any portable storage container is prohibited. No running gear or transport trailer may be left underneath any portable storage container.
9. Containers are prohibited within landscape areas, required open spaces, stormwater basins, or any other location that may cause hazardous conditions.

- H. Promotional Activities for Businesses
- I. Yard Sales / Garage Sales / Estate Sales
- J. Mobile Food Vending Units (Food Trucks)...

**8. 2023 Property Tax Order of Collection – Action Item**

Mayor Becker explained this was the Order of Collection from the Union County Tax Administrator; the settlement was accepted by the council last month.

Councilman Countryman motioned to approve the Tax Charge and Order of Collection and Councilwoman Krafft seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

**9. Consideration of Adopting a Resolution Adopting the Union County Emergency Operations Plan – Action Item**

Mayor Becker noted that he had brought this to the council’s attention last month, it is the Emergency Management Plan. Mineral Springs does have to adopt a simple resolution stating that they are signing on.

Councilwoman Critz motioned to adopt the resolution (R-2023-04) of Union County Emergency Operations Plan and Councilwoman Krafft seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

The resolution is as follows:

**TOWN OF MINERAL SPRINGS  
RESOLUTION ADOPTING UNION COUNTY  
EMERGENCY OPERATIONS PLAN**

**R-2023-04**

**WHEREAS**, pursuant to the provisions of Section 160A-461 of the General Statutes of North Carolina, the Town of Mineral Springs is authorized to enter into contracts or agreements with other units of local government to execute any undertaking; and

**WHEREAS**, the Town of Mineral Springs, Union County, and other municipalities within Union County have developed a Union County Emergency Operations Plan ("EOP") which is a multi-disciplined, all-hazards plan that establishes a comprehensive framework for the management of major emergencies and disasters within the County; and

**WHEREAS**, the Town of Mineral Springs wishes to enter into an updated EOP with Union County and other entities to continue to provide leadership and support for emergency operations within Union County.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Mineral Springs, North Carolina at its regularly assembled meeting of September 14, 2023, that the Council hereby approves the Union County Emergency Operations Plan, which is incorporated herein by reference and made a part hereof.

Adopted this 14<sup>th</sup> day of September, 2023.

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

Attest:

\_\_\_\_\_  
Vicky A. Brooks, CMC, NCCMC, Town Clerk

## 10. Mineral Springs 7<sup>th</sup> Annual Festival Wrap Up

Ms. Brooks explained that she did not have the final budget yet, so the wrap-up would have to be put off until next month. Ms. Brooks pointed out the beginning of the festival was great until the downpour.

Councilman Countryman stated he thought it should be noted in the record that Vicky did an outstanding job putting this program together and it was very successful until the rain arrived.

Councilwoman Krafft commented it was really good and the children's area had about 147 kids that came through that morning.

Ms. Brooks pointed out that Diane [Countryman] was a "rock star", she folded 700 newsletters by herself. Councilman Countryman tabbed 400 of them.

Councilwoman Krafft mentioned that Barbara [Lopez] was a "rock star" too.

Ms. Brooks commented there were some great sponsors this year.

Councilwoman Krafft shared that it was interesting to her listening to the parents who were appreciative, the kids were focused and enjoyed the games, especially the water gun. Next year, the town will need to double up on the bigger prizes, because the kids really liked that. "It was a lot of fun," Councilwoman Krafft said.

Councilwoman Critz asked what happened to the prizes [hourly give a way] that were not given out.

Ms. Brooks responded that prize donations would be going back to the owners, because the point of getting the door prizes was to give that company or person who donated the gift recognition and advertising.

Mayor Becker commented there were three volunteers that were instrumental in getting the stage and the big tent set up (Councilman Muller was one of them). Mayor Becker directed the council's attention to the area under the pictures of the council members [in the back of the meeting room] and noted that the stove was now being stored in the "haunted house", because Councilman Muller got the hand truck and got it out of the meeting room. The stove had been in the meeting room for four years.

## 11. Staff Updates

There were no staff updates.

## 12. Other Business

Mayor Becker explained he had received a proclamation request from the local DAR Chapter to declare September 17<sup>th</sup> through September 23<sup>rd</sup> as Constitution Week and then he proclaimed September 17<sup>th</sup> through September 23<sup>rd</sup> as Constitution Week.

**13. Adjournment** – Action Item

At 8:26 p.m. Councilwoman Coffey motioned to adjourn the meeting and Councilman Countryman seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

The next regular meeting will be on Thursday, October 12, 2023 at 7:30 p.m. at the Mineral Springs Town Hall.

Respectfully submitted by:

\_\_\_\_\_  
Vicky A. Brooks, CMC, NCCMC, Town Clerk

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

DRAFT

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

**From:** Vann Harrell   
Tax Administrator

#

**Date:** July 15, 2023

**Re:** Departmental Monthly Report

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

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

Attachment

VH/JM

AUGUST 2023  
TOWN OF MINERAL SPRINGS  
PERCENTAGE REPORT

<b>AUGUST 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	81,034.54	80,802.40	80,155.13	69,817.57	67,992.78	67,409.94
TAX CHARGE						
PUBLIC UTILITIES CHARGES						
DISCOVERIES	12.96					
NON-DISCOVERIES	87.04					
RELEASES	(3.24)					
<b>TOTAL CHARGE</b>	<b>81,131.30</b>	<b>80,802.40</b>	<b>80,155.13</b>	<b>69,817.57</b>	<b>67,992.78</b>	<b>67,409.94</b>
BEGINNING COLLECTIONS	124.86	80,574.13	80,020.37	69,681.69	67,923.53	67,399.90
COLLECTIONS - TAX	4,203.56	24.14	3.97	3.27	3.27	3.27
COLLECTIONS - INTEREST		1.05	0.65	0.83	1.12	1.42
<b>TOTAL COLLECTIONS</b>	<b>4,328.42</b>	<b>80,598.27</b>	<b>80,024.34</b>	<b>69,684.96</b>	<b>67,926.80</b>	<b>67,403.17</b>
BALANCE OUTSTANDING	76,802.88	204.13	130.79	132.61	65.98	6.77
<b>PERCENTAGE OF REGULAR</b>	<b>5.34%</b>	<b>99.75%</b>	<b>99.84%</b>	<b>99.81%</b>	<b>99.90%</b>	<b>99.99%</b>
<b>COLLECTION FEE 1.25 %</b>	<b>52.54</b>	<b>0.31</b>	<b>0.06</b>	<b>0.05</b>	<b>0.05</b>	<b>0.06</b>

AUGUST 2023  
TOWN OF MINERAL SPRINGS  
PERCENTAGE REPORT

2017	2016	2015	2014
65,441.40	61,553.74	62,157.91	64,338.55
<b>65,441.40</b>	<b>61,553.74</b>	<b>62,157.91</b>	<b>64,338.55</b>
65,434.47	61,546.81	62,148.62	64,320.06
3.28	3.28	3.28	6.90
1.72	2.01	2.31	5.47
<b>65,437.75</b>	<b>61,550.09</b>	<b>62,151.90</b>	<b>64,326.96</b>
3.65	3.65	6.01	11.59
<b>99.99%</b>	<b>99.99%</b>	<b>99.99%</b>	<b>99.98%</b>
<b>0.06</b>	<b>0.07</b>	<b>0.07</b>	<b>0.15</b>

## Town of Mineral Springs

# FINANCE REPORT

## August 2023

Prepared for:

The Mineral Springs Town Council

By:

Frederick Becker III  
Finance Officer

**October 12, 2023**



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# Cash Flow Report FY2023 YTD

7/1/2023 through 8/31/2023

9/19/2023

Page 1

Category	7/1/2023- 8/31/2023
<b>INCOME</b>	
Interest Income	8,499.82
Other Inc	
Festival 2023	
Sponsor	1,515.00
Vendor	275.00
TOTAL Festival 2023	1,790.00
Zoning	950.00
TOTAL Other Inc	2,740.00
Prop Tax 2023	
Receipts 2023	
Tax	115.30
TOTAL Receipts 2023	115.30
TOTAL Prop Tax 2023	115.30
Prop Tax Prior Years	
Prop Tax 2022	
Receipts 2022	
Int	2.56
Tax	66.57
TOTAL Receipts 2022	69.13
TOTAL Prop Tax 2022	69.13
TOTAL Prop Tax Prior Years	69.13
Veh Tax	
Int 2023	8.29
Tax 2023	756.51
TOTAL Veh Tax	764.80
<b>TOTAL INCOME</b>	<b>12,189.05</b>
<b>EXPENSES</b>	
Ads	54.72
Attorney	1,064.59
Community	
Communication	3,588.00
Greenway	893.96
Parks & Rec	
Park	574.91
TOTAL Parks & Rec	574.91
Special Events	
Festival	816.34
Services	1,394.00
TOTAL Special Events	2,210.34
TOTAL Community	7,267.21
Emp	
Benefits	
Dental	228.00
Life	182.40
NCLGERS	3,723.76
Vision	42.00
TOTAL Benefits	4,176.16
Bond	550.00

# Cash Flow Report FY2023 YTD

7/1/2023 through 8/31/2023

9/19/2023

Page 2

Category	7/1/2023- 8/31/2023
FICA	
Med	368.45
Soc Sec	1,575.44
TOTAL FICA	1,943.89
Payroll	361.32
Work Comp	2,081.18
TOTAL Emp	9,112.55
Office	
Bank	19.55
Clerk	7,610.00
Council	2,400.00
Deputy Clerk	2,065.50
Dues	1,230.00
Equip	84.07
Finance Officer	7,030.00
Ins	4,452.90
Maint	
Materials	408.40
Service	1,316.00
TOTAL Maint	1,724.40
Mayor	1,000.00
Records	5,672.56
Supplies	367.98
Tel	3,062.82
Util	305.33
TOTAL Office	37,025.11
Planning	
Administration	
Contract	1,717.63
Salaries	6,578.00
TOTAL Administration	8,295.63
Misc	469.70
TOTAL Planning	8,765.33
Street Lighting	242.25
Tax Coll	
Contract	25.77
TOTAL Tax Coll	25.77
<b>TOTAL EXPENSES</b>	<b>63,557.53</b>
<b>TRANSFERS</b>	
FROM Idle Funds First National	10,000.00
TO Check Min Spgs	-10,000.00
<b>TOTAL TRANSFERS</b>	<b>0.00</b>
<b>OVERALL TOTAL</b>	<b>-51,368.48</b>

## Account Balances History Report - As of 8/31/2023

(Includes unrealized gains)

9/19/2023

Page 1

Account	6/29/2023 Balance	6/30/2023 Balance	7/31/2023 Balance	8/31/2023 Balance
<b>ASSETS</b>				
<b>Cash and Bank Accounts</b>				
Check Min Spgs	53,397.12	53,216.61	15,011.53	7,889.29
Idle Funds First National	375,215.45	375,415.91	375,623.16	365,829.81
NCCMT_Cash	914,608.72	918,364.48	922,305.69	926,405.59
SLFRF Revenues	40,556.84	40,578.51	40,600.91	40,623.32
<b>TOTAL Cash and Bank Accoun...</b>	<b>1,383,778.13</b>	<b>1,387,575.51</b>	<b>1,353,541.29</b>	<b>1,340,748.01</b>
<b>Other Assets</b>				
State Revenues Receivable	0.00	63,009.40	58,938.16	55,688.85
<b>TOTAL Other Assets</b>	<b>0.00</b>	<b>63,009.40</b>	<b>58,938.16</b>	<b>55,688.85</b>
<b>TOTAL ASSETS</b>	<b>1,383,778.13</b>	<b>1,450,584.91</b>	<b>1,412,479.45</b>	<b>1,396,436.86</b>
<b>LIABILITIES</b>				
<b>Other Liabilities</b>				
Accounts Payable	692.77	2,412.67	1,423.10	1,423.10
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>42,361.56</b>	<b>41,371.99</b>	<b>41,371.99</b>
<b>TOTAL LIABILITIES</b>	<b>40,641.66</b>	<b>42,361.56</b>	<b>41,371.99</b>	<b>41,371.99</b>
<b>OVERALL TOTAL</b>	<b>1,343,136.47</b>	<b>1,408,223.35</b>	<b>1,371,107.46</b>	<b>1,355,064.87</b>

Mineral Springs Budget Comparison 2023-24

TOWN OF MINERAL SPRINGS										
BUDGET COMPARISON 2023-24										
Appropriation dept	Budget	Unspent	Spent YTD	% of Budget	July	August	September	October	November	
Advertising	\$ 1,200.00	\$ 1,145.28	\$ 54.72	4.6%	\$ -	\$ 54.72				
Attorney	\$ 7,200.00	\$ 6,135.41	\$ 1,064.59	14.8%	\$ 300.00	\$ 764.59				
Audit	\$ 5,230.00	\$ 5,230.00	\$ -	0.0%	\$ -	\$ -				
Charities & Agencies	\$ 11,080.00	\$ 11,080.00	\$ -	0.0%	\$ -	\$ -				
Community Projects	\$ 36,988.00	\$ 29,720.79	\$ 7,267.21	19.6%	\$ 4,760.50	\$ 2,506.71				
Contingency	\$ 3,000.00	\$ 3,000.00	\$ -	0.0%	\$ -	\$ -				
Employee Overhead	\$ 40,300.00	\$ 31,187.45	\$ 9,112.55	22.6%	\$ 5,943.92	\$ 3,168.63				
Elections	\$ 3,600.00	\$ 3,600.00	\$ -	0.0%	\$ -	\$ -				
Fire Protection	\$ 12,000.00	\$ 12,000.00	\$ -	0.0%	\$ -	\$ -				
Intergovernmental	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -				
Office & Administrative	\$ 171,612.00	\$ 134,586.89	\$ 37,025.11	21.6%	\$ 24,934.83	\$ 12,090.28				
Planning & Zoning	\$ 49,468.00	\$ 40,702.67	\$ 8,765.33	17.7%	\$ 5,476.33	\$ 3,289.00				
Street Lighting	\$ 1,600.00	\$ 1,357.75	\$ 242.25	15.1%	\$ 121.17	\$ 121.08				
Tax Collection	\$ 1,600.00	\$ 1,574.23	\$ 25.77	1.6%	\$ -	\$ 25.77				
Training	\$ 3,000.00	\$ 3,000.00	\$ -	0.0%	\$ -	\$ -				
Travel	\$ 3,600.00	\$ 3,600.00	\$ -	0.0%	\$ -	\$ -				
Capital Outlay	\$ 67,712.00	\$ 67,712.00	\$ -	0.0%	\$ -	\$ -				
<b>Totals</b>	<b>\$ 419,190.00</b>	<b>\$ 355,632.47</b>	<b>\$ 63,557.53</b>	<b>15.2%</b>	<b>\$ 41,536.75</b>	<b>\$ 22,020.78</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Off Budget:</b>										
Interfund Transfers (SER)										
Interfund Transfers (CSLFRF)										
<b>Total Off Budget:</b>										

Mineral Springs Monthly Revenue Summary 2023-24

TOWN OF MINERAL SPRINGS											
REVENUE SUMMARY 2023-24											
Source	Budget	Receivable	Rec'd YTD	% of Budget	July	August	September	October	November		
Property Tax - prior	\$ 600.00	\$ 530.87	\$ 69.13	11.5%	\$ -	\$ 69.13					
Property Tax - 2023	\$ 81,835.00	\$ 81,719.70	\$ 115.30	0.1%	\$ -	\$ 115.30					
Interest	\$ 39,000.00	\$ 30,500.18	\$ 8,499.82	21.8%	\$ 4,170.86	\$ 4,328.96					
Sales Tax - Electric	\$ 208,000.00	\$ 208,000.00	\$ -	0.0%	\$ -	\$ -					
Sales Tax - Sales & Use	\$ 38,400.00	\$ 38,400.00	\$ -	0.0%	\$ -	\$ -					
Sales Tax - Other Util.	\$ 22,300.00	\$ 22,300.00	\$ -	0.0%	\$ -	\$ -					
Sales Tax - Alc. Bev.	\$ 12,780.00	\$ 12,780.00	\$ -	0.0%	\$ -	\$ -					
Vehicle Taxes	\$ 8,175.00	\$ 7,410.20	\$ 764.80	9.4%	\$ -	\$ 764.80					
Zoning Fees	\$ 4,500.00	\$ 3,550.00	\$ 950.00	21.1%	\$ 250.00	\$ 700.00					
Other	\$ 3,600.00	\$ 1,810.00	\$ 1,790.00	49.7%	\$ 935.00	\$ 855.00					
<b>Totals</b>	<b>\$ 419,190.00</b>	<b>\$ 407,000.95</b>	<b>\$ 12,189.05</b>	<b>2.9%</b>	<b>\$ 5,355.86</b>	<b>\$ 6,833.19</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>GRAND TOTAL</b>			<b>\$ 12,189.05</b>		<b>\$ 5,355.86</b>	<b>\$ 6,833.19</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>December</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>June a/r</b>			
Property Tax - prior											
Property Tax - 2023											
Interest											
Sales Tax - Electric											
Sales Tax - Sales & Use											
Sales Tax - Other Util.											
Sales Tax - Alc. Bev.											
Vehicle Taxes											
Zoning Fees											
Other											
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Register Report - Aug 2023

8/1/2023 through 8/31/2023

9/19/2023

Page 1

Date	Num	Description	Memo	Category	Amount
8/1/2023	6688	Toi Toi USA LLC	I/N 2066217 Restroom & Handwa...	Community:Parks & Rec:Park	-278.54
8/1/2023	6689	SESAC	A/N 504209 Music License CY202...	Community:Special Events:Services	-553.00
8/1/2023	DEP	Deposit	#23004 (FY2023)	Other Inc:Festival 2023:Sponsor	250.00
8/8/2023	6690	Clark, Griffin & McC...	I/N 8280 8/2023 (FY2023)	Attorney	-300.00
8/8/2023	6691	Taylor & Sons Mowi...	I/N 0008 08/23 (FY2023)	Office:Maint:Service	-420.00
8/8/2023	6692	Lancaster News, Pa...	A/N 00013909 Public Hearing (FY...	Ads	-54.72
8/8/2023	6693	BMI	A/N 81177702 Music Licensing 20...	Community:Special Events:Services	-421.00
8/8/2023	6694	Bucket, Mop, And Br...	I/N OLMC-171 janitorial 8/2023 (F...	Office:Maint:Service	-188.00
8/9/2023	EFT	Harland Clarke	Deposit Slips (FY2023)	Office:Bank	-19.55
8/11/2023	EFT	Debit Card (AOL)	AOL Troubleshooting Svc 8/23 (F...	Office:Tel	-8.16
8/14/2023	DE...	Deposit	(FY2023)	Other Inc:Zoning	50.00
			Sponsor (FY2023)	Other Inc:Festival 2023:Sponsor	65.00
			Vendors (FY2023)	Other Inc:Festival 2023:Vendor	140.00
8/14/2023	EFT...	Union County {Prop...	FY2023	Prop Tax 2023:Receipts 2023:Tax	115.30
			FY2023	Prop Tax Prior Years:Prop Tax 2022:...	66.57
			FY2023	Prop Tax Prior Years:Prop Tax 2022:...	2.56
			FY2023	Tax Coll:Contract	-2.30
8/15/2023	DE...	Deposit	(FY2023)	Other Inc:Zoning	250.00
			Sponsor (FY2023)	Other Inc:Festival 2023:Sponsor	250.00
8/15/2023	EFT	NC Department of R...	6/23 Sales and Use Tax (FY2022)	[State Revenues Receivable]	3,249.31
8/15/2023	EFT	Debit Card (Lowe's)	Electrical Supplies (FY2023)	Office:Maint:Materials	-180.23
8/16/2023	EFT	Point And Pay	06-036-028 (FY2023)	Other Inc:Zoning	50.00
8/17/2023	6695	Union County Water...	A/N 84361*00 (FY2023)	Office:Util	-53.17
8/17/2023	6696	Union County Water...	A/N 91052*00 (FY2023)	Community:Parks & Rec:Park	-17.83
8/17/2023	6697	City Of Monroe	A/N 514654 Natural Gas 07/23 (F...	Office:Util	-23.54
8/17/2023	6698	Clark, Griffin & McC...	I/N 8290 Mun. Att. Conf. (FY2023)	Attorney	-464.59
8/17/2023	6699	ASCAP	Local Government Performance Li...	Community:Special Events:Services	-420.00
8/19/2023	EFT	Debit Card (Lowe's)	Supplies (returned) (FY2023)	Office:Maint:Materials	11.55
8/19/2023	EFT	Debit Card (Lowe's)	Electrical Supplies (FY2023)	Office:Maint:Materials	-9.96
8/22/2023	6700	Duke Power	9100 3284 4818 (Old School) (FY...	Office:Util	-27.06
8/22/2023	6701	Duke Power{Office}	9100 3284 5041 (FY2023)	Office:Util	-201.56
8/22/2023	6702	Windstream	061348611 (FY2023)	Office:Tel	-230.61
8/22/2023	670...	Municipal Insurance ...	08/23 (FY2023)	Emp:Benefits:Life	-60.80
			08/23 (FY2023)	Emp:Benefits:Dental	-76.00
			08/23 (FY2023)	Emp:Benefits:Vision	-14.00
8/22/2023	EFT	Debit Card (Union C...	Fire Inspection (FY2023)	Community:Special Events:Festival	-51.30
8/28/2023	EFT...	Union County {NCV...	July 2023 (FY2023)	Veh Tax:Tax 2023	756.17
			July 2023 (FY2023)	Veh Tax:Int 2023	8.29
			July 2023 (FY2023)	Veh Tax:Tax 2023	0.34
			July 2023 (FY2023)	Tax Coll:Contract	-23.47
8/28/2023	DE...	Deposit	(FY2023)	Other Inc:Zoning	100.00
			Sponsor (FY2023)	Other Inc:Festival 2023:Sponsor	150.00
			Vendor (2023)	Other Inc:Festival 2023:Vendor	50.00
8/28/2023	TXFR	Transfer Money	Transfer (FY2023)	[Idle Funds First National]	10,000.00
8/28/2023	EFT	Debit Card (Office M...	Mailing Labels, Notebooks (FY202...	Office:Supplies	-48.72
8/29/2023	EFT...	NC State Treasurer	8/23 LGERS contribution FY2023	Office:Clerk	-228.30
			8/23 LGERS contribution FY2023	Office:Finance Officer	-210.90
			8/23 LGERS contribution FY2023	Planning:Administration:Salaries	-197.34
			8/23 employer contribution FY2023	Emp:Benefits:NCLGERS	-1,861.88
8/29/2023	DEP	Deposit	#23008 (FY2023)	Other Inc:Zoning	250.00
8/29/2023	EFT	Debit Card (Office M...	Binders, dividers, files (FY2023)	Office:Supplies	-148.22

# Register Report - Aug 2023

8/1/2023 through 8/31/2023

9/19/2023

Page 2

Date	Num	Description	Memo	Category	Amount
8/30/2023	EFT...	Paychex	Salary 8/23 (FY2023)	Office:Clerk	-3,576.70
			8/23 (FY2023)	Office:Deputy Clerk	-1,174.50
			Salary 8/23 (FY2023)	Office:Finance Officer	-3,304.10
			Salary 8/23 (FY2023)	Office:Mayor	-500.00
			Salary 8/23(FY2023)	Office:Council	-1,200.00
			Salary 8/23 (FY2023)	Planning:Administration:Salaries	-3,091.66
			FY2023	Emp:FICA:Soc Sec	-796.51
			FY2023	Emp:FICA:Med	-186.28
8/30/2023	EFT...	Debit Card (Lowe's)	FY2023	Community:Special Events:Festival	-117.51
			FY2023	Office:Maint:Materials	-124.79
8/30/2023	EFT	Debit Card (WalMart)	Fstival Door Prize (FY2023)	Community:Special Events:Festival	-5.34
8/31/2023	6704	USPS{Flyers}	Mktng Mail - 1170 pc @ \$0.363 (F...	Community:Special Events:Festival	-424.71
8/31/2023	6705	Verizon Wireless	221474588-00001 (FY2023)	Office:Tel	-111.59
8/31/2023	6706	Duke Power	9100 3284 5207 (FY2023)	Street Lighting	-121.08
8/31/2023	670...	Forms & Supply, Inc.	FY2023	Office:Supplies	-112.17
			FY2023	Community:Special Events:Festival	-217.48
8/31/2023	EFT	Paychex Fees	Fees 8/23 (FY2023)	Emp:Payroll	-173.16
<b>8/1/2023 - 8/31/2023</b>					<b>-6,217.24</b>

**TOTAL INFLOWS      15,815.09**

**TOTAL OUTFL...      -22,032.33**

**NET TOTAL                      -6,217.24**



# Accounts Rcvble Activity August 2023 - Aug 2023

8/1/2023 through 8/31/2023

9/19/2023

Page 1

Date	Description	Memo	Category	Clr Amount
8/15/2023	NC Department of...6/23 Sales and Use Tax (FY2022)	[Check Min Spgs]		-3,249.31
<b>8/1/2023 - 8/31/2023</b>				<b>-3,249.31</b>
<b>TOTAL INFLOWS</b>				<b>0.00</b>
<b>TOTAL OUTFLOWS</b>				<b>-3,249.31</b>
<b>NET TOTAL</b>				<b>-3,249.31</b>

August 2023

Revenue Details

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# NC Sales & Use Distribution - accrued to FY2022

June 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>	<b>2,875,207.46</b>	<b>1,924,262.67</b>	<b>1,519,579.77</b>	-	<b>12.61</b>	<b>403,554.70</b>	-	-	<b>(499,942.56)</b>	<b>6,222,674.65</b>
FAIRVIEW	1,549.45	1,036.98	818.90	-	0.01	217.48	-	-	1,067.52	4,690.34
HEMBY BRIDGE	-	-	-	-	-	-	-	-	-	-
INDIAN TRAIL	131,410.84	87,948.08	69,452.12	-	0.58	18,444.40	-	-	90,537.57	397,793.59
LAKE PARK	9,396.78	6,288.89	4,966.30	-	0.04	1,318.90	-	-	6,474.06	28,444.97
MARSHVILLE	15,647.85	10,472.49	8,270.07	-	0.07	2,196.28	-	-	10,780.84	47,367.60
MARVIN	11,803.58	7,899.67	6,238.33	-	0.05	1,656.71	-	-	8,132.27	35,730.61
<b>MINERAL SPRINGS</b>	<b>1,073.41</b>	<b>718.39</b>	<b>567.31</b>	-	-	<b>150.66</b>	-	-	<b>739.54</b>	<b>3,249.31</b>
MINT HILL *	50.77	33.98	26.83	-	-	7.13	-	-	34.98	153.69
MONROE	313,543.98	209,842.59	165,711.55	-	1.37	44,008.01	-	-	216,021.04	949,128.54
STALLINGS *	58,788.91	39,345.09	31,070.61	-	0.26	8,251.42	-	-	40,503.55	177,959.84
UNIONVILLE	2,128.82	1,424.74	1,125.11	-	0.01	298.79	-	-	1,466.68	6,444.15
WAXHAW	150,655.95	100,828.07	79,623.38	-	0.66	21,145.57	-	-	103,796.78	456,050.41
WEDDINGTON *	19,379.41	12,969.87	10,242.24	-	0.08	2,720.03	-	-	13,351.75	58,663.38
WESLEY CHAPEL	2,465.50	1,650.06	1,303.05	-	0.01	346.05	-	-	1,698.65	7,463.32
WINGATE	7,746.87	5,184.67	4,094.31	-	0.03	1,087.32	-	-	5,337.33	23,450.53
<b>TOTAL</b>	<b>3,600,849.58</b>	<b>2,409,906.24</b>	<b>1,903,089.88</b>	-	<b>15.78</b>	<b>505,403.45</b>	-	-	-	<b>8,419,264.93</b>

**Union County**  
**Date Distributed: 7/1/2023 to 7/31/2023**

990 - TOWN OF MINERAL SPRINGS

Year	Taxes, Assessments and Misc. Charges	Late List	Interest	Total Collected	Commission	Net of Commission
2022	65.96	0.61	2.56	69.13	0.86	68.27
2023	115.30	0.00	0.00	115.30	1.44	113.86
<b>Total:</b>	<b>181.26</b>	<b>0.61</b>	<b>2.56</b>	<b>184.43</b>	<b>2.30</b>	<b>182.13</b>
<b>Grand Total:</b>	<b>181.26</b>	<b>0.61</b>	<b>2.56</b>	<b>184.43</b>	<b>2.30</b>	<b>182.13</b>

VENDOR NUMBER	VENDOR NAME	EFT NUMBER	EFT DATE	EFT AMOUNT
10870	TOWN OF MINERAL SPRINGS	82286	08/14/2023	\$182.13

INVOICE DATE	INVOICE NUMBER	DESCRIPTION	INVOICE AMOUNT
08/09/2023	2401 TAXES	TAX/FEE/INT JULY 2023	\$182.13



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

Vendor Number	EFT Number	EFT Date
10870	82286	08/14/2023

\*\*\* One Hundred And Eighty-Two Dollars And Thirteen Cents \*\*\*

**\$182.13**

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

**EFT COPY  
 NON-NEGOTIABLE**

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

NCVT15

Jurisdiction	Entity	Vendor #	Inv #	Tax & Fee Amt	Int Only Amt	Com Cst	Pending Refunds	Net Amt	Status/Check#
001	Union County	0		\$ 1,461,156.29	\$ 16,532.35	\$ (45,671.94)	(\$6,345.96)	\$ 1,425,670.74	No Check
002	Education Operating Fund	0		181,881.36	782.14	(5,322.26)	(75.10)	\$ 177,266.14	No Check
003	Voter Approved Debt Tax	0		312,583.29	3,578.81	(9,787.92)	(1,388.40)	\$ 304,985.78	No Check
004	Education Debt Fund	0		14,192.41	60.97	(415.30)	(5.86)	\$ 13,832.22	No Check
005	Economic Development Fund	0		1,895.67	8.12	(55.47)	(0.78)	\$ 1,847.54	No Check
011	Countywide Fire Tax	0		22.61	7.75	(0.64)	-	\$ 29.72	No Check
012	Countywide EMS Tax	0		31.00	10.62	(0.87)	-	\$ 40.75	No Check
013	Griffith Rd	0		408.75	4.86	(11.94)	(0.82)	\$ 400.85	No Check
014	Stock Rd	0		1,015.28	5.77	(30.13)	9.20	\$ 1,000.12	No Check
015	Springs Fire Tax	0		8,958.94	82.53	(281.91)	73.40	\$ 8,832.96	No Check
016	Fairview	0		3,324.15	33.34	(105.19)	19.63	\$ 3,271.93	No Check
017	New Salem	0		3,722.10	39.23	(108.70)	1.32	\$ 3,653.95	No Check
018	Beaver Lane	0		3,233.49	32.31	(85.65)	41.61	\$ 3,221.76	No Check
019	Bakers	0		7,557.05	81.08	(228.06)	182.83	\$ 7,592.90	No Check
020	Stallings Fire Tax	0		14,075.60	146.34	(437.82)	229.98	\$ 14,014.10	No Check
021	Unionville	0		7,473.37	72.58	(220.73)	60.12	\$ 7,385.34	No Check
022	Wingate	0		4,567.11	60.21	(121.70)	39.38	\$ 4,545.00	No Check
023	Hemby Bridge Fire Tax	0		17,904.42	214.91	(561.46)	138.77	\$ 17,696.64	No Check
024	Allens Crossroads	0		1,400.97	12.49	(38.18)	18.18	\$ 1,393.46	No Check
025	Jackson	0		1,851.10	24.14	(59.32)	24.35	\$ 1,840.27	No Check
026	Wesley Chapel Fire Tax	0		25,095.31	250.82	(825.39)	(86.41)	\$ 24,434.33	No Check
027	Lanes Creek	0		1,628.50	12.26	(45.38)	1.30	\$ 1,596.68	No Check
028	Waxhaw Fire Tax	0		14,764.75	143.37	(482.44)	117.51	\$ 14,543.19	No Check
029	Sandy Ridge	0		1,468.03	21.01	(41.86)	5.54	\$ 1,452.72	No Check
030	Providence	0		66.03	-	(2.08)	(6.82)	\$ 57.13	No Check
101	Village of Marvin	1832	VTFMAP2211-1	21,053.79	84.63	(689.90)	45.83	\$ 20,494.35	
200	City of Monroe	103-7	VTFMAP2211-1	257,765.91	2,424.80	(7,149.05)	(22,250.61)	\$ 230,791.05	
222	Monroe Downtown Service District	103-7	VTFMAP2211-2	229.32	5.01	(8.25)	-	\$ 226.08	
300	Town of Wingate	4064	VTFMAP2211-1	9,824.99	83.34	(263.91)	54.87	\$ 9,699.29	
400	Town of Marshville	5861	VTFMAP2211-1	10,296.15	150.10	(247.72)	37.64	\$ 10,236.17	
500	Town of Waxhaw	8268	VTFMAP2211-1	150,017.50	1,074.72	(4,927.52)	1,294.82	\$ 147,459.52	
600	Town of Indian Trail	2924	VTFMAP2211-1	99,938.17	1,139.80	(3,097.44)	1,375.59	\$ 99,356.12	
700	Town of Stallings	4860-2	VTFMAP2211-1	41,006.70	396.54	(1,301.64)	377.13	\$ 40,478.73	
800	Town of Weddington	7518	VTFMAP2211-1	12,627.70	118.73	(413.79)	47.23	\$ 12,379.87	
900	Village of Lake Park	1833	VTFMAP2211-1	7,715.66	103.69	(245.20)	(10.47)	\$ 7,563.68	
930	Town of Fairview	19458	VTFMAP2211-1	1,164.85	12.26	(36.55)	4.10	\$ 1,144.66	
970	Village of Wesley Chapel	9262	VTFMAP2211-1	1,986.11	16.71	(64.75)	(5.67)	\$ 1,932.40	
980	Town of Unionville	11530	VTFMAP2211-1	1,705.55	16.80	(50.94)	9.33	\$ 1,680.74	
990	Town of Mineral Springs	10870	VTFMAP2211-1	756.17	8.29	(23.47)	0.34	\$ 741.33	
999	Schools	0		651.92	223.30	(18.36)	-	\$ 856.86	No Check
<b>Total</b>				<b>\$ 2,707,018.07</b>	<b>\$ 28,076.73</b>	<b>\$ (83,480.83)</b>	<b>(\$25,966.90)</b>	<b>\$ 2,625,647.07</b>	
									AP Total
									\$ 584,183.99

CHECK

VENDOR NUMBER	VENDOR NAME	EFT NUMBER	EFT DATE	EFT AMOUNT
10870	TOWN OF MINERAL SPRINGS	82520	08/28/2023	\$741.33

INVOICE DATE	INVOICE NUMBER	DESCRIPTION	INVOICE AMOUNT
08/01/2023	VTFNAP2401-1	CASH RECEIVED JULY 2024 & REFUNDS	\$741.33



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

Vendor Number	EFT Number	EFT Date
10870	82520	08/28/2023

\*\*\* Seven Hundred And Forty-One Dollars And Thirty-Three Cents \*\*\*

**\$741.33**

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

**EFT COPY  
 NON-NEGOTIABLE**



# Town of Mineral Springs

3506 S. Potter Road ~ P.O. Box 600 ~ Mineral Springs, NC 28108  
704-243-0505 (office) ~ 704-289-5331 (mobile) ~ 704-243-1705 (fax)  
Office Hours: 10:00 a.m. to 2:00 p.m. Monday, Tuesday, & Thursday

## Board of Adjustment Application

Name: William REYNOLDS

Address: 3107 Wax-Less Ln Rd S

Phone: 704-236-3748

Fax: \_\_\_\_\_

Email: willie1147@hotmail.com

1. Why do you wish to volunteer as a Board of Adjustment member?

SOLVE ISSUES

2. What qualifications do you have that you feel would benefit the Town of Mineral Springs in this capacity?

PROBLEM SOLVER

3. What do you see as goals for Mineral Springs' land use policies?

REVENUE

4. Would you be able to study the Mineral Springs Development Ordinance and the Rules of Procedure on your own, as well as to attend a training session when they are available?

YES

5. Regular attendance at the meetings are extremely important. Do you foresee any problems with being able to attend the meetings? If so, please explain?

No

I understand that the information provided on this application is subject to the rules under Chapter 132 of the North Carolina General Statutes and will be available as a public record.

Signature William Brooks Date 9-26-23

Mail to: Town of Mineral Springs  
Attn: Vicky Brooks  
P. O. Box 600  
Mineral Springs, NC 28108

Or

Email to: [mrvickybrooks@aol.com](mailto:mrvickybrooks@aol.com)

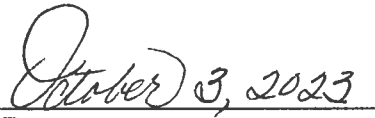
Certification of the  
Voluntary Annexation Sufficiency

by the Mineral Springs Town Clerk

I, Vicky Brooks, Town Clerk of the Town of Mineral Springs, North Carolina do hereby certify the sufficiency of the voluntary annexation petitions submitted by Brain S. Mehciz & Victoria Mehciz on tax parcel #05-084-002D, John Bruce Morrill, Jr. & Jennifer L. Morrill on tax parcel #05-084-002E, John L. Pressley & Zeidi Maria Calderon Castro on tax parcel #05-084-002G, Thomas G. Hendley & Donna Hendley on tax parcels 05-084-002H & 05-084-002J, Jared J. Bard & Courtney Bard on tax parcel #05-084-002K, Norberto Acevedo, Trustee & Alice Vazquez Acevedo, Trustee on tax parcel #05-084-030, Paul Edward Franco, Jr. on tax parcel #05-084-031, Robert Andrew Abbajay & Heide Kathrin Abbajay on tax parcel #05-084-034, John R. Hayes, Jr. & Mary L. Hayes on tax parcels #05-084-035 & 05-084-036, David E. Brooks & Patricia H. Brooks on tax parcels #05-084-037, 05-084-042, & 05-084-043, Jeffrey R. Carroll & Teresa A. Carroll on tax parcel #05-084-039, and Ann E. Yochem on tax parcels #05-084-039A & 05-084-040. Tracts 1, 2, 3, 4, 5, 6, 8, 9, 10, 11, 14, 15, 17, 18, 19, & 20 of the subdivision named Waxhaw Meadows Plantation located in Union County, North Carolina as described on plats (Book G - Page 929, Book K - Page 126, Book N - Page 288, Book N - Page 353, and Book N – Page 618) recorded in the Union County, North Carolina Registry.



Vicky Brooks, Town Clerk  
Town of Mineral Springs

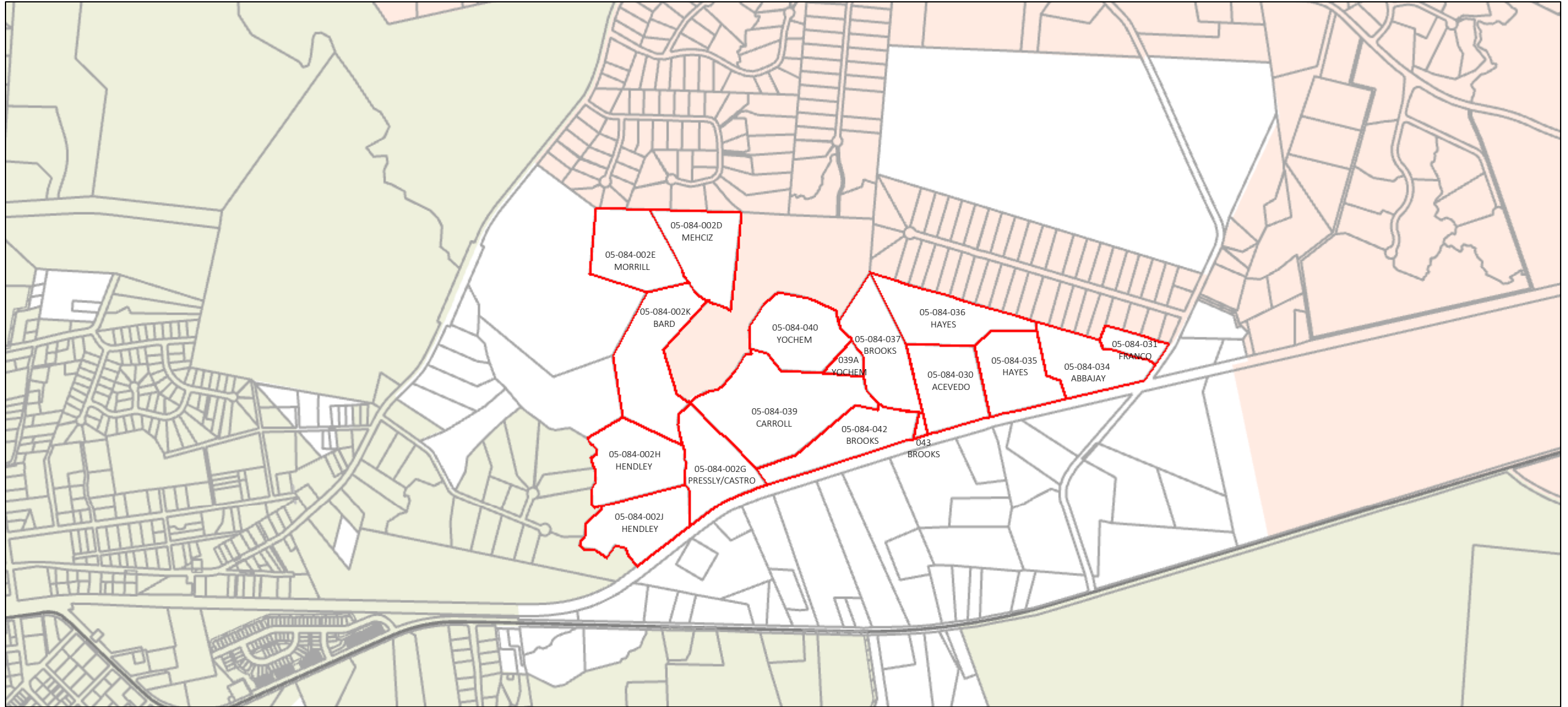


Date

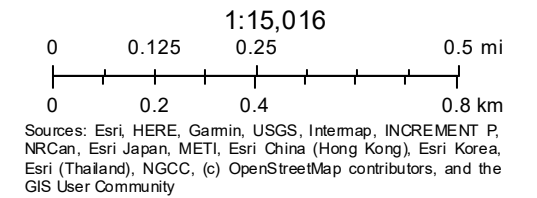
Attachment: Waxhaw Meadows Plantation property/surrounding area map from Union County GIS

# WAXHAW MEADOWS PLANTATION

## GoMaps



October 3, 2023



# MEMO

**To: Mineral Springs Town Council**  
**From: Rick Becker**  
**Date: October 3, 2023**  
**Subject: Closeout of Social-Emotional Readiness Program**

As you know, the town had awarded a grant of up to \$\$56,194 to the D. Coffey Foundation for Athletics and Education to design and implement a program for elementary-school-aged children that would serve to offset some of the negative effects of interruptions in the normal classroom education of these children due to Covid-19. This Social-Emotional Readiness (SER) Program was divided into two semesters, with the first semester being successfully completed in May of 2023.

Those council members who visited any of the SER activities were able to observe how valuable the program was. Students, teacher interns, and parents all were impressed with program results. The only disappointment was that it was difficult to publicize the SER program, and the attendance was lower than hoped for: around 15 students out of a target enrollment of 50 students. From a funding perspective, the smaller enrollment saved money on teacher stipends, but that was offset by a larger-than-anticipated expenditure on marketing (including a “meet and greet” session that involved catered lunch food as well as greater-than-expected printing and media expenditures).

The second semester was scheduled to start in September 2023, but the facility that had been made available at no cost to the SER Program became unavailable in August. The no-cost availability of the meeting space was a major factor contributing to the financial viability of the program, and although Executive Director Dr. Delice Coffey and I sought possible alternatives we were unable to secure another facility. In mid-September Dr. Coffey and I concluded that it would be impractical to attempt to conduct the second semester of the SER Program and agreed to terminate the program early and close out the project ordinance.

The final invoice for \$2,910.00 is included with this documentation. Dr. Coffey has requested one month payment for her as Executive Director at \$1,125.00 as well as one month for the Program Assistant at \$240.00. There was no Program Director expense. I believe that these requests are reasonable because Dr. Coffey and the assistant had worked diligently during the late summer to “gear up” for the program’s anticipated September 6, 2023 start and to engage in additional marketing and publicity. Transportation had always been a high-overhead item in the original budget, because Dr. Coffey was subcontracting that service to a van operator. The transportation budget was \$926/month, but the close-out invoice reflects \$259/month as a non-refundable cancellation charge. The remaining supplies and marketing costs primarily reflect expenditures for additional promotional and publicity materials. There was an unexpended balance of \$369.38 in grant funding remaining after conclusion of the first semester, so the net amount due to the D. Coffey Foundation for Athletics and Education is \$2,540.62 subject to Council approval.

STATE OF NORTH CAROLINA  
TOWN OF MINERAL SPRINGS

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

**O-2023-05**

**WHEREAS**, the Social-Emotional Readiness (SER) Program was authorized by Project Ordinance O-2022-05 adopted by the Mineral Springs Town Council on November 10, 2022 pursuant to a Grant Agreement between the Town of Mineral Springs (TOWN) and the D. Coffey Foundation for Athletics and Education (RECIPIENT) and commenced operation on March 6, 2023; and

**WHEREAS**, the first semester of the SER Program was successfully completed with graduation occurring on May 26, 2023; and

**WHEREAS**, the second semester of the SER program was scheduled to commence in September 2023; and

**WHEREAS**, the facility where RECIPIENT was conducting the program became unavailable in the month of August 2023, and

**WHEREAS**, the facility had been provided at no charge to RECIPIENT, the RECIPIENT was unable to obtain use of a suitable replacement facility at no cost, and the program budget was dependent on the availability of a suitable facility at no cost; and

**WHEREAS**, it was the mutual determination of the TOWN and the RECIPIENT that it would be financially impractical to modify the Grant Agreement by increasing the program budget and program appropriation to cover the increased costs of paying for a suitable replacement facility; and

**WHEREAS**, the TOWN had made \$33,967.00 in disbursements to RECIPIENT as of March 30, 2023 out of a maximum possible program budget of \$56,194.00; and

**WHEREAS**, there was an amount of \$369.38 in disbursed funds that remained unspent by the RECIPIENT as of September 1, 2023, and RECIPIENT had incurred an additional \$2,910.00 of expended or obligated funds prior to the mutual determination by the TOWN and the RECIPIENT that it would be impractical to continue the program; and

**WHEREAS**, the Mineral Springs Finance Officer has determined that the amount of expended or obligated funds shown on the September 2023 closeout invoice is reasonable and justifiable;

**NOW, THEREFORE BE IT ORDAINED**, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following project ordinance is hereby adopted for the purpose of closing out the project fund:

**Section 1:** TOWN and RECIPIENT hereby agree to terminate the SER Program Grant Agreement for their mutual convenience under Article VI, Section 6.3 of the Grant Agreement due to the changes in circumstances herein described, and to follow the approved Closeout procedures under Article IV, Section 4.3 of the Grant Agreement.

**Section 2:** The following revenues were made available to complete the SER Program:

<b>Source</b>	<b>Budget</b>	<b>Actual</b>
Transfer from General Fund	\$56,194.00	-
Transfers from General Fund, FY2022-23	-	\$33,967.00
Transfers from General Fund, FY2023-24	-	\$2,540.62
<b>Total</b>	<b>\$56,194.00</b>	<b>\$36,507.62</b>

**Section 3:** The following amounts were appropriated for the projects of the SER Project fund:

<b>Expenditure</b>	<b>Budget</b>	<b>Actual</b>
SER Program operating expenses	\$56,194.00	\$33,597.62
SER Program closeout costs	-	\$2,910.00
<b>Total</b>	<b>\$56,194.00</b>	<b>\$36,507.62</b>

**Section 4:** The Finance Officer has transferred funds from the General Fund balance into the Social-Emotional Readiness Project Fund in the amount of \$36,507.62 and will make a final disbursement to the D. Coffey Foundation for Athletics and Education in the amount of \$2,540.62.

**Section 5:** The Finance Officer has maintained within the Social-Emotional Readiness Project Fund sufficient detailed accounting records for the project authorized.

**Section 6:** The Finance Officer has reported annually on the financial status of the Social-Emotional Readiness Project Fund.

**Section 7:** No further interfund transfers are authorized for the Social-Emotional Readiness Program and the Social-Emotional Readiness Project Fund is hereby closed out with a zero balance.

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

**ADOPTED** this the 12th day of October, 2023.

---

Frederick Becker III, Mayor

Attest:

---

Vicky A. Brooks, CMC, NCCMC, CZO, Clerk

DRAFT



The D. Coffey Foundation  
1110 Scholastic Circle  
Durham, NC 27713

**INVOICE**  
September 2023  
Close Out

**BILLED TO**

Town of Mineral  
Springs

Expense	AMOUNT
Exec. Director	\$1125
Student Supplies	\$266
Program Assistant	\$240
Office Supplies	\$52
Transportation/Van Insurance (\$259x3)	\$777
Marketing/Advertising	\$300
Miscellaneous	\$150
<b>TOTAL</b>	<b>\$2910.00</b>

Unexpended balance applied: \$369.38

Payment Due: \$2540.62

**D. Coffey Foundation SER Program - Budget-to-Actual (Through 6/20/2023)**

Categories	Budget	Expenditures (Invoiced) - as of report date				Payments - as of payment date				YTD Spending	YTD Payments	Variance
		12/31/2022	3/20/2023	5/20/2023	6/20/2023	11/15/2022	2/1/2023	3/1/2023	4/1/2023			
Curriculum	\$ 8,497.00	\$ 8,497.00	\$ -	\$ -	\$ -	\$ 8,497.00	\$ -	\$ -	\$ -	\$ 8,497.00	\$ 8,497.00	\$ -
Prog Director	\$ 8,000.00	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 4,000.00	\$ 4,000.00	\$ -
Exec Director	\$ 9,000.00	\$ 1,125.00	\$ 1,125.00	\$ 2,250.00	\$ -	\$ 1,125.00	\$ 1,125.00	\$ 1,125.00	\$ 1,125.00	\$ 4,500.00	\$ 4,500.00	\$ -
Utilities	\$ 1,550.00	\$ -	\$ -	\$ 600.00	\$ 300.00	\$ -	\$ 300.00	\$ 250.00	\$ 250.00	\$ 900.00	\$ 800.00	\$ (100.00)
Student Suppl	\$ 950.00	\$ -	\$ 270.85	\$ 157.59	\$ -	\$ 350.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 428.44	\$ 650.00	\$ 221.56
Liab Ins	\$ 143.00	\$ 143.00	\$ -	\$ -	\$ -	\$ 143.00	\$ -	\$ -	\$ -	\$ 143.00	\$ 143.00	\$ -
Accounting	\$ 2,450.00	\$ -	\$ 350.00	\$ 700.00	\$ 350.00	\$ -	\$ 350.00	\$ 350.00	\$ 350.00	\$ 1,400.00	\$ 1,050.00	\$ (350.00)
Marketing	\$ 300.00	\$ 332.73	\$ 715.00	\$ 200.00	\$ 50.00	\$ 200.00	\$ 100.00	\$ -	\$ -	\$ 1,297.73	\$ 300.00	\$ (997.73)
Teachers-Sem 1	\$ 5,760.00	\$ -	\$ -	\$ 2,440.00	\$ 1,220.00	\$ -	\$ 1,920.00	\$ 1,920.00	\$ 1,920.00	\$ 3,660.00	\$ 5,760.00	\$ 2,100.00
Teachers-Sem 2	\$ 5,760.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prog Asst	\$ 1,920.00	\$ 240.00	\$ 240.00	\$ 480.00	\$ 240.00	\$ 240.00	\$ 240.00	\$ 240.00	\$ 240.00	\$ 1,200.00	\$ 960.00	\$ (240.00)
Office Suppl	\$ 550.00	\$ 443.03	\$ 50.00	\$ 100.00	\$ -	\$ 250.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 593.03	\$ 400.00	\$ (193.03)
Transportation	\$ 5,556.00	\$ -	\$ 926.00	\$ 1,852.00	\$ 120.00	\$ -	\$ 926.00	\$ 926.00	\$ 926.00	\$ 2,898.00	\$ 2,778.00	\$ (120.00)
Cleaning	\$ 360.00	\$ -	\$ -	\$ 240.00	\$ 120.00	\$ -	\$ 60.00	\$ 60.00	\$ 60.00	\$ 360.00	\$ 180.00	\$ (180.00)
Student Snacks	\$ 1,998.00	\$ -	\$ -	\$ 528.42	\$ 211.16	\$ -	\$ 333.00	\$ 333.00	\$ 333.00	\$ 739.58	\$ 999.00	\$ 259.42
Legal	\$ 2,000.00	\$ 1,000.00	\$ 500.00	\$ -	\$ -	\$ 2,000.00	\$ -	\$ -	\$ -	\$ 1,500.00	\$ 2,000.00	\$ 500.00
Misc	\$ 1,400.00	\$ 372.84	\$ 185.00	\$ 332.00	\$ 591.00	\$ 500.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 1,480.84	\$ 950.00	\$ (530.84)
	\$ 56,194.00	\$ 13,153.60	\$ 5,361.85	\$ 11,880.01	\$ 3,202.16	\$ 14,305.00	\$ 6,654.00	\$ 6,504.00	\$ 6,504.00	\$ 33,597.62	\$ 33,967.00	\$ 369.38

**D. Coffey SER Program: Final Reconciliation 10/2/2023**

Categories	YTD Spending	YTD Payments	Closeout Invoice	Final Spending	Balance Due
Curriculum	\$ 8,497.00	\$ 8,497.00	\$ -	\$ 8,497.00	
Prog Director	\$ 4,000.00	\$ 4,000.00	\$ -	\$ 4,000.00	
Exec Director	\$ 4,500.00	\$ 4,500.00	\$ 1,125.00	\$ 5,625.00	
Utilities	\$ 900.00	\$ 800.00	\$ -	\$ 900.00	
Student Suppl	\$ 428.44	\$ 650.00	\$ 266.00	\$ 694.44	
Liab Ins	\$ 143.00	\$ 143.00	\$ -	\$ 143.00	
Accounting	\$ 1,400.00	\$ 1,050.00	\$ -	\$ 1,400.00	
Marketing	\$ 1,297.73	\$ 300.00	\$ 300.00	\$ 1,597.73	
Teachers-Sem 1	\$ 3,660.00	\$ 5,760.00	\$ -	\$ 3,660.00	
Teachers-Sem 2	\$ -	\$ -	\$ -	\$ -	
Prog Asst	\$ 1,200.00	\$ 960.00	\$ 240.00	\$ 1,440.00	
Office Suppl	\$ 593.03	\$ 400.00	\$ 52.00	\$ 645.03	
Transportation	\$ 2,898.00	\$ 2,778.00	\$ 777.00	\$ 3,675.00	
Cleaning	\$ 360.00	\$ 180.00	\$ -	\$ 360.00	
Student Snacks	\$ 739.58	\$ 999.00	\$ -	\$ 739.58	
Legal	\$ 1,500.00	\$ 2,000.00	\$ -	\$ 1,500.00	
Misc	\$ 1,480.84	\$ 950.00	\$ 150.00	\$ 1,630.84	
	\$ 33,597.62	\$ 33,967.00	\$ 2,910.00	\$ 36,507.62	\$ 2,540.62

# MINERAL SPRINGS 7th ANNUAL FESTIVAL BUDGET

## REVENUES

<b>Sponsors</b>	<b>Pledged</b>	<b>Paid</b>
Caffiend – 10 x 10 space	\$250.00	\$250.00
Maplehurst Auctions – 10 x 10 space	\$250.00	\$250.00
Anonymous – no space	\$500.00	\$500.00
Gutter Helmet by Lednor Home Solutions – 10 x 10 space	\$250.00	\$250.00
Gordons Gas and Grill	\$50.00	\$50.00
Carolina Construction Equipment, LLC	\$250.00	\$250.00
Greater Life Church	\$50.00	\$50.00
Cork & Ale	\$250.00	\$250.00
Powerhouse Karate	\$150.00	\$150.00
<b>Total Income from Sponsors</b>	<b>\$2000.00</b>	<b>\$2000.00</b>

<b>Food Vendors</b>	<b>Fee</b>	<b>Paid</b>
Mineral Springs Volunteer Fire & Rescue (Fee waived in lieu of services provided)	N/A	\$0.00
Pelican's Snoballs (electric connection)	\$65.00	\$65.00
The Donut Shack	\$115.00	\$115.00
Blue Lagoon - no show	\$65.00	0.00
<b>Total Income from Food Vendors</b>	<b>\$245.00</b>	<b>\$180.00</b>

<b>Craft Vendors / Exhibitors</b>	<b>Fee</b>	<b>Paid</b>
Julia Cox / The Craft Resort	\$25.00	\$25.00
Stephanie Belizaire / Lanova Variety Products, LLC DBA Lanova	\$25.00	\$25.00
Cynthia Adcock / Doterra Essential Oils	\$25.00	\$25.00
Church of Christ	\$15.00	\$15.00
Sweet Union Republican Women	\$25.00	\$25.00
John Wood Working Design - electric	\$35.00	\$35.00
Wreaths and More by Mama Carol – two spaces – no show	\$50.00	\$50.00
Tracy's Country Crafts	\$25.00	\$25.00
Lorrie Ayers – craft vendor	\$25.00	\$25.00
Greater Life Church	\$15.00	\$15.00
L & L Crafts	\$25.00	\$25.00
Mindy Dingle	\$25.00	\$25.00
Color Street	\$25.00	\$25.00
Porky's Snacks	\$30.00	\$30.00
Mineral Springs Pharmacy	\$30.00	\$30.00
<b>Total Income from Craft Vendors / Exhibitors</b>	<b>\$400.00</b>	<b>\$400.00</b>

<b>SPON: \$2000.00</b>	<b>FV: \$180.00</b>	<b>CV: \$400.00</b>	<b>REVENUE TOTAL: \$2580.00</b>
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<b>EXPENDITURES</b>		
	<b>Proposed</b>	<b>Actual</b>
<i>Union County Sheriff's Deputies</i>	\$560.00	\$513.77
<i>Union County Fire Marshall</i>	\$55.00	\$51.30
<i>Port-A-John Toi Toi</i>	\$150.00	\$180.23
<i>Bounce House – Bouncing Your Way – Deluxe Castle/generator/staffing/balloon artist</i>	\$934.06	\$934.06
<i>Garbage Service/Removal</i>	\$150.00	\$0.00
<i>Volunteer T-Shirts</i>	\$500.00	\$324.52
<i>Banners</i>	\$300.00	\$400.31
<i>Aerial View Band – 3 hours – 11:30 a.m. to 2:30 p.m.</i>	\$1,100.00	\$1100.00
<i>Miscellaneous Expenses (volunteer lunch/water, festival supplies, etc.) \$117.51 - \$43.00 – \$12.24 - \$5.34 – \$19.79 = \$197.88</i>	\$500.00	\$197.88
<i>Children's Game Prizes</i>	\$400.00	\$365.68
<i>Newsletter Publication (including postage &amp; paper)</i>	\$1,300.00	\$1,225.56
<i>Straw – Mineral Springs Fertilizer</i>	\$0.00	\$112.50
<i>CCE</i>	\$0.00	\$49.64
<i>Taylor &amp; Son Landscaping</i>	\$500.00	\$470.00
<b>TOTAL EXPENDITURES</b>	<b>\$6449.06</b>	<b>\$5925.45</b>

<b>BUDGET: \$8000.00</b>	<b>EXPENDITURES: \$5,925.45 approx.</b>	<b>BALANCE AVAILABLE: \$2,074.55</b>
<b>REVENUES: \$2,580.00</b>		<b>BALANCE (Cost to town): <b>\$3,345.45</b></b>