

**Town of Mineral Springs
Mineral Springs Town Hall
3506 Potter Road S ~ Mineral Springs
Mineral Springs Town Council
Regular Meeting
May 9, 2024 ~ 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 11, 2024 Regular Meeting Minutes
 - B. Acceptance of the March 2024 Union County Tax Report
 - C. Acceptance of the March 2024 Finance Report
- 4. Discussion and Consideration of Proceeding with or Indefinitely Tabling a Nuisance Ordinance** – Action Item
The council will discuss and consider whether to proceed with a nuisance ordinance or to table it indefinitely based on budgetary concerns.
- 5. Consideration of the 2024-2025 Budget and Calling for a Public Hearing** – Action Item
Mayor Becker will present the council with the 2024-2025 proposed budget and the council will consider calling for a Public Hearing on June 13, 2024 for the 2024-2025 budget.
- 6. Announcement of the Charlotte Regional Transportation Planning Organization (CRTPO) Presentation**
Mayor Becker will announce the details of the CRTPO 101 Presentation, which will be held at Wesley Chapel.
- 7. Announcement of Proposed Small Intersection Improvements**
Mayor Becker will announce the details of the upcoming changes to the Highway 75/Potter Road traffic light and the possible improvements to the Potter Road/Pleasant Grove Road intersection by the North Carolina Department of Transportation.
- 8. Consideration of Authorizing the Purchase of Replacement Banners** – Action Item
The council will consider authorizing the purchase of replacement banners downtown.
- 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 Legislative Hearings / Regular Meeting
April 11, 2024 – 7:30 p.m.**

The Town Council of the Town of Mineral Springs, North Carolina, met in Public Legislative Hearings and Regular Session at the Mineral Springs Town Hall located at 3506 Potter Road S, Mineral Springs, North Carolina, at 7:30 p.m. on Thursday, April 11, 2024.

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

Absent: Councilwoman Janet Critz and Councilwoman Bettylyn Krafft.

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

Visitors: Wendy Burke, Jeff Carroll, Jeff Floyd, Matt Hubert, James Kelly, and John Maida.

1. Opening

With a quorum present at 7:31 p.m. on April 11, 2024, Mayor Becker called the regular meeting to order.

Councilman Countryman delivered the invocation.

Pledge of Allegiance.

2. Legislative Public Hearing – Proposed Map Amendment

Mayor Becker opened the legislative public hearing at 7:31 p.m.

Zoning Administrator Vicky Brooks stated the legislative public hearing for the proposed map amendment was legally advertised as required by the General Statutes and the Mineral Springs Development Ordinance: a legal ad was posted in the Enquirer Journal for two consecutive weeks; it was posted on the town bulletin board: the property was posted; and the adjacent property owners were notified.

Ms. Brooks explained the proposed map amendment application was submitted by Mr. John Maida, who was the potential buyer of the property. Included with the application was a Certificate of Authorization signed by the authorized representatives of St. John Pentecostal Church. The proposed map amendment is to rezone tax parcel #06-019-004A consisting of 0.3 acres located at 6016 Waxhaw Highway from RA20 to General Business. In advance of this hearing, Ms. Brooks explained she had only received one inquiry about the proposed rezoning; the property owner wanted to make sure it wasn't her property being rezoned and she was assured that was not the case.

Mr. John Maida explained he owned a piece of property that was where the church was behind him, and it seemed to be landlocked. The piece of property that Mr. Maida owns has the church water line that crosses his property and Duke Energy just came through to replace the electric and had to leave an easement on the other side of the property. Now both sides of his property have an easement. It has also been found that the church septic tank was on his property. Union County will not allow Mr. Maida to use the septic tank anymore, because the septic tank and the field is on another property. Union County informed Mr. Maida that because the church property does not front on Highway 75, sewer could not be connected to it. The only thing that can be done is to merge the two properties together, so that it has road frontage. Otherwise, the church building will have to go away. Mr. Maida plans to put a building up in front of the church to make everything blend to make it look right. "Otherwise, we're going to have split-zoning and we're going to have residential behind it and GB in the front."

There were no public comments.

Mayor Becker closed the legislative public hearing at 7:37 p.m.

3. Legislative Public Hearing – Proposed Text Amendments

Mayor Becker opened the legislative public hearing at 7:37 p.m.

There were no public comments.

Ms. Brooks stated the hearing was legally advertised according to General Statutes and Article 3 of the Mineral Springs Development Ordinance: a legal ad was posted in the Enquirer-Journal for two consecutive weeks and the bulletin board was posted.

Ms. Brooks explained that there were three proposed text amendments in TA24-01.

- 1) Article 4, Permitted Uses. To amend the use of Manufactured Homes, Class A in R20. Currently, a Special Use Permit is required. The RA20 zoning district does not require a Special Use Permit (it is a use by right). There is very little difference between RA20 and R20; therefore, it does put an extra burden and expense on property owners who wish to have a Class A Manufactured Home.
- 2) Article 4, Permitted Uses. To amend Accessory Dwellings from a Special Use Permit to a by right in the RR zoning district. Accessory Dwellings are allowed by right in the AR zoning district. The difference between AR and RR is a half-acre, they are both large lots. This is burdensome and expensive for the residents in the RR zoning district with little difference in the two zoning districts.
- 3) Article 4, Section 4.4.1.C. The planning board recommended deleting “C”. “The tract must contain at least one acre for every livestock animal housed in such barn provided that if this density figure is exceeded as a result of birth, the offspring may remain for weaning purposes for a period of not to exceed six months.” If the council approved of the deletion of “C”, “D” would become “C”, and “E” would become “D”. The reasoning behind this proposed text amendment was that when the language was originally put in the town zoning ordinance back in 2002, the word “horse” was used instead of “livestock”. The definition of “livestock” is vast. It is “domesticated four legged mammals, including but not limited to cows, horses, sheep, goats, llama, swine, rabbits, and similar animals, anything greater than 15 pounds.” The language specifically speaks to livestock housed in a barn. Ms. Brooks asked, “what if there is not barn;” it seemed like the limitation was on the number of livestock one could have would not apply.

Mayor Becker closed the legislative public hearing at 7:42 p.m.

4. Public Comments

Jeff Carroll – 3304 Collins Road.

Wendy Burke – 6426 Snow White Field Road.

Jeff Floyd – 6426 Snow White Field Road.

James Kelly – Town of Waxhaw.

Matt Hubert – Town of Waxhaw.

5. Consent Agenda – Action Item

Councilwoman Coffey motioned to approve the consent agenda containing the March 14, 2024 Special Meeting / Regular Meeting Minutes, the February 2024 Union County Tax Report, and the February 2024 Finance Report as presented, and Councilman Muller seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Cureton, and Muller. Nays: None.

6. Presentation of the Audit Report

Mayor Becker explained that Kendra [Gangal] could not make it tonight and that she has made it clear that she does not have to present. The council has the audit report and the LGC signed off on it, so the council does not need Kendra to come, if the board is willing to not have her. Mayor Becker noted that the council would be approving a new contract in a couple months for next year's audit, so he will let Kendra know that the council did not have any questions, but if they do, they have her number.

7. Consideration of a Proposed Map Amendment – Action Item

Ms. Brooks explained that the application was in the agenda packet along with the planning board statement of consistency and reasonableness. Ms. Brooks pointed out that she had prepared a Statement of Consistency and Inconsistency and Reasonableness for the map amendment and explained that it was both consistent and inconsistent. It was consistent with the Comprehensive Plan, but it was inconsistent with the future land use map. If the council approved the map amendment, it would automatically change the future land use map.

Councilman Jim Muller asked Ms. Brooks about the discrepancy in the parcel numbers found in the documentation. Most documents referenced the parcel as 06-019-004A; however, the Certificate of Authorization signed by Melvin Torrence and Margretta Torrence Morrison referred to it as 06-019-005A. Councilman Muller asked if that was a typographical error or if it posed any issue.

Ms. Brooks addressed Ms. Margretta Torrence Morrison who was at the meeting acknowledging the discrepancy in the parcel number provided on the signed authorization, offering to correct the error by updating the Certificate of Authorization with the correct parcel number, and seeking the confirmation from Ms. Morrison that she wished to proceed with the correction.

Ms. Morrison confirmed.

Mayor Becker stated that Ms. Morrison was on the record that the correct number is "4A".

Ms. Morrison confirmed that was correct.

Mayor Becker clarified that the property under discussion was the one with the church on it to avoid any confusion regarding the specific piece of property being referenced and noted Ms. Morrison's confirmation.

Attorney Bobby Griffin advised that the record show that Ms. Morrison was made aware that there was an incorrect designation in the Certificate of Authorization that she and Melvin Torrence had signed, and that she wished to amend that to 06-019-004A rather than 06-019-005A in the signed letter to be consistent with the copy of the map that was presented with it and that it is the lot being referenced.

Councilman Muller motioned to accept the parcel id number correction on the Certificate of Authorization from 06-019-005A to 06-019-004A and Councilman Countryman seconded. Ayes: Coffey, Countryman, Cureton, and Muller. Nays: None.

Councilman Muller motioned to adopt Ordinance O-2023-08 to amend the zoning map of Mineral Springs and Councilman Countryman seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Cureton, and Muller. Nays: None.

Ordinance-2023-08 is as follows:

STATE OF NORTH CAROLINA
TOWN OF MINERAL SPRINGS

**AN ORDINANCE AMENDING THE ZONING MAP OF THE TOWN OF MINERAL SPRINGS AS
ESTABLISHED BY THE MINERAL SPRINGS DEVELOPMENT ORDINANCE DATED JULY 12, 2019
O-2023-08**

WHEREAS, the Mineral Springs Planning Board has recommended to the Mineral Springs Town Council that Tax Parcel #06-019-004A located at 6016 Waxhaw Highway be re-classified from RA20 to General Business (GB); and

WHEREAS, pursuant to NC General Statutes 160D, Article 6 and Article 3, Section 3.9 of the Mineral Springs Development Ordinance, the Mineral Springs Town Council may amend the Official Zoning Map after holding a legislative 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 map 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 map amendment at a regular meeting on February 27, 2024, held in accordance with law; and

WHEREAS, the Mineral Springs Planning Board recommended in a vote of 6 to 0 on February 27, 2024, that the Mineral Springs Town Council amend the Official Zoning Map based on the Community Vision for the Future was to have more retail, businesses, and shopping as stated 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 3.9.1, Steps 5 and 6 of the Mineral Springs Development Ordinance, the Town Council duly advertised and held a public legislative hearing to consider the proposed map amendment; and

WHEREAS, after reviewing the written recommendation from the Mineral Springs Planning Board on the proposed map amendment, conducting a legislative public hearing on April 11, 2024, and careful review, the Town Council determines that:

1. The map amendment to the Official Zoning Map identifies with the results of town survey conducted prior to the adoption of the Mineral Springs Comprehensive Plan, which indicated the community vision was to have more retail, businesses, and shopping in the future, which makes the map amendment consistent with the Mineral Springs Comprehensive Plan; and
2. The map amendment to the Official Zoning Map has also been found to be inconsistent with the Mineral Springs Future Land Use Map shown in the Mineral Springs Comprehensive Plan; and
3. The Town Council acknowledges the map amendment adopted has the effect of also amending the Future Land Use Map without an additional request or application for a plan amendment per NC General Statute 160D-605(a).
4. The Town Council finds the map amendment to be reasonable because Tax Parcel #06-019-004A adjoins property that is currently zoned GB on the east side, and it abuts the railroad tracks on the north side.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF MINERAL SPRINGS, NORTH CAROLINA THAT:

Section 1. The Official Zoning Map established by the Mineral Springs Development Ordinance effective July 12, 2019, and as subsequently amended, is hereby amended to rezone Tax Parcel #06-019-004A consisting of 0.3 acre located at 6016 Waxhaw Highway, and more specifically shown on the attached Exhibit A, from RA20 zoning. Said property shall now be zoned GB (General Business).

Section 2. The Zoning Administrator for the Town of Mineral Springs is hereby authorized and directed to have said changes made upon the Official Zoning Map of the Town of Mineral Springs and to consequently have said changes made upon the Future Land Use Map without further requests or applications for plan amendments; and

Section 3. This map amendment to the Official Zoning Map of the Town of Mineral Springs is effective upon adoption.

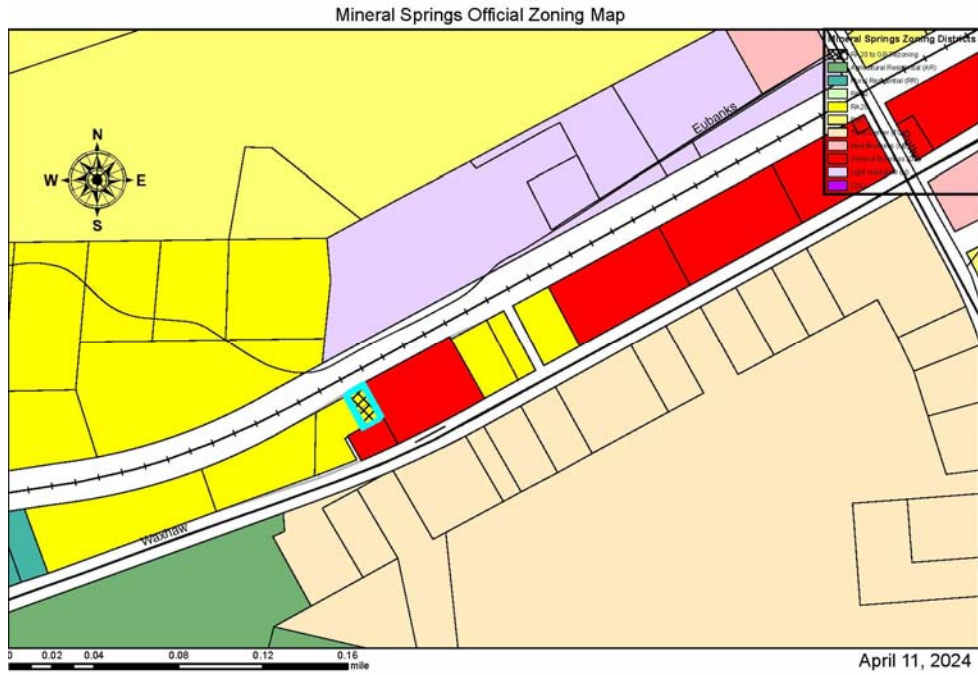
ADOPTED this 11th day of April, 2024.

Frederick Becker III, Mayor

ATTEST:

Vicky Brooks, CMC, NCCMC, CZO

EXHIBIT A



Councilwoman Coffey motioned to adopt the Statement of Consistency and Reasonableness for the Map Amendment and Councilman Muller seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Cureton, and Muller. Nays: None.

The Statement of Consistency and Reasonableness is as follows:

**TOWN OF MINERAL SPRINGS
TOWN COUNCIL**

**STATEMENT OF CONSISTENCY/INCONSISTENCY
AND REASONABLENESS**

**Mineral Springs Development Ordinance
Map Amendment**

In reference to the proposed map amendment from RA20 to General Business (GB) to the property located at 6016 Waxhaw Highway on Tax Parcel #06-019-004A.

The Mineral Springs Town Council hereby declares the proposed map amendment is “**consistent**” with the Mineral Springs Comprehensive Plan adopted May 12, 2022 based on:

- 5. The Community Vision for the Future is to have more retail, businesses, and shopping.

The Mineral Springs Town Council hereby declares that the proposed map amendment is “**inconsistent**” with the Mineral Springs Future Land Use Map, which calls for this property to be zoned Town Center (TC) in the future. The Mineral Springs Town Council acknowledges that the Future Land Use Map will automatically be amended with the passage of the proposed map amendment.

The Mineral Springs Town Council finds the proposed map amendment to be “**reasonable**” based on:

- 1. The property is adjoined by GB and the railroad tracks.

ADOPTED by the Mineral Springs Town Council on this the 11th day of April, 2024.

Frederick Becker III, Mayor

Attest:

Vicky Brooks, CMC, NCCMC, CZO

8. Consideration of Proposed Text Amendments and Adoption of Ordinance-2023-06 – Action Item

Mayor Becker explained the proposed text amendments and the ordinance were in the agenda packet.

Ms. Brooks added that the planning board’s Statement of Consistency was also in the agenda packet.

Councilman Countryman motioned to adopt the ordinance amending the text of Article 4 of the Mineral Springs Development Ordinance (O-2023-06) and Councilwoman Coffey seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Cureton, and Muller. Nays: None.

Councilman Muller motioned to approve the Statement of Consistency for Mineral Springs Development Ordinance, Article 4 and Councilman Countryman seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Cureton, and Muller. Nays: None.

O-2023-06 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-2023-06**

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 February 27, 2024, held in accordance with law; and

WHEREAS, the Mineral Springs Planning Board recommended in a vote of 6 to 0 on February 27, 2024, 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 legislative public hearing on April 11, 2024, 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

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-2024-01 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 11th day of April, 2024.

Frederick Becker III, Mayor

ATTEST:

Vicky Brooks, CMC, NCCMC, CZO

TEXT AMENDMENTS TO THE MINERAL SPRINGS DEVELOPMENT ORDINANCE TA-2024-01				
Article	Section #	Subsection #	Current Language	Amendment
4	Permitted Uses	Manufactured homes, Class A (one unit per lot) - R20	S	P
4	Permitted Uses	Accessory dwellings – RR	S	P
4	4.4.1.1	C	The tract must contain at least one (1) acre for every livestock animal housed in such barn, provided that if this density figure is exceeded as a result of birth, the offspring may remain for weaning purposes for a period not to exceed six (6) months.	Delete Section 4.4.1.1 (C) "D" will become "C" "E" will become "D"

9. Consideration of Adopting an Ordinance-2023-07 to Amend the Budget – Action Item

Mayor Becker explained it was near the end of the fiscal year and this was the first budget amendment. Duke Power’s rate structure for streetlights is crazy; it just goes up constantly, so that budget category was under by \$250. An increase of \$650 to Employee Overhead will come from Contingency to balance that. An increase to Office of \$18,000 for the major maintenance (landscaping, driveway sealcoating) will come from Capital. The total budget amendment is \$18,900.

Councilman Countryman motioned to approve the Ordinance amending the budget of the Town of Mineral Springs for the fiscal year 2023-2024 (O-2023-07) and Councilwoman Coffey seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Cureton, and Muller. Nays: None.

O-2023-07 is as follows:

STATE OF NORTH CAROLINA
TOWN OF MINERAL SPRINGS

**AN ORDINANCE AMENDING THE BUDGET OF
THE TOWN OF MINERAL SPRINGS
FOR THE FISCAL YEAR 2023-2024
O-2023-07**

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 #2023-01:

INCREASE		DECREASE	
Street Lighting	\$250	Contingency	\$900
Employee Overhead	\$650	Capital	\$18,000
Office	\$18,000		
Total	\$18,900	Total	\$18,900

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

ADOPTED this 11th day of April, 2024. Witness my hand and official seal:

Frederick Becker III, Mayor

Attest:

Vicky A. Brooks, Clerk

10. Consideration of Approving the Proposed Downtown Sidewalk Plan – Action Item

Mayor Becker mentioned that he had touched on the sidewalk plan with the council previously. The sidewalk plan will help the town get started downtown in critical areas centered at the crossroads, with as little new construction put in as possible that would be ripped out for the intersection improvements when those occur (could be as soon as five years or it may not). Mayor Becker explained he had given the council interim reports on the sidewalk plan, but this was the final report by the Charlotte Regional Transportation Planning Organization (CRTPO) folks and the engineer.

The sidewalk plan is a mile and a half or so. The proposals are shown in yellow on the map, which will allow the town to have sidewalks from Gordon's Gas and Grill up past the Fire Department. Some of those sidewalks are in already place and then some are new construction Mr. Maida will be doing on the corner where Hal Rape's buildings used to be. There will be some additional curb cuts and ramps to enable painted crosswalks to make everything accessible. There are sidewalks in front of Spiro's Shopping Center already and at the Post Office on the other side. The south side of 75 will be roughly from where the three shops (the ones facing sideways) are, going along that way set back from the road, because the property owner is happy to do that in an effort to make sure those are set back farther, because some of that road will be widened for the intersection improvements. The same thing will be with Circle K, cutting through their islands. The hope is to go down Potter Road to the south to intersect the sidewalk at town hall. There is one leg crossing the railroad tracks by Farley's Pizza to the north; according to CRTPO and the engineer, CSX does not like it touching their tracks at all, but asphalt, if it is considered a shoulder widening, CSX will usually work on something as small as that where we can get the track crossed to get up to Eubanks Street to begin the next phase of Potter Road.

The estimated cost is \$1,700,000 for five separate phases; they could all be done separately, or they could all be done at once. If the sidewalk plan is adopted, the town will have the opportunity in October to apply for a grant with the "call for projects with CRTPO." These are called Strategic Transportation Block Grant Direct Attributable (STBG-DA), which are federal grants, and are very competitive. The "bike-ped ones" come out of a different pot from the "road ones", and they require a minimum 20% match. If the town put up a 25 or 30% match, they would stand a far better chance of receiving the grant. This would enable the town to do the sidewalks all at once with a \$400,000 match; "it might be able to get a little bit of a cut from NCDOT, one of their players who said they could put something in it with some of their bike ped allocations." Adopting the sidewalk plan opens the town up to being able to apply for the grant.

Councilwoman Coffey motioned to approve the sidewalk plan as submitted and Councilman Muller seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Cureton, and Muller. Nays: None.

Mayor Becker announced he would be talking to the grant writing people to see if that could be moved forward.

11. Consideration of Approving the Resolution-2024-01 – Action Item

Mayor Becker explained R-2024-01 was a clarification on the CRTPO CTP amendment for the Waxhaw Parkway on the southeast leg that goes through Mineral Springs and the leg that is south of Mineral Springs.

Mayor Becker presented the history of the Waxhaw Parkway/Waxhaw Bypass/Waxhaw Thoroughfare; it has gone by different names over the years, and it has changed and moved around. This has made it tough on people who live in sight of that project.

The PowerPoint presentation slides included:

- 1) A 2002 recorded plat showing the first 10 lots of Waxhaw Meadows Plantation with the approximate 1997 location of the "Waxhaw Thoroughfare."

- 2) A 2011 Town of Waxhaw study showing a new route of the Waxhaw Parkway 2000 feet east of the 1997 location. The study was done without anybody knowing about it at the time.
- 3) Homes were built on the east side of Waxhaw Meadows Plantation to avoid the 1997 route and then the 2011 route ran through several of those developed properties.
- 4) At a 2016 Waxhaw Board of Commissioners meeting, they adopted the new eastern route of the Waxhaw Parkway.
- 5) The new eastern route through developed properties was adopted by the Waxhaw Board of Commissioners with little public awareness; Waxhaw Meadows Plantation residents did not know about the new route.
- 6) An excerpt from the March 8, 2016 Town of Waxhaw minutes showed an item that stated “to serve a different purpose”, but did not explain what the “different purpose” was or why the route was changed.
- 7) Subdivision residents and the Mineral Springs Mayor tried to get the route changed back to its former location on the CTP, but Waxhaw and Union County refused. Acting in good faith, residents began to build on the western edge of the subdivision since they had been assured that the route would not be changed.
- 8) Another study of the alignment began in 2022 and all jurisdictions initially agreed on a new western route that was close to what Mineral Springs had asked for in 2018; however, when Mineral Springs learned that residents had built houses on the west side of Waxhaw Meadows Plantation in response to the refusal to move the route in 2018, the town could not support the new route.
- 9) Meanwhile, a grade separation west of Waxhaw near Helms Road had been “fast-tracked” in 2018 as a Rail Project; that project is currently underway decades sooner than a highway project would be and will soon provide a bypass around the NC16/NC75 intersection without disrupting an established neighborhood.

Mayor Becker wrapped up his PowerPoint presentation and explained that the proposed resolution before the council was simply to restate what had already been adopted. Mayor Becker noted that he had spoken with Mr. Bjorn Hanson of Union County to tell him, “We’ll clarify, we oppose that amendment, because we were not in favor of it, but we would really like CRTPO to be planning on reevaluating that leg of the parkway, rather than keeping it on the CTP as is.”

Mayor Becker noted that he had brought up the western Helms Road overpass as an example of some of the alternatives that are “before us that could really help everybody if we focus more on those and work together and Mineral Springs to CRTPO and the TCC to really look favorably with their project review committee on getting that last leg funded for Waxhaw to join, so that when the overpass and the loop around are done, maybe that connection to 16 up by the post office is done too, and we actually have a way to at least get some of the traffic out. If a truck has to turn right to go left and has to go an extra mile, truckers are used to that. I think they’d rather go that extra mile than get hung up on the track and be stuck there for six hours waiting for Secret to come and get them out and worry about whether the train is going to come.”

Councilwoman Coffey motioned to adopt the R-2024-01 clarifying the earlier resolution from September and Councilwoman Cureton seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Cureton, and Muller. Nays: None.

The resolution is as follows:

TOWN OF MINERAL SPRINGS

RESOLUTION TO CLARIFY THE POSITION OF MINERAL SPRINGS ON A
PROPOSED AMENDMENT TO THE COMPREHENSIVE
TRANSPORTATION PLAN INVOLVING THE WAXHAW PARKWAY

R-2024-01

WHEREAS, the Mineral Springs Town Council adopted Resolution R-2023-03 on September 14, 2023 expressing its non-endorsement of a proposed amendment to the Comprehensive Transportation Plan (CTP) to be considered by the Charlotte Regional Transportation Planning Organization (CRTPO) altering the alignments of the routes of the northeastern and southern legs of the proposed Waxhaw Parkway; and

WHEREAS, R-2023-03 also requested that CRTPO and NCDOT consider eliminating the northeastern and southern legs of the proposed Waxhaw Parkway and seek alternate mobility solutions for the region that would be less likely to promote unsustainable new development and less disruptive to Mineral Springs residents and property owners; and

WHEREAS, the findings expressed in R-2023-03 are hereby restated in their entirety in this resolution; and

WHEREAS, both the current and new alignments of the northeastern leg of the proposed Waxhaw Parkway cut through and severely damage the character, environmental protection goals, and desirability of a unique and well-established conservation-based neighborhood located in the town of Mineral Springs formerly known as Waxhaw Meadows Plantation and now known as The Meadows at Mineral Springs; and

WHEREAS, CRTPO staff has offered to facilitate a discussion between Union County, the town of Waxhaw, and the town of Mineral Springs in an effort to arrive at a more viable alternative to the northeastern and southern legs of the proposed Waxhaw Parkway; and

WHEREAS, the Mineral Springs Town Council wishes to clarify its position on the proposed new alignment of the Waxhaw parkway preparatory to any further CRTPO-facilitated discussion;

NOW, THEREFORE BE IT RESOLVED that the Mineral Springs Town Council does not endorse the proposed new alignment for the northeastern and southern legs of the Waxhaw Parkway; 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 improvement 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 existing roads rather than constructing a completely new highway through an existing Mineral Springs neighborhood the conservation values of which are irreplaceable; and

BE IT FURTHER RESOLVED that the Mineral Springs Town Council hereby expresses its willingness to participate in a CRTPO-facilitated discussion and review of alternatives to the proposed Waxhaw Parkway.

Adopted this 11th day of April, 2024.

Frederick Becker III, Mayor

Attest:

Vicky A. Brooks, Town Clerk

12. FY2024-2025 Budget: Preliminary Departmental Appropriations – Action Item

Mayor Becker explained this was the beginning of the budget process. There are certain things that are not happening this upcoming year, such as this is not an election year, the council already added some maintenance expenses for this year, which the town will have again next year. The bottom line is that even with the staff salary increases, which are to benchmark with the League of Municipalities figure (the method the council suggested last year), the operating plan budget is \$3,000 less than last year. The preliminary departmental appropriations worksheet does not include any revenues (that will come later), but the town is talking about an estimated \$366,679 operating budget for 2024-2025 for the entirety, not including capital, that would simply be the operating budget.

Mayor Becker stated the council had the chance to look at the spreadsheet and a little bit of a summary. At this stage, the council could ask Mayor Becker questions, but when it came to adopting the budget, the council will need to decide whether the salary figures for the staff are appropriate, because Mayor Becker did like to work those in because it affected the budgeting for the benefits and workers comp, etcetera. The council will decide whether all proposed amendments should be included and decide whether there are any they would like to increase or decrease before the full budget gets submitted next month.

Councilman Countryman motioned that Mayor Becker just go ahead and use the figures he provided the council and develop a budget for 24-25 and Councilwoman Coffey seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Cureton, and Muller. Nays: None.

13. Staff Updates

There were no staff updates.

14. Other Business

There was no other business.

15. Adjournment – Action Item

At 8:42 p.m. Councilwoman Coffey motioned to adjourn the meeting and Councilman Muller seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Cureton, and Muller. Nays: None.

The next regular meeting will be on Thursday, May 9, 2024 at 7:30 p.m. at the Mineral Springs Town Hall.

Respectfully submitted by:

Vicky A. Brooks, CMC, NCCMC, Town Clerk

Frederick Becker, Mayor

To: Town of Mineral Springs
Rick Becker

From: Vann Harrell 
Tax Administrator

Date: April 15, 2024

Re: Departmental Monthly Report

The Tax Collector's monthly/year to date collections report for the month ending March 28, 2024 is attached for your information and review.

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

Attachment

VH/JM

MARCH 2024
TOWN OF MINERAL SPRINGS
PERCENTAGE REPORT

MARCH 28, 2024 REGULAR TAX	2024	2023	2022	2021	2020	2019
BEGINNING CHARGE	15.35	82,405.89	80,802.40	80,155.13	69,817.57	67,992.78
TAX CHARGE						
PUBLIC UTILITIES CHARGES						
DISCOVERIES	1.22					
NON-DISCOVERIES	44.29					
RELEASES						
TOTAL CHARGE	60.86	82,405.89	80,802.40	80,155.13	69,817.57	67,992.78
BEGINNING COLLECTIONS	-	81,132.33	80,703.93	80,049.87	69,685.34	67,926.80
COLLECTIONS - TAX	1.22	586.45		4.73	11.97	
COLLECTIONS - INTEREST		16.90		0.97	20.18	
TOTAL COLLECTIONS	1.22	81,718.78	80,703.93	80,054.60	69,697.31	67,926.80
BALANCE OUTSTANDING	59.64	687.11	98.47	100.53	120.26	65.98
PERCENTAGE OF REGULAR	2.00%	99.17%	99.88%	99.87%	99.83%	99.90%
COLLECTION FEE 1.25 %	0.02	7.54	-	0.07	0.40	-

MARCH 2024
TOWN OF MINERAL SPRINGS
PERCENTAGE REPORT

2018	2017	2016	2015	2014
67,409.94	65,441.40	61,553.74	62,157.91	64,338.55
67,409.94	65,441.40	61,553.74	62,157.91	64,338.55
67,403.17	65,437.75	61,550.09	62,151.90	64,326.96
67,403.17	65,437.75	61,550.09	62,151.90	64,326.96
6.77	3.65	3.65	6.01	11.59
99.99%	99.99%	99.99%	99.99%	99.98%
-	-	-	-	-

Town of Mineral Springs

FINANCE REPORT

March 2024

Prepared for:

The Mineral Springs Town Council

By:

Frederick Becker III
Finance Officer

May 9, 2024

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Cash Flow Report FY2023 YTD

7/1/2023 through 3/31/2024

4/26/2024

Page 1

Category	7/1/2023- 3/31/2024
INCOME	
Interest Income	38,775.98
Other Inc	
Festival 2023	
Sponsor	1,500.00
Vendor	350.00
TOTAL Festival 2023	1,850.00
Sales Tax Refunds	1,574.90
Zoning	4,190.00
TOTAL Other Inc	7,614.90
Prop Tax 2023	
Receipts 2023	
Int	82.67
Tax	81,122.77
TOTAL Receipts 2023	81,205.44
TOTAL Prop Tax 2023	81,205.44
Prop Tax Prior Years	
Prop Tax 2014	
Receipts 2014	
Int	5.47
Tax	6.90
TOTAL Receipts 2014	12.37
TOTAL Prop Tax 2014	12.37
Prop Tax 2015	
Receipts 2015	
Int	2.31
Tax	3.28
TOTAL Receipts 2015	5.59
TOTAL Prop Tax 2015	5.59
Prop Tax 2016	
Receipts2016	
Int	2.01
Tax	3.28
TOTAL Receipts2016	5.29
TOTAL Prop Tax 2016	5.29
Prop Tax 2017	
Receipts2017	
Int	1.72
Tax	3.28
TOTAL Receipts2017	5.00
TOTAL Prop Tax 2017	5.00
Prop Tax 2018	
Receipts	
Int	1.42
Tax	3.27
TOTAL Receipts	4.69
TOTAL Prop Tax 2018	4.69
Prop Tax 2019	
Receipts 2019	
Int	1.12

Cash Flow Report FY2023 YTD

7/1/2023 through 3/31/2024

4/26/2024

Page 2

Category	7/1/2023- 3/31/2024
Tax	3.27
TOTAL Receipts 2019	4.39
TOTAL Prop Tax 2019	4.39
Prop Tax 2020	
Receipts	
Int	0.94
Tax	3.65
TOTAL Receipts	4.59
TOTAL Prop Tax 2020	4.59
Prop Tax 2021	
Receipts 2021	
Int	5.92
Tax	29.50
TOTAL Receipts 2021	35.42
TOTAL Prop Tax 2021	35.42
Prop Tax 2022	
Receipts 2022	
Int	12.91
Tax	196.37
TOTAL Receipts 2022	209.28
TOTAL Prop Tax 2022	209.28
TOTAL Prop Tax Prior Years	286.62
Sales Tax	
Cable TV	8,313.84
Electricity	109,827.67
Natural Gas Excise	233.76
Sales & Use Dist	23,444.48
telecommunications	1,097.08
TOTAL Sales Tax	142,916.83
Veh Tax	
Int 2023	66.59
Tax 2023	5,954.34
TOTAL Veh Tax	6,020.93
TOTAL INCOME	276,820.70
EXPENSES	
Ads	447.72
Attorney	3,164.59
Audit	5,230.00
Community	
Communication	3,588.00
Greenway	893.96
Maint	3,116.40
Parks & Rec	
Park	2,817.85
TOTAL Parks & Rec	2,817.85
Special Events	
Festival	5,875.45
Services	1,975.00
TOTAL Special Events	7,850.45
TOTAL Community	18,266.66

Cash Flow Report FY2023 YTD

7/1/2023 through 3/31/2024

4/26/2024

Page 3

Category	7/1/2023- 3/31/2024
Elections	3,521.75
Emp	
Benefits	
Dental	836.00
Life	668.80
NCLGERS	14,895.04
Vision	154.00
TOTAL Benefits	16,553.84
Bond	550.00
FICA	
Med	1,653.05
Soc Sec	7,068.24
TOTAL FICA	8,721.29
Payroll	1,796.94
Unemp	50.13
Work Comp	2,081.18
TOTAL Emp	29,753.38
Office	
Bank	19.55
Clerk	34,016.70
Council	10,800.00
Deputy Clerk	8,951.94
Dues	7,695.00
Equip	376.47
Finance Officer	31,424.10
Ins	4,452.90
Maint	
Materials	1,331.86
Service	6,455.36
TOTAL Maint	7,787.22
Mayor	4,500.00
Misc	154.79
Post	600.00
Records	5,672.56
Supplies	1,577.29
Tel	6,466.76
Util	2,804.11
TOTAL Office	127,299.39
Planning	
Administration	
Contract	1,717.63
Salaries	29,403.66
TOTAL Administration	31,121.29
Annexation	26.00
Misc	725.77
TOTAL Planning	31,873.06
Street Lighting	1,148.89
Tax Coll	
Contract	1,205.00
TOTAL Tax Coll	1,205.00
Training	

Cash Flow Report FY2023 YTD

7/1/2023 through 3/31/2024

4/26/2024

Page 4

Category	7/1/2023- 3/31/2024
Staff	80.00
TOTAL Training	80.00
Travel	474.23
TOTAL EXPENSES	222,464.67
TRANSFERS	
FROM Idle Funds First National	10,000.00
TO Check Min Spgs	-10,000.00
TO SER Grant Project Fund	-2,910.00
TOTAL TRANSFERS	-2,910.00
OVERALL TOTAL	51,446.03

Account Balances History Report - As of 3/31/2024

(Includes unrealized gains)

Account	6/29/2023 Balance	6/30/2023 Balance	7/31/2023 Balance	8/31/2023 Balance	9/30/2023 Balance	10/31/2023 Balance	11/30/2023 Balance
ASSETS							
Cash and Bank Accounts							
Check Min Spgs	53,397.12	53,216.61	15,011.53	7,889.29	47,798.58	32,301.51	18,043.40
Idle Funds First National	375,215.45	375,415.91	375,623.16	365,829.81	366,018.74	366,227.32	366,422.98
NCCMT_Cash	914,608.72	918,364.48	922,305.69	926,405.59	930,400.12	934,549.46	938,589.55
SLFRF Revenues	40,556.84	40,578.51	40,600.91	40,623.32	40,644.30	40,667.46	40,689.19
TOTAL Cash and Bank Account...	1,383,778.13	1,387,575.51	1,353,541.29	1,340,748.01	1,384,861.74	1,373,745.75	1,363,745.12
Other Assets							
State Revenues Receivable	0.00	63,009.40	58,938.16	55,688.85	0.00	0.00	0.00
TOTAL Other Assets	0.00	63,009.40	58,938.16	55,688.85	0.00	0.00	0.00
TOTAL ASSETS	1,383,778.13	1,450,584.91	1,412,479.45	1,396,436.86	1,384,861.74	1,373,745.75	1,363,745.12
LIABILITIES							
Other Liabilities							
Accounts Payable	692.77	2,412.67	1,423.10	1,423.10	692.77	692.77	692.77
Restricted Fund Balance	39,948.89	39,948.89	39,948.89	39,948.89	39,948.89	39,948.89	39,948.89
TOTAL Other Liabilities	40,641.66	42,361.56	41,371.99	41,371.99	40,641.66	40,641.66	40,641.66
TOTAL LIABILITIES	40,641.66	42,361.56	41,371.99	41,371.99	40,641.66	40,641.66	40,641.66
OVERALL TOTAL	1,343,136.47	1,408,223.35	1,371,107.46	1,355,064.87	1,344,220.08	1,333,104.09	1,323,103.46

Account Balances History Report - As of 3/31/2024

(Includes unrealized gains)

4/26/2024

Account	12/31/2023 Balance	1/31/2024 Balance	2/29/2024 Balance	3/31/2024 Balance
ASSETS				
Cash and Bank Accounts				
Check Min Spgs	110,300.02	98,062.50	94,620.12	135,297.05
Idle Funds First National	366,612.21	366,827.66	367,017.10	367,206.64
NCCMT_Cash	942,781.78	946,982.80	950,922.26	955,152.03
SLFRF Revenues	40,710.20	40,734.12	40,755.16	40,776.21
TOTAL Cash and Bank Account...	1,460,404.21	1,452,607.08	1,453,314.64	1,498,431.93
Other Assets				
State Revenues Receivable	0.00	0.00	0.00	0.00
TOTAL Other Assets	0.00	0.00	0.00	0.00
TOTAL ASSETS	1,460,404.21	1,452,607.08	1,453,314.64	1,498,431.93
LIABILITIES				
Other Liabilities				
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
TOTAL Other Liabilities	40,641.66	40,641.66	40,641.66	40,641.66
TOTAL LIABILITIES	40,641.66	40,641.66	40,641.66	40,641.66
OVERALL TOTAL	1,419,762.55	1,411,965.42	1,412,672.98	1,457,790.27

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	\$ 313.38	\$ 286.62	47.8%	\$ -	\$ 69.13	\$ 71.24	\$ 31.19	\$ 6.15			
Property Tax - 2023	\$ 81,835.00	\$ 629.56	\$ 81,205.44	99.2%	\$ -	\$ 115.30	\$ 4,203.56	\$ 5,193.39	\$ 3,941.07			
Interest	\$ 39,000.00	\$ 224.02	\$ 38,775.98	99.4%	\$ 4,170.86	\$ 4,328.96	\$ 4,204.44	\$ 4,381.08	\$ 4,257.48			
Sales Tax - Electric	\$ 208,000.00	\$ 98,172.33	\$ 109,827.67	52.8%	\$ -	\$ -	\$ -	\$ -	\$ -			
Sales Tax - Sales & Use	\$ 38,400.00	\$ 14,955.52	\$ 23,444.48	61.1%	\$ -	\$ -	\$ 3,478.82	\$ 3,269.46	\$ 3,395.22			
Sales Tax - Other Util.	\$ 22,300.00	\$ 12,655.32	\$ 9,644.68	43.2%	\$ -	\$ -	\$ -	\$ -	\$ -			
Sales Tax - Alc. Bev.	\$ 12,780.00	\$ 12,780.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -			
Vehicle Taxes	\$ 8,175.00	\$ 2,154.07	\$ 6,020.93	73.7%	\$ -	\$ 764.80	\$ -	\$ 1,628.48	\$ -			
Zoning Fees	\$ 4,500.00	\$ 310.00	\$ 4,190.00	93.1%	\$ 250.00	\$ 700.00	\$ 245.00	\$ 405.00	\$ 710.00			
Other	\$ 3,600.00	\$ 175.10	\$ 3,424.90	95.1%	\$ 935.00	\$ 855.00	\$ 60.00	\$ -	\$ -			
Totals	\$ 419,190.00	\$ 142,369.30	\$ 276,820.70	66.0%	\$ 5,355.86	\$ 6,833.19	\$ 12,263.06	\$ 14,908.60	\$ 12,309.92			
GRAND TOTAL			\$ 276,820.70		\$ 5,355.86	\$ 6,833.19	\$ 12,263.06	\$ 14,908.60	\$ 12,309.92			
December	January	February	March	April	May	June	June a/r					
Property Tax - prior	\$ 33.79	\$ 6.93	\$ 59.68	\$ 8.51								
Property Tax - 2023	\$ 40,030.68	\$ 14,288.26	\$ 11,478.09	\$ 1,955.09								
Interest	\$ 4,402.47	\$ 4,440.39	\$ 4,149.94	\$ 4,440.36								
Sales Tax - Electric	\$ 61,128.50	\$ -	\$ -	\$ 48,699.17								
Sales Tax - Sales & Use	\$ 3,163.56	\$ 3,201.95	\$ 3,301.38	\$ 3,634.09								
Sales Tax - Other Util.	\$ 4,921.94	\$ -	\$ -	\$ 4,722.74								
Sales Tax - Alc. Bev.	\$ -	\$ -	\$ -	\$ -								
Vehicle Taxes	\$ 839.50	\$ 1,443.68	\$ 712.46	\$ 632.01								
Zoning Fees	\$ 250.00	\$ 350.00	\$ 510.00	\$ 770.00								
Other	\$ -	\$ -	\$ -	\$ 1,574.90								
Totals	\$ 114,770.44	\$ 23,731.21	\$ 20,211.55	\$ 66,436.87	\$ -	\$ -	\$ -	\$ -	\$ -			
GRAND TOTAL	\$ 114,770.44	\$ 23,731.21	\$ 20,211.55	\$ 66,436.87	\$ -	\$ -	\$ -	\$ -	\$ -			

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	\$ 752.28	\$ 447.72	37.3%	\$ -	\$ 54.72	\$ 54.72	\$ 109.44	\$ -	
Attorney	\$ 7,200.00	\$ 4,035.41	\$ 3,164.59	44.0%	\$ 300.00	\$ 764.59	\$ 300.00	\$ 600.00	\$ -	
Audit	\$ 5,230.00	\$ -	\$ 5,230.00	100.0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Charities & Agencies	\$ 11,080.00	\$ 11,080.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Community Projects	\$ 36,988.00	\$ 18,721.34	\$ 18,266.66	49.4%	\$ 4,760.50	\$ 2,506.71	\$ 4,870.15	\$ 1,250.82	\$ 992.02	
Contingency	\$ 3,000.00	\$ 3,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Employee Overhead	\$ 40,300.00	\$ 10,546.62	\$ 29,753.38	73.8%	\$ 5,943.92	\$ 3,168.63	\$ 2,974.82	\$ 1,494.22	\$ 4,852.97	
Elections	\$ 3,600.00	\$ 78.25	\$ 3,521.75	97.8%	\$ -	\$ -	\$ -	\$ -	\$ -	
Fire Protection	\$ 12,000.00	\$ 12,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Intergovernmental	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Office & Administrative	\$ 171,612.00	\$ 44,312.61	\$ 127,299.39	74.2%	\$ 24,934.83	\$ 12,090.28	\$ 11,476.63	\$ 15,911.41	\$ 12,716.35	
Planning & Zoning	\$ 49,468.00	\$ 17,594.94	\$ 31,873.06	64.4%	\$ 5,476.33	\$ 3,289.00	\$ 3,289.00	\$ 3,347.73	\$ 3,486.34	
Street Lighting	\$ 1,600.00	\$ 451.11	\$ 1,148.89	71.8%	\$ 121.17	\$ 121.08	\$ -	\$ 287.68	\$ -	
Tax Collection	\$ 1,600.00	\$ 395.00	\$ 1,205.00	75.3%	\$ -	\$ 25.77	\$ 53.42	\$ 113.29	\$ 49.33	
Training	\$ 3,000.00	\$ 2,920.00	\$ 80.00	2.7%	\$ -	\$ -	\$ -	\$ -	\$ -	
Travel	\$ 3,600.00	\$ 3,125.77	\$ 474.23	13.2%	\$ -	\$ -	\$ -	\$ -	\$ 213.54	
Capital Outlay	\$ 67,712.00	\$ 67,712.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Totals	\$ 419,190.00	\$ 196,725.33	\$ 222,464.67	53.1%	\$ 41,536.75	\$ 22,020.78	\$ 23,018.74	\$ 23,114.59	\$ 22,310.55	
Off Budget:										
Interfund Transfers (SER)								\$ 2,910.00		
Interfund Transfers (CSLFRF)										
Total Off Budget:			\$ 2,910.00		\$ -	\$ -	\$ -	\$ 2,910.00	\$ -	

Mineral Springs Budget Comparison 2023-24

Appropriation dept	December	January	February	March	April	May	June	June a/p
Advertising	\$ 228.84	\$ -	\$ -	\$ -				
Attorney	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00				
Audit	\$ -	\$ 5,230.00	\$ -	\$ -				
Charities & Agencies	\$ -	\$ -	\$ -	\$ -				
Community Projects	\$ 602.11	\$ 2,688.71	\$ 297.82	\$ 297.82				
Contingency	\$ -	\$ -	\$ -	\$ -				
Employee Overhead	\$ 1,356.19	\$ 3,354.41	\$ 3,147.63	\$ 3,460.59				
Elections	\$ -	\$ 3,521.75	\$ -	\$ -				
Fire Protection	\$ -	\$ -	\$ -	\$ -				
Intergovernmental	\$ -	\$ -	\$ -	\$ -				
Office & Administrative	\$ 11,832.09	\$ 12,769.89	\$ 11,914.37	\$ 13,653.54				
Planning & Zoning	\$ 3,117.66	\$ 3,289.00	\$ 3,289.00	\$ 3,289.00				
Street Lighting	\$ 147.85	\$ 147.85	\$ 153.68	\$ 169.58				
Tax Collection	\$ 526.61	\$ 226.73	\$ 165.60	\$ 44.25				
Training	\$ -	\$ -	\$ 80.00	\$ -				
Travel	\$ -	\$ -	\$ 155.89	\$ 104.80				
Capital Outlay	\$ -	\$ -	\$ -	\$ -				
Totals	\$ 18,111.35	\$ 31,528.34	\$ 19,503.99	\$ 21,319.58	\$ -	\$ -	\$ -	\$ -
Off Budget:								
Interfund Transfers (SER)								
Interfund Transfers (CSLFRF)								
Total Off Budget:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

March Cash Flow Report - Mar 2024

3/1/2024 through 3/31/2024

4/26/2024

Page 1

Category	3/1/2024- 3/31/2024
INCOME	
Interest Income	4,440.36
Other Inc	
Sales Tax Refunds	1,574.90
Zoning	770.00
TOTAL Other Inc	2,344.90
Prop Tax 2023	
Receipts 2023	
Int	54.43
Tax	1,900.66
TOTAL Receipts 2023	1,955.09
TOTAL Prop Tax 2023	1,955.09
Prop Tax Prior Years	
Prop Tax 2021	
Receipts 2021	
Int	0.00
Tax	0.00
TOTAL Receipts 2021	0.00
TOTAL Prop Tax 2021	0.00
Prop Tax 2022	
Receipts 2022	
Int	0.86
Tax	7.65
TOTAL Receipts 2022	8.51
TOTAL Prop Tax 2022	8.51
TOTAL Prop Tax Prior Years	8.51
Sales Tax	
Cable TV	4,004.37
Electricity	48,699.17
Natural Gas Excise	188.57
Sales & Use Dist	3,634.09
telecommunications	529.80
TOTAL Sales Tax	57,056.00
Veh Tax	
Int 2023	6.14
Tax 2023	625.87
TOTAL Veh Tax	632.01
TOTAL INCOME	66,436.87
EXPENSES	
Attorney	300.00
Community	
Parks & Rec	
Park	297.82
TOTAL Parks & Rec	297.82
TOTAL Community	297.82
Emp	
Benefits	
Dental	228.00
Life	182.40

March Cash Flow Report - Mar 2024

3/1/2024 through 3/31/2024

4/26/2024

Page 2

Category	3/1/2024- 3/31/2024
NCLGERS	1,861.88
Vision	42.00
TOTAL Benefits	2,314.28
FICA	
Med	184.45
Soc Sec	788.70
TOTAL FICA	973.15
Payroll	173.16
TOTAL Emp	3,460.59
Office	
Clerk	3,805.00
Council	1,200.00
Deputy Clerk	1,048.50
Dues	1,365.00
Equip	124.26
Finance Officer	3,515.00
Maint	
Service	608.00
TOTAL Maint	608.00
Mayor	500.00
Post	100.00
Supplies	415.39
Tel	549.59
Util	422.80
TOTAL Office	13,653.54
Planning	
Administration	
Salaries	3,289.00
TOTAL Administration	3,289.00
TOTAL Planning	3,289.00
Street Lighting	169.58
Tax Coll	
Contract	44.25
TOTAL Tax Coll	44.25
Travel	104.80
TOTAL EXPENSES	21,319.58
OVERALL TOTAL	45,117.29

Register Report - Mar 2024

3/1/2024 through 3/31/2024

4/26/2024

Page 1

Date	Num	Description	Memo	Category	Amount
3/4/2024	EFT...NC State Treasurer	02/24 LGERS contribution FY2023	Office:Clerk		-228.30
		02/24 LGERS contribution FY2023	Office:Finance Officer		-210.90
		02/24 LGERS contribution FY2023	Planning:Administration:Salaries		-197.34
		02/24 employer contribution FY2023	Emp:Benefits:NCLGERS		-1,861.88
3/5/2024	6839 Duke Power	9100 3284 5207 (FY2023)	Street Lighting		-169.58
3/5/2024	6838 Carolina Office Syst...	I/N IN2616999 Copier Contract 02...	Office:Supplies		-83.82
3/5/2024	6837 Clark, Griffin & McC...	I/N 8439 03/2024 (FY2023)	Attorney		-300.00
3/5/2024	6836 City Of Charlotte {C...	I/N MD-24001192 CRTPO Dues (...)	Office:Dues		-1,365.00
3/5/2024	6835 **VOID**Toi Toi US...	I/N INV139480 Portable units 2/4/...	Community:Parks & Rec:Park		0.00
3/5/2024	6840 Toi Toi USA LLC	I/N INV139480 Portable units 2/4/...	Community:Parks & Rec:Park		-279.68
3/5/2024	DE... Deposit	(FY2023)	Other Inc:Zoning		50.00
		2019-20 (FY2023)	Other Inc:Sales Tax Refunds		1,574.90
3/7/2024	EFT Point And Pay	06-015-024 90 (FY2023)	Other Inc:Zoning		50.00
3/7/2024	EFT Point And Pay	05-030-001 (FY2023)	Other Inc:Zoning		50.00
3/7/2024	EFT Point And Pay	06-057-002E (FY2023)	Other Inc:Zoning		50.00
3/11/2024	DEP Deposit	#23019 (FY2023)	Other Inc:Zoning		335.00
3/11/2024	EFT Debit Card (AOL)	AOL Troubleshooting Svc 03/24 (...)	Office:Tel		-8.16
3/12/2024	6841 Bucket, Mop, And Br...	I/N OLMC-225 janitorial 3/2024 (F...	Office:Maint:Service		-188.00
3/12/2024	6842 Union County Water...	A/N 84361*00 (FY2023)	Office:Util		-48.68
3/12/2024	6843 Union County Water...	A/N 91052*00 (FY2023)	Community:Parks & Rec:Park		-18.14
3/12/2024	6844 Taylor & Sons Mowi...	I/N 0013 March 2024 (FY2023)	Office:Maint:Service		-420.00
3/12/2024	EFT Debit Card (McAfee)	Clerk AV software (FY2023)	Office:Supplies		-96.06
3/15/2024	EFT...NC Department of R...	FY2023	Sales Tax:Natural Gas Excise		188.57
		FY2023	Sales Tax:Electricity		48,699.17
		FY2023	Sales Tax:telecommunications		529.80
		FY2023	Sales Tax:Cable TV		4,004.37
3/15/2024	EFT NC Department of R...	Sales & Use Distribution 01/24 (F...	Sales Tax:Sales & Use Dist		3,634.09
3/18/2024	EFT...Union County	02/2024 (FY2023)	Prop Tax 2023:Receipts 2023:Tax		1,900.66
		02/2024 (FY2023)	Prop Tax 2023:Receipts 2023:Int		54.43
		02/2024 (FY2023)	Prop Tax Prior Years:Prop Tax 2022:...		7.65
		02/2024 (FY2023)	Prop Tax Prior Years:Prop Tax 2022:...		0.86
		02/2024 (FY2023)	Prop Tax Prior Years:Prop Tax 2021:...		0.00
		02/2024 (FY2023)	Prop Tax Prior Years:Prop Tax 2021:...		0.00
		02/2024 (FY2023)	Tax Coll:Contract		-24.55
3/21/2024	6845 City Of Monroe	A/N 514654 Natural Gas 2/2024 (...)	Office:Util		-206.79
3/21/2024	684... Quadient Finance U...	FY2023	Office:Equip		-124.26
		FY2023	Office:Post		-100.00
3/21/2024	6847 Carolina Office Syst...	I/N IN2643889 Copier Contract 03...	Office:Supplies		-64.76
3/21/2024	6848 Frederick Becker III	11/23-12/23 reimbursement: milea...	Travel		-104.80
3/21/2024	684... Municipal Insurance ...	04/23 (FY2023)	Emp:Benefits:Life		-60.80
		04/23 (FY2023)	Emp:Benefits:Dental		-76.00
		04/23 (FY2023)	Emp:Benefits:Vision		-14.00
3/21/2024	6850 Windstream	061348611 (FY2023)	Office:Tel		-429.65
3/25/2024	EFT...Union County {NCV...	Feb 2024 (FY2023)	Veh Tax:Tax 2023		633.47
		Feb 2024 (FY2023)	Veh Tax:Int 2023		6.14
		Feb 2024 Refunds (FY2023)	Veh Tax:Tax 2023		-7.60
		Feb 2024 (FY2023)	Tax Coll:Contract		-19.70
3/26/2024	6851 Duke Power{Office}	9100 3284 4818 (FY2023)	Office:Util		-138.88
3/26/2024	6852 Duke Power	9100 3284 5041 (Old School) (FY...	Office:Util		-28.45
3/26/2024	EFT Point And Pay	06-111-005M (FY2023)	Other Inc:Zoning		50.00
3/27/2024	EFT Debit Card (Staples)	Paper, Folders (FY2023)	Office:Supplies		-170.75

Register Report - Mar 2024

3/1/2024 through 3/31/2024

4/26/2024

Page 2

Date	Num	Description	Memo	Category	Amount
3/28/2024	685...	Municipal Insurance ...	12/23 (FY2023)	Emp:Benefits:Life	-60.80
			12/23 (FY2023)	Emp:Benefits:Dental	-76.00
			12/23 (FY2023)	Emp:Benefits:Vision	-14.00
3/28/2024	685...	Municipal Insurance ...	03/24 (FY2023)	Emp:Benefits:Life	-60.80
			03/24 (FY2023)	Emp:Benefits:Dental	-76.00
			03/24 (FY2023)	Emp:Benefits:Vision	-14.00
3/28/2024	6855	Verizon Wireless	221474588-00001 (FY2023)	Office:Tel	-111.78
3/28/2024	EFT...	Paychex	Salary 03/24 (FY2023)	Office:Clerk	-3,576.70
			03/24 (FY2023)	Office:Deputy Clerk	-1,048.50
			Salary 03/24 (FY2023)	Office:Finance Officer	-3,304.10
			Salary 03/24 (FY2023)	Office:Mayor	-500.00
			Salary 03/24 (FY2023)	Office:Council	-1,200.00
			Salary 03/24 (FY2023)	Planning:Administration:Salaries	-3,091.66
			FY2023	Emp:FICA:Soc Sec	-788.70
			FY2023	Emp:FICA:Med	-184.45
3/28/2024	EFT	Point And Pay	06-036-046 (FY2023)	Other Inc:Zoning	50.00
3/29/2024	EFT	Paychex Fees	Fees 03/24 (FY2023)	Emp:Payroll	-173.16
3/29/2024	DEP	Deposit	#23020 (FY2023)	Other Inc:Zoning	135.00
3/1/2024 - 3/31/2024					40,676.93

TOTAL INFLOWS 62,004.11

TOTAL OUTFL... -21,327.18

NET TOTAL 40,676.93

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March 2024
Revenue Details

2020

SALES AND USE TAX REFUND

02272647

6402273001056

DATE 02/27/2024

CHECK NO. 0802272647

66-1059
531

PAY: ONE THOUSAND FIVE HUNDRED SEVENTY-FOUR AND 90/100 DOLLARS

TO THE ORDER OF:

TOWN OF MINERAL SPRINGS

AMOUNT

PO BOX 600
MINERAL SPRINGS NC 28108-0600

\$*****1,574.90

Jackie McKay

C-67

State Treasurer, Raleigh, North Carolina
Payable at Par Through Federal Reserve System

This Check Should be Cashed Within Six Months

⑈02272647⑈ ⑆053110594⑆ 700000068⑈

NC Sales & Use Distribution

January 2024 Collections

Summary

UNION	(AD VALOREM)	3,228,995.39	2,156,642.75	1,722,366.96	-	9.28	439,448.23	-	(551,881.83)	6,995,580.78
	FAIRVIEW	1,740.10	1,162.21	928.18	-	0.01	236.81	-	1,178.42	5,245.73
	HEMBY BRIDGE	-	-	-	-	-	-	-	-	-
	INDIAN TRAIL	147,580.66	98,568.97	78,720.47	-	0.42	20,084.90	-	99,943.56	444,898.98
	LAKE PARK	10,553.03	7,048.36	5,629.05	-	0.03	1,436.21	-	7,146.65	31,813.33
	MARSHVILLE	17,573.29	11,737.18	9,373.70	-	0.05	2,391.63	-	11,900.86	52,976.71
	MARVIN	13,255.99	8,853.66	7,070.83	-	0.04	1,804.07	-	8,977.13	39,961.72
	MINERAL SPRINGS	1,205.49	805.15	643.02	-	-	164.06	-	816.37	3,634.09
	MINT HILL *	57.02	38.08	30.41	-	-	7.76	-	38.61	171.88
	MONROE	352,124.87	235,183.85	187,825.67	-	1.01	47,922.23	-	238,463.61	1,061,521.24
	STALLINGS *	66,022.76	44,096.53	35,216.96	-	0.19	8,985.33	-	44,711.48	199,033.25
	UNIONVILLE	2,390.77	1,596.79	1,275.25	-	0.01	325.37	-	1,619.05	7,207.24
	WAXHAW	169,193.83	113,004.39	90,249.08	-	0.49	23,026.34	-	114,580.29	510,054.42
	WEDDINGTON *	21,764.01	14,536.16	11,609.06	-	0.06	2,961.96	-	14,738.87	65,610.12
	WESLEY CHAPEL	2,768.88	1,849.33	1,476.94	-	0.01	376.83	-	1,875.11	8,347.10
	WINGATE	8,700.10	5,810.79	4,640.69	-	0.02	1,184.04	-	5,891.82	26,227.46
TOTAL		4,043,926.19	2,700,934.20	2,157,056.27	-	11.62	550,355.77	-	-	9,452,284.05

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

Distribution Report for
 Qtr 10/01/2023 - 12/31/2023

Distribution Date
 March 15, 2024

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	\$ -	\$ -	\$ -	\$ 96,657.66	\$ 96,657.66
Town of	Fairview	\$ 346.29	\$ 25,095.74	\$ 3,366.78	\$ 1,381.95	\$ 30,190.76
Town of	Hemby Bridge	\$ 267.18	\$ 9,174.27	\$ 1,596.94	\$ 2,751.32	\$ 13,789.71
Town of	Indian Trail	\$ 18,821.83	\$ 313,376.91	\$ 9,188.01	\$ 59,061.87	\$ 400,448.62
Town of	Lake Park	\$ 2,582.22	\$ 23,026.25	\$ 308.27	\$ 3,284.89	\$ 29,201.63
Town of	Marshville	\$ -	\$ 45,703.26	\$ 4,154.19	\$ 2,127.40	\$ 51,984.85
Town of	Marvin	\$ 3,132.49	\$ 41,503.63	\$ 6,263.32	\$ 11,802.96	\$ 62,702.40
Town of	Mineral Springs	\$ 188.57	\$ 48,699.17	\$ 529.80	\$ 4,004.37	\$ 53,421.91
City of	Monroe	\$ 31,906.07	\$ 718,441.23	\$ 43,224.18	\$ 39,438.43	\$ 833,009.91
Town of	Stallings	\$ 7,940.20	\$ 156,197.64	\$ 1,014.06	\$ 32,981.98	\$ 198,133.88
Town of	Unionville	\$ 290.06	\$ 36,006.46	\$ 6,424.82	\$ 4,959.92	\$ 47,681.26
Town of	Waxhaw	\$ 5,819.20	\$ 204,382.23	\$ 8,521.96	\$ 56,079.04	\$ 274,802.43
Town of	Weddington	\$ 4,588.79	\$ 83,033.89	\$ 916.49	\$ 22,179.81	\$ 110,718.98
Village of	Wesley Chapel	\$ 3,551.92	\$ 41,470.33	\$ 1,015.87	\$ 17,804.44	\$ 63,842.56
Town of	Wingate	\$ -	\$ 26,828.88	\$ 3,429.96	\$ 4,333.19	\$ 34,592.03

Jurisdiction Collection by Year
Union County
Date Distributed: 2/1/2024 to 2/29/2024

990 - TOWN OF MINERAL SPRINGS

Year	Taxes, Assessments and Misc. Charges	Late List	Interest	Total Collected	Commission	Net of Commission
2022	7.62	0.03	0.86	8.51	0.11	8.40
2023	1,893.63	7.03	54.43	1,955.09	24.44	1,930.65
Total:	1,901.25	7.06	55.29	1,963.60	24.55	1,939.05
Grand Total:	1,901.25	7.06	55.29	1,963.60	24.55	1,939.05

VENDOR NUMBER	VENDOR NAME	EFT NUMBER	EFT DATE	EFT AMOUNT
10870	TOWN OF MINERAL SPRINGS	85338	03/18/2024	\$1,939.05

INVOICE DATE	INVOICE NUMBER	DESCRIPTION	INVOICE AMOUNT
03/11/2024	2408 TAXES	TAX/FEE/INT-FEBRUARY 2024	\$1,939.05



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

Vendor Number	EFT Number	EFT Date
10870	85338	03/18/2024

*** One Thousand Nine Hundred And Thirty-Nine Dollars And Five Cents ***

\$1,939.05

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: February

NCVTS15

Jurisdiction	Entity	Vendor #	Inv #	Tax & Fee Amt	Int Only Amt	Cmn CST	Pending Refunds	Net Amt	Status/Check#
001	Union County	0		\$ 575,887.28	\$ 11,556.29	\$ (17,919.54)	(53,276.26)	\$ 566,247.77	No Check 1
002	Education Operating Fund	0		1,188,933.68	9,703.94	(36,652.51)	(3,412.33)	\$ 1,158,572.78	No Check 2
003	Voter Approved Debt Tax	0		68,006.22	2,042.06	(2,133.66)	(553.18)	\$ 67,361.44	No Check 3
004	Education Debt Fund	0		92,776.48	757.53	(2,860.12)	(266.22)	\$ 90,407.67	No Check 4
005	Economic Development Fund	0		12,392.27	101.18	(382.03)	(35.55)	\$ 12,075.87	No Check 5
011	Countywide Fire Tax	0		24.89	10.28	(0.92)	-	\$ 34.25	No Check 11
012	Countywide EMS Tax	0		35.41	14.78	(1.31)	-	\$ 48.88	No Check 12
013	Griffith Rd	0		360.00	4.28	(10.45)	(0.60)	\$ 353.23	No Check 13
014	Stack Rd	0		1,114.93	9.11	(32.57)	-	\$ 1,091.47	No Check 14
015	Springs Fire Tax	0		8,320.04	96.58	(259.08)	(34.43)	\$ 8,123.11	No Check 15
016	Fairview	0		3,447.32	52.56	(108.96)	(21.05)	\$ 3,369.87	No Check 16
017	New Salem	0		3,474.64	41.79	(103.37)	(2.90)	\$ 3,410.16	No Check 17
018	Beaver Lane	0		3,657.64	35.30	(104.10)	-	\$ 3,588.84	No Check 18
019	Bakers	0		11,142.12	120.99	(325.31)	(34.61)	\$ 10,903.19	No Check 19
020	Stellings Fire Tax	0		13,204.93	164.39	(424.15)	(38.65)	\$ 12,906.52	No Check 20
021	Unionville	0		8,483.83	105.82	(251.42)	(28.53)	\$ 8,309.70	No Check 21
022	Wingate	0		4,216.98	47.81	(111.73)	(1.69)	\$ 4,151.37	No Check 22
023	Hemby Bridge Fire Tax	0		17,197.05	208.76	(559.33)	(31.88)	\$ 16,814.60	No Check 23
024	Allens Crossroads	0		1,102.19	8.37	(30.95)	-	\$ 1,079.61	No Check 24
025	Jackson	0		1,835.04	20.01	(55.40)	-	\$ 1,799.65	No Check 25
026	Wesley Chapel Fire Tax	0		22,953.35	290.74	(741.50)	(123.86)	\$ 22,378.73	No Check 26
027	Lanes Creek	0		1,770.83	16.09	(47.32)	-	\$ 1,739.60	No Check 27
028	Waxhaw Fire Tax	0		13,982.20	198.17	(452.60)	(40.75)	\$ 13,687.02	No Check 28
029	Sandy Ridge	0		1,532.47	15.95	(39.00)	(8.29)	\$ 1,501.13	No Check 29
030	Providence	0		126.18	-	(4.03)	-	\$ 122.15	No Check 30
101	Village of Marvin	1832	VTFNAP2211-1	17,778.84	86.65	(576.33)	(10.67)	\$ 17,278.49	101
200	City of Monroe	103-7	VTFNAP2211-1	286,440.52	2,681.15	(7,933.83)	(565.33)	\$ 280,622.51	200
222	Monroe Downtown Service District	103-7	VTFNAP2211-2	426.09	14.85	(9.23)	-	\$ 431.71	222
300	Town of Wingate	4064	VTFNAP2211-1	10,492.11	72.13	(284.10)	-	\$ 10,280.14	300
400	Town of Marshville	5861	VTFNAP2211-1	10,120.87	200.29	(258.35)	-	\$ 10,062.81	400
500	Town of Waxhaw	8268	VTFNAP2211-1	137,091.47	1,447.30	(4,454.47)	(273.65)	\$ 133,810.65	500
600	Town of Indian Trail	2924	VTFNAP2211-1	102,496.63	1,220.13	(3,207.21)	(433.18)	\$ 100,076.37	600
700	Town of Stallings	4860-2	VTFNAP2211-1	36,887.99	410.47	(1,207.53)	(65.44)	\$ 36,025.49	700
800	Town of Weddington	7518	VTFNAP2211-1	11,468.90	149.55	(373.57)	(151.04)	\$ 11,093.84	800
900	Village of Lake Park	1833	VTFNAP2211-1	6,828.87	97.59	(232.94)	-	\$ 6,693.52	900
930	Town of Fairview	19458	VTFNAP2211-1	1,168.33	18.79	(36.41)	(6.40)	\$ 1,144.31	930
970	Village of Wesley Chapel	9262	VTFNAP2211-1	1,666.47	16.16	(53.59)	(7.87)	\$ 1,621.17	970
980	Town of Unionville	11530	VTFNAP2211-1	1,969.72	25.58	(58.81)	(4.78)	\$ 1,931.71	980
990	Town of Mineral Springs	10870	VTFNAP2211-1	633.47	6.14	(19.70)	(7.60)	\$ 612.31	990
999	Schools	0		733.26	304.70	(27.10)	-	\$ 1,010.86	No Check 999
Total				\$ 2,682,181.51	\$ 32,374.26	\$ (82,344.53)	\$ (59,436.74)	\$ 2,622,774.50	
						AP Total		\$ 611,685.03	

VENDOR NUMBER	VENDOR NAME	EFT NUMBER	EFT DATE	EFT AMOUNT
10870	TOWN OF MINERAL SPRINGS	85480	03/25/2024	\$612.31

INVOICE DATE	INVOICE NUMBER	DESCRIPTION	INVOICE AMOUNT
03/01/2024	0-VTFNAP2408-1	CASH RECEIVED FEB 2024 & REFUNDS	\$612.31



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

Vendor Number	EFT Number	EFT Date
10870	85480	03/25/2024

*** Six Hundred And Twelve Dollars And Thirty-One Cents ***

\$612.31

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

MEMO

To: Town Council
From: Vicky Brooks
Date: May 2, 2024
Re: Agenda Item 4 Discussion and Consideration of Proceeding with or Indefinitely Tabling
a Nuisance Ordinance

On March 14, 2024, the Mineral Springs Town Council held a special meeting to review a nuisance ordinance. At the conclusion of that meeting, the council directed staff to work on scheduling some work with N-Focus as the next step of the review process.

Patti Rader of N-Focus was contacted to inquire about the process of scheduling a representative to come to discuss the nuisance ordinance with the council and what the fees were to have N-Focus handle the code enforcement if the council opted to adopt the nuisance ordinance.

Ms. Rader copied Mr. John Ganus on our emails, because he would be the N-Focus representative handling the code enforcement for Mineral Springs.

The fee to have Mr. John Ganus come to a council meeting to discuss the nuisance ordinance with the council is: Time to/from and during the work session would be charged at the rate of **\$135 per hour**.

If the council adopts a nuisance ordinance the fee options are:

Examples for the period of 7/1/24 – 6/30/25

1. Continuing Services:

1-day / week = \$37,440

2-days / month = \$17,280

NO charge for commuting hours.

2. On-Call Hourly:

\$134 / hour

Commuting hours are subject to the hourly rate.

The council will need to consider the budgetary needs it will take to enforce a nuisance ordinance and whether the limited number of complaints the town receives regarding nuisances that cannot be handled by the Mineral Springs Development Ordinance.

Town of Mineral Springs

PROPOSED BUDGET 2024-2025

Prepared for:

The Mineral Springs Town Council

By:

Frederick Becker III
Budget Officer

May 9, 2023

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FY2024-25 PROPOSED BUDGET

TABLE OF CONTENTS

Item	Page
Message from the Budget Officer	2
Budget Introduction	3
Budget Ordinance 2024-2025	6
Budget: details by department 2024-2025	8
Budget Analysis 2024-2025	10
Revenue Graph 2024-2025	16
Expenditure Graph 2024-2025	17
2023-2024 Budget Details (Prior Year)	18
2023-2024 Projected Budget Comparison (Prior Year)	20

**TOWN OF MINERAL SPRINGS
2024-2025 BUDGET**

MESSAGE FROM THE BUDGET OFFICER

I hereby present this recommended budget for the 2024-2025 fiscal year to the Mineral Springs town council.

The FY2024-25 budget reflects anticipated revenues and expenditures of \$428,975.00 including capital expenditures, which represents a \$9,785.00 increase over last year's final budget. General government expenditures total \$366,679.00, a decrease of \$2,799.00 over last year's amended budget, while the capital budget has increased by \$12,584.00 to \$62,296.00.


In spite of increases in staff salaries and employee overhead, we have been able to accomplish that slight decrease in operating expenditures through several key reductions. The fall festival will not take place in 2024, resulting in a reduction of \$8,000.00, and there will be no municipal election in 2024, resulting in a reduction of \$3,600.00. There is no proposed change to the salaries of the town council and mayor. 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 \$408.1 million, an increase of approximately \$17.4 million over the FY2023-24 tax base. Vehicle property taxes are expected to increase slightly according to Union County estimates. General sales and use tax revenues appear to have leveled out in FY2023-24, and we expect FY2024-25 revenues to remain close to last year's. The estimate of the town's overall state-shared sales-tax revenue stream has been decreased from \$281,480.00 to \$280,850.00.


"Interest" remains a large revenue component due to ongoing Federal Reserve funds-rate policy. Based on current interest rate trends, we anticipate \$47,195.00 in interest and dividend revenues, up from last year's estimated figure of \$39,000.00. These interest rates remain unpredictable and we are budgeting this revenue stream conservatively. Economists are anticipating a slight decrease in the funds rate by the Federal Reserve, perhaps from 5.5% to 5.0%, during our 2024-25 fiscal year. That would cut into anticipated interest revenues, but such estimates are speculative at best.

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 in FY2022-23 for expenditure in the "Revenue Replacement" category using the standard allowance authorized by the US Treasury's Final Rule. All SLFRF revenues have been designated for Revenue Replacement and transferred to the General Fund as of the close of FY2023-24.

I am pleased to recommend no change in the property tax rate. The proposed *ad valorem* tax rate for the 2024-25 fiscal year is 2.1 cents per \$100.00.



Frederick Becker III, Budget Officer



Date

TOWN OF MINERAL SPRINGS 2024-2025 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, to construct a small park adjacent to the town hall, and to provide a grant for an after-school program addressing social-emotional readiness issues in response to educational disruption due to Covid-19.

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 closed out the Project Ordinance authorizing and funding the after-school program during FY2023-24.

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 \$230,669.86 of those SLFRF revenues for salary reimbursements in the “Revenue Replacement” category. The town adopted Grant Project Ordinance O-2023-05 on February 8, 2024 to utilize the remaining \$39,948.89 in SLFRF revenues for additional salary reimbursements in the “Revenue Replacement” category, thereby closing out the SLFRF revenue project. All these SLFRF revenues and expenditures have been accounted for in a Special Revenue Fund. The ARPA Final Rule states that all SLFRF revenues *must* be spent on or before December 31, 2026. O-2023-05 fulfills that requirement.

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 2024-2025 budget preparation and enactment process:

April 11, 2024: 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 9, 2024: 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 FY2024-25 budget ordinance*, and a *budget message* that provides a brief overview of the proposed budget. The FY2024-25 proposed 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 13, 2024: 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 \$196,638, and the detailed breakdown lists expenditures of \$2,400 for “equipment” and \$4,600 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 \$196,638.*

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 2024-2025
O-2023-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 7/1/2024 and ending 6/30/2025, in accordance with a Chart of Accounts to be established for the Town:

ADMINISTRATIVE & GENERAL GOVERNMENT:	\$366,679.00
Advertising	\$1,200.00
Attorney	\$7,200.00
Audit	\$5,230.00
Charities and Agencies	\$12,575.00
Community Projects	\$24,488.00
Contingency	\$3,000.00
Employee Overhead	\$43,600.00
Fire Protection	\$12,000.00
Office and Administrative	\$196,638.00
Planning and Zoning	\$50,448.00
Street Lighting	\$1,900.00
Tax Collection	\$1,800.00
Training	\$3,000.00
Travel	\$3,600.00
CAPITAL:	\$62,296.00
Capital outlay	\$62,296.00
TOTAL APPROPRIATIONS:	\$428,975.00

Section II. Estimated Revenues. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning 7/1/2024 and ending 6/30/2025:

Property taxes	\$85,780.00
Interest	\$47,195.00
Other income	\$1,000.00
Sales taxes	\$280,850.00
Vehicle taxes	\$8,650.00
Zoning fees	\$5,500.00
TOTAL ESTIMATED REVENUES:	\$428,975.00

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, 2024.

ADOPTED this 13th day of June 2024. Witness my hand and official seal:

Frederick Becker III, Mayor

Attest:

Vicky A. Brooks, Clerk

REVENUES			\$ 428,975
<i>TOTAL INCOME</i>			\$ 428,975
Property Taxes		\$ 85,780	
Current Year	\$ 85,380		
Prior Years	\$ 400		
Interest		\$ 47,195	
Other Income		\$ 1,000	
Festival	\$ -		
Miscellaneous	\$ 1,000		
Sales Tax		\$ 280,850	
Alcoholic Beverage	\$ 13,500		
Electricity	\$ 209,000		
General Sales & Use	\$ 38,400		
Natural Gas Excise	\$ 1,450		
Telecommunications	\$ 2,000		
Video Programming	\$ 16,500		
Vehicle Taxes		\$ 8,650	
Zoning Fees		\$ 5,500	

EXPENDITURES			\$ 428,975
<i>ADMINISTRATIVE & GENERAL GOVERNMENT</i>			\$ 366,679
Advertising		\$ 1,200	
Attorney		\$ 7,200	
Audit		\$ 5,230	
Charities & Agencies		\$ 12,575	
Community		\$ 24,488	
Beautification, Maintenance	\$ 6,800		
Special events	\$ 2,000		
Festival	\$ -		
AMG	\$ -		
Misc	\$ 2,000		
Communication	\$ 8,688		
Newsletter	\$ 2,500		
Soc. Media	\$ 4,188		
Other	\$ 2,000		
Park & Greenway Maint	\$ 7,000		
Contingency		\$ 3,000	
Elections		\$ -	
Employee Overhead (FICA, work comp, bonds)		\$ 43,600	
Fire Protection		\$ 12,000	

Office			\$	196,638
Salary: Clerk		\$	47,990	
Salary: Deputy Clerk/Assistant		\$	14,400	
Salary: Finance Officer		\$	44,292	
Salary: Mayor		\$	6,000	
Salary: Council		\$	14,400	
Dues		\$	7,900	
Insurance		\$	5,000	
Records Management		\$	5,956	
Equipment & durable items		\$	2,400	
Supplies		\$	4,000	
Postage (General)		\$	1,000	
Telephone, Internet		\$	8,200	
Reserve/Misc		\$	500	
Town Hall Maintenance		\$	30,000	
Supplies	\$	2,000		
Services	\$	28,000		
Utilities		\$	4,600	
Planning			\$	50,448
Zoning Ord. & Planning		\$	3,000	
Zoning Administration		\$	43,448	
Salary	\$	41,448		
Contract	\$	2,000		
Land Use Planning		\$	3,000	
Reserve/Misc		\$	1,000	
Street Lighting			\$	1,900
Tax Collection			\$	1,800
Contract (Union County)		\$	1,800	
Misc.		\$	-	
Training			\$	3,000
Boards		\$	1,000	
Officials		\$	1,000	
Staff (Clerk, TC, FO)		\$	1,000	
Travel Expenses			\$	3,600
CAPITAL				\$ 62,296
Capital Outlay			\$	62,296

Town of Mineral Springs

2024-2025 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; remains the same as last year.

Attorney **\$7,200.00**
This appropriation includes \$3,600.00 for retainer and general expense and is the same as last year's appropriation.

Audit **\$5,230.00**
Kendra Gangal, CPA wewhas proposed a charge for the annual audit of \$5,230.00, unchanged from last year.

Charities & Agencies **\$12,575.00**
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: $0.03 \times \$419,190.00 = \$12,575.70$, rounded to \$12,575.00.

Community **\$24,488.00**
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 \$12,500.00 over last year's appropriation primarily due to the Fall Festival being cancelled for 2024. The subcategory of "Communication" includes the newsletter and social-media expenses. The service partnership with Artists Music Guild for music licensing and other event programming has not been renewed for the upcoming fiscal year.

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 **\$0.00**
There is no municipal election scheduled during FY2024-25.

Employee Overhead **\$43,600.00**

Includes Scheduled bonds for Clerk/Zoning Administrator at \$100.00 and Finance Officer at \$450.00, workers compensation at \$3,000.00, FICA at \$11,328.00, NCLM benefits at \$1,810.00, and payroll processing at \$2,331.00. In addition, our required contribution to the NC Local Governmental Employees' Retirement System (NCLGERS) is estimated at \$24,472.00. Overall, this is a \$2,650.00 increase over last year, reflecting the increased FICA expenditures resulting from the staff salary increases, an NCLGERS increase from 17.55% to 18.30%, 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

\$196,638.00

We are proposing increasing the clerk's base salary to \$47,990.00 and the finance officer's base salary to \$44,292.00. 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 – 4,999" category. Last year, a larger-than-usual increase had brought our salary scale closer to our peer averages in the NCLM survey, but still slightly under.

Based on COLA alone, the federal increase in the Social Security benefit for 2024 is 3.2%. Because salaries were still slightly behind those of our peers, we ran some calculations based on a 5% increase. That calculation resulted in the following: Town Clerk, \$47,990; Planning Director, \$41,448; Finance Officer, \$44,292.

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 2023 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 2023	Avg +3.2%	MS Prop.
Finance Officer	\$76,637	\$111,106	\$87,766	\$43,883	\$42,180	\$45,287	\$44,292
Planning Director	\$67,668	\$101,612	\$76,303	\$38,152	\$39,468	\$39,373	\$41,448
MS Clerk (Peer Asst. Mgr.)	\$84,732	\$123,698	\$98,343	\$49,172	\$45,660	\$50,746	\$47,990

In the table above, we have included a column ("Avg +3.2%") which represents last year's peer-municipality salary increased by a 3.2% COLA and a column showing the proposed Mineral Springs FY2024-25 salaries based on a 5% increase. For the Finance Officer, the proposed Mineral Springs salary is \$995 lower than the peer estimate, which

is reasonable. The Mineral Springs Planning Director falls \$2,075 above the peer estimate, while the Mineral Springs Clerk/Asst. Mgr. falls \$2,756 below the peer estimate. Since those positions are held by one full-time employee in Mineral Springs, the combined salary is \$681 below the combined peer figure, which again appears reasonable. Being so close to (slightly below) the statewide peer benchmarks indicates that the Mineral Springs staff salaries proposed for FY2024-25 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 FY2024-25, and the mayor's salary will remain \$500.00 per month. Other expenditures are proposed to be similar to last year's *amended* budget figures which included a \$28,000.00 amount for "Maintenance: Service". Based on Council's ongoing plan to continue upgrading our facilities, we are proposing the same amount for next year.

Planning **\$50,448.00**
Council has recommended increasing the planning director/zoning administrator's salary to \$41,448.00 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 \$1,729.39 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.

Street Lighting **\$1,900.00**
This appropriation covers the cost of providing roadway lighting in the downtown area. This amount is \$50.00 higher than last year's *amended* appropriation.

Tax Collection **\$1,800.00**
Mineral Springs will continue operating under contract with Union County for property tax collection at a cost of 1.25% of the gross collections, which has worked very well for the town. Total commissions to Union County for FY2024-25 are estimated at \$1,800.00 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 remains the same as last year's.

Capital

Capital Outlay **\$62,296.00**

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 **\$47,195.00**

Interest rates have increased sharply in response to Federal Reserve policy. The federal funds rate is currently 5.50%; most analysts expect this rate to be decreased to 5.00% sometime toward the end of calendar year 2024. Our projected interest revenue for FY2023-24 will be approximately \$51,864.00 which is \$12,864 higher than the budget estimate. 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 of local government assets. The town currently has just under \$1,000,000.00 in the NCCMT earning approximately 4.6% (variable on a daily basis), and it is reasonable to estimate that we will earn \$45,000.00 in dividends with an average balance of \$1,000,000.00 at 4.5%. An additional \$500,000.00 on deposit at First National Bank at 0.65% should earn at least \$3,250.00, and it may be practical to move some of those funds to the NCCMT for even greater revenues. Still, the anticipated rate cuts by the Federal Reserve may reduce our yields slightly throughout FY2024-25, so we should remain cautious when estimating future interest rates on our fund balance deposits.

Other **\$1,000.00**

This category covers various small-scale sources of revenue not accounted for in the other major categories. 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.

2024 Property Tax Receipts **\$85,380.00**

The estimated tax base has increased by \$17.4 million due primarily to new construction. Union County's estimate for real property is \$384,233,098 and for personal property is \$15,196,138. We estimate that our Public Service Property tax base will be \$8,626,496 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 FY2022-23 as of June 30, 2023, which was 99.64% according to the Union County tax administrator’s reports. The revenue estimate was arrived at as follows:

Real Property	\$384,233,098
Personal Property	\$15,196,138
Public Service Property (est.)	\$8,626,496
Est. Real and Personal Tax Base	\$408,055,732

Tax rate: \$0.021/\$100 assessed valuation
 Total levy: \$85,691.70
 Estimated collection rate: 99.64% → \$85,383.21

Property Taxes, prior years **\$400.00**

We will receive some 2015 through 2023 delinquent tax payments from Union County. The total outstanding property taxes for that period will be approximately \$1,000.00, and we should expect Union County to collect approximately half of that. There will be no more collections of delinquent taxes from 2014 or earlier.

Sales Taxes **\$280,850.00**

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

Alcoholic Beverage tax	\$13,500.00
Electricity sales tax	\$209,000.00
General sales and use tax	\$38,400.00
Natural Gas excise tax	\$1,450.00
Telecommunications sales tax	\$2,000.00
Video Programming sales tax	\$16,500.00
Total	\$280,850.00

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. Collections of this tax over the past five years has ranged from \$12,559 to \$14,343 with no clear trend, so we are estimating a figure near the median of those numbers. 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 close to the same amount next fiscal year. 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 nine years. This year we are budgeting only a \$1,000.00 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 actually begun to decrease slightly over time. Overall, we are anticipating a decrease of \$680.00 in sales tax revenue for FY2024-25.

Vehicle Taxes

\$8,650.00

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 \$42,045,250. 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.

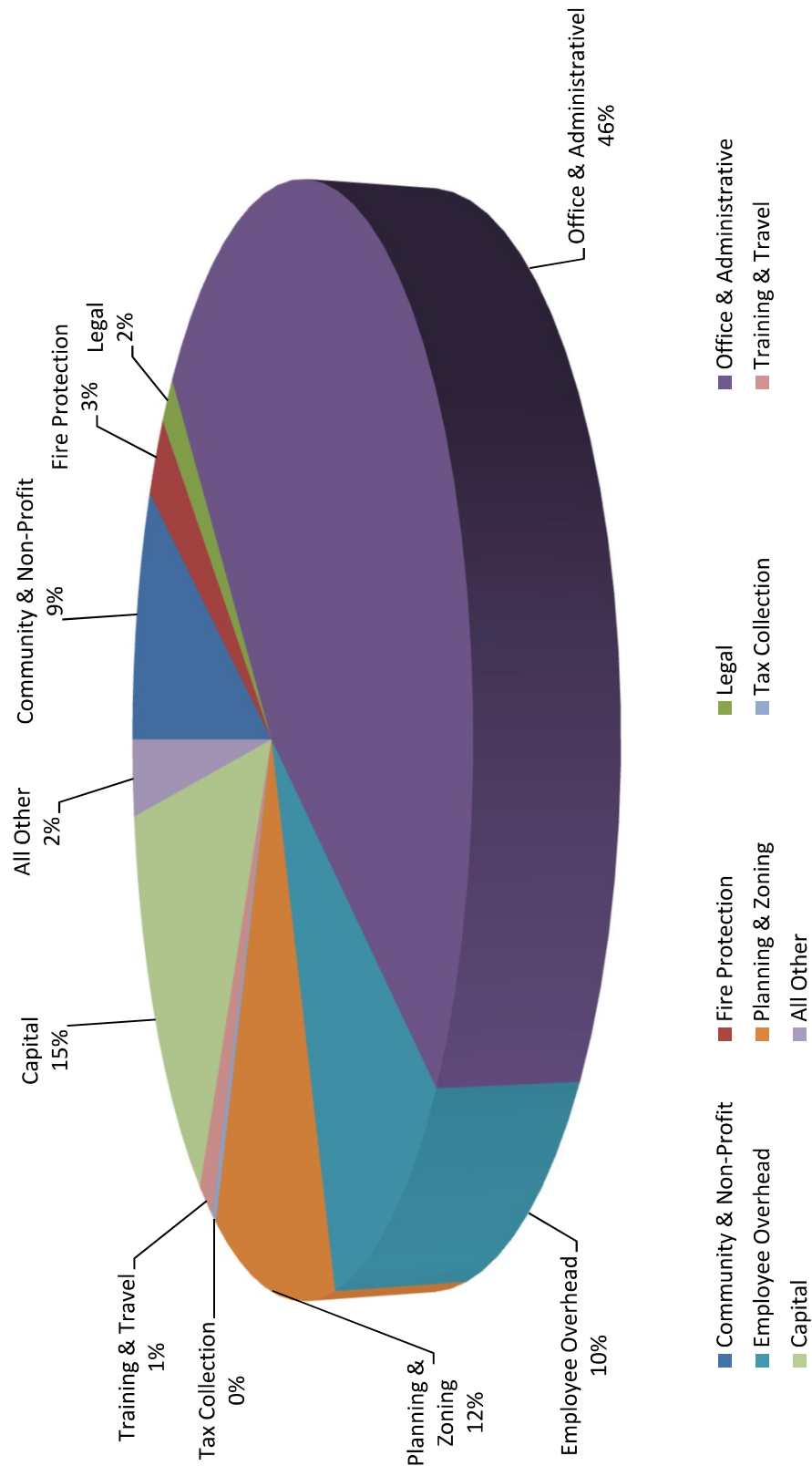
Zoning Fees

\$5,500.00

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 FY2023-24, which is expected to exceed the \$4,500.00 budgeted amount by \$1,600.00.

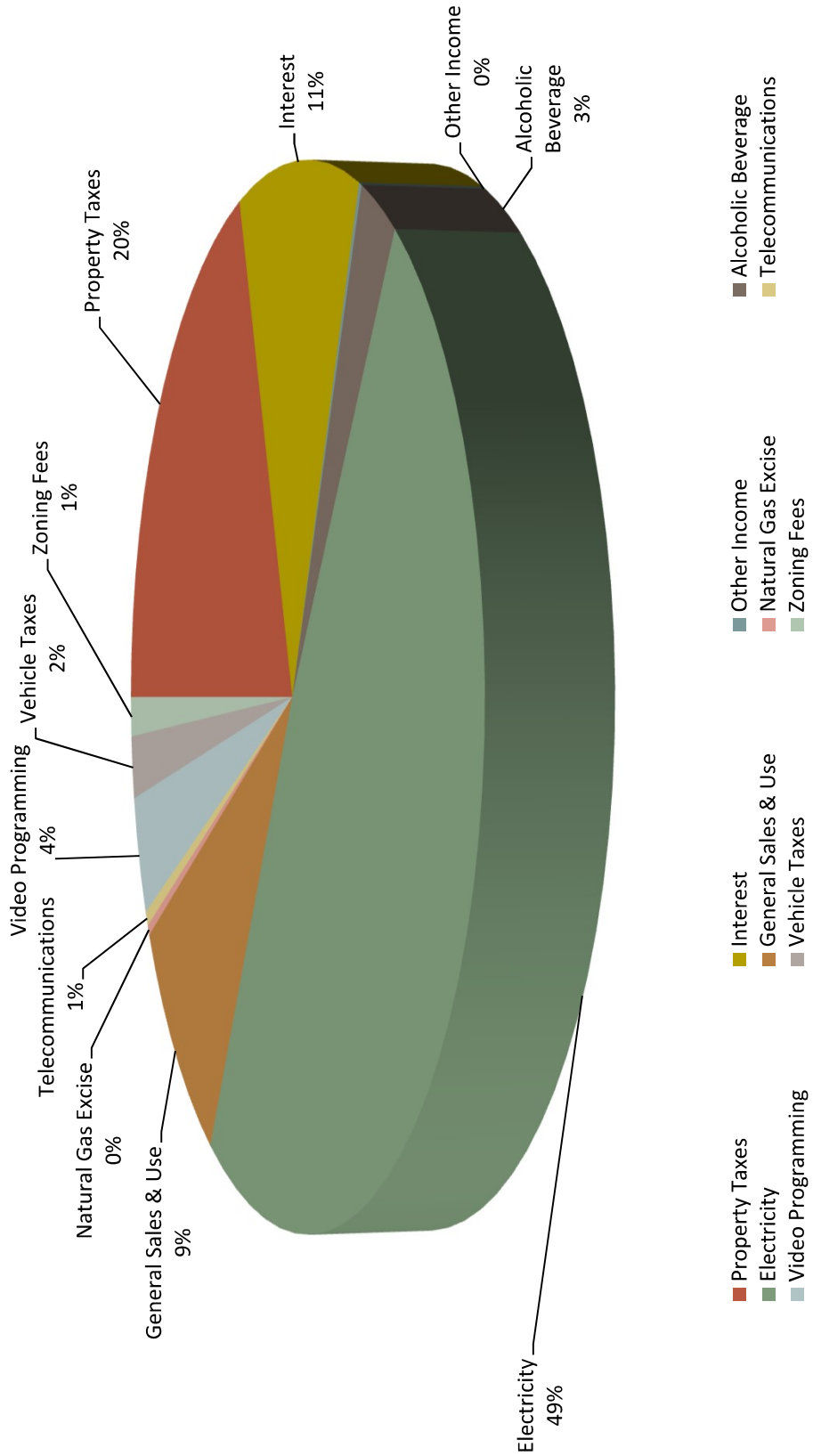
Mineral Springs Proposed Expenditures 2024-2025

\$428,975



Mineral Springs Proposed Revenues 2024-2025

\$428,975



Office			\$	189,612
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		\$	29,200	
Supplies	\$	1,200		
Services	\$	28,000		
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			\$	1,850
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
CAPITAL				\$ 49,712
Capital Outlay			\$	49,712

PRIOR YEAR

2023 FINAL BUDGET AMOUNTS				ACTUAL (5/24 & 6/24 PROJECTED)		VARIANCE	
REVENUES				\$ 419,190		\$ 436,233.00	\$ 17,043
Interest			\$ 39,000			\$ 51,864.00	\$ 12,864
Property Taxes			\$ 82,435			\$ 82,319.00	\$ (116)
Sales Tax			\$ 281,480			\$ 282,516.00	\$ 1,036
Vehicle Taxes			\$ 8,175			\$ 9,003.00	\$ 828
Zoning Fees			\$ 4,500			\$ 6,170.00	\$ 1,670
Other			\$ 3,600			\$ 4,361.00	\$ 761
EXPENDITURES				\$ 419,190		\$ 335,191.00	\$ (83,999)
ADMINISTRATIVE & GENERAL GOVERNMENT				\$ 369,478		\$ 335,191.00	\$ (34,287)
Advertising			\$ 1,200			\$ 898.00	\$ (302)
Attorney			\$ 7,200			\$ 4,665.00	\$ (2,535)
Audit			\$ 5,230			\$ 5,230.00	\$ -
Charities			\$ 11,080			\$ 11,000.00	\$ (80)
Community Projects			\$ 36,988			\$ 25,746.00	\$ (11,242)
	Beaut., Maint.	\$ 6,800			\$ 6,266		
	Communication	\$ 9,188			\$ 4,988		
	Newsletter	\$ 3,000		\$ 1,400			
	Soc. Media	\$ 4,188		\$ 3,588			
	Other	\$ 2,000		\$ -			
	Special Events	\$ 14,000			\$ 8,850		
	Festival	\$ 8,000		\$ 5,875			
	AMG	\$ 4,000		\$ -			
	Misc.	\$ 2,000		\$ 2,975			
	Park & Greenway	\$ 7,000			\$ 5,642		
Contingency			\$ 2,100			\$ -	\$ (2,100)
Elections			\$ 3,600			\$ 3,522.00	\$ (78)
Employee overhead			\$ 40,950			\$ 40,843.00	\$ (107)
Fire Department grant			\$ 12,000			\$ 12,000.00	\$ -
Intergovernmental			\$ -			\$ -	\$ -
Office			\$ 189,612			\$ 183,716.00	\$ (5,896)
	Sal.: Clerk	\$ 45,660			\$ 45,660		
	Sal: Deputy	\$ 14,400			\$ 11,903		
	Sal.: Fin. Officer	\$ 42,180			\$ 42,180		
	Sal: Mayor	\$ 6,000			\$ 6,000		
	Sal: Council	\$ 14,400			\$ 14,400		
	Dues	\$ 7,600			\$ 7,695		
	Insurance	\$ 4,800			\$ 4,453		
	Records Management	\$ 5,672			\$ 5,672		
	Equip. & dur.	\$ 2,400			\$ 1,376		
	Supplies	\$ 4,000			\$ 2,407		
	Postage	\$ 1,000			\$ 600		
	Tel., Internet	\$ 6,800			\$ 8,130		
	Reserve	\$ 1,000			\$ 155		
	Town Hall Maint	\$ 29,200			\$ 28,631		
	Supplies	\$ 1,200		\$ 1,832			
	Services	\$ 28,000		\$ 26,799			
	Utilities	\$ 4,500			\$ 4,454		
Planning			\$ 49,468			\$ 42,413.00	\$ (7,055)
	Zoning Ord.	\$ 3,000			\$ 475		
	Zoning Admin	\$ 41,468			\$ 41,186		
	Salary	\$ 39,468		\$ 39,468			
	Contract	\$ 2,000		\$ 1,718			
	Land Use Plan	\$ 3,000			\$ -		
	Reserve/Misc	\$ 2,000			\$ 752		
Street Lighting			\$ 1,850			\$ 1,829.00	\$ (21)
Tax Collection			\$ 1,600			\$ 1,530.00	\$ (70)
	Salary	\$ -			\$ -		
	Contract (Union County)	\$ 1,600			\$ 1,530		
Training			\$ 3,000			\$ 425.00	\$ (2,575)
	Officials	\$ 1,000			\$ 120		
	Planning Org.	\$ 1,000			\$ -		
	Staff	\$ 1,000			\$ 305		
Travel Expenses			\$ 3,600			\$ 1,374.00	\$ (2,226)
CAPITAL				\$ 49,712		\$ -	\$ (49,712)
Capital Outlay			\$ 49,712			\$ -	\$ (49,712)
EXCESS (SHORTAGE) OF INCOME OVER EXPENDITURES - Applied to Fund Balance						\$ 101,042.00	

MEMO

To: Mineral Springs Town Council
From: Rick Becker
Date: May 2, 2024
Subject: May 23, 2024 WUMA Meeting with CRTPO

The May 23 WUMA meeting at the Wesley Chapel Town Hall will be solely dedicated to a presentation by Charlotte Regional Transportation Planning Organization (CRTPO) staff. CRTPO recently made a similar presentation to the Weddington Town Council and WUMA Chairman Jeff Perryman gave it rave reviews.

The presentation will provide a general overview of what CRTPO is and how it works to allocate and prioritize federal and state transportation dollars in Iredell, Mecklenburg, and Union Counties, and provide a closer look at some of the lesser-known grant and technical assistance services that CRTPO provides member jurisdictions.

All Town Council, Planning Board, and Board of Adjustment members are encouraged to attend, as are any and all members of the public. Please spread the word and also please attend if at all possible!



Western Union Municipal Alliance (WUMA)

Presents:

CRTPO 101

Join CRTPO Staff as they lead a presentation and discussion about transportation planning in our growing region.

Join us to learn:

- What is the CRTPO?
- What does CRTPO do for its member jurisdictions?
- How can transportation projects be funded through CRTPO?



Thursday, May 23, 2024
7:00 p.m.



Wesley Chapel
Town Hall

6490 Weddington Road
 Wesley Chapel, NC 28104

Town of Weddington | Village of Marvin | Village of Wesley Chapel | Town of Mineral Springs | Town of Stallings | Town of Waxhaw | Union County

MEMO

To: Mineral Springs Town Council
From: Rick Becker
Date: May 2, 2024
Subject: NCDOT Intersection Projects: Potter/Pleasant Grove plus Protected Left Turns at Potter/NC-75

Back in July of 2021, I had initiated discussions with NCDOT Division 10 staff about addressing some small intersection projects in Mineral Springs: realignment and reconfiguration of the intersection of Pleasant Grove Road and Potter Road, and installation of protected left turn signals at the intersection of Potter Road and NC Highway 75.

Deputy Division 10 Engineer Sean Epperson did some study and proposed slight changes in the geometry of the Pleasant Grove/Potter intersection including reconfiguring the pavement to meet at more of a 90 degree angle and converting to an all-way stop at an estimated cost of \$88,000. There was a possibility that NCDOT could apply for internal “Spot Safety” funding for this project. As for the Highway 75 traffic signal, all simulations that the NCDOT team ran concluded that none of the possible signal changes (at a proposed cost to the town of \$10,000) would improve the functionality of the intersection, so that project was abandoned.

I decided in March 2024 to revisit both of these projects with Mr. Epperson. The news has been much better this time!

First, on the Pleasant Grove/Potter intersection the Division has reworked the design and proposed doing most of the work in-house to bring the cost down. Also, with the lower cost the project scored a B/C (Benefit/Cost ratio) of 17, which put it in a position to be competitive for Spot Safety funding. That project has been submitted and we should hear in the next few weeks whether or not it will be funded this cycle. The cycles are quarterly, and it can be resubmitted if it doesn't qualify for funding this time.

Second, the Division ran new simulations using updated traffic counts and “smarter” signal controllers and concluded that installing protected-left arrows on both NC-75 approaches could improve performance during both morning and afternoon rush hours. Unfortunately, the study also determined that, while there are delays for northbound Potter Road left-turning traffic at some times of the day, attempting to give that phase a protected left arrow might lead to further slowdowns of southbound traffic that could create safety conflicts with the railroad crossing. The decision was not to make any changes to the Potter Road-facing signals.

But the *best* news is that Mr. Epperson informed me that NCDOT would cover all costs of the signal modification and that the town would pay ZERO. The whole thing from design to completion should take 4 to 6 months.

I would like to extend our gratitude to the NCDOT division 10 staff for their assistance on these projects!

Epperson, Sean M

From: Sean Epperson

To: Mayor Rick Becker, Gardner, Zachary L

Cc: Vicky Brooks, Ghitea, Theo

Wed, Mar 13 at 7:46 AM

Mayor Becker,

I am looping our new Division Traffic Engineer, Zach Gardner, on this email. My comments are below in red.

Sean Epperson, PE
Deputy Division Engineer
NCDOT
Division 10

716 W. Main St
Albemarle, NC 28001

From: Mayor Rick Becker <msncmayor@yahoo.com>
Sent: Monday, March 11, 2024 1:25 PM
To: Epperson, Sean M; Ghitea, Theo
Cc: Vicky Brooks <msvickybrooks@aol.com>
Subject: [External] Mineral Springs small intersection projects

Hello Sean and Theo,

I mentioned these during our sidewalk meeting but I promised to follow up.

1) Potter Rd (SR1162) and Pleasant Grove Rd (SR1327): this was analyzed for some pavement removal and geometry modification with possible all-way stop addition, estimated cost \$80,000. It was supposed to be submitted as a Spot Safety intersection project but Sean and/or Theo weren't sure why it didn't seem to have gone any further. I just got a call from a resident whose back yard backs up to that intersection asking what the status of any improvements was since there was another crash this weekend. This intersection has a lot of crashes, low- to moderate-severity, few or no fatalities. Is this project worthy of another look? **Yes. We recently relooked at it and reevaluated the over cost of the project. We determined that if we do the work in house we can reduce overall cost of the project a lot. We are waiting to hear on what the new B/C will be. I suspect it will be high enough to compete for Spot Safety funds and have a decent shot at getting funded. If I am wrong and it does not then we are going to look at some other funding sources.**

2) "Lead light" left turn arrows at Potter Rd (SR1111) and NC Hwy 75: This one was studied for a short-duration protected left turn signal during high-traffic times of day; Tony Tagliaferri ran some simulations and we concluded that such a signal change would probably not be effective and might even make movement worse in some cases. The cost to install would be \$10,000 which the town would pay.

Because the full-scale improvement of that intersection is definitely many years out, could we

reevaluate this "stop-gap" measure? Is the Division willing to install the arrows if the town pays for it even if the analysis is inconclusive? If the Mineral Springs Town Council is willing to pay the \$10,000 to try this at our own risk, would NCDOT give it a try? I will put it before Council again if you are willing to try it at our expense. **Zach – Please relook at whether adding a protected phase to one or more approaches will help reduce congestion. We may want to get updated counts.**

•

Mayor Rick Becker

From:msncmayor@yahoo.com

To:Gardner, Zachary L,Epperson, Sean M

Cc:Vicky Brooks,Ghitea, Theo

Wed, Mar 13 at 8:26 AM

Sean,

As always, thank you for your quick response and valuable information. Please let me know if i can be of any assistance.

-Rick Becker

Mayor

Town of Mineral Springs
PO Box 600
Mineral Springs, NC 28108
(704) 243-0505 x223
(704) 843-5870 home
(704) 243-1705 fax
www.mineralspringsnc.com

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Gardner, Zachary L

To:Mayor Rick Becker,Epperson, Sean M

Cc:Vicky Brooks,Ghitea, Theo,Jean, Laura H

Wed, Mar 13 at 10:03 AM

Good morning,

Thanks for reaching out! We will get new counts so we can update our modeling for the NC 75 at Potter Rd intersection. This process typically takes 3-4 weeks for counts, and another week or so for the modeling. I will follow back up when I have this information.

Thank you!

Zach Gardner, PE
Division 10 Traffic Engineer
North Carolina Department of Transportation

716 W. Main Street
Albemarle, NC 28001

Epperson, Sean M

To: Mayor Rick Becker, Gardner, Zachary L

Cc: Vicky Brooks, Ghitea, Theo

Sat, Mar 30 at 12:27 PM

Mayor Becker,

The revised B/C for the Potter and Pleasant Grove proposed project is just over 17. This puts it in contention to be funded as anything over 15 is considered to be competitive. Still can't guarantee anything though. We will hear in a month or so if it got selected this cycle.

Sean Epperson, PE
Deputy Division Engineer
NCDOT
Division 10

Mayor Rick Becker

From: msncmayor@yahoo.com

To: Gardner, Zachary L, Epperson, Sean M

Cc: Vicky Brooks, Ghitea, Theo

Mon, Apr 1 at 9:29 AM

Sean,

This is a great update even if we must wait a bit more for a final decision. Thank you for submitting this safety project for us!

-Rick Becker

Mayor

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•

Gardner, Zachary L

To: Mayor Rick Becker, Epperson, Sean M

Cc: Vicky Brooks, Ghitea, Theo, Jean, Laura H, Love, Brandon D

Wed, Apr 24 at 3:24 PM

Mayor Becker,

I apologize for the slight delay, we were getting counts and doing analysis to understand what options we may have for this intersection, and what impact these actions would have on operations. Here's where we landed:

The typical signal phasing when there are no left turn lanes is to have one approach run "protected" lefts. This means one side stops while the other side lefts and through gets a green. A good example of this is over at NC75 at NC16 when traveling eastbound. In the snip below of that intersection, the 5-section signal head is allowing vehicles going eastbound to have a protected left.

Looking at the NC75 volumes, the AM peak hour left turn volumes are higher in one direction, and the PM peak hour lefts are higher in the opposite direction. That's volume split is somewhat unusual and is likely why previous analysis showed negligible benefit to adding one of those movements as protected lefts (it would help in one peak hour and hurt in the other). Here's the good news: we've worked with our signal design section to propose a design that will run protected lefts in one direction the morning, and switch to run protected in the other direction in the evening. In other words, the WB direction will look like the snip below in the morning, and the EB direction will look like the snip below in the evening. This design will also be very flexible and if in the future development occurs that

shifts the volume distribution, we can change the time of day or direction with just minor programming changes.

We also reviewed the Potter Road approaches, but the northbound lefts were the higher volume. Unfortunately, if we design the intersection to run protected lefts for the northbound approach, it will increase the queues on the southbound back towards the railroad, which is a safety concern. Therefore, I recommend no changes to signal phasing on the Potter Road approaches to avoid increasing queues towards the track.

We just sent this alternate phasing on NC75 to our signal design section. It takes approximately 90 days for the signal plans to be completed. Once complete, we will get materials ordered and schedule the installation. Traffic control on 2-lane 2-way roads is a challenge, so it will slow down our installation a bit. Overall, I'd anticipate this being designed and implemented within 4-6 months.

Please let me know if you have any questions. Thank you!



Zach Gardner, PE
Division 10 Traffic Engineer
North Carolina Department of Transportation
716 W. Main Street
Albemarle, NC 28001

Mayor Rick Becker

From:msncmayor@yahoo.com

To:Epperson, Sean M,Gardner, Zachary L

Cc:Vicky Brooks,Ghitea, Theo,Jean, Laura H,Love, Brandon D

Thu, Apr 25 at 12:08 PM

Zach and Sean,

That is great news! While we'd love to be able to tackle the NB Potter Road backups in the afternoon, I understand the problem with SB traffic and the grade-level RR crossing. Certainly the improvements on NC-75 would be very much appreciated in any case.

Sean, is the cost for this signal change still \$10,000? I would like to put this on our Town Council agenda for May 9, 2024 for final approval. I think Council will be very pleased to get this news!

Thank you very much,

-Rick Becker

Mayor

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www.mineralspringsnc.com

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Epperson, Sean M

To:Mayor Rick Becker,Gardner, Zachary L

Cc:Vicky Brooks,Ghitea, Theo,Jean, Laura H,Love, Brandon D

Thu, Apr 25 at 12:09 PM

Mayor,

We are going to cover the costs of these improvements ourselves.

Sean Epperson, PE

Deputy Division Engineer
NCDOT
Division 10

716 W. Main St
Albemarle, NC 28001

Mayor Rick Becker

From:msncmayor@yahoo.com

To:Gardner, Zachary L,Epperson, Sean M

Cc:Vicky Brooks,Ghitea, Theo,Jean, Laura H,Love, Brandon D

Thu, Apr 25 at 1:07 PM

Sean,

That is wonderful news! Thank you so much for making this happen. I will let Council know that the process is in the works, We are very grateful to NCDOT for this assistance.

Thanks again,

-Rick Becker

Mayor

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Estimate #11960

4/30/2024

Prepared For:

Town of Mineral Springs
 Vicky Brooks
 P.O. Box 600
 Mineral Springs, NC 28108
 USA

Phone: 704.243.0505 Fax:

Alt. Phone: ext. 221

E-Mail: msvickybooks@aol.com

Prepared By:

Matt Rorie
 signpro, inc
 3125 Parks McCorkle Rd
 Monroe, NC 28112
 USA

Phone: 704.219.7048 Fax:

Alt. Phone:

E-Mail: signprofx@gmail.com

Description:

Town of Mineral Springs Pole Banners

Quantity	Description	Each	Total	Taxable
14	24"w x 60"h (18oz) 2sided Digital Print Banner w/Pole Pockets (Grommets)	130.00	\$1,820.00	✓
			Subtotal	\$1,820.00
			Sales Tax	\$122.85
			Total	\$1,942.85

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Terms:

Payment due on receipt of invoice or Net 10 Days (after 10 Days add 15% Finance Charge)

By my signature, I authorize work to begin and agree to pay the above amount in full according to the terms on this agreement.



Estimate #11960

4/30/2024

Signed by

Date

Amt. Paid Today