

Town Council Members

Valerie Coffey - 2011 ~ Janet Critz - 2013 ~ Lundeen Cureton - 2011

Peggy Neill - 2011 ~ Melody LaMonica - 2013

**Town of Mineral Springs
Mineral Springs Town Hall
3506 S Potter Road ~ Mineral Springs
Town Council
Regular Meeting
August 12, 2010 ~ 7:30 PM**

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. Approval of Town Council Minutes and Monthly Reports

The Town Council has been mailed copies of the July 8, 2010 minutes, the June 2010 tax report, the Order of Collection, and the June 2010 finance report; the council will approve them if correct.

- A. Correction of the June 2010 Regular Meeting Minutes
- B. July 8, 2010 Regular Meeting Minutes
- C. June 2010 Tax Collector's Report
- D. 2009 Tax Settlement
- E. Order of Collection
- F. June 2010 Finance Report

4. Consideration of Approving Street Lights in the Houston Ridge Subdivision

The council will consider approving the street lights in the Houston Ridge Subdivision.

5. Consideration of a Resolution Supporting the Waxhaw Library - R-2010-01

The council will consider Resolution 2010-01 supporting the Waxhaw Library.

6. Discussion of the Public Records Request Process and Consideration of Revising the Schedule of Fees

The council will discuss a public records request policy and will consider revising the Schedule of Fees.

7. Union County Governance Committee Update

Councilwoman Critz will update the council on the Union County Governance Committee.

8. Consideration of Calling for a Special Meeting

The council will consider calling for a special meeting on August 26, 2010 to review bids on the roof repair of the Agricultural Building.

9. **Consideration of an Interlocal Agreement for A Group Self-Insurance Pool for Benefit Risk Sharing and Resolutions for Employee Benefits**

The council will consider approving an Interlocal Agreement for a Group Self-Insurance Pool for Benefits Risk Sharing and Resolutions 2010-02 and 2010-03.

10. **League of Women Voters of Union County Proclamation**

Mayor Becker will proclaim August 26, 2010 as Women's Equality Day.

11. **Consideration of Updating the Landscaping Contract to Include the Agricultural Building Property**

Mayor Becker will request that the council consider updating the landscaping contract with Mr. Ken Newell to include the property surrounding the Agricultural Building.

12. **Consideration of a Resolution in Support of the Sustainable Communities Regional Planning Grant**

The council will consider Resolution 2010-04 supporting the Sustainable Communities Regional Planning Grant.

13. **Other Business**

14. **Adjournment**

Town of Mineral Springs
Town Hall
3506 S. Potter Road
Town Council
Regular Meeting
July 8, 2010 ~ 7:30 PM

Minutes Draft

The Town Council of the Town of Mineral Springs, North Carolina, met in Regular Session at the Mineral Springs Town Hall, Mineral Springs, North Carolina, at 7:30 p.m. on Thursday, July 8, 2010.

Present: Mayor Frederick Becker III, Mayor Pro Tem Jerry Countryman, Councilwoman Valerie Coffey, Councilwoman Melody LaMonica, Councilwoman Peggy Neill, Deputy Town Clerk Sandara Coates and Attorney Bobby Griffin.

Absent: Councilwoman Janet Critz, Councilwoman Lundeen Cureton, Town Clerk/Zoning Administrator Vicky Brooks and Tax Collector Libby Andrews-Henson.

Visitors: Charles Bowden, Libby Long and Lynda Paxton.

Mayor Becker introduced the new Deputy Town Clerk, Sandara Coates, to the town council. With a quorum present Mayor Becker called the Regular Town Council Meeting of July 8, 2010 to order at 7:36 p.m.

1. **Opening**

- Councilman Jerry Countryman delivered the invocation.
- Pledge of Allegiance.

2. **Public Comments**

- Mr. Charles Bowden – Pleasant Grove Road.

3. **Approval of Town Council Minutes and Monthly Reports**

A. **June 10, 2010 Regular Meeting Minutes**

- *Councilwoman Coffey noted that she was absent from the June 10, 2010 meeting; however, she is shown as voting on pages 161 and 164.*
- **Councilwoman Neill made a motion to approve the June 10, 2010 regular meeting minutes as amended and Councilman Countryman seconded. The motion passed unanimously as follows:**

*Ayes: Countryman, Coffey, LaMonica, and Neill
Nays: None*

B. May 2010 Tax Collector's Report

- **Councilwoman LaMonica** made a **motion** to approve the May 2010 Tax Collector's report as written and **Councilwoman Coffey** seconded. The motion passed unanimously as follows:

Ayes: Countryman, Coffey, LaMonica, and Neill
Nays: None

C. May 2010 Finance Report

- **Councilwoman Coffey** made a **motion** to approve the May 2010 finance report and **Councilman Countryman** seconded. The motion passed unanimously as follows:

Ayes: Countryman, Coffey, LaMonica, and Neill
Nays: None

D. Adoption of the Restated and Amended Budget Ordinance for FY 2009-2010

- Mayor Becker explained that he is seeing other jurisdictions readopting the budget to reincorporate the amendments in one place and that's what this particular restated budget is.
- **Councilman Countryman** made a **motion** to adopt the restated amended budget for FY 2009-2010 and **Councilwoman Coffey** seconded. The motion passed unanimously as follows:

Ayes: Countryman, Coffey, LaMonica, and Neill
Nays: None

- The restated amended budget for FY 2009-2010 is as follows:

STATE OF NORTH CAROLINA
TOWN OF MINERAL SPRINGS

**AN ORDINANCE TO AMEND AND RESTATE THE BUDGET
FOR FISCAL YEAR 2009-2010
O-2010-01**

WHEREAS, the Mineral Springs town council has from time to time amended the adopted fiscal year 2009-2010 budget ordinance under authority granted by NC G.S. 159-15; and

WHEREAS, amendments become integral parts of the budget upon adoption; and

WHEREAS, a restated budget ordinance incorporating all amendments into a single budget document facilitates better understanding of the town's final budgetary authority, and simplifies the annual external auditing process;

NOW, THEREFORE be it ordained by the Council of the Town of Mineral Springs, North Carolina:

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 7/1/2009 and ending 6/30/2010, in accordance with a Chart of Accounts to be established for the Town:

ADMINISTRATIVE & GENERAL GOVERNMENT: \$246,265.00

Advertising	\$1,800.00
Attorney	\$16,000.00
Audit	\$3,500.00
Community Projects	\$14,200.00
Contingency	\$800.00
Dues	\$4,525.00
Elections	\$4,600.00
Employee overhead	\$12,000.00
Fire Protection	\$8,500.00
Insurance	\$4,500.00
Newsletter	\$2,400.00
Office and Clerk	\$117,788.00
Planning and Zoning	\$36,872.00
Street Lighting	\$1,800.00
Tax collection	\$10,980.00
Training	\$3,000.00
Travel	\$3,000.00

CAPITAL: \$46,035.00
Capital outlay \$46,035.00

TOTAL APPROPRIATIONS: \$292,300.00

Section II. Estimated Revenues. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning 7/1/2009 and ending 6/30/2010:

Franchise tax, utility & cable TV	\$162,500.00
Interest	\$8,000.00
Other income	\$9,500.00
Property taxes	\$63,790.00
Sales taxes	\$43,800.00
Vehicle taxes	\$4,710.00

TOTAL ESTIMATED REVENUES: \$292,300.00

Section III. Project Ordinances. Capital Project Ordinance O-2007-04, for town hall construction, was funded by means of up to a \$500,000 transfer of appropriated fund balance from the General Fund into the Capital Projects Fund. The project authorized by this ordinance was completed during FY2009-10 and the ordinance was closed out in the amount of \$487,288.50.

Grant Project Ordinance O-2008-02 in the amount of \$337,075, for the purchase of land in the Copper Run subdivision adjoining proposed town greenway and conservation property, was funded by means of a \$307,000 grant from the North Carolina Clean Water Management Trust Fund and a \$30,075 transfer of appropriated fund balance from the General Fund into the Grant Projects Fund. The land acquisition authorized by this ordinance was completed in FY2009-10. An amendment to the ordinance of \$7,300 to endow additional conservation easement monitoring costs was adopted during the 2009-10 fiscal year.

A Capital Project Ordinance authorizing purchase and initial repair and renovation of the historic Mineral Springs School agriculture building adjacent to the town hall was adopted during the 2009-2010 fiscal year. The ordinance authorizes a purchase cost of \$114,000 and repair costs of \$51,000. This project will be funded by transfers of appropriated fund balance from the General Fund to the Capital Project Fund, and will not be completed until FY 2010-11.

Section IV. Property Tax Levy. A tax in the amount of \$0.025 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, 2009.

ADOPTED this 8th day of July, 2010. Witness my hand and official seal:

S/Frederick Becker III
Frederick Becker III, Mayor

Attest:

S/Vicky A. Brooks
Vicky A. Brooks, CMC, Clerk

4. Discussion of Staff Salary and Benefits

- Mayor Becker reminded the council that Councilwoman LaMonica had asked the staff to study salaries/benefits of the major staff positions; those findings were presented last month and there was a consensus of the council to make sure that Councilwoman LaMonica had a chance to look it over, since that is something she has expertise on and had requested. Mayor Becker opened the floor for discussion on adding to or changing the benefits policy. Councilwoman LaMonica commented that after having a chance to read through the notes and the assessment that was done was very complete; it is very benchmarking exactly what is needed to be able to see what's going on in the market place today. The recommendation on the benefits was very interesting to see, at this point in time, that the recommendation is just the additional access to the retirement program and not really health insurance. Mayor Becker responded that the recommendation was against health at this time, because it's such a huge benefit cost with a staff/budget of our size. "Even though many of the comparable municipalities do it", it doesn't mean that Mineral Springs has to. Our staff has been happy with the working conditions and the council has been very careful to bring salaries closer to par the last couple of years. The staff is not rising up and asking the council to "load the benefits down" at this time; just small benefits like dental and life insurance that are a \$300 a year benefit, which is not a huge budget buster. Mayor Becker explained that the two staff members have different needs and he has asked the League of Municipalities if there was some flexibility, such as could one have life insurance and the other have dental, and the League person thought probably not, but there might be a little more flexibility in their program particularly in the case of insurance. If the town was offering insurance and the employee declined it that would probably be okay. Councilwoman LaMonica noted that the "offering" has to be there in order for it to be fair and equitable to all staff members; then they can choose to decline. Mayor Becker explained that the intermediate dental plan is \$26.50 per month per employee (\$318 annually). Mayor Becker pointed out from a benchmarking point that everybody seems to offer the State retirement; the employee does contribute 6% of their salary. These benefits would be offered to town employees who are working 20 hours or more a week. Councilman Countryman commented that basically we're looking at the retirement program and the life insurance/dental program which is approximately \$600 a year per person. Mayor Becker responded assuming that both people take both because they "have" to, which is not how we want to do it if we can avoid it; we'd rather just match the benefit to the employees'

needs. Councilwoman LaMonica reiterated that it has to be offered equitably to everyone that qualifies and then they can choose to decline. Mayor Becker pointed out that the League requires a minimum of 80% participation of the employees; in Mineral Springs' case it would either be 50% or 100% since there are only two qualifying employees and if one of those employees has equivalent coverage from a family member, it may be grounds for the League not to require participation. Councilman Countryman commented that those are not extravagant costs for a valued employee; "they are quite reasonable".

- **Councilman Countryman** made a **motion** to begin a plan to take care of benefits in terms of the retirement program offered by the State of North Carolina and in conjunction with the North Carolina League of Municipalities for the life insurance (two times salary) and the middle dental benefit by having Mayor Becker contact those providers to see about enrolling. Councilwoman LaMonica offered an extension to the motion that the benefits are fair and equitable based on the analysis study that has been done with other communities in the area of our size/scope/scale, etc and that it fits for the job and the positions that we have. **Councilwoman Neill** seconded the motion. The motion passed unanimously as follows:

Ayes: Countryman, Coffey, LaMonica, and Neill
Nays: None

- Mayor Becker commented that he will report back next month on how this gets set up; if/when/how.

5. **Discussion of Sewer Capacity Options**

- Mayor Becker introduced Mayor Lynda Paxton of Stallings and Mayor Libby Long of Fairview; at least one of them will be asked to come forward to assist Mayor Becker in bringing up the sewer issue. Mayor Becker explained that it is not news to any of this council that we have sewer issues in the town; it's been discussed for eight or nine years. Mayor Becker emphasized that this proposal involved sewer *capacity*, which is separate from Mineral Springs' need for a line to serve the downtown area. Mayors Paxton and Long along with Mayor Pro Tem Bill Thomas (of Fairview) and Commissioner Lanny Openshaw (for guidance) are working with the county commissioners (on a trial basis) to get a sewer allocation plan to "divvy" up what sewer capacity is left amongst the municipalities. Mayor Paxton and Mayor Becker explained that they had several goals in having come together when this started. A small amount of sewer capacity has been *guaranteed* to a few specific users by contract; if interested municipalities were able to enter into a similar contract with the county, there would be some certainty about capacity availability. When the commissioners made a decision to approve the line to the Marshville/Wingate area they had previously had nine projects approved with grant funds, which were pulled from those projects and shifted to run the Marshville/Wingate line; that raised the question of "if anyone in the county ends up getting sewer in the foreseeable future will there be anywhere to put it". Mayor Paxton believes "probably not", because Wingate can't have all the capacity allocated to them; the line is not adequate to take it there. There is a total of 750,000 gallons (or more) of contracted capacity from Monroe of which 600,000

gallons is not allocated; the plan is to try to secure that. Mayor Becker added that the capacity that is contracted with Monroe can't be tapped into, because there is no line diverting it from anywhere in the county. Mayor Paxton explained that the Town of Stallings went to the commissioners and asked them to rescind the decision they made in January, which they did, and they were asking for an equitable sewer policy so that all municipalities might benefit from the capacity as well. We are hoping to get the county commissioners to commit to expediting construction of the line from the Poplin Road section to Monroe. The Poplin Road line is already on the county's Capital Improvement Plan, and constructing this line would not only provide direct service for Stallings and Fairview, but it would also "free up" some capacity for Mineral Springs at the Twelve Mile Creek plant that is currently being diverted from Stallings. Finally, the municipalities are proposing that this particular capacity would be reserved for specific types of projects that had little to no school impact, instead of just more houses: commercial, industrial, age-restricted residential, mixed uses such as the Raley Miller downtown Mineral Springs plan.

- After a lengthy discussion, there was a consensus of the council to work with the neighboring communities and the county commissioners on the concept of municipal contracts for sewer allocation. Councilman Countryman asked "how can they turn that down? It's a no-brainer". Mayor Becker responded "we hope they won't".
- **Councilwoman LaMonica** made a **motion** that Mayor Becker, with the assistance of our colleagues in our neighboring communities, proceed with the concept of the contract and present it to the Board of Commissioners and **Councilman Countryman** seconded. The motion passed unanimously as follows:

Ayes: Countryman, Coffey, LaMonica, and Neill
Nays: None

6. **Other Business**

- There was no other business.

7. **Adjournment**

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

Ayes: Countryman, Coffey, LaMonica, and Neill
Nays: None

- The meeting was adjourned at 8:15 p.m.
- The next regular meeting will be on Thursday, August 12, 2010 at 7:30 p.m. at the Mineral Springs Town Hall.

Respectfully submitted by:

Vicky A. Brooks, CMC, Town Clerk

Frederick Becker III, Mayor

TAX COLLECTOR'S 1999 TAX SETTLEMENT
JULY 1, 2009 - JUNE 30, 2010
BY LIBBY ANDREWS-HENSON
June 30, 2010

	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
TOTAL OUTSTANDING 1999 TAX 6/30/2008			\$ 112.60
OUTSTANDING PERSONAL PROPERTY AND USE CHANGE (POWLERS)	44.19		
BALANCE DUE ON ORIGINAL TAX LEIN 06/30/2009			\$ 112.60
DEPOSITS 2008-2009 *ADJUSTMENT	\$ -		
BALANCE DUE ON ORIGINAL TAX LEIN 06/30/2010			\$ 112.60
OUTSTANDING PERSONAL PROPERTY AND USE CHANGE	44.19		
LATE FEES			

8/12/2010

TAX COLLECTOR'S 2000 TAX SETTLEMENT

JULY 1, 2009 - JUNE 30, 2010
BY LIBBY ANDREWS-HENSON
June 30, 2010

	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
TOTAL OUTSTANDING 2000 TAX C 6/30/2009			\$ 153.84

COLLECTION

DEPOSITS 2009-2010
*ADJUSTMENTS

BALANCE 2000 TAXES DUE 6/30/2010			\$ 153.84
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*ADJUSTMENTS
LATE FEES

8/12/2010

TAX COLLECTOR'S 2001 TAX SETTLEMENT
JULY 1, 2009 - JUNE 30, 2010
BY LIBBY ANDREWS-HENSON
June 30, 2010

	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
TOTAL OUTSTANDING 2001 TAX 6/30/2009			\$ 254.16
BALANCE DUE ON ORIGINAL TAX LEIN 06/30/2009			\$ 254.16
DEPOSIT 2009-2010 *ADJUSTMENT			
BALANCE DUE ON ORIGINAL TAX LEIN 06/30/2010			\$ 254.16

8/12/2010

TAX COLLECTOR'S 2002 TAX SETTLEMENT
JULY 1, 2009 - JUNE 30, 2010
BY LIBBY ANDREWS-HENSON
June 30, 2010

	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
TOTAL OUTSTANDING 2002 TAX TAX LEIN 06/30/09			\$ 714.10

DEPOSITS 2009-2010
*ADJUSTMENT

BALANCE DUE ON ORIGINAL TAX LEIN 06/30/10			\$ 714.10
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8/12/2010

TAX COLLECTOR'S 2003 TAX SETTLEMENT
JULY 1, 2009 - JUNE 30, 2010
June 30, 2010

	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
TOTAL OUTSTANDING 2003 TAX TAX LEIN 06/30/2009			\$ 442.46
BALANCE DUE ON ORIGINAL TAX LEIN 06/30/2009			\$ 442.46
DEPOSIT 2009-2010 *ADJUSTMENT			
BALANCE DUE ON ORIGINAL TAX LEIN 06/30/2010			\$ 442.46
ADJUSTMENT: LATE FEES			

8/12/2010

TAX COLLECTOR'S 2003 ANNEXATION TAX SETTLEMENT
 JULY 1, 2009 - JUNE 30, 2010
 BY LIBBY ANDREWS-HENSON
 June 30, 2010

<u>TAXES CHARGED</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
TOTAL OUTSTANDING 2003A TAXES 6/30/2009			\$ 29.41

COLLECTION

DEPOSITS 2009-2010	\$ 9.53
*ADJUSTMENTS	\$2.84

TOTAL TAXES COLLECTED	\$ 6.69
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BALANCE 2003 ANNEXATION TAXES 6/30/2010	\$ 22.72
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*ADJUSTMENTS

Late Fees	2.84
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8/12/2010

TAX COLLECTOR'S 2004 TAX SETTLEMENT
 JULY 1, 2009 - JUNE 30, 2010
 BY LIBBY ANDREWS-HENSON
 June 30, 2010

	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
TOTAL OUTSTANDING 2004 TAX (6/30/2009)			\$ 831.56

COLLECTION

DEPOSITS 2009-2010	\$	33.09
*ADJUSTMENTS		\$13.48

TOTAL TAXES COLLECTED		\$ 19.30
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BALANCE 2005 TAXES DUE 6/30/2010		\$ 812.26
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*ADJUSTMENTS

Late Fees		13.48
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8/12/2010

TAX COLLECTOR'S 2005 TAX SETTLEMENT
 JULY 1, 2009 - JUNE 30, 2010
 BY LIBBY ANDREWS-HENSON
 June 30, 2010

	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
TOTAL OUTSTANDING 2005 TAX 6/30/2009			\$ 1,013.68

BALANCE DUE ON ORIGINAL TAX LEIN 6/30/2009			\$ 1,013.68
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COLLECTION

DEPOSITS 2009-2010	\$	98.98	
*ADJUSTMENTS		\$43.41	

TOTAL TAXES COLLECTED		\$	55.57
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BALANCE 2005 TAXES DUE 6/30/2010			\$ 958.11
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*ADJUSTMENTS

Late Fees		43.41	
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8/12/2010

TAX COLLECTOR'S 2006 TAX SETTLEMENT
 JULY 1, 2009 - JUNE 30, 2010
 BY LIBBY ANDREWS-HENSON
 July 31, 2010

<u>TAXES CHARGED</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
TOTAL OUTSTANDING 2006 TAX			\$ 1,445.06
6/30/2009			
BALANCE DUE ON ORIGINAL			\$ 1,445.06
6/30/2009			
<u>COLLECTION</u>			
DEPOSITS	2009-2010	\$ 439.41	
*ADJUSTMENTS		\$143.81	
TOTAL TAXES COLLECTED		\$ 295.60	
BALANCE 2006 TAXES DUE			\$ 1,149.46
6/30/2010			
*ADJUSTMENTS			
Late Fees		143.81	

TAX COLLECTOR'S 2007 TAX SETTLEMENT
 JULY 1, 2009 - JUNE 30, 2010
 BY LIBBY ANDREWS-HENSON
 June 30, 2010

	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
TOTAL OUTSTANDING TAX 6/30/2009			\$ 1,756.66
BALANCE DUE ON ORIGINAL TAX LEIN 6/30/2009			\$ 1,756.66
<u>COLLECTION</u>			
DEPOSITS 2009-2010	546.41		
*ADJUSTMENTS	160.13		
TOTAL TAXES COLLECTED		\$ 386.28	
BALANCE 2005 TAXES DUE 9/30/2010			\$ 1,370.38
*ADJUSTMENTS			
Late Fees	160.13		
8/12/2010			

TAX COLLECTOR'S 2008 TAX SETTLEMENT
 JULY 1, 2009 - JUNE 30, 2010
 BY LIBBY ANDREWS-HENSON
 June 30, 2010

	<u>DEBIT</u>	<u>CREDIT</u>		<u>BALANCE</u>
TOTAL OUTSTANDING TAX 6/30/2009				\$ 4,081.39
COLLECTIONS				
DEPOSITS 2009-2010	1896.07			
*ADJUSTMENTS	295.93			
		\$ 1,600.14		
BALANCE 2008 TAXES DUE 6/30/2010				\$ 2,481.25
*ADJUSTMENTS				
Late Fees	295.93			
8/12/2010				

TAX COLLECTOR'S 2009 TAX SETTLEMENT
 JULY 1, 2009 - JUNE 30, 2010
 BY LIBBY ANDREWS-HENSON
 June 30, 2010

<u>TAXES CHARGED</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
UNION COUNTY CERTIFICATION			\$ 63,911.13
PUBLIC SERVICE CERTIFICATION			1218.28
SUPPLEMENTS & DISCOVERIES			
RELEASES			
GENERAL		\$ 41.26	
MINIMAL		\$ 157.18	
TAXES CHARGED			\$ 64,972.23
COLLECTIONS			
DEPOSITS 2009-2010	\$ 60,844.45		
*ADJUSTMENTS	\$ 483.76	\$ 60,360.19	
BALANCE 2009 TAXES DUE			\$ 4,570.28
6/30/2010			
*ADJUSTMENTS			
Late Fees	483.19		

8/12/2010

STATE OF NORTH CAROLINA
COUNTY OF UNION

Town of Mineral Springs

ORDER OF COLLECTION 2010 MUNICIPAL PROPERTY TAXES

To the Tax Collector of the Town of Mineral Springs:

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Town Clerk and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the Town of Mineral Springs, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with law.

Witness my hand and official seal, this 12th day of August, 2010.

Frederick Becker III, Mayor

Attest:

Vicky Brooks, Town Clerk

Agenda Item

8/12/10

Town of Mineral Springs

FINANCE REPORT JUNE 2010

Prepared for:

The Mineral Springs Town Council

By:

Frederick Becker III
Finance Officer

August 12, 2010

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Cash Flow Report FY2009 YTD

7/1/2009 Through 6/30/2010

7/15/2010

Page 1

Category Description	7/1/2009- 6/30/2010
INCOME	
Dup Prop Tax	
Receipts	364.63
Refunds	-160.75
TOTAL Dup Prop Tax	203.88
Franchise	
Cable	2,299.00
Util	134,566.00
TOTAL Franchise	136,865.00
Gross Receipts Tax	1,008.87
Interest Income	4,647.72
Other Inc	
Zoning	2,775.00
TOTAL Other Inc	2,775.00
Prop Tax 2009	
Receipts 2009	60,479.82
Refunds 2009	-5.15
TOTAL Prop Tax 2009	60,474.67
Prop Tax Prior Years	
Prop Tax 2003	
Annexation 2003	9.53
TOTAL Prop Tax 2003	9.53
Prop Tax 2004	
Receipts 2004	33.09
TOTAL Prop Tax 2004	33.09
Prop Tax 2005	
Receipts 2005	98.98
TOTAL Prop Tax 2005	98.98
Prop Tax 2006	
Receipts 2006	439.41
TOTAL Prop Tax 2006	439.41
Prop Tax 2007	
Receipts 2007	567.70
TOTAL Prop Tax 2007	567.70
Prop Tax 2008	
Receipts 2008	1,947.97
Refunds 2008	-5.60
Ret Check 2008	-54.11
TOTAL Prop Tax 2008	1,888.26
TOTAL Prop Tax Prior Years	3,036.97
Sales Tax	
Cable TV	16,111.56
Sales & Use Dist	12,447.28
telecommunications	5,421.00
TOTAL Sales Tax	33,979.84
Veh Tax	
Coll2006	-0.19
Coll2007	-0.27
Coll2008	-3.94
Coll2009	-46.89

Cash Flow Report FY2009 YTD

7/1/2009 Through 6/30/2010

7/15/2010

Page 2

Category Description	7/1/2009- 6/30/2010
Int 2006	4.11
Int 2007	3.71
Int 2008	27.85
Int 2009	25.01
Tax 2006	13.87
Tax 2007	19.51
Tax 2008	482.84
Tax 2009	3,708.13
TOTAL Veh Tax	4,233.74
TOTAL INCOME	247,225.69
EXPENSES	
Uncategorized	0.00
Ads	524.49
Attorney	4,386.82
Audit	3,300.00
Capital Outlay	
Furniture	-962.91
Infrastructure	7,454.99
Land Acquisition	192.50
TOTAL Capital Outlay	6,684.58
Community	
Donation	9,750.00
Maint	3,815.69
Special Events	413.76
TOTAL Community	13,979.45
Dues	4,019.00
Elections	3,072.77
Emp	
Bond	550.00
FICA	
Med	1,479.30
Soc Sec	6,325.22
TOTAL FICA	7,804.52
Payroll	1,186.35
Work Comp	840.51
TOTAL Emp	10,381.38
Fire Protection	8,500.00
Ins	3,234.59
Newsletter	
Post	459.27
Printing	375.15
TOTAL Newsletter	834.42
Office	
Clerk	26,508.00
Council	7,200.00
Deputy Clerk	5,779.76
Equip	2,350.65
Finance Officer	25,680.00
Maint	8,129.12
Mayor	4,800.00

Cash Flow Report FY2009 YTD

7/1/2009 Through 6/30/2010

7/15/2010

Page 3

Category Description	7/1/2009- 6/30/2010
Misc	815.82
Post	734.32
Supplies	3,383.98
Tel	5,952.31
Util	4,557.95
TOTAL Office	95,891.91
Planning	
Administration	22,872.00
Misc	1,090.30
TOTAL Planning	23,962.30
Purchase Error	
Correction	-68.12
Occurrence	68.12
TOTAL Purchase Error	0.00
Street Lighting	1,522.69
Tax Coll	
Adv	415.00
Bill	187.53
Bank	5.00
TOTAL Bill	192.53
Post	616.00
Sal	9,180.00
TOTAL Tax Coll	10,403.53
Training	
Officials	955.00
Staff	60.00
TOTAL Training	1,015.00
Travel	836.66
TOTAL EXPENSES	192,549.59
TRANSFERS	
FROM Check Min Spgs	105,000.00
FROM MM Sav CitizensSouth	45,000.00
FROM CWMTF Grant Project Fund	299,685.00
FROM Escrows	27,720.00
TO Check Min Spgs	-45,000.00
TO Estates at Soen Escrow	-27,720.00
TO MM Sav CitizensSouth	-100,000.00
TO MM Sav Min Spgs	-5,000.00
TO CWMTF Grant Project Fund	-321,835.97
TO Town Hall Capital Project Fund	-2,895.08
TOTAL TRANSFERS	-25,046.05
OVERALL TOTAL	29,630.05

Account Balances History Report

(Includes unrealized gains)

As of 6/30/2010

7/15/2010

Page 1

Account	7/31/2009 Balance	8/31/2009 Balance	9/30/2009 Balance	10/31/2009 Balance	11/30/2009 Balance	12/31/2009 Balance
ASSETS						
Cash and Bank Accounts						
Check Min Spgs	7,176.55	2,615.89	8,199.96	9,360.73	20,392.89	15,997.97
Estates at Soen Escrow	27,720.00	27,742.03	27,764.84	27,788.43	27,811.28	27,834.91
MM Sav CitizensSouth	317,382.97	312,734.39	353,058.59	343,432.24	343,785.25	384,154.53
MM Sav Min Spgs	5,477.46	5,478.39	5,479.29	5,480.22	5,481.12	10,482.26
CWMTF Grant Project Fund	0.00	0.00	0.00	0.00	0.00	0.00
Town Hall Capital Project Fund	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL Cash and Bank Accounts	357,756.98	348,570.70	394,502.68	386,061.62	397,470.54	438,469.67
Other Assets						
State Revenues Receivable	47,653.31	46,345.40	0.00	0.00	0.00	0.00
TOTAL Other Assets	47,653.31	46,345.40	0.00	0.00	0.00	0.00
TOTAL ASSETS	405,410.29	394,916.10	394,502.68	386,061.62	397,470.54	438,469.67
LIABILITIES						
Other Liabilities						
Accounts Payable	0.00	0.00	0.00	0.00	0.00	0.00
Escrows	27,720.00	27,720.00	27,720.00	27,720.00	27,720.00	27,720.00
TOTAL Other Liabilities	27,720.00	27,720.00	27,720.00	27,720.00	27,720.00	27,720.00
TOTAL LIABILITIES	27,720.00	27,720.00	27,720.00	27,720.00	27,720.00	27,720.00
OVERALL TOTAL	377,690.29	367,196.10	366,782.68	358,341.62	369,750.54	410,749.67

Account Balances History Report

(Includes unrealized gains)

As of 6/30/2010

7/15/2010

Page 2

Account	1/31/2010 Balance	2/28/2010 Balance	3/31/2010 Balance	4/30/2010 Balance	5/31/2010 Balance	6/30/2010 Balance
ASSETS						
Cash and Bank Accounts						
Check Min Spgs	12,902.37	5,204.80	19,488.03	9,235.74	560.62	18,062.96
Estates at Soen Escrow	27,856.66	27,875.89	27,897.21	27,917.85	27,939.20	27,959.57
MM Sav CitizensSouth	384,536.24	384,875.62	405,252.97	405,636.19	396,026.58	396,392.39
MM Sav Min Spgs	10,485.38	10,488.20	10,491.32	10,494.34	10,497.46	10,500.48
CWMTF Grant Project Fund	0.00	0.00	0.00	0.00	0.00	0.00
Town Hall Capital Project Fund	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL Cash and Bank Accounts	435,780.65	428,444.51	463,129.53	453,284.12	435,023.86	452,915.40
Other Assets						
State Revenues Receivable	0.00	0.00	0.00	0.00	0.00	49,567.03
TOTAL Other Assets	0.00	0.00	0.00	0.00	0.00	49,567.03
TOTAL ASSETS	435,780.65	428,444.51	463,129.53	453,284.12	435,023.86	502,482.43
LIABILITIES						
Other Liabilities						
Accounts Payable	0.00	0.00	0.00	0.00	0.00	1,910.34
Escrows	27,720.00	27,720.00	27,720.00	27,720.00	27,720.00	27,720.00
TOTAL Other Liabilities	27,720.00	27,720.00	27,720.00	27,720.00	27,720.00	29,630.34
TOTAL LIABILITIES	27,720.00	27,720.00	27,720.00	27,720.00	27,720.00	29,630.34
OVERALL TOTAL	408,060.65	400,724.51	435,409.53	425,564.12	407,303.86	472,852.09

Accounts Payable 6/30/10

6/2/2010 Through 6/30/2010

7/16/2010

Page 1

Category Description	6/2/2010- 6/30/2010
EXPENSES	
Community	
Maint	200.00
TOTAL Community	200.00
Newsletter	
Printing	168.64
TOTAL Newsletter	168.64
Office	
Maint	300.00
Supplies	235.90
Util	169.49
TOTAL Office	705.39
Street Lighting	136.31
Travel	560.64
TOTAL EXPENSES	1,770.98
OVERALL TOTAL	-1,770.98

Accounts Receivable 6/30/10

6/2/2010 Through 6/30/2010

7/15/2010

Page 1

Category Description	6/2/2010- 6/30/2010
INCOME	
Franchise	
Util	40,000.00
TOTAL Franchise	40,000.00
Gross Receipts Tax	50.57
Sales Tax	
Cable TV	5,200.00
Sales & Use Dist	2,461.17
telecommunications	1,600.00
TOTAL Sales Tax	9,261.17
Veh Tax	
Coll2007	0.00
Coll2008	-0.08
Coll2009	-3.81
Int 2007	0.00
Int 2008	0.58
Int 2009	3.87
Tax 2007	0.00
Tax 2008	4.70
Tax 2009	250.03
TOTAL Veh Tax	255.29
TOTAL INCOME	49,567.03
OVERALL TOTAL	49,567.03

Mineral Springs Budget Comparison 2009-2010

TOWN OF MINERAL SPRINGS									
BUDGET COMPARISON 2009-2010 (Incl. Budget Amendment 2009-01)									
Appropriation dept	Budget	Unspent	Spent YTD	% of Budget	July	August	September	October	November
Advertising	\$ 1,800.00	\$ 1,275.51	\$ 524.49	29.1%	\$ -	\$ 92.66	\$ -	\$ -	\$ -
Attorney	\$ 16,000.00	\$ 11,613.18	\$ 4,386.82	27.4%	\$ 300.00	\$ 1,086.82	\$ 300.00	\$ 300.00	\$ 300.00
Audit	\$ 3,500.00	\$ 200.00	\$ 3,300.00	94.3%	\$ -	\$ -	\$ -	\$ -	\$ -
Community Projects	\$ 14,200.00	\$ 20.55	\$ 14,179.45	99.9%	\$ -	\$ 200.00	\$ 200.00	\$ 399.40	\$ 662.09
Contingency	\$ 800.00	\$ 800.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -
Dues	\$ 4,525.00	\$ 506.00	\$ 4,019.00	88.8%	\$ 3,544.00	\$ -	\$ -	\$ -	\$ -
Elections	\$ 4,600.00	\$ 1,527.23	\$ 3,072.77	66.8%	\$ -	\$ -	\$ -	\$ -	\$ 482.75
Employee Overhead	\$ 12,000.00	\$ 1,618.62	\$ 10,381.38	86.5%	\$ 2,157.59	\$ 739.35	\$ 742.58	\$ 741.13	\$ 710.26
Fire Department	\$ 8,500.00	\$ -	\$ 8,500.00	100.0%	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ 4,500.00	\$ 1,265.41	\$ 3,234.59	71.9%	\$ 3,234.59	\$ -	\$ -	\$ -	\$ -
Newsletter	\$ 2,400.00	\$ 1,396.94	\$ 1,003.06	41.8%	\$ -	\$ -	\$ -	\$ 611.44	\$ -
Office	\$ 117,788.00	\$ 21,190.70	\$ 96,597.30	82.0%	\$ 7,794.22	\$ 7,121.46	\$ 7,349.74	\$ 7,920.87	\$ 7,461.50
Planning & Zoning	\$ 36,872.00	\$ 12,909.70	\$ 23,962.30	65.0%	\$ 2,369.00	\$ 1,906.00	\$ 1,906.00	\$ 1,906.00	\$ 1,906.00
Street Lighting	\$ 1,800.00	\$ 141.00	\$ 1,659.00	92.2%	\$ -	\$ 135.81	\$ 135.81	\$ 142.38	\$ 142.38
Tax Collection	\$ 10,980.00	\$ 576.47	\$ 10,403.53	94.7%	\$ 765.00	\$ 1,392.53	\$ 770.00	\$ 853.00	\$ 765.00
Training	\$ 3,000.00	\$ 1,985.00	\$ 1,015.00	33.8%	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ 3,000.00	\$ 1,602.70	\$ 1,397.30	46.6%	\$ -	\$ -	\$ 51.48	\$ 65.34	\$ 163.79
Capital Outlay	\$ 46,035.00	\$ 39,350.42	\$ 6,684.58	14.5%	\$ (962.91)	\$ -	\$ -	\$ -	\$ -
Totals	\$ 292,300.00	\$ 97,979.43	\$ 194,320.57	66.5%	\$ 19,201.49	\$ 12,674.63	\$ 11,455.61	\$ 12,939.56	\$ 12,593.77
Off Budget:									
Tax Refunds			\$ 160.75						
Interfund Transfers			\$ 25,046.05			\$ 198.56	\$ 1,680.84	\$ -	\$ -
Total Off Budget:			\$ 25,206.80		\$ -	\$ 198.56	\$ 1,680.84	\$ -	\$ -

Mineral Springs Budget Comparison 2009-2010

Appropriation dept	December	January	February	March	April	May	June	June a/p
Advertising	\$ -	\$ -	\$ -	\$ -	\$ 300.00	\$ 47.26	\$ 84.57	\$ -
Attorney	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ -
Audit	\$ -	\$ -	\$ -	\$ 3,300.00	\$ -	\$ -	\$ -	\$ -
Community Projects	\$ 450.00	\$ 1,000.65	\$ -	\$ 700.00	\$ 480.00	\$ 680.00	\$ 9,207.31	\$ 200.00
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dues	\$ 475.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Elections	\$ -	\$ 2,590.02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Overhead	\$ 742.93	\$ 849.15	\$ 730.03	\$ 746.06	\$ 744.08	\$ 743.57	\$ 734.65	\$ -
Fire Department	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,500.00	\$ -
Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Newsletter	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 222.98	\$ -	\$ 168.64
Office	\$ 9,032.01	\$ 7,961.73	\$ 7,163.59	\$ 8,862.83	\$ 7,732.80	\$ 9,096.76	\$ 8,394.40	\$ 705.39
Planning & Zoning	\$ 2,106.00	\$ 1,906.00	\$ 2,254.30	\$ 1,906.00	\$ 1,906.00	\$ 1,985.00	\$ 1,906.00	\$ -
Street Lighting	\$ 142.38	\$ 142.38	\$ 136.31	\$ 136.31	\$ 136.31	\$ 136.31	\$ 136.31	\$ 136.31
Tax Collection	\$ 765.00	\$ 853.00	\$ 765.00	\$ 765.00	\$ 765.00	\$ 765.00	\$ 1,180.00	\$ -
Training	\$ 710.00	\$ -	\$ -	\$ -	\$ 200.00	\$ 105.00	\$ -	\$ -
Travel	\$ 114.79	\$ 132.22	\$ -	\$ 132.82	\$ 46.82	\$ 81.38	\$ 48.02	\$ 560.64
Capital Outlay	\$ 192.50	\$ -	\$ -	\$ -	\$ -	\$ 7,454.99	\$ -	\$ -
	\$ 15,030.61	\$ 15,735.15	\$ 11,349.23	\$ 16,849.02	\$ 12,611.01	\$ 21,618.25	\$ 30,491.26	\$ 1,770.98
Off Budget:								
Tax Refunds	\$ 81.97	\$ -	\$ 78.78	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfers	\$ 15,722.18	\$ 144.47	\$ -	\$ -	\$ -	\$ -	\$ 7,300.00	\$ -
	\$ 15,804.15	\$ 144.47	\$ 78.78	\$ -	\$ -	\$ -	\$ 7,300.00	\$ -

Mineral Springs Monthly Revenue Summary 2009-2010

TOWN OF MINERAL SPRINGS									
REVENUE SUMMARY 2009-2010									
Source	Budget	Receivable	Rec'd YTD	% of Budget	July	August	September	October	November
Property Tax - prior	\$ 1,800.00	\$ (1,236.97)	\$ 3,036.97	168.7%	\$ 529.64	\$ 640.77	\$ 314.69	\$ 226.77	\$ 218.65
Property Tax - 2009	\$ 61,990.00	\$ 1,515.33	\$ 60,474.67	97.6%	\$ -	\$ -	\$ 10,211.61	\$ 1,977.37	\$ 21,222.15
Dupl. Property Tax	\$ -	\$ (203.88)	\$ 203.88		\$ -	\$ -	\$ -	\$ -	\$ 328.01
Franchise Taxes: cable	\$ 2,500.00	\$ 201.00	\$ 2,299.00	92.0%	\$ -	\$ 576.00	\$ -	\$ -	\$ 582.00
Franchise Taxes: utility	\$ 160,000.00	\$ (14,566.00)	\$ 174,566.00	109.1%	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance Approp.	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Gross Receipts Tax	\$ -	\$ (1,059.44)	\$ 1,059.44		\$ -	\$ 96.37	\$ 126.74	\$ 110.77	\$ -
Interest	\$ 8,000.00	\$ 3,352.28	\$ 4,647.72	58.1%	\$ 375.71	\$ 374.38	\$ 347.91	\$ 398.17	\$ 376.76
Sales Tax	\$ 43,800.00	\$ 558.99	\$ 43,241.01	98.7%	\$ -	\$ -	\$ 1,227.65	\$ 1,304.39	\$ 1,275.12
Vehicle Taxes	\$ 4,710.00	\$ 220.97	\$ 4,489.03	95.3%	\$ -	\$ 491.48	\$ 344.43	\$ 431.03	\$ -
Zoning Fees	\$ 9,000.00	\$ 6,225.00	\$ 2,775.00	30.8%	\$ 150.00	\$ 200.00	\$ 150.00	\$ 50.00	\$ -
Other	\$ 500.00	\$ 500.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 292,300.00	\$ (4,492.72)	\$ 296,792.72	101.5%	\$ 1,055.35	\$ 2,379.00	\$ 12,723.03	\$ 4,498.50	\$ 24,002.69
	December	January	February	March	April	May	June	June a/r	
Property Tax - prior	\$ 154.98	\$ 202.81	\$ 98.04	\$ 136.76	\$ 93.82	\$ 183.74	\$ 236.30	\$ -	
Property Tax - 2009	\$ 12,143.37	\$ 10,677.59	\$ 1,313.15	\$ 1,252.33	\$ 518.13	\$ 533.60	\$ 625.37	\$ -	
Dupl. Property Tax	\$ (81.97)	\$ 36.62	\$ (78.78)	\$ -	\$ -	\$ -	\$ -	\$ -	
Franchise Taxes: cable	\$ -	\$ -	\$ 620.00	\$ -	\$ -	\$ 521.00	\$ -	\$ -	
Franchise Taxes: utility	\$ 49,404.00	\$ -	\$ -	\$ 40,035.00	\$ -	\$ -	\$ 45,127.00	\$ 40,000.00	
Fund Balance Approp.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Gross Receipts Tax	\$ 198.18	\$ 116.53	\$ 42.28	\$ 75.59	\$ 67.80	\$ 112.10	\$ 62.51	\$ 50.57	
Interest	\$ 394.05	\$ 406.58	\$ 361.43	\$ 401.79	\$ 406.88	\$ 414.86	\$ 389.20	\$ -	
Sales Tax	\$ 8,602.76	\$ 1,399.16	\$ 1,237.80	\$ 8,384.60	\$ 1,173.61	\$ 1,076.22	\$ 8,298.53	\$ 9,261.17	
Vehicle Taxes	\$ 786.55	\$ 472.39	\$ 319.17	\$ 347.97	\$ 430.36	\$ 316.47	\$ 293.89	\$ 255.29	
Zoning Fees	\$ 150.00	\$ 150.00	\$ 100.00	\$ 900.00	\$ 75.00	\$ 200.00	\$ 650.00	\$ -	
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Totals	\$ 71,751.92	\$ 13,461.68	\$ 4,013.09	\$ 51,534.04	\$ 2,765.60	\$ 3,357.99	\$ 55,682.80	\$ 49,567.03	\$ -

June 2010 Cash Flow Report

6/1/2010 Through 6/30/2010

7/15/2010

Page 1

Category Description	6/1/2010- 6/30/2010
INCOME	
Franchise	
Util	45,127.00
TOTAL Franchise	45,127.00
Gross Receipts Tax	62.51
Interest Income	389.20
Other Inc	
Zoning	650.00
TOTAL Other Inc	650.00
Prop Tax 2009	
Receipts 2009	625.37
TOTAL Prop Tax 2009	625.37
Prop Tax Prior Years	
Prop Tax 2006	
Receipts 2006	10.96
TOTAL Prop Tax 2006	10.96
Prop Tax 2008	
Receipts 2008	225.34
TOTAL Prop Tax 2008	225.34
TOTAL Prop Tax Prior Years	236.30
Sales Tax	
Cable TV	5,341.46
Sales & Use Dist	1,262.07
telecommunications	1,695.00
TOTAL Sales Tax	8,298.53
Veh Tax	
Coll2007	0.00
Coll2008	-0.13
Coll2009	-4.29
Int 2007	0.00
Int 2008	0.97
Int 2009	4.09
Tax 2007	0.00
Tax 2008	7.87
Tax 2009	285.38
TOTAL Veh Tax	293.89
TOTAL INCOME	55,682.80
EXPENSES	
Ads	84.57
Attorney	300.00
Community	
Donation	9,000.00
Maint	200.00
Special Events	7.31
TOTAL Community	9,207.31
Emp	
FICA	
Med	121.72
Soc Sec	520.42

June 2010 Cash Flow Report

6/1/2010 Through 6/30/2010

7/15/2010

Page 2

Category Description	6/1/2010- 6/30/2010
TOTAL FICA	642.14
Payroll	92.51
TOTAL Emp	734.65
Fire Protection	8,500.00
Office	
Clerk	2,209.00
Council	600.00
Deputy Clerk	373.89
Equip	434.77
Finance Officer	2,140.00
Maint	959.34
Mayor	400.00
Post	185.00
Supplies	422.73
Tel	542.10
Util	127.57
TOTAL Office	8,394.40
Planning	
Administration	1,906.00
TOTAL Planning	1,906.00
Street Lighting	136.31
Tax Coll	
Adv	415.00
Sal	765.00
TOTAL Tax Coll	1,180.00
Travel	48.02
TOTAL EXPENSES	30,491.26
TRANSFERS	
TO CWMTF Grant Project Fund	-7,300.00
TOTAL TRANSFERS	-7,300.00
OVERALL TOTAL	17,891.54

Register Report

6/1/2010 Through 6/30/2010

7/15/2010

Page 1

Date	Account	Num	Description	Memo	Category	Clr	Amount
BALANCE 5/31/2010							560.62
6/2/2010	Check Min ...	3292	Postmaster	Bulk Mail Permit...	Office:Post	R	-185.00
6/8/2010	Check Min ...	EFT	Debit Card (Lowe's)	Saw chain & Fil...	Office:Maint	R	-32.23
6/11/2010	Check Min ...	EFT	Debit Card (Lowe's)	Faucet screws, ...	Office:Maint	R	-7.11
6/11/2010	Check Min ...	EFT	Debit Card (WalMart)	Greenway Ribb...	Office:Supplies	R	-23.28
6/11/2010	Check Min ...	EFT	Debit Card (Harris Tee...	Cooler (FY2009)	Office:Supplies	R	-31.24
6/11/2010	Check Min ...	EFT	Debit Card (Petro Expr...	Ice (Greenway ...	Community:Special ...	R	-7.31
6/14/2010	Check Min ...	EFT	S Union County	5/10	Veh Tax:Tax 2007	R	0.00
				5/10	Veh Tax:Int 2007	R	0.00
				5/10	Veh Tax:Coll2007	R	0.00
				5/10	Veh Tax:Tax 2008	R	7.87
				5/10	Veh Tax:Int 2008	R	0.97
				5/10	Veh Tax:Coll2008	R	-0.13
				5/10	Veh Tax:Tax 2009	R	289.95
				5/10	Veh Tax:Int 2009	R	4.09
				5/10	Veh Tax:Coll2009	R	-4.29
				5/10	Veh Tax:Tax 2009	R	-4.57
				5/10	Gross Receipts Tax	R	62.51
6/15/2010	Check Min ...	EFT	NC Department of Rev...	4/10 (FY2009)	Sales Tax:Sales & ...	R	1,262.07
6/15/2010	Check Min ...	3293	The Enquirer-Journal	03101532-000 (...	Ads	R	-47.26
6/15/2010	Check Min ...	3294	Xerox Corporation	I/N 048092566 ...	Office:Supplies	R	-29.19
6/15/2010	Check Min ...	3295	Clark, Griffin & McColl...	I/N 2140 06/10 (...	Attorney	R	-300.00
6/15/2010	Check Min ...	3296	Duke Power	2035221941 (F...	Street Lighting	R	-136.31
6/15/2010	Check Min ...	3297	Duke Power	1803784140 (F...	Office:Util	R	-113.25
6/15/2010	Check Min ...	3298	Union County Public ...	84361*00 (FY20...	Office:Util	R	-14.32
6/15/2010	Check Min ...	3299	Jan-Pro Cleaning Syst...	I/N 1228 Janitori...	Office:Maint	R	-195.00
6/15/2010	Check Min ...	EFT	S NC Department of Rev...	3/10	Franchise:Util	R	45,127.00
				3/10	Sales Tax:Cable TV	R	5,341.46
				3/10	Sales Tax:telecom...	R	1,695.00
6/15/2010	Check Min ...	3300	Mineral Springs Volunt...	Fire Suppressio...	Fire Protection	R	-6,500.00
6/15/2010	Check Min ...	3301	Waxhaw Comm. Vol. ...	Fire Protection ...	Fire Protection	R	-2,000.00
6/15/2010	Check Min ...	3302	Catawba Lands Conse...	Membership co...	Community:Donation		-2,500.00
6/15/2010	Check Min ...	3303	Council On Aging In U...	FY2009 Contrib...	Community:Donation		-1,000.00
6/15/2010	Check Min ...	3304	Hospice Of Union Cou...	Fiscal Year 200...	Community:Donation	R	-1,250.00
6/15/2010	Check Min ...	3305	American Red Cross	contribution FY2...	Community:Donation		-1,000.00
6/15/2010	Check Min ...	3306	United Family Services	Contribution FY...	Community:Donation		-750.00
6/15/2010	Check Min ...	3307	Union County Commu...	contribution FY ...	Community:Donation		-500.00
6/15/2010	Check Min ...	3308	Turning Point	FY2009-10 Cont...	Community:Donation	R	-1,000.00
6/15/2010	Check Min ...	3309	Humane Society Of U...	Capital Drive: S...	Community:Donation	R	-1,000.00
6/15/2010	Check Min ...	3310	Catawba Lands Conse...	Tracts D & E St...	[CWMTF Grant Proj...		-7,300.00
6/19/2010	Check Min ...	EFT	Debit Card (Ipowerweb)	Web Hosting 24...	Office:Tel	R	-190.80
6/21/2010	Check Min ...	3311	S Hummingbird Lawn C...		Office:Maint		-725.00
					Community:Maint		-200.00
6/21/2010	Check Min ...	3312	Windstream	061348611 (FY...	Office:Tel	R	-216.22
6/21/2010	Check Min ...	3313	Windstream	061345970 (FY...	Office:Tel	R	-55.41
6/23/2010	Check Min ...	EFT	Debit Card (Verizon)	Zoning Adm. Ph...	Office:Equip	R	-123.24
6/23/2010	Check Min ...	EFT	Debit Card (WalMart)	Paper, pads (FY...	Office:Supplies	R	-17.05
6/28/2010	Check Min ...	3314	Forms & Supply, Inc.	I/N 1027723-0 i...	Office:Supplies		-321.97
6/28/2010	Check Min ...	3315	The Enquirer-Journal	03101532-000 (...	Ads		-37.31
6/28/2010	Check Min ...	3316	The Charlotte Observer	I/N 3370469 (FY...	Tax Coll:Adv		-415.00
6/28/2010	Check Min ...	3317	Verizon Wireless	221474588-000...	Office:Tel		-79.67

Register Report

6/1/2010 Through 6/30/2010

7/15/2010

Page 2

Date	Account	Num	Description	Memo	Category	Clr	Amount
6/28/2010	Check Min ...	EFT	Debit Card (OutletDeal...	Office 2007 Pro ...	Office:Equip	R	-311.53
6/29/2010	Check Min ...	EFT	S Advantage Payroll	Salary 6/10	Office:Clerk	R	-2,209.00
				Supplement 6/10	Office:Clerk	R	0.00
				Christina Hours ...	Office:Deputy Clerk	R	-229.69
				Sandy Hours 6/10	Office:Deputy Clerk	R	-11.03
				Salary 6/10	Office:Finance Officer	R	-2,140.00
				Salary 6/10	Office:Mayor	R	-400.00
				Salary 6/10	Office:Council	R	-600.00
				Salary 6/10	Planning:Administra...	R	-1,906.00
				Salary 6/10	Tax Coll:Sal	R	-765.00
					Emp:FICA:Soc Sec	R	-520.42
					Emp:FICA:Med	R	-121.72
					Emp:Payroll	R	-92.51
6/29/2010	Check Min ...	DEP	S Deposit	#404	Prop Tax 2009:Rec...	R	625.37
				#404	Prop Tax Prior Year...	R	225.34
				#404	Prop Tax Prior Year...	R	10.96
6/29/2010	Check Min ...	DEP	Deposit	#404a (FY2009)	Other Inc:Zoning	R	650.00
6/30/2010	Check Min ...	3019	Hilda S Coates	06/10 (FY2009)	Office:Deputy Clerk		-133.17
6/30/2010	Check Min ...	3318	Frederick Becker III	5/10 & 6/10 reim...	Travel		-48.02
TOTAL 6/1/2010 - 6/30/2010							17,502.34

BALANCE 6/30/2010	18,062.96
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TOTAL INFLOWS	55,302.59
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TOTAL OUTFLOWS	-37,800.25
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NET TOTAL	17,502.34
------------------	------------------

Town Hall Capital Project Fund

10/1/2008 Through 2/11/2010

7/15/2010

Page 1

Category Description	10/1/2008- 2/11/2010
EXPENSES	
Town Hall Construction	487,288.50
TOTAL EXPENSES	487,288.50
TRANSFERS	
FROM Check Min Spgs	487,288.50
TOTAL TRANSFERS	487,288.50
Balance Forward	
Bal Fwd Town Hall Capital Project Fund	0.00
TOTAL Balance Forward	0.00
OVERALL TOTAL	0.00

CWMTF Grant Capital Project Fund

3/1/2009 Through 6/30/2010

7/15/2010

Page 1

Category Description	3/1/2009- 6/30/2010
INCOME	
Other Inc	
Gross Receipts	299,685.00
TOTAL Other Inc	299,685.00
TOTAL INCOME	299,685.00
EXPENSES	
Land Acquisition Costs	
Purchase	314,535.97
Reports	3,950.00
Stewardship	7,300.00
Surveys	10,800.00
TOTAL Land Acquisition Costs	336,585.97
TOTAL EXPENSES	336,585.97
TRANSFERS	
FROM Check Min Spgs	336,585.97
TO Check Min Spgs	-299,685.00
TOTAL TRANSFERS	36,900.97
OVERALL TOTAL	0.00

June 2010

Revenue Details

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Invoice Date	Invoice Number	Description	Invoice Amount
06/30/2010	1012vehgr	Gross Veh.Rental Recpts-Jun10	\$50.57
06/30/2010	1012VEH	VEH TAX FOR JUN10	\$255.29

Vendor No.	Vendor Name	Check No.	Check Date	Check Amount
10870	TOWN OF MINERAL SPRINGS	00013148	07/19/2010	305.86



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

Vendor Number Check Date Check Number
 10870 07/19/2010 00013148

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

\$305.86

Pay **Three Hundred Five Dollars and 86 cents *******

To The
 Order Of TOWN OF MINERAL SPRINGS
 E. ANDREWS-HINSON, TAX COLLECT
 PO BOX 600
 MINERAL SPRINGS NC 28108

**EFT COPY
 NON-NEGOTIABLE**

AP



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

10870
 00013148

Self Mailer

ADDRESS SERVICE REQUESTED

TOWN OF MINERAL SPRINGS
 E. ANDREWS-HINSON, TAX COLLECT
 PO BOX 600
 MINERAL SPRINGS NC 28108

Town of Mineral Springs
Tax Collector
Elizabeth Andrews-Hinson
P.O. Box 600
Mineral Springs, NC 28108
msncmayor@yahoo.com

0.00 Motor Veh. Tax 2006
0.00 Less: 1.5% Collection Fee
0.00 Motor Veh. Tax - Interest
0.00 Motor Veh Tax Refunded

0.00 Motor Veh. Tax 2007
0.00 Less: 1.5% Collection Fee
0.00 Motor Veh. Tax - Interest
0.00 Motor Veh Tax Refunded

4.70 Motor Veh. Tax 2008
(0.08) Less: 1.5% Collection Fee
0.58 Motor Veh. Tax - Interest
0.00 Motor Veh Tax Refunded

250.24 Motor Veh. Tax 2009
(3.81) Less: 1.5% Collection Fee
3.87 Motor Veh. Tax - Interest
(0.21) Motor Veh Tax Refunded

0.00 Motor Veh. Tax 2010
0.00 Less: 1.5% Collection Fee
0.00 Motor Veh. Tax - Interest
0.00 Motor Veh. Tax Refunded

255.29 TOTAL PAYABLE FOR
June 2010

C:
MINERAL SPRINGS

E:
Direct Deposit Notification

Within three business days, pending agency funding approval,
our bank account will receive a direct deposit of \$1262.07
or payment number 45PR0000505005. It is your responsibility to
confirm that this deposit was made and is available for your use.

These funds were paid by the following agency:

DEPARTMENT OF REVENUE
TAX DISTRIBUTIONS
PO BOX 871
REVENUE BLDG RALEIGH, NC 27602-0871
Agency Contact Phone: 919-733-6800

Please direct all questions regarding this payment/deposit to the
agency contact phone number listed directly above. This agency
maintains information regarding your payment records. Any questions
concerning payment amount and invoice information/documentation
should be directed to the agency's Accounts Payable office and they
will be happy to assist you with your inquiries.
PLEASE DO NOT REPLY TO THIS EMAIL.
CONTACT THE PAYING AGENCY AT THE NUMBER LISTED ABOVE.

Invoice Number	Inv Date	Invoice Amount	Discount Amount	Net Amount
SAL061510	08/10/10	\$1262.07	\$00.00	\$1262.07
SALES & USE TAX DIST.-TAX QUESTIONS?: 919-733-7644				
TOTAL:				\$1262.07

This notification was sent from the North Carolina Office of the State Controller.
If this notification has been sent in error, please contact the agency
listed above to make corrections.

O:
MINERAL SPRINGS

E:
Direct Deposit Notification

Within three business days, pending agency funding approval, your bank account will receive a direct deposit of \$52163.46 or payment number 45PR0000505007. It is your responsibility to confirm that this deposit was made and is available for your use.

These funds were paid by the following agency:

DEPARTMENT OF REVENUE
TAX DISTRIBUTIONS
C BOX 871
REVENUE BLDG RALEIGH, NC 27602-0871
Agency Contact Phone: 919-733-6000

Please direct all questions regarding this payment/deposit to the agency contact phone number listed directly above. This agency maintains information regarding your payment records. Any questions concerning payment amount and invoice information/documentation should be directed to the agency's Accounts Payable office and they will be happy to assist you with your inquiries.
LEASE DO NOT REPLY TO THIS EMAIL.
CONTACT THE PAYING AGENCY AT THE NUMBER LISTED ABOVE.

Invoice Number	Inv Date	Invoice Amount	Discount Amount	Net Amount
FRAN061510	06/09/10	\$52163.46	\$00.00	\$52163.46
FRANCHISE & UTILITY TAX DIST - TAX QUESTIONS?: 919-733-7644				
TOTAL:				\$52163.46

This notification was sent from the North Carolina Office of the State Controller.
If this notification has been sent in error, please contact the agency listed above to make corrections.

ELECTRIC	45,127.00
VIDEO	5,341.46
TELECOMMUNICATION	1,695.00
	<hr/>
	\$ 52,163.46

MEMO

To: Town Council
From: Vicky Brooks
Date: August 6, 2010
Re: Street Lights in the Houston Ridge Subdivision
Agenda Item #4 – 08/12/10

Section 4.10.8 of the Mineral Springs Zoning Ordinance state that *“installation of any new public area and roadway lighting fixtures other than for traffic control shall be specifically approved at a Mineral Springs Town Council Meeting”*.

The Houston Ridge Subdivision is requesting approval from the town to install street lights in their subdivision. The application is attached.

APPLICATION FOR INSTALLATION OF PUBLIC AREA AND ROADWAY LIGHTING

Town of Mineral Springs
P O Box 600
Mineral Springs, NC 28108
Phone: 704-289-5331
Fax: 704-243-1705

Installation of any new public area and roadway lighting fixtures other than for traffic control shall be specifically approved at a Mineral Springs Town Council Meeting.

<u>Houston Ridge HOA</u>	<u>803-831-7023</u>	<u>5/13/10</u>
Applicant Name:	Phone Number:	Date:
<u>PO Box 38809</u>	<u>Charlotte,</u>	<u>NC</u>
Street Address:	City	State
		<u>28278</u>
		Zip Code
<u>Houston Ridge</u>	<u>Mineral Springs</u>	
Subdivision (if applicable):	Address/Location:	

Type of Lamps Proposed:	Wattage:	Lumens:	Number of Fixtures:
<u>standard decorative street lights (black basic)</u>	<u>least expensive</u>	<u>10</u>	<u>10</u>
Height of Proposed Luminaire (maximum height is 25 feet) <u>(with 150-200 watts)</u>			

Attach the following:

- A drawing of the proposed public area or roadway lighting fixture location;
- Manufacturer's specifications sheets (or other) if available.

I HEREBY CERTIFY that all of the information provided for this application and all attachments is true and correct to the best of my knowledge. I further certify that I am familiar with all requirements of the Town of Mineral Springs Zoning Ordinance concerning this proposed use. I acknowledge that any violation of this ordinance will be grounds for revoking this permit and any subsequent permit issued by the Town of Mineral Springs.

APPLICANT SIGNATURE	DATE
<u>Vernon T. Kline - Agent</u>	<u>5/13/10</u>
<u>Vernon T. Kline</u>	

THIS PERMIT IS: APPROVED _____ DISAPPROVED _____

ZONING ADMINISTRATOR	DATE
_____	_____

THIS PERMIT SHALL BE VALID FOR SIX (6) MONTHS FROM THE DATE OF APPROVAL

GRAPHIC SCALE



PLS FOR RECORD THE 2005 OF
IN PLACE AND
CIVIL & COMM. REGISTERED OF RECORD
BY
2007/001

PLEASANT GROVE CAMPGROUND
PLAT 048 A-708
MAP 800-2-253
NOW OR FORMERLY
REDAEMED IN
ZONED R-40(LINCOLN COUNTY)

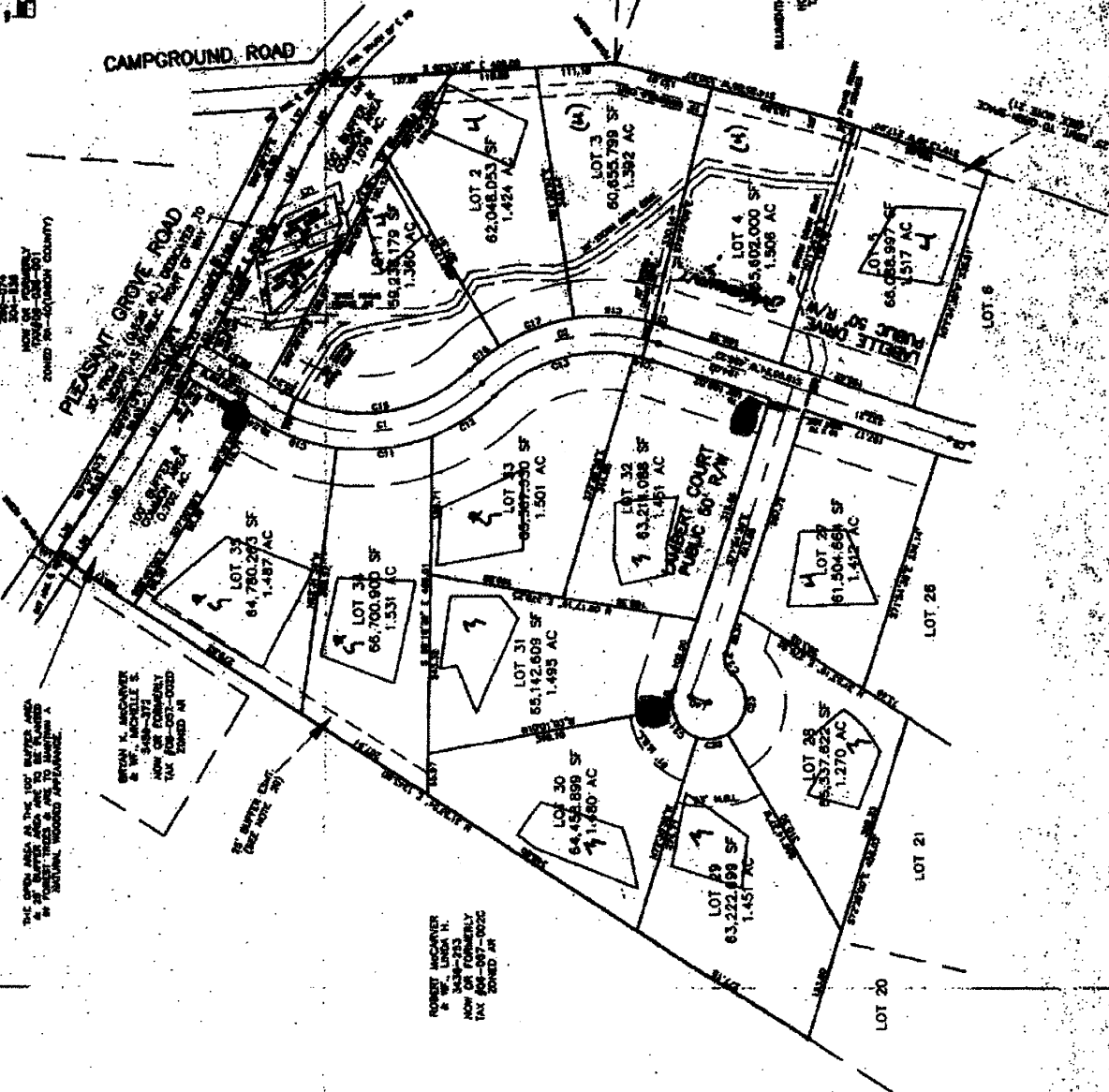
ILLUMINATIONAL FAMILY PARTNERSHIP
200-184
TOWN OF HOUSTON
HOUSTON TX
ZONED R-1

PRELIMINARY

HOUSTON RIDGE
The PROPERTY OF
CRAWFORD CONSTRUCTION, INC.
2007/001

Griffith
Houston
Construction

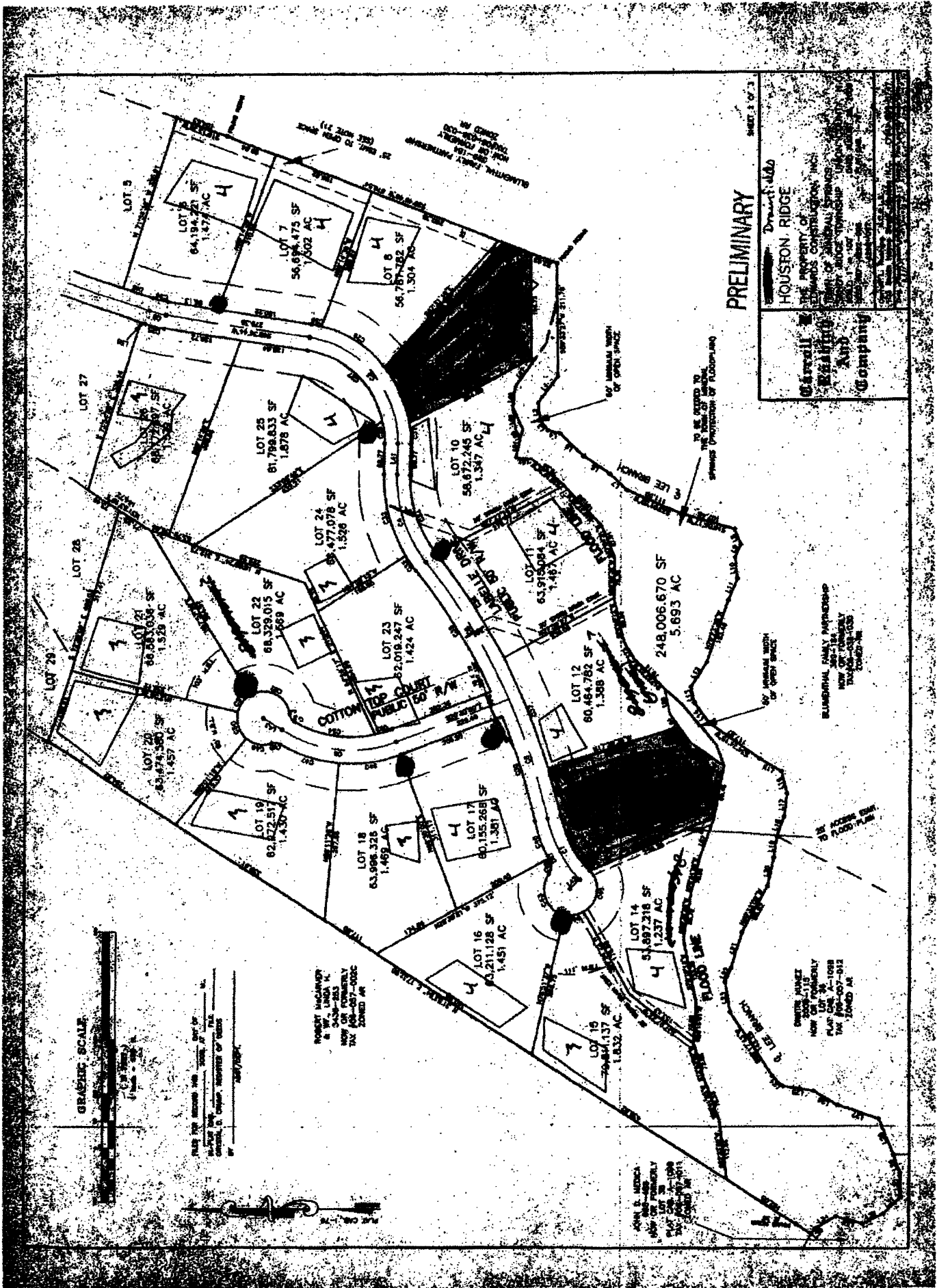
PLEASANT GROVE CAMPGROUND
MAP 800-2-253
ZONED R-40(LINCOLN COUNTY)



THE 1/2 ACRES AS SHOWN ON THE SURVEY AND
IN PLAT 048 A-708 ARE TO BE MAINTAINED AS
NATURAL WOODED JARDINIERE.

BRYAN K. MCMAVER
& W. MICHELLE E.
SHERIFF
NOW OR FORMERLY
TAX PARCEL 1003-0002
ZONED R-1

ROBERT MCMAVER
& W. LINDA H.
SHERIFF
NOW OR FORMERLY
TAX PARCEL 1007-0022
ZONED R-1



TOWN OF MINERAL SPRINGS

RESOLUTION IN SUPPORT OF A NEW LIBRARY IN WAXHAW

R-2010-01

WHEREAS, the local public library has served as a community resource for many years and has allowed for the increased literacy of the general public:

WHEREAS, the local public library has served children and adults from all walks of life and provided them opportunities to grow and learn through the loaning of books and use of computer terminals for research through the internet;

WHEREAS, the local public library has become more than just a place to borrow books but is now seen as a true and important community resource;

WHEREAS, the Town of Waxhaw established one of the first libraries in Union County in 1939 and currently provides a structure to Union County for the present library which is one of the smallest in size in the county yet receives one of the largest uses in Union County and is very overcrowded;

WHEREAS, The Union County Board of Commissioners has expressed an interest in working with the Town of Waxhaw to engage in a partnership which would result in a new library in Waxhaw and the Waxhaw Board of Commissioners has expressed a similar desire;

NOW, THEREFORE, the Town Council of the Town of Mineral Springs does hereby acknowledge and support a new larger library facility on the Mineral Springs side of the Town of Waxhaw as an important resource to meet the needs of Western Union County.

ADOPTED this the 12th day of August, 2010.

Frederick Becker III, Mayor

Attest:

Vicky A. Brooks, CMC, Town Clerk



RESOLUTION IN SUPPORT OF A NEW LIBRARY IN WAXHAW

WHEREAS, the local public library has served as a community resource for many years and has allowed for the increased literacy of the general public;

WHEREAS, the local public library has served children and adults from all walks of life and provided them opportunities to grow and learn through the loaning of books and use of computer terminals for research through the internet;

WHEREAS, the local public library has become more than just a place to borrow books but is now seen as a true and important community resource;

WHEREAS, the Town of Waxhaw established one of the first libraries in Union County in 1939 and currently provides a structure to Union County for the present library which is one of the smallest-size in the county yet receives one of the largest uses in Union County and is very overcrowded;

WHEREAS, The Union County Board of Commissioners has expressed an interest in working with the Town of Waxhaw to engage in a partnership which would result in a new library in Waxhaw and the Waxhaw Board of Commissioners have expressed a similar desire;

NOW THEREFORE, the Waxhaw Board of Commissioners do hereby knowledge and support a new larger library facility in Waxhaw as an important resource to the needs of Western Union County.

Adopted this the 22nd day of June, 2010.

Daune Gardner, Mayor

ATTEST:

...

TOWN OF MINERAL SPRINGS
RESOLUTION OF SUPPORT IN FAVOR OF A REGIONAL
UNION COUNTY LIBRARY
R-2007-01

WHEREAS, recent growth has created increased demand for library services in Union County, including areas in and around the towns of Mineral Springs and Waxhaw; and

WHEREAS, the Waxhaw branch of the public library is one of the most utilized branch libraries in the county; and

WHEREAS, the current Waxhaw branch library is no longer adequate to meet the growing needs of the residents of the Waxhaw and Mineral Springs areas; and

WHEREAS, public libraries provide a public benefit by increasing literacy and an interest in reading; and

WHEREAS, Union County is considering constructing a regional library in the Town of Waxhaw; and

WHEREAS, the Mineral Springs Town Council has studied the county library staff's proposal for a regional library to serve the Waxhaw and Mineral Springs areas;

NOW, THEREFORE, BE IT RESOLVED that the Mineral Springs Town Council supports construction of a regional library on the Mineral Springs side of the Town of Waxhaw and agrees to work with Union County to accomplish this task.

ADOPTED this 12th day of April, 2007.

Mayor Frederick Becker III

Attest:

Vicky Brooks, Town Clerk

MEMO

To: Town Council
From: Vicky Brooks
Date: August 6, 2010
Re: Discussion of the Public Records Request Process and Consideration of Revising the Schedule of Fees
Agenda Item #6– 08/12/10

As many of you already aware, in July, the town received a substantial public records request from Mr. Charles Bowden. Once the public records request was fulfilled I notified Mr. Bowden that there would be a fee of \$10.61 for the actual cost of the blank audio tapes and cd's, at which point Mr. Bowden requested a copy of the town ordinance that allowed me to charge him that fee. The town does not have such an ordinance, nor are these fees listed on our Schedule of Fees; however, G.S. 132-6(a), states that *"every custodian of public records shall permit any record in the custodian's custody to be inspected and examined at reasonable times and under reasonable supervision by any person, and shall, as promptly as possible, furnish copies thereof upon payment of any fees as may be prescribed by law"*. As your town clerk and the custodian of public records, the General Statutes does appear to give me the authority to establish the actual cost of public records in the absence of an ordinance or the Schedule of Fees. In fact, Fleming Bell from the School of Government responded to my question on this matter by stating that "no local ordinance is needed--the state statute is entirely sufficient".

Just for your information, this request included the processing of 25 documents; 7 audio cassettes; and 12 cd's. At a *minimum*, this request took approximately 13 hours of my staff time, costing the taxpayers a minimum of \$321.00 to fulfill this request. The North Carolina General Statutes states *"that no public agency shall charge a fee for an uncertified copy of a public record that exceeds the actual cost to the public agency of making the copy. "Actual cost" is limited to direct, chargeable costs related to reproduction of a public record as determined by generally accepted accounting principles and does not include cost that would have been incurred by the public agency if a request to reproduce a public record had not been made. If the request is such as to require extensive use of information technology resources or extensive clerical or supervisory assistance by personnel of the agency involved, or if producing the record in the medium requested results in a greater use of information technology resources than that established by the agency for reproduction of the volume of information requested, then the agency may charge, in addition to the actual cost of duplication, a special service charge, which shall be reasonable and shall be based on the actual cost incurred for such extensive use of information technology resources or the labor costs of the personnel providing*

the services, or for greater use of information technology resources that is actually incurred by the agency or attributable to the agency”.

I surveyed several local municipalities and found that the majority of them do not have a “public records policy” in place; however, for the most part these fees are listed on their Schedule of Fees. My question to the council is “do you wish for staff to develop a public records policy that fully complies with the North Carolina General Statutes, which would be presented to the council for approval in the next few months?”

In addition, an updated Schedule of Fees is being presented to the council for consideration.

**INTERLOCAL AGREEMENT FOR A
GROUP SELF-INSURANCE POOL
FOR BENEFIT RISK SHARING**

This Agreement, made and entered into in duplicate originals this ____ day of _____, 20__, by and between all the parties who are now, or may hereafter become, members of the Municipal Insurance Trust of North Carolina (hereinafter "Trust"):

WITNESSETH:

WHEREAS, certain municipalities and other units of local government of the State of North Carolina have agreed to pool the risks associated with the provision of benefits for their designated benefit plan participants (hereinafter "participants") pursuant to, and to be governed by, the provisions of North Carolina General Statutes 160A-460 *et seq.* (Part 1 of Article 20 of Chapter 160A); and

WHEREAS, the members of the Trust have agreed upon designation of a Board of Trustees to direct the affairs of the Trust, to adopt rules, regulations, policies, and bylaws for implementing and administering the Trust, and to pass upon the admissibility of future members of the Trust; and

WHEREAS, the members have designated the North Carolina League of Municipalities as Administrator of the Trust, subject to the provisions of this Agreement and the policies adopted by the Board of Trustees; and

WHEREAS, by this Agreement the Trust will undertake to discharge, solely from the assets of this Trust, by payment, any claims for benefits covered by the Trust's plan of insurance and benefits, which awards shall have been authorized by the rules of the Trust, and when claims are otherwise determined to be due as a result of a court judgment or settlement agreement; and

WHEREAS, the members of the Trust agree to pay premiums and/or contributions based upon appropriate classifications, rates, loss experience, and other criteria adopted by the Trustees, out of a portion of which the Trust will establish and maintain a fund for the payment of the claims of participants of members, and further, that the members covenant and agree there will be no disbursements out of this fund by way of dividends or distribution of accumulated reserves to the respective members, except at the discretion of the Trustees.

WHEREAS, the members of the Trust, through action of their respective governing bodies, have elected to comply with the conditions of this Agreement;

NOW, THEREFORE, for and in consideration of the mutual covenants, promises, and obligations herein contained, which are given to and accepted by each member hereof to the other, the parties hereto agree as follows:

SECTION I. PURPOSE OF AGREEMENT; COMPOSITION OF BOARD OF TRUSTEES

The purpose of the Trust established by the signatories hereto is to allow members to jointly provide health benefits, including but not limited to medical, dental, vision, life, accident, disability, and other related insurance benefits, for their participants and to provide for the risk sharing associated therewith. To this end, the Trust shall be governed by a Board of Trustees made up of thirteen (13) officials or employees of units of local government. Eleven (11) members shall be appointed for three (3) year overlapping terms by the Board of Directors of the North Carolina League of Municipalities. In addition, the Board of Directors of the North Carolina League of Municipalities shall appoint two (2) of its members to the Board of Trustees, to serve at the pleasure of the Board of Directors, but not more than six months beyond the end of their tenure on the Board of Directors. The foregoing provisions shall not be construed to prevent the Board of Directors from appointing others of its members to one or more of the eleven (11) regular 3-year terms. In addition, the Executive Director of the North Carolina League of Municipalities shall serve as an ex-officio, non-voting member of the Board of Trustees: the ex-officio member position shall not have a committee assignment, nor shall the position serve as an officer of the Board of Trustees.

SECTION II. TRUSTEES' POWERS, DUTIES, LIABILITY AND INDEMNITY

The Trustees shall have the following powers and duties, in addition to those set forth elsewhere in this Agreement:

1. To establish guidelines for membership in the Trust;
2. To establish the terms and conditions of coverage, including underwriting criteria and exclusions from coverage;
3. To ensure that all valid claims are promptly paid;
4. To establish, operate, and enforce rules, regulations, policies, and bylaws as between the individual members of the Trust and the Trust;
5. To enter into agreements with such persons, firms, or corporations as it deems appropriate to adjust claims; promote membership in the Trust; provide actuarial and underwriting services; defend against claims and lawsuits; provide accounting services; effect stop-loss coverage in such aggregate and specific amounts as is deemed appropriate; invest the assets of the Trust; provide wellness services and other risk management services for the Trust and member units; maintain records and accounts; and provide any other service necessary or desirable for the sound operation of the Trust;
6. To lease or rent real and personal property it deems to be necessary;
7. To borrow or raise monies for the purpose of the Trust to the extent that the Trustees shall deem desirable upon such terms and conditions as the Trustees in their absolute discretion may deem desirable or proper, and for

any sum so borrowed to issue their promissory note as Trustees and to secure the repayment thereof by pledging all or any part of the pool; and no person or entity lending money to the Trustees shall be bound to see to the application of the money lent or to inquire into the validity, expediency, or propriety of any such borrowing;

8. To rate individually any member unit with rates different from the group rates when the loss experience of the unit warrants such individual rating, in the discretion of the Trustees;
9. To take measures to maintain claim reserves equal to known incurred losses and loss adjustment expenses and to maintain an estimate of incurred but not reported losses; and
10. To take all necessary precautions to safeguard the assets of the Trust.

The Trustees shall use ordinary care and reasonable diligence in the exercise of their powers and in the performance of their duties hereunder. The members agree that the Trustees shall not be liable for any mistake of judgment or other action made, taken, or omitted by any employee, agent, contractor, subcontractor, or independent contractor selected with ordinary care and reasonable diligence; nor for loss incurred through investment of Trust money or failure to invest. No Trustee shall be liable for any action taken or omitted by any other Trustee. The Trustees shall not be required to give a bond or other security to guarantee the faithful performance of their duties hereunder.

The members of the Trust agree that, for the payment of any claim against the Trust or the performance of any obligation of the pool hereunder, resort shall be had solely to the assets of the Trust, and neither the Trustee nor the Administrator shall be liable therefor. Further, the Trust shall indemnify and hold harmless the Trustees against any and all claims, suits, actions, debts, damages, costs, charges, and expenses (including but not limited to court costs and attorneys' fees) and against all liability, losses, and damages of any nature whatever, that the Trustees shall or may at any time sustain, or be put to, by reason of the exercise of their power and in the

performance of their duties hereunder, or by reason of any mistake of judgment or other action made, taken, or omitted by any employee, agent, contractor, subcontractor, or independent contractor, or for loss incurred through investment of Trust money or failure to invest.

SECTION III. PAYMENT OF CLAIMS

The members of the Trust agree that, for the payment of any claim against the Trust or the performance of any obligation arising hereunder, resort shall be had solely to the assets of the Trust, and neither the Trustees nor the Administrator shall be liable therefor. Accordingly, lawful claims will be paid from the assets of the Trust pursuant to the types and levels of coverage established by the Board of Trustees. The Board of Trustees shall establish a schedule of types and monetary levels of coverages for which the Trust shall be responsible on behalf of its members, including provisions for levels of coverage for which the members shall be individually responsible. Such types and levels of coverage may vary according to population classifications of members, mutual agreement of the Trust and a member, or such other criteria as may be established by the Trustees. The types and level of coverage shall be shown on a plan of insurance and benefits provided to each member. The Trust shall pay all claims (less the applicable copays or co-insurance) for which each member incurs liability during each member's period of membership except where a member has individually retained the risk or where the risk is not covered, and except for amount of claims above the coverage provided by the Trust. The schedule so established may, from time to time, be amended by the Trustees (but not during any coverage period) to sustain the financial integrity of the Trust or to reflect the desires of the members as determined by the Trustees.

SECTION IV. MUTUAL COVENANT OF RISK SHARING

The members intend this Agreement as a mutual covenant of risk sharing and not as a partnership. No member by reason of being a member of the Trust and contributing to the pool shall be liable to the Trust, to any other member, or to any claimant, except for the payment of the premiums and/or contributions provided for in its application for membership and joinder in this Trust and for any necessary additional assessments levied by the Trustees to offset a claims fund deficiency.

SECTION V. ADMINISTRATOR

The North Carolina League of Municipalities, an unincorporated association with offices at 215 North Dawson Street, Raleigh, North Carolina, 27602, is designated as the Administrator of the Trust. Subject to the direction of the Trustees, the Administrator shall provide day-to-day management of the Trust and shall have the authority to contract with third parties for provision of services. The Administrator may establish offices where necessary within the State of North Carolina and employ staff to carry out the Trust's purpose. The Administrator shall deposit to the account of the Trust at any financial institution or financial institutions designated by the Trustees all premiums and/or contributions as collected and such monies shall be disbursed and/or invested only as provided by the rules, regulations, policies, and bylaws of the Trustees. The Administrator may enter into financial services agreements with financial institutions and issue checks in the name of the Trust. The Administrator shall receive such compensation as shall be determined from time to time by the Trustees.

SECTION VI. ADMISSION TO MEMBERSHIP; SUSPENSION & EXPULSION

All members of the Trust hereby agree that the Trustees may admit as members of this Trust only the units of local government set forth in North Carolina General Statutes 160A-460 *et seq.* (Part 1 of Article 20 of Chapter 160A). The Trustees shall be sole judge of whether or not an applicant shall be admitted to membership. Except as otherwise provided in Section VII (g) of this Agreement, a member may be suspended or expelled by the Trustees from the Trust only after forty-five (45) days' notice has been mailed to it. No payment shall be required of the Trust as a result of any accident to or illness of a participant of the suspended or expelled member occurring after forty-five (45) days' notice has been mailed to the member.

**SECTION VII. RULES, REGULATIONS, POLICIES, AND BYLAWS;
MEMBERS' RESPONSIBILITIES**

The rules, regulations, policies, and bylaws for the administering of the Trust and the admission and expulsion or suspension of members shall be promulgated by the Trustees. In addition, each member of the Trust agrees as follows:

- (a) To make prompt payment of all premiums and/or contributions as required by the Trustees;
- (b) To (and they do hereby) appoint the Trustees and Administrator as its agent and attorney-in-fact, to act in its behalf and to execute all contracts, reports, waivers, agreements, stop-loss contracts, and service contracts; to make or arrange for payment of claims and all other things required or necessary, as covered by the terms of this Agreement and the rules, regulations, policies, and bylaws as now provided or as hereafter promulgated by the Trustees;
- (c) To permit the Trust to defend in the name of and on the behalf of the members any suits or other proceedings which may at any time be instituted against them for which the Trust may be obligated to make payment. It is agreed that the Trust shall make all final decisions regarding the legal defense of claims, and shall have absolute and conclusive authority with regard to defense, settlement, and payment of claims. It is agreed that the independent settlement or payment of any claim by or on behalf of a member without approval of the Trust shall be grounds for expulsion of the member from the Trust;
- (d) To cooperate in all respects with the Trust, the Trustees, the Administrator, and any contractors of the Trust in carrying out the purposes of this Agreement;

- (e) To pay any assessment duly levied by the Trustees under the terms of this Agreement. If a member cancels or withdraws from the Trust, the member shall pay its pro rata share of any assessment relating to the member's period of enrollment;
- (f) In the event of the payment of any loss by the Trust under this Agreement, the Trust shall be subrogated to the extent of such payment to all the rights of the member against any person or other entity legally responsible for damages for such loss, and in such event the member agrees to render all reasonable assistance to affect recovery;
- (g) Risk sharing by the Trust under the terms of this Agreement shall begin upon payment of the premium and/or contributions by the member to the Trust. Risk sharing and insurance purchased from this Trust under the terms of this Agreement shall expire and be cancelled automatically for nonpayment of premiums/and or contributions, and a member may be expelled from the Trust upon thirty (30) days' prior written notice by mail by the Trustees, the Administrator, or their designee to the member specifying the date that cancellation shall be effective. No payment shall be required of the Trust as a result of any covered loss of a participant of the expelled member occurring after thirty (30) days' notice has been mailed to the expelled member; and
- (h) In order that an adequate reserve may be maintained, the members further agree that the Trustees shall have the right to assess the members pro-rata in such amounts as will be sufficient to maintain at all times a minimum reserve, equal to at least twice the monthly premium and/or contributions for the insurance and benefits provided by the plan. Should a member fail to pay any assessment as provided for in this Section within thirty (30)

days of the assessment date, all interest and claim of such defaulting member in and to the Trust shall automatically cease.

SECTION VIII. ALLOCATION OF MONIES

The Trustees are authorized to set aside from the contributions collected from members a reasonable sum for the operating and administrative expenses of the Trust. Monies in excess of those required to fulfill the purposes, costs, and other obligations of the Trust will be accumulated in the Trust or distributed to the members at the discretion of and in the manner provided by the Trustees.

SECTION IX. FISCAL YEAR; CONTINUING CONTRACT; WITHDRAWAL OF MEMBERS SUBJECT TO PROVISION OF 45 DAYS' WRITTEN NOTICE TO ADMINISTRATOR; FEE IMPOSED FOR FAILURE TO PROVIDE 45 DAYS' WRITTEN NOTICE OF WITHDRAWAL

The Trust shall operate on a fiscal year from 12:01 a.m., July 1st to midnight on June 30th of the succeeding year (the "Trust Year"). Application for membership, when approved by in writing by the Trustees or their designee, shall constitute a continuing contract for each succeeding Trust Year unless canceled by the Trustees, or unless the member shall have resigned or withdrawn from the Trust by having written notice delivered to the Administrator on or before May 15 (i.e., the Administrator must receive written notice forty-five (45) days prior to the last day, June 30, of the Trust Year). Failure to provide forty-five (45) days' written notice shall subject the member an exiting fee constituting two percent (2%) of the premium for that Trust Year.

SECTION X. MEMBERS BOUND BY AGREEMENT; TERMINATION PERMITTED ONLY AT END OF FISCAL YEAR; FINAL ACCOUNTING

Any member who formally applies for membership in this Trust and is accepted by the Trustees shall thereupon become a party to this Agreement and be bound by all of the terms and conditions hereof, and such application shall constitute a counterpart of this Agreement. Cancellation of the Agreement on the part of any member, or withdrawal from membership, shall be

permitted only at the end of a fiscal or Trust year. A terminating member is entitled to a final accounting when all incurred claim are concluded, settled, or paid.

SECTION XI. EXTENT OF INSURANCE BENEFIT TO PARTICIPANTS

No participant of a member or any person claiming by or through or under such participant shall have any right, title, or interest in or to the Trust or any part thereof: provided, however, that any participant who shall be actually covered by the policies of insurance of any person claiming by or through such participant shall, subject to the terms and conditions of the plan of insurance and benefits under which the coverage is afforded, be entitled to the insurance benefits in the amount and to the extent provided.

SECTION XII. INTENTION OF INDEFINITE OPERATION; RESERVATION OF RIGHT TO TERMINATE TRUST; REVERSION OF MONIES OR OTHER ASSETS UPON TERMINATION

This Trust has been established with the bona fide intention that it shall be continued in operation indefinitely and that the premiums and/or contributions to the pool shall continue for an indefinite period. However, the Trustees reserve the right at any time to terminate the Trust by a written instrument to that effect executed by the Trustees. In the event of such termination, member premiums and/or contributions (other than duly authorized assessments) shall cease as of the date of termination and the assets then remaining in the pool shall continue to be used and applied, to the extent available, for the

- (a) payment of benefits to participants with respect to claims arising prior to such termination and administrative and other expenses and obligations arising prior to such termination; and
- (b) payment of reasonable and necessary expenses incurred in such termination.

Any monies or other assets thereafter remaining in the pool shall revert to the members of the Trust as of the date of termination pro-rata to the annual premiums and/or contributions of said members paid in the year of termination. Upon such termination, the Trustees shall continue to serve for such period of time and to the extent necessary to effectuate termination of the Trust.

SECTION XIII. AMENDMENT OF AGREEMENT

This Agreement may be amended by an agreement executed by those members constituting a majority in paid-in dollar volume of contributions to the Trust during the current Trust Year. In lieu of this amendment procedure, the members hereby appoint the Board of Directors of the North Carolina League of Municipalities as their agents to make any amendments to this Agreement which would not fundamentally alter the contemplated arrangement. For purposes of illustration, and not limitation, an amendment to increase or decrease the number of members of the Board of Trustees or their terms shall not be construed as a fundamental alteration of the arrangement, provided that the current term of a member may not be terminated by any such amendment. Written notice of any amendment proposed for adoption by the Board of Directors of the North Carolina League of Municipalities shall be mailed to each member not less than 30 days in advance. Written notice of amendments finally adopted by the Board of Directors of the North Carolina League of Municipalities shall be mailed to each member not more than 30 days after adoption.

SECTION XIV. HEADINGS

The headings of various sections and subsections of this Agreement have been inserted for the convenience of reference only and shall not be construed as modifying, amending, or affecting in any way the express terms and provisions of this Agreement.

SECTION XV. INTERPRETATION

This Agreement shall be governed and interpreted under the laws of the State of North Carolina. This Agreement is intended to serve as an interlocal agreement, for purposes of ex-

ecuting the undertaking described in the preceding sections and paragraphs, under North Carolina General Statutes 160A-460 *et seq.* (Part 1 of Article 20 of Chapter 160A). The terms of this Agreement do not constitute a coverage document or form applicable to any specific claim. The liability of the Trust to the participants of any member is specifically limited to such obligations as are imposed by the plan of insurance and benefits as approved by the Trustees.

Should any clause, sentence, provision, paragraph, or other part of this Agreement be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder of this Agreement. Each of the parties declares that it would have entered into this Agreement irrespective of the fact that any one or more of this Agreement's clauses, sentences, provisions, paragraphs, or other parts have been so declared invalid. Accordingly, it is the intention of the parties that the remaining portions of this Agreement shall remain in full force and effect without regard to the clause(s), sentence(s), provision(s), paragraph(s), or other part(s) invalidated.

Failure of the Trustees, the Administrator, or their designees to insist in any one or more instances upon the performance of any of the covenants, agreements, and/or conditions of this Agreement, or to exercise any right or privilege herein conferred, shall not be construed as a waiver of any such covenant or condition.

This Agreement contains the entire agreement between the parties, whom shall not be bound by any verbal statement or agreement made heretofore.

IN WITNESS WHEREOF, the participating entity listed below acknowledges its membership in the Trust and acceptance of obligations hereunder, by the due execution hereof, following appropriate governing body approval, by its duly authorized official. Further, the members of the Municipal Insurance Trust of North Carolina have caused these presents to be signed by their duly authorized Chair of the Board of Trustees and have had this Agreement attested by its duly authorized Administrator.

WITNESS:

Robert A. Hays

MUNICIPAL INSURANCE TRUST
OF NORTH CAROLINA

BY: Ed Alexander

Chair
Board of Trustees

Kirsty Sarefoot

NORTH CAROLINA LEAGUE
OF MUNICIPALITIES

BY: P. Ellen Hankins

Executive Director
Administrator

(NAME OF PARTICIPATING ENTITY)

(Clerk, or Secretary to the Board)

BY: _____
(Mayor, or Board Chair)

GOVERNING BODY RESOLUTION
MUNICIPAL INSURANCE TRUST OF NORTH CAROLINA
TOWN OF MINERAL SPRINGS

R-2010-02

WHEREAS, certain municipalities and other units of local government of the State of North Carolina, as defined in G.S. 160A-460(2), have agreed to create the MUNICIPAL INSURANCE TRUST OF NORTH CAROLINA and have agreed to pool the risks associated with the provision of benefits for their designated benefit plan participants pursuant to, and to be governed by, the provisions of North Carolina General Statutes 160A-460 *et seq.* (Part 1 of Article 20 of Chapter 160A);

NOW, THEREFORE, BE IT RESOLVED that the above named unit of local government elects to become a member of the MUNICIPAL INSURANCE TRUST OF NORTH CAROLINA upon the terms and conditions stated in the "Interlocal Agreement for a Group Self-Insurance Pool For the Benefit Risk Sharing," with such future policy renewals constituting a continuing ratification of this decision to be a member of the Trust and abide by the terms and conditions of the Interlocal Agreement.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the duly authorized officials of the above name unit of local government are directed to execute in the name of said unit the "Interlocal Agreement for a Group Self-Insurance Pool For Benefit Risk Sharing," a copy of which is attached to and made a part of this Resolution.

ADOPTED this the 12th day of August, 2010.

Frederick Becker III, Mayor

Attest:

Vicky A. Brooks, CMC, Town Clerk

TOWN OF MINERAL SPRINGS

RESOLUTION AUTHORIZING THE NORTH CAROLINA LOCAL GOVERNMENT EMPLOYEES' RETIREMENT SYSTEM TO CONDUCT A PRE-VALUATION FOR THE PURPOSE OF DETERMINING THE TOWN'S COST OF PARTICIPATION AND AGREEING TO PAY THE COST OF THE PRE-VALUATION

R-2010-03

WHEREAS, The Town of Mineral Springs (the "Town") has expressed interest in becoming a participating unit of the North Carolina Local Government Employees' Retirement System (the "Retirement System"); and

WHEREAS, the Retirement System requires a pre-valuation to be obtained by its actuary for each prospective unit in order to determine, in advance, the future employer cost in the event of participation; and

WHEREAS, the amount of this future cost will have a bearing on the Town's ultimate decision on whether to become a participating unit; and

WHEREAS, the Town has two eligible employees with no firefighters or policemen included in this eligible employee pool, so that the cost to the Town of such pre-valuation will be Two Hundred Thirty-Eight Dollars (\$238.00);

NOW, THEREFORE, BE IT RESOLVED that the Town of Mineral Springs hereby authorizes the Retirement System to conduct the required actuarial pre-valuation, and hereby agrees to pay the \$238.00 cost of this pre-valuation.

ADOPTED this 12^h day of August, 2010.

Mayor Frederick Becker III

Attest:

Vicky Brooks, CMC, Town Clerk



NORTH CAROLINA
DEPARTMENT OF STATE TREASURER
RETIREMENT SYSTEMS DIVISION

JANET COWELL
TREASURER

MICHAEL WILLIAMSON
DEPUTY TREASURER

July 27, 2010

Mr. Rick Becker
Town of Mineral Springs
P. O. Box 600
Mineral Springs, N. C. 28108

Dear Mr. Becker:

This is in reply to a recent request for information concerning the North Carolina Local Governmental Employees' Retirement System.

The North Carolina Local Governmental Employees' Retirement System was established pursuant to the provisions of Chapter 128 of the General Statutes of North Carolina for the benefit of the employees of our local governmental units and has been operated by the State since 1945. Coverage may be extended to employees of local governmental units that do not sponsor any type of retirement or pension plan, or to employees of units that already sponsor some type of plan. In cases where the local employing unit already sponsors a retirement or pension plan, G.S. 128-25 provides for the absorption of that plan by the Local Governmental Employees' Retirement System through a transfer of assets and liabilities.

An eligible employer may become a participating unit of the Retirement System on the first day of any calendar quarter following approval of its governing board, and a favorable election by its eligible employees. (A simple majority is required if eligible employees are not already members of an employer sponsored plan. A 60% favorable vote is required if they are members of such a plan.) Upon formation of your unit, in order to determine if it is an eligible employer for purposes of participation in the Local Governmental Employees' Retirement System, it will be necessary for you to forward copies of the legislation or resolution, Articles of Incorporation or other appropriate documentation regarding the creation of this entity for review by the Attorney General's Office. In addition, if applicable, we will need a copy of the plan description of the employer's present pension plan in order to ascertain if the current pension plan is eligible for rollover into the Local Governmental Employees' Retirement System.

Mr. Rick Becker
July 27, 2010
Page Two

On the date of participation, all permanent employees who work at least 1,000 hours per year are eligible to participate if they so desire, and will receive credit (without cost to them) for all such service rendered prior to the date of their local employing unit's participation. After entrance into membership, employees must remain members so long as they are employed by your unit or any other participating employer. Moreover, once your unit becomes a participant in the Retirement System, all future employees who meet the hour qualifications stated above must become members.

It should be emphasized that no local governmental unit is required to enter into an agreement to participate in the Retirement System; however, when a unit does enter into such an agreement, G.S. 128-23(e) provides that the agreement shall be permanent, and therefore, irrevocable.

The members and employers share the cost of membership in the Retirement System. The member's rate of contribution is set at 6 percent of total gross earnings, in accordance with the provisions of G.S. (128-30(b)). The employer's rate of contribution is set annually by actuarial valuation, in accordance with the provisions of G.S. 128-30(d). Appropriate adjustments are made thereafter as required.

The employer's rate of contribution consists of two parts: a "normal contribution" and an "accrued liability contribution". The normal contribution, which is the same for all employers, will cover the employer's share of the cost of benefits on account of future service of present and new members and represent the continuing cost of the Retirement System.

The Retirement System requires pre-valuations to be obtained from the Actuary for each prospective unit in order to determine, in advance, the future employer cost in the event of participation. The expense of the actuarial pre-valuation is borne by the prospective unit, with the estimated cost being determined as follows:

Estimates Cost = \$210: (\$370 if policeman and/or firemen are included)
Plus \$14 times the number of employees included
in the pre-valuation

League of Women Voters of Union County

1220 Rosa Drive

Monroe, North Carolina 28112

Agenda Item

#10

August 12, 2010

3 August 2010

**Rick Becker III, Mayor
Town of Mineral Springs
6603 Sadler Road
Waxhaw, NC 28173**

Dear Mayor Becker:

Our League of Women Voters plans a special celebration on August 26 for Women's Equality Day. It is the 90th anniversary of the passage of the 19th Amendment to the Constitution which gave women in this country the right to vote in 1920. We hope that the mayors of the 14 county municipalities will sign a Proclamations to set aside that day to honor this auspicious day for the female half of our citizenry. I enclose a sample proclamation, or you may adapt it as you wish. You may mail it back to me, or let me know where and when I can come to pick it up. I hope you will be able to do this by August 16. If you have questions, you may call me at 704-283-5776. Thanks you.

Sincerely,

Virginia A.S.K. Bjorlin

Virginia A.S.K. Bjorlin, President of LWV-UC

Town of Mineral Springs

PROCLAMATION

League of Women Voters 90th Anniversary

WHEREAS, League of Women Voters of Union County is *the* organization where hands-on work to safeguard democracy leads to civic improvement; and

WHEREAS, LMV is a nonpartisan political organization, that has fought since 1920 to improve our system of government and impact public policies through citizen education and advocacy; and

WHEREAS, Women's Equality Day, August 26, marks the 90th anniversary of passage of the 19th amendment to the U.S. Constitution, which gave U.S. women full voting rights; and

WHEREAS, the League believes in representative government and in the individual liberties established in the United States Constitution; and

WHEREAS, the League, for 90 years, has held the public trust by respectfully bringing elected leaders and the public together through non-partisan, civil means and through thoughtfully advancing solutions; and

WHEREAS, Union County and its municipalities have benefited tremendously from the countless volunteer hours donated by League members over its 90-year history of enhancing democracy.

NOW THEREFORE, I, Frederick Becker III, mayor of the Town of Mineral Springs, do hereby proclaim the 26th day of August, 2010 as "LMV Making Democracy Work Day" in honor of the League of Women Voters 90th anniversary and urge all residents of Mineral Springs to pay great tribute and respect to the League of Women Voters for all they do to make our community healthy, vibrant, and strong.

Dated this the 12th day of August, 2010.

Frederick Becker III, Mayor



Sustainable Communities Regional Planning Grant

Centralina, in collaboration with Catawba Regional Council of Governments and a number of other regional partners, would like to submit an application for HUD's Sustainable Communities Regional Planning Grant Program on or before August 23, 2010. Centralina would be the "lead applicant" for a Consortium including Catawba Regional COG, MPOs, RPOs, the Charlotte Regional Partnership, UNCC, and the region's jurisdictions. Other non-profits, academic institutions, and organizations also have indicated their desire to be part of the overall partnership that will carry out the work of the Grant.

The Sustainable Communities Regional Planning Grant is an outgrowth of the Sustainable Communities Partnership formed by HUD, DOT, and EPA in 2009, to promote better integration of housing, land use, economic and workforce development, transportation, and infrastructure investments on a regional basis. The overall goal of the program is to align these sometimes disparate planning sectors in a manner that promotes economic competitiveness and revitalization; social equity, inclusion, and access to opportunity; energy use and climate change; and public health and environmental impact. Approximately \$75 million is available nationwide for grants to major metropolitan regions, to translate the Livability Principles developed by the HUD/EPA/DOT partnership into strategies that direct long-term development and reinvestment, demonstrate a commitment to addressing issues of regional significance, utilize data to set and monitor progress toward performance goals, and engage stakeholders and citizens in meaningful decision-making roles.

Originally, "word on the street" was that the grant guidelines would include the potential for demonstration projects, which would have been preferred by this region. However, they are NOT allowed in the current grant Notice of Funding Availability (NOFA). We are still working to make the "planning" portion of the grant as strategic as possible, to expedite the ability of local jurisdictions and others to go after implementation funds to support projects that are an outgrowth of this planning process. Furthermore, although demonstration projects are not eligible for these funds, HUD has indicated that they will award "Preferred Sustainability Status" to any regions whose applications meet certain scoring thresholds, even if the application is not funded. That Preferred Sustainability Status will also apply to the jurisdictions, and will provide "brownie points" for applications to HUD, EPA, or DOT for projects that support the Livability Principles or adopted Regional Sustainable Development Plan.

Centralina and Catawba Regional COGs, and their partners, propose to use the grant application as an opportunity to put regional "legs" under the CONNECT Regional Vision, whose core values strongly parallel the Livability Principles in their support for Sustainable, Well-Managed Growth, a Healthy Environment, Regional Multi-Modal Transportation, and a Strong and Diverse Economy. The Vision has now been adopted by 53 jurisdictions representing over 70% of the region's population. ***Funding from this Program will support the development and implementation of a Regional Plan for Sustainable Development (RPSD) that helps communities to align housing, transportation investment, water infrastructure, economic development, land use planning, environmental conservation, energy system, open space, workforce development, and other infrastructure priorities for the region, based on growth in the future.*** The process will be actively citizen-focused, in collaboration with partnering agencies, stakeholder groups, and the public, including the disadvantaged and minorities. The planning process will focus on those most difficult questions that hinder community reinvestment and job growth, full use

TOWN OF MINERAL SPRINGS

RESOLUTION IN SUPPORT OF THE SUSTAINABLE COMMUNITIES REGIONAL PLANNING GRANT

R-2010-04

WHEREAS, the Sustainable Communities Regional Planning Grant Program (Program) is a new program of the federal partnership of the Department of Housing & Urban Development, U.S. Environmental Protection Agency, and the U.S. Department of Transportation, and is designed to promote greater regional sustainability, livability and efficiencies by breaking down barriers to governmental and private/non-profit collaboration among regional jurisdictions, most notably by linking housing, transportation, economic development, and the environment; and

WHEREAS, the Centralina Council of Governments (CCOG) has taken the lead in facilitating a joint effort for the Charlotte metropolitan region that would lead to an application for federal funds under the Program; and

WHEREAS, the Program's foundation is based on six Livability Principles intended to promote sustainability and are closely linked to the CONNECT Regional Vision Core Values and Action Agenda adopted by the Town of Mineral Springs on May 14, 2009 and over 50 jurisdictions in the region"; and

WHEREAS, both the Livability Principles and the CONNECT Action Agenda call for the provision of sustainable and well-managed growth, more transportation choices, enhanced social equity through housing and other means, and more economic opportunity for all residents of the region; and

WHEREAS, the Sustainable Communities Regional Planning Grant will provide tools to regional partners, including the Town of Mineral Springs, to enable broader and deeper engagement on these principles and values, giving them an implementable foundation and a geographic base; and

WHEREAS, work associated with the grant will provide a strong platform for the preparation of future Long Range Transportation Plans (LRTP), strategic economic development initiatives, and revitalization of areas experiencing disinvestment; and will directly benefit the Town of Mineral Springs in its inter-jurisdictional planning and coordination efforts; and

WHEREAS, the Town of Mineral Springs' participation in the consortium for the Sustainable Communities Regional Planning Grant will help to afford the entire Metropolitan Statistical Area (MSA) opportunities to better align their own housing, land use, transportation, water infrastructure, economic development, and environmental plans; and

WHEREAS, the Town of Mineral Springs' participation in, and successful completion of, a Sustainable Communities Regional Planning Grant application will afford Mineral Springs

benefits in applying for additional funds to support project implementation through being conferred with "Preferred Sustainability Status" by the federal partnership; and

NOW, THEREFORE, BE IT RESOLVED, that the Town of Mineral Springs supports the submission to HUD of a Sustainable Communities Regional Planning Grant application, with CCOG as lead applicant, and agrees as a member of the Regional Sustainable Communities Planning Consortium (consortium agreement to be negotiated within 120 days of grant award) to participate in planning activities relevant to the geography of Mineral Springs and its planning jurisdiction; and

BE IT FURTHER RESOLVED, that the Town of Mineral Springs agrees to allow staff participation in planning efforts of the Sustainable Communities Regional Planning Grant, with such participation being proportional with other regional governmental agency partners, and counted as "in kind" contribution toward the HUD-required 20 percent leveraged resources.

ADOPTED this the 12th day of August, 2010.

Frederick Becker III, Mayor

Attest:

Vicky A. Brooks, CMC, Town Clerk

of existing infrastructure, and strategic alignment of growth plans. Such an approach can increase each of our jurisdictions' fiscal sustainability, enhance job opportunities and housing for all of the region's residents, and protect the environment in ways that we now cannot achieve. The process will include analyses that for the first time will allow our decision-makers to determine what patterns will most readily provide the outcomes they and their citizens desire, permitting more informed decision-making and establishing specific, measurable objectives and benchmarks that will allow local governments to measure progress toward their goals.

On a more strategic level, the Grant will provide funding to ensure that obstacles to achieving those development goals are addressed. For example, one component of the Grant will assess existing brownfields and greyfields redevelopment strategies and obstacles, benchmark current practices and tools available here to those in other states, and recommend strategies for expanding the toolbox to enable re-use of often excellently-sited but currently unused infill redevelopment properties. Similarly, many communities have a supply of affordable housing that is somewhat marginal due to its condition; although the affordable housing is needed, its current condition may represent a cause for disinvestment in the area. The Grant will enable focused attention on this challenge, and development of strategies, tools, and partnerships to address it. In these ways and others, communities who wish to preserve and enhance their existing "community character" and grow sustainably, maximizing the efficiency of their infrastructure investment can be enabled to do so.

The attached *Facts at a Glance* outlines more specific information about the Grant, including anticipated grant request, additional project information, and current partners. It also includes both the HUD/EPA/DOT Livability Principles and the CONNECT Core Values in a way that permits easy comparison.

Sustainable Communities Regional Planning Grant

Facts at a Glance

1. What's the region to be covered by the Grant?

We anticipate that the region will be the Combined Metropolitan Statistical Area, the CMSA, including Anson, Cabarrus, Chester, Cleveland, Gaston, Iredell, Lancaster, Lincoln, Mecklenburg, Rowan, Stanly, Union, and York, in both North and South Carolina.

2. Why isn't it just the Centralina Region?

HUD wants to see applications that cover the whole MSA where one exists, and our MSA both includes South Carolina and leaves out some of our members. So a CMSA is the best approach.

3. What is the Consortium?

Because this is a very complex planning process, HUD requires a joint planning effort. Required members of the Consortium include any MPOs in the define region, the principal city of the MSA (Charlotte), the general-purpose local government having the largest population (Mecklenburg County), and other local governments making up at least 50% of the region's population. The HUD-defined consortium also must include a non-profit or educational institution, and must find a way to include lower-income people who may not normally be part of decision-making processes. Because our RPOs are very active and are critical players in transportation planning for parts of the CMSA, we are including Lake Norman and Rocky River RPOs. The Charlotte Regional Partnership also will be a member for its economic development role. The Consortium "governs" the Grant process. CCOG will be the lead applicant for the Consortium, administrator for the Grant, and fiscal agent.

4. How much will you apply for?

We expect the final application to not exceed \$3.75 million. We could apply for up to \$5 million, but believe that is non-strategic given our regional population relative to other applicants.

5. Is there required match, and if so, where is it coming from?

HUD does not require match per se, although they do require "leveraged funds" in the amount of 20% or more. We are seeking in-kind match from potential Consortium members and other project partners. Centralina has also identified a minimum of \$150,000 in in-kind and cash resources to be used as leverage funds over a three-year period of the grant. These will be provided in the budget process for the appropriate fiscal years.

6. What are the benefits to the region? Isn't this just another "planning grant?"

HUD has structured the Sustainable Communities Regional Planning Grant as a planning grant with real meat, real products, really measurable results, and real benefit to those regions that even apply. So while it IS a planning grant, it can be structured to provide us with much better tools for both planning and implementation than virtually anyone in the region has been able to achieve, primarily because we've never had access to this level of funding. Among those tools and benefits:

- Much stronger and better data for Long-Range Transportation Plan development by MPOs
- Much stronger linkages between transportation, housing, and job center planning to maximize the efficacy of infrastructure investment (transportation and other infrastructure)

- Data on the long-term outcomes of various land use development alternatives, including local government cost-to-serve, to assist local decision-makers with growth planning
- Specific resources targeted to:
 - Quality affordable/workforce housing strategies, including reinvestment in existing communities.
 - Strategic planning for redevelopment of old industrial, brownfields, and greyfields sites that often represent areas of disinvestment for communities, including an analysis and strategies for obtaining needed financial tools throughout the region.
 - Strengthening and refining planning and partnerships between economic development recruitment, local small-business growth, workforce preparedness (including “life skills” that are increasingly becoming an economic development challenge), and land use/transportation planning to ensure that jurisdictions are fully prepared for job creation and investment.
 - Alignment of plans for multiple sectors (land use, transportation, economic development, open space, housing, energy, etc.) to maximize synergies and to minimize any impact at cross-purposes.
- “Preferred Sustainability Status” for the region and its jurisdictions (and probably other non-profit entities) in seeking additional related or implementation funds
- A Regional “Road Map” to more sustainable, well-managed growth, a strong and diverse economy, and a healthy environment—three of CONNECT’s Core Values.

7. But if I’m part of a Regional Plan...What am I giving up?

The Regional Plan for Sustainable Development is going to be built from the GROUND UP—based on EACH LOCAL COMMUNITY’S understandings of how the CONNECT Values and Livability Principles may work for THEM. Each community probably will have more than one idea of what this would look like, so alternatives for development will be based on all the inputs, and then modeled, so that decision-makers will know what are the impacts. This will allow citizens and appointed and elected officials to have information they haven’t had previously in deciding how they wanted their communities to grow, and they can select their preferred development approach based on this and other information. So the Plan that emerges from this process is still locally-developed and adopted, and it’s regional in its scope. (It also promotes predictability for developers, planners, economic developers, etc., which adds to regional competitiveness.) And it will have metrics that allow communities to track their own progress toward their goals.

8. When is the grant due, and when will we find out if we’ve been funded?

The Sustainable Communities Regional Planning Grant is due August 23rd, and we expect to find out within 2-3 months whether we have been funded, although HUD has not committed to an award announcement date.

This is a high competitive process with probably 30 grants awarded. Our region will be competing nationally against areas such as Minneapolis-St. Paul, Miami, Austin, San Diego, etc. We also know that from North Carolina, the Triangle, Triad, and Asheville regions are applying.

9. What can individual jurisdictions do to support the application?

Pass a resolution of support or send a letter of support, and allow us to include an estimate of proportional staff time in meeting attendance and participation as in-kind match!

Livability Principles

From the HUD/EPA/DOT Partnership for Sustainable Communities

The Partnership for Sustainable Communities established six livability principles that will act as a foundation for interagency coordination:

1. Provide more transportation choices.

Develop safe, reliable and economical transportation choices to decrease household transportation costs, reduce our nation's dependence on foreign oil, improve air quality, reduce greenhouse gas emissions and promote public health.

2. Promote equitable, affordable housing.

Expand location- and energy-efficient housing choices for people of all ages, incomes, races and ethnicities to increase mobility and lower the combined cost of housing and transportation.

3. Enhance economic competitiveness.

Improve economic competitiveness through reliable and timely access to employment centers, educational opportunities, services and other basic needs by workers as well as expanded business access to markets.

4. Support existing communities.

Target federal funding toward existing communities – through such strategies as transit-oriented, mixed-use development and land recycling – to increase community revitalization, improve the efficiency of public works investments, and safeguard rural landscapes.

5. Coordinate policies and leverage investment.

Align federal policies and funding to remove barriers to collaboration, leverage funding and increase the accountability and effectiveness of all levels of government to plan for future growth, including making smart energy choices such as locally generated renewable energy.

6. Value communities and neighborhoods.

Enhance the unique characteristics of all communities by investing in healthy, safe and walkable neighborhoods – rural, urban or suburban.

CONNECT Regional Vision Core Values and Priority Action Agenda

The CONNECT Regional Vision adopted by 52 jurisdictions in the Greater Charlotte Region focuses on 6 Core Values and an Action Agenda:

- 1. Sustainable, Well-Managed Growth...**that maintains quality of life, protects open space and environmental quality, retains the region's natural character, and maximizes the efficiency of infrastructure investments, through enhanced cross-jurisdictional, cross-discipline planning and maintaining the vitality of existing communities.
- 2. A Safe and Healthy Environment...**with good air and water quality, through open space preservation, and through both local and regional actions to promote air and water quality and natural resource conservation.
- 3. A Strong, Diverse Economy...**that supports a wide variety of businesses and enterprises, through a safe and reliable multi-modal transportation system to move people and goods, and through collaborative approaches to economic development.
- 4. High-Quality Educational Opportunities...**that are available to all residents, through a cohesive regional approach to resource development for educational needs, and through development of strong workforce preparedness programs that prepare individuals for a variety of career tracks emerging in the region.
- 5. Enhanced Social Equity...**through community leadership and cooperative volunteerism, engaging ALL citizens in voting, community participation and leadership, and volunteerism.
- 6. Increased collaboration among Jurisdictions...**on issues that transcend boundaries, including growth management, transportation, and environment, recognizing both regional and local needs.

TOWN OF MINERAL SPRINGS

RESOLUTION IN SUPPORT OF THE SUSTAINABLE COMMUNITIES REGIONAL PLANNING GRANT

R-2010-04

WHEREAS, the Sustainable Communities Regional Planning Grant Program (Program) is a new program of the federal partnership of the Department of Housing & Urban Development, U.S. Environmental Protection Agency, and the U.S. Department of Transportation, and is designed to promote greater regional sustainability, livability and efficiencies by breaking down barriers to governmental and private/non-profit collaboration among regional jurisdictions, most notably by linking housing, transportation, economic development, and the environment; and

WHEREAS, the Centralina Council of Governments (CCOG) has taken the lead in facilitating a joint effort for the Charlotte metropolitan region that would lead to an application for federal funds under the Program; and

WHEREAS, the Program's foundation is based on six Livability Principles intended to promote sustainability and are closely linked to the CONNECT Regional Vision Core Values and Action Agenda adopted by the Town of Mineral Springs on May 14, 2009 and over 50 jurisdictions in the region"; and

WHEREAS, both the Livability Principles and the CONNECT Action Agenda call for the provision of sustainable and well-managed growth, more transportation choices, enhanced social equity through housing and other means, and more economic opportunity for all residents of the region; and

WHEREAS, the Sustainable Communities Regional Planning Grant will provide tools to regional partners, including the Town of Mineral Springs, to enable broader and deeper engagement on these principles and values, giving them an implementable foundation and a geographic base; and

WHEREAS, work associated with the grant will provide a strong platform for the preparation of future Long Range Transportation Plans (LRTP), strategic economic development initiatives, and revitalization of areas experiencing disinvestment; and will directly benefit the Town of Mineral Springs in its inter-jurisdictional planning and coordination efforts; and

WHEREAS, the Town of Mineral Springs' participation in the consortium for the Sustainable Communities Regional Planning Grant will help to afford the entire Metropolitan Statistical Area (MSA) opportunities to better align their own housing, land use, transportation, water infrastructure, economic development, and environmental plans; and

WHEREAS, the Town of Mineral Springs' participation in, and successful completion of, a Sustainable Communities Regional Planning Grant application will afford Mineral Springs

benefits in applying for additional funds to support project implementation through being conferred with "Preferred Sustainability Status" by the federal partnership; and

NOW, THEREFORE, BE IT RESOLVED, that the Town of Mineral Springs supports the submission to HUD of a Sustainable Communities Regional Planning Grant application, with CCOG as lead applicant, and agrees as a member of the Regional Sustainable Communities Planning Consortium (consortium agreement to be negotiated within 120 days of grant award) to participate in planning activities relevant to the geography of Mineral Springs and its planning jurisdiction; and

BE IT FURTHER RESOLVED, that the Town of Mineral Springs agrees to allow staff participation in planning efforts of the Sustainable Communities Regional Planning Grant, with such participation being proportional with other regional governmental agency partners, and counted as "in kind" contribution toward the HUD-required 20 percent leveraged resources.

ADOPTED this the 12th day of August, 2010.

Frederick Becker III, Mayor

Attest:

Vicky A. Brooks, CMC, Town Clerk