

Town Council Members

Ferry Countryman - 2013 ~ Janet Critz - 2013 ~ Lundeen Cureton - 2015

Peggy Neill - 2015 ~ Melody LaMonica - 2013

Town of Mineral Springs
Mineral Springs Town Hall
3506 S Potter Road ~ Mineral Springs
Town Council
Organizational Meeting / Regular Meeting
December 12, 2013 ~ 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. Organizational Meeting

- A. Reading of votes from the regular election held on Tuesday, November 5, 2013.
- B. Administration of Oath of Office to Mayor and Council Members.
- C. Nomination and appointment of Mayor Pro-Tempore.

3. 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.

4. Consent Agenda

- A. November 14, 2013 Regular Meeting Minutes
- B. October 2013 Tax Collector's Report
- C. October 2013 Finance Report

5. Consideration of Copper Run Final Plat 7

The council will consider approving Final Plat 7 of the Copper Run Subdivision.

6. Discussion and Consideration of a Mineral Springs 15th Anniversary Festival

Town Clerk Vicky Brooks and Mineral Springs Resident Barbara Erps will make a presentation to the council on festival ideas.

7. Update on the North Carolina Department of Transportation (NCDOT) Inquiry

Councilwoman Critz will update the council on her findings with NCDOT, including an additional project that requires NCDOT study.

8. Consideration of New Banners for Downtown

The council will consider the purchase of new banners for downtown.

9. Consideration of the 2014 Town Hall Holiday Schedule

The council will consider approving the proposed 2014 Town Hall Holiday schedule.

10. **Consideration of Appointing Council Members as Delegate/Alternate to Centralina Council of Governments (COG)**
The council will determine which members will be appointed as delegate and alternate to COG.
11. **Consideration of City and County Clerks Institute and Academy**
The council will consider authorizing the town clerk to attend the City and County Clerks Institute and Academy in January of 2014.
12. **Consideration of Reappointing Planning Board Members**
The council will consider reappointing planning board members Valerie Coffey and Michael LaMonica.
13. **Staff Updates**
The staff will update the council on any developments that may affect the town.
14. **Other Business**
15. **Adjournment**

Town of Mineral Springs
Town Hall
3506 S. Potter Road
Town Council
Public Hearing / Regular Meeting
November 14, 2013 ~ 7:30 PM

Minutes

The Town Council of the Town of Mineral Springs, North Carolina, met in a Public Hearing and a Regular Session at the Mineral Springs Town Hall, Mineral Springs, North Carolina, at 7:30 p.m. on Thursday, November 14, 2013.

Present: Mayor Frederick Becker III, Mayor Pro Tem Valerie Coffey, Councilman Jerry Countryman, Councilwoman Janet Critz, Councilwoman Lundeen Cureton, Councilwoman Melody LaMonica, Town Clerk/Zoning Administrator Vicky Brooks, Attorney Bobby Griffin and Deputy Town Clerk/Tax Collector Janet Ridings.

Absent: Councilwoman Peggy Neill.

Visitors: Diane Countryman.

With a quorum present Mayor Frederick Becker called the Regular Town Council Meeting of November 14, 2013 to order at 7:32 p.m.

1. Opening

- Diane Countryman delivered the invocation.
- Pledge of Allegiance.

2. Public Hearing – Proposed Text Amendments

- Mayor Becker opened the Public Hearing on the proposed text amendments at 7:33 p.m.
- Planning Director Vicky Brooks presented the proposed text amendments to the council after noting that the Public Hearing was duly advertised, posted on the town's bulletin board and the website. The proposed text amendments are in Articles 6, 10 and 11 of the Zoning Ordinance and will bring the town into compliance with the recent amendments to North Carolina General Statute 160A-388, which is "Board of Adjustment". House Bill 276 was an act to clarify and modernize statutes regarding Boards of Adjustment. The Bill is now law; it was passed unanimously by the full Senate. The amendments were placed into three groups: numerous stylistic and organizational changes to clarify the statute; largely technical in nature, which should simplify operations for Boards of Adjustment; and incorporation of a variety of consensus modernizations and uniformity provisions. Ms. Brooks explained that some of the high points to these amendments were: the 4/5ths majority rule applies only to variances and not to appeals and special or conditional use permits; it defines the decisions that may be appealed to the Board

of Adjustment; it gives the appellants thirty days to appeal (instead of ten); it authorizes not only the Chairman of the Board to administer Oaths of Office, but also any member acting as the Chair and the Clerk to the Board; it provides for the delivery methods to be used to transmit decisions of the Board; it requires the Zoning Administrator to certify that proper notice has been made; it allows landowners to provide constructive notice of a final binding determination by posting a sign on the site for ten days, which starts the thirty day appeal process; it allows for parties of appeal to agree to mediation or any other form of alternative dispute resolution; it clarifies what findings are to be made for granting a variance; it removes the requirement for the applicant to have to show practical difficulties from the list of findings; it allows for an expedited hearing if the enforcement hasn't been stayed; it clarifies that the Public Hearing notification must be sent to the person or entity whose appeal application or request is the subject of the hearing (notification must also be sent to the landowner if the landowner did not initiate the hearing); the time frame on those notifications has been changed from at least seven days prior to at least ten calendar days and not more than twenty-five days prior to it; and it gives the Board of Adjustment Chair (or anyone acting as Chair) the ability to request issuance of subpoenas (this is a new section).

- Councilwoman LaMonica commented that it sounds like everything has gotten more flexible, better in the form and length of time to be able to file, and asked Ms. Brooks if there were any aspects of it that she had concerns with. Ms. Brooks responded no, and it really wouldn't matter, because we have to comply with what the General Statutes are. Mayor Becker noted that he was around when Ms. Brooks was working on this and although the provisions and the foundation of the changes are codified in the Statute these specific changes to our ordinance were written by Ms. Brooks. Different jurisdictions who have different ordinances have also written their own changes and they may not be exactly the same; some of these changes were cut and pasted from the Statute, but a lot of them were tailor made to our ordinance, as well as to make sure whatever was in our ordinance was brought into compliance. Councilwoman Coffey commented that they were still 100% in line with the General Statute.
- Mayor Becker asked if there were any questions or if we had anyone who signed up to speak at the Public Hearing. Ms. Brooks responded that no one had and asked if anyone wanted to sign up now. There was no response.
- Mayor Becker closed the Public Hearing on the proposed text amendments at 7:39 p.m.

3. **Public Comments**

- There were none.

4. **Consent Agenda**

- Mayor Becker noted that the tax collector added one additional refund to the "Refunds" in 4C; this was a last minute change and they didn't want that taxpayer (who has been double billed) to have to wait another month. Mayor Becker asked the council for a motion to add the additional duplicate refund to the "Refunds" for Loria Massey.
- **Councilwoman Coffey** made a **motion** to approve the consent agenda as presented (with the addition of the Massey refund request) containing the following:

- A. *September 12, 2013 Regular Meeting Minutes, September 30, 2013 Special Meeting Minutes, October 7, 2013 Special Meeting Minutes and October 10, 2013 Regular Meeting Minutes*
- B. *September 2013 Tax Collector's Report*
- C. *Refunds*
- D. *September 2013 Finance Report*

and **Councilwoman LaMonica** seconded. *The motion passed unanimously as follows:*

Ayes: Coffey, Countryman, Critz, Cureton and LaMonica
Nays: None

5. **Consideration of Securing a Collection Agency to Collect Delinquent Taxes**

- Delinquent Tax Collector Janet Ridings pointed out the memo in the agenda packet; we have two delinquent taxpayers that unless she can go to a collection agency (because they choose to pay their taxes with business checking accounts) then she can't touch them. These people [collection agencies] have a whole lot more power than Ms. Ridings does and can place notes on their personal credit reports as well as their business credit reports. Ms. Ridings explained that they had all received the adequate notifications numerous times. They are both on the Debt Setoff list and have received their Debt Setoff List letters, so they are fully aware. In addition, after talking with the collection agency, Ms. Ridings has sent those taxpayers letters telling them that they have 30 days and after those 30 days the town will turn them over to the collection agency, so they have been given ample notice in order to take care of this. Ms. Ridings requested council approval one way or the other (yes or no), whether they choose to do this; this is the only way we are going to get these two to pay. Mayor Becker noted from a finance officer perspective that Ms. Ridings and he have discussed this and the biggest issue is that the 25% is something the town "would eat"; it would become a cost of collection. Is the council willing to give that up? Councilwoman LaMonica asked for clarification on the fee structure on the agency and the receivables that are in excess of six years being 50% (the larger of the two would qualify under that). Ms. Ridings responded yes, unfortunately, one of them goes back to 2003. Councilwoman LaMonica then noted that one would be the 50% fee and the other would be the 25% fee. Mayor Becker responded as the memo says and Attorney Griffin has confirmed, obviously we do have other remedies that are even more extreme such as foreclosure, which is complicated, expensive and time consuming. The collection agent might not succeed, but it looks like (in Mayor Becker's opinion) a good alternative. Councilwoman LaMonica commented that it is low risk; if we don't collect anything, we don't owe them anything. Ms. Ridings has exhausted every means available to us today and this is the next natural step with the least risk. Ms. Ridings concurred that it was basically the next step without going through Attorney Griffin.
- **Councilwoman LaMonica** made a **motion** to approve Ms. Ridings recommendation and that we proceed to hire a collection agency for these two past due receivables and **Councilwoman Cureton** seconded. *The motion passed unanimously as follows:*

Ayes: Coffey, Countryman, Critz, Cureton and LaMonica
Nays: None

6. **Consideration of Becoming a Purple Heart Town**

- Mayor Becker pointed out that the memo/email [in the agenda packet] was fairly clear. Ms. Brooks commented that she did not have a lot to add to it; there is a sample proclamation if the council would want to consider being a Purple Heart Town. Ms. Brooks will contact Mr. Wade and they will come to the council in the coming months to do a presentation, at which time the council can present the proclamation to them. Councilwoman Critz responded that this is a great idea.
- **Councilwoman Critz made a motion that we do move forward to certify our Town as a Purple Heart Town and Councilman Countryman seconded. The motion passed unanimously as follows:**

Ayes: Coffey, Countryman, Critz, Cureton and LaMonica
Nays: None

7. **Discussion of Improvements to the NC-75 – McNeely Road Intersection**

- Mayor Becker noted that his memo was self-explanatory; the council can see the letters from Mayor Becker to Mr. Benton Payne dated in 2003 when Mike Easley and the Secretary of Transportation had come up with the “Moving Ahead” program, where the NCDOT solicited low cost (under \$500,000) and under six month projects that municipalities would like to have done that fell under a certain number of categories such as improving sight distance or improving pavement surface. One of the projects that Mineral Springs requested was that they cut down the hill at McNeely Road and Highway 75 to improve the sight distance looking toward Waxhaw as you are turning out. “We were approved, it was funded, it was ready to go and all of a sudden the project just went away and no explanation has ever been given”. Councilwoman Critz commented that she was recently out visiting some of her neighbors in Valley Farms and learned that Ira Penninger was in an accident at that intersection six years ago; he was rear-ended traveling down Highway 75 turning left onto McNeely Road. “As all of us know that live in this area, that’s a really difficult place and cars fly, especially these trucks, the 18-wheelers just coming flying through there and Mr. Penninger was in a fairly significant accident”. Councilwoman Critz added that her husband has also been in a near-accident there, he literally had to go off into the ditch to prevent being hit. We have been concerned about this intersection for over a decade as Mayor Becker just said; “we did go to the Department of Transportation 10 years ago to request that the hill be cut, so it would improve visibility there”. While Mr. Penninger would like to see a stop light put there because of the way the speed limit escalates in that section, we know from past experience with the Department of Transportation that is probably not going to happen no matter how much you jump up and down, scream, yell, or provide information, but it is an incentive for the town to revisit the situation and see if the Department of Transportation will honor what they promised the town they would do and have not done so far and also to see if there is anything more we might could do, such as possibly a caution light or something. Councilwoman Critz stated that she personally didn’t know at this point

until we get into this process, which is why she was coming to the council, so they could either agree to move forward or whatever. If they agree to move forward, we certainly will want to gather as much information and see what our options are for that particular intersection and how we can make improvements there. Councilwoman Critz stated that she was willing to be the representative to go to the Department of Transportation if this council wants to see that done and wants to delegate her to do that. Councilwoman LaMonica commented that she had some involvement with the NCDOT when she was working as a secretary of the Homeowners Association where she lives and often times it comes down to statistics as to where you land on the priority list. Councilwoman Critz responded that according to the statement that the town received in 2003, it was approved and funded. Mayor Becker added that it was part of a statewide program called "Moving Ahead" and it had been selected out of those several that the town submitted. Councilwoman Critz stated that we went back to them several times to say "we got your letter, when are you coming" and they just kept putting us off. Mayor Becker commented that we don't know the answer of why it was suddenly dropped if that was one they had selected as fitting right into the project; it was a special program and after that funding was gone they may say "too bad, that project is dead and now it's going to be something we will consider separately". Mayor Becker commented that this is a question of maybe just reestablishing communication and Councilwoman Critz has volunteered to do that.

- **Councilman Countryman** made a **motion** that we touch base with DOT and find out where they currently stand on. Mayor Becker commented that Ms. Brooks knows who the contacts are and Councilwoman Critz stated that she would follow through. **Councilwoman LaMonica** seconded that aforementioned motion. *The motion was passed unanimously as follows:*

Ayes: Coffey, Countryman, Critz, Cureton and LaMonica

Nays: None

- Councilwoman Coffey commented that she would like to bring note to item #1 (on the "Moving Ahead" program" list) in reference to the upgrades that were done on Happy Hollow and advised that Bow Hill Drive had been upgraded in 2012. It has to been widened, but they have cleaned the ditches, put in driveway pipes and stones on the road. Resident Helen Easterly, that lives on Bow Hill, was kind enough to handle that project and saw it all the way through; she was diligent and made it happen. Mayor Becker noted that Happy Hollow was part of the "Secondary Roads" program" and not the "Moving Ahead" program", and that projects such as these are still taking place.

8. Consideration of a Mineral Springs 15th Anniversary Festival

- Mayor Becker explained that this could be open-ended, but he thought we need to arrive at a decision on the idea of a festival next August and try to nail down a few specifics to give staff direction. Mayor Becker opened the floor, stating that we need to make progress or abandon it. Obviously we don't have a blueprint tonight, but we do want to know if the council is absolutely committed, do they want to lay out money and what are some of the procedural things on this. Mayor Becker pointed out that the memo from Ms. Brooks was pretty much unchanged from

August; there is some basic information on some of the costs and a good starting point to decide if we want to do it. There has been some discussion with other municipalities who have done festivals of various types and the question becomes “do we have a sort of outline we would like to begin to flesh out”? Councilwoman Coffey asked Ms. Brooks what her research indicates the financial liability for the town would be. Ms. Brooks responded that was a tricky question that she has no idea of the answer, because it goes onto what the council wants to charge, would they charge for admission to something like the "moon bounce" or would it be free to the children; a lot of it is going to depend on what this council wants to see out of the festival. Mayor Becker mentioned that there is no bottom line available, but some of the top lines that the council can consider are whether or not to charge admission for individual attractions. We can raise money with the food vendors (for example). Mayor Becker explained that he had talked to someone in Mineral Springs that he can bring into a future meeting, if she is willing to come, that has done a lot of volunteer work with Waxhaw and their festivals. Ms. Brooks mentioned that Mayor Becker was supposed to get her number so that she could give her a call. Mayor Becker responded he would get the number for Ms. Brooks; she may not have bottom lines, but she may have ways to raise money. If you are going to have craft booths you could rent those for \$25 and if food vendors want to come they may pay \$50 to \$100 for a spot and then they could keep all the money they bring in. Those are some of the ways to get income up front to offset your port-a-johns, electricity and equipment rental. Mayor Becker did not think the League of Municipalities would even ask to have a surcharge on our insurance premium for a festival that would only have 1,000 people throughout the day. Mayor Becker shared some good news with the council: at one of the Parkwood games he attended he talked with the chief band booster (a Mineral Springs resident) and mentioned that we would like to have the band at the festival; the gentleman went away and the band played a few selections and the gentleman came back to Mayor Becker and said “well, you’ve got the band for your festival”. The band director is 100% committed to having the Parkwood Band perform; that early in the season they may not march, but they would certainly love to have the opportunity to perform. Councilwoman Coffey asked if she was hearing “battle of the bands”. Mayor Becker responded at that point we might have to bring in Cuthbertson. It would bring out families, because the families of the kids in both bands would come; these are things that are real and available to us and would happen with the aid of other people; there are outside interests who are willing to come in. Councilwoman Critz shared three thoughts: she would like to see us not charge; she thought we needed guidance from either the individual that Mayor Becker referred to or someone that is an event planner that knows how to put this together, because we do not need to fly by the seat of our pants; and we do need some approximate financial goals here, realizing that we can offset it with vendors. Councilwoman Critz continued that quite a bit can be done and we can get some really concrete information about this. “I would like to come to the table in December with this additional information and try to put something into motion, because I think the festival itself is a great idea”, Councilwoman Critz said.

- Ms. Brooks suggested that the council needed to say what it is that they want to see in order for her to present anything to the board. Councilwoman Critz responded that without an event planner saying what is popular, what is easiest, what brings in the most; she doesn’t know that they can make those decisions.

Councilwoman Critz stated that the craft booths, art exhibits, local art, local pottery and things that are already prevalent in our area are no brainers. Mayor Becker said that Barbara Faulk could be a resource for that although she doesn't do event planning; she would be the contact to get those people involved. Councilwoman Critz suggested talking to other towns, such as Waxhaw, to see how much they are charging these vendors. Mayor Becker commented that the vendors know they are going to get more in Waxhaw than in Mineral Springs, so we could adjust our fees accordingly.

- Councilman Countryman commented that something really important as we pursue this is to get the community involved; we can't do this ourselves. We are going to have to get involved in a committee type approach where we have people from this council that are part of that committee and some people from the community, because this is a community project. Councilman Countryman felt that it is extremely important that we get their involvement and get volunteers, because they want to be part of the solution. Councilwoman Coffey commented that we would absolutely need all hands on deck; there is no way we could do this by ourselves. Mayor Becker commented that he thought that it was going to be something very complicated with lots and lots of attractions (carnival like). Councilman Countryman stated that it is just a gathering of the community. Mayor Becker responded exactly, you could have almost nothing; he went to Marvin's new park where they had a couple of vendors that he didn't go to, he just mingled with people and that is what it was all about. Councilman Countryman commented that is not like a State Fair. Councilwoman LaMonica stated that it should be more like a main street kind of thing with bake offs and burgers. Councilman Countryman added that it should be like a big family get-together.
- Attorney Griffin suggested that the council consider selecting and hiring an event planner that would then pull in all these resources on the town's behalf and even let the town participate in some of the committees, which would then be public record. An event planner would be the CEO and wouldn't have to devote all of her time to it. Mayor Becker responded that is a mechanism worth pursuing. Attorney Griffin stated that this person [the resident who does such event-planning work] may do it for the town, surely there are folks out there who..... Mayor Becker commented that she is kind of critical and apologized for delaying in getting Ms. Brooks the number, because she could have brought her here tonight; we want this by December. Councilwoman Critz suggested tabling this item until they get all that information and come back. Councilwoman Coffey stated "you're planning to have someone here next month though, right, to present, because I mean we are talking August 2014". Mayor Becker responded that we will get her or somebody else. Councilwoman LaMonica asked if the town had to advertise if we are looking to hire someone for a project like this. Councilwoman Critz responded no, because it's under that minimum amount, but we certainly can ask around and if there is anyone here in the room that has suggestions before they leave tonight, please let us know before you leave tonight – write down a name and number, so we can contact and compare experience, costs, etc. Councilwoman LaMonica asked Attorney Griffin if it would not be a conflict of interest for her to mention it within her organization and for the folks that live here that if they have this background to apply. Attorney Griffin responded that he didn't see it. Mayor Becker noted that we are not talking thousands of dollars of services; it is a very small contract.

9. **Consideration of Purchasing an Additional Christmas Decoration**

- Mayor Becker explained that Ms. Brooks memo was self-explanatory, but it was not self-explanatory to the audience; there is a really big gap in the Christmas decorations from the Mineral General down to the corner and Chief Gaddy has offered to supply the electricity for us to put one in between there if the council would like to purchase another snowflake. This purchase was over \$500 and a capital expenditure; therefore, we wanted to get council approval. Ms. Brooks noted that it was \$544 plus tax and shipping. Councilwoman Coffey commented that it would tie the downtown together better. Councilwoman LaMonica asked if it matches the stuff we bought last year. Mayor Becker responded that it was from the same place.
- **Councilman Countryman** made a **motion** that the council approve the purchase of that decoration for Christmas for the Fire Department and **Councilwoman Critz** seconded. The motion pass unanimously as follows:

Ayes: Coffey, Countryman, Critz, Cureton and LaMonica

Nays: None

- Councilwoman Critz and Mayor Becker thanked the fire department.

10. **Consideration of the Proposed Text Amendments**

- Mayor Becker noted that we had the Public Hearing and asked the council if they had any further questions for Ms. Brooks outside of the Public Hearing on either the Statement of Reasonableness or the text amendments.
- **Councilwoman Critz** made a **motion** to adopt the Statement of Reasonableness: *In reference to the proposed text amendments in Articles 6, 10 & 11 of the Mineral Springs Zoning Ordinance. The Town of Mineral Springs hereby declare the proposed text amendments to be “reasonable” as they follow the North Carolina General Statutes adopted in October of 2013. The Town of Mineral Springs hereby declares the proposed text amendments to be “consistent” with the Mineral Springs Land Use Plan and Vision Plan contained therein, which specifically calls for periodic review to make sure that the Zoning Ordinance is as up-to-date as possible. ADOPTED this day the 14th day of November, 2013. The motion was seconded by Councilwoman Coffey. The motion passed unanimously as follows:*

Ayes: Coffey, Countryman, Critz, Cureton and LaMonica

Nays: None

- **Councilwoman Coffey** made a **motion** to adopt the proposed text amendments to Article 6, 10 & 11 as presented and **Councilman Countryman** seconded. The motion passed unanimously as follows:

Ayes: Coffey, Countryman, Critz, Cureton and LaMonica

Nays: None

- Mayor Becker thanked Ms. Brooks and noted that he knew, from his work here [town hall] how long it took to put it all together. We may have a Board of

Adjustment meeting in the next year or two; they do meet infrequently, but it has to be done because it is a statutory board.

- The text amendments are as follows:

Section 11.1 Board of Adjustment Powers, Duties and Procedure

A Board of Adjustment is hereby established, which Board shall have all the powers and duties as authorized by Section 160A-388 of the General Statutes of North Carolina, and as otherwise provided for in this Ordinance. Generally, such powers and duties shall include, but not be restricted to, the following:

- a) Hearing and deciding all appeals from decisions made by the Zoning Administrator.
- ~~b) Hearing and deciding appeals that require interpretation of this Ordinance.~~
- ~~e~~**b**) Hearing and granting variances from the provisions of this Ordinance.

11.1.3 Jurisdiction

Each member of the Board of Adjustment shall have equal rights, privileges, and duties in all matters coming under the Board's purview, **except as provided for in Section 11.8.**

Section 11.2 Administrative Review

The Board of Adjustment shall hear and decide appeals **on decisions** from and review any order, requirement, decision, or determination made by any **of** administrative officials charged with the enforcement of this Ordinance **and may hear appeals arising out of any other ordinance that regulates land use or development,** and apply such interpretation to particular fact situations.

11.2.1 A written appeal may be taken by any person who has **standing under NCGS 160A-393(d) and has** first requested and received a ruling from the Zoning Administrator. An appeal to the Board of Adjustment shall be made as set forth hereinafter within ~~ten (10)~~ **thirty (30)** days of receipt by the applicant of the written decision made by the Zoning Administrator.

11.2.2 A written appeal may be taken by any person **with standing under NCGS 160A-393(d) that has been** aggrieved or by an officer, department or board of the Town, within ~~ten (10)~~ **thirty (30)** days of a written decision made by the Zoning Administrator. An appeal stays all proceedings in furtherance of the action appealed from, unless the officer from whom the appeal is taken certifies to the Board of Adjustment, after notice of appeal has been filed with him, that because of facts stated in the certificate a stay would, in his opinion, cause imminent peril to life or property or that because the violation charged is transitory in nature a stay would seriously interfere with enforcement of the Ordinance. In such cases, proceedings shall not be stayed except by a restraining order, which may be granted by the Board of Adjustment or by a court of record on application, on notice to the officer from whom the appeal is taken and on due cause shown. **If enforcement proceedings are not stayed, the appellant may file with the Zoning Administrator a request for an expedited hearing of the appeal, and the Board of Adjustment shall meet to hear the appeal within fifteen (15) days after such a request is filed. Notwithstanding the foregoing, appeals of decisions granting a permit or otherwise affirming that a proposed use of property is consistent with the Ordinance shall not stay the further review of an application for permits or permissions to use such property. The appellant may request and the Board of Adjustment may grant a stay of a final decision of permit applications affected by the issue being appealed.**

11.2.3 A duplicate written application for an appeal, in the form specified in Section 11.4.1,

detailing in full the grounds thereof, shall be filed with the Zoning Administrator **Town Clerk** on behalf of the Board of Adjustment. The Zoning Administrator shall submit his/her interpretation and the reasons therefore in writing to the Board of Adjustment, and shall immediately transmit all paper constituting the record to the Board of Adjustment. Said record shall also include the application, the Zoning Administrator's ruling, any related correspondence and the written application for appeal. **The official who made the decision shall transmit to the Board of Adjustment all documents and exhibits constituting the record upon which the action appealed from is taken. The official shall also provide a copy of the record to the appellant and to the owner of the property that is the subject of the appeal if the appellant is not the owner.**

11.2.5 Notice of a proposed the public hearing **shall be mailed to the person or entity whose appeal, application, or request is the subject of the hearing; the owner of the property that is the subject of the hearing if the owner did not initiate the hearing, and to any other persons entitled to receive notice as provided by the Ordinance. In the absence of evidence to the contrary, the Town may rely on the Union County Tax Listing to determine owners of property entitled to mailed notice. The notice must be deposited in the mail at least ten (10) days, but not more than twenty-five (25) days prior to the date of the hearing. Within that same time period, the Town shall also prominently post a notice of the hearing on the site that is the subject of the hearing or on an adjacent street or highway right-of-way.** of the subject appeal shall be given to the applicant and the Zoning Administrator by first class mail, which mailing must be made at least seven (7) calendar days prior to the date of the hearing.

11.2.6 **The official who made the decision shall be present at the hearing as a witness. The appellant shall not be limited at the hearing to matters stated in the notice of appeal. If any party or the Town would be unduly prejudiced by the presentation of matters not presented in the notice of appeal, the Board of Adjustment shall continue the hearing.** The Board of Adjustment must decide the matter which is the subject of the appeal within thirty (30) calendar days following the hearing conclusion or at the next regularly scheduled meeting of the Board of Adjustment following the hearing conclusion, whichever occurs later. The decision of the Board of Adjustment shall be in writing and shall be mailed by first class mail to the applicant.

11.2.8 **The parties to an appeal that has been made under this subsection may agree to mediation or other forms of alternative dispute resolution.**

11.3.2 The Board of Adjustment, before granting a variance, shall make the following findings:

- a) There are practical difficulties or unnecessary hardships in the way of carrying out the strict letter of the ordinance.
- b) **The hardship results from conditions that are peculiar to the property (i.e. location, size, topography).**
- c) **The hardship did not result from actions taken by the applicant or the property owner.**
- d) **The requested variance is consistent with the spirit, purpose, and intent of the Ordinance such that public safety is secured and substantial justice is achieved.**

This shall be construed to mean:

1) If the property owner strictly complies with the provisions of the Ordinance, he can secure no reasonable return from, or make any reasonable use of his property and

- ~~2) The hardship results from the application of the Ordinance, and~~
- ~~3) The hardship is suffered by the applicant's property, and~~
- ~~4) The hardship is not the result of the applicant's own actions, and~~
- ~~5) The hardship is peculiar to the applicant's property.~~
- ~~b) That the variance is in harmony with the general purpose and intent of this Ordinance and preserves its spirit.~~
- ~~c) That in the granting of the variance, public health safety and welfare have been assured and substantial justice has been done.~~

~~That the reasons set forth in the application and the hearing justify the granting of a variance, and that the variance is a minimum one that will make possible reasonable uses of land or structures.~~

11.3.4 Any order of the Board of Adjustment in granting a variance shall expire, if a Zoning Permit, or Certificate of Compliance for such use (if a zoning permit is not required) has not been obtained within one (1) year from the date of the decision.

11.3.5 Notice of the variance public hearing shall be given in the same manner as prescribed in Section 11.2.5

Section 11.4 Application Procedure

The following regulations apply to all applications submitted to the Board of Adjustment:

11.4.1 Before a petition for an ~~interpretation~~, appeal, or variance shall be considered, a completed application of on a form provided by the Town of Mineral Springs accompanied by a fee (as established by the Town Council) shall be submitted to the ~~Zoning Administrator~~ **Town Clerk** as set forth in Section 11.2.3. The fee shall be waived for any petition initiated by the Zoning Administrator, the Town Clerk or the Town Council on behalf of the Town. The application shall contain the name, address, and telephone number of the applicant(s), and property owners if different from applicant(s), a description of the subject property with reference to deed book and page. The application shall also contain a list of names and addresses of adjoining and contiguous property owners on all sides and across any street and public right-of-way from the subject property. This information shall be based upon the current year Union County tax records. The application shall be accompanied by a map clearly showing the subject property and all contiguous property on either side and all property across any street or public right-of-way from the subject property.

11.4.2 The filing of any application stays all proceedings unless the Zoning Administrator certifies to the Board of Adjustment that a stay in his/her opinion will cause imminent peril to life or property, or, that because the violation charged is transitory in nature, a stay would seriously interfere with enforcement of the Ordinance. In that event, proceedings shall not be stayed except by a restraining order, which may be granted by the Board of Adjustment, or by a court of record, on application, on notice to the Zoning Administrator, and on due cause shown. **If enforcement proceedings are not stayed, the appellant may file with the Zoning Administrator a request for an expedited hearing of the appeal, and the Board of Adjustment shall meet to hear the appeal within fifteen (15) days after such a request is filed.**

11.4.4 The Board of Adjustment shall give notice of the public hearing by sending notices by first class mail to the **person or entity whose appeal, application or request is the subject of** ~~parties to~~ the hearing and to all property owners contiguous or adjacent to the property (as defined in Section ~~42-4-2~~ **12.1.7d**). Said notices shall be mailed ~~at least~~

not less than seven (7) ten (10) calendar days nor more than twenty-five (25) calendar days prior to the public hearing; **to the owner of the property that is subject to the hearing if the owner did not initiate the hearing; and to any persons entitled to receive notice as provided by the Ordinance.** In addition, a conspicuous sign shall be placed in a conspicuous location on subject property(ies) indicating the nature of the public hearing and date, time and place at which it is to occur. Said sign shall be placed on the property(ies) at least **not less than seven (7) ten (10)** calendar days **nor more than twenty-five calendar days** prior to the public hearing and shall remain standing until the Board of Adjustment has reached its final decision. ~~Failure to mail notices or to post notices shall not invalidate any action taken with regard to the petition.~~

11.4.5 A written application for a variance must also demonstrate in detail, the following:

- 1) That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district.
- 2) How a literal interpretation of the provisions of this Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this Ordinance.
- 3) How said circumstances do not result from the intentional actions of the applicant.
- 4) How granting the variance requested will not confer on the applicant any special privilege that is denied by this Ordinance to other lands, structures or buildings in the same district.
- 5) That no nonconforming use of neighboring land, structures, or buildings in the same district and no permitted use of land, structures or buildings in other districts will be considered grounds for the issuance of a variance.

Should be - 11.4.6

11.4.5 In all matters before the Board of Adjustment, the applicant shall have the burden of providing clear, competent and material evidence in support of the application. Hearings may be continued, at the sole discretion of the Board Chairman, to permit the applicant to provide additional, missing or incomplete information, when requested, to aid the Board of Adjustment in reaching a proper determination and/or to permit the Board to independently obtain such information. All reasonable expenses incurred by the Town for investigating and processing the matters before the Board of Adjustment are the responsibility of the applicant. These expenses may include, but are not limited to, the solicitation of Professional Engineers' Services, legal advice, expenses of public hearing(s) and the like; and shall be paid in full prior to delivery of the final notification of Board action for the subject matter.

Should be 11.4.7

11.4.6 The Board of Adjustment shall have no authority to issue a variance for a ~~wavier~~ **waiver** of a setback or bulk requirement for a building or structure if the applicant had not first submitted a foundation survey (in accordance with Section 10.3.8) subsequent to the construction of the foundation and prior to the application for a Certificate of Compliance.

Section 11.5 **Board of Adjustment Action**

11.5.1 The concurrent vote of four-fifths (4/5) of the five (5) sitting members of the Board of Adjustments shall be necessary to **grant any variance from the provisions of this Ordinance. A majority of the members shall be required to** reverse any order, requirement, decision or determination of the Zoning Administrator, or to decide in favor

of the applicant on any matter upon which it is required to pass under this Ordinance ~~or to grant any variance from the provisions of this Ordinance~~. At least one of the sitting members shall be the Chairman or the Vice-Chairman. For the purposes of this subsection, vacant positions on the board and members who are disqualified from voting on a quasi-judicial matter shall not be considered members of the board for calculation of the requisite supermajority if there are no qualified alternates available to take the place of such members.

11.5.4 All decisions of the Board of Adjustment shall be filed with the Zoning Administrator and a written copy thereof shall be sent **delivered by first class mail, personal delivery, or electronic mail** to the applicant, **property owner and to any person who has submitted a written request for a copy, prior to the date the decision becomes effective** by first class mail within fourteen (14) calendar days following the decision, or after receipt of payment for processing per Section 11.4.6, whichever occurs later. **The Zoning Administrator shall certify that proper notice has been made.**

Section 11.6 Appeals from the Board of Adjustment

11.6.3 Every decision of the Board of Adjustment shall be subject to review by the Superior Court Division of the General Courts of Justice of the State of North Carolina by proceedings in the nature of certiorari **pursuant to NCGS 160A-393**. Any petition for review by the Superior Court shall be duly verified and filed with the Clerk of Superior Court within **by the later of** thirty (30) days after the decision **is effective** of the Board is filed with the Zoning Administrator, or after a written copy thereof is **given in accordance with 11.5.4. When first-class mail is used to deliver notice, three (3) days shall be added to the time to file the petition.** delivered to every aggrieved party who has filed a written request for such copy with the staff of the Board of Adjustment at the time of its hearing of the case, whichever is later. The decision of the Board of Adjustment shall be delivered to the aggrieved party either by personal service or by first class mail.

Section 11.7 Administration of Oaths to Witnesses

The Chairman of the Board of Adjustment or the Vice-Chairman **any member acting as Chairman and the Clerk to the Board shall be authorized to** when temporarily acting as Chairman, shall be authorized in his/her official capacity to administer oaths to witnesses in any manner **matter** coming before the Board.

Section 11.8 Subpoenas

The Board of Adjustment through the Chair, or in the Chair's absence anyone acting as Chair, may subpoena witnesses and compel the production of evidence. To request issuance of a subpoena, persons with standing under G.S. 160A-393(d) may make a written request to the Chair explaining why it is necessary for certain witnesses or evidence to be compelled. The Chair shall issue requested subpoenas he or she determines to be relevant, reasonable in nature and scope, and not oppressive. The Chair shall rule on any motion to quash or modify a subpoena. Decisions regarding subpoenas made by the Chair may be appealed to the full Board of Adjustment.

Section 11.89 Rules of Procedure

All meetings and hearings shall be open to the public and shall be conducted in accordance with the procedure set forth in these regulations and supplemental rules of procedure adopted by the Board of Adjustment. Such rules of procedures may be amended by the Board of Adjustment membership at any time.

The rules of procedure adopted by the Board of Adjustment to govern its actions shall be kept on file at the offices of the Zoning Administrator and the Town Clerk, and shall be made available to the

public at any meeting or hearing of the Board of Adjustment.

Section 11.910 Staff

The Zoning Administrator shall serve as staff to the Board of Adjustment and shall provide technical assistance to the Board of Adjustment as requested.

Section 6.4 Town Council Decision

If the Town Council should find, after conducting a public hearing, that the proposed Conditional Use Permit and, where requested, rezoning should be granted, the Town Council may impose such additional reasonable and appropriate special conditions upon such Conditional Use Permit, as it may deem necessary. In no instance shall any of these conditions be less restrictive than any requirements which would pertain to that particular development found in the same zoning district. Any conditions should relate to the relationship of the proposed use to surrounding property, proposed support facilities such as parking areas and driveways, pedestrian and vehicular circulation systems, screening and buffer areas, the timing of development and other matters that the Town Council may find appropriate or the petitioner may propose. The conditions may include sign controls but may not include architectural review or control. The screening provisions of this Ordinance shall be minimum screening requirements as a condition for awarding a CUP, however, the Town Council may impose additional reasonable screening requirements as a condition for awarding a CUP as the Council considers necessary to protect the health, safety and welfare in accordance with the purpose and intent of this Ordinance. The petitioner will have a reasonable opportunity to consider and respond to any additional requirements prior to approval or denial by the Town Council. The Town Council shall give due regard to the intent and purpose of this section of the Ordinance and that the public health, safety and welfare will be secured and substantial justice done.

The Town Council shall determine contested facts and make its decision within a reasonable time. The written decision shall be signed by the Mayor or other duly authorized member of the Town Council and shall be effective upon filing the written decision with the Town Clerk. The decision of the board shall be delivered by personal delivery, electronic mail, or by first-class mail to the applicant, property owner, and to any person who has submitted a written request for a copy, prior to the date the decision becomes effective. The Town Clerk shall certify that proper notice has been made.

6.4.4 Appeal of Town Council Decision on CUP

Every CUP decision of the Town Council shall be subject to review by the Superior Court by proceedings in the nature of certiorari. Any petition for review by the Superior Court shall be filed with the appropriate Clerk of Superior Court within thirty (30) days after the decision of the Town Council is filed in the Office of the Town Clerk, or after a written copy thereof is delivered to every aggrieved party who has filed a written request for such copy with the Clerk at the time of the hearing of the case, whichever is later. The decision of the Town Council may be delivered to the aggrieved party either by personal service or by registered mail or certified mail return receipt requested.

The written decision shall be signed by the Mayor and will be effective upon filing with the Town Clerk. The written decision shall be delivered by personal delivery, electronic mail, or by first-class mail to the applicant, property owner, and to any person who has submitted a written request for a copy prior to the date the decision became effective. The Town Clerk shall certify that proper notice has been made.

10.3.6 Right of Appeal

The applicant may appeal the Zoning Administrator's denial of any such zoning permit to the Board of Adjustment. Appeal of denial of a zoning permit must be made in writing and must specify the grounds thereof and said appeal must be received by the

Zoning Administrator and the Town Clerk within ~~ten (10)~~ **thirty (30)** days of receipt by the applicant of the written notice of denial of a zoning permit application, or the passage of the time period specified in Section 10.3.2 which constitutes denial has occurred.

10.3.9 Constructive Notice of Decision

The applicant or landowner may provide constructive notice of a decision made by the Zoning Administrator by prominently posting a sign on the property that is the subject of the decision containing the words "Zoning Decision" or "Subdivision Decision" in letters at least six (6) inches high for at least ten (10) days. Posting the subject property shall be the responsibility of the landowner or applicant. Verification of posting shall be provided to the Zoning Administrator.

10.4.4 Appeal

The applicant may appeal the Zoning Administrator's denial of any such Certificate of Compliance to the Board of Adjustment. Appeal of denial of a Certificate of Compliance must be made in duplicate written form, state the grounds thereof, and be received by the Zoning Administrator and the Town Clerk within ~~ten (10)~~ **thirty (30)** days of applicant's receipt of written notice of denial of said Certificate of Compliance.

11. Discussion and Consideration of Setting Newsletter Dates

- Ms. Brooks explained that we are getting ready to send out a newsletter, because it has been a really long time and she was asking the council for guidance on how often they wanted the newsletter to go out in a given year or were there specific months they wanted it sent out. Councilwoman Critz stated that she would personally like to see it done quarterly. Councilwoman LaMonica asked if we had enough content for four times a year or would three times a year be better. Ms. Brooks responded that even three times a year would be pushing it; quarterly might be too many times. Mayor Becker asked how it would work out if we get one out right before Thanksgiving (November). Councilwoman Coffey asked if we were going to get one out before Thanksgiving; she was thinking Christmas. Ms. Brooks responded that she had her fingers crossed. Councilwoman Critz asked when Alice did the newsletter did we not do it every other month. Ms. Brooks responded that we did it quarterly and that dwindled down a little. Mayor Becker added that it didn't happen quarterly very many quarters; it spread out very quickly, because we didn't have enough news. Mayor Becker explained that Ms. Brooks was thinking the council might give guidance on doing it "date certain", which would create a deadline. Councilwoman Coffey responded that she thought we should leave it open for now, get this first one off the press and see what kind of new information is coming up and then set a timetable. Councilman Countryman commented if we get this one issued, we're over the holiday season, then we decide to do it on a three times a year basis; the deadlines can be set at April, then four months from then and four months from then. Part of what really makes this work is not this council, its people submitting stuff that they want other people to see and be aware of, so again it reflects back on the community, which frankly hasn't been very participatory over the last several years. There were discussions during the most recent campaign about communication and Councilman Countryman thought this is a great opportunity in a forum by which anyone can communicate with this council, because that is what a newsletter is all about: news. It doesn't have to be good news, it could be ideas, it could be thoughts and plans, it could be a variety of

things, but it is not just us telling you what we do; we need to understand what you want from the community and the communication should be both ways. This would help Ms. Brooks tremendously in terms of publishing an intelligent newsletter. Mayor Becker commented that we will get the current newsletter out and then we will take Councilman Countryman's suggestions and see where we can go with it. Councilman Countryman commented that someone might have a good recipe they might like to share. Councilwoman LaMonica suggested that Ms. Brooks might want to ask for feedback on what folks might want to see in the survey in this newsletter; we might be able to get some ideas through that. Mayor Becker commented that no action needs to be taken; we will just continue forward and will hopefully have a newsletter in the mailboxes before the next meeting if all goes well. Councilwoman Coffey asked if that would be in the next two weeks, because she heard Thanksgiving. Ms. Brooks commented that she would be gone all next week. Mayor Becker responded it will be the following week – right? Councilwoman Coffey commented again that she heard Thanksgiving and she wanted to make sure that that comes to fruition, or we need to restate it right now. Mayor Becker asked what date Thanksgiving is on. Councilwoman LaMonica responded that she wanted to say it was the 28th or 29th. Mayor Becker stated that would give us just two weeks. Councilwoman Coffey responded that we don't want to state what we are not going to make happen. Mayor Becker asked Ms. Brooks if we could get it in the mail in two weeks. Councilwoman Coffey reiterated that Ms. Brooks would be off next week. Attorney Griffin commented that Ms. Brooks said she's going to try. Mayor Becker noted that Ms. Brooks is going to a Planner's Conference. When Councilwoman Critz suggested that we should say it will go out just after Thanksgiving, Ms. Brooks commented about the Christmas tree lighting being on December 3rd. Mayor Becker concurred with that date and commented that he would love to have that in the newsletter. Councilwoman Critz commented that Ms. Brooks needs help; would it help if one or more of us came and helped? Ms. Brooks suggested sending her something for the newsletter that she can put in there. There was discussion by the council to put a blast on the website about getting newsletter content. Attorney Griffin commented that he assumed the editor has discretion to edit what comes in, because she may get a deluge. Mayor Becker responded he hoped that she does; she is the editor – absolutely. There was a consensus of the council that Ms. Brooks absolutely has discretion. There was also a consensus of the council that the newsletter would go out before Thanksgiving. Mayor Becker will update the address list and get it to Ms. Brooks.

12. **Consideration of Using the Town Hall for a “Coffee with the Mayor” Bi-Monthly Event**

- Mayor Becker explained that he was looking for guidance from the council on this new feature and that he is willing to “put his neck on the chopping block” because Mayor Linda Paxton did it and if Ms. Paxton could do it, so could he. Councilwoman LaMonica responded that she liked the idea. Mayor Becker stated that it was great, he only went to one special one (since he doesn't live in Stallings) and he thought it was a great idea. Ms. Paxton did that for quite a few years, she was very proactive with that type of interaction; however, they had something we don't have – they have restaurants in various places and we don't have that luxury yet, but we will by this time next year. Mayor Becker noted that he discussed this with Ms. Paxton (after he put the memo out), because he ran across her at a

county planning function. Ms. Paxton told Mayor Becker not be to disappointed if you don't get a big turnout, sometimes she didn't have any, sometimes she would get three or four on a regular basis. Once she had 15 for a very big event with a special presenter and Stallings has a population in the 10,000 range. Mayor Becker stated that he wasn't worried, it isn't quantity, it's just that we want to make sure there is an opportunity just to have issues of any sort be discussed. The piece of guidance that Mayor Becker thinks he needs from the council is, while he obviously can't make promises for the town, he can answer questions to the best of his ability and communicate; this is just to interact, it is informal and is meant to be an informal discussion with anybody who wants to come and visit. Councilwoman Critz commented that this is certainly information for the newsletter. Mayor Becker responded if we can schedule one before the newsletter comes out if we want to do one in December, he would be very happy to do that. Councilman Countryman asked Mayor Becker to explain what "Coffee with the Mayor" is. Mayor Becker explained that Mayor Paxton [from Stallings] did an informal event bi-monthly in the town (early in the morning), it was literally just coffee with the mayor; it was publicized to just come in and talk with the mayor about your town. Mayor Paxton got a small turnout, occasionally she would bring in a regional guest of interest: Union County Tax Administrator John Petoskey to talk about a revaluation process or Public Works Director Ed Goscicki to talk about a sewer process. Councilwoman Critz mentioned that Mayor Becker could bring in Chris Platè. Mayor Becker concurred and stated he could talk about Economic Development. In addition, Mayor Becker ran across Representative Mark Brody, who represents part of our town in the North Carolina Legislature, and told him that he was considering this [Coffee with the Mayor]; Mayor Paxton would sometimes have a Representative.

- Mayor Becker explained that he was suggesting using the town hall with council permission, because that has to be approved; it is a town event, but it's not really an official town event, so it needs council approval. Does the council want Mayor Becker to spend \$10 for a box of coffee and some donuts rather than having to brew it here? We've got special event money budgeted; Mayor Becker is looking for council guidance as he is looking to see if it can even get off the ground. Mayor Becker was thinking it would probably be early mornings when the town hall isn't open for regular business; Wednesday mornings (8:00 a.m.) is a nice middle of the week thing when people are usually in town. In addition, a weekend every couple of months; Saturday morning might be nice and Mayor Becker is willing to do a Saturday. Again, Mayor Becker asked for guidance from the council and approval to "give it a shot" and then he will report back. Mayor Becker stated that he wouldn't mind having a council visitor, as long as we didn't have a quorum. Councilwoman Critz commented that Mayor Becker should go with the every other month and should come up with his first town dates for this newsletter, so that people can plan; one should be a middle of the week and one should be on a Saturday. Coffee and donuts is not an unreasonable expenditure to provide for people to come here and ask questions understanding that Mayor Becker may not be able to answer all of them, but they certainly could. The questions that Mayor Becker couldn't answer or the ones that needed further investigation could come before the council and be part of the agenda. Mayor Becker commented that he has been doing this for a long time, so he would be happy to explain how things are done in municipal government; he had done those presentations to everything

from kindergarten classes to home school history and civic classes. It is amazing how we take for granted that everyone knows what we do and why we do it and that's just not true.

- **Councilwoman Critz** made a **motion** to approve the program "Coffee with the Mayor" as described and the use of the town hall for that purpose and **Councilwoman Coffey** seconded. The motion passed unanimously as follows:

Ayes: Coffey, Countryman, Critz, Cureton and LaMonica

Nays: None

- Ms. Brooks asked Councilwoman Critz when she said for the program – did she also mean the coffee and donuts? Councilwoman Critz responded yes, the program to meet with the Mayor and to provide coffee and donuts. Mayor Becker commented that some people might not do coffee, so we might have something else. Councilwoman Critz responded we'll just say morning refreshments.

13. **Consideration of Establishing a Plan for a Updated Town Survey**

- Mayor Becker explained that some of us talked about this during our recent campaign and staff has talked about it off and on a little bit; does the council want to consider beginning the process of a survey and direct staff to begin investigating? Ms. Brooks asked if the council thought this was something they want the planning board to take a look at. Councilwoman LaMonica asked if it needed to be limited to that type of survey – her thought process was when it comes to things like town services and the types of activities that our residents want to see, because that.... Councilwoman Critz added that was in the last survey. Mayor Becker commented that it could be expanded to include questions about a town festival and other town activities. Councilwoman LaMonica responded as opposed to simply land use and land development. Ms. Brooks commented that you might still want to ask those questions, but also add to it to make it broader; it would be good to know, because people have changed. Councilwoman Critz commented that we have sewer coming, so we might want to ask for ideas/desires for the downtown - what people would like to see happen in downtown development, which will obviously be predicated by the landowners themselves. This could be an economic tool for the landowners if they knew that the community had a strong interest in a certain thing; that may direct their investment. Councilwoman LaMonica asked who did the surveys for us last time. Mayor Becker responded that the town wrote it the first time (2000) and we had someone with the State Department of Commerce, Mr. Jack Newman (a community planner), tabulate it and present to the council. The second one (2005) occurred when the town was working with the UNCC Vision Plan; we weren't planning on doing another survey so quickly, but they said it was a good time to do it since we were actually doing a Vision Plan. When the town suggested updating the survey, they said no, ask the exact same questions, so we could see what the trends were over the five years. UNCC sent out the exact same survey and tabulated it; very interesting to see that the results trended, but they didn't diverge. Mayor Becker stated that at this point, we want to have some of those same questions, but we want to broaden the base; this is something the council needs to give staff guidance on. Centralina Council of Governments (COG) could be the

third party that does the tabulation for a small charge. The town is a member of COG, which is a regional council of governments that provides governmental services. This is the sort of thing that they are very good at; both at guidance and maybe even putting it together, as well as tabulating it. Mayor Becker commented that these are the ideas that he and Ms. Brooks have bounced around and wanted to know if the council wanted staff to go forward and then come back to the council, additionally does the council wish for the planning board to get involved with their side of it. Councilwoman Critz mentioned that this is another good question for the newsletter/website and it is something the council should pursue with COG to structure and consider the cost. Attorney Griffin commented that there are services for what the council alluded to a while ago, that you do it professionally, it assures the singularity focus is out of it, your survey thinking will be more objective. Some small towns have hired these services; Attorney Griffin thought there was one out of Kannapolis. Councilwoman Critz asked if Attorney Griffin was suggesting that the town hire someone. Attorney Griffin responded that he was not saying "hire", he was saying it is an alternative. Councilman Countryman asked Attorney Griffin if he had an idea, because of his familiarity. Councilwoman Critz asked Attorney Griffin if he saw an advantage. Attorney Griffin responded that he thought if the council had \$2,000 or \$3,000 they would get a good survey; an in-depth professional sample of what the community is looking for; the big picture of where you want this town to go. Attorney Griffin stated that he was impressed with a couple that he has seen; it is something the council may want to look at before they make a concrete decision as to what kind of survey and who is going to do the survey. Councilwoman LaMonica asked Ms. Brooks to make a few phone calls to companies that do that type of thing and ask for samples of what they would recommend given what we are looking for and to get a few price points. Councilwoman Critz asked if there was an advantage of those over COG doing it independently. Mayor Becker thought that COG might do it, but Attorney Griffin was unsure. Councilwoman LaMonica commented that COG could be one of the places that we call. Attorney Griffin explained that the ones that he heard came and gave a presentation of what they will do, what they will bring back and give the town and how it can be a town planning tool when you have a planning conference to decide what your goals are for the one, two or five years; the big picture idea. Mayor Becker commented that he liked bringing that into the mix and seeing if there is a third party who could do a "turnkey" on the whole thing, because we keep assuming that our staff can take on another project and another project and that is not necessarily a realistic assessment. Ms. Brooks asked the council if they were looking at January for this project. Councilman Countryman responded yes, January. Mayor Becker commented yes, let's push that one out and let's get through the Christmas holiday; we have so much heading into December with newsletters and things.

14. Other Business

- Councilwoman LaMonica asked, given the timeframe we are looking at trying to do a festival, what would be the status of the sewer lines and the whole environment that we are looking at using; will it be torn up. Councilwoman Coffey responded that it was supposed to be completed by July according to the information that we have received. Mayor Becker also responded that is construction, if we have a festival it will be here [town hall], so he didn't think it would matter. Mayor Becker

explained that he spoke with Scott Honeycutt this morning and they have gotten all the rest of the easements that they needed and the pump station land has been purchased. The only thing now is that the county has just changed their bidding process (they have a separate procurement department that [county manager] Cindy Coto just implemented), so it is sort of a central clearinghouse that is a different process that they haven't been doing very long, so Mr. Honeycutt did say the worst that can happen is by the time that goes through the mechanism at the county level, the bid may not be out until after Christmas, so it wouldn't be awarded until January. Mr. Honeycutt still said he didn't think that would push the construction time back that far. Mayor Becker stated that he didn't think it would interfere with the festival, which is over here; the road won't be torn up, because it is all being done in the right-of-way.

15. **Adjournment**

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

Ayes: Coffey, Countryman, Critz, Cureton and LaMonica
Nays: None

- The meeting was adjourned at 8:41 p.m.
- The next regular meeting will be on Thursday, December 12, 2013 at 7:30 p.m. at the Mineral Springs Town Hall.

Respectfully submitted by:

Vicky A. Brooks, CMC, Town Clerk

Frederick Becker III, Mayor

OCTOBER 2013
TOWN OF MINERAL SPRINGS
PERCENTAGE REPORT

OCTOBER 31, 2013 REGULAR TAX	2013	2012
BEGINNING CHARGE	63,593.61	66,162.67
TAX CHARGE		
PUBLIC UTILITIES		
DISCOVERIES	12.53	
NON-DISCOVERIES		
ABATEMENTS	(4.12)	
TOTAL CHARGE	63,602.02	66,162.67
BEGINNING COLLECTIONS	5,816.84	65,011.63
COLLECTIONS - TAX	10,659.49	17.70
COLLECTIONS - INTEREST	0.44	1.25
TOTAL COLLECTIONS	16,476.33	65,029.33
BALANCE OUTSTANDING	47,125.69	1,133.34
PERCENTAGE OF REGULAR	25.91%	98.29%
COLLECTION FEE 1.5 %	159.90	0.28

Mineral Springs 1999 Property Taxes Unpaid as of 10/31/2013

Name	Acct. Number	Property Description	Tax Due
BARNETT, SHELBY H HEIRS	06-084-041	1.33 Ac. #40 LEISURE ACRES	\$40.28
MASSEY, CARRIE M	05-006-009A	4.77 Ac. LEMMONDS	\$24.76
MORRISON, BOBBY RAY & WF LAMA	09-417-014	9.13 Ac. #3 MORRISON	\$7.32
TRUESDALE, LULA HEIRS	06-060-013	3 Ac. CRAWFORD	\$12.08
WENTZ, RAYMOND LEE	06-039-011A	5.58 Ac. WENTZ	\$5.04
Total Amount Unpaid:			<hr/> \$89.48

Mineral Springs Prior Years Property Tax Report
October 2013

September 30, 2013	2011	2010	2009	2008	2007	2006	2005
BEGINNING CHARGE	\$64,878.42	\$64,737.60	\$63,911.13	\$65,443.06	\$52,276.82	\$51,397.02	\$49,217.72
PUBLIC UTILITIES	\$1,319.20	\$1,251.60	\$1,218.28	\$1,112.42	\$1,056.90	\$779.12	\$624.69
MINIMAL RELEASES	(\$145.21)	(\$152.88)	(\$157.18)	(\$158.76)	(\$150.55)	(\$50.50)	(\$47.49)
DISCOVERIES	\$59.06	\$318.85	\$46.46	\$46.72	\$117.44	\$417.27	\$199.93
ABATEMENTS (RELEASES)	(\$272.06)	(\$443.92)	(\$86.25)	(\$1,297.04)	(\$31.68)		
PERSONAL PROPERTY WRITEOFFS							
TOTAL CHARGE	\$65,839.41	\$65,711.25	\$64,932.44	\$65,146.40	\$53,268.93	\$52,542.91	\$49,994.85
PREVIOUS COLLECTIONS	\$64,743.46	\$64,702.62	\$63,968.77	\$64,312.88	\$52,682.50	\$51,989.70	\$49,507.50
PREVIOUS BALANCE DUE	\$1,095.95	\$1,008.63	\$963.67	\$833.52	\$586.43	\$553.21	\$487.35
COLLECTIONS - TAX	\$93.77	\$92.44	\$103.77	\$103.25	\$62.75	\$62.75	\$52.98
COLLECTIONS - INTEREST/FEES	\$46.79	\$75.56	\$94.69	\$118.78	\$74.57	\$82.17	\$84.85
GROSS MONTHLY COLLECTIONS	\$140.56	\$168.00	\$198.46	\$222.03	\$137.32	\$144.92	\$137.83
MISC. ADJUSTMENTS	z						
TOTAL TAX COLLECTED TO DATE	#VALUE!	\$64,795.06	\$64,072.54	\$64,416.13	\$52,745.25	\$52,052.45	\$49,560.48
BALANCE OUTSTANDING	#VALUE!	\$916.19	\$859.90	\$730.27	\$523.68	\$490.46	\$434.37
PERCENTAGE COLLECTED	#VALUE!	98.61%	98.68%	98.88%	99.02%	99.07%	99.13%

Mineral Springs Prior Years Property Tax Report
October 2013

	2004	2003	2003A	2002	2001	2000	1999	
BEGINNING CHARGE	\$41,651.21	\$34,338.14	\$960.75	\$36,425.60	\$36,176.12	\$34,514.63	\$25,779.82	
PUBLIC UTILITIES	\$618.17	\$629.63		\$629.07	\$629.28	\$660.85		
MINIMAL RELEASES	(\$45.06)	(\$102.84)		(\$101.90)	(\$104.80)	(\$78.96)	(\$60.40)	
DISCOVERIES	\$662.98			\$50.45	\$18.98			
ABATEMENTS (RELEASES)	(\$12.99)	(\$21.37)		(\$26.49)	(\$27.40)	(\$675.29)		
PERSONAL PROPERTY WRITEOFFS								
TOTAL CHARGE	\$42,874.31	\$34,843.56	\$960.75	\$36,976.73	\$36,692.18	\$34,421.23	\$25,719.42	
PREVIOUS COLLECTIONS	\$42,420.17	\$34,595.57	\$960.75	\$36,482.20	\$36,523.02	\$34,317.98	\$25,629.94	
PREVIOUS BALANCE DUE	\$454.14	\$247.99	\$0.00	\$494.53	\$169.16	\$103.25	\$89.48	\$7,087.31
COLLECTIONS - TAX	\$138.21	\$31.63		\$15.11				\$756.66
COLLECTIONS - INTEREST/FEES	\$235.31	\$41.99		\$28.73				\$883.44
GROSS MONTHLY COLLECTIONS	\$373.52	\$73.62		\$43.84				\$1,640.10
MISC. ADJUSTMENTS								
TOTAL TAX COLLECTED TO DATE	\$42,558.38	\$34,627.20	\$960.75	\$36,497.31	\$36,523.02	\$34,317.98	\$25,629.94	
BALANCE OUTSTANDING	\$315.93	\$216.36	\$0.00	\$479.42	\$169.16	\$103.25	\$89.48	#VALUE!
PERCENTAGE COLLECTED	99.26%	99.38%	100.00%	98.70%	99.54%	99.70%	99.65%	

Mineral Springs Unpaid Property Taxes - Real and Personal as of October 31, 2013

Name	Tax Map N	2011	2010	2009	2008	2007	2006	2005	2004	2003-A	2003	2002	2001	2000
2K CONTRACTING INC	50087944		\$3.18	\$2.76	\$2.41	\$2.26	\$1.96	\$1.71	\$1.49		\$8.25			
A TO Z HANDYMAN	50096422		\$12.95	\$11.25	\$9.79	\$9.20								
A TO Z HANDYMAN, VONLI	308615	\$12.95												
ALSPAUGH, JAMES MICHAEL	06019007	\$12.63	\$10.91											
AUTRY, ELVIS VERDELL & WIFE	05033051	\$17.37	\$17.37	\$17.37	\$17.37	\$14.76	\$14.76	\$14.76	\$14.76		\$8.33			
B & S CONCRETE	50056640													\$7.98
B C R INC	50057978										\$21.14			
BAILEY, GEORGE ALLEN & BROTHERS	06039008	\$14.54	\$14.54	\$29.09										
BARNETT, SHELBY H HEIRS	06084041	\$37.57	\$37.57	\$37.57	\$37.58	\$40.80	\$40.80	\$40.80	\$40.80		\$41.24	\$41.24	\$41.24	\$41.24
BLESSED HOPE BAPTIST CHURCH	05033008 7											\$249.61		
BOND, CELESTE B	06054063			\$27.92										
BOXER CONSTRUCTION	50103026		\$6.88											
BOXER CONSTRUCTION	222723	\$6.88												
BRIDGES JAMES CORBETT	50084062						\$1.84	\$1.91	\$2.04			\$2.57		
BROOKS, STEPHEN R	50089854							\$1.13	\$1.24					
BROOME, JAMES ANDREW	06060007E	\$17.08	\$17.08	\$17.08	\$17.08	\$13.58	\$13.58	\$13.58	\$13.58		\$7.40	\$7.40		
BROOME, REBECCA G	06060007A	\$9.02	\$9.03											
CAROLINA STREET SUPPLY	50103059		\$6.88											
CAROLINA STREET SUPPLY,	848391	\$6.88												
CHILDRESS, ANNIE UNELL	06039007F	\$23.29	\$23.29	\$23.29	\$23.29	\$22.52	\$22.52	\$22.52	\$22.52		\$22.08			
CMH CONTRACTING INC	50092570						\$14.85							
COFFEY, LILLIE MAE	05033021	\$19.25	\$19.25	\$19.25	\$19.25	\$17.96		\$17.96						
COOMBER CUSTOM MASONS	1812652	\$10.44												
COSMETICS SPA HAIR	601739	\$2.75												
COSMETICS SPA HAIR	50102370		\$2.75											

Name	Tax Map N	2011	2010	2009	2008	2007	2006	2005	2004	2003-A	2003	2002	2001	2000
COVINGTON, JIMMIE H	05033014	\$38.80	\$38.80	\$38.80	\$38.80	\$40.81	\$40.81	\$40.81	\$40.81			\$31.31		
CURVES OF MINERAL SPRIN	50092178						\$8.54							
CUSTOM DESIGN CONCRET	50092179			\$12.02	\$10.46	\$9.82	\$8.54							
DAMEFF, ANNE MARIE	06114042							\$33.02						
D'AMICO, JAMES L	06054024	\$27.68	\$27.68	\$27.68										
DBT	50096338					\$7.43								
DEESE MARY NIXON	50082349								\$1.00			\$1.31		
DELMARIE, ANTHONY & BA	06060013	\$21.80	\$21.80	\$21.80	\$21.80	\$17.15	\$17.15	\$17.15	\$17.15		\$11.19	\$11.19	\$11.19	\$11.19
DRIVEWAYS ETC	50068446		\$4.45				\$1.74							
DRIVEWAYS ETC	200234858	\$4.44												
DUNCAN, DORA	06054057	\$10.14												
DUNCAN, DORA	06054019	\$13.40												
DUNCAN, DORA	06054018	\$14.05												
DUNCAN, ROBERT W	50100863			\$2.63										
ELLIOTT, JAMES EDWARD &	06060006E	\$24.00	\$24.00	\$24.00	\$24.00	\$10.37	\$10.37	\$10.37						
EPIC REALTY GROUP INC	50094704			\$10.46	\$9.10	\$8.54	\$7.43							
FATHER & SON PAINTERS	50093623		\$2.41	\$2.09			\$1.53							
FATHER & SON PAINTERS	264482	\$2.41												
FAULKNER, LONNIE	375789	\$8.72												
FAULKNER, LONNIE JR	50093190		\$8.72	\$8.76	\$5.18	\$10.02		\$8.64						
FOX ANN H & TONY WAYNE	50077079											\$1.22	\$1.25	
FUNDERBURK, MARGARET	06039007D	\$8.21	\$8.21			\$5.66	\$1.50	\$1.50	\$1.68					
GOBLE, KARL VON & GOBLE	05033059	\$6.93	\$6.93	\$6.93	\$6.88									
GOBLE, KARL VON & GOBLE	05033058	\$6.93	\$6.93	\$6.93	\$6.83									
GOBLE, KARL VON & GOBLE	05033057	\$6.89	\$6.89	\$6.89	\$6.89									
GOBLE, KARL VON & GOBLE	05033056	\$6.90	\$6.90	\$6.90	\$6.86									
GOBLE, KARL VON & GOBLE	05033054	\$7.20	\$7.20	\$7.20	\$7.13									
GRADY, DEITRICH	06018045D	\$8.73	\$8.73	\$8.73	\$8.73	\$7.08		\$7.08	\$7.08		\$2.72	\$2.72	\$2.72	

Name	Tax Map N	2011	2010	2009	2008	2007	2006	2005	2004	2003-A	2003	2002	2001	2000
GREENE, JAMES A	06036028	\$9.02	\$9.02	\$9.02		\$6.60	\$6.60							
GRIFFIN, FAIRLEY J	05033026	\$6.20	\$6.20	\$6.20	\$6.20	\$3.78	\$3.78	\$3.78	\$3.78		\$1.21			
HALLS PRESSURE WASHING	50096449		\$4.18	\$3.64	\$3.17	\$2.97								
HALLS PRESSURE WASHING	269402	\$4.18												
HARRIS, ALLIE JANE MASSE	05033047	\$20.36	\$20.36	\$20.36	\$20.36	\$17.72	\$17.72	\$17.72						
HELMS, DARYL J & HELMS,	06036005	\$34.20	\$34.20											
HERRON ENTERPRISES INC	50071162		\$10.54	\$9.58	\$8.78									
HERRON ENTERPRISES INC	100052852	\$10.54												
HOUGH TGAHLIA TERRA	50082108		\$4.48	\$4.48	\$3.14	\$4.99						\$2.25	\$6.24	
HOUGH, TAHLIA TERRA	2026069	\$4.48												
HOWARD, ULYSESS	05033036	\$9.43	\$9.43	\$9.43	\$9.35	\$7.90	\$7.90	\$7.90	\$7.90		\$3.50	\$3.50	\$3.50	\$3.50
HUNTLEY, ANNETTE HOUST	05033061	\$11.92	\$11.92	\$11.92	\$11.83	\$10.79								
IMAGE DESIGN PRODUCTIO	50069103					\$5.64								
IMAGE DESIGN PRODUCTIO	2016613	\$3.69												
J & S MEAT PROCESSING	50093774		\$3.64	\$3.17										
JUS 4 U II	50090771							\$8.54	\$7.43					
KIDZ UNITED CLUB	50094388		\$2.41	\$2.09			\$1.49							
KIDZ UNITED CLUB % SHAL	591578	\$2.41												
KNIGH DORIS J	50089641										\$1.49			
KNIGHT, BRENDA S	50100309			\$6.86	\$2.51									
LEE, JERRY OSCAR & LEE, A	05033048	\$17.39		\$17.39	\$17.39	\$15.44	\$15.44	\$2.02						
LEIGH'S BOOKS 'N SUPPLIES	50094248			\$12.02	\$9.10	\$8.54	\$7.43							
LOWE, EMMA J	06039009A	\$31.93	\$31.93	\$31.93	\$31.93	\$25.38								
MASSEY, JAMES ALLEN & E	06039007B	\$7.96	\$7.96	\$7.96	\$7.96									
MASSEY, MARCUS A	05006009J	\$21.76	\$21.76	\$21.76	\$21.76	\$20.46	\$20.46	\$20.46	\$20.46		\$17.54	\$2.91	\$2.91	\$2.91
MATHENY, VERNA	455325	\$2.22												
MCDOUGALL, SHERRY CAR	06084001L	\$6.86	\$6.86	\$6.86	\$6.86									
MCGEE, BOBBY E & MCGEE	06039007A	\$14.99	\$14.99	\$14.99	\$14.99	\$12.94								

Name	Tax Map N	2011	2010	2009	2008	2007	2006	2005	2004	2003-A	2003	2002	2001	2000
METHENY, VERNA	50094323		\$2.22	\$2.44			\$2.38							
MEXICAN PAINTERS (THE)	50092685							\$7.43						
MORRISON, BOBBY R	09417006K	\$7.45												
MORRISON, BOBBY R	09417006H	\$52.29	\$9.90											
MORRISON, BOBBY RAY	09417014	\$53.78	\$53.78	\$53.78	\$53.78		\$22.68					\$12.33	\$12.33	
MOSS, TERRY LYNN	06084012D										\$4.59	\$4.59	\$4.59	\$4.59
NOBLE WATERS COMPANY	915182	\$13.83												
NOBLE WATERS COMPANY,	50092867		\$13.83	\$12.02	\$10.46	\$9.82	\$8.54	\$7.43						
PANGLE ANDREW HOYLE	50084019											\$2.35		
PETTY, JAMES DAVID	50092442							\$1.01						
POWLES, DAVID G	06036018											\$31.63	\$31.63	
R & D MASONRY INC	50092552						\$8.54							
REALTY INVESTORS INC	50082898						\$1.02							
ROBERTO BONILLA CUSTO	50104497		\$2.75											
ROBINSON, JERALDINE	05033034	\$9.66	\$9.66	\$9.66	\$9.66		\$8.42							
ROBINSON, SHEILA ANN &	06039019A	\$30.96	\$30.96											
S & S PLUMBING	50101044		\$7.91	\$6.88										
S & S PLUMBING % SAMUE	248507	\$7.91												
SMITH, MARVIN D & SMITH	06054094	\$31.44	\$31.44	\$31.44	\$31.44									
SNYDER, DOROTHY L	06114092	\$20.37	\$20.37	\$20.37	\$20.37	\$20.69	\$20.69							
STARNES MARGARET H	50073018						\$2.01	\$2.12	\$2.16			\$3.20	\$3.52	
STARR TROY ALLEN	50090015						\$1.62	\$1.71	\$1.77					
STRAING GRACIE M	50082038		\$3.12	\$3.12		\$3.70	\$3.70	\$3.36	\$3.70			\$2.41		
STRAING, GRACIE M	2026048	\$3.12												
STRAING, GRACIE M	05033081	\$6.92	\$6.92	\$6.92	\$6.92	\$3.78	\$3.78	\$3.78	\$3.78					
STRAING, GRACIE M	05033080	\$20.46	\$20.46	\$20.46	\$20.54	\$29.20	\$29.20	\$29.20	\$29.20		\$20.58	\$20.58	\$20.58	\$4.38
TARLTON, AMANDA C	06054036	\$24.85	\$24.85											
TORRENCE MELVIN CONCR	50060184		\$8.10	\$7.04	\$6.12									

Name	Tax Map N	2011	2010	2009	2008	2007	2006	2005	2004	2003-A	2003	2002	2001	2000
TORRENCE MELVIN CONCR	200231240	\$8.10												
TORRENCE, MELVIN & TOR	05033045	\$7.45	\$7.45	\$7.45	\$7.45	\$3.78	\$3.78	\$3.78						
TORRENCE, REGINAL C/O	50070455						\$1.63							
TZMR RECORDS	2182257	\$2.75												
WADDELL, LONNIE J	05033071	\$6.88	\$6.88	\$6.88	\$6.88	\$3.78	\$3.78	\$3.78	\$3.78					
WADDELL, LONNIE J	05033070	\$19.16	\$19.16	\$19.16	\$19.21	\$27.15	\$27.15	\$27.15	\$27.15		\$19.51	\$19.51	\$19.51	\$19.51
WAXHAW ALL TILE	50099231				\$6.88									
WENDY GREENE AND ASSO	50093112						\$12.13	\$9.59						
WENTZ-BROWN, AMANDA	06039011A		\$32.40	\$32.40	\$32.40	\$13.32	\$13.32	\$13.32	\$13.32		\$7.95	\$7.95	\$7.95	\$7.95
WHITE, ERIC DARRYL	05033028	\$28.27	\$23.71	\$23.71	\$6.16									
WILLIAMS, RUTH & HUSBA	05033179	\$19.11	\$19.11	\$19.11	\$19.11	\$27.35	\$27.35	\$27.35	\$27.35		\$17.64	\$17.64		
WILLIS, GENE E JR	06114054				\$18.13									
Total		\$1,002.18	\$916.19	\$859.90	\$730.27	\$523.68	\$490.46	\$434.37	\$315.93		\$216.36	\$479.42	\$169.16	\$103.25

Agenda Item

12/12/13

Town of Mineral Springs

FINANCE REPORT OCTOBER 2013

Prepared for:

The Mineral Springs Town Council

By:

Frederick Becker III
Finance Officer

December 12, 2013

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Cash Flow Report FY2013 YTD

7/1/2013 Through 10/31/2013

11/14/2013

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Category Description	7/1/2013- 10/31/2013
INCOME	
Franchise	
Cable	764.00
TOTAL Franchise	764.00
Interest Income	521.28
Other Inc	
Zoning	1,800.00
TOTAL Other Inc	1,800.00
Prop Tax 2013	
Receipts 2013	
Int	0.00
Tax	5,816.84
TOTAL Receipts 2013	5,816.84
TOTAL Prop Tax 2013	5,816.84
Prop Tax Prior Years	
Prop Tax 2001	
Receipts 2001	
Int	8.32
Tax	1.95
TOTAL Receipts 2001	10.27
TOTAL Prop Tax 2001	10.27
Prop Tax 2002	
Receipts 2002	
Int	47.26
Tax	24.45
TOTAL Receipts 2002	71.71
TOTAL Prop Tax 2002	71.71
Prop Tax 2003	
Annexation 2003	
Receipts 2003	
Int	4.22
Tax	5.25
TOTAL Receipts 2003	9.47
TOTAL Annexation 2003	9.47
Receipts 2003	
Int	78.29
Tax	57.53
TOTAL Receipts 2003	135.82
TOTAL Prop Tax 2003	145.29
Prop Tax 2004	
Receipts 2004	
Int	284.64
Tax	185.72
TOTAL Receipts 2004	470.36
TOTAL Prop Tax 2004	470.36
Prop Tax 2005	
Receipts 2005	
Int	153.58
Tax	123.69
TOTAL Receipts 2005	277.27

Cash Flow Report FY2013 YTD

7/1/2013 Through 10/31/2013

11/14/2013

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Category Description	7/1/2013- 10/31/2013
TOTAL Prop Tax 2005	277.27
Prop Tax 2006	
Receipts 2006	
Int	133.55
Tax	124.28
TOTAL Receipts 2006	257.83
TOTAL Prop Tax 2006	257.83
Prop Tax 2007	
Receipts 2007	
Int	98.95
Tax	86.90
TOTAL Receipts 2007	185.85
TOTAL Prop Tax 2007	185.85
Prop Tax 2008	
Receipts 2008	
Int	148.68
Tax	128.78
TOTAL Receipts 2008	277.46
Refunds 2008	
Int	-9.19
TOTAL Refunds 2008	-9.19
TOTAL Prop Tax 2008	268.27
Prop Tax 2009	
Receipts 2009	
Int	182.38
Tax	259.00
TOTAL Receipts 2009	441.38
Refunds 2009	
Int	-10.46
TOTAL Refunds 2009	-10.46
TOTAL Prop Tax 2009	430.92
Prop Tax 2010	
Receipts 2010	
Int	156.91
Tax	266.49
TOTAL Receipts 2010	423.40
Refunds 2010	
Int	-11.71
TOTAL Refunds 2010	-11.71
TOTAL Prop Tax 2010	411.69
Prop Tax 2011	
Receipts 2011	
Int	116.59
Tax	256.89
TOTAL Receipts 2011	373.48
Refunds 2011	
Int	-14.24
TOTAL Refunds 2011	-14.24
TOTAL Prop Tax 2011	359.24
Prop Tax 2012	
Receipts 2012	

Cash Flow Report FY2013 YTD

7/1/2013 Through 10/31/2013

11/14/2013

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Category Description	7/1/2013- 10/31/2013
Int	10.25
Tax	167.73
TOTAL Receipts 2012	177.98
TOTAL Prop Tax 2012	177.98
TOTAL Prop Tax Prior Years	3,066.68
Sales Tax	
Sales & Use Dist	3,292.60
TOTAL Sales Tax	3,292.60
Veh Tax	
Coll	
2003	-0.08
2005	-0.02
2006	0.00
2009	-0.04
2010	-0.06
2011	-0.36
2012	-3.79
2013	-14.83
TOTAL Coll	-19.18
Int 2003	2.23
Int 2005	0.44
Int 2006	0.17
Int 2009	0.71
Int 2010	0.78
Int 2011	3.50
Int 2012	13.93
Int 2013	4.43
Tax 2003	2.53
Tax 2005	0.60
Tax 2006	0.00
Tax 2009	2.00
Tax 2010	2.99
Tax 2011	20.58
Tax 2012	240.18
Tax 2013	1,059.45
TOTAL Veh Tax	1,335.34
TOTAL INCOME	16,596.74
EXPENSES	
Uncategorized	0.00
Ads	171.63
Attorney	1,977.08
Community	
Donation	500.00
Greenway	78.12
Maint	680.98
TOTAL Community	1,259.10
Dues	1,115.00
Emp	
Benefits	
Dental	292.00

Cash Flow Report FY2013 YTD

7/1/2013 Through 10/31/2013

11/14/2013

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Category Description	7/1/2013- 10/31/2013
Life	201.60
NCLGERS	3,396.01
Vision	56.00
TOTAL Benefits	3,945.61
Bond	450.00
FICA	
Med	498.90
Soc Sec	2,133.24
TOTAL FICA	2,632.14
Payroll	434.38
SUI	0.00
Work Comp	858.64
TOTAL Emp	8,320.77
Ins	3,714.38
Office	
Bank	-0.22
Clerk	10,308.00
Council	2,400.00
Deputy Clerk	2,685.25
Finance Officer	9,632.00
Maint	
Materials	205.97
Service	4,234.25
TOTAL Maint	4,440.22
Mayor	1,600.00
Misc	178.68
Post	500.00
Supplies	963.14
Tel	3,235.13
Util	579.11
TOTAL Office	36,521.31
Planning	
Administration	
Salaries	8,913.00
TOTAL Administration	8,913.00
Misc	427.00
TOTAL Planning	9,340.00
Street Lighting	473.16
Tax Coll	
Bill	
Services	150.00
TOTAL Bill	150.00
Contract	89.93
Post	18.33
Sal	600.00
TOTAL Tax Coll	858.26
Training	
Officials	225.00
Staff	650.00
TOTAL Training	875.00
Travel	1,702.39

Cash Flow Report FY2013 YTD

7/1/2013 Through 10/31/2013

11/14/2013

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Category Description	7/1/2013- 10/31/2013
TOTAL EXPENSES	66,328.08
TRANSFERS	
FROM Check Min Spgs	30,000.00
FROM MM Sav ParkSterling	20,000.00
TO Check Min Spgs	-20,000.00
TO MM Sav ParkSterling	-30,000.00
TOTAL TRANSFERS	0.00
OVERALL TOTAL	-49,731.34

Account Balances History Report

(Includes unrealized gains)

As of 10/31/2013

11/14/2013

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Account	6/29/2013 Balance	6/30/2013 Balance	7/31/2013 Balance	8/31/2013 Balance	9/30/2013 Balance	10/31/2013 Balance
ASSETS						
Cash and Bank Accounts						
Check Min Spgs	23,394.88	23,394.88	22,910.28	11,652.11	25,984.57	18,312.06
Copper Run Escrow	66,669.94	66,678.16	66,686.66	66,695.15	66,703.37	66,711.87
Estates at Soen Escrow	28,236.34	28,239.83	28,243.42	28,247.02	28,250.51	28,254.10
MM Sav Min Spgs	10,559.98	10,559.98	10,560.88	10,561.78	10,562.65	10,563.55
MM Sav ParkSterling	470,860.03	470,976.14	451,096.00	451,210.95	481,323.21	481,445.86
NCCMT_Cash	1,000.09	1,000.10	1,000.11	1,000.11	1,000.11	1,000.11
TOTAL Cash and Bank Accounts	600,721.26	600,849.09	580,497.35	569,367.12	613,824.42	606,287.55
Other Assets						
State Revenues Receivable	0.00	56,695.51	54,804.08	53,206.17	0.00	0.00
TOTAL Other Assets	0.00	56,695.51	54,804.08	53,206.17	0.00	0.00
TOTAL ASSETS	600,721.26	657,544.60	635,301.43	622,573.29	613,824.42	606,287.55
LIABILITIES						
Other Liabilities						
Accounts Payable	0.00	1,525.71	0.00	0.00	0.00	0.00
Escrows	94,382.00	94,382.00	94,382.00	94,382.00	94,382.00	94,382.00
TOTAL Other Liabilities	94,382.00	95,907.71	94,382.00	94,382.00	94,382.00	94,382.00
TOTAL LIABILITIES	94,382.00	95,907.71	94,382.00	94,382.00	94,382.00	94,382.00
OVERALL TOTAL	506,339.26	561,636.89	540,919.43	528,191.29	519,442.42	511,905.55

Mineral Springs Monthly Revenue Summary 2013-2014

TOWN OF MINERAL SPRINGS									
REVENUE SUMMARY 2013-2014									
Source	Budget	Receivable	Rec'd YTD	% of Budget	July	August	September	October	November
Property Tax - prior	\$ 3,000.00	\$ (66.68)	\$ 3,066.68	102.2%	\$ 347.41	\$ 624.50	\$ 439.08	\$ 1,655.69	
Property Tax - 2013	\$ 64,280.00	\$ 58,463.16	\$ 5,816.84	9.0%	\$ -	\$ 183.70	\$ 3,143.68	\$ 2,489.46	
Dupl. Property Tax	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	
Franchise Taxes: cable	\$ 2,400.00	\$ 1,636.00	\$ 764.00	31.8%	\$ -	\$ 764.00	\$ -	\$ -	
Franchise Taxes: utility	\$ 180,000.00	\$ 180,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	
Fund Balance Approp.	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	
Gross Receipts Tax	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	
Interest	\$ 1,200.00	\$ 678.72	\$ 521.28	43.4%	\$ 132.86	\$ 127.94	\$ 124.84	\$ 135.64	
Sales Tax	\$ 45,600.00	\$ 42,307.40	\$ 3,292.60	7.2%	\$ -	\$ -	\$ 1,743.46	\$ 1,549.14	
Vehicle Taxes	\$ 4,800.00	\$ 3,464.66	\$ 1,335.34	27.8%	\$ -	\$ 400.58	\$ 494.80	\$ 439.96	
Zoning Fees	\$ 3,000.00	\$ 1,200.00	\$ 1,800.00	60.0%	\$ 275.00	\$ 125.00	\$ 625.00	\$ 775.00	
Other	\$ -	\$ -	\$ -		\$ -				
Totals	\$ 304,280.00	\$ 287,683.26	\$ 16,596.74	5.5%	\$ 755.27	\$ 2,225.72	\$ 6,570.86	\$ 7,044.89	\$ -
	December	January	February	March	April	May	June	June a/r	
Property Tax - prior									
Property Tax - 2012									
Dupl. Property Tax									
Franchise Taxes: cable									
Franchise Taxes: utility									
Fund Balance Approp.									
Gross Receipts Tax									
Interest									
Sales Tax									
Vehicle Taxes									
Zoning Fees									
Other									
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Mineral Springs Budget Comparison 2013-2014

TOWN OF MINERAL SPRINGS									
BUDGET COMPARISON 2013-2014									
Appropriation dept	Budget	Unspent	Spent YTD	% of Budget	July	August	September	October	November
Advertising	\$ 1,800.00	\$ 1,628.37	\$ 171.63	9.5%	\$ -	\$ -	\$ 171.63	\$ -	
Attorney	\$ 9,600.00	\$ 7,622.92	\$ 1,977.08	20.6%	\$ 300.00	\$ 1,077.08	\$ 300.00	\$ 300.00	
Audit	\$ 4,500.00	\$ 4,500.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	
Community Projects	\$ 19,900.00	\$ 18,640.90	\$ 1,259.10	6.3%	\$ 78.12	\$ -	\$ -	\$ 1,180.98	
Contingency	\$ 3,000.00	\$ 3,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	
Dues	\$ 4,725.00	\$ 3,610.00	\$ 1,115.00	23.6%	\$ 1,050.00	\$ 65.00	\$ -	\$ -	
Elections	\$ 4,200.00	\$ 4,200.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	
Employee Overhead	\$ 24,600.00	\$ 16,279.23	\$ 8,320.77	33.8%	\$ 2,574.13	\$ 2,253.39	\$ 1,761.97	\$ 1,731.28	
Fire Department	\$ 12,000.00	\$ 12,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	
Insurance	\$ 4,500.00	\$ 785.62	\$ 3,714.38	82.5%	\$ 3,714.38	\$ -	\$ -	\$ -	
Newsletter	\$ 2,400.00	\$ 2,400.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	
Office	\$ 113,304.00	\$ 76,782.69	\$ 36,521.31	32.2%	\$ 9,961.20	\$ 8,288.77	\$ 9,777.35	\$ 8,493.99	
Planning & Zoning	\$ 37,776.00	\$ 28,436.00	\$ 9,340.00	24.7%	\$ 2,575.00	\$ 2,238.65	\$ 2,271.35	\$ 2,255.00	
Street Lighting	\$ 2,200.00	\$ 1,726.84	\$ 473.16	21.5%	\$ -	\$ 157.61	\$ 157.61	\$ 157.94	
Tax Collection	\$ 3,700.00	\$ 2,841.74	\$ 858.26	23.2%	\$ 150.00	\$ 223.36	\$ 247.33	\$ 237.57	
Training	\$ 3,000.00	\$ 2,125.00	\$ 875.00	29.2%	\$ -	\$ 650.00	\$ -	\$ 225.00	
Travel	\$ 3,000.00	\$ 1,297.61	\$ 1,702.39	56.7%	\$ 1,069.90	\$ -	\$ 632.49	\$ -	
Capital Outlay	\$ 50,075.00	\$ 50,075.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	
Totals	\$ 304,280.00	\$ 237,951.92	\$ 66,328.08	21.8%	\$ 21,472.73	\$ 14,953.86	\$ 15,319.73	\$ 14,581.76	\$ -
Off Budget:									
Tax Refunds									
Interfund Transfers									
Total Off Budget:			\$ -		\$ -	\$ -	\$ -	\$ -	\$ -

October 2013 Cash Flow Report

10/1/2013 Through 10/31/2013

11/12/2013

Page 1

Category Description	10/1/2013- 10/31/2013
INCOME	
Interest Income	135.64
Other Inc	
Zoning	775.00
TOTAL Other Inc	775.00
Prop Tax 2013	
Receipts 2013	
Int	0.00
Tax	2,489.46
TOTAL Receipts 2013	2,489.46
TOTAL Prop Tax 2013	2,489.46
Prop Tax Prior Years	
Prop Tax 2002	
Receipts 2002	
Int	28.73
Tax	15.11
TOTAL Receipts 2002	43.84
TOTAL Prop Tax 2002	43.84
Prop Tax 2003	
Receipts 2003	
Int	41.99
Tax	31.63
TOTAL Receipts 2003	73.62
TOTAL Prop Tax 2003	73.62
Prop Tax 2004	
Receipts 2004	
Int	235.31
Tax	138.21
TOTAL Receipts 2004	373.52
TOTAL Prop Tax 2004	373.52
Prop Tax 2005	
Receipts 2005	
Int	84.85
Tax	52.98
TOTAL Receipts 2005	137.83
TOTAL Prop Tax 2005	137.83
Prop Tax 2006	
Receipts 2006	
Int	82.17
Tax	62.75
TOTAL Receipts 2006	144.92
TOTAL Prop Tax 2006	144.92
Prop Tax 2007	
Receipts 2007	
Int	74.57
Tax	62.75
TOTAL Receipts 2007	137.32
TOTAL Prop Tax 2007	137.32
Prop Tax 2008	
Receipts 2008	

October 2013 Cash Flow Report

10/1/2013 Through 10/31/2013

11/12/2013

Page 2

Category Description	10/1/2013- 10/31/2013
Int	118.78
Tax	103.25
TOTAL Receipts 2008	222.03
TOTAL Prop Tax 2008	222.03
Prop Tax 2009	
Receipts 2009	
Int	94.69
Tax	103.77
TOTAL Receipts 2009	198.46
TOTAL Prop Tax 2009	198.46
Prop Tax 2010	
Receipts 2010	
Int	75.56
Tax	92.44
TOTAL Receipts 2010	168.00
TOTAL Prop Tax 2010	168.00
Prop Tax 2011	
Receipts 2011	
Int	46.79
Tax	93.77
TOTAL Receipts 2011	140.56
TOTAL Prop Tax 2011	140.56
Prop Tax 2012	
Receipts 2012	
Int	1.53
Tax	14.06
TOTAL Receipts 2012	15.59
TOTAL Prop Tax 2012	15.59
TOTAL Prop Tax Prior Years	1,655.69
Sales Tax	
Sales & Use Dist	1,549.14
TOTAL Sales Tax	1,549.14
Veh Tax	
Coll	
2003	-0.03
2005	-0.02
2006	0.00
2010	-0.02
2011	-0.12
2012	-0.53
2013	-4.84
TOTAL Coll	-5.56
Int 2003	0.78
Int 2005	0.44
Int 2006	0.17
Int 2010	0.25
Int 2011	1.30
Int 2012	2.54
Int 2013	2.97
Tax 2003	0.97
Tax 2005	0.60

October 2013 Cash Flow Report

10/1/2013 Through 10/31/2013

11/12/2013

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Category Description	10/1/2013- 10/31/2013
Tax 2006	0.00
Tax 2010	0.83
Tax 2011	7.03
Tax 2012	32.57
Tax 2013	395.07
TOTAL Veh Tax	439.96
TOTAL INCOME	7,044.89
EXPENSES	
Uncategorized	0.00
Attorney	300.00
Community	
Donation	500.00
Maint	680.98
TOTAL Community	1,180.98
Emp	
Benefits	
Dental	73.00
Life	50.40
NCLGERS	855.80
Vision	14.00
TOTAL Benefits	993.20
FICA	
Med	126.22
Soc Sec	539.70
TOTAL FICA	665.92
Payroll	113.17
SUI	-48.01
Work Comp	7.00
TOTAL Emp	1,731.28
Office	
Bank	-24.42
Clerk	2,608.00
Council	600.00
Deputy Clerk	720.00
Finance Officer	2,408.00
Maint	
Materials	21.31
Service	436.25
TOTAL Maint	457.56
Mayor	400.00
Misc	115.70
Post	500.00
Supplies	32.80
Tel	510.42
Util	165.93
TOTAL Office	8,493.99
Planning	
Administration	
Salaries	2,255.00
TOTAL Administration	2,255.00

October 2013 Cash Flow Report

10/1/2013 Through 10/31/2013

11/12/2013

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Category Description	10/1/2013- 10/31/2013
TOTAL Planning	2,255.00
Street Lighting	157.94
Tax Coll	
Bill	
Services	50.00
TOTAL Bill	50.00
Contract	37.57
Sal	150.00
TOTAL Tax Coll	237.57
Training	
Officials	225.00
TOTAL Training	225.00
TOTAL EXPENSES	14,581.76
OVERALL TOTAL	-7,536.87

Register Report

10/1/2013 Through 10/31/2013

11/14/2013

Page 1

Date	Num	Description	Memo	Category	Amount
BALANCE 9/30/2013					25,984.57
10/2/2013	4087	Verizon Wireless	221474588-00001 (FY...	Office:Tel	-87.27
10/2/2013	4088	NC Interlocal Risk M...	Cust #587 Inv #I00220...	Emp:Work Comp	-7.00
10/2/2013	4089	US Postal Service (...	03484247 (FY2013)	Office:Post	-500.00
10/3/2013	4090	Xerox Corporation	I/N 0719544702 (FY20...	Office:Supplies	-32.80
10/3/2013	4091	Taylor & Sons Mowi...	I/N 1816 10/13 (FY2013)	Office:Maint:Service	-290.00
10/3/2013	EFT	Debit Card (Lowe's)	Flagpole lights (FY2013)	Office:Maint:Materials	-21.31
10/10/2013	4092	Janet Critz	Reimbursement: food f...	Office:Misc	-115.70
10/10/2013	4093	UNC School Of Gov...	I/N IN41127 Legilative ...	Training:Officials	-225.00
10/10/2013	4094	...Municipal Insurance ...		Emp:Benefits:Life	-50.40
				Emp:Benefits:Dental	-73.00
				Emp:Benefits:Vision	-14.00
10/11/2013	EFT	Union County	NCVTS 08/13 (FY2013)	Veh Tax:Tax 2013	75.11
10/11/2013	EFT	...Union County		Prop Tax 2013:Receipts 2013:Tax	2,489.46
				Prop Tax 2013:Receipts 2013:Int	0.00
				Prop Tax Prior Years:Prop Tax 2012:Re...	14.06
				Prop Tax Prior Years:Prop Tax 2012:Re...	1.53
				Tax Coll:Contract	-37.57
				Veh Tax:Tax 2013	319.96
				Veh Tax:Int 2013	2.97
				Veh Tax:Coll:2013	-4.84
				Veh Tax:Tax 2012	32.57
				Veh Tax:Int 2012	2.54
				Veh Tax:Coll:2012	-0.53
				Veh Tax:Tax 2011	7.03
				Veh Tax:Int 2011	1.30
				Veh Tax:Coll:2011	-0.12
				Veh Tax:Tax 2010	0.83
				Veh Tax:Int 2010	0.25
				Veh Tax:Coll:2010	-0.02
				Veh Tax:Tax 2006	0.00
				Veh Tax:Int 2006	0.17
				Veh Tax:Coll:2006	0.00
				Veh Tax:Tax 2005	0.60
				Veh Tax:Int 2005	0.44
				Veh Tax:Coll:2005	-0.02
				Veh Tax:Tax 2003	0.97
				Veh Tax:Int 2003	0.78
				Veh Tax:Coll:2003	-0.03
10/15/2013	4095	Waxhaw-Mineral Sp...	Contribution (FY2013)	Community:Donation	-500.00
10/15/2013	4096	Clark, Griffin & McC...	I/N 4163 10/13 (FY2013)	Attorney	-300.00
10/15/2013	4097	**VOID**Duke Power	wrong amount (FY2013)		0.00
10/15/2013	4098	Duke Power	1819573779 (Old Scho...	Office:Util	-22.94
10/15/2013	4099	Ken Newell	Welcome Signs 07/13 ...	Community:Maint	-600.00
10/15/2013	4100	Union County Public...	84361*00 (FY2013)	Office:Util	-18.71
10/15/2013	4101	Duke Power	1803784140 (FY2013)	Office:Util	-124.28
10/15/2013	EFT	NC Department of R...	08/13 (FY2013)	Sales Tax:Sales & Use Dist	1,549.14
10/16/2013	EFT	American Communit...	Service Charge Refun...	Office:Bank	25.37
10/16/2013	EFT	American Communit...	Service Charge Refun...	Office:Bank	23.07
10/18/2013	EFT	Advantage Payroll T...	Credit SUI 08/13 (FY2...	Emp:SUI	48.01
10/28/2013	4102	Duke Power	2035221941 (FY2013)	Street Lighting	-157.94

Register Report

10/1/2013 Through 10/31/2013

11/14/2013

Page 2

Date	Num	Description	Memo	Category	Amount
10/28/2013	4103	Jan-Pro Cleaning Sy...	I/N 21168 Janitorial 10/...	Office:Maint:Service	-146.25
10/28/2013	4104	Windstream	061348611 (FY2013)	Office:Tel	-273.25
10/28/2013	4105	Windstream	061345970 (FY2013)	Office:Tel	-62.59
10/28/2013	4106	Verizon Wireless	221474588-00001 (FY...	Office:Tel	-87.31
10/28/2013	4107	Mosca Design	I/N 20477 Christmas Li...	Community:Maint	-80.98
10/29/2013	4108	LexisNexis	I/N 1534916-20130930...	Tax Coll:Bill:Services	-50.00
10/30/2013	EFT	...Advantage Payroll	Salary 10/13	Office:Clerk	-2,451.52
			Supplement 10/13	Office:Clerk	0.00
			Hours 10/13	Office:Deputy Clerk	-720.00
			Salary 10/13	Office:Finance Officer	-2,263.52
			Salary 10/13	Office:Mayor	-400.00
			Salary 10/13	Office:Council	-600.00
			Salary 10/13	Planning:Administration:Salaries	-2,119.70
			Salary 10/13	Tax Coll:Sal	-150.00
				Emp:FICA:Soc Sec	-539.70
				Emp:FICA:Med	-126.22
10/31/2013	DEP	... Deposit		Prop Tax Prior Years:Prop Tax 2011:Re...	86.87
				Prop Tax Prior Years:Prop Tax 2011:Re...	35.20
				Prop Tax Prior Years:Prop Tax 2010:Re...	57.87
				Prop Tax Prior Years:Prop Tax 2010:Re...	83.82
				Prop Tax Prior Years:Prop Tax 2009:Re...	74.70
				Prop Tax Prior Years:Prop Tax 2009:Re...	84.24
				Prop Tax Prior Years:Prop Tax 2008:Re...	91.59
				Prop Tax Prior Years:Prop Tax 2008:Re...	83.79
				Prop Tax Prior Years:Prop Tax 2007:Re...	46.30
				Prop Tax Prior Years:Prop Tax 2007:Re...	47.72
				Prop Tax Prior Years:Prop Tax 2006:Re...	51.54
				Prop Tax Prior Years:Prop Tax 2006:Re...	47.72
				Prop Tax Prior Years:Prop Tax 2005:Re...	68.10
				Prop Tax Prior Years:Prop Tax 2005:Re...	49.20
				Prop Tax Prior Years:Prop Tax 2004:Re...	132.31
				Prop Tax Prior Years:Prop Tax 2004:Re...	101.03
				Prop Tax Prior Years:Prop Tax 2003:Re...	41.99
				Prop Tax Prior Years:Prop Tax 2003:Re...	31.63
				Prop Tax Prior Years:Prop Tax 2002:Re...	28.73
				Prop Tax Prior Years:Prop Tax 2002:Re...	15.11
10/31/2013	DEP	Deposit	#481a (FY2013)	Other Inc:Zoning	775.00
10/31/2013	DEP	... Deposit		Prop Tax Prior Years:Prop Tax 2011:Re...	6.90
				Prop Tax Prior Years:Prop Tax 2011:Re...	11.59
				Prop Tax Prior Years:Prop Tax 2010:Re...	17.69
				Prop Tax Prior Years:Prop Tax 2010:Re...	8.62
				Prop Tax Prior Years:Prop Tax 2009:Re...	19.99
				Prop Tax Prior Years:Prop Tax 2009:Re...	19.53
				Prop Tax Prior Years:Prop Tax 2008:Re...	27.19
				Prop Tax Prior Years:Prop Tax 2008:Re...	19.46
				Prop Tax Prior Years:Prop Tax 2007:Re...	28.27
				Prop Tax Prior Years:Prop Tax 2007:Re...	15.03
				Prop Tax Prior Years:Prop Tax 2006:Re...	30.63
				Prop Tax Prior Years:Prop Tax 2006:Re...	15.03
				Prop Tax Prior Years:Prop Tax 2005:Re...	16.75
				Prop Tax Prior Years:Prop Tax 2005:Re...	3.78
				Prop Tax Prior Years:Prop Tax 2004:Re...	103.00

Register Report

10/1/2013 Through 10/31/2013

11/14/2013

Page 3

Date	Num	Description	Memo	Category	Amount
				Prop Tax Prior Years:Prop Tax 2004:Re...	37.18
				Prop Tax Prior Years:Prop Tax 2003:Re...	0.00
				Prop Tax Prior Years:Prop Tax 2003:Re...	0.00
				Prop Tax Prior Years:Prop Tax 2002:Re...	0.00
				Prop Tax Prior Years:Prop Tax 2002:Re...	0.00
10/31/2013	EFT	Advantage Payroll F...	10/13 (FY2013)	Emp:Payroll	-113.17
10/31/2013	EFT	...NC State Treasurer	9/13 LGERS contribution	Office:Clerk	-156.48
			9/13 LGERS contribution	Office:Finance Officer	-144.48
			9/13 LGERS contribution	Planning:Administration:Salaries	-135.30
			9/13 employer contribu...	Emp:Benefits:NCLGERS	-855.80
10/31/2013	EFT	American Communit...	Service Charge 10/13 (...)	Office:Bank	-24.02
TOTAL 10/1/2013 - 10/31/2013					-7,672.51
BALANCE 10/31/2013					18,312.06

TOTAL INFLOWS	7,011.26
TOTAL OUTFLOWS	-14,683.77
NET TOTAL	-7,672.51

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October 2013

Revenue Details

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NC Sales and Use Distribution

August 2013 Collections

Summary

October 10, 2013

		ARTICLE 39	ARTICLE 40	ARTICLE 42	ARTICLE 43	ARTICLE 44	ARTICLE 45	ARTICLE 46	CITY HH	TOTAL
UNION	(Ad Valorem)	\$ 1,166,011.83	\$ 847,990.86	\$ 620,864.85	\$ -	\$ (53.37)	\$ -	\$ -	\$ (200,966.92)	\$ 2,433,847.25
	FAIRVIEW	\$ 620.53	\$ 451.28	\$ 330.41	\$ -	\$ (0.03)	\$ -	\$ -	\$ 455.58	\$ 1,857.77
	HEMBY BRIDGE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	INDIAN TRAIL	\$ 46,087.23	\$ 33,517.28	\$ 24,540.01	\$ -	\$ (2.11)	\$ -	\$ -	\$ 33,837.05	\$ 137,979.46
	LAKE PARK	\$ 4,434.53	\$ 3,225.04	\$ 2,361.25	\$ -	\$ (0.20)	\$ -	\$ -	\$ 3,255.81	\$ 13,276.43
	MARSHVILLE	\$ 5,307.01	\$ 3,859.56	\$ 2,825.82	\$ -	\$ (0.24)	\$ -	\$ -	\$ 3,896.40	\$ 15,888.55
	MARVIN	\$ 3,874.90	\$ 2,818.05	\$ 2,063.27	\$ -	\$ (0.18)	\$ -	\$ -	\$ 2,844.95	\$ 11,600.99
	MINERAL SPRINGS	\$ 517.44	\$ 376.31	\$ 275.52	\$ -	\$ (0.04)	\$ -	\$ -	\$ 379.91	\$ 1,549.14
	MINT HILL *	\$ 40.17	\$ 29.21	\$ 21.39	\$ -	\$ -	\$ -	\$ -	\$ 29.50	\$ 120.27
	MONROE	\$ 140,791.45	\$ 102,391.64	\$ 74,967.05	\$ -	\$ (6.44)	\$ -	\$ -	\$ 103,368.50	\$ 421,512.20
	STALLINGS *	\$ 25,123.38	\$ 18,271.17	\$ 13,377.42	\$ -	\$ (1.15)	\$ -	\$ -	\$ 18,445.51	\$ 75,216.33
	UNIONVILLE	\$ 742.62	\$ 540.07	\$ 395.42	\$ -	\$ (0.03)	\$ -	\$ -	\$ 545.23	\$ 2,223.31
	WAXHAW	\$ 33,733.87	\$ 24,533.21	\$ 17,962.23	\$ -	\$ (1.54)	\$ -	\$ -	\$ 24,767.29	\$ 100,995.06
	WEDDINGTON *	\$ 7,577.62	\$ 5,510.88	\$ 4,034.84	\$ -	\$ (0.35)	\$ -	\$ -	\$ 5,563.46	\$ 22,686.45
	WESLEY CHAPEL	\$ 1,139.84	\$ 828.96	\$ 606.93	\$ -	\$ (0.05)	\$ -	\$ -	\$ 836.89	\$ 3,412.57
	WINGATE	\$ 3,733.09	\$ 2,714.92	\$ 1,987.75	\$ -	\$ (0.17)	\$ -	\$ -	\$ 2,740.84	\$ 11,176.43

DATE 9/30/13
 TIME 13:14:27
 USER PHH

UNION COUNTY

COLLECTIONS BY RCD/REV UNIT/YR-DATE RANGE
 DEPOSIT DATE RANGE: 9/01/2013 THRU 9/30/2013
 REPORT GROUP: 100 REAL AND PERSONAL
 REVENUE UNIT: 990 TOWN OF MINERAL SPRINGS

PAGE 28
 PRG# CL2138

YEAR	TAXES, ASSESSMENTS & MISC. CHARGES	LATE LIST	INTEREST	TOTAL COLLECTED	COMMISSION	NET OF COMMISSION
2012	14.06		1.53	15.59	.23	15.36
2013	2,488.14	1.32		2,489.46	37.34	2,452.12
TOTAL	2,502.20	1.32	1.53	2,505.05	37.57	2,467.48

YEAR	TAXES, ASSESSMENTS & MISC. CHARGES	LATE LIST	INTEREST	TOTAL COLLECTED	COMMISSION	NET OF COMMISSION
2003	.97		.78	1.75	.03	1.72
2005	.60		.44	1.04	.02	1.02
2006			.17	.17		.17
2010	.83		.25	1.08	.02	1.06
2011	7.03		1.30	8.33	.12	8.21
2012	32.57		2.54	35.11	.53	34.58
2013	319.96		2.97	322.93	4.84	318.09
TOTAL	361.96		8.45	370.41	5.56	364.85

Invoice Date	Invoice Number	Description	Invoice Amount
10/09/2013	2013-0830	AUG 2013 MOTOR VEH TAX/ NCVTS	\$75.11

Vendor No.	Vendor Name	Check No.	Check Date	Check Amount
10870	TOWN OF MINERAL SPRINGS	00031840	10/11/2013	75.11



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

Vendor Number Check Date Check Number
 10870 10/11/2013 00031840

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

\$75.11

Pay **Seventy Five Dollars and 11 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
 00031840

ADDRESS SERVICE REQUESTED

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

Certificate of Septic Tank Suitability

The Union County Health Department has evaluated each lot shown for its own septic tank system. As of _____ based on conditions noted in soil evaluation ASE# _____, each lot is suitable for a system. This statement does not guarantee that an improvement permit will be issued.

Signature _____

Date _____

Certificate of Ownership and Dedication

I hereby certify that I am the owner of the property shown and described hereon, which is located in the subdivision jurisdiction of the Town of Mineral Springs and that I hereby adopt this plan of subdivision with my free consent, establish minimum building setback lines, and dedicate all streets, alleys, walks, parks, and other sites and easements to public or private use as noted.

Owner _____ Date _____

State of North Carolina, Union County

I, Edward L. Killough certify that this map was drawn under my supervision from an actual survey made under my supervision (deed description recorded in Book 4293, Page 362.); that the ratio of precision as calculated by latitudes and departures is 1:10,000+; (that the boundaries not surveyed are shown as broken lines plotted from information found as shown on map); that this map was prepared in accordance with G.S. 47-30, as amended. Witness my original signature, registration number and seal this 20th day of November, 2013.

PRELIMINARY MAP

Edward L. Killough, NCPLS
L-1519

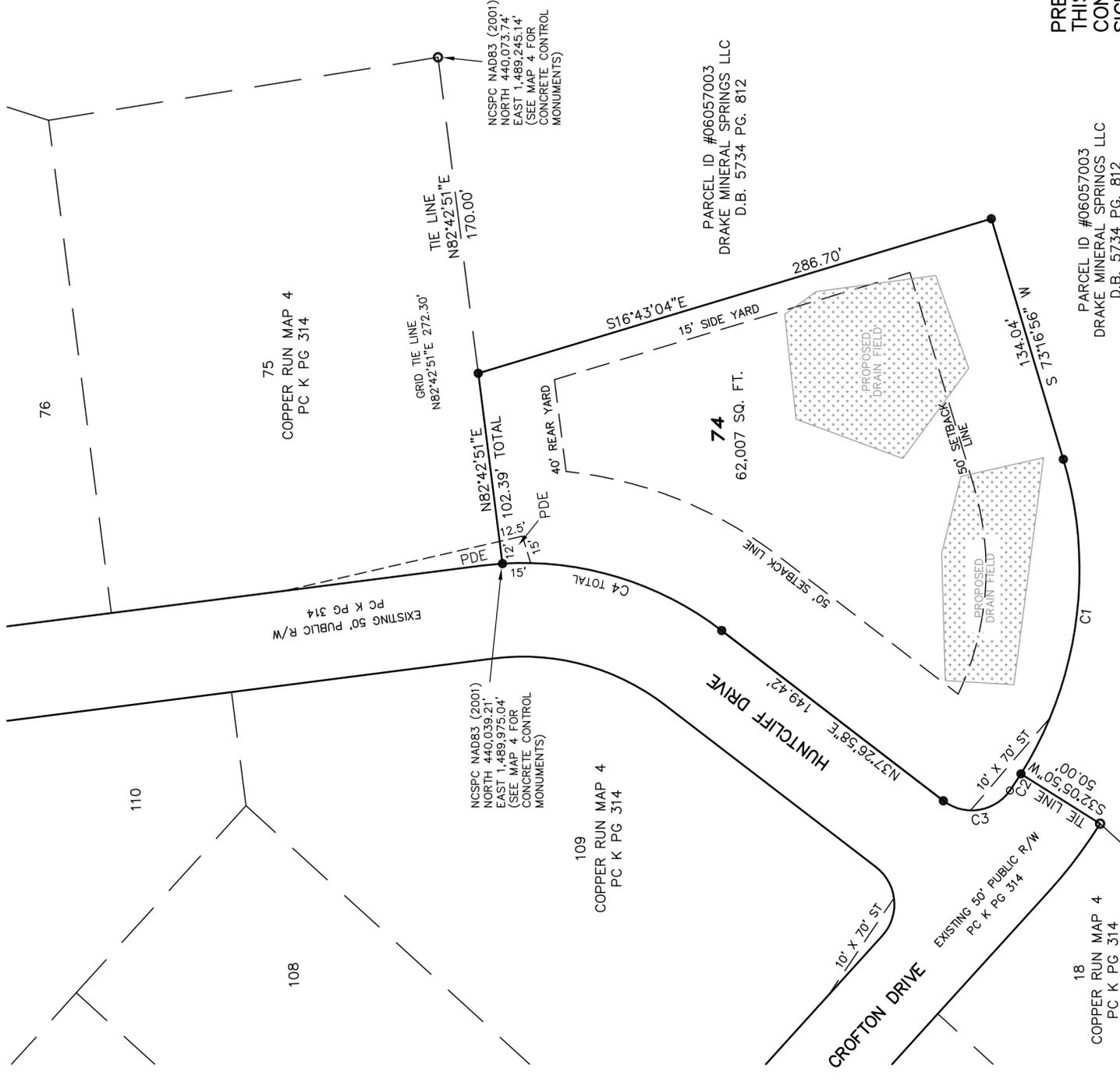


LEGEND

- o = CALCULATED POINT
- = IRON PIN SET (#4 REBAR)
- = IRON PIN FOUND (#4 REBAR)
- NCSPC = NORTH CAROLINA STATE PLAN COORDINATES
- PDE = PUBLIC DRAIN EASEMENT
- ST = SIGHT TRIANGLE

NOTES:

THIS SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF MINERAL SPRINGS THAT IS REGULATED BY THE MINERAL SPRINGS SUBDIVISION ORDINANCE, THAT REGULATES THE SUBDIVISION OF PARCELS OF LAND.
PROPERTY ZONED AR (DEVELOPED UNDER OLD RA-40 STANDARDS)
MINIMUM LOT SIZE = 40,000 SQ. FT.
MINIMUM LOT WIDTH = 120' AT FRONT SETBACK
FRONT SETBACK = 50'
SIDE YARD = 15'
REAR YARD = 40'
IRON PINS AT ALL CORNERS UNLESS OTHERWISE NOTED.
AREA BY COORDINATE METHOD
TOTAL AREA = 1.42 ACRES
NORTH ORIENTATION BASED UPON NC GRID AND WAS ESTABLISHED BY SURVEY GRADE LEICA DUAL FREQUENCY GPS RECEIVERS CONNECTED TO THE N.C. GEODETIC SURVEY VRS NETWORK. COMBINED GRID FACTOR 0.999862.
DRAIN FIELDS SHOWN WERE FIELD LOCATED AND SUBJECT TO APPROVAL BY UNION COUNTY. SEE CERTIFICATION ABOVE.



EDWARD L. KILLOUGH, CERTIFY THAT THIS MAP WAS DRAWN BY ME FROM AN ACTUAL GPS SURVEY MADE BY ME AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY.

- (1) CLASS OF SURVEY: A
- (2) POSITIONAL ACCURACY: $0.10''$
- (3) DATE OF SURVEY: MARCH 15, 2013
- (4) DATES OF SURVEY: MARCH 15, 2013
- (5) DATUM/EPOCH: NAD 83(NRS2001)
- (6) PUBLISHED/FIXED-CONTROL: VRS NETWORK
- (7) CONTROL POINTS USED: 0.999862
- (8) COURSE FIELD NUMBER: 0.999862
- (9) UNITS: U.S. SURVEY FEET

WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 20th DAY OF NOVEMBER, 2013.

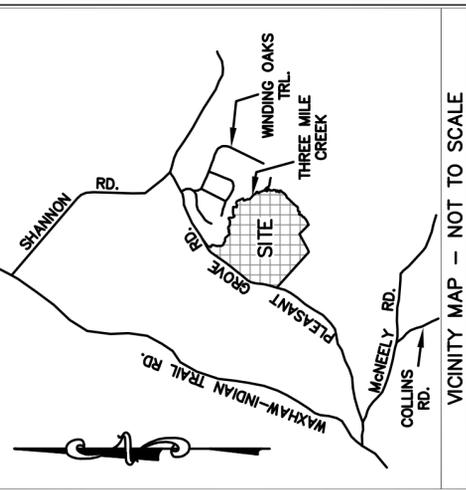
PRELIMINARY MAP

EDWARD L. KILLOUGH, PROFESSIONAL LAND SURVEYOR REGISTRATION NO. L-1519

PRELIMINARY MAP

I hereby certify that the streets on this plat designated as public are or will be in accordance with the minimum right-of-way and construction standards established by the Board of Transportation for acceptance into the state highway system.

District Engineer _____ Date _____



VICINITY MAP -- NOT TO SCALE

State of North Carolina
I, _____ Review Officer of
Union County, certify that the map or plat to which this
certification is affixed meets all statutory requirements for
recording.

Date _____ Review Officer _____

Certificate of Approval of the Design and Installation of Streets,
Utilities, and Other Required Improvements

I hereby certify that all streets and other required improvements have been installed in an acceptable manner and according to NC Department of Transportation and/or Town of Mineral Springs specifications and standards in the Mineral Springs Subdivision Ordinance, or that guarantees of the installation of the required improvements in an amount and manner satisfactory to the Town of Mineral Springs have been given and received.

Mayor, Town of Mineral Springs, North Carolina Date _____

CURVE	RADIUS	LENGTH	BEARING	CHORD
C1	205.00'	174.66'	N82°18'37"W	169.42'
C2	205.00'	10.64'	N56°24'56"W	10.64'
C3	25.00'	40.31'	N08°44'23"W	36.08'
C4	175.00'	125.29'	N16°56'19"E	122.63'

**PRELIMINARY MAP FOR REVIEW ONLY.
THIS MAP IS NOT TO BE USED FOR SALES,
CONVEYANCES OR RECORDATION UNTIL
SIGNED AND SEALED BY SURVEYOR.**

FINAL PLAT 7

**OF
COPPER RUN
FOR**

DRAKE MINERAL SPRINGS LLC

MINERAL SPRINGS, SANDY RIDGE TOWNSHIP, UNION COUNTY, NORTH CAROLINA
NOVEMBER 20, 2013
GRAPHIC SCALE



(IN FEET)
1 inch = 50 ft.

SURVEYED BY: EDWARD L. KILLOUGH, N.C.P.L.S. L-1519
P.O. BOX 369
INDIAN TRAIL, NORTH CAROLINA 28079
TEL (704) 506.3506
EMAIL e_killo@ydhoo.com

PLANS PREPARED BY
R.D. DAVIS CONSULTING ENGINEERS
323 N. INDIAN TRAIL ROAD
INDIAN TRAIL, NC. 28079
(704) 821-7760

OWNER/DEVELOPER
DRAKE MINERAL SPRINGS LLC
2501 PLANTATION CENTER DRIVE
SUITE B
MATTHEWS, NC 28105
(704) 321-3300

PARCEL ID #06057003
DRAKE MINERAL SPRINGS LLC
D.B. 5734 PG. 812

PARCEL ID #06057003
DRAKE MINERAL SPRINGS LLC
D.B. 5734 PG. 812

NCSPC NAD83 (2001)
NORTH 440,073.74'
EAST 1,489,245.14'
(SEE MAP 4 FOR
CONCRETE CONTROL
MONUMENTS)

Vicky Brooks

From: Mayor Rick Becker <msncmayor@yahoo.com>
Sent: Thursday, December 5, 2013 6:20 PM
To: Neva Helms (Rep. Mark Brody); jbclivingwater@windstream.net
Cc: Vicky (town) Brooks
Subject: Re: Town of Mineral Springs Question

Thank you, Neva!

I told that resident that I would refer his concern to the council member who was handling the other sight distance matter, so I figured I'd just add it to Jan Critz's plate!

-Rick

Town of Mineral Springs
PO Box 600
Mineral Springs, NC 28108
(704) 843-5870 home
(704) 243-0506 fax
www.mineralspringsnc.com

On Wednesday, December 4, 2013 3:37 PM, Neva Helms (Rep. Mark Brody) <Brodyla@ncleg.net> wrote:
Mayor Becker,

I forwarded your e-mail to Mr. Underwood with the NCDOT.

I will let you know as soon as I hear something.

Have a nice day,

Neva Helms

Neva Helms
Legislative Assistant
Office of Representative Mark Brody
District 55, Anson & Union County
2219 Legislative Building- Raleigh, NC
Raleigh Office # (919)715-3029
District Phone # (704)575-5906
brodyla@ncleg.net

From: Mayor Rick Becker [mailto:msncmayor@yahoo.com]
Sent: Tuesday, December 03, 2013 12:51 PM
To: Neva Helms (Rep. Mark Brody); jbclivingwater@windstream.net
Cc: Vicky (town) Brooks
Subject: Re: Town of Mineral Springs Question

Jan and Neva,

Since this issue was discussed at our November meeting, I received an inquiry from Mr. Michael Privette, a resident of Potter Downs Drive. He reported that a similar problem with sight distance exists along Potter Road (SR1162) at the intersection with Roscoe Howey Road (SR1332). Specifically, a driver waiting at the stop sign at the end of Roscoe Howey Road has very poor visibility looking left (south) along Potter Road due to the crest of the hill blocking the line of sight.

I visited that intersection and was able to confirm that visibility there is, indeed, very poor.

I told Mr. Privette that I would pass this inquiry on to the people who are investigating the Waxhaw Highway sight distance question.

Thanks,

-Rick Becker
Mayor

Town of Mineral Springs
PO Box 600
Mineral Springs, NC 28108
(704) 843-5870 home
(704) 243-0506 fax
www.mineralspringsnc.com

On Monday, November 25, 2013 11:01 AM, Neva Helms (Rep. Mark Brody) <Brodyla@ncleg.net> wrote:
Ms. Critz,

I followed up with John Underwood with the NCDOT today about the intersection of NC-75 and McNeely Road and received the highlighted response below.

I will continue to follow up and update you accordingly.

Happy Thanksgiving!

Neva Helms

Neva Helms

Legislative Assistant
Office of Representative Mark Brody
District 55, Anson & Union County
2219 Legislative Building- Raleigh, NC
Raleigh Office # (919)715-3029
District Phone # (704)575-5906
brodyla@ncleg.net

From: Underwood, John W [<mailto:junderwood@ncdot.gov>]
Sent: Monday, November 25, 2013 10:40 AM
To: Rep. Mark Brody
Cc: Neva Helms (Rep. Mark Brody)
Subject: RE: Town of Mineral Springs Question

Neva, I have sent a request to our Division Office to determine what the status of the subject location is. I called this morning and spoke with Division Staff and the project is being researched. I will advise asap. Thanks and have a wonderful Thanksgiving Holiday.

John W. Underwood
NCDOT - 10th Highway Division
District Engineer
130 South Sutherland Avenue
Monroe, NC 28112
704-289-1397 - Office
704-292-1800 – Fax

From: Neva Helms (Rep. Mark Brody) [<mailto:Brodyla@ncleg.net>] **On Behalf Of** Rep. Mark Brody
Sent: Monday, November 25, 2013 9:35 AM
To: Underwood, John W
Cc: Neva Helms (Rep. Mark Brody)
Subject: FW: Town of Mineral Springs Question

Mr. Underwood,

First, I want to say thank you for all your help on the many questions I have asked you about in the past few months. You have been extremely helpful. Just thought I should mention that 😊

Next, I just wanted to see if you were able to look into this matter for the Town of Mineral Springs. I was going to follow up with Councilman Critz.

Thank you,

Neva Helms

P.S. HAPPY THANKSGIVING!!!!

Neva Helms

Legislative Assistant
Office of Representative Mark Brody
District 55, Anson & Union County
2219 Legislative Building- Raleigh, NC
Raleigh Office # (919)715-3029
District Phone # (704)575-5906
brodyla@ncleg.net

From: Neva Helms (Rep. Mark Brody)
Sent: Sunday, November 17, 2013 8:50 PM
To: junderwood@ncdot.gov
Cc: Neva Helms (Rep. Mark Brody); jbclivingwater@windstream.net; Mayor Frederick "Rick" Becker
Subject: Town of Mineral Springs Question

Mr. Underwood,

I hope you are doing well. It has been a while since I've contacted you😊

At the Town of Mineral Springs meeting last week, Council members had a discussion about improving site distance at the intersection of NC-75 and McNeely Road.

Such improvement was approved in 2004 under the "Moving Ahead" program but was never completed.

Council members and citizens are concerned about the visibility at this intersection and feel it is dangerous.

Are there some options available for the Town of Mineral Springs to increase visibility there?

Councilman, Jan Critz, was selected as "Point Person" for this inquiry and her contact information is:

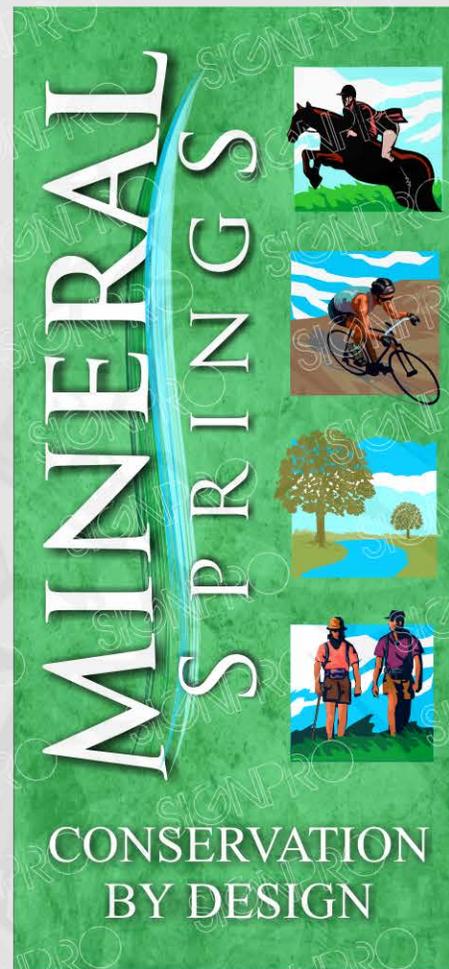
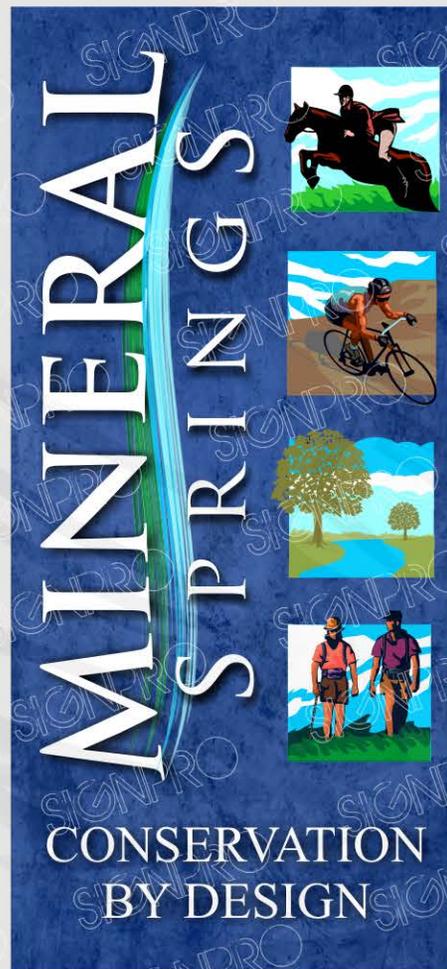
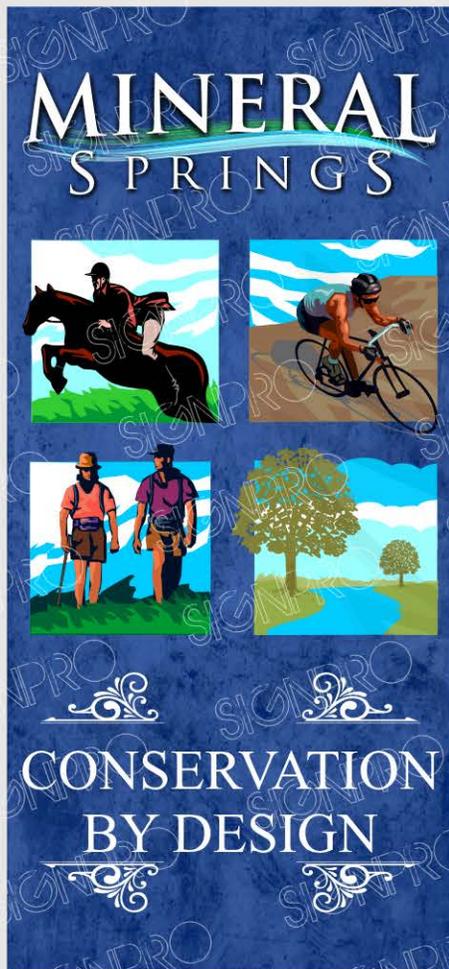
Jan Critz
Town of Mineral Springs
704-843-1850 phone
jbclivingwater@windstream.net

Your help would be greatly appreciated,

Neva Helms

Neva Helms
Legislative Assistant
Office of Representative Mark Brody
District 55, Anson & Union County
2219 Legislative Building- Raleigh, NC
Raleigh Office # (919)715-3029
District Phone # (704)575-5906
brodyla@ncleg.net

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Drawing

- Conceptual
- Final Production

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Email: signprofx@gmail.com



www.facebook.com/signprofx
www.facebook.com/signproinc

704.219.7048





Estimate #10338

12/5/2013

Prepared For:

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

Phone: 704.243.0505 Fax:
Alt. Phone: ext. 221
E-Mail: msvickybooks@aol.com

Prepared By:

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

Phone: 704.219.7048 Fax:
Alt. Phone: 704.764.7032
E-Mail: signprofx@gmail.com

Description:

Street Sign Banners

Quantity	Description	Each	Total	Taxable
12	24"w x 60"h (15oz) 2sided Digital Print Banner w/Pole Pockets (Grommets)	100.00	\$1,200.00	
1	Installation will be billed separately	0.00	\$0.00	
		Subtotal	\$1,200.00	
		Total	\$1,200.00	

POLICY

* DESIGN: Before any design work is done there is a non-refundable deposit for Design Time. This amount maybe deducted from the total cost of the sign or service, if the client decides to do business. ANY ORIGINAL ARTWORK DESIGNED BY SIGNPRO IS COPYRIGHTED (c). USE OF THIS ARTWORK BY ANY PARTY OTHER THAN SIGNPRO FOR ANY PURPOSE IS PROHIBITED WITHOUT A SIGNED RELEASE. Note: Customer Submitted Artwork - must be print and cut ready. File Types: (High Resolution JPEG & TIFF, EPS, CorelDraw 13 & Lower, PSD CS3 & Lower, & AI 8 & Lower Must be Converted to Curves or Outlines). Size, Material, Colors, etc. must be listed, (CMYK, RGB, Pantones, etc.), any Artwork that is not ready will incur an Art & Set-up Charge. Signpro is not responsible for any errors or defects in customer supplied artwork. * LABOR: Any additional time incurred with designing, fabricating and/or any other service will be billed at \$150/Hour. Signpro reserves the right to revise this quote if a difference from the original specifications and/or additional change orders are needed. * DELIVERY: Over \$150 Purchase FREE LOCAL DELIVERY (UNION COUNTY ONLY), Under \$150 or outside of Union County: Delivery or Shipping Charge Apply, FOB shipping point. Signpro is Not Responsible for Electricial, Sign Permits, Zoning, and/or Ordinances. Signpro reserves the right to retrieve our signs from your property (OWNED OR LEASED) for any unpaid balances. No Warranties Expressed or Implied. (5%) Processing Fee for Credit Card Purchase. ALL SALES ARE FINAL. NO RETURNS / NO EXCEPTIONS.

Terms:

This estimate good for 10 days. 50% deposit due on signing, 50% due on installation.

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

Signed by

Date

Amt. Paid Today

2014 Mineral Springs Holiday Schedule - PROPOSED

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

Wednesday, January 1, 2014	New Year's Day
Monday, January 20, 2014	Birthday of Martin Luther King, Jr.
Monday, February 17, 2014	Washington's Birthday
Monday, May 26, 2014	Memorial Day
Friday, July 4, 2014	Independence Day
Monday, September 1, 2014	Labor Day
Monday, October 13, 2014	Columbus Day
Tuesday, November 11, 2014	Veterans Day
Thursday, November 27, 2014	Thanksgiving Day
Friday, November 28, 2014	Thanksgiving Day Holiday
Wednesday, December 24, 2014	Christmas Eve
Thursday, December 25, 2014	Christmas Day
Friday, December 26, 2014	Christmas Holiday
Wednesday, December 31, 2014	New Year's Eve



Published on *School of Government* (<http://www.sog.unc.edu>)

City and County Clerks Academy and Institute

01/22/2014 - 01/24/2014

Jan. 22, 2014

Institute and Workshop for New Clerks - \$110.00 [1]

Or

Master Municipal Clerks Academy I - \$165.00 [2]

Jan. 23-24, 2014 Master Municipal Clerks Academy II - \$250.00 [3]

Municipal clerks, county clerks to boards of county commissioners, regional council secretaries, and their deputies are invited to increase their knowledge and improve their skills at the Annual City and County Clerks' Academy. The school provides help with practical problems confronted by clerks as well as opportunities for professional development and informal learning. Sessions on several topics relevant to the work of clerks are featured. Offered in conjunction are the **New Clerks Academy and Institute**, covering clerks' duties and city and county governing board procedures, and the **Master Clerks Academy I**, offering a topic of interest to certified county and city clerks, regional council secretaries, and their deputies, and those seeking certification. On Thursday and Friday **Master Clerks Academy II** for all clerks, will cover advanced topics. For other clerks-related information, please visit Clerk-Net [4].

ATTENDEES

Municipal clerks, clerks to boards of county commissioners, regional agency secretaries, and their assistants at all levels of experience

FACULTY COORDINATOR

A. Fleming Bell, II [5]

COURSE MATERIALS

DRAFT AGENDA [6]

A notebook will be provided for the "New Clerks Academy and Institute" ONLY
All materials for the MMC I and the MMCI will be provided on-line following the course.

DURATION

3 Days

SITE INFORMATION

Sheraton Imperial Hotel & Convention Center, Research Triangle Park

- Directions
- [Click here to Reserve room online \[7\]](#) or call 919.941.5050 or 800.325.3535
- Group rate: \$97,
- Club Level \$135 (single occupancy and \$145 double occupancy,
- Suites \$200 (Single occupancy or \$250 double occupancy)
- Cut-off date to receive group rate is January 3, 2014

CONTACT

Carla Stowe [8]
Program Manager
919.843.8176
cstowe@sog.unc.edu [9]

CANCELLATION POLICY

Course participants who cancel their registration on or before **January 8, 2014** will receive a full refund. Those who cancel on or before **January 15, 2014** will receive a full refund, less a **\$25** cancellation fee. No refund will be made for

cancellations made after **January 15, 2014**. All cancellations must be submitted in writing, as outlined in the School's cancellation policy [10].

Knapp-Sanders Building
Campus Box 3330
UNC-Chapel Hill, Chapel Hill, NC 27599-3330
T: 919.966.5381 | F: 919.962.0654

Source URL: <http://www.sog.unc.edu/node/1265>

Links:

- [1] <http://shopping.netsuite.com/s.nl/c.433425/it.A/id.5014/.f>
- [2] <http://shopping.netsuite.com/s.nl/c.433425/it.A/id.5016/.f>
- [3] <http://shopping.netsuite.com/s.nl/c.433425/it.A/id.5018/.f>
- [4] <http://www.sog.unc.edu/node/75>
- [5] <http://www.sog.unc.edu/user/22>
- [6] <http://www.sog.unc.edu/sites/www.sog.unc.edu/files/Posted%20on%20Web%20DRAFT%202014%20January%20Clerks%20THREE%20DAY%20AGENDA%20Version%204%20with%20Corrections%20through%2011-21-2013.pdf>
- [7] <https://www.starwoodmeeting.com/StarGroupsWeb/res?id=1305228180&key=D1662>
- [8] <http://www.sog.unc.edu/user/136>
- [9] <mailto:cstowe@sog.unc.edu>
- [10] <http://www.sog.unc.edu/node/1524>