

**Town of Mineral Springs
Mineral Springs Town Hall
3506 Potter Road S ~ Mineral Springs
Mineral Springs Town Council
Public Hearings / Regular Meeting
April 11, 2024 ~ 7:30 P.M.
AGENDA**

- 1. Opening**
The meeting will be called to order, an invocation will be delivered, and the Pledge of Allegiance will be recited.
- 2. Legislative Public Hearing – Proposed Map Amendment**
- 3. Legislative Public Hearing – Proposed Text Amendments**
- 4. 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.
- 5. Consent Agenda – Action Item**
 - A. Approval of the March 14, 2024 Special Meeting / Regular Meeting Minutes
 - B. Acceptance of the February 2024 Union County Tax Report
 - C. Acceptance of the February 2024 Finance Report
- 6. Presentation of the Audit Report – Action Item**
Ms. Kendra Gangal will present the audit report for FY2022-2023, which was approved by the council at the March 2024 regular meeting.
- 7. Consideration of a Proposed Map Amendment – Action Item**
The council will consider approval/denial of a proposed map amendment, which was the subject of a legislative public hearing.
- 8. Consideration of Proposed Text Amendments and Adoption of Ordinance-2023-06 – Action Item**
The council will consider approval/denial of proposed text amendments to article four of the Mineral Springs Development Ordinance and adoption of Ordinance-2023-06. This was the subject of a legislative public hearing.
- 9. Consideration of Adopting an Ordinance-2023-07 to Amend the Budget – Action Item**
The council will consider adopting an ordinance amending the FY2023-24 budget.
- 10. Consideration of Approving the Proposed Downtown Sidewalk Plan – Action Item**
The council will consider approving the proposed downtown sidewalk plan.
- 11. Consideration of Approving the Resolution-2024-01**
The council will consider an updated Waxhaw Parkway resolution.
- 12. FY2024-2025 Budget: Preliminary Departmental Appropriations – Action Item**
The council will consider recommended appropriations for the FY2024-2025 budget.

13. Staff Updates

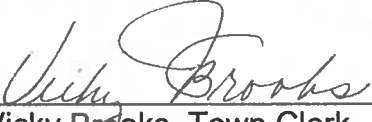
The staff will update the council on any developments that may affect the town.

14. Other Business

15. Adjournment

**CERTIFICATION OF MAIL NOTIFICATION
TOWN OF MINERAL SPRINGS, NORTH CAROLINA**

I, Vicky Brooks, Clerk of the Town of Mineral Springs, North Carolina, sent a notice of Legislative Public Hearing for the proposed Zoning Map Amendment (ZMA24-01) on Tax Parcel #06-019-004A to the persons identified on the attachment herein cited as "Adjoining Property Owners within 200 feet of Tax Parcel #06-019-004A". The date of the Legislative Public Hearing is April 11, 2024. Said notices were delivered via first class mail on Date to the addresses as shown on the attachment: Certification of Mailing.



Vicky Brooks, Town Clerk
Town of Mineral Springs

March 28, 2024
Date

Attachment: Adjoining Property Owners of Tax Parcel #06-019-004A

**Certification of Mailing
Adjoining Property Owners Within 200 Feet
of Tax Parcel #06-019-004A**

BAKER JULIA R
PO BOX 721
MINERAL SPRINGS, NC 28108

MCLENDON ANGELA DENISE
PO BOX 1
MINERAL SPRINGS, NC 28108

BARRINO GEORGE W HEIRS
UNKNOWN
UNKNOWN, NC 28110

MINERAL SPRINGS FERTILIZER INC
PO BOX 8
MINERAL SPRINGS, NC 28108

BAE PROPERTIES LLC
PO BOX 301
MINERAL SPRINGS, NC 28108

WAXHAW REALTY PROPERTIES LLC
2107 MONARDA WAY
WAXHAW, NC 28173

ST JOHN PENTECOSTAL CHURCH OF
CHRIST
C/O BLESSED HOPE BAPTIST CHURCH
P O BOX 22
MINERAL SPRINGS, NC 28108⁰⁰²²~~420~~

WAXHAW REALTY PROPERTIES LLC
2107 MONARDA WAY
WAXHAW, NC 28173 **DUPLICATE**

THOMPSON REVEREND CARNELL
CLEVELAND
1016 MT KISCO DR
CHARLOTTE, NC 28213

THOMPSON CHAPEL AME ZION CHURCH
PO BOX 92
MINERAL SPRINGS, NC 28108

MORRISON LESTER L
PO BOX 22
MINERAL SPRINGS, NC 28108

**Draft Minutes of the
Mineral Springs Town Council
Special Meeting
March 14, 2024 – 7:30 p.m.**

The Town Council of the Town of Mineral Springs, North Carolina, met in Special Session at the Mineral Springs Town Hall located at 3506 Potter Road S, Mineral Springs, North Carolina, at 6:30 p.m. on Thursday, March 14, 2024.

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

Absent: None.

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

With a quorum present at 6:30 p.m. on March 14, 2024, Mayor Becker called the special meeting to order.

1. Review of a Nuisance Ordinance – Action Item

Mayor Becker explained the council would be looking at the preexisting nuisance ordinance and getting ideas on moving forward with possibly adopting a modified one. Mayor Becker stated he thought the most important part for discussion was on page two, items one through seven, which were the specific nuisances declared. The council will discuss how they want to handle what they want to keep or what they want to add.

Councilman Muller explained that he had spent a good bit of time looking the basic document over and he thought it was a good one. Councilman Muller was not on the council when it was adopted, but he believed he was part of the planning board and the steering committee on it. Councilman Muller stated he thought there were two main issues with the original passing of the document. The first being that it tried to be too much, it tried to be all encompassing. The other issue was that nobody had the foresight to think that anybody would use it as a weapon. Councilman Muller explained his thought for the process, as the council went through the items, was to scale it down to simply health and safety and to take out anything related to property values. The buildings that were eyesores and were a big part of the town's reaction responding to the survey worried about property values, there was the height of grass, and things like that. Councilman Muller thought the council should strike out anything that was simply related to property values and focus simply on health and safety. The other thing Councilman Muller wanted to add to help curb or prevent abuse was to talk with the folks that helped with the original plan to see if there was a way to incorporate language to prevent abuse of the system. Councilman Muller suggested including having anyone that would report would need to prove that it directly affected them, so that the town doesn't have anyone driving all over town looking for violations to report, "it has to be something that directly affects them." Another idea would be if someone was proven to be abusing the system, a fine could be put in for people who abuse the system.

Councilwoman Krafft arrived, and Mayor Becker recapped what Councilman Muller discussed.

Councilman Countryman commented that a good place to start would be "at the start." Looking at Section A, under Administration, there was a lot of verbiage in that paragraph that could go away. When talking about health and safety, it is very specific and it could be brought to an end there, and not discuss the other things in that statement that follows.

Councilman Muller asked if Councilman Countryman meant to strike out “comfort, happiness, emotional stability, etc.”

Councilman Countryman responded that he thought when the council wrote the nuisance ordinance that they were trying to do the best they could for the community, but at the same time in doing that they opened the door for abuse, because not everything was going to appeal to everyone, and somebody could find a reason to be offended.

Mayor Becker agreed with Councilman Countryman and pointed out it was not only malicious abuse that the town experienced, but it didn't necessarily fit what the town's vision was, because the council wasn't trying to be quite as picturesque, a little postcard community. There are people that work with home businesses, which is regulated through zoning, so they have to do certain things where it is not hideous. The town does tend to be just a little bit more forgiving, but at the same time they don't want to be junky, they want to walk that line, not becoming an HOA townwide.

Councilman Muller stated that he thought that one thing the council would want to consider going forward was that none of this was intended originally or should be intended to be punitive, so in the end the council could look at what they want to include, then look at how to set up the fees and fines.

Councilwoman Krafft asked Councilman Muller what he wanted to take out of Section A, was it starting at “adversely affects the general health”.

Councilman Muller responded, “health and security of others”, and he would leave it there, everything after that.

Councilwoman Krafft clarified Councilman Muller meant to take out “happiness.”

Councilman Muller stated, “happiness, welfare, emotional stability.”

Councilwoman Critz arrived and asked where the council was.

Councilman Countryman read “for the purpose of this ordinance the term nuisance shall mean or refer to any condition or any use of property or act or omission affecting the condition and use of the property which threatens or is likely to threaten the safety and health of the public.”

Councilman Muller stated he would include “security.”

Mayor Becker suggested “general welfare”, because it was in the US Constitution and it was a “catch all”, without being too pushy.

Councilman Countryman suggested if the words “general welfare” were used, “security” could be eliminated. Councilman Countryman explained what bothered him about this process was that the council starts into it and pretty much agrees to it and then starts picking it apart and it starts getting bigger.

Councilwoman Krafft stated that she liked “general welfare” because it was broad and already used.

Councilman Countryman agreed it should be “health, safety, and general welfare.”

Mayor Becker asked the council to keep in mind what would be presented at the next meeting would probably contain N-Focus or whoever was going to help the town draft the final copy. Mayor Becker suggested the council not add too much to it.

Councilwoman Critz asked Ms. Brooks if N-Focus was available and interested in working with the town.

Ms. Brooks responded yes.

Councilman Muller commented that Section B, the Declaration of Public Nuisance had “health, safety, and general welfare.”

Mayor Becker noted that “morals” was in there for some strange reason.

The council agreed the “morals” could be eliminated.

Councilman Muller referred to the individual items and suggested that items one and two (trash, garbage, food waste, and open collection of combustible items, mattresses, boxes, etc.) should stay, because that is directly related to health and safety. Item three could be struck altogether.

Councilwoman Coffey disagreed with item three being struck.

Councilman Countryman referred to item two, which contained “brush” and noted this was a rural community and everyone has brush in their yards occasionally from yard cleaning. Is it appropriate that “brush” stays in there or would it just be another loophole where somebody could get on somebody’s case?

Councilwoman Coffey responded that she thought it was important for it to stay, because people have piles of brush all over their property sometimes, old heaps that have been there for a long time which could be combustible.

Councilwoman Critz agreed but thought the council should come up with something.

Councilman Muller pointed out that the last line said, “which are threatening to cause a fire hazard.” Two tires behind a garage is not a fire hazard, but two hundred tires behind a garage is a problem.

Councilwoman Critz asked if the council was going to make an exhaustive list to go along with it or was it going to be left up to interpretation.

Several council members responded “no.”

Councilman Countryman commented that it was going to be specifically minimized because the problem last time was too much.

Councilwoman Critz explained she was talking about the area of combustible (trash and brush) and the excessive nature of it. Councilwoman Critz was not talking about what got the town in trouble last time, which she thought was the inclusion of structures/buildings and the height of different weeds and grass. Those were the ones that seemed to be the ones that were grabbed hold of and were being misused.

Councilman Countryman agreed, but based on Councilman Muller’s explanation, he liked item two, including brush and he did not think anything needed to be put in there about it being excessive. If it is a fire hazard, it is what it is.

Councilwoman Coffey explained item six was referenced and she thought it was important that it had to be there, because a burned structure was a hazard. There could be vagrants going in there or it could be a place for people to hide, crime, it could be a lot of things in dilapidated buildings and that needed to be dealt with.

Councilwoman Critz asked how the town could adjust it from last time, so that it did not become low hanging fruit.

Mayor Becker commented that the town didn’t do it, but what turned out to be the case last time was a county provision for certain unsafe attributes of structures that the county would enforce where they had to be boarded up, so people could not use them as a hiding place. The county would not necessarily force a property owner to demolish a building because it looked bad, but they did require them to take certain steps. Mayor Becker explained that was what the county did at Todd’s grocery, it had to be boarded up and secured, so people could not get in. Those were the buildings that really sparked the whole thing, even though nobody liked it and it did not satisfy the

people that wanted the buildings torn down, it did satisfy the county requirement that the properties be secured and posted for no trespassing. There were some other buildings that people elected to demolish because they were falling apart.

Councilwoman Coffey asked if that stipulation was still in place with the county.

Mayor Becker responded as far as he knew, but it could be investigated.

Councilwoman Coffey commented the town would need to follow that.

Councilman Muller suggested item six be struck and if the question of a burned building came up, the town would refer to the county for enforcement and would not have to touch it.

Councilwoman Coffey asked if that would look like Mineral Springs was not trying to address hazardous places.

Councilman Muller commented number six could be replaced with a blanket statement that any burned or dilapidated building would be referred to the county for action.

Mayor Becker suggested before that language was put in, the town would have to make sure it would be okay with the county code enforcement department.

Councilwoman Critz asked Ms. Brooks if it was okay with her to call Mark Griffin.

Ms. Brooks agreed.

Councilman Countryman asked if the council could go through the ordinance by number.

In reference to number three, Councilwoman Krafft stated that she did not know that she wanted people going around with a yard stick measuring everything.

Councilwoman Critz noted this was one of the ones that was abused also.

Councilwoman Coffey commented that the town does have people that do not mow their properties and it is a problem, because it creates snakes, rats, and all kinds of things for their neighbors. Property owners that lease out their properties need to have that (keeping up the property) in their leases, but the town can't make them do that. If the property isn't being kept up, then somebody needs to enforce it, because sometimes Councilwoman Coffey thought there was 24 inches of growth at a property on Lee Massey Road, it is a trailer that is not kept, unless they have someone in it and then it is only half kept, because they are responsible for it.

Councilwoman Critz commented that she had a situation last summer in Valley Farms where they had a gathering and the land used was a vacant field and some people went in there and mowed part of it where they were going to have food, tables, and chairs; they encountered snakes, mice, and quite a few things. Number one, Councilwoman Critz did not think it exceeded the 24 inches, so it's not imaginary, they really are there and it's just at what level does the town need to action as a council.

Councilwoman Coffey responded that she thought that came up with N-Focus.

Ms. Brooks clarified it was one of the options that N-Focus gave the council.

Councilman Muller believed the original number was 18 and the council decided on 24.

Mayor Becker noted that N-Focus was a little more focused on more suburban or urban municipalities and Mineral Springs was a little less.

Councilman Muller commented that the council could reword it with help from N-Focus, take out the 24 inches, because you are going to have people going around with tape measures.

Councilwoman Coffey responded that people don't have the right to go on other people's property.

Councilman Muller stated it could be a blanket statement or more general statement, “any overgrown properties that are conducive to rats, snakes.”

Councilwoman Coffey asked who would make that determination.

Mayor Becker commented that snakes, mice, and voles are going to be there. It's part of nature, and our homebased flock of hawks eat those, so how to determine that there is a field that has some snakes in it, or voles.... [overtalking]

Councilman Muller stated that his gut feeling was to strike number three, because it is a visual, an aesthetic.

Councilwoman Krafft agreed.

Councilwoman Coffey disagreed.

Councilwoman Critz asked Councilwoman Coffey if she felt that it was good the way it was worded.

Councilwoman Coffey responded she was interested in what Councilwoman Krafft had to say.

Councilwoman Krafft commented that she was interested in striking it altogether, because we are going to have rats, snakes, voles, rabbits, turtles, foxes, and whatever, we have them now. Councilwoman Krafft stated her yard was kept reasonably well and they have all kinds of those critters. Today alone, Councilwoman Krafft was out walking, talking on her telephone and she saw turtles, mice, and a garter snake, they are just everywhere, they are coming out, its spring.

Councilwoman Critz noted that you don't want to do away with that, because it is a part of our rural texture here, it's a part of our lifestyle/community. Councilwoman Critz thought what Councilwoman Coffey was thinking and Councilwoman Coffey could correct her if she was wrong, but Councilwoman Critz thought what the council was thinking here was not doing anything in any situation that, just because there might be snakes and rats, but something that goes to an extreme, where it could be a health situation and also maybe even damage property values to the people living next to it.

Councilman Muller stated that was what the council needed to be careful to stay away from. Revising the nuisance ordinance is for health and safety; property values/aesthetics does not fall under that. Councilman Muller suggested it could be reworded to say, “if it is so overgrown that it's a fire hazard”, putting it into the frame of health and safety rather than aesthetics.

N-Focus will be able to assist with that wording.

Councilman Countryman stated that if a number was put in the wording, the final product did not need to be less than 24 inches.

Councilwoman Coffey agreed with that, but noted the town needed number three. It is paramount.

Councilman Countryman noted from a clarification standpoint, reading further into number three, it is exclusive of trees, shrubs, and fields that are used for agriculture. It is pretty limited when you look at what kind of property that might be at risk. If you have a full acre field that is a hay field, you are going to grow that field and it is excluded. There are a number of houses throughout the community that are adjacent to a field that ends up being a hay field. Number three would be for a residential neighborhood where somebody is not maintaining their property rather than just an open field.

Councilwoman Krafft thought what could be added to the verbiage was “in a residential neighborhood,” or tie it to a certain zoning.

Councilman Countryman asked Ms. Brooks to put some notes on her sheet that N-Focus could look at that.

Ms. Brooks clarified that the rest of the language pretty much exempts everything, except your neighborhoods.

Councilwoman Critz commented if the language stayed the same, someone is going to call and clarify whether it falls within the purview.

In reference to number four, Councilman Countryman commented that based on the way it was written, he could think of a very specific piece of property where this was an issue, because it was visible, not behind a fence, and it was not secluded.

Councilman Muller addressed that from the view of safety and security, eliminating the aesthetics and the property values. A suggestion was made to add the words at the end of item four, "or a physical hazard exists." If someone had five washing machines in his front yard side by side it was not a problem, but if he stacked them up ten high, there would be a physical hazard.

Councilwoman Critz mentioned there is a problem when they were not stacked, because children can get in them and not get out and die.

Councilman Muller stated if the council reintroduced the nuisance ordinance, and it was keyed specifically toward safety and security, he thought the town would have a better chance of it not being abused.

Councilwoman Critz commented there was enough evidence that domestic animals and children can get in a variety of appliances.

Councilman Muller responded that the places in mind would only be required to put them behind a fence, so the general public could not wander to them.

Councilwoman Critz asked if the council should say, "put them in a structure."

There was an agreement of some council members that a fence was adequate.

Councilwoman Krafft noted it was not accomplishing anything by just requiring a fence, other than you don't have to look at it.

Councilwoman Coffey suggested that it would be to "attempt" to secure from access to children, there is not a perfect anything.

Mayor Becker referred back to the county's standard on nuisance structures, which only required them to be boarded up, but if somebody wanted to break in, the security is not Fort Knox. There is a limit to what can be done.

Councilwoman Critz thought it was important to make sure those things were secured.

Councilman Muller commented it should be that they are made to make an effort, so they are less accessible.

Councilwoman Cureton asked about the place next to her where there is a lot of stuff piled up, and they continue to pile it up.

Councilwoman Critz suggested that N-Focus could go look at that and figure out what to do.

Councilman Countryman asked if number four was going to left as is or if it would be amended.

Councilman Muller suggested it should be amended by adding where a physical hazard exists, possibly remediation would be behind a fence, which would shield it from view and create an obstacle.

Councilwoman Critz noted that the issue here is that it goes beyond an aesthetic.

Councilman Muller clarified it was a safety and security, because it was an enticement.

Councilwoman Coffey referred back to what Councilman Muller said about adding safety and security to item four, which would cover this particular item.

Referring to item number five, Councilwoman Critz put it in a nutshell saying it was basically eliminating construction materials being stored rather than them being there for a project.

Councilman Muller added that it has an exception for being behind a screen, fence, or wall. Councilman Muller did not see where number five needed to be amended, it was all geared toward safety and security; keeping people from getting hurt.

Mayor Becker noted that it specifically said rear yard, entirely concealed and closed.

Moving onto item number six, Councilman Countryman stated he thought it was going away.

Councilwoman Coffey, responded, "no."

Councilman Muller responded that it depended on whether it could be referred to the county.

In referring to item number seven, Councilman Muller stated that it said in the first sentence, "health or safety hazard."

Mayor Becker added that it was not just an old car, it had to meet specific dangers.

Councilwoman Critz commented that the town does allow home businesses and asked Ms. Brooks if that could be any kind of motor vehicle repair in residence, because you would have to have this stuff on your property all the time in order to do that. Does zoning allow an auto repair shop by right or did it have to be a conditional use permit?

Ms. Brooks responded that it was not allowed, it was not a home occupation. Ms. Brooks clarified that someone could work on their own personal car.

Councilman Countryman suggested that number seven, by the number, would technically be all that was needed as a statement, because everything that falls after that (A through I), would not be needed.

There was a discussion by the council on whether "A" through "I" was necessary for nuisance vehicles in item seven and it was determined that those items brought clarity to item seven with the exception of "B".

Councilman Muller stated that he thought that anyone issuing a complaint should attest that it affects them personally. Any complaint that is lodged should have to show that it affects the complainant personally.

Councilwoman Coffey commented that would come into play for N-Focus to do the investigation. Councilwoman Coffey did not agree with Councilman Muller.

Councilwoman Critz commented that one reason to not eliminate the ability to report a complaint anonymously is in case the complainant is afraid of the violator.

Councilman Muller clarified he was going back to what happened initially where one person took it upon himself to drive all over town and look for violations.

Councilwoman Coffey commented that what the town would have to do was to be the people that say, "alright, if this is your position, if this is what you are going to do, and put the town through this, we are going to go ahead and take the next step, let's just see you in court." The town needs to stop folks.

Councilman Muller commented that people are shown to be abusing the system should receive a fine themselves.

Councilwoman Coffey responded she did not know how that would work, but Attorney Griffin could give the council some insight on that; it is a legal question.

Councilwoman Krafft did not believe a single individual could be singled out. If you put a process in for them to be able to complain, you can't not let that process happen.

Mayor Becker asked the council if Section "C" through "H" of the administrative procedures were developed by N-Focus and could stay pending the recommendation from them.

Councilman Muller responded that it needs to go back to N-Focus possibly by adding the directive to them to help the town develop a way to keep it from being abused.

Councilwoman Coffey stated that may be impossible.

Councilman Muller responded if that was the case, he did not see there was a way to re-implement the nuisance ordinance.

Councilwoman Coffey suggested that it be re-implemented and to use the court system to eradicate the issues.

Councilwoman Critz commented that large municipalities and counties have to do that and they have to have ways to control it and manage it when it is being abused.

Councilman Muller stated that large municipalities had the resources that Mineral Springs does not.

Councilman Muller motioned to have staff work on scheduling some work with N-Focus on the next step and Councilwoman Critz seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

2. Adjournment – Action Item

At 7:25 p.m. Councilwoman Coffey motioned to adjourn the meeting and Councilman Muller seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

Respectfully submitted by:

Vicky A. Brooks, CMC, NCCMC, Town Clerk

Frederick Becker, Mayor

**Draft Minutes of the
Mineral Springs Town Council
Regular Meeting
March 14, 2024 – 7:30 p.m.**

The Town Council of the Town of Mineral Springs, North Carolina, met in Regular Session at the Mineral Springs Town Hall located at 3506 Potter Road S, Mineral Springs, North Carolina, at 7:30 p.m. on Thursday, March 14, 2024.

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

Absent: None.

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

Visitors: None.

1. Opening

With a quorum present at 7:31 p.m. on March 14, 2024, Mayor Becker called the regular meeting to order.

Councilwoman Critz delivered the invocation.

Pledge of Allegiance.

2. Public Comments

There were no public comments.

3. Consent Agenda – Action Item

Councilwoman Coffey motioned to approve the consent agenda containing the February 8, 2024 Regular Meeting Minutes, the January 2024 Union County Tax Report, and the January 2024 Finance Report as presented, and Councilman Muller seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

4. Consideration of Accepting the Audit Report – Action Item

Mayor Becker explained that once again he got a last minute call from Kendra Gangal who had another audit due on the 15th and had a lot of work to do on it to finish it, so she had to back out at the last minute. The council has seen the report, which was approved by the Local Government Commission and the auditor was paid. Ms. Gangal asked to be put on the agenda in April. Mayor Becker stated that the council could accept the audit contract by motion.

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

5. Consideration of Approving a Contract with Plyler Asphalt Sealcoating Solutions, LLC – Action Item

Mayor Becker explained this contract was to patch, sealcoat, and restripe the parking lot. This has been done twice by Plyler Asphalt Sealcoating Solutions, LLC, and they did a very good job. It hasn't been done for seven years. The price is \$3,956 for the three aspects of the job: precleaning, sealcoating, restriping.

Councilman Countryman motioned to approve the contract with Plyler Asphalt Sealcoating and Councilwoman Cureton seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

6. Consideration of Approving the Installation of an Outdoor Camera System for Town Hall/Future Community Center – Action Item

Mayor Becker pointed out some recent slight modifications to the camera placement proposals and a price from Sonitrol that was in front of the council. Veragy Solutions proposed three cameras for \$6,887 and Sonitrol proposed four cameras for \$8,203.33. Mayor Becker stated that his only question was whether there were other ramifications of cameras. Mayor Becker pointed out there were some concerns about water being stolen; all of the spigots have now been locked, including the ones on the building. There were concerns about the urban campers on adjoining properties, and they are gone. It is unclear if they are coming back. There were some concerns about suspicious activities in the parking lot. Mayor Becker pointed out the downside: what is the end goal, if every time something moves a camera is recording somewhere, when do we review that footage, what are we looking for, that struck Mayor Becker as being a concern. It is not so much protecting the workers here during the day. Mayor Becker explained that video surveillance footage is generally, with very few exceptions, considered a public record across the board. There are very narrow exceptions, nothing that Mayor Becker thought would apply to what he thought the installation would be trying to accomplish. The records retention schedule that the town signs off on every couple of years, is thirty days, it is short state required retention schedule, but that means every thirty days anybody can say “we need you to burn us DVD’s or upload gigabytes of data”, so there is a concern about having to meet a lot of public records requirements. Mayor Becker asked if the council thought it was useful. Everything seems like a good idea at the time. It is not a tremendous amount of money, but we don’t want to waste one cent of tax money. Either proposal could be taken.

Councilwoman Krafft asked what the original thought was behind this, was it just because the urban campers being around and there was some uneasiness about them being around. Councilwoman Krafft pointed out there was an alarm system, so other than a little bit of juice for a cell phone or a little bit of water, was there something else people could steal?

Ms. Brooks responded, not at town hall itself, but she has had neighbors complain that things are going on in the parking lot at night. Ms. Brooks also mentioned that she had witnessed what she believed to be drug deals going on behind the ag center in the daytime.

Mayor Becker clarified where the proposed cameras would be located: one camera would be behind the ag center, one on this corner of the building to cover that corner of the property, and one or two cameras for the parking lot.

Councilwoman Critz asked Ms. Brooks if she had spoken to the police about what she thought she had observed and if any deputies had checked into it.

Ms. Brooks responded that she had not, it only happened twice, and it was different people. Ms. Brooks noted that staff does walk around behind the ag center to make sure that nothing is out of place as far as the back of the building. Staff has not seen anything other than the urban campers had been back there on the adjoining property, because there was trash back there, as well as a tarp.

Councilwoman Coffey felt that it was imperative that there are cameras on this property, most businesses have them these days. Having cameras is safety, if something were to happen, somebody has got something to look at, something to go back to and say this happened at this point in time.

Councilwoman Critz agreed.

Councilman Countryman questioned if someone would be monitoring the cameras, or would they just be recorded and then at some point if there was a concern you look back and see. What are these cameras supposed to be, Councilman Countryman asked.

Mayor Becker responded that both of the proposals would include a phone or PC app associated where someone could log into the server to see the cameras, monitors would not be set up in real time. The cameras would be triggered by motion.

Councilman Muller asked about motion activated lights, because even the best cameras were not going to pick up something in the middle of the night.

Councilman Countryman commented that the infrared cameras would.

Attorney Griffin asked the council what they were trying to accomplish. Are you trying to create security or prevent theft or damage or observe who comes on your property when you are not around?

Councilwoman Coffey responded to create security.

Attorney Griffin asked if a small town like this was in need of security. What are the other towns doing, not that Mineral Springs needs to do what they are doing, but what are you trying to protect or prevent? Are you trying to create a problem when there isn't one by installing all of these cameras and then somebody is going to look at them every month to see somebody has walked across your property. What is the council trying to protect at night?

Councilman Muller noted there was an alarm system in the building.

Councilwoman Critz asked if the video cameras were installed, would the footage have to be retained at a minimum of thirty days.

Ms. Brooks responded yes and that anyone could ask for them, which presents another problem with getting the public records to whoever asks.

Councilwoman Critz stated she agreed with Attorney Griffin, if the town had a problem and the cameras would create a solution, but it sounded like it would create more trouble for staff unless there is a really good reason.

Councilwoman Coffey stated she agreed with Attorney Griffin also, because he never misleads the council.

Councilman Countryman asked Mayor Becker what was the purpose and the benefit of having cameras.

Mayor Becker responded that was what he asked the council and then pointed out when the council had an omnibus meeting of priorities of town hall renovation, park renovation, redecorating, that security of cameras was touched on. Veragy Solutions approached the town and then staff went to Sonitrol for a second proposal.

Councilwoman Krafft commented that she thought it would be a good idea to get a security motion light in the back of the ag center.

Councilman Countryman pointed out that a security light or a camera was to act as a deterrent, but the security light would act as a deterrent at a far greater savings than the cameras would. The cameras are good after the fact to see who was there and what happened, much like the police, the police aren't there to help you, they are there to investigate what happened to you. If a light or two could be put on the back of the building, even one on the corner of this building, it would be done at far less expense in taxpayer savings, equally as much of a deterrent, and if that didn't work, then the council could look at it again.

Mayor Becker commented if the lights were vandalized or shot out, then the town would know it attracted attention, then it would be time to get some cameras on it.

Councilman Countryman commented that he did not see spending \$6,000 or \$8,000 unless there is really a need, that there is something the town is really aware of, and they really want to get a handle on it.

Councilman Countryman motioned to get a couple motion lights (one on the back corner, one on the back of the “haunted house”) and Councilwoman Krafft seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

7. Consideration of Approving a Contract with Blackmon’s Landscaping, LLC – Action Item

Mayor Becker reminded the council that the town successfully had everything cleared out and some major cutting back of brush. This will be a replacement of much lower maintenance vegetation. In the future the council will have to begin looking to rebid the landscaping contract, because it will be a different scope of services that will be required after the re-vegetation. We need to get people who understand what the expectations are, and they are being paid a fair price.

Councilwoman Critz asked Mayor Becker if the cost was reasonable.

Mayor Becker responded that he thought it was and then pointed out that Blackmon’s was the one whose bid the council took to do the major overhaul and their work process was very professional and impressive. It is a well-established firm. This bid is focusing on a couple additional trees, flowering shrubs minimizing the ground level flowers that require so much maintenance, there will be a few, but it will provide a lower maintenance for the landscaping plan for the park and the building.

Councilwoman Critz asked about the fountain and if it needed to be removed, because of the rocks and mulch being thrown in it.

Mayor Becker responded that once he got it operating for the festival, it had been operating with less stuff thrown in it for whatever reason. The water levels were being maintained until it started freezing and it was turned off. With spring approaching, the fountain will be turned back on.

Ms. Brooks noted that may be when mulch, sticks, and rocks, because the children will be back.

Mayor Becker mentioned the new pump is better than the old one in that it has a float level sensor, so that when it runs dry the pump will stop.

Councilwoman Coffey motioned to accept Blackmon’s landscaping contract for the work that needs to be done around the town hall, because we know we are going to be in better shape and Councilman Muller seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

Ms. Brooks thanked Matt Humphreys for coming out and assisting with what needed to be done out here for no charge.

Mayor Becker reminded the council that Matt Humphreys also coordinated the preliminary process last fall as a community service project.

8. Consideration of Appointing a Delegate for the Election of the NCLM 2024-2025 Officers and Board of Directors – Action Item

Councilwoman Coffey motioned that Councilman Muller be elected as our delegate and Councilwoman Cureton seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

9. Staff Updates

There were no staff updates.

10. Other Business

Councilwoman Critz wanted to know who changed the font on the agenda.

Ms. Brooks responded it was changed two years ago.

Councilwoman Critz asked for it to be enlarged.

11. Adjournment – Action Item

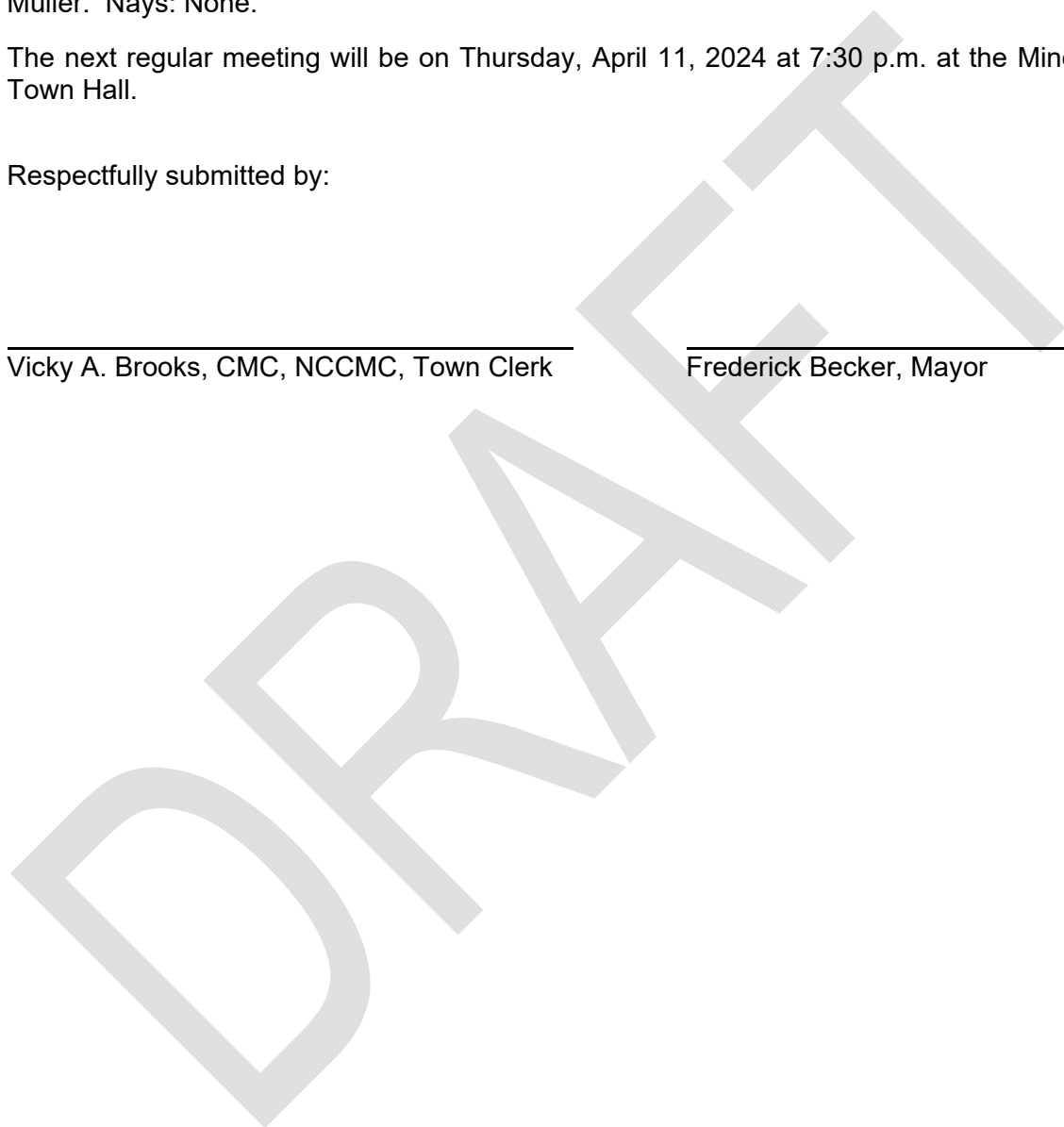
At 8:06 p.m. Councilwoman Coffey motioned to adjourn the meeting and Councilman Muller seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

The next regular meeting will be on Thursday, April 11, 2024 at 7:30 p.m. at the Mineral Springs Town Hall.

Respectfully submitted by:

Vicky A. Brooks, CMC, NCCMC, Town Clerk

Frederick Becker, Mayor



To: Town of Mineral Springs
Rick Becker

From: Vann Harrell 
Tax Administrator

Date: March 13, 2024

Re: Departmental Monthly Report

The Tax Collector's monthly/year to date collections report for the month ending February 29 ,2024 is attached for your information and review.

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

Attachment

VH/JM

FEBRUARY 2024
TOWN OF MINERAL SPRINGS
PERCENTAGE REPORT

FEBRUARY 29, 2024 REGULAR TAX	2024	2023	2022	2021	2020	2019
BEGINNING CHARGE	15.35	82,409.08	80,802.40	80,155.13	69,817.57	67,992.78
TAX CHARGE						
PUBLIC UTILITIES CHARGES						
DISCOVERIES						
NON-DISCOVERIES						
RELEASES		(3.19)				
TOTAL CHARGE	15.35	82,405.89	80,802.40	80,155.13	69,817.57	67,992.78
BEGINNING COLLECTIONS	-	79,231.67	80,696.28	80,049.87	69,685.34	67,926.80
COLLECTIONS - TAX		1,900.66	7.65			
COLLECTIONS - INTEREST		54.43	0.86			
TOTAL COLLECTIONS	-	81,132.33	80,703.93	80,049.87	69,685.34	67,926.80
BALANCE OUTSTANDING	15.35	1,273.56	98.47	105.26	132.23	65.98
PERCENTAGE OF REGULAR	0.00%	98.45%	99.88%	99.87%	99.81%	99.90%
COLLECTION FEE 1.25 %	-	24.44	0.11	-	-	-

FEBRUARY 2024
TOWN OF MINERAL SPRINGS
PERCENTAGE REPORT

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

Agenda Item

4/11/2024

Town of Mineral Springs

FINANCE REPORT

February 2024

Prepared for:

The Mineral Springs Town Council

By:

Frederick Becker III
Finance Officer

April 11, 2024

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Cash Flow Report FY2023 YTD

7/1/2023 through 2/29/2024

3/19/2024

Page 1

Category	7/1/2023- 2/29/2024
INCOME	
Interest Income	34,335.62
Other Inc	
Festival 2023	
Sponsor	1,500.00
Vendor	350.00
TOTAL Festival 2023	1,850.00
Zoning	3,420.00
TOTAL Other Inc	5,270.00
Prop Tax 2023	
Receipts 2023	
Int	28.24
Tax	79,222.11
TOTAL Receipts 2023	79,250.35
TOTAL Prop Tax 2023	79,250.35
Prop Tax Prior Years	
Prop Tax 2014	
Receipts 2014	
Int	5.47
Tax	6.90
TOTAL Receipts 2014	12.37
TOTAL Prop Tax 2014	12.37
Prop Tax 2015	
Receipts 2015	
Int	2.31
Tax	3.28
TOTAL Receipts 2015	5.59
TOTAL Prop Tax 2015	5.59
Prop Tax 2016	
Receipts2016	
Int	2.01
Tax	3.28
TOTAL Receipts2016	5.29
TOTAL Prop Tax 2016	5.29
Prop Tax 2017	
Receipts2017	
Int	1.72
Tax	3.28
TOTAL Receipts2017	5.00
TOTAL Prop Tax 2017	5.00
Prop Tax 2018	
Receipts	
Int	1.42
Tax	3.27
TOTAL Receipts	4.69
TOTAL Prop Tax 2018	4.69
Prop Tax 2019	
Receipts 2019	
Int	1.12
Tax	3.27

Cash Flow Report FY2023 YTD

7/1/2023 through 2/29/2024

3/19/2024

Page 2

Category	7/1/2023- 2/29/2024
TOTAL Receipts 2019	4.39
TOTAL Prop Tax 2019	4.39
Prop Tax 2020	
Receipts	
Int	0.94
Tax	3.65
TOTAL Receipts	4.59
TOTAL Prop Tax 2020	4.59
Prop Tax 2021	
Receipts 2021	
Int	5.92
Tax	29.50
TOTAL Receipts 2021	35.42
TOTAL Prop Tax 2021	35.42
Prop Tax 2022	
Receipts 2022	
Int	12.05
Tax	188.72
TOTAL Receipts 2022	200.77
TOTAL Prop Tax 2022	200.77
TOTAL Prop Tax Prior Years	278.11
Sales Tax	
Cable TV	4,309.47
Electricity	61,128.50
Natural Gas Excise	45.19
Sales & Use Dist	19,810.39
telecommunications	567.28
TOTAL Sales Tax	85,860.83
Veh Tax	
Int 2023	60.45
Tax 2023	5,328.47
TOTAL Veh Tax	5,388.92
TOTAL INCOME	210,383.83
EXPENSES	
Ads	447.72
Attorney	2,864.59
Audit	5,230.00
Community	
Communication	3,588.00
Greenway	893.96
Maint	3,116.40
Parks & Rec	
Park	2,520.03
TOTAL Parks & Rec	2,520.03
Special Events	
Festival	5,875.45
Services	1,975.00
TOTAL Special Events	7,850.45
TOTAL Community	17,968.84
Elections	3,521.75

Cash Flow Report FY2023 YTD

7/1/2023 through 2/29/2024

3/19/2024

Page 3

Category	7/1/2023- 2/29/2024
Emp	
Benefits	
Dental	532.00
Life	425.60
NCLGERS	13,033.16
Vision	98.00
TOTAL Benefits	14,088.76
Bond	550.00
FICA	
Med	1,468.60
Soc Sec	6,279.54
TOTAL FICA	7,748.14
Payroll	1,623.78
Unemp	50.13
Work Comp	2,081.18
TOTAL Emp	26,141.99
Office	
Bank	19.55
Clerk	30,211.70
Council	9,600.00
Deputy Clerk	7,903.44
Dues	6,330.00
Equip	252.21
Finance Officer	27,909.10
Ins	4,452.90
Maint	
Materials	1,331.86
Service	5,847.36
TOTAL Maint	7,179.22
Mayor	4,000.00
Misc	154.79
Post	500.00
Records	5,672.56
Supplies	1,161.90
Tel	5,917.17
Util	2,381.31
TOTAL Office	113,645.85
Planning	
Administration	
Contract	1,717.63
Salaries	26,114.66
TOTAL Administration	27,832.29
Annexation	26.00
Misc	725.77
TOTAL Planning	28,584.06
Street Lighting	979.31
Tax Coll	
Contract	1,160.75
TOTAL Tax Coll	1,160.75
Training	
Staff	80.00

Cash Flow Report FY2023 YTD

7/1/2023 through 2/29/2024

3/19/2024

Page 4

Category	7/1/2023- 2/29/2024
TOTAL Training	80.00
Travel	369.43
TOTAL EXPENSES	200,994.29
TRANSFERS	
FROM Idle Funds First National	10,000.00
TO Check Min Spgs	-10,000.00
TO SER Grant Project Fund	-2,910.00
TOTAL TRANSFERS	-2,910.00
OVERALL TOTAL	6,479.54

Account Balances History Report - As of 2/29/2024

(Includes unrealized gains)

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

Account Balances History Report - As of 2/29/2024

(Includes unrealized gains)

3/19/2024

Account	12/31/2023 Balance	1/31/2024 Balance	2/29/2024 Balance
ASSETS			
Cash and Bank Accounts			
Check Min Spgs	110,300.02	98,062.50	94,620.12
Idle Funds First National	366,612.21	366,827.66	367,017.10
NCCMT_Cash	942,781.78	946,982.80	950,922.26
SLFRF Revenues	40,710.20	40,734.12	40,755.16
TOTAL Cash and Bank Account...	1,460,404.21	1,452,607.08	1,453,314.64
Other Assets			
State Revenues Receivable	0.00	0.00	0.00
TOTAL Other Assets	0.00	0.00	0.00
TOTAL ASSETS	1,460,404.21	1,452,607.08	1,453,314.64
LIABILITIES			
Other Liabilities			
Accounts Payable	692.77	692.77	692.77
Restricted Fund Balance	39,948.89	39,948.89	39,948.89
TOTAL Other Liabilities	40,641.66	40,641.66	40,641.66
TOTAL LIABILITIES	40,641.66	40,641.66	40,641.66
OVERALL TOTAL	1,419,762.55	1,411,965.42	1,412,672.98

Mineral Springs Monthly Revenue Summary 2023-24

TOWN OF MINERAL SPRINGS												
REVENUE SUMMARY 2023-24												
Source	Budget	Receivable	Rec'd YTD	% of Budget	July	August	September	October	November			
Property Tax - prior	\$ 600.00	\$ 321.89	\$ 278.11	46.4%	\$ -	\$ 69.13	\$ 71.24	\$ 31.19	\$ 6.15			
Property Tax - 2023	\$ 81,835.00	\$ 2,584.65	\$ 79,250.35	96.8%	\$ -	\$ 115.30	\$ 4,203.56	\$ 5,193.39	\$ 3,941.07			
Interest	\$ 39,000.00	\$ 4,664.38	\$ 34,335.62	88.0%	\$ 4,170.86	\$ 4,328.96	\$ 4,204.44	\$ 4,381.08	\$ 4,257.48			
Sales Tax - Electric	\$ 208,000.00	\$ 146,871.50	\$ 61,128.50	29.4%	\$ -	\$ -	\$ -	\$ -	\$ -			
Sales Tax - Sales & Use	\$ 38,400.00	\$ 18,589.61	\$ 19,810.39	51.6%	\$ -	\$ -	\$ 3,478.82	\$ 3,269.46	\$ 3,395.22			
Sales Tax - Other Util.	\$ 22,300.00	\$ 17,378.06	\$ 4,921.94	22.1%	\$ -	\$ -	\$ -	\$ -	\$ -			
Sales Tax - Alc. Bev.	\$ 12,780.00	\$ 12,780.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -			
Vehicle Taxes	\$ 8,175.00	\$ 2,786.08	\$ 5,388.92	65.9%	\$ -	\$ 764.80	\$ -	\$ 1,628.48	\$ -			
Zoning Fees	\$ 4,500.00	\$ 1,080.00	\$ 3,420.00	76.0%	\$ 250.00	\$ 700.00	\$ 245.00	\$ 405.00	\$ 710.00			
Other	\$ 3,600.00	\$ 1,750.00	\$ 1,850.00	51.4%	\$ 935.00	\$ 855.00	\$ 60.00	\$ -	\$ -			
Totals	\$ 419,190.00	\$ 208,806.17	\$ 210,383.83	50.2%	\$ 5,355.86	\$ 6,833.19	\$ 12,263.06	\$ 14,908.60	\$ 12,309.92			
GRAND TOTAL			\$ 210,383.83		\$ 5,355.86	\$ 6,833.19	\$ 12,263.06	\$ 14,908.60	\$ 12,309.92			
	December	January	February	March	April	May	June	June a/r				
Property Tax - prior	\$ 33.79	\$ 6.93	\$ 59.68									
Property Tax - 2023	\$ 40,030.68	\$ 14,288.26	\$ 11,478.09									
Interest	\$ 4,402.47	\$ 4,440.39	\$ 4,149.94									
Sales Tax - Electric	\$ 61,128.50	\$ -	\$ -									
Sales Tax - Sales & Use	\$ 3,163.56	\$ 3,201.95	\$ 3,301.38									
Sales Tax - Other Util.	\$ 4,921.94	\$ -	\$ -									
Sales Tax - Alc. Bev.	\$ -	\$ -	\$ -									
Vehicle Taxes	\$ 839.50	\$ 1,443.68	\$ 712.46									
Zoning Fees	\$ 250.00	\$ 350.00	\$ 510.00									
Other	\$ -	\$ -	\$ -									
Totals	\$ 114,770.44	\$ 23,731.21	\$ 20,211.55	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
GRAND TOTAL	\$ 114,770.44	\$ 23,731.21	\$ 20,211.55	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			

Mineral Springs Budget Comparison 2023-24

TOWN OF MINERAL SPRINGS										
BUDGET COMPARISON 2023-24										
Appropriation dept	Budget	Unspent	Spent YTD	% of Budget	July	August	September	October	November	
Advertising	\$ 1,200.00	\$ 752.28	\$ 447.72	37.3%	\$ -	\$ 54.72	\$ 54.72	\$ 109.44	\$ -	
Attorney	\$ 7,200.00	\$ 4,335.41	\$ 2,864.59	39.8%	\$ 300.00	\$ 764.59	\$ 300.00	\$ 600.00	\$ -	
Audit	\$ 5,230.00	\$ -	\$ 5,230.00	100.0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Charities & Agencies	\$ 11,080.00	\$ 11,080.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Community Projects	\$ 36,988.00	\$ 19,019.16	\$ 17,968.84	48.6%	\$ 4,760.50	\$ 2,506.71	\$ 4,870.15	\$ 1,250.82	\$ 992.02	
Contingency	\$ 3,000.00	\$ 3,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Employee Overhead	\$ 40,300.00	\$ 14,007.21	\$ 26,292.79	65.2%	\$ 5,943.92	\$ 3,168.63	\$ 2,974.82	\$ 1,494.22	\$ 4,852.97	
Elections	\$ 3,600.00	\$ 78.25	\$ 3,521.75	97.8%	\$ -	\$ -	\$ -	\$ -	\$ -	
Fire Protection	\$ 12,000.00	\$ 12,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Intergovernmental	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Office & Administrative	\$ 171,612.00	\$ 57,966.15	\$ 113,645.85	66.2%	\$ 24,934.83	\$ 12,090.28	\$ 11,476.63	\$ 15,911.41	\$ 12,716.35	
Planning & Zoning	\$ 49,468.00	\$ 20,883.94	\$ 28,584.06	57.8%	\$ 5,476.33	\$ 3,289.00	\$ 3,289.00	\$ 3,347.73	\$ 3,486.34	
Street Lighting	\$ 1,600.00	\$ 620.69	\$ 979.31	61.2%	\$ 121.17	\$ 121.08	\$ -	\$ 287.68	\$ -	
Tax Collection	\$ 1,600.00	\$ 439.25	\$ 1,160.75	72.5%	\$ -	\$ 25.77	\$ 53.42	\$ 113.29	\$ 49.33	
Training	\$ 3,000.00	\$ 2,920.00	\$ 80.00	2.7%	\$ -	\$ -	\$ -	\$ -	\$ -	
Travel	\$ 3,600.00	\$ 3,230.57	\$ 369.43	10.3%	\$ -	\$ -	\$ -	\$ -	\$ 213.54	
Capital Outlay	\$ 67,712.00	\$ 67,712.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Totals	\$ 419,190.00	\$ 218,044.91	\$ 201,145.09	48.0%	\$ 41,536.75	\$ 22,020.78	\$ 23,018.74	\$ 23,114.59	\$ 22,310.55	
Off Budget:										
Interfund Transfers (SER)								\$ 2,910.00		
Interfund Transfers (CSLFRF)										
Total Off Budget:			\$ 2,910.00		\$ -	\$ -	\$ -	\$ 2,910.00	\$ -	

Mineral Springs Budget Comparison 2023-24

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

February 2024 Cash Flow Report - Feb 2024

2/1/2024 through 2/29/2024

3/12/2024

Page 1

Category	2/1/2024- 2/29/2024
INCOME	
Interest Income	4,149.94
Other Inc	
Zoning	510.00
TOTAL Other Inc	510.00
Prop Tax 2023	
Receipts 2023	
Int	28.24
Tax	11,449.85
TOTAL Receipts 2023	11,478.09
TOTAL Prop Tax 2023	11,478.09
Prop Tax Prior Years	
Prop Tax 2021	
Receipts 2021	
Int	1.53
Tax	3.48
TOTAL Receipts 2021	5.01
TOTAL Prop Tax 2021	5.01
Prop Tax 2022	
Receipts 2022	
Int	4.48
Tax	50.19
TOTAL Receipts 2022	54.67
TOTAL Prop Tax 2022	54.67
TOTAL Prop Tax Prior Years	59.68
Sales Tax	
Sales & Use Dist	3,301.38
TOTAL Sales Tax	3,301.38
Veh Tax	
Int 2023	9.83
Tax 2023	702.63
TOTAL Veh Tax	712.46
TOTAL INCOME	20,211.55
EXPENSES	
Attorney	300.00
Community	
Parks & Rec	
Park	297.82
TOTAL Parks & Rec	297.82
TOTAL Community	297.82
Emp	
Benefits	
Dental	76.00
Life	60.80
NCLGERS	1,861.88
Vision	14.00
TOTAL Benefits	2,012.68
FICA	
Med	182.30

February 2024 Cash Flow Report - Feb 2024

2/1/2024 through 2/29/2024

3/12/2024

Page 2

Category	2/1/2024- 2/29/2024
Soc Sec	779.49
TOTAL FICA	961.79
Payroll	173.16
TOTAL Emp	3,147.63
Office	
Clerk	3,805.00
Council	1,200.00
Deputy Clerk	900.00
Finance Officer	3,515.00
Maint	
Materials	306.74
Service	420.00
TOTAL Maint	726.74
Mayor	500.00
Misc	154.79
Supplies	19.77
Tel	549.53
Util	543.54
TOTAL Office	11,914.37
Planning	
Administration	
Salaries	3,289.00
TOTAL Administration	3,289.00
TOTAL Planning	3,289.00
Street Lighting	153.68
Tax Coll	
Contract	165.60
TOTAL Tax Coll	165.60
Training	
Staff	80.00
TOTAL Training	80.00
Travel	155.89
TOTAL EXPENSES	19,503.99
OVERALL TOTAL	707.56

Register Report - Feb 2024

2/1/2024 through 2/29/2024

4/2/2024

Page 1

Date	Num	Description	Memo	Category	Amount
2/1/2024	EFT...	NC State Treasurer	01/24 LGERS contribution FY2023	Office:Clerk	-228.30
			01/24 LGERS contribution FY2023	Office:Finance Officer	-210.90
			01/24 LGERS contribution FY2023	Planning:Administration:Salaries	-197.34
			01/24 employer contribution FY2023	Emp:Benefits:NCLGERS	-1,861.88
2/1/2024	EFT	Debit Card (UNC Pr...	Order ID 2134402030 Book: Land ...	Office:Misc	-154.79
2/2/2024	EFT	Debit Card (Lowe's)	Trash Bags, gloves (FY2023)	Office:Maint:Materials	-29.85
2/5/2024	6821	Duke Power	9100 3284 5207 (FY2023)	Street Lighting	-153.68
2/6/2024	6822	Toi Toi USA LLC	I/N INV111848 Portable units 1/4/...	Community:Parks & Rec:Park	-279.68
2/6/2024	6823	Taylor & Sons Mowi...	I/N 0014 02/24 (FY2023)	Office:Maint:Service	-420.00
2/6/2024	6824	Clark, Griffin & McC...	I/N 8410 02/24 (FY2023)	Attorney	-300.00
2/6/2024	DEP	Deposit	#23016 (FY2023)	Other Inc:Zoning	275.00
2/12/2024	EFT...	Union County	01/2024 (FY2023)	Prop Tax 2023:Receipts 2023:Tax	11,449.85
			01/2024 (FY2023)	Prop Tax 2023:Receipts 2023:Int	28.24
			01/2024 (FY2023)	Prop Tax Prior Years:Prop Tax 2022:...	50.19
			01/2024 (FY2023)	Prop Tax Prior Years:Prop Tax 2022:...	4.48
			01/2024 (FY2023)	Prop Tax Prior Years:Prop Tax 2021:...	3.48
			01/2024 (FY2023)	Prop Tax Prior Years:Prop Tax 2021:...	1.53
			01/2024 (FY2023)	Tax Coll:Contract	-144.22
2/12/2024	EFT	Debit Card (AOL)	AOL Troubleshooting Svc 02/24 (...	Office:Tel	-8.16
2/13/2024	EFT	Point And Pay	06-057-141, 06-084-017 (FY2023)	Other Inc:Zoning	100.00
2/14/2024	EFT	Debit Card (WalMart)	9V Batteries (FY2023)	Office:Supplies	-19.77
2/15/2024	EFT	NC Department of R...	Sales & Use Distribution 12/23 (F...	Sales Tax:Sales & Use Dist	3,301.38
2/15/2024	EFT	Debit Card (NCLM)	MMC Academy (FY2023)	Training:Staff	-80.00
2/20/2024	6825	Windstream	061348611 (FY2023)	Office:Tel	-429.59
2/20/2024	6826	City Of Monroe	A/N 514654 Natural Gas 1/2024 (...	Office:Util	-302.15
2/20/2024	682...	Municipal Insurance ...	12/22 (FY2022)	Emp:Benefits:Life	-60.80
			12/22 (FY2022)	Emp:Benefits:Dental	-76.00
			12/22 (FY2022)	Emp:Benefits:Vision	-14.00
2/20/2024	6828	Union County Water...	A/N 84361*00 (FY2023)	Office:Util	-51.09
2/20/2024	6829	Union County Water...	A/N 91052*00 (FY2023)	Community:Parks & Rec:Park	-18.14
2/26/2024	EFT...	Union County {NCV...	Jan 2024 (FY2023)	Veh Tax:Tax 2023	704.16
			Jan 2024 (FY2023)	Veh Tax:Int 2023	9.83
			Jan 2024 Refunds (FY2023)	Veh Tax:Tax 2023	-1.53
			Jan 2024 (FY2023)	Tax Coll:Contract	-21.38
2/26/2024	6830	Frederick Becker III	9/23 - 10/23 reimbursement: milea...	Travel	-155.89
2/26/2024	6831	Duke Power{Office}	9100 3284 4818 (FY2023)	Office:Util	-160.48
2/26/2024	6832	Duke Power	9100 3284 5041 (Old School) (FY...	Office:Util	-29.82
2/26/2024	6833	**VOID**Verizon Wir...	221474588-00001 (FY2023)	Office:Tel	0.00
2/26/2024	6834	Verizon Wireless	221474588-00001 (FY2023)	Office:Tel	-111.78
2/28/2024	EFT	Debit Card (Amazon)	Hose Bib Locks (FY2023)	Office:Maint:Materials	-27.74
2/28/2024	EFT	Debit Card (ebay)	Best Padlocks (master-keyable) (...	Office:Maint:Materials	-249.15
2/28/2024	EFT...	Paychex	Salary 02/24 (FY2023)	Office:Clerk	-3,576.70
			02/24 (FY2023)	Office:Deputy Clerk	-900.00
			Salary 02/24 (FY2023)	Office:Finance Officer	-3,304.10
			Salary 02/24 (FY2023)	Office:Mayor	-500.00
			Salary 02/24 (FY2023)	Office:Council	-1,200.00
			Salary 02/24 (FY2023)	Planning:Administration:Salaries	-3,091.66
			FY2023	Emp:FICA:Soc Sec	-779.49
			FY2023	Emp:FICA:Med	-182.30
2/29/2024	DEP	Deposit	#23017 (FY2023)	Other Inc:Zoning	135.00
2/29/2024	EFT	Paychex Fees	Fees 02/24 (FY2023)	Emp:Payroll	-173.16

Register Report - Feb 2024

2/1/2024 through 2/29/2024

4/2/2024

Page 2

Date	Num	Description	Memo	Category	Amount
2/1/2024 - 2/29/2024					-3,442.38
TOTAL INFLOWS					16,063.14
TOTAL OUTFL...					-19,505.52
NET TOTAL					-3,442.38

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February 2024
Revenue Details

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NC Sales & Use Distribution

December 2023 Collections

Summary

UNION	(AD VALOREM)	2,954,963.00	1,928,522.81	1,568,780.79	-	56.73	439,448.23	-	(492,443.81)	6,399,327.75
	FAIRVIEW	1,592.43	1,039.28	845.41	-	0.03	236.81	-	1,051.51	4,765.47
	HEMBY BRIDGE	-	-	-	-	-	-	-	-	-
	INDIAN TRAIL	135,056.06	88,142.79	71,700.85	-	2.59	20,084.90	-	89,179.57	404,166.76
	LAKE PARK	9,657.43	6,302.81	5,127.10	-	0.19	1,436.21	-	6,376.96	28,900.70
	MARSHVILLE	16,081.91	10,495.67	8,537.84	-	0.31	2,391.63	-	10,619.12	48,126.48
	MARVIN	12,131.01	7,917.16	6,440.31	-	0.23	1,804.07	-	8,010.28	36,303.06
	MINERAL SPRINGS	1,103.19	719.98	585.68	-	0.02	164.06	-	728.45	3,301.38
	MINT HILL *	52.18	34.05	27.70	-	-	7.76	-	34.45	156.14
	MONROE	322,241.39	210,307.16	171,076.97	-	6.18	47,922.23	-	212,780.91	984,334.84
	STALLINGS *	60,419.66	39,432.20	32,076.61	-	1.16	8,985.33	-	39,896.03	180,810.99
	UNIONVILLE	2,187.87	1,427.89	1,161.54	-	0.04	325.37	-	1,444.69	6,547.40
	WAXHAW	154,835.00	101,051.29	82,201.43	-	2.97	23,026.34	-	102,239.91	463,356.94
	WEDDINGTON *	19,916.98	12,998.59	10,573.86	-	0.38	2,961.96	-	13,151.48	59,603.25
	WESLEY CHAPEL	2,533.89	1,653.72	1,345.24	-	0.05	376.83	-	1,673.17	7,582.90
	WINGATE	7,961.76	5,196.15	4,226.87	-	0.15	1,184.04	-	5,257.28	23,826.25
TOTAL		3,700,733.76	2,415,241.55	1,964,708.20	-	71.03	550,355.77	-	-	8,631,110.31

Property Tax Collection

Union County

Date Distributed: 1/1/2024 to 1/31/2024

990 - TOWN OF MINERAL SPRINGS

Year	Taxes, Assessments and Misc. Charges	Late List	Interest	Total Collected	Commission	Net of Commission
2021	3.48	0.00	1.53	5.01	0.06	4.95
2022	50.19	0.00	4.48	54.67	0.68	53.99
2023	11,435.98	13.87	28.24	11,478.09	143.48	11,334.61
Total:	11,489.65	13.87	34.25	11,537.77	144.22	11,393.55
Grand Total:	11,489.65	13.87	34.25	11,537.77	144.22	11,393.55

VENDOR NUMBER	VENDOR NAME	EFT NUMBER	EFT DATE	EFT AMOUNT
10870	TOWN OF MINERAL SPRINGS	84819	02/12/2024	\$11,393.55

INVOICE DATE	INVOICE NUMBER	DESCRIPTION	INVOICE AMOUNT
02/05/2024	2407 TAXES	TAX/FEE/INT-JANUARY 2024	\$11,393.55



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

Vendor Number	EFT Number	EFT Date
10870	84819	02/12/2024

*** Eleven Thousand Three Hundred And Ninety-Three Dollars And Fifty-Five Cents ***

\$11,393.55

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

**EFT COPY
 NON-NEGOTIABLE**

NCVTS A/P Receipt Distribution
For the month ending: January

NCVTS15

Jurisdiction	Entity	Vendor #	Inv #	Tax & Fee Amt	Int Only Amt	Comm Cst	Pending Refunds	Net Amt	Status/Check#
001	Union County	0		\$ 611,634.08	\$ 11,640.79	\$ (18,810.48)	(66,284.65)	\$ 598,179.74	No Check
002	Education Operating Fund	0		1,253,117.99	9,441.74	(38,136.56)	(4,309.04)	\$ 1,220,114.13	No Check
003	Voter Approved Debt Tax	0		72,756.09	2,077.64	(2,257.22)	(1,169.87)	\$ 71,406.64	No Check
004	Education Debt Fund	0		97,784.98	736.81	(2,975.93)	(336.21)	\$ 95,209.65	No Check
005	Economic Development Fund	0		13,061.29	98.42	(397.50)	(44.86)	\$ 12,717.35	No Check
011	Countywide Fire Tax	0		29.07	11.90	(1.01)	-	\$ 39.96	No Check
012	Countywide EMS Tax	0		45.24	19.92	(1.62)	-	\$ 63.54	No Check
013	Griffith Rd	0		372.15	5.63	(10.76)	(0.60)	\$ 366.42	No Check
014	Steck Rd	0		1,161.20	9.06	(31.78)	20.27	\$ 1,158.75	No Check
015	Springs Fire Tax	0		9,185.79	105.19	(282.48)	(67.34)	\$ 8,941.16	No Check
016	Fairview	0		3,596.94	46.16	(112.04)	(6.51)	\$ 3,524.55	No Check
017	New Salem	0		3,846.86	52.94	(108.93)	(8.49)	\$ 3,782.38	No Check
018	Beaver Lane	0		3,165.10	44.68	(84.51)	1.31	\$ 3,126.58	No Check
019	Bakers	0		10,654.09	121.64	(323.51)	(3.03)	\$ 10,449.19	No Check
020	Stallings Fire Tax	0		13,704.30	167.14	(432.17)	3.48	\$ 13,442.75	No Check
021	Unionville	0		8,483.23	81.83	(234.93)	(20.99)	\$ 8,309.14	No Check
022	Wingate	0		4,216.43	62.66	(106.94)	(19.86)	\$ 4,152.29	No Check
023	Hemby Bridge Fire Tax	0		19,452.66	243.24	(620.46)	(36.16)	\$ 19,039.28	No Check
024	Allens Crossroads	0		1,497.40	13.39	(39.87)	13.73	\$ 1,484.65	No Check
025	Jackson	0		1,710.24	15.43	(52.66)	-	\$ 1,673.01	No Check
026	Wesley Chapel Fire Tax	0		25,275.22	258.83	(818.07)	(213.24)	\$ 24,502.74	No Check
027	Lanes Creek	0		2,016.28	26.09	(54.70)	-	\$ 1,987.67	No Check
028	Waxhaw Fire Tax	0		15,244.50	197.29	(489.59)	(188.75)	\$ 14,763.45	No Check
029	Sandy Ridge	0		1,890.29	14.51	(47.23)	11.06	\$ 1,868.63	No Check
030	Providence	0		141.85	2.27	(4.96)	-	\$ 139.16	No Check
101	Village of Marvin	1832	VTFMAP2211-1	22,272.91	102.65	(727.44)	(106.87)	\$ 21,541.25	No Check
200	City of Monroe	103-7	VTFMAP2211-1	269,878.57	2,501.26	(7,243.73)	(4,703.69)	\$ 260,432.41	No Check
222	Monroe Downtown Service District	103-7	VTFMAP2211-2	169.82	8.95	(4.80)	-	\$ 173.97	No Check
300	Town of Wingate	4064	VTFMAP2211-1	10,583.82	128.24	(268.59)	(23.02)	\$ 10,420.45	No Check
400	Town of Marshville	5861	VTFMAP2211-1	10,473.36	228.31	(254.44)	-	\$ 10,447.23	No Check
500	Town of Waxhaw	8268	VTFMAP2211-1	144,709.84	1,481.33	(4,686.13)	(1,443.21)	\$ 140,061.83	No Check
600	Town of Indian Trail	2924	VTFMAP2211-1	106,023.79	1,321.17	(3,304.92)	(1,65.30)	\$ 103,874.74	No Check
700	Town of Stallings	4860-2	VTFMAP2211-1	39,497.78	427.00	(1,282.71)	(30.53)	\$ 38,611.54	No Check
800	Town of Weddington	7518	VTFMAP2211-1	12,407.57	136.50	(396.61)	(42.26)	\$ 12,105.20	No Check
900	Village of Lake Park	1833	VTFMAP2211-1	6,975.96	93.87	(228.57)	(13.53)	\$ 6,827.73	No Check
930	Town of Fairview	19458	VTFMAP2211-1	1,205.01	15.18	(37.21)	(2.59)	\$ 1,180.39	No Check
970	Village of Wesley Chapel	9262	VTFMAP2211-1	1,972.29	14.83	(63.32)	(27.16)	\$ 1,896.64	No Check
980	Town of Unionville	11530	VTFMAP2211-1	1,746.18	17.02	(49.62)	(3.41)	\$ 1,710.17	No Check
990	Town of Mineral Springs	10870	VTFMAP2211-1	704.16	9.83	(21.38)	(1.53)	\$ 691.08	No Check
999	Schools	0		903.53	386.97	(32.07)	-	\$ 1,258.43	No Check
Total				\$ 2,803,567.86	\$ 32,368.31	\$ (85,037.45)	\$ (519,222.85)	\$ 2,731,675.87	
						AP Total		\$ 609,974.63	

VENDOR NUMBER	VENDOR NAME	EFT NUMBER	EFT DATE	EFT AMOUNT
10870	TOWN OF MINERAL SPRINGS	85068	02/26/2024	\$691.08

INVOICE DATE	INVOICE NUMBER	DESCRIPTION	INVOICE AMOUNT
02/01/2024	VTFNAP2407-1	CASH RECEIVED JAN 2023 & REFUNDS	\$691.08



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

Vendor Number	EFT Number	EFT Date
10870	85068	02/26/2024

*** Six Hundred And Ninety-One Dollars And Eight Cents ***

\$691.08

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

**EFT COPY
 NON-NEGOTIABLE**

Town of Mineral Springs

P.O. Box 600 ~ Mineral Springs, NC 28108
704-243-0505 (office) ~ 704-289-5331 (mobile) ~ 704-243-1705 (fax)

ZONING MAP AMENDMENT APPLICATION

Application # ZMA 24-01

Date of Application 03/08/2024

Applicant/Owner Information

I. Applicant's Name John Maida
Address 2107 Monarda Way, Waxhaw NC 28173
Phone 914-879-3219
Email John@StoneRidgePros.com

II. Property Location

A. Property Location 6016 Waxhaw Hwy
Mineral Springs, NC (street address)
B. Tax Map Book _____ Map _____ Parcel(s) 06019004A
C. Deed Book 66 Page 135
D. Existing Zoning RA20 Proposed Zoning GB
E. Existing Use Church
F. Property Size 0.30 ac (Sq. Ft./Acres)

III. Other Required Information (Attach the Following)

- A. The application shall be accompanied by two (2) copies of a map, drawn to an appropriate scale. This map shall be prepared by a certified engineer or registered licensed surveyor and shall be signed and certified to be correct by the preparer. The map shall contain the following:
1. If not in a subdivision of record, the subject property plus such additional property as to show the location of the subject property with reference to the nearest street intersection, railroad, stream or other feature easily identifiable on the ground. In addition, all property lines which abut the property shall be shown as well as the names and addresses of all abutting property owners.
 2. If the property is in a subdivision of record, a map of such portion of the subdivision drawn to scale, that would relate the subject property to the closest street intersection, and in addition, the

name of the subdivision and the plat book and page number on which the plat is recorded. In addition, the names of all abutting property owners shall be indicated.

3. All property lines with dimensions, distances of lot from the nearest street intersection and north arrow.
 4. Adjoining streets with rights-of-way and paving widths.
 5. Existing location of building on lot and a listing of uses of all structures.
 6. Zoning classification of all abutting lots.
- B. A legal description of the subject property(s).
- C. The applicant shall include the names and addresses of all abutting property owners as shown on the current records of the Union County Tax Supervisor's Office. Abutting property shall be construed to mean and include property on the opposite side of any street, stream, railroad, road or highway from the property sought to be rezoned, and, in the event the owner of the property sought to be rezoned owns other property adjoining the property sought to be rezoned, the adjoining property shall also be construed to mean and include property adjoining the other property of the owner which adjoins the property sought to be rezoned. Applicants shall use Attachment "A" (As many sheets as necessary to list abutting property owners).
- D. Certification from owner of record that applicant has authorization to apply for this zoning action. (This is needed only if the applicant is not the property owner).
- E. State whether or not the applicant or owner, owns, has a proprietary interest, or in any way has any other contractual interest in any land which is contiguous to the land which is the subject of this request. If so, please provide a sufficient legal description of such land and state the interest of the applicant or owner.
- F. Application processing fee. Attached check, payable to the Town of Mineral Springs in the amount of \$250.00*.

* Plus any engineering fees.

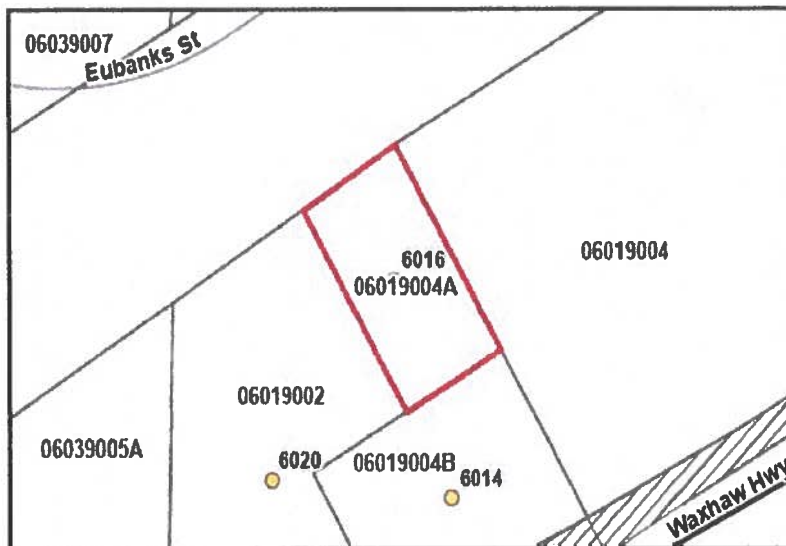
I hereby certify that all of the information provided for this application and all attachments is true and correct to the best of my knowledge.


Applicant

3/08/24
Date

Parcel Number

06019004A

OwnerST JOHN
PENTECOSTAL
CHURCH OF
CHRIST**Mailing Address**C/O BLESSED HOPE BAPTIST
CHURCH
PO BOX 22
MINERAL SPRINGS
NC, 281080420**Account Information**

Land Value	\$12,900.00	Description	HWY 75 MINERAL SPRINGS 06016 WAXHAW HWY
Building Value	\$29,700.00	Situs Address	6016 WAXHAW HWY
Total Value	\$42,600.00	Property Class	GOVT/SCHOOL/CHURCH
Acreage	0.3000		

Sales Information

Sale Date	Sale Amount	Book & Page	Grantor
-----------	-------------	-------------	---------

Location Information

Municipal Administration	Mineral Springs	12 Mile Service Area	Yes
County Zoning Code	CITY	School	School Assignment Information
Zoning Administration	Mineral Springs	Census Tract Number	210.04
ETJ		FEMA Panel	4493
Fire District	Springs	FEMA Zone	
Soils	TbB2		

Building Information [View Real Property Site](#)

Total Living Area	00
Year Build	0

District Voting Assignments (Jurisdictions)

Polling Place	MINERAL SPRINGS VFD	School District	6	Congressional District	9
Precinct District	#19	State House	68	Senate District	35

Certificate of Authorization

This is to certify that Normanna, LLC, represented by John Maida as a Managing Member, has obtained the authorization to submit a rezoning application for the property located at 6016 Waxhaw HWY, Waxhaw NC 28173 in Union County NC, also identified as Parcel ID 06019005A. The property is currently zoned as RA20 in the Town of Mineral Springs zoning and the application is for a rezoning to GB.

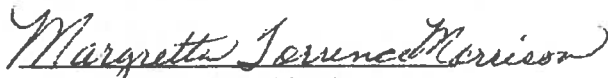
John Maida, is authorized to act on behalf of the property owner in all matters related to the rezoning application process, including attending meetings, providing information, and making decisions on behalf of the property owner.

This Certificate of Authorization is valid for the submission of the rezoning application for the specified property in the Town of Mineral Springs NC.

Signed,



Melvin Torrence



Margretta Torrence Morrison

Authorized Representatives of St John Pentecostal Church of Christ, current Owner of Record

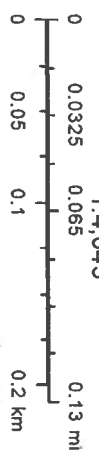
Date: 3/9/24

6016 Waxhaw Hwy - abutting properties



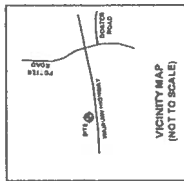
March 9, 2024

1:4,043



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

REZONING REQUEST FOR TAX PARCEL #060190044 6016 WAXHAW HWY, FROM RA-20 TO GB



MINERAL SPRINGS FERTILIZER INC
D.B. 883 PG 652
TAX ID: 060010004
EXISTING MS Zoning: L1

- NOTES:**
- AREA OF COORDINATE METHOD
 - ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES
 - UNDISTURBED AREAS ARE SHOWN IN GREEN
 - UNDISTURBED AREAS MAY EXIST IN ANY PUBLIC RECORDS

LINE	BEARING	DISTANCE
L1	N 81° 10' 00" W	50.00'
L2	N 81° 10' 00" W	50.00'
L3	N 81° 10' 00" W	50.00'
L4	N 81° 10' 00" W	50.00'
L5	N 81° 10' 00" W	50.00'
L6	S 81° 10' 00" W	14.86'
L7	S 81° 10' 00" W	100.00'
L8	S 81° 10' 00" W	410.00'

PLAT CURRENT REFERENCE

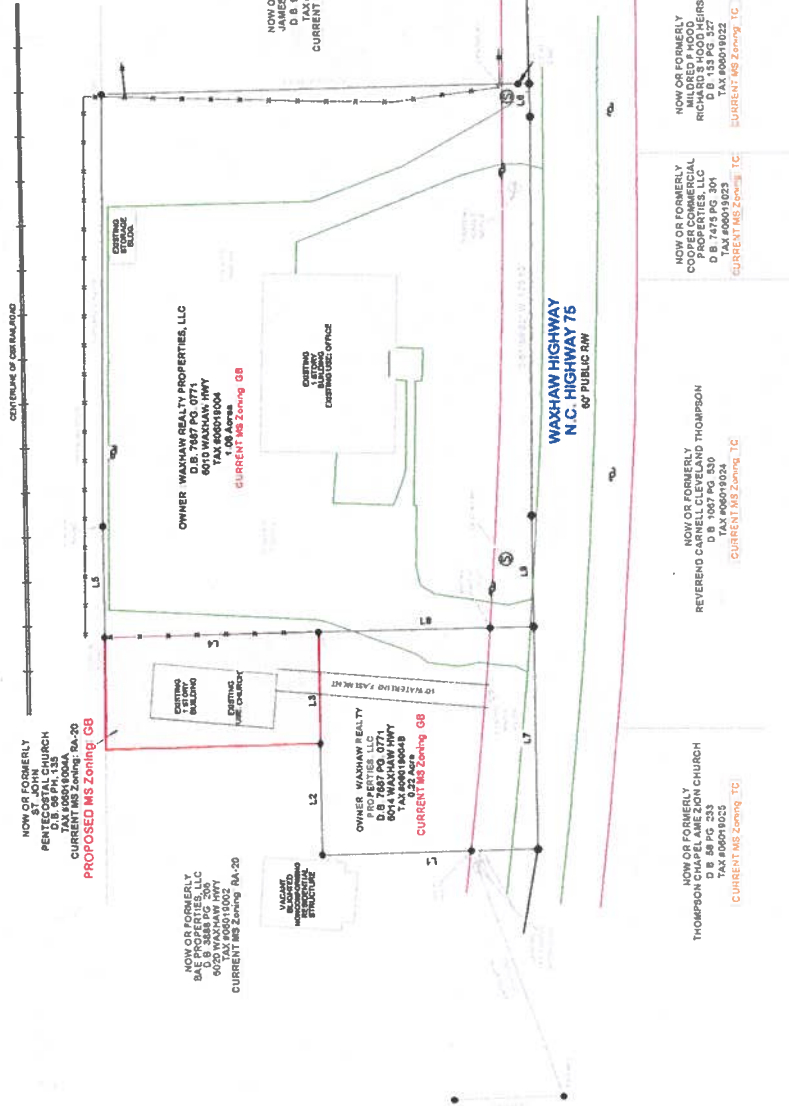
DATE	YEAR
1/19/81	1981
7/17/81	1981
8/27/81	1981
8/27/81	1981
8/27/81	1981

- RA-20 ZONED PROPERTY
 1" = 100' HORIZONTAL DISTANCE
 1" = 10' VERTICAL DISTANCE

- GB ZONED PROPERTY
 1" = 100' HORIZONTAL DISTANCE
 1" = 10' VERTICAL DISTANCE

- TC ZONED PROPERTY
 1" = 100' HORIZONTAL DISTANCE
 1" = 10' VERTICAL DISTANCE

- LEGEND
- RW = RIGHT OF WAY
 - IR = IRON PIPE
 - CP = COMPUTED POINT
 - CM = CONCRETE MONUMENT
 - SS = SANITARY SEWER MAINHOLE
 - ST = STONE DRAIN MAINHOLE
 - SS = SANITARY SEWER
 - OVERHEAD UTILITIES
 - PROPERTY LINE
 - ADJACENT PROPERTY LINE
 - COMPUTED POINT
 - SEWER BASEMENT
 - SETRACK LINE
 - SANITARY SEWER

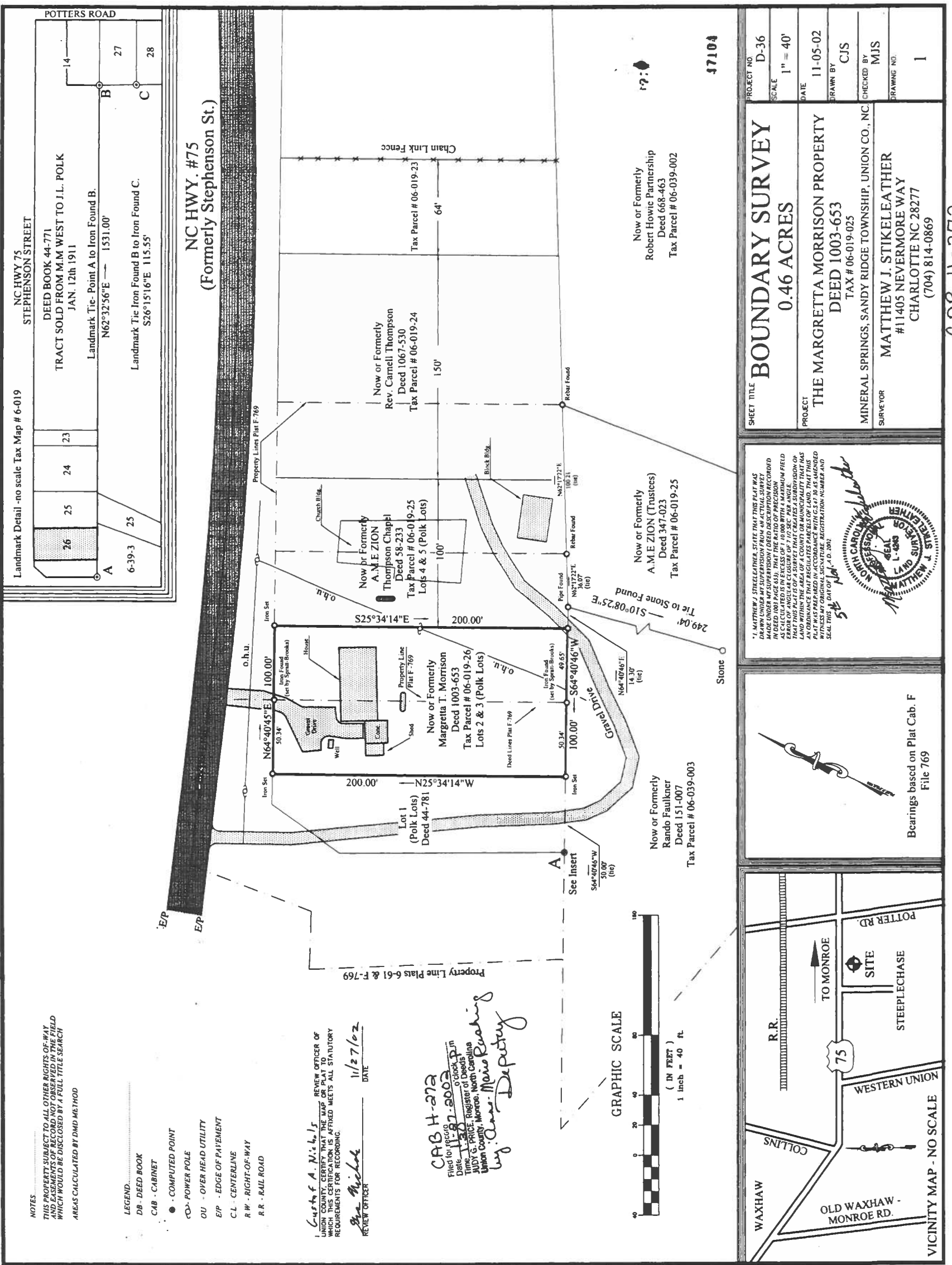


REZONING REQUEST
6016 WAXHAW HIGHWAY
PARCEL #060190044

TOWN OF MINERAL SPRINGS, UNION COUNTY, NORTH CAROLINA
 REQUEST BY: **WAXHAW REALTY PROPERTIES, LLC**

DATE 03/08/2024
 TAX PARCEL No. 060190044
 6016 WAXHAW HWY
 MINERAL SPRINGS NC
 WAXHAW REALTY PROPERTIES, LLC
 2107 MOHAWDA WAY
 WAXHAW NC 27167
 914-874-5218
 JOHN@STONERIDGEPROPS.COM

H-272



PROJECT NO.	D-36
SCALE	1" = 40'
DATE	11-05-02
DRAWN BY	CJS
CHECKED BY	MJS
DRAWING NO.	1

SHEET TITLE
BOUNDARY SURVEY
0.46 ACRES

PROJECT
THE MARGRETTA MORRISON PROPERTY
DEED 1003-653
TAX # 06-019-025

SURVEYOR
MATTHEW J. STIKELEATHER
#11405 NEVERMORE WAY
CHARLOTTE NC 28277
(704) 814-0869

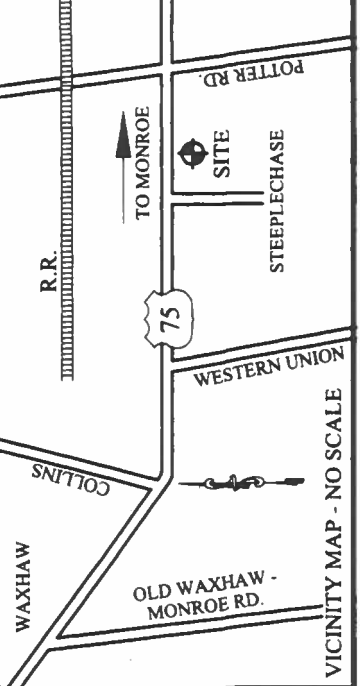
MINERAL SPRINGS, SANDY RIDGE TOWNSHIP, UNION CO., NC

WE, MATTHEW J. STIKELEATHER, STATE THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY IN DEED (SEE PAGE 63); THAT THE RATIO OF PRECISION AS CALCULATED IS IN EXCESS OF 1 TO 8000 WITH 4 MATH IN FIELD; THAT THIS PLAT IS OF A SURVEY THAT OBTAINS SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND, THAT THIS SURVEYOR HAS REVIEWED THE ORIGINAL RECORDS AND THAT HE OR SHE HAS SEEN THE ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS DAY OF 11th, 2002.

52 Not

NORTH CAROLINA
REAL ESTATE
LAND SURVEYOR
L-480
MATTHEW J. STIKELEATHER

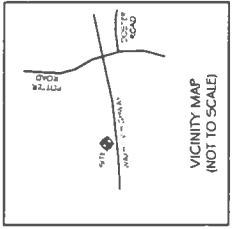
Bearings based on Plat Cab. F File 769



CAB H-272
FILED FOR RECORD 11-27-2002
Time 1:20
A. PRICE, Register of Deeds
UNION COUNTY, MONROE, NORTH CAROLINA
By: Chris M. Moore, Deputy

Christy A. Michalek REVIEW OFFICER OF UNION COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.
11/27/02 DATE

CAB H-272



Certificate of Ownership and Dedication
 I hereby certify that I am the owner of the property shown hereon, which property is located in the subdivision jurisdiction of the Town of Mineral Springs, and that I hereby adopt this plan of subdivision with my true consent and with the understanding that I am dedicating to the public the streets, sidewalks, and easements to public-private use as noted.

Date: 7-11-23
 Owner: Waxhaw Realty Properties, LLC
 Date: _____
 Owner: _____

Certificate of Approval of a Subdivision Final Plat
 This subdivision plat has been found to comply with the provisions of the Mineral Springs Development Ordinance and is approved this date for recording in the Union County Register of Deeds. The plat shall be recorded within 30 calendar days of this date.

Approved by: Wally Brade 7/18/23
 Date: _____
 Town of Mineral Springs

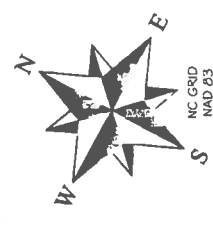
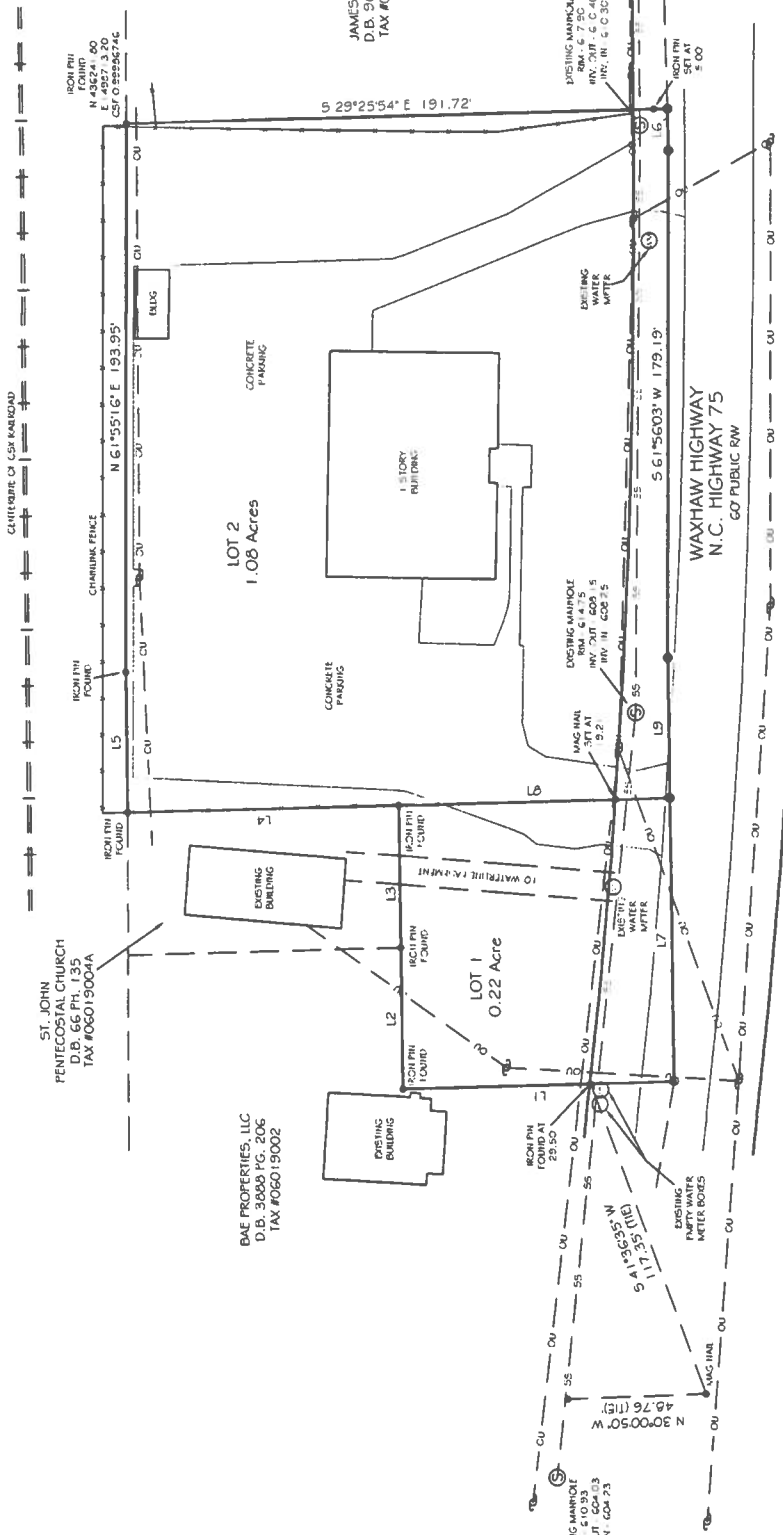
State of North Carolina
 County of Union
 I, John D. Skidmore III, Review Officer of Union County, do hereby certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.
 Date: 7/18/2023
 Review Officer: John D. Skidmore III

[Signature]
 Professional Land Surveyor
 Lic. No. L-3637



I, John David Skidmore III, certify that this plat was drawn under my supervision and that the survey was made by me or by a person duly qualified and licensed as a surveyor in the State of North Carolina. I further certify that the boundaries not surveyed are clearly indicated as drawn from information found in the respective Deed references as shown; that the rate of precision as calculated is 1:10,000+; that this plat was prepared in accordance with G.S. 47-30 as amended. Witness my original signature and registration number, and seal this 6th day of July, A.D., 2023.

I certify that the survey creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land.



- NOTES:**
- AREA BY COORDINATE METHOD
 - ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES
 - PROPERTY ZONED CU
 - SEE SHEET 07 FOR SETBACK
 - SEE SHEET 20 FOR ELEVATION DATUM
 - ELEVATION DATUM: NAVD83

- LEGEND**
- RIGHT OF WAY
 - IRON PIPE
 - PROPERTY LINE
 - RIGHT OF WAY
 - CONCRETE MONUMENT
 - SANITARY SEWER MANHOLE
 - STORM DRAIN MANHOLE
 - OVERHEAD UTILITIES
 - PROPERTY LINE
 - RIGHT OF WAY
 - SEWER EASEMENT
 - EASEMENT
 - SANITARY SEWER
 - 55
 - 55

LINE	BEARING	DISTANCE
L1	N 29° 25' 54" E	191.72
L2	S 29° 25' 54" E	191.72
L3	S 29° 25' 54" E	191.72
L4	S 29° 25' 54" E	191.72
L5	S 29° 25' 54" E	191.72
L6	S 29° 25' 54" E	191.72
L7	S 29° 25' 54" E	191.72
L8	S 29° 25' 54" E	191.72
L9	S 29° 25' 54" E	191.72
L10	S 29° 25' 54" E	191.72
L11	S 29° 25' 54" E	191.72
L12	S 29° 25' 54" E	191.72
L13	S 29° 25' 54" E	191.72
L14	S 29° 25' 54" E	191.72
L15	S 29° 25' 54" E	191.72
L16	S 29° 25' 54" E	191.72
L17	S 29° 25' 54" E	191.72
L18	S 29° 25' 54" E	191.72
L19	S 29° 25' 54" E	191.72
L20	S 29° 25' 54" E	191.72
L21	S 29° 25' 54" E	191.72
L22	S 29° 25' 54" E	191.72
L23	S 29° 25' 54" E	191.72
L24	S 29° 25' 54" E	191.72
L25	S 29° 25' 54" E	191.72
L26	S 29° 25' 54" E	191.72
L27	S 29° 25' 54" E	191.72
L28	S 29° 25' 54" E	191.72
L29	S 29° 25' 54" E	191.72
L30	S 29° 25' 54" E	191.72
L31	S 29° 25' 54" E	191.72
L32	S 29° 25' 54" E	191.72
L33	S 29° 25' 54" E	191.72
L34	S 29° 25' 54" E	191.72
L35	S 29° 25' 54" E	191.72
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L40	S 29° 25' 54" E	191.72
L41	S 29° 25' 54" E	191.72
L42	S 29° 25' 54" E	191.72
L43	S 29° 25' 54" E	191.72
L44	S 29° 25' 54" E	191.72
L45	S 29° 25' 54" E	191.72
L46	S 29° 25' 54" E	191.72
L47	S 29° 25' 54" E	191.72
L48	S 29° 25' 54" E	191.72
L49	S 29° 25' 54" E	191.72
L50	S 29° 25' 54" E	191.72
L51	S 29° 25' 54" E	191.72
L52	S 29° 25' 54" E	191.72
L53	S 29° 25' 54" E	191.72
L54	S 29° 25' 54" E	191.72
L55	S 29° 25' 54" E	191.72
L56	S 29° 25' 54" E	191.72
L57	S 29° 25' 54" E	191.72
L58	S 29° 25' 54" E	191.72
L59	S 29° 25' 54" E	191.72
L60	S 29° 25' 54" E	191.72
L61	S 29° 25' 54" E	191.72
L62	S 29° 25' 54" E	191.72
L63	S 29° 25' 54" E	191.72
L64	S 29° 25' 54" E	191.72
L65	S 29° 25' 54" E	191.72
L66	S 29° 25' 54" E	191.72
L67	S 29° 25' 54" E	191.72
L68	S 29° 25' 54" E	191.72
L69	S 29° 25' 54" E	191.72
L70	S 29° 25' 54" E	191.72
L71	S 29° 25' 54" E	191.72
L72	S 29° 25' 54" E	191.72
L73	S 29° 25' 54" E	191.72
L74	S 29° 25' 54" E	191.72
L75	S 29° 25' 54" E	191.72
L76	S 29° 25' 54" E	191.72
L77	S 29° 25' 54" E	191.72
L78	S 29° 25' 54" E	191.72
L79	S 29° 25' 54" E	191.72
L80	S 29° 25' 54" E	191.72
L81	S 29° 25' 54" E	191.72
L82	S 29° 25' 54" E	191.72
L83	S 29° 25' 54" E	191.72
L84	S 29° 25' 54" E	191.72
L85	S 29° 25' 54" E	191.72
L86	S 29° 25' 54" E	191.72
L87	S 29° 25' 54" E	191.72
L88	S 29° 25' 54" E	191.72
L89	S 29° 25' 54" E	191.72
L90	S 29° 25' 54" E	191.72
L91	S 29° 25' 54" E	191.72
L92	S 29° 25' 54" E	191.72
L93	S 29° 25' 54" E	191.72
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L95	S 29° 25' 54" E	191.72
L96	S 29° 25' 54" E	191.72
L97	S 29° 25' 54" E	191.72
L98	S 29° 25' 54" E	191.72
L99	S 29° 25' 54" E	191.72
L100	S 29° 25' 54" E	191.72

FILED JUL 18, 2023 01:17 PM
 COUNTY OF UNION
 REGISTER OF DEEDS
 INSTRUMENT 17132
 CRISTAL D. GILLIARD
 REGISTER OF DEEDS

SUBDIVISION PLAT
 6012 WAXHAW HIGHWAY
 PARCEL #06019004
 TOWN OF MINERAL SPRINGS, UNION COUNTY, NORTH CAROLINA
 THE PROPERTY OF: WAXHAW REALTY PROPERTIES, LLC

OWNER ADDRESS:
 2107 MONROE WAY
 WAXHAW, NC 28173

OWNER: Waxhaw Realty Properties, LLC

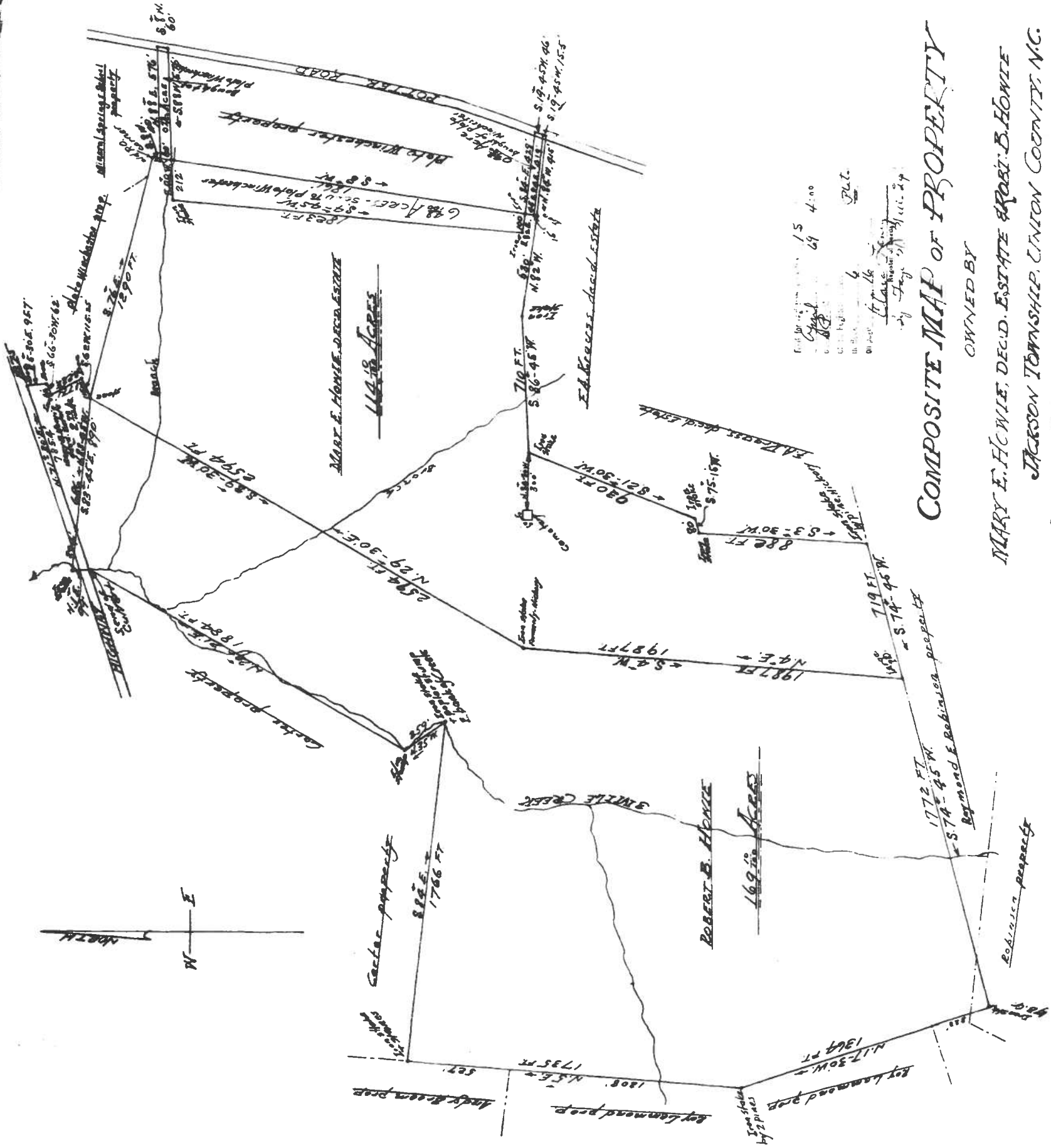
DATE: 7/18/23

FILED: JUL 18, 2023 01:17 PM
 COUNTY: UNION
 REGISTER OF DEEDS

INSTRUMENT: 17132
 CRISTAL D. GILLIARD
 REGISTER OF DEEDS

SURVEY DATE: 6/10/2023 D.B. 7687 PG. 771
 TAX No. 06019004 DRAWN BY: JDS
 PLAT CABINET & FILE 527 DRAWING 23 161 DWG
 SKIDMORE SURVEYING, INC.
 LICENSE # 1765
 MONROE, NC 28110
 704.289.4855
 skidmore@skidmore.com

Cab E File 405



15
 69 4:00
 6
 26
 24
 24

COMPOSITE MAP OF PROPERTY

OWNED BY
MARY E. HOWIE, DEC'D. ESTATE & ROBT. B. HOWIE
JACKSON TOWNSHIP, LINCOLN COUNTY, N.C.
 SURVEY FINISHED MARCH 11, 1914. SCALE: 1" = 300 FT.
 By *Joseph H. Smith*, S. L. S. 106

NORTH CAROLINA, UNION COUNTY

I, Jeffery S. Gordon, certify that this plat was drawn under my supervision from an actual survey made under my supervision (deed descriptions recorded in Deed Book 3888, Page 206); that the boundaries not surveyed are clearly indicated as drawn from information found in Book _____, Page _____; that the ratio of precision as calculated is 1: 10,000 ±; that this plat was prepared in accordance with G.S. 47-30 as amended.

I also certify that this survey is of another category, such as the recombination of existing parcels, a court-ordered survey, of other exemption or exception to the definition of subdivision.

Witness my original signature, registration number and seal this 20th day of MARCH, A.D., 2023.

Seal or Stamp

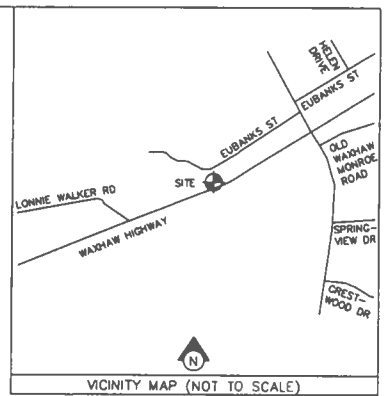
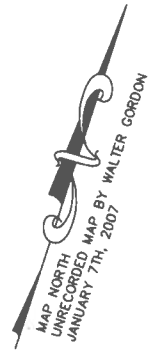


Jeffery S. Gordon
Professional Land Surveyor
L-3751
Registration Number

CERTIFICATE OF OWNERSHIP AND DEDICATION:

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY DESCRIBED HEREON, WHICH IS LOCATED WITHIN THE SUBDIVIDED JURISDICTION OF THE TOWN OF MINERAL SPRINGS, NORTH CAROLINA, THAT I HEREBY ADOPT THIS PLAN OF SUBDIVISION ESTABLISH MINIMUM BUILDING SETBACKS, AND DEDICATE TO PUBLIC USE ALL AREAS SHOWN ON THIS PLAT AS STREETS, ALLEYS, WALKS, PARKS, OPEN SPACE, EASEMENTS WHERE DULY NOTED.

OWNER: BAE PROPERTIES LLC DATE: April 5 2023



CERTIFICATE OF APPROVAL OF AN EXEMPT PLAT

I certify that the plat is exempt from subdivision regulations in accordance with NCGS 160C-002 and meets the minimum zoning standards of the Town of Mineral Springs.

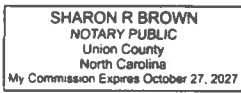
Windy Brooks 4/6/2023
Ordinance Administrator Date

NORTH CAROLINA, UNION COUNTY

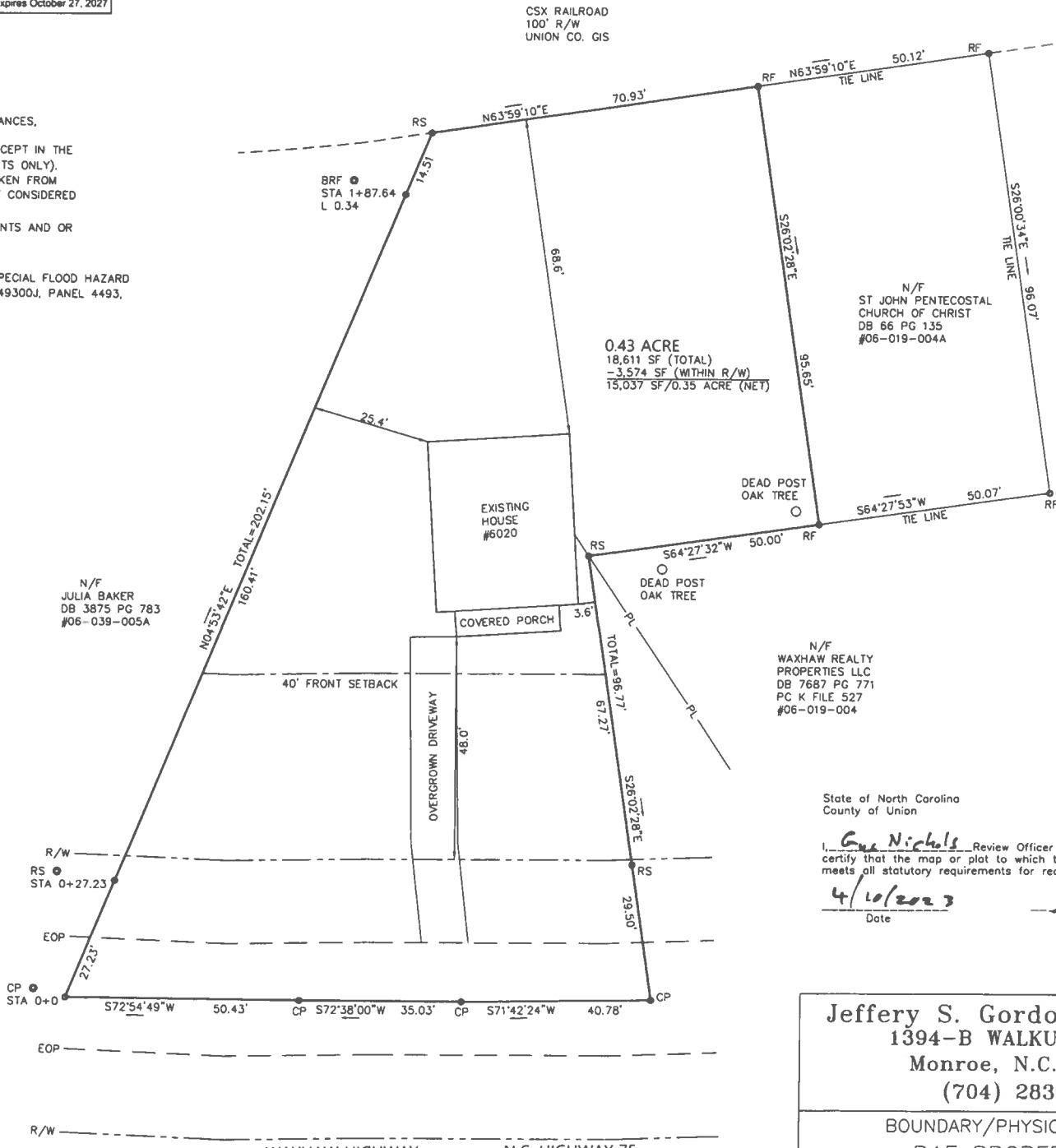
I, Sharon R. Brown THE UNDERSIGNED, A NOTARY PUBLIC OF UNION COUNTY,

NORTH CAROLINA, AFORESAID CERTIFY THAT Alex Balczewski MEMBER/MANAGER OF BAE PROPERTIES, LLC PERSONALLY APPEARED BEFORE ME THIS DAY AND ACKNOWLEDGED THE EXECUTION OF THE FOREGOING INSTRUMENT. WITNESS MY HAND AND OFFICIAL SEAL THIS 5th DAY OF April 2023

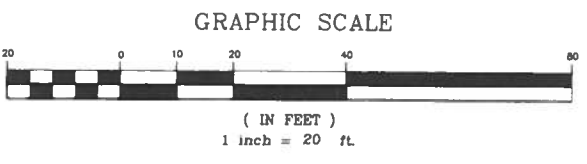
MY COMMISSION EXPIRES: 10/27/27 Sharon R. Brown NOTARY PUBLIC



- TAX I.D. #06-019-002
- AREA CALCULATED BY COORDINATES.
- NO NCGS MONUMENT FOUND WITHIN 2000'
- ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES, MEASURED WITH ELECTRONIC METERS.
- #5 REBARS SET AT ALL NEW LOT CORNERS, EXCEPT IN THE CENTERLINE OF WAXHAW HWY. (COMPUTED POINTS ONLY).
- ADJOINING PROPERTY OWNERS NAMES WERE TAKEN FROM UNION COUNTY TAX OFFICE RECORDS, AND ARE CONSIDERED AS NOW OF FORMERLY.
- PROPERTY MAY BE SUBJECT TO OTHER EASEMENTS AND OR RIGHTS OF WAY, EITHER RECORDED OR IMPLIED.
- ONE (1) EXISTING LOT ON THIS PLAT.
- THIS PROPERTY IS NOT SUBJECT TO A FEMA SPECIAL FLOOD HAZARD ZONE AS PER THE NFIP, FIRM MAP, NO. 3710449300J, PANEL 4493, EFFECTIVE DATE: OCTOBER 16, 2008.
- CURRENT ZONING: RA-20 (MINERAL SPRINGS)
SETBACKS: FRONT - 40'
REAR - 40'
SIDE - 15'



- LEGEND
- RF - REBAR FOUND
 - RS - REBAR SET
 - CP - COMPUTED POINT
 - BRF - BENT REBAR FOUND
 - PL - POWER LINE
 - EOP - EDGE OF PAVEMENT
 - SF - SQUARE FEET
 - PC - PLAT CABINET
 - DB - DEED BOOK
 - PG - PAGE
 - R/W - RIGHT OF WAY
 - N/F - NOW OR FORMERLY
 - #6020 - ADDRESS
 - #06-019-004 - TAX I.D.



State of North Carolina
County of Union
I, Gene Nichols Review Officer of Union County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.
4/10/2023
Date Gene Nichols
Review Officer

Jeffery S. Gordon Surveying
1394-B WALKUP AVENUE
Monroe, N.C. 28110
(704) 283-9726

BOUNDARY/PHYSICAL PLAT FOR:
BAE PROPERTIES LLC

Property of: Bae Properties, LLC
Legal Ref: DB 3888 PG 206
Town of Mineral Springs, Union County, NC

Scale: 1" = 20' Date: 20 March 2023
Surveyed by: Jeffery S. Gordon, NCP.LS., L-3751
DWG. FILE: C:\NEWPROJEC\S\WAXHAWHWY6020-MINERALSPRINGS.DWG

Cab R File 240

FILED Apr 10, 2023 08:58 am
UNION COUNTY NC
PLAT SLIDE 0000R - 0210
CRYSTALD GILLIARD
REGISTERED CLERK OF DEEDS
Claudia Antoinette

TOWN OF MINERAL SPRINGS PLANNING BOARD

STATEMENT OF CONSISTENCY AND REASONABLENESS

Mineral Springs Proposed Map Amendment on Tax Parcel #06-019-004A from RA20 to General Business (GB)

In reference to the proposed map amendment as described below:

St John Pentecostal Church of Christ on tax parcel #06-019-004A, Deed Book 66, Page 135 recorded in the Union County, North Carolina Registry.

The Mineral Springs Planning Board hereby declares the proposed rezoning of the above-described property from RA20 to General Business (GB) is “**consistent**” with the Mineral Springs Comprehensive Plan adopted May 12, 2022 based on:

1. The Community Vision for the Future to have more retail, businesses, and shopping.

The Mineral Springs Planning Board acknowledges that the Future Land Use Map (FLUM) will automatically be amended with Mineral Springs Town Council approval of this map amendment.

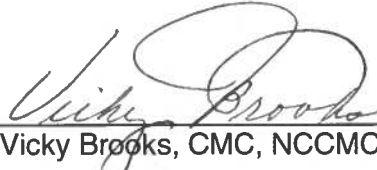
The Mineral Springs Planning Board finds the proposed map amendment to be “**reasonable**” based on the property being adjoined by GB and the railroad tracks.

The Mineral Springs Planning Board hereby recommends that the Mineral Springs Town Council approve the proposed map amendment from RA20 to GB to the above-described property located at 6016 Waxhaw Highway.

RECOMMENDED by the Mineral Springs Planning Board to the Mineral Springs Town Council on this the 26th day of March, 2024.


Bettylyn Krafft, Chairman

Attest:


Vicky Brooks, CMC, NCCMC, CZO



TOWN OF MINERAL SPRINGS TOWN COUNCIL

STATEMENT OF CONSISTENCY/INCONSISTENCY AND REASONABLENESS

Mineral Springs Development Ordinance Map Amendment

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

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

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

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

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

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

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

Frederick Becker III, Mayor

Attest:

Vicky Brooks, CMC, NCCMC, CZO



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

MEMO

To: Town Council
From: Vicky Brooks
Date: January 30, 2024
Re: Agenda Item 8 Consideration of the Proposed Text Amendments and Adopting Ordinance-2023-06

On February 27, 2024, the Mineral Springs Planning Board reviewed two text amendments suggested by staff:

- 1) To allow Class A Manufactured Homes in the R20 zoning district by right instead of requiring the special use permitting process. The planning board agreed there were inconsistencies in the Development Ordinance language, because RA20 allows Class A Manufactured Homes by right and there is little difference between RA20 and R20. Both zoning districts are designed for low-density.

The RA20 zoning district is designed to encourage the perpetuation of existing agricultural uses and to accommodate low-density, single-family residential development. The maximum density is two (2) dwelling units per acre (2 DUA).

The R20 zoning district is intended for low-density, single-family residential development, including Class A Manufactured Homes. The maximum density is two (2) dwelling units per acre (2 DUA).

RA20 specifically encourages existing agricultural uses; however, the ordinance allows agricultural uses in the R20 zoning district as well. Both zoning districts allow Class A Manufactured homes and the definition for R20 specifically states Class A Manufactured homes are allowed; however, per the Table of Uses, a special use permit is required for R20 as opposed to RA20 which is allowed by right.

The criteria for Class A Manufactured Homes are specified in the Development Ordinance. One of those standards is that it must have at least 960 square feet of enclosed heated living area per dwelling area. Additionally, they shall have substantially the appearance of an on-site, conventionally built, single-family dwelling.

- 2) To allow an accessory dwelling in the RR zoning district by right instead of requiring the special use permitting process. The planning board agreed that both AR and RR required large lots and the requirement for a special use permit in the RR was unnecessary when it is allowed by right in AR. The criterion for accessory dwelling is the same in all zoning districts.

During the October 24, 2023 meeting, the planning board discussed Article 4 – Section 4.4.1.1 (C): *The tract must contain at least one (1) acre for every livestock animal housed in such barn, provided that if this density figure is exceeded as a result of birth, the offspring may remain for weaning purposes for a period not to exceed six (6) months.*

The emphasis of the discussion was the word “livestock”. The definition of “livestock” is: Domesticated four-legged mammals including but not limited to cows, horses, sheep, goats, llamas, swine, rabbits, and similar animals. Small livestock are 15 pounds or less. Large livestock are greater than 15 pounds.

The original language in the Zoning Ordinance used the word “horse” instead of “livestock”, which made more sense on the surface. When asked if the planning board would consider replacing “livestock” with “horse”, the discussion that followed began to question the need for this section altogether. If you look at the black and white meaning of this section, it is only limiting livestock if it is housed in a barn. If someone does not have a barn, then this section does not apply (they can have an unlimited amount of livestock). The planning board determined it was not for the town to decide how livestock was managed by individuals; therefore, they are recommending the entirety of Article 4 – Section 4.4.1.1 (C) be removed from the ordinance.

At the February 27, 2027 planning board meeting, the planning board unanimously recommended that the town council remove Section 4.4.1.1 (C) for Article 4 of the Mineral Springs Development Ordinance.

STATE OF NORTH CAROLINA
TOWN OF MINERAL SPRINGS

**AN ORDINANCE AMENDING THE TEXT OF ARTICLE 4 OF THE
MINERAL SPRINGS DEVELOPMENT ORDINANCE
O-2023-06**

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

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

WHEREAS, the Mineral Springs Planning Board reviewed the proposed amendments at a regular meeting on February 27, 2024, held in accordance with law; and

WHEREAS, the Mineral Springs Planning Board recommended in a vote of 6 to 0 on February 27, 2024, that the Mineral Springs Town Council adopt the proposed amendments based on implementation of ongoing updates to the town's development regulations and enhancing the quality of life in the Mineral Springs Comprehensive Plan; and

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

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

1. The amendments to Article 4 identifies with the "Implementation" of the Mineral Springs Comprehensive Plan to have ongoing updates to the Town's development regulations; and

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

Section 1. That this Town Council does hereby adopt the proposed amendments as outlined in TA-2024-01 attached hereto.

Section 2. That if any section, subsection, clause or phrase of this ordinance is, for any reason, held to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance; and

Section 3. That all ordinances and clauses of ordinance in conflict herewith be and are hereby repealed to the extent of such conflict.

Section 4. This ordinance is effective upon adoption.

ADOPTED this 11th day of April, 2024.

Frederick Becker III, Mayor

ATTEST:

Vicky Brooks, CMC, NCCMC, CZO

**PROPOSED TEXT AMENDMENTS TO THE MINERAL SPRINGS DEVELOPMENT ORDINANCE AS
RECOMMENDED BY THE PLANNING BOARD ON 02/27/24
TA-2024-01**

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

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

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

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

SECTION 1. Appropriations and Amounts. Amendment #2023-01:

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

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

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

Frederick Becker III, Mayor

Attest:

Vicky A. Brooks, Clerk

Mineral Springs Sidewalk Plan

Technical Memo

□□□□□□ 20, 2024

1.0 Introduction

The Town of Mineral Springs desires to create a sidewalk plan that would identify feasible new pedestrian connections that feed into the intersection of NC 75 and Potter Road and serve the new and existing businesses surrounding the intersection. The plan would enhance pedestrian safety and accessibility while promoting active transportation in the area.

Concurrent with the development of the Town of Mineral Springs Sidewalk Plan, the North Carolina Department of Transportation (NCDOT) is undertaking a feasibility study for improvements to the intersection of NC 75 and Potter Road. These proposed improvements would include construction of sidewalks along NC 75 and Potter Road. NCDOT – Division 10 submitted the intersection improvements at NC 75 and Potter Road for Prioritization 7.0 in October 2023. These improvements to the intersection of NC 75 and Potter Road extend from recommendations and a preferred alternative outlined in the Union County Critical Intersection Analysis completed in 2016. The Town is interested in identifying short-term pedestrian improvements that could be constructed to enhance walkability.

This memo outlines the existing conditions, expands on the NCDOT proposed intersection improvements, summarizes the Steering Committee meetings and field visit, outlines challenges and opportunities, identifies the most desirable sidewalk projects for the Town to pursue, provides a high-level cost estimate of these sidewalk projects, and finally outlines implementation steps the Town can follow to get sidewalk projects funded and constructed.

2.0 Existing Conditions

Figure 1 shows the Mineral Springs Sidewalk Plan study area, which is a ½ mile radius from the intersection of NC 75 and Potter Road. NC 75 and Potter Road are both two-lane roadways posted as 35 mph within the study area. The Annual Average Daily Traffic (AADT) range on NC 75 is 6,601 – 12,000 vehicles per day, and AADT range on Potter Road is 2,301 – 6,600 vehicles per day. The intersection of NC 75 and Potter Road is signalized.

Crash Safety Analysis

NCDOT provides safety scores to roadways across the state based on various crash factors and how the roadway compares to other similar roadways. Roadways are scored 0-100. Roadways with higher scores are considered to have poorer highway safety performance. NCDOT safety data was obtained for 2018-2022 to assess the safety performance of roadways within the study area. Within the study area, NC 75 is given a safety score of 89 in the immediate area of the intersection (including the intersection). Further east within the study area, NC 75 has a safety score of 56. Potter Road north of NC 75 has a safety score of 89, and south of NC 75 has a safety score of 78.

Between 2018-2022, the intersection of NC 75 and Potter Road experienced 18 crashes and the intersection of Potter Road and Old Waxhaw-Monroe Road (just south of the NC 75 intersection) experienced 10 crashes. A fatal pedestrian crash occurred during this time period on NC 75 west of the Potter Road intersection.

Existing Pedestrian and Bicycle Accommodations

There are limited pedestrian and bicycle accommodations in the study area. Sidewalks exist along the north side of NC 75 along the U.S. Postal Service property and the commercial plaza property, extending along the west side of Potter Road to the railroad tracks. A sidewalk exists along the west side of Potter Road along the Town Hall property but has no other connections north or south of the property. A sidewalk exists along the north side of NC 75 along the Mineral Springs Volunteer Fire and Rescue property, located at 5804 Waxhaw Highway and connects to Gordon's Gas n' Grill located at 5602 Waxhaw Highway. There are no other pedestrian or bicycle facilities in the study area. Immediately at the intersection of NC 75 and Potter Road, there are no crosswalks or pedestrian signals.

Stormwater Conditions

In the area of the intersection of NC 75 and Potter Road, stormwater is collected through drainage inlets and conveyed through pipe to open drainage areas along NC 75 and Potter Road further away from the intersection. There is only a shoulder along this area and no curbing. Water that isn't conveyed to the drainage inlets is able to flow onto adjacent properties, creating potential flooding issues on these properties. Beyond the properties adjacent to the intersection, drainage is open ditch of varying width and depth, with piping to convey water under driveways.



Stormwater drainage inlet located at the intersection of NC 75 and Potter Road.

Utility poles exist along both sides of NC 75 carrying overhead wires. Beyond the intersection, further east on NC 75, utility poles only exist along the north side. Overhead lighting is hung from some of these utility poles near the intersection, providing some light at night. Utility poles carrying overhead wires exist along both sides of Potter Road in the study area. Underground water, sanitary sewer, and gas lines exist along NC 75 and Potter Road in the study area.

Land Use Assessment

Land uses at the intersection of NC 75 and Potter Road are commercial, with a Circle K located on the southwest property, a commercial shopping plaza on the northwest property, an abandoned commercial business building on the northeast property, and an office on the southeast property. The remainder of NC 75 east and west of the intersection consists of a mix of commercial and residential properties, with a U.S. Post Office, Mineral Springs Volunteer Fire and Rescue, auto shops, gas stations, storage facilities, and small retail/ office. Potter Road is mainly residential in nature, with the Mineral Springs United Methodist Church and Mineral Springs Town Hall located south of the NC 75 intersection. An industrial park is located along Eubanks Street, which parallels the railroad tracks and intersects with Potter Road north of the NC 75 intersection.

The Town of Mineral Springs, in its Comprehensive Plan, has established a goal to “Develop a Walkable and Pedestrian Friendly Town Center”. The Comprehensive Plan calls for focusing higher density residential and commercial development in this Town Center area, centered on the intersection of NC 75 and Potter Road. Recent zoning updates have focused on creating a more walkable environment, requiring the installation of sidewalks with any new development or major reconstruction of an existing building and focusing on ground floor activation in the Town Center area. The Comprehensive Plan also continues the plan for a potential greenway along NC 75, connecting Waxhaw and Monroe with a trailhead near the intersection of NC 75 and Potter Road.

Railroad Assessment

A CSX railroad line runs parallel to NC 75 on the north side. The railroad is a single track with an at-grade crossing at Potter Road that includes flashing lights, drop gates, and audible bells. Usage on the railroad averages three freight trains per day.

3.0 Proposed NC 75/ Potter Road Intersection Improvement Project

The 2016 Union County Critical Intersection Analysis identified the following design deficiencies of the NC 75/ Potter Road intersection:

- No turn lanes present and the high traffic volumes on southbound Potter Road result in queuing across the railroad tracks.
- There are multiple full access driveways in close proximity to the intersection.
- There are minimal pedestrian accommodations.

The study proposed design improvements to the intersection, including:

- Construction of right and left-turn lanes from Potter Road to NC 75 and left-turn lanes from NC 75 to Potter Road.
- Access management measures near the intersections.
- Construction of sidewalks and crosswalks to improve pedestrian accommodations.

The study looked at 2019 baseline conditions, 2035 conditions with no improvements to the intersection, and 2035 conditions with improvements to the intersection. The study estimated that with the proposed design improvements made to the intersection, level of service (LOS) would improve from a LOS F in 2035 (with no improvements made) to LOS D (with improvements made). There would also be an expected 56% reduction in delay and 12% reduction in total crashes at the intersection.

In November 2023, a conceptual design was prepared for proposed improvements to the intersection of NC 75 and Potter Road. The concept shows additional turn lanes, access management through closing of some driveways near the intersection, and construction of pedestrian facilities. The Concept Map is shown as Figure 2.

This concept indicates the need for additional right-of-way to allow for the improvements and much of the proposed sidewalks would be constructed within newly acquired right-of-way. With the proposed intersection improvements, sidewalks would be constructed on both sides of NC 75 and Potter Road within the project limits and crosswalks and ADA ramps provided at all legs of the intersection.

The concept was used to lay out feasible sidewalk projects that could be advanced in the short-term, with the goal of improving pedestrian accommodations until the intersection improvement project is completed, but also providing these short-term pedestrian accommodations in a manner where they would conform to the intersection improvements and not have to be relocated.

4.0 Steering Committee Meetings and Site Visit

The Town of Mineral Springs formed a Steering Committee to help guide the development of this Sidewalk Plan. The Steering Committee consisted of Town Mayor Rick Becker; Vicky Brooks, Town of Mineral Springs Administrator; Bjorn Hansen, Senior Planner, Union County; Theo Ghitea, Division Planning Engineer, NCDOT- Division 10; John Madah, Owner Stoneridge Realty; and staff from the Charlotte Regional Transportation Planning Organization (CRTPO).

On October 2, 2023, the Town of Mineral Springs hosted a Steering Committee meeting at their Town Hall followed by a site visit. The meeting and field visit resulted in discussion of challenges and opportunities for pedestrian improvements. These challenges and opportunities are discussed later in this memo.

During the site visit, the Steering Committee was able to experience the conditions that a pedestrian would typically face while trying to walk along NC 75 and/or Potter Road. Worn desire paths could be observed where heavy pedestrian traffic occurs, along the north side of NC 75 between Potter Road and Gordon's Gas and Grill, along both sides of NC 75 west of Potter Road, along the west side of Potter Road extending north of the railroad, and along the west side of Potter Road between NC 75 and Town Hall.



Steering Committee members discuss challenges and opportunities of the study area.

A follow up Steering Committee meeting was held virtually on November 1, 2023 to review potential pedestrian improvement strategies and to gather input on which strategies should be prioritized. These prioritized strategies are discussed later in this memo. The Steering Committee held it's final meeting on February 8, 2024 and agreed on the prioritized pedestrian improvements outlined in this memo.

5.0 Challenges and Opportunities

Through field visit observations, an assessment of existing conditions, and conversations with the Steering Committee, the following summary of challenges and opportunities were developed to guide the development of prioritized pedestrian improvement strategies. Figure 3 summarizes these challenges and opportunities.

Challenges

- Limited existing right-of-way combined with open drainage ditches, utility poles, mailboxes, signs, trees/ shrubs, and/or driveway grades make for little space to accommodate a sidewalk within existing right-of-way without substantial clearing, grading, and/or relocating objects. This conditions is relevant to all legs of NC 75 and Potter Road within the study area.
- Any sidewalk constructed within the available right-of-way areas may need to be replaced when the intersection improvement project begins. Conforming short-term sidewalk projects with the longer-term intersection project will need to be strategic with project management from NCDOT.

- Sidewalks constructed in the short-term, in order to conform to the NCDOT intersection improvement project, would need to be raised six inches above grade since the intersection project will consist of curb and gutter, with a finish elevation six inches higher than existing grade. This makes tying short-term sidewalks with existing driveways more difficult.
- Vehicle speeds on NC 75 regularly exceed the 35mph speed limit. Additionally, there is a heavy mix of truck traffic on NC 75. Calming traffic and comfortable separation between pedestrians and vehicular traffic will be key to making the area more walkable.
- There are underground water, sewer, and gas utilities along with overhead utilities that will constrain where sidewalks can be placed without relocating utilities.
- There are multiple full access driveways along NC 75 and Potter Road, which introduce pedestrian conflicts.
- There is no pedestrian infrastructure at the intersection of NC 75 and Potter Road.



Example of open drainage ditch, vegetation growth, and utility poles that is representative of the majority of the NC 75 and Potter Road right-of-way. This photo is looking east on NC 75 towards the Mineral Springs Volunteer Fire and Rescue.

Opportunities

- NC 75 and Potter Road both have rather poor highway safety performance and the intersection of each has a high crash rate. The safety score comprises 10% of the overall quantitative NCDOT SPOT prioritization score.
- A property owner that owns land at the northeast corner of the NC 75 and Potter Road intersection as well as several properties on the southside of NC 75 west of the Circle K is willing to help the Town implement pedestrian improvements. The owner has presented plans to the Town of Mineral Springs to redevelop property at the northeast corner of the intersection into a commercial shopping plaza. With the development, the applicant is proposing to construct a sidewalk along the NC 75 facing side of the property. This presents an opportunity to identify a sidewalk project on the property between the proposed project and the Mineral Springs Volunteer Fire and Rescue that would provide a continuous sidewalk along the north side of NC 75 from Potter Road to Gordon's Gas and Grill.
- The owner would also be willing to work with the Town on expanding the right-of-way along the properties west of Circle K that would allow for a sidewalk to be constructed outside of the drainage ditch.

6.0 Prioritized Pedestrian Improvement Projects

At the second Steering Committee meeting, held virtually on November 1, 2023, the challenges and opportunities were summarized, and a discussion was had on which sidewalk projects the Town should prioritize in the short-term and which could be held off in anticipation of the NC 75/ Potter Road intersection improvement project. This discussion focused on the short-term sidewalk projects that would have the most benefit, fill in critical gaps in pedestrian connectivity, and conform to the sidewalks proposed as part of the intersection improvement project.

The NCDOT Roadway Design Manual, Chapter 4.7, requires the sidewalk to be a minimum of 5 feet in width with a maximum cross-slope of 2%. The Americans with Disabilities Act requires the sidewalk's longitudinal grade to be limited to 5% with a maximum of 8.3% if necessary.

The following short-term sidewalk and pedestrian facility projects are identified as separate projects, but can be bundled to enhance potential for obtaining funding. These sidewalk projects are shown in Figure 4.

Eastern Leg of NC 75

- Regarding the property at the northeast corner of NC 75 and Potter Road, there is an opportunity for the developer of the property to construct the sidewalk in a way that conforms to the NCDOT intersection improvement project.
- The developer, as part of his application submitted to the Town, has identified the right-of-way needed for the intersection improvement project and has designed the sidewalk along the frontage of his property to conform to the sidewalk location proposed as part of the intersection improvement project.
- The sidewalk proposed as part of the development would terminate at the eastern edge of the property. This would result in only a short gap between this sidewalk and the intersection that can be connected through either constructing a sidewalk within the right-

of-way and/or striping of the asphalt parking lot in front of the barber shop on the corner. The other sidewalk gap is between the proposed development and the Mineral Springs Volunteer Fire and Rescue property that could be connected through a short-term sidewalk project, resulting in an extensive sidewalk from Potter Road to Gordon's Gas and Grill.

- The short-term sidewalk project to fill this gap would require a transition from the developer constructed sidewalk back into the existing right-of-way to avoid having to acquire right-of-way from the property that sits between the proposed development and Mineral Springs Volunteer Fire and Rescue property. The Town would need to construct approximately 180 feet of sidewalk at 5 feet wide. This sidewalk can be constructed between the open drainage ditch and the right-of-way line, as sufficient existing right-of-way exists on the north side of NC 75.
- Since there is little activity on the south side of NC 75, any sidewalk construction can be deferred until the intersection improvement project.

Northern Leg of Potter Road

- The developer of the property at the northeast corner of NC 75 and Potter Road is not proposing to construct a sidewalk along the Potter Road frontage of the property according to the plans submitted.
- Currently, there is a sidewalk along the western side of Potter Road north of NC 75, however, under the proposed intersection improvement project, a sidewalk would be constructed on the east side.
- The developer could adjust plans to include this sidewalk so the sidewalk constructed as part of the development would conform to the future sidewalk.
- In the short-term, since a sidewalk already exists on the west side of Potter Road, an asphalt path is proposed to connect this sidewalk across the railroad tracks to tie into the industrial businesses along Eubanks Street.
- This asphalt path would be approximately 120 feet long and 5 feet wide. The path can be located to avoid the railroad drop gate and a utility pole but would require the relocation of the "Mineral Springs Fertilizer Inc." sign in order for the path to connect to Eubanks Street.



Mineral Springs Fertilizer sign that would require relocation to allow for construction of a sidewalk.

Western leg of NC 75

- The Steering Committee recommended to include sidewalks on both sides of NC 75 west of Potter Road.
- There is enough existing right-of-way on the north side of NC 75 to accommodate a sidewalk, however this would require closing the drainage and raising the grade to match the proposed sidewalk as part of the intersection improvement project. This cost might be prohibitive for a short-term sidewalk project, therefore focus shifted to the southern side.
- The property owner of the three properties just west of Circle K has indicated a willingness to provide the necessary right-of-way to construct a 5-foot sidewalk that would conform to the intersection improvement project and not have to be replaced.
- The sidewalk would be located between the open drainage and the new right-of-way line. The Town would then work with Circle K to provide the necessary right-of-way to continue this sidewalk across the NC 75 and Potter Road frontage of Circle K (within the grassy islands) and providing painted crosswalks across the driveways, resulting in construction of approximately 900 feet of sidewalk.
- This would result in a continuous sidewalk along the south side of NC 75 from “The Plaza” located at 5923 NC 75 to the intersection with Potter Road and extending south on the west side of Potter Road for the entirety of the Circle K property.

Southern Leg of Potter Road

- There was also a strong desire by the Steering Committee to extend the sidewalk already in place along the Town Hall property to the intersection of NC 75 and Potter Road.
- South of the Circle K property, the right-of-way becomes more constrained, and constructing a sidewalk would require closing the drainage and regarding to six inches above grade (to match the grade of the proposed intersection improvement), clearing brush and trees, relocating mailboxes and utility poles, and reconstructing driveway aprons.
- This increases the cost of any short-term sidewalk project, and with the varying grades, may have to be replaced anyway in order to accommodate the intersection improvement project. The project cost and layout has been provided for the Town to move forward if desired.

Intersection of NC 75 and Potter Road

- In addition to prioritizing sidewalk projects, outlined previously, pedestrian improvements are proposed at the intersection of NC 75 and Potter Road.
- Until the intersection improvement project can bring fully ADA compliant facilities, sidewalk approach ramps can be constructed and pedestrian crosswalks painted in the short-term to connect proposed sidewalks at the southwest corner, northwest corner, and northeast corner.
- Pedestrian improvements should include installing pedestrian crossing heads for the legs proposed for striping.
- These intersection improvements are shown in Figure 5.

7.0 Cost Estimates

The most recent NCDOT Feasibility Study for the NC 75/ Potter Road Intersection Improvement Project included updated cost estimates. These feasibility study cost estimates were referenced in order to extract quantity costs that aid in the development of planning-level cost estimates for proposed pedestrian improvements identified in this plan. For purposes of understanding approximately how much each sidewalk project/ pedestrian improvement would cost, the planning-level cost estimates are provided for the eastern NC 75 leg, northern Potter Road leg, western NC 75 leg, southern Potter Road leg, and the immediate NC 75/ Potter Road intersection, reflected in the maps in Figures 4 and 5. Planning-level cost estimates take into account grading and clearing, erosion control, drainage, surveying, construction of sidewalk or other improvements, mobilization, traffic control, and contingency. A contingency of 40% is used for any right-of-way and/or construction related quantities that may be missed or unknown at the time of the estimate. An additional engineering and contingency (E & C) line of 16% is used to indicate planning, engineering, and design related costs that would be incurred during plan development.

Table 1: Planning-Level Cost Estimates

Segment	Planning-Level Cost Estimate
Eastern NC 75 Leg	\$254,403
Northern Potter Road Leg	\$404,040
Western NC 75 Leg	\$291,827
Southern Potter Road Leg	\$534,287
NC 75/ Potter Road Intersection	\$398,168
TOTAL	\$1,882,725

The complete line-item planning-level cost estimates are included as Appendix A to this memo.

8.0 Implementation Steps

There are several options for the Town can advance the short-term sidewalk projects, or the full intersection improvement project, towards implementation. NCDOT – Division 10 submitted the intersection project for scoring in Prioritization 7.0 in October 2023. NCDOT will release the P7.0 quantitative scores in May 2025, the CRTPO and Division 10 will have the opportunity to apply local input points to projects beginning in June until November, and the draft 2026-2035 STIP will be released in March 2025.

The Town may also consider submitting the NC 75/Potter Road Intersection Improvement Project in an upcoming CRTPO federal discretionary funds call for projects. This would require a 20% local match by the Town. Additional points are awarded for increasing the local match up to 50%. The next call for projects would begin in August 2024 and conclude at the end of October 2024.

The short-term sidewalk project recommendations could also be bundled, and in coordination with Union County and CRTPO, submitted for NCDOT Prioritization 8.0 and funding in the fall of 2025. A minimum 20% local match is required.

Figure 1: Town of Mineral Springs Sidewalk Plan Study Area

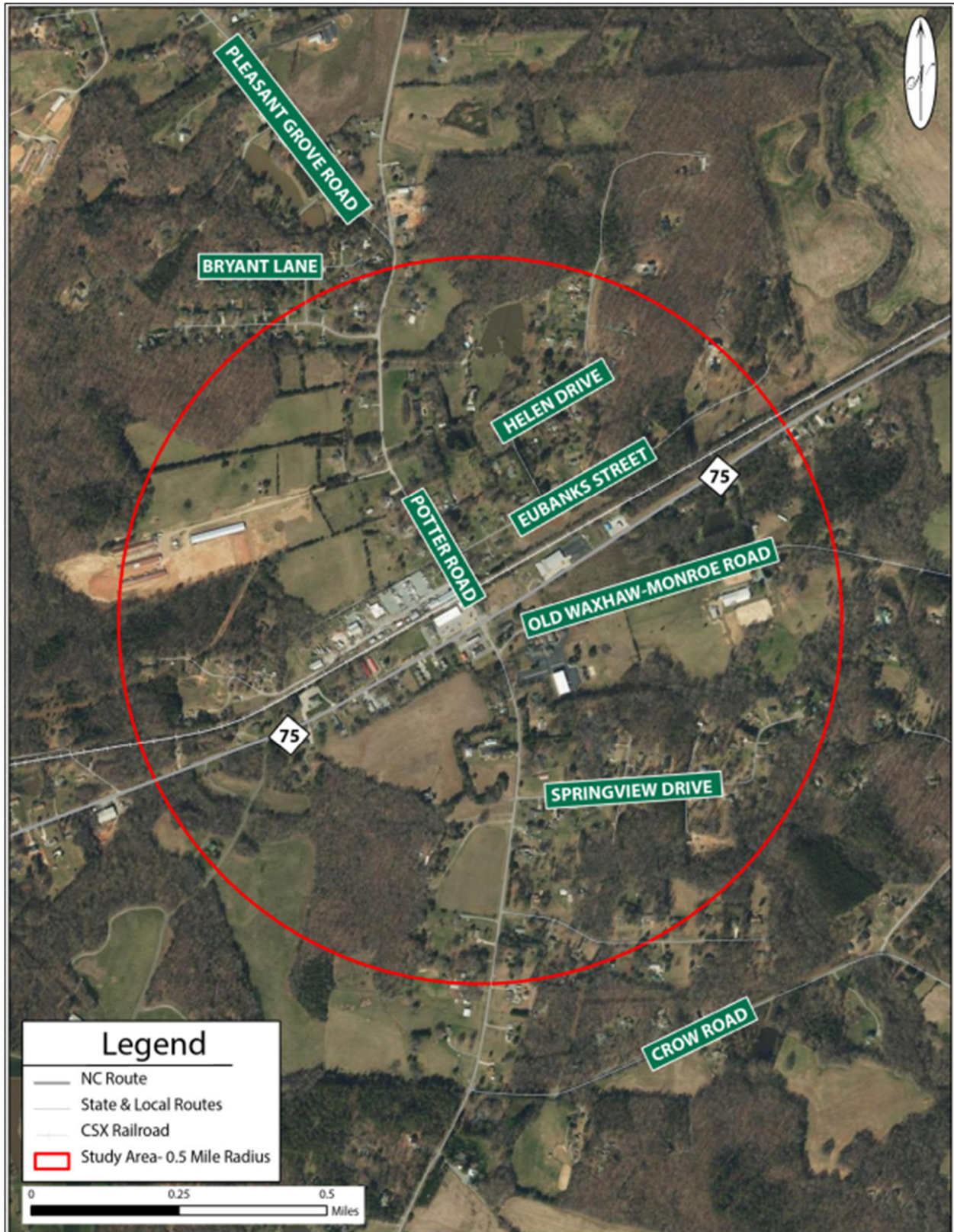


Figure 2: NC 75/ Potter Road Intersection Improvement Concept Map

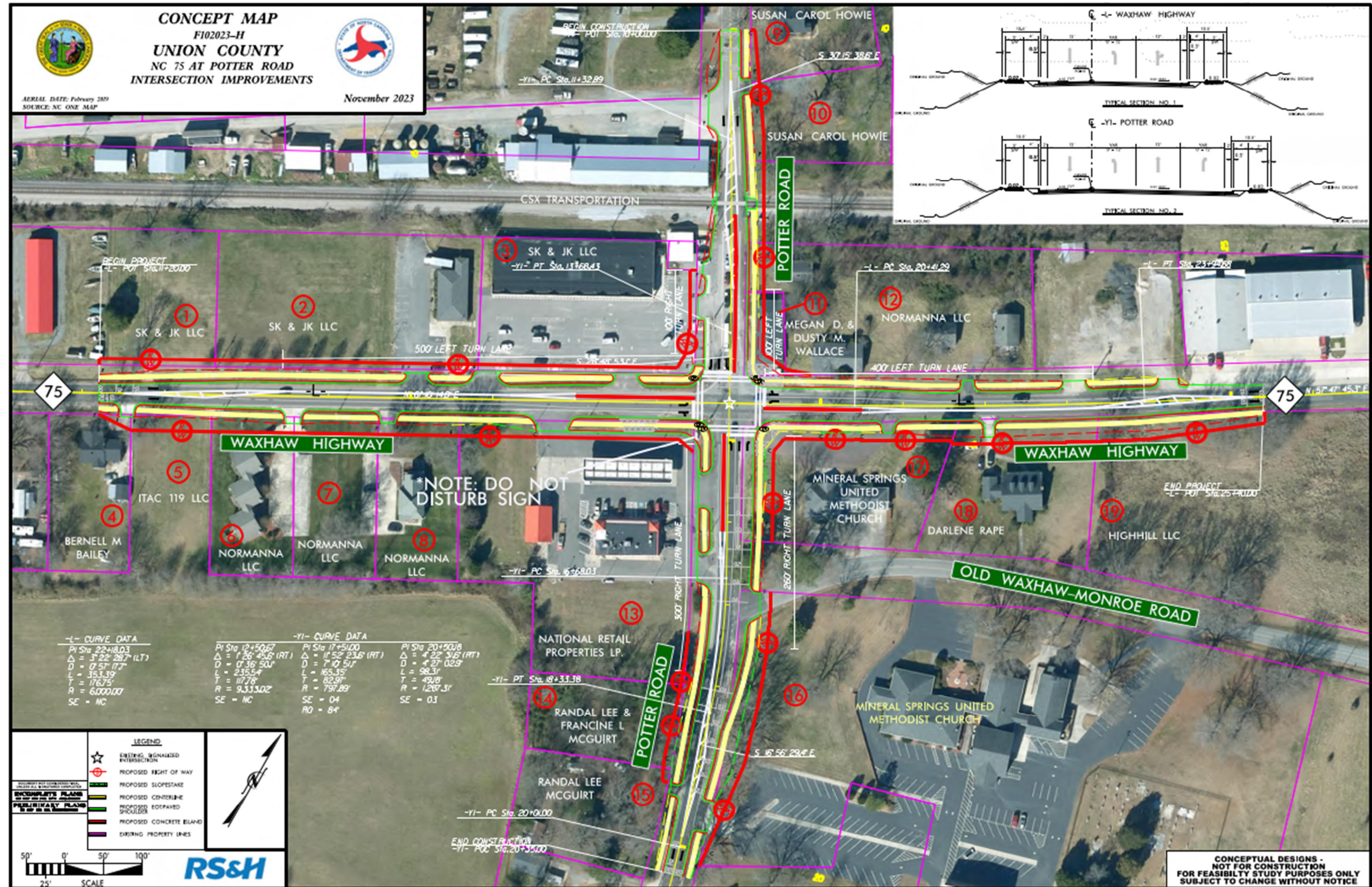


Figure 3: Challenges and Opportunities

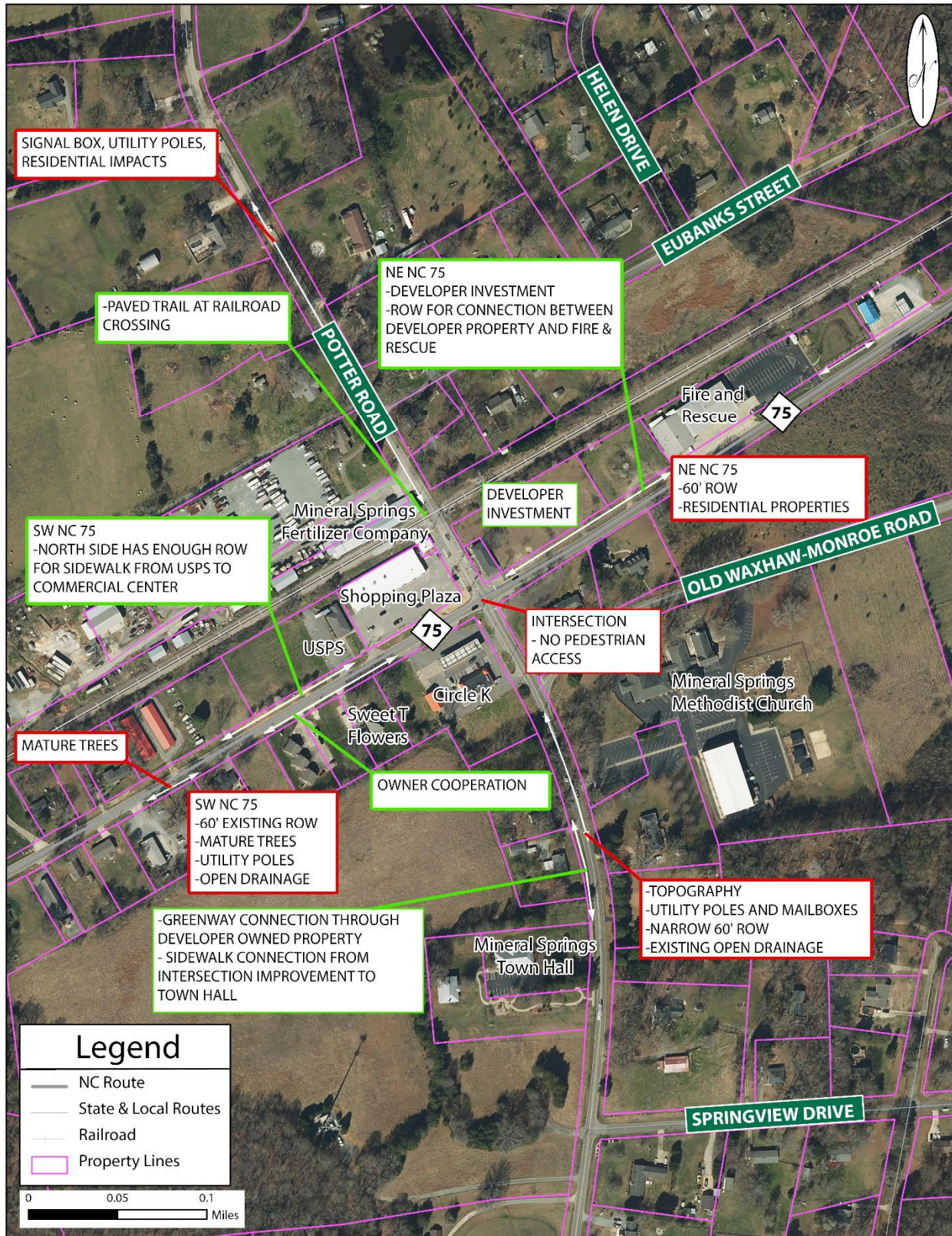


Figure 4: Mineral Springs Prioritized Pedestrian Improvements

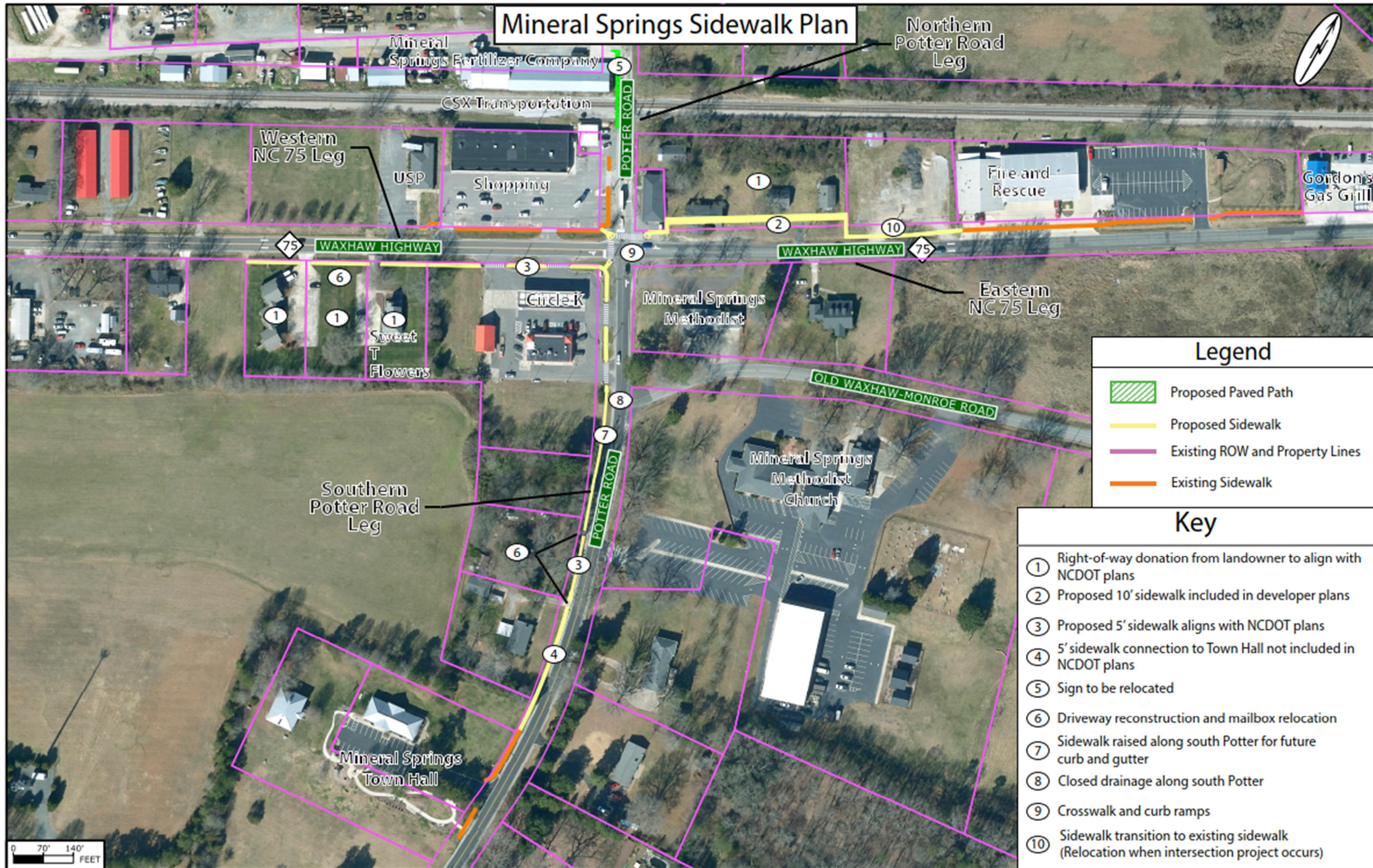
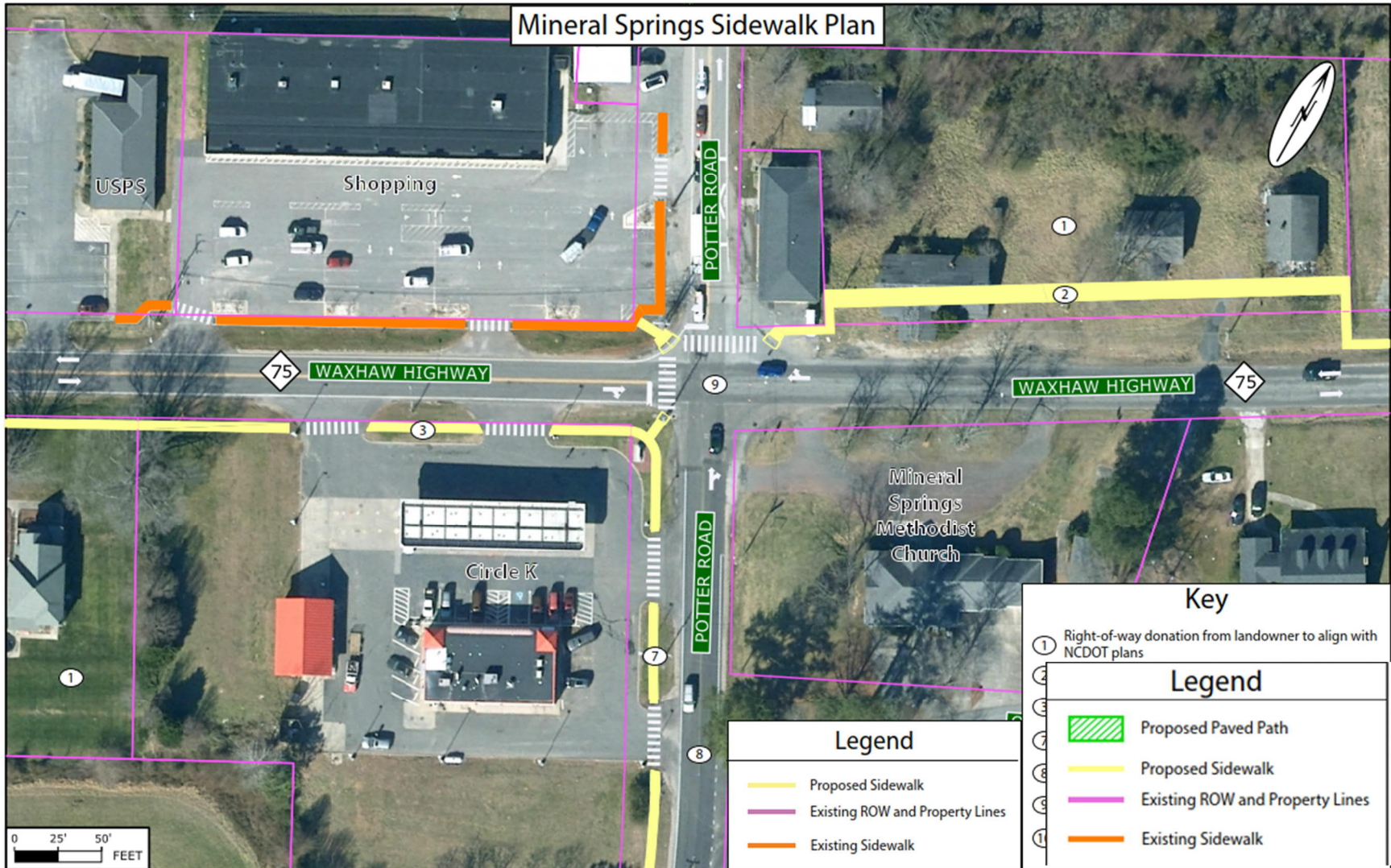


Figure 5: Prioritized Pedestrian Improvements at NC 75/ Potter Road Intersection



APPENDIX A: Project Planning-Level Cost Sheets

Eastern Leg NC 75

TIP No. **TIP Number**
 Route NC 75 East
 From
 Typical Section

Conceptual

County: **Union**

CONSTR. COST
 \$284,403

Date
 1/4/2024

Prepared By:

Line Item	Des	Sec No.	Description	Quantity	Unit	Price	Amount
			Mobilization (5% - Roadway, Structures & Utilities)	1	LS	\$ 7,562.50	\$ 7,562.50
			Construction Surveying	1	LS	\$ 50,000.00	\$ 50,000.00
			Earthwork				
			Clearing & Grubbing	0.5	Acre	\$ 60,000.00	\$ 30,000.00
			Supplementary Clearing and Grubbing	1	Acre	\$ 10,000.00	\$ 10,000.00
			Fine Grading	250	SY	\$ 5.00	\$ 1,250.00
			Pavement (Asphalt or Concrete)				
			4" Concrete Sidewalk	250	SY	\$ 65.00	\$ 16,250.00
			Erosion Control	0.3	Acres	\$ 75,000.00	\$ 18,750.00
			Traffic Control	0.1	Miles	\$ 250,000.00	\$ 25,000.00
			STRUCTURES				
			Walls:				
			Culverts:				
			Utility Construction				
			Miscellaneous (10% Strs & Util)				\$ -
			Miscellaneous (40% Roadway)				\$ 60,500.00

Contract Cost \$ 219,312.50
 E & C. 16% \$ 35,090.00
 Construction Cost \$ 254,402.50

Northern Leg Potter Road

TIP No.
Route
From
Typical Section

TIP Number
Potter Road North

Conceptual

County: Union

CONSTR. COST
\$404,040

Prepared By:

Date
1/4/2024

Line Item	Des	Sec No.	Description	Quantity	Unit	Price	Amount
			Mobilization (5% - Roadway, Structures & Utilities)	1	LS	\$ 10,920.00	\$ 10,920.00
			Construction Surveying	1	LS	\$ 50,000.00	\$ 50,000.00
			Earthwork				
			Fine Grading	100	SY	\$ 5.00	\$ 500.00
			Clearing and Grubbing	1	Acre	\$ 60,000.00	\$ 60,000.00
			Supplementary Clearing and Grubbing	1.00	Acre	\$ 10,000.00	\$ 10,000.00
			Pavement (Asphalt or Concrete)				
			Subgrade Stabilization	100	SY	\$ 15.00	\$ 1,500.00
			New Pavement	100	SY	\$ 89.00	\$ 8,900.00
			Traffic Control	0.05	Miles	\$ 250,000.00	\$ 12,500.00
			Thermo and Pavement Marking (2 lane)	0.00	Miles	\$ 50,000.00	\$ -
			Erosion Control	1	Acres	\$ 75,000.00	\$ 75,000.00
			STRUCTURES				
			Walks				
			Culverts				
			Utility Construction				
			Miscellaneous (10% Strs & Util)				\$ -
			Miscellaneous (40% Roadway)				\$ 87,360.00

Contract Cost	\$	316,680.00
E. & C. 16%	\$	87,360.00
Construction Cost	\$	404,040.00

Western Leg NC 75

TIP No.
Route
From
Typical Section

TIP Number
NC 75 West

Conceptual

County: Union

CONSTR. COST
\$291,827

Date
1/4/2024

Line Item	Des	Sec No.	Description	Quantity	Unit	Price	Amount
			Mobilization (5% - Roadway, Structures & Utilities)	1	LS	\$ 8,675.00	\$ 8,675.00
			Construction Surveying	1	LS	\$ 50,000.00	\$ 50,000.00
			Earthwork				
			Clearing & Grubbing	0.5	Acre	\$ 60,000.00	\$ 30,000.00
			Supplementary Clearing and Grubbing	1	Acre	\$ 10,000.00	\$ 10,000.00
			Fine Grading	300	SY	\$ 5.00	\$ 1,500.00
			Pavement (Asphalt or Concrete)				
			4" Concrete Sidewalk	300	SY	\$ 65.00	\$ 19,500.00
			Erosion Control	0.5	Acres	\$ 75,000.00	\$ 37,500.00
			Traffic Control	0.1	Miles	\$ 250,000.00	\$ 25,000.00
			STRUCTURES				
			Walls:				
			Culverts				
			Utility Construction				
			Miscellaneous (10% Strs & Util)				\$ -
			Miscellaneous (40% Roadway)				\$ 69,400.00

Contract Cost \$ 251,575.00
 E. & C. 16% \$ 40,252.00
Construction Cost \$ 291,827.00

Southern Leg Potter Road

TIP No. TIP Number **Conceptual** County: Union
 Route Potter Road South
 From
 Typical Section Describe the ML Typical Section **CONSTR. COST**
 \$534,287

Prepared By: _____ Date 1/4/2024

Line Item	Des	Sec No.	Description	Quantity	Unit	Price	Amount
			Mobilization (5% - Roadway, Structures & Utilities)	1	LS	\$ 15,882.50	\$ 15,882.50
			Construction Surveying	1	LS	\$ 50,000.00	\$ 50,000.00
			Earthwork				
			Clearing & Grubbing	0.5	Acre	\$ 60,000.00	\$ 30,000.00
			Supplementary Clearing and Grubbing	1	Acre	\$ 10,000.00	\$ 10,000.00
			Fine Grading	645	SY	\$ 5.00	\$ 3,225.00
			Drainage				
			Drainage Existing Location -Shoulder south Potter Road	0.15	Miles	\$ 650,000.00	\$ 97,500.00
			Pavement (Asphalt or Concrete)				
			6" CONCRETE DRIVEWAY	245	SY	\$ 65.00	\$ 15,925.00
			4" Concrete Sidewalk	400	SY	\$ 65.00	\$ 26,000.00
			Erosion Control	0.8	Acres	\$ 75,000.00	\$ 60,000.00
			Traffic Control	0.1	Miles	\$ 250,000.00	\$ 25,000.00
			STRUCTURES				
					SF	\$ -	\$ -
					LS	\$ -	\$ -
					SF	\$ -	\$ -
					SF	\$ -	\$ -
			Walls				
					SF	\$ -	\$ -
					SF	\$ -	\$ -
					SF	\$ -	\$ -
			Culverts				
					LF	\$ -	\$ -
			Utility Construction				
			Miscellaneous (10% Strs & Util)				\$ -
			Miscellaneous (40% Roadway)				\$ 127,060.00

Contract Cost \$ 460,592.50
 E. & C. 16% \$ 73,694.80
 Construction Cost \$ 534,287.30

NC 75/ Potter Road Intersection

TIP No. TIP Number
 Route NC 75 and Potter Road Intersection Improvements
 From
 Typical Section

Conceptual

County: Union

CONSTR. COST
\$398,168

Date
1/4/2024

Prepared By:

Line Item	Des	Sec No.	Description	Quantity	Unit	Price	Amount
			Mobilization (5% - Roadway, Structures & Utilities)	1	LS	\$ 11,836.15	\$ 11,836.15
			Construction Surveying	1	LS	\$ 50,000.00	\$ 50,000.00
			Earthwork				
			Fine Grading	112	SY	\$ 5.00	\$ 560.00
			Clearing and Grubbing	1	Acre	\$ 60,000.00	\$ 60,000.00
			Supplementary Clearing and Grubbing	1.00	Acre	\$ 10,000.00	\$ 10,000.00
			Drainage				
							\$ -
			Pavement (Asphalt or Concrete)				
			Concrete Curb Ramps	3	Each	\$ 2,500.00	\$ 7,500.00
			4" Concrete Sidewalk	112	SY	\$ 65.00	\$ 7,262.96
			Erosion Control	1	Acres	\$ 75,000.00	\$ 75,000.00
			Thermo and Pavement Marking (Intersection)	0.03	Miles	\$ 50,000.00	\$ 1,400.00
			Traffic Control	0.1	Miles	\$ 250,000.00	\$ 25,000.00
			STRUCTURES				
			Walls				
			Culverts				
			Utility Construction				
			Miscellaneous (10% Strs & Util)				\$ -
			Miscellaneous (40% Roadway)				\$ 94,689.18

Contract Cost	\$ 343,248.29
E. & C. 16%	\$ 54,919.73
Construction Cost	\$ 398,168.01

Waxhaw Parkway: Negative Effects Background for R-2024-01

As we studied the the various possible Waxhaw Parkway CTP alignments, it became clearer than ever that the Waxhaw Parkway will serve as a facilitator and catalyst for massive and unsustainable development south of NC Highway 75 extending miles into the rural countryside.

First, the proposed new alignment feeds directly into a 229-acre tract south of NC Highway 75 that was recently annexed into Waxhaw and rezoned from low-density Union County RA-40 and R-20 to ultra-high-density Waxhaw zoning. With its new zoning, this property has the potential for 1,000-1,200 more houses and townhouses. The rezoning was approved on January 23, 2023 which was after the new Waxhaw Parkway alignment was proposed.

In addition, there is another larger tract – 1,259 acres – south of NC Highway 75 just east of that 229-acre tract and contiguous to it. There is currently a proposal – not yet approved – for a massive high-density subdivision on that property that could contain well over 5,000 houses. That property has been “on the radar” for many years, and the current proposed Waxhaw Parkway alignment feeds directly into it. One aspect of the proposed *new* alignment of the Waxhaw Parkway that appeared to be a benefit to Mineral Springs was that it would be moved approximately 2,000 feet west - further away from Mineral Springs and away from that 1,259-acre tract. But the current proposal for that property shows a “southeast extension” of the Waxhaw Parkway (see accompanying map) that would intersect NC Highway 75 right at the Mineral Springs boundary – even closer to Mineral Springs than where the current alignment of the Waxhaw Parkway crosses NC Highway 75. That proposed extension is shown as a solid blue line on the map on the next page.

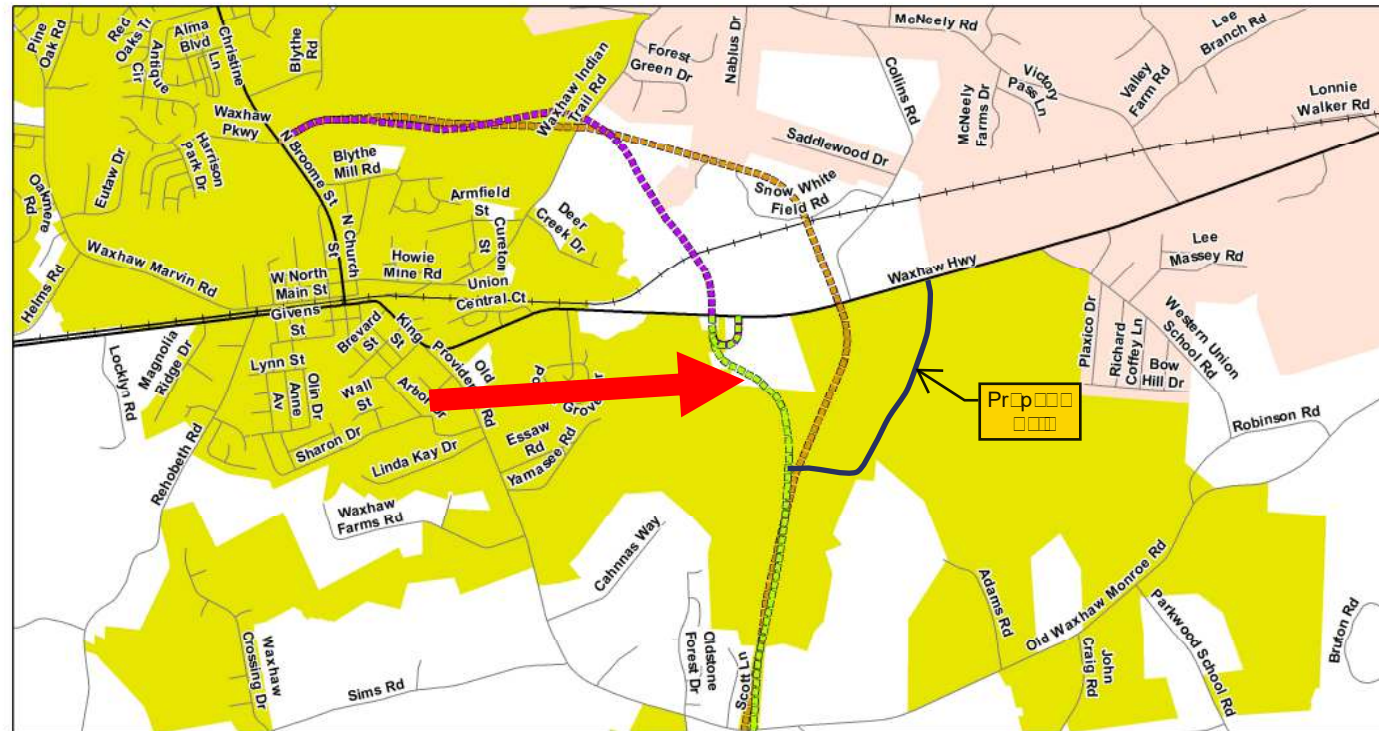
Meadows at Mineral Springs: Both the present and the proposed new routes of the Waxhaw Parkway pass through the Meadows at Mineral Springs, formerly known as Waxhaw Meadows Plantation, one of the most unique conservation-oriented neighborhoods in all of western Union County. The existing route of the Parkway is extremely detrimental to that neighborhood, likely requiring the removal of two to four homes and the splitting of several large parcels into smaller pieces. The proposed new alignment initially seemed slightly better because it would impact fewer properties, but already another home has been built which is directly in the path of the proposed new alignment. The entire neighborhood is located in Mineral Springs, and it is the preference of ALL residents of Meadows at Mineral Springs that the Waxhaw Parkway avoid their neighborhood entirely.

It is becoming increasingly evident that the Waxhaw Parkway has the potential to catalyze a level of high-density urban development that is completely out of keeping with current land uses in the area, development that will not only destroy the quality of life for hundreds of existing residents but that will also generate so much additional traffic that it will cancel out any mobility that the Parkway might provide to the area. It would be prudent to consider eliminating the northeast (particularly the portion east of Waxhaw Indian Trail Road) and southern legs of the Waxhaw Parkway from the CTP and to explore solutions such as targeted road widenings, traffic-flow modifications including one-way streets, and dispersal of traffic more broadly along existing streets. Building roads that catalyze excessive development in remote rural areas – thereby generating congestion far in excess of any transportation benefit they provide – is increasingly being shown not to be a responsible practice. Building a NEW highway through a well-established neighborhood – a highway that would completely destroy the character of that neighborhood – would be an even less responsible course of action.

Proposed Amendment #2 (Southern Leg)

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

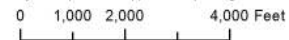
Waxhaw Parkway Amendments



Legend

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

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



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



TOWN OF MINERAL SPRINGS

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

R-2023-03

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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


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

Adopted this 14th day of September, 2023.



Frederick Becker III, Mayor

Attest:



Vicky A. Brooks, CMC, NCCMC, CZO



TOWN OF MINERAL SPRINGS

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

R-2024-01

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

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

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

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

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

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

NOW, THEREFORE BE IT RESOLVED that the Mineral Springs Town Council does not endorse the proposed new alignment for the northeastern and southern legs of the Waxhaw Parkway; and

BE IT FURTHER RESOLVED that the Mineral Springs Town Council requests that CRTPO and NCDOT consider eliminating the northeastern and southern legs of the Waxhaw Parkway from the Comprehensive Transportation Plan and instead seek alternate mobility solutions for the region including targeted improvement of existing roads, modification of traffic flow patterns including the possible introduction of one-way streets, and encouraging the dispersal of traffic over a more widespread network of existing roads rather than constructing a completely new highway through an existing Mineral Springs neighborhood the conservation values of which are irreplaceable; and

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

Adopted this 11th day of April, 2024.

Frederick Becker III, Mayor

Attest:

Vicky A. Brooks, Town Clerk

DRAFT

MEMO

To: Mineral Springs Town Council
From: Rick Becker
Date: April 4, 2024
Subject: FY2024-2025 Budget: Preliminary Departmental Appropriations

The accompanying spreadsheet shows the FY2022-23 final budget and actual expenditures, the FY2023-24 current budget and estimated final actual expenditures, and suggested appropriation levels for the FY2024-25 budget.

I am recommending keeping most proposed expenditures similar to last year's. Staff salaries and associated employee-overhead expenditures will increase while "Community" expenditures will decrease due to the cancellation of the fall festival. Other items change slightly based on established formulas or trends. This "first draft" suggests a decrease of \$2,799 over the current year's amended operating expenditure budget, or 0.76%.

Salary Analysis

This proposed appropriation worksheet reflects a 5% increase in staff salaries, substantially less than the approximately 11.8% increase council approved last fiscal year. Salaries had gradually fallen behind cost-of-living adjusted amounts over the previous few years and had also fallen below the average salaries for equivalent positions in peer municipalities. Last year's larger-than-usual increase brought our salaries closer to those of our peers.

For this analysis, we looked at both cost-of-living allowances (COLA) and comparisons with municipalities similar in size to Mineral Springs. The North Carolina League of Municipalities (NCLM) conducts annual salary surveys, and Mineral Springs falls into the "Population of 2,500 – 4,999" category. Based on COLA alone, the federal increase in the Social Security benefit for 2024 is 3.2%. Because salaries were still slightly behind those of our peers, we ran some calculations based on a 5% increase. That calculation resulted in the following: Town Clerk, \$47,990; Planning Director, \$41,448; Finance Officer, \$44,292.

The NCLM salary survey is not an "apples-to-apples" comparison, because the League only uses salaries for *full-time* positions, and Mineral Springs positions are half-time. Also, the role of the Clerk in Mineral Springs is closer to that of an Assistant Manager (in a small town) based on the Mineral Springs job description and duties which include supervision of another employee, management of service contracts such as janitorial and landscaping, website and social-media responsibilities, and special event administration and oversight. Following is a summary of salary comparisons taken from the November 2023 NCLM survey plus actual Mineral Springs data. The full-time salaries in the NCLM survey were simply halved to correspond to our situation.

Position	Minimum	Maximum	Peer Avg	Avg 1/2	MS 2023	Avg +3.2%	MS Prop.
Finance Officer	\$76,637	\$111,106	\$87,766	\$43,883	\$42,180	\$45,287	\$44,292
Planning Director	\$67,668	\$101,612	\$76,303	\$38,152	\$39,468	\$39,373	\$41,448
MS Clerk (Peer Asst. Mgr.)	\$84,732	\$123,698	\$98,343	\$49,172	\$45,660	\$50,746	\$47,990

In the table above, we have included a column (“Avg +3.2%”) which represents last year’s peer-municipality salary increased by a 3.2% COLA and a column showing the proposed Mineral Springs FY2024-25 salaries based on a 5% increase. For the Finance Officer, the proposed Mineral Springs salary is \$995 lower than the peer estimate, which is reasonable. The Mineral Springs Planning Director falls \$2,075 above the peer estimate, while the Mineral Springs Clerk/Asst. Mgr. falls \$2,756 below the peer estimate. Since those positions are held by one full-time employee in Mineral Springs, the combined salary is \$681 below the combined peer figure, which again appears reasonable. Being so close to (slightly below) the statewide peer benchmarks indicates that the Mineral Springs staff salaries proposed for FY2024-25 are justified and reasonable.

Note that the "Assistant/Deputy" position remains budgeted at \$14,400; this is not a salaried position, and the \$14,400 is a maximum suggested allocation for the position. Currently, this position requires 12 hours per week, corresponding to the time the town hall is open for regular business hours, plus some additional hours for attendance at evening meetings and additional administrative-assistant duties. The hourly rate for this position is currently \$18.00, and any changes to the hourly rate will be based on performance evaluations conducted by the Assistant/Deputy’s supervisor.

Finally, there is no recommended increase this year in salaries for the mayor and council members. Council raises those only occasionally and does not base adjustments on cost-of-living considerations.

Reading the Chart

In the right-hand column, headed "2024-25 Proposed", bold-faced numbers are the totals within each budgetary department. These numbers add up to the total of \$366,679. These are the categories that ultimately end up in the adopted budget ordinance and within which the town must operate; numbers within these departments are "flexible," and may be changed during the fiscal year as needed without budget amendments as long as the departmental totals in the ordinance are not increased. Salaries are shown in white, reflecting amounts 5% above last fiscal year. “Employee Overhead” is also shown in white and is proposed to increase by \$2,650 next year. The three sets of figures in the "dotted" cells are simply sub-subcategories within subcategories.

Increases and Decreases

Major changes in proposed expenditures are:

1. **“Charities”**: Based on 3% of previous fiscal year budget, per town policy. **Increased** from \$11,080 to \$12,575.
2. **“Community”**: The Fall Festival is not being held (\$8,000 decrease) and Artists Music Guild (AMG) has not requested partnership funding for the current year (\$4,000 decrease). “Miscellaneous” will remain at \$2,000 and can be used for other events. Finally, the “Communication” subcategory which includes the Newsletter, Social Media management, and “Other” has decreased by \$500. Departmental appropriation **Decreased** from \$36,988 to \$24,488.
3. **“Elections”**: There will be no municipal election in 2024, so this appropriation is **Decreased** from \$3,600 to \$0.

4. **“Employee Overhead”**: The NC Local Government Employees’ Retirement System contribution rate has increased by 0.75%, and any salary increases will also result in additional increases in LGERS, FICA, and Workers Compensation contributions. **Increased** from \$40,950 to \$43,600.
5. **“Planning”**: The only changes in this department are the increase in the Planning Director’s salary and a \$1,000 reduction in “Miscellaneous”. No appropriation has been proposed for additional contract code-enforcement expenditures, but if Council adopts a nuisance ordinance there will need to be an additional appropriation at that time. Overall, “Planning” will be **Increased** from \$49,468 to \$50,448.

Additional Appropriations/Expenditures

- Council is continuing to study undertaking a combination of capital projects and non-capital maintenance projects during the upcoming fiscal year. Projects in the current fiscal year are being funded by a budget amendment. If any such projects are approved during the upcoming fiscal year, they will be funded either by project ordinances or amendments to the FY2024-25 budget.
- Information concerning any capital or other projects expected to be authorized by project ordinance during the budget year will be included in the Proposed Budget as required by NC G. S. § 159-13.2(f).

At the April 11, 2024 meeting, council should consider three items related to the budget:

1. **Decide** whether or not to approve proposed salary figures for next year
2. **Decide** whether or not to direct the budget officer to include these proposed appropriations in the FY2024-25 budget
3. **Advise** the budget officer of any changes Council might wish to make to other appropriations so that the formal proposed budget may be presented to council in May.

