

**Town of Mineral Springs
Mineral Springs Town Hall
3506 Potter Road S ~ Mineral Springs
Mineral Springs Town Council
Regular Meeting
January 9, 2025 ~ 7:30 P.M.
AGENDA**

1. Opening

The meeting will be called to order, an invocation will be delivered, and the Pledge of Allegiance will be recited.

2. Public Comments

The town council will hear comments from members of the public on any matters of interest to them during this ten-minute period.

3. Consent Agenda – Action Item

- A. Approval of the December 12, 2024 Regular Meeting Minutes
- B. Acceptance of the November 2024 Union County Tax Report
- C. Acceptance of the November 2024 Finance Report

4. Selection of 10 of the 16 NCLM Proposed Goals and Consideration of Appointing a NCLM Voting Delegate – Action Item

The council will discuss the selection of 10 of the 16 proposed NCLM goals and will consider appointing a voting delegate.

5. Consideration of Adopting a Budget Amendment – Action Item

The council will consider adopting a budget amendment (O-2024-03).

6. Consideration of Reappointing a Board of Adjustment Member – Action Item

The council will consider reappointing William Reynolds to the Board of Adjustment.

7. 2024 Zoning and Planning Report

The council will be presented with a report covering the 2024 zoning and planning activities.

8. Staff Reports

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

9. Other Business

10. Adjournment

**Draft Minutes of the
Mineral Springs Town Council
Regular Meeting
December 12, 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, December 12, 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: Michael Marchuk.

1. Opening

With a quorum present at 7:30 p.m. on December 12, 2024, Mayor Frederick Becker called the regular meeting to order.

Councilwoman Cureton delivered the invocation.

Pledge of Allegiance.

2. Public Comments

Michael Marchuk – 2826 Harrington Place.

3. Consent Agenda – Action Item

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

4. Selection of Council Members to Serve as the Delegate and Alternate to Centralina Council of Governments – Action Item

Mayor Becker explained this was the nomination of the delegate and alternate to the Centralina Council of Governments. Currently Councilman Muller is the delegate and Councilwoman Krafft is the alternate. Mayor Becker opened this up for volunteers or nominations.

Councilwoman Coffey nominated the two people serving to remain and Councilwoman Cureton seconded.

Mayor Becker asked if there were any objections from the nominees. Hearing none, Mayor Becker called for a vote on the motion to reappoint the two delegates. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

5. Consideration of Reappointing a Board of Adjustment Member – Action Item

Councilman Countryman motioned to reappoint Valerie Coffey to the Board of Adjustment and Councilwoman Krafft seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

6. Discussion of Staff Succession Planning

Mayor Becker introduced a potentially major topic and referred to the memo from Ms. Vicky Brooks. Mayor Becker explained that Ms. Brooks and himself had kind of talked about these ideas in the past. The town has three staff members, one full-time, one half-time, and one approximately quarter-time (hourly employee). Both the full-time and half-time employees are getting close to retirement age; therefore, the council needs to start looking at how it will work and what the council sees. Mayor Becker commented that Ms. Brooks and himself were set in their ways, and their job descriptions had expanded and become non-standard. Mayor Becker commented that there were a couple of questions posed by Ms. Brooks in the memo that the council will need to go a little deeper into over the next few months. Salaries will need to be competitive to secure long-term employees. Mayor Becker noted that just a little bit of his study indicated that the long-term employees may be hard to replace at the same salary and the town may be looking at when both are retired there may be an increase in payroll and overhead.

Councilwoman Critz suggested contacting the Institute of Government and the League of Municipalities rather than just Union County, it would be good to broaden the net a little bit.

Mayor Becker responded that the comps come from the League.

Councilwoman Critz added that comps have also been gotten locally.

Mayor Becker responded that he has gotten the comps from the League statewide and by peer municipalities. Mayor Becker mentioned that Ms. Brooks had already spoken with the clerk/finance officer in Wesley Chapel; he did not think it was all that common to have that combination, but with a small town, it was probably more common than elsewhere. With the workload for the planning director and zoning administrator, Mayor Becker and Ms. Brooks were coming to the sense that the position should be a single full-time position. As Attorney Bobby Griffin has said over the years whenever the topic of zoning or planning expenditures comes up, he would say "that's your primary service." Mayor Becker pointed out that when he is in the office and the office is open, it is the primary service. If anybody comes to the door, they are not there to see Mayor Becker, because the finance office is a back-office job, people are there to see Ms. Brooks, they have a plat, or a question. Mayor Becker stated it probably needs to be a full-time planning job. Mayor Becker stated there were some good comps done for Ms. Brooks as a full-time employee where that could roll over and take the clerk duty away from her making it a full-time planning job with the salary being pretty much the same with whatever step increase the council would be looking at. Mayor Becker noted that he and Ms. Brooks talked about it, and it looked like it may roll over smoothly trying to go finance officer/clerk, but it may be harder to find the ideal employee, because they would need to have both skills, so it may cost a little more.

Councilwoman Critz asked Ms. Brooks (hypothetically) if she were the full-time zoning administrator and planning and there was no deputy clerk, just a full-time clerk and a part-time finance officer, would it be reasonable to divide it that way. Does Ms. Brooks still see that the town needed a deputy clerk if there was a full-time clerk that was not distracted with planning and zoning.

Ms. Brooks asked whether Councilwoman Critz was referring to the town clerk being a sole position and finance...

Mayor Becker clarified the finance would be a half-time position, but for a new person.

Councilwoman Critz explained she was just asking if Ms. Brooks thought that would divide it enough as far as time and energy and then for finance the town could find who they were looking for and they would not feel overwhelmed, because a lot of this "we're learning on the go," and she understood the reasoning and agreed 100%.

Mayor Becker commented that was a good question by Councilwoman Critz and he thought it did bear looking at, because Ms. Brooks and himself have said combining the clerk/finance position like Wesley Chapel has done successfully, a receptionist would still be needed doing what Deputy Clerk Sharelle Quick was doing, just because of the duties of that job. If the town had a single full-time

clerk that could obviate the need for a part-time receptionist. Positions will be more expensive that way, because you would have two full-time positions and a half-time position at finance. Mayor Becker thought that it would be reasonable to look at.

Councilwoman Coffey stated that a study needed to be done, rather than these hypothetical situations and assessments need to be made, documented, and to have something to compare.

Councilwoman Critz commented that the advantage of doing this would be that the League of Municipalities, as well as the Institute of Governments has the statistics that would be helpful, but they don't live here. Councilwoman Critz felt that one of the benefits of doing this would be to take the statistics as an outline (a guiding template), but Ms. Brooks, Ms. Quick, and Mayor Becker know more of the ins and outs of what happens every day, every week, every month, and what changes they may foresee; therefore, she would not want to see the council just do this.

Councilman Countryman asked Mayor Becker, from a financial officer standpoint, how much time during the month or week was dedicated to that activity.

Mayor Becker responded that when he did the month-long study last time for the finance officer, it was close to 25 hours a week. The finance officer for Mineral Springs has a few additional duties, such as building maintenance, etc. and that may just not have to happen, because "you're not going to find that weird person like me."

Councilman Countryman commented a 25-hour week is a good part-time job for somebody that has a numbers background (an accountant type).

Mayor Becker responded that it might be easier to get another part-time finance officer that only does finance and then worry about the clerk.

Councilwoman Critz commented that the finance officer could do almost all of it from home.

Mayor Becker responded that you could, but he liked to have the stuff at the office. That is something else for the council to look at, with all the attention being focused now on workplace, on remote work, with the town "we did it the way we do it." Mayor Becker thought the town needed to revisit that – does the council want to have more time required in the office? Staff does not know anything about the laws of municipal employees as they relate to the Fair Labor Standards Act, so advice will be needed on that. Mayor Becker agreed that Councilman Countryman and Councilwoman Critz had a good point that finance is a standalone job that doesn't have to deal with the public; it could continue to be a separate job, and it doesn't require someone being a Certified Public Accountant. Mayor Becker thought Ms. Brooks would recommend that the clerk take a master class to be able to become a Certified Municipal Clerk (or already have it). Both positions are statutory.

Councilman Countryman asked if the town would potentially be looking at four people instead of three.

Mayor Becker responded that if there was a full-time clerk, they would not need a separate receptionist, finance would be half time, planning/zoning would be full-time. It may be a more expensive way of doing it.

Councilman Countryman commented that the council appreciated the fact that current staff were talented people, but the community is growing, and things aren't any cheaper.

Mayor Becker mentioned that Ms. Brooks had pointed out that to attract a long-term employee, the town may need to enhance the benefits package. Currently, the town does not provide medical [insurance] to staff, because the council did not feel that the town budget justified it; however, it could be like any other employer where the town doesn't have to pay the full premium. It could be offered via the League's group and be partly the responsibility of the employee, but it probably needs to be made available and there will be a cost increase for that.

Mayor Becker explained that staff wanted to make sure the council knew that the process was starting. Mayor Becker could not speak for Ms. Brooks on how long she wants to remain, but he would like to be able to wrap it up in a year or so as finance officer. Mayor Becker did not know if he would run for mayor again, but that was a whole separate thing.

Councilwoman Coffey commented that a year was not a long time.

Mayor Becker agreed and explained that was why staff wanted to bring it up now even though they did not have anything specific. It was to let the council know this is where we are going.

Councilman Countryman stated the council will probably need to start talking seriously about it after Christmas.

Mayor Becker noted he would get in touch with the League and/or the School of Government to see about the services they could provide and if they have any kind of consulting services available on municipal employment practices.

This item will be put on the February agenda for further discussion. The council will discuss the budget, looking for a clerk, transitioning Ms. Brooks' position (in July), increasing zoning fees, a potential increase of \$50,000 annually for employee costs, etc.

7. Staff Reports

None.

8. Other Business

Councilwoman Critz announced that she would not be able to attend the February 2025 meeting.

9. Adjournment – Action Item

At 7:55 p.m. Councilwoman Coffey motioned to adjourn the meeting and Councilman Countryman seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

The next regular meeting will be on Thursday, January 9, 2025 at 7:30 p.m. at the Mineral Springs Town Hall.

Respectfully submitted by:

Vicky A. Brooks, CMC, NCCMC, Town Clerk

Frederick Becker, Mayor

Town of Mineral Springs

FINANCE REPORT

November 2024

Prepared for:

The Mineral Springs Town Council

By:

Frederick Becker III
Finance Officer

January 9, 2025

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Cash Flow Report FY2024 YTD

7/1/2024 through 11/30/2024

12/12/2024

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| Category | 7/1/2024- 11/30/2024 |
|----------------------------|-------------------------|
| INCOME | |
| Interest Income | 23,297.22 |
| Other Inc | |
| Sales Tax Refunds | 936.31 |
| Zoning | 3,780.00 |
| TOTAL Other Inc | 4,716.31 |
| Prop Tax Prior Years | |
| Prop Tax 2019 | |
| Receipts 2019 | |
| Int | 0.68 |
| Tax | 0.92 |
| TOTAL Receipts 2019 | 1.60 |
| TOTAL Prop Tax 2019 | 1.60 |
| Prop Tax 2021 | |
| Receipts 2021 | |
| Int | 2.68 |
| Tax | 10.92 |
| TOTAL Receipts 2021 | 13.60 |
| TOTAL Prop Tax 2021 | 13.60 |
| Prop Tax 2022 | |
| Receipts 2022 | |
| Int | 3.00 |
| Tax | 21.47 |
| TOTAL Receipts 2022 | 24.47 |
| TOTAL Prop Tax 2022 | 24.47 |
| Prop Tax 2023 | |
| Receipts 2023 | |
| Int | 4.24 |
| Tax | 54.95 |
| TOTAL Receipts 2023 | 59.19 |
| TOTAL Prop Tax 2023 | 59.19 |
| TOTAL Prop Tax Prior Years | 98.86 |
| Property Tax 2024 | |
| Receipts 2024 | |
| Tax | 13,837.02 |
| TOTAL Receipts 2024 | 13,837.02 |
| TOTAL Property Tax 2024 | 13,837.02 |
| Sales Tax | |
| Sales & Use Dist | 10,184.89 |
| TOTAL Sales Tax | 10,184.89 |
| Veh Tax | |
| Int 2024 | 21.84 |
| Tax 2024 | 1,811.39 |
| TOTAL Veh Tax | 1,833.23 |
| TOTAL INCOME | 53,967.53 |
| EXPENSES | |
| Ads | 94.52 |
| Attorney | 1,847.70 |
| Capital Outlay | |

Cash Flow Report FY2024 YTD

7/1/2024 through 11/30/2024

12/12/2024

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| Category | 7/1/2024- 11/30/2024 |
|----------------------|-------------------------|
| Beautification | 1,942.85 |
| TOTAL Capital Outlay | 1,942.85 |
| Community | |
| Communication | |
| Social Media | 4,188.00 |
| TOTAL Communication | 4,188.00 |
| Greenway | 8,732.68 |
| Maint | 2,596.50 |
| Parks & Rec | |
| Park | 1,525.23 |
| TOTAL Parks & Rec | 1,525.23 |
| Special Events | |
| Services | 876.00 |
| TOTAL Special Events | 876.00 |
| TOTAL Community | 17,918.41 |
| Emp | |
| Benefits | |
| Dental | 456.00 |
| Life | 424.96 |
| NCLGERS | 10,196.75 |
| Vision | 84.00 |
| TOTAL Benefits | 11,161.71 |
| Bond | 550.00 |
| FICA | |
| Med | 963.39 |
| Soc Sec | 4,119.37 |
| TOTAL FICA | 5,082.76 |
| Payroll | 1,028.15 |
| Work Comp | 2,076.04 |
| TOTAL Emp | 19,898.66 |
| Office | |
| Clerk | 19,995.00 |
| Council | 6,000.00 |
| Deputy Clerk | 5,564.95 |
| Dues | 5,964.84 |
| Equip | 1,241.81 |
| Finance Officer | 18,455.00 |
| Ins | 4,377.94 |
| Maint | |
| Materials | 250.17 |
| Service | 6,600.00 |
| TOTAL Maint | 6,850.17 |
| Mayor | 2,500.00 |
| Post | 499.03 |
| Records | 5,956.19 |
| Supplies | 967.46 |
| Tel | 5,097.19 |
| Util | 1,205.29 |
| TOTAL Office | 84,674.87 |
| Planning | |
| Administration | |

Cash Flow Report FY2024 YTD

7/1/2024 through 11/30/2024

12/12/2024

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| Category | 7/1/2024- 11/30/2024 |
|--------------------------------|-------------------------|
| Contract | 3,179.39 |
| Salaries | 17,270.00 |
| TOTAL Administration | 20,449.39 |
| Misc | 772.74 |
| TOTAL Planning | 21,222.13 |
| Street Lighting | 859.24 |
| Tax Coll | |
| Contract | 205.01 |
| TOTAL Tax Coll | 205.01 |
| Training | |
| Officials | 225.00 |
| TOTAL Training | 225.00 |
| Travel | 1,500.31 |
| TOTAL EXPENSES | 150,388.70 |
| TRANSFERS | |
| FROM Idle Funds First National | 10,000.00 |
| TO Check Min Spgs | -10,000.00 |
| TOTAL TRANSFERS | 0.00 |
| OVERALL TOTAL | -96,421.17 |

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Account Balances History Report - As of 11/30/2024

(Includes unrealized gains)

| Account | 6/29/2024 Balance | 6/30/2024 Balance | 7/31/2024 Balance | 8/31/2024 Balance | 9/30/2024 Balance | 10/31/2024 Balance | 11/30/2024 Balance |
|---------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|-----------------------|-----------------------|
| ASSETS | | | | | | | |
| Cash and Bank Accounts | | | | | | | |
| Check Min Spgs | 60,209.07 | 60,209.07 | 15,568.07 | 8,709.82 | 53,240.54 | 34,274.93 | 11,939.18 |
| Idle Funds First National | 367,618.73 | 367,802.04 | 368,018.19 | 358,189.37 | 358,341.48 | 358,493.65 | 358,636.07 |
| NCCMT_Cash | 1,063,514.91 | 1,067,990.41 | 1,072,729.63 | 1,077,486.40 | 1,081,975.49 | 1,086,355.11 | 1,090,453.60 |
| TOTAL Cash and Bank Account... | 1,491,342.71 | 1,496,001.52 | 1,456,315.89 | 1,444,385.59 | 1,493,557.51 | 1,479,123.69 | 1,461,028.85 |
| Other Assets | | | | | | | |
| State Revenues Receivable | 0.00 | 62,962.27 | 58,747.94 | 55,357.58 | 0.00 | 0.00 | 0.00 |
| TOTAL Other Assets | 0.00 | 62,962.27 | 58,747.94 | 55,357.58 | 0.00 | 0.00 | 0.00 |
| TOTAL ASSETS | 1,491,342.71 | 1,558,963.79 | 1,515,063.83 | 1,499,743.17 | 1,493,557.51 | 1,479,123.69 | 1,461,028.85 |
| LIABILITIES | | | | | | | |
| Other Liabilities | | | | | | | |
| Accounts Payable | 692.77 | 2,206.54 | 692.77 | 692.77 | 692.77 | 692.77 | 692.77 |
| TOTAL Other Liabilities | 692.77 | 2,206.54 | 692.77 | 692.77 | 692.77 | 692.77 | 692.77 |
| TOTAL LIABILITIES | 692.77 | 2,206.54 | 692.77 | 692.77 | 692.77 | 692.77 | 692.77 |
| OVERALL TOTAL | 1,490,649.94 | 1,556,757.25 | 1,514,371.06 | 1,499,050.40 | 1,492,864.74 | 1,478,430.92 | 1,460,336.08 |

| TOWN OF MINERAL SPRINGS | | | | | | | | | |
|---------------------------|---------------|---------------|---------------|-------------|--------------|--------------|--------------|--------------|--------------|
| | | | | | | | | | |
| BUDGET COMPARISON 2024-25 | | | | | | | | | |
| | | | | | | | | | |
| Appropriation dept | Budget | Unspent | Spent YTD | % of Budget | July | August | September | October | November |
| Advertising | \$ 1,200.00 | \$ 1,105.48 | \$ 94.52 | 7.9% | \$ - | \$ 94.52 | \$ - | \$ - | \$ - |
| Attorney | \$ 7,200.00 | \$ 5,352.30 | \$ 1,847.70 | 25.7% | \$ 300.00 | \$ 647.70 | \$ 300.00 | \$ 300.00 | \$ 300.00 |
| Audit | \$ 5,230.00 | \$ 5,230.00 | - | 0.0% | \$ - | \$ - | \$ - | \$ - | \$ - |
| Charities & Agencies | \$ 12,575.00 | \$ 12,575.00 | - | 0.0% | \$ - | \$ - | \$ - | \$ - | \$ - |
| Community Projects | \$ 24,488.00 | \$ 6,569.59 | \$ 17,918.41 | 73.2% | \$ 5,394.71 | \$ 326.16 | \$ 299.13 | \$ 2,027.90 | \$ 9,870.51 |
| Contingency | \$ 3,000.00 | \$ 3,000.00 | - | 0.0% | \$ - | \$ - | \$ - | \$ - | \$ - |
| Employee Overhead | \$ 43,600.00 | \$ 23,701.34 | \$ 19,898.66 | 45.6% | \$ 6,219.82 | \$ 3,397.51 | \$ 1,430.26 | \$ 5,462.97 | \$ 3,388.10 |
| Elections | \$ - | \$ - | - | 0.0% | \$ - | \$ - | \$ - | \$ - | \$ - |
| Fire Protection | \$ 12,000.00 | \$ 12,000.00 | - | 0.0% | \$ - | \$ - | \$ - | \$ - | \$ - |
| Intergovernmental | \$ - | \$ - | - | 0.0% | \$ - | \$ - | \$ - | \$ - | \$ - |
| Office & Administrative | \$ 196,638.00 | \$ 111,963.13 | \$ 84,674.87 | 43.1% | \$ 31,868.21 | \$ 11,839.49 | \$ 13,690.21 | \$ 13,780.91 | \$ 13,496.05 |
| Planning & Zoning | \$ 50,448.00 | \$ 29,225.87 | \$ 21,222.13 | 42.1% | \$ 5,674.44 | \$ 4,215.25 | \$ 3,573.01 | \$ 4,305.43 | \$ 3,454.00 |
| Street Lighting | \$ 1,900.00 | \$ 1,040.76 | \$ 859.24 | 45.2% | \$ 169.38 | \$ - | \$ 169.29 | \$ 346.56 | \$ 174.01 |
| Tax Collection | \$ 1,800.00 | \$ 1,594.99 | \$ 205.01 | 11.4% | \$ - | \$ 4.63 | \$ 63.71 | \$ 78.21 | \$ 58.46 |
| Training | \$ 3,000.00 | \$ 2,775.00 | \$ 225.00 | 7.5% | \$ - | \$ - | \$ - | \$ 225.00 | \$ - |
| Travel | \$ 3,600.00 | \$ 2,099.69 | \$ 1,500.31 | 41.7% | \$ - | \$ 1,500.31 | \$ - | \$ - | \$ - |
| Capital Outlay | \$ 62,296.00 | \$ 60,353.15 | \$ 1,942.85 | 3.1% | \$ - | \$ - | \$ - | \$ 1,942.85 | \$ - |
| | | | | | | | | | |
| | | | | | | | | | |
| Totals | \$ 428,975.00 | \$ 278,586.30 | \$ 150,388.70 | 35.1% | \$ 49,626.56 | \$ 22,025.57 | \$ 19,525.61 | \$ 28,469.83 | \$ 30,741.13 |
| | | | | | | | | | |
| Off Budget: | | | | | | | | | |
| | | | | | | | | | |
| Interfund Transfers | | | | | | | | | |
| Total Off Budget: | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

Mineral Springs Monthly Revenue Summary 2024-25

| | | | | | | | | | | | |
|-------------------------|----------------------|----------------------|---------------------|--------------------|--------------------|--------------------|---------------------|---------------------|---------------------|--|--|
| TOWN OF MINERAL SPRINGS | | | | | | | | | | | |
| REVENUE SUMMARY 2024-25 | | | | | | | | | | | |
| Source | Budget | Receivable | Rec'd YTD | % of Budget | July | August | September | October | November | | |
| Property Tax - prior | \$ 400.00 | \$ 301.14 | \$ 98.86 | 24.7% | \$ - | \$ 48.97 | \$ 16.57 | \$ 19.63 | \$ 13.69 | | |
| Property Tax - 2024 | \$ 85,380.00 | \$ 71,542.98 | \$ 13,837.02 | 16.2% | \$ - | \$ 321.68 | \$ 5,080.08 | \$ 3,772.61 | \$ 4,662.65 | | |
| Interest | \$ 47,195.00 | \$ 23,897.78 | \$ 23,297.22 | 49.4% | \$ 4,955.37 | \$ 4,927.95 | \$ 4,641.20 | \$ 4,531.79 | \$ 4,240.91 | | |
| Sales Tax - Electric | \$ 209,000.00 | \$ 209,000.00 | \$ - | 0.0% | \$ - | \$ - | \$ - | \$ - | \$ - | | |
| Sales Tax - Sales & Use | \$ 38,400.00 | \$ 28,215.11 | \$ 10,184.89 | 26.5% | \$ - | \$ - | \$ 3,472.10 | \$ 3,333.75 | \$ 3,379.04 | | |
| Sales Tax - Other Util. | \$ 19,950.00 | \$ 19,950.00 | \$ - | 0.0% | \$ - | \$ - | \$ - | \$ - | \$ - | | |
| Sales Tax - Alc. Bev. | \$ 13,500.00 | \$ 13,500.00 | \$ - | 0.0% | \$ - | \$ - | \$ - | \$ - | \$ - | | |
| Vehicle Taxes | \$ 8,650.00 | \$ 6,816.77 | \$ 1,833.23 | 21.2% | \$ - | \$ - | \$ - | \$ 1,833.23 | \$ - | | |
| Zoning Fees | \$ 5,500.00 | \$ 1,720.00 | \$ 3,780.00 | 68.7% | \$ 2,285.00 | \$ 470.00 | \$ 130.00 | \$ 545.00 | \$ 350.00 | | |
| Other | \$ 1,000.00 | \$ 63.69 | \$ 936.31 | 93.6% | \$ - | \$ 936.31 | \$ - | \$ - | \$ - | | |
| Totals | \$ 428,975.00 | \$ 375,007.47 | \$ 53,967.53 | 12.6% | \$ 7,240.37 | \$ 6,704.91 | \$ 13,339.95 | \$ 14,036.01 | \$ 12,646.29 | | |
| GRAND TOTAL | | | \$ 53,967.53 | | \$ 7,240.37 | \$ 6,704.91 | \$ 13,339.95 | \$ 14,036.01 | \$ 12,646.29 | | |
| | December | January | February | March | April | May | June | June a/r | | | |
| Property Tax - prior | | | | | | | | | | | |
| Property Tax - 2024 | | | | | | | | | | | |
| Interest | | | | | | | | | | | |
| Sales Tax - Electric | | | | | | | | | | | |
| Sales Tax - Sales & Use | | | | | | | | | | | |
| Sales Tax - Other Util. | | | | | | | | | | | |
| Sales Tax - Alc. Bev. | | | | | | | | | | | |
| Vehicle Taxes | | | | | | | | | | | |
| Zoning Fees | | | | | | | | | | | |
| Other | | | | | | | | | | | |
| Totals | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | |
| GRAND TOTAL | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | |

November 2024 Cash Flow Report - Nov 2024

11/1/2024 through 11/30/2024

12/12/2024

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| Category | 11/1/2024- 11/30/2024 |
|----------------------------|--------------------------|
| INCOME | |
| Interest Income | 4,240.91 |
| Other Inc | |
| Zoning | 350.00 |
| TOTAL Other Inc | 350.00 |
| Prop Tax Prior Years | |
| Prop Tax 2019 | |
| Receipts 2019 | |
| Int | 0.41 |
| Tax | 0.92 |
| TOTAL Receipts 2019 | 1.33 |
| TOTAL Prop Tax 2019 | 1.33 |
| Prop Tax 2022 | |
| Receipts 2022 | |
| Int | 0.41 |
| Tax | 2.40 |
| TOTAL Receipts 2022 | 2.81 |
| TOTAL Prop Tax 2022 | 2.81 |
| Prop Tax 2023 | |
| Receipts 2023 | |
| Int | 0.49 |
| Tax | 9.06 |
| TOTAL Receipts 2023 | 9.55 |
| TOTAL Prop Tax 2023 | 9.55 |
| TOTAL Prop Tax Prior Years | 13.69 |
| Property Tax 2024 | |
| Receipts 2024 | |
| Tax | 4,662.65 |
| TOTAL Receipts 2024 | 4,662.65 |
| TOTAL Property Tax 2024 | 4,662.65 |
| Sales Tax | |
| Sales & Use Dist | 3,379.04 |
| TOTAL Sales Tax | 3,379.04 |
| TOTAL INCOME | 12,646.29 |
| EXPENSES | |
| Attorney | 300.00 |
| Community | |
| Greenway | 8,500.00 |
| Maint | 1,067.50 |
| Parks & Rec | |
| Park | 303.01 |
| TOTAL Parks & Rec | 303.01 |
| TOTAL Community | 9,870.51 |
| Emp | |
| Benefits | |
| Dental | 76.00 |
| Life | 67.20 |
| NCLGERS | 2,039.35 |
| Vision | 14.00 |

November 2024 Cash Flow Report - Nov 2024

11/1/2024 through 11/30/2024

12/12/2024

Page 2

| Category | 11/1/2024- 11/30/2024 |
|-----------------------|--------------------------|
| TOTAL Benefits | 2,196.55 |
| FICA | |
| Med | 190.89 |
| Soc Sec | 816.23 |
| TOTAL FICA | 1,007.12 |
| Payroll | 184.43 |
| TOTAL Emp | 3,388.10 |
| Office | |
| Clerk | 3,999.00 |
| Council | 1,200.00 |
| Deputy Clerk | 989.63 |
| Finance Officer | 3,691.00 |
| Maint | |
| Materials | 210.76 |
| Service | 1,588.00 |
| TOTAL Maint | 1,798.76 |
| Mayor | 500.00 |
| Post | 499.03 |
| Tel | 554.36 |
| Util | 264.27 |
| TOTAL Office | 13,496.05 |
| Planning | |
| Administration | |
| Salaries | 3,454.00 |
| TOTAL Administration | 3,454.00 |
| TOTAL Planning | 3,454.00 |
| Street Lighting | 174.01 |
| Tax Coll | |
| Contract | 58.46 |
| TOTAL Tax Coll | 58.46 |
| TOTAL EXPENSES | 30,741.13 |
| OVERALL TOTAL | -18,094.84 |

Register Report - Nov 2024

11/1/2024 through 11/30/2024

12/12/2024

Page 1

| Date | Num | Description | Memo | Category | Amount |
|-------------------------------|--------|---------------------------|---------------------------------------|------------------------------------|-------------------|
| 11/5/2024 | 7008 | Bucket, Mop, And Bro... | I/N OLMC-268 janitorial 11/2024 (... | Office:Maint:Service | -188.00 |
| 11/5/2024 | 7009 | Toi Toi USA LLC | I/N INV245717 Portable units 11/2... | Community:Parks & Rec:Park | -279.68 |
| 11/7/2024 | 7010 | McCollum Trucking &... | I/N 2583 McNeely Rd Parking Lot ... | Community:Greenway | -8,500.00 |
| 11/7/2024 | EFT | Point And Pay | 06-039-033 (FY2024) | Other Inc:Zoning | 25.00 |
| 11/12/2024 | EFT | Point And Pay | 06-039-006 (FY2024) | Other Inc:Zoning | 50.00 |
| 11/12/2024 | EFT... | Union County | 10/2024 (FY2024) | Property Tax 2024:Receipts 202... | 4,662.65 |
| | | | 10/2024 (FY2024) | Prop Tax Prior Years:Prop Tax 2... | 9.06 |
| | | | 10/2024 (FY2024) | Prop Tax Prior Years:Prop Tax 2... | 0.49 |
| | | | 10/2024 (FY2024) | Prop Tax Prior Years:Prop Tax 2... | 2.40 |
| | | | 10/2024 (FY2024) | Prop Tax Prior Years:Prop Tax 2... | 0.41 |
| | | | 10/2024 (FY2024) | Prop Tax Prior Years:Prop Tax 2... | 0.92 |
| | | | 10/2024 (FY2024) | Prop Tax Prior Years:Prop Tax 2... | 0.41 |
| | | | FY2024 | Tax Coll:Contract | -58.46 |
| 11/12/2024 | EFT | Debit Card (AOL) | AOL Troubleshooting Svc 11/24 (... | Office:Tel | -11.23 |
| 11/15/2024 | EFT | NC Department of Re... | Sales & Use Distribution 09/2024 (... | Sales Tax:Sales & Use Dist | 3,379.04 |
| 11/19/2024 | EFT | Point And Pay | 06-060-056 (FY2024) | Other Inc:Zoning | 50.00 |
| 11/19/2024 | EFT | Point And Pay | 06-060-056 (FY2024) | Other Inc:Zoning | 25.00 |
| 11/21/2024 | 7011 | Windstream | 061348611 11/24 (FY2024) | Office:Tel | -429.28 |
| 11/21/2024 | 7012 | Duke Power | 9100 3284 5041 (Old School) (FY... | Office:Util | -31.52 |
| 11/21/2024 | 7013 | Duke Power{Office} | 9100 3284 4818 (FY2024) | Office:Util | -135.98 |
| 11/21/2024 | 7014 | Verizon Wireless | 221474588-00001 (FY2024) | Office:Tel | -113.85 |
| 11/21/2024 | 7015 | Blackmon's Landscap... | I/N 12065 Service 11/2024 (FY20... | Office:Maint:Service | -1,400.00 |
| 11/21/2024 | 7016 | Conder Flag Company | I/N 233438 US & NC Flags (FY20... | Office:Maint:Materials | -104.05 |
| 11/21/2024 | 7017 | Union County Water {... | A/N 84361*00 (FY2024) | Office:Util | -51.56 |
| 11/21/2024 | 7018 | Union County Water {... | A/N 91052*00 (FY2024) | Community:Parks & Rec:Park | -23.33 |
| 11/21/2024 | 7019 | City Of Monroe | A/N 514654 Natural Gas 10/2024 ... | Office:Util | -45.21 |
| 11/21/2024 | 702... | Municipal Insurance ... | 12/24 (FY2024) | Emp:Benefits:Life | -67.20 |
| | | | 12/24 (FY2024) | Emp:Benefits:Dental | -76.00 |
| | | | 12/24 (FY2024) | Emp:Benefits:Vision | -14.00 |
| 11/26/2024 | 7021 | Clark, Griffin & McCol... | I/N 8602 11/24 (FY2024) | Attorney | -300.00 |
| 11/26/2024 | 7022 | Quadient Finance US... | 7900 0440 3484 2470 Postage (F... | Office:Post | -499.03 |
| 11/26/2024 | 7023 | Sign Pro | I/N 14717 Christmas Lights (FY20... | Community:Maint | -1,067.50 |
| 11/26/2024 | 7024 | Duke Power | 9100 3284 5207 (FY2024) | Street Lighting | -174.01 |
| 11/26/2024 | DEP | Deposit | #24006 Zoning (FY2024) | Other Inc:Zoning | 200.00 |
| 11/26/2024 | EFT | Debit Card (Lowe's) | Extension Cords - Heaters (FY2024) | Office:Maint:Materials | -106.71 |
| 11/27/2024 | EFT... | Paychex | Salary 11/24 (FY2024) | Office:Clerk | -3,759.06 |
| | | | 11/24 (FY2024) | Office:Deputy Clerk | -989.63 |
| | | | Salary 11/24 (FY2024) | Office:Finance Officer | -3,469.54 |
| | | | Salary 11/24 (FY2024) | Office:Mayor | -500.00 |
| | | | Salary 11/24 (FY2024) | Office:Council | -1,200.00 |
| | | | Salary 11/24 (FY2024) | Planning:Administration:Salaries | -3,246.76 |
| | | | FY2024 | Emp:FICA:Soc Sec | -816.23 |
| | | | FY2024 | Emp:FICA:Med | -190.89 |
| 11/27/2024 | EFT... | NC State Treasurer | 11/24 LGERS contribution FY2024 | Office:Clerk | -239.94 |
| | | | 11/24 LGERS contribution FY2024 | Office:Finance Officer | -221.46 |
| | | | 11/24 LGERS contribution FY2024 | Planning:Administration:Salaries | -207.24 |
| | | | 11/24 employer contribution FY2024 | Emp:Benefits:NCLGERS | -2,039.35 |
| 11/29/2024 | EFT | Paychex Fees | Fees 11/24 (FY2024) | Emp:Payroll | -184.43 |
| 11/1/2024 - 11/30/2024 | | | | | -22,335.75 |

TOTAL INFLOWS 8,405.38

Register Report - Nov 2024

11/1/2024 through 11/30/2024

12/12/2024

Page 2

Date

Num

Description

Memo

Category

Amount

| | |
|-----------------------|-------------------|
| TOTAL OUTFLOWS | -30,741.13 |
|-----------------------|-------------------|

| | |
|------------------|-------------------|
| NET TOTAL | -22,335.75 |
|------------------|-------------------|

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November 2024

Revenue Details

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NC Sales & Use Distribution

September 2024 Collections

Summary

| MUNICIPALITY | ARTICLE 39 | ARTICLE 40 | ARTICLE 42 | ARTICLE 43 | ARTICLE 44 | ART 44 *524 | ARTICLE 45 | ARTICLE 46 | CITY HH | TOTAL |
|-----------------|--------------|--------------|--------------|------------|------------|-------------|------------|------------|--------------|--------------|
| UNION | | | | | | | | | | |
| (AD VALOREM) | 2,901,526.45 | 1,998,308.97 | 1,548,472.48 | - | (32.18) | 449,291.96 | - | - | (544,173.41) | 6,353,394.27 |
| FAIRVIEW | 1,606.79 | 1,106.61 | 857.50 | - | (0.02) | 248.81 | - | - | 1,141.32 | 4,961.01 |
| HEMRY BRIDGE | - | - | - | - | - | - | - | - | - | - |
| INDIAN TRAIL | 137,109.04 | 94,428.31 | 73,171.69 | - | (1.52) | 21,230.89 | - | - | 97,389.68 | 423,328.09 |
| LAKE PARK | 9,451.86 | 6,509.59 | 5,044.22 | - | (0.10) | 1,463.59 | - | - | 6,713.74 | 29,182.90 |
| MARSHVILLE | 15,590.75 | 10,737.50 | 8,320.40 | - | (0.17) | 2,414.18 | - | - | 11,074.23 | 48,136.89 |
| MARVIN | 12,059.92 | 8,305.78 | 6,436.08 | - | (0.13) | 1,867.44 | - | - | 8,566.26 | 37,235.35 |
| MINERAL SPRINGS | 1,094.42 | 753.74 | 584.07 | - | (0.03) | 169.47 | - | - | 777.37 | 3,379.04 |
| MINT HILL * | 44.38 | 30.56 | 23.68 | - | - | 6.87 | - | - | 31.53 | 137.02 |
| MONROE | 342,004.06 | 235,541.46 | 182,519.06 | - | (3.79) | 52,958.22 | - | - | 242,928.30 | 1,055,947.31 |
| STALLINGS * | 60,774.18 | 41,855.76 | 32,433.67 | - | (0.67) | 9,410.69 | - | - | 43,168.40 | 187,642.03 |
| UNIONVILLE | 2,205.72 | 1,519.10 | 1,177.14 | - | (0.02) | 341.55 | - | - | 1,566.74 | 6,810.23 |
| WAXHAW | 155,144.64 | 106,849.60 | 82,796.84 | - | (1.72) | 24,023.65 | - | - | 110,200.50 | 479,013.51 |
| WEDDINGTON * | 18,782.69 | 12,935.82 | 10,023.86 | - | (0.21) | 2,908.44 | - | - | 13,341.50 | 57,992.10 |
| WESLEY CHAPEL | 2,527.37 | 1,740.62 | 1,348.79 | - | (0.03) | 391.35 | - | - | 1,795.21 | 7,803.31 |
| WINGATE | 7,713.04 | 5,312.04 | 4,116.26 | - | (0.09) | 1,194.34 | - | - | 5,478.63 | 23,814.22 |
| TOTAL | 3,667,635.31 | 2,525,935.46 | 1,957,325.74 | - | (40.68) | 567,921.45 | - | - | - | 8,718,777.28 |

Jurisdiction Collection by Year
Union County
Date Distributed: 10/1/2024 to 10/31/2024

990 - TOWN OF MINERAL SPRINGS

| Year | Taxes, Assessments and Misc. Charges | Late List | Interest | Total Collected | Commission | Net of Commission |
|---------------------|---|-------------|-------------|-----------------|--------------|-------------------|
| 2019 | 0.92 | 0.00 | 0.41 | 1.33 | 0.02 | 1.31 |
| 2022 | 2.33 | 0.07 | 0.41 | 2.81 | 0.04 | 2.77 |
| 2023 | 8.90 | 0.16 | 0.49 | 9.55 | 0.12 | 9.43 |
| 2024 | 4,662.44 | 0.21 | 0.00 | 4,662.65 | 58.28 | 4,604.37 |
| Total: | 4,674.59 | 0.44 | 1.31 | 4,676.34 | 58.46 | 4,617.88 |
| Grand Total: | 4,674.59 | 0.44 | 1.31 | 4,676.34 | 58.46 | 4,617.88 |

| VENDOR NUMBER | VENDOR NAME | EFT NUMBER | EFT DATE | EFT AMOUNT |
|---------------|-------------------------|------------|------------|------------|
| 10870 | TOWN OF MINERAL SPRINGS | 89127 | 11/12/2024 | \$4,617.88 |

| INVOICE DATE | INVOICE NUMBER | DESCRIPTION | INVOICE AMOUNT |
|--------------|----------------|--------------------------|----------------|
| 11/04/2024 | 2504 TAXES | TAX/FEE/INT-OCTOBER 2024 | \$4,617.88 |



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

| | | |
|---------------|------------|------------|
| Vendor Number | EFT Number | EFT Date |
| 10870 | 89127 | 11/12/2024 |

*** Four Thousand Six Hundred Seventeen Dollars And Eighty-Eight Cents ***

\$4,617.88

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

**EFT COPY
NON-NEGOTIABLE**

Memorandum

To: Town of Mineral Springs
Rick Becker

From: Vann Harrell 
Tax Administrator

Date: December 10, 2024

Re: Departmental Monthly Report

The Tax Collector's monthly/year to date collections report for the month ending November 27, 2024 is attached for your information and review.

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

Attachment

VH/JM

NOVEMBER 2024
TOWN OF MINERAL SPRINGS
PERCENTAGE REPORT

| NOVEMBER 27, 2024 REGULAR TAX | 2024 | 2023 | 2022 | 2021 | 2020 | 2019 |
|--------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| BEGINNING CHARGE | 85,743.82 | 82,405.80 | 80,802.40 | 80,155.13 | 69,817.57 | 67,992.78 |
| TAX CHARGE | | | | | | |
| PUBLIC UTILITIES CHARGES | | | | | | |
| DISCOVERIES | | | | | | |
| NON-DISCOVERIES | | | | | | |
| RELEASES | | | | | | |
| TOTAL CHARGE | 85,743.82 | 82,405.80 | 80,802.40 | 80,155.13 | 69,817.57 | 67,992.78 |
| BEGINNING COLLECTIONS | 13,843.23 | 82,316.26 | 80,771.07 | 80,071.09 | 69,697.31 | 67,927.72 |
| COLLECTIONS - TAX | 40,209.95 | 25.37 | 13.01 | 18.02 | 1.67 | |
| COLLECTIONS - INTEREST | | 1.38 | 2.40 | 4.94 | 0.59 | |
| TOTAL COLLECTIONS | 54,053.18 | 82,341.63 | 80,784.08 | 80,089.11 | 69,698.98 | 67,927.72 |
| BALANCE OUTSTANDING | 31,690.64 | 64.17 | 18.32 | 66.02 | 118.59 | 65.06 |
| | | | | | | |
| PERCENTAGE OF REGULAR | 63.04% | 99.92% | 99.98% | 99.92% | 99.83% | 99.90% |
| | | | | | | |
| COLLECTION FEE 1.25 % | 502.62 | 0.33 | 0.19 | 0.29 | 0.03 | - |

NOVEMBER 2024
TOWN OF MINERAL SPRINGS
PERCENTAGE REPORT

| 2018 | 2017 | 2016 | 2015 |
|------------------|------------------|------------------|------------------|
| 67,409.94 | 65,441.40 | 61,553.74 | 62,157.91 |
| | | | |
| | | | |
| | | | |
| | | | |
| 67,409.94 | 65,441.40 | 61,553.74 | 62,157.91 |
| 67,403.17 | 65,437.75 | 61,550.09 | 62,151.90 |
| | | | |
| | | | |
| 67,403.17 | 65,437.75 | 61,550.09 | 62,151.90 |
| 6.77 | 3.65 | 3.65 | 6.01 |
| | | | |
| 99.99% | 99.99% | 99.99% | 99.99% |
| | | | |
| - | - | - | - |

msvickybrooks@aol.com

From: Erin Wynia, NCLM Director of Government Affairs <NCLM@mail.ncdm.org>
Sent: Tuesday, December 17, 2024 1:03 PM
To: msvickybrooks@aol.com
Subject: 2025-2026 Biennium Legislative Goals | NCLM Board Proposed Recommended Goals



2025-2026 Biennium Legislative Goals Voting Process

December 17, 2024

Dear NCLM Members,

As this year comes to an end, I am pleased to share with you that the League's legislative goals development process is almost complete. All that remains is for member cities and towns to review the proposed goals and cast their votes—we need your help and participation in this last, and most important, step in the process.

Thank you for the work you have already completed; we have received over 350 ideas from 197 individuals representing 154 municipalities. After the dedicated work by the Legislative Policy Committee to compile and refine the submitted goals, the NCLM Board of Directors has reviewed, approved and now submits **16 proposed legislative goals for your consideration**.

Your job now is to review and vote on the proposed goals so that cities and towns have a focused state and federal advocacy agenda for the 2025-2026 legislative biennium, which begins in January at the N.C. General Assembly.

Each municipality will cast a single vote by selecting 10 of the **16 proposed advocacy goals**. To vote, your municipality must:

STEP 1.

Designate a single Voting Delegate who will cast the municipality's vote by January 16, 2025. If your municipality has not yet designated

its Voting Delegate, please do so using [this form](#). Official voting instructions and the ballot will be sent directly to the Voting Delegate.

STEP 2.

Review, discuss and determine which of the [proposed legislative goals](#) your municipality supports. Each municipality may select 10 of the 16 proposed goals.

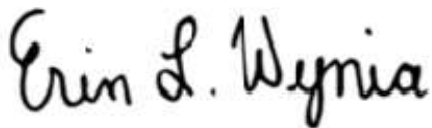
STEP 3.

Submit the online ballot by January 17, 2025. The Voting Delegate will receive voting instructions and the online ballot directly.

Thank you for your continued participation in this legislative goals development process, which is so critical to our advocacy efforts.

Establishing these Municipal Legislative Goals with wide participation by all cities and towns allows our organization to speak with confidence and sincerity as we pursue each with state and federal policymakers. It truly allows us to live up to our motto, "Working as one, advancing all."

Sincerely,



Erin Wynia
Director of Government Affairs

[PROPOSED GOALS](#)

[DESIGNATE YOUR VOTING DELEGATE](#)



WORKING AS ONE. ADVANCING ALL.



LEGISLATIVE GOAL STATEMENTS

RECOMMENDED BY THE NCLM BOARD OF DIRECTORS

The following goal statements are NOT listed in any priority order.

- **Expand funding opportunities for disaster resiliency and recovery efforts.**
 - North Carolina has faced a number of damaging natural disasters in recent years, including the unprecedented storm that devastated western North Carolina in the fall of 2024.
 - To fully recover from these natural disasters requires a broad approach that focuses on infrastructure, housing and economic losses.
 - Federal assistance and private insurance will not be enough to address these ongoing, critical needs or mitigate damage when future disasters hit.
- **Establish long-term funding streams that adequately address water, sewer, stormwater, transportation and other infrastructure needs.**
 - Infrastructure – including roads, water, sewer, stormwater, parks and beaches – are critical to economic development and job creation.
 - Many cities in the state are growing, creating a constant need for investment to keep pace with population growth; many cities and towns also have aging infrastructure that must be replaced.
 - Creating long-term and more permanent funding streams for infrastructure will ensure adequate investments so that North Carolina thrives now and into the future.
- **Expand state transportation funding streams for construction and maintenance of municipal and state-owned secondary roads.**
 - Current Powell Bill and other state funding is not adequate to address transportation needs, particularly as they affect municipal and state-owned secondary roads.
 - In many cities and towns, major commuting corridors are not receiving the level of investment needed to keep pace with traffic.
 - More investment is needed for these roads if existing residents are to embrace business and residential growth



- **Increase funds to remediate contamination in local water supplies.**
 - Local municipal water systems and their ratepayers increasingly are footing the costs of cleaning up PFAS and other “forever” chemicals from drinking water supplies.
 - As more regulations are set at the state and federal level to limit these chemicals in water supplies, costs will escalate.
 - Cities primary recourse to try to recoup the cost for utility ratepayers is through the courts.
- **Expand incentives and funding for local economic development.**
 - Funding is simply inadequate in many cities and towns to encourage job growth.
 - State grants and incentives are often targeted in ways that fail to assist the areas in greatest need of job creation.
 - Maintaining or expanding funding for film tax credits, major industrial site development, downtown development and renewable energy tax credits helps cities and towns across the state.
- **Create incentives to encourage the development of diverse housing options.**
 - Housing affordability continues to be a significant problem across many areas of North Carolina, affecting people of different income levels.
 - The lack of affordable housing acts as a major impediment to business and workforce recruitment.
 - State incentives to encourage the construction of housing for people of various income levels are extremely limited.
- **Provide resources to rehabilitate or purchase blighted properties.**
 - In many cities and towns, blighted properties act as an impediment to economic and business growth.
 - Cities and towns have limited means to address these properties, particularly in more rural, smaller communities.
 - Rehabilitating blighted properties can help address North Carolina’s housing needs.



- **Create incentives that encourage and adequately fund regionalized water and sewer solutions.**
 - A number of municipal water and sewer systems continue to financially struggle with deferred maintenance needs.
 - These challenges came about largely due to population and job losses in rural areas, leading to an erosion of taxpayer and ratepayer bases.
 - While legislators and municipalities have begun to address these issues with the creation of the Viable Utility Reserve and the use of ARPA funding, state estimates show needs still exceed expenditures by several billion dollars.
- **Reduce regulatory conflicts between state agencies that discourage voluntary consolidation, merger and interconnection of municipal utility systems.**
 - Municipalities have contractually obtained older, smaller utility systems of other municipalities and private enterprises in order to provide better and more efficient services to residents and businesses.
 - Older laws and regulations impose penalties on mid-size and large municipalities due to state agencies requiring them to pay for relocation of utilities when those penalties would have been reduced or eliminated for the smaller entities they were purchased from.
 - The State should work to reduce and eliminate these conflicts which have the effect of discouraging voluntary consolidation, merger and interconnection of municipal utility systems.
- **Create an orphan road program whereby the state improves those roads to N.C. Department of Transportation standards before municipalities assume maintenance responsibilities.**
 - So-called orphan roads are typically created when a street in a subdivision is not built to state or municipal standards, and the developer walks away without an agreement for maintenance.
 - The abandoned road can leave homeowners on the hook for the cost of maintenance.
 - For cities and towns, these abandoned roads can serve as a deterrent to voluntary annexation agreements even as the residents seek municipal services.



- **Provide local revenue options beyond the property tax.**
 - Roughly 40 percent of municipal general fund revenue is generated by local property taxes.
 - Cities have little to no authority to raise significant revenue in other ways.
 - A lack of diverse, local tax options can affect economic growth, as well as cause large swings in revenue based on economic changes.
- **Support technical assistance programs to assist municipalities with securing or maintaining grants or other necessary municipal resources.**
 - Many municipalities do not have the resources to seek or administer grants, even as that source of funding could help meet the needs of residents.
 - State, federal and other grant funding offers a significant opportunity for cities and towns to improve infrastructure or enhance services.
 - Providing technical assistance to these municipalities can provide them with access to grant funding, providing resources not otherwise available to them.
- **Address the needs of a changing municipal workforce through state assistance that supports employee retention, including training and recruitment.**
 - Municipalities across the state are facing staffing issues as current workers age and retire.
 - Training and retention resources are limited and competing with wages offered in the private sector can be difficult.
 - The use of training and recruitment tools across state and local government boundaries can improve public sector workforce availability.
- **Update the annexation petition thresholds to make voluntary annexations easier to initiate.**
 - Voluntary annexation by petition currently requires 100 percent consent from all property owners, a threshold that can be impossible to meet even if a majority of property owners can benefit by utilizing their property for business or residential purposes.
 - Lowering the threshold from 100 percent represents a middle ground that would still reflect the will of property owners but not handicap communities' ability to economically thrive.
 - The ability of a city or town to grow and reflect its urban footprint is vital to its financial health; city services are relied on by residents whether they live in or near municipal boundaries.



- **Preserve authority for extraterritorial jurisdiction to ensure that growth is well-planned and investments by homeowners and business owners are protected.**
 - A community's land-use planning tools, including ETJ, are vital as infrastructure investments are made that pave the way for economic growth.
 - Protecting homes and businesses from incompatible uses continues to be an important feature of ETJs. As of 2022, at least 14 counties in North Carolina had no zoning restrictions, with several others being only partially zoned.
 - Protecting neighborhoods from incompatible uses ultimately protects the value of residents' homes and property.

- **Protect the ability of municipal elected officials, acting on behalf of local voters, to determine election formats, districts and other election matters currently under their purview.**
 - Locally-elected municipal officials are best positioned to understand the wishes of local voters and how those should be applied to local election matters.
 - In many areas, residents prefer to avoid political polarization when it comes to the practical tasks of municipal government.
 - Locally-elected municipal officials are in their communities every day and accessible to voters.

MEMO

To: Mineral Springs Town Council
From: Rick Becker
Date: December 19, 2024
Subject: Budget Amendment 2024-01

Three budget departments will need additional spending authority for FY2024-25: Community Projects, Planning and Zoning, and Street Lighting.

There has been an additional expenditure in Community Projects that was not anticipated in the FY2024-25 budget: repair of the greenway parking lot involving addition of aggregate base course and finish gravel and associated regrading at a cost of \$8,500.00.

In Planning and Zoning, Council has authorized expenditures for the services of a consulting engineer for ordinance and plan review. Expenditures for FY2024-25 are estimated at \$3,730.00.

In Street Lighting, Duke Power has once again increased charges in the “SL” billing schedule by an amount greater than we anticipated when preparing the FY2024-25 budget. Another \$250.00 is estimated to be required to cover this increase.

I am recommending that Council adopt Ordinance O-2024-03, which approves Budget Amendment 2024-01, to transfer \$12,480 from “Capital Outlay” to cover these additional operating expenditures.

REVENUES**\$ 428,975****TOTAL INCOME****\$ 428,975**

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

EXPENDITURES**\$ 428,975****ADMINISTRATIVE & GENERAL GOVERNMENT****\$ 379,159**

| | | |
|--|-----------|-----------|
| Advertising | | \$ 1,200 |
| Attorney | | \$ 7,200 |
| Audit | | \$ 5,230 |
| Charities & Agencies | | \$ 12,575 |
| Community | | \$ 32,988 |
| Beautification, Maintenance | \$ 6,800 | |
| Special events | \$ 2,000 | |
| Festival | \$ - | |
| AMG | \$ - | |
| Misc | \$ 2,000 | |
| Communication | \$ 8,688 | |
| Newsletter | \$ 2,500 | |
| Soc. Media | \$ 4,188 | |
| Other | \$ 2,000 | |
| Park & Greenway Maint | \$ 15,500 | |
| Contingency | | \$ 3,000 |
| Elections | | \$ - |
| Employee Overhead (FICA, work comp, bonds) | | \$ 43,600 |
| Fire Protection | | \$ 12,000 |

| | | | | | |
|--------------------------------|----------|----|--------|---------|------------------|
| Office | | | \$ | 196,638 | |
| Salary: Clerk | | | \$ | 47,990 | |
| Salary: Deputy Clerk/Assistant | | | \$ | 14,400 | |
| Salary: Finance Officer | | | \$ | 44,292 | |
| Salary: Mayor | | | \$ | 6,000 | |
| Salary: Council | | | \$ | 14,400 | |
| Dues | | | \$ | 7,900 | |
| Insurance | | | \$ | 5,000 | |
| Records Management | | | \$ | 5,956 | |
| Equipment & durable items | | | \$ | 2,400 | |
| Supplies | | | \$ | 4,000 | |
| Postage (General) | | | \$ | 1,000 | |
| Telephone, Internet | | | \$ | 8,200 | |
| Reserve/Misc | | | \$ | 500 | |
| Town Hall Maintenance | | | \$ | 30,000 | |
| | Supplies | \$ | 2,000 | | |
| | Services | \$ | 28,000 | | |
| Utilities | | | \$ | 4,600 | |
| Planning | | | | | \$ 54,178 |
| Zoning Ord. & Planning | | | \$ | 3,000 | |
| Zoning Administration | | | \$ | 47,178 | |
| | Salary | \$ | 41,448 | | |
| | Contract | \$ | 5,730 | | |
| Land Use Planning | | | \$ | 3,000 | |
| Reserve/Misc | | | \$ | 1,000 | |
| Street Lighting | | | | | \$ 2,150 |
| Tax Collection | | | | | \$ 1,800 |
| Contract (Union County) | | | \$ | 1,800 | |
| Misc. | | | \$ | - | |
| Training | | | | | \$ 3,000 |
| Boards | | | \$ | 1,000 | |
| Officials | | | \$ | 1,000 | |
| Staff (Clerk, TC, FO) | | | \$ | 1,000 | |
| Travel Expenses | | | | | \$ 3,600 |
| CAPITAL | | | | | \$ 49,816 |
| Capital Outlay | | | | | \$ 49,816 |

STATE OF NORTH CAROLINA
TOWN OF MINERAL SPRINGS

**AN ORDINANCE TO ESTABLISH A BUDGET
FOR FISCAL YEAR 2024-2025
O-2023-09**

Reflecting Amendment 2024-01

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

Section I. Appropriations. The following amounts are hereby approved in the General Fund for the operation of the Town government and its activities for the fiscal year beginning 7/1/2024 and ending 6/30/2025, in accordance with a Chart of Accounts to be established for the Town:

| | | |
|---|--------------------|---------------------|
| ADMINISTRATIVE & GENERAL GOVERNMENT: | | \$379,159.00 |
| Advertising | \$1,200.00 | |
| Attorney | \$7,200.00 | |
| Audit | \$5,230.00 | |
| Charities and Agencies | \$12,575.00 | |
| Community Projects | \$32,988.00 | |
| Contingency | \$3,000.00 | |
| Employee Overhead | \$43,600.00 | |
| Fire Protection | \$12,000.00 | |
| Office and Administrative | \$196,638.00 | |
| Planning and Zoning | \$54,178.00 | |
| Street Lighting | \$2,150.00 | |
| Tax Collection | \$1,800.00 | |
| Training | \$3,000.00 | |
| Travel | \$3,600.00 | |
| CAPITAL: | | \$49,816.00 |
| Capital outlay | \$49,816.00 | |
| TOTAL APPROPRIATIONS: | | \$428,975.00 |

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

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

Section III. **Property Tax Levy.** A tax in the amount of \$0.021 per \$100.00 of assessed valuation is hereby levied on property within the Town of Mineral Springs which was listed for property taxes in Union County, North Carolina as of January 1, 2024.

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

Frederick Becker III, Mayor

Attest:

Vicky A. Brooks, Clerk

STATE OF NORTH CAROLINA
TOWN OF MINERAL SPRINGS

**AN ORDINANCE AMENDING THE BUDGET OF
THE TOWN OF MINERAL SPRINGS
FOR THE FISCAL YEAR 2024-2025
O-2024-03**

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 #2024-01:

| <u>INCREASE</u> | | <u>DECREASE</u> | |
|------------------------|-----------------|------------------------|-----------------|
| Street Lighting | \$250 | Capital | \$12,480 |
| Community Projects | \$8,500 | | |
| Planning | \$3,730 | | |
| | | | |
| Total | \$12,480 | Total | \$12,480 |

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

ADOPTED this 9th day of January, 2025. Witness my hand and official seal:

Frederick Becker III, Mayor

Attest:

Vicky A. Brooks, Clerk

TOWN OF MINERAL SPRINGS

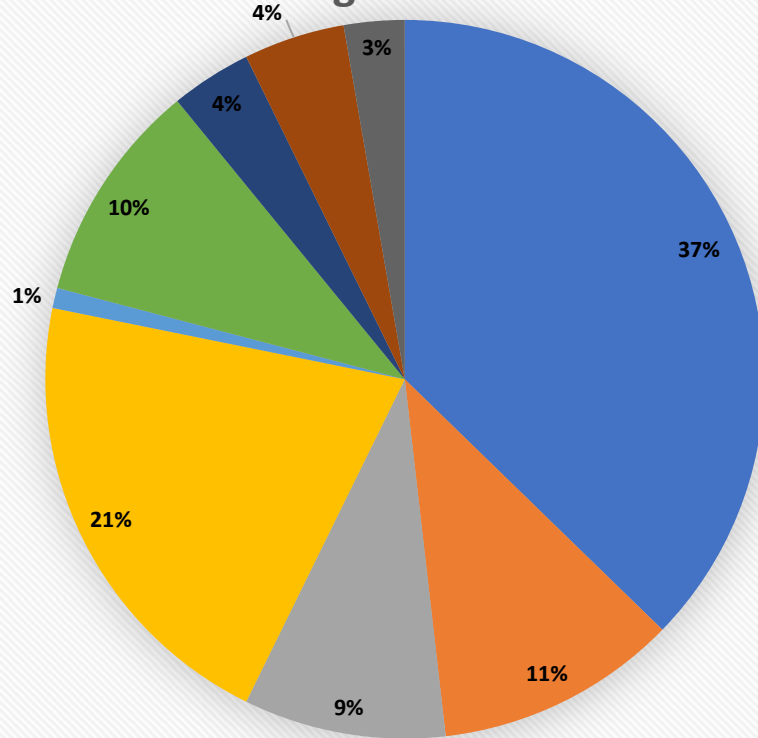
2024 Zoning & Planning Report

Prepared by Zoning Administrator Vicky Brooks
Presented to Town Council in January of 2025

| Zoning Permits Issued | Type | 41 |
|--|---|---------------------------|
| | Upfit Only | 10 |
| | New Residential | 11 |
| | Replacement Home | 2 |
| | Additions | 18 |
| Foundation Permits Issued | Type | 12 |
| | New Residential | 12 |
| Certificates of Zoning Compliance Issued | Type | 10 |
| | New Residential / * Replacement Homes | 10 |
| Location of New Homes | Address | Subdivision |
| | 1807 Shannon Road* | Shannon Ranchettes |
| | 5509 Bow Hill Drive | Western Union Park |
| | 6315 McNeely Road | Chandler Woods |
| | 2914 Nablus Drive | Pleasant Ridge |
| | 6305 Wolf Creek Circle | Harrington Hall |
| | 6613 Forest Green Drive | Forest Green |
| | 2922 Nablus Drive | Pleasant Ridge |
| | 6809 Pleasant Grove Road* | N/A |
| | 5407 Pleasant Grove Road | N/A |
| | 4524 Raymond Austin Road | Ormand Austin & Sadie.... |
| Commercial Permits Issued | Tower Co-Location/change of use/addition | 11 |
| Sign Permits Issued | | 1 |
| Fence Permits Issued | | 4 |
| Accessory Permits Issued | Swimming pools, sheds, solar panels, detached garages, etc. | 23 |
| Special Use Permits | Type | 5 |
| 1. | Accessory Dwelling | |
| | Notes | |
| | Board of Adjustment approved in February 2024 | |
| 2. | Commercial Building Size | |
| | Notes | |
| | Board of Adjustment approved in May 2024 | |
| 3. | Gravel Parking Lot for a Recreational Facility | |
| | Notes | |
| | Board of Adjustment approved in May 2024 | |

| | | | |
|--------------------------------|-----------|---|----------|
| | 4. | Banquet, Events Facility | |
| | | Notes | |
| | | Board of Adjustment approved in August 2024 Conditional – Union County Noise Ordinance must be adhered to. | |
| | 5. | Lawn & Landscaping Services | |
| | | Notes | |
| | | Board of Adjustment approved September 2024 | |
| Zoning Violations | | Type | 3 |
| | 1. | Construction of an accessory structure without a permit | |
| | | Notes | |
| | | Permit issued | |
| | 2. | Junk vehicles | |
| | | Notes | |
| | | Removed | |
| | 3. | Junk vehicles | |
| | | Notes | |
| | | Ongoing | |
| Planning Board Activity | | Reviewing the Comprehensive Plan | |

Zoning in 2024



| | | |
|---------------------|----------------------|----------------------|
| ■ Zoning Permits | ■ Foundation Permits | ■ Zoning Compliance |
| ■ Accessory Permits | ■ Sign Permits | ■ Commercial Permits |
| ■ Fence Permits | ■ Zoning Violations | |