

PROPOSED AGENDA

Bermuda Run Town Council Meeting Tuesday, June 14, 2022 6:00PM

Bermuda Run Town Hall

Mission: "The Town of Bermuda Run exists to provide core public services that enhance the quality of life for its residents and an environment for the business community to thrive".

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Moment of Silence

'It is the intent of the Town Council to solemnize the proceedings of this meeting and the business brought before the governing board, to offer the opportunity for a reflective moment of silence."

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4.	Adoption of the Ag	genda		
	Motion:	Second:	In Favor:	Opposed:
5.	Approval of the Ma	ay 10, 2022 Town	n Council Meeting Minu	ates
	Motion:	Second:	In Favor:	Opposed:
6. 7.	Citizens' Commen Proposed Action I			
	The Town Mana \$1,934,000, Gate \$530,850. The Town Mana balanced at \$2,1 ABC revenues balance to provide Mayor Cross op Mayor Cross clo	ager's original recorded operations Fundance Operations Fundance will be request 93,860. Consider a passed on updated to additional resortes the public heat sets the public heat action approve as amend	at balanced at \$674,600 and string consideration of an a tion of the amended budgerends and an allocation of surces for streets and street	General Fund is balanced at d Utilities Fund balanced at mended General Fund budget get includes a projected increase in \$200,000 in Powell Bill Fund t right-of-way maintenance.
	Motion:	_ Second:	In Favor:	Opposed:
8.	Council / Mayor C	Comments		
9.	Town Manager Co	omments		
10.	Adjourn			
	Motion:	_ Second:	In Favor:	Opposed:

Town of Bermuda Run

Town Council Meeting Minutes

May 10, 2022 - 6:00 PM

The Town Council of Bermuda Run held its scheduled meeting on Tuesday, May 10, 2022 at 6:00 PM. The meeting was held at the Loft at Winmock at Kinderton.

Council Members Present: Mayor Rick Cross, Mike Brannon, Curtis Capps, Heather Coleman,

Mike Ernst, and Melinda Szeliga

Council Members Absent:

Also Present: Lee Rollins, Town Manager; Cindy Poe, Town Clerk; Brian Williams,

Town Attorney

<u>Call to Order</u> Mayor Rick Cross called the meeting to order.

Pledge of Allegiance

Moment of Silence

It is the intent of the Town Council to solemnize the proceedings of this meeting and the business brought before the governing board, to offer the opportunity for a reflective moment of silence.

Adoption of the Agenda

Council Member Mike Brannon made a motion to approve the agenda. Council Member Curtis Capps seconded the motion. The motion was approved by a vote of five (5) in favor and none opposed.

Approval of the April 12, 2022 Town Council Meeting Minutes

Council Member Mike Ernst made a motion to approve the April 12, 2022 meeting minutes. Council Member Melinda Szeliga seconded the motion. The motion was approved by a vote of five (5) in favor and none opposed.

Public Comments

Timothy Deegan – 353 Town Park Drive – Thanked the Town Manager, Mayor, and Town Council for answering questions that he asked prior to the Public Hearing that was scheduled for tonight. Shared that he's relieved that the developer withdrew their application for rezoning. He also discussed the Town's Comprehensive Plan and ideas of how the town can evolve seamlessly.

Proclamation - National Law Enforcement Week & National Peace Officers Memorial Day

All citizens of Bermuda Run should remember and recognize the men and women who serve and protect them, and keep in mind that there are law enforcement officers working in our town every day to ensure that they remain safe. Community Officer Mike Foster was in attendance and recognized for his service to the Town of Bermuda Run.

Council Member Mike Ernst made a motion to approve the Proclamation as presented by Mayor Cross. Council Member Mike Brannon seconded the motion. The motion was approved by a vote of five (5) in favor and none opposed

Public Hearing - Zoning Map Amendment 2022-04

RLM Development, LLC (Home Urban) has applied to rezone a 22.5-acre portion of a tract of land totaling approximately 64.7 acres from Commercial Mixed (CM, WS-IV) Yadkin River Watershed (WS-IV)

to Village Mixed, WS-IV Yadkin River Watershed (VM, WS-IV). The subject property is behind 196 and 190 NC Hwy 801 N and is further described as a portion of parcel of Davie County Tax Map C800000001.

Due to the applicant withdrawing their request, there was no Public Hearing on the issue of the rezoning.

Town Manager's 2022-2023 Proposed Budget

North Carolina General Statutes require adoption of a budget by June 30 of each year. The Town Manager presented a proposed budget based on feedback from the January Town Council Planning Sessions and subsequent follow-up communication. A public hearing must be held prior to the adoption of the budget. The Town Manager recommends the Town Council set a public hearing on the proposed 2022-2023 budget for Tuesday, June 14, 2022 at 6 pm at the Bermuda Run Town Hall.

Council Member Heather Coleman made a motion to set a public hearing on the proposed budget for June 14, 2022. Council Member Melinda Szeliga seconded the motion. The motion was approved by a vote of five (5) in favor and none opposed.

Town Manager/Council/Mayor Comments

Lee Rollins – Thanked everyone in attendance and for the input regarding the proposed Public Hearing. Stressed that residents are urged to attend the Public Input Session regarding the Comprehensive Plan at Winmock Granary on May 25. Discussions with DOT regarding Hwy 801/158 intersection are moving forward and contingency funding has been received.

Curtis Capps – Recognized Kinderton Village residents and their unity and organization. Mike Ernst – Appreciates the passion and input from Kinderton Village residents which showed that they care about the town. Added that their voices were heard, and citizen involvement makes a difference.

Heather Coleman – Thanked everyone in attendance. Clarified that the application process for rezoning, and the need for future Public Hearings.

Mike Brannon – Thanked Kinderton Village residents for all emails, letters, and texts. Felt the HOA communicated four themes: traffic, storm water, property value, and impact on schools.

Melinda Szeliga – Urged involvement at the May 25 Public Input Session and for residents to keep up the energy and passion for the town.

Mayor Rick Cross — Recognized Cindy Poe, Town Clerk on her almost 12 years with the town, as last week was "Municipal Clerks Week". Thanked all in attendance and wants to keep dialogue open as he's available via phone, email, or to meet in person. Shared that we received almost 600 surveys regarding the Town's Comprehensive Plan; urged everyone to attend May 25 Public Input Session. Blue Heron Trail update — activity along Hwy. 158. Farmers Market is on Fridays from 3:30 — 6:30 pm. May is "Older Americans Month" and spoke regarding activities at Senior Services of Davie County. Reminded everyone that One-Stop Early Voting ends on Saturday, May 14.

<u>Adjourn</u>

With no further business to discuss, Council Member Curtis Capps made a motion to adjourn. Council Member Heather Coleman seconded the motion. The motion was approved by a vote of five (5) in favor and none opposed.

ed the motion. The motion was approved by a voic of five (s
Respectfully Submitted
Cindy Poe, Town Clerk



TO: Town Council

FROM: Lee Rollins, Town Manager

DATE: June 14, 2022

RE: 2022-2023 Proposed/Amended Budget Summary

Included for your review:

 General Fund Revenue and Expenditures Trends with final Manager's recommendation of General Fund Budget balanced at \$2,193,860.

• Overview of the General Fund, Gate Operations Fund and Utilities Fund comparing original proposed versus final amended recommendation.

• Proposed 2022-2023 Budget Ordinance for adoption prior to July 1, 2022.

Summary:

On May 10, 2022, I presented a proposed 2022-2023 budget for Town Council consideration. This budget was based on multiple meetings and council feedback that began back with the January 2022 Council Planning Sessions. The General Fund was proposed as balanced at \$1,934,000. Due to the upcoming transition in leadership, to take effect July 1, 2022 and to acknowledge updated revenue forecasts, I am recommending the General Fund be amended to reflect a balanced budget of \$2,193,860.

The amended General Fund budget reflects an increase in ABC revenue from \$165,000 to \$213,000. The amended budget also reflects an appropriation of \$200,000 in Powell Bill fund balance to pay for eligible street and right-of-way maintenance. Powell Bill funds, which are allocated from NCDOT, have been allowed to accumulate over time to provide enough monies to fully leverage projects for contractors.

The Gate Operations Fund, balanced at \$674,600, reflects an increase in gate attendant services contracted through Allied Universal. After thoughtful review, the Town Council made the appropriate decision to increase the net pay for gate attendants to cut ongoing turnover at the gate houses. This due to the labor market and inflationary pressures. Therefore, the budget must propose the per parcel gate fee to increase from an annual \$462 to \$551.34. The gate fee is collected by Davie County and shows up as a line item on the Davie County property tax bill.

The Utilities Fund remains balanced at \$530,850. The fees for customers within the original section of Bermuda Run Country Club mirror the fees of eastern Davie County water and sewer customers. This, over time, has allowed the build up of sufficient reserves to pay cash for the Juniper Circle Pump Station and Wastewater Plant Decommissioning Project.

Town of Bermuda Run: General Fund Revenue Trends

Total Revenues	Fower Bill Fund Balance Appropriation Fund Balance Appropriation:	Down II D.III From J Dolomo A amount of	Reimbursement for Administrative Charges:	Grants	Other Tocome Other Income	Investment Earnings:		ABC Revenues	Powelll Bill Allocation	Restricted Intergovernmental Revenues:		Beer & Wine Tax	Cable Franchise	Utilities Franchise Tax	Unrestricted Intergovernmental Revenues:		Local Option Sales Tax	Other Taxes & Licenses		Penalties & Interest	Prior Levies	Current Levies	Ad Valorem Taxes	Revenues:	
\$ 1,977,771		136,154	100,000	() () ()	36 154	20,874	217,807	154,616	63,191		214,109	11,666	7,334	195,109		544,616	544,616		844,211	2,520	4,990	836,701			2018-2019 Actual
\$ 1,951,493	1	136,050	100,000	1 0	36.050	33,392	227,896	166,000	61,896		221,371	11,462	6,505	203,404		486,533	486,533		846,251	1,391	993	843,867			2019 - 2020 Actual
\$ 1,942,361	1	125,253	100,000	1 0	25 253	8,560	255,759	193,790	61,969		209,732	11,740	ι	197,992		465,766	465,766		877,291	124	1,975	875,192			2020-2021 Actual
\$ 1,800,000	1	110,000	100,000	- 0,000	10 000	20,000	226,000	165,000	61,000		212,000	10,000	6,000	196,000		340,000	340,000		892,000	1,000	1,000	890,000			2021-2022 Budget
\$ 2,193,860	200,000	151,000	130,000	11,000	21 000	8,000	274,000	213,000	61,000		212,000	11,000	6,000	195,000		400,000	400,000		948,860	1,000	2,860	945,000			2022-2023 Proposed

Town of Bermuda Run: General Fund Expenditure Trends

Total Expenditures	Debt Service Principal Interest	Transportation: Street Department Capital Outlay Capital Outlay ROW acquisitions Storm water project Other capital projects Engineering Repairs Other Street lights Total Transportation	Safety - Traffic Enforcement	Total General Government:	Expenditures: General Government Governing Body Administration: Salaries & Employees Benefits Operating Expenses Professional Services Tax Collection Fees Town Hall Expense Capital Outlay - Town Hall Election Costs Community Services Planning & Zoning Repayment of prior grant - Davie County Community & Economic Development Grounds/General Maintenance Leaf Removal Capital Outlay - fencing and landscaping Solid Waste Removal Town Projects Post Office Other
1,797,441	1 1 1	0 118,219 29,823 443,638 116,039 73,481 781,200	89,573	926,668	2018-2019 Actual 11,400 234,397 92,348 27,015 17,739 21,921 7,329 400,749 62,374 0 80,051 24,750 190,895 75,592 1,069 79,788 514,519
1,761,617		0 266,128 15,929 331,432 109,054 80,571 803,114	87,740	870,763	2019-2020 Actual 10.850 242.767 104.244 31.844 27.441 24.095
1,790,717	1 1	0 0 122,044 9,000 410,920 113,822 96,342 752,128	79,553	959,036	2020-2021 Actual 11,250 247,491 106,756 39,409 41,460 19,950 19,950 455,066 48,885 48,885 48,885 207,396 85,828 5,379 26,181 492,720
1,800,000		54,100 20,000 420,000 100,000 77,900 672,000	93,000	1,035,000	2021-2022 Budget 11,400 257,000 108,131 39,409 41,460 27,500 478,000 58,000 58,000 59,000 50,000 279,543 68,600 2,000 8,457 545,600
2,193,860	1 1	0 0 0 20,000 620,000 100,000 97,900 837,900	96,000	1,259,960	2022-2023 Proposed Budget 11,400 289,000 129,357 95,000 43,000 27,500

Town of Bermuda Run, North Carolina **General Fund**

REVENUES PROPOSED 2022-2023 Budget	Account Title	2021-2022 Budget	2022-2023 Proposed Budget	2022-2023 Amended
Revenues:				
Current levies	Taxes Vehicle	825,000.00 65,000.00	870,000.00 75,000.00	870,000.00 75,000.00
Prior levies	Prior	1,000.00	1,000.00	2,860.00
Penalties and interest	Interest	800.00	800.00	800.00
	Interest	200.00	200.00	200.00
Local option sales tax	Sale/Use tax - hold harmless Sales tax	0.00 340,000.00	0.00 400,000.00	0.00 400,000.00
Utilities franchise tax	Franchise tax solid waste	196,000.00	195,000.00	195,000.00
Cable franchise	Time Warner franchise	6,000.00	6,000.00	6,000.00
Beer and wine tax	Beer and wine tax	10,000.00	11,000.00	11,000.00
Powell Bill allocation	Powell Bill	61,000.00	61,000.00	61,000.00
ABC revenues	ABC revenue	165,000.00	165,000.00	213,000.00
Investment earnings	Interest income	20,000.00	8,000.00	8,000.00
Other income	Misc Zoning	10,000.00	10,000.00	20,000.00
	Rent for elections Fund Balance Appropriation		1000.00	1000.00
	Powell Bill Fund Balance			\$200,000.00
Reimbursement for administrative charges	Overhead charges	100,000.00	130,000.00	130,000.00
	=	1,800,000.00	1,934,000.00	2,193,860.00

Town of Bermuda Run, North Carolina General Fund

EXPENDITURES

Expenditures:			5/10/2022	6/14/2022	
			466	OTTALLULL	
Governing Body					
•	Council	9,000.00	9,000.00	9,000.00	11,400.00
	Mayor	2,400.00	2,400.00	2,400.00	
Salaries and Employee Benefits	Retirement 401K	23,000.00	28,000.00	29,000.00	289,000.00
	Payroll tax	16,000.00	20,140.00	18,000.00	
	FICA	10,000.00	20,140.00	10,000.00	
	Medicare		100 PM		
	Payroll - staff	218,000.00	236,000.00	242,000.00	
Operating Expenses	General fund expense				
operating Expenses	Advertisement	2,000.00	2,000.00	2,000.00	129,357.00
	Dues and subs	6,000.00	6,000.00	6,000.00	120,001.00
	Staff Insurance	60,000.00	60,000.00	60,000.00	
	Liability	9,000.00	9,000.00	9,000.00	
	Workers comp	800.00	800.00	800.00	
	Office supplies	2,500.00	2,500.00	2,500.00	
	Postage	5,000.00	5,000.00	5,000.00	
	Newsletters	10,000.00	18,000.00	18,000.00	
	Meeting expenses	3,000.00	3,000.00	3,000.00	
	Telephone	3,000.00	3,000.00	3,000.00	
	Maint and repairs				
	Computers	6,000.00	6,000.00	6,000.00	
	Lease	6,000.00	6,000.00	6,000.00	
	Payroll services	1,500.00	1,500.00	1,500.00	
	Payroll services	857.00	857.00	857.00	
	Travel	1,500.00	1,500.00	1,500.00	
	mileage	1,200.00	1,200.00	1,200.00	
	training	1,500.00	1,500.00	1,500.00	
	meetings	500.00	500.00	500.00	
	Payroll tax Council	1,000.00	1,000.00	1,000.00	
Professional Services	Audit	10,000.00	10,000.00	10,000.00	95,000.00
	Accounting software maint	10,000.00	10,000.00	10,000.00	
	Legal	20,000.00	20,000.00	20,000.00	
	Contracted Services		20,000.00	55,000.00	
Tax collection fees	Davie Co tax collection	28,000.00	43,000.00	43,000.00	43,000.00
Town Hall expenses	Town Hall Utilities	5,500.00	5,500.00	5,500.00	27,500.00
	Town Hall Maint and repairs	5,000.00	5,000.00	5,000.00	
	condo dues	12,000.00	12,000.00	12,000.00	
	Town Hall cleaning	5,000.00	5,000.00	5,000.00	
Capital Outlay	Capital outlay				
Election costs	Election costs	4,500.00	4,500.00	4,500.00	4,500.00

PROPOSED 2022-2023 Budget	Account Title	2021-2022 Budget	2022-2023 Proposed	2022-2023 Amended	2022-2023 Amended
Planning and zoning	P & Z contracted Code Enforcement	48,000.00 10,000.00	49,500.00 10,000.00	49,500.00 10,000.00	59,500.00
Ground / general maintenance	Kinderton Village Utility KV/BR Landscaping Street ROW maint	4,000.00 45,000.00 30,000.00	4,000.00 45,000.00 30,000.00	4,000.00 45,000.00 30,000.00	79,000.00
Leaf removal	annual leaf removal	50,000.00	50,000.00	50,000.00	50,000.00
Waste removal	Waste removal	279,543.00	293,000.00	293,000.00	293,000.00
Town projects	Website Fall spring clean-up Other town projects Economic Development Ignite Davie Pledge	5,000.00 10,000.00 20,000.00 45,000.00	5,000.00 10,000.00 44,000.00 45,772.00 10,000.00	5,000.00 10,000.00 44,000.00 45,772.00 10,000.00	114,772.00
Post office	Post office	2,000.00	2,000.00	2,000.00	2,000.00
Other	Community events Contract labor Electricity Cleaning Repairs Monitoring	30,000.00 15,000.00 2,000.00 3,000.00 800	40,000.00 15,000.00 2,000.00 3,881.00 1,050.00	40,000.00 15,000.00 2,000.00 3,881.00 1,050.00	61,931.00
Safety - community police program	Community Police program	93,000.00	96,000.00	96,000.00	96,000.00
Engineering	Engineering	20,000.00	20,000.00	20,000.00	20,000.00
Repairs	Repairs Snow removal Brine spray	400,000.00 15,000.00 5,000.00	400,000.00 15,000.00 5,000.00	400,000.00 15,000.00 5,000.00	420,000.00
Other	Street signs Irrigation of town commons Other ground maint	10,000.00 15,000.00 75,000.00	10,000.00 15,000.00 75,000.00	10,000.00 15,000.00 75,000.00	100,000.00
Street lights	Highlands James Way Consolidated street lights	400.00 2,500.00 75,000.00	400.00 2,500.00 75,000.00	400.00 2,500.00 95,000.00	97,900.00
Other capital projects					
	sidewalks Powell Bill Repairs&Maintenance capital outlay streets Blue Heron P/D			200,000.00	200,000.00
		1,800,000.00	1,934,000.00	2,193,860.00	2,193,860.00

Town of Bermuda Run, North Carolina Gate Operations Fund PROPOSED 2022-2023 Budget

Gate Operations Fund			
PROPOSED 2022-2023 Budget		2021-2022	2022-2023
	Account	Budget	Proposed
	Title		
Operating revenues:			
Gate fees	RFID Sticker fees	15,000.00	15,000.00
	BRCC entrance	54,829.00	67,460.00
	Property owner fees	496,188.00 \$462.00 gate fee	592,140.00 \$551.34 gate fee
	Fund Balance Appropriation		
		566,017.00	674,600.00
- u			
Operating expenditures:		*** *** ***	
Administrative	Overhead	50,000.00	65,000.00
Gate operations expense	RFID Stickers	12,500.00	12,500.00
	158 Gate repairs	1,000.00	1,000.00
	Cleaning	1,664.00	2,200.00
	Electricity	2,500.00	1,500.00
	Repairs	1,000.00	1,000.00
	Telephone	2,000.00	2,000.00
	801 Gate repairs	1000.00	1000.00
	Cleaning	1,664.00	2,200.00
	Electricity	2,000.00	1,800.00
	Repairs	1,000.00	1,000.00
	Telephone	2,000.00	2,000.00
	BR West Gate repairs	1000.00	1000.00
	Cleaning	1,664.00	2,200.00
	Electricity	2,800.00	2,200.00
	Repairs	1,000.00	1,000.00
	Telephone	2,000.00	2,000.00
	Ground maint	62,000.00	75,000.00
	Water/Sewer	500.00	1000.00
	Gate mgt system	12,000.00	12,000.00
	Gate Attendants Services	387,000.00	465,000.00
	Contingency	17,725.00	20,000.00
		566,017.00	674,600.00

Town of Bermuda Run, North Carolina Utilities Fund PROPOSED 2022-2023 Budget

Utilities Fund			
PROPOSED 2022-2023 Budget		2021-2022	2022-2023
	Account	Budget	Proposed
Operating revenues	Title		
Operating revenues:			
Sewer charges	Sewer service	530,000.00	530,000.00
Tap fees	sewer tap fees	<u>850</u> <u>530,850.00</u>	850 530,850.00
Operating expenditures:		550,650.00	00,000.00
Licenses	Licenses	1,200.00	1,200.00
Charges from general fund	Admin charges OVERHEAD	50,000.00	65,000.00
Line repairs	Line repairs	30,000.00	30,000.00
Engineering	Engineering	60,000.00	60,000.00
Plant operations	Utility fund expense		
Train operations	Plant operations	25,000.00	25,000.00
	sampling	7,000.00	7,000.00
	Dumpster	3,000.00	3,000.00
	Sludge	20,000.00	20,000.00
	plant chemicals	2500.00	2500.00
	•		
Maintenance	Maintenance	0	0
Repairs -plant	Repairs	10,000.00	10,000.00
•	Emergency repairs	,	,
	• , ,		
Repairs - lines	Inspection	13,000.00	13,000.00
	Repairs	10,000.00	10,000.00
Utilities	Main station - Juniper Circle	20,000.00	20,000.00
	River Hill lift station	2,500.00	2,500.00
	Hollybrooke	3,000.00	3,000.00
	Bing Crosby		
	801 lift	400.00	400.00
	Ivy Circle	3,000.00	3,000.00
	Boxwood Circle station	3,000.00	3,000.00
	Utilities 801	600.00	600.00
	Water	500.0	500.0
Conital outlay		20,000,00	20,000,00
Capital outlay		20,000.00	20,000.00
		229,550.00	214,550.00
Other	Fescue	0	0
- 	Weekly inspection	11,400.00	11,400.00
	Sewer billing	5,200.00	5,200.00
	Fees sewer debt collection	5,200.00	0,200,00
		530,850.00	530,850.00
		300,000.00	300,000.00

Town of Bermuda Run Budget Ordinance 2022-2023

BE IT ORDAINED by the Governing Board of the Town of Bermuda Run, North Carolina:

General I	Fund:						
Section 1:	It is estimated that the following the fiscal year beginning July 1						
	Revenue Powell Bill Fund Bal Total	ance Appropriation	\$1,993,860 \$ 200,000 \$2,193,860				
Section 2: The following amounts are proposed to be appropriated in the General Fund for the operation of the town government and its activities for the fiscal year beginning July 1, 2022 and ending June 30, 2023:							
	General G Communit Transporta Debt Serv	ation	\$599,757 \$756,203 \$837,900 \$0				
	Total Expe	enditures	\$2,193,860				
Gate Ope	rations & Maintenance Fund:						
Section 3:	It is estimated that the following Maintenance Fund for the fisca The per parcel gate fee will be on the per parcel gate	l year beginning July 1, 2022	and ending June 30, 2023:				
	Revenue		\$674,600				
Section 4:	The following amounts are prop Maintenance Fund for the fisca						
	Expenses		\$674,600				
Utility Fu	nd:						
Section 5:	It is estimated that the following fiscal year beginning July 1, 20		the Utility Fund for the				
	Revenue		\$530,850				
Section 6:	The following amounts are propoperation of sewer utilities for tending June 30, 2023.						
	Expenses		\$530,850				
Tax Levy	<u>.</u>						
Section 7: The levied tax rate is held constant at the rate of fifteen cents (0.1500) per one hundred dollars (\$100) valuation of the property as listed for taxes as of January 1, 2022, for the purpose of raising revenue included in the General Fund in Section 2.							
Attest:		Adopted this c	ay of, 2022				
	Clerk	Mayor					
	Date						