

## PROPOSED AGENDA

## Bermuda Run Town Council Meeting Tuesday, May 11, 2021 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."

	governing voura, i	ο οjjer της ορροπαπιίν jor a	reflective moment of stience.						
4.	Adoption of the Agenda								
	Motion:	Second:	In Favor:	Opposed:					
5.	Approval of th	Approval of the April 13, 2021 Town Council Meeting Minutes							
	Motion:	Second:	In Favor:	Opposed:					
6. 7.	Citizens' Com Proposed Acti								
	A. Public Hearing of Recommended 2021-2022 Budget  The Town Manager's recommended budget for the General Fund is balanced at \$1,800,000, Gate Operations Fund balanced at \$566,017 and Utilities Fund balanced at \$530,850.  Mayor Cross opens the public hearing Mayor Cross closes the public hearing								
		nay approve as amende		coposed budget ordinance as oudget, however, must be adopte	d				
	Motion:	Second:	In Favor:	Opposed:					
8.	Council / May	yor Comments							
9.	Town Manage	er Comments							
10.	Adjourn								
	Motion:	Second:	In Favor:	Opposed:					

# Town of Bermuda Run

# **Town Council Meeting Minutes**

**April 13, 2021 – 6:00 PM** 

The Town Council of Bermuda Run held its scheduled meeting on Tuesday April 13, 2021 at 6:00 PM. The meeting was held at the Bermuda Run Town Hall.

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

Fowler, and Ken Peacock

#### **Council Members Absent:**

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

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

#### Approval of the March 9, 2021 Town Council Meeting Minutes

Council Member Mike Ernst made a motion to approve the March 9, 2021 meeting minutes. Council Member Ken Peacock seconded the motion. The motion was approved by a vote of five (5) in favor and none opposed.

#### **Public Comments - None**

#### Presentation - Davie County Bike/Ped/Greenways Master Plan, Paul Moore, CPRP

Davie County Recreation and Parks Director, Paul Moore, provided an overview of the recently adopted Davie County master plan with a focus on Bermuda Run. Per Lee Rollins, the plan is both comprehensive and collaborative. Davie County's Comprehensive Plan is very consistent with the Town of Bermuda Run's.

#### Town Manager's Proposed 2021-2022 Budget

Town Manager Lee Rollins presented his proposed 2021-2022 balanced budgets for the following funds:

- General Fund: \$1,800,000.00
- Gate Operations Fund: \$566,017.00
- Utilities (Sewer) Fund: \$530,850.00

The proposed budget has been placed on the Town's website (www.townofbr.com) and is available for viewing at the Town Hall. The Town Manager recommended that the Council hold a Public Hearing on the issue of the proposed 2021-22 Budget on Tuesday, May 11, 2021 at 6 pm at the Town Hall. Council Member Mike Ernst made a motion to hold a public hearing at the May 11 Council Meeting. Council Member Curtis Capps seconded the motion. The motion was approved by a vote of five (5) in favor and none opposed.

#### Council/ Town Manager/ Mayor Comments

Ken Peacock – Thanked Paul Moore for his very exciting presentation.

Curtis Capps – Excited about the Town's relationship with Davie County. Thanked everyone in attendance.

Mike Ernst – Values the importance of greenways and families having things for kids to do. "Think big to be big."

Chris Fowler – Thanked Paul Moore for his presentation, adding that he is super excited about the partnership/relationship with the County.

Heather Coleman – Felt the presentation by Paul Moore was wonderful, adding that she could tell that he is very passionate about the project. She also thanked Lee Rollins for his hard work on the budget.

Lee Rollins – Garden Club's Geranium Sale distribution is tomorrow. Shredding Event this Saturday (4/17) in the Town Hall parking lot. Spring Clean – April 24

Mayor Rick Cross –
Summer Concerts and Community Events
Thanked Paul Moore for his presentation.
Feels optimistic about progress with vaccines.
PSA – Share the road – more people are out and about walking, biking, etc.

1 311 Share the roug - more people are out and about watking, biking, etc

#### Adjourn

With no further business to discuss, Council Member Chris Fowler 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.

Approved	Respectfully Submitted
Rick Cross, Mayor	Cindy Poe, Town Clerk



# NOTICE OF PUBLIC HEARING BEFORE THE BERMUDA RUN TOWN COUNCIL TO CONSIDER THE PROPOSED FY 2021-2022 BUDGET

**NOTICE IS HEREBY GIVEN** that on Tuesday, May 11, 2021 at 6:00pm the Bermuda Run Town Council will hold a Public Hearing to receive public comment regarding the proposed Fiscal Year 2020-2021 Budget. The public hearing will be held at the Bermuda Run Town Hall, 120 Kinderton Boulevard, Suite 100, Bermuda Run, North Carolina 27006

The proposed budget is available for public review at <a href="www.townofbr.com">www.townofbr.com</a> . A copy of the budget is also available for public review at the Bermuda Run Town Hall.

# **Proposed Budget Summary**

General Fund:

Revenues

\$1,800,000

**Expenditures** 

\$1,800,000

**Gate Operations Fund:** 

Revenues

\$566,017

**Expenditures** 

\$566,017

**Utilities Fund:** 

Revenues

\$530,850

**Expenditures** 

\$530,850

Additional information is available at the Bermuda Run Town Hall weekdays from 9:00am – 5:00pm or by telephone at 336.998.0906

#### Town of Bermuda Run Budget Ordinance 2021-2022

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

General I	und:							
Section 1: It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022:								
	Revenue	\$1	,800,000					
	Fund Balance App		\$0					
	Total		,800,000					
Section 2: The following amounts are proposed to be appropriated in the General Fun operation of the town government and its activities for the fiscal year begin July 1, 2021 and ending June 30, 2022:								
	General Governme Community Servic Transportation	es \$	478,000 650,000 672,000					
	Debt Service		\$0					
	Total Expenditure	\$1	,800,000					
Gate Ope	rations & Maintenance Fund:							
Section 3:	It is estimated that the following revenu Maintenance Fund for the fiscal year be							
	Revenue	\$	5566,017					
Section 4:	Section 4: The following amounts are proposed to be appropriated in the Gate Operations & Maintenance Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2021							
	Expenses	\$	5566,017					
Utility Fu	nd:							
Section 5:	It is estimated that the following revenu fiscal year beginning July 1, 2021 and e		Utility Fund for the					
	Revenue	\$	3530,850					
Section 6:	The following amounts are proposed to operation of sewer utilities for the fiscal ending June 30, 20222.							
	Expenses	9	5530,850					
Tax Levy:								
Section 7:	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, 2021, for the purpose of raising revenue included in the General Fund in Section 2.							
Attest:		Adopted this day o	of, 2022					
	Clerk	Mayor	<del></del>					

Date

#### Town of Bermuda Run, North Carolina General Fund REVENUES

PROPOSED 2021-2022 Budget	Account	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
	Title	Actual	Actual	Budget	Proposed	<u>Forecast</u>
Revenues:			les les			
Current levies	Taxes	(772,024.26)	777,888.77	770,000.00	825,000.00	833,000.00
	Vehicle	(64,677.00)	65,977.98	50,000.00	65,000.00	65,000.00
Prior levies	Prior	(4,989.85)	993.28	1,000.00	1,000.00	1,000.00
Penalties and interest	Interest	(1,837.53)	1,195.73	800.00	800.00	800.00
	Interest	(682.11)	195.17	200.00	200.00	200.00
Local option sales tax	Sale/Use tax - hold harmless	(250,847.41)	185,538.95	100,000.00	0.00	0,00
	Sales tax	(293,768.57)	300,993.62	250,000.00	340,000.00	340,000.00
Utilities franchise tax	Franchise tax	(193,231.18)	203,404.36	165,000.00	196,000.00	195,000.00
Othinos nationido tax	solid waste	(1,877.33)	200, 10 1.00	100,000.00		.,,,,,,,,,
	Solid Wasto	(1,017.00)				
Cable franchise	Time Warner franchise	(7,334.11)	6,505.11	6,000.00	6,000.00	6,000.00
Beer and wine tax	Beer and wine tax	(11,666.22)	11,462.33	7,000.00	10,000.00	10,000.00
Powell Bill allocation	Powell Bill	(63,190.96)	61,896.21	61,000.00	61,000.00	61,000.00
ABC revenues	ABC revenue	(154,616.00)	166,000.00	150,000.00	165,000.00	165,000.00
Investment earnings	Interest income	(20,873.70)	33,392.11	20,000.00	20,000.00	20,000.00
Other income	Misc	(30,108.52)	35,105.08	10,000.00	10,000.00	10,000.00
	Zoning	(6,045.00)	195.00			
	Rent for elections	-	750.00	300.00		
	Fund Balance Appropriation					
Insurance proceeds		- =				
Reimbursement for administrative charges	Overhead charges	(100,000.00)	100,000.00	100,000.00	100,000.00	100,000.00
		(1,977,769.75)	1,951,493.70	1,691,300.00	1,800,000.00	1,807,000.00

#### Town of Bermuda Run, North Carolina General Fund EXPENDITURES

PROPOSED 2021-2022 Budget	Account Title	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Proposed	2021-2022 Proposed	2022-2023 Forecast
Expenditures:			, and the second			_	
Governing Body		_					
Covorning Body	Council	9,000.00	8,850.00	9,000.00	9,000.00	11,400.00	9,000.00
	Mayor	2,400.00	2,000.00	2,400.00	2,400.00	,	2,400.00
Salaries and Employee Benefits	Retirement	20,269.29	21,586.69	22,000.00	23,000.00	257,000.00	23,000.00
	401K	-					
	Payroll tax	14,428.84	14,866.07	15,500.00	16,000.00		16,000.00
	FICA	-					
	Medicare	-					
	Payroll - staff	199,698.44	206,314.43	215,000.00	218,000.00		218,000.00
Operating Expenses	General fund expense	-	i i				
operating in periods	Advertisement	2,191.07	2,772.61	2,000.00	2,000.00	121,357.00	2,000.00
	Dues and subs	5,422.20	5,832.75	6,000.00	6,000.00	,	6,000.00
	Staff Insurance	43,776.45	55,377.29	60,000.00	60,000.00		60,000.00
	Liability	7,407.53	7,704.94	9,000.00	9,000.00		9,000.00
	Workers comp	623.47	600.00	800.00	800.00		800.00
	Office supplies	2,411.05	2,768.39	2,500.00	2,500.00		2,500.00
	Postage	1,665.82	2,190.85	3,000.00	5,000.00		5,000.00
	Newsletters	8,695.00	4,593.05	10,000.00	10,000.00		10,000.00
	Meeting expenses	154.06	3,901.13	1,500.00	3,000.00		3,000.00
	Telephone	2,325.72	2,322.37	3,000.00	3,000.00		3,000.00
	Maint and repairs	· -		•	•		
	Computers	5,622.35	6,254.70	6,000.00	6,000.00		6,000.00
	Lease	5,101.05	5,456.24	6,000.00	6,000.00		6,000.00
	Payroll services	1,217.26	1,366.38	1,500.00	1,500.00		1,500.00
	Payroll services	551.14	611.67	600.00	857.00		857.00
	Travel	1,767.59	682.60	1,500.00	1,500.00		1,500.00
	mileage	1,235.98	661.80	1,200.00	1,200.00		1,200.00
	training	1,000.00	250.00	1,500.00	1,500.00		1,500.00
	meetings	308.00	25.00	1,500.00	500.00		500.00
	Payroll tax Council	872.07	872.07	1,000.00	1,000.00		1,000.00
Professional Services	Audit	6,500.00	6,500.00	10,000.00	10,000.00	40,000.00	10,000.00
	Accounting software maint	8,674.63	9,108.37	10,000.00	10,000.00		10,000.00
	Legal	11,840.00	16,236.00	20,000.00	20,000.00		20,000.00
Tax collection fees	Davie Co tax collection	17,738.57	27,441.13	28,000.00	28,000.00	28,000.00	28,000.00
Town Hall expenses	Town Hall Utilities	5,341.74	6,101.64	5,500.00	5,500.00	27,500.00	5,500.00
•	Town Hall Maint and repairs	1,278.98	2,727.04	5,000.00	5,000.00		5,000.00
	condo dues	10,998.04	10,293.78	12,000.00	12,000.00		12,000.00
	Town Hall cleaning	4,302.22	4,972.99	5,000.00	5,000.00		5,000.00
Capital Outlay	Capital outlay	7,329.00	The control of the co				
Election costs	Election costs	-	4,171.00		4,500.00	4,500.00	4,500.00

PROPOSED 2021-2022 Budget	Account Title	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Proposed	2021-2022 Proposed	2022-2023 Forecast
Planning and zoning	P & Z contracted Code Enforcement	62,374.25	52,854.72	46,100.00 5,000.00	48,000.00 10,000.00	58,000.00	49,500.00 10,000.00
Ground / general maintenance	Kinderton Village Utility KV/BR Landscaping Street ROW maint	3,646.00 45,747.78 30,657.25	3,617.54 42,465.58 17,850.48	4,000.00 42,809.00 30,000.00	4,000.00 45,000.00 30,000.00	79,000.00	4,000.00 45,000.00 30,000.00
Leaf removal	annual leaf removal	24,750.00	35,325.00	40,000.00	50,000.00	50,000.00	50,000.00
Waste removal	Waste removal	190,895.04	200,924.34	205,000.00	279,543.00	279,543.00	293,520.00
Town projects	Website Fall spring clean-up Other town projects Economic Development	3,428.20 4,720.00 67,444.00	3.363.79 8,051.30 17,125.00	5,000.00 10,000.00 20,000.00 45,000.00	5,000.00 10,000.00 20,000.00 45,000.00	80,000.00	5,000.00 10,000.00 20,000.00 45,000.00
Post office	Post office	1,068.78	706.94	2,000.00	2,000.00	2,000.00	2,000.00
Other	Community events Contract labor Electricity Cleaning Repairs Monitoring	55,290.26 12,041.92 1,771.80 2,848.19 2,262.90	25,486.12 11,489.30 1,684.74 3,146.57 1,258.83	30,000.00 15,000.00 2,000.00 3,000.00 491	30,000.00 15,000.00 2,000.00 3,000.00 800	50,800.00	30,000.00 15,000.00 2,000.00 3,000.00 800
Safety - community police program	Community Police program	89,573.00	87,740.00	90,000.00	93,000.00	93,000.00	96,000.00
Engineering	Engineering	29,822.50	15,929.27	20,000.00	20,000.00	20,000.00	20,000.00
Repairs	Repairs Snow removal Brine spray	423,087.60 14,950.00 5,600.00	326,950.59 0.00 0.00	400,000.00 15,000.00 5,000.00	400,000.00 15,000.00 5,000.00	420,000.00	400,000.00 15,000.00 5,000.00
Other	Street signs Irrigation of town commons Other ground maint	12,043.94 13,876.71 90,118.74	12,640.67 11,164.52 85,249.18	10,000.00 15,000.00 65,000.00	10,000.00 15,000.00 75,000.00	100,000.00	10,000.00 15,000.00 65,000.00
Street lights	Highlands James Way Consolidated street lights	362.22 2,019.57 71,099.41	277.53 1,993.20 78,300.60	400.00 2,500.00 85,000.00	400.00 2,500.00 75,000.00	77,900.00	400.00 2,500.00 85,000.00
Other capital projects							
	sidewalks Powell Bill Repairs&Maintenance capital outlay streets	25,772.50	205,903.05 7,843.97				
	Blue Heron P/D	92,446.25	60,224.80				
		1,797,439.51	1,761,616.82	1,691,300.00	1,800,000.00	1,800,000.00	1,818,477.00

# Town of Bermuda Run, North Carolina Special Revenue Fund - Gated Security

PROPOSED 2021-2022 Budget	-		2019-2020	2020-2021	2021-2022	
	Account Title	Actual Amount	Actual	Budget	Proposed Budget	
Operating revenues:						
Gate fees	RFID Sticker fees	(15,035.00)	11,775.00	15,000.00	15,000.00	
	BRCC entrance	-	51,300	54,829.00	54,829.00	
	Property owner fees	(505,046.91)	449,576.76	496,188.00	496,188.00	
	Fund Balance Appropriation	-	15,567.58			
	•	(520,081.91)	528,219.34	566,017.00	566,017.00	
Operating expenditures:						
Administrative	Overhead	50,000.00	50,000.00	50,000.00	50,000.00	
Gate operations expense	RFID Stickers	12,412.99	12,534.98	12,500.00	12,500.00	
	158 Gate repairs	330.12	776.00	1,000.00	1,000.00	
	Cleaning	1,486.95	1,880.83	1,664.00	1,664.00	
	Electricity	2,113.43	1,253.08	2,500.00	2,500.00	
	Repairs	586.83	2,195.86	1,000.00	1,000.00	
	Telephone	1,691.79	1,707.89	2,000.00	2,000.00	
	801 Gate repairs	636.00	40.00	1000.00	1000.00	
	Cleaning	1,486.94	1,880.83	1,664.00	1,664.00	
	Electricity	1,499.37	1,364.87	2,000.00	2,000.00	
	Repairs	839.25	2,591.04	1,000.00	1,000.00	
	Telephone	1,673.21	1,680.98	2,000.00	2,000.00	
	BR West Gate repairs	270.00	519.00	1000.00	1000.00	
	Cleaning	1,486.94	1,850.83	1,664.00	1,664.00	
	Electricity	2,464.60	2,432.43	2,800.00	2,800.00	
	Repairs	821.95	4,415.85	1,000.00	1,000.00	
	Telephone	1,836.73	1,813.67	2,000.00	2,000.00	
	Ground maint	66,897.14	78,495.34	62,000.00	62,000.00	
	Water/Sewer	365.70	373.86	500.00	500.00	
	Gate mgt system	8,511.25	10,705.17	12,000.00	12,000.00	
	Guard services	353,511.03	349,356.83	387,000.00	387,000.00	
	Contingency	3,642.07	350.00	17,725.00	17,725.00	
		514,564.29	528,219.34	566,017.00	566,017.00	

### Town of Bermuda Run, North Carolina Water and Sewer Fund

PROPOSED 2021-2022 Budget	Account Title	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Proposed
Operating revenues:	Title	Amount			
Sewer charges	Sewer service	(546,696.61)	527,122.00	530,000.00	530,000.00
, Tap fees	sewer tap fees	(2,550.00)	850.00	850	850
		(549,246.61)	527,972.00	530,850.00	530,850.00
Operating expenditures:					in Charles (Sec.)
Licenses	Licenses	960.00	1,010.00	1,200.00	1,200.00
Charges from general fund	Admin charges OVERHEAD	50,000.00	50,000.00	50,000.00	50,000.00
Line repairs	Line repairs	19,123.00		30,000.00	30,000.00
Engineering	Engineering	-		60,000.00	60,000.00
Plant operations	Utility fund expense				
riant operations	Plant operations	20,336.37	20,000.04	25,000.00	25,000.00
	sampling	6,672.00	7,063.00	7,000.00	7,000.00
	Dumpster	2,497.35	2,743.10	3,000.00	3,000.00
	Sludge	16,652.00	17,150.00	20,000.00	20,000.00
	plant chemicals	2,174.09	2,895.94	2500.00	2500.00
Maintenance	Maintenance	833.00	1,991.49	0	0
Repairs -plant	Repairs	13,523.60	7,954.56	10,000.00	10,000.00
	Emergency repairs	-	.,	. 0,000.00	10,000,00
Repairs - lines	Inspection	12,720.00	12,720.00	13,000.00	13,000.00
	Repairs	8,041.80	42,635.00	10,000.00	10,000.00
Utilities	Main station - Juniper Circle	18,663.67	22,894.90	20,000.00	20,000.00
	River Hill lift station	2,161.57	1,310.57	2,500.00	2,500.00
	Hollybrooke	577.16	490.77	3,000.00	3,000.00
	Bing Crosby	275.60			
	801 lift	22.10	278.00	400.00	400.00
	Ivy Circle	(1,287.46)	2,445.08	3,000.00	3,000.00
	Boxwood Circle station	2,417.20	3,239.88	3,000.00	3,000.00
	Utilities 801	514.16	490.77	600.00	600.00
	Water	365.70	420.95	500.0	500.0
Capital outlay	stormwater project	3,850.00		20,000.00	20,000.00
	wwtp project	-		229,550.00	229,550.00
Other	Fescue	-		0	0
	Weekly inspection	11,400.00	11,400.00	11,400.00	11,400.00
	Sewer billing	4,765.00	4,626.00	5,200.00	5,200.00
	Fees sewer debt collection	•			
	=	197,257.91	213,760.05	530,850.00	530,850.00