



PROPOSED AGENDA
Bermuda Run Town Council Meeting
Tuesday, January 14, 2025
6:00 PM
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
 - a. Recognition of Quorum

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."

4. Town of Bermuda Run Code of Ethics Statement-Town Attorney Brian Williams

5. Adoption of the Agenda

Motion: _____ Second: _____ In Favor: _____ Opposed: _____

6. Approval of December 10, 2024, Town Council Meeting Minutes

Motion: _____ Second: _____ In Favor: _____ Opposed: _____

7. Citizen Comments

8. Proposed Action Items

- A. Gate Operations

The Town Manager is requesting consent on pursuing RFP process for Gate Operations that includes a "Staffing only model" and "Staffing/Administration model".

Motion: _____ Second: _____ In Favor: _____ Opposed: _____

- B. "FPIC" Response letter to NC Department of State Treasurer

Motion: _____ Second: _____ In Favor: _____ Opposed: _____

9. Town Manager Report/Comments

10. Council/ Mayor Comments

11. Adjourn:

Motion: _____ Second: _____ In Favor: _____ Opposed: _____

Town of Bermuda Run

Town Council Meeting Minutes

December 10, 2024 – 6:00 PM

The Town Council of Bermuda Run held its scheduled meeting on Tuesday, December 10, 2024 at 6:00 PM. The meeting was held at the Bermuda Run Town Hall.

Council Members Present: Mayor Mike Brannon, Rae Nelson, and Christy Schafer – Sworn in at tonight’s meeting: Rod Guthrie

Council Members Absent: Mike Ernst and Jeff Tedder

Also Present: Andrew Meadwell, Town Manager; Brian Williams, Town Attorney; and Cindy Poe, Town Clerk

Call to Order Mayor Mike Brannon called the meeting to order and recognized the Quorum.

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 of a reflective moment of silence.

Town of Bermuda Run Code of Ethics Statement/Voting Procedures – Town Attorney Brian Williams

Adoption of the Agenda

Council Member Rae Nelson made a motion to approve the agenda as amended. Council Member Christy Schafer seconded the motion. The motion was approved by a vote of two (2) in favor and none opposed.

Approval of the November 12, 2024 Council Meeting Minutes

Council Member Christy Schafer made a motion to approve the November 12, 2024 Council Meeting Minutes. Council Member Rae Nelson seconded the motion. The motion was approved by a vote of two (2) in favor and none opposed.

Oath of Office Administered to Rod Guthrie, Council Member – by Cindy Poe, Town Clerk

Citizen Comments – Lennie Ring of 125 Kilbourne Drive thanked Council and Staff for their hard work and spoke of the love of community shown at the recent 4th Annual Christmas in the Town of Bermuda Run. He encouraged inclusivity and connectivity of all areas of the town.

Presentations

- a. **Jamon Gaddy, Davie County Tax Administrator**
Review of the 2025 Reappraisal based on a 4-year period.

Action Item

A. Budget Amendment (BA_2024-25-01) -General Fund Acceptance from Bermuda Run Community Vision Fund

The Town Manager recommends the 2024-2025 General Fund Budget be amended to accept \$12,000 from the Davie County Community Foundation as revenue and expend \$12,000 for expenses related to the “2024 Christmas in the Town of Bermuda Run”.

Council Member Christy Schafer made a motion to approve the budget amendment as presented. Council Member Rod Guthrie seconded the motion. The motion was approved by a vote of three (3) in favor and none opposed.

Town of Bermuda Run 25th Anniversary Celebration Recognition-Mayor Brannon

The mayor thanked the Vision Committee and all volunteers who participated in the multiple events to celebrate the town’s 25th anniversary. He read letters from government officials that were presented to him at the celebratory luncheon at the Bermuda Run Country Club, and the plaque given by Steve Jarvis.

Introduction of new staff member Charlie Chapman-Town Manager Andrew Meadwell

Town Manager Comments –

Continuing issue with Bermuda Run East package room and packages not being picked up in a timely manner. Communication to go out to BR East residents on 12/11/24 via Constant Contact.

Mayor Comments –

Addressed issues with the Advance Post Office and package deliveries to BR East residents, adding that communication from the Post Office to residents has changed. Residents deserve better service. Thanked Jamon Gaddy for his presentation.

Welcomed Rod Guthrie to the Council, and Charlie Chapman to the town staff.

4th Annual Christmas in Bermuda Run – Wonderful event with beautiful weather. Thanked all volunteers and community partners.

Upcoming presentations: February: Cameron Webb, Fire Marshal; March: Davie Medical Center
Wished everyone a very Merry Christmas.

Adjourn

With no further business to discuss, Council Member Rod Guthrie made a motion to adjourn. Council Member Christy Schafer seconded the motion. The motion was approved by a vote of three (3) in favor and none opposed.

Approved

Respectfully Submitted

Mike Brannon, Mayor

Cindy Poe, Town Clerk

(ITEM 8 B)



120 Kinderton Boulevard, Suite 100 • Bermuda Run, NC 27006
(336) 998-0906 • Fax (336) 998-7209 • www.townofbr.com

To: Town Council
From: Andrew Meadwell, Town Manager
CC: Dora Robertson, Finance Director
Date: January 3, 2025
Re: FPIC's Response letter to NC Dept. of State Treasurer Local Government Commission

The FY 23-24 audit indicated two (2) financial performance indicators in the Sewer Fund by the Town Auditor that requires a response to the NC Dept of State Treasurer. An FPIC in sewer fund doesn't necessarily indicate financial or fiscal management weaknesses but is used to provide the local government and the staff of the LGC with a means of identifying *potential* issues or concerns in the sewer fund.

The first is Operating Net Income or loss. This calculation subtracts operating expenses from operating revenues. A negative balance indicates that your rates do not cover your operating expenses and/or debt service payments. Staff believes the loss is contributed to the excessive amount of stormwater (rain/runoff) infiltration into sewer manholes as identified by our engineers completing the Town's Asset Inventory Assessment report. The net effect is unaccounted (non-billed) water being metered and treated by Eastern Davie Sewer, resulting in higher bi-monthly charges.

Secondly, the Sewer Assets Condition Ratio was indicated. This is a ratio formula the calculates the remaining useful life of the system and may be a signal of the need to replace assets in the future. The Town is in the process of completing the Asset Inventory Assessment study which will include a Capital Improvement Plan for the sewer system, with the goal of continuing transferring the system and its assets entirely to Davie County Public Utilities.

Response to FPIC's must be signed by the majority of the governing board and by both the manager and finance director. The response must be submitted within 60 days of the auditor's presentation to the governing board.



120 Kinderton Boulevard, Suite 100 • Bermuda Run, NC 27006
(336) 998-0906 • Fax (336) 998-7209 • www.townofbr.com

January 3, 2025

*North Carolina Department of State Treasurer
State and Local Government Finance Division
3200 Atlantic Avenue
Raleigh, NC 27604*

Re: Response Addressing “FPICs” Identified on June 30, 2024, Audit

To whom it may concern:

Mr. Tony Brewer, CPA, presented the June 30, 2024, audit to the Bermuda Run Town Council on November 26th, 2024. Mr. Brewer shared the newly established Performance Indicator Worksheet that triggered a need for response on the following:

For the year ending June 30, 2024, the Sewer Capital Assets Condition Ratio of the Town of Bermuda Run’s Sewer system calculated at 0.49. As the Town is currently in the process of transferring its sewer system assets to Davie County Public Utilities, the Town is no longer adding any new assets to its sewer system. The Town plans to complete the transfer of assets in FY 24-25.

We thank you for the opportunity to respond with the steps taken and plan to address the FPICs identified.

Andrew Meadwell –Town Manager

Mike Brannon – Mayor

Rae Nelson – Council Member

Jeff Tedder – Council Member

Christy Schafer – Council Member

Mike Ernst – Council Member

Rod Guthrie – Council Member Dora Robertson, Finance Director



120 Kinderton Boulevard, Suite 100 • Bermuda Run, NC 27006
(336) 998-0906 • Fax (336) 998-7209 • www.townofbr.com

January 3, 2025

*North Carolina Department of State Treasurer
State and Local Government Finance Division
3200 Atlantic Avenue
Raleigh, NC 27604*

Re: Response Addressing “FPICs” Identified on June 30, 2024, Audit

To whom it may concern:

Mr. Tony Brewer, CPA, presented the June 30, 2024, audit to the Bermuda Run Town Council on November 26th, 2024. Mr. Brewer shared the newly established Performance Indicator Worksheet that triggered a need for response on the following:

For the year ending June 30, 2024, the Operating Net Income for the Town of Bermuda Run’s Sewer Fund indicated a negative balance. As the Town is currently in the process of transferring its sewer system assets to Davie County Utilities, the Town is no longer adding any new assets to its sewer system. The Town plans to complete the transfer of assets in FY 24-25.

We thank you for the opportunity to respond with the steps taken and plan to address the FPICs identified.

Andrew Meadwell –Town Manager

Mike Brannon – Mayor

Rae Nelson – Council Member

Jeff Tedder – Council Member

Christy Schafer – Council Member

Mike Ernst – Council Member

Rod Guthrie – Council Member Dora Robertson, Finance Director