



**SPECIAL MEETING OF  
THE VILLAGE OF CLEMMONS COUNCIL  
June 3, 2021**

The Village of Clemmons Council met on Thursday, June 3, 2021, at 3 p.m. The meeting was held at the Village Hall, Clemmons, North Carolina. The following members were present: Mayor Wait (arrived at 3:10 p.m.) and Council Members Barson, Binkley, Cameron, Rogers and Wrights. Staff members present were: Manager Buffkin, Finance Officer Stroud, Planner Rahimzadeh, Public Works Director/Village Engineer Gunnell, Stormwater Engineer Kimbrell, Clerk Shortt and Marketing and Communications Director Ford.

**Call to Order**

Mayor Pro Tempore Wrights called the meeting to order at 3:05 p.m.

**Business – Special Meeting (Budget Workshop)**

Manager Buffkin and Finance Officer Stroud provided Council an adjusted overview of the draft budget for fiscal year 2021-2022 based on discussions at the budget presentation meeting (attached hereto as Exhibit A and incorporated as a part of the minutes).


Finance Officer Stroud indicated that the entire tax increase presented would go toward paving streets. Council Member Rogers clarified there is sufficient cash flow for this to take place.

Council consensus was to make the following changes to the adjusted budget:

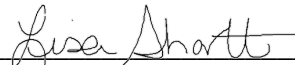
- Add \$35,000 (which is \$15,000 to remove the razor wire from the top of the fencing and \$20,000 for landscaping) to Public Works
- Add \$4,000 (which is to have the two vehicles wrapped in Clemmons markings) to Public Works
- Remove the purchase of the Tahoe from the budget (stating Stormwater should utilize a pickup truck and vehicle can be rented if needed for travel)
- Leave the cellphones as it currently stands but remove Council cellphone reimbursement
- Add \$25,000 (which is for IDT Plans and CityWorks permitting software) split 50/50 between Planning and Stormwater

**Adjournment**

Council Member Rogers moved to adjourn the meeting at 4:04 p.m. The motion was seconded by Council Member Barson and unanimously approved.

  
\_\_\_\_\_  
John Wait  
Mayor

ATTEST:

  
\_\_\_\_\_  
Lisa Shortt, NCCMC  
Village Clerk

|   |                    |                                    |
|---|--------------------|------------------------------------|
| Powell Bill   | 472,275            |                                    |
| Interest Powell Bill                                | 100                |                                    |
| Restricted Fund Balance                             | <u>720,000</u>     | Reappropriation from FYE 6/30/2021 |
| Total Revenue                                       | 1,192,375          |                                    |
| <br>  |                    |                                    |
| Total Expenditures                                  | <u>2,098,135</u>   |                                    |
| <br>  |                    |                                    |
| Revenues Under Expenditures                         | <u>(905,760)</u>   | 0.035                              |
| <br>  |                    |                                    |
| Restricted Fund Balance Streets 6/30/2020           | 1,957,007          |                                    |
| Powell Bill 6/30/2021                               | 495,286            |                                    |
| Interest 6/30/2021                                  | 452                |                                    |
| Estimated Expenditures 6/30/2021                    | <u>(1,553,496)</u> |                                    |
| Estimated Restricted Fund Balance Streets 6/30/2021 | 899,249            |                                    |
| <br>  |                    |                                    |
| Expenditures =                                      |                    |                                    |
| Powell Bill   | 472,275            |                                    |
| 3.5 cent tax increase                               | 905,760            |                                    |
| Interest  | 100                |                                    |
| Reappropriation from 6/30/2021                      | <u>720,000</u>     |                                    |
| Total Expenditures Powell Bill                      | <u>2,098,135</u>   |                                    |

### STREETS APPROPRIATION 6/3/2021

| Account #    | Description                              | Actual<br>6/30/2020 | Budget<br>6/30/2021 | Actual<br>4/30/2021 | Est. Actual<br>6/30/2021 | Recommend<br>6/30/2022 | Approved<br>6/30/2022 |
|--------------|--|---------------------|---------------------|---------------------|--------------------------|------------------------|-----------------------|
| 10-4510-1210 | Salaries                                 | 5,545               | 6,860               | 7,361               | 7,361                    | -                      | -                     |
| 10-4510-1220 | Salaries Snow Removal                    | -                   | 3,425               | -                   | -                        | -                      | -                     |
| 10-4510-1230 | Salaries-Street Sweeping                 | 3,387               | -                   | -                   | -                        | -                      | -                     |
| 10-4510-1810 | FICA                                     | 672                 | 790                 | 54                  | 54                       | -                      | -                     |
| 10-4510-1820 | Retirement                               | 760                 | 1,045               | 76                  | 76                       | -                      | -                     |
| 10-4510-1821 | 401K Match                               | 350                 | 515                 | 23                  | 23                       | -                      | -                     |
| 10-4510-1830 | Group insurance                          | 5,684               | 3,400               | 2,891               | 3,159                    | -                      | -                     |
|              | <b>Personnel</b>                         | <b>16,398</b>       | <b>16,035</b>       | <b>10,404</b>       | <b>10,673</b>            | -                      | -                     |
| 10-4510-1990 | Surveying/Engineering                    | 1,365               | 10,000              | -                   | -                        | 5,000                  | -                     |
| 10-4510-2400 | Drainage Repairs Street                  | 4,400               | 10,000              | 9,800               | 9,800                    | 10,000                 | -                     |
| 10-4510-2510 | Gas and fuel                             | 342                 | 1,000               | -                   | -                        | -                      | -                     |
| 10-4510-2900 | Traffic Control                          | 11,734              | 15,500              | 15,081              | 15,081                   | 15,000                 | -                     |
| 10-4510-3510 | Right of Way Maintenance Village Streets | 1,396               | 2,000               | 970                 | 1,664                    | 2,000                  | -                     |
| 10-4510-3520 | Repairs & Maintenance Equipment          | 400                 | 2,000               | -                   | -                        | -                      | -                     |
| 10-4510-3570 | Sidewalk Maintenance                     | 3,800               | 50,000              | 8,323               | 16,646                   | 80,000                 | -                     |
| 10-4510-3590 | Other Miscellaneous                      | -                   | 500                 | 115                 | 115                      | 500                    | -                     |
| 10-4510-3600 | Snow Removal                             | 6,401               | 20,000              | -                   | -                        | 15,000                 | -                     |
| 10-4510-5910 | Street Patching & Repairs                | 6,425               | 49,500              | 9,764               | 15,000                   | 15,000                 | -                     |
| 10-4510-5920 | Street Resurfacing & Paving              | 674,005             | 2,220,848           | 1,498,800           | 2,220,848                | 1,955,635              | -                     |
|              | <b>Subtotal</b>                          | <b>710,269</b>      | <b>2,381,348</b>    | <b>1,542,853</b>    | <b>2,279,154</b>         | <b>2,098,135</b>       | -                     |
|              | <b>Total Streets</b>                     | <b>\$ 726,667</b>   | <b>\$ 2,397,383</b> | <b>\$ 1,553,258</b> | <b>\$ 2,289,827</b>      | <b>\$ 2,098,135</b>    | <b>\$ -</b>           |

## STREETS APPROPRIATION

| Account #    | Description                              | Actual<br>FYE<br>6/30/2020 | Budget<br>FYE 6/30/2021 | Actual<br>4/30/2021 | Est. Actual<br>6/30/2021 | Recommend<br>6/30/2022 | Approved<br>6/30/2022 |
|--------------|--|----------------------------|-------------------------|---------------------|--------------------------|------------------------|-----------------------|
| 10-4510-1210 | Salaries                                 | 5,545                      | 6,860                   | 7,361               | 7,361                    | -                      | -                     |
| 10-4510-1220 | Salaries Snow Removal                    | -                          | 3,425                   | -                   | -                        | -                      | -                     |
| 10-4510-1230 | Salaries-Street Sweeping                 | 3,387                      | -                       | -                   | -                        | -                      | -                     |
| 10-4510-1810 | FICA                                     | 672                        | 790                     | 54                  | 54                       | -                      | -                     |
| 10-4510-1820 | Retirement                               | 760                        | 1,045                   | 76                  | 76                       | -                      | -                     |
| 10-4510-1821 | 401K Match                               | 350                        | 515                     | 23                  | 23                       | -                      | -                     |
| 10-4510-1830 | Group insurance                          | 5,684                      | 3,400                   | 2,891               | 3,159                    | -                      | -                     |
|              | <b>Personnel</b>                         | <b>16,398</b>              | <b>16,035</b>           | <b>10,404</b>       | <b>10,673</b>            | -                      | -                     |
| 10-4510-1990 | Surveying/Engineering                    | 1,365                      | 10,000                  | -                   | -                        | 5,000                  | -                     |
| 10-4510-2400 | Drainage Repairs Street                  | 4,400                      | 10,000                  | 9,800               | 9,800                    | 10,000                 | -                     |
| 10-4510-2510 | Gas and fuel                             | 342                        | 1,000                   | -                   | -                        | -                      | -                     |
| 10-4510-2900 | Traffic Control                          | 11,734                     | 15,500                  | 15,081              | 15,081                   | 15,000                 | -                     |
| 10-4510-3510 | Right of Way Maintenance Village Streets | 1,396                      | 2,000                   | 970                 | 1,664                    | 2,000                  | -                     |
| 10-4510-3520 | Repairs & Maintenance Equipment          | 400                        | 2,000                   | -                   | -                        | -                      | -                     |
| 10-4510-3570 | Sidewalk Maintenance                     | 3,800                      | 50,000                  | 8,323               | 16,646                   | 80,000                 | -                     |
| 10-4510-3590 | Other Miscellaneous                      | -                          | 500                     | 115                 | 115                      | 500                    | -                     |
| 10-4510-3600 | Snow Removal                             | 6,401                      | 20,000                  | -                   | -                        | 15,000                 | -                     |
| 10-4510-5910 | Street Patching & Repairs                | 6,425                      | 49,500                  | 9,764               | 25,000                   | 25,000                 | -                     |
| 10-4510-5920 | Street Resurfacing & Paving              | 674,005                    | 2,220,848               | 1,498,800           | 2,220,848                | 800,000                | -                     |
|              | <b>Subtotal</b>                          | <b>710,269</b>             | <b>2,381,348</b>        | <b>1,542,853</b>    | <b>2,289,154</b>         | <b>952,500</b>         | -                     |
|              | <b>Total Streets</b>                     | <b>\$ 726,667</b>          | <b>\$ 2,397,383</b>     | <b>\$ 1,553,258</b> | <b>\$ 2,299,827</b>      | <b>\$ 952,500</b>      | <b>\$ -</b>           |



| Account #    | Description                            | Actual<br>6/30/2020 | Budget<br>6/30/2021 | Actual<br>4/30/2021 | Est. Actual<br>6/30/2021 | Recommend<br>6/30/2022 | Approved<br>6/30/2022 |
|--------------|--|---------------------|---------------------|---------------------|--------------------------|------------------------|-----------------------|
|              | <b>Fund Balance Appropriated</b>       |                     |                     |                     |                          |                        |                       |
| 10-3991-0000 | Fund Balance Appropriated              | -                   | 671,560             | -                   | -                        | 1,027,033              | -                     |
| 10-3991-0010 | Fund Balance Appr. Restricted CRED     | -                   | 28,757              | -                   | -                        | 35,000                 | -                     |
| 10-3991-0020 | Fund Balance Reserve-Tourism           | -                   | 4,529               | -                   | -                        | 24,347                 | -                     |
| 10-3991-0040 | Fund Balance Appropriated Assigned     | -                   | -                   | -                   | -                        | 1,100,000              | -                     |
| 10-3991-9010 | Fund Balance Appr. Restricted Streets  | -                   | 1,879,093           | -                   | -                        | 720,000                | -                     |
|              | <b>Total Fund Balance Appropriated</b> | -                   | 2,583,939           | -                   | -                        | 2,906,380              | -                     |
|              |  |                     |                     |                     |                          |                        |                       |
|              | <b>Total Revenues</b>                  | <b>\$ 6,256,635</b> | <b>\$ 8,426,667</b> | <b>\$ 4,673,185</b> | <b>\$ 5,844,016</b>      | <b>\$ 10,059,665</b>   | <b>\$ -</b>           |

06/03/2021

### Estimated Revenues

| Account #    | Description                            | Actual<br>6/30/2020 | Budget<br>6/30/2021 | Actual<br>4/30/2021 | Est. Actual<br>6/30/2021 | Recommend<br>6/30/2022 | Approved<br>6/30/2022 |
|--------------|--|---------------------|---------------------|---------------------|--------------------------|------------------------|-----------------------|
|              | <b>Fund Balance Appropriated</b>       |                     |                     |                     |                          |                        |                       |
| 10-3991-0000 | Fund Balance Appropriated              | -                   | 671,560             | -                   | -                        | 601,398                | -                     |
| 10-3991-0010 | Fund Balance Appr. Restricted CRED     | -                   | 28,757              | -                   | -                        | 35,000                 | -                     |
| 10-3991-0020 | Fund Balance Reserve-Tourism           | -                   | 4,529               | -                   | -                        | 24,347                 | -                     |
| 10-3991-0040 | Fund Balance Appropriated Assigned     | -                   | -                   | -                   | -                        | 1,100,000              |                       |
| 10-3991-9010 | Fund Balance Appr. Restricted Streets  | -                   | 1,879,093           | -                   | -                        | -                      | -                     |
|              | <b>Total Fund Balance Appropriated</b> | -                   | 2,583,939           | -                   | -                        | 1,760,745              |                       |
|              |  |                     |                     |                     |                          |                        |                       |
|              | <b>Total Revenues</b>                  | <b>\$ 6,256,635</b> | <b>\$ 8,426,667</b> | <b>\$ 4,673,185</b> | <b>\$ 5,844,016</b>      | <b>\$ 8,914,030</b>    | <b>\$ -</b>           |

| <b>Fund Balance</b>                                  | <b>Amount</b>       | <b>Equivalent<br/>Tax Rate</b> |
|--|---------------------|--------------------------------|
| Total Fund Balance FYE 6/30/2020                     | \$ 9,858,917        |                                |
| Estimated Expenditures Over Revenues FYE 6/30/2021   | (1,042,833)         |                                |
| Estimated Total Fund Balance FYE 6/30/2021           | 8,816,084           |                                |
| Fund Balance Appropriated FYE 6/30/2022              | (2,906,380)         | \$0.112                        |
| Estimated Fund Balance FYE 6/30/2022                 | <u>\$ 5,909,704</u> |                                |
| <br>   |                     |                                |
| Assigned Fund Balance Appropriated                   | \$ 1,100,000        |                                |
| Restricted Fund Balance Appropriated Tourism         | 24,347              |                                |
| Restricted Fund Balance Appropriated CRED            | 35,000              |                                |
| Unassigned Fund Balance Appropriated                 | 1,027,033           |                                |
| Restricted Fund Balance Appropriated Streets         | 720,000             |                                |
| Total Fund Balance Appropriated                      | <u>\$ 2,906,380</u> |                                |
| <br>   |                     |                                |
| Unassigned Fund Balance Appropriated                 | 3,718,404           |                                |
| Revenue  | 5,284,367           |                                |
| Expenditures   | (5,227,044)         |                                |
| Subsequent year's expenditures \$1,027,033-\$614,979 | (412,054)           |                                |
| Estimated Unassigned Fund Balance Appropriated       | <u>3,363,673</u>    |                                |