



## RIVER BEND TOWN COUNCIL AGENDA

Regular Meeting  
November 18, 2021  
River Bend Town Hall  
7:00 p.m.

Pledge: Councilman Sheffield

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
  - a. Chapter 15.01 Subdivision Ordinance – Recommendation A
  - b. Chapter 15.02 Zoning Ordinance – Recommendations B & C
6. SPECIAL PRESENTATION – Audit Presentation for Fiscal Year 2020-2021 – Pettway, Mills & Pearson
7. CONSENT AGENDA

*All items listed under this section are considered routine by the Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

- A. Approve:
- Minutes of the September 9, 2021 Work Session*
  - Minutes of the September 16, 2021 Regular Council Meeting*
  - Minutes of the September 23, 2021 Special Meeting*
  - Minutes of the October 14, 2021 Work Session*
  - Minutes of the October 21, 2021 Special Meeting*

8. TOWN MANAGER'S REPORT – Delane Jackson

### **Activity Reports**

- A. **Monthly Police Report** by Chief Joll
- B. **Monthly Water Resources Report** by Director of Public Works Mills
- C. **Monthly Work Order Report** by Director of Public Works Mills
- D. **Monthly Zoning Report** by Assistant Zoning Administrator McCollum

ADMINISTRATIVE REPORTS:

9. Public Safety – Councilman Don Fogle
  - A. Community Watch
  - B. CERT
10. Parks & Recreation/CAC – Councilwoman Barbara Maurer
  - A. Parks and Rec Report
    - (i.) Appointments
  - B. CAC Report
  - C. Organic Garden Report
  - D. Library Report
11. Finance – Councilman Irving Van Slyke, Jr.
  - A. Financial Report - Finance Director
  - B. **Vote** – Accept Audit Report
12. Environment and Waterways – Councilman Brian Leonard
  - A. EWAB Report
13. Planning Board – Councilman Buddy Sheffield
  - A. Planning Board Report
  - B. **VOTE** – Subdivision Ordinance Amendment – Chapter 15.01 – Subdivision Regulation
  - C. **VOTE** – Zoning Ordinance Amendment – Chapter 15.02 – Fences & Walls
  - D. **VOTE** – Zoning Ordinance Amendment – Chapter 15.02 – District Requirements
14. MAYOR'S REPORT – Mayor Kirkland
15. PUBLIC COMMENT

*The public comment period is set aside for members of the public to offer comments to the Council. It is the time for the Council to listen to the public. It is not a Question & Answer session between the public and the Council or Staff. All comments will be directed to the Council. Each speaker may speak for up to 3 minutes. A member of staff will serve as timekeeper. A sign-up sheet is posted by the meeting room door and will be collected prior to the start of the Public Comment Period. Speakers will be called on by the Mayor in the order that they signed up. In order to provide for the maintenance of order and decorum, the Council has adopted a policy for this section of the meeting. A copy of the policy is posted by the door for your review. Please follow the policy. If you have a specific question for staff, you are encouraged to contact the Town Manager or the appropriate Department Head at another time.*

16. ADJOURNMENT



## **NOTICE OF PUBLIC HEARING**

The Town Council of the Town of River Bend will conduct a public hearing on November 18, 2021 to gather public comments on proposed amendments to Chapter 15.01 of the Town's Zoning Ordinance-Subdivisions and Chapter 15.02-Zoning. The public hearing will begin at 7 p.m. at Town Hall, located at 45 Shoreline Drive, River Bend, NC. A copy of the proposed amendments are available from the Zoning Department or they can be viewed online by visiting the town's web page at [www.riverbendnc.org](http://www.riverbendnc.org) and clicking on the "Proposed Amendments" tab. The town's rules for conducting a public hearing will be followed.

## § 15.01.037 EFFECTIVE DATE.

This chapter shall take effect and be in force from and after 5-15-1981.

**DEFINITIONS** SUBDIVISION REGULATION & INTERPRETATION§ 15.01.050 **SUBDIVISION DEFINED** APPLICABILITY.

- A. For the purposes of this chapter, ~~SUBDIVISION means~~ subdivision regulations shall be applicable to all divisions of a tract or parcel of land into 2 or more lots, building sites or other divisions for the purpose of sale or building development (whether immediate or future) and shall include all divisions of land involving the dedication of a new street or a change in existing streets.
- B. The following shall not be included within this definition nor be subject to this chapter:
  1. The combination or recombination of portions of previously platted lots where the total number of lots is not increased and the resultant lots are equal to or exceed the standards of the Town of River Bend as provided in this chapter.~~;~~
  2. The division of land into parcels greater than 10 acres where no street right-of-way dedication is involved.~~;~~
  3. The public acquisition by purchase of strips of land for the widening or opening of streets.~~;~~
  4. The division of a tract in single ownership whose entire area is no greater than 2 acres into not more than 3 lots, where no street right-of-way dedication is involved and where the resultant lots are equal to or exceed the standards of the Town of River Bend as provided in this chapter.~~;~~ and
  5. The division of a tract into parcels in accordance with the terms of a probated will or in accordance with intestate succession under Chapter 29 of the General Statutes.
- C. The Town of River Bend may provide for expedited review of specified classes of subdivisions.
4. D. The Town of River Bend may require only a plat for recordation for the division of a tract or parcel of land in single ownership if all of the following criteria are met:

~~5.1. The platting and conveyance of a single lot or tract out of a larger tract, provided that:~~

- a) The tract or parcel to be divided is not exempted under subdivision 2 of subsection B of this section.~~The larger tract is not 1 which was platted and conveyed previously from a larger tract under this exception or under the Opinion of the Attorney General dated 3-4-1975 (44 N.C.A.G. No 2, p. 251) or all or a portion of the remainder of a larger tract from which a lot or tract was platted and conveyed previously under this exception or under the Opinion of the Attorney General dated 3-4-1975 (44 N.C.A.G. No 2, p. 251);~~
- b) No part of the tract or parcel to be divided has been divided under this subsection in the 10 years prior to division.
- c) The entire area of the tract or parcel to be divided is greater than five acres.
- d) After division, no more than three lots result from the division.

- e) After division, all resultant lots comply with all of the following:
  - a. Any lot dimension size requirements of the applicable land-use regulation, if any.
  - b. The use of the lots is in conformity with the applicable zoning requirements, if any.
  - c. A permanent means of ingress and egress is recorded for each lot.
  - ~~b) The remainder of the larger tract is being held for some purpose other than sale or building development (whether immediate or future); and~~
  - ~~c) No dedication of a new street or a change in existing streets is involved.~~

§ 15.01.051 **OTHER DEFINITIONS.**

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

**ALLEY.** Privately or publicly owned right-of-way, primarily for service access to the back or side of abutting property, and not intended for general traffic circulation.

**BUFFERS.** Landscaping or other architectural measures to screen dissimilar uses from adjoining properties or private developments that abuts the street right-of-way.

**BUILDING SETBACK LINE.** A line parallel to the front property line in front of which no structure shall be erected.

**COLLECTOR STREET.** A road which serves as the connecting street between local residential roads and the thoroughfare system, as further defined in the NCDOT Subdivision Road Standards.

**CUL-DE-SAC.** A minor street that terminates in a vehicular turnaround with a minimum street width.

**EASEMENT.** A grant by the property owner of a strip of land for a specified purpose.

**IMPERVIOUS SURFACE.** Any surface which because of its material or composition or compacted nature impedes or prevents natural infiltration of storm water into the soil. Impervious surfaces include, but are not limited to, roofs, roof extensions, patios, balconies, decks (except wood slotted decks), athletic courts, swimming pools (excluding the water area of swimming pool), streets, parking areas, driveways, sidewalks, and any concrete, stone, brick, asphalt, or compacted gravel surface.

*Added 03/18/10*

**LOCAL STREET.** A road that does not connect thoroughfares or serve major traffic generators, as further defined in the NCDOT Subdivision Road Standards.

**LOT.** A portion of a subdivision, or any other parcel of land, intended as a unit for transfer of ownership, or occupied or intended for occupancy by a principal building, together with its accessory buildings, including the open space required under this chapter. For the purpose of this chapter, LOT shall mean any number of contiguous lots of record for location of 1 principal building and its accessory buildings.



## Recommendation B

### § 15.02.062 FENCES AND WALLS.

The purpose and intent of this section is to recognize that fences and/or walls serve legitimate private and public uses including but not limited to security and creating visual buffers between properties. These regulations are intended to establish standards that maximize the effectiveness of the fencing while preserving the views and safety of motorists, adjacent property owners and the public in general.

- A. A fence or wall, unless otherwise stated, hereinafter referred to as fence, is defined as a freestanding, vertical structure, constructed of man-made or natural materials, or a combination thereof. While it may accomplish the same objective as a man-made fence, living vegetative materials such as trees and shrubs are not considered a fence that requires a permit.
- B. A fence may provide any or all of the following: indicate a boundary; provide a barrier, (either physical or visual); protect property; provide privacy; serve as an enclosure; control erosion or provide stability, (such as is accomplished with a retaining wall); create a landscaping or ornamental effect.
- C. Fences are a permitted use in all zoning districts, provided that:
  1. No fences shall be allowed in any front yard, except where specifically authorized herein.
  2. Fences shall be limited to ~~six~~ seven (67) feet in height within any side or rear yard.
  3. Fences shall be constructed of wood, brick, vinyl, ornamental iron or metal railing, chain link or stone. The exposed framing of each section of fence shall face the interior yard or property, e.g. the finished side shall face out.
  4. The owner of the property on which the fence is located is required to maintain the fence in a safe condition and plumb (vertical) to the ground. For fences erected close to a property line, fence owners are advised to consider future access to the exterior side of the fence for maintenance.
  5. Retaining walls over five (5) feet in height shall be designed and constructed under the responsible charge of a NC registered professional engineer.
  6. Fences built in conjunction with electric or gas substations, public works facilities, public recreation facilities or other similar uses shall not exceed ten (10) feet in height without specific approval of the ~~Town Manager~~ Zoning Administrator. Fences of this type may be located within front yards with approval of the Zoning Administrator.
  7. No fence shall be constructed within or upon any street right-of-way. In addition, no fence shall be constructed within ten (10) feet of any street pavement.
  8. No fence or wall shall alter or impede the natural flow of water in any stream, creek, drainage swale, ditch or similar drainage feature.
  9. ~~The exposed framing of each section of fence shall face the interior yard or property, e.g. the finished side shall face out.~~ Fences made of mesh-type material, which may be easily trimmed/cut with scissors and used as a means to protect vegetation from animals may be located within front yards, provided it does not exceed six (6) feet in height or encompass more than 225 square feet (cumulatively) of the front yard.
  10. In residential zoning districts, fences shall not be constructed of material which may be dangerous or hazardous to the public, such as barbed or razor wire or other similar materials except in association with those uses permitted as a special use.

11. Fences constructed on or over utility easements are subject to be removed at the owner's expense subject to the terms of the easement.
12. Nothing in this section shall prevent the installation of temporary fences related to construction sites or sediment and erosion control. Temporary fences shall be removed within ten (10) days of the issuance of a certificate of zoning compliance for the project. ~~For projects that do not require a zoning permit, temporary~~ Temporary fences must be removed within (90) days of their installation. A temporary permit may be extended for thirty (30) days.
13. It is the responsibility of the fence owner to insure that the fence is installed on their property.
- ~~13.~~14. Non-opaque fences may be located in the front yard of a lot zoned Business (BD), provided that the lot has a minimum of 100 feet of uninterrupted road frontage with a road maintained by the North Carolina Department of Transportation.
- ~~14.~~15. A zoning permit is required for the installation of any fence, except for the mesh-type fences described in Item 9, above.

*Amended 09/21/17*

Schedule of District Requirements										
	R-20	R-20A	R-15	PDR-MF	PDR-SF	ID	BD	WP	AGR	PD-BD
Min. Lot Area (SF)	20,000	20,000	15,000	-	6,500	20,000	20,000	-	-	20,000
District Size	-	-	-	5 acres	10 acres	-	-	-	-	4 acres
Density	-	-	-	*	†	-	‡	-	-	‡
Min. Front Lot Line (FT)	90**	90**	85**	50††	50††	-	100	-	-	100
Min. Bldg. Set Back (FT)	30	30	30	25	25	40	40	-	-	40
Min. Side Yard (FT)										
Main Building	10	10	10	10	10	10	10	-	-	10
Accessory Building	5	5	5	5	5	-	-	-	-	-
Swimming Pool	10	10	10	-	-	10	-	-	-	-
Tennis Court	15	15	15	-	-	10	-	-	-	-
Min. Rear Yard (FT)										
Main Building	15	15	15	15	15	10	20	-	-	20
Accessory Building	10	10	10	10	10	-	-	-	-	-
Swimming Pool	10	10	10	-	-	10	-	-	-	-
Tennis Court	15	15	15	-	-	10	-	-	-	-
Floor Area (SF)										



Schedule of District Requirements										
	R-20	R-20A	R-15	PDR-MF	PDR-SF	ID	BD	WP	AGR	PD-BD
Main Building (Min. Heated)	1,800	1,450	1,250	-	1,150	1,500	1,500	-	-	2,150
Individual Unit	-	-	-	1,075	-	-	-	-	-	1,500
Accessory Building	PLEASE REFERENCE CHART IN §15.02.061									
Max. Lot Coverage by Bldg. (%)	24	24	24	24	30	24	24	-	-	24
Max. Height (FT)										
Main Building	34	34	34	34	34	34	34	-	-	34
Accessory Building	The lesser of 18 FT or one (1) story									
CAMA and FEMA setbacks, if applicable, take priority to Town designated setbacks.										
*Density – PDR-MF – No more than 6.5 dwelling units per acre. †Density – PDR-SF – No more than 4 dwelling units per acre. ‡Density – BD, PD-BD – Nor more than 4 business units per acre. **Min. Front Lot Line – R-20, R-20A, R-15 – 40 FT on cul-de-sac. ††Min. Front Lot Line – PDR-MF, PDR-SF – 25 FT on cul-de-sac.										

Penalty, see § 1.01.999

Amended 11/15/2018

**§ 15.02.047 DISTRICT REQUIREMENTS.**

For convenience in the administration of this chapter, there is hereby established and made a part of this chapter the following schedule for the several districts setting forth minimum limitations and requirements. The requirements listed for each district as designated are subject to all provisions of this chapter and, unless otherwise indicated, shall be deemed to be the minimum requirements in every instance of their application.

Schedule of District Requirements										
	R-20	R-20A	R-15	PDR-MF	PDR-SF	ID	BD	WP	AGR	PD-BD
Min. Lot Area (SF)	20,000	20,000	15,000	-	6,500	20,000	20,000	-	-	20,000
District Size	-	-	-	5 acres	10 acres	-	-	-	-	4 acres
Density	-	-	-	*	†	-	‡	-	-	‡
Min. Front Lot Line (FT)	90**	90**	85**	50††	50††	-	100	-	-	100
Min. Bldg. Set Back (FT)	30	30	30	25	25	40	40	-	-	40
Min. Side Yard (FT)										
Main Building	10	10	10	10	10	10	10	-	-	10
Accessory Building	5	5	5	5	5	-	-	-	-	-
Swimming Pool	10	10	10	-	-	10	-	-	-	-
Tennis Court	15	15	15	-	-	10	-	-	-	-
Min. Rear Yard (FT)										
Main Building	15	15	15	15	15	10	20	-	-	20
Accessory Building	10	10	10	10	10	-	-	-	-	-
Swimming Pool	10	10	10	-	-	10	-	-	-	-
Tennis Court	15	15	15	-	-	10	-	-	-	-
Floor Area (SF)										

Schedule of District Requirements										
	R-20	R-20A	R-15	PDR-MF	PDR-SF	ID	BD	WP	AGR	PD-BD
Main Building (Min. Heated)	1,800	1,450	1,250	-	1,150	1,500	1,500	-	-	2,150
Individual Unit	-	-	-	1,075	-	-	-	-	-	1,500
Accessory Building	PLEASE REFERENCE CHART IN §15.02.061									
Max. Lot Coverage by Bldg. (%)	24	24	24	24	30	24	24	-	-	24
Max. Height (FT)										
Main Building	34	34	34	34	34	34	34	-	-	34
Accessory Building	The lesser of 18 FT or one (1) story									
CAMA and FEMA setbacks, if applicable, take priority to Town designated setbacks.										
*Density – PDR-MF – No more than 6.5 dwelling units per acre. †Density – PDR-SF – No more than 4 dwelling units per acre. ‡Density – BD, PD-BD – Nor more than 4 business units per acre. **Min. Front Lot Line – R-20, R-20A, R-15 – 40 FT on cul-de-sac. ††Min. Front Lot Line – PDR-MF, PDR-SF – 25 FT on cul-de-sac.										

Penalty, see § 1.01.999

*Amended 11/15/2018*

A

**TOWN OF RIVER BEND  
PLANNING BOARD**

**RESOLUTION ADVISING THAT THE PROPOSED AMENDMENTS  
TO THE CODE OF ORDINANCES ARE IN ACCORDANCE WITH  
ALL OFFICIALLY ADOPTED PLANS, INCLUDING THE  
COMPREHENSIVE LAND USE PLAN; ARE REASONABLE;  
AND ARE IN THE PUBLIC INTEREST.**

WHEREAS, the North Carolina General Assembly has given the Town of River Bend ("Town") the authority to adopt and amend zoning and development regulation ordinances for the purpose of promoting health, safety, morals and the general welfare of its citizens, and

WHEREAS, N.C.G.S. § 160D-604(d) requires the Town of River Bend Planning Board ("Board") to advise the Town of River Bend Town Council by written statement describing whether the proposed amendments to the Town's Code of Ordinances as related to zoning are consistent with all officially adopted plans, including the comprehensive land use plan, and

WHEREAS, the Board has in fact met to consider and evaluate the proposed revision of §15.02.062 Fences and Walls.

NOW THEREFORE, BE IT HEREBY RESOLVED, that the Board finds that the proposed amendments to the Code of Ordinances are in accordance with and consistent with all officially adopted Town plans, including any comprehensive land use plan, and therefore recommends adoption by the Town Council.

This Resolution is effective upon its adoption this 4th day of November, 2021.

**TOWN OF RIVER BEND  
PLANNING BOARD**

\_\_\_\_\_  
Egon Lippert, Chairman

ATTEST:

\_\_\_\_\_  
Allison McCollum, Secretary

B

**TOWN OF RIVER BEND  
PLANNING BOARD**

**RESOLUTION ADVISING THAT THE PROPOSED AMENDMENTS  
TO THE CODE OF ORDINANCES ARE IN ACCORDANCE WITH  
ALL OFFICIALLY ADOPTED PLANS, INCLUDING THE  
COMPREHENSIVE LAND USE PLAN; ARE REASONABLE;  
AND ARE IN THE PUBLIC INTEREST.**

WHEREAS, the North Carolina General Assembly has given the Town of River Bend ("Town") the authority to adopt and amend zoning and development regulation ordinances for the purpose of promoting health, safety, morals and the general welfare of its citizens, and

WHEREAS, N.C.G.S. § 160D-604(d) requires the Town of River Bend Planning Board ("Board") to advise the Town of River Bend Town Council by written statement describing whether the proposed amendments to the Town's Code of Ordinances as related to zoning are consistent with all officially adopted plans, including the comprehensive land use plan, and

WHEREAS, the Board has in fact met to consider and evaluate the proposed revision of § 15.02.047 District Requirements to delete minimum building and unit size requirements to align with the law prescribed by the North Carolina General Assembly.

NOW THEREFORE, BE IT HEREBY RESOLVED, that the Board finds that the proposed amendments to the Code of Ordinances are in accordance with and consistent with all officially adopted Town plans, including any comprehensive land use plan, and therefore recommends adoption by the Town Council.

This Resolution is effective upon its adoption this 4th day of November, 2021.

**TOWN OF RIVER BEND  
PLANNING BOARD**

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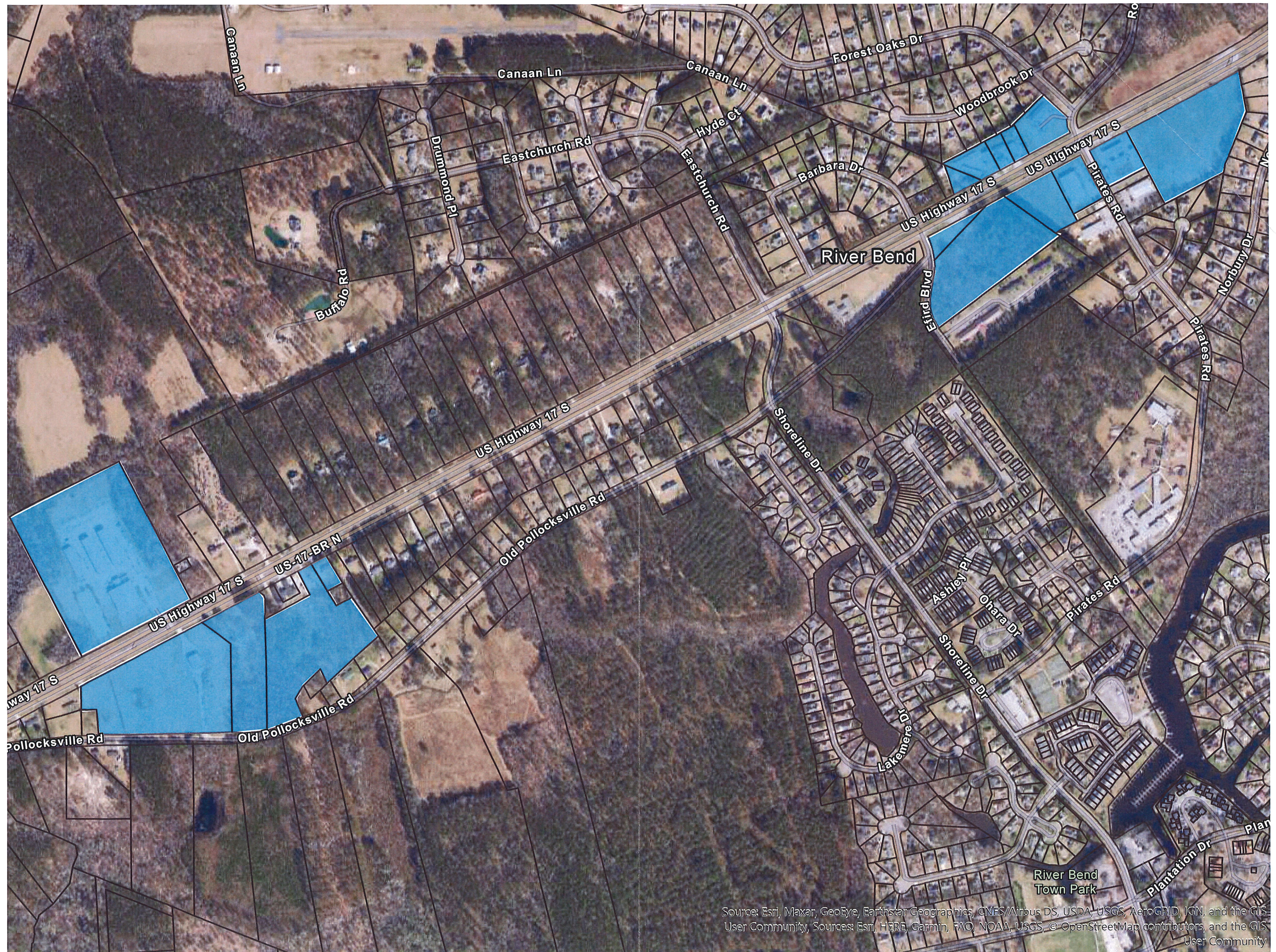
Egon Lippert, Chairman

ATTEST:

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Allison McCollum, Secretary







**River Bend Town Council  
Work Session Minutes  
September 9, 2021  
Town Hall  
5:00 p.m.**

Present Council Members: Mayor John Kirkland  
Don Fogle  
Brian Leonard  
Barbara Maurer  
Buddy Sheffield

Absent Council Member Bud Van Slyke

Town Manager: Delane Jackson  
Town Clerk: Kristie Nobles  
Finance Assistant: Mandy Gilbert  
Police Chief: Sean Joll  
Town Attorney: Dave Baxter

**CALL TO ORDER**

Mayor Kirkland called the meeting to order at 5:00 p.m. on Thursday, September 9, 2021 at the River Bend Town Hall with a quorum present.

The Town Manager stated that Councilman Van Slyke is absent tonight but he sent his support for the AIA Grant Resolution and The Walker Group fee proposal.

**DISCUSSION – Asset Inventory Assessment (AIA) Grant Resolution**

The Town Manager stated that the AIA Grant Resolution was presented at the work session meeting and is due by the end of September. He stated there was a local match requirement for each grant. There was no further discussion.

**VOTE – Asset Inventory Assessment (AIA) Grant Resolution**

Councilman Leonard motioned to approve the AIA Grant Resolution as presented. The motion carried unanimously. (see attached)

**DISCUSSION – The Walker Group Fee Proposal**

The Manager stated that The Walker Group has submitted a fee proposal for the ARPA project to construct a new Water / Sewer Administration Building. The Manager stated that The Walker Group completed the BUS project and he has been pleased with their work in the past. The Manager recommended that the Council hold a special meeting to discuss site selection similar to what was done in the past for the BUS project.

**VOTE – The Walker Group Fee Proposal**

Councilman Sheffield motioned to accept The Walker Group fee proposal as presented. The motion carried unanimously. (see attached)

**DISCUSSION – Planning Board Recommendation Update**

The Manager stated that the Planning Board met on September 2, 2021 to discuss the required changes to the Subdivision Ordinance from the 160D update. He presented the draft amendments to the Subdivision Ordinance with the required changes. Councilman Sheffield stated that the Planning Board reviewed and recommends the amended ordinance. He also stated that a public hearing would be scheduled in the near future.

**DISCUSSION – Financial Software Update**

The Manager stated that the town has been using the current computer software, Springbrook, for a number of years and the software has become very outdated. He stated that the software has become so outdated that when the town employees call for technical help, finding a technician who is familiar with the program is becoming an issue. The Manager stated that there has been several program demonstrations with the town employees with new software vendors. The Manager stated that he would like to meet with Councilman Van Slyke and the Finance Director Margaret Theis to discuss the options of upgrading the town's computer software and provide a recommendation to the Council. He stated the estimated cost to transition would be \$140,000.

**DISCUSSION – Flag Honor Guard**

Councilman Sheffield presented a proposed Flag Honor Guard Policy for the town. He stated that the flag honor guard would consist of River Bend volunteers and would be responsible for tending to the American Flag on a daily basis, raising and lowering the flag and maintaining the flag. There was no motion.

**DISCUSSION – Flag Pole Dedication**

Councilman Leonard stated that the new flagpole had been installed at the entrance of town and he stated that he suggests having a dedication of the flagpole and raising of the flag. There was no motion. The Manager stated that the flag would be raised and flown on the following morning.

**REVIEW AGENDA FOR THE SEPTEMBER 15, 2021 COUNCIL MEETING**

The Council reviewed the Agenda for the September 15, 2021, Council meeting.

**ADJOURNMENT/RECESS**

There being no further business, Councilman Sheffield moved to adjourn, the motion carried unanimously. The meeting adjourned at 5:37 p.m.

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Kristie J. Nobles  
Town Clerk

## RESOLUTION BY GOVERNING BODY OF APPLICANT

- WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of conducting an Asset Inventory & Assessment (AIA) of their Water & Wastewater Systems, and
- WHEREAS, The Town of River Bend, NC has need for and intends to conduct an AIA of its Water & Wastewater Systems, and
- WHEREAS, The Town of River Bend intends to request state grant assistance for the project,

### NOW THEREFORE BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN OF RIVER BEND:

That The Town of River Bend, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State grant award.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.


That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That Delane Jackson, Town Manager, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a grant to aid in the construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 9<sup>th</sup> day of September, in River Bend North Carolina.

  
\_\_\_\_\_  
John Kirkland, Mayor

9-9-2021  
\_\_\_\_\_  
Date



**CERTIFICATION BY RECORDING OFFICER**

The undersigned duly qualified and acting TOWN CLERK of the Town of River Bend does hereby certify:  
That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of  
an application with the State of North Carolina, as regularly adopted at a legally convened meeting of  
the Town Council of River Bend, NC duly held on the 9<sup>th</sup> day of September 2021; and, further, that such  
resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS  
WHEREOF, I have hereunto set my hand this 9 day of September, 2021.



Kristin Z. Nora  
TOWN CLERK





## Design Proposal

**Prepared for:** Delane Jackson, Town Manager  
Town of River Bend

**Date prepared:** August 20, 2021

Mr. Jackson,

Thank you for the opportunity to provide our fee proposal for the new construction of a Water / Sewer Administration Building. Our proposal is based on the following information and our meeting with you on August 17, 2021:

### 1. Project Scope:

The Walker Group will provide architectural design services and construction administration for the new Facility including civil, structural, mechanical, electrical, and plumbing engineering.

- Project Budget including Design and Construction is \$965,000
- Building program is similar to Concept provided for BRIC grant application in 2020, will be further developed with Public Works manager prior to start of design.
- New Storage Building on site of new Police and Community Center Building will be included as an Add Alternate for Project
- New facility will incorporate FEMA Flood Resistant features
- Building exterior finishes will coordinate with new Police and Community Center
- Concept Design will include site selection and presentation to Council for approval.
- Drawings presented to River Bend Town Council will be revised per Town Manager's direction and approved by Town Council before proceeding with Construction Documents.
- The Walker Group will assist the Town with bidding and Contractor selection
- The Walker Group will provide Construction Administration services including processing of Contractor pay applications, material submittal review and regular observation during Construction.

### 2. Designer's Services and Deliverables:

#### Design Development and Construction Document Preparation

- Site Selection and Concept for Town Council approval
- Construction Document Development
- Development of Cost Estimate during design

**Deliverable:** Complete Bid Documents for Construction - drawings and specifications  
Final Cost Estimate

#### Bidding and Negotiation

- Prepare and Coordinate advertisement for bidders

- Hold Pre-bid meeting and conduct bid opening
- Provide certified Bid Tabulation and facilitate procurement of Contractor for Construction

#### **Construction Administration**

- Hold pre-construction meeting
- Visit site regularly during construction
- Review contractor submittals
- Coordinate between Owner and Contractor during construction
- Prepare field reports
- Review and Approve Contractor Payment Applications
- Prepare final punch list, warranty reviews, and close-out documents

**Deliverable:** Field Reports  
Shop drawing submittals  
Closeout Documents - Warranties; Operation and Maintenance manuals

### **3. Consultants:**

#### **Civil**

Avolis Engineering  
New Bern, NC

#### **Structural**

NRW Engineering,  
Virginia Beach, VA

#### **Mechanical/Electrical/Plumbing**

Topsail Engineering  
Hampstead, NC


### **4. Design Fees**

<b>Design Phase</b>	<b>% Total Design Fee</b>	<b>Fee</b>
Site Selection and Building Concept	20%	\$11,160.00
Design Development	20%	\$11,160.00
Construction Documents	30%	\$16,740.00
Bidding and Negotiation	10%	\$5,580.00
Construction Administration/Closeout	20%	\$11,160.00
<b>TOTAL DESIGN FEES</b>		<b>\$55,800.00</b>
Stormwater Permit and Fee (Low Density Express Review)		\$3,500.00
<b>TOTAL FEE</b>		<b>\$59,300.00</b>

Upon acceptance of this proposal, work can begin immediately. The Town of River Bend will be billed for work performed by The Walker Group Architecture, Inc. upon completion of each design phase and monthly during construction.

Acceptance of Proposal:

\_\_\_\_\_  
Authorized Representative  
Town of River Bend

  
\_\_\_\_\_  
Beth B. Walker, Principal  
The Walker Group Architecture, Inc

\_\_\_\_\_  
Date

8/20/21  
Date

***This proposal is valid for 30 days***



**River Bend Town Council  
Regular Meeting Minutes  
September 16, 2021  
River Bend Town Hall  
7:00 P.M.**

Present Council Members: Mayor John Kirkland  
Buddy Sheffield  
Don Fogle  
Barbara Maurer  
Irving Van Slyke

Absent Council Member: Brian Leonard

Town Manager: Delane Jackson  
Town Clerk: Kristie Nobles  
Town Attorney: Dave Baxter  
Finance Director: Margaret Theis  
Finance Assistant: Mandy Gilbert  
Police Chief: Sean Joll

**CALL TO ORDER**

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, September 16, 2021 in the Town Hall Meeting Room with a quorum present.

**ADDITIONS / DELETIONS TO AGENDA**

Council Sheffield stated that he would like to add a Special Recognition Resolution to the agenda as item 3A.

**Vote – Agenda Addition** – Councilman Sheffield motioned to add a Special Recognition Resolution to the agenda as item 3A as presented. The motion carried unanimously.

Councilman Van Slyke read the Special Recognition Resolution in honor of the Finance Director Margaret Theis upcoming retirement.

**Vote – Approve Special Recognition Resolution** – Councilman Van Slyke motioned to approve the Special Recognition Resolution as presented. The motion carried unanimously. (see attached)

The Mayor presented Ms. Theis with the Special Recognition Resolution and stated that with over 24 years of service she is the longest serving employee in the town's history. The Council all thanked Margaret for her hard work and dedication to the Town of River Bend.

**CONSENT AGENDA**

The Mayor presented the Council with the Consent Agenda. Councilman Sheffield **moved to approve the Consent Agenda as presented**. The motion carried unanimously. Within this motion the following items were approved:

A. Approve

*Minutes of the August 10, 2021 Special Council Meeting  
Minutes of the August 12, 2021 Special Work Session  
Minutes of the August 19, 2021 Regular Council Meeting*

### **TOWN MANAGER'S REPORT**

The Manager stated that the 2021 Wastewater System Report was included in the recent utility billing mailing, noting there were no violations for the town during that reporting period.

The Manager stated that three grant applications are due by the end of September including the two AIA Grants the letter of intent to apply for the BRIC grant.

The Manager stated that he met with The Walker Group today and plans to meet with them again next week with Brandon Mills, Director of Public Works to discuss the construction of a new Water / Sewer Administration Building that was designated as the town's ARPA project by Council.

Police Chief Joll stated that the River Bend Police Department recently had an audit on training standards and he is pleased to announce that the department's files were complete and in compliance with NC Criminal Justice Education and Training Standards Commission requirements. The Police Chief stated the National Night Out is scheduled for October 2, 2021, 6:30 p.m. – 8:30 p.m. at the Municipal Building and soccer field area.

### **ADMINISTRATIVE REPORTS**

#### **PARKS & RECREATION/CAC – COUNCILWOMAN MAURER**

##### **RBCOG – River Bend Community Organic Garden –**

The regular meeting was rescheduled to Tuesday, Sept. 7 due to the Labor Day holiday. Some crops have reached the end of their lifecycle. Peanuts and sweet potatoes should be ready to harvest next month. Fall planting will begin during September. Teamwork day was very successful. Volunteer work hours totaled 213 for August. Food donations have resumed to Interfaith Refugee Ministries. The butterfly habitat and bee hive are both very active Visitors are always welcome at the garden or at the monthly meetings of garden volunteers on the first Monday of each month at 1:30 pm in the Municipal building.

##### **Red Caboose Library -**

The board met on September 2<sup>nd</sup>. Board members continue to update their inventory which is too extensive for the size of their space. The Library Volunteer Appreciation gathering is scheduled for Tuesday, October 12. Plans are in process for the book sale on Community Day, October 23. The next board meeting is scheduled for Thursday, October 7<sup>th</sup> at 2 pm.

##### **CAC – Community Appearance Commission –**

The CAC is scheduled to meet on Wednesday, September 22<sup>nd</sup> at 4pm. There are three vacancies. If you are interested in joining this board, you can obtain an application from the Town Clerk.

##### **Parks & Recreation -**

Parks and Recreation Advisory Board met on Sept. 1<sup>st</sup>. Bunco is scheduled for September 23. Information is posted on the town website and published in River Bend News and social media. River Bend Community Yard Sale Day is scheduled for Saturday, October 23 from 7 am to 3 pm. Information on how to sign up to be placed on the map is posted in River Bend News, on RB Facebook and other social media. Saturday, October 30 is the date for the annual Trunk or Treat event. Flyers about the event will be posted in mid-September. The next scheduled meeting is Wed. October 6 at 7pm.

**FINANCE – COUNCILMAN VAN SLYKE, JR.**

**Financial Report** – Finance Director, Margaret Theis presented to the Council the financial statement for the month of August. She stated the total of the General Fund Cash Balances as of August 31, 2021 are \$3,769,882 and Ad valorem tax collections for FY21-22 were \$3,827 and Vehicle Ad valorem tax collections were \$6,616.

**Vote** – Participation in Debt Setoff Program – Councilman Van Slyke motioned to authorize the Mayor to sign the reenrollment documents for the 2022 North Carolina Local Government Debt Setoff Program. The motion carried unanimously. (see attached)

**PLANNING BOARD – COUNCILMAN SHEFFIELD**

Councilman Sheffield stated that the regular meeting of the River Bend Planning Board was held on Sept. 2<sup>nd</sup> at 6:00pm in the Community building. Mayor Kirkland was present to swear in two new planning board members. He also gave brief remarks about ethics. Chairman Lippert called the meeting to order. A quorum was present, as was, Mr. Norville, a business owner in the River Bend ETJ.

The usual reports were given and the last meeting's minutes approved.

Mr. Norville was invited to speak to the board regarding his issue with the town's fence ordinance. The board decided to further study Mr. Norville's issue and be prepared to present a possible solution at the October meeting.

The board reviewed changes to title 15 of the town ordinances. The changes were approved and sent to the council for final passage.

The board then reviewed changes to the town ordinances regarding advisory boards. The board made suggestions for minor changes.

The meeting was adjourned. The next regular meeting is set for October 7<sup>th</sup> at 6:00pm. The meeting is open to anyone interested.

**PUBLIC SAFETY – COUNCILMAN FOGLE**

Councilman Fogle stated that CERT and Community Watch did not meet in July. CERT is scheduled to meet on September 22, 2021 at 7:00 p.m. at the Municipal Building and Community Watch is scheduled to meet on October 20, 2021 at 7:00 p.m. He also stated that Community Watch is in need of volunteers.

**MAYOR'S REPORT**

Stormwater drainage can be a problem for River Bend and for many other communities both in coastal areas and in valleys with streams that run through them. This article will address the stormwater issues that we sometimes face in River Bend.

Typically, the stormwater flooding that we face results from either rain events that deposit large rain fall amounts in a short period of time or surge water driven on shore from hurricane-type events.

The primary way to discharge excess stormwater is to deliver that water to the Trent River when its level is at a stage that allows our drainage system to flow into it. Often, excess stormwater will

follow the impact of a hurricane and be the result of both rain and surge driven by the hurricane wind. This high water level will be different for each storm and may occur without a hurricane if a very large rainfall occurs. The hurricane surge height will result when strong wind comes from the northeast and drives the water from the Pamlico Sound up the Neuse and Trent Rivers. Slow moving hurricanes can produce the highest storm surge.

The drainage pipes along Channel Run, Plantation Drive and Shoreline Drive and other streets, move water from the streets to the Plantation Canal or the Trent River. These pipes will also allow water to flow into the Town's streets from the canal or the river if the water level rises higher than the level of the pipe. We may wish that this was not the case, but it is. Fortunately, during most of the time the water will flow from streets to the receiving river or canal. On those occasions when the flow is in the wrong direction, the water will follow the path of least resistance and settle in the lowest areas and may cause flooding in those areas.

The original developers of the Town planned streets and drainage with little regard to managing drainage. The Town Council has recently made the management of the drainage swales a responsibility of the Town rather than the individual home owner. For a number of years the Town has been making substantial improvements to drainage structures that had impeded the flow of stormwater to a discharge point. Now the emphasis will be on improving the grading of swales to allow water to flow more freely toward the point of discharge.

All homeowners must refrain from planting any trees, shrubs and flower beds in the drainage swales. These plantings slow the flow of stormwater and will collect floating debris which may significantly reduce flow and may in some cases actually dam the flow. When the Town staff encounters plantings in the swales those plants will be removed.

We all have a role in improving and maintaining stormwater management. The Town will continue to work on improvement by a prioritized approach to improve and maintain the total system.

The Mayor presented the Constitution Week Proclamation. He stated that the proclamation is requested by the Daughters of the American Revolution annually. There is no action needed on this proclamation. (see attached)

#### **PUBLIC COMMENT**

Mary Iorio, 209 Teakwood, addressed the Council concerning the room use fees at the Municipal Building. She asked that the Council reconsider the fee amount.

#### **ADJOURNMENT/RECESS**

There being no further business, Councilman Sheffield moved to adjourn, the motion carried unanimously. The meeting adjourned at 7:49 p.m.

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Kristie J. Nobles  
Town Clerk



## TOWN OF RIVER BEND

45 Shoreline Drive  
River Bend, NC 28562

T 252.638.3870  
F 252.638.2580

[www.riverbendnc.org](http://www.riverbendnc.org)

### Town of River Bend Resolution Honoring Margaret Theis for Her Service

**WHEREAS,** Margaret Theis began her career with the Town of River Bend on February 3, 1997, and

**WHEREAS,** Margaret Theis will retire as Finance Director from the Town of River Bend on September 30, 2021, and

**WHEREAS,** Margaret has worked for the Town of River Bend for over 24 years, thus earning her the title of the longest-serving employee in the history of the Town of River Bend, and

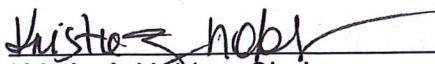
**WHEREAS,** during her tenure as an employee she was also a River Bend resident who was actively involved in many community organizations such as Community Watch, The River Bend Community Organic Garden and The River Bend Garden Club;

**NOW THEREFORE BE IT RESOLVED,** that the Mayor and Governing Board of the Town of River Bend do hereby officially recognize and express our gratitude to Margaret Theis for her dedicated and lengthy service to the Town of River Bend on the occasion of her retirement.

**Adopted this the 16<sup>th</sup> day of September, 2021**

  
John R. Kirkland, Mayor

ATTEST:

  
Kristie J. Nobles, Clerk





## Town of River Bend

### CONSTITUTION WEEK PROCLAMATION

**WHEREAS**, September 17, 2021, marks the two-hundred and thirty-four anniversary of the signing of the Constitution of the United States of America by the Constitutional Convention; and

**WHEREAS**, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and

**WHEREAS**, to the patriotic celebrations which will commemorate the occasion; and

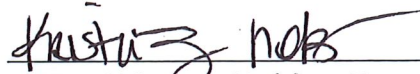
**WHEREAS**, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week;

**NOW, THEREFORE** I, John R. Kirkland by virtue of the authority vested in me as Mayor of the Town of River Bend in the State of North Carolina, do hereby proclaim the week of September 17 through 23 as CONSTITUTION WEEK in River Bend and urge our citizens to reaffirm the ideals of the framers of the constitution in 1787.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the Town of River Bend to be affixed this 16th day of September of the year of our Lord two thousand and twenty-one.



  
\_\_\_\_\_  
John R Kirkland, Mayor

  
\_\_\_\_\_  
Kristie J. Nobles, Town Clerk



**River Bend Town Council  
Special Meeting Minutes  
September 23, 2021  
Town Hall  
10:00 a.m.**

Present Council Members: Mayor John Kirkland  
Don Fogle  
Bud Van Slyke  
Barbara Maurer  
Buddy Sheffield

Absent Council Member Brian Leonard

Town Manager: Delane Jackson  
Finance Director: Margaret Theis  
Finance Assistant: Mandy Gilbert

**CALL TO ORDER**

Mayor Kirkland called the meeting to order at 10:00 a.m. on Thursday, September 23, 2021 at the River Bend Town Hall with a quorum present.

**DISCUSSION – Financial Software Update**

The Manager stated that Councilman Van Slyke, Mayor Kirkland, Finance Director Margaret Theis, Finance Assistant Mandy Gilbert and himself had previously met to discuss a new software provider. He stated that after much discussion their unanimous recommendation is to migrate to Edmunds. He stated that the cost to transition from the town's current software to Edmunds is \$140,089. Councilman Fogle asked if the town had considered other vendors and the Finance Director stated that she had researched other vendors and communicated with other town's and Edmunds would fulfill the needs of the town. Councilman Fogle asked if training would be available and the Finance Director replied yes, training would be provided.

**Vote – Budget Amendment 21-B-02** – Councilman Sheffield motioned to approve the Budget Amendment 21-B-02 as presented. The motion carried unanimously. (see attached).

**Vote – Sales Proposal** – Councilman Fogle motioned to approve the sales proposal with Edmunds GovTech as presented. The motion carried unanimously. (see attached).

**ADJOURNMENT/RECESS**

There being no further business, Councilman Sheffield moved to adjourn, the motion carried unanimously. The meeting adjourned at 10:23 a.m.

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Delane Jackson, Town Manager



**TOWN OF RIVER BEND  
BUDGET ORDINANCE AMENDMENT 21-B-02  
FISCAL YEAR 2021-2022**

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina that the 2021-2022 Budget Ordinance as last amended on August 19, 2021, be amended as follows:

**Summary**

General Fund	2,009,705
General Capital Reserve Fund	107,187
Law Enforcement Separation Allowance Fund	13,545
Water Fund	668,930
Water Capital Reserve Fund	489
Sewer Fund	729,130
Sewer Capital Reserve Fund	22
Total	3,529,008

**Section 1.**      **General Fund**

Anticipated Revenues

AD VALOREM Taxes 2021-2022	711,163
AD VALOREM Tax-Motor Vehicle	85,800
Animal Licenses	2,000
Sales Tax 1% Article 39	149,718
Sales Tax 1/2% Article 40	87,158
Sales Tax 1/2% Article 42	74,932
Sales Tax Article 44 105-524	10,235
Sales Tax Hold Harmless Distribution	86,068
Solid Waste Disposal Tax	2,200
Powell Bill Allocation	76,800
Beer and Wine Tax	13,225
Video Programming Sales Tax	53,600
Utilities Franchise Tax	111,000
Telecommunications Sales Tax	9,900
Court Refunds	500
Zoning Permits	5,000
Recovery Grant NCORR-FDLG-004	76,445
Miscellaneous	10,000
Interest-NCORR-FDLG-004 Investments	30
Interest- Powell Bill Investments	50
Interest-Gen Investments	500
Contributions	421
Wildwood Storage Rents	18,144
Rents & Concessions	18,000
Sale of Capital Assets	31,008
Transfer From Capital Reserve Fund	65,342
Appropriated Fund Balance	310,466
Total	2,009,705

**Section 1.**            **General Fund (continued)**

Authorized Expenditures

Governing Body	32,000
Administration	262,000
Finance	185,040
Tax Listing	11,200
Legal Services	24,000
Elections	3,500
Police	610,509
Public Buildings	108,700
Emergency Services	4,000
Animal Control	11,000
Street Maintenance	191,000
Public Works	161,000
Leaf & Limb and Solid Waste	44,000
Stormwater Management	42,000
Wetlands and Waterways	3,000
Planning & Zoning	50,000
Recovery Grant NCORR-FDLG-004	76,475
Recreation & Special Events	7,500
Parks & Community Appearance	44,615
Contingency	17,666
Transfer To General Capital Reserve Fund	107,000
Transfer To L.E.S.A. Fund	13,500
Total	<u>2,009,705</u>

**Section 2.**            **General Capital Reserve Fund**

Anticipated Revenues

Contributions from General Fund	107,000
Interest Revenue	<u>187</u>
Total	<u>107,187</u>

Authorized Expenditures

Transfer to General Fund	65,342
Future Procurement	<u>41,845</u>
	<u>107,187</u>

**Section 3.**            **Law Enforcement Separation Allowance Fund**

Anticipated Revenues:

Contributions from General Fund	13,500
Interest Revenue	<u>45</u>
Total	<u>13,545</u>

Authorized Expenditures:

Separation Allowance	0
Future LEOSSA Payments	<u>13,545</u>
Total	<u>13,545</u>



**Section 4.**            **Water Fund**

Anticipated Revenues

Utility Usage Charges, Classes 1 & 2	199,710
Utility Usage Charges, Classes 3 & 4	8,949
Utility Usage Charges, Class 5	12,209
Utility Usage Charges, Class 8	3,586
Utility Customer Base Charges	231,472
Hydrant Availability Fee	20,496
Taps & Connections Fees	1,250
Nonpayment Fees	10,500
Late payment Fees	6,839
Interest Revenue	1,275
Sale of Capital Asset	0
Appropriated Fund Balance	172,644
Total	<hr/> 668,930

Authorized Expenditures

Administration & Finance [1]	511,030
Operations and Maintenance	154,400
Transfer To Fund Balance for Capital Outlay	3,500
Transfer To Water Capital Reserve Fund	0
Total	<hr/> 668,930

*[1] Portion of department for bond debt service: 148,991*

**Section 5.**            **Water Capital Reserve Fund**

Anticipated Revenues

Contributions From Water Operations Fund	0
Interest Revenue	489
Total	<hr/> 489

Authorized Expenditures

Future Expansion & Debt Service	<hr/> 489
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**Section 8.**            **Levy of Taxes**

There is hereby levied a tax at the rate of twenty-six cents (\$0.26) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2021, for the purpose of raising the revenue listed as "Ad Valorem Taxes 2021-2022" in the General Fund Section 1 of this ordinance. This rate is based on a valuation of \$278,000,000 for purposes of taxation of real and personal property with an estimated rate of collection of 98.39%. The estimated collection rate is based on the fiscal year 2019-2020 collection rate of 98.39% by Craven County who has been contracted to collect real and personal property taxes for the Town of River Bend. Also included is a valuation of \$33,000,000 for purposes of taxation of motor vehicles with a collection rate of 100% by the North Carolina Vehicle Tax System.

**Section 9.**            **Fees and Charges**

There is hereby established, for Fiscal Year 2022, various fees and charges as contained in Attachment A of this document.

**Section 10.**           **Special Authorization of the Budget Officer**

- A. The Budget Officer shall be authorized to reallocate any appropriations within departments.
- B. The Budget Officer shall be authorized to execute interfund and interdepartmental transfers in emergency situations. Notification of all such transfers shall be made to the Town Council at its next meeting following the transfer.
- C. The Budget Officer shall be authorized to execute interdepartmental transfers in the same fund, including contingency appropriations, not to exceed \$5,000. Notification of all such transfers shall be made to the Town Council at its next meeting following the transfer.

**Section 11.**           **Classification and Pay Plan**

Cost of Living Adjustment (COLA) for all Town employees shall be 1.4% and shall begin the first payroll in the new fiscal year. The Town Manager is hereby authorized to grant merit increases to Town employees, when earned, per the approved Pay Plan.

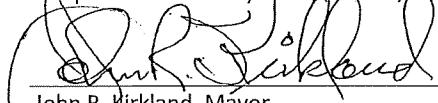
**Section 12.**           **Utilization of the Budget Ordinance**

This ordinance shall be the basis of the financial plan for the Town of River Bend municipal government during the 2021-2022 fiscal year. The Budget Officer shall administer the Annual Operating Budget and shall ensure the operating staff and officials are provided with guidance and sufficient details to implement their appropriate portion of the budget.

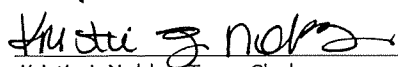
**Section 13.**           **Copies of this Budget Ordinance**

Copies of this Budget Ordinance shall be furnished to the Clerk, Town Council, Budget Officer and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Adopted this 23rd day of September, 2021.

  
\_\_\_\_\_  
John R. Kirkland, Mayor

Attest:

  
\_\_\_\_\_  
Kristie J. Nobles, Town Clerk





<b>Customer:</b>		River Bend	<b>Sales Order</b>	
<b>Customer Address:</b>		45 Shoreline Drive River Bend, NC 28562	<b>Order #:</b>	00002351
<b>Customer County:</b>		Craven	<b>Effective Date:</b>	Date of customer signature below
<b>Customer Admin Contact:</b>		Irving J Van Slyke Jr.	<b>New/Add-On:</b>	New Logo Core
<b>Customer Admin Phone:</b>		(252)638-3870	<b>Sales Rep:</b>	Kara Matthews
<b>Customer Admin Email:</b>		bvanslyde@riverbendnc.org		

#### Investment Summary

Support Services	\$7,788.39
Hosting Services	\$3,000.00
Software Services - License	\$78,300.00
Professional Services - Implementation	\$20,500.00
Professional Services - Conversion	\$30,500.00

Year 1 Investment: \$140,088.39



## Summary Notes

Software Services Fees: 100% will be due upon the Effective Date.

Professional Services – Implementation Fees: 50% will be due on the Effective Date, 25% will be invoiced 60 days after the Effective Date and the remaining 25% will be invoiced upon the earlier of project acceptance or first production use.

Hosting Services Fees: 100% will be invoiced on the Effective Date for the first annual term. Thereafter, 100% of each subsequent annual fee will be invoiced annually, 60 days prior to each anniversary of the Effective Date.

Support Services Fees: 100% will be invoiced on the Effective Date for the first annual term. Thereafter, 100% of each subsequent annual fee will be invoiced annually, 60 days prior to each anniversary of the Effective Date.

Professional Services – Data Conversion Fees: 50% will be due on the Effective Date, 25% will be invoiced 60 days after the Effective Date and the remaining 25% will be invoiced upon the earlier of project acceptance or first production use.

All invoices shall be paid within 30 days of the Invoice date. Fees for Services may increase annually during the Initial Term or any renewal Term subject to a maximum annual increase equal to the greater of (i) the Consumer Price Index for All Urban Consumers: U.S. City average and (ii) four percent (4%).

Support Services	Annual Fees
Animal Licensing I Maintenance	\$170.61
AR & Business Licensing I Maintenance	\$306
Electronic Requisitions I Maintenance	\$306.35
Employee Self-Service I Maintenance	\$510.58
Finance Super Sulte I Maintenance	\$1,071.42
Human Resources I Maintenance	\$714.81
Municipal Dashboard Maintenance	\$292.21
Payroll I Maintenance	\$750.94
Permitting & Code Enforcement I Maintenance	\$714.81
Permitting Self-Service I Maintenance	\$510.58
Utility Billing & Collections I Maintenance	\$750.94
WIPP - AR Maintenance	\$389.61
WIPP - Utility IVR Maintenance	\$194.80
WIPP - Utility Maintenance	\$389.61

<b>Support Services</b>	<b>Annual Fees</b>
Work Orders   Maintenance	\$714.81
<b>Annual Fees:</b>	<b>\$7,788.43</b>

<b>Hosting Services</b>	<b>Annual Fees</b>
Hosting (Level I)	\$3,000.00
<b>Annual Fees:</b>	<b>\$3,000.00</b>

<b>Software Services - License</b>	<b>One-Time Fees</b>
Animal Licensing I	\$1,875.00
AR & Business Licensing I	\$3,375.00
Electronic Requisitions I	\$3,375.00
Employee Self-Service I	\$5,625.00
Finance Super Suite I	\$11,250.00
Human Resources I	\$7,875.00
Municipal Dashboard	\$3,375.00
Payroll I	\$7,875.00
Permitting & Code Enforcement I	\$7,875.00
Permitting Self-Service I	\$5,625.00
Utility Billing & Collections I	\$7,875.00
WIPP - AR	\$900.00
WIPP - Utility	\$900.00
WIPP - Utility IVR	\$2,625.00
Work Orders I	\$7,875.00
<b>One-Time Fees:</b>	<b>\$78,300.00</b>



Professional Services - Implementation	One-Time Fees
Standard AR/Business Licensing Implementation I	\$2,000.00
Standard Finance Implementation I	\$5,000.00
Standard Permitting Implementation I	\$4,500.00
Standard Personnel Implementation I	\$4,000.00
Standard Utility Implementation I	\$5,000.00
<b>One-Time Fees:</b>	<b>\$20,500.00</b>

Professional Services - Conversion	One-Time Fees
Finance - Chart of Accounts	\$0.00
Finance - COA Transaction History - Detail	\$6,000.00
Finance - Document Attachments	\$1,250.00
Finance - Vendor Master File	\$1,000.00
Permitting - Contractor Master File	\$1,500.00
Permitting - Parcel Master File	\$1,000.00
Permitting - Permit/Violation Transaction History	\$6,000.00
Utility - Document Attachments	\$1,250.00
Utility - Master File	\$2,500.00
Utility - Transaction History	\$5,000.00
Work Orders - Detail History	\$5,000.00
<b>One-Time Fees:</b>	<b>\$30,500.00</b>

**Software Services - License Notes**

Customer has the rights to use the Software as long as it maintains Support Services in good standing.



**Hosting Services Notes**

The initial Hosting Services Term shall be months commencing on the Effective Date. The Hosting Services Terms shall renew automatically for 12-month renewal terms at then-current applicable Fees unless written notice is provided by Customer at least 90 days prior to the expiration of the initial or then-current renewal Term. Fees for Hosting Services may increase annually during the initial Term subject to a maximum annual increase equal to the greater of (i) the Consumer Price Index for All Urban Consumers: U.S. City average and (ii) four percent (4%).

**Support Services Notes**

The initial Support Services Term shall be months commencing 90 days after the Effective Date. The Support Services Terms shall renew automatically for 12-month renewal terms at then-current applicable Fees unless written notice is provided by Customer at least 90 days prior to the expiration of the initial or then-current renewal Term. Fees for Support Services may increase annually during the initial Term subject to a maximum annual increase equal to the greater of (i) the Consumer Price Index for All Urban Consumers: U.S. City average and (ii) four percent (4%).

**Professional Services - Notes**

Includes all standard Implementations listed under "Professional Services - Implementation".

**Sales Order Notes**

Optional Conversion Services/One time fees  
Convert Meters to Neptune \$1,500  
Convert Employee Master File \$1,600  
Convert AR Customer Master \$1,400



Please return executed Sales Orders via  
DocuSign or Email to:  
Edmunds GovTech, Inc.  
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THE UNDERSIGNED IS AUTHORIZED TO EXECUTE THIS SALES ORDER ON BEHALF OF CUSTOMER AND ACKNOWLEDGES AND AGREES ON BEHALF OF CUSTOMER THAT (A) ALL SERVICES SET FORTH IN THIS SALES ORDER ARE SUBJECT TO AND GOVERNED BY THE EDMUNDS GOVTECH, INC. SERVICE TERMS AND CONDITIONS AVAILABLE AT THE FOLLOWING URL: <https://go.edmundsgovtech.com/terms> (THE "SERVICE TERMS"), WHICH ARE INCORPORATED INTO THIS SALES ORDER, AND (B) THIS SALES ORDER, INCLUDING THE SERVICE TERMS, IS THE COMPLETE AND EXCLUSIVE AGREEMENT BETWEEN EDMUNDS GOVTECH (OR OUR AFFILIATE PROVIDING THE SERVICES DESCRIBED HEREIN) AND CUSTOMER CONCERNING THE SUBJECT MATTER HEREOF AND SUPERSEDES ANY PRIOR OR CONTEMPORANEOUS TERMS AND CONDITIONS, INCLUDING ANY PURCHASE ORDER CUSTOMER MAY PROVIDE OR ANY PRIOR COURSE OF DEALING OR USAGE OF TRADE, AND SUCH ADDITIONAL OR DIFFERENT TERMS OR CONDITIONS SHALL HAVE NO FORCE OR EFFECT.

EDMUNDS GOVTECH, INC.

River Bend

By:	Date:	By:	Date:
Kara Matthews Regional Sales Director		Irving J Van Slyke Jr. Councilman & Mayor Pro Tempore	





**River Bend Town Council  
Work Session Minutes  
October 14, 2021  
Town Hall  
5:00 p.m.**

Present Council Members:	Mayor John Kirkland Don Fogle Brian Leonard (via telephone) Barbara Maurer Buddy Sheffield Bud Van Slyke
Town Manager:	Delane Jackson
Town Clerk:	Kristie Nobles
Finance Director:	Mandy Gilbert
Police Chief:	Sean Joll
Town Attorney:	Dave Baxter

**CALL TO ORDER**

Mayor Kirkland called the meeting to order at 5:00 p.m. on Thursday, October 14, 2021 at the River Bend Town Hall with a quorum present.

The Town Manager stated that Councilman Leonard is present tonight via telephone.

**VOTE – Addition of Item 7C**

Councilman Fogle motioned to add item 7C to agenda to allow a motion at that time. The motion carried unanimously.

**VOTE – Approval of Agenda**

Councilman Sheffield motioned to accept the agenda with addition of item 7C as presented. The motion carried unanimously.

**DISCUSSION – Site Selection ARPA Project**

The Manager stated that the next step for this project is to meet and review site selections. He stated that he suggests scheduling a Special Meeting to discuss the site selection. All of Council agreed to schedule a Special Meeting on Thursday, October 21, 2021 at 5:00 p.m. at Town Hall. Councilman Sheffield asked if the cleared property near the water tower was only as big as the cleared area. The Manager stated the property is larger than the cleared area.

**VOTE – Approval of Discussion Procedure**

Councilman Van Slyke motioned to approve the Discussion Procedure as presented.

Councilwoman Maurer motioned to amend the Discussion Procedure as presented to allow the citizens to speak and allow councilmembers to ask questions since they are the ones who wrote the letters presented. Councilman Fogle stated that he opposed the amendment. Councilman Sheffield stated that this whole situation is unfortunate and he feels the rules governing the procedure are clear and Council should abide by them. The amended motion failed. (4 nays; Leonard, Fogle, Sheffield, Van Slyke and 1 aye; Maurer).

Councilman Van Slyke motioned to approve the Discussion Procedure as presented. The motion passed. (4 ayes; Fogle, Leonard, Sheffield, Van Slyke and 1 nay; Maurer)

**DISCUSSION – Audit Committee Appointment**

Councilman Van Slyke stated that recently the Finance Director, Margaret Theis retired. He stated that the new Finance Director Mandy Gilbert should be appointed to the Audit Committee and formally change the Audit Committee approach to define the positions as opposed to the name of individuals.

**VOTE – Audit Committee Appointment**

Councilman Van Slyke motioned to appoint Mandy Gilbert, Finance Director to the Audit Committee and to formally change the Audit Committee membership by positions with the committee consisting of the Finance Officer, Deputy Finance Officer, Finance Director, Town Manager and one citizen. The motion passed unanimously.

**DISCUSSION – CAC Appointment**

Councilwoman Maurer stated that Meg Williams has been serving as an alternate member to the CAC and serving as the secretary.

**VOTE – CAC Appointment**

Councilwoman Maurer motioned to appoint Meg Williams as a full member to the Community Appearance Commission for a term ending June 30, 2022. The motion passed unanimously.

**DISCUSSION – Budget Amendment 21-B-03**

The Manager presented Budget Amendment 21-B-03 to the Council.

**VOTE – Budget Amendment 21-B-03**

Councilwoman Maurer motioned to approve the Budget Amendment as presented. The motion passed unanimously. (see attached)

**DISCUSSION – Blackboard Notification**

The Manager stated that the town uses Blackboard Connect to communicate with residents regarding emergencies, utility billings, etc. He stated that residents register for this service and some do not update their contact information when numbers change and a majority of the messages are failing to be delivered. The Manager asked for permission to purge the whole system and start over which will require everyone to re-register. Councilman Leonard asked that we notify residents in utility billing that there will be a system purge and they will need to reregister for the service.

**VOTE – Blackboard Notification**

Councilman Sheffield motioned to approve the Blackboard Connect purge as presented with a message insert with the water bill. The motion passed unanimously.

The Mayor called for a 2-minute recess.

**DISCUSSION – Parks and Recreation Advisory Board**

The Mayor stated that the Discussion Procedure had been approved previously tonight and that procedure would be followed.

Councilwoman Maurer read her letter that was included in the agenda package.

"I am speaking to you as a fellow Council member and as the liaison to the Parks and Recreation Advisory Board. This agenda item asks you to address the concerns contained in the letters written by all seven board members. The River Bend Parks & Advisory Board is a group of seven volunteers who are appointed by a vote of the Town Council. They serve two year terms and many are reappointed several times. Each year these dedicated volunteers are responsible for offering close to twenty programs, events and activities for adults, children and families of River

Bend. Major events include the Fourth of July celebration, the children's Easter Egg Hunt, and Trunk or Treat. In partnership with the CAC and the Rhems Fire Department, they have a Christmas Tree lighting with a visit from Santa and Mrs. Claus who arrive by fire truck. They present Concert in the Park and two seasonal concerts by the Fairfield Harbour Chorus. They try to offer two monthly activities that include craft workshops (which are always different) and games or social activities such as Bunco and BINGO which are repeated or changed as defined by their popularity or by requests from participants. This year they added Community Yard Sale Day to their list of annual events and at the last minute's notice, provided refreshments for National Night Out in River Bend. If you exclude the cost of Fourth of July, they produce all the programs for around \$2,000 per year. In addition, they sponsor the River Bend Community Organic Garden, the Red Caboose Library, Yoga, and previously, Zumba and Ryland's karate program. I would be surprised if larger towns with paid staff could say they offer as much. All seven VOLUNTEERS who staff the Parks and Recreation Advisory Board have written letters to ask this Council for help. The letters were written individually and without any direction following their September 1st board meeting. Please take these dedicated VOLUNTEERS seriously and consider their requests."

Councilman Fogle read his letter that was included in the agenda package.

"Dear Mayor Kirkland,

I am writing this letter in response to the 6 complaint letters you received about me regarding the September 1, 2021 Parks and Recreation Advisory Board (PRAB) Meeting. I have included Attachment A which gives a narrative description of what occurred during that meeting. I recommend that you read Attachment A thoroughly to see who established the adversarial tone mentioned in the letters.

I have attempted to respond point by general point below based on what I gathered the specific complaint was in each letter. As you know, I have been a proponent of increasing the number of recreational activities available to our residents since the day I was appointed. That is no secret. I have tried making general, then specific suggestions in Council meetings with the hope that a "nudge" might get the creative juices flowing. I have spoken directly to the liaison and asked about having some new activities sponsored by the PRAB. I even applied to serve on the PRAB to make sure new activities were considered, and encouraged a young man to apply to the PRAB when a vacancy occurred, only to see an "outsider" not be given an opportunity to join the PRAB. I am frustrated since I have tried every available option from "planting the seed" to asking specific questions of the PRAB with absolutely no recognition from the PRAB that they should at least consider and discuss these issues.

#### Complaint

1. Speaking as a Councilman: It was never my intent to "speak as a Councilman", but after the Chair "misrepresented" the Town mask policy, and the liaison did not correct it, I felt I had an ethical obligation to represent the Town and clarify the policy.
2. Behavior: My behavior was no better and no worse than that of the Chair. When her volume went up, my volume went up.
3. Come to future meetings: Yes, I will be at future meetings as is my right as a resident of River Bend. May I remind you that at the Joint Advisory Board/Council meeting, the PRAB Chair told me I could come, and that the meetings allowed visitor participation in an open dialogue format.
4. We (PRAB) are the problem: Regarding the mask policy, in response to the Chair loudly stating "I don't care what Delane said, the PRAB decides!" and then "The Town Council is the problem!", I responded with "You should care what Delane says!" followed by "That is the problem with you leading this committee!" The problem comment was clearly directed at the Chair, no one else and certainly not the PRAB as a whole.



5. Personal Agenda: I do not recall being asked if I had an agenda and I did not say I had an agenda, but my purpose in attending this meeting was to ask two questions: 1) Is the PRAB interested in doing more of what it already does ( such as Bunco) and 2) Is the PRAB willing to try a new activity (such as Scrabble).

6. Unimpressive: I told the PRAB that I had read their event calendar to the councilmembers and I felt that the councilmembers were unimpressed with the calendar. In hindsight, I should have said that differently.

7. Demanded to know right now: I got an immediate answer from the Chair when I asked if the PRAB would be rescheduling the coming Bunco event if there was insufficient interest. "No" was the answer. I also asked if they would be interested in starting a Scrabble activity to encourage discussion, which I thought was the purpose of the meeting. It was not a demand.

8. Interrupted frequently: The Chair had previously told the Council that the PRAB used an open dialogue format for visitors to comment. I asked questions after others had spoken and do not recall interrupting any other speaker. Early in the meeting, I actually asked for permission to ask a question.

9. Criticism: After stating that I felt the PRAB was the most important board for most residents, I said that I thought they could do better. This seems to be when everyone felt insulted, so some people may consider that a criticism. It was meant to encourage self-review of their operations and to acknowledge that they are important. I didn't say they were bad, not needed, should be eliminated, etc. I have expressed in many Council meetings that they do a good job overall, but I do believe they rely too much on what activities they have done in the past without experimenting with new ideas. I don't know how to say that without it being perceived as a criticism as opposed to an opportunity.

10. Personal agenda: I have raised the issue of new activities, including Scrabble, at many Council sessions. Yes, I did expect that it had been discussed by the PRAB by now. Overall, none of the issues I had brought up should have come as a surprise to anyone if the liaison had passed along my many questions about more and different activities sponsored by PRAB. The liaison told me after the meeting that she had never passed along my many suggestions about Scrabble. She thought I meant Bunco.

I am not perfect. I make mistakes as everyone does. Thank you for giving me the opportunity to explain my side of the story as well as what occurred in the PRAB meeting."

Councilman Leonard stated that he had no questions for Councilwoman Maurer or Councilman Fogle but stated he appreciated all the work the advisory board volunteers do.

Councilman Leonard lost connection and the meeting was paused momentarily while the connection was restored.

Councilman Sheffield stated that the Council oversees all of the advisory boards and every member is reappointed every 2 years if there are no problems with the reappointment. He stated that the volunteers do a lot of work with no monetary pay. He stated he feels that the Council should not micromanage the advisory boards. He suggested that Councilman Fogle sponsor his own "scrabble" game night at the Municipal Building.

Councilman Fogle stated that he has asked previously and was told he would have to pay a fee to sponsor activities at the Municipal Building.

The Manager stated that discussion took place when the old Building Use Policy was in effect. Since that time, the policy has been amended to allow him to sponsor a game night at no charge at the Municipal Building.

Councilman Fogle stated he was not aware that he could sponsor activities at the Municipal Building at no charge. He stated he felt that the Council sets expectations of the volunteers within the advisory boards to encourage and embrace new activities in the town.

Councilman Van Slyke suggested that Council have a review session of the liaisons role for communications between the advisory boards and the Council. He thanked all the volunteers in attendance.

The Mayor stated that the Council, Town Manager and Advisory Board Chairperson are in the process of reviewing the town's ordinance that governs the Advisory Boards.

Councilwoman Maurer stated that in her past experience she has not heard the Parks and Recreation Advisory Board tell anyone "no" to any activity. She stated that when the request was made for a Scrabble game night it was considered and discussed to be added to the game night scheduled in January and that was unacceptable. She stated that she is concerned that this group that puts on a lot of the activities at a low price will be scrutinized more than any department and she is concerned how long that will go on. She does not feel anything is wrong and nothing needs to be fixed. She stated that all the Parks and Recreation Advisory Board wants is to be treated with respect.

Councilman Fogle distributed the Parks and Recreation Advisory Board September 1, 2021 minutes to the Council and the Agenda to the Town Attorney Dave Baxter. Councilman Fogle asked the Town Attorney if Scrabble was on the agenda and the attorney responded that the word Scrabble does not appear on the agenda. Councilman Fogle stated that he thought that it would be a great idea if the Parks and Recreation Advisory Board could adopt a group of volunteers similar to the Red Caboose Library so the Parks and Recreation Advisory Board members do not feel overwhelmed.

#### **VOTE – Parks and Recreation Advisory Board Host Scrabble**

Councilman Fogle motioned to direct the Parks and Recreation Advisory Board to plan, advertise and host a Scrabble game activity no later than January 31, 2022. The motion failed. (1 aye; Fogle, and 4 nays; Leonard, Sheffield, Van Slyke, Maurer).

Councilman Sheffield asked if there was a process to take a poll to see what activities the community would be interested in participating in. The Manager stated that the town could use our web page and E-news to survey the community.

The Manager stated that all the items that would be discussed at the Regular Session were discussed tonight and voted on and there is nothing for the October 21<sup>st</sup> agenda other than regular monthly reports.

#### **VOTE – CANCEL REGULAR SESSION MEETING**

Councilman Sheffield motioned to move the meeting from 7:00 p.m. to 5:00 p.m. as a Special Meeting to discuss the ARPA Project. The motion passed unanimously.

#### **ADJOURNMENT/RECESS**

There being no further business, Councilman Sheffield moved to adjourn, the motion carried unanimously. The meeting adjourned at 6:08 p.m.

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Kristie J. Nobles  
Town Clerk



**TOWN OF RIVER BEND  
BUDGET ORDINANCE AMENDMENT 21-B-03  
FISCAL YEAR 2021-2022**

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina that the 2021-2022 Budget Ordinance as last amended on September 23, 2021, be amended as follows:

**Summary**

General Fund	2,009,705
General Capital Reserve Fund	107,187
Law Enforcement Separation Allowance Fund	13,545
Water Fund	668,930
Water Capital Reserve Fund	489
Sewer Fund	729,130
Sewer Capital Reserve Fund	22
<b>Total</b>	<b>3,529,008</b>

**Section 1. General Fund**

**Anticipated Revenues**

AD VALOREM Taxes 2021-2022	711,163
AD VALOREM Tax-Motor Vehicle	85,800
Animal Licenses	2,000
Sales Tax 1% Article 39	149,718
Sales Tax 1/2% Article 40	87,158
Sales Tax 1/2% Article 42	74,932
Sales Tax Article 44 105-524	10,235
Sales Tax Hold Harmless Distribution	86,068
Solid Waste Disposal Tax	2,200
Powell Bill Allocation	76,800
Beer and Wine Tax	13,225
Video Programming Sales Tax	53,600
Utilities Franchise Tax	111,000
Telecommunications Sales Tax	9,900
Court Refunds	500
Zoning Permits	5,000
Recovery Grant NCORR-FDLG-004	76,445
Miscellaneous	10,000
Interest-NCORR-FDLG-004 Investments	30
Interest- Powell Bill Investments	50
Interest-Gen Investments	500
Contributions	421
Wildwood Storage Rents	18,144
Rents & Concessions	18,000
Sale of Capital Assets	31,008
Transfer From Capital Reserve Fund	65,342
Appropriated Fund Balance	310,466
<b>Total</b>	<b>2,009,705</b>



**Section 1. General Fund (continued)**

Authorized Expenditures

Governing Body	32,000
Administration	262,000
Finance	185,040
Tax Listing	11,200
Legal Services	24,000
Elections	3,500
Police	610,509
Public Buildings	118,700
Emergency Services	4,000
Animal Control	11,000
Street Maintenance	181,000
Public Works	161,000
Leaf & Limb and Solid Waste	44,000
Stormwater Management	42,000
Wetlands and Waterways	3,000
Planning & Zoning	50,000
Recovery Grant NCORR-FDLG-004	76,475
Recreation & Special Events	7,500
Parks & Community Appearance	44,615
Contingency	17,666
Transfer To General Capital Reserve Fund	107,000
Transfer To L.E.S.A. Fund	13,500
Total	<u>2,009,705</u>

**Section 2. General Capital Reserve Fund**

Anticipated Revenues

Contributions from General Fund	107,000
Interest Revenue	187
Total	<u>107,187</u>

Authorized Expenditures

Transfer to General Fund	65,342
Future Procurement	41,845
	<u>107,187</u>

**Section 3. Law Enforcement Separation Allowance Fund**

Anticipated Revenues:

Contributions from General Fund	13,500
Interest Revenue	45
Total	<u>13,545</u>

Authorized Expenditures:

Separation Allowance	1,517
Future LEOSA Payments	12,028
Total	<u>13,545</u>

**Section 4.**            **Water Fund**

Anticipated Revenues

Utility Usage Charges, Classes 1 & 2	199,710
Utility Usage Charges, Classes 3 & 4	8,949
Utility Usage Charges, Class 5	12,209
Utility Usage Charges, Class 8	3,586
Utility Customer Base Charges	231,472
Hydrant Availability Fee	20,496
Taps & Connections Fees	1,250
Nonpayment Fees	10,500
Late payment Fees	6,839
Interest Revenue	1,275
Sale of Capital Asset	0
Appropriated Fund Balance	172,644
Total	<hr/> 668,930

Authorized Expenditures

Administration & Finance [1]	511,030
Operations and Maintenance	154,400
Transfer To Fund Balance for Capital Outlay	3,500
Transfer To Water Capital Reserve Fund	0
Total	<hr/> 668,930

*[1] Portion of department for bond debt service: 148,991*

**Section 5.**            **Water Capital Reserve Fund**

Anticipated Revenues

Contributions From Water Operations Fund	0
Interest Revenue	489
Total	<hr/> 489

Authorized Expenditures

Future Expansion & Debt Service	<hr/> 489
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Section 6.            Sewer Fund

Anticipated Revenues:

Utility Usage Charges, Classes 1 & 2	258,181
Utility Usage Charges, Classes 3 & 4	20,212
Utility Usage Charges, Class 5	27,576
Utility Usage Charges, Class 8	7,264
Utility Customer Base Charges	294,652
Taps & Connection Fees	1,250
Late payment Fees	7,902
Interest Revenue	1,919
Sale of Capital Asset	0
Appropriated Fund Balance	110,174
Total	<hr/> 729,130

Authorized Expenditures:

Administration & Finance [2]	505,030
Operations and Maintenance	220,600
Transfer to Fund Balance for Capital Outlay	3,500
Transfer to Sewer Capital Reserve Fund	0
Total	<hr/> 729,130

*[2] Portion of department for bond debt service: 128,659*

Section 7.            Sewer Capital Reserve

Anticipated Revenues:

Contributions From Sewer Operations Fund	0
Interest Revenue	22
Total	<hr/> 22

Authorized Expenditures:

Future Expansion & Debt Service	<hr/> 22
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**Section 8.**            **Levy of Taxes**

There is hereby levied a tax at the rate of twenty-six cents (\$0.26) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2021, for the purpose of raising the revenue listed as "Ad Valorem Taxes 2021-2022" in the General Fund Section 1 of this ordinance. This rate is based on a valuation of \$278,000,000 for purposes of taxation of real and personal property with an estimated rate of collection of 98.39%. The estimated collection rate is based on the fiscal year 2019-2020 collection rate of 98.39% by Craven County who has been contracted to collect real and personal property taxes for the Town of River Bend. Also included is a valuation of \$33,000,000 for purposes of taxation of motor vehicles with a collection rate of 100% by the North Carolina Vehicle Tax System.

**Section 9.**            **Fees and Charges**

There is hereby established, for Fiscal Year 2022, various fees and charges as contained in Attachment A of this document.

**Section 10.**           **Special Authorization of the Budget Officer**

- A. The Budget Officer shall be authorized to reallocate any appropriations within departments.
- B. The Budget Officer shall be authorized to execute interfund and interdepartmental transfers in emergency situations. Notification of all such transfers shall be made to the Town Council at its next meeting following the transfer.
- C. The Budget Officer shall be authorized to execute interdepartmental transfers in the same fund, including contingency appropriations, not to exceed \$5,000. Notification of all such transfers shall be made to the Town Council at its next meeting following the transfer.

**Section 11.**           **Classification and Pay Plan**

Cost of Living Adjustment (COLA) for all Town employees shall be 1.4% and shall begin the first payroll in the new fiscal year. The Town Manager is hereby authorized to grant merit increases to Town employees, when earned, per the approved Pay Plan.

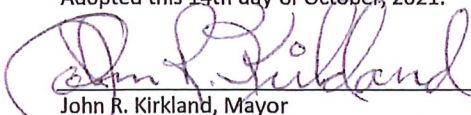
**Section 12.**           **Utilization of the Budget Ordinance**

This ordinance shall be the basis of the financial plan for the Town of River Bend municipal government during the 2021-2022 fiscal year. The Budget Officer shall administer the Annual Operating Budget and shall ensure the operating staff and officials are provided with guidance and sufficient details to implement their appropriate portion of the budget.

**Section 13.**           **Copies of this Budget Ordinance**

Copies of this Budget Ordinance shall be furnished to the Clerk, Town Council, Budget Officer and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Adopted this 14th day of October, 2021.

  
John R. Kirkland, Mayor

Attest:

  
Kristie J. Nobles, Town Clerk





**River Bend Town Council  
Special Meeting Minutes  
October 21, 2021  
Town Hall  
5:00 p.m.**

Present Council Members:

Mayor John Kirkland  
Don Fogle  
Bud Van Slyke  
Buddy Sheffield  
Brian Leonard  
Barbara Maurer (via telephone)

Town Manager: Delane Jackson  
Public Works Director: Brandon Mills

**CALL TO ORDER**

Mayor Kirkland called the meeting to order at 5:00 p.m. on Thursday, October 21, 2021 at the River Bend Town Hall with a quorum present.

**DISCUSSION – American Rescue Plan Project – Water Sewer Administration Building**

The Mayor recognized the Town Manager Delane Jackson. The Manager reviewed the agenda for the meeting and stated that the purpose was to look at four sites that may be used for the construction of the new water/sewer office. He stated that the Public Works Director, Brandon Mills was in attendance to answer any questions about the sites. The Manager then introduced Beth Walker of The Walker Group, who has been hired to serve as the architect on this project. He also introduced Kevin Avolis of Avolis Engineering, who is providing engineering services for this project.

Kevin Avolis presented a PowerPoint presentation that showed a map of each site and listed the pros and cons of each site. The four sites were:

- Option A - Near 115 Wildwood Drive in an area of the Town Commons near the volleyball court
- Option B - Near 1019 Plantation Drive in an area of the Town Commons near the soccer field
- Option C - 1411 Plantation Drive, which is currently home to a water tank
- Option D - 25 Shoreline Drive, which is currently home to a water tank and the Rhems Fire Department substation

There was a general discussion about the pros and cons of each site. Brandon Mills was asked which site he thought was best. He stated that none of the sites were ideal. The Manager stated that these sites were looked at because they are owned by the town, thus there would be no land acquisition costs. He stated that the town could purchase a site if none of these were suitable to the Council. Councilman Sheffield stated that the town also owns land that was near the waste treatment plant and is being used for storage space rental. It was discussed and not considered a good option. The Manager stated that the town also owned land on Wakefield Drive, which is being used by the organic garden. That site was not considered a good option. The Manager stated that land is for sale on Old Pollocksville Road. That site was not considered a good option. Councilman Van Slyke stated that he did not think the site at 25 Shoreline was a good location. The Manager stated that there was currently a fire station building and CenturyLink telephone building on the 25 Shoreline Drive site and he had never seen any documentation on the legal aspects of those buildings relative to the site.

**Vote – Site Location** – Councilman Leonard motioned to accept Option D as the location of the new building.

The Manager stated that the survey that had been performed was not an in-depth survey and he suggested that the site be looked at in more detail before making a final decision. He suggested doing more research into the buildings that are currently on the site and any easements that may exist.

**Amended Vote – Site Location** – Councilman Leonard amended his motion to direct the architect and engineer to further study the site at 25 Shoreline Drive for the construction of the new building. The motion passed. (4 ayes, 1 nay with Councilman Van Slyke voting nay.)

**ADJOURNMENT/RECESS**

There being no further business, Councilman Sheffield moved to adjourn, the motion carried unanimously. The meeting adjourned at 5:52 p.m.

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Delane Jackson, Town Manager



# RIVER BEND POLICE DEPARTMENT



## MONTHLY ACTIVITY REPORT

2021						
	ACTIVITIES	2021 August	2021 September	2021 October	% of Total Calls	% Change Last 2 Mos.
1	ALARMS / 911 UNKNOWN / DISTURBANCE / SHOTS FIRED	6	6	12	1.41%	100.00%
2	ANIMAL COMPLAINTS	4	6	0	0.00%	-100.00%
3	ARRESTS	0	3	4	0.47%	33.00%
4	ASSAULTS / ALL OTHER VIOLENT CRIME	1	0	2	0.23%	0.00%
5	ASSIST CITIZENS / LOCK OUT / QUALITY OF LIFE ISSUES	11	10	11	1.29%	10.00%
6	ASSIST EMS / FD / FIRST RESPONDERS / MED ASSIST	17	16	19	2.22%	19.00%
7	ASSIST MOTORISTS / FOOT PATROLS / ALL OTHER	26	32	13	1.52%	-59.00%
8	ASSIST OTHER AGENCIES	4	1	3	0.35%	200.00%
9	B & E BUSINESS / RESIDENCE / VEHICLE	0	1	1	0.12%	0.00%
10	CRIM. SUMM. / SUBPOENAS / WARRANTS / CIVIL COMPLAINT	0	2	3	0.35%	50.00%
11	DOMESTICS	0	3	2	0.23%	-33.00%
12	FIRES / ALARM	3	0	1	0.12%	0.00%
13	IDENTITY THEFT / FRAUD	2	1	2	0.23%	100.00%
14	INVOLUNTARY COMMITMENTS	3	1	2	0.23%	100.00%
15	JUVENILE COMPLAINTS	1	0	0	0.00%	0.00%
16	LARCENIES	1	0	4	0.47%	0.00%
17	LITTERING	0	0	0	0.00%	0.00%
18	LOUD MUSIC / NOISE COMPLAINTS	0	0	1	0.12%	0.00%
19	DEATH / MISSING PERSON / RUNAWAY / SUICIDE(A)	0	3	1	0.12%	-67.00%
20	PROPERTY DAMAGE / VANDALISM	1	1	1	0.12%	0.00%
21	RESIDENTIAL / BUSINESS CHECKS / COMMUNITY WATCH	1022	709	719	84.19%	1.00%
22	ROADWAY DEBRIS / OBSTRUCTIONS	0	0	0	0.00%	0.00%
23	ROBBERIES	0	0	0	0.00%	0.00%
24	SOLICITING VIOLATIONS	1	0	0	0.00%	0.00%
25	SUSPICIOUS PERSONS / VEHICLES / FIELD INTERVIEW	14	10	8	0.94%	-20.00%
26	TOWN ORDINANCE CITATIONS	0	0	0	0.00%	0.00%
27	TOWN ORDINANCE VIOLATIONS	2	2	1	0.12%	-50.00%
28	TRAFFIC ACCIDENTS	3	1	3	0.35%	200.00%
29	TRAFFIC STOPS	13	10	6	0.70%	-40.00%
30	TRAFFIC COMPLAINTS-RADAR	13	14	6	0.70%	-57.00%
31	DWI	0	0	0	0.00%	0.00%
32	CHECKPOINTS	0	2	0	0.00%	-100.00%
33	DRUG VIOLATIONS	0	2	2	0.23%	0.00%
34	WELFARE CHECKS	6	7	7	0.82%	0.00%
35	CASE ASSIST / PW / VEHICLE MAINTENANCE / MEETING	6	11	7	0.82%	-36.00%
36	CASE FOLLOW UPS / SPECIAL OPERATION / TRAINING	5	4	13	1.52%	225.00%
37	TRESPASSING	0	1	0	0.00%	-100.00%
38	OVERDOSE	1	1	0	0.00%	-100.00%
39	TOTAL	1166	860	854	100.00%	-1.00%

### Traffic Violations

- 2 State Citations
- 2 Total State Charges
- State Warnings
- Town Citations
- Town Warnings

### Community Watch Checks

- 49 100 Pirates
- 60 100 Plantation
- 56 200 Lakemere
- 61 200 Rockledge

### Phone Calls Answered (638-1108)

- 269 Incoming Calls





## TOWN OF RIVER BEND

45 Shoreline Drive  
River Bend, NC 28562

T 252.638.3870  
F 252.638.2580

[www.riverbendnc.org](http://www.riverbendnc.org)

### **October 2021 Monthly Report Brandon Mills, Director of Public Works**

Public Works was busy with general maintenance on our trucks, and equipment. The brake pads and oil/filter were changed on one of our trucks and the John Deere tractor. The small gas powered pumps, Ford tractor, and lawn mower are on schedule next. We service all of our vehicles, and equipment on a routine schedule. Routine maintenance is imperative to keep our vehicles and equipment in good working order. In addition, one pet waste can holder had to be replaced. We build these holders in house out of treated lumber, and get good longevity out of them.

Water Resources has continued to keep the town's water/sewer utilities up and running. Our operators do a good job on maintaining these systems, and keeping our parameters well within our regulated limit. I would like to thank James and Mike for a job well done. There were a couple of minor air leaks on both of the wastewater treatment plants that were repaired by our staff. Air is the heart of the Wastewater treatment system and without air, the treatment plant could not function, and we would be in violation of our NPDES permit. Therefore, the quick attention to these two leaks was imperative.

If you have any questions concerning the Water Resources/Public Works Department, please call us at 638-3540, Monday-Friday, 8am-4pm. After hours water and sewer emergencies can be reported by dialing the Town Hall at 638-3870. You will be instructed to dial "9" and follow the directions to contact the on call duty operator. You will then be asked to enter your phone number at the sound of the tone. After entering your phone number, the automated system will inform you that your page has been sent. Please, be patient and our utility systems operator will return your call. If you do not receive a call back within ten minutes, please notify the Police Department at 638-1108, and they will get in contact with the on-call utility systems operator.



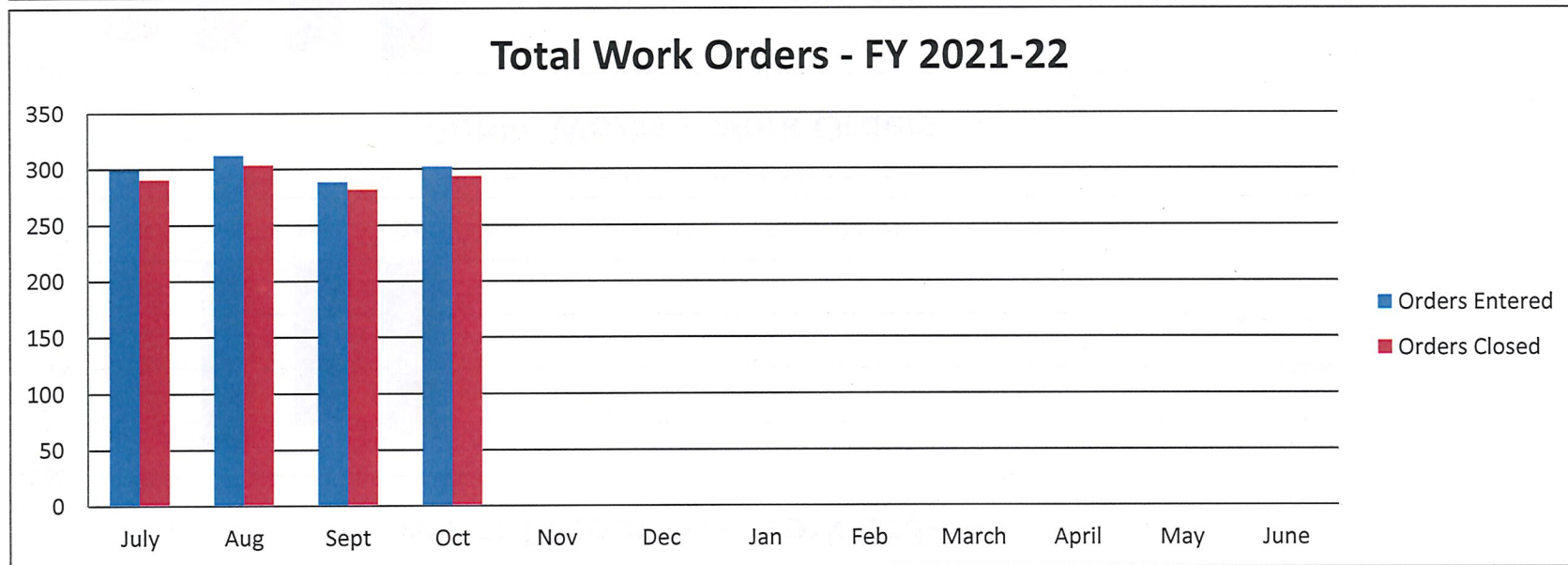
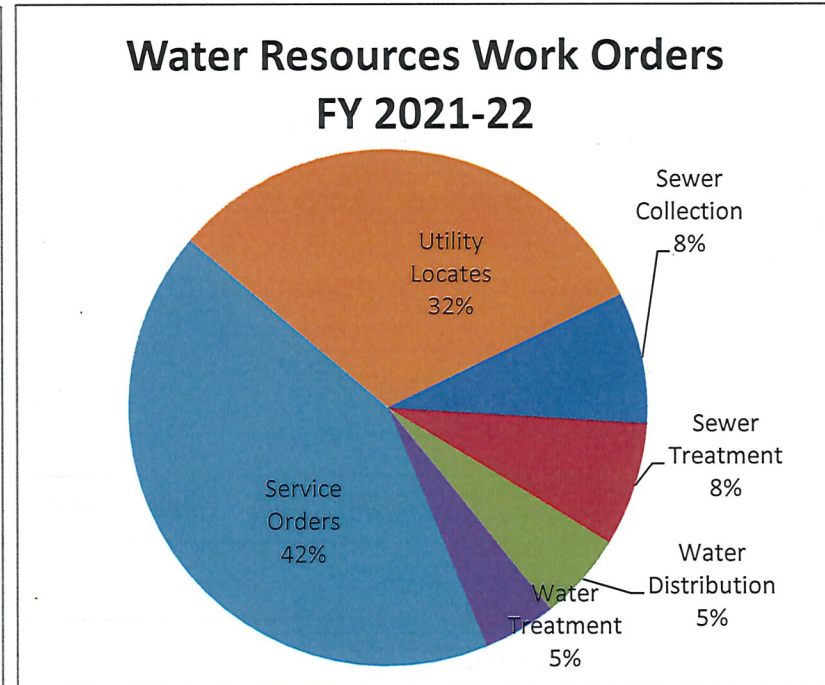
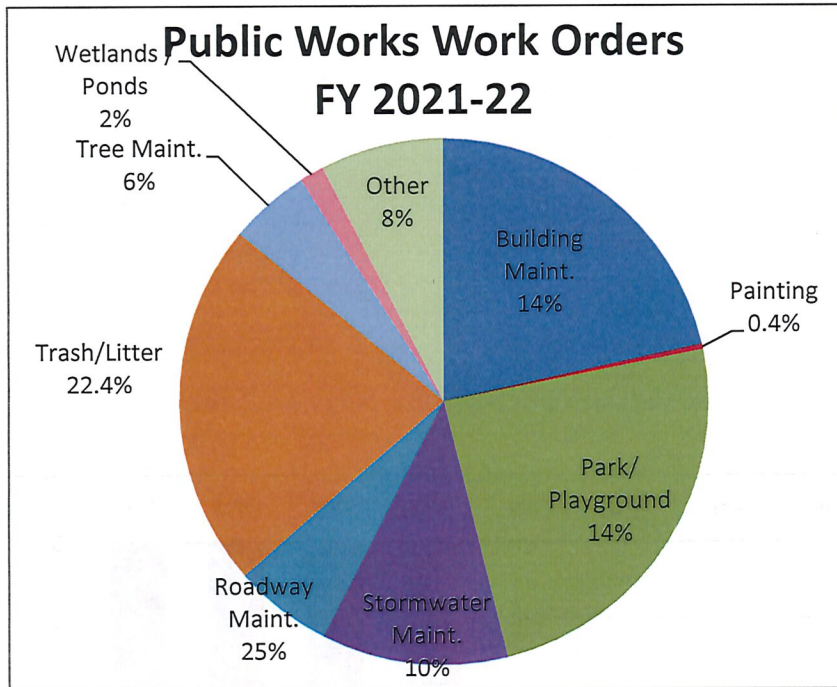


## Public Works

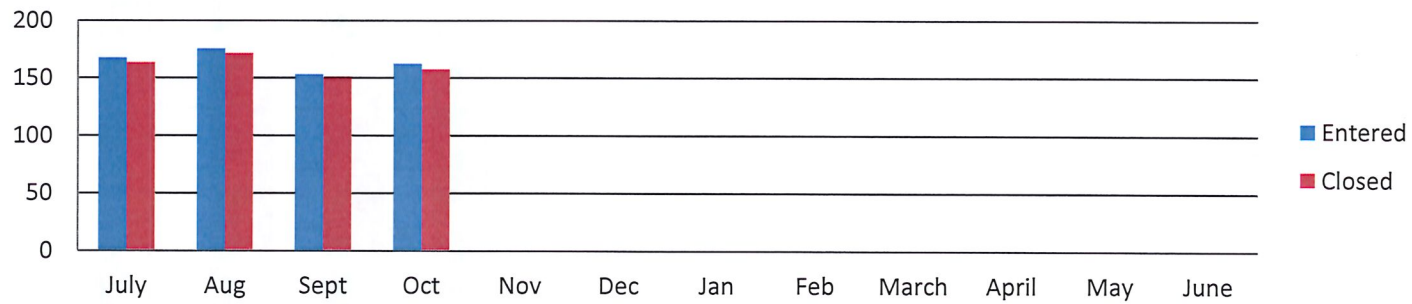
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## Water Resources

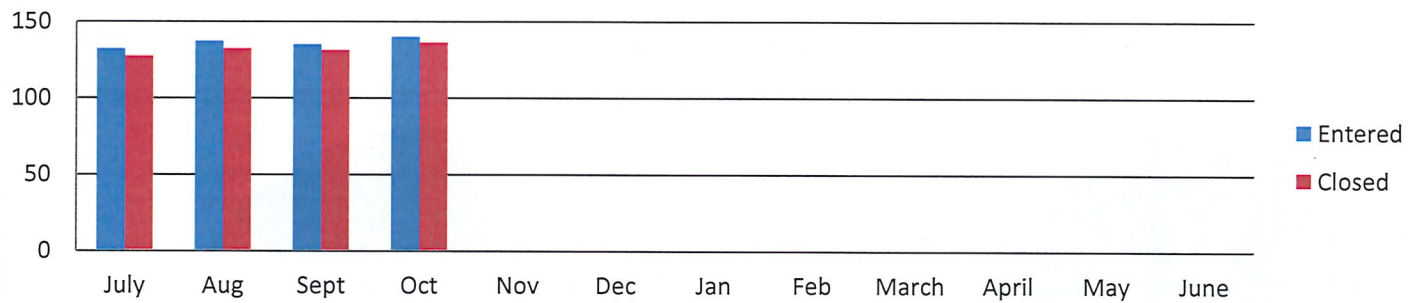
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## Water Resources - Work Orders



## Public Works - Work Orders







Activity	Monthly	YTD Total
Permit Applications Received	18	39
Permits Issued	18	39
Fees Collected	838.40	2890.40
Violations Noted During Weekly Patrol	3	39
Complaints Received From Citizens	2	10
Notice Of Violations Initiated *see details below	5	43
Remedial Actions Taken By Town	0	0

[illegible]



### **COMMUNITY WATCH REPORT** – October 20, 2021

- 1) One new member, who had picked up an application at National Night Out, attended.
- 2) Police Officer Gonzales gave a brief report on the events at the successful Night Out due to participation from area Law Enforcement (K9 demos, etc.) and Parks and Rec saving the day with hot dogs when food trucks backed out at the last minute.
- 3) We were also able to sign up volunteer traffic control support for 'Trunk or Treat' on 10/30/21 and the 'Shredding Event' on 11/06/21.
- 4) Meeting closed with telling everybody that the next meeting is on February 16, 2022 at 7:00pm.
- 5) As a follow up, 6 Community Watch members provided traffic control at 'Trunk or Treat' and five members helped with the 'Shredding Event'.

### **CERT REPORT** – October 27, 2021

The CERT meeting was cancelled due to a gas leak reported near the Municipal Building. The next CERT meeting is scheduled for Wednesday, November 24, 2021 at 7:00 pm in the Municipal Building.

## **Council Meeting – 11/18/21**

### **Parks & Recreation**

We offer a big thank you to Parks & Recreation for presenting so many outstanding events in the last two months. Your members have done an incredible job, brought smiles to a lot of River Bend children and gratitude for stepping up when called upon on short notice.

October was a busy month. Two activities were scheduled but they ended up having four events. P&R was asked to provide refreshments for National Night Out River Bend after the food truck was not available. Everyone seemed pleased with hot dogs, snacks, ice cream and water. When it appeared that it would be cancelled they agreed to sponsor River Bend Community Yard Sale Day which had more than sixty homes registered and many more that didn't sign up as well as the Garden Club bake sale and the Red Caboose Library book sale.

The annual Trunk or Treat event offered 14 decorated car trunks and one fire department ambulance, games, crafts, refreshments and Cake Walk to over 125 children. This was a bittersweet event for the P&R Advisory Board members as they said a regretful farewell to two members who had resigned, effective following the final events they had committed to work for.

The Christmas ornament craft workshop filled quickly after being posted. Thanksgiving Bingo is scheduled for November 17 with Thanksgiving themed food prizes.

Looking to December, the annual Christmas tree lighting is scheduled for December 3<sup>rd</sup>. A children's caroling group will offer songs of the season while waiting for Santa and Mrs. Claus to arrive by fire truck. Once inside, Mr. & Mrs. Claus will listen to children's requests. Christmasy refreshments will be offered, and there will be games and crafts for the kids. Red Caboose Library volunteers will read a children's Christmas story..

The Fairfield Harbour Chorus returns to the Baptist Church on December 12 at 3 pm. Come early to secure a seat. It's usually standing room only.

Remember to sign up for River Bend News if you want activity announcements delivered to your Inbox.

The next scheduled meeting is Wed. December 1 at 7pm.

### **Community Appearance Commission (CAC)**

The CAC is scheduled to meet on Wednesday, November 17th at 4pm.

They will be discussing new ideas and making plans. There are still two vacancies. If this sounds interesting, consider joining the board. Attend the meeting to see what it's all about and if it appeals to you, obtain an application from the Town Clerk.

### **River Bend Community Organic Garden (RBCOG)**

Regular meetings were held on October 4 and November 1.

Fall crops were planted. Kale and radishes are being harvested. Peanuts and sweet potatoes are almost ready.

Teamwork day took place on a cold, raw, windy Nov. 4<sup>th</sup>.

The Green Team has committed for the ninth year. The most recent session was attended by twenty students.

The butterfly habitat is almost finished for this year but the bee hive continues to be very active.

The next meeting is scheduled for December 6 at 1:30 pm.

### **Red Caboose Library (RCL)**

The board met on October 7 and November 4.

The Volunteers' Ice Cream Social brought volunteers together to meet and catch up with the latest library news.

The book sale on Community Day was very successful. One community member held a yard sale where items were free but donations to the library were gratefully accepted. He turned over all proceeds to the library.

In an effort to promote children's love of reading, plans are being made to add story reading followed by a craft or activity that relates to the story. Other activities will follow. Parents are invited to attend with their children.

The next board meeting is scheduled for Thursday, December 2 at 2 pm.



TOWN OF RIVER BEND

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RECEIVED

NOV 05 2021

TOWN OF RIVER BEND

## REQUEST FOR APPOINTMENT TO BOARDS OR COMMISSIONS

Parks and Rec.

BOARD/COMMISSION FOR WHICH YOU ARE APPLYING

Krysten Howard

howardhacienda2021@yahoo.com

NAME

E-MAIL ADDRESS

4 Pier Point

517-518-2378

STREET ADDRESS

PHONE #

If you listed a post office box, do you live in the Town of River Bend? ☐ Yes ☐ No n/a

PLEASE LIST ANY EDUCATION, SPECIAL SKILLS, OR EXPERIENCE YOU HAVE THAT WOULD BE OF USE TO THE TOWN COUNCIL IN CONSIDERING YOUR APPLICATION (Please include any committees you have belonged to and offices held that would be helpful in considering your application):

I have been employed as a Contracted Internation Teacher for the last 5 years, working with individual, small group, large classroom and families. This work has included Creation, Monitoring and Marketing of all scheduled lessons, programs and activities. I remain contracted under this program as well as holding separate contracts for as a Title 1 At-Risk Teacher and an English Second Language Educator.

Previously, I worked as a Renovation and Restoration Marketing Specialist and Property Manager for 8 years. During this time, I was actively involved with Community Outreach and Marketing, working to bring interest to Local activities and events to several different Communities and in many different areas of interest, to include Fundraising, Charity, and Traditional event planning such as Color Runs, Lighted Christmas Parades, Classic Car Shows, Toys for Tots, Food Drives, etc.,

My internship for my M.S. Psychology, was done at a Community Non-Profit, which required individual marketing of programs and events. While completing this work, I worked with both other members, directors and in individual and family counseling sessions.

Outside of work, I enjoy being with our family and enjoy the outdoors. You can usually find me cooking, baking, painting, sculpting, fishing, baking, biking and enjoying any other activity that helps our children enjoy the area we chose to call home.

We returned to the area mid-2020, and hope to participate in any way I can to build memories for not only our children but, others that make them want to bring their own families home as they grow.

IF YOU NOW SERVE OR HAVE SERVED ON ANY TOWN COMMITTEES, PLEASE LIST DATES:

n/a

This information will be used by the Town Council in making appointments to Boards and Commissions, and in the event you are appointed, it may be used as a news release to identify you to the community. This form will be retained by the Town for one year after its submission. If after one year, you have not been appointed and wish to be considered for future appointments, you must resubmit your application.

Verified by PDFfiller

Krysten Howard, 11/5/21

SIGNATURE

DATE

**TOWN OF RIVER BEND**45 Shoreline Drive  
River Bend, NC 28562T 252.638.3870  
F 252.638.2580

www.riverbendnc.org

**RECEIVED****NOV 05 2021****TOWN OF RIVER BEND****REQUEST FOR APPOINTMENT TO BOARDS OR COMMISSIONS**

Parks and Rec.

BOARD/COMMISSION FOR WHICH YOU ARE APPLYING

Robert Howard

howardhacienda2021@yahoo.com

NAME

E-MAIL ADDRESS

4 Pier Point

517-518-2378

STREET ADDRESS

PHONE #

If you listed a post office box, do you live in the Town of River Bend? ☐ Yes ☐ No n/a

PLEASE LIST ANY EDUCATION, SPECIAL SKILLS, OR EXPERIENCE YOU HAVE THAT WOULD BE OF USE TO THE TOWN COUNCIL IN CONSIDERING YOUR APPLICATION (Please include any committees you have belonged to and offices held that would be helpful in considering your application):

I have previously owned and operated his own Landscaping Company and has worked in Environmental Cleanup for the last 15 years. While working in this field, I and a family friend worked to start-up and run a branch of one of the largest Companies in this field. During this time I was involved with Community Outreach, Disaster Recovery and Customer Satisfaction.

Outside of work, I enjoy being with our family and loving our Waterfront Community. We are a "Shop Local" family and enjoy Hiking, Biking, Fishing, Swimming, Gardening, Baking, Boating and more. Our family returned to the area last year to enjoy the area my Grandparents and Mother have loved since the mid-80's and hope that our children continue to grow and raise their own families here as well.

IF YOU NOW SERVE OR HAVE SERVED ON ANY TOWN COMMITTEES, PLEASE LIST DATES:

n/a

This information will be used by the Town Council in making appointments to Boards and Commissions, and in the event you are appointed, it may be used as a news release to identify you to the community. This form will be retained by the Town for one year after its submission. If after one year, you have not been appointed and wish to be considered for future appointments, you must resubmit your application.

Verified by PDFfiller

Robert Howard, 11/6/21

11/6/2021  
SIGNATURE

DATE



# **Town of River Bend**



## **Monthly Financial Report**

Printed 11/15/2021

*This monthly report is provided as an oversight/management tool for the Town Council of the Town of River Bend. For ease of reporting, and in order to be consistent with the categories used in the annual budget process, this report summarizes the revenue and expenses in each of the three operational areas of the Town. Anyone interested in more detail, or further explanation of the contents of this report, is encouraged to contact Finance Officer Irving J. "Bud" Van Slyke, Jr. or Finance Director Mandy Gilbert.*

## Notes

The cash balances shown on page one are the amount of cash in each specific accounting fund. These funds are deposited in separate investment accounts. Pooled cash accounts used for operating funds but accounted for, in our internal systems, as individual accounts. Interest attributable to each account is allocated based upon the total rate of return of the account(s).

The FY Budget columns represents the original and current budget. As the fiscal year goes on and unforeseen expenses or revenues occur, we need to adjust the budget. The Council does this by formal amendment during a Council meeting. \*Asterisked lines represent those budget items that have been amended since adoption.

The acronym CIF used in this report is our Capital Improvement Fund(s) for water and wastewater. These funds are, by resolution of the Town Council, reserved for expenses related to expansion of these systems, or retirement of debt. The Water CIF receives revenue in the form of annual Hydrant Fee payments.

Because this is an annual budget, it is important to note that many lines shown in this report will vary, some significantly, from month to month, and in different times of the year. In many instances, capital payments for current fiscal year projects are made early in the fiscal year and the majority of our ad valorem tax receipts occur in the middle of the fiscal year. This is another reason to maintain an adequate fund balance.

### **Town of River Bend Financial Dashboard**



Visit our web site <http://www.riverbendnc.org/finance.html> to view the Financial Dashboard. These dashboards are designed to give the user a quick overview of the status of revenues and expenditures in each of the Town's three major funds as reported in the Monthly Financial Report.



Town of River Bend  
Financial Report  
Fiscal Year 2021 - 2022



## Fund Cash Balances

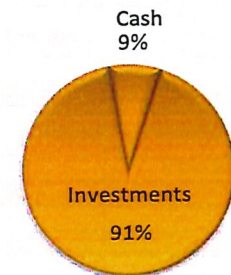
Cash Balances		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	General Fund*	913,105	855,125	844,477	894,523								
2	Powell Bill	0	0	39,273	39,273								
3	NCORR Recovery Grant	98,653	98,654	98,654	98,655								
4	CDBG OPR Development*	-1,005	-1,443	-1,443	-1,443								
5	General Capital Reserve	93,607	93,607	93,608	93,609								
6	ARPA Grant Fund*	482,189	481,818	482,197	482,201								
7	Law Enforcement Separation Allowance*	22,864	22,258	21,954	21,955								
8	Water Fund*	788,994	829,337	832,977	807,379								
9	Water Capital Reserve Fund (CIF)	244,698	244,700	244,702	244,704								
10	Sewer Fund*	1,089,186	1,134,578	1,142,734	1,109,372								
11	Sewer Capital Reserve Fund (CIF)	11,248	11,248	11,248	11,248								
<b>Total Cash and Investments</b>		<b>3,743,539</b>	<b>3,769,882</b>	<b>3,810,382</b>	<b>3,801,477</b>								
<b>BB&amp;T Cash Accounts</b>		<b>751,136</b>	<b>295,260</b>	<b>335,732</b>	<b>326,785</b>								

\*These operating funds have equity in the BB&T pooled accounts.

In order to obtain more favorable interest rates, the Town deposits funds in the North Carolina Capital Management Trust. We move funds between our cash accounts and these investment accounts to accommodate cash flow for our payables and as revenues are received in order to maintain an adequate amount of cash for operational needs while attempting to minimize bank fees and maximize interest revenue. Based upon historical cash flow and current encumbrances, our staff anticipates the level of cash needed to meet our obligations without having to make an inordinate number of transfers between accounts.

On the table above, the term cash includes those funds we hold in accounts in our designated banking institution (currently BB&T). We have two accounts with BB&T, a Money Market account that pays a competitive rate of interest, and an operating (checking) account from and to which we make all regular payments and deposits.

The table below shows the balances of each fund account we have in NCCMT at the end of the month. The chart to the right shows how our funds are apportioned between operating cash and investments.



Investments in NCCMT		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	General Fund	843,038	763,045	763,051	763,058								
2	Powell Bill	0	0	-	-								
3	NCORR Recovery Grant	98,653	98,654	98,654	98,655								
4	Capital Reserve (General Fund)	93,607	93,607	93,608	93,609								
5	ARPA Grant Fund	0	482,193	482,197	482,201								
6	Law Enforcement Separation Allowance	21,954	21,955	21,955	21,955								
7	Water Fund	687,487	727,493	727,499	727,517								
8	Water Capital Reserve Fund (CIF)	244,698	244,700	244,702	244,704								
9	Sewer Fund	991,719	1,031,727	1,031,736	1,031,745								
10	Sewer Capital Reserve Fund (CIF)	11,248	11,248	11,248	11,248								
<b>Total Investments</b>		<b>2,992,403</b>	<b>3,474,621</b>	<b>3,474,650</b>	<b>3,474,692</b>								



Town of River Bend  
Financial Report  
Fiscal Year 2021 - 2022



## General Fund

Revenue	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Budget
1 Ad Valorem Taxes	711,163	711,163	0	548	4,778	78,517									83,842.39	11.8%
2 Ad Valorem Taxes - Vehicle	85,800	85,800	298	290	16,765	7,284									24,637.28	28.7%
3 Animal Licenses	2,000	2,000	290	90	40	60									480.00	24.0%
4 Local Gov't Sales Tax	322,043	322,043	31,600	33,711	34,881	28,922									129,114.78	40.1%
5 Hold Harmless Distribution	86,068	86,068	7,835	7,867	9,369	9,988									35,059.09	40.7%
6 Solid Waste Disposal Tax	2,200	2,200	0	550	0	0									550.07	25.0%
7 Powell Bill Fund Appropriation	0	0	0	0	0	0									-	0.0%
8 Powell Bill Allocation	76,800	76,800	0	0	39,273	0									39,273.04	51.1%
9 Beer & Wine Tax	13,225	13,225	0	0	0	0									-	0.0%
10 Video Programming Tax	53,600	53,600	0	0	12,996	0									12,995.65	24.2%
11 Utilities Franchise Tax	111,000	111,000	0	0	22,084	0									22,083.96	19.9%
12 Telecommunications Tax	9,900	9,900	0	0	2,051	0									2,050.62	20.7%
13 Court Cost Fees	500	500	18	14	23	27									81.00	16.2%
14 Zoning Permits	5,000	5,000	752	607	653	710									2,722.40	54.4%
15 State Grants	0	0	0	0	0	0									-	0.0%
16 Cares Act CRF Assistance	0	0	948	0	0	0									947.72	#DIV/0!
17 Federal Disaster Assistance	0	0	0	0	0	0									-	0.0%
18 State Disaster Assistance	0	0	0	0	0	0									-	0.0%
19 Recovery Grant NCORR-FLDG-004	76,445	76,445	0	0	0	0									-	0.0%
20 Miscellaneous	10,000	10,000	670	836	781	323									2,609.50	26.1%
21 Insurance Settlements	0	0	0	0	0	0									-	0.0%
22 Interest - Recovery Grant NCORR-FLD	30	30	1	1	1	1									3.33	11.1%
23 Interest - Powell Bill	50	50	0	0	0	0									0.35	0.7%
24 Interest - Investments	500	500	8	7	7	7									29.09	5.8%
25 Contributions	421	421	0	0	0	0									-	0.0%
26 Wildwood Storage Rents	18,144	18,144	1,585	1,615	1,601	1,607									6,407.72	35.3%
27 Rents & Concessions	18,000	18,000	1,595	1,620	1,540	1,760									6,515.00	36.2%
28 Sale of Capital Assets*	0	31,008	31,008	0	0	0									31,008.00	100.0%
29 Sales Tax Refund Revenue	0	0	0	0	0	0									-	0.0%
30 Trans. from Capital Reserve*	43,850	65,342	43,850	0	0	0									43,850.00	67.1%
31 Trans. from L.E.S.A. Fund	0	0	0	0	0	0									-	0.0%
32 Appropriated Fund Balance*	244,602	310,466	0	0	0	0									-	0.0%
<b>Total</b>	<b>1,891,341</b>	<b>2,009,705</b>	<b>120,458</b>	<b>47,755</b>	<b>146,841</b>	<b>129,206</b>									<b>444,260.99</b>	<b>22.1%</b>

\*Astericked lines represent those budget items that have been amended since Original Budget adoption.

#DIV/0! indicates revenue was received, but not budgeted for this line item.



Town of River Bend  
Financial Report  
Fiscal Year 2021 - 2022



## General Fund

Expenditures	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	% Exp
	Original	Current													Total	
1 Governing Body	32,000	32,000	6,666	2,245	4,131	-527									12,515	39.1%
2 Administration	262,000	262,000	37,436	15,120	21,229	15,674									89,460	34.1%
3 Finance*	129,000	185,040	16,568	8,048	8,457	59,250									92,323	49.9%
4 Tax Listing	11,200	11,200	298	296	299	785									1,678	15.0%
5 Legal Services	24,000	24,000	1,947	1,870	963	650									5,429	22.6%
6 Elections	3,500	3,500	0	0	0	0									0	0.0%
7 Public Buildings*	107,000	118,700	17,825	15,578	10,267	4,623									48,293	40.7%
8 Police*	551,500	610,509	50,600	39,198	34,067	36,758									160,623	26.3%
9 Emergency Management	4,000	4,000	899	15	1,954	15									2,882	72.1%
10 Animal Control	11,000	11,000	646	220	183	242									1,291	11.7%
11 Street Maintenance*	191,000	181,000	6,806	470	622	477									8,376	4.6%
12 Public Works	161,000	161,000	11,657	9,468	10,359	9,471									40,955	25.4%
13 Leaf & Limb, Solid Waste	44,000	44,000	3,332	800	270	245									4,646	10.6%
14 Stormwater Management	42,000	42,000	969	282	297	272									1,821	4.3%
15 Waterways & Wetlands	3,000	3,000	0	0	0	0									-	0.0%
16 Planning & Zoning	50,000	50,000	4,934	4,096	3,424	2,069									14,523	29.0%
17 Recovery Grant NCORR-FLDG-004	76,475	76,475	10,250	7,309	7,469	7,254									32,282	42.2%
18 Recreation & Special Events	7,500	7,500	0	0	750	222									972	13.0%
19 Parks*	43,000	44,615	2,452	1,128	4,126	992									8,698	19.5%
20 Transfers	120,500	120,500	120,500	0	0	0									120,500	100.0%
21 Contingency	17,666	17,666	0	0	0	0									0	0.0%
<b>Total</b>	<b>1,891,341</b>	<b>2,009,705</b>	<b>293,784</b>	<b>106,143</b>	<b>108,868</b>	<b>138,471</b>									<b>647,266</b>	<b>32.2%</b>

Capital / Debt (included above)	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	% Exp
	Original	Current													Total	
1 Capital Outlay*	168,403	272,628	9,934	0	1,350	41,520									52,804	19.4%
2 Debt Service - Principle	0	0	0	0	0	0									-	0.0%
3 Debt Service - Interest	0	0	0	0	0	0									-	0.0%

\*Astericked lines represent those budget departments that have been amended since Original Budget adoption.



## Water Fund

Revenue	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Col
1 Base Charge	231,472	231,472	39,081	379	39,537	316									79,313	34.3%
2 Consumption	224,454	224,454	43,431	378	40,075	-105									83,780	37.3%
3 Other, incl. transfers	19,864	19,864	6	4,856	236	3,517									8,615	43.4%
4 Hydrant Fee	20,496	20,496	20,679	0	0	0									20,679	100.9%
5 Appropriated Fund Bal.*	89,214	172,644	0	0	0	0									0	0.0%
<b>Total</b>	<b>585,500</b>	<b>668,930</b>	<b>103,197</b>	<b>5,614</b>	<b>79,848</b>	<b>3,728</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>192,388</b>	<b>28.8%</b>

Expenses	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Exp
1 Admin & Finance*	469,000	511,030	39,286	19,271	21,119	53,977									133,653	26.2%
2 Supply & Treatment	65,000	65,000	2,025	1,340	7,888	880									12,133	18.7%
3 Distribution*	48,000	89,400	28,781	177	501	1,624									31,083	34.8%
4 Transfers / Contingency	3,500	3,500	0	0	0	0									0	0.0%
<b>Total</b>	<b>585,500</b>	<b>668,930</b>	<b>70,092</b>	<b>20,788</b>	<b>29,507</b>	<b>56,481</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>176,868</b>	<b>26.4%</b>

Capital (included above)	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Exp
1 Capital Outlay*	25,000	63,793	0	0	0	31,140									31,140	48.8%

## Cash Balances

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1 Water Fund	788,994	829,337	832,977	807,379								
2 Water Capital Reserve Fund (CIF)	244,698	244,700	244,702	244,704								

Water Produced	FY20-21	Fiscal Year Budget											FY to Date	
		Limit	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April		
1 Total Gallons			8,137,000	7,606,000	7,555,000	7,523,000							30,821,000	
2 Average daily gallons		925,000*	262,484	245,355	251,833	242,677							250,587	

\* This is the permitted daily limit.



Town of River Bend  
Financial Report  
Fiscal Year 2021 - 2022



## Sewer Fund

Revenue		Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
		Original	Current													Total	% Col
1	Base Charge	294,652	294,652	48,543	585	48,479	495									98,102	33.3%
2	Consumption	313,234	313,234	59,209	50	54,495	309									114,062	36.4%
3	Other, incl. transfers	11,070	11,070	8	1,321	8	1,449									2,786	25.2%
4	Appropriated Fund Bal.*	40,544	110,174	0	0	0	0									0	0.0%
<b>Total</b>		<b>659,500</b>	<b>729,130</b>	<b>107,760</b>	<b>1,956</b>	<b>102,983</b>	<b>2,252</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>214,951</b>	<b>29.5%</b>

Expenses		Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
		Original	Current													Total	% Exp
1	Admin & Finance*	463,000	505,030	40,549	20,284	21,974	54,949									137,756	27.3%
2	Collection*	82,000	109,600	4,755	1,487	1,769	1,291									9,302	8.5%
3	Treatment	111,000	111,000	5,742	5,155	9,900	5,056									25,854	23.3%
4	Transfers / Contingency	3,500	3,500	0	0	0	0									0	0.0%
<b>Total</b>		<b>659,500</b>	<b>729,130</b>	<b>51,047</b>	<b>26,926</b>	<b>33,643</b>	<b>61,296</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>172,911</b>	<b>23.7%</b>

Capital (included above)		Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
		Original	Current													Total	% Exp
1	Capital Outlay*	55,000	93,793	0	0	0	31,140									31,140	33.2%

Cash Balances		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	Sewer Fund	1,089,186	1,134,578	1,142,734	1,109,372								
2	Sewer Capital Reserve Fund (CIF)	11,248	11,248	11,248	11,248								

Wastewater Treated			July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
		Limit														
1	Total Gallons		3,212,000	4,152,000	2,770,000	2,957,000									13,091,000	
2	Average daily gallons		330,000*	103,613	133,935	92,333	95,387								106,317	

\* This is the permitted daily limit.

EWAB November 1<sup>st</sup>, 2021

Chairman Stevens called the meeting to order at 7:02 PM.

Members present: Jim Stevens, Patty Leonard, Jon Hall, Paige Ackiss and Ray Jaklisch.

There were no visitors.

Councilman Leonard gave a council report.

Old business: Review of EWAB ordinance, voted on and approved updated changes.

New business: Jon Hall identified a tree/stump in the entrance to Plantation Canal that should be marked or removed as a hazard to navigation.

Jon Hall also identified that the first red marker at the entrance to Plantation Canal is missing and the mounting pole is leaning.

Next meeting will be on December 6<sup>th</sup> 2021 at 7 PM in the large meeting room in the Municipal building.

The public is welcome to attend.



## AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE TOWN OF RIVER BEND

BE IT ORDAINED by the Town Council of the Town of River Bend that the Town Code of Ordinances, Title XV, Land Usage, Chapter 15.01, Subdivisions, be amended as follows:

### **§ 15.01.050 Subdivision Regulations & Interpretations**

#### **APPLICABILITY.**

- A. For the purposes of this chapter, subdivision regulations shall be applicable to all divisions of a tract or parcel of land into 2 or more lots, building sites or other divisions for the purpose of sale or building development (whether immediate or future) and shall include all divisions of land involving the dedication of a new street or a change in existing streets.
- B. The following shall not be included within this definition nor be subject to this chapter:
  - 1. The combination or recombination of portions of previously platted lots where the total number of lots is not increased and the resultant lots are equal to or exceed the standards of the Town of River Bend as provided in this chapter.
  - 2. The division of land into parcels greater than 10 acres where no street right-of-way dedication is involved.
  - 3. The public acquisition by purchase of strips of land for the widening or opening of streets.
  - 4. The division of a tract in single ownership whose entire area is no greater than 2 acres into not more than 3 lots, where no street right-of-way dedication is involved and where the resultant lots are equal to or exceed the standards of the Town of River Bend as provided in this chapter.
  - 5. The division of a tract into parcels in accordance with the terms of a probated will or in accordance with intestate succession under Chapter 29 of the General Statutes.
- C. The Town of River Bend may provide for expedited review of specified classes of subdivisions.
- D. The Town of River Bend may require only a plat for recordation for the division of a tract or parcel of land in single ownership if all of the following criteria are met:
  - 1.
    - a) The tract or parcel to be divided is not exempted under subdivision 2 of subsection B of this section.
    - b) No part of the tract or parcel to be divided has been divided under this subsection in the 10 years prior to division.

- c) The entire area of the tract or parcel to be divided is greater than five acres.
- d) After division, no more than three lots result from the division.
- e) After division, all resultant lots comply with all of the following:
  - a. Any lot dimension size requirements of the applicable land-use regulation, if any.
  - b. The use of the lots is in conformity with the applicable zoning requirements, if any.
  - c. A permanent means of ingress and egress is recorded for each lot.

#### **§ 15.01.051 DEFINITIONS.**

This Ordinance shall be in full force and effect upon its adoption

**Adopted this the 18th day of November, 2021**

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John Kirkland, Mayor

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Kristie Nobles, Town Clerk

## AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE TOWN OF RIVER BEND

BE IT ORDAINED by the Town Council of the Town of River Bend that the Town Code of Ordinances, Title XV, Land Usage, Chapter 15.02, Zoning, be amended as follows:

### § 15.02.062 Fence And Walls

The purpose and intent of this section is to recognize that fences and/or walls serve legitimate private and public uses including but not limited to security and creating visual buffers between properties. These regulations are intended to establish standards that maximize the effectiveness of the fencing while preserving the views and safety of motorists, adjacent property owners and the public in general.

- A. A fence or wall, unless otherwise stated, hereinafter referred to as fence, is defined as a freestanding, vertical structure, constructed of man-made or natural materials, or a combination thereof. While it may accomplish the same objective as a man-made fence, living vegetative materials such as trees and shrubs are not considered a fence that requires a permit.
- B. A fence may provide any or all of the following: indicate a boundary; provide a barrier (either physical or visual); protect property; provide privacy; serve as an enclosure; control erosion or provide stability (such as is accomplished with a retaining wall); create a landscaping or ornamental effect.
- C. Fences are a permitted use in all zoning districts, provided that:
  - 1. No fences shall be allowed in any front yard, except where specifically authorized herein.
  - 2. Fences shall be limited to seven (7) feet in height within any side or rear yard.
  - 3. Fences shall be constructed of wood, brick, vinyl, ornamental iron or metal railing, chain link or stone. The exposed framing of each section of fence shall face the interior yard or property, e.g. the finished side shall face out.
  - 4. The owner of the property on which the fence is located is required to maintain the fence in a safe condition and plumb (vertical) to the ground. For fences erected close to a property line, fence owners are advised to consider future access to the exterior side of the fence for maintenance.
  - 5. Retaining walls over five (5) feet in height shall be designed and constructed under the responsible charge of a NC registered professional engineer.
  - 6. Fences built in conjunction with electric or gas substations, public works facilities, public recreation facilities or other similar uses shall not exceed ten (10) feet in height

without specific approval of the Zoning Administrator. Fences of this type may be located within front yards with approval of the Zoning Administrator.

7. No fence shall be constructed within or upon any street right-of-way. In addition, no fence shall be constructed within ten (10) feet of any street pavement.
8. No fence or wall shall alter or impede the natural flow of water in any stream, creek, drainage swale, ditch or similar drainage feature.
9. Fences made of mesh-type material, which may be easily trimmed/cut with scissors and used as a means to protect vegetation from animals may be located within front yards, provided it does not exceed six (6) feet in height or encompass more than 225 square feet (cumulatively) of the front yard.
10. In residential zoning districts, fences shall not be constructed of material which may be dangerous or hazardous to the public, such as barbed or razor wire or other similar materials except in association with those uses permitted as a special use.
11. Fences constructed on or over utility easements are subject to be removed at the owner's expense subject to the terms of the easement.
12. Nothing in this section shall prevent the installation of temporary fences related to construction sites or sediment and erosion control. Temporary fences shall be removed within ten (10) days of the issuance of a certificate of zoning compliance for the project. Temporary fences must be removed within (90) days of their installation. A temporary permit may be extended for thirty (30) days.
13. It is the responsibility of the fence owner to insure that the fence is installed on their property.
14. Non-opaque fences may be located in the front yard of a lot zoned Business (BD), provided that the lot has a minimum of 100 feet of uninterrupted road frontage with a road maintained by the North Carolina Department of Transportation.
15. A zoning permit is required for the installation of any fence, except for the mesh-type fences described in Item 9, above.

This Ordinance shall be in full force and effect upon its adoption

**Adopted this the 18th day of November, 2021**

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John Kirkland, Mayor

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Kristie Nobles, Town Clerk



## AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE TOWN OF RIVER BEND

BE IT ORDAINED by the Town Council of the Town of River Bend that the Town Code of Ordinances, Title XV, Land Usage, Chapter 15.02, Zoning, be amended as follows:

### § 15.02.047 District Requirements

For convenience in the administration of this chapter, there is hereby established and made a part of this chapter the following schedule for the several districts setting forth minimum limitations and requirements. The requirements listed for each district as designated are subject to all provisions of this chapter and, unless otherwise indicated, shall be deemed to be the minimum requirements in every instance of their application.

<i>Schedule of District Requirements</i>										
	R-20	R-20A	R-15	PDR-MF	PDR-SF	ID	BD	WP	AGR	PD-BD
Min. Lot Area (SF)	20,000	20,000	15,000	-	6,500	20,000	20,000	-	-	20,000
District Size	-	-	-	5 acres	10 acres	-	-	-	-	4 acres
Density	-	-	-	*	†	-	‡	-	-	‡
Min. Front Lot Line (FT)	90**	90**	85**	50††	50††	-	100	-	-	100
Min. Bldg. Set Back (FT)	30	30	30	25	25	40	40	-	-	40
Min. Side Yard (FT)										
Main Building	10	10	10	10	10	10	10	-	-	10
Accessory Building	5	5	5	5	5	-	-	-	-	-
Swimming Pool	10	10	10	-	-	10	-	-	-	-
Tennis Court	15	15	15	-	-	10	-	-	-	-
Min. Rear Yard (FT)										
Main Building	15	15	15	15	15	10	20	-	-	20

Schedule of District Requirements										
	R-20	R-20A	R-15	PDR -MF	PDR- SF	ID	BD	WP	AGR	PD-BD
Accessory Building	10	10	10	10	10	-	-	-	-	-
Swimming Pool	10	10	10	-	-	10	-	-	-	-
Tennis Court	15	15	15	-	-	10	-	-	-	-
Accessory Building	PLEASE REFERENCE CHART IN §15.02.061									
Max. Lot Coverage by Bldg. (%)	24	24	24	24	30	24	24	-	-	24
Max. Height (FT)										
Main Building	34	34	34	34	34	34	34	-	-	34
Accessory Building	The lesser of 18 FT or one (1) story									
CAMA and FEMA setbacks, if applicable, take priority to Town designated setbacks.										
*Density – PDR-MF – No more than 6.5 dwelling units per acre. †Density – PDR-SF – No more than 4 dwelling units per acre. ‡Density – BD, PD-BD – Nor more than 4 business units per acre. **Min. Front Lot Line – R-20, R-20A, R-15 – 40 FT on cul-de-sac. ††Min. Front Lot Line – PDR-MF, PDR-SF – 25 FT on cul-de-sac.										

Penalty, see § 1.01.999

This Ordinance shall be in full force and effect upon its adoption

**Adopted this the 18th day of November, 2021**

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John Kirkland, Mayor

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Kristie Nobles, Town Clerk

## OPINIONS and COUNCIL ACTION

There is a great difference between the quickly formulated opinion and the one that results from research and deliberation. Generally the opinion formulated by an individual is of the quick nature.

In our present day environment of very rapid communication those quickly developed opinions are transmitted to "contacts/friends" on computer lists. The "non-researched" opinion is now available on a rapidly expanding platform of viewers who are willing to accept this post as fact.

This type opinion can relate to almost any issue being faced by governing bodies at the local, state and federal level. Your representatives serving at all of these government levels are required to make decisions on issues that constituents have already determined the appropriate course of action based on "I read it on the internet." The elected governing official has researched the issues surrounding the subject that she/he will be required to cast a vote on. That same official has also been contacted by constituents from the "I read my desired action on the internet", and you should vote as I direct.

I believe that most elected representatives in our democracy still do research on issues and determine (fact) as fact is available and then vote in the best interest in the future for local, state and federal constituents. Too many citizens will not acknowledge that elected officials respect that opinions exist that do not agree with her/his information on which the vote was cast.

Perhaps the most often complaint voiced of the governing process is that it takes so long to complete action. There is no acceptance of the fact that the research for details related to an issue that the governing body will vote on takes time and not all information will come from the internet. The "body" also is required to debate the issues before voting while in open meetings.

My appeal to our residents is to accept the fact that your Town Council will not vote on issues that impact the entire Town based on an internet post and that it will take time to develop the background for the Council to take action.