



## RIVER BEND TOWN COUNCIL AGENDA

### Regular Meeting

December 16, 2021

River Bend Town Hall

7:00 p.m.

Pledge: Councilman Van Slyke

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

25 Shoreline Drive Building Site

6. 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 November 10, 2021 Work Session*

*Minutes of the November 18, 2021 Regular Council Meeting*

*Minutes of the November 22, 2021 Special Meeting*

7. 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:

8. Planning Board – Councilman Buddy Sheffield
  - A. Planning Board Report
  - B. Board of Adjustments Report
9. Public Safety – Councilman Don Fogle
  - A. Community Watch
  - B. CERT

10. Parks & Recreation/CAC – Councilwoman Barbara Maurer

- A. Parks and Rec Report
- B. CAC Report
- C. Library Report
- D. Organic Garden Report

11. Finance – Councilman Irving Van Slyke, Jr.

- A. Financial Report - Finance Director

12. MAYOR'S REPORT – Mayor Kirkland

13. 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.*

14. ADJOURNMENT

# **NOTICE OF PUBLIC HEARING**

The Town Council of the Town of River Bend will conduct a public hearing on December 16, 2021 to gather public comments on the future location of a new building to house the operations of the town's water, sewer and public works departments. Those operations are currently located at 115 Wildwood Drive. The new building is proposed to be located at 25 Shoreline Drive on the same lot as the existing Rhems Fire Substation. The public hearing will begin at 7 p.m. at Town Hall, located at 45 Shoreline Drive, River Bend, NC. The town's rules for conducting a public hearing will be followed.

The map to the left is a map of the property at 25 Shoreline Drive. It also shows:

1. The existing buildings on the lot (highlighted in yellow)
2. The existing water tower (highlighted in blue)
3. The proposed new buildings (highlighted in orange)
4. The location of a proposed stormwater retention pond (highlighted in green)

Note that the exact size, shape, dimensions and locations of the new buildings and the stormwater pond have not been finalized.

Below is a vicinity map of the 25 Shoreline Drive property, with the subject property being outlined in blue.







**River Bend Town Council  
Work Session Minutes  
November 10, 2021  
Town Hall  
5:00 p.m.**

Present Council Members:

Mayor John Kirkland  
Don Fogle  
Brian Leonard  
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, November 10, 2021 at the River Bend Town Hall with a quorum present.

**VOTE – Approval of Agenda**

Councilman Sheffield motioned to accept the agenda as presented. The motion carried unanimously.

**DISCUSSION – Records Retention Policy**

The Manager stated that the North Carolina Department of Natural and Cultural Resources has released an updated General Records Schedule on October 1, 2021. He stated this schedule would be an updated schedule from the adopted 2012 Records Retention Policy that the Town follows for the Town's Record Retention Policy. Councilman Sheffield asked if the Town could modify section 1.48 Applications for Advisory Boards to retain applications for 2 years instead of the 1 year outlined in the policy. The Manager stated that the policy could be amended to retain Advisory Board applications for 2 years. The Manager stated there is an Electronic Retention Policy that would need to be modified for the Town and that would be presented to Council at a later date.

**VOTE – Records Retention Policy**

Councilman Sheffield motioned to approve the resolution for the Records Retention and Disposition Schedule as presented. The motion passed unanimously. (see attached)

**VOTE – 2022 Holiday Schedule and Council Meeting Schedule**

Councilman Sheffield motioned to approve the 2022 Holiday Schedule and Council Meeting Schedule as presented. The motion passed unanimously. (see attached)

**DISCUSSION – Parks and Recreation Advisory Board Appointment**

The Manager stated that there are two vacancies on the Parks and Recreation Advisory Board. The first vacancy had been advertised for three weeks and the second vacancy has been advertised for two weeks. He stated that there has been two applications received and included in the agenda package. Councilwoman Maurer stated that the two candidates have some great ideas and very enthusiastic about bringing new ideas to the board. She stated that she felt the two applicants are great candidates for the advisory board.

### **DISCUSSION – Advisory Board Ordinance Update**

The Manager stated that the Council and the Advisory Boards have been reviewing the Advisory Board's Ordinances and he is waiting on the Parks and Recreation Advisory Board Recommendation to move forward with amending the Town's Ordinances for Advisory Boards. He stated that once all of the recommendations have been received he would then present the recommendations to the Council for review. Councilman Fogle asked if the Manager has received any comments from the Council regarding the amendments to the ordinances. The Manager stated that he had received comments from Councilman Fogle and Councilman Van Slyke at this time. Councilman Fogle asked what the process is to include those comments for the Council to review. The Manager stated that once all the recommendations and comments have been received, they would be presented to the Council to consider for drafting and amending the ordinance.

### **DISCUSSION – Audit Report Presentation**

The Manager stated that a representative from Pettway, Mills & Pearson would give the annual audit presentation for the fiscal year 2020-2021 at the November 18, 2021 regular Council meeting.

### **DISCUSSION – Public Hearings / Planning Board Recommendation**

The Manager stated that the Planning Board has made recommendations to amend the 15.01 Subdivision Ordinance and 15.02 Zoning Ordinance to allow fencing in front yards but only in business districts that abut a NCDOT highway and have at least 100 feet of uninterrupted road frontage. He stated that a Public Hearing would need to be scheduled to proceed with the Planning Board's recommendation.

Councilman Leonard asked if the mesh fencing described in B # 9 is the orange mesh fencing NCDOT uses and the Manager stated the mesh fencing described is smaller mesh fencing normally used for gardening.

Councilman Fogle asked about the reasoning for the requirement for lots that have less than 100 feet of road frontage that won't allow those lots to have fencing and the Manager stated that there are larger lots that have small road frontage and this would restrict those lots from installing fencing that isn't aesthetically pleasing. Councilman Fogle stated he does not see a need for this requirement. The Manager stated that this is the Planning Board's recommendation and any amendments that the Council would like could be done after the public hearing.

### **DISCUSSION – BRIC Grant Application**

The Manager stated that the BRIC grant application is for the construction of a road through the Northwest Quadrant. He stated there has recently been a lot of interest from developers in developing this property. The Manager stated that if the BRIC grant application is approved the Town would have to commit to provide a local match of \$638,305, which is 25% of the eligible amount for the project. Councilman Leonard asked the Manager what does a commitment mean for the Town and the Manager stated that the Town would be responsible for the 25% of the project cost. The Manager stated that incorporating nature-based solutions in the application, for example – sidewalks, swells, and nature walks add priority points to the application. Councilman Van Slyke stated that he felt developing the road would be a benefit for the residents on the side of town that are restricted during flood events. Councilman Fogle stated that he feels this would be a good opportunity for the Town and Councilman Leonard agrees. Councilman Sheffield stated that he does not support the project and said that the road will be built by a developer in the future.



**VOTE – BRIC Grant Application**

Councilman Leonard motioned to direct the Town Manager to tell the state that the Town of River Bend will commit to the 25% local match at this time. The motion passed. (4 ayes, 1 nay: Councilman Sheffield).

**REVIEW AGENDA FOR THE NOVEMBER 18, 2021 COUNCIL MEETING**

The Council reviewed the agenda for the November 18, 2021 Council meeting.

**CLOSED SESSION**

Councilman Fogle moved to go into a Closed Session under NCSG §143-318.11(a)(3)(6). The motion carried unanimously. The Council entered Closed Session at 5:49 p.m.

**OPEN SESSION**

Councilman Leonard moved to return to Open Session at 6:28 p.m. The motion carried unanimously.

**ADJOURNMENT/RECESS**

There being no further business, Councilman Sheffield moved to adjourn, the motion carried unanimously. The meeting adjourned at 6:29 p.m.

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Kristie J. Nobles  
Town Clerk

2021-RES-10

## TOWN OF RIVER BEND

### RESOLUTION

**WHEREAS**, the Division of State Archives of the North Carolina Department of Natural and Cultural Resources has developed a comprehensive records retention and disposition schedule for local government agencies; and

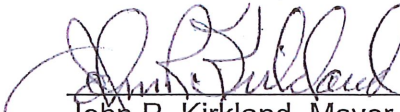
**WHEREAS**, the Town of River Bend endeavors to adopt and utilize said schedule;

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

That the October 1, 2021 version of the Records Retention and Disposition Schedule for the general records for local government, is hereby approved and adopted for the purpose of managing, protecting, and destroying records pursuant to NC General Statutes.

ADOPTED THIS 10<sup>TH</sup> DAY OF NOVEMBER, 2021.



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

  
\_\_\_\_\_  
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  
EMPLOYEE HOLIDAY SCHEDULE  
2022**

**HOLIDAY**

**DATE**

New Year's Day

Monday, January 3, 2022

Martin Luther King Day

Monday, January 17, 2022

Good Friday

Friday, April 15, 2022

Memorial Day

Monday, May 30, 2022

Independence Day

Monday, July 4, 2022

Labor Day

Monday, September 5, 2022

Veterans' Day

Friday, November 11, 2022

Thanksgiving Holiday

Thursday, November 24, 2022  
Friday, November 25, 2022

Christmas Holiday

Friday, December 23, 2022  
Monday, December 26, 2022



## TOWN OF RIVER BEND

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# MEETINGS OF THE TOWN COUNCIL OF THE TOWN OF RIVER BEND 2022

### Work Sessions\*( 2<sup>nd</sup> Thursday)

5:00 p.m.

January 13  
February 10  
March 10  
April 14  
May 12  
June 9  
July 14  
August 11  
September 8  
October 13  
November 10  
December 8

### Regular Meetings\*\*(3<sup>rd</sup> Thursday)

7:00 p.m.

January 20  
February 17  
March 17  
April 21  
May 19  
June 16  
July 21  
August 18  
September 15  
October 20  
November 17  
December 15

\* All Council Work Sessions will be held in the River Bend Town Hall beginning at 5:00 p.m.

\*\* All Council Regular Meetings will be held in the River Bend Town Hall beginning at 7:00 p.m.

Meeting date, time and location are subject to change due to unforeseen circumstances. In such event, proper public notice will be given prior to the meeting.

The public is invited and encouraged to attend all Council meetings.

The Town's Rules of Procedure, Agenda Policy, Public Comment Policy and Public Hearing Policy will be enforced at all Council Meetings.

Kristie Nobles  
Town Clerk



**River Bend Town Council  
Regular Meeting Minutes  
November 18, 2021  
River Bend Town Hall  
7:00 P.M.**

Present Council Members:	Mayor John Kirkland Buddy Sheffield Don Fogle Barbara Maurer Irving Van Slyke Brian Leonard
Town Manager:	Delane Jackson
Town Clerk:	Kristie Nobles
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, November 18, 2021 in the Town Hall Meeting Room with a quorum present.

**PUBLIC HEARING – Proposed Chapter 15.01 Subdivision Ordinance Amendment**

Councilman Sheffield moved to open the Public Hearing to discuss the proposed Chapter 15.01 Subdivision Ordinance amendments. The motion carried unanimously.

He then invited anyone who wished to address the proposed Chapter 15.01 Subdivision Ordinance amendments to step to the podium to be heard.

With no one stepping forward, Councilman Sheffield moved to close the Public Hearing. The motion carried unanimously.

**PUBLIC HEARING – Proposed Chapter 15.02 Zoning Ordinance Amendment**

Councilman Sheffield moved to open the Public Hearing to discuss the proposed Chapter 15.02 Zoning Ordinance amendments. The motion carried unanimously.

He then invited anyone who wished to address the proposed Chapter 15.02 Zoning Ordinance amendments to step to the podium to be heard.

With no one stepping forward, Councilman Sheffield moved to close the Public Hearing. The motion carried unanimously.

**SPECIAL PRESENTATION – Audit Presentation for Fiscal Year 2020-2021**

Mr. Michael Allen, CPA with Pettway, Mills and Pearson stated that the River Bend staff was pleasant and cooperative. He said that his firm has issued an unqualified opinion on River Bend's FY 2020-2021 audit, which is the best rating an auditor can give. There was no management letter and no findings of material weakness. During the presentation, he noted that the Town's General Fund Balance had decreased by \$1,924,567 over the last year due in part to reduced

revenues and FEMA funding. He noted that the percentage of available fund balance in the General Fund was 56% compared to 88% for last year.

### **CONSENT AGENDA**

The Mayor presented the Council with the Consent Agenda. Councilman Leonard **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 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*

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

The Manager stated that there is a Special Meeting for the Town Council on November 22, 2021 at 11:00 a.m. to discuss the ARPA funds to construct a new water and sewer administration building.

He also stated that the Planning Board is meeting on December 2, 2021 to discuss a special use permit application received from Sunbelt Equipment Rental.

The Manager stated there was a prebid meeting for the ASADRA grant for the water meter replacement contract on November 17, 2021 with three bidders in attendance. He stated that the bid opening is November 30, 2021.

The Manager stated that the Town Attorney is currently reviewing the mandatory requirements for Senate Bill 300.

### **ADMINISTRATIVE REPORTS**

#### **PUBLIC SAFETY – COUNCILMAN FOGLE**

Councilman Fogle presented the following reports on Community Watch and CERT.

#### **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.



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

Councilwoman Maurer presented the following reports.

#### **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.

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

Financial Report – Finance Director, Mandy Gilbert presented to the Council the financial statement for the month of October. She stated the total of the Town's Cash and Investments as of October 31, 2021 are \$3,801,477 and Ad valorem tax collections for FY21-22 were \$83,842 and Vehicle Ad valorem tax collections were \$24,637.

Vote – Accept Audit Report – Councilman Van Slyke moved to accept the 2020-2021 Audit Report as presented. The motion carried unanimously.

**ENVIRONMENTAL AND WATERWAYS ADVISORY BOARD – COUNCILMAN SHEFFIELD**

Councilman Leonard presented the following report. 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.

**PLANNING BOARD – COUNCILMAN SHEFFIELD**

Councilman Sheffield presented the following report.

The regular meeting of the River Bend Planning Board was held on Nov. 4<sup>th</sup> at 6:00pm in the Community building. Chairman Lippert called the meeting to order. A quorum was present. Mr. Norville, a business owner in the River Bend ETJ and Town Manager Jackson were also present. The usual reports were given and the last meeting's minutes approved. The board reviewed proposed changes to title 15 of the town ordinances. With minor modifications, all of the changes were approved and sent to the council for final consideration. Manager Jackson then informed the board that an application for a special use permit has been submitted to the town. He presented a packet of information related to the request for a Sunbelt Rental business to be located near the Shell gas station and Dollar General. He said the issue would be discussed in detail at the December Planning Board meeting but final approval would be the responsibility of the Board of Adjustment. The meeting was adjourned. The next regular meeting is set for December 2<sup>nd</sup> at 6:00pm. The meeting is open to anyone interested.

Councilman Sheffield stated that the Chapter 15.01 Subdivision Ordinance and 15.02 Zoning Ordinance Public Hearings were at the beginning of tonight's meeting and there was no public comment.

Vote – Chapter 15.01 Subdivision Ordinance Amendment – Councilman Sheffield motioned to approve the amendment to the Town of River Bend Subdivision Ordinance, Chapter 15.01 as presented. The motion carried unanimously. (see attached)

Councilman Fogle stated that he felt the 100 foot requirement in item 14 is arbitrary and an unnecessary exclusionary. He stated that there are two other limiting requirements and does not see the need for a distance requirement as well. Councilman Sheffield stated that this is designed to keep property owners from building fences on smaller road frontage properties. Councilman Fogle stated he does not agree or see the need for this requirement.

**Vote – Chapter 15.02 Zoning Ordinance Amendment** – Councilman Sheffield motioned to approve the amendment to the Town of River Bend Zoning Ordinance, Chapter 15.02 Fences and Walls as presented. The motion passed with 4 ayes and 1 nay (Councilman Fogle). (see attached)

**Vote – Chapter 15.02 Zoning Ordinance Amendment** – Councilman Sheffield motioned to approve the amendment to the Town of River Bend Zoning Ordinance, Chapter 15.02 District Requirements as presented. The motion carried unanimously. (see attached)

### **MAYOR'S REPORT**

The Mayor presented the following report.

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.

### **PUBLIC COMMENT**

No public comments at this time.

### **ADJOURNMENT/RECESS**

There being no further business, Councilman Sheffield moved to adjourn, the motion carried unanimously. The meeting adjourned at 8:01 p.m.

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Kristie J. 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 15.01, 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.

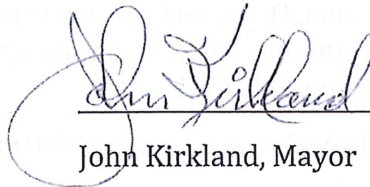
- c) The entire area of the tract or parcel to be divided is greater than five acres.
- d) After division, no more than three lots result from the division.
- e) After division, all resultant lots comply with all of the following:
  - a. Any lot dimension size requirements of the applicable land-use 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.

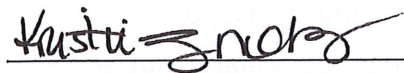
**§ 15.01.051 DEFINITIONS.**

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

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



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

  
\_\_\_\_\_  
Kristie J. 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 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.

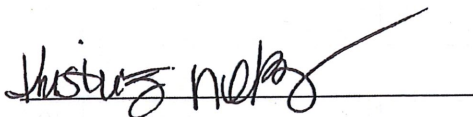
- A. A fence or wall, unless otherwise stated, hereinafter referred to as fence, is defined as a freestanding, vertical structure, constructed of man-made or natural materials, or a combination thereof. While it may accomplish the same objective as a man-made fence, living vegetative materials such as 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 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

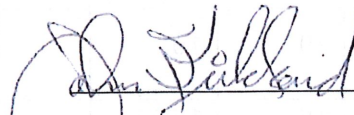
without specific approval of the Zoning Administrator. Fences of this type may be located within front yards with approval of the Zoning Administrator.

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**

  
Kristie J. Nobles, Town Clerk

  
John Kirkland, Mayor





## 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.

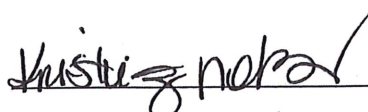
<i>Schedule of District Requirements</i>										
	R-20	R-20A	R-15	PDR-MF	PDR-SF	ID	BD	WP	AGR	PD-BD
Min. Lot Area (SF)	20,000	20,000	15,000	-	6,500	20,000	20,000	-	-	20,000
District Size	-	-	-	5 acres	10 acres	-	-	-	-	4 acres
Density	-	-	-	*	†	-	‡	-	-	‡
Min. Front Lot Line (FT)	90**	90**	85**	50††	50††	-	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

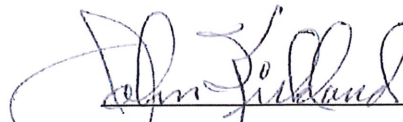
Schedule of District Requirements										
	R-20	R-20A	R-15	PDR-MF	PDR-SF	ID	BD	WP	AGR	PD-BD
Accessory Building	10	10	10	10	10	-	-	-	-	-
Swimming Pool	10	10	10	-	-	10	-	-	-	-
Tennis Court	15	15	15	-	-	10	-	-	-	-
Accessory Building	PLEASE REFERENCE CHART IN §15.02.061									
Max. Lot Coverage by Bldg. (%)	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**

  
Kristie J. Nobles, Town Clerk

  
John Kirkland, Mayor



**River Bend Town Council  
Special Meeting Minutes  
November 22, 2021  
River Bend Town Hall  
11:00 A.M.**

Present Council Members:

Mayor John Kirkland  
Buddy Sheffield  
Don Fogle  
Barbara Maurer  
Irving Van Slyke  
Brian Leonard

Town Manager: Delane Jackson  
Public Works Director: Brandon Mills

Guests:

Kevin Avolis – Avolis Engineering  
Beth Walker – The Walker Group

**CALL TO ORDER**

Mayor Kirkland called the meeting to order at 11:00 a.m. on Thursday, November 22, 2021 in the Town Hall Meeting Room with a quorum present.

**DISCUSSION – Possible Water and Sewer Administration Building Locations**

The Town Manager stated that the engineer had completed the focused survey of the lot at 25 Shoreline Drive as the Town Council had previously requested. He also stated that the engineer had presented another proposal, which would locate the new building on top of the basketball court on Wildwood Drive. All of the maps for the 25 Shoreline Drive site and the Wildwood Drive option were discussed with the engineer.

The engineer stated that building at 25 Shoreline Drive would require a stormwater management permit and construction of a retention pond on site at a cost of approximately \$60,000. Building at Wildwood Drive would not require either but it would result in losing the basketball court. He further stated that building a new court would cost less than the total cost of stormwater improvements. Councilman Fogle asked how much would be saved by relocating the basketball court. The Town Manager answered about \$10,000. The Town Manager also pointed out the easement on the 25 Shoreline site was another variable to consider and may require legal action. He also stated that a public hearing may be required for the 25 Shoreline site to satisfy zoning requirements.

Councilman Fogle stated that he was opposed to the Wildwood site because of flooding concerns and access to the new building if Wildwood Drive became impassable due to flooding. He stated that if the \$10,000 difference in cost was an issue, that the upcoming funds expected from the sale of the Wolfer property could be used to offset that cost.

Councilman Van Slyke said that he was focused on the future and that he thought the 25 Shoreline Drive site was too close to residential areas and would cause too many negative impacts. He said his vote is to use the Wildwood site for the new building.

**Vote – Water and Sewer Administration Building Location** – Councilman Leonard motioned to proceed with Option E on the 25 Shoreline Drive site as presented by the engineer. (This motion was followed by discussion.)

An unnamed resident asked to speak. The Mayor allowed him to speak. He stated that he was against using the Shoreline Drive site. Another resident who identified himself as living at 101 Courtney Lane also said he was against the Shoreline site. Another resident who said she lived on Courtney Lane said she was concerned about how lighting from the new building would affect her property values. These comments represented comments from every member of the public that was in attendance.

Councilman Leonard asked the engineer if the new stormwater retention pond on the Shoreline site would improve the drainage situation on the site and in the area. The engineer responded, yes.

The Mayor restated the motion on the floor, which was to proceed with Option E at 25 Shoreline Drive. The motion passed with 4 ayes and 1 nay (Councilman Van Slyke).

**ADJOURNMENT/RECESS**

There being no further business, Councilman Sheffield moved to adjourn, the motion carried unanimously. The meeting adjourned at 12:06 p.m.

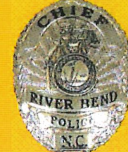
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Delane Jackson, Town Manager





# RIVER BEND POLICE DEPARTMENT



## MONTHLY ACTIVITY REPORT

2021

	ACTIVITIES	2021 September	2021 October	2021 November	% of Total Calls	% Change Last 2 Mos.
1	ALARMS / 911 UNKNOWN / DISTURBANCE / SHOTS FIRED	6	12	11	1.21%	-8.00%
2	ANIMAL COMPLAINTS	6	0	7	0.77%	0.00%
3	ARRESTS	3	4	0	0.00%	-100.00%
4	ASSAULTS / ALL OTHER VIOLENT CRIME	0	2	0	0.00%	-100.00%
5	ASSIST CITIZENS / LOCK OUT / QUALITY OF LIFE ISSUES	10	11	9	0.99%	-18.00%
6	ASSIST EMS / FD / FIRST RESPONDERS / MED ASSIST	16	19	23	2.53%	21.00%
7	ASSIST MOTORISTS / FOOT PATROLS / ALL OTHER	32	13	24	2.64%	85.00%
8	ASSIST OTHER AGENCIES	1	3	0	0.00%	-100.00%
9	B & E BUSINESS / RESIDENCE / VEHICLE	1	1	0	0.00%	-100.00%
10	CRIM. SUMM. / SUBPOENAS / WARRANTS / CIVIL COMPLAINT	2	3	0	0.00%	-100.00%
11	DOMESTICS	3	2	2	0.22%	0.00%
12	FIRES / ALARM	0	1	1	0.11%	0.00%
13	IDENTITY THEFT / FRAUD	1	2	2	0.22%	0.00%
14	INVOLUNTARY COMMITMENTS	1	2	0	0.00%	-100.00%
15	JUVENILE COMPLAINTS	0	0	0	0.00%	0.00%
16	LARCENIES	0	4	1	0.11%	-75.00%
17	LITTERING	0	0	0	0.00%	0.00%
18	LOUD MUSIC / NOISE COMPLAINTS	0	1	0	0.00%	-100.00%
19	DEATH / MISSING PERSON / RUNAWAY / SUICIDE(A)	3	1	2	0.22%	100.00%
20	PROPERTY DAMAGE / VANDALISM	1	1	3	0.33%	200.00%
21	RESIDENTIAL / BUSINESS CHECKS / COMMUNITY WATCH	709	719	788	86.69%	10.00%
22	ROADWAY DEBRIS / OBSTRUCTIONS	0	0	0	0.00%	0.00%
23	ROBBERIES	0	0	0	0.00%	0.00%
24	SOLICITING VIOLATIONS	0	0	0	0.00%	0.00%
25	SUSPICIOUS PERSONS / VEHICLES / FIELD INTERVIEW	10	8	6	0.66%	-25.00%
26	TOWN ORDINANCE CITATIONS	0	0	0	0.00%	0.00%
27	TOWN ORDINANCE VIOLATIONS	2	1	1	0.11%	0.00%
28	TRAFFIC ACCIDENTS	1	3	3	0.33%	0.00%
29	TRAFFIC STOPS	10	6	4	0.44%	-33.00%
30	TRAFFIC COMPLAINTS-RADAR	14	6	4	0.44%	-33.00%
31	DWI	0	0	1	0.11%	0.00%
32	CHECKPOINTS	2	0	0	0.00%	0.00%
33	DRUG VIOLATIONS	2	2	0	0.00%	-100.00%
34	WELFARE CHECKS	7	7	6	0.66%	-14.00%
35	CASE ASSIST / PW / VEHICLE MAINTENANCE / MEETING	11	7	3	0.33%	-57.00%
36	CASE FOLLOW UPS / SPECIAL OPERATION / TRAINING	4	13	6	0.66%	-54.00%
37	TRESPASSING	1	0	0	0.00%	0.00%
38	OVERDOSE	1	0	2	0.22%	0.00%
39	TOTAL	860	854	909	100.00%	6.00%

### Traffic Violations

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

### Community Watch Checks

- 50 100 Pirates
- 69 100 Plantation
- 60 200 Lakemere
- 63 200 Rockledge

### Phone Calls Answered (638-1108)

- 221 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)

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

This month Public Works continued with routine maintenance of our equipment. Oil and filters were changed in a couple of our generators and the small gas powered pumps. Routine maintenance is key to get longevity out of our equipment. We also replaced several street signs that had become faded due their age. This is routine or done on an as needed basis. The Public Works Department also put up the Christmas decorations at the front entrance, Town Hall, and the Municipal Building. I hope everyone enjoys the beauty of these decorations and give us all some Christmas cheer.

Water Resources had to pull two lift station pumps this month. Both pumps had debris caught up in their impeller, which would not allow them to pump properly. Our staff pulled and cleaned out these pumps quickly before we had a sanitary sewer overflow. There were also two water service line leaks repaired. Both leaks were a few feet from the meter and were easily repaired. I would like to thank the staff for a job well done.

If you have any questions concerning the Water Resources/Public Works Department, please call us at 252-638-3540, Monday-Friday, 8am-4pm. After hour's water and sewer, emergencies can be reported by dialing the Town Hall at 252-638-3870. You will be instructed to the dial "9" and follow the directions to contact the on call duty operator. You will 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 252-638-1108, and they will get in contact with the on-call utility systems operator.

Town of River Bend  
FY 2021-2022  
Work Order Report

**Public Works**

Orders Entered	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD	Pending
Building Maintenance	30	28	29	30	30								147	0
Painting	1	0	1	0	0								2	1
Park/Playground	30	34	33	35	30								162	0
Roadway Maintenance	15	18	15	14	15								77	2
Stormwater Maintenance	9	7	8	9	8								41	1
Trash/Litter	31	30	30	31	30								152	0
Tree Maintenance	6	8	7	6	5								32	0
Wetlands / Ponds	3	2	1	2	1								9	0
Other	7	10	11	13	18								59	0
<b>TOTAL</b>	<b>132</b>	<b>137</b>	<b>135</b>	<b>140</b>	<b>137</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>681</b>	<b>4</b>

Orders Closed

127	132	131	136	133									<b>659</b>
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**Water Resources**

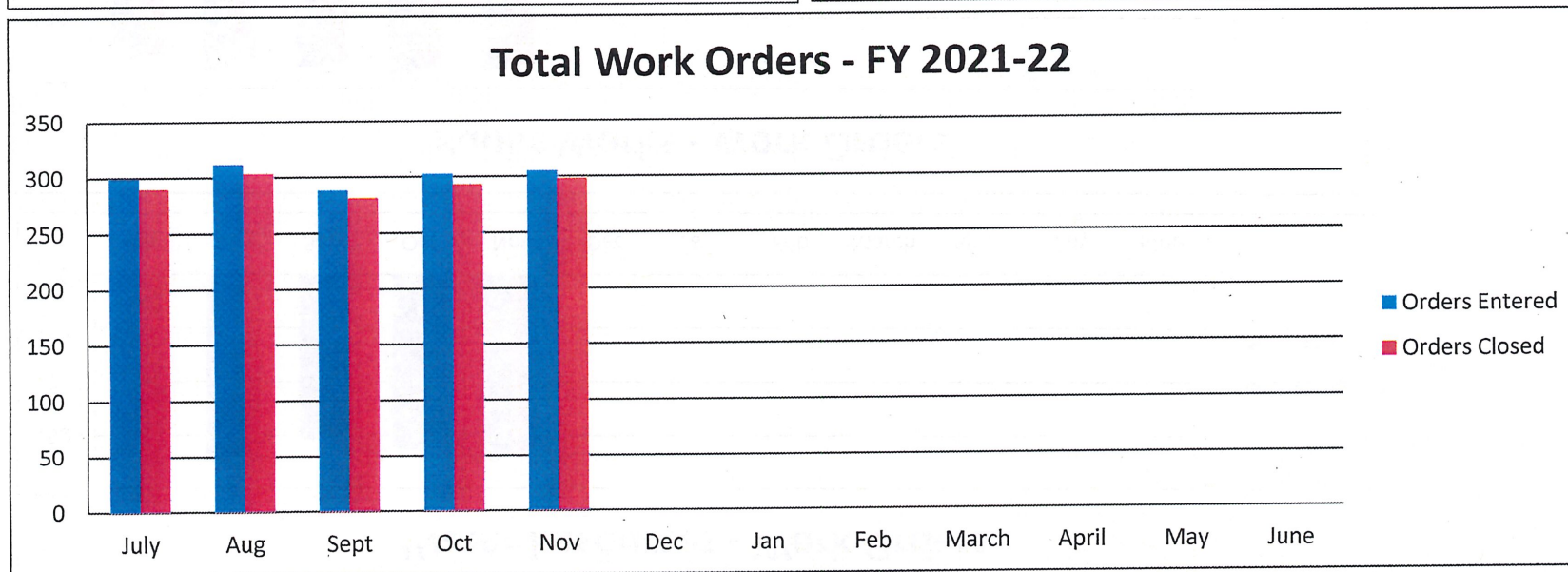
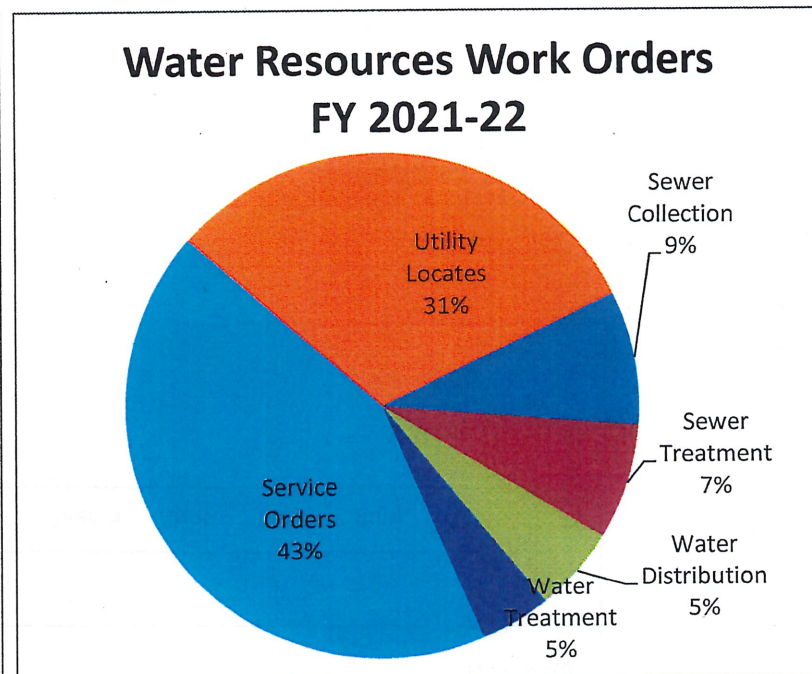
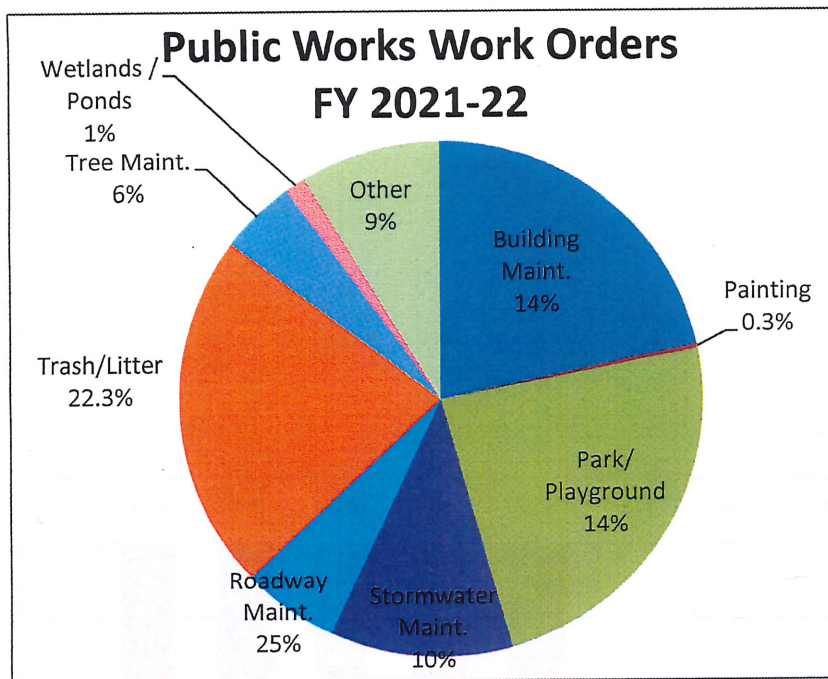
Orders Entered	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD	Pending
Sewer Collection	12	13	14	15	16								70	1
Sewer Treatment	15	13	12	11	10								61	1
Water Distribution	8	9	9	10	9								45	0
Water Treatment	9	6	7	8	7								37	1
Service Orders	73	79	63	64	74								353	0
Utility Locates	50	55	48	54	52								259	0
<b>TOTAL</b>	<b>167</b>	<b>175</b>	<b>153</b>	<b>162</b>	<b>168</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>825</b>	<b>3</b>

Orders Closed

163	171	150	157	165									<b>806</b>
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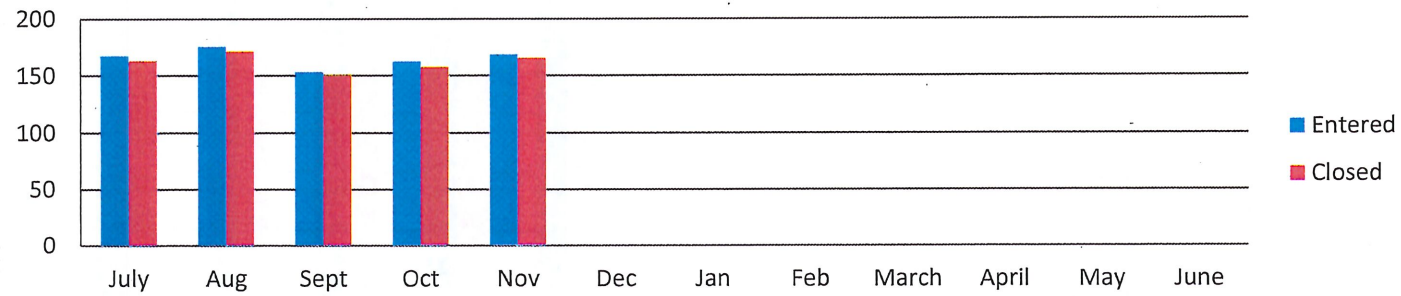
<b>TOTAL</b>	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD
Orders Entered	299	312	288	302	305	0	0	0	0	0	0	0	1506
Orders Closed	290	303	281	293	298	0	0	0	0	0	0	0	1465



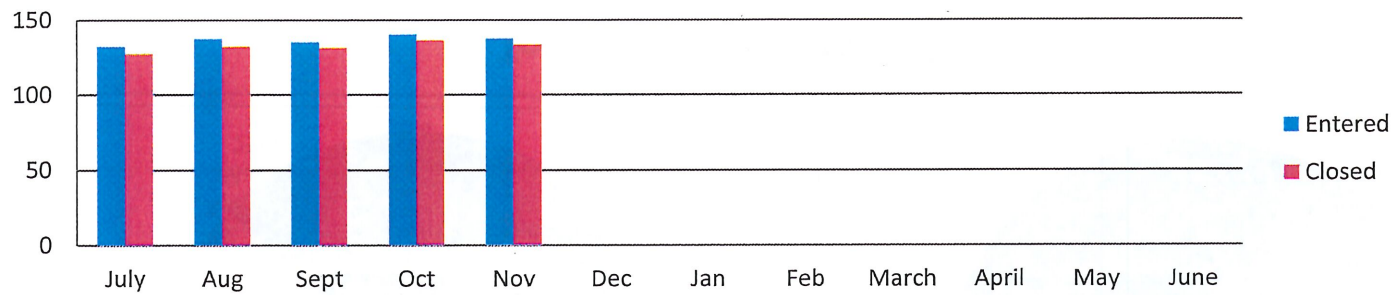




### Water Resources - Work Orders



### Public Works - Work Orders





2021

[illegible]

## Planning Board Report – Dec. 2021

The regular meeting of the Planning board was held on Dec. 2nd at 6:00pm at the community building. A quorum was present. The town manager was present as were representatives from Moffat Properties, who wish to build a new Sunbelt Rentals on Highway 17 in River Bend. Chairman Lippert called the meeting to order. The owner of Moffat Properties spoke to the board about his plans and gave a description of the proposed business.

The company's engineer then gave an extensive slide presentation which included architectural drawings, a site map and photos of other Sunbelt Rentals sites in other parts of North Carolina. Board members asked questions and received answers. There was talk about a 50 foot buffer zone, with trees, which would separate the business from adjoining residences. There was concern about some open spaces in the buffer zone.

Chairman Lippert explained that the Planning Board will be making a recommendation to the Board of Adjustment regarding a special use permit requires for the business. The board voted unanimously to recommend approval of the permit with the special consideration that additional trees and greenery be added to the buffer zone.

The guests were excused and the board continued with its other business. The usual reports were given.

The board voted to adjourn. The next meeting is set for Jan. 6<sup>th</sup>. The public is invited.

## Board of Adjustment Report Dec 21

The River Bend Board of Adjustment met on Nov. 29<sup>th</sup> at 7:00 pm in Town Hall. All regular members were present. They are: Helmut Weisser, Chris Barta, Cinda Hill, Kelly Forrest, Paige Akiss and Patty Leonard. The alternate member for the ETJ, Rick Fisher, was also in attendance.

Mayor Kirkland administered the oath of office to the members. In lieu of a sitting chairman, Manager Jackson conducted an election of officers. Paige Ackiss was elected chairman, Patty Leonard vice chairman and Allison McCollum secretary.

Town attorney, Dave Baxter, gave a thorough lesson on the duties of a board of adjustment under North Carolina law with the aid of a PowerPoint presentation. As a quasi-judicial body the duties are significant and the board members seemed to take them very seriously. Primary among these duties is the need for absolute impartiality and the making of decisions based on clear evidence without regard for opinions.

Manager Jackson then informed the board of an upcoming action that will be necessary. A company, Sunbelt Rentals, is applying for a special use permit for a parcel of land adjacent to the Shell station on Highway 17. He explained that the Planning Board would be reviewing the application and making its recommendation to the BOA. A meeting could not be set for the BOA action at that time due to the extensive requirements for notification of interested parties, including nearby property owners.

Those notifications are now being made and the meeting of the BOA has been set for Jan. 4<sup>th</sup>. At Town Hall. The public is welcome to attend.

## **Council Meeting – 12/16/21**

### **Parks & Recreation**

Parks & Rec held two meetings. The first was a special planning meeting for the Christmas tree lighting event and the second was the regular monthly meeting on December 1<sup>st</sup> which involved the final plans for the tree lighting evening as well as work on the calendar of activities for the next few months.

By now everyone knows the Christmas tree lighting was a success. Special thanks to Public Works for the several days' work it took to set up the two Christmas trees and the other decorations, to Town Manager Delane Jackson for the music that had everyone smiling and singing, to the Mayor for lighting the tree, to the Rhems Fire Department for providing transportation to Santa and Mrs. Claus, and to the volunteers of Parks & Recreation, CAC, and the Red Caboose Library for an evening of fun and community for the children and the young at heart who attended.

The Fairfield Harbour Chorus was cancelled when the new pastor informed the chorus that they could not use the church.

The first activity of 2022 will be An Evening of Pinochle and Poker on January 21<sup>st</sup>. More information will be posted soon.

The next scheduled meeting is Wed. January 5 at 7pm. As part of regular business, planning will begin for River Bend Fourth of July celebration.

Parks and Rec has two vacancies. Anyone who would like to participate in planning and presenting activities is invited to file an application.

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

The CAC is scheduled to meet on Wednesday, January 19 at 4pm.

There are two vacancies on this board. This group functions to organize and implement projects related to the appearance of our town, primarily related to landscaping. They meet bimonthly. If you would like to participate, please file an application.

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

The board met on December 2. Discussion included the ongoing inventory update and planning for a children's reading and activity program. Fundraising is a concern as the library has no regular source of income and has to rely on the generosity of donors to pay the rent and keep its doors open.

The next board meeting is scheduled for Thursday, January 6 at 2 pm.

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

The regular meeting was held on December 6. Routine business was discussed. Dee Smith announced our benefactor has gifted the garden with additional funds from the sale of her monarch note cards and a relative of the donor made another donation.

Volunteers have worked over 2900 hours from January to November 30 this year..

The next meeting is scheduled for January 3 at 1:30 pm. The agenda will include planting plans for 2022, possibility of resuming workshops and consideration of a special project for the greenhouse.



# **Town of River Bend**



## **Monthly Financial Report**

Printed 12/10/2021

*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

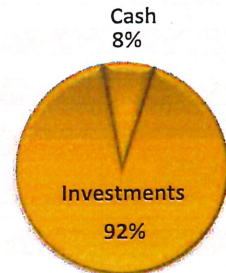
Cash Balances		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	General Fund*	913,105	855,125	844,477	841,523	784,745							
2	Powell Bill	0	0	39,273	39,273	0							
3	NCORR Recovery Grant	98,653	98,654	98,654	98,655	98,656							
4	CDBG OPR Development*	-1,005	-1,443	-1,443	-1,443	-1,443							
5	General Capital Reserve	93,607	93,607	93,608	93,609	93,610							
6	ARPA Grant Fund*	482,189	481,818	482,197	482,201	482,205							
7	Law Enforcement Separation Allowance*	22,864	22,258	21,954	21,955	21,955							
8	Water Fund*	788,994	829,337	832,977	827,379	817,133							
9	Water Capital Reserve Fund (CIF)	244,698	244,700	244,702	244,704	244,706							
10	Sewer Fund*	1,089,186	1,134,578	1,142,734	1,142,372	1,135,389							
11	Sewer Capital Reserve Fund (CIF)	11,248	11,248	11,248	11,248	11,248							
Total Cash and Investments		3,743,539	3,769,882	3,810,382	3,801,476	3,688,203							
Truist Cash Accounts		751,136	295,260	335,732	326,785	313,246							

\*These operating funds have equity in the Truist 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 Truist). We have two accounts with Truist, 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	663,064							
2	Powell Bill	0	0	-	-	-							
3	NCORR Recovery Grant	98,653	98,654	98,654	98,655	98,656							
4	Capital Reserve (General Fund)	93,607	93,607	93,608	93,609	93,610							
5	ARPA Grant Fund	0	482,193	482,197	482,201	482,205							
6	Law Enforcement Separation Allowance	21,954	21,955	21,955	21,955	21,955							
7	Water Fund	687,487	727,493	727,499	727,517	727,761							
8	Water Capital Reserve Fund (CIF)	244,698	244,700	244,702	244,704	244,706							
9	Sewer Fund	991,719	1,031,727	1,031,736	1,031,745	1,031,753							
10	Sewer Capital Reserve Fund (CIF)	11,248	11,248	11,248	11,248	11,248							
Total Investments		2,992,403	3,474,621	3,474,650	3,474,692	3,374,957							



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## 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	38,429								122,271.22	17.2%
2	Ad Valorem Taxes - Vehicle	85,800	85,800	298	290	16,765	7,284	0								24,637.28	28.7%
3	Animal Licenses	2,000	2,000	290	90	40	60	10								490.00	24.5%
4	Local Gov't Sales Tax	322,043	322,043	31,600	33,711	34,881	28,922	30,514								159,628.36	49.6%
5	Hold Harmless Distribution	86,068	86,068	7,835	7,867	9,369	9,988	8,784								43,842.76	50.9%
6	Solid Waste Disposal Tax	2,200	2,200	0	550	0	0	558								1,108.15	50.4%
7	Powell Bill Fund Appropriation	0	0	0	0	0	0	0								-	0.0%
8	Powell Bill Allocation	76,800	76,800	0	0	39,273	0	0								39,273.04	51.1%
9	Beer & Wine Tax	13,225	13,225	0	0	0	0	0								-	0.0%
10	Video Programming Tax	53,600	53,600	0	0	12,996	0	0								12,995.65	24.2%
11	Utilities Franchise Tax	111,000	111,000	0	0	22,084	0	0								22,083.96	19.9%
12	Telecommunications Tax	9,900	9,900	0	0	2,051	0	0								2,050.62	20.7%
13	Court Cost Fees	500	500	18	14	23	27	0								81.00	16.2%
14	Zoning Permits	5,000	5,000	752	607	653	710	1,990								4,712.40	94.2%
15	State Grants	0	0	0	0	0	0	0								-	0.0%
16	Cares Act CRF Assistance	0	0	948	0	0	0	0								947.72	#DIV/0!
17	Federal Disaster Assistance	0	0	0	0	0	0	35,434								35,433.74	0.0%
18	State Disaster Assistance	0	0	0	0	0	0	0								-	0.0%
19	Recovery Grant NCORR-FLDG-004	76,445	76,445	0	0	0	0	0								-	0.0%
20	Miscellaneous	10,000	10,000	670	836	781	323	1,293								3,902.50	39.0%
21	Insurance Settlements	0	0	0	0	0	0	0								-	0.0%
22	Interest - Recovery Grant NCORR-FLD	30	30	1	1	1	1	1								4.14	13.8%
23	Interest - Powell Bill	50	50	0	0	0	0	0								0.59	1.2%
24	Interest - Investments	500	500	8	7	7	7	6								35.02	7.0%
25	Contributions	421	421	0	0	0	0	0								-	0.0%
26	Wildwood Storage Rents	18,144	18,144	1,585	1,615	1,601	1,607	1,575								7,983.18	44.0%
27	Rents & Concessions	18,000	18,000	1,595	1,620	1,540	1,760	1,640								8,155.00	45.3%
28	Sale of Capital Assets*	0	31,008	31,008	0	0	0	0								31,008.00	100.0%
29	Sales Tax Refund Revenue	0	0	0	0	0	0	0								-	0.0%
30	Trans. from Capital Reserve*	43,850	65,342	43,850	0	0	0	0								43,850.00	67.1%
31	Trans. from L.E.S.A. Fund	0	0	0	0	0	0	0								-	0.0%
32	Appropriated Fund Balance*	244,602	310,466	0	0	0	0	0								-	0.0%
Total		1,891,341	2,009,705	120,458	47,755	146,841	129,206	120,234								564,494.33	28.1%

\*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.



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## General Fund

Expenditures	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Exp
1 Governing Body	32,000	32,000	6,666	2,245	4,131	-527	-470								12,045	37.6%
2 Administration	262,000	262,000	37,436	15,120	21,229	15,674	23,262								112,722	43.0%
3 Finance*	129,000	185,040	16,568	8,048	8,457	61,280	13,167								107,520	58.1%
4 Tax Listing	11,200	11,200	298	296	299	785	384								2,062	18.4%
5 Legal Services	24,000	24,000	1,947	1,870	963	650	1,513								6,941	28.9%
6 Elections	3,500	3,500	0	0	0	0	0								0	0.0%
7 Public Buildings*	107,000	118,700	17,825	15,578	10,267	4,623	9,451								57,744	48.6%
8 Police*	551,500	610,509	50,600	39,198	34,067	36,758	56,581								217,205	35.6%
9 Emergency Management	4,000	4,000	899	15	1,954	15	15								2,897	72.4%
10 Animal Control	11,000	11,000	646	220	183	242	356								1,647	15.0%
11 Street Maintenance*	191,000	181,000	6,806	470	622	105,108	890								113,897	62.9%
12 Public Works	161,000	161,000	11,657	9,468	10,359	9,441	8,344								49,269	30.6%
13 Leaf & Limb, Solid Waste	44,000	44,000	3,332	800	270	245	9,489								14,134	32.1%
14 Stormwater Management	42,000	42,000	969	282	297	272	680								2,500	6.0%
15 Waterways & Wetlands	3,000	3,000	0	0	0	0	0								-	0.0%
16 Planning & Zoning	50,000	50,000	4,934	4,096	3,424	2,069	5,655								20,179	40.4%
17 Recovery Grant NCORR-FLDG-004	76,475	76,475	10,250	7,309	7,469	7,254	10,319								42,601	55.7%
18 Recreation & Special Events	7,500	7,500	0	0	750	222	384								1,356	18.1%
19 Parks*	43,000	44,615	2,452	1,128	4,126	992	7,908								16,607	37.2%
20 Transfers	120,500	120,500	120,500	0	0	0	0								120,500	100.0%
21 Contingency	17,666	17,666	0	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>245,102</b>	<b>147,928</b>								<b>901,826</b>	<b>44.9%</b>

Capital / Debt (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*	168,403	272,628	9,934	0	1,350	146,151	0								157,435	57.7%
2 Debt Service - Principle	0	0	0	0	0	0	0								-	0.0%
3 Debt Service - Interest	0	0	0	0	0	0	0								-	0.0%

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



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## 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	39,670								118,983	51.4%
2	Consumption	224,454	224,454	43,431	378	40,075	-105	35,357								119,137	53.1%
3	Other, incl. transfers	19,864	19,864	6	4,856	236	3,517	1,471								10,087	50.8%
4	Hydrant Fee	20,496	20,496	20,679	0	0	0	-226								20,453	99.8%
5	Appropriated Fund Bal.*	89,214	172,644	0	0	0	0	0								0	0.0%
Total		585,500	668,930	103,197	5,614	79,848	3,729	76,272	0	0	0	0	0	0	0	268,660	40.2%

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	55,896	35,132								170,705	33.4%
2	Supply & Treatment	65,000	65,000	2,025	1,340	7,888	1,316	3,476								16,045	24.7%
3	Distribution*	48,000	89,400	28,781	177	501	1,624	48								31,131	34.8%
4	Transfers / Contingency	3,500	3,500	0	0	0	0	0								0	0.0%
Total		585,500	668,930	70,092	20,788	29,507	58,836	38,656	0	0	0	0	0	0	0	217,880	32.6%

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	0								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	827,379	817,133							
2 Water Capital Reserve Fund (CIF)	244,698	244,700	244,702	244,704	244,706							

Water Produced		FY20-21	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
		Limit														
1	Total Gallons		8,137,000	7,606,000	7,555,000	7,523,000	7,628,000								38,449,000	
2	Average daily gallons		925,000*	262,484	245,355	251,833	242,677	254,267							251,323	

\* This is the permitted daily limit.

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## 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	48,540									146,642	49.8%
2	Consumption	313,234	313,234	59,209	50	54,495	309	50,156									164,219	52.4%
3	Other, incl. transfers	11,070	11,070	8	1,321	8	1,449	9									2,795	25.3%
4	Appropriated Fund Bal.*	40,544	110,174	0	0	0	0	0									0	0.0%
	Total	659,500	729,130	107,760	1,956	102,983	2,253	98,705	0	0	0	0	0	0	0	0	313,656	43.0%

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	56,685	35,518									175,010	34.7%
2	Collection*	82,000	109,600	4,755	1,487	1,769	1,291	428									9,730	8.9%
3	Treatment	111,000	111,000	5,742	5,155	9,900	6,320	763									27,882	25.1%
4	Transfers / Contingency	3,500	3,500	0	0	0	0	0									0	0.0%
Total		659,500	729,130	51,047	26,926	33,643	64,296	36,710	0	0	0	0	0	0	0	0	212,621	29.2%

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	0								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	1,142,372	1,135,389							
2 Sewer Capital Reserve Fund (CIF)	11,248	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	
1 Total Gallons	3,212,000	4,152,000	2,770,000	2,957,000	3,387,000								16,478,000	
2 Average daily gallons	330,000*	103,613	133,935	92,333	95,387	112,900							107,634	

\* This is the permitted daily limit.

## SHOULD WE TRUST OUR STATE MANAGEMENT OF VOTING PRECINCTS

In September this year I read an article in "Governing News" relating to the recently enacted Texas law that gives poll watchers enforcement authority. That authority has traditionally been vested in law enforcement. The nation has recently watched a long and frequently audited review of election results in several states and cities and those audits found no case of frequent or other than very low number of questionable ballot irregularities.

During my thirty year military career I voted in precincts in five states. I felt that they were all well managed and I was confident that the individuals operating the polling places were competent and dedicated to proper performance of their responsibilities. I have voted in every election in River Bend for the last 26 years and I am of the opinion that the Craven County Elections Board officials have consistently operated a fair and legal administration in the conduct of County and municipal elections.

The article that I referenced earlier states; "Nowadays, there's greater willingness to threaten public officials and according to polls, increasing approval among the public for using violence to achieve political ends. Prior to 9/11, the deadliest terrorist attack on U.S. soil since the Civil War was the bombing of the Federal Building in Oklahoma City in 1995,"

I recognize that there are opinions contrary to my opinion. In North Carolina and in Craven County we have witnessed consistent good management of elections. In our state appropriate discipline resulted when improper conduct of elections was found on the part of another county's elections board. It is apparent that the State Board of Elections will not tolerate improper actions on the part of a local board of elections.

The authors of the Constitution gave the nation a system of "checks and balances" among the three branches of government. That "balance" has met the test of time for more than two hundred years and it would seem ill advised to substitute another system. If we look objectively at the performance of government under the United States Constitution we must conclude that the men who worked to draft that document did a great work. They also provided for a system to amend the document that has only been applied 27 times in the 232 years that the nation has been guided by the 1788 Constitution.

This proven system should be used if any change in the elections process is deemed necessary.