



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
June 18, 2020
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
Phyllis Hoffman – Graduate Parade
5. PUBLIC HEARINGS
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 May 5, 2020 Budget Workshop
Minutes of the May 7, 2020 Budget Workshop
Minutes of the May 12, 2020 Budget Workshop
Minutes of the May 14, 2020 Budget Workshop
Minutes of the May 14, 2020 Work Session
Minutes of the May 14, 2020 Closed Session
Minutes of the May 21, 2020 Regular Meeting*

B. Advisory Board Reappointments

PLANNING BOARD: Reappoint Egon Lippert and John Payne to a term beginning July 1, 2020 and expiring on June 30, 2022;

PARKS AND RECREATION: Reappoint Mary Dwyer, Meg Williams and Nancy Fogle to a term beginning July 1, 2020 and expiring on June 30, 2022;

ENVIRONMENT AND WATERWAYS ADVISORY BOARD: Reappoint Patty Leonard, Mary Holihan and Raymond Jaklitsch to a term beginning July 1, 2020 and expiring on June 30, 2022;

COMMUNITY APPEARANCE COMMISSION: Reappoint John Meehan to a term beginning July 1, 2020 and expiring on June 30, 2022, appoint Nancy Del'Aria as a full-time member to a term beginning July 1, 2020 and expiring on June 30, 2021 and appoint Meg Williams as an Alternate to a term beginning July 1, 2020 and expiring on June 30, 2022;

PUBLIC WORKS ADVISORY BOARD: Reappoint Rick Seeger, Buck Irvin and Steve Dentico to a term beginning July 1, 2020 and expiring on June 30, 2022; and

AUDIT COMMITTEE: Reappoint Councilman Irving Van Slyke, Councilman Harry McClard, Margaret Theis, the Town Manager and L.J. Danehy to terms beginning July 1, 2020 and expiring on June 30, 2021.

7. TOWN MANAGER'S REPORT – Delane Jackson
 - A. Manager's Report
 - B. **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. Parks & Recreation/CAC – Councilman Harry “Bud” McClard
 - A. **Vote** – Adopt FY 2020-2021 Leaf and Limb Pickup Schedule
9. Public Works and Water Resources – Mayor John Kirkland
 - A. **Vote** – Accept Streets into Town System
10. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Administrator
 - B. **Vote** – FY 2020-2021 Budget
 - C. **Vote** – Financial and Budgetary Policy Amendment
11. Planning Board – Councilman Buddy Sheffield
 - A. **Vote** – Adopt Flood Damage Prevention Ordinance Amendment
12. Public Safety – Councilman Don Fogle
 - A. **Vote** – Statewide Mutual Aid Agreement Revision
13. Environment and Waterways – Councilman Brian Leonard
 - A. **Vote** – Appoint Jon Hall to the Environment and Waterways Advisory Board for a Term Beginning June 18, 2020 and Expiring on June 30, 2021
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

Attention- Construction has recently begun on the Town Hall. The Town Council meeting will take place in Town Hall, as usual, however, access to the building will be through the door on the Plantation Drive side of the building.



**Town of
River Bend**

**Request to Appear on
Town Council Meeting Agenda**

4

Meeting Date June 18, 2020		Date of Request May 26, 2020
SPEAKER'S INFORMATION		
Name Phyllis Hoffman		Phone Number 252 2299334
Address 105 Lantern		
Organization (if any) n/a		
Subject Graduate parade		
TIME LIMITED TO FIVE (5) MINUTES UNLESS OTHERWISE APPROVED		
Requestor's Signature <i>Phyllis Hoffman</i>		Time Requested
Approval	Date	Time (Minutes)*

*If more than three (3) people sign up to speak at the meeting, the Council reserves the right to reduce time allowed. Form must be returned to the Clerk by 0:00 on the Tuesday prior to the meeting.

**River Bend Town Council
Budget Workshop Minutes
May 5, 2020
River Bend Town Hall
4:00 P.M.**

Present Council Members: Mayor John Kirkland
Don Fogle
Brian Leonard
Bud McClard
Buddy Sheffield
Bud Van Slyke
Town Manager: Delane Jackson

The Mayor called the budget workshop to order at 4 p.m. The manager announced that the meeting was also being made available for the public to participate through ZOOM via audio. The manager also announced that the PowerPoint presentations that was being presented at the meeting was available to the public via ZOOM. Each Council member introduced themselves so that any remotely participating citizens could be assured that each Council member was present. There were a few seats available in the room for the public but no member of the public attended.

The manager made a presentation for the proposed FY21 budget, which covered 10 of the 19 departments in the general fund. There was general discussion about budget items throughout the meeting. Councilman Fogle and Councilman Leonard said they that would like to take steps to increase employee salaries to above the state average for our peer group because they believed that our staff was better than average. The manager explained that the proposal included a COLA of 2.1% and a 1% increase due to merit pay for each eligible employee. Buddy Sheffield motioned to recess the meeting until 4 p.m. on May 7th. Unanimous. The meeting recessed at 6 p.m.

Delane Jackson
Town Manager

**River Bend Town Council
Budget Workshop Minutes
May 7, 2020
River Bend Town Hall
4:00 P.M.**

Present Council Members: Mayor John Kirkland
Don Fogle
Brian Leonard
Bud McClard
Buddy Sheffield
Bud Van Slyke

Town Manager: Delane Jackson

The Mayor called the budget workshop back to order at 4 p.m. The manager announced that the meeting was also being made available for the public to participate through ZOOM via audio. The manager also announced that the PowerPoint presentation that was being presented at the meeting was available to the public via ZOOM. Each Council member introduced themselves so that any remotely participating citizens could be assured that each Council member was present. There were a few seats available in the room for the public and one member of the public was present.

The manager updated the Council on a change that had taken place since the last workshop. He informed Council that the current budget contained a 7% increase for medical insurance. He reported that the actual figure he had received was a 29% increase and staying with the current plan would cost about \$30,000 more than is in the current budget proposal. He stated that he was meeting with the insurance agent tomorrow to discuss changes to the plan which would allow us to stay within the current budget proposal. Stating that some of those changes may include a change in benefits. He stated it was a work in progress and he would report back to Council later.

The next item was a presentation from Police Chief Joll concerning the Police Department budget. The manager made a presentation covering the final 9 general fund departments, general fund revenues and the fund balance for general fund. The manager stated that his recommendation was to keep the tax rate the same for next fiscal year. The Council agreed. Councilman Buddy Sheffield motioned to recess the meeting until 4 p.m. on May 12th. Unanimous. The meeting recessed at 6 p.m.

Delane Jackson
Town Manager

**River Bend Town Council
Budget Workshop Minutes
May 12, 2020
River Bend Town Hall
4:00 P.M.**

Present Council Members: Mayor John Kirkland
Don Fogle
Brian Leonard
Bud McClard
Buddy Sheffield
Bud Van Slyke

Town Manager: Delane Jackson

The Mayor called the budget workshop back to order at 4 p.m. The manager announced that the meeting was also being made available for the public to participate through ZOOM via audio. The manager also announced that the PowerPoint presentation that was being presented at the meeting was available to the public via ZOOM. Each Council member introduced themselves so that any remotely participating citizens could be assured that each Council member was present. There were a few seats available in the room for the public and one member of the public was present.

The meeting began with a presentation from Public Works Director Mills concerning the water and sewer budgets. The manager made a presentation covering all enterprise funds, water and sewer cash funds, water and sewer revenues and the town's utility rate model was presented and various rates were discussed. There was general discussion about budget items throughout the meeting. The manager stated that his recommendation was to keep the utility rates the same for next fiscal year, noting that the base fee for water had just increased in April. The Council agreed. The manager presented a medical plan option that would lower benefits for employees but the cost would be within the current budget proposal and raise the employee HRA benefit from \$1,000 to \$1,500. The Council unanimously agreed to support the "Transitional 3500" medical insurance plan as presented.

Buddy Sheffield motioned to recess the meeting until 4 p.m. on May 14th. Unanimous. The meeting recessed at 6:30 p.m.

Delane Jackson
Town Manager

**River Bend Town Council
Budget Workshop Minutes
May 14, 2020
River Bend Town Hall
4:00 P.M.**

Present Council Members: Mayor John Kirkland
Don Fogle
Brian Leonard
Bud McClard
Buddy Sheffield
Bud Van Slyke

Town Manager: Delane Jackson

The Mayor called the budget workshop back to order at 4 p.m. The manager announced that the meeting was also being made available for the public to participate through ZOOM via audio. The manager also announced that the PowerPoint presentation that was being presented at the meeting was available to the public via ZOOM. Each Council member introduced themselves so that any remotely participating citizens could be assured that each Council member was present. There were a few seats available in the room for the public and one member of the public was present.

The manager stated that since the last meeting, Councilman Fogle has contacted him and requested that the Council revisit the medical insurance issue that had been decided at the last meeting. The manager opened the meeting with a single slide (shown below) that showed some options, including the proposal Councilman Fogle had sent to him. He also pointed out that the cost to stay with the current plan had been reduced to 24.5% instead of the expected 29%.

Cost		Current	Budget-Estimate (7%)	Actual (24.5%)	3500 (5.5%)
1	Medical Premium Cost/mth	524.29	561.00	651.61	553.30
2	HRA Cost/mth	83.33	125.00	83.33	125.00
3	Premium + HRA/mth	607.62	686.00	734.94	678.30
4	HRA Benefit Amount /yr	1,000.00	1,500.00	1,000.00	1,500.00
5	Total Yearly Cost/yr	\$138,537.36	\$156,408.00	\$167,566.32	\$154,652.40
6	Difference vs. Budgeted	-\$17,870.64	\$0.00	\$11,158.32	-\$1,755.60
7	Difference vs. Current (\$)	\$0.00	\$17,870.64	\$29,028.96	\$16,115.04
8	Difference vs. Current (%)	0	12.90%	20.95%	11.63%

Councilman Fogle discussed his reason for requesting reconsideration of the issue and discussed the difference in costs. Councilman Fogle wanted to keep the current medical plan in place for next year and asked the Council to consider using an \$11,000 allocation of fund balance to pay for the increased medical costs and keep the current plan. A lively debate on the topic ensued with comments and questions from all Council members. Councilman McClard stated that he has spent a few hours researching this issue and he found that our proposed plan was as least as good as most towns and better than some others. He said this issue was about a lot more than a spread sheet. He said that he thought we should stay with the 3500 plan for a lot of reasons. Councilman Van Slyke stated that he was concerned about the overall big picture and did not look at it as a single line-item issue. Councilman Leonard said that he was concerned with the 5-year trend and had originally hoped to increase employee's salaries to an above average rate. He said that he was disappointed that it looked like we could not do that now. The difference in costs between the Transitional 3500 plan and the current plan were discussed. The manager stated that \$8,000 of the \$11,000 could be paid for by shifting money from the capital outlay line in the Stormwater Department because that money was not earmarked for a particular project. Councilman Leonard said that he liked that idea.

Councilman Sheffield stated that this is a complicated issue that affects employees differently. He stated that most employees are healthy and did not even use all of their current HRA benefit. He said he thinks the difference in the plans were not much and in a normal year, without a major medical event, it would not make much difference to an employees. He said that he thought the employees would appreciate it more if that \$11,000 was used to fund a raise for all employees. The manager stated that each additional 1% increase in COLA would cost about \$11,000, which is about what the additional cost of staying with the current plan is. He also informed Council that 10 of the current 19 employees have not used all of their HRA this year.

After much discussion but no consensus, the manager reminded the Council that the issue needed to be decided and suggested that someone put forth a motion. Buddy Sheffield motioned to change to the Transitional 3500 plan as presented and to include an additional 1% increase to COLA, bringing it to 3.1% for FY21. The motion passed with a vote of 3 yeas and 2 nays. Councilmen Van Slyke and Fogle voted against the motion.

The manager made a presentation covering the 5-year forecast for the general fund departments, general fund revenues and the fund balance for general fund. The manger recommended forgoing the May 19 budget workshop. He stated that it had originally been scheduled just in case it was needed. He informed the Council that all he had left to do was to present the draft budget message and draft budget ordinance and that he could do that at the May 21 regular Council meeting. The Council agreed with that recommendation.

Buddy Sheffield motioned to adjourn the meeting. Unanimous. The meeting adjourned at 5 p.m.

Delane Jackson
Town Manager

River Bend Town Council
Work Session Minutes
May 14, 2020
River Bend Town Hall
5:00 P.M.

Present Council Members:	Mayor John Kirkland Don Fogle Brian Leonard Bud McClard Buddy Sheffield Bud Van Slyke
Town Manager:	Delane Jackson
Police Chief:	Sean Joll
Finance Administrator:	Margaret Theis (by phone)
Town Clerk	Ann Katsuyoshi (by phone)
Town Attorney	Dave Baxter (by phone)

Because of the COVID 19 restrictions limiting gatherings to 10 people or fewer, it was necessary for the Town Attorney, Town Finance Administrator and Town Clerk to attend the meeting via telephone (ZOOM). The meeting room could accommodate three residents attending.

VOTE - DESIGNATE FEMA AGENT FOR COVID-19

The Town has passed the minimum limit for expenses related to COVID-19. In order to be reimbursed we are required to designate a FEMA Agent. Assistant Finance Administrator Mandy Gilbert has served as the Town's agent for other FEMA-related events and has done an excellent job.

Councilman Sheffield **moved to approve the FEMA Agent Resolution for COVID-19 as presented.** The motion carried unanimously.

DISCUSSION - BUDGET AMENDMENT 19-B-09

Manager Jackson told the Council this Budget Amendment is to recognize the \$363,000 grant that we received from the North Carolina Office of Recovery and Resiliency for water and sewer debt service and expenses in the General Fund.

DISCUSSION - RENEW CONTRACTS (3) WITH KA JONES DESIGN AND MANAGEMENT: LANDSCAPING, MOWING AND LEAF AND LIMB

Mr. Jackson said that Kevin Jones has offered to renew his current contracts for another two years. Mr. Jones has provided these services to the Town for a number of years and done good work.

DISCUSSION - PAMLICO SOUND REGIONAL HAZARD MITIGATION PLAN

The Town Manager said that the current plan expires on June 3rd. The Town needs to adopt the updated Plan this month. These plans are 5-year plans and covers the whole four county region. The document is provided on our website for those who are interested in reading it.

VOTE - SET DATE/PROCESS FOR PUBLIC HEARING FOR BUDGET

Councilman Van Slyke **moved to set the date for the Public Hearing on the Proposed Fiscal Year 2020-2021 Budget for Thursday, June 11, 2020 beginning at 5:00 p.m., or as soon thereafter as the matter can be reached.** The motion carried unanimously.

CLOSED SESSION

Councilman Sheffield **moved to go into a Closed Session under NCSG 143-328.11(a)(6), the Personnel exemption to the Open Meetings Law.** The motion carried unanimously. The Council entered Closed Session at 5:40 p.m.

OPEN SESSION

Councilman Sheffield **moved to return to Open Session** at 5:58 p.m. The motion carried unanimously.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield **moved to adjourn.** The meeting adjourned at 6:00 p.m.

Ann Katsuyoshi
Town Clerk

**River Bend Town Council
Regular Meeting Minutes
May 21, 2020
River Bend Town Hall
7:00 P.M.**

Present Council Members:	Mayor John Kirkland Don Fogle Brian Leonard Bud McClard Buddy Sheffield Irving Van Slyke
Town Manager:	Delane Jackson
Town Clerk:	Ann Katsuyoshi (by phone)
Town Attorney:	Dave Baxter (by phone)
Finance Administrator:	Margaret Theis (by phone)
Police Chief:	Sean Joll

Because of the COVID 19 restrictions limiting gatherings to 10 people or fewer, it was necessary for the Town Attorney, Town Finance Administrator and Town Clerk to attend the meeting via telephone (ZOOM). The meeting room could accommodate three residents attending.

CALL TO ORDER

The meeting was called to order by Mayor Kirkland at 7:00 p.m. on Thursday, May 21, 2020 in the Town Hall Meeting Room with a quorum present.

CONSENT AGENDA

The Mayor presented the Council with the Consent Agenda. Councilman McClard **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 March 12, 2020 Work Session*
 - Minutes of the March 19, 2020 Regular Meeting*
 - Minutes of the April 9, 2020 Work Session*

PRESENTATION OF DRAFT BUDGET MESSAGE AND ORDINANCE

The Manager provided the Council with copies of the draft Budget Message and Ordinance. He said that it will be available to the public on May 28 and will be posted on the Town's website.

ADMINISTRATIVE REPORTS

ENVIRONMENT AND WATERWAYS ADVISORY BOARD – COUNCILMAN BRIAN LEONARD

The Environment and Waterways Advisory Board did not meet this month because of COVID-19 restrictions on meetings. However, there is still a vacancy on this Board and Councilman Leonard encouraged interested residents to apply.

PARKS & RECREATION/CAC – COUNCILMAN BUD MCCLARD

Again, all Advisory Board meetings were canceled. However, Councilman McClard said that the Organic Gardening is continuing its work.

Vote – Approve Contracts with KA Jones Management: Landscaping, Mowing, Leaf and Limb - Mr. McClard reminded the Council that this item was discussed at the Work Session. Each of these is a separate contract and will be voted on individually.

Councilman McClard **moved to award the contract for landscaping services to K.A. Jones Design Services for the period of July 1, 2020 to June 30, 2022, and authorize the Mayor to sign on behalf of the Town.** The motion carried unanimously.

He then **moved to award the contract for mowing services to K.A. Jones Design Services for the period of July 1, 2020 to June 30, 2022, and authorize the Mayor to sign on behalf of the Town.** The motion carried unanimously.

Mr. McClard **moved to award the contract for leaf and limb pick up services to K.A. Jones Design Services for the period of July 1, 2020 to June 30, 2022, and authorize the Mayor to sign on behalf of the Town.** The motion carried unanimously.

Vote – Appoint Dave Moazed to the Parks & Recreation Board for a term beginning May 21, 2020 and expiring June 30, 2021 – Councilman McClard said that Dave Moazed has requested to join the Parks and Recreation Advisory Board. He **moved to appoint Dave Moazed to the Parks & Recreation Board for a term beginning May 21, 2020 and expiring June 30, 2021.** The motion carried unanimously.

PUBLIC WORKS – MAYOR JOHN KIRKLAND

The Mayor said there was no PWAB meeting this month and a very important issue facing the Board is the retirement of several Board Members. The Board now needs as many as four new members. If there are persons interested in serving on this Board, the Mayor would be pleased to talk with them to answer questions as to the function of the Board.

Vote – Adopt Pamlico Sound Regional Hazard Mitigation Plan – The Manager said that the current Plan expires of June 3. These are 5-year plans. The document is 653 pages long and is available on the Town's website.

Councilman Van Slyke **moved to adopt the Pamlico Sound Regional Hazard Mitigation Plan as presented.** The motion carried unanimously.

FINANCE – COUNCILMAN IRVING VAN SLYKE, JR.

Financial Report – Town Manager Delane Jackson told the Council that the total of the General Fund Cash Balances as of April 30, 2020 was \$4,834,841. Ad valorem tax collections were at \$652,368.

Vote – Approve Budget Amendment 19-B-09 – Councilman Van Slyke **moved to approve Budget Amendment 19-B-09 as presented.** The motion carried unanimously.

PLANNING BOARD – COUNCILMAN BUDDY SHEFFIELD

Councilman Sheffield reported that the Planning Board met on May 7 to discuss the changes to the Flood Damage Prevention Ordinance.

PUBLIC SAFETY – COUNCILMAN DON FOGLE

Councilman Fogle said that the CERT and Community Watch did not meet this month.

Vote – Approved Alternate Egress Resolution - The Manager said that this is the Resolution discussed in the Budget Workshops about the need to find an alternative egress route for residents in case of an emergency. Councilman Fogle moved to approve the Alternative Egress Resolution as presented. The motion carried unanimously.

MAYOR'S REPORT

The Mayor said that the development of the Town's 2020-2021 Budget has already been discussed. This was a compressed development schedule that the Council, Manager and Staff worked through in producing the document in time to meet the State mandated completion of municipal budgets. The Town is fortunate that the Council, Manager and staff are dedicated individuals and accept their responsibility for working up the budget documents.

The conduct of Town governing business has continued during this pandemic while complying with the Governor's "social distancing" rules. We are fortunate that the entire staff has continued to work a normal schedule and the residents have not experienced any interruption of service from the Town-owned utilities.

Most certainly, everyone looks forward to the day when the nation will arrive at what will be the new normal for our lives. We in River Bend need to accept that how we adapt will be at the speed and under the format that State agencies direct. To move faster or without consideration of mandated restrictions would be wasteful.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield **moved to adjourn**. The meeting adjourned at 7:45 p.m.

Ann Katsuyoshi
Town Clerk



RIVER BEND POLICE DEPARTMENT



MONTHLY ACTIVITY REPORT

2020

	2020	2020	2020		
	March	April	May	% of Calls	% Change
Activities					
ALARMS/911 UNKNOWN/DISTURBANCE/SHOTS FIRED	19	18	12	0.69%	-33.00%
ANIMAL COMPLAINTS	10	8	12	0.69%	50.00%
ARRESTS	1	1	2	0.12%	100.00%
ASSAULTS / All OTHER VIOLENT CRIME	1	3	1	0.06%	-67.00%
ASSIST CITIZENS / LOCK OUT / QUALITY OF LIFE ISSUES	5	15	13	0.75%	-13.00%
ASSIST EMS/FD/FIRST RESPONDERS/MED ASSIST	19	19	18	1.04%	-5.00%
ASSIST MOTORISTS / BIKE PATROLS/ALL OTHER	8	49	90	5.18%	84.00%
ASSIST OTHER AGENCIES	2	1	1	0.06%	0.00%
B & E BUSINESS/RESIDENCE/VEHICLE	1	2	0	0.00%	-100.00%
CRIM.SUMM./SUBPOENAS/WARRANTS/CIVIL COMPLAINT	1	4	3	0.17%	-25.00%
DOMESTICS	2	4	1	0.06%	-75.00%
FIRES/ALARM	0	0	2	0.12%	200.00%
IDENTITY THEFT/FRAUD	2	0	1	0.06%	100.00%
INVOLUNTARY COMMITMENTS	0	0	1	0.06%	100.00%
JUVENILE COMPLAINTS	1	1	3	0.17%	200.00%
LARCENIES	1	2	1	0.06%	-50.00%
LITTERING	0	1	1	0.06%	0.00%
LOUD MUSIC/NOISE COMPLAINTS	1	1	1	0.06%	0.00%
DEATH/MISSING PERSON/RUNAWAY/SUICIDE(A)	0	3	0	0.00%	-100.00%
PROPERTY DAMAGE/VANDALISM	1	0	3	0.17%	300.00%
RESIDENTIAL/BUSINESS CHECKS/COMMUNITY WATCH	1,401	1,595	1,491	85.79%	-7.00%
ROADWAY DEBRIS/OBSTRUCTIONS	1	0	0	0.00%	0.00%
ROBBERIES	0	0	0	0.00%	0.00%
SOLICITING VIOLATIONS	0	0	2	0.12%	200.00%
SUSPICIOUS PERSONS/VEHICLES /FIELD INTERVIEW	20	26	18	1.04%	-31.00%
TOWN ORDINANCE CITATIONS	0	0	0	0.00%	0.00%
TOWN ORDINANCE VIOLATIONS	2	2	4	0.23%	100.00%
TRAFFIC ACCIDENTS	0	2	6	0.35%	200.00%
TRAFFIC STOPS	16	14	16	0.92%	14.00%
TRAFFIC COMPLAINTS-Radar	6	13	10	0.58%	-23.00%
DWI	0	0	0	0.00%	0.00%
CHECKPOINTS	0	1	1	0.06%	0.00%
DRUG VIOLATIONS	2	1	1	0.06%	0.00%
WELFARE CHECKS	6	8	6	0.35%	-25.00%
CASE ASSIST/PW/VEHICLE MAINTENANCE/MEETING	2	3	4	0.23%	33.00%
CASE FOLLOW UPS/SPECIAL OPERATION/TRAINING	7	6	11	0.63%	83.00%
TRESPASSING	2	1	2	0.12%	100.00%
OVERDOSE	0	0	0	0.00%	0.00%
Total	1540	1804	1738	100.00%	-4.00%

Traffic Violations

- 0 State Citations
- 0 Total State Charges
- 6 State Warnings
- 0 Town Citations
- 0 Town Warnings

% of Calls = The percentage the call represents out of all total calls
 % Change = The percentage change between the last two months

Community Watch Checks

- 100 Pirates - 104
- 100 Plantation - 135
- 200 Lakemere - 111
- 200 Rockledge - 128

Phone Calls Answered (638-1108)

487 Incoming Calls Answered



TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562

T 252.638.3870

F 252.638.2580

www.riverbendnc.org

May 2020 Monthly Report Brandon Mills, Director of Public Works

Public Works has been busy trimming overhanging limbs along our roadways. This is routine work for us and we try to keep the limbs from hitting the top of tall vehicles. There are several areas in town that are on our to-do list, and we will get it done ASAP. We had one storm drainpipe that had to be repaired. The pipe joint had broken which allowed soil to run down the pipe during a rainstorm. This made a sinkhole, which is how we found the problem. Town staff quickly repaired the pipe. We have also begun to pressure wash some of our roadway signs to remove mildew/mold to make them more visible. It helped some, but others are going to have to be replaced. I have ordered replacements for the ones that need replacing, and they will be replaced as soon as the signs are delivered.

Water Resources cleaned several of our lift stations. As a reminder, we have eight lift stations in our collection system. The purpose of a lift station is to pump the sanitary sewer from the collection system up to a point where it can flow by gravity again. Without lift stations collection system lines would become way too deep. We are mandated by the state to clean at least 10% of our piping in our collection system. Routinely we average 15% per year. We have continued painting some of our steel tanks at the wastewater treatment plant. Painting helps keep the steel from rusting and adds longevity to the tanks. The wastewater treatment environment is a corrosive environment, so routine coating is a must.

If you have any questions concerning the Water Resources/Public Works Department, please call us at 638-3540, Monday-Friday, 8am-4pm. After-hour's 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.

Town of River Bend
 FY 2013-2014
 Work Order Report



Public Works

Orders Entered	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD	Pending
Building Maintenance	32	30	31	30	33	32	30	28	30	30	28		334	0
Painting	2	1	0	0	2	1	3	4	5	3	5		26	2
Park/Playground	28	29	32	30	28	30	29	28	30	29	30		323	0
Roadway Maintenance	17	11	9	15	13	10	12	13	10	9	12		131	3
Stormwater Maintenance	5	7	6	7	9	6	4	6	5	4	6		65	0
Trash/Litter	30	30	31	30	30	28	30	29	30	30	29		327	0
Tree Maintenance	2	3	6	9	5	3	3	5	4	3	7		50	0
Wetlands / Ponds	2	3	2	1	2	2	1	3	1	2	2		21	0
Other	11	14	7	10	13	11	14	12	11	13	14		130	2
TOTAL	129	128	124	132	135	123	126	128	126	123	133	0	1407	7

Orders Closed

127	123	117	128	131	119	121	123	121	118	126	1354
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Water Resources

Orders Entered	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD	Pending
Sewer Collection	11	13	14	12	16	14	15	14	13	12	14		148	2
Sewer Treatment	12	13	11	16	15	13	12	14	12	10	11		139	0
Water Distribution	7	5	10	9	13	11	9	11	10	11	14		110	4
Water Treatment	11	12	14	13	12	13	11	13	12	12	14		137	0
Service Orders	82	81	69	101	55	74	55	56	57	41	72		743	0
Utility Locates	80	65	60	55	52	40	35	80	50	40	42		599	0
TOTAL	203	189	178	206	163	165	137	188	154	126	167	0	1876	6

Orders Closed

199	185	173	200	159	160	135	184	150	123	161	1829
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TOTAL

Orders Entered	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD
Orders Entered	332	317	302	338	298	288	263	316	280	249	300	0	3283
Orders Closed	326	308	290	328	290	279	256	307	271	241	287	0	3183

PROPOSED 2020-2021 LEAF & LIMB PICK-UP SCHEDULE

Zone 1 Pick-Up Begins	Zone 2 Pick-Up Begins
July 6 th , 2020	July 13 th , 2020
September 7 th , 2020	September 14 th , 2020
November 2 nd , 2020	November 9 th , 2020
January 11 th , 2021 (Includes Christmas trees)	January 18 th , 2021 (Includes Christmas trees)
March 8 th , 2021	March 15 th , 2021
May 10 th , 2021	May 17 th , 2021
You must have your debris by the road <u>BEFORE</u> the pick-up date for your zone.	

Residents may begin placing their debris by the road on the following dates:	
Zone 1	Zone 2
July 1 st , 2020	July 8 th , 2020
September 2 nd , 2020	September 9 th , 2020
October 28 th , 2020	November 4 th , 2020
January 6 th , 2021	January 13 th , 2021
March 3 rd , 2021	March 10 th , 2021
May 5 th , 2021	May 12 th , 2021

There are no pick-ups in the months of August 2020, October 2020, December 2020, February 2021, April 2021, and June 2021.

PUBLIC WORKS ADVISORY BOARD REPORT

The PWAB met on 2 June for their scheduled meeting. A very important issue facing the Board is the retirement of several Board Members. Chairman Frank Bruno announced that he would not seek to be reappointed, Buck Irvin was nominated and elected to serve as Chairman. He also agreed to serve as the interim secretary until full membership is achieved. Mr. Lou Colombo and Mr. Jim Hoffman also resigned following years of service to the Town. We now need as many as four new members. If there are persons interested in serving on this Board Mr. Bruno or myself would be pleased to talk with any candidate to answer questions as to the function of the Board. I expressed appreciation to members Bruno, Hoffman and Colombo for their years of faithful service to this Board and the Town.

Please read Buck Irvin's email posting that follows: ANN ADD THE WORDS FROM BUCK'S email

Manager Jackson briefed the Board on ongoing projects involving both Public Works staff and contract work being performed by vendors.

The meeting adjourned with the next scheduled meeting on 4 August.

NORTH CAROLINA
CRAVEN COUNTY

DEED

Revenue Stamps: \$0.00

THIS DEED, made this ___ day of _____ 2020, by and between **SPECTRUM BUILDING & REMODELING, LLC**, ("Grantor"); to **TOWN OF RIVER BEND** ("Grantee") whose mailing address is as follows: 45 Shoreline Drive, River Bend, NC 28562-8970.

WITNESSETH:

WHEREAS, the Grantor is the owner of said street more commonly referred to as Virginia Court; and

WHEREAS, Grantor desires to dedicate all rights, title, and interest and into Virginia Court to the Grantee.

That said Grantor for and in consideration of the sum of ONE DOLLARS (\$1.00) and other good and valuable consideration to Grantor paid by the Grantee, the receipt of which is hereby acknowledged, has remised and released, and by these presents does dedicate, remise, release and forever quitclaim unto the Grantee, Grantee's successors and assigns, the following described property, **which said property does not include the primary residence of the Grantor**, to wit:

Prepared By:
Sumrell Sugg, P.A.
Attorneys at Law
416 Pollock Street
New Bern, North Carolina 28560

**NO TITLE EXAMINATION REQUESTED OR PERFORMED
NO OPINION ON TITLE RENDERED**

All of that certain property identified as "VIRGINIA COURT (PRIVATE STREET) 50' RIGHT-OF-WAY" on that certain plat entitled "FINAL PLAT OF VIRGINIA COURT SUBDIVISION at RIVER BEND", prepared by McKim & Creed, dated March 22, 2007, recorded in Plat Cabinet H, Slide 95H in the Office of the Register of Deeds of Craven County.

TO HAVE AND TO HOLD the above described lot or parcel of land and all privileges and appurtenances thereunto belonging to the Grantee, Grantee's heirs, successors and assigns, free and discharged from all right, title, claim or interest of the said Grantor or anyone claiming by, through or under the Grantor.

The designations Grantor and Grantee(s) as used herein shall include said parties, their heirs, successors and assigns, as the case may be, and shall include the singular, plural, masculine, feminine or neuter as required by the context.

Grantor hereby covenants that he is seized of said street and has the right to dedicate said street to public use.

The Grantee hereby accepts said dedication of Virginia Court pursuant to the terms here and set forth.

IN TESTIMONY WHEREOF, the Grantor has executed this instrument in such form as to be binding, this the day and year first above written.

SPECTRUM BUILDING & REMODELING, LLC

By: _____ (SEAL)

Its: _____

Town of River Bend



Monthly Financial Report

Printed 6/16/2020

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 Administrator Margaret Theis.

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.



Fund Cash Balances

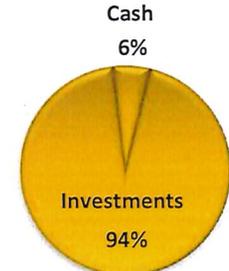
Cash Balances	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
BUS Capital Projects Fund	0	0	1,290,716	1,292,674	1,293,793	1,130,872	1,067,192	1,067,251	820,090	697,662	488,284	
General Fund*	2,281,710	2,301,346	1,109,478	1,103,687	1,112,147	1,418,172	1,423,411	1,382,573	1,392,795	1,405,444	1,401,087	
Powell Bill	0	0	42,446	42,473	42,500	84,973	85,027	0	0	0	0	
NCORR Recovery Grant	259,695	260,145	260,570	238,845	239,148	226,296	226,577	226,837	227,012	227,088	189,693	
CDBG OPR Development										-847	-847	
General Capital Reserve	427,051	427,805	162,561	162,821	163,055	163,290	163,521	163,728	134,900	135,120	135,183	
Law Enforcement Separation Allowance*	23,849	21,965	20,127	18,165	16,257	15,367	14,780	14,190	13,599	13,016	12,416	
Water Fund*	735,569	752,969	753,700	776,454	759,084	784,094	783,408	803,007	805,142	965,844	827,205	
Water Capital Reserve Fund (CIF)	241,820	242,245	242,642	243,016	243,335	243,654	243,967	244,254	244,462	244,528	244,669	
Sewer Fund*	875,171	871,408	879,987	918,486	904,903	943,491	924,459	972,213	990,829	1,135,740	1,028,100	
Sewer Capital Reserve Fund (CIF)	11,121	11,140	11,158	111,175	11,190	11,204	11,218	11,230	11,239	11,243	11,245	
Total Cash and Investments	4,855,986	4,889,024	4,773,385	4,907,797	4,785,411	5,021,411	4,943,558	4,885,283	4,640,070	4,834,841	4,337,035	
BB&T Cash Accounts	228,170	253,082	244,972	372,142	243,798	473,842	390,141	216,365	213,490	405,332	249,787	

*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
BUS Capital Projects Fund	-	-	1,290,716	1,292,674	1,294,315	1,130,872	1,067,192	1,067,192	819,790	835,965	492,076	
General Fund	2,133,534	2,137,274	1,009,583	1,033,278	1,039,672	1,219,309	1,285,988	1,283,827	1,313,971	1,027,191	1,288,941	
Powell Bill	0	0	0	0	0	0	0	0	0	0	0	
NCORR Recovery Grant	259,695	260,145	260,570	238,845	239,148	226,296	226,577	226,837	227,012	227,088	189,693	
Capital Reserve (General Fund)	427,051	427,805	162,561	162,821	163,055	163,290	163,521	163,728	134,900	135,120	135,183	
Law Enforcement Separation Allowance	26,747	26,795	18,134	18,163	13,188	13,208	13,227	13,244	13,260	13,283	13,290	
Water Fund	700,923	702,163	703,408	704,766	705,707	706,648	707,573	745,435	748,010	894,669	762,484	
Water Capital Reserve Fund (CIF)	241,820	242,245	242,642	243,016	243,335	243,654	243,967	244,254	244,462	244,528	244,669	
Sewer Fund	826,924	828,374	829,641	830,917	832,004	833,090	834,156	913,171	913,935	1,040,420	949,667	
Sewer Capital Reserve Fund (CIF)	11,121	11,140	11,158	11,175	11,190	11,204	11,218	11,230	11,239	11,243	11,245	
Total Investments	4,627,816	4,635,941	4,528,413	4,535,655	4,541,613	4,547,569	4,553,417	4,668,919	4,426,580	4,429,509	4,087,248	

Town of River Bend
Financial Report
Fiscal Year 2019 - 2020



General Fund

Revenue	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	% Budget
	Original	Current														
Ad Valorem Taxes	638,087	638,087	0	603	381	58,424	68,132	327,341	76,138	105,596	8,572	7,181	36		652,404	102.2%
Ad Valorem Taxes - Vehicle	83,200	83,200	0	6,919	6,814	160	13,111	248	12,923	7,727	6,725	6,335	6,809		67,770	81.5%
Animal Licenses	2,400	2,400	21	140	70	111	50	46	920	420	210	40	20		2,047	85.3%
Local Gov't Sales Tax	346,159	346,159	32,475	27,317	28,402	20,787	26,078	26,411	24,998	26,656	26,948	25,004	23,806		288,881	83.5%
Hold Harmless Distribution	97,136	97,136	8,117	7,078	7,259	8,033	7,027	6,469	7,228	6,772	7,388	5,487	5,820		76,679	78.9%
Solid Waste Disposal Tax	3,000	3,000	0	559	0	0	574	0	0	573	0	0	581		2,287	76.2%
Powell Bill Fund Appropriation	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0.0%
Powell Bill Allocation	86,000	86,000	0	0	42,446	0	0	42,446	0	0	0	0	0		84,892	98.7%
Piped Natural Gas Tax	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0.0%
Beer & Wine Tax	13,500	13,500	0	0	0	0	0	0	0	0	0	0	12,903		12903	95.6%
Video Programming Tax	56,500	56,500	0	0	13,228	0	0	14,384	0	0	13,645	0	0		41,257	73.0%
Utilities Franchise Tax	119,000	119,000	0	0	23,920	0	0	29,917	0	0	27,491	0	0		81,328	68.3%
Telecommunications Tax	14,440	14,440	0	0	2,909	0	0	3,138	0	0	3,015	0	0		9,061	62.7%
Court Cost Fees	500	500	23	50	23	45	50	36	14	54	14	59	9		374	74.7%
Zoning Permits	5,000	5,000	803	573	852	112	360	398	444	188	224	358	1,284		5,596	111.9%
State Grants*	0	22,653	0	0	0	0	0	0	0	0	0	0	0		0	0.0%
Federal Gov't Grants- BPV	0	0	0	-	0	0	0	0	0	0	0	0	0		0	0.0%
Federal Disaster Assistance*	0	705,119	0	615,266	13,941	0	0	69,857	0	0	0	0	0		699,064	99.1%
State Disaster Assistance*	0	235,039	0	35,120	4,647	0	169,969	23,286	0	0	0	0	0		233,021	99.1%
NCORR-FDLG-042*	0	91,150										91,150	0		91,150	100.0%
County Grant Emergency Svcs	0	0	-	-	0	0	0	0	0	0	0	0	0		-	0.0%
Recovery Grant NCORR-FLDG-004	89,022	89,022	89,022	0	0	0	0	0	0	0	0	0	0		89,022	100.0%
Miscellaneous	8,000	8,000	1,174	1,158	630	642	1,411	319	935	1,831	42	0	0		8,141	101.8%
Insurance Settlements	0	0	0	500	0	216	0	0	0	0	374	0	0		1,090	#DIV/0!
Interest - Recovery Grant NCORR-FL	4,678	4,678	489	450	424	365	303	298	280	260	175	76	35		3,156	67.5%
Interest - Powell Bill	50	50	-	-	0	27	26	27	54	0	0	0	0		135	269.6%
Interest - Investments*	35,000	18,100	4,116	3,826	2,826	1,615	1,402	1,605	1,696	1,581	1,152	972	321		21,111	116.6%
Contributions	1,200	1,200	769	4	3	29	2	2	9	6	11	0	0		835	69.6%
Wildwood Storage Rents	18,120	18,120	1470	1425	1,463	1,541	1,551	1,541	1,542	1,553	1,556	1,580	1,641		16,863	93.1%
Rents & Concessions	18,000	18,000	1500	1525	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500		16,525	91.8%
Sale of Fixed Assets	0	0	-	0	0	0	0	0	0	0	0	0	0		-	0.0%
Sales Tax Refund Revenue	0	0	0	0	0	0	0	0	0	0	0	0	0		-	0.0%
Trans. from Capital Reserve*	5,800	34,800	5,800	0	0	0	0	0	0	0	29,000	0	0		34,800	100.0%
Trans. from L.E.S.A. Fund	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0.0%
Appropriated Fund Balance*	96,111	443,583													0	0.0%
Total	1,740,903	3,154,436	145,778	702,513	151,738	93,606	291,546	549,269	128,679	154,716	128,040	139,742	54,766	0	2,540,393	80.5%

*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 2019 - 2020



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
Governing Body	31,500	31,500	1,873	-9	4,120	3,346	1,640	5,073	-824	-672	4,101	-824	-824		17,000	54.0%
Administration	254,706	254,706	41,290	16,151	20,290	14,243	15,271	37,374	13,994	14,549	21,465	15,299	11,373		221,298	86.9%
Finance	117,617	117,617	21,775	7,086	6,993	11,720	7,935	10,269	7,713	7,204	7,391	7,162	7,325		102,574	87.2%
Tax Listing	10,883	10,883	0	270	266	744	988	2,438	2,102	1,352	342	328	298		9,128	83.9%
Legal Services*	24,000	16,000	766	1,347	489	662	855	257	711	4,103	1,557	858	671		12,274	76.7%
Elections*	6,500	2,600	0	0	0	0	0	0	2,571	0	0	0	0		2,571	0.0%
Public Buildings*	80,000	198,556	6,805	5,785	15,449	11,196	6,530	2,692	2,712	3,189	4,683	12,747	5,249		77,037	38.8%
Police*	532,095	591,748	64,758	51,735	41,505	36,583	39,052	56,175	39,984	72,332	30,229	37,059	40,926		510,340	86.2%
Emergency Management*	4,181	64,823	21,851	0	12,614	1,634	114	1,300	0	0	0	3,983	78		41,573	64.1%
Animal Control	13,991	13,991	1,496	1,222	612	506	1,072	1,386	880	911	917	910	876		10,788	77.1%
Street Maintenance*	182,152	163,152	3,742	4,754	1,531	5,995	2,458	3,453	89,458	2,474	11,906	2,407	2,191		130,369	79.9%
Public Works	164,913	164,913	18,220	12,709	10,925	10,991	11,356	14,866	11,275	12,640	12,389	11,373	11,606		138,350	83.9%
Leaf & Limb, Solid Waste	43,200	43,200	3,005	674	495	4,768	2,403	574	6,579	1,270	3,750	798	401		24,718	57.2%
Stormwater Management*	45,791	161,373	2,245	1,833	919	799	1,461	2,071	1,319	11,919	1,560	1,365	1,314		26,804	16.6%
Waterways & Wetlands	4,500	4,500	0	0	0	0	0	56	260	0	0	0	417		733	16.3%
Planning & Zoning*	48,005	57,005	6,950	12,906	2,911	3,155	2,929	5,008	3,419	2,837	2,775	2,846	2,809		48,545	85.2%
Recovery Grant NCORR-FLDG-004	93,700	93,700	3,820	9,324	7,930	6,947	7,141	9,828	6,822	6,822	7,085	7,139	6,830		79,688	85.0%
Recreation & Special Events	7,700	7,700	538	59	0	20	127	148	150	238	0	0	718		1,998	25.9%
Parks*	45,660	91,360	3,282	2,819	2,340	1,787	3,687	3,065	31,748	2,560	19,787	2,183	1,195		74,453	81.5%
Transfers*	13,500	1,053,600	13,500		1,024,200	0	0	0	0	0	0	15,900	0		1,053,600	100.0%
Contingency*	16,309	11,509	0	0	0	0	0	0	0	0	0	0	0		0	0.0%
Total	1,740,903	3,154,436	215,917	128,665	1,153,589	115,093	105,020	156,032	220,875	143,728	129,937	121,533	93,452	0	2,583,839	81.9%

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
Capital Outlay*	128,500	109,500	0	0	0	0	0	0	86,523	0	9,614	0	0		96,137	87.8%
Debt Service - Principle		0	0	0	0	0	0	0	0	0	0	0	0		-	0.0%
Debt Service - Interest		0	0	0	0	0	0	0	0	0	0	0	0		-	0.0%

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

BUS Capital Project Fund	Beginning Balance	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
												Total	% Exp
Cash Balance	1,290,000	1,290,000	1,290,716	1,292,674	1,293,793	1,130,872	1,067,192	957,124	820,090	697,662	488,284		
Expenditures		0	0	-523	-164,499	-65,076	-111,241	-137,759	-138,603	-209,490		(827,189)	64%
Interest earned	10,000	716	1,959	1,641	1,577	1,396	1,173	725	275	112		9,573	96%

Orig. Project Fund Ordinance: 1,300,000
 April Budget Amend. #1 15,900
 1,315,900



Water Fund

Revenue	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current														
Base Charge	181,750	181,750	30,147	257	30,241	311	30,173	286	30,229	180	30,211	188	30,306		182,529	100.4%
Consumption	205,901	205,901	35,167	149	38,524	418	35,758	117	31,521	151	33,631	84	38,479		213,999	103.9%
Other, incl. transfers*	126,873	30,986	1,495	5,216	1,155	4,773	941	4,555	-1,590	3,615	661	1,975	546		23,341	75.3%
NCORR-FDLG-042*	0	145,879	0	0	0	0	0	0	0	0	0	145,879	0		145,879	100.0%
Hydrant Fee	21,960	21,960	21,960	0	-288	0	0	0	0	0	0	-38	0		21,634	98.5%
Capital Investment Fee	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0.0%
Total	536,484	586,476	88,769	5,622	69,631	5,502	66,872	4,958	60,159	3,946	64,503	148,088	69,332	0	587,382	100.2%

Expenses	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current														
Admin & Finance	424,432	424,432	39,911	23,157	20,178	24,129	31,371	28,219	19,011	18,839	18,133	18,248	151,971		393,167	92.6%
Supply & Treatment*	63,142	86,310	3,555	5,077	3,698	2,830	1,602	4,246	937	9,357	1,708	6,965	2,646		42,622	49.4%
Distribution	45,410	45,410	28,855	674	47	92	160	58	123	1,368	520	252	1,769		33,918	74.7%
Transfers / Contingency*	3,500	30,324	0	0	0	0	0	0	0	0	0	0	0		0	0.0%
Total	536,484	586,476	72,320	28,908	23,922	27,052	33,133	32,523	20,071	29,565	20,361	25,466	156,386	0	469,707	80.1%

Capital (included above)	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current														
Capital Outlay	0	0	0	0	0	0	0	0	0	0	0	0	0		0	-

Cash Balances

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Water Fund	735,569	752,969	753,700	776,454	759,084	784,094	783,408	803,007	805,142	965,844	827,205	
Water Capital Reserve Fund (CIF)	241,820	242,245	242,642	243,016	243,335	243,654	243,967	244,254	244,462	244,528	244,669	

Water Produced

	Limit	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date
		Total Gallons	8,725,000	7,541,000	6,811,000	6,650,000	6,428,000	6,821,000	6,669,000	5,961,000	7,896,000	6,732,000	7,569,000	
Average daily gallons	925,000*	281,452	243,258	227,033	214,516	214,267	220,032	215,129	205,552	254,710	224,400	244,161		231,319

* This is the permitted daily limit.

Town of River Bend
Financial Report
Fiscal Year 2019 - 2020



Sewer Fund

Revenue	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current														
Base Charge	291,868	291,868	48,341	493	48,349	698	48,004	507	48,198	344	48,197	405	48,139		291,676	99.9%
Consumption	293,602	293,602	46,617	-67	51,665	766	49,160	30	45,634	-74	46,260	83	53,264		293,337	99.9%
Other, incl. transfers*	87,625	24,625	1,564	2,978	1,357	2,879	1,087	2,393	1,066	2,217	764	624	247		17,176	69.7%
NCORR-FDLG-042*	0	125,971	0	0	0	0	0	0	0	0	0	125,971	0		125,971	100.0%
Capital Investment Fee	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0.0%
Total	673,095	736,066	96,521	3,404	101,372	4,343	98,250	2,931	94,898	2,487	95,221	127,083	101,650	0	728,160	98.9%

Expenses	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current														
Admin & Finance	418,575	418,575	41,470	23,809	21,050	24,405	30,621	31,274	19,748	19,736	19,148	19,337	134,459		385,057	92.0%
Collection*	75,845	99,109	6,539	25,122	1,443	6,638	1,373	1,513	946	900	633	4,456	615		50,178	50.6%
Treatment*	115,675	121,439	12,173	5,172	4,135	4,272	5,106	8,060	4,106	15,807	4,549	11,525	3,513		78,418	64.6%
Transfers / Contingency*	63,000	96,943	0	0	0	0	0	0	0	0	0	0	0		0	0.0%
Total	673,095	736,066	60,182	54,104	26,628	35,314	37,101	40,847	24,800	36,443	24,331	35,318	138,587	0	513,654	69.8%

Capital (included above)	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current														
Capital Outlay	26,000	29,500	0	24,262	0	0	0	0	0	0	0	0	0		24,262	82.2%

Cash Balances

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Sewer Fund	875,171	871,408	879,987	918,486	904,903	943,491	924,459	972,213	990,829	1,135,740	1,028,100	
Sewer Capital Reserve Fund (CIF)	11,121	11,140	11,158	111,175	11,190	11,204	11,218	11,230	11,239	11,243	11,245	

Wastewater Treated	Limit	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date
		Total Gallons	2,540,000	3,118,000	3,621,000	3,370,000	3,835,000	3,760,000	3,486,000	3,812,000	3,658,000	3,210,000	3,345,000	
Average daily gallons	330,000*	81,935	100,581	120,700	108,710	127,833	121,290	112,452	131,448	118,000	107,000	107,903		112,532

* This is the permitted daily limit.



**TOWN OF RIVER BEND
PROPOSED ANNUAL OPERATING BUDGET ORDINANCE
FISCAL YEAR 2020-2021**

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina that the following anticipated fund revenues and departmental expenditures, together with certain fees and schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of the Town government and its activities for the fiscal year beginning July 1, 2020 and ending June 30, 2021:

Summary

General Fund	1,890,000
General Capital Reserve Fund	61,248
Law Enforcement Separation Allowance Fund	7,888
Water Fund	572,234
Water Capital Reserve Fund	2,800
Sewer Fund	681,884
Sewer Capital Reserve Fund	129
	3,216,182
Total	

Section 1. General Fund

Anticipated Revenues

AD VALOREM Taxes 2020-2021	713,246
AD VALOREM Tax-Motor Vehicle	83,200
Animal Licenses	2,400
Sales Tax 1% Article 39	136,448
Sales Tax 1/2% Article 40	81,430
Sales Tax 1/2% Article 42	68,324
Sales Tax Article 44 105-524	9,549
Sales Tax Hold Harmless Distribution	90,202
Solid Waste Disposal Tax	2,500
Powell Bill Allocation	84,500
Beer and Wine Tax	13,500
Video Programming Sales Tax	53,680
Utilities Franchise Tax	114,261
Telecommunications Sales Tax	10,330
Court Refunds	500
Zoning Permits	5,000
Recovery Grant NCORR-FDLG-004	99,568
Miscellaneous	8,000
Interest-NCORR-FDLG-004 Investments	1,212
Interest- Powell Bill Investments	50
Interest-Gen Investments	9,755
Contributions	421
Wildwood Storage Rents	18,120
Rents & Concessions	18,000
Transfer From Capital Reserve Fund	42,970
Appropriated Fund Balance	222,833
	1,890,000
Total	

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

Authorized Expenditures	
Governing Body	28,700
Administration	268,691
Finance	120,181
Tax Listing	10,880
Legal Services	24,000
Elections	0
Police	573,245
Public Buildings	84,200
Emergency Services	4,000
Animal Control	14,366
Street Maintenance	221,686
Public Works	167,240
Leaf & Limb and Solid Waste	43,500
Stormwater Management	34,971
Wetlands and Waterways	3,000
Planning & Zoning	48,363
Recovery Grant NCORR-FDLG-004	100,780
Recreation & Special Events	7,500
Parks & Community Appearance	50,370
Contingency	17,968
Transfer To General Capital Reserve Fund	60,000
Transfer To L.E.S.A. Fund	6,359
Total	<u>1,890,000</u>

Section 2. **General Capital Reserve Fund**

Anticipated Revenues	
Contributions from General Fund	60,000
Interest Revenue	<u>1,248</u>
Total	61,248
Authorized Expenditures	
Transfer to General Fund	42,970
Future Procurement	<u>18,278</u>
	61,248

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

Anticipated Revenues:	
Contributions from General Fund	6,359
Interest Revenue	100
Appropriated Fund Balance	<u>1,429</u>
Total	7,888
Authorized Expenditures:	
Separation Allowance	<u>7,888</u>

Section 4.

Water Fund

Anticipated Revenues

Utility Usage Charges, Classes 1 & 2	188,595
Utility Usage Charges, Classes 3 & 4	8,534
Utility Usage Charges, Class 5	13,226
Utility Usage Charges, Class 8	2,971
Utility Customer Base Charges	234,862
Hydrant Availability Fee	21,411
Taps & Connections Fees	1,250
Nonpayment Fees	10,500
Late payment Fees	6,723
Interest Revenue	6,794
Sale of Capital Asset	1,501
Appropriated Fund Balance	75,867
Total	<u>572,234</u>

Authorized Expenditures

Administration & Finance [1]	447,734
Operations and Maintenance	121,000
Transfer To Fund Balance for Capital Outlay	3,500
Transfer To Water Capital Reserve Fund	0
Total	<u>572,234</u>

[1] Portion of department for bond debt service: 148,830

Section 5.

Water Capital Reserve Fund

Anticipated Revenues

Contributions From Water Operations Fund	0
Interest Revenue	2,800
Total	<u>2,800</u>

Authorized Expenditures

Future Expansion & Debt Service	<u>2,800</u>
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Section 6. **Sewer Fund**

Anticipated Revenues:

Utility Usage Charges, Classes 1 & 2	249,338
Utility Usage Charges, Classes 3 & 4	17,688
Utility Usage Charges, Class 5	29,873
Utility Usage Charges, Class 8	6,202
Utility Customer Base Charges	292,304
Taps & Connection Fees	1,250
Late payment Fees	7,740
Interest Revenue	9,372
Sale of Capital Asset	1,500
Appropriated Fund Balance	66,617
Total	<hr/> 681,884

Authorized Expenditures:

Administration & Finance [2]	442,884
Operations and Maintenance	176,000
Transfer to Fund Balance for Capital Outlay	63,000
Transfer to Sewer Capital Reserve Fund	0
Total	<hr/> 681,884

[2] Portion of department for bond debt service: 128,520

Section 7. **Sewer Capital Reserve**

Anticipated Revenues:

Contributions From Sewer Operations Fund	0
Interest Revenue	129
Total	<hr/> 129

Authorized Expenditures:

Future Expansion & Debt Service	<hr/> 129
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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, 2020, for the purpose of raising the revenue listed as "Ad Valorem Taxes 2020-2021" in the General Fund Section 1 of this ordinance. This rate is based on a valuation of \$275,400,000 for purposes of taxation of real and personal property with an estimated rate of collection of 99.61%. The estimated collection rate is based on the fiscal year 2018-2019 collection rate of 99.61% 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 \$32,000,000 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 2021, 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 3.1% 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 2020-2021 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.

Proposed this 18th day of June, 2020.

John R. Kirkland, Mayor

Attest:

Ann Katsuyoshi, Town Clerk

§ 159-32. Daily deposits.

Except as otherwise provided by law, all taxes and other moneys collected or received by an officer or employee of a local government or public authority shall be deposited in accordance with this section. Each officer and employee of a local government or public authority whose duty it is to collect or receive any taxes or other moneys shall, on a daily basis, deposit or submit to a properly licensed and recognized cash collection service all collections and receipts. However, if the governing board gives its approval, deposits or submissions to a properly licensed and recognized cash collection service shall be required only when the moneys on hand amount to five hundred dollars (\$500.00) or greater. Until deposited or officially submitted to a properly licensed and recognized cash collection service, all moneys must be maintained in a secure location. All deposits shall be made with the finance officer or in an official depository. Deposits in an official depository shall be immediately reported to the finance officer by means of a duplicate deposit ticket. The finance officer may at any time audit the accounts of any officer or employee collecting or receiving taxes or other moneys, and may prescribe the form and detail of these accounts. The accounts of such an officer or employee shall be audited at least annually. (1927, c. 146, s. 19; 1929, c. 37; 1939, c. 134; 1955, cc. 698, 724; 1971, c. 780, s. 1; 1973, c. 474, s. 27; 2017-204, s. 6.1(a).)

X. Cash Management Policy

1. Receipts

- a. All aspects of cash receipts shall be subject to proper internal controls with standard controls documented and followed by revenue generating departments.
- b. The Town Manager shall prescribe internal control procedures for departments which address adequate segregation of duties, physical security, daily processing and reconciliation, use of automated resources, and treatment of overpayments.
- c. Cash receipts will be collected as expediently as reasonably possible to provide secure handling of incoming cash and to move these moneys into interest bearing accounts and investments.
- d. ~~All incoming funds will be deposited daily as required by State law.~~
All incoming funds will be deposited as required by State law provided that deposits are only required when the moneys on hand amount to \$500 or greater.
- e. The Finance Officer is responsible for conducting at least two unannounced random or risk based internal audits of cash receipting locations per fiscal year.
- f. Upon any suspicion of fraud, the department head shall timely notify the Town Manager for further investigation.
- g. Upon any suspicion of non-compliance with internal control directives, the department head shall timely notify the Town Manager for further investigation.

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 XVI, Flood Damage Prevention; Chapter 16.01, Flood Damage Prevention, be amended as follows:

§ 16.01.001 STATUTORY AUTHORIZATION, FINDINGS OF FACT, PURPOSE AND OBJECTIVES.

(A) STATUTORY AUTHORIZATION.

Municipal: The Legislature of the State of North Carolina has in Part 6, Article 21 of Chapter 143; Parts 3, 5, and 8 of Article 19 of Chapter 160A; Article 8 of Chapter 160A; and Article 7, 9, and 11 of Chapter 160D (Effective January 1, 2021) of the North Carolina General Statutes, delegated the responsibility to local governmental units to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry.

(B) FINDINGS OF FACT.

- (1) The flood prone areas within the jurisdiction of the Town of River Bend are subject to periodic inundation which results in loss of life, property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures of flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety, and general welfare.
- (2) These flood losses are caused by the cumulative effect of obstructions in floodplains causing increases in flood heights and velocities, and by the occupancy in flood prone areas by uses vulnerable to floods or hazardous to other lands which are inadequately elevated, floodproofed, or otherwise unprotected from flood damages.

(C) STATEMENT OF PURPOSE.

It is the purpose of this ordinance to promote public health, safety, and general welfare and to minimize public and private losses due to flood conditions within flood prone areas by provisions designed to:

- (1) restrict or prohibit uses which are dangerous to health, safety, and property due to water or erosion hazards, or which result in damaging increases in erosion, flood heights or velocities;
- (2) require that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;

- (3) control the alteration of natural floodplains, stream channels, and natural protective barriers, which are involved in the accommodation of flood waters;
- (4) control filling, grading, dredging, and all other development which may increase erosion or flood damage; and,
- (5) prevent or regulate the construction of flood barriers which will unnaturally divert floodwaters or which may increase flood hazards to other lands.

(D) OBJECTIVES.

The objectives of this ordinance are:

- (1) to protect human life and health;
- (2) to minimize expenditure of public money for costly flood control projects;
- (3) to minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- (4) to minimize prolonged business losses and interruptions;
- (5) to minimize damage to public facilities and utilities (i.e. water and gas mains, electric, telephone, cable and sewer lines, streets, and bridges) that are located in flood prone areas;
- (6) to minimize damage to private and public property due to flooding;
- (7) to make flood insurance available to the community through the National Flood Insurance Program;
- (8) to maintain the natural and beneficial functions of the floodplains;
- (9) to help maintain a stable tax base by providing for the sound use and development of flood prone areas in such a manner as to minimize flood blight areas; and,
- (10) to ensure that potential homebuyers are notified when enquiring if property is in a Special Flood Hazard Area.

§ 16.01.002 DEFINITIONS.

Unless specifically defined below, words or phrases used in this ordinance shall be interpreted so as to give them the meaning they have in common usage and to give this ordinance its most reasonable application.

“Accessory Structure (Appurtenant Structure)” means a structure which is located on the same parcel of property as the principal structure and the use of which is incidental to the use of the principal structure. Garages, carports and storage sheds are common urban accessory structures.

Pole barns, hay sheds and the like qualify as accessory structures on farms, and may or may not be located on the same parcel as the farm dwelling or shop building.

“Addition (to an existing building)” means an extension or increase in the floor area or height of a building or structure.

“Alteration of a watercourse” means a dam, impoundment, channel relocation, change in channel alignment, channelization, or change in cross-sectional area of the channel or the channel capacity, or any other form of modification which may alter, impede, retard or change the direction and/or velocity of the riverine flow of water during conditions of the base flood.

“Appeal” means a request for a review of the floodplain administrator's interpretation of any provision of this ordinance.

“Area of Shallow Flooding” means a designated AO or AH Zone on a community's Flood Insurance Rate Map (FIRM) with base flood depths determined to be from one (1) to three (3) feet. These areas are located where a clearly defined channel does not exist, where the path of flooding is unpredictable and indeterminate, and where velocity flow may be evident.

“Area of Special Flood Hazard” see “Special Flood Hazard Area (SFHA)”

“Base Flood” means the flood having a one (1) percent chance of being equaled or exceeded in any given year.

“Base Flood Elevation (BFE)” means a determination of the water surface elevations of the base flood as published in the Flood Insurance Study. When the BFE has not been provided in a “Special Flood Hazard Area”, it may be obtained from engineering studies available from a Federal, State, or other source using FEMA approved engineering methodologies. This elevation, when combined with the “Freeboard”, establishes the “Regulatory Flood Protection Elevation.”

“Basement” means any area of the building having its floor subgrade (below ground level) on all sides.

“Breakaway Wall” means a wall that is not part of the structural support of the building and is intended through its design and construction to collapse under specific lateral loading forces without causing damage to the elevated portion of the building or the supporting foundation system.

“Building” see “Structure”

“Chemical Storage Facility” means a building, portion of a building, or exterior area adjacent to a building used for the storage of any chemical or chemically reactive products.

“Coastal Area Management Act (CAMA)” means North Carolina's Coastal Area Management Act, this act, along with the Dredge and Fill Law and the Federal Coastal Zone Management Act, is managed through North Carolina Department of Environmental Quality (NCDEQ) Division of Coastal Management (DCM).

“Coastal A Zone (CAZ)” means an area within a special flood hazard area, landward of a V zone or landward of an open coast without mapped V zones. In a Coastal A Zone, the principal source of flooding must be astronomical tides, storm surges, seiches, or tsunamis, not riverine flooding.

During the base flood conditions, the potential for wave heights shall be greater than or equal to 1.5 feet. Coastal A Zones are not normally designated on FIRMs. (see Limit of Moderate Wave Action (LiMWA))

“Coastal Barrier Resources System (CBRS)” consists of undeveloped portions of coastal and adjoining areas established by the Coastal Barrier Resources Act (CoBRA) of 1982, the Coastal Barrier Improvement Act (CBIA) of 1990, and subsequent revisions, and includes areas owned by Federal or State governments or private conservation organizations identified as Otherwise Protected Areas (OPA).

“Coastal High Hazard Area” means a Special Flood Hazard Area extending from offshore to the inland limit of a primary frontal dune along an open coast and any other area subject to high velocity wave action from storms or seismic sources. The area is designated on a FIRM, or other adopted flood map as determined in §16.01.003(B) of this ordinance, as Zone VE.

“Design Flood” See “Regulatory Flood Protection Elevation”

“Development” means any man-made change to improved or unimproved real estate, including, but not limited to, buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials.

“Development Activity” means any activity defined as Development which will necessitate a Floodplain Development Permit. This includes buildings, structures, and non-structural items, including (but not limited to) fill, bulkheads, piers, pools, docks, landings, ramps, and erosion control/stabilization measures.

“Digital Flood Insurance Rate Map (DFIRM)” means the digital official map of a community, issued by the Federal Emergency Management Agency (FEMA), on which both the Special Flood Hazard Areas and the risk premium zones applicable to the community are delineated.

“Disposal” defined as in NCGS 130A-290(a)(6), the discharge, deposit, injection, dumping, spilling, leaking, or placing of any solid waste into or on any land or water so that the solid waste or any constituent part of the solid waste may enter the environment or be emitted into the air or discharged into any waters, including groundwaters.

“Elevated Building” means a non-basement building which has its reference level raised above ground level by foundation walls, shear walls, posts, piers, pilings, or columns.

“Encroachment” means the advance or infringement of uses, fill, excavation, buildings, permanent structures or development into a special flood hazard area, which may impede or alter the flow capacity of a floodplain.

“Existing Building” and “Existing Structure” means any building and/or structure for which the “start of construction” commenced before August 19th, 1986, the effective date of the initial FIRM.

“Existing Manufactured Home Park or Manufactured Home Subdivision” means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities,

the construction of streets, and either final site grading or the pouring of concrete pads) was completed before August 21, 1985, the initial effective date of the floodplain management regulations adopted by the community.

“Flood” or “Flooding” means a general and temporary condition of partial or complete inundation of normally dry land areas from:

- (1) the overflow of inland or tidal waters; and/or,
- (2) the unusual and rapid accumulation of runoff of surface waters from any source.

“Flood Boundary and Floodway Map (FBFM)” means an official map of a community, issued by the Federal Emergency Management Agency, on which the Special Flood Hazard Areas and the floodways are delineated. This official map is a supplement to and shall be used in conjunction with the Flood Insurance Rate Map (FIRM).

“Flood Hazard Boundary Map (FHBM)” means an official map of a community, issued by the Federal Emergency Management Agency, where the boundaries of the Special Flood Hazard Areas have been defined as Zone A.

“Flood Insurance” means the insurance coverage provided under the National Flood Insurance Program.

“Flood Insurance Rate Map (FIRM)” means an official map of a community, issued by the Federal Emergency Management Agency, on which both the Special Flood Hazard Areas and the risk premium zones applicable to the community are delineated. (See also DFIRM).

“Flood Insurance Study (FIS)” means an examination, evaluation, and determination of flood hazard areas, corresponding water surface elevations (if appropriate), flood insurance risk zones, and other flood data in a community issued by FEMA. The Flood Insurance Study report includes Flood Insurance Rate Maps (FIRMs) and Flood Boundary and Floodway Maps (FBFMs), if published.

“Flood Prone Area” see “Floodplain”

“Flood Zone” means a geographical area shown on a Flood Hazard Boundary Map or Flood Insurance Rate Map that reflects the severity or type of flooding in the area.

“Floodplain” means any land area susceptible to being inundated by water from any source.

“Floodplain Administrator” is the individual appointed to administer and enforce the floodplain management regulations.

“Floodplain Development Permit” means any type of permit that is required in conformance with the provisions of this ordinance, prior to the commencement of any development activity.

“Floodplain Management” means the operation of an overall program of corrective and preventive measures for reducing flood damage and preserving and enhancing, where possible, natural resources in the floodplain, including but not limited to emergency preparedness plans, flood control works, floodplain management regulations, and open space plans.

“Floodplain Regulations” means this ordinance and other zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances, and other applications of police power. This term describes federal, state or local regulations in any combination thereof, which provide standards for preventing and reducing flood loss and damage.

“Floodproofing” means any combination of structural and nonstructural additions, changes, or adjustments to structures, which reduce or eliminate risk of flood damage to real estate or improved real property, water and sanitation facilities, or structures with their contents.

“Flood-resistant Material” means any building product (material, component, or system) capable of withstanding direct and prolonged contact (minimum 72 hours) with floodwaters without sustaining damage that requires more than low-cost cosmetic repair. Any material that is water-soluble or is not resistant to alkali or acid in water, including normal adhesives for above-grade use, is not flood-resistant. Pressure-treated lumber or naturally decay-resistant lumbars are acceptable flooring materials. Sheet-type flooring coverings that restrict evaporation from below and materials that are impervious, but dimensionally unstable are not acceptable. Materials that absorb or retain water excessively after submergence are not flood-resistant. Please refer to Technical Bulletin 2, Flood Damage-Resistant Materials Requirements, available from the FEMA. Class 4 and 5 materials, referenced therein, are acceptable flood-resistant materials.

“Floodway” means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one (1) foot.

“Floodway Encroachment Analysis” means an engineering analysis of the impact that a proposed encroachment into a floodway or non-encroachment area is expected to have on the floodway boundaries and flood levels during the occurrence of the base flood discharge. The evaluation shall be prepared by a qualified North Carolina licensed engineer using standard engineering methods and hydraulic models meeting the minimum requirement of the National Flood Insurance Program.

"Floor" see "Lowest Floor"

“Freeboard” means the additional amount of height added to the Base Flood Elevation (BFE) to account for the many unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, blockage of bridge or culvert openings, storm surge or precipitation exceeding the base flood, and the hydrological effect of urbanization of the watershed. The BFE plus the freeboard establishes the “Regulatory Flood Protection Elevation”.

“Functionally Dependent Facility” means a facility which cannot be used for its intended purpose unless it is located in close proximity to water, such as a docking or port facility necessary for the loading and unloading of cargo or passengers, shipbuilding, or ship repair. The term does not include long-term storage, manufacture, sales, or service facilities.

“Hazardous Waste Management Facility” means a facility for the collection, storage, processing, treatment, recycling, recovery, or disposal of hazardous waste as defined in NCGS Article 9 of Chapter 130A.

“Highest Adjacent Grade (HAG)” means the highest natural elevation of the ground surface, prior to construction immediately next to the proposed walls of the structure.

“Historic Structure” means any structure that is:

- (a) listed individually in the National Register of Historic Places (a listing maintained by the US Department of Interior) or preliminarily determined by the Secretary of Interior as meeting the requirements for individual listing on the National Register;
- (b) certified or preliminarily determined by the Secretary of Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- (c) individually listed on a State inventory of historic places;
- (d) individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified by and approved state program as determined by the Secretary of Interior, or directly by the Secretary of Interior in states without approved programs.

“Letter of Map Change (LOMC)” means an official determination issued by FEMA that amends or revises an effective Flood Insurance Rate Map or Flood Insurance Study. Letters of Map Change include:

- (a) Letter of Map Amendment (LOMA): An official amendment, by letter, to an effective National Flood Insurance Program map. A LOMA is based on technical data showing that a property had been inadvertently mapped as being in the floodplain, but is actually on natural high ground above the base flood elevation. A LOMA amends the current effective Flood Insurance Rate Map and establishes that a specific property, portion of a property, or structure is not located in a special flood hazard area.
- (b) Letter of Map Revision (LOMR): A revision based on technical data that may show changes to flood zones, flood elevations, special flood hazard area boundaries and floodway delineations, and other planimetric features.
- (c) Letter of Map Revision Based on Fill (LOMR-F): A determination that a structure or parcel of land has been elevated by fill above the BFE and is, therefore, no longer located within the special flood hazard area. In order to qualify for this determination, the fill must have been permitted and placed in accordance with the community’s floodplain management regulations.
- (d) Conditional Letter of Map Revision (CLOMR): A formal review and comment as to whether a proposed project complies with the minimum NFIP requirements for such projects with respect to delineation of special flood hazard areas. A CLOMR does not revise the effective Flood Insurance Rate Map or Flood Insurance Study; upon submission and approval of certified as-built documentation, a Letter of Map Revision may be issued by FEMA to revise the effective FIRM.

“Light Duty Truck” means any motor vehicle rated at 8,500 pounds Gross Vehicular Weight Rating or less which has a vehicular curb weight of 6,000 pounds or less and which has a basic vehicle frontal area of 45 square feet or less as defined in 40 CFR 86.082-2 and is:

- (a) Designed primarily for purposes of transportation of property or is a derivation of such a vehicle, or

- (b) Designed primarily for transportation of persons and has a capacity of more than 12 persons; or
- (c) Available with special features enabling off-street or off-highway operation and use.

“Limit of Moderate Wave Action (LiMWA)” means the boundary line given by FEMA on coastal map studies marking the extents of Coastal A Zones (CAZ).

“Lowest Adjacent Grade (LAG)” means the lowest elevation of the ground, sidewalk, or patio slab immediately next to the building, or deck support, after completion of the building.

“Lowest Floor” means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access, or limited storage in an area other than a basement area is not considered a building's lowest floor, provided that such an enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of this ordinance.

“Manufactured Home” means a structure, transportable in one or more sections, which is built on a permanent chassis and designed to be used with or without a permanent foundation when connected to the required utilities. The term “manufactured home” does not include a “recreational vehicle.”

“Manufactured Home Park or Subdivision” means a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

“Map Repository” means the location of the official flood hazard data to be applied for floodplain management. It is a central location in which flood data is stored and managed; in North Carolina, FEMA has recognized that the application of digital flood hazard data products carries the same authority as hard copy products. Therefore, the NCEM's Floodplain Mapping Program websites house current and historical flood hazard data. For effective flood hazard data, the NC FRIS website (<http://fris.nc.gov/fris>) is the map repository, and for historical flood hazard data the FloodNC website (<http://floodnc.gov/ncflood>) is the map repository.

“Market Value” means the building value, excluding the land (as agreed to between a willing buyer and seller), as established by what the local real estate market will bear. Market value can be established by independent certified appraisal, replacement cost depreciated by age of building (Actual Cash Value) or adjusted assessed values.

“New Construction” means structures for which the “start of construction” commenced on or after the effective date of the original version (dated 8-21-85) of this ordinance and includes any subsequent improvements to such structures.

“Nonconforming Building or Development” means any legally existing building or development which fails to comply with the current provisions of this ordinance.

“Non-Encroachment Area” means the channel of a river or other watercourse including the area above a bridge or culvert when applicable, and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one (1) foot as designated in the Flood Insurance Study report.

“Obstruction” includes, but is not limited to, any dam, wall, wharf, embankment, levee, dike, pile, abutment, protection, excavation, channelization, bridge, conduit, culvert, building, wire, fence, rock, gravel, refuse, fill, structure, vegetation or other material in, along, across or projecting into any watercourse which may alter, impede, retard or change the direction and/or velocity of the flow of water, or due to its location, its propensity to snare or collect debris carried by the flow of water, or its likelihood of being carried downstream.

“Otherwise Protected Area (OPA)” see “Coastal Barrier Resources System (CBRS).”

“Post-FIRM” means construction or other development which started on or after the effective date of the initial Flood Insurance Rate Map for the area, August 19, 1986.

“Pre-FIRM” means construction or other development which started before the effective date of the initial Flood Insurance Rate Map for the area, August 19, 1986.

“Primary Frontal Dune (PFD)” means a continuous or nearly continuous mound or ridge of sand with relatively steep seaward and landward slopes immediately landward and adjacent to the beach and subject to erosion and overtopping from high tides and waves during major coastal storms. The inland limit of the primary frontal dune occurs at the point where there is a distinct change from a relatively steep slope to a relatively mild slope.

“Principally Above Ground” means that at least 51% of the actual cash value of the structure is above ground.

“Public Safety” and/or “Nuisance” means anything which is injurious to the safety or health of an entire community or neighborhood, or any considerable number of persons, or unlawfully obstructs the free passage or use, in the customary manner, of any navigable lake, or river, bay, stream, canal, or basin.

“Recreational Vehicle (RV)” means a vehicle, which is:

- (a) built on a single chassis;
- (b) 400 square feet or less when measured at the largest horizontal projection;
- (c) designed to be self-propelled or permanently towable by a light duty truck; and,
- (d) designed primarily not for use as a permanent dwelling, but as temporary living quarters for recreational, camping, travel, or seasonal use.

“Reference Level” is the top of the lowest floor for structures within Special Flood Hazard Areas designated as Zones A, AE, AH, AO, A99. The reference level is the bottom of the lowest horizontal structural member of the lowest floor for structures within Special Flood Hazard Areas designated as Zone VE.

“Regulatory Flood Protection Elevation” means the elevation to which all structures and other development located within the Special Flood Hazard Areas must be elevated or floodproofed, if non-residential. Within areas where Base Flood Elevations (BFEs) have been determined, this elevation shall be the BFE plus two (2) feet of freeboard. In areas where no BFE has been established, all structures and other development must be elevated or floodproofed, if non-residential, to two (2) feet above the highest adjacent grade.

“Remedy a Violation” means to bring the structure or other development into compliance with State or Community floodplain management regulations, or, if this is not possible, to reduce the impacts of its noncompliance. Ways that impacts may be reduced include protecting the structure or other affected development from flood damages, implementing the enforcement provisions of the ordinance or otherwise deterring future similar violations, or reducing Federal financial exposure with regard to the structure or other development.

“Repetitive Loss” means flood-related damages sustained by a structure on two (2) separate occasions during any 10-year period for which the cost of repairs at the time of each such flood event, on the average, equals or exceeds twenty-five percent (25%) of the market value of the structure before the damage occurred.

“Riverine” means relating to, formed by, or resembling a river (including tributaries), stream, brook, etc.

“Salvage Yard” means property used for the storage, collection, and/or recycling of any type of equipment whatsoever, whether industrial or noncommercial, and including but not limited to vehicles, appliances and related machinery.

“Sand Dunes” means naturally occurring accumulations of sand in ridges or mounds landward of the beach.

“Shear Wall” means walls used for structural support but not structurally joined or enclosed at the end (except by breakaway walls). Shear walls are parallel or nearly parallel to the flow of the water.

“Solid Waste Disposal Facility” means any facility involved in the disposal of solid waste, as defined in NCGS 130A-290(a)(35).

“Solid Waste Disposal Site” means, as defined in NCGS 130A-290(a)(36), any place at which solid wastes are disposed of by incineration, sanitary landfill, or any other method.

“Special Flood Hazard Area (SFHA)” means the land in the floodplain subject to a one percent (1%) or greater chance of being flooded in any given year, as determined in §16.01.003(B) of this ordinance.

“Start of Construction” includes substantial improvement, and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure (including a manufactured home) on a site, such as the pouring of slabs or footings, installation of piles, construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading, and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first

alteration of any wall, ceiling, floor, or other structural part of the building, whether or not that alteration affects the external dimensions of the building.

“Structure” means a walled and roofed building, a manufactured home, or a gas, liquid, or liquefied gas storage tank that is principally above ground.

“Substantial Damage” means damage of any origin sustained by a structure during any one year period whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred. See definition of “substantial improvement”.

“Substantial Improvement” means any combination of repairs, reconstruction, rehabilitation, addition, or other improvement of a structure, taking place within any two (2) year period whereby the cost of which equals or exceeds 50 percent of the market value of the structure before the “start of construction” of the improvement. This term includes structures which have incurred “substantial damage”, regardless of the actual repair work performed. The term does not, however, include either:

- (a) any correction of existing violations of State or Community health, sanitary, or safety code specifications which have been identified by the community code enforcement official and which are the minimum necessary to assure safe living conditions; or,
- (b) any alteration of a historic structure, provided that the alteration will not preclude the structure's continued designation as a historic structure.

“Technical Bulletin” and Technical Fact Sheet” means a FEMA publication that provides guidance concerning the building performance standards of the NFIP, which are contained in Title 44 of the U.S. Code of Federal Regulations at Section 60.3. The bulletins and fact sheets are intended for use primarily by State and local officials responsible for interpreting and enforcing NFIP regulations and by members of the development community, such as design professionals and builders. New bulletins, as well as updates of existing bulletins, are issued periodically as needed. The bulletins do not create regulations; rather they provide specific guidance for complying with the minimum requirements of existing NFIP regulations.

“Temperature Controlled” means having the temperature regulated by a heating and/or cooling system, built-in or appliance.

“Variance” is a grant of relief from the requirements of this ordinance.

“Violation” means the failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in §16.01.004 and §16.01.005 is presumed to be in violation until such time as that documentation is provided.

“Water Surface Elevation (WSE)” means the height, in relation to mean sea level, of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.

“Watercourse” means a lake, river, creek, stream, wash, channel or other topographic feature on or over which waters flow at least periodically. Watercourse includes specifically designated areas in which substantial flood damage may occur.

§ 16.01.003 GENERAL PROVISIONS.

(A) LANDS TO WHICH THIS ORDINANCE APPLIES.

This ordinance shall apply to all Special Flood Hazard Areas within the jurisdiction, including Extra-Territorial Jurisdictions (ETJs) as allowed by law, of the Town of River Bend.

(B) BASIS FOR ESTABLISHING THE SPECIAL FLOOD HAZARD AREAS.

The Special Flood Hazard Areas are those identified under the Cooperating Technical State (CTS) agreement between the State of North Carolina and FEMA in its FIS dated June 19, 2020 for Craven County and associated DFIRM panels, including any digital data developed as part of the FIS, which are adopted by reference and declared a part of this ordinance, and all revisions thereto after January 1, 2021. Future revisions to the FIS and DFIRM panels that do not change flood hazard data within the jurisdictional authority of the Town of River Bend are also adopted by reference and declared a part of this ordinance. Subsequent Letter of Map Revisions (LOMRs) and/or Physical Map Revisions (PMRs) shall be adopted within 3 months.

(C) ESTABLISHMENT OF FLOODPLAIN DEVELOPMENT PERMIT.

A Floodplain Development Permit shall be required in conformance with the provisions of this ordinance prior to the commencement of any development activities within Special Flood Hazard Areas as determined in §16.01.003(B).

(D) COMPLIANCE.

No structure or land shall hereafter be located, extended, converted, altered, or developed in any way without full compliance with the terms of this ordinance and other applicable regulations.

(E) ABROGATION AND GREATER RESTRICTIONS.

This ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance and another conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

(F) INTERPRETATION.

In the interpretation and application of this ordinance, all provisions shall be:

- (a) considered as minimum requirements;
- (b) liberally construed in favor of the governing body; and,
- (c) deemed neither to limit nor repeal any other powers granted under State statutes

(G) WARNING AND DISCLAIMER OF LIABILITY.

The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering consideration. Larger floods can and will occur on rare occasions. Actual flood heights may be increased by man-made or natural causes. This ordinance does not imply that land outside the Special Flood Hazard Areas or uses permitted within such areas will be free from flooding or flood damages. This ordinance shall not create liability on the part of the Town of River Bend or by any officer or employee thereof for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made hereunder.

(H) PENALTIES FOR VIOLATION.

Penalty, See § 1.01.999 General Penalty

§16.01.004 ADMINISTRATION.

(A) DESIGNATION OF FLOODPLAIN ADMINISTRATOR.

The Zoning Administrator, or his/her designee, hereinafter referred to as the "Floodplain Administrator", is hereby appointed to administer and implement the provisions of this ordinance.

(B) FLOODPLAIN DEVELOPMENT PERMIT AND CERTIFICATION REQUIREMENTS.

- (1) Plans and Application Requirements. Application for a Floodplain Development Permit shall be made to the floodplain administrator on forms furnished by him or her prior to any development activities proposed to be located within Special Flood Hazard Areas. The following items/information shall be presented to the floodplain administrator to apply for a floodplain development permit.
 - (a) A plot plan drawn to scale which shall include, but shall not be limited to, the following specific details of the proposed floodplain development:
 - (i) the nature, location, dimensions, and elevations of the area of development/disturbance; existing and proposed structures, the location of utility systems, proposed grading/pavement areas, fill materials, storage areas, drainage facilities, and other proposed development;
 - (ii) the boundary of the Special Flood Hazard Area as delineated on the FIRM or other flood map as determined in §16.01.003(B) or a statement that the entire lot is within the Special Flood Hazard Area;
 - (iii) flood zone(s) designation of the proposed development area as determined on the FIRM or other flood map as determined in §16.01.003(B);
 - (iv) the boundary of the floodway(s) or non-encroachment area(s) as determined in §16.01.003(B);
 - (v) the Base Flood Elevation (BFE) where provided as set forth in §16.01.003(B); §16.01.004(C)(11-12); or §16.01.005(D) and (B)(5);
 - (vi) the old and new location of any watercourse that will be altered or relocated

- as a result of proposed development;
- (vii) the boundary and designation date of the Coastal Barrier Resource System (CBRS) area or Otherwise Protected Areas (OPA), if applicable; and
 - (viii) preparation of the plot plan by or under the direct supervision of a registered land surveyor or professional engineer and certified by same.
- (b) Proposed elevation, and method thereof, of all development within a Special Flood Hazard Area including but not limited to:
- (i) Elevation in relation to NAVD 1988 of the proposed reference level (including basement) of all structures;
 - (ii) Elevation in relation to NAVD 1988 to which any non-residential structure in Zones A, AE, AH, AO, A99 will be floodproofed; and
 - (iii) Elevation in relation to NAVD 1988 to which any proposed utility systems will be elevated or floodproofed;
- (c) If floodproofing, a Floodproofing Certificate (FEMA Form 086-0-34) with supporting data, an operational plan, and an inspection and maintenance plan that include, but are not limited to, installation, exercise, and maintenance of floodproofing measures.
- (d) A Foundation Plan drawn to scale which shall include details of the proposed foundation system to ensure all provisions of this ordinance are met. These details include but are not limited to:
- (i) Proposed method of elevation, if applicable (i.e., fill, solid foundation perimeter wall, solid backfilled foundation, open foundation on columns/piers);
 - (ii) Should solid foundation perimeter walls be used in floodplains, details of sufficient openings to facilitate the unimpeded movements of floodwaters in accordance with §16.01.005(B)(4);
 - (iii) The following, in Coastal High Hazard Areas, in accordance with the provisions of §16.01.005(B)(4)(e) and §16.01.005(G) and (H):
 - (1) V-Zone Certification with accompanying plans and specifications verifying the engineered structure and any breakaway wall designs; In addition, prior to the Certificate of Compliance/Occupancy issuance, a registered professional engineer or architect shall certify the finished construction is compliant with the design, specifications and plans for VE Zone construction.;
 - (2) Plans for open wood latticework or insect screening, if applicable; and
 - (3) Plans for non-structural fill, if applicable. If non-structural fill is proposed, it must be demonstrated through coastal engineering analysis that the proposed fill would not result in any increase in the BFE or otherwise cause adverse impacts by wave ramping and deflection on to the subject structure or adjacent properties.

- (e) Usage details of any enclosed space below the regulatory flood protection elevation.
 - (f) Plans and/or details for the protection of public utilities and facilities such as sewer, gas, electrical, and water systems to be located and constructed to minimize flood damage;
 - (g) Copy of all other Local, State and Federal permits required prior to floodplain development permit issuance (i.e. Wetlands, Erosion and Sedimentation Control, Riparian Buffers, Mining, etc.)
 - (h) If floodplain development permit is issued for placement of Recreational Vehicles and/or Temporary Structures, documentation to ensure §16.01.005(B)(6-7) of this code are met.
 - (i) If a watercourse is proposed to be altered and/or relocated, a description of the extent of watercourse alteration or relocation; an engineering report on the effects of the proposed project on the flood-carrying capacity of the watercourse and the effects to properties located both upstream and downstream; and a map (if not shown on plot plan) showing the location of the proposed watercourse alteration or relocation.
- (2) Permit Requirements. The Floodplain Development Permit shall include, but not be limited to:
- (a) A complete description of all the development to be permitted under the floodplain development permit (e.g. house, garage, pool, septic, bulkhead, cabana, pier, bridge, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials, etc.).
 - (b) The Special Flood Hazard Area determination for the proposed development in accordance with available data specified in §16.01.003(B).
 - (c) The Regulatory Flood Protection Elevation required for the reference level and all attendant utilities.
 - (d) The Regulatory Flood Protection Elevation required for the protection of all public utilities.
 - (e) All certification submittal requirements with timelines.
 - (f) A statement that no fill material or other development shall encroach into the floodway or non-encroachment area of any watercourse unless the requirements of §16.01.005(F) have been met.
 - (g) The flood openings requirements, if in Zones A, AE, AH, AO, A99.
 - (h) Limitations of below BFE enclosure uses. (i.e., parking, building access and limited storage only).
 - (i) A statement, if in Zone VE, that there shall be no alteration of sand dunes which would increase potential flood damage.
 - (j) A statement, if in Zone VE, that there shall be no fill used for structural support.
 - (k) A statement, that all materials below BFE/RFPE must be flood resistant materials.

(3) Certification Requirements.

(a) Elevation Certificates

- (i) An Elevation Certificate (FEMA Form 086-0-33) is required prior to the actual start of any new construction. It shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of the elevation of the reference level, in relation to NAVD 1988. The Floodplain Administrator shall review the certificate data submitted. Deficiencies detected by such review shall be corrected by the permit holder prior to the beginning of construction. Failure to submit the certification or failure to make required corrections shall be cause to deny a floodplain development permit.

- (ii) A final Finished Construction Elevation Certificate (FEMA Form 086-0-33) is required after construction is completed and prior to Certificate of Compliance/Occupancy issuance. It shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of final as-built construction of the elevation of the reference level and all attendant utilities. The Floodplain Administrator shall review the certificate data submitted. Deficiencies detected by such review shall be corrected by the permit holder immediately and prior to Certificate of Compliance/Occupancy issuance. In some instances, another certification may be required to certify corrected as-built construction. Failure to submit the certification or failure to make required corrections shall be cause to withhold the issuance of a Certificate of Compliance/Occupancy. The Finished Construction Elevation Certificate certifier shall provide at least 2 photographs showing the front and rear of the building taken within 90 days from the date of certification. The photographs must be taken with views confirming the building description and diagram number provided in Section A. To the extent possible, these photographs should show the entire building including foundation. If the building has split-level or multi-level areas, provide at least 2 additional photographs showing side views of the building. In addition, when applicable, provide a photograph of the foundation showing a representative example of the flood openings or vents. All photographs must be in color and measure at least 3" × 3". Digital photographs are acceptable.

(b) Floodproofing Certificate

- (i) A final Finished Construction Floodproofing Certificate (FEMA Form 086-0-34), with supporting data, an operational plan, and an inspection and maintenance plan are required prior to the issuance of a Certificate of Compliance/Occupancy. It shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of the floodproofed design elevation of the reference level and all attendant utilities, in relation to NAVD 1988. Floodproofing certificate shall be prepared by or under the direct supervision of a professional engineer or architect and certified by same. The Floodplain Administrator shall review the certificate data, the operational plan, and the inspection and maintenance plan. Deficiencies detected by such review shall be corrected by the applicant prior to Certificate of Occupancy.

Failure to submit the certification or failure to make required corrections shall be cause to deny a Floodplain Development Permit. Failure to construct in accordance with the certified design shall be cause to deny a Certificate of Compliance/Occupancy.

- (c) If a manufactured home is placed within Zones A, AE, AH, AO, A99 and the elevation of the chassis is more than 36 inches in height above grade, an engineered foundation certification is required in accordance with the provisions of §16.01.005(B)(3)(b).
- (d) If a watercourse is to be altered or relocated, a description of the extent of watercourse alteration or relocation; an engineering report on the effects of the proposed project on the flood-carrying capacity of the watercourse and the effects to properties located both upstream and downstream; and a map showing the location of the proposed watercourse alteration or relocation shall all be submitted by the permit applicant prior to issuance of a floodplain development permit.
- (e) Certification Exemptions. The following structures, if located within A, AO, AE or A1-30 zones, are exempt from the elevation/floodproofing certification requirements specified in items (a) and (b) above:
 - (i) Recreational Vehicles meeting requirements of §16.01.005(B)(6)(a);
 - (ii) Temporary Structures meeting requirements of §16.01.005(B)(7); and
 - (iii) Accessory Structures of 150 square feet or less or \$5,000 or less and meeting requirements of §16.01.003(B)(8).

(4) Determinations for existing buildings and structures.

For applications for building permits to improve buildings and structures, including alterations, movement, enlargement, replacement, repair, change of occupancy, additions, rehabilitations, renovations, substantial improvements, repairs of substantial damage, and any other improvement of or work on such buildings and structures, the Floodplain Administrator, in coordination with the Building Official, shall:

- (a) Estimate the market value, or require the applicant to obtain an appraisal of the market value prepared by a qualified independent appraiser, of the building or structure before the start of construction of the proposed work; in the case of repair, the market value of the building or structure shall be the market value before the damage occurred and before any repairs are made;
- (b) Compare the cost to perform the improvement, the cost to repair a damaged building to its pre-damaged condition, or the combined costs of improvements and repairs, if applicable, to the market value of the building or structure;
- (c) Determine and document whether the proposed work constitutes substantial improvement or repair of substantial damage; and

- (d) Notify the applicant if it is determined that the work constitutes substantial improvement or repair of substantial damage and that compliance with the flood resistant construction requirements of the NC Building Code and this ordinance is required.

(C) DUTIES AND RESPONSIBILITIES OF THE FLOODPLAIN ADMINISTRATOR.

Duties of the floodplain administrator shall include, but not be limited to:

- (1) Review all floodplain development applications and issue permits for all proposed development within flood prone areas to assure that the requirements of this ordinance have been satisfied.
- (2) Review all proposed development within Special Flood Hazard Areas to assure that all necessary local, state and federal permits have been received, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.
- (3) Notify adjacent communities and the North Carolina Department of Crime Control and Public Safety, Division of Emergency Management, State Coordinator for the National Flood Insurance Program prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Emergency Management Agency.
- (4) Assure that maintenance is provided within the altered or relocated portion of said watercourse so that the flood-carrying capacity is not diminished.
- (5) Prevent encroachments within floodways and non-encroachment areas unless the certification and flood hazard reduction provisions of §16.01.005(E) are met.
- (6) Obtain actual elevation (in relation to NAVD 1988) of the reference level (including basement) of all attendant utilities of all new or substantially improved structures, in accordance with §16.01.004(B)(3).
- (7) Obtain the actual elevation (in relation to NAVD 1988) to which the new or substantially improved structures and all utilities have been floodproofed, in accordance with §16.01.004(B)(3).
- (8) Obtain actual elevation (in relation to NAVD 1988) of all public utilities, in accordance with §16.01.004(B)(3).
- (9) When floodproofing is utilized for a particular structure, obtain certifications from a registered professional engineer or architect in accordance with §16.01.004(B)(3) and §16.01.005(B)(2).
- (10) Where interpretation is needed as to the exact location of boundaries of the Special Flood Hazard Areas (for example, where there appears to be a conflict between a mapped boundary and actual field conditions), make the necessary interpretation. The person contesting the location of the boundary shall be given a reasonable opportunity to appeal the interpretation as provided in this article.

- (11) When Base Flood Elevation (BFE) data has not been provided in accordance with §16.01.003(B), obtain, review, and reasonably utilize any Base Flood Elevation (BFE) data, along with floodway data and/or non-encroachment area data available from a Federal, State, or other source, including data developed pursuant to §16.01.005(C)(4), in order to administer the provisions of this ordinance.
- (12) When Base Flood Elevation (BFE) data is provided but no floodway nor non-encroachment area data has been provided in accordance with §16.01.003(B), obtain, review, and reasonably utilize any floodway data, and/or non-encroachment area data available from a Federal, State, or other source in order to administer the provisions of this ordinance.
- (13) When the exact location of boundaries of the Special Flood Hazard Areas conflict with the current, natural topography information at the site, the property owner may apply and be approved for a Letter of Map Amendment (LOMA) by FEMA. A copy of the Letter of Map Amendment issued from FEMA will be maintained by the floodplain administrator in the floodplain development permit file.
- (14) Permanently maintain all records that pertain to the administration of this ordinance and make these records available for public inspection.
- (15) Make on-site inspections of work in progress. As the work pursuant to a floodplain development permit progresses, the floodplain administrator shall make as many inspections of the work as may be necessary to ensure that the work is being done according to the provisions of the local ordinance and the terms of the permit. In exercising this power, the floodplain administrator has a right, upon presentation of proper credentials, to enter on any premises within the jurisdiction of the community at any reasonable hour for the purposes of inspection or other enforcement action.
- (16) Issue stop-work orders as required. Whenever a building or part thereof is being constructed, reconstructed, altered, or repaired in violation of this ordinance, the floodplain administrator may order the work to be immediately stopped. The stop-work order shall be in writing and directed to the person doing the work. The stop-work order shall state the specific work to be stopped, the specific reason(s) for the stoppage, and the condition(s) under which the work may be resumed. Violation of a stop-work order will subject the offender to penalties as described in § 1.01.999 General penalty.
- (17) Revocation of floodplain development permits as required. The floodplain administrator may revoke and require the return of the floodplain development permit by notifying the permit holder in writing stating the reason(s) for the revocation. Permits shall be revoked for any substantial departure from the approved application, plans, or specifications; for refusal or failure to comply with the requirements of State or local laws; or for false statements or misrepresentations made in securing the permit. Any floodplain development permit mistakenly issued in violation of an applicable State or local law may also be revoked.
- (18) Make periodic inspections throughout all special flood hazard areas within the

jurisdiction of the community. The floodplain administrator and each member of his or her inspections department shall have a right, upon presentation of proper credentials, to enter on any premises within the territorial jurisdiction of the department at any reasonable hour for the purposes of inspection or other enforcement action.

- (19) Follow through with corrective procedures of §16.01.004(D).
- (20) Review, provide input, and make recommendations for variance requests.
- (21) Maintain a current map repository to include, but not limited to, historical and effective FIS Report, historical and effective FIRM and other official flood maps and studies adopted in accordance with the provisions of §16.01.003(B) of this ordinance, including any revisions thereto including Letters of Map Change, issued by FEMA. Notify State and FEMA of mapping needs.
- (22) Coordinate revisions to FIS reports and FIRMs, including Letters of Map Revision Based on Fill (LOMR-Fs) and Letters of Map Revision (LOMRs).

(D) CORRECTIVE PROCEDURES.

- (1) Violations to be Corrected: When the floodplain administrator finds violations of applicable State and local laws, it shall be his or her duty to notify the owner or occupant of the building of the violation. The owner or occupant shall immediately remedy each of the violations of law pertaining to their property.
- (2) Actions in Event of Failure to Take Corrective Action: If the owner of a building or property shall fail to take prompt corrective action, the floodplain administrator shall give the owner written notice, by certified or registered mail to the owner's last known address or by personal service, stating:
 - (a) that the building or property is in violation of the Flood Damage Prevention Ordinance;
 - (b) that a hearing will be held before the floodplain administrator at a designated place and time, not later than ten (10) days after the date of the notice, at which time the owner shall be entitled to be heard in person or by counsel and to present arguments and evidence pertaining to the matter; and,
 - (c) that following the hearing, the floodplain administrator may issue such order to alter, vacate, or demolish the building; or to remove fill as appears appropriate.
- (3) Order to Take Corrective Action: If, upon a hearing held pursuant to the notice prescribed above, the floodplain administrator shall find that the building or development is in violation of the Flood Damage Prevention Ordinance, he or she shall make an order in writing to the owner, requiring the owner to remedy the violation within a specified time period, not less than sixty (60) days, nor more than one hundred eighty (180) days. Where the floodplain administrator finds that there is imminent danger to life or other property, he may order that corrective action be taken in such lesser period as may be feasible.

- (4) Appeal: Any owner who has received an order to take corrective action may appeal the order to the local elected governing body by giving notice of appeal in writing to the floodplain administrator and the clerk within ten (10) days following issuance of the final order. In the absence of an appeal, the order of the floodplain administrator shall be final. The local governing body shall hear an appeal within a reasonable time and may affirm, modify and affirm, or revoke the order.
- (5) Failure to Comply with Order: If the owner of a building or property fails to comply with an order to take corrective action for which no appeal has been made or fails to comply with an order of the governing body following an appeal, the owner shall be subject to penalties as described in § 1.01.999 General penalty.

(E) VARIANCE PROCEDURES.

- (1) The Board of Adjustment as established by the Town of River Bend, hereinafter referred to as the "appeal board", shall hear and decide requests for variances from the requirements of this ordinance.
- (2) Any person aggrieved by the decision of the appeal board may appeal such decision to the Court, as provided in Chapter 7A of the North Carolina General Statutes.

(3) Variances may be issued for:

- (a) The repair or rehabilitation of historic structures upon the determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure.
 - (b) Functionally dependent facilities if determined to meet the definition as stated in §16.01.002 of this ordinance, provided provisions of §16.01.004(E)(9)(b), (c), and (e) have been satisfied, and such facilities are protected by methods that minimize flood damages during the base flood and create no additional threats to public safety; or
 - (c) Any other type of development provided is meets the requirements of this Section.
- (4) In passing upon variances, the appeal board shall consider all technical evaluations, all relevant factors, all standards specified in other sections of this ordinance, and:
- (a) the danger that materials may be swept onto other lands to the injury of others;
 - (b) the danger to life and property due to flooding or erosion damage;
 - (c) the susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
 - (d) the importance of the services provided by the proposed facility to the community;
 - (e) the necessity to the facility of a waterfront location, where applicable;
 - (f) the availability of alternative locations, not subject to flooding or erosion damage, for the proposed use;
 - (g) the compatibility of the proposed use with existing and anticipated development;
 - (h) the relationship of the proposed use to the comprehensive plan and floodplain management program for that area;

- (i) the safety of access to the property in times of flood for ordinary and emergency vehicles;
 - (j) the expected heights, velocity, duration, rate of rise, and sediment transport of the flood waters and the effects of wave action, if applicable, expected at the site; and,
 - (k) the costs of providing governmental services during and after flood conditions including maintenance and repair of public utilities and facilities such as sewer, gas, electrical and water systems, and streets and bridges.
- (5) A written report addressing each of the above factors shall be submitted with the application for a variance.
- (6) Upon consideration of the factors listed above and the purposes of this ordinance, the appeal board may attach such conditions to the granting of variances as it deems necessary to further the purposes of this ordinance.
- (7) Variances shall not be issued within any designated floodway or non-encroachment area if any increase in flood levels during the base flood discharge would result.
- (8) Conditions for Variances:
- (a) Variances may not be issued when the variance will make the structure in violation of other Federal, State, or local laws, regulations, or ordinances.
 - (b) Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
 - (c) Variances shall only be issued upon:
 - (i) a showing of good and sufficient cause;
 - (ii) a determination that failure to grant the variance would result in exceptional hardship; and
 - (iii) a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, or extraordinary public expense, create nuisance, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.
 - (d) Any applicant to whom a variance is granted shall be given written notice specifying the difference between the Base Flood Elevation (BFE) and the elevation to which the structure is to be built and a written statement that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced reference level elevation. Such notification shall be maintained with a record of all variance actions.
 - (e) The floodplain administrator shall maintain the records of all appeal actions and report any variances to the Federal Emergency Management Agency and the State of North Carolina upon request.
 - (f) Variances shall only be issued prior to development permit approval.
- (9) A variance may be issued for solid waste disposal facilities, hazardous waste management facilities, salvage yards, and chemical storage facilities that are located in Special Flood Hazard Areas provided that all of the following conditions are met. A

Floodplain Development permit may be issued for such development only if a variance is granted.

- (a) The use serves a critical need in the community.
- (b) No feasible location exists for the use outside the Special Flood Hazard Area.
- (c) The reference level of any structure is elevated or floodproofed to at least the regulatory flood protection level.
- (d) The use complies with all other applicable federal, state and local laws.
- (e) The Town of River Bend has notified the Secretary of the North Carolina Department of Crime Control and Public Safety of its intention to grant a variance at least thirty (30) days prior to granting the variance.

§16.01.005 PROVISIONS FOR FLOOD HAZARD REDUCTION.

(A) GENERAL STANDARDS.

In all Special Flood Hazard Areas the following provisions are required:

- (1) All new construction and substantial improvements shall be anchored to prevent flotation, collapse, or lateral movement of the structure.
- (2) All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage in accordance with the FEMA Technical Bulletin 2, Flood Damage-Resistant Materials Requirements.
- (3) All new construction or substantial improvements shall be constructed by methods and practices that minimize flood damages.
- (4) Electrical, heating, ventilation, plumbing, air conditioning equipment, and other service facilities shall be designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding. These include but are not limited to HVAC equipment, water softener units, bath/kitchen fixtures, ductwork, electric meter panels/boxes, utility/cable boxes, appliances (i.e., washers, dryers, refrigerator, etc.), hot water heaters, electric outlets/switches.
 - (a) Replacements part of a substantial improvement, electrical, heating, ventilation, plumbing, air conditioning equipment, and other service equipment shall also meet the above provisions.
 - (b) Replacements that are for maintenance and not part of a substantial improvement, may be installed at the original location provided the addition and/or improvements only comply with the standards for new construction consistent with the code and requirements for the original structure.
- (5) All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system.

- (6) New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters.
- (7) On-site waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during flooding.
- (8) Any alteration, repair, reconstruction, or improvements to a structure which is in compliance with the provisions of this ordinance, shall meet the requirements of "new construction" as contained in this ordinance.
- (9) Non-conforming structures or other development may not be enlarged, replaced, or rebuilt unless such enlargement or reconstruction is accomplished in conformance with the provisions of this ordinance. Provided, however, nothing in this ordinance shall prevent the repair, reconstruction, or replacement of a building or structure existing on the effective date of this ordinance and located totally or partially within the floodway, non-encroachment area, or stream setback, provided that the bulk of the building or structure below the regulatory flood protection elevation in the floodway, non-encroachment area, or stream setback is not increased and provided that such repair, reconstruction, or replacement meets all of the other requirements of this ordinance.
- (10) New solid waste disposal facilities, hazardous waste management facilities, salvage yards, and chemical storage facilities shall not be permitted in Special Flood Hazard Areas. A structure or tank for chemical or fuel storage incidental to an allowed use or to the operation of a water treatment plant or wastewater treatment facility may be located in a Special Flood Hazard Area only if the structure or tank is either elevated or floodproofed to at least the regulatory flood protection elevation and certified according to §16.01.004(B)(3) of this code.
- (11) All subdivision proposals and other development proposals shall have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize flood damage.
- (12) All subdivision proposals and other development proposals shall have adequate drainage provided to reduce exposure to flood hazards.
- (13) All subdivision proposals and other development proposals shall have received all necessary permits from those governmental agencies for which approval is required by federal or state law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.
- (14) When a structure is partially located in a Special Flood Hazard Area, the entire structure shall meet the requirements for new construction and substantial improvements.
- (15) When a structure is located in multiple flood hazard zones or in a flood hazard risk zone with multiple base flood elevations, the provisions for the more restrictive flood hazard risk zone and the highest BFE shall apply.

(B) SPECIFIC STANDARDS.

In all Special Flood Hazard Areas where Base Flood Elevation (BFE) data has been provided, as set forth in §16.01.003(B), or §16.01.004(C)(11 & 12), the following provisions are required:

- (1) Residential Construction. New construction or substantial improvement of any residential structure (including manufactured homes) shall have the reference level, including basement, elevated no lower than the regulatory flood protection elevation.
- (2) Non-Residential Construction. New construction or substantial improvement of any commercial, industrial, or other non-residential structure shall have the reference level, including basement, elevated no lower than the regulatory flood protection elevation. Structures located in A, AE, AH, AO, and A99 Zones may be floodproofed to the regulatory flood protection elevation in lieu of elevation provided that all areas of the structure below the required flood protection elevation are watertight with walls substantially impermeable to the passage of water, using structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effect of buoyancy. A registered professional engineer or architect shall certify that the standards of this subsection are satisfied. Such certification shall be provided to the official as set forth in §16.01.004(B)(3).
- (3) Manufactured Homes.
 - (a) New or replacement manufactured homes shall be elevated so that the reference level of the manufactured home is no lower than the regulatory flood protection elevation.
 - (b) Manufactured homes shall be securely anchored to an adequately anchored foundation to resist flotation, collapse, and lateral movement in accordance with the State of North Carolina Regulations for Manufactured/Mobile Homes, 1995 Edition, and any revision thereto adopted by the Commissioner of Insurance pursuant to NCGS §143-143.15 or a certified engineered foundation. Additionally, when the elevation would be met by an elevation of the chassis thirty-six (36) inches or less above the grade at the site, the chassis shall be supported by reinforced piers or other foundation elements of at least equivalent strength. When the elevation of the chassis is above thirty-six (36) inches in height, an engineering certification is required.
 - (c) All foundation enclosures or skirting shall be in accordance with §16.01.005(B)(4).
 - (d) An evacuation plan must be developed for evacuation of all residents of all new, substantially improved or substantially damaged manufactured home parks or subdivisions located within flood prone areas. This plan shall be filed with and approved by the floodplain administrator and the local Emergency Management coordinator.
- (4) Elevated Buildings. Fully enclosed area, of new construction and substantially improved structures, which is below the lowest floor or below the lowest horizontal structural member in VE zones:
 - (a) Shall not be designed or used for human habitation, but shall only be used for parking of vehicles, building access, or limited storage of maintenance equipment used in connection with the premises. Access to the enclosed area shall be the

minimum necessary to allow for parking of vehicles (garage door) or limited storage of maintenance equipment (standard exterior door), or entry to the living area (stairway or elevator). The interior portion of such enclosed area shall not be finished or partitioned into separate rooms, except to enclose storage areas;

- (b) Shall be constructed entirely of flood resistant materials at least to the Regulatory Flood Protection Elevation; and
- (c) Shall include, in Zones A, AE, AH, AO, A99 flood openings to automatically equalize hydrostatic flood forces on walls by allowing for the entry and exit of floodwaters. To meet this requirement, the openings must either be certified by a professional engineer or architect or meet or exceed the following minimum design criteria:
 - (i) A minimum of two flood openings on different sides of each enclosed area subject to flooding;
 - (ii) The total net area of all flood openings must be at least one (1) square inch for each square foot of enclosed area subject to flooding;
 - (iii) If a building has more than one enclosed area, each enclosed area must have flood openings to allow floodwaters to automatically enter and exit;
 - (iv) The bottom of all required flood openings shall be no higher than one (1) foot above the higher of the interior or exterior adjacent grade;
 - (v) Flood openings may be equipped with screens, louvers, or other coverings or devices, provided they permit the automatic flow of floodwaters in both directions; and
 - (vi) Enclosures made of flexible skirting are not considered enclosures for regulatory purposes, and, therefore, do not require flood openings. Masonry or wood underpinning, regardless of structural status, is considered an enclosure and requires flood openings as outlined above.
- (d) Shall, in Coastal High Hazard Areas (Zone VE), meet the requirements of §16.01.005(G).

(5) Additions/Improvements.

- (a) Additions and/or improvements to pre-FIRM structures when the addition and/or improvements in combination with any interior modifications to the existing structure are:
 - (i) Not a substantial improvement, the addition and/or improvements must be designed to minimize flood damages and must not be any more non-conforming than the existing structure.
 - (ii) A substantial improvement, with modifications/rehabilitations/improvements to the existing structure or the common wall is structurally modified more than installing a doorway, both the existing structure and the addition must comply with the standards for new construction.
- (b) Additions to pre-FIRM or post-FIRM structures that are a substantial improvement with no modifications/rehabilitations/improvements to the existing structure other than a standard door in the common wall, shall require only the addition to comply with the standards for new construction.

- (c) Additions and/or improvements to post-FIRM structures when the addition and/or improvements in combination with any interior modifications to the existing structure are:
 - (i) Not a substantial improvement, the addition and/or improvements only must comply with the standards for new construction consistent with the code and requirements for the original structure.
 - (ii) A substantial improvement, both the existing structure and the addition and/or improvements must comply with the standards for new construction.
- (d) Any combination of repair, reconstruction, rehabilitation, addition or improvement of a building or structure taking place during a one (1) year period, the cumulative cost of which equals or exceeds 50 percent of the market value of the structure before the improvement or repair is started must comply with the standards for new construction. For each building or structure, the one (1) year period begins on the date of the first improvement or repair of that building or structure subsequent to the effective date of this ordinance. If the structure has sustained substantial damage, any repairs are considered substantial improvement regardless of the actual repair work performed. The requirement does not, however, include either:
 - (i) Any project for improvement of a building required to correct existing health, sanitary or safety code violations identified by the building official and that are the minimum necessary to assume safe living conditions.
 - (ii) Any alteration of a historic structure provided that the alteration will not preclude the structure's continued designation as a historic structure.
- (6) Recreational Vehicles. Recreational vehicles shall either:
 - (a) Temporary Placement
 - (i) Be on site for fewer than 180 consecutive days; or
 - (ii) Be fully licensed and ready for highway use. (A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities, and has no permanently attached additions.)
 - (b) Permanent Placement. Recreational vehicles that do not meet the limitations of Temporary Placement shall meet all the requirements for new construction.
- (7) Temporary Non-Residential Structures. Prior to the issuance of a floodplain development permit for a temporary structure, the following requirements must be met:
 - (a) Applicants must submit to the floodplain administrator a plan for the removal of such structure(s) in the event of a hurricane or flash flood warning notification. The plan must include the following information:

- (i) a specified time period for which the temporary use will be permitted;
 - (ii) the name, address, and phone number of the individual responsible for the removal of the temporary structure;
 - (iii) the time frame prior to the event at which a structure will be removed (i.e. minimum of 72 hours before landfall of a hurricane or immediately upon flood warning notification);
 - (iv) a copy of the contract or other suitable instrument with a trucking company to insure the availability of removal equipment when needed; and
 - (v) designation, accompanied by documentation, of a location outside the Special Flood Hazard Area to which the temporary structure will be moved.
- (b) The above information shall be submitted in writing to the floodplain administrator for review and written approval.
- (8) Accessory Structures. When accessory structures (sheds, detached garages, etc.) are to be placed within a Special Flood Hazard Area, the following criteria shall be met:
- (a) Accessory structures shall not be used for human habitation (including working, sleeping, living, cooking or restroom areas);
 - (b) Accessory structures shall not be temperature-controlled;
 - (c) Accessory structures shall be designed to have low flood damage potential;
 - (d) Accessory structures shall be constructed and placed on the building site so as to offer the minimum resistance to the flow of floodwaters;
 - (e) Accessory structures shall be firmly anchored in accordance with the provisions of §16.01.005(A)(1);
 - (f) Accessory structures, regardless of the size or cost, shall not be placed below elevated buildings in V and VE Zones;
 - (g) All service facilities such as electrical shall be installed in accordance with the provisions of §16.01.005(A)(4); and
 - (h) Flood openings to facilitate automatic equalization of hydrostatic flood forces shall be provided below Regulatory Flood Protection Elevation in conformance with the provisions of §16.01.005(B)(4)(d).

An accessory structure with a footprint less than 150 square feet or that is a minimal investment of \$5,000 or less and satisfies the criteria outlined above is not required to meet the elevation or floodproofing standards of §16.01.005(B)(2). Elevation or floodproofing certifications are required for all other accessory structures in accordance with §16.01.004(B)(3).

- (9) Tanks. When gas and liquid storage tanks are to be placed within a Special Flood Hazard Area, the following criteria shall be met:
- (a) Underground tanks. Underground tanks in flood hazard areas shall be anchored to prevent flotation, collapse or lateral movement resulting from hydrodynamic and hydrostatic loads during conditions of the design flood, including the effects of

buoyancy assuming the tank is empty;

- (b) Above-ground tanks, elevated. Above-ground tanks in flood hazard areas shall be elevated to or above the Regulatory Flood Protection Elevation on a supporting structure that is designed to prevent flotation, collapse or lateral movement during conditions of the design flood. Tank-supporting structures shall meet the foundation requirements of the applicable flood hazard area;
- (c) Above-ground tanks, not elevated. Above-ground tanks that do not meet the elevation requirements of §16.01.005(B)(2) of this ordinance shall not be permitted in V or VE Zones. Tanks may be permitted in other flood hazard areas provided the tanks are designed, constructed, installed, and anchored to resist all flood-related and other loads, including the effects of buoyancy, during conditions of the design flood and without release of contents in the floodwaters or infiltration by floodwaters into the tanks. Tanks shall be designed, constructed, installed, and anchored to resist the potential buoyant and other flood forces acting on an empty tank during design flood conditions.
- (d) Tank inlets and vents. Tank inlets, fill openings, outlets and vents shall be:
 - (i) At or above the Regulatory Flood Protection Elevation or fitted with covers designed to prevent the inflow of floodwater or outflow of the contents of the tanks during conditions of the design flood; and
 - (ii) Anchored to prevent lateral movement resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy, during conditions of the design flood.

(10) Other Development.

- (a) Fences in regulated floodways and NEAs that have the potential to block the passage of floodwaters, such as stockade fences and wire mesh fences, shall meet the limitations of §16.01.005(F) of this ordinance.
- (b) Retaining walls, sidewalks and driveways in regulated floodways and NEAs. Retaining walls and sidewalks and driveways that involve the placement of fill in regulated floodways shall meet the limitations of §16.01.005(F) of this ordinance.
- (c) Roads and watercourse crossings in regulated floodways and NEAs. Roads and watercourse crossings, including roads, bridges, culverts, low-water crossings and similar means for vehicles or pedestrians to travel from one side of a watercourse to the other side, that encroach into regulated floodways shall meet the limitations of §16.01.005(F) of this ordinance.
- (d) Commercial storage facilities are not considered “limited storage” as noted in this ordinance, and shall protected to the Regulatory Flood Protection Elevation as required for commercial structures.

(C) RESERVED.

(D) STANDARDS FOR FLOODPLAINS WITHOUT ESTABLISHED BASE FLOOD ELEVATIONS.

Within the Special Flood Hazard Areas designated as Approximate Zone A and established in §16.01.003(B), where no BFE data has been provided by FEMA, the following provisions, in addition to the provisions of §16.01.005(A), shall apply:

- (1) No encroachments, including fill, new construction, substantial improvements or new development shall be permitted within a distance of twenty (20) feet each side from top of bank or five times the width of the stream, whichever is greater, unless certification with supporting technical data by a registered professional engineer is provided demonstrating that such encroachments shall not result in any increase in flood levels during the occurrence of the base flood discharge.
- (2) The BFE used in determining the Regulatory Flood Protection Elevation shall be determined based on the following criteria:
 - (a) When BFE data is available from other sources, all new construction and substantial improvements within such areas shall also comply with all applicable provisions of this ordinance and shall be elevated or floodproofed in accordance with standards in §16.01.005(A) and (B).
 - (b) When floodway or non-encroachment data is available from a Federal, State, or other source, all new construction and substantial improvements within floodway and non-encroachment areas shall also comply with the requirements of §16.01.005(B) and (F).
 - (c) All subdivision, manufactured home park and other development proposals shall provide BFE data if development is greater than five (5) acres or has more than fifty (50) lots/manufactured home sites. Such BFE data shall be adopted by reference in accordance with §16.01.003(B) and utilized in implementing this ordinance.
 - (d) When BFE data is not available from a Federal, State, or other source as outlined above, the reference level shall be elevated or floodproofed (nonresidential) to or above the Regulatory Flood Protection Elevation, as defined in §16.01.002. All other applicable provisions of §16.01.005(B) shall also apply.

(E) STANDARDS FOR RIVERINE FLOODPLAINS WITH BASE FLOOD ELEVATIONS BUT WITHOUT ESTABLISHED FLOODWAYS OR NON-ENCROACHMENT AREAS.

Along rivers and streams where BFE data is provided by FEMA or is available from another source but neither floodway nor non-encroachment areas are identified for a Special Flood Hazard Area on the FIRM or in the FIS report, the following requirements shall apply to all development within such areas:

- (1) Standards of §16.01.005(A) and (B); and

- (2) Until a regulatory floodway or non-encroachment area is designated, no encroachments, including fill, new construction, substantial improvements, or other development, shall be permitted unless certification with supporting technical data by a registered professional engineer is provided demonstrating that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one (1) foot at any point.

(F) FLOODWAYS AND NON-ENCROACHMENT AREAS.

Areas designated as floodways or non-encroachment areas are located within the Special Flood Hazard Areas established in §16.01.003(B). The floodways and non-encroachment areas are extremely hazardous areas due to the velocity of floodwaters that have erosion potential and carry debris and potential projectiles. The following provisions, in addition to standards outlined in §16.01.005(A) and (B), shall apply to all development within such areas:

- (1) No encroachments, including fill, new construction, substantial improvements and other developments shall be permitted unless:
 - (a) It is demonstrated that the proposed encroachment would not result in any increase in the flood levels during the occurrence of the base flood discharge, based on hydrologic and hydraulic analyses performed in accordance with standard engineering practice and presented to the Floodplain Administrator prior to issuance of floodplain development permit; or
 - (b) A Conditional Letter of Map Revision (CLOMR) has been approved by FEMA. A Letter of Map Revision (LOMR) must also be obtained within six months of completion of the proposed encroachment.
- (2) If §16.01.005(F)(1) is satisfied, all development shall comply with all applicable flood hazard reduction provisions of this ordinance.
- (3) Manufactured homes may be permitted provided the following provisions are met:
 - (a) The anchoring and the elevation standards of §16.01.005(B)(3); and
 - (b) The encroachment standards of §16.01.005(F)(1).

(G) COASTAL HIGH HAZARD AREA (ZONE VE).

Coastal High Hazard Areas are Special Flood Hazard Areas established in §16.01.003(B), and designated as Zones VE. These areas have special flood hazards associated with high velocity waters from storm surges or seismic activity and, therefore, all new construction and substantial improvements shall meet the following provisions in addition to the provisions of §16.01.003(5)(A) and (B):

- (1) All new construction and substantial improvements shall:

- (a) Be located landward of the reach of mean high tide;
 - (b) Comply with all applicable CAMA setback requirements.
- (2) All new construction and substantial improvements shall be elevated so that the bottom of the lowest horizontal structural member of the lowest floor (excluding pilings or columns) is no lower than the regulatory flood protection elevation. Floodproofing shall not be utilized on any structures in Coastal High Hazard Areas to satisfy the regulatory flood protection elevation requirements.
- (3) All new construction and substantial improvements shall have the space below the bottom of the lowest horizontal structural member of the lowest floor either be free of obstruction or constructed with breakaway walls, open wood latticework or insect screening, provided they are not part of the structural support of the building and are designed so as to breakaway, under abnormally high tides or wave action without causing damage to the elevated portion of the building or supporting foundation system or otherwise jeopardizing the structural integrity of the building. The following design specifications shall be met:
- (a) Material shall consist of open wood or plastic lattice having at least 40 percent of its area open, or
 - (b) Insect screening; or
 - (c) Breakaway walls shall meet the following design specifications:
 - (1) Design safe loading resistance shall be not less than 10 nor more than 20 pounds per square foot; or
 - (2) Breakaway walls that exceed a design safe loading resistance of 20 pounds per square foot (either by design or when so required by State or local codes) shall be certified by a registered professional engineer or architect that the breakaway wall will collapse from a water load less than that which would occur during the base flood event, and the elevated portion of the building and supporting foundation system shall not be subject to collapse, displacement, or other structural damage due to the effects of wind and water loads acting simultaneously on all building components (structural and non-structural). The water loading values used shall be those associated with the base flood. The wind loading values used shall be those required by the North Carolina State Building Code.
- (4) All new construction and substantial improvements shall be securely anchored to pile or column foundations. All pilings and columns and the structure attached thereto shall be anchored to resist flotation, collapse, and lateral movement due to the effect of wind and water loads acting simultaneously on all building components.
- (a) Water loading values used shall be those associated with the base flood.
 - (b) Wind loading values used shall be those required by the current edition of the North Carolina State Building Code.

- (5) For concrete pads, including patios, decks, parking pads, walkways, driveways, pool decks, etc. the following is required:
- (a) Shall be structurally independent of the primary structural foundation system of the structure and shall not adversely affect structures through redirection of floodwaters or debris; and
 - (b) Shall be constructed to breakaway cleanly during design flood conditions, shall be frangible, and shall not produce debris capable of causing damage to any structure. (The installation of concrete in small segments (approximately 4 feet x 4 feet) that will easily break up during the base flood event, or score concrete in 4 feet x 4 feet maximum segments is acceptable to meet this standard); and
 - (c) Reinforcing, including welded wire fabric, shall not be used in order to minimize the potential for concreted pads being a source of debris; and
 - (d) Pad thickness shall not exceed 4 inches; or
 - (e) Provide a Design Professional's certification stating the design and method of construction to be used meet the applicable criteria of this section.
- (6) For swimming pools and spas, the following is required:
- (a) Be designed to withstand all flood-related loads and load combinations.
 - (b) Be elevated so that the lowest horizontal structural member is elevated above the RFPE; or
 - (c) Be designed and constructed to break away during design flood conditions without producing debris capable of causing damage to any structure; or
 - (d) Be sited to remain in the ground during design flood conditions without obstructing flow that results in damage to any structure.
 - (e) Registered design professionals must certify to local officials that a pool or spa beneath or near a VE Zone building will not be subject to flotation or displacement that will damage building foundations or elevated portions of the building or any nearby buildings during a coastal flood.
 - (f) Pool equipment shall be located above the RFPE whenever practicable. Pool equipment shall not be located beneath an elevated structure.
- (7) All elevators, vertical platform lifts, chair lifts, etc., the following is required:
- (a) Elevator enclosures must be designed to resist hydrodynamic and hydrostatic forces as well as erosion, scour, and waves.
 - (b) Utility equipment in Coastal High Hazard Areas (VE Zones) must not be mounted on, pass through, or be located along breakaway walls.
 - (c) The cab, machine/equipment room, hydraulic pump, hydraulic reservoir, counter weight and roller guides, hoist cable, limit switches, electric hoist motor, electrical junction box, circuit panel, and electrical control panel are all required to be above RFPE. When this equipment cannot be located above the RFPE, it must be constructed using flood damage-resistant components.
 - (d) Elevator shafts/enclosures that extend below the RFPE shall be constructed of reinforced masonry block or reinforced concrete walls and located on the landward side of the building to provide increased protection from flood damage. Drainage must be provided for the elevator pit.
 - (e) Flood damage-resistant materials can also be used inside and outside the elevator

cab to reduce flood damage. Use only stainless steel doors and door frames below the BFE. Grouting in of door frames and sills is recommended.

- (f) If an elevator is designed to provide access to areas below the BFE, it shall be equipped with a float switch system that will activate during a flood and send the elevator cab to a floor above the RFPE.
- (8) Accessory structures, regardless of size or cost, shall not be permitted below elevated structures.
- (9) Fill/Grading
- (a) Minor grading and the placement of minor quantities of nonstructural fill may be permitted for landscaping and for drainage purposes under and around buildings and for support of parking slabs, pool decks, patios and walkways.
 - (b) The fill material must be similar and consistent with the natural soils in the area.
 - (c) The placement of site-compatible, non-structural fill under or around an elevated building is limited to two (2) feet. Fill greater than two (2) feet must include an analysis prepared by a qualified registered design professional demonstrating no harmful diversion of floodwaters or wave runup and wave reflection that would increase damage to adjacent elevated buildings and structures.
 - (d) Nonstructural fill with finished slopes that are steeper than five (5) units horizontal to one (1) unit vertical shall be permitted only if an analysis prepared by a qualified registered design professional demonstrates no harmful diversion of floodwaters or wave runup and wave reflection that would increase damage to adjacent elevated buildings and structures.
- (10) There shall be no alteration of sand dunes or mangrove stands which would increase potential flood damage.
- (11) No manufactured homes shall be permitted except in an existing manufactured home park or subdivision. A replacement manufactured home may be placed on a lot in an existing manufactured home park or subdivision provided the anchoring and elevation standards of this Section have been satisfied.
- (12) Recreational vehicles may be permitted in Coastal High Hazard Areas provided that they meet the Recreational Vehicle criteria of §16.01.005(B)(6)(a).
- (13) A deck that is structurally attached to a building or structure shall have the bottom of the lowest horizontal structural member at or above the Regulatory Flood Protection Elevation and any supporting members that extend below the Regulatory Flood Protection Elevation shall comply with the foundation requirements that apply to the building or structure, which shall be designed to accommodate any increased loads resulting from the attached deck. The increased loads must be considered in the design of the primary structure and included in the V-Zone Certification required under §16.01.004(B)(3)(f).
- (14) A deck or patio that is located below the Regulatory Flood Protection Elevation shall be structurally independent from buildings or structures and their foundation systems, and shall be designed and constructed either to remain intact and in place during

design flood conditions or to break apart into small pieces to minimize debris during flooding that is capable of causing structural damage to the building or structure or to adjacent buildings and structures.

- (15) In coastal high hazard areas, development activities other than buildings and structures shall be permitted only if also authorized by the appropriate state or local authority; if located outside the footprint of, and not structurally attached to, buildings and structures; and if analyses prepared by qualified registered design professionals demonstrate no harmful diversion of floodwaters or wave runup and wave reflection that would increase damage to adjacent buildings and structures. Such other development activities include but are not limited to:
- (a) Bulkheads, seawalls, retaining walls, revetments, and similar erosion control structures;
 - (b) Solid fences and privacy walls, and fences prone to trapping debris, unless designed and constructed to fail under flood conditions less than the design flood or otherwise function to avoid obstruction of floodwaters.
 - (c) Docks, piers, and similar structures.
- (16) No more than four (4) electrical outlets and no more than four (4) electrical switches may be permitted below RFPE unless required by building code.

(H) STANDARDS FOR COASTAL A ZONES (ZONE CAZ) LiMWA

Structures in CAZs shall be designed and constructed to meet V Zone requirements, including requirements for breakaway walls. However, the NFIP regulations also require flood openings in walls surrounding enclosures below elevated buildings in CAZs (see Technical Bulletin 1, Openings in Foundation Walls and Walls of Enclosures). Breakaway walls used in CAZs must have flood openings that allow for the automatic entry and exit of floodwaters to minimize damage caused by hydrostatic loads. Openings also function during smaller storms or if anticipated wave loading does not occur with the base flood.

- (1) All new construction and substantial improvements shall be elevated so that the bottom of the lowest horizontal structural member of the lowest floor (excluding pilings or columns) is no lower than the regulatory flood protection elevation. Floodproofing shall not be utilized on any structures in Coastal A Zones to satisfy the regulatory flood protection elevation requirements.
- (2) All new construction and substantial improvements shall have the space below the bottom of the lowest horizontal structural member of the lowest floor either be free of obstruction or constructed with breakaway walls, open wood latticework or insect screening, provided they are not part of the structural support of the building and are designed so as to breakaway, under abnormally high tides or wave action without causing damage to the elevated portion of the building or supporting foundation system or otherwise jeopardizing the structural integrity of the building. The following design specifications shall be met:
 - (a) Material shall consist of open wood or plastic lattice having at least 40 percent of its area open, or

- (b) Insect screening; or
 - (c) Breakaway walls shall meet the following design specifications:
 - (1) Breakaway walls shall have flood openings to automatically equalize hydrostatic flood forces on walls by allowing for the entry and exit of floodwaters. To meet this requirement, the openings must either be certified by a professional engineer or architect or meet or exceed the design criteria in §16.01.005(B)(4)(d); and
 - (2) Design safe loading resistance shall be not less than 10 nor more than 20 pounds per square foot; or
Breakaway walls that exceed a design safe loading resistance of 20 pounds per square foot (either by design or when so required by State or local codes) shall be certified by a registered professional engineer or architect that the breakaway wall will collapse from a water load less than that which would occur during the base flood event, and the elevated portion of the building and supporting foundation system shall not be subject to collapse, displacement, or other structural damage due to the effects of wind and water loads acting simultaneously on all building components (structural and non-structural). The water loading values used shall be those associated with the base flood. The wind loading values used shall be those required by the North Carolina State Building Code.
 - (3) Concrete pads, including patios, decks, parking pads, walkways, driveways, etc. must meet the provisions of §16.01.005(G)(5).
 - (4) All new construction and substantial improvements shall meet the provisions of §16.01.005(G)(3).
 - (5) A registered professional engineer or architect shall certify that the design, specifications and plans for construction are in compliance with the provisions of §16.01.004(B) and §16.01.005(G)(3) and (4), on the current version of the North Carolina V-Zone Certification form or a locally developed V-Zone Certification form.
 - (6) Recreational vehicles may be permitted in Coastal A Zones provided that they meet the Recreational Vehicle criteria of §16.01.005(B)(6)(a).
 - (7) Fill/Grading must meet the provisions of §16.01.005(G)(9).
 - (8) Decks and patios must meet the provisions of §16.01.005(G)(15) and (16).
 - (9) In coastal high hazard areas, development activities other than buildings and structures must meet the provisions of §16.01.005(G)(17).
- (I) STANDARDS FOR AREAS OF SHALLOW FLOODING (ZONE AO).

Located within the Special Flood Hazard Areas established in §16.01.003(B), are areas designated as shallow flooding areas. These areas have special flood hazards associated with base flood depths of one (1) to three (3) feet where a clearly defined channel does not exist and where the path of flooding is unpredictable and indeterminate. In addition to §16.01.005(A)

and (B), all new construction and substantial improvements shall meet the following requirements:

- (1) The reference level shall be elevated at least as high as the depth number specified on the Flood Insurance Rate Map (FIRM), in feet, plus a freeboard of 2 feet, above the highest adjacent grade; or at least 2 feet above the highest adjacent grade if no depth number is specified.
- (2) Non-residential structures may, in lieu of elevation, be floodproofed to the same level as required in §16.01.005(I)(1) so that the structure, together with attendant utility and sanitary facilities, below that level shall be watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. Certification is required in accordance with §16.01.004(B)(3) and §16.01.005(B)(2).
- (3) Adequate drainage paths shall be provided around structures on slopes, to guide floodwaters around and away from proposed structures.

(J) STANDARDS FOR AREAS OF SHALLOW FLOODING (ZONE AH).

Located within the Special Flood Hazard Areas established in §16.01.003(B), are areas designated as shallow flooding areas. These areas are subject to inundation by 1-percent-annual-chance shallow flooding (usually areas of ponding) where average depths are one (1) to three (3) feet. Base Flood Elevations are derived from detailed hydraulic analyses are shown in this zone. In addition to §16.01.005(A) and (B), all new construction and substantial improvements shall meet the following requirements:

- (1) Adequate drainage paths shall be provided around structures on slopes, to guide floodwaters around and away from proposed structures.

§16.01.006 LEGAL STATUS PROVISIONS.

(A) EFFECT ON RIGHTS AND LIABILITIES UNDER THE EXISTING FLOOD DAMAGE PREVENTION ORDINANCE.

This ordinance in part comes forward by re-enactment of some of the provisions of the flood damage prevention ordinance enacted August 21, 1985 as amended, and it is not the intention to repeal but rather to re-enact and continue to enforce without interruption of such existing provisions, so that all rights and liabilities that have accrued thereunder are reserved and may be enforced. The enactment of this ordinance shall not affect any action, suit or proceeding instituted or pending. All provisions of the flood damage prevention ordinance of the Town of River Bend enacted on August 21, 1985, as amended, which are not reenacted herein are repealed.

(B) EFFECT UPON OUTSTANDING BUILDING PERMITS.

Nothing herein contained shall require any change in the plans, construction, size or designated use of any development or any part thereof for which a floodplain development permit has been granted by the floodplain administrator or his authorized agents before the time of passage of this ordinance; provided, however, that when construction is not begun under such outstanding permit within a period of six (6) months subsequent to passage of this ordinance or any revision thereto, construction or use shall be in conformity with the provisions of this ordinance.

(C) EFFECTIVE DATE.

This ordinance shall become effective upon adoption.

(D) ADOPTION CERTIFICATION.

I hereby certify that this is a true and correct copy of the flood damage prevention ordinance as adopted by the Town Council of the Town of River Bend, North Carolina, on the 18th day of June, 2020.

Adopted this the 18th day of June, 2020

John Kirkland, Mayor

ATTEST:

Ann Katsuyoshi, Town Clerk

Craven County



Stanley Kite, Director
Ira Whitford, Asst. Director

Pfi: (252) 636-6608
Fax: (252) 636-6655

MEMORANDUM

Emergency Services

TO: Craven County Manager
 City of New Bern Manager
 City of Havelock Manager
 Town of Bridgeton Mayor
 Town of Riverbend Manager
 Town of Dover Mayor
 Town of Cove City Mayor
 Town of Vanceboro Mayor
 Town of Trentwoods Mayor

FROM: Stanley Kite, Emergency Services Director

SUBJ: Statewide Mutual Aid Agreement-Revised

DATE: May 22, 2020

I have been asked by the North Carolina Department of Crime Control and Public Safety Division of Emergency Management to get the Local Governments in Craven County to update the Statewide Emergency Management Mutual Aid Agreement. This agreement has been updated with the following changes as follows:

- dropdown box for county selection has been removed from page 1 and page 11
- expansion of the definition of "Emergency" on page 2
- addition on page 7 of bullet "F. Contracting" in Section VII, Reimbursements

The agreement has helped speed up the process for local governments when applying for reimbursement from the Federal Emergency Management Agency after a declared disaster. The agreement meets the Federal Emergency Management Agency's requirements for such agreements when giving or receiving help in a declared disaster event. I am sending the entire agreement for your records and review.

I would like to have the original documents back after they are signed so I can present them to the Division of Emergency Management. I hope to have all these agreements in before June 22, 2020 so we can all be better prepared for any disaster. Again if I can assist you in this matter please call me at 252-636-6608 or you can email me at skite@cravencountync.gov.

Thank you for your attention in this matter.





NORTH CAROLINA STATEWIDE EMERGENCY MANAGEMENT MUTUAL AID AND ASSISTANCE AGREEMENT REVISION -2020

FOR THE Town of River Bend

THIS AGREEMENT IS ENTERED INTO BETWEEN THE NORTH CAROLINA DEPARTMENT OF PUBLIC SAFETY, AND ITS DIVISION OF EMERGENCY MANAGEMENT OF THE STATE OF NORTH CAROLINA AND BY EACH OF THE ENTITIES THAT EXECUTES AND ADOPTS THE UNDERSTANDINGS, COMMITMENTS, TERMS, AND CONDITIONS CONTAINED HEREIN:

WHEREAS, the State of North Carolina is geographically vulnerable to a variety of natural disasters;

WHEREAS, Chapter 166A of the North Carolina General Statutes, entitled the North Carolina Emergency Management Act, recognizes this vulnerability and provides that its intended purposes are to:

1. Reduce vulnerability of people and property of this State to damage, injury, and loss of life and property;
2. Prepare for prompt and efficient rescue, care, and treatment of threatened or affected persons;
3. Provide for the rapid and orderly rehabilitation of persons and restoration of property;
4. Provide for cooperation and coordination of activities relating to emergency and disaster mitigation, preparedness, response, and recovery;

WHEREAS, in addition to the State, the Federal Emergency Management Agency (FEMA) has recognized the importance of the concept of coordination between the State and local governments;

WHEREAS, under Chapter 166A and other chapters of the North Carolina General Statutes, entities entering into mutual aid and assistance agreements may include provisions for the furnishing and exchanging of supplies, equipment, facilities, personnel and services; and

WHEREAS, the entities which have chosen to become signatories to this Agreement wish to provide mutual aid and assistance amongst one another at the appropriate times;

THEREFORE, pursuant to G.S. 166A-19.72, these entities agree to enter into this Agreement for reciprocal emergency management aid and assistance, with this Agreement embodying the understandings, commitments, terms, and conditions for said aid and assistance, as follows:

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SECTION I. DEFINITIONS

"Agreement" means this document, the North Carolina Statewide Emergency Management Mutual Aid and Assistance Agreement.

"Aid and assistance" includes personnel, equipment, facilities, services, and supplies.

"Authorized Representative" means a party's employee who has been authorized, in writing by that party, to request, to offer, or to otherwise provide assistance under the terms of this Agreement. The list of Authorized Representatives for each party executing this Agreement shall be attached to the executed copy of this Agreement. (In the event of a change in personnel, unless otherwise notified, the presumption will be that the successor to that position will be the authorized representative.)

"Disaster declaration" means a gubernatorial declaration that the impact or anticipated impact of an emergency constitutes a Type I, II, III disaster as defined in G.S. 166A-19.21(b)

"Emergency" means an occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property resulting from any natural or man-made accidental, military, paramilitary, terrorism, weather-related, public health, explosion-related, riot-related cause, or technological failure or accident, including, but not limited to, a cyber incident, an explosion, a transportation accident, a radiological accident, or a chemical or other hazardous material incident. "Local Agency" means a county agency charged with coordination of all emergency management activities for its geographical limits pursuant to G.S. 166A-19.15.

"Party" means a governmental entity which has adopted and executed this Agreement.

"Provider" means the party which has received a request to furnish aid and assistance from another party in need (the "Recipient").

"Recipient" means the party setting forth a request for aid and assistance to another party (the "Provider").

SECTION II. INITIAL RECOGNITION OF PRINCIPLE BY ALL PARTIES; AGREEMENT PROVIDES NO RIGHT OF ACTION FOR THIRD PARTIES

As this is a reciprocal contract, it is recognized that any party to this Agreement may be requested by another party to be a Provider. It is mutually understood that each party's foremost responsibility is to its own citizens. The provisions of this Agreement shall not be construed to impose an unconditional obligation on any party to this Agreement to provide aid and assistance pursuant to a request from another party. Accordingly, when aid and assistance have been requested, a party may in good faith withhold the resources necessary to provide reasonable and adequate protection for its own community, by deeming itself unavailable to respond and so informing the party setting forth the request.

Given the finite resources of any jurisdiction and the potential for each party to be unavailable for aid and assistance at a given point in time, the parties mutually encourage

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each other to enlist other entities in mutual aid and assistance efforts and to enter into such agreements accordingly. Concomitantly, the parties fully recognize that there is a highly meritorious reason for entering into this Agreement, and accordingly shall attempt to render assistance in accordance with the terms of this Agreement to the fullest extent possible.

Pursuant to G.S. 166A-19.60 and as elaborated upon in Section X of this Agreement, all functions and activities performed under this Agreement are hereby declared to be governmental functions. Functions and activities performed under this Agreement are carried out for the benefit of the general public and not for the benefit of any specific individual or individuals. Accordingly, this Agreement shall not be construed as or deemed to be an Agreement for the benefit of any third parties or persons and no third parties or persons shall have any right of action under this Agreement for any cause whatsoever. All immunities provided by law shall be fully applicable as elaborated upon in Section X of this Agreement.

SECTION III. PROCEDURES FOR REQUESTING ASSISTANCE

Mutual aid and assistance shall not be requested unless the resources available within the stricken area are deemed inadequate by Recipient. When Recipient becomes affected by a emergency and deems its resources inadequate, it may request mutual aid and assistance by communicating the request to Provider, indicating the request is made pursuant to this Agreement. The request shall be followed as soon as practicable by a written confirmation of that request, including the transmission of a proclamation of local state of emergency under G.S. 166A-19.22, and a completed form describing recipient's projected needs in light of the emergency. All requests for mutual aid and assistance shall be transmitted by the party's *Authorized Representative* or to the *Coordinator of the Local Agency* as set forth below.

A. METHOD OF REQUEST FOR MUTUAL AID AND ASSISTANCE: Recipient shall set forth requests as follows:

(i) REQUESTS ROUTED THROUGH THE RECIPIENT'S LOCAL AGENCY: Recipient may directly contact the Local Agency, in which case it shall provide the Local Agency with the information in paragraph B of this Section (Section III). The Local Agency shall then contact other parties on behalf of Recipient to coordinate the provision of mutual aid and assistance. Recipient shall be responsible for the costs and expenses incurred by any Provider in providing aid and assistance pursuant to Section VII of this Agreement.

(ii) REQUESTS MADE DIRECTLY TO PROVIDER: Recipient may directly contact Provider's authorized representative, setting forth the information in paragraph B of this Section (Section III). All communications shall be conducted directly between Recipient and Provider. Recipient shall be responsible for the costs and expenses incurred by any Provider in providing aid and assistance pursuant to the provisions of this Agreement as noted in Section VII of this Agreement. Provider and Recipient shall be responsible for keeping Local Agencies advised of the status of response activities, in a timely manner.

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(iii) **RECORD OF REQUESTS TO BE PROVIDED:** A record of the request for assistance shall be provided by the Recipient to the Director of the Division of Emergency Management in the NC Department of Public Safety, in a timely manner.

B. REQUIRED INFORMATION: Each request for assistance shall include the following information, in writing or by any other available means, to the extent known:

1. **Stricken Area and Status:** A general description summarizing the condition of the community or emergency area (i.e., whether the emergency and/or disaster declaration is imminent, in progress, or has already occurred) and of the damage sustained to date;
2. **Services:** Identification of the service function(s) for which assistance is needed and the particular type of assistance needed;
3. **Infrastructure Systems:** Identification of the type(s) of public infrastructure system for which assistance is needed (water and sewer, storm water systems, streets) and the type of work assistance needed;
4. **Aid and Assistance:** The amount and type of personnel, equipment, materials, and supplies needed and a reasonable estimate of the length of time they will be needed;
5. **Provider's Traveling Employee Needs--**Unless otherwise specified by Recipient, it is mutually understood that Recipient will provide for the basic needs of Provider's traveling employees. Recipient shall pay for all reasonable out-of-pocket costs and expenses of Provider's traveling employees, including, without limitation, transportation expenses for travel to and from the stricken area. Further, Recipient shall house and feed Provider's traveling employees at its (Recipient's) sole cost and expense. If Recipient cannot provide such food and/or housing at the emergency area, Recipient shall specify in its request for assistance that the Provider's traveling employees be self-sufficient;
6. **Facilities:** The need for sites, structures, or buildings outside Recipient's geographical limits to serve as relief centers or staging areas for incoming emergency goods and services; and
7. **Meeting Time and Place:** An estimated time and a specific place for a representative of Recipient to meet the personnel and resources of any Provider.

C. STATE AND FEDERAL ASSISTANCE: Recipient shall be responsible for coordinating requests for state or federal assistance with its (Recipient's) Local Agency.

SECTION IV. PROVIDER'S ASSESSMENT OF AVAILABILITY OF RESOURCES AND ABILITY TO RENDER ASSISTANCE

When contacted by the Recipient/Local Agency, Provider's authorized representative shall assess Provider's own local situation in order to determine available personnel, equipment, and other resources. If Provider's authorized representative determines that Provider has available resources, Provider's authorized representative shall so notify the

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Recipient/Local Agency (whichever communicated the request). Provider shall complete a written acknowledgment, whether on the request form received from Recipient or on another form, regarding the assistance to be rendered (or a rejection of the request) and shall transmit it by the most efficient practical means to the Recipient/Local Agency for a final response. Provider's acknowledgment shall contain the following information:

1. In response to the items contained in the request, a description of the personnel, equipment, and other resources available;
2. The projected length of time such personnel, equipment, and other resources will be available to serve Recipient, particularly if the period is projected to be shorter than one week (as provided in the "Length of Time for Aid and Assistance" section [Section VI] of this Agreement.)
3. The estimated time when the assistance provided will arrive at the location designated by the Authorized Representative of the Requesting Party; and

4. The name of the person(s) to be designated as Provider's supervisor (pursuant to the "Supervision and Control" section [Section V] of this Agreement.)

Where a request has been submitted to the Local Agency, the Local Agency shall notify Recipient's authorized representative and forward the information from Provider. The Recipient/Local Agency shall respond to Provider's written acknowledgment by signing and returning a copy of the form to Provider by the most efficient practical means, maintaining a copy for its file.

SECTION V. SUPERVISION AND CONTROL

Provider shall designate one of its employees sent to render aid and assistance to Recipient as a supervisor. As soon as practicable, Recipient shall assign work tasks to Provider's supervisor, and unless specifically instructed otherwise, Recipient shall have the responsibility for coordinating communications between Provider's supervisor and Recipient. Recipient shall provide necessary credentials to Provider's personnel authorizing them to operate on behalf of Recipient.

Based upon such assignments from the Recipient, Provider's supervisor shall:

1. Have the authority to assign work and establish work schedules for Provider's personnel. Further, supervisor shall retain direct supervision and control of Provider's personnel, equipment, and other resources. Provider should be prepared to furnish communications equipment sufficient to maintain communications among its respective operating units, and if this is not possible, Provider shall notify Recipient accordingly;
2. Maintain daily personnel time records, material records, and a log of equipment hours;
3. Report work progress to Recipient at mutually agreed upon intervals.

SECTION VI. LENGTH OF TIME FOR AID AND ASSISTANCE; RENEWABILITY; RECALL

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Unless otherwise provided, the duration of Provider's assistance shall be for an initial period of seven days, starting from the time of arrival. Thereafter, assistance may be extended in daily or weekly increments as the situation warrants, for a period agreed upon by the authorized representatives of Provider and Recipient.

As noted in Section II of this Agreement, Provider's personnel, equipment, and other resources shall remain subject to recall by Provider to provide for its own citizens if circumstances so warrant. Provider shall make a good faith effort to provide at least twenty-four (24) hours advance notification to Recipient of Provider's intent to terminate mission, unless such notice is not practicable, in which case as much notice as is reasonable under the circumstances shall be provided.

SECTION VII. REIMBURSEMENTS

Except as otherwise provided below, it is understood that Recipient shall pay to Provider all documented costs and expenses incurred by Provider as a result of extending aid and assistance to Recipient. The terms and conditions governing reimbursement for any assistance provided under this Agreement shall be in accordance with the following provisions, unless otherwise agreed in writing by Recipient and Provider. Recipient shall be ultimately responsible for reimbursement of all eligible expenses.

A. Personnel-- During the period of assistance, Provider shall continue to pay its employees according to its then prevailing ordinances, rules, and regulations. Recipient shall reimburse Provider for all direct and indirect payroll costs and expenses including travel expenses incurred during the period of assistance, including, but not limited to, employee retirement benefits as provided by Generally Accepted Accounting Principles (GAAP). However, as stated in Section IX of this Agreement, Recipient shall not be responsible for reimbursing any amounts paid or due as benefits to Provider's personnel under the terms of the North Carolina Workers' Compensation Act (Chapter 97 of the North Carolina General Statutes).

B. Equipment-- Recipient shall reimburse the Providers for the use of equipment during the period of assistance according to either a pre-established local or state hourly rate or according to the actual replacement, operation, and maintenance expenses incurred. For those instances in which costs are reimbursed by the Federal Emergency Management Agency (FEMA), the FEMA-eligible direct costs shall be determined in accordance with 44 C.F.R. 206.228. Provider shall pay for all repairs to its equipment as determined necessary by its on-site supervisor(s) to maintain such equipment in safe and operational condition. At the request of Provider, fuels, miscellaneous supplies, and minor repairs may be provided by Recipient, if practical. The total equipment charges to Recipient shall be reduced by the total value of the fuels, supplies, and repairs furnished by Recipient and by the amount of any insurance proceeds received by Provider.

C. Materials And Supplies—Recipient shall reimburse Provider for all materials and supplies furnished and that are used or damaged by Recipient during the period of assistance, except for the costs of equipment, fuel and maintenance materials, labor, and supplies, which shall be included in the equipment rate established in subsection B of this

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section (Section VII), Recipient will not be responsible for costs where such damage is caused by gross negligence, willful and wanton misconduct, intentional misuse, or recklessness of Provider's personnel. Provider's personnel shall use reasonable care under the circumstances in the operation and control of all materials and supplies used during the period of assistance. The measure of reimbursement shall be determined in accordance with 44 C.F.R. 206.228. In the alternative, the parties may agree that Recipient will replace, with like kind and quality as determined by Provider, Provider's materials and supplies used or damaged in a reasonable time. If such an agreement is made, it shall be reduced to writing and transmitted to the North Carolina Division of Emergency Management.

D. Record Keeping-- Recipient and North Carolina Division of Emergency Management personnel shall provide information, directions, and assistance for record-keeping to Provider's personnel. Provider shall maintain records and submit invoices for reimbursement by Recipient or the North Carolina Division of Emergency Management using the format used or required by FEMA publications, 2 C.F.R. Part 200 and applicable Office of Management and Budget (OMB) Circulars.

E. Payment; Other Miscellaneous Matters as to Reimbursements-- The reimbursable costs and expenses with an itemized notice shall be forwarded as soon as practicable after the costs and expenses are incurred, but not later than sixty (60) days following the period of assistance, unless the deadline for identifying damage is extended in accordance with 44 C.F.R. part 206. Recipient shall pay the bill or advise of any disputed items, not later than sixty (60) days following the billing date. These time frames may be modified in writing signed by both parties by mutual agreement. This shall not preclude Provider or Recipient from assuming or donating, in whole or in part, the costs and expenses associated with any loss, damage, or use of personnel, equipment, and resources provided to Recipient.

F. Contracting – If recipient or provider contracts with a third party to perform any aid or assistance under the provisions of this agreement, then the entity shall follow any applicable local, state, or federal contracting requirements.

SECTION VIII. RIGHTS AND PRIVILEGED OF PROVIDER'S EMPLOYEES

Pursuant to G.S. 166A-19.60 whenever Provider's employees are rendering aid and assistance pursuant to this Agreement, such employees shall retain the same powers, duties, immunities, and privileges they would ordinarily possess if performing their duties within the geographical limits of Provider.

SECTION IX. PROVIDER'S EMPLOYEES COVERED AT ALL TIMES BY PROVIDER'S WORKER'S COMPENSATION POLICY

Recipient shall not be responsible for reimbursing any amounts paid or due as benefits to Provider's employees under the terms of the North Carolina Workers' Compensation Act, Chapter 97 of the General Statutes, due to personal injury or death occurring during the period of time such employees are engaged in the rendering of aid and assistance under this Agreement. It is mutually understood that Recipient and Provider shall be responsible for payment of such workers' compensation benefits only to their own respective employees. Further, it is mutually understood that Provider will be entirely responsible for

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the payment of workers' compensation benefits to its own respective employees pursuant to G.S. 97-51.

SECTION X. IMMUNITY

Pursuant to G.S. 166A-19.60 all activities performed under this Agreement are hereby declared to be governmental functions. Neither the parties to this Agreement, nor, except in cases of willful misconduct, gross negligence, or bad faith, their personnel complying with or reasonably attempting to comply with this Agreement or any ordinance, order, rule, or regulation enacted or promulgated pursuant to the provisions of this Agreement shall be liable for the death of or injury to persons or for damage to property as a result of any such activity.

SECTION XI. PARTIES MUTUALLY AGREE TO HOLD EACH OTHER HARMLESS FROM LIABILITY

To the extent allowed by applicable law, each party (as indemnitor) agrees to protect, defend, indemnify, and hold the other party (as indemnitee), and its officers, employees and agents, free and harmless from and against any and all losses, penalties, damages, assessments, costs, charges, professional fees, and other expenses or liabilities of every kind and arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind in connection with or arising out of indemnitor's negligent acts, errors and/or omissions. Indemnitor further agrees to investigate, handle, respond to, provide defense for, and defend any such claims, etc. at indemnitor's sole expense and agrees to bear all other costs and expenses related thereto. To the extent that immunity does not apply, each party shall bear the risk of its own actions, as it does with its day-to-day operations, and determine for itself what kinds of insurance, and in what amounts, it should carry. Each party understands and agrees that any insurance protection obtained shall in no way limit the responsibility to indemnify, keep, and save harmless the other parties to this Agreement. Notwithstanding the foregoing, to the extent that each party does not purchase insurance, it shall not be deemed to have waived its governmental immunity by law.

SECTION XII. ROLE OF THE DIVISION OF EMERGENCY MANAGEMENT

Pursuant to GS 166A-19.12(19) and under this agreement, the responsibilities of the North Carolina Division of Emergency Management are: (1) to serve as the central depository for executed Agreements, to maintain a current listing of entities with their authorized representatives and contact information, and to provide this listing to each of the entities on an annual basis; (2) to coordinate the provision of mutual aid and assistance to a requesting party, pursuant to the provisions of this Agreement; (3) to keep a record of all requests for assistance and acknowledgments; (4) to report on the status of ongoing emergency or disaster-related mutual aid and assistance as appropriate; and (5) if the parties so designate, to serve as the eligible entity for requesting reimbursement of eligible costs from FEMA and provide information, directions, and assistance for record keeping pursuant thereto.

SECTION XIII. AMENDMENTS

Manner-- This Agreement may be modified at any time upon the mutual written consent of

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the Recipient and Provider.

Addition of Other Entities--Additional entities may become parties to this Agreement upon: (1) acceptance and execution of this Agreement; and (2) sending an executed copy of the Agreement to the North Carolina Division of Emergency Management.

SECTION XIV. INITIAL DURATION OF AGREEMENT; RENEWAL; TERMINATION

This Agreement shall be binding for not less than one (1) year from its effective date, unless terminated upon at least sixty (60) days advance written notice by a party as set forth below. Thereafter, this Agreement shall continue to be binding upon the parties in subsequent years, unless canceled by written notification served personally or by registered mail upon the Director of North Carolina Division of Emergency Management, which shall provide copies to all other parties. The withdrawal shall not be effective until sixty (60) days after notice thereof has been sent by the Director of the North Carolina Division of Emergency Management to all other parties. A party's withdrawal from this Agreement shall not affect a party's reimbursement obligations or any other liability or obligation under the terms of this Agreement incurred prior to withdrawal hereunder. Once the withdrawal is effective, the withdrawing entity shall no longer be a party to this Agreement, but this Agreement shall continue to exist among the remaining parties.

SECTION XV. HEADINGS

The headings of various sections and subsections of this Agreement have been inserted for convenient reference only and shall not be construed as modifying, amending, or affecting in any way the express terms and provisions of this Agreement.

SECTION XVI. SEVERABILITY: EFFECT ON OTHER AGREEMENTS

Should any clause, sentence, provision, paragraph, or other part of this Agreement be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder of this Agreement. Each of the parties declares that it would have entered into this Agreement irrespective of the fact that any one or more of this Agreement's clauses, sentences, provisions, paragraphs, or other parts have been so declared invalid. Accordingly, it is the intention of the parties that the remaining portions of this Agreement shall remain in full force and effect without regard to the clause(s), sentence(s), provision(s), paragraph(s), or other part(s) invalidated.

In the event that parties to this Agreement have entered into other mutual aid and assistance contracts, for example pursuant to Chapter 160A of the North Carolina General Statutes, those parties agree that to the extent a request for mutual assistance is made pursuant to this Agreement, those other mutual aid and assistance contracts are superseded by this Agreement.

SECTION XVII. EFFECTIVE DATE

This Agreement shall take effect upon its approval by the entity seeking to become a signatory to this Agreement and upon proper execution hereof.

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IN WITNESS WHEREOF, each of the parties have caused this North Carolina Statewide Emergency Management Mutual Aid and Assistance Agreement to be duly executed in its name and behalf by its Chief Executive Officer, who has signed accordingly with seals affixed and attested with concurrence of a majority of its governing board, as of the date set forth in this Agreement.

DIVISION OF EMERGENCY MANAGEMENT
DEPARTMENT OF PUBLIC SAFETY

BY:

Erik A. Hooks, Secretary
Department of Public Safety

Date:

BY:

Michael A. Sprayberry, Director
Division of Emergency Management

Date:

BY: _____

Chief Executive Officer/Local Government

Name:

Title:

Name of Unit:

Date:

WITNESS: _____

APPROVED AS TO PROCEDURES:

BY:

Office of General Counsel
Department of Public Safety

Date:



LIST OF AUTHORIZED REPRESENTATIVES TO CONTACT FOR EMERGENCY ASSISTANCE

FOR THE Town of River Bend

MAILING ADDRESS:

DATE:

PRIMARY REPRESENTATIVE

NAME:

TITLE:

DAY PHONE:

NIGHT PHONE:

CELL PHONE:

FAX:

FIRST ALTERNATE REPRESENTATIVE

NAME:

TITLE:

DAY PHONE:

NIGHT PHONE:

CELL PHONE:

FAX:

SECOND ALTERNATE REPRESENTATIVE

NAME:

TITLE:

DAY PHONE:

NIGHT PHONE:

CELL PHONE:

FAX:



TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562
T 252.638.3870
F 252.638.2580
www.riverbendnc.org

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REQUEST FOR APPOINTMENT TO BOARDS OR COMMISSIONS

ENVIRONMENT & WATERWAYS ADV. Bd
BOARD/COMMISSION FOR WHICH YOU ARE APPLYING

Don Hall don-brew@suddenlink.net
NAME E-MAIL ADDRESS

105 KNOTLINE RD 224 688 3546
STREET ADDRESS PHONE #

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

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):

- Past HOA President - Black Branch Lake County, 6 yrs.
- VP HOA White Lake NC - 2 yrs.
- ADMIN COUNCIL President Palm Harbor UMC, PH FL *
- Building Comm - Chair 4y PH UMC. ^{Sanuary &} School BUILD.
- Boater - 50 yrs. Florida & N.C.
- Presently Sales Manager B.F. / Medical Construction
- Past Service & Project Management - Medical Imaging 25 yrs.
- Certified Diver since 1970

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

NONE

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.

* PH UMC = Palm Harbor
United Methodist Church,
Palm Harbor, FL

John Hall 2/23/2020
SIGNATURE DATE

MAYOR'S REPORT FOR JUNE 2020

We have already discussed the development of the Town's 2020-2021 Budget. This was a compressed development schedule that the Council, Manager and Staff worked through in producing the document in time to meet the State mandated completion of municipal budgets. The Town is fortunate that the Council, Manager and Staff are dedicated individuals and accept their responsibility for developing the budget documents.

The conduct of Town governing business has continued during this pandemic while complying with the Governor's "social distancing" rules. We are fortunate that the entire Staff has continued to work a normal work schedule and the residents have not experienced any interruption of service from the Town owned utilities.

Most certainly everyone looks forward to the day when the Nation will arrive at what will be the new normal for our lives. We in River Bend need to accept that how we adapt will be at the speed and under the format that State agencies direct. To move faster or without consideration of mandated restrictions would be wasteful.

Everyone stay safe and stay well.

The preceding section is a repeat of my May Report.

The Manager will shortly post the Town's plans for the dedication of the new Town Police Station and Community Building. Again this event needs to be conducted with everyone respecting the "social distancing" restrictions. We all need to pray for the day that the global pandemic has been contained and the new normal can be achieved.