



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
July 16, 2020
River Bend Municipal Building
51 Shoreline Drive
6:30 p.m.

Pledge: Councilman Sheffield

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. BUILDING DEDICATION (Outside)
3. RECESS (Reconvene inside building)
4. RECOGNITION OF NEW RESIDENTS
5. ADDITIONS/DELETIONS TO AGENDA
6. ADDRESSES TO THE COUNCIL

Linda Klopf – Re-Opening Library
7. PUBLIC HEARINGS
8. 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 June 11, 2020 Work Session

Minutes of the June 11, 2020 Closed Session

Minutes of the June 18, 2020 Regular Meeting

9. 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:

10. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report – Finance Administrator
 - B. **Vote** – Craven County Tax Settlement for FY 2019-2020
11. Parks & Recreation/CAC – Councilman Harry “Bud” McClard
 - A. Organic Garden Report
 - B. **Vote** – Re-opening Library
12. Public Works and Water Resources – Mayor John Kirkland
 - A. PWAB report
13. MAYOR’S REPORT – Mayor Kirkland
14. 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.

15. ADJOURNMENT

Attention - The Council Meeting will be held at the newly-constructed Municipal Building located at 51 Shoreline Drive beginning at 6:30 p.m.

6



Town of River Bend

Request to Appear on Town Council Meeting Agenda

Meeting Date 7/16/2020		Date of Request 7/13/2020
SPEAKER'S INFORMATION		
Name Linda C Klopff		Phone Number 638-1124
Address 103 Randomwood Lane		
Organization (if any) Red Caboose Library		
Subject Red Caboose library Re-Opening		
TIME LIMITED TO FIVE (5) MINUTES UNLESS OTHERWISE APPROVED		
Requestor's Signature Linda C Klopff		Time Requested 10 minutes
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 9:00 am on the Tuesday prior to the Regular Council meeting. TRB Form # 54 (Rev. 2/15)

River Bend Town Council
Work Session Minutes
June 11, 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
Town Clerk	Ann Katsuyoshi
Town Attorney	Dave Baxter

PUBLIC HEARING – FLOOD DAMAGE PREVENTION ORDINANCE AMENDMENT

Town Manager Delane Jackson told the Council that he has not received any public comments on this item. The Town advertised this Public Hearing on our website and in our e-news. As required by law, we have also run two half-page ads in the newspaper. The Planning Board has taken action on the Flood Damage Prevention Ordinance Amendment and the State of North Carolina has reviewed and approved our proposal. The language used in the Amendment was dictated by FEMA. The Town Attorney has also reviewed the proposed Amendment. Mayor Kirkland pointed out that the Council has discussed the necessity of making these changes over several meetings.

Councilman Sheffield **moved to go into Public Hearing to discuss the Flood Damage Prevention Ordinance Amendment.** The motion carried unanimously.

He then invited anyone who wished to address this proposed Amendment to step to the podium and be heard.

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

The Council will vote on the Amendment at its Regular Meeting on June 18th.

PUBLIC HEARING – FY 2020-2021 TOWN BUDGET

Councilman Van Slyke noted that, because of COVID-19, we are on a compressed schedule this year. However, despite the delays, the Council and staff have been able to

construct a balanced budget without the need for reducing services or a property tax increase.

He moved **to go into Public Hearing to discuss the proposed Fiscal Year 2020-2021 Budget.** The motion carried unanimously.

He then invited anyone who wished to address this proposed Budget to step to the podium and be heard.

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

The Council will vote on the Budget at its Regular Meeting on June 18th.

FY 2020-2021 LEAF AND LIMB PICKUP SCHEDULE

The Manager pointed out the proposed Leaf and Limb Schedule for the upcoming fiscal year. He said that it follows the same schedule that the Town has used for several years.

ADVISORY BOARD REAPPOINTMENTS

Mr. Jackson reminded the Council that Advisory Board reappointments will be made at the Regular Meeting.

STATEWIDE MUTUAL AID AGREEMENT REVISION

The Manager said that the Town has participated in this Agreement for many years. He, therefore, recommended that the Town approve the minor modifications made to the Agreement.

VOTE - HAZARD MITIGATION PLAN RESOLUTION

Manager Jackson told the Council that the Town has participated in the Pamlico Sound Regional Hazard Mitigation Plan for several years. It includes the county and the other municipalities within the county. It was our participation in this plan that allowed us to begin the clean-up process so quickly after Hurricane Florence.

Councilman Fogle **moved to approve the Hazard Mitigation Plan Resolution as presented.** The motion carried unanimously.

DEDICATION OF ROADS INTO TOWN STREET SYSTEM: VIRGINIA COURT AND QUARTERDECK III

Mr. Jackson said that we need to accept these two streets into our system before July 1 so that we can include them in our Powell Bill report. The Town's engineer has inspected both and has deemed them ready to accept.

VOTE – FY 2019-2020 YEAR-END BUDGET AMENDMENT

Manager Jackson said that this is our usual year-end clean up Amendment. It does not involve any new funds; just reallocating already appropriated funds to the departments where they are needed such as the funds to purchase furniture for the new Municipal Building.

Councilman Van Slyke **moved to approve the Fiscal year 2019-2020 Budget Amendment as presented.** The motion carried unanimously.

DISCUSSION – JULY 4TH EVENT

Councilman Sheffield proposed that he and one other vehicle do a Takeout Parade on July 4. The Town has cancelled its normal July 4th activities because of COVID-19 and the ongoing construction on Town Hall building. So, Councilman Sheffield proposed driving through the Town playing patriotic music and handing out small American flags. He would also like the Town to advertise this event.

The Council members discussed this item at some length. It was determined that, in order to advertise this event, it needed to be sanctioned by the Town. Councilman Sheffield **moved that the proposed Take-out Parade be designated an official Town event.** The motion carried unanimously.

DISCUSSION – SUBDIVISION ORDINANCE

Councilman Leonard asked why sidewalks were not being required in new subdivisions. He said that he thought they would add property value and would provide a safer place for residents to walk. After some discussion, it was decided to return this item to the Planning Board for consideration.

APPOINT JON HALL TO THE ENVIRONMENT AND WATERWAYS ADVISORY BOARD

Mr. Leonard said that Mr. Hall will be appointed to the Environment and Waterways Advisory Board to fill an unexpired term.

FINANCIAL AND BUDGETARY POLICY AMENDMENT

Town Manager Jackson said that, until recently, state law mandated that the Town make a bank deposit every day, regardless of the amount of money collected that day. Recently, the state law has changed and now we are only required to make a deposit on the days that we collect at least \$500, or when our total amount collected over more than one day is \$500. We need to update our policy to reflect this change.

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 6:20 p.m.

OPEN SESSION

Councilman Sheffield **moved to return to Open Session** at 7:05 p.m. The motion carried unanimously.

Bud Van Slyke **motioned to award a bonus to the Town Manager in the amount of \$4,500.** The motion carried with four ayes and one nay (Fogle).

Brian Leonard **motioned to award an additional bonus to the Finance Assistant in the amount of \$900.** The motion carried with four ayes and one nay (Fogle).

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield **moved to adjourn.** The meeting adjourned at 7:18 p.m.

Ann Katsuyoshi
Town Clerk

**River Bend Town Council
Regular Meeting Minutes
June 18, 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
Town Attorney:	Dave Baxter
Finance Administrator:	Margaret Theis
Police Chief:	Sean Joll

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.

ADDRESSES TO COUNCIL

Phyllis Hoffman, 105 Lantern Lane, commended the parade held in honor of the Town's 2020 graduates and recommended that we have a parade every year.

CONSENT AGENDA

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

A. Approve

*Minutes of the 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, Marry Holihan, Raymond Jaklitsch and Jim Stevens to a term beginning July 1, 2020 and expiring on June 30, 2022;
COMMUNITY APPEARANCE COMMISSION: Appoint Nancy Del'Aria as a full-time member to a term beginning July 1, 2020 and expiring on June 30, 2021, appoint John Meehan as a full-time member to a term beginning July 1, 2020 and expiring on June 30, 2022, and appoint Meg Williams as an Alternate to a term beginning July 1, 2020 and expiring on Jun 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, the Finance Administrator, the Town Manager and L.J. Danehy to terms beginning July 1, 2020 and expiring on June 30, 2021.*

ADMINISTRATIVE REPORTS

PARKS & RECREATION/CAC – COUNCILMAN BUD MCCLARD

Vote – Adopt FY 2020-2021 Leaf and Limb Pickup Schedule – Town Manager Jackson reminded the Council that this proposed Schedule follows the same pattern as has been used for several years. Councilman McClard **moved to adopt the fiscal year 2020-2021 Leaf and Limb Pickup Schedule as presented**. The motion carried unanimously.

PUBLIC WORKS – MAYOR JOHN KIRKLAND

The Mayor said that the PWAB met on June 2 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.

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 August 4..

Vote – Accept Streets into Town System - Mr. Jackson said that we need to accept these two streets into our system before July 1 so that we can include them in our Powell Bill report. The Town's engineer has inspected both and has deemed them ready to accept. Councilman Fogle **moved to accept the streets in Quarterdeck III and the street of Virginia Court, as described in the deed prepared by the Town Attorney's Office, into the Town of River Bend street system**. The motion carried unanimously.

FINANCE – COUNCILMAN IRVING VAN SLYKE, JR.

Financial Report – Finance Administrator Margaret Theis told the Council that the total of the General Fund Cash Balances as of May 31, 2020 was \$4,337,035. Ad valorem tax collections were at \$652,404.

Vote – FY 2020-2021 Budget – Councilman Van Slyke reminded the Council that the Public Hearing for this Budget was held at the Work Session. He **moved to adopt the Fiscal Year 2020-2021 Budget Ordinance as presented**. The motion carried unanimously.

Vote – Financial and Budgetary Policy Amendment – Again, Councilman Van Slyke said that this item was discussed at the Work Session. He **moved to approve the Financial and Budgetary Policy Amendment as presented**. The motion carried unanimously.

PLANNING BOARD – COUNCILMAN BUDDY SHEFFIELD

Vote – Adopt Flood Damage Prevention Ordinance Amendment – Councilman Sheffield said that these changes are mandated by FEMA. He **moved to adopt the Flood Damage Prevention Ordinance Amendment as presented**. The motion carried unanimously.

PUBLIC SAFETY – COUNCILMAN DON FOGLE

Vote – Statewide Mutual Aid Agreement Revision – Councilman Fogle said that the Town has participated in the Statewide Mutual Aid Agreement for many years and it has proved to be beneficial in times of emergency. He **moved to adopt the Statewide Mutual Aid Agreement Revision as presented**. The motion carried unanimously.

ENVIRONMENT AND WATERWAYS ADVISORY BOARD – COUNCILMAN BRIAN LEONARD

Vote – Appoint John Hall to the Environment and Waterways Advisory Board – Councilman Leonard **moved to appoint Jon Hall to the Environment and Waterways Advisory Board for a Term Beginning June 18, 2020 and Expiring on June 30, 2021**. The motion carried unanimously.

MAYOR'S REPORT

The Mayor said that the development of the Town's 2020-2021 Budget has been discussed. This year it 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 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.

PUBLIC COMMENT

Abby Yagoda, 225 Pinewood Drive, said that she had spoken with Zoning Office about building a brick mailbox and was told she did not need a permit. Her father built the mailbox according to Postal Service regulations and now she has received a notice that it is on Town right-of-way and she cannot build there. Ms. Yagoda said that the letters threaten her with fines if she does not remove the mailbox.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield **moved to adjourn**. The meeting adjourned at 8:05 p.m.

Ann Katsuyoshi
Town Clerk



RIVER BEND POLICE DEPARTMENT



MONTHLY ACTIVITY REPORT

2020

	2020	2020	2020	% of Calls	% Change
Activities	April	May	June		
ALARMS/911 UNKNOWN/DISTURBANCE/SHOTS FIRED	18	12	4	0.24%	-67.00%
ANIMAL COMPLAINTS	8	12	4	0.24%	-67.00%
ARRESTS	1	2	0	0.00%	-100.00%
ASSAULTS / All OTHER VIOLENT CRIME	3	1	1	0.06%	0.00%
ASSIST CITIZENS / LOCK OUT / QUALITY OF LIFE ISSUES	15	13	12	0.71%	-8.00%
ASSIST EMS/FD/FIRST RESPONDERS/MED ASSIST	19	18	20	1.18%	11.00%
ASSIST MOTORISTS / BIKE PATROLS/ALL OTHER	49	90	110	6.50%	22.00%
ASSIST OTHER AGENCIES	1	1	2	0.12%	100.00%
B & E BUSINESS/RESIDENCE/VEHICLE	2	0	1	0.06%	100.00%
CRIM.SUMM./SUBPOENAS/WARRANTS/CIVIL COMPLAINT	4	3	0	0.00%	-100.00%
DOMESTICS	4	1	2	0.12%	100.00%
FIRES/ALARM	0	2	3	0.18%	50.00%
IDENTITY THEFT/FRAUD	0	1	3	0.18%	200.00%
INVOLUNTARY COMMITMENTS	0	1	1	0.06%	0.00%
JUVENILE COMPLAINTS	1	3	3	0.18%	0.00%
LARCENIES	2	1	2	0.12%	100.00%
LITTERING	1	1	0	0.00%	-100.00%
LOUD MUSIC/NOISE COMPLAINTS	1	1	0	0.00%	-100.00%
DEATH/MISSING PERSON/RUNAWAY/SUICIDE(A)	3	0	2	0.12%	200.00%
PROPERTY DAMAGE/VANDALISM	0	3	1	0.06%	-67.00%
RESIDENTIAL/BUSINESS CHECKS/COMMUNITY WATCH	1,595	1,491	1,430	84.47%	-4.00%
ROADWAY DEBRIS/OBSTRUCTIONS	0	0	0	0.00%	0.00%
ROBBERIES	0	0	0	0.00%	0.00%
SOLICITING VIOLATIONS	0	2	0	0.00%	-100.00%
SUSPICIOUS PERSONS/VEHICLES /FIELD INTERVIEW	26	18	12	0.71%	-33.00%
TOWN ORDINANCE CITATIONS	0	0	1	0.06%	100.00%
TOWN ORDINANCE VIOLATIONS	2	4	11	0.65%	175.00%
TRAFFIC ACCIDENTS	2	6	1	0.06%	-83.00%
TRAFFIC STOPS	14	16	41	2.42%	156.00%
TRAFFIC COMPLAINTS-Radar	13	10	9	0.53%	-10.00%
DWI	0	0	0	0.00%	0.00%
CHECKPOINTS	1	1	3	0.18%	200.00%
DRUG VIOLATIONS	1	1	3	0.18%	200.00%
WELFARE CHECKS	8	6	4	0.24%	-33.00%
CASE ASSIST/PW/VEHICLE MAINTENANCE/MEETING	3	4	3	0.18%	-25.00%
CASE FOLLOW UPS/SPECIAL OPERATION/TRAINING	6	11	2	0.12%	-82.00%
TRESPASSING	1	2	1	0.06%	-50.00%
OVERDOSE	0	0	1	0.06%	100.00%
Total	1804	1738	1693	100.00%	-3.00%

Traffic Violations

3 State Citations
 4 Total State Charges
 12 State Warnings
 1 Town Citations
 0 Town Warnings

Community Watch Checks

100 Pirates - 101
 100 Plantation - 125
 200 Lakemere - 97
 200 Rockledge - 127

Phone Calls Answered (638-1108)

183 Incoming Calls Answered

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



TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562

T 252.638.3870
F 252.638.2580

www.riverbendnc.org

June 2020 Monthly Report Brandon Mills, Director of Public Works

Public Works began installing new street signs, roadway signs, and some new posts. The ones that we replaced had become faded, so it was time to replace. Our plan is to have all the signs that are on our schedule replaced by the end of July. Public Works has continued trimming limbs around town along the roadway and at intersections. We do this to keep limbs from blocking visibility along the roadway, as well as for keeping low growing limbs from hitting higher vehicles. There is still plenty of limbs to trim, and we will continue trimming as time allows. We also planted the bushes and trees around the new community/police building and put down mulch around all the new plantings. I think it looks very nice and professional. Our Town Manager, Delane Jackson, did an outstanding job on the landscape design.

Water Resources has stayed busy with marking our utilities for sudden link and century link contractors. We get locate tickets daily from NC811. These tickets let us know what areas need to be marked for contractors that are going to be digging, boring, or other work around our utilities. Marking our lines keeps damages and service interruptions to a minimum. Water Resources also cleaned several of our collection system lift stations. We remove the grease by vacuum truck, and pressure wash the wet well with a degreaser. The purpose of removing the grease is to prevent clogs and over flows downstream in the sewer system. Pressure washing with degreaser prevents odor complaints from residents that live nearby.

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

Town of River Bend
 FY 2019-2020
 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	33	367	0
Painting	2	1	0	0	2	1	3	4	5	3	5	3	29	1
Park/Playground	28	29	32	30	28	30	29	28	30	29	30	29	352	0
Roadway Maintenance	17	11	9	15	13	10	12	13	10	9	12	15	146	5
Stormwater Maintenance	5	7	6	7	9	6	4	6	5	4	6	4	69	0
Trash/Litter	30	30	31	30	30	28	30	29	30	30	29	30	357	0
Tree Maintenance	2	3	6	9	5	3	3	5	4	3	7	11	61	0
Wetlands / Ponds	2	3	2	1	2	2	1	3	1	2	2	1	22	0
Other	11	14	7	10	13	11	14	12	11	13	14	17	147	2
TOTAL	129	128	124	132	135	123	126	128	126	123	133	143	1550	8
Orders Closed	127	123	117	128	131	119	121	123	121	118	126	135	1489	

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	17	165	3
Sewer Treatment	12	13	11	16	15	13	12	14	12	10	11	9	148	0
Water Distribution	7	5	10	9	13	11	9	11	10	11	14	11	121	2
Water Treatment	11	12	14	13	12	13	11	13	12	12	14	13	150	1
Service Orders	82	81	69	101	55	74	55	56	57	41	72	35	778	0
Utility Locates	80	65	60	55	52	40	35	80	50	40	42	70	669	0
TOTAL	203	189	178	206	163	165	137	188	154	126	167	155	2031	6
Orders Closed	199	185	173	200	159	160	135	184	150	123	161	149	1978	

TOTAL	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	298	3581
Orders Closed	326	308	290	328	290	279	256	307	271	241	287	284	3467

Town of River Bend



Monthly Financial Report

Printed 7/14/2020

10A

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.

Town of River Bend
Financial Report
Fiscal Year 2019 - 2020



Fund Cash Balances

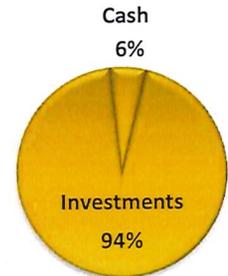
Cash Balances	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
BUS Capital Projects Fund	0	0	1,290,716	1,292,674	1,293,793	1,130,872	1,067,192	1,067,251	820,090	697,662	488,284	485,749
General Fund*	2,281,710	2,301,346	1,109,478	1,103,687	1,112,147	1,418,172	1,423,411	1,382,573	1,392,795	1,405,444	1,401,087	1,366,733
Powell Bill	0	0	42,446	42,473	42,500	84,973	85,027	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	176,093
CDBG OPR Development										-847	-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	135,088
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	11,799
Water Fund*	735,569	752,969	753,700	776,454	759,084	784,094	783,408	803,007	805,142	965,844	827,205	841,765
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	244,645
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	1,055,578
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	11,246
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	4,327,848
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	241,285

*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	482,109
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	1,312,325
Powell Bill	0	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	176,093
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	135,088
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	13,280
Water Fund	700,923	702,163	703,408	704,766	705,707	706,648	707,573	745,435	748,010	894,669	762,484	762,281
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	244,645
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	949,499
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	11,246
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	4,086,563

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	
	Original	Current													Total	% Budget
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	3,138	655,542	102.7%
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	6,841	74,611	89.7%
Animal Licenses	2,400	2,400	21	140	70	111	50	46	920	420	210	40	20	50	2,097	87.4%
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	22,303	311,184	89.9%
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	7,168	83,847	86.3%
Solid Waste Disposal Tax	3,000	3,000	0	559	0	0	574	0	0	573	0	0	581	0	2,287	76.2%
Powell Bill Fund Appropriation	0	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	0	84,892	98.7%
Piped Natural Gas Tax	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%
Beer & Wine Tax	13,500	13,500	0	0	0	0	0	0	0	0	0	0	12,903	0	12903	95.6%
Video Programming Tax	56,500	56,500	0	0	13,228	0	0	14,384	0	0	13,645	0	0	13,702	54,959	97.3%
Utilities Franchise Tax	119,000	119,000	0	0	23,920	0	0	29,917	0	0	27,491	0	0	32,587	113,915	95.7%
Telecommunications Tax	14,440	14,440	0	0	2,909	0	0	3,138	0	0	3,015	0	0	2,792	11,853	82.1%
Court Cost Fees	500	500	23	50	23	45	50	36	14	54	14	59	9	9	383	76.5%
Zoning Permits	5,000	5,000	803	573	852	112	360	398	444	188	224	358	1,284	290	5,887	117.7%
State Grants*	0	22,653	0	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	14,631	14631	0.0%
Federal Disaster Assistance	0	705,119	0	615,266	13,941	0	0	69,857	0	0	0	0	0	4,877	703,941	99.8%
State Disaster Assistance	0	235,039	0	35120	4,647	0	169,969	23,286	0	0	0	0	0	0	233,021	99.1%
NCORR-FDLG-042	0	91,150										91,150	0	0	91,150	100.0%
County Grant Emergency Svcs	0	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	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	210	8,351	104.4%
Insurance Settlements	0	0	0	500	0	216	0	0	0	0	374	0	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	13	3,169	67.7%
Interest - Powell Bill	50	50	-	-	0	27	26	27	54	0	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	149	21,260	117.5%
Contributions	1,200	1,200	769	4	3	29	2	2	9	6	11	0	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	1,561	18,423	101.7%
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	1,500	18,025	100.1%
Sale of Fixed Assets	0	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	-	0.0%
Trans. from Capital Reserve	5,800	34,800	5,800	0	0	0	0	0	0	0	29,000	0	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	0.0%
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	111,820	2,652,213	84.1%

*Astericked lines represent those budget items that have been amended since Original Budget adoption.
#DIV/0! indicates revenue was received, but not budgeted for this line item.

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	Total	% Exp
	Original	Current															
Governing Body	31,500	31,500	1,873	-9	4,120	3,346	1,640	5,073	-824	-672	4,101	-824	-824	4,106	21,105	21,105	67.0%
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	21,867	243,165	243,165	95.5%
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	7,649	110,224	110,224	93.7%
Tax Listing	10,883	10,883	0	270	266	744	988	2,438	2,102	1,352	342	328	298	306	9,434	9,434	86.7%
Legal Services*	24,000	16,000	766	1,347	489	662	855	257	711	4,103	1,557	858	671	4,259	16,533	16,533	103.3%
Elections*	6,500	2,600	0	0	0	0	0	0	2,571	0	0	0	0	0	2,571	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	16,715	93,752	93,752	47.2%
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	43,900	554,240	554,240	93.7%
Emergency Management*	4,181	64,823	21,851	0	12,614	1,634	114	1,300	0	0	0	3,983	78	852	42,425	42,425	65.4%
Animal Control	13,991	13,991	1,496	1,222	612	506	1,072	1,386	880	911	917	910	876	875	11,663	11,663	83.4%
Street Maintenance*	182,152	158,152	3,742	4,754	1,531	5,995	2,458	3,453	89,458	2,474	11,906	2,407	2,191	11,224	141,593	141,593	89.5%
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	12,836	151,186	151,186	91.7%
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	8,303	33,021	33,021	76.4%
Stormwater Management*	45,791	166,373	2,245	1,833	919	799	1,461	2,071	1,319	11,919	1,560	1,365	1,314	2,726	29,530	29,530	17.7%
Waterways & Wetlands	4,500	4,500	0	0	0	0	0	56	260	0	0	0	417	0	733	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	3,146	51,690	51,690	90.7%
Recovery Grant NCCORR-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	6,913	86,601	86,601	92.4%
Recreation & Special Events	7,700	7,700	538	59	0	20	127	148	150	238	0	0	718	0	1,998	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	2,194	76,647	76,647	83.9%
Transfers*	13,500	1,053,600	13,500	0	1,024,200	0	0	0	0	0	0	15,900	0	0	1,053,600	1,053,600	100.0%
Contingency*	16,309	11,509	0	0	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	147,870	2,731,709	2,731,709	86.6%

Capital / Debt (included above)	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	Total	% Exp
	Original	Current															
Capital Outlay*	128,500	141,500	0	0	0	0	0	0	86,523	0	9,614	0	0	0	96,137	96,137	67.9%
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	482,538	
Expenditures		0	0	(523)	(164,499)	(65,076)	(111,241)	(137,759)	(138,603)	(209,490)	(15,778)	(842,968)	65%
Interest earned	10,000	716	1,959	1,641	1,577	1,396	1,173	725	275	112	33	9,606	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	Total	% Col
	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	243	182,772	100.6%
Consumption	205,901	205,901	35,167	149	38,524	418	35,758	117	31,521	151	33,631	84	38,479	105	214,104	104.0%	
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	411	23,753	76.7%	
NCORR-FDLG-042*	0	145,879	0	0	0	0	0	0	0	0	0	145,879	0	0	145,879	100.0%	
Hydrant Fee	21,960	21,960	21,960	0	-288	0	0	0	0	0	0	-38	0	0	21,634	98.5%	
Capital Investment Fee	0	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	759	588,141	100.3%	

Expenses	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	Total	% Exp
	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	19,137	412,304	97.1%
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	13,007	55,630	64.5%	
Distribution	45,410	45,410	28,855	674	47	92	160	58	123	1,368	520	252	1,769	2,771	36,689	80.8%	
Transfers / Contingency*	3,500	30,324	0	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	34,916	504,623	86.0%	

Capital (included above)	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	Total	% Exp
	Original	Current															
	Capital Outlay*	0	7,333	0	0	0	0	0	0	0	0	0	0	0	8,367	8,367	114.1%

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	841,765
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	244,645

Water Produced

	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	7,338,000	85,141,000
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	232,426

* 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													Total	% Col
	Base Charge	291,868	291,868	48,341	493	48,349	698	48,004	507	48,198	344	48,197	405	48,139	263	291,939
Consumption	293,602	293,602	46,617	-67	51,665	766	49,160	30	45,634	-74	46,260	83	53,264	-591	292,746	99.7%
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	109	17,285	70.2%
NCORR-FDLG-042*	0	125,971	0	0	0	0	0	0	0	0	0	125,971	0	0	125,971	100.0%
Capital Investment Fee	0	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	-219	727,941	98.9%

Expenses	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Exp
	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	20,109	405,166
Collection*	75,845	99,109	6,539	25,122	1,443	6,638	1,373	1,513	946	900	633	4,456	615	9,525	59,703	60.2%
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	14,757	93,175	76.7%
Transfers / Contingency*	63,000	96,943	0	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	44,391	558,045	75.8%

Capital (included above)	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Exp
	Capital Outlay*	26,000	36,833	0	24,262	0	0	0	0	0	0	0	0	0	8,367	32,629

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	1,055,578
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	11,246

Wastewater Treated

	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	3,074,000	40,829,000
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	111,693

* This is the permitted daily limit.

**Tax Administrator
Craven County**



Listing (252) 636-6604
Collections (252) 636-6605
Fax (252) 636-2569
E-mail tax@cravencountync.gov

Ronald V. Antry
Tax Administrator

July 13, 2020

Ms. Ann Katsuyoshi, Clerk
Town of River Bend
45 Shoreline Dr.
River Bend NC 28562-8970

Dear Ms. Katsuyoshi:

I am pleased to present the settlement of the Town of River Bend tax collections for real and other personal property for tax year 2019. This date corresponds to the town's 2019-2020 fiscal year.

	Real and Other Personal Property
2019 Tax Levy (Per Scroll)	\$ 669,043.54
Releases	<1,999.22>
Refunds	<0.00>
Write-Offs	<67.19>
Total 2019 Amended Tax Levy	\$ 666,977.13>
Collections as of June 30, 2020	\$ <656,238.35>
Delinquent 2019 Taxes	\$ 10,738.78
Percent Collected	98.39

The net taxable valuation of all property excluding registered motor vehicles within the town corrected through June 30, 2020 is \$256,281,860. If I can provide to you anything further, please call on me.

Respectfully submitted,

Ronald V. Antry
Craven County Tax Administrator





RBCOG Garden Report – 7/2/20 in lieu of meeting

We are still unable to resume regular garden meetings. We will be notified when we can meet but in the meantime garden life goes on and we are permitted to volunteer in the garden as long as we observe physical distancing requirements. The following will bring you up to date.

June was an active month: gardeners planted, watered, fertilized, mulched, weeded, combatted pests, harvested and performed the myriad tasks necessary to help the garden function. A work day on June 30 counted nine volunteers spaced throughout the garden to collectively labor a total of 27.5 hours carrying out all of the tasks described above and then some on one of the hottest mornings of 2020. Thanks go to Chris, Dee, Robin, Judi, JoAnna, Ellen, Paula and Dick.

Nat Par, a member of the Green Team, brought three generations of her family to visit and work. During the morning they shared their uses for many of the plants and weeds and were introduced to some vegetables they were unfamiliar with. It was one of the most rewarding experiences I have had and affirmed the reason why RBCOG was created. Nat Par offered to be the point of distribution for produce from the IRM bed since Interfaith Refugee Ministries is closed with no scheduled reopening date.

The tomatoes and peppers in the frame house grew so tall the cover had to be removed. They stand as quite a contrast to the plants on beds three, four and twenty. We should consider additional frame structures for next year.

It is finally time to let go of the lettuce and kale. Both have produced for months beyond their expected growth. The Swiss chard is the only winter-spring crop left. Onions, leeks, shallots, potatoes and garlic have been harvested. After curing, they are now going home with gardeners and garden visitors. Pole beans went from a few lonely samples to prolific in a week. Sun Golds offer a few sweet orange tomatoes every day. Although they can be harvested now, peppers are being kept on the plants to allow them to turn red or orange at full maturity. Cucumbers seem to be hesitant, producing only a few so far but the plants are healthy. The first butternut, cantaloupes and watermelon have appeared on the vines. We reduced the number of plants this year to make them easier to manage. Last year the melons tried to take over the garden. (Remember?) The mystery plant on bed 8 has been identified. It is a butternut and of course it is the healthiest of all the squash and was the first to set a fruit. For the first time in a couple of years eggplant is back in the garden. Start looking up recipes – there are a lot of plants.

After covering them with netting, the peanuts and sweet potatoes grew large enough to become uninteresting to the squirrels. Netting has been removed from the peanuts and will be removed from the sweet potatoes.

Dick has been checking and feeding the bees and reports both beehives are making honey.

The first wave of monarchs has been through and the number of visitors has diminished even though there are now a lot of asclepias available for their dining pleasure. The fennel and parsley are also doing well in the herb garden, having been untouched by any recent swallowtail visitors. There are many types of culinary and ornamental herbs available for anyone who wants to harvest them.

The Bird & Butterfly garden is alive with blooms. On many days, Ellen offers vases of flowers to gardeners or visitors.

The work day now starts between 7:30-8 am and ends early. Come join us.

Red Caboose Library Re-Opening Plan Proposal

The State of North Carolina is in Phase II of its re-opening plan in response to the Covid 19 Pandemic. Many businesses are re-opening with changes in practice and services, safety requirements, and retraining of staff

The following is a proposal to provide limited access to library resources for our River Bend residents in a safe, responsible way.

I. Patron Requirements

- A. Use of bell to enter the building
- B. Face covering over nose and mouth at all times
- C. Hand sanitizer usage upon entrance of building
- D. Social distancing of at least 6 feet at all times, no touch policy
- E. Only one patron at a time in building* (there may be exceptions)
- F. Limited time in building, "grab and go"
- G. Use of book drop for material returns

II. Physical Changes to layout in building

Some rearrangement of furniture to maintain social distancing may be necessary. Short term storage area for returned books may be necessary.

III. Volunteer Requirements

- A. Use of face coverings (masks) at all times
- B. Social distancing and no touch policy at all times
- C. Hand washing and hand sanitizer use
- D. Restriction of patrons
- E. Daily sanitation practices
- F. Daily emptying/check of book drop
- G. Book quarantine for 48 hours
- H. Daily use of checklist
- I. Retraining of all volunteers

IV. Administrative/Operational Tasks

- A. Letter to volunteers
- B. Return letter/agreement from volunteers for retraining.
- C. Adjustment of Library schedule?
- D. Notification of Liaison/Town of re-opening plan
- E. Notification of public of changes and re-opening

Proposed New Operating Procedure for Red Caboose Library

The health and safety of patrons and volunteers is of the utmost importance to the Red Caboose Library. We are implementing the following procedures to promote this for all.

1. Patron approaches library with face covering (masks) in place.
2. Books being returned are placed in book drop.
3. Patron rings bell and volunteer opens door for patron.
4. Immediately on entry volunteer will tell patron that hand sanitation is required and a squirt hand sanitizer on hands.
5. Volunteer will explain that because only one patron at a time is allowed inside the library, they should make their selections, sign them out and exit, out of respect for other patrons that may be waiting to utilize our resources and safety of the volunteer.
6. Exceptions to the "one at a time rule" are other than cohabitant with the patron entering the Library (ex. husbands, wives, children)

Volunteer Responsibilities for Book Drop

At the end of the Library shift the Volunteer empties the contents of the

Book Drop into a paper bag that is marked with today's date and a Shelf Date that is 2 days in advance of the current date. Place the

bag of books in the designated "return area" and wash or sanitize hands.

During the volunteer's shift, they will take the bag of books with that

day's shelf date, replace the "A" cards and re-shelve them and wash

or sanitize hands.

Volunteer Cleaning/Sanitizing Responsibilities

As has always been the case, we try to keep the Library clean and neat, doing the housekeeping chores as necessary (sweeping, vacuuming, swish toilet and sink etc.). Because of increased health risks from Covid-19 epidemic we now need to sanitize all touch surfaces at the end of each shift with disinfectant wipes or spray and paper towels.

This would include all door and furniture handles, the desk tops, bath room faucets, toilet and door handles. In other words, all surfaces routinely touched by your hands. And, wash your hands.

PUBLIC WORKS REPORT

The next meeting of the Public Works Advisory Board will be 4 August. The Board has several openings and solicits volunteers to serve on this Board. If interested please contact Mr. Irvin, Town Clerk or myself. Applying is as easy as filing a form with the Town Clerk then it will be presented to the Council for action.

MAYOR'S REPORT FOR JULY 2020

The July Fourth date has come and our nation living with the new COVID-19 virus is forced to adjust to a health threat never before experienced. The River Bend July Fourth celebration with parade, picnic, and entertainment for children and adults had to be cancelled. The Town has followed the Governor's direction, which is aimed at protecting citizen health and safety. We thank Councilman Sheffield for his "social distancing compliant" one man drive through parade transporting John Philip Sousa's Band to the Town's streets. I am certain that the event left a positive impression on all of us. Our petition to the Almighty is that this pandemic will pass and July Fourth 2021 will return to our norm.

May we all remember and embrace Thomas Jefferson's words from the Declaration of Independence. "We hold these truths to be self-evident, that all men are created equal, that they are endowed by their Creator with certain unalienable rights, that among these are life, liberty, and the pursuit of happiness."

All of us owe the Town Staff a most sincere expression of thanks for their dedicated and loyal service during this several months long emergency. They have been loyal in attendance and delivered all the normal utility and administrative services for the Town.

On 9 July we conducted the Ribbon Cutting opening the new Municipal Building for use. This represents a project that was in planning for a number of years. It provides modern and functional office/administrative space for the Police Department and meeting

room space that is flexible and will allow civic meetings to meet here without impacting the limited Town Hall meeting room space.

We all pray that the day will come soon that North Carolina and the Nation will see the COVID-19 virus fade into oblivion and we resume a normal life.