



TOWN OF RIVER BEND

**45 Shoreline Drive
River Bend, NC 28562**

T 252.638.3870
F 252.638.2580

www.riverbendnc.org

**River Bend Town Council Agenda
Work Session
January 12, 2017
River Bend Town Hall
7:00 P.M.**

1. Budget Kickoff Meeting
2. Review Agenda January 19, 2017 Council Meeting – Katsuyoshi

Pledge: Councilwoman Avery



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
January 19, 2017
River Bend Town Hall
7:00 p.m.

Pledge: Councilwoman Avery

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
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 December 8, 2016 Work Session
Minutes of the December 15, 2016 Regular Meeting

7. TOWN MANAGER'S REPORT – Delane Jackson

Activity Reports

- A. **Monthly Police Report** by Chief Matthews
- 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 – Councilwoman Luci Avery
 - A. Parks and Rec Report
 - B. CAC Report
9. Public Works and Water Resources – Mayor John Kirkland
 - A. PWAB Report

10. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Administrator
 - B. **Vote** – Approve 2016-2017 Audit Contract
 - C. **Vote** – Approve Proclamation for Janey Anderson

11. Public Safety – Councilmember Pat Yocum
 - A. Community Watch
 - B. CERT

12. Planning Board – Councilman Buddy Sheffield
 - A. Planning Board Report
 - B. **Vote** – Appoint Planning Board Member
 - C. **Vote** – Approve Promotion Committee Charter

13. Environment/Waterways – Councilman Bill Camp
 - A. EWAB Report

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



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**River Bend Town Council Agenda
Work Session
February 9, 2017
River Bend Town Hall
7:00 P.M.**

1. Discussion –Taping Work Sessions – Yocum
2. Discussion - Pros and cons of changing back to 2-year terms for Mayor and Council – Yocum
3. Town Hall Day – Mayor
4. Discussion – February 23, 2017 Special Meeting – Jackson
5. Discussion - Promotion Committee - Jackson
6. Review of Work Sheets
7. Review Agenda February 16, 2017 Council Meeting – Katsuyoshi

Pledge: Councilman Camp



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
February 16, 2017
River Bend Town Hall
7:00 p.m.

Pledge: Councilman Camp

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL

Brenda Garvey – Council Member Terms

5. PUBLIC HEARINGS
6. CONSENT AGENDA

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- A. Approve:
Minutes of the January 12, 2017 Work Session
Minutes of the January 19, 2017 Regular Meeting

7. TOWN MANAGER'S REPORT – Delane Jackson

Activity Reports

- A. **Monthly Police Report** by Chief Matthews
- 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. Public Works and Water Resources – Mayor John Kirkland
 - A. PWAB Report
9. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Administrator

10. Public Safety – Councilmember Pat Yocum
 - A. Community Watch
 - B. CERT
 - C. **Vote** – Discontinue Taping of Work Sessions
11. Planning Board – Councilman Buddy Sheffield
 - A. Planning Board Report
 - B. **Vote** – Appoint Promotions Committee Members
12. Environment/Waterways – Councilman Bill Camp
 - A. EWAB Report
13. Parks & Recreation/CAC – Councilwoman Luci Avery
 - A. Parks and Rec Report
 - B. CAC Report
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.

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**RIVER BEND TOWN COUNCIL
SPECIAL MEETING AGENDA**

**February 23, 2017
River Bend Town Hall
7:00 p.m.**

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. PRESENTATION – Councilman Sheffield
3. PUBLIC COMMENT

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**River Bend Town Council Agenda
Work Session
March 9, 2017
River Bend Town Hall
7:00 P.M.**

1. Discussion - Pros and cons of changing back to 2-year terms for Mayor and Council (tabled at February Work Session) – Yocum
2. Stormwater Recommendation – Jackson
3. Statement of Consistency – Jackson
4. Advisory Board Vacancies (1 CAC and 1 Parks and Rec) – Jackson
5. Presentation of Utility Dashboard - Jackson
6. Review Agenda March 16, 2017 Council Meeting – Katsuyoshi

Pledge: Councilmember Yocum



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
March 16, 2017
River Bend Town Hall
7:00 p.m.

Pledge: Councilmember Yocum

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
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 February 9, 2017 Work Session
Minutes of the February 16, 2017 Regular Meeting
Minutes of the February 23, 2017 Special Meeting

7. TOWN MANAGER'S REPORT – Delane Jackson

Activity Reports

- A. **Monthly Police Report** by Chief Matthews
- 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. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Administrator
9. Public Safety – Councilmember Pat Yocum
 - A. Community Watch
 - B. CERT

10. Planning Board – Councilman Buddy Sheffield
 - A. Planning Board Report
 - B. First Reading and Call for Public Hearing – Changes to 15.02.069 “Stormwater Drainage” and 15.02.020 “Definitions”
11. Environment/Waterways – Councilman Bill Camp
 - A. EWAB Report
12. Parks & Recreation/CAC – Councilwoman Luci Avery
 - A. Parks and Rec Report
 - B. CAC Report
 - C. **Vote** – Appoint Robin Beilby to the Community Appearance Commission for a term beginning March 16, 2017 and expiring on June 30, 2018
 - D. **Vote** – Appoint new member to the Parks and Recreation Advisory Board for a term beginning March 16, 2017 and expiring on June 30, 2017
13. Public Works and Water Resources – Mayor John Kirkland
 - A. PWAB Report
14. MAYOR’S REPORT – Mayor Kirkland
15. PUBLIC COMMENT

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**River Bend Town Council Agenda
Work Session
April 13, 2017
River Bend Town Hall
7:00 P.M.**

1. Discussion – Volunteer Day Date – Jackson
2. Discussion – July 4th Logistics – Mayor
3. Tree City Presentation – Jackson
4. Arbor Day Proclamation - Jackson
5. Public Hearing – Changes to 15.02.069 “Stormwater Drainage” and 15.02.020 “Definitions” - Jackson
6. Discussion – Budget Amendment – Jackson
7. Filling of Vacancy – Jackson
 - a. Formally Accept
 - b. Set Effective Date
 - c. Advertise Vacancy
 - d. Discuss Webpage Notice
 - e. How to Fill Vacancy
8. Review Agenda April 20, 2017 Council Meeting – Katsuyoshi
9. Closed Session Under Section 143-318.11 (a) (6) “Personnel” of the Open Meetings Law

Pledge: Councilwoman Avery



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
April 20, 2017
River Bend Town Hall
7:00 p.m.

Pledge: Councilwoman Avery

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL

Tree City Presentation

5. PUBLIC HEARINGS

Changes to 15.02.069 "Stormwater Drainage" and 15.02.020 "Definitions"

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 March 9, 2017 Work Session
Minutes of the March 16, 2017 Regular Meeting

7. TOWN MANAGER'S REPORT – Delane Jackson

Activity Reports

- A. **Monthly Police Report** by Acting Police 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. Public Safety – Councilwoman Luci Avery
 - A. Community Watch
 - B. CERT

9. Planning Board – Councilman Buddy Sheffield
 - A. Planning Board Report
 - B. **Vote** – Changes to 15.02.069 “Stormwater Drainage” and 15.02.020 “Definitions”
10. Environment/Waterways – Councilman Bill Camp
 - A. EWAB Report
11. Parks & Recreation/CAC – Councilwoman Luci Avery
 - A. Parks and Rec Report
 - B. CAC Report
 - C. **Vote** – 2017 Arbor Day Proclamation
12. Public Works and Water Resources – Mayor John Kirkland
 - A. PWAB Report
13. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Administrator
 - B. **Vote** – Budget Ordinance Amendment 16-B-03
 - C. **Vote** – Contract for Seawall Replacement
 - D. **Vote** – Call for Public Hearing – Proposed 2017-2018 Budget
14. MAYOR’S REPORT – Mayor Kirkland
15. PUBLIC COMMENT

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**River Bend Town Council Agenda
Work Session
May 11, 2017
River Bend Town Hall
7:00 P.M.**

1. Budget Message Presentation – Jackson
2. Announcement of Grand Marshals – Mayor
3. Council Vacancy Appointment – Jackson
4. Vote – Copier Contract – Jackson
5. Discussion – Personnel Policy – Jackson
6. Lakemere HOA Land Donation – Jackson
7. Employee Medical Insurance – Jackson
8. Advisory Board Reappointments - Katsuyoshi
9. Review Agenda May 18, 2017 Council Meeting – Katsuyoshi

Pledge: Councilman Camp



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
May 18, 2017
River Bend Town Hall
7:00 p.m.

Pledge: Councilman Camp

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL

Oath of Office – New Council Member

Presentation of Proposed 2017 -2018 Budget

5. PUBLIC HEARINGS

Proposed 2017-2018 Budget

6. CONSENT AGENDA

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- A. Approve:

Minutes of the April 13, 2017 Work Session

Minutes of the April 13, 2017 Closed Session

Minutes of the April 17, 2017 Closed Session

Minutes of the April 20, 2017 Regular Meeting

7. TOWN MANAGER'S REPORT – Delane Jackson

Activity Reports

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

ADMINISTRATIVE REPORTS

8. Planning Board – Councilman Buddy Sheffield
 - A. Planning Board Report
 - B. Promotion Committee

9. Environment/Waterways – Councilman Bill Camp
 - A. EWAB Report
10. Parks & Recreation/CAC – Councilwoman Luci Avery
 - A. Parks and Rec Report
 - B. CAC Report
11. Public Works and Water Resources – Mayor John Kirkland
 - A. PWAB Report
12. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Administrator
 - B. **Vote** – Changes to Personnel Policy
13. Public Safety – Councilwoman Luci Avery
 - A. Community Watch
 - B. CERT
14. MAYOR’S REPORT – Mayor Kirkland
15. PUBLIC COMMENT

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River Bend Town Council Agenda

**Special Session for
Building Utilization Strategy (BUS) Discussions
June 8, 2017
River Bend Town Hall
6:00 P.M.**

1. Opening Remarks- Mayor Kirkland
2. Discussion of Barn-power point presentation
3. Public Comment
4. Closed Session- NCGS 143.11(a)(5)
5. Adjournment



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**River Bend Town Council Agenda
Work Session
June 8, 2017
River Bend Town Hall
7:00 P.M.**

1. Letter to Maureen Schwerdtfeger – Mayor
2. Advisory Board Appointments – Jackson
3. Budget Amendment 16-B-04 – Jackson
4. Budget Ordinance for Fiscal Year 2017-2018 – Jackson
5. Zoning Ordinance Amendment – Jackson
6. Mayor – Council Responsibilities Chart Update – Jackson
7. Professional Services Contract – Jackson
8. Property Donation from Lakemere HOA – Jackson
9. 2017-2018 Leaf and Limb Pick Up Schedule - Jackson
10. Review Agenda June 15, 2017 Council Meeting – Katsuyoshi

Pledge: Mayor



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
June 15, 2017
River Bend Town Hall
7:00 p.m.

Pledge: Mayor

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL

Letter of Appreciation for Maureen Schwerdtfeger

5. PUBLIC HEARINGS
6. CONSENT AGENDA

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A. Approve:

Minutes of the May 11, 2017 Work Session

Minutes of the May 18, 2017 Regular Meeting

B. Advisory Board Appointments and Reappointments

PLANNING BOARD: Reappoint Keith Boulware, Kathleen Fleming, Robert Kohn and Kelly Latimer to terms beginning July 1, 2017 and ending on June 30, 2019;

PARKS AND RECREATION: Reappoint Mary Iorio and Francine Rice to terms beginning July 1, 2017 and ending on June 30, 2019;

ENVIRONMENT AND WATERWAYS: Reappoint Ralph Iorio and Karl Lichty to a term beginning July 1, 2017 and ending on June 30, 2019;

COMMUNITY APPEARANCE COMMISSION: Reappoint Susan Broderick, Lona Farula, Judi Lloyd and Lynn Torgersen to terms beginning July 1, 2017 and ending June 30, 2019;

PUBLIC WORKS: Reappoint Bud Danahy, Lou Colombo, Buck Erwin and Richard Seeger to terms beginning July 1, 2017 and ending on June 30, 2019;

AUDIT COMMITTEE: Reappoint Councilman Irving Van Slyke, Councilwoman Luci Avery, Margaret Theis, the Town Manager and L.J. Danehy to terms beginning July 1, 2017 and expiring on June 30, 2018.

7. TOWN MANAGER'S REPORT – Delane Jackson

Activity Reports

- A. **Monthly Police Report** by Acting Police 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. Environment/Waterways – Councilman Bill Camp
 - A. EWAB Report
9. Parks & Recreation/CAC – Councilwoman Luci Avery
 - A. Parks and Rec Report
 - B. CAC Report
10. Public Works and Water Resources – Mayor John Kirkland
 - A. PWAB Report
 - B. **Vote** – Approve 2017-2018 Leaf and Limb Pick Up Schedule
11. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Administrator
 - B. **Vote** – Fiscal Year 2017-2018 Budget Ordinance
12. Public Safety – Councilwoman Barbara Maurer
 - A. Community Watch
 - B. CERT
13. Planning Board – Councilman Buddy Sheffield
 - A. Planning Board Report
14. MAYOR'S REPORT – Mayor Kirkland
15. PUBLIC COMMENT

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**River Bend Town Council Agenda
Work Session
July 13, 2017
River Bend Town Hall
7:00 P.M.**

1. Discussion – ECC COG Representative – Jackson
2. Public Hearing – Amendments to Chapters 15.02.061 and 15.02.062 of the Zoning Ordinance – Jackson
3. Amendment to Financial and Budget Policies – Cash Management – Jackson
4. Resolution for Surplus Property – Jackson
5. NCLM Annual Conference – Jackson
6. Amendment to Human Resources Policy – Shared Leave – Jackson
7. Accept Craven County Tax Settlement for FY '16-'17 – Clerk
8. CTV – 10 Event Recording Policy – Mayor
9. Resolution of Appreciation for Rosemary Stark – Avery/Mayor
10. Memorial for Karl Wolfer - Mayor
11. Review Agenda July 20, 2017 Council Meeting – Clerk

Pledge: Councilman Sheffield



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
July 20, 2017
River Bend Town Hall
7:00 p.m.

Pledge: Councilman Sheffield

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS

Proposed Amendments to Chapters 15.02.061 and 15.02.062 of the Zoning Ordinance

6. CONSENT AGENDA

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A. Approve:

*Minutes of the June 8, 2017 Special Meeting
Minutes of the June 8, 2017 Work Session
Minutes of the June 8, 2017 Closed Session
Minutes of the June 15, 2017 Regular Meeting*

7. TOWN MANAGER'S REPORT – Delane Jackson

Activity Reports

- A. **Monthly Police Report** by Acting Police 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 – Councilwoman Luci Avery
 - A. Parks and Rec Report
 - B. CAC Report
 - C. **Vote** – Approve Resolution of Appreciation for Rosemary Stark

9. Public Works and Water Resources – Mayor John Kirkland
 - A. PWAB Report
 - B. **Vote** – Approve Resolution for Surplus Property

10. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Administrator
 - B. **Vote** – Accept Craven County Tax Settlement for FY '16-'17
 - C. **Vote** - Amendment to Human Resources Policy – Shared Leave

11. Public Safety – Councilwoman Barbara Maurer
 - A. Community Watch
 - B. CERT

12. Planning Board – Councilman Buddy Sheffield
 - A. **Vote** - Amendments to Chapters 15.02.061 and 15.02.062 of the Zoning Ordinance

13. Environment/Waterways – Councilman Bill Camp
 - A. EWAB Report

14. MAYOR'S REPORT – Mayor Kirkland

15. PUBLIC COMMENT

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**River Bend Town Council Agenda
Work Session
August 10, 2017
River Bend Town Hall
7:00 P.M.**

1. Discussion of Bathroom Facilities – Mayor
2. Discussion of Planning Board Recommendations on Fence Ordinance – Manager/Sheffield
3. Discussion – River Bend Front Entrance - Sheffield
4. Discussion – Budget Amendment 17-B-01 – Jackson
5. Discussion of CAC Veterans' Memorial - Avery
6. Review Agenda August 17, 2017 Council Meeting – Clerk

Pledge: Councilman Van Slyke



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
August 17, 2017
River Bend Town Hall
7:00 p.m.

Pledge: Councilman Van Slyke

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
6. CONSENT AGENDA

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A. Approve:

*Minutes of the June 29, 2017 Special Meeting
Minutes of the June 29, 2017 Closed Session
Minutes of the July 13, 2017 Work Session
Minutes of the July 20, 2017 Regular Meeting*

7. TOWN MANAGER'S REPORT – Delane Jackson

Activity Reports

- A. **Monthly Police Report** by Acting Police 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. Public Works and Water Resources – Mayor John Kirkland
 - A. PWAB Report
 - B. Discussion – Engineer's Report
 - C. **Vote** – Approve Constitution Week Proclamation
9. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Administrator

10. Public Safety – Councilwoman Barbara Maurer
 - A. Community Watch
 - B. CERT

11. Planning Board – Councilman Buddy Sheffield
 - A. Planning Board Report
 - B. First Reading and Call for Public Hearing - Proposed Amendments to Chapters 15.02.061 and 15.02.062 of the Zoning Ordinance

12. Parks & Recreation/CAC – Councilwoman Luci Avery
 - A. Parks and Rec Report
 - B. CAC 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.

16. ADJOURNMENT



TOWN OF RIVER BEND

**45 Shoreline Drive
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**River Bend Town Council Agenda
Special Session for
Building Utilization Strategy (BUS) Discussions
September 13, 2017
River Bend Town Hall
5:00 P.M.**

1. Opening Remarks – Mayor
2. Discussion of Bathroom Project Options – Kevin Avolis
3. Discussion of Wildwood Storage Facility - Jackson
4. Discussion of Other Options – Jackson
5. Public Comment
6. Consideration of Next Step in the Process - Jackson
7. Adjournment



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
September 21, 2017
River Bend Town Hall
7:00 p.m.

Pledge: Councilwoman Avery

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL

Presentation to Rosemary Stark

5. PUBLIC HEARINGS

Proposed Amendments to Chapters 15.02.061 and 15.02.062 of the Zoning Ordinance

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 August 10, 2017 Work Session

Minutes of the August 17, 2017 Regular Meeting

7. TOWN MANAGER'S REPORT – Delane Jackson

Activity Reports

- A. **Monthly Police Report** by Acting Police 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. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Administrator
 - B. **Vote** – Renew Participation in Debt Setoff Program

9. Public Safety – Councilwoman Luci Avery for Councilwoman Barbara Maurer
 - A. Community Watch
 - B. CERT

10. Planning Board – Councilman Buddy Sheffield
 - A. **Vote** - Proposed Amendments to Chapters 15.02.061 and 15.02.062 of the Zoning Ordinance

11. Environment/Waterways – Councilman Bill Camp
 - A. EWAB Report

12. Parks & Recreation/CAC – Councilwoman Luci Avery
 - A. Parks and Rec Report
 - B. CAC Report

13. Public Works and Water Resources – Mayor John Kirkland
 - A. PWAB Report
 - B. Discussion of Front Entrance Bids.

14. MAYOR'S REPORT – Mayor Kirkland

15. PUBLIC COMMENT

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16. ADJOURNMENT



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**River Bend Town Council Agenda
Work Session
September 14, 2017
River Bend Town Hall
7:00 P.M.**

1. Renew Participation in Debt Setoff Program
2. Discussion of Bathroom Project
3. Discussion of Candidates' Night Venue
4. Public Hearing on Zoning Amendment
5. Discussion of AIA Grant Application
6. POW/MIA Recognition Day
7. Review Agenda September 21, 2017 Council Meeting – Katsuyoshi

Pledge: Councilwoman Maurer



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**River Bend Town Council Agenda
Work Session
October 12, 2017
River Bend Town Hall
7:00 P.M.**

1. BUS Related Issues:
 - A. Discussion of Rental Space for Library
 - B. Discussion of New Library Facility
 - C. Walker Architect Update on Bathrooms
 - D. Update on Septic Tank Inspection
 - E. Discussion of Building Renovation Design for Police/Public Works
2. Shared Leave Forms
3. Discussion of Opioid Crisis
4. Budget Amendment 17-B-02
5. Review Agenda October 12, 2017 Council Meeting – Katsuyoshi
6. Closed Session ¶ 143-318.11 (a) (5)

Pledge: Councilman Camp



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
October 19, 2017
River Bend Town Hall
7:00 p.m.

Pledge: Councilman Camp

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
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 September 14, 2017 Work Session
Minutes of the September 21, 2017 Regular Meeting*

7. TOWN MANAGER'S REPORT – Delane Jackson

Activity Reports

- A. **Monthly Police Report** by Police 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. Public Safety – Councilwoman Barbara Maurer
 - A. Community Watch
 - B. CERT
9. Parks & Recreation/CAC – Councilwoman Luci Avery
 - A. Parks and Rec Report
 - B. CAC Report

10. Public Works and Water Resources – Mayor John Kirkland
 - A. PWAB Report

11. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Administrator
 - B. **Vote** – Budget Amendment 17-B-02

12. MAYOR'S REPORT – Mayor Kirkland

13. PUBLIC COMMENT

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16. ADJOURNMENT



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**River Bend Town Council Agenda
Special Session for
Building Utilization Strategy (BUS) Discussions
November 2, 2017
River Bend Town Hall
1:00 P.M.**

1. Opening Remarks – Mayor
2. Discussion – Revised Plans for Town Hall Bathroom Project – Jackson
3. Discussion – Modifications to Public Works/Police Department Building – Jackson
4. Update – Barn Demolition Project – Jackson
5. Discussion – New Library/Multipurpose Building – Jackson
6. Closed Session Under §143-318.11 (a) (6), the Personnel Exemption to the Open Meetings Law
7. Adjournment



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**River Bend Town Council Agenda
Work Session
November 9, 2017, 2017
River Bend Town Hall
7:00 P.M.**

1. Discussion of Advisory Board Appointments – Jackson
 - A. CAC
 - B. EWAB
2. Audit/CAFR – Jackson
3. Contract Award – Demolition of Barn – Jackson
4. Set Date for a Called Meeting to discuss Library/Community Building Planning – Jackson
5. Proposal for Public Works/Police Building Design – Jackson
6. Town Hall Modification Plans – Jackson
7. Discussion – Front Entrance Phase II – Brick Sign Modifications - Jackson
8. Review Agenda November 16, 2017 Council Meeting – Katsuyoshi

Pledge: Mayor



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
November 16, 2017
River Bend Town Hall
7:00 p.m.

Pledge: Mayor

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL

Elizabeth Brinson – Thanksgiving Dinner

Audit Report – Petway, Mills & Pearson, P.A.

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 October 12, 2017 Work Session
Minutes of the October 12, 2017 Closed Session
Minutes of the October 19, 2017 Regular Meeting

7. TOWN MANAGER'S REPORT – Delane Jackson

Activity Reports

- A. **Monthly Police Report** by Police 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. Environment/Waterways – Councilman Bill Camp
 - A. EWAB Appointments

9. Parks & Recreation/CAC – Councilwoman Luci Avery
 - A. Parks and Rec Report
 - B. CAC Report
 - C. **Vote** - Parks and Rec Appointments
 - D. **Vote** - BOA Appointments
 - E. **Vote** – Amendment to Mowing and Landscaping Contract with K.A. Jones
 - F. Discussion – Front Entrance Sign

10. Public Works and Water Resources – Mayor John Kirkland
 - A. PWAB Report
 - B. **Vote** – Award Barn Demolition Contract to Coastal Dragline Service, Inc.
 - C. **Vote** - Award Design Proposal Contract for Police/Public Works Building

11. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Administrator
 - B. **Vote** – Adopt 2016-2017 Audit Report
 - C. **Vote** – Amendment 17-B-03

12. Public Safety – Councilwoman Barbara Maurer
 - A. Community Watch
 - B. CERT

13. MAYOR'S REPORT – Mayor Kirkland

14. PUBLIC COMMENT

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15. ADJOURNMENT



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**RIVER BEND TOWN COUNCIL AGENDA
Special Session for
Building Utilization Strategy (BUS)
November 21, 2017
River Bend Town Hall
1:00 p.m.**

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. Discussion of BUS options relative to Library and/or Community Building
3. Consideration of award of contract for architectural design and construction administration for Town Hall remodel project
4. ADJOURNMENT



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**River Bend Town Council Agenda
Work Session
December 7, 2017
River Bend Town Hall
7:00 P.M.**

1. Rental Space Options – Jackson
2. Budget Amendment 17-B-04 – Jackson
3. Public Hearing Policy – Jackson
4. Rules of Procedure for Council – Jackson
5. Appointments – Jackson

POSITION

CURRENT

- | | |
|--|-----------|
| A. Mayor Pro Tem | Van Slyke |
| B. Finance Officer | Van Slyke |
| C. Deputy Finance Officer | Avery |
| D. ABC Board | Camp |
| E. Coastal Environment Partnership Board | Maurer |
| F. Eastern Carolina Council of Governments | Maurer |
| G. Metropolitan Planning Organization | Kirkland |
| H. Alternate to Metropolitan Planning Organization | Maurer |
6. Mayor – Council Responsibility Chart – Jackson
 7. Meeting Schedule – Jackson
 8. Holiday Schedule – Jackson
 9. Budget Kickoff – Jackson
 10. Review Agenda December 14, 2017 Council Meeting – Katsuyoshi

Pledge: Councilman Sheffield



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
December 14, 2017
River Bend Town Hall
7:00 p.m.

Pledge: Councilman Sheffield

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
6. CONSENT AGENDA

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

- A. Approve:
Minutes of the November 2, 2017 Special Meeting
Minutes of the November 2, 2017 Closed Session
Minutes of the November 9, 2017 Work Session
Minutes of the November 16, 2017 Regular Meeting
Minutes of the November 21, 2017 Special Meeting

7. TOWN MANAGER'S REPORT – Delane Jackson

Activity Reports

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

ADMINISTRATIVE REPORTS:

8. Environment/Waterways – Councilman Bill Camp
 - A. EWAB Report
 - B. **Vote** – Public Hearing Policy
 - C. **Vote** – Rules of Procedure

9. Public Safety – Councilwoman Barbara Maurer
 - A. Community Watch
 - B. CERT Report

10. Parks & Recreation/CAC – Councilwoman Luci Avery
 - A. Parks and Rec Report
 - B. CAC Report

11. Public Works and Water Resources – Mayor John Kirkland
 - A. PWAB Report

12. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Administrator
 - B. Report – Approval of Budget Amendment 17-B-04

13. MAYOR'S REPORT – Mayor Kirkland

14. PUBLIC COMMENT

15. ADJOURNMENT SINE DIE



1. CALL TO ORDER (Mayor Kirkland Presiding)
2. INSTALLATION OF COUNCIL MEMBERS – JUDGE ALFORD
3. APPOINTMENT OF OFFICERS
4. ADOPTION OF 2018 TOWN COUNCIL MEETING SCHEDULE
5. ADOPTION OF 2018 EMPLOYEE HOLIDAY SCHEDULE
6. APPOINTMENT OF ABC BOARD AND CRSWMA EXECUTIVE BOARD REPRESENTATIVES
7. ADOPTION OF MAYOR/COUNCIL RESPONSIBILITIES CHART
8. PUBLIC COMMENT
9. ADJOURNMENT

PUBLIC NOTICE

The River Bend Town Council will meet in Special Session on June 29, 2017 at 2 p.m. at the River Bend Town Hall.

AGENDA

1. Closed Session- NCGS 143.318-11(a)(3)
2. Consideration of a request to sell service weapon to former police officer
3. Adjournment