



RIVER BEND TOWN COUNCIL AGENDA

Regular Meeting

November 19, 2020

River Bend Municipal Building

7:00 p.m.

Pledge: McClard

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
 - A. Chapter 15.01 - Subdivision Ordinance
 - B. Chapter 15.02 - Zoning Ordinance

*Anyone wishing to speak at either / both public hearing(s) **MUST** sign the sign-up sheet **PRIOR** to the public hearing. The Town's rules for conducting a public hearing will be followed.*

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 8, 2020 Work Session
 - Minutes of the October 15, 2020 Regular Council Meeting
 - 2021 Employee Holiday Schedule
 - 2021 Town Council Meeting Schedule

7. TOWN MANAGER'S REPORT – Delane Jackson

- A. DISCUSSION – Fair Housing CDBG-NR Project – Ben Jones

Activity Reports

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

ADMINISTRATIVE REPORTS:

8. Public Safety – Councilman Don Fogle
 - A. CERT
 - B. Community Watch
9. Parks & Recreation/CAC – Councilman Harry “Bud” McClard
 - A. Parks and Rec Report
 - B. Organic Garden Report
 - C. Library Report
 - D. CAC Report
 - E. **VOTE** - Appointment to CAC
10. Planning Board – Councilman Buddy Sheffield
 - A. Planning Board Report
 - B. **VOTE** – Subdivision Ordinance Amendment – Chapter 15
 - C. **VOTE** – Zoning Ordinance Amendment – Chapter 15
11. Public Works and Water Resources – Mayor John Kirkland
 - A. PWAB Report
 - B. **VOTE** – Town Ordinance Amendment - Chapter 9
12. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Administrator
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

*****NOTE – DUE TO CONSTRUCTION AT TOWN HALL, THIS MEETING WILL BE HELD IN THE MUNICIPAL BUILDING AT 51 SHORELINE DRIVE.**

*****DUE TO COVID-19, SEATING IS LIMITED AND ON A FIRST-COME BASIS. WE ENCOURAGE EVERYONE TO PRACTICE THE 3-W’S.**

NOTICE OF PUBLIC HEARING

The Town Council of the Town of River Bend will conduct a public hearing on November 19, 2020 to gather public comments on proposed amendments to Chapter 15.01 of the Town's Zoning Ordinance-Subdivisions and Chapter 15.02-Zoning. The public hearing will begin at 7 p.m. in the Municipal Building, located at 51 Shoreline Drive, River Bend, NC. A copy of the proposed amendments are available from the Town Clerk's Office or they can be viewed online by visiting the town's web page at www.riverbendnc.org and clicking on the "Proposed Amendments" tab. In summary, the amendment to 15.01 will add sidewalk installation as a requirement in the subdivision regulations and the amendment to 15.02 will delete stormwater drainage from Chapter 15. Stormwater drainage regulations are proposed to be moved to Chapter 9. The town's rules for conducting a public hearing will be followed.

Town of River Bend

Public Hearing Policy

Overview- To comply with North Carolina law, the Council is required to conduct a public hearing prior to taking action on some matters. The Council, at its discretion, may also conduct a public hearing to gather input on a matter. The purpose of a public hearing is to give the public an opportunity to express their views, comments or opinions to the Council. It is a time for the Council to listen to the public. The following rules have been established to maintain order and decorum during a public hearing. Furthermore, these rules are designed to ensure fairness to each speaker by establishing rules in advance that will be applied equally to each speaker in all public hearings.

I. Public Hearing

Public hearings shall be reserved as an item of business on the agenda for the Council's regular session, which is currently held on the 3rd Thursday of each month. All public hearings shall be subject to the following guidelines:

1. Prior to the start of the hearing, persons wishing to address the Council will register on a sign-up sheet stationed by the meeting room door. Prior to beginning the hearing, the Mayor will collect the sign-up sheet and recognize speakers in the order that they registered. Speakers will address the Council from the lectern and will be asked to provide their name and address for the record.
2. Each speaker shall be limited to a maximum time of three (3) minutes. Each speaker will only be allowed to speak once during the hearing. A staff member shall serve as timekeeper and will promptly announce when the speakers time has expired.
3. No time may be yielded or transferred from one speaker to another. In order to avoid repetition and delay, groups of people supporting the same position are encouraged to designate a spokesperson for the group.
4. The hearing is not intended to require the Council and/or any staff to answer any impromptu questions. The Council will not take action on an item presented during the hearing. Upon completion of the hearing and when appropriate, the Council may refer inquiries made during the hearing to the Town Manager or an appropriate staff member. If necessary, the item may be added to the agenda of a future meeting, thereby providing the staff an opportunity to research the item and provide data to the Council for consideration and review.
5. Speakers will address comments to the entire Council as a whole and not one individual member. Discussions between speakers and members of the audience will not be permitted during the hearing.
6. Speakers who have prepared written remarks are encouraged to leave a copy of such remarks with the Town Clerk. Speakers who have materials that they want distributed to the Council related to the

item they plan to discuss during the hearing, shall provide eight (8) copies of those documents to the Town Clerk prior to the start of the hearing. The Clerk shall distribute the copies to the Council, Attorney, and Town Manager and retain one copy for the record.

7. Speakers shall be courteous in their language and presentation. Profanity or other inappropriate language or gestures will not be tolerated.

8. In order to provide for the maintenance of order and decorum in the conduct of the hearing, the Mayor may declare "out-of-order" any person who fails to comply with this policy. The Mayor shall caution any such person to abide by the provisions of this policy. Refusal to do so shall be grounds for removal of the speaker from the meeting.

- Adopted December 14, 2017

PROPOSED ORDINANCE

§ 15.01.082 PRELIMINARY PLAT.

(F) Contents required. The preliminary plat shall depict or contain the following information. Plats not illustrating or containing the following data shall be returned to the subdivider or his authorized agent for completion and resubmission.

(15) All required sidewalks and any proposed riding trails, natural buffers, bicycle, or other rights-of-way, utility or other easements, their location, width, and purposes.

(a) Sidewalk standard shall be as follows:

1. Sidewalks shall be a minimum of five (5) feet in width along principal streets and five (5) feet in width along other streets to meet ADA requirements. All sidewalks shall be constructed to a minimum thickness of four (4) inches except at driveway crossings, where they shall have a minimum thickness of six (6) inches.
- 2.
3. Sidewalks shall be constructed on both sides of principal streets and both sides of extensions thereof.
4. Crosswalks (including the necessary improvements) may be required at or near the center of any block which is more than five hundred (500) feet long.
5. A minimum six (6) foot greenstrip (which includes drainage swale) shall be required to be placed inward between the edge of the street and the sidewalk.

IMPROVEMENTS REQUIRED AND MINIMUM STANDARDS OF DESIGN

§ 15.01.095 GENERALLY.

Each subdivision shall contain the following improvements, depending on the proposed lot sizes as expressed in the following chart:

IMPROVEMENTS REQUIRED			
	Lot Areas in 1,000 Square Feet		Multi-Family Group
	20	15	
Graded Streets and Lots	x	x	x
Drainage	x	x	x
Central Water and Hydrants	x	x	x
Public Sewer	x	x	x

PROPOSED ORDINANCE

<i>IMPROVEMENTS REQUIRED</i>			
	<i>Lot Areas in 1,000 Square Feet</i>		<i>Multi-Family Group</i>
	<i>20</i>	<i>15</i>	
Paved Streets	x	x	x
Sidewalks	x	x	x
Max. Street Grade	8%	8%	5%
Street Lights*	x	x	x
Trees	x	x	x
Underground Wiring (Electric, telephone and cable TV installation)	x	x	x
Recreation Area	x	x	x
<p>* At the appropriate time during the subdivision development, the town will arrange street light installation by the utility company currently serving the town in accordance with their, and state (NCDOT “standard specifications for roads and structures”, section 1400 – Lighting) standards. The developer will pay to the town the prevailing underground installation charge per pole as invoiced by the utility company currently serving the town. If there are existing lights, new lights should match them as close as possible. New lights should all be the same on single poles. Whether additional or new street lights, they should be placed as close to 350 feet apart as possible without interfering with right-of-ways to private property or emergency equipment. If the 350 feet distance places the street light within 20 feet of an intersection, the light should be placed at the intersection. In all cases, the type of street light will be subject to town approval.</p>			

The highlighted language was added by the Council during the Council Work Session on November 12, 2020.

Proposed- delete the following from Chapter 15

15.02.069 STORMWATER DRAINAGE

(A) Tiling and other changes in right of way ditches.

(1) Where grassy swales currently exist as a drainage feature, the town, through enforcement of its ordinance, will seek to protect those swales from any development or alteration. Normally, continuously piped storm drains will not be permitted. The tiling or other alteration of right-of-way drainage ditches shall be permitted only with the express approval of the Zoning Administrator and only after adequate verification that the tiling or other alteration will not impede or accelerate unreasonably the flow of stormwater runoff to adjoining property. If approval for the tiling is granted, the person requesting the approval shall install, in conjunction with the tiling, the catch basins as may be required by the Zoning Administrator after taking into consideration the length of the right-of-way drainage ditch to be tiled.

(2) During and after any drainage projects, drainage ditch integrity shall be maintained against erosion and/or drainage changes at all stages of construction with marl rip-rap, mulching, sodding, silt fence or other materials as may be required by the Town.

(3) Prior to issuing approval for a project, the Zoning Administrator may require the applicant to submit the proposed specifications and drawing defining the stormwater drainage plans, including the percentage of impervious surfaces, for the project and for any changes to existing drainage features outside the new area necessary to accommodate the plan.

(4) Changes to established drainage features such as size or elevation of driveway culverts, of swales and of ditches on town property or easements shall not be made without the written approval of the Zoning Administrator indicating that the change will not significantly impact stormwater drainage in the area.

(5) Grade changes on private property shall be considered drainage feature changes, and shall require written approval of the Zoning Administrator. Grading on private property shall not accelerate, or increase nor divert the flow of stormwater onto adjacent private property.

(6) For those drainage ditches and drainage pipes installed in the town's right-of-way by the property owner, either current or prior, or by the developer, it is the current property owner's responsibility to maintain those drainage ditches and pipes. The drainage ditches, and pipes, must be kept clear of obstructions or conditions which might retard the free flow of stormwater past their property and under their driveways.

(7) No surface water shall be channeled or directed into a sanitary sewer.

(8) Nuisance water shall not be a violation of this chapter or subject to enforcement procedures under the provisions of this chapter. Waterways within the jurisdiction of the Corp of Engineers and/or the North Carolina Department of Environmental Quality shall not be classified as nuisance water. Additionally, stormwater retention and/or detention ponds shall not be classified as nuisance water.

(9) Any project, due to complexity or scale, may be subject to the provisions of § 15.01.082 (7) of the Town's Code, when deemed necessary by the Zoning Administrator.

(10) Problem water will not be allowed to exist within any drainage feature such as a swale, ditch or pipe located within the town's property, right-of-way or easement. Nuisance water and waterways shall not be classified as problem water.

Penalty, see § 1.01.999

§ 15.02.020 DEFINITIONS.

NUISANCE WATER. Storm water that remains on the surface in a standing, non-flowing, obstructed or impounded condition within a drainage feature such as a swale, ditch or pipe for a period of no more than four (4) consecutive days immediately after a precipitation event has ended.

PROBLEM WATER. Any water that remains on the surface in a standing, non-flowing, obstructed or impounded condition within a drainage feature such as a swale, ditch or pipe for a period of more than four (4) consecutive days.

**River Bend Town Council
Work Session Minutes
October 8, 2020
River Bend Municipal Building
5:00 p.m.**

Present Council Members	Mayor John Kirkland Don Fogle Brian Leonard Bud McClard Bud Van Slyke Buddy Sheffield
Town Manager	Delane Jackson
Town Clerk	Kristie Nobles
Town Attorney	David Baxter

Councilman McClard asked if he could address the council. He stated that he has decided to place his home on the market and he is not sure where he will move. He asked if it would be a conflict of interest with his home on the market while he serves on the Council. The Council agreed that it was no conflict for him to serve on the Town's Council. The Town's Attorney David Baxter also agreed that there was no conflict with him serving while his house is on the market.

Town Manager Delane Jackson stated that he had two items to add to the agenda this week. These two items were placed at the top of the agenda.

DISCUSSION – Resolution – Designation of Applicant Agent

The Manager stated he is completing documents to apply for a \$500,000 grant to build a new public works facility. The letters of interest for this grant are due Friday October 9, 2020. One of the requirements is a designation of an agent. The Manager presented a resolution to appoint him as the designated agent.

MOTION

Councilman Sheffield **moved to adopt the Resolution appointing the Town Manager as the Designated Applicant Agent for the North Carolina Division of Emergency Management as presented.** The motion carried unanimously. (*see attached*)

DISCUSSION – Dredging Proposal

The Manager stated that the Council had previously approved a proposal from Kings Dredging in the amount of \$65,000, and since then this contractor has rescinded this proposal. The Manager presented a dredging proposal from Coastal Dredging in the amount of \$65,000 and said that the Town is on a very tight time line with our permit. He stated that he has consulted with five dredging contractors since the beginning of this project. He stated that Coastal Dredging stated that they could start on the project as early as next week. Councilman Sheffield asked if the spoils would be disposed of in the same manner as discussed with the prior contractor. The Manager stated that the spoils would be lifted by bucket to barge and then would be trucked to private property off Old Pollocksville Road. Once dried Public Works would spread out the remaining soil in that area on the property. Councilman Van Syke asked if the contracted price is for up to 1,000 cubic yards or per cubic yard. The Manager stated that the contractor would invoice the Town for the amount of cubic yards removed at \$50 each. Councilman Van Syke asked that there be a contract completed stating that the contractor would only invoice for the total cubic yards versus a flat fee of \$65,000 up to 1,000 cubic yards. The Manager stated that a contract would be completed to

include this wording. Councilman Leonard asked if the Manager had spoken with the contractor regarding property owners contacting him for personal dredging also. The Manager said he has not but the proposal has the contractors contact information on it for anyone who wished to contact him for personal dredging.

MOTION

Councilman Leonard **moved to accept the Island Lake dredging proposal as presented from Coastal Dredging and to authorize the Town Manager to negotiate and execute a contract in an amount not to exceed \$65,000.** The motion carried unanimously.

DISCUSSION – Planning Board Recommendation Concerning Sidewalks in Subdivision Ordinance

Councilman Sheffield stated that the Planning Board recommends that the Town require sidewalks in the Subdivision Ordinance. He stated that this had been presented to the board a few years back and the only change now is that the sidewalks would be five foot wide. Councilman Sheffield said that as the Planning Boards liaison, he is obligated to present this to the Council but he personally does not recommend it or support adding sidewalks to the Subdivision Ordinance. Councilman Leonard stated that this would be a requirement for new subdivisions in the Town only and he supports adding sidewalks to new subdivisions. Councilman Van Syke asked if this would pertain to new homes in current subdivisions and the Manager stated that this would pertain to new subdivisions only. Councilman Leonard stated that the only area in town for new subdivisions that this would pertain to is basically in the Northwest Quadrant. He stated that sidewalks would be a benefit for safety in the area also. Councilman Fogle asked if the Town is still considering lot size and animals for the Northwest Quadrant. Councilman Sheffield stated that the Planning Board would discuss that at the next Planning Board meeting. Councilman Fogle stated that he does not think the Council should take any action on sidewalks until the Planning Board makes a decision on animal restrictions and lot size. Mayor Kirkland suggested that the Council send the sidewalk recommendation back to the Planning Board to draft a proposal for items that have been discussed.

DISCUSSION – Planning Board Recommendation Concerning Stormwater Drainage Regulations

Councilman Sheffield stated that the Planning Board recommends deleting §15.02.069 Stormwater Drainage regulations from Chapter 15 and adding Stormwater Drainage regulations to Chapter 9.03 of the Code of Ordinances. He stated that the Town could then take over responsibility of maintaining the Town's right-of-way including the drainage ditches and pipes. The Manager stated that for the responsibility to shift from property owner and to the Town that the Council would need to approve amending the Code of Ordinance, which would need to start with holding a Public Hearing. Councilman Leonard stated that EWAB also recommends this change. Councilman Leonard stated that the changes to the Code of Ordinances will need to clearly state the property owner's and the Town's responsibilities. Councilman Sheffield agreed. Mayor Kirkland suggested that the Council allow the Mayor and the Town Manager to work on the language for amending the drainage regulations.

DISCUSSION – Painting Options for Town Hall Exterior

The Manager stated to the Council that construction on Town Hall has come to a point where a decision needs to be made on the exterior color of the new addition. He said that there are a few options for determining the exterior color:

- a) Paint the new Town Hall addition to match the Municipal Building with the intent to paint the remainder of Town Hall to match Municipal Building at a later date.
- b) Paint the new Town Hall addition to match the existing Town Hall exterior, with the intent to paint the entire Town Hall to match Municipal Building at a later date.

- c) Paint the new Town Hall addition to match the remainder of Town Hall with no intention to change it at a later date. This is the only no additional cost option.

The Manager stated that if the Council decided to paint the entire Town Hall to match the Municipal Building it would cost an additional \$13,040. That price does not include any needed preparations to replace damaged siding. Councilman Sheffield stated that installing the Hardy board to match the Municipal Building would look nice but for the time being painting the new addition at Town Hall to match the current Town Hall exterior would be the best option. By consensus of the Council all agreed to move forward with painting the new Town Hall addition to match the current Town Hall exterior paint color.

DISCUSSION – Room Naming Options

The Manager stated to the Council that he has received most of the recommendations for the room names for the meeting rooms at the Municipal Building and Town Hall from the Council. He stated that voting on those names would take place at the next Council Meeting on October 15th.

Councilman Van Syke asked when those rooms would be reopened for public use. Councilman Leonard stated that there are restrictions that would need to be in place for use of the meeting rooms and someone there to enforce the restrictions. The Manager stated that the Council would need to make a decision to reopen the meeting rooms. The Mayor stated that reopening the meeting rooms at this time should not be an option. By consensus of the Council all agreed to keep the meeting rooms closed for public use other than Council and Advisory Board meetings.

Councilman Fogle suggested that the Council add a "Wall of Fame" to the new Municipal Building. He stated that these individuals would be community members who have made an impact on the community and create criteria for those individuals who would be nominated. Councilman McClard stated that this would most likely create a hardship for community members nominated but not approved. No action was taken at this time.

Councilman Leonard asked if the CAC Advisory Board would be the group to decide on the interior appearance of the Municipal Building. The Manager stated that the CAC Advisory Board role is strictly for exterior projects.

DISCUSSION – Veterans Memorial Stone Placement

The Manager stated that at a previous Council meeting, it was suggested to move the Veterans Memorial Stone to the Municipal Building by the flagpole. He stated that the Veterans Stone has been removed from its original location due to construction at Town Hall. The Manager said that with Veterans Day approaching this would be a good time to place it near the flagpole at the Municipal Building if the Council wished to do so. Councilman Sheffield stated that if the Veterans Memorial Stone is moved that a new ceremony would be necessary. Councilman Leonard stated that the stone was in a high traffic area with more visibility in its original location at Town Hall. He suggested that the stone should be returned there. The Council agreed to return the Veterans Memorial Stone to its original location at Town Hall when construction is complete. The Manager stated that the original location is now occupied by the new addition but the stone could be placed very close to its original location.

CLOSED SESSION

Councilman Sheffield **moved to go into a Closed Session under NCSG 143-318.11(a)(3) and (5), to consult with the attorney and to discuss the possible acquisition of land on Old Pollocksville Road from Robert Davis for the construction of a new road.** The motion carried unanimously. The Council entered Closed Session at 6:30 p.m.

OPEN SESSION

Councilman Sheffield **moved to return to Open Session** at 7:00 p.m. The motion carried unanimously.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield **moved to adjourn.** The meeting adjourned at 7:05 p.m.

Kristie Nobles
Town Clerk

RESOLUTION
DESIGNATION OF APPLICANT'S AGENT
North Carolina Division of Emergency Management

Organization Name (hereafter named Organization) Town of River Bend	Disaster Number:
Applicant's State Cognizant Agency for Single Audit purposes (If Cognizant Agency is not assigned, please indicate):	
Applicant's Fiscal Year (FY) Start Month: 7 Day: 1	
Applicant's Federal Employer's Identification Number 56 - 1291141	
Applicant's Federal Information Processing Standards (FIPS) Number 37 - 049 -	

PRIMARY AGENT	SECONDARY AGENT
Agent's Name Delane Jackson	Agent's Name John Kirkland
Organization Town of River Bend	Organization Town of River Bend
Official Position Town Manager	Official Position Mayor
Mailing Address 45 Shoreline Dr.	Mailing Address 45 Shoreline Dr.
City, State, Zip River Bend NC 28562	City, State, Zip River Bend NC 28562
Daytime Telephone (252) 638-3870	Daytime Telephone (252) 638-3870
Facsimile Number	Facsimile Number
Pager or Cellular Number	Pager or Cellular Number

BE IT RESOLVED BY the governing body of the Organization (a public entity duly organized under the laws of the State of North Carolina) that the above-named Primary and Secondary Agents are hereby authorized to execute and file applications for federal and/or state assistance on behalf of the Organization for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act, (Public Law 93-288 as amended) or as otherwise available. BE IT FURTHER RESOLVED that the above-named agents are authorized to represent and act for the Organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to such disaster assistance required by the grant agreements and the assurances printed on the reverse side hereof. BE IT FINALLY RESOLVED THAT the above-named agents are authorized to act severally. PASSED AND APPROVED this 8 day of October, 2020

GOVERNING BODY	CERTIFYING OFFICIAL
Name and Title	Name Kristie Nobles
Name and Title	Official Position Town Clerk
Name and Title	Daytime Telephone (252) 638-3870

CERTIFICATION

I, Kristie Nobles, (Name) duly appointed and Town Clerk (Title) of the Governing Body, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Governing Body of Town of River Bend (Organization) on the 8 day of October, 2020

Date: 10-9-20 Signature: 

**River Bend Town Council
Regular Meeting Minutes
October 15, 2020
River Bend Municipal Building
7:00 p.m.**

Present Council Members:

Mayor John Kirkland
Don Fogle
Brian Leonard
Bud McClard
Buddy Sheffield
Bud Van Slyke

Town Manager: Delane Jackson
Town Clerk: Kristie Nobles
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, October 15, 2020 at the River Bend Municipal Building with a quorum present.

CONSENT AGENDA

The Mayor presented the Council with the Consent Agenda. Councilman Leonard stated there was an error on page 2 of the Work Session Minutes from September 10, 2020. This had been corrected prior to the Council Meeting and copies were distributed to Council Members at the meeting. 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 September 10, 2020 Work Session
Minutes of the September 17, 2020 Regular Meeting*

TOWN MANAGER'S REPORT

The Town Manager stated that he would like to acknowledge that October is Breast Cancer Awareness Month and that the Town Employees and Council Members all displayed an article of pink to support the cause.

The Manager stated that he had completed the BRIC application and letter of interest to FEMA to apply for funding for construction of a new public works building. He stated that overall \$33,600,000 is allotted to the State and the Town is requesting \$638,000. A decision should be made by Friday, October 23, 2020 as to if the Town has advanced to the next level of the application process. The Manager stated that the Town had received money from FEMA for flood mitigation that will allow the Town to expand the second level of storage in the current public works building. Councilman Sheffield asked if the Town is awarded the BRIC money, will the Town build a new public works building and tear down the current building. The Manager stated that the Town's application would require the Town to demolish the current building and

rebuild outside the flood plain. Councilman McClard asked if the Town would be able to build in the current public works building area again and the Manager stated that the Town would not be permitted to do so.

The Manager stated that Election Day voting will be in the new Municipal Building and no early voting will take place in the Town of River Bend.

Councilman Leonard asked if Coastal Dredging has starting dredging. The Manager stated that the barge is in place but the contractor has not started dredging. The contractor wanted to confirm his insurance limitations before completing the contract. The Manager stated that the Town would be responsible for cleaning the road after the silt is transported to the disposal site.

ADMINISTRATIVE REPORTS

PLANNING BOARD – Councilman Sheffield

Planning Board – The River Bend Planning Board met on October 1st at 6:00 p.m. in the Municipal Building. A quorum was present. Guests included the Town Manager and Mr. Brian Swicegood. The usual reports were given. Mr. Swicegood addressed the board about his desire to purchase two lots within the Town limits of River Bend to create a home for his family. He requested that the board alter its ban on farm animals in the Town limits. It is his desire to create a 16-acre home/farm that, among other things, would feature some animals such as a goat, a donkey, some ducks and chickens. He explained that he wants his children to grow up with the experience of taking care of animals to teach them responsibility, aside from the simple fun of it. Mr. Swicegood was excused and the board took his request under advisement. There was much discussion. It was determined that the area of the potential mini farm is already zoned for “agriculture” but changes would need to be made to allow for farm animals. No decision was reached. Chairman Lippert asked the members to do their homework on the subject and be prepared to render a decision at the November Planning Board meeting. The next topic was a proposal to require sidewalks in the zoning requirements for subdivisions in new development within the Town. The board decided in favor of the proposal and sent it to the Council for a vote. The board also decided to remove language from section 15 of the Town’s ordinance concerning the responsibility of homeowners to maintain storm water drainage ditches in front of their homes. This change was submitted to the Town Council for a vote. The meeting was adjourned.

The next meeting will be November 5th. As always, all citizens are invited to attend, although numbers are restricted by Covid-19 regulations.

Vote – Public Hearing for Subdivision Ordinance Amendment

Councilman Sheffield motioned to hold a public Hearing on November 19, 2020 for a proposed amendment to the Town’s Subdivision Ordinance. The motion carried unanimously.

Vote – Public Hearing for Stormwater Drainage Amendment

Councilman Sheffield motioned to hold a public Hearing on November 19, 2020 for a proposed amendment to the Town’s Zoning Ordinance. The motion carried unanimously.

PARKS & RECREATION/CAC – Councilman McClard

Parks & Recreation – Councilman McClard stated that the Parks and Recreation Board met on September 30, 2020 to discuss Halloween options for this upcoming year. The board agreed to host a drive thru Trick or Treat in the Municipal Building parking lot on October 31st, from 3:00

p.m.to 5:00 p.m. The board also agreed to host a Halloween Mailbox Decorating Contest with prizes offered.

RBCOG Garden – Councilman McClard stated that the Organic Garden has not resumed regular meetings since Covid-19 arrived. He stated that Fall production would include lettuce, kale, swiss chard, radishes, turnips, rutabaga and garlic. Gardeners will begin clearing out the beds and the garden will be rototilled over the next few months. All the beehives with the exception of one have been decimated by wax moths and the Monarch butterflies will be heading south soon.

Red Caboose Library Board – Councilman McClard stated that the library had re-opened and the Grab and Go process is working well. He stated there is a Book and Bake sale planned for Saturday November 21, 2020 from 10:00 a.m. to 2:00 p.m.

PUBLIC SAFETY – Councilman Fogle

Discussion – Room Naming Options - Councilman Fogle stated that all of the proposed names for the public meeting rooms had been compiled and provided to the Council. After some discussion the following room names were agreed upon by the Council:

Large Room in the Municipal Building to be named Plantation Room.

Small Room in the Municipal Building to be named Shoreline Room.

Large Room in the Town Hall Building to be named Council Chambers.

Small Room in the Town Hall Building to be named Town Hall Conference Room.

PUBLIC WORKS – Mayor Kirkland

The Mayor stated that there was a PWAB meeting this month with three members in attendance. The Mayor stated that the Board has several openings and solicits volunteers to serve on this Board. If interested please contact the PWAB Chairman Mr. Buck Irvin, Town Clerk or himself. Applying is as easy as filing a form with the Town Clerk. Then it will be presented to the Council for action.

FINANCE –Councilman Van Syke

Financial Report – Finance Administrator Margaret Theis told the Council that the total of the General Fund Cash Balances as of September 30, 2020 was \$3,882,536. Ad valorem tax collections for FY20-21 were at \$10,653, and Vehicle Ad valorem tax collections were at \$6,956.

ENVIRONMENT AND WATERWAYS – Councilman Leonard

Councilman Leonard gave the following report of the last EWAB meeting:

EWAB met on October 3, 2020 in the large meeting room in the Municipal Building. Chairman Stevens called the meeting to order at 7:02 p.m.. There was a quorum of members. There were no visitors. Most members wore masks. Councilman Leonard updated the board about ongoing Town Council matters.

Old business: Dredging: Update of ongoing efforts to secure a contractor. Drainage: Update on Channel Run project and the planning board's recommendation to change the Town's ordinance. No wake signs: Update of status of new signs ordered. Canal survey: Update of status of getting contractor to conduct survey. New business: There was no new business. The next meeting will be on Monday, November 2, 2020 at 7:00 p.m. in the small meeting room in the Municipal Building. Visitors are welcome. The meeting adjourned at 7:35 p.m.

MAYOR'S REPORT – Mayor Kirkland

The Mayor presented the following report:

After 25 years residency in River Bend it is safe to say that the Town's appearance has never looked so good.

This statement is remarkable when one considers that two years ago we had just suffered the devastating visit of Hurricane Florence. Those that lived through that event will clearly recall the massive piles of appliances, furniture and demolition debris that lined the streets in the floodplain areas of Town. It had all the resemblance of a war zone.

Fast forward. There are still homes that are being restored but exterior appearances of these few homes reveal very little of that ongoing effort. A visitor driving through Town today would see little evidence of the Florence visit of only two years past.

Many persons have worked hard to make this transformation possible. I shall list some of these people:

1. Individual Homeowners: who quickly removed the compromised furniture, appliances and interior building materials. These homeowners worked with the Town's floodplain administrator Allison McCollum and the FEMA representative agents who spent several weeks in Town addressing loss and covered restoration compensation. This was followed by an army of contract personnel and traffic in support of rebuilding.
2. The Storm actions of the Town Council: required attendance at several called meetings to authorize documents needed for Federal and State funding grants. The continuing conduct of operations is made possible by the Town's annual budget. The Council spends hours in a number of sessions working with the Manager and Staff to authorize the annual budget, set the tax rate, and authorize the major projects that the Manager will execute during the course of the budget year. This authorization gave the Manager necessary authority to begin initial recovery efforts as we waited for return of requested grant funding. Thanks to the Council for the quick response each time a request for action was made.
3. Town Staff: under the leadership of Manager Delane Jackson the Town's infrastructure suffered some compromise but the dedicated staff kept the utility systems operating and there was virtually no interruption in this service. Manager Jackson carefully monitored what assistance would be available from Federal Agency and State sources to assist in rebuilding and recovery. Many staff members assisted in developing requests for emergency assistance. In total more than \$1,000,000 from these sources assisted in the recovery effort. The staff effort went largely unnoticed at the time. We all need to offer thanks and appreciation to these persons, who were at the same time dealing with their own recovery at home.

The Town has emerged from the wrath of Hurricane Florence in a strong position. The Homeowners, Town Council, Manager and entire Staff are due thanks and appreciation for clearly superior service during this very trying period.

Now we engage the COVID-19 pandemic. May we all see the conquering of this cruel virus in the near future.

PUBLIC COMMENT

No public comments were made.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield **moved to adjourn.** The meeting adjourned at 7:55 p.m.

Kristie Nobles
Town Clerk



TOWN OF RIVER BEND

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**TOWN OF RIVER BEND
EMPLOYEE HOLIDAY SCHEDULE FOR CY 2021**

<u>HOLIDAY</u>	<u>DATE</u>
New Year's Day	Friday, January 1, 2021
Martin Luther King Day	Monday, January 18, 2021
Good Friday	Friday, April 2, 2021
Memorial Day	Monday, May 31, 2021
Independence Day	Monday, July 5, 2021
Labor Day	Monday, September 6, 2021
Veterans' Day	Thursday, November 11, 2021
Thanksgiving Holiday	Thursday, November 25, 2021 Friday, November 26, 2021
Christmas Holiday	Thursday, December 23, 2021 Friday, December 24, 2021



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MEETINGS OF THE TOWN COUNCIL OF THE TOWN OF RIVER BEND 2021

Work Sessions*(2nd Thursday)

January 14, 2021
February 11, 2021
March 11, 2021
April 8, 2021
May 13, 2021
June 10, 2021
July 8, 2021
August 12, 2021
September 9, 2021
October 14, 2021
***November 10, 2021 (Wednesday)
December 9, 2021

Regular Meetings**(3rd Thursday)

January 21, 2021
February 18, 2021
March 18, 2021
April 15, 2021
May 20, 2021
June 17, 2021
July 15, 2021
August 19, 2021
September 16, 2021
October 21, 2021
November 18, 2021
December 16, 2021

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

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

***Due to Veterans' Day, this meeting will be held on Wednesday.

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

Kristie Nobles
Town Clerk

**NOTICE TO PUBLIC
PROMOTING FAIR HOUSING
TOWN OF RIVER BEND
2019 COMMUNITY DEVELOPMENT BLOCK GRANT NR**

The Town of River Bend wishes to make known to its citizens that the Town is promoting Fair Housing in the community. Anyone wishing to obtain information concerning Fair Housing will find it available to them in the Town Hall. At the Town's next regular board meeting on November 19, 2020 at 7:00 p.m. we will be glad to address any Fair Housing questions. During the implementation of the Town's Community Development Block Grant the Town will be actively involved in educating its citizens with regards to equal housing rights.



RIVER BEND POLICE DEPARTMENT



MONTHLY ACTIVITY REPORT

2020					
	2020	2020	2020		
Activities	August	September	October	% of Calls	% Change
ALARMS / 911 UNKNOWN / DISTURBANCE / SHOTS FIRED	4	8	8	0.50%	0.00%
ANIMAL COMPLAINTS	11	4	3	0.19%	-25.00%
ARRESTS	1	3	6	0.37%	100.00%
ASSAULTS / ALL OTHER VIOLENT CRIME	2	3	2	0.12%	-33.00%
ASSIST CITIZENS / LOCK OUT / QUALITY OF LIFE ISSUES	11	8	13	0.81%	63.00%
ASSIST EMS / FD / FIRST RESPONDERS / MED ASSIST	24	20	26	1.62%	30.00%
ASSIST MOTORISTS / FOOT PATROLS / ALL OTHER	83	100	87	5.43%	-13.00%
ASSIST OTHER AGENCIES	1	2	3	0.19%	50.00%
B & E BUSINESS / RESIDENCE / VEHICLE	1	0	1	0.06%	100.00%
CRIM.SUMM./SUBPOENAS/WARRANTS/CIVIL COMPLAINT	3	8	5	0.31%	-38.00%
DOMESTICS	2	1	4	0.25%	300.00%
FIRES / ALARM	2	0	2	0.12%	200.00%
IDENTITY THEFT / FRAUD	3	2	1	0.06%	-50.00%
INVOLUNTARY COMMITMENTS	4	1	0	0.00%	-100.00%
JUVENILE COMPLAINTS	0	1	0	0.00%	-100.00%
LARCENIES	2	3	0	0.00%	-100.00%
LITTERING	1	0	0	0.00%	0.00%
LOUD MUSIC / NOISE COMPLAINTS	3	1	0	0.00%	-100.00%
DEATH / MISSING PERSON / RUNAWAY / SUICIDE(A)	2	1	1	0.06%	0.00%
PROPERTY DAMAGE / VANDALISM	3	0	0	0.00%	0.00%
RESIDENTIAL/BUSINESS CHECKS/COMMUNITY WATCH	1,360	1,306	1,270	79.33%	-3.00%
ROADWAY DEBRIS / OBSTRUCTIONS	0	1	0	0.00%	-100.00%
ROBBERIES	0	0	0	0.00%	0.00%
SOLICITING VIOLATIONS	0	0	1	0.06%	100.00%
SUSPICIOUS PERSONS / VEHICLES / FIELD INTERVIEW	22	17	21	1.31%	24.00%
TOWN ORDINANCE CITATIONS	6	1	6	0.37%	500.00%
TOWN ORDINANCE VIOLATIONS	7	3	6	0.37%	100.00%
TRAFFIC ACCIDENTS	2	2	2	0.12%	0.00%
TRAFFIC STOPS	27	52	84	5.25%	62.00%
TRAFFIC COMPLAINTS-Radar	34	16	18	1.12%	13.00%
DWI	1	0	3	0.19%	300.00%
CHECKPOINTS	2	1	0	0.00%	-100.00%
DRUG VIOLATIONS	0	2	1	0.06%	-50.00%
WELFARE CHECKS	3	8	2	0.12%	-75.00%
CASE ASSIST / PW / VEHICLE MAINTENANCE / MEETING	3	4	2	0.12%	-50.00%
CASE FOLLOW UPS / SPECIAL OPERATION / TRAINING	7	18	21	1.31%	17.00%
TRESPASSING	0	0	2	0.12%	200.00%
OVERDOSE	1	0	0	0.00%	0.00%
Total	1638	1597	1601	100.00%	0.00%

0.25

Traffic Violations

11 State Citations
16 Total State Charges
17 State Warnings
6 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 - 99
100 Plantation - 108
200 Lakemere - 86
200 Rockledge - 101

Phone Calls Answered (638-1108)

224 Incoming Calls Answered



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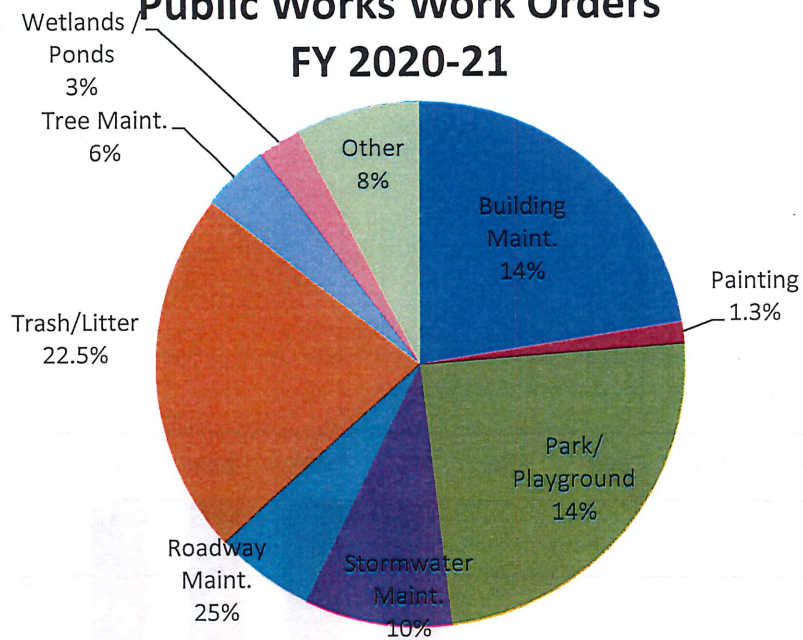
October 2020 Monthly Report Brandon Mills, Director of Public Works

Public Works added more mulch to the swing set area near the dog park in Ritter field. As a reminder, we put down this mulch to provide a cushion in the event someone falls. Routinely we check all of the Town's park for potential safety hazards, and repair/address the issues as they arise. We also relocated "Big Ben" near the Gazebo at the front of Town Hall. I am happy to say that we were able to save his brick base, and relocate it to the new location also. This took some tedious tractor work, and I would like to thank the Public Works guys for a job well done. Public Works also did more limb trimming along the roadways around Town. We routinely trim limbs to keep them from interfering with traffic.

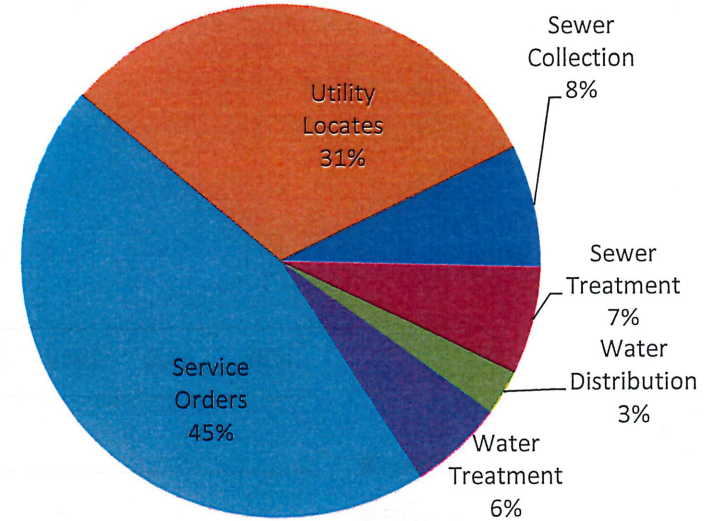
Water Resources continued to do a great job at operating the Town's water/sewer system. We had one chlorinator that failed in the Water Treatment Plant. The problem was quickly identified, and repaired by our staff. Our water resource team is very well trained, and there is hardly anything that we cannot repair. We also repaired a couple of diffusers down at the Wastewater Treatment Plant. The purpose of diffusers are to supply air to the microorganisms that break down the organic material in our wastewater treatment process. Clogged up diffusers do not mix the wastewater efficiently and routinely have to be cleaned and repaired.

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

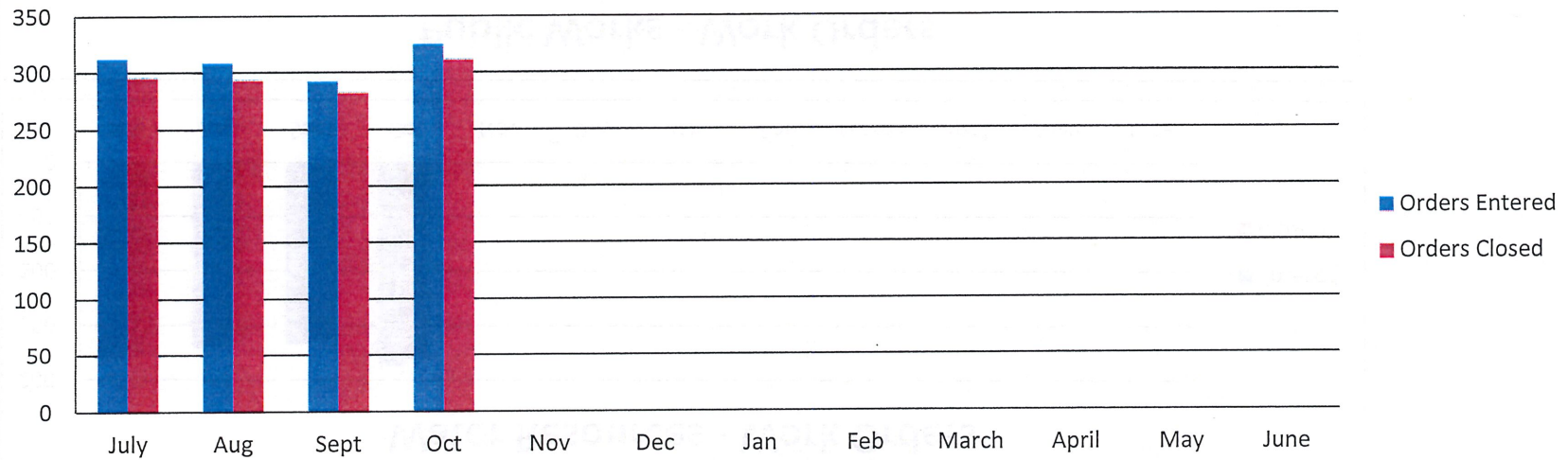
Public Works Work Orders FY 2020-21



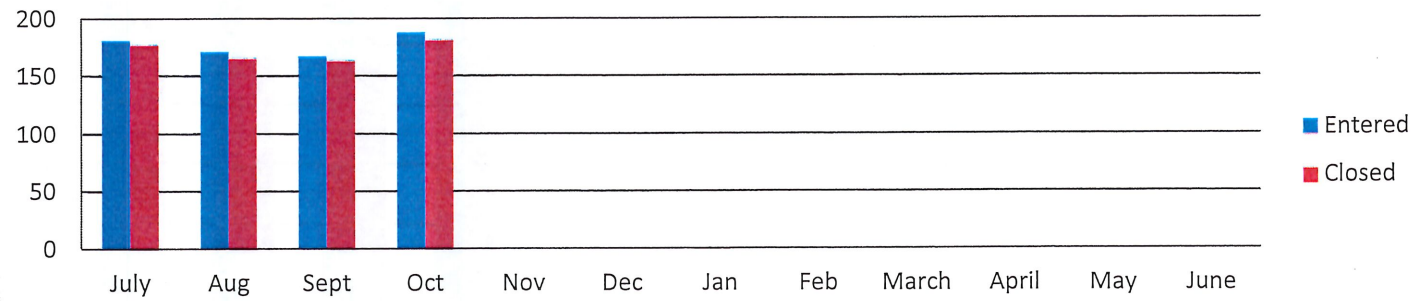
Water Resources Work Orders FY 2020-21



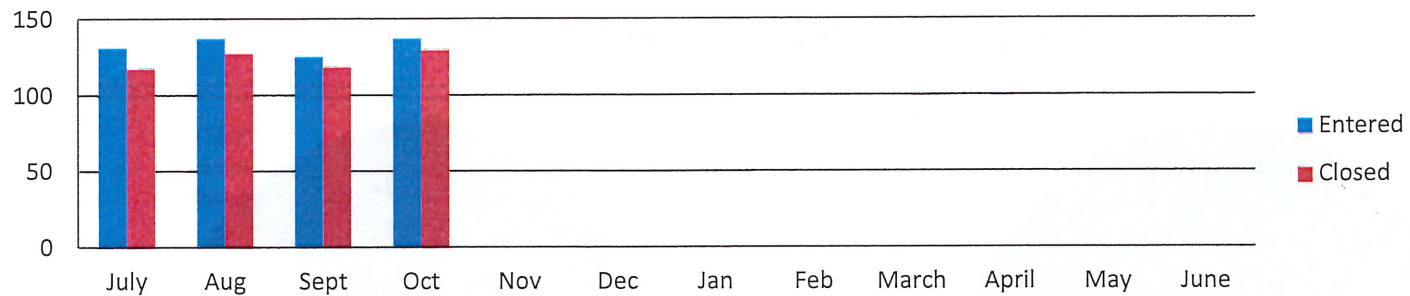
Total Work Orders - FY 2020-21



Water Resources - Work Orders



Public Works - Work Orders



[illegible]

MONTHLY ZONING REPORT

MONTH	October	YEAR	2020
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Activity	Monthly	YTD Total
Permit Applications Received	7	27
Permits Issued	7	27
Fees Collected	482.80	2861.40
Violations Noted During Weekly Patrol	7	31
Complaints Received From Citizens	1	9
Notice Of Violations Initiated	8	39
*see details below		
Remedial Actions Taken By Town	0	0

[illegible]

Parks and Recreation

The Halloween "drive through" was a huge success and feedback was all positive. Due to the COVID restrictions no further plans are being pursued in the immediate future.

Organic Garden

See the attached summary from Barbara Maurer. In summary, garden tasks continue uninterrupted with focus on keeping volunteers safe with the COVID situation. The garden produced over 1500 pounds of produce this year, the "Green Team" is more active than in the past, the Monarch butterfly garden is thriving and getting known in even other parts of the country, and some winter crops are planted.

Library

The Red Caboose Library continues to be open under its Council approved COVID rules. The Library continues to be a popular activity.

Community Appearance Commission

CAC has met once (outside) in the past couple months but a quorum was not present. This year the town Christmas decorations will be installed by town workers rather than public volunteers and at present there are no plans for a public tree lighting ceremony.



RBCOG Garden Report – 11/2/20 For Parks & Rec, Council



OCTOBER 2020

Monthly meetings will resume in January if it is safe to do so. They will take place in the Community Building.

Temperate days extended the growing season for peppers, bitter melon and basil. Peanuts and sweet potatoes cured in the greenhouse. Fall crops are growing. Despite many hardships as of 10/13 the garden produced 1560 pounds of produce, excluding herbs.

The Green Team has returned in record numbers. An average of ten students attend each session.

The surviving beehive seems healthy.

The last of the monarchs commenced their long journey south. The monarch habitat is becoming known outside of the local community. A woman reached out to ask if we could shelter her monarch chrysalides. She was willing to drive them from her home in Maryland!

The unused beds have been rototilled once. They will be turned again before winter and a third time if we experience a warm spell.

The seven year old net fence surrounding the garden is starting to show signs of age. Replacement will take place in sections when time allows, with the most damaged parts going first.

A work day is scheduled for November 6. The task list includes painting, rototilling, weighing and bagging sweet potatoes and peanuts to take home, end of season cleanup, and emptying the Buddy shed. There's open space for everyone to observe social distancing. The garden shed has a maximum occupancy of two people at a time and the greenhouse can accommodate one person inside and one at the door.

For new residents who are not familiar with the community organic garden, it is built on town-owned land. All volunteers work together and share the harvest. A minimum of ten percent of the harvest is donated to Interfaith Refugee Ministries. There is no fee to join and everyone is welcome. One does not have to be a River Bend resident to participate.

10/13/20 RED CABOOSE LIBRARY BOARD MEETING AGENDA AND SUMMARY.

I. PRESENTATION: On Hold

II. FUND RAISING:

- A. Masks: Mary Iorio is donating face masks which will be made available at the Library. They will not be sold, but a donation will be requested. Men's, women's, and children's sizes will be available.
- B. Bake Sale: The Bake/Book Sale will be held on Sat. 11/21/20 from 10-2. Rain-date will be Sun. 11/22/20 from 1-4. Linda and Hazel will organize the baking and wrapping of goods. Volunteers will be asked to package and label goods and deliver to the Campesi home.
- C. Book Sale: Hardcover books will be sold for \$1.00, paperbacks .50, puzzles \$2.00.
- D. Entertainment books: We will order 20 books, and can order more if sales are good.
- E. Publicity: Gloria is working on a "Tweens" poster as well as a "Bake/Book Sale" poster. Both will be posted on the Town website, Facebook, and other local list serves. We are preparing a list of stores which will accept and post a "Book and Bake Sale" poster. Wendy and Lorraine will copy and distribute the posters.

III. FUTURE ENDEAVORS: On hold.

IV. LIBRARY STATUS: Town Council/Parks and Rec.

- A. Town Council: For the foreseeable future, Board meetings will be held in the Campesi home. Councilman Bud McClard will be notified by e-mail of the date and time.
- B. Parks and Rec.: They are planning a Halloween "Drive-thru" for the children behind the Community Center. Volunteers will distribute candy provided by Parks and Rec. A "Best Mailbox Decoration" contest will be held as well.

V. GENERAL LIBRARY OPERATIONS:

- A. "Tweens Project": Lorraine has chosen and placed in shelves more books in this category. She will soon post a photo of the new "Tweens" section on the Town website, Facebook and other list services.
- B. Children's Books: We have received a large donation of children's books appealing to a wide range of ages. They are currently being reviewed by Lorraine and will be placed in the new bookshelf crafted and donated by Chris Organ.
- C. Computer project: In Progress
- D. Patrons and Volunteers: Wendy has prepared an updated list of new patrons which includes some new volunteers. Linda will review and contact the new volunteers.

PRESENT AT TODAY'S MEETING: Linda, Gloria, Wendy, Lorraine, and Hazel.

CAC MEETING 10/21/20 MINUTES

ATTENDING: Lynn Torgersen, Meg Williams, Nancy Dell'Aria

Minutes from 1/15/20 CAC meeting presented but there were not enough members present to vote for approval.

Email from Councilor Bud McClard with his River Bend Town Council Report will be sent to CAC members. Bud included an application to join CAC from Lloyd Glibert Tripp III (Tripp). Lynn sent him an email inviting him to this meeting. Bud will include his application as an agenda item for November council meeting.

CAC Budget for 2020-21 was approved for \$2000.

Lynn reported that Delane indicated that Holiday decorations around town hall will be scaled down this year due to continuing renovations. Lynn will have further discussions with Delane about specifics, including the role of CAC members, volunteers and town employees. Any installation is slated for the Monday after Thanksgiving (11/30/20). Meg Williams will explore recreating the Caroling Snowmen which were part of the holiday decorations at the town entrance.

Old business was discussion of the renewal of the town's landscaping contract. Meg, Nancy and Lynn viewed the oval in the town hall parking lot. The block surround needs minor repairs. There is a need to replace and add some of the shrubs planted last year. Meg and Lynn will see about purchasing replacements and arranging for town employees to plant them.

New business was discussion about relocation of the town's Veterans Memorial. The River Bend Bear has been relocated near the Town Hall. Lynn will talk to Delane about the CAC providing plantings there.



RECEIVED

SEP 12 2020

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REQUEST FOR APPOINTMENT TO BOARDS OR COMMISSIONS

Community Appearance Commission (CAC)
BOARD/COMMISSION FOR WHICH YOU ARE APPLYING

Lloyd Gilbert Carroll III "Tripp" TrippCarroll@gmail.com
NAME E-MAIL ADDRESS

268 Shoreline Dr. New Bern NC 28562 252-514-5862
STREET ADDRESS PHONE #

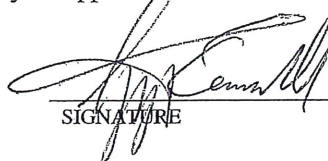
If you listed a post office box, do you live in the Town of River Bend? ☐ Yes ☐ No

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):

- Bachelors of Science in Finance Virginia Tech University
- Played Football for Virginia Tech 4 years letterman
- Commercial Sales in Precision Cooling / Data Center Supply (10 yrs)
- President of Local Hunt Club serving 50 members (current)
- Currently a stay at home father to (2) Boys Ages (5, 3)
- Associates in Sustainable Agriculture @ ^{Christian} County Comm. College (2010)
- Skills (work well with others, lead when necessary)
- Flexible Schedule would allow for anything needed of Commission

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

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.


SIGNATURE

9-9-20
DATE

Planning Board Report

November, 2020

The River Bend Planning Board met on November 5th at 6:00 p.m. in the Municipal building. A quorum was present. Guests included the town manager and Mr. Brian Swicegood.

The usual reports were given.

There was discussion about the town ordinance prohibiting farm animals in River Bend. The board voted to change the language in Chapter 15 to allow animals in areas zoned R20A. This issue now goes to the Council for the ultimate decision.

The board voted to approve resolutions on recent changes which moved stormwater drainage language out of Chapter 15 and required new subdivision developments to include sidewalks.

There was discussion about possible changes to the permitting process for swimming pools. It was decided that this issue is best handled by Craven County inspectors and that no changes would be required.

The meeting was adjourned.

The next meeting will be December 3rd. As always, all citizens are invited to attend, although numbers are restricted by Covid-19 regulations.

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

BE IT ORDAINED by the Town Council of the Town of River Bend that the Town Code of Ordinances, Title XV, Subdivisions, Sections 15.01.082 Preliminary Plat and 15.01.095 Generally be amended as follows:

§ 15.01.082 Preliminary Plat

(15) All required sidewalks and any proposed riding trails, natural buffers, bicycle, or other rights-of-way, utility or other easements, their location, width, and purposes.

(a) Sidewalk standard shall be as follows:

1. Sidewalks shall be a minimum of five (5) feet in width along principal streets and five (5) feet in width along other streets to meet ADA requirements. All sidewalks shall be constructed to a minimum thickness of four (4) inches except at driveway crossings, where they shall have a minimum thickness of six (6) inches.
2. Sidewalks shall be constructed on both sides of principal streets and both sides of extensions thereof.
3. Crosswalks (including the necessary improvements) may be required at or near the center of any block which is more than five hundred (500) feet long.
4. A minimum six (6) foot greenstrip (which includes drainage swale) shall be required to be placed inward between the edge of the street and the sidewalk.

§ 15.01.095 GENERALLY.

Each subdivision shall contain the following improvements, depending on the proposed lot sizes as expressed in the following chart:

<i>IMPROVEMENTS REQUIRED</i>			
	<i>Lot Areas in 1,000 Square Feet</i>		<i>Multi-Family Group</i>
	<i>20</i>	<i>15</i>	
Graded Streets and Lots	x	x	x
Drainage	x	x	x
Central Water and Hydrants	x	x	x

IMPROVEMENTS REQUIRED			
	Lot Areas in 1,000 Square Feet		Multi-Family Group
	20	15	
Public Sewer	x	x	x
Paved Streets	x	x	x
Sidewalks	x	x	x
Max. Street Grade	8%	8%	5%
Street Lights*	x	x	x
Trees	x	x	x
Underground Wiring (Electric, telephone and cable TV installation)	x	x	x
Recreation Area	x	x	x
<p>* At the appropriate time during the subdivision development, the town will arrange street light installation by the utility company currently serving the town in accordance with their, and state (NCDOT "standard specifications for roads and structures", section 1400 – Lighting) standards. The developer will pay to the town the prevailing underground installation charge per pole as invoiced by the utility company currently serving the town. If there are existing lights, new lights should match them as close as possible. New lights should all be the same on single poles. Whether additional or new street lights, they should be placed as close to 350 feet apart as possible without interfering with right-of-ways to private property or emergency equipment. If the 350 feet distance places the street light within 20 feet of an intersection, the light should be placed at the intersection. In all cases, the type of street light will be subject to town approval.</p>			

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

Adopted this the 19th day of November, 2020

John Kirkland, Mayor

ATTEST:

Kristie Nobles, Town Clerk

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

BE IT ORDAINED by the Town Council of the Town of River Bend that the Town Code of Ordinances, Title XV, Zoning, Sections 15.02.020 Definitions and 15.02.069 Stormwater Drainage be amended by deleting the following:

§ 15.02.020 DEFINITIONS.

NUISANCE WATER. Storm water that remains on the surface in a standing, non-flowing, obstructed or impounded condition within a drainage feature such as a swale, ditch or pipe for a period of no more than four (4) consecutive days immediately after a precipitation event has ended.

PROBLEM WATER. Any water that remains on the surface in a standing, non-flowing, obstructed or impounded condition within a drainage feature such as a swale, ditch or pipe for a period of more than four (4) consecutive days.

15.02.069 STORMWATER DRAINAGE

(A) Tiling and other changes in right of way ditches.

(1) Where grassy swales currently exist as a drainage feature, the town, through enforcement of its ordinance, will seek to protect those swales from any development or alteration. Normally, continuously piped storm drains will not be permitted. The tiling or other alteration of right-of-way drainage ditches shall be permitted only with the express approval of the Zoning Administrator and only after adequate verification that the tiling or other alteration will not impede or accelerate unreasonably the flow of stormwater runoff to adjoining property. If approval for the tiling is granted, the person requesting the approval shall install, in conjunction with the tiling, the catch basins as may be required by the Zoning Administrator after taking into consideration the length of the right-of-way drainage ditch to be tiled.

(2) During and after any drainage projects, drainage ditch integrity shall be maintained against erosion and/or drainage changes at all stages of construction with marl rip-rap, mulching, sodding, silt fence or other materials as may be required by the Town.

(3) Prior to issuing approval for a project, the Zoning Administrator may require the applicant to submit the proposed specifications and drawing defining the stormwater drainage plans, including the percentage of impervious surfaces, for the project and for any changes to existing drainage features outside the new area necessary to accommodate the plan.

(4) Changes to established drainage features such as size or elevation of driveway culverts, of swales and of ditches on town property or easements shall not be made without the written

approval of the Zoning Administrator indicating that the change will not significantly impact stormwater drainage in the area.

(5) Grade changes on private property shall be considered drainage feature changes, and shall require written approval of the Zoning Administrator. Grading on private property shall not accelerate, or increase nor divert the flow of stormwater onto adjacent private property.

(6) For those drainage ditches and drainage pipes installed in the town's right-of-way by the property owner, either current or prior, or by the developer, it is the current property owner's responsibility to maintain those drainage ditches and pipes. The drainage ditches, and pipes, must be kept clear of obstructions or conditions which might retard the free flow of stormwater past their property and under their driveways.

(7) No surface water shall be channeled or directed into a sanitary sewer.

(8) Nuisance water shall not be a violation of this chapter or subject to enforcement procedures under the provisions of this chapter. Waterways within the jurisdiction of the Corp of Engineers and/or the North Carolina Department of Environmental Quality shall not be classified as nuisance water. Additionally, stormwater retention and/or detention ponds shall not be classified as nuisance water.

(9) Any project, due to complexity or scale, may be subject to the provisions of § 15.01.082 (7) of the Town's Code, when deemed necessary by the Zoning Administrator.

(10) Problem water will not be allowed to exist within any drainage feature such as a swale, ditch or pipe located within the town's property, right-of-way or easement. Nuisance water and waterways shall not be classified as problem water.

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

Adopted this the 19th day of November, 2020

John Kirkland, Mayor

ATTEST:

Kristie Nobles, Town Clerk

DECEMBER PUBLIC WORKS ADVISORY BOARD REPORT

The Public Works Advisory Board (PWAB), is scheduled to meet every other month. There next meeting will be on December 1st at 3:00 pm in the Municipal Building.

The PWAB has several vacant positions. Any resident interested in serving on this Board can obtain an application from the Town Clerk. Mr. Buck Irwin is the Chairman of the Board and if an applicant has questions, Mr. Irwin or I would be glad to meet with you.

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 IX, General Regulations, Section 9.03.010 be amended by creating the following:

9.03.010 STORMWATER DRAINAGE

The receiving stream for the town's stormwater runoff is the Trent River. Most of the town's stormwater drainage flows through grassy swales in route to either the town's canal system or directly into the Trent River. Grassy swales allow nitrogen, phosphates and other constituents an opportunity to be naturally removed from the stormwater before it enters the Trent River or the canal. A traditional piped system does not allow for this natural treatment to occur before the stormwater enters the river. The Town of River Bend, through enforcement of our Stormwater Drainage Ordinance, seeks to maintain and improve this natural treatment process in order to help protect our natural resources.

(A) Tiling and other changes in right of way ditches.

(1) Where grassy swales currently exist as a drainage feature, the town, through enforcement of its ordinance, will seek to protect those swales from any development or alteration. Normally, continuously piped storm drains will not be permitted. The tiling or other alteration of right-of-way drainage ditches shall be permitted only with the express approval of the Zoning Administrator and only after adequate verification that the tiling or other alteration will not impede or accelerate unreasonably the flow of stormwater runoff to adjoining property. If approval for the tiling is granted, the person requesting the approval shall install, in conjunction with the tiling, the catch basins as may be required by the Zoning Administrator after taking into consideration the length of the right-of-way drainage ditch to be tiled.

(2) During and after any drainage projects, drainage ditch integrity shall be maintained against erosion and/or drainage changes at all stages of construction with marl rip-rap, mulching, sodding, silt fence or other materials as may be required by the Town.

(3) Prior to issuing approval for a project, the Zoning Administrator may require the applicant to submit the proposed specifications and drawing defining the stormwater drainage plans, including the percentage of impervious surfaces, for the project and for any changes to existing drainage features outside the new area necessary to accommodate the plan.

(4) Changes to established drainage features such as size or elevation of driveway culverts, of swales and of ditches on town property or easements shall not be made without the written approval of the Zoning Administrator indicating that the change will not significantly impact stormwater drainage in the area.

(5) Grade changes on private property shall be considered drainage feature changes, and shall require written approval of the Zoning Administrator. Grading on private property shall not accelerate, or increase nor divert the flow of stormwater onto adjacent private property.

(6) For drainage pipes and/or driveway culverts installed in the town's right-of-way by a private property owner, either current or prior, or by the developer, it is the current private property owner's responsibility to maintain those against any material defects, damage or pipe failure that may restrict, block, impede or otherwise obstruct the flow of water through said pipes. For the purpose of this section, the private property owner who is responsible for material defects, damages or failures of pipes, as described above, is the person/entity whose private property is accessed or serviced by pipes or culverts that have been placed in the town's right-of-way.

(7) No surface water shall be channeled or directed into a sanitary sewer.

(8) Any project, due to complexity or scale, may be subject to the provisions of § 15.01.082 (7) of the Town's Code, when deemed necessary by the Zoning Administrator.

(9) Once a private property owner has been notified by the Zoning Administrator that a violation of 15.02.069 (6) exists in any piping serving their property, they shall have 15 days from the date of notification to remedy the violation. If they fail to do so, the Town shall cause the violation to be remedied and shall assess any costs for remediation to the property owner. In the event of an emergency, the Town may remove any obstruction within its right-of-way without notification of the owner and without responsibility for repair or replacement of the removal.

Penalty, see § 1.01.999

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

Adopted this the 19th day of November, 2020

John Kirkland, Mayor

ATTEST:

Kristie Nobles, Town Clerk

Town of River Bend



Monthly Financial Report

Printed 11/17/2020

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.

Town of River Bend
Financial Report
Fiscal Year 2020 - 2021



Fund Cash Balances

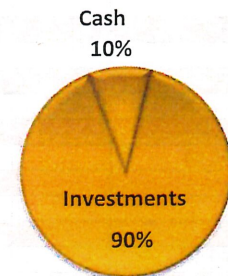
Cash Balances	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
BUS Capital Projects Fund	361,064	300,242	373,747	221,907								
General Fund*	1,142,330	1,040,227	1,065,570	1,177,596								
Powell Bill	0	0	39,979	479								
NCORR Recovery Grant	176,103	176,110	154,874	154,875								
CDBG OPR Development	-847	-1,207	-1,207	-1,207								
General Capital Reserve	152,134	152,142	94,145	30,453								
Law Enforcement Separation Allowance*	17,249	16,643	16,037	15,430								
Water Fund*	789,864	823,510	827,655	862,269								
Water Capital Reserve Fund (CIF)	244,663	244,672	244,677	244,679								
Sewer Fund*	1,022,560	1,055,928	1,055,812	1,102,445								
Sewer Capital Reserve Fund (CIF)	11,246	11,247	11,247	11,247								
Total Cash and Investments	3,916,367	3,819,514	3,882,536	3,820,175								
BB&T Cash Accounts	251,202	214,117	276,789	365,853								

*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	360,135	300,148	373,653	221,656								
General Fund	995,282	995,325	956,083	1,019,786								
Powell Bill	-	-	-	-								
NCORR Recovery Grant	176,103	176,110	154,874	154,875								
Capital Reserve (General Fund)	152,134	152,142	94,145	30,453								
Law Enforcement Separation Allowance	13,390	13,391	13,391	13,392								
Water Fund	762,639	762,749	763,043	763,592								
Water Capital Reserve Fund (CIF)	244,663	244,672	244,677	244,679								
Sewer Fund	949,573	949,613	994,632	994,642								
Sewer Capital Reserve Fund (CIF)	11,246	11,247	11,247	11,247								
Total Investments	3,665,165	3,605,397	3,605,746	3,454,322								

Town of River Bend
Financial Report
Fiscal Year 2020 - 2021



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	713,246	713,246	30	1,027	10,653	81,528									93,237	13.1%
Ad Valorem Taxes - Vehicle	83,200	83,200	6,125	8,612	6,956	8,891									30,585	36.8%
Animal Licenses	2,400	2,400	60	110	10	20									200	8.3%
Local Gov't Sales Tax	295,751	295,751	24,717	27,360	30,164	28,535									110,776	37.5%
Hold Harmless Distribution	90,202	90,202	5,354	6,145	7,975	7,514									26,987	29.9%
Solid Waste Disposal Tax	2,500	2,500	0	542	0	0									542	21.7%
Powell Bill Fund Appropriation	0	0	0	0	0	0									-	0.0%
Powell Bill Allocation	84,500	84,500	0	0	39,979	0									39,979	47.3%
Piped Natural Gas Tax	0	0	0	0	0	0									-	0.0%
Beer & Wine Tax	13,500	13,500	0	0	0	0									-	0.0%
Video Programming Tax	53,680	53,680	0	0	13,116	0									13,116	24.4%
Utilities Franchise Tax	114,261	114,261	0	0	21,733	0									21,733	19.0%
Telecommunications Tax	10,330	10,330	0	0	1,586	0									1,586	15.4%
Court Cost Fees	500	500	9	32	18	59									117	23.4%
Zoning Permits	5,000	5,000	797	1,640	232	483									3,151	63.0%
State Grants*	0	72,303	0	0	49,650	0									49,650	68.7%
Federal Gov't Grants- BPV	0	0	0	0	0	0									-	0.0%
Federal Disaster Assistance	0	0	0	0	0	0									-	0.0%
State Disaster Assistance	0	0	0	0	0	0									-	0.0%
Recovery Grant NCORR-FLDG-004	99,568	99,568	99,568	0	0	0									99,568	100.0%
Miscellaneous	8,000	8,000	790	503	571	570									2,433	30.4%
Insurance Settlements	0	0	0	0	0	0									-	0.0%
Interest - Recovery Grant NCORR-FL	1,212	1,212	11	6	3	1									22	1.8%
Interest - Powell Bill	50	50	0		0	0									0	0.2%
Interest - Investments	9,755	9,755	96	44	19	10									169	1.7%
Contributions	422	422	0		0	0									-	0.0%
Wildwood Storage Rents	18,120	18,120	1,689	1681	1,726	1,452									6,548	36.1%
Rents & Concessions	18,000	18,000	1,500	1500	1,500	1,500									6,000	33.3%
Sale of Capital Assets	0	0	0	0	0	0									-	0.0%
Sales Tax Refund Revenue	0	0	0	0	0	0									-	0.0%
Trans. from Capital Reserve*	42,970	164,663	42,970		121,693	0									164,663	100.0%
Trans. from L.E.S.A. Fund	0	0	0	0	0	0									-	0.0%
Appropriated Fund Balance*	222,833	435,840													-	0.0%
Total	1,890,000	2,297,003	183,716	49,201	307,582	130,562	0	0	0	0	0	0	0	0	671,062	29.2%

*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 2020 - 2021



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	28,700	28,700	2,203	994	4,082	733									8,012	27.9%
Administration	268,691	268,691	43,727	16,383	21,824	16,049									97,983	36.5%
Finance	120,181	120,181	19,023	7,544	9,283	8,255									44,105	36.7%
Tax Listing	10,880	10,880	0	322	368	1,064									1,753	16.1%
Legal Services	24,000	24,000	1,665	1,649	648	874									4,835	20.1%
Elections	0	0	0	0	0	0									0	0.0%
Public Buildings*	84,200	149,000	9,639	17,781	5,265	4,800									37,485	25.2%
Police*	573,245	590,548	110,187	36,326	38,885	36,016									221,414	37.5%
Emergency Management	4,000	4,000	832	1,961	167	526									3,485	87.1%
Animal Control	14,366	14,366	2,216	925	941	929									5,010	34.9%
Street Maintenance	221,686	221,686	5,749	6,512	2,312	145,925									160,498	72.4%
Public Works	167,240	167,240	18,436	12,759	12,695	14,830									58,721	35.1%
Leaf & Limb, Solid Waste	43,500	43,500	655	17,692	4,118	886									23,350	53.7%
Stormwater Management*	34,971	221,371	3,668	1,891	22,873	1,475									29,907	13.5%
Waterways & Wetlands*	3,000	68,000	0	0	0	768									768	1.1%
Planning & Zoning	48,363	48,363	7,356	3,160	2,960	2,991									16,467	34.0%
Recovery Grant NCORR-FLDG-004	100,780	100,780	14,110	7,129	7,143	7,072									35,455	35.2%
Recreation & Special Events	7,500	7,500	23	0	0	0									23	0.3%
Parks	50,370	50,370	6,687	2,579	2,183	2,302									13,751	27.3%
Transfers	66,359	139,859	66,359	73,500	0	0									139,859	100.0%
Contingency	17,968	17,968	0	0	0	0									0	0.0%
Total	1,890,000	2,297,003	312,534	209,107	135,748	245,494	0	0	0	0	0	0	0	0	902,882	39.3%

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	200,292	386,692	37,590	0	21,450	139,477									198,517	51.3%
Debt Service - Principle		0	0	0	0	0									-	0.0%
Debt Service - Interest		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	July	Aug	Sept	Oct	Nov	Dec	FY to Date	
								Total	% Exp
Cash Balance (modified accrual)	485,749	361,064	300,242	221,904	221,354				
Expenditures	829,757	124,711	60,835	151,843	553			1,167,699	85%
Interest earned	9,606	26	13	6	3			9,653	97%

Amended BUS Project Expend. 1,379,400
Interest earned budget 10,000
BUS Capital Project Fund Ord. 1,389,400



Water Fund

Revenue	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Col
Base Charge	234,862	234,862	39,043	349	39,179	541									79,111	33.7%
Consumption	213,326	213,326	40,429	76	42,636	216									83,358	39.1%
Other, incl. transfers	26,768	26,768	118	5,225	666	3,697									9,705	36.3%
Hydrant Fee	21,411	21,411	21,050	0	0	0									21,050	98.3%
Appropriated Fund Bal.*	75,867	117,267	0	0	0	0									0	0.0%
Total	572,234	613,634	100,639	5,650	82,480	4,454									193,223	31.5%

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	447,734	447,734	58,499	21,780	21,173	19,854									121,306	27.1%
Supply & Treatment	75,000	75,000	3,793	1,058	5,607	1,825									12,283	16.4%
Distribution*	46,000	87,400	29,434	1,678	1,093	445									32,650	37.4%
Transfers / Contingency	3,500	3,500	0	0	0	0									0	0.0%
Total	572,234	613,634	91,726	24,517	27,873	22,123									166,239	27.1%

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	23,000	23,000	11,430	250	0	0									11,680	-

Cash Balances			July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Water Fund			789,864	823,510	827,655	862,269								
Water Capital Reserve Fund (CIF)			244,663	244,672	244,677	244,679								

Water Produced		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
Limit															
Total Gallons		8,171,000	7,586,000	7,321,000	7,156,000									30,234,000	
Average daily gallons		925,000*	263,581	244,710	244,033	230,839								245,791	

* This is the permitted daily limit.

Town of River Bend
Financial Report
Fiscal Year 2020 - 2021



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	292,304	292,304	48,632	298	49,241	746									98,916	33.8%
Consumption	303,101	303,101	53,704	127	57,680	418									111,929	36.9%
Other, incl. transfers	19,862	19,862	74	1,538	19	1,599									3,230	16.3%
Appropriated Fund Bal.*	66,617	94,217	0												0	0.0%
Total	681,884	709,484	102,410	1,963	106,940	2,763									214,076	30.2%

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	442,884	442,884	59,377	22,665	22,097	21,162									125,301	28.3%
Collection*	64,000	91,600	5,299	989	675	892									7,855	8.6%
Treatment	112,000	112,000	4,882	4,121	13,159	4,589									26,750	23.9%
Transfers / Contingency	63,000	63,000	0	0	0	0									0	0.0%
Total	681,884	709,484	69,558	27,775	35,931	26,643									159,907	22.5%

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	22,000	22,000	11,430	250	0	0									11,680	53.1%

Cash Balances

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Sewer Fund	1,022,560	1,055,928	1,055,812	1,102,445								
Sewer Capital Reserve Fund (CIF)	11,246	11,247	11,247	11,247								

Wastewater Treated		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Limit														
Total Gallons		3,402,000	2,700,000	2,919,000	2,783,000									11,804,000	
Average daily gallons	330,000*	109,742	87,097	97,300	89,774									95,978	

* This is the permitted daily limit.

NOVEMBER MAYOR'S REPORT

The Thanksgiving Holiday will be past when this item is printed in the COMMUNITY section of the Sun Journal. We will be looking ahead to the Christmas Celebrations. The 2020 Holiday season is very much different than anyone can recall. The pandemic of the COVID-19 virus has caused everyone to take precautions to reduce the spread of the disease.

I feel sorry for the children who look forward to this season with great expectations and are confronted with the fact that many of the community and family traditional events have necessarily been canceled. The young persons of junior high age and beyond must look at the uncertain operation of the schools and the university and be concerned with how they will plan for their future. It seems that the best we adults can do is present a promise to work with the youth to find the appropriate solution as the national and international health field stabilizes.

The Town Council and the Staff under Manager Jackson's leadership has taken many precautions to prevent actions that would result in a spread of the virus.

During this season, we all need to remember the first Christmas was a gift from God and we should celebrate the anniversary of that gift of Jesus as we pray for relief from this cruel virus.

Town of River Bend

Public Comment Policy

Overview- In 2005, the North Carolina General Assembly, through the passage of NCGS 160A-81.1, required that each municipality in North Carolina provide a period for public comment at least once per month at a regular meeting of the Council. The General Assembly gave Councils the authority to adopt rules governing the conduct of the public comment period. The Town of River Bend recognizes the importance of receiving comments from the public. The purpose of the public comment period is to give the public an opportunity to express their views, comments or opinions to the Council. It is a time for the Council to listen to the public. The following rules have been established to maintain order and decorum during the public comment period. Furthermore, these rules are designed to ensure fairness to each speaker by establishing rules in advance that will be applied equally to each speaker.

I. Public Comment Period

The public comment period shall be reserved as an item of business on the agenda for the Council's regular session, which is currently held on the 3rd Thursday of each month. All comments to the Council during the public comment period shall be subject to the following guidelines:

1. Prior to the start of the public comment period, persons wishing to address the Council will register on a sign-up sheet stationed by the meeting room door. Prior to beginning the public comment period, the Mayor will collect the sign-up sheet and recognize speakers in the order that they registered. Speakers will address the Council from the lectern and will be asked to provide their name and address for the record.
2. Each speaker shall be limited to a maximum time of three (3) minutes. Each speaker will only be allowed to speak once during the public comment period. A staff member shall serve as time keeper and will promptly announce when the speakers time has expired.
3. No time may be yielded or transferred from one speaker to another. In order to avoid repetition and delay, groups of people supporting the same position are encouraged to designate a spokesperson for the group.
4. The public comment period is not intended to require the Council and/or any staff to answer any impromptu questions. The Council will not take action on an item presented during the public comment session. Upon completion of the public comment session and when appropriate, the Council may refer inquiries made during the public comment session to the Town Manager or an appropriate staff member. If necessary, the item may be added to the agenda of a future meeting, thereby providing the staff an opportunity to research the item and provide data to the Council for consideration and review.
5. Speakers will address comments to the entire Council as a whole and not one individual member. Discussions between speakers and members of the audience will not be permitted during the public comment period.

6. Speakers who have prepared written remarks are encouraged to leave a copy of such remarks with the Town Clerk. Speakers who have materials that they want distributed to the Council related to the item they plan to discuss during the public comment period, shall provide eight (8) copies of those documents to the Town Clerk prior to the start of the meeting. The Clerk shall distribute the copies to the Council, Attorney, and Town Manager and retain one copy for the record.

7. Speakers shall be courteous in their language and presentation. Profanity or other inappropriate language or gestures will not be tolerated.

8. In order to provide for the maintenance of order and decorum in the conduct of the meeting, the Mayor may declare "out-of-order" any person who fails to comply with this policy. The Mayor shall caution any such person to abide by the provisions of this policy. Refusal to do so shall be grounds for removal of the speaker from the meeting.

- Adopted June 18, 2015