



RIVER BEND TOWN COUNCIL AGENDA

Regular Meeting

December 17, 2020

River Bend Municipal Building

Pledge: Sheffield

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

Audit Report – Petway, Mills & Pearson, P.A.- Ms. Phyllis Pearson, CPA

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 12, 2020 Work Session
Minutes of the November 19, 2020 Regular Council 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. Parks & Recreation/CAC – Councilman Brian Leonard
 - A. Parks and Rec Report
 - B. CAC Report
 - C. Organic Garden Report
 - D. Library 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** – Accept Audit Report
 - C. **Vote** – Approve Bank Authorized Signer Resolution
11. MAYOR'S REPORT – Mayor Kirkland
12. 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.

13. 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.

**River Bend Town Council
Work Session Minutes
November 12, 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
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Town Manager	Delane Jackson
Town Clerk	Kristie Nobles
Town Attorney	David Baxter

DISCUSSION – Fair Housing Activity for CDBG-NR

The Town Manager stated that Ben Jones from The Adams Company would attend the regular Council meeting on November 19, 2020 to give an update on the CDBG-NR project.

DISCUSSION – Planning Board Recommendation on Subdivision Ordinance

The Manager stated that the Planning Board has recommended requiring sidewalks in new subdivisions and amending the Town's Ordinance. The Manager stated that there would be a requirement for the minimum thickness of concrete added to the proposed ordinance amendment also. The Town Attorney stated that this requirement needed to be added to the proposed ordinance amendment before the Public Hearing. Councilman Leonard asked what are the protocols for the Public Hearing with the Covid-19 restrictions. The Manager stated that the public would sign up at the entrance door and would be called upon in the order on the sign-up sheet. If there were more than the restricted amount, they would simply wait in the Small Conference Room. Councilman Van Syke asked what the cost of adding these sidewalks would be to the Town. The Manager stated that the developer of the new subdivision would be responsible for funding the sidewalks. Councilman Van Syke then asked the Manager who would maintain these sidewalks after installed by the developer. The Manager stated that the sidewalks would be within the Town's right-of-way and would be maintained by the Town.

DISCUSSION – Planning Board Recommendation on Stormwater Drainage Ordinance

The Manager stated the amendment would remove the Stormwater Drainage from Chapter 15 and add it to Chapter 9. The Manager stated that the amendments shifting stormwater responsibility to the Town could be on the agenda for the November 19, 2020 meeting if the Council wished. The Mayor stated that he would recommend doing all the Ordinance Amendments after the Public Hearing at the November 19th meeting. Councilman Leonard stated that he agreed with the new drafted language.

VOTE – Room Naming Options

Councilman Fogle stated that there was no vote at the last meeting to officially name the Municipal Building and Town Hall rooms. Councilman Fogle requested reconsideration of two of the conference room names that were agreed upon at the last Council Meeting. After a brief discussion, the Council decided on the following:

Councilman Fogle **moved to name the large room in the Municipal Building as LARGE ROOM.** The motion carried unanimously.

Councilman Fogle **moved to name the small room in the Municipal Building as SMALL ROOM.** The motion carried unanimously.

Councilman Fogle **moved to name the large room in the Town Hall Building as COUNCIL CHAMBERS.** The motion carried unanimously.

Councilman Fogle **moved to name the small room in the Town Hall Building as TOWN HALL CONFERENCE ROOM.** The motion carried unanimously.

DISCUSSION – Northwest Quadrant Road

The Manager stated to the Council that there are two properties, Davis Property and Brown Property, which the Town may be interested in obtaining to create a possible road. He stated that he had talked to Weldon Brown about his property and Weldon is still considering the Town's proposal. Councilman Fogle stated that the Brown property appears to be much flatter, which would be easier to create the possible road. Council McClard stated that the Brown property price appears more reasonable also.

DISCUSSION – PWAB Recommendations

The Mayor stated he is the PWAB liaison and is obligated to present their recommendation to the Council but does not support it. The Mayor stated that PWAB would like to make it mandatory to have the Public Works Director attend their meetings. The Mayor nor the Manager support this recommendation.

VOTE - Resolution of the Town of River Bend Regarding Designation of Applicant's Agent

The Manager said that this Resolution is required to designate our employees who are authorized to file claims with FEMA on behalf of the Town. Councilman Sheffield **moved to approve the Resolution of the Town of River Bend Regarding Designation of Applicant's Agent as presented.** The motion carried unanimously. (see attached)

VOTE- Adoption of 2021 Employee Holiday Schedule

Councilman Sheffield **moved to adopt the 2021 River Bend Employee Holiday Schedule as presented.** The motion carried unanimously. (see attached)

CLOSED SESSION

Councilman Sheffield **moved to go into a Closed Session under NCSG 143-318.11(a)(3)(5)(6), to consult with the attorney.** The motion carried unanimously. The Council entered Closed Session at 5:40 p.m.

OPEN SESSION

Councilman Sheffield **moved to return to Open Session** at 6:25 p.m. The motion carried unanimously.

Councilman Leonard **moved to approve the Town Manager's Employment Contract as presented including changes that were discussed and authorize the Mayor to execute the contract on behalf of the Town.** The motion carried unanimously.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield **moved to adjourn.** The meeting adjourned at 6:30 p.m.

Kristie Nobles
Town Clerk

DESIGNATION OF APPLICANT'S AGENT AND APPLICANT ASSURANCES FOR PUBLIC ASSISTANCE

ORGANIZATION NAME (HEREAFTER NAMED ORGANIZATION)

River Bend, Town Of

PRIMARY AGENT	SECONDARY AGENT
AGENT'S NAME <div style="text-align: right;">Mandy Gilbert</div>	AGENT'S NAME <div style="text-align: right;">Margaret Theis</div>
ORGANIZATION <div style="text-align: right;">Town of River Bend</div>	ORGANIZATION <div style="text-align: right;">Town of River Bend</div>
TITLE or POSITION <div style="text-align: right;">Finance Assistant</div>	TITLE or POSITION <div style="text-align: right;">Finance Administrator</div>
MAILING ADDRESS <div style="text-align: right;">45 Shoreline Drive</div>	MAILING ADDRESS <div style="text-align: right;">45 Shoreline Drive</div>
CITY, STATE, ZIP <div style="text-align: right;">River Bend, NC 28562</div>	CITY, STATE, ZIP <div style="text-align: right;">River Bend, NC 28562</div>
DAYTIME TELEPHONE <div style="text-align: right;">(252) 638-3540</div>	DAYTIME TELEPHONE <div style="text-align: right;">252-638-3870 ext. 204</div>
FAX NUMBER <div style="text-align: right;">(252) 638-2580</div>	FAX NUMBER <div style="text-align: right;">252-638-2580</div>
CELL NUMBER	CELL NUMBER

THE ABOVE PRIMARY AND SECONDARY AGENTS ARE HEREBY AUTHORIZED TO EXECUTE AND FILE APPLICATION FOR PUBLIC 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 OTHERWISE AVAILABLE. THIS AGENT IS AUTHORIZED TO REPRESENT AND ACT FOR THE ORGANIZATION IN ALL DEALINGS WITH THE STATE OF NORTH CAROLINA AND THE FEDERAL EMERGENCY MANAGEMENT AGENCY FOR MATTERS PERTAINING TO SUCH DISASTER ASSISTANCE REQUIRED BY THE AGREEMENTS AND ASSURANCES PRINTED ON THE SECOND ATTACHED PAGE.

FINANCIAL MANAGER OR OFFICER	CERTIFYING OFFICIAL
NAME <div style="text-align: right;">Irving "Bud" VanSlyke</div>	OFFICIAL'S NAME <div style="text-align: right;">John Kirkland</div>
ORGANIZATION <div style="text-align: right;">Town of River Bend</div>	ORGANIZATION <div style="text-align: right;">Town of River Bend</div>
OFFICIAL POSITION <div style="text-align: right;">Councilman / Finance Officer</div>	OFFICIAL POSITION <div style="text-align: right;">Mayor</div>
MAILING ADDRESS <div style="text-align: right;">45 Shoreline Drive</div>	MAILING ADDRESS <div style="text-align: right;">45 Shoreline Drive</div>
CITY, STATE, ZIP <div style="text-align: right;">River Bend, NC 28562</div>	CITY, STATE, ZIP <div style="text-align: right;">River Bend, NC 28562</div>
DAYTIME TELEPHONE <div style="text-align: right;">(252) 638-3870</div>	DAYTIME TELEPHONE <div style="text-align: right;">(252) 638-3870 ext. 212</div>
FACSIMILE NUMBER <div style="text-align: right;">(252) 638-2580</div>	FACSIMILE NUMBER <div style="text-align: right;">(252) 638-2580</div>
PAGER OR CELLULAR NUMBER	PAGER OR CELLULAR NUMBER

APPLICANT'S STATE COGNIZANT AGENCY FOR SINGLE AUDIT PURPOSES (IF A COGNIZANT AGENCY IS NOT ASSIGNED, PLEASE INDICATE):

APPLICANT'S FISCAL YEAR (FY) START

MONTH: **July** DAY: 01

APPLICANT'S FEDERAL EMPLOYER'S IDENTIFICATION NUMBER

56-1291141

APPLICANT'S STATE PAYEE IDENTIFICATION NUMBER

049-56710-00

CERTIFYING OFFICIAL'S SIGNATURE

APPLICANT ASSURANCES

The applicant hereby assures and certifies that he will comply with the FEMA regulations, policies, guidelines and requirements including OMB's Circulars No. A-95 and A-102, and FMC 74-4, as they relate to the application, acceptance and use of Federal funds for this Federally-assisted project. Also, the Applicant gives assurance and certifies with respect to and as a condition for the grant that:

1. It possesses legal authority to apply for the grant, and to finance and construct the proposed facilities; that it is duly authorized pursuant to appropriate applicant authority and/or a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body and that the agents and officials designated herein are duly authorized under North Carolina law to act on behalf of the organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to the disaster assistance required by the agreements and assurances contained herein.
2. It will comply with the provisions of: Executive Order 11988, relating to Floodplain Management and Executive Order 12148, relating to Protection of Wetlands.
3. It will have sufficient funds available to meet the non-Federal share of the cost for construction projects. Sufficient funds will be available when construction is completed to assure effective operation and maintenance of the facility for the purpose constructed.
4. It will not enter into a construction contract(s) for the project or undertake other activities until the conditions of the grant program(s) have been met.
5. It will provide and maintain competent and adequate architectural engineering supervision and inspection at the construction site to insure that the completed work conforms with the approved plans and specifications; that it will furnish progress reports and such other information as the Federal grantor agency may need.
6. It will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by the applicable Federal, State and local agencies for the maintenance and operation of such facilities.
7. It will give the awarding agency, the Comptroller General of the United States and the State the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
8. It will require the facility to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by the Physically Handicapped," Number A117.1-1961, as modified (41 CFR 101-17-7031). The applicant will be responsible for conducting inspections to ensure compliance with these specifications by the contractor.
9. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the approving Federal agency that funds have been approved and will see that work on the project will be prosecuted to completion with reasonable diligence.
10. It will not dispose of or encumber its title or other interests in the site and facilities during the period of Federal interest or while the Government holds bonds, whichever is the longer.
11. It agrees to comply with Section 311, P.L. 93-288 and with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and in accordance with Title VI of the Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. If any real property or structure is provided or improved with the aid of Federal financial assistance extended to the Applicant, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.
12. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
13. It will comply with the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and Federally assisted programs.
14. It will comply with all requirements imposed by the Federal grantor agency concerning special requirements of law, program requirements, and other administrative requirements approved in accordance with OMB Circular A-102, P.L. 93-288 as amended, and applicable Federal Regulations.
15. It will comply with the provisions of the Hatch Act, as amended, 5 USC 1501 et. seq. and 7324 et. seq., which limit the political activity of employees.
16. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, 29 U.S.C. Section 201 et seq., as they apply to hospital and educational institution employees of State and local governments.
17. (To the best of his knowledge and belief) the disaster relief work described on each Federal Emergency Management Agency (FEMA) Project Application for which Federal Financial assistance is requested is eligible in accordance with the criteria contained in 44 Code of Federal Regulations, Part 206, and applicable FEMA Handbooks.
18. The emergency or disaster relief work therein described for which Federal Assistance is requested hereunder does not or will not duplicate benefits received for the same loss from another source.
19. It will (1) provide without cost to the United States all lands, easements and rights-of-way necessary for accomplishments of the approved work; (2) hold and save the United States free from damages due to the approved work or Federal funding.
20. This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, reimbursements, advances, contracts, property, discounts of other Federal financial assistance extended after the date hereof to the Applicant by FEMA, that such Federal Financial assistance will be extended in reliance on the representations and agreements made in this assurance and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear on the reverse as authorized to sign this assurance on behalf of the applicant.
21. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1973, as amended, 42 U.S.C. 40001 et. seq., Further, Sections 102 and 103 (42 U.S.C. 4012a and 4015) required, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Director, Federal Emergency Management Agency as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
22. It will comply with the insurance requirements of Section 314, PL 93-288, to obtain and maintain any other insurance as may be reasonable, adequate, and necessary to protect against further loss to any property which was replaced, restored, repaired, or constructed with this assistance.
23. It will defer funding of any projects involving flexible funding until FEMA makes a favorable environmental clearance, if this is required.
24. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended, 54 U.S.C. 306108 (former 16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 or 1974, 54 U.S.C. 312501 et. seq. (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
25. It will, for any repairs or construction financed herewith, comply with applicable standards of safety, decency and sanitation and in conformity with applicable codes, specifications and standards; and, will evaluate the natural hazards in areas in which the proceeds of the grant or loan are to be used and take appropriate action to mitigate such hazards, including safe land use and construction practices.

STATE ASSURANCES

The State agrees to take any necessary action within State capabilities to require compliance with these assurances and agreements by the applicant or to assume responsibility to the Federal government for any deficiencies not resolved to the satisfaction of the Regional Director.

The Certifying Official is an individual with authority to bind the Applicant Organization to the terms and conditions herein, or one who has been duly authorized to act in that capacity for this matter.)



North Carolina Department of Public Safety Division of Emergency Management

APPLICANT: River Bend, Town Of

DISASTER: Hurricane Isaias
FEMA No: **FEMA-4568-NC**

STATE-APPLICANT DISASTER ASSISTANCE AGREEMENT

This Agreement made by and between the State of North Carolina, Department of Public Safety, Division of Emergency Management ("the State") and River Bend, Town Of ("the Applicant") shall be effective on the date signed by the State and the Applicant. It shall apply to all disaster assistance funds provided by or through the State to the Applicant as a result of the disaster named **Hurricane Isaias** and pursuant to the Major Disaster Declaration made by the President of the United States numbered **FEMA-4568-NC**.

The designated representative of the Applicant (Applicant's Agent) certifies that:

1. The Applicant's Agent has the legal authority under North Carolina law to apply for assistance on behalf of the Applicant, that it is duly authorized pursuant to appropriate Applicant authority and/or a resolution, motion, or similar action has been duly adopted or passed as an official act of the applicant's governing body, and that the agents and officials designated herein are duly authorized under North Carolina law to act on behalf of the organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to the disaster assistance required by the agreements and assurances contained herein.
2. The Applicant shall provide all necessary financial and managerial resources to meet the terms and conditions of receiving Federal and State disaster grant assistance.
3. The Applicant shall use disaster assistance funds solely for the purpose for which these funds are provided and as approved by the Governor's Authorized Representative (GAR).
4. The Applicant is aware of and shall comply with cost-sharing requirements of Federal and State disaster assistance: specifically, that Federal assistance is no less than 75% of eligible expenditures, and that State assistance is limited to 25% of the eligible costs. Alternate projects selected by the Applicant may be eligible for only 75% of the approved Federal share of estimated eligible costs.
5. The Applicant shall provide the following completed documentation to the State:
 - a. The required NCEM Funding Agreement, which includes both this State-Applicant Disaster Assistance Agreement (SAA) form and the Designated Authorized Agent (DAA) form
 - b. Private Non-Profit Organization Certification (if relevant)
 - c. Summary of Documentation Form itemizing actual costs expended for large project payment requests
 - d. Quarterly Progress Reports (formerly monthly progress reports)
 - e. Copies of Single Audit Reports as applicable

If the Applicant fails to provide any of the above documentation, the State will be under no obligation to reimburse the Applicant for eligible expenses.

6. The Applicant shall establish and maintain a proper accounting system to record expenditures of disaster assistance funds in accordance with generally accepted accounting principles or as directed by the Governor's Authorized Representative. If applicable, the Applicant shall conduct audit(s) pursuant to the Single Audit Act of 1984, 31 U.S.C. § 7501 et. seq., 44 C.F.R. Part 14, 2 C.F.R. Part 200, OMB Circular A-133, "Audits of States, Local Governments and Non-profit Organizations," and applicable North Carolina laws, rules and regulations.
7. The Applicant shall provide to the State Quarterly Progress Reports for all open large projects and all Category Z projects (formerly Administrative Costs or DAC) funded by FEMA disaster assistance grants. The first Progress Report shall be due on the 10th day of the first month following initiation of the project and subsequent Progress Reports will be due on the 10th day the first month of each quarter thereafter until the project is complete. Forms and reporting requirements will be provided by NCEM Recovery/Public Assistance.
8. The Applicant, its employees and agents, including consultants, contractors and subcontractors to be paid with funds provided under this Agreement, shall give State and Federal agencies designated by the Governor's Authorized Representative (GAR), full access to and the right to examine all records and documents related to the use of disaster assistance funds.
9. The Applicant shall return to the State, within thirty (30) days of a request by the Governor's Authorized Representative (GAR), any funds advanced to the Applicant that are not supported by audit or Federal or State review of documentation maintained by the Applicant.
10. The Applicant shall comply with all applicable codes and standards in the completion of eligible work to repair or replace damaged public facilities.
11. As a subrecipient of FEMA Public Assistance funds, the Applicant shall comply with FEMA's requirements to obtain and maintain insurance as applicable to any project that FEMA funds. If the Applicant does not obtain and maintain this insurance, FEMA may not fund future damages on the applicable facilities lacking FEMA-denoted insurance.
12. The Applicant shall begin and complete all items of work within the time limits established by the Governor's Authorized Representative (GAR) and in accordance with applicable Federal and State statutes, rules and regulations.
13. The Applicant shall request a final inspection within ninety (90) days after completion of each and every large project funded under this Agreement, or within ninety (90) days after the expiration of the time limit established for each project under Paragraph 12 above, whichever occurs first. Applicant shall present all supporting documentation to State and/or Federal inspectors at the time
14. The Applicant shall comply with all applicable Federal and State statutes, rules and regulations for publicly financed or assisted contracts including, but not limited to, non-discrimination, labor standard, and access by the physically handicapped.

15. The Applicant's Designated Agent shall execute and comply with the Lobbying Prohibition certification incorporated herein as *Attachment A*.
16. The Applicant's Designated Agent shall execute and comply with the Statement of Assurances (SF 424D) document incorporated herein as *Attachment B*.
17. The Applicant shall not enter into cost plus percentage of cost contracts for any contracts subject to this Agreement including for debris removal, emergency protective measures, or completion of disaster restoration or repair work.
18. The Applicant shall not enter into contracts for which payment is contingent upon receipt of State or Federal funds.
19. The Applicant shall not enter into any contract with any entity that is debarred or suspended from participation in Federal Assistance. The State and/or FEMA will not be under any obligation to reimburse Applicant for payments made to a debarred or suspended contractor. Applicant may search for debarred or suspended contractors on the "Excluded Parties List System" (EPLS) at the following website: www.sam.gov. The Applicant shall be responsible to ensure that it has checked the State Debarred Vendors Listing, <http://www.pandc.nc.gov/actions.asp> to verify that contractors, Subcontractors, or subrecipients have not been suspended or debarred from doing business with federal or State government.
20. The Applicant shall comply with the provisions of 42 U.S.C. § 5155 (Section 312 of the Stafford Act) which prohibits duplication of benefits. Applicant shall notify State immediately if any other source of funds is available to offset disaster assistance provided pursuant to this Agreement. Applicant agrees that eligible costs under this Agreement will be reduced by duplicate benefits received from any other source.
21. The Applicant shall comply with all uniform grant administration requirements required by State and Federal statutes, rules and regulations, including but not limited to, the Robert T. Stafford Disaster Relief and Emergency assistance Act, Public Law 93-288, as amended, Title 44 of the Code of Federal Regulations, 2 C.F.R. Part 200, applicable OMB Circulars, and policy guidance issued by the Federal Emergency Management Agency (FEMA).
22. If the Applicant pays contractors, subcontractors or consultants with funds provided through this Agreement, the Applicant shall include language in all contracts that binds the contractor, subcontractor or consultant to the terms and conditions of this Agreement with the State.

Nov 3, 2020

Date

56-1291141

Applicant's Federal Tax I.D.
Number (required)

FOR THE APPLICANT:

BY: Mandy B. Gilbert
Signature

Mandy B. Gilbert
Typed Name

Finance Assistant
Title

FOR THE STATE:

Date

BY: _____
Signature

Typed Name

Title

ATTACHMENT A

LOBBYING PROHIBITION

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence either directly or indirectly an officer or employee of any State or Federal agency, a member of the N.C. Legislature, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all recipients of funds under this Agreement shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure.

River Bend, Town Of

Name of Applicant

BY: Mandy B Gilbert
Signature of Applicant's Designated Agent

ATTACHMENT B

Assurances for Construction Programs

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET.
PROVIDE THIS DOCUMENT TO THE REQUESTING AGENCY IN THE MANNER REQUESTED BY THEM.**

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91- 190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

(Below: the Certifying Official is an individual with authority to bind the Applicant Organization to the terms and conditions herein, or one who has been duly authorized to act in that capacity for this matter.)

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL <i>Mandy B Gilbert</i>	TITLE <i>Finance Assistant</i>
APPLICANT ORGANIZATION River Bend, Town Of	DATE SUBMITTED Nov 3, 2020



TOWN OF RIVER BEND

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

T 252.638.3870
F 252.638.2580

www.riverbendnc.org

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

HOLIDAY

DATE

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

**River Bend Town Council
Regular Meeting Minutes
November 19, 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, November 19, 2020 at the River Bend Municipal Building with a quorum present.

PUBLIC HEARINGS

Chapter 15.01 – Subdivision Ordinance

Councilman Sheffield **moved to open the Public Hearing to discuss the proposed amendment to Town of River Bend Ordinance, Subdivision Ordinance, Chapter 15.01.** The motion carried unanimously.

The Manager stated that the Planning Board had recommended modifying Chapter 15.01 Subdivision Ordinance to require all new subdivisions in the Town to require sidewalks. He stated that with the consent of Council, as discussed in the work session, the amendment now includes the minimum concrete thickness for sidewalks.

Councilman Sheffield then asked that anyone who wished to speak to this issue step to the podium and be heard.

At this time, Mrs. Patty Leonard of 106 Knotline Road addressed the Council. She stated that she is in favor of requiring sidewalks in new subdivisions.

Councilman Sheffield **moved to close the Public Hearing.** The motion carried unanimously.

Chapter 15.02 – Zoning Ordinance

Councilman Sheffield **moved to open the Public Hearing to discuss the proposed amendment to Town of River Bend Ordinance, Zoning Ordinance, Chapter 15.02.** The motion carried unanimously.

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

CONSENT AGENDA

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

A. Approve

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

TOWN MANAGER'S REPORT

The Town Manager introduced Mr. Ben Jones from The Adams Company to address the Council regarding the Fair Housing guidelines related to the CDBG-NR project. Mr. Jones stated that the project has four requirements that must be completed and attending the Council Meeting is one of those. Mr. Jones stated that three homes are being demolished and replaced and three homes are being rehabilitated. He has been approved to start spending money and start the process of repairing or removing the homes beginning with asbestos quotes. There have been four title opinions completed on the homes. Councilman Van Syke asked about displaced homeowners during this process and Mr. Jones stated that the displaced homeowners will be placed in a rental with rent paid for by the program. Councilman Fogle asked about the location of the homes involved and Mr. Jones stated that the homes are all on Old Pollocksville Road. Councilman Fogle then asked if there is a stipulation on how long the homeowner has to stay in the home after it is completed. Mr. Jones stated the homeowner could not sale the home for 8 years after completion without being required to pay back a portion of the cost. Councilman Leonard asked what all is included in "rehabbing" a home. Mr. Jones stated that some homes will have windows and / or doors replaced, painting completed, siding replaced and roofing repaired or replaced. Councilman McClard asked if the damaged homes were from storm damage or the age of the home. Mr. Jones stated that he believes the damage is a mixture of both. The Mayor stated that he feels this is very important to upkeep the appearance of the community. Councilman Leonard asked if all the homes are occupied at this time and Mr. Jones stated yes that all the homes are occupied.

The Manager stated that the pre-bid for the Public Works Building renovation was held today. There were seven contractors in attendance, which was a surprise for such a small project. The bid opening will be November 24th.

The Manager stated that the Public Works Director had met with a consultant with the NC Rural Water Association to complete an electric use analysis. The Public Works Director and the consultant completed a walkthrough of the high-energy use areas and the consultant will try to find ways to save the Town money on electric cost. This service is no charge to the Town.

The Manager stated that Piedmont Natural Gas and Duke Energy have a program where they will use a camera to inspect the Town's sewer lines in areas where natural gas was recently installed in town. This will allow them to make sure there is no damage to our sewer lines. This is at no cost to the Town also.

The Manager stated the State completed its annual inspection of the Town's sewer collection system and we passed. The Manager stated that Public Works has done an excellent job with maintenance.

The Manager stated that there would not be a Community Tree Lightening Event this year, but the Community Christmas Tree would be installed at a new location at the Shoreline Drive entrance of the Town near the brick sign.

Councilman Sheffield asked the Manager for an update on the construction at Town Hall. The Manager stated that construction was on schedule and the contractor hoped to finish by the end of December.

ADMINISTRATIVE REPORTS

PUBLIC SAFETY – Councilman Fogle

CERT- Councilman Fogle stated that the CERT team met on October 28, 2020, in the Municipal Building. There were eight people in attendance including new member Bob Kendall. Due to COVID 19, no formal training or exercises have been occurring. No meetings will be held until after the holidays. The next CERT meeting will be held on January 27, 2021.

Community Watch- Councilman Fogle stated the Community Watch group met on October 21, 2020, in the Municipal Building. Community Watch has logged over 1000 hours of patrol so far in 2020. The group discussed the need for volunteers at the upcoming Halloween drive thru event and the shredding event. Chief Joll attended the meeting to demonstrate the new two-way radios the Town has purchased for Community Watch use. A total of six new radios were purchased. New generic business cards were distributed to the members in attendance. They will be handed out to people the Community Watch team talks to while on patrol and to increase awareness and membership in the team. The team will also receive new shirts made of breathable, quick-dry material once a size count is determined. The next meeting will be held on February 17, 2021, and Egon Lippert will continue as the leader of the River Bend Community Watch team.

PARKS & RECREATION/CAC – Councilman McClard

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- Councilman McClard stated that 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. He stated that the Board has received a request for appointment to the CAC board from Lloyd "Tripp" Carroll III. He also stated that Mr. Carroll's skills and experience would make him a good fit for the board.

Vote – Appoint Lloyd “Tripp” Carroll III to the Community Appearance Commission Advisory Board

Councilman McClard motioned to appoint Lloyd “Tripp” Carroll III to the CAC Advisory Board for a term beginning November 19, 2020 and expiring June 30, 2022. The motion carried unanimously.

PLANNING BOARD – Councilman Sheffield

Planning Board – 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 agreed to amend 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.

Councilman Sheffield stated that there is a proposed Ordinance Amendment for the Council to vote on regarding adding sidewalks to new subdivisions throughout the Town. Councilman Sheffield stated that he does not support this amendment. He feels adding sidewalks to the Town does not present the country feel he enjoys so much about the Town. Councilman Leonard stated that he personally likes adding sidewalks to new subdivisions throughout Town, and in his opinion, the Town needs these. He feels it will attract new residences to the Town. Councilman McClard asked the Manager if adding sidewalks will apply to vacant lots in current subdivisions. The Manager stated that this amendment would only add sidewalks to new subdivisions within the Town.

Vote –Subdivision Ordinance Amendment

Councilman Leonard motioned to approve the amendment to the Town of River Bend Ordinance, Subdivision Ordinance, Chapter 15.01 as presented. The motion was approved with 4 ayes and 1 nay. Councilman Sheffield voted nay. (see attached)

Councilman Sheffield stated that there is a Stormwater Drainage Ordinance Amendment that has been discussed frequently at the Council meetings. This amendment transfers the responsibility of maintaining the stormwater drainage ditches from the property owner to the Town.

Vote – Stormwater Drainage Amendment

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

PUBLIC WORKS – Mayor Kirkland

PWAB- The Public Works Advisory Board (PWAB), is scheduled to meet every other month. Their 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.

The Manager presented the Stormwater Drainage Ordinance Amendment addition to Chapter 9, transferring responsibility of the stormwater drainage ditches from the property owners to the Town of River Bend.

Vote – Stormwater Drainage Ordinance Amendment

Councilman Sheffield motioned to approve the amendment to Town of River Bend Zoning Ordinance, Chapter 9 as presented. The motion carried unanimously. (see attached)

FINANCE –Councilman Van Syke

Financial Report – Finance Administrator Margaret Theis told the Council that the total of the General Fund Cash Balances as of October 31, 2020 was \$3,820,175 Ad valorem tax collections for FY20-21 were at \$81,528, and Vehicle Ad valorem tax collections were at \$8,891.

MAYOR'S REPORT – Mayor Kirkland

The Mayor presented the following report:

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.

PUBLIC COMMENT

No public comments were made.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield moved to adjourn. The meeting adjourned at 8:23 p.m.

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, 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.

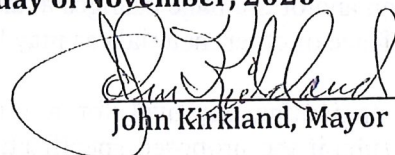
Each subdivision shall contain the following improvements, depending on the proposed lot sizes as expressed in the following chart:

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

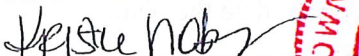
IMPROVEMENTS REQUIRED			
	Lot Areas in 1,000 Square Feet		Multi-Family Group
	20	15	
Public Sewer	x	x	x
Paved Streets	x	x	x
Sidewalks	x	x	x
Max. Street Grade	8%	8%	5%
Street Lights*	x	x	x
Trees	x	x	x
Underground Wiring (Electric, telephone and cable TV installation)	x	x	x
Recreation Area	x	x	x
<p>* At 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.

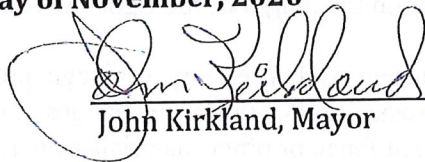
(8) Nuisance water shall not be a violation of this chapter or subject to enforcement procedures under the provisions of this chapter. Waterways within the jurisdiction of the Corp of Engineers and/or the North Carolina Department of Environmental Quality shall not be classified as nuisance water. Additionally,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

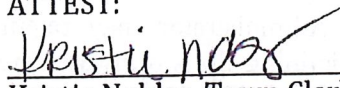
(10) Problem water will not be allowed to exist within any drainage feature such as a swale, ditch or pipe located within the town's property, right-of-way or easement. Nuisance water and waterways shall not be classified as problem water.

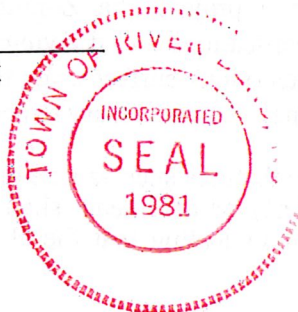
This Ordinance shall be in full force and effect upon its adoption

Adopted this the 19th day of November, 2020


John Kirkland, Mayor

ATTEST:


Kristie Nobles, Town Clerk



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.

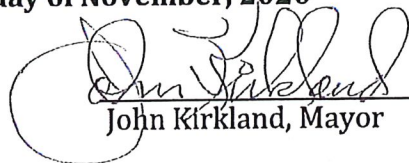
(8) Any project, due to complexity or scale, may be subject to the provisions of § 15.01.082 (7) of the Town's Code, when deemed necessary by the Zoning Administrator.

(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





RIVER BEND POLICE DEPARTMENT



MONTHLY ACTIVITY REPORT

2020

	2020	2020	2020		
	September	October	November	% of Calls	% Change
Activities					
ALARMS / 911 UNKNOWN / DISTURBANCE / SHOTS FIRED	8	8	11	0.76%	38.00%
ANIMAL COMPLAINTS	4	3	4	0.28%	33.00%
ARRESTS	3	6	1	0.07%	-83.00%
ASSAULTS / ALL OTHER VIOLENT CRIME	3	2	3	0.21%	50.00%
ASSIST CITIZENS / LOCK OUT / QUALITY OF LIFE ISSUES	8	13	9	0.62%	-31.00%
ASSIST EMS / FD / FIRST RESPONDERS / MED ASSIST	20	26	19	1.31%	-27.00%
ASSIST MOTORISTS / FOOT PATROLS / ALL OTHER	100	87	91	6.29%	5.00%
ASSIST OTHER AGENCIES	2	3	2	0.14%	-33.00%
B & E BUSINESS / RESIDENCE / VEHICLE	0	1	1	0.07%	0.00%
CRIM.SUMM./SUBPOENAS/WARRANTS/CIVIL COMPLAINT	8	5	0	0.00%	-100.00%
DOMESTICS	1	4	3	0.21%	-25.00%
FIRES / ALARM	0	2	0	0.00%	-100.00%
IDENTITY THEFT / FRAUD	2	1	1	0.07%	0.00%
INVOLUNTARY COMMITMENTS	1	0	0	0.00%	0.00%
JUVENILE COMPLAINTS	1	0	0	0.00%	0.00%
LARCENIES	3	0	1	0.07%	100.00%
LITTERING	0	0	0	0.00%	0.00%
LOUD MUSIC / NOISE COMPLAINTS	1	0	1	0.07%	100.00%
DEATH / MISSING PERSON / RUNAWAY / SUICIDE(A)	1	1	2	0.14%	100.00%
PROPERTY DAMAGE / VANDALISM	0	0	2	0.14%	200.00%
RESIDENTIAL/BUSINESS CHECKS/COMMUNITY WATCH	1,306	1,270	1,165	80.57%	-8.00%
ROADWAY DEBRIS / OBSTRUCTIONS	1	0	0	0.00%	0.00%
ROBBERIES	0	0	0	0.00%	0.00%
SOLICITING VIOLATIONS	0	1	0	0.00%	-100.00%
SUSPICIOUS PERSONS / VEHICLES / FIELD INTERVIEW	17	21	22	1.52%	5.00%
TOWN ORDINANCE CITATIONS	1	6	0	0.00%	-100.00%
TOWN ORDINANCE VIOLATIONS	3	6	1	0.07%	-83.00%
TRAFFIC ACCIDENTS	2	2	5	0.35%	150.00%
TRAFFIC STOPS	52	84	71	4.91%	-15.00%
TRAFFIC COMPLAINTS-Radar	16	18	7	0.48%	-61.00%
DWI	0	3	0	0.00%	-100.00%
CHECKPOINTS	1	0	2	0.14%	200.00%
DRUG VIOLATIONS	2	1	1	0.07%	0.00%
WELFARE CHECKS	8	2	4	0.28%	100.00%
CASE ASSIST / PW / VEHICLE MAINTENANCE / MEETING	4	2	5	0.35%	150.00%
CASE FOLLOW UPS / SPECIAL OPERATION / TRAINING	18	21	12	0.83%	-43.00%
TRESPASSING	0	2	0	0.00%	-100.00%
OVERDOSE	0	0	0	0.00%	0.00%
Total	1597	1601	1446	100.00%	-10.00%

Traffic Violations

4 State Citations
5 Total State Charges
17 State Warnings
0 Town Citations
0 Town Warnings

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

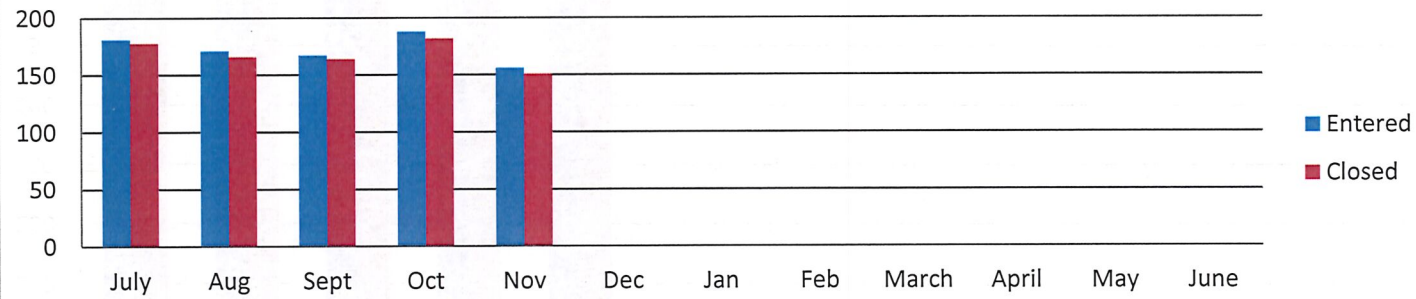
Community Watch Checks

100 Pirates - 78
100 Plantation - 100
200 Lakemere - 86
200 Rockledge - 86

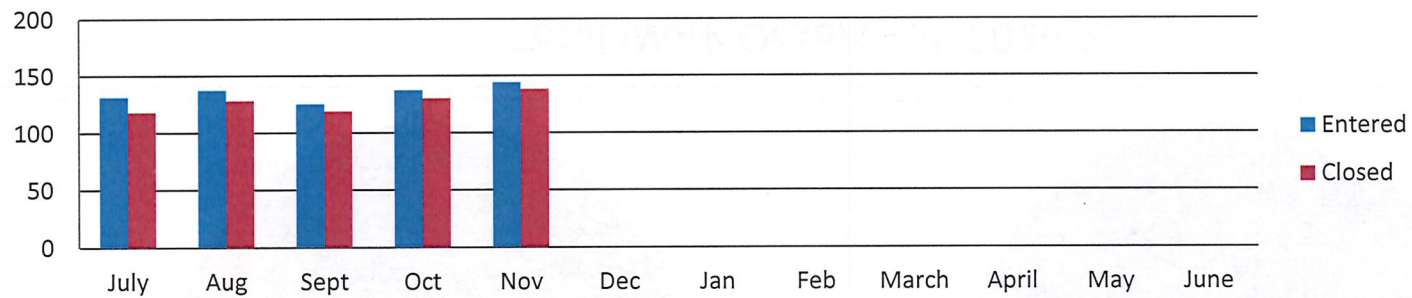
Phone Calls Answered (638-1108)

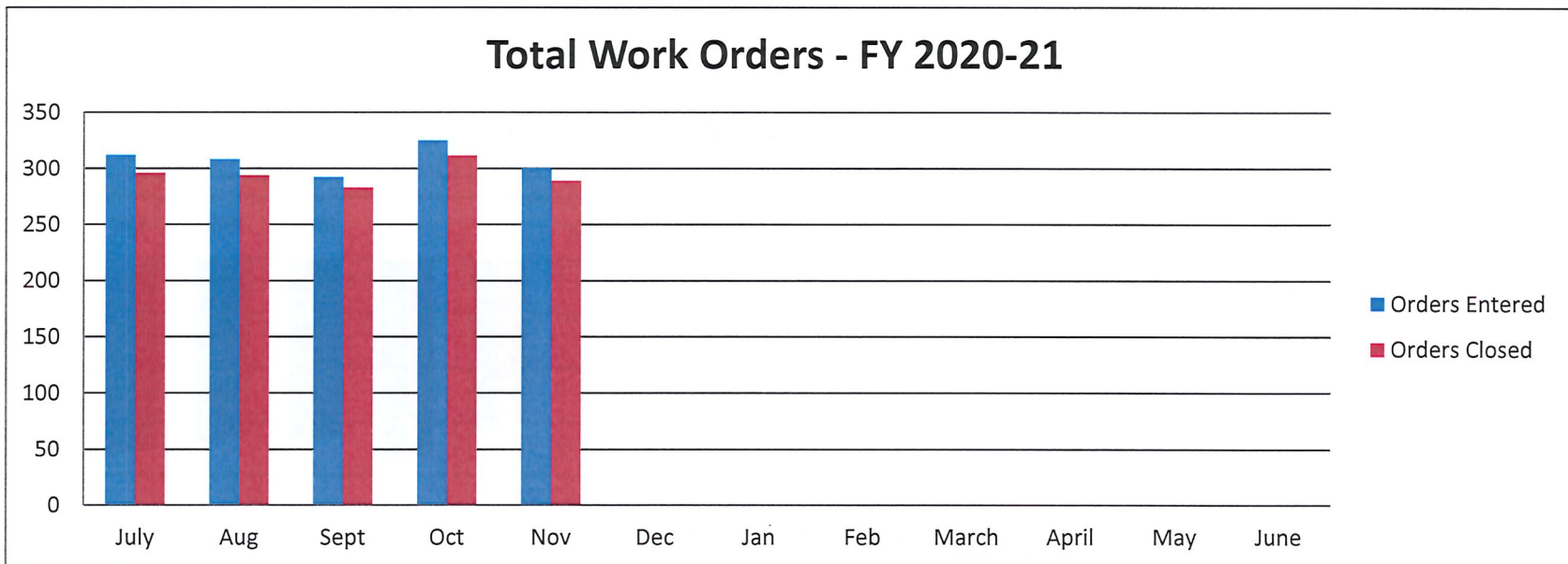
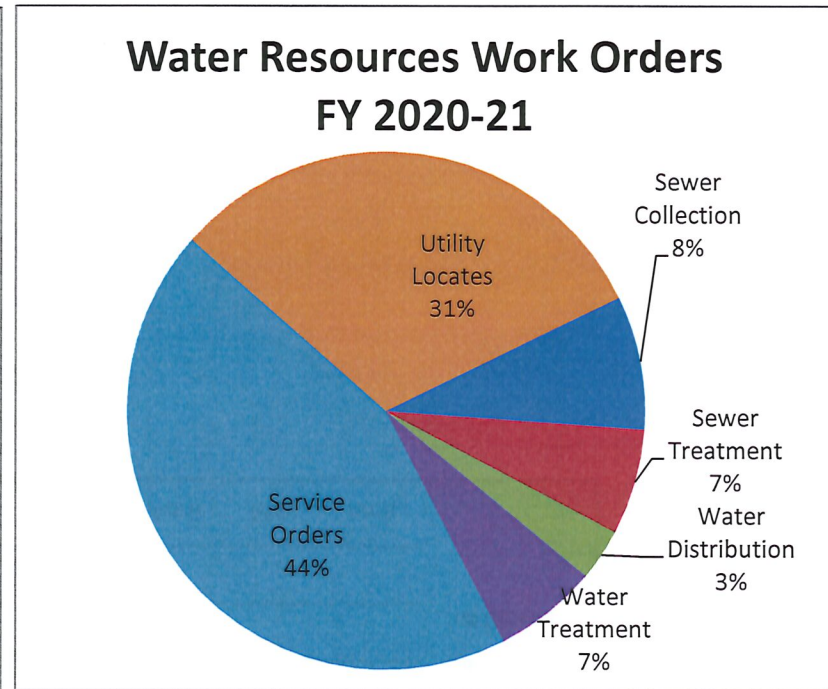
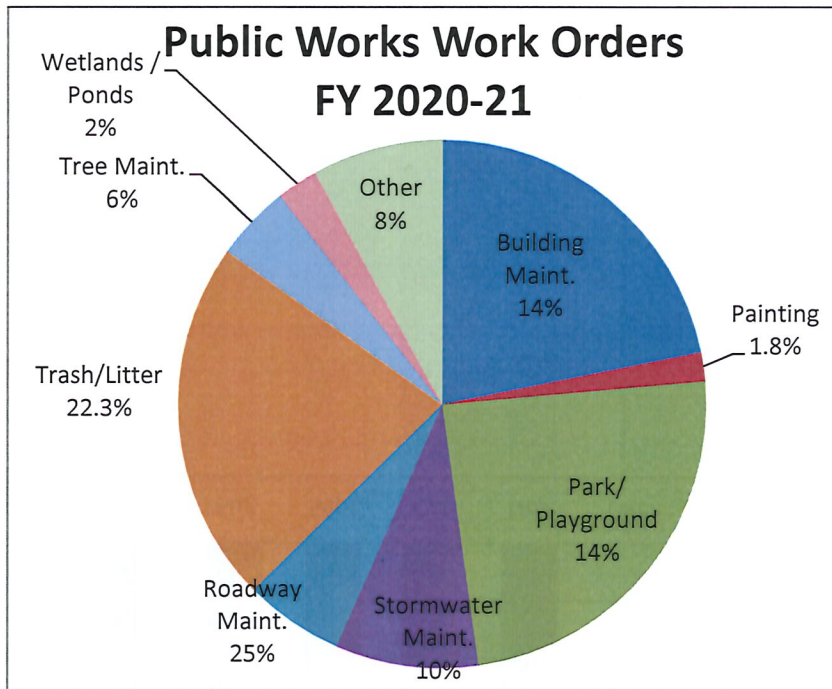
223 Incoming Calls Answered

Water Resources - Work Orders



Public Works - Work Orders





Town of River Bend
FY 2020-2021
Work Order Report



Public Works

Orders Entered	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD	Pending
Building Maintenance	30	29	30	30	28								147	0
Painting	3	2	0	2	5								12	1
Park/Playground	29	32	33	35	34								163	0
Roadway Maintenance	14	12	10	12	11								59	2
Stormwater Maintenance	8	10	6	8	9								41	2
Trash/Litter	30	30	29	30	31								150	0
Tree Maintenance	4	6	5	7	9								31	0
Wetlands / Ponds	4	5	3	2	3								17	0
Other	9	11	9	11	14								54	1
TOTAL	131	137	125	137	144	0	0	0	0	0	0	0	674	6

Orders Closed

118	128	119	130	138									633
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Water Resources

Orders Entered	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD	Pending
Sewer Collection	13	11	16	14	18								72	3
Sewer Treatment	14	12	10	12	9								57	1
Water Distribution	6	5	3	6	8								28	1
Water Treatment	10	11	9	12	14								56	0
Service Orders	70	72	84	94	60								380	0
Utility Locates	68	60	45	50	47								270	0
TOTAL	181	171	167	188	156	0	0	0	0	0	0	0	863	5

Orders Closed

178	166	164	182	151									841
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TOTAL	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD
Orders Entered	312	308	292	325	300	0	0	0	0	0	0	0	1537
Orders Closed	296	294	283	312	289	0	0	0	0	0	0	0	1474



TOWN OF RIVER BEND

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River Bend, NC 28562

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www.riverbendnc.org

November 2020 Monthly Report Brandon Mills, Director of Public Works

Public Works finished the right-of-way mowing that we are responsible for the year. There are several areas around Town that we mow that is not part of the mowing contract. The dredging project in the section of Anchor Way Canal has been completed. Public Works removed the old day markers in this canal, and new ones are being made. We hope to have these installed at the latest by the first week in December. These day markers mark the center of the channel, and are necessary for navigating Anchor Way Canal.

Water Resources repaired one steel walkway brace under the walking platform on the Large Wastewater Treatment Plant. This was completed in house with our welder, and I would like to thank Doug Becker for a job well done. We also have been painting as time and weather allows down at the Wastewater Treatment Facility. Routinely we paint all the plants to protect its steel structure from the corrosive environment. Piedmont Natural Gas "DUKE" has created a program to camera sewer systems in areas where gas lines were installed. River Bend is taking part in the program at no cost to us. Camera crews will be around Town checking sewer mains, and service laterals to make sure there is no cross bores. I expect this process to take months to complete, and will begin sometime in December.

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

MONTHLY ZONING REPORT

MONTH YEAR

Activity	Monthly	YTD Total
Permit Applications Received	8	35
Permits Issued	8	35
Fees Collected	753.00	3614.40
Violations Noted During Weekly Patrol	9	40
Complaints Received From Citizens	0	9
Notice Of Violations Initiated	9	48
*see details below		
Remedial Actions Taken By Town	0	0

[illegible]



RBCOG Garden Report – 12/1/20 For Parks & Rec, Council



NOVEMBER 2020

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

The following is an update of garden activities.

The work day was very successful. Dedicated gardeners completed most of the projects on the to-do list and some that weren't on the list.

The last of the peppers were harvested just prior to the first hard front. A large box of lunchbox peppers was placed on the table at the Council meeting; everyone who attended was invited to help themselves.

A limited number of fall crops were planted and continue to grow. Radishes were harvested; lettuce and kale are doing well.

The Green Team transplanted newly rooted asclepias and moved the plants into the greenhouse.

The bees are doing well. The hive is being supplemented with sugar water to enable the bees to survive winter.

Routine tasks continue to be performed by a core group of gardeners..

The members of the River Bend Community Organic Garden wish everyone a Happy and Safe Christmas.

11/10/20 RED CABOOSE LIBRARY BOARD MEETING AGENDA AND SUMMARY

I. PRESENTATION - On hold.

II. FUND RAISING

A. Mask Offering - The masks donated by Mary Iorio are available at the Library for a donation. There are sizes for Men, Women and Children

B. Entertainment Books – 2021 Books are available at the Library for a \$20.00 charge.

C. Book Sale – The sale will be held Sat. 11/22. Ellen Serra will sort hardbacks, Gloria Kelly will sort paperbacks.

D. Bake Sale – Hazel Campesi will head sale with 20 volunteers baking.

E. Open House – Library will be open for viewing (following Covid 19 rules already in place.

F. Publicity – All publicity will be handled by Wendy Yager, Gloria Kelly, & Lorraine Rudd.

III. FUTURE LIBRARY ENDEAVORS AND PROGRAMMING – On hold.

IV. LIBRARY STATUS: TOWN COUNCIL/ PARKS AND REC.

A. Town Council –Margaret Theiss has offered to provide four tables for our use at the Book Sale. Linda spoke with Margaret, explaining how the forced closing of the library has diminished our donations greatly. Margaret suggested that Linda submit an application for funding when the Budget Committee meets in December.

B. Parks and Rec.-The Committee met in Oct. only to discuss their plans for a “Drive Thru Halloween”. The event, which consisted of volunteers distributing Halloween candy as the costumed children were driven by in cars, was a great success.

V. GENERAL LIBRARY OPERATIONS

A. “Tweens” Project- Lorraine has taken pictures featuring our project which will be used in advertising what we have available in this area.

B. Childrens’ Expansion- Lorraine is gathering books in the Toddler to Age 10 range.

C. Computer Project-On Hold

D. New Volunteers- The Board welcomes: Steve Mitchell, Robert Wheeler, and Dawn Hill.

E. Expansion of hours-Variou changes in shift plans was discussed-to be determined at next meeting.

F. Due to Covid restrictions, we will send volunteers cards with personal notes.

PUBLIC WORKS ADVISORY BOARD MEETING DECEMBER 1st

The meeting was called to order by Chair Buck Irwin and minutes of the previous meeting were approved by the two members present Mr. Steve Dentico and M. Richard Seeger.

I provided the Board with copies of Superintendent Mills' Monthly report and the Monthly Water Production and Wastewater Discharge Daily Average report. Also included was the monthly financial report for water and waste water utility systems.

The Channel Run Stormwater drainage project contract award was reported with the expected start date.

The completion of the dredging of the entrance to Island Lake was reported.

The flood mitigation for the Public Works building was reported.

A report and discussion of the change in the Town's ordinances covering storm water drainage in swales taking the maintenance of same from property owners to Town responsibility was discussed at some length. Those present deemed this an appropriate action.

The Board was informed of the grant of \$602,500 for replacement of radio read meters. The need to complete required State paper work was reported.

In discussion Chair Irvin told the Board that he was resigning. He said that his decision was not made with any hostile feelings but that he believed that the board's request for the Superintendent's attendance at their meetings only every other month was reasonable and that there was little work for the Board to accomplish. He also stated that he believed that the Superintendent and the Manager were very competent individuals.

I responded thanking the Chair for his service on the Board and adding that the Board Members became knowledgeable of ongoing project work and thus could factually address Town neighbors and friends greatly assisting the Council in providing information essential to community understanding of progress being made on projects being developed throughout Town.

Chair Irvin passed the large binder of Board Minutes to vice Chair Richard Seeger. The meeting adjourned at 3:45 pm

John Kirkland

Town of River Bend



Monthly Financial Report

Printed 12/14/2020

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

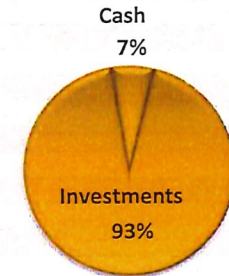
Cash Balances	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
BUS Capital Projects Fund	361,064	300,242	373,747	221,907	163,919							
General Fund*	1,142,330	1,040,227	1,065,570	1,177,596	958,224							
Powell Bill	0	0	39,979	479	0							
NCORR Recovery Grant	176,103	176,110	154,874	154,875	140,661							
CDBG OPR Development	-847	-1,207	-1,207	-1,207	-3,694							
General Capital Reserve	152,134	152,142	94,145	30,453	30,454							
Law Enforcement Separation Allowance*	17,249	16,643	16,037	15,430	14,824							
Water Fund*	789,864	823,510	827,655	862,269	856,581							
Water Capital Reserve Fund (CIF)	244,663	244,672	244,677	244,679	244,681							
Sewer Fund*	1,022,560	1,055,928	1,055,812	1,102,445	1,101,477							
Sewer Capital Reserve Fund (CIF)	11,246	11,247	11,247	11,247	11,247							
Total Cash and Investments	3,916,367	3,819,514	3,882,536	3,820,175	3,518,373							
BB&T Cash Accounts	251,202	214,117	276,789	365,853	229,025							

*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	221,658							
General Fund	995,282	995,325	956,083	1,019,786	869,009							
Powell Bill	-	-	-	-	-							
NCORR Recovery Grant	176,103	176,110	154,874	154,875	140,661							
Capital Reserve (General Fund)	152,134	152,142	94,145	30,453	30,454							
Law Enforcement Separation Allowance	13,390	13,391	13,391	13,392	13,392							
Water Fund	762,639	762,749	763,043	763,592	763,597							
Water Capital Reserve Fund (CIF)	244,663	244,672	244,677	244,679	244,681							
Sewer Fund	949,573	949,613	994,632	994,642	994,650							
Sewer Capital Reserve Fund (CIF)	11,246	11,247	11,247	11,247	11,247							
Total Investments	3,665,165	3,605,397	3,605,746	3,454,322	3,289,348							

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	38,438								131,675	18.5%
Ad Valorem Taxes - Vehicle	83,200	83,200	6,125	8,612	6,956	8,891	0								30,585	36.8%
Animal Licenses	2,400	2,400	60	110	10	20	50								250	10.4%
Local Gov't Sales Tax	295,751	295,751	24,717	27,360	30,164	28,535	22,049								132,824	44.9%
Hold Harmless Distribution	90,202	90,202	5,354	6,145	7,975	7,514	7,477								34,463	38.2%
Solid Waste Disposal Tax	2,500	2,500	0	542	0	0	538								1,080	43.2%
Powell Bill Fund Appropriation	0	0	0	0	0	0	0								-	0.0%
Powell Bill Allocation	84,500	84,500	0	0	39,979	0	0								39,979	47.3%
Beer & Wine Tax	13,500	13,500	0	0	0	0	0								-	0.0%
Video Programming Tax	53,680	53,680	0	0	13,116	0	0								13,116	24.4%
Utilities Franchise Tax	114,261	114,261	0	0	21,733	0	0								21,733	19.0%
Telecommunications Tax	10,330	10,330	0	0	1,586	0	0								1,586	15.4%
Court Cost Fees	500	500	9	32	18	59	18								135	27.0%
Zoning Permits	5,000	5,000	797	1,640	232	483	723								3,874	77.5%
State Grants*	0	72,303	0	0	49,650	0	0								49,650	68.7%
Federal Gov't Grants- BPV	0	0	0	0	0	0	0								-	0.0%
Federal Disaster Assistance	0	0	0	0	0	0	0								-	0.0%
State Disaster Assistance	0	0	0	0	0	0	0								-	0.0%
Recovery Grant NCORR-FLDG-004	99,568	99,568	99,568	0	0	0	0								99,568	100.0%
Miscellaneous	8,000	8,000	790	503	571	570	1,626								4,059	50.7%
Insurance Settlements	-	-	0	-	0	0	0								-	0.0%
Interest - Recovery Grant NCORR-FL	1,212	1,212	11	6	3	1	1								23	1.9%
Interest - Powell Bill	50	50	0	0	0	0	0								0	0.2%
Interest - Investments	9,755	9,755	96	44	19	10	7								176	1.8%
Contributions	422	422	0	0	0	0	0								-	0.0%
Wildwood Storage Rents	18,120	18,120	1,689	1681	1,726	1,452	1,635								8,183	45.2%
Rents & Concessions	18,000	18,000	1,500	1500	1,500	1,500	1,500								7,500	41.7%
Sale of Capital Assets	0	0	0	0	0	0	0								-	0.0%
Sales Tax Refund Revenue	0	0	0	0	0	0	0								-	0.0%
Trans. from Capital Reserve*	42,970	164,663	42970		121,693	0	0								164,663	100.0%
Trans. from L.E.S.A. Fund	0	0	0	0	0	0	0								-	0.0%
Appropriated Fund Balance*	222,833	435,840	0	0	0	0	0								-	0.0%
Total	1,890,000	2,297,003	183,716	49,201	307,582	130,562	74,061	0	0	0	0	0	0	0	745,123	32.4%

*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	-824								7,188	25.0%
Administration	268,691	268,691	43,727	16,383	21,824	16,049	13,381								111,364	41.4%
Finance	120,181	120,181	19,023	7,544	9,283	8,255	7,898								52,003	43.3%
Tax Listing	10,880	10,880	0	322	368	1,064	384								2,137	19.6%
Legal Services	24,000	24,000	1,665	1,649	648	874	990								5,825	24.3%
Elections	0	0	0	0	0	0	0								0	0.0%
Public Buildings*	84,200	149,000	9,639	17,781	5,265	4,800	6,469								43,954	29.5%
Police*	573,245	590,548	110,187	36,326	38,885	36,016	43,410								264,825	44.8%
Emergency Management	4,000	4,000	832	1,961	167	526	15								3,500	87.5%
Animal Control	14,366	14,366	2,216	925	941	929	1,009								6,019	41.9%
Street Maintenance	221,686	221,686	5,749	6,512	2,312	145,925	2,312								162,810	73.4%
Public Works	167,240	167,240	18,436	12,759	12,695	14,830	11,707								70,428	42.1%
Leaf & Limb, Solid Waste	43,500	43,500	655	17,692	4,118	886	4,562								27,913	64.2%
Stormwater Management*	34,971	221,371	3,668	1,891	22,873	1,475	1,518								31,425	14.2%
Waterways & Wetlands*	3,000	68,000	0	0	0	768	67,188								67,956	99.9%
Planning & Zoning	48,363	48,363	7,356	3,160	2,960	2,991	2,986								19,452	40.2%
Recovery Grant NCORR-FLDG-004	100,780	100,780	14,110	7,129	7,143	7,072	7,122								42,577	42.2%
Recreation & Special Events	7,500	7,500	23	0	0	0	131								154	2.1%
Parks	50,370	50,370	6,687	2,579	2,183	2,302	2,321								16,072	31.9%
Transfers	66,359	139,859	66,359	73,500	0	0	0								139,859	100.0%
Contingency	17,968	17,968	0	0	0	0	0								0	0.0%
Total	1,890,000	2,297,003	312,534	209,107	135,748	245,494	172,578	0	0	0	0	0	0	0	1,075,461	46.8%

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	25,229	139,477	0								202,295	52.3%
Debt Service - Principle		0	0	0	0	0	0								-	0.0%
Debt Service - Interest		0	0	0	0	0	0								-	0.0%

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

BUS Capital Project Fund	Beginning Balance	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	163,365			
Expenditures	829,757	124,711	60,835	151,843	553	57,990		1,225,688	89%
Interest earned	9,606	26	13	6	3	1		9,654	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	38,736								117,847	50.2%
Consumption	213,326	213,326	40,429	76	42,636	216	33,744								117,101	54.9%
Other, incl. transfers	26,768	26,768	118	5,225	666	3,697	3,585								13,290	49.7%
Hydrant Fee	21,411	21,411	21,050	0	0	0	-119								20,930	97.8%
Appropriated Fund Bal.*	75,867	117,267	0	0	0	0	0								0	0.0%
Total	572,234	613,634	100,639	5,650	82,480	4,454	75,945								269,169	43.9%

Expenses	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Exp
Admin & Finance	447,734	447,734	58,499	21,780	21,173	19,854	31,974								153,280	34.2%
Supply & Treatment	75,000	75,000	3,793	1,058	5,607	1,825	729								13,012	17.3%
Distribution*	46,000	87,400	29,434	1,678	1,093	445	226								32,876	37.6%
Transfers / Contingency	3,500	3,500	0	0	0	0	0								0	0.0%
Total	572,234	613,634	91,726	24,517	27,873	22,123	32,929								199,169	32.5%

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	23,000	23,000	11,430	250	0	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	856,581							
Water Capital Reserve Fund (CIF)		244,663	244,672	244,677	244,679	244,681							

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	6,961,000								37,195,000	
Average daily gallons		925,000*	263,581	244,710	244,033	230,839	232,033							243,039	

* 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	48,108								147,024	50.3%
Consumption	303,101	303,101	53,704	127	57,680	418	44,453								156,382	51.6%
Other, incl. transfers	19,862	19,862	74	1,538	19	1,599	827								4,058	20.4%
Appropriated Fund Bal.*	66,617	94,217	0				0								0	0.0%
Total	681,884	709,484	102,410	1,963	106,940	2,763	93,388								307,464	43.3%

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	31,254								156,555	35.3%
Collection*	64,000	91,600	5,299	989	675	892	1,555								9,410	10.3%
Treatment	112,000	112,000	4,882	4,121	13,159	4,589	3,437								30,188	27.0%
Transfers / Contingency	63,000	63,000	0	0	0	0	0								0	0.0%
Total	681,884	709,484	69,558	27,775	35,931	26,643	36,246								196,153	27.6%

Capital (included above)	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Exp
Capital Outlay	22,000	22,000	11,430	250	0	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	1,101,477							
Sewer Capital Reserve Fund (CIF)	11,246	11,247	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	3,341,000								15,145,000	
Average daily gallons		330,000*	109,742	87,097	97,300	89,774	111,367							99,056	

* This is the permitted daily limit.

RESOLUTION AND AGREEMENT FOR DEPOSIT ACCOUNT

561291141





EIN

- ☐ Sole Proprietorship
☐ Non-Profit Corporation
☐ Other

I, the undersigned, am a duly elected/appointed Authorized Officer, Proprietor, Authorized Partner, Authorized Manager, or other Authorized Employee of the above-named Entity duly organized and existing under the laws of the State of North Carolina; and that I am authorized to certify that the following resolutions duly adopted by the Entity, and that such resolutions are in full force and effect and have not been amended or rescinded.

RESOLVED, that BB&T is hereby designated as a depository institution in which the funds of this Entity may, subject to the rules of BB&T, be deposited by any of its officers, agents or employees; and that any such officer, agent or employee is hereby authorized on behalf of the Entity and in its name to endorse for deposit, whether in demand or time accounts, or for negotiation or collection, any and all checks, drafts, certificates of deposit or any other payment instrument payable to the Entity, which endorsement may be in writing, by stamp or otherwise, with or without signature of the person so endorsing, it being understood that on such items all prior endorsements are guaranteed by the Entity, irrespective of the lack of a guarantee by the Entity; and

FURTHER RESOLVED, that any of the individuals listed below (a "Designated Representative") is hereby authorized to open or close any deposit account with BB&T and to authorize those persons ("Authorized Signers") who may execute a BB&T signature card on behalf of the Entity and transact business on such account:

Designated Representative (Signature)	Printed/Typed Name	Title
	<u>Irving J Van Slyke, Jr</u>	<u>Finance Officer</u>
	<u>Kristie J Nobles</u>	<u>Town Clerk</u>
	<u>John R Kirkland</u>	<u>Mayor</u>
	<u>Brian Leonard</u>	<u>Councilman</u>

FURTHER RESOLVED, that BB&T be and is hereby authorized and directed to honor, pay and charge any of the accounts of the Entity, without inquiry to or responsibility for the application of the proceeds thereof, all checks, drafts, or other orders for the payment, withdrawal or transfer of money in the accounts of or to the credit of the Entity, and to honor any authorization for the transfer of funds between different accounts whether oral, by phone or electronic means without inquiry as to the circumstances related thereto and for whatever purpose or to whomever payable, including requests for conversion into cash as well as for deduction from and payment of cash out of any deposit, and whether or not payable to, endorsed or negotiated by or for the credit of any person signing same or any other officer, agent or employee of the Entity, when signed or endorsed by an original or facsimile signature of any ONE Authorized Signer; and

FOR BANK USE ONLY

Date 12/11/2020

Bank No. 102 State NC

Forward to:
Centralized Document Scanning Operations
M/C 100-99-15-11



FURTHER RESOLVED, that BB&T be and is hereby authorized to honor, receive, or pay any items bearing the signature of any one Authorized Signer even though payment may create an overdraft or even though such items may be drawn or endorsed to the order of such signer for exchange or cashing, or in payment of the individual obligation of such signer, or for deposit to such Authorized Signer's personal account and BB&T shall not be required or be under any obligation to inquire as to the circumstances of the issuance or use of any such item or the application or disposition of such item or the proceeds thereof; and

FURTHER RESOLVED, that the Entity assumes full responsibility and holds harmless BB&T for any and all payments made or any other action taken by BB&T in reliance upon the signatures, including facsimiles thereof, of any Authorized Signer regardless whether or not the use of the facsimile signature was unlawful or unauthorized and regardless of by whom or by what means the purported signature or facsimile signature may have been affixed if such signature reasonably resembles the specimen or facsimile signature of the Authorized Signer; and

FURTHER RESOLVED, that any Designated Representative, or person authorized in writing by a Designated Representative, is authorized to act on behalf of the Entity as follows: obtain information on accounts; appoint, remove or change Authorized Signers; deliver any night depository agreement; enter into any agreement for cash management services; lease a safe deposit box; enter into an agreement for deposit access device; enter into an agreement for credit cards; or enter into other agreements concerning the deposit accounts at BB&T; and

FURTHER RESOLVED, that any and all prior resolutions executed on behalf of the Entity are hereby revoked and that the foregoing resolutions shall remain in full force and effect until the Entity officially notifies BB&T to the contrary in writing. BB&T may conclusively presume that this Resolution and Agreement for Deposit Account and any signature cards executed pursuant hereto are in effect and that persons identified herein are properly authorized to act on behalf of the Entity. The Entity, as changes to the Designated Representatives and/or Authorized Signers are made, will immediately report and certify such changes to BB&T through submission of a new Resolution and Agreement for Deposit Account and/or signature card, as applicable. BB&T shall be fully protected in relying on such certifications and shall be indemnified and saved harmless from any claims, demands, expenses, losses, or damages resulting from the signature of any Designated Representative so certified, or refusing to honor any signature not so certified; and

FURTHER RESOLVED, that all transactions by any officer, employee or agent of the Entity on its behalf and in its name prior to the delivery of this Resolution and Agreement for Deposit Account are hereby ratified and approved.

In Witness Whereof, I have hereunto subscribed my name and affixed the seal, if any, of this Entity,
this _____ day of _____, Year _____.

For All Entities:

(Authorized Officer/Proprietor/Authorized Partner/Authorized Manager/Other Authorized Employee)

(Corporate Seal)

MAYOR'S REPORT DECEMBER 2020

The Christmas season is always a joyous time for our community and for the nation. It is a time that we mentally take inventory of the blessings that we have enjoyed as a nation, as a community and as individual family units.

A little more than two years ago in the post Hurricane Florence period, our streets in the floodplain area of Town were lined with furniture, appliances and demolition debris giving the Town the appearance of a war zone. Mercifully, there was no loss of life associated with the flooding. The Town staff, directed by Manager Jackson, worked long days and extra hours as recovery was made. The Manager's contacts with State Agencies secured substantial assistance and financial help in the restoration of Town infrastructure.

The staff has again performed superbly during the 2020 battle with the COVID-19 pandemic. The Town has followed the Governor's directions and that course of action has kept the Town relatively protected. While we have endured more than eight months of loss of access to normal business interface, the emergency procedures that were implemented have allowed the Town's utilities to function normally. Again the Town Staff have acted in a most responsible fashion and deserve our deep appreciation.

I thank all citizens for understanding the inconveniences that we are living through as we await the decline of the COVID-19 virus. We each need to count the blessings that have sustained us during the past year. Among all the nations of the world our nation has truly been blessed and we need to give thanks.

MERRY CHRISTMAS