



TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562

T 252.638.3870
F 252.638.2580

www.riverbendnc.org

RIVER BEND TOWN COUNCIL PROPOSED AGENDA

Work Session Meeting

April 10, 2025

River Bend Town Hall – 45 Shoreline Drive

5:00 p.m.

1. **VOTE** – Agenda: Additions / Deletions / Adoption
2. Discussion – Sponsorship Policy - Jackson
3. **VOTE** – Authorized Agent Resolution for Phase II Water Grant - Jackson
4. **VOTE** – Authorized Agent Resolution Phase II Wastewater Grant - Jackson
5. Discussion – Engineering Contract Amendment for Water Treatment Grant - Jackson
6. Discussion – CAC Median Project Recommendation - Benton
7. Discussion – Craven-Pamlico Regional Library Funding Request - Leonard
8. Review Agenda – Nobles
9. Adjournment

Pledge Next week: Leonard

Revised Draft**TOWN OF RIVER BEND
POLICY ON DONATIONS AND SPONSORSHIPS****Statement of Policy**

The Town of River Bend (hereinafter “Town”) will allow donations to be made to the Town.

In allowing sponsorships, the Town will seek sponsors that further its mission by providing monetary or in-kind support for Town programs or services. The Town recognizes that the public trust and perception of its impartiality may be damaged by sponsorships that are aesthetically displeasing, politically oriented, or offensive to segments of its citizenry. When the Town loses public trust and public perception of impartiality, its ability to govern effectively in the interest of its citizens is impaired. Therefore, the Town permits private sponsorship of government programs or services in limited circumstances as a means to generate funds for improving or expanding those programs and services. The Town maintains its sponsorship program as a nonpublic forum and exercises sole discretion over who is eligible to become a sponsor according to the terms of this policy.

Whenever possible, sponsorships should be linked to specific Town-related activities, events, programs, or publications. The Town will neither seek nor accept sponsors that manufacture products or take positions inconsistent with local, state, or federal law or with Town policies, positions, or resolutions. The establishment of a sponsorship agreement does not constitute an endorsement by the Town of the sponsor’s organization, products, or services.

Definition of Terms

“Donation” is a voluntary monetary or in-kind contribution with no expectation of promotional benefits or sponsorship.

“Sponsorship” is the right of an external entity (for-profit or not-for-profit) to associate its name, products, or services with the Town’s programs, services, properties, or name. Sponsorship is a business relationship in which the Town and the external entity exchange goods and/or services for the public display of a message on the Town’s property acknowledging private support.

The use of a private event space for a Town activity, event, program, or publication, as allowed by § 3.05.005 of the Town’s Ordinances, and subsequent designation of that private event space as the location for an activity, event, program, or publication in promotional materials is not in and of itself a sponsorship. For example, an advisory board event held at a restaurant and advertised as being held at said restaurant shall not be considered a sponsorship of that advisory board event. However, to the extent promotional materials for a Town activity, event, program or publication identifies the provider of a private space as a “partner,” “co-sponsor,” or similar status, that designation would be considered a sponsorship for the purposes of this Policy.

Authority Structure for Review and Approval

The Town possesses sole and final decision-making authority for determining the appropriateness of a sponsorship relationship and/or an offer of a donation and reserves the right to refuse any offer of sponsorship or donation.

Sponsorship agreement proposals and donations offers will be reviewed according to the following procedures and guidelines:

- All sponsorship **agreement proposals** and donation **offers** shall be approved in consultation with the Town Manager or his/her designee.
- Sponsorship agreement **proposals** or donation offers projected to generate \$1,000 or less shall (in actual monetary benefit of estimated in-kind benefit) require the written approval of the Town Manager, who shall inform the Town Council.
- Sponsorship agreement **proposals** or donations offers projected to generate more than \$1,000 (in actual monetary benefit of estimated in-kind benefit) shall require the written approval of the Town Council.

In the discretion of the Town Manager, any proposed sponsorship agreement or donation offer may be referred to the Town Council for its approval.

Criteria for Sponsorship Proposal Review

Proposals for sponsorship of Town programs or services shall be reviewed on the basis of a draft memorandum of understanding that clearly outlines the forms of support offered by the sponsor and the recognition to be given by the Town. The Town Manager may develop and implement a form that entities may use to submit this draft memorandum of understanding. A memorandum of understanding shall be created for each sponsorship relationship. It shall detail the following information, at a minimum:

- Activities, products, and services of the private entity and its subsidiaries;
- Benefits to be given to the proposed sponsor by the Town, and the estimated monetary value of those benefits;
- Benefits to be given to the Town by the proposed sponsor and the estimated monetary value of those benefits;
- Prominence of the proposed public recognition of support;
- Content of the proposed public recognition of support;
- Duration of the proposed public recognition of support; and
- Conditions under which the sponsorship agreement will be terminated.

The Town recognizes that entering into a sponsorship agreement with an external entity does not constitute an endorsement of the entity or its services and products but does imply an affiliation. Such affiliation can affect the reputation of the Town among its citizens and its ability to govern effectively. Therefore, any proposal for sponsorship of a Town program or service in which the involvement of an outside entity compromises the public's perception of the Town's neutrality or its ability to act in the public interest will be rejected.

The Town shall consider the following criteria before entering into a sponsorship agreement:

- Extent and prominence of the public display of sponsorship;
- Aesthetic characteristics of the public display of sponsorship;
- Importance of the sponsorship to the mission of the Town;
- Level of support provided by the sponsor;
- Inconsistencies between Town policies and the known policies or practices of the potential sponsor; and
- Other factors that might undermine public confidence in the Town's impartiality or interfere with the efficient delivery of Town services or operations, including, but not limited to, current or potential conflicts of interest between the sponsor and Town employees, officials, or affiliates; and the potential for the sponsorship to tarnish the Town's standing among its citizens or otherwise impair the ability of the Town to govern its citizens.

Permissible Sponsors and Message Content

Sponsorships on Town property are maintained as a nonpublic forum. The Town intends to preserve its rights and discretion to exercise full editorial control over the placement, content, appearance, and wording of sponsorship affiliations and messages. The Town may make distinctions on the appropriateness of sponsors on the basis of subject matter of a potential sponsorship recognition message. The Town will not deny sponsorship opportunities on the basis of the potential sponsor's viewpoint. Sponsorship from an organization that is engaged in any of the following activities, that has a mission supporting any of the following subject matters, or that, in the sole discretion and judgment of the Town Manager, is deemed to be unsuitable for and contrary to community standards of appropriateness for government publications, shall be prohibited on any Town property:

- Promotion of the sale or consumption of alcoholic beverages, or promotion of establishments that are licensed to sell and primarily do sell alcoholic beverages, including bars; provided, however, that food service establishments or places of lodging may be authorized only when the sale of alcohol is incidental to providing food service or lodging;

- Promotion of the sale or consumption of tobacco products;
- Promotion of the sale of birth control products or services;
- Commentary, advocacy, or promotion of issues, candidates, and campaigns pertaining to political elections;
- Depiction in any form of profanity or obscenity, or promotion of sexually oriented products, activities, or materials;
- Promotion of the sale or use of firearms, explosives, or other weapons, or glorification of violent acts; and
- Promotion or depiction of illegal products, or glorification of illegal products, activities, or materials.

Permissible Recognition Messages

Sponsorship recognition messages may identify the sponsor but should not promote or endorse the organization or its products or services. Statements that advocate, contain price information or an indication of associated savings or value, request a response, or contain comparative or qualitative descriptions of products, services, or organizations will not be accepted. Only the following content will be deemed appropriate:

- The legally recognized name of the advertising organization;
- The advertiser's organizational slogan if it identifies rather than promotes the organization or its products or services;
- The advertiser's product or service line, described in brief, generic, objective terms. Generally, only one product or service line may be identified; and
- Brief contact information for the advertiser's organization, such as phone number, address, or Internet website. Contact information must be stated in a manner that avoids an implication of urging the reader to action.

The Town will not make any statements that directly or indirectly advocate or endorse a sponsor's organization, products, or services.

No materials or communications, including, but not limited to, print, video, Internet, broadcast, or display items developed to promote or communicate the sponsorship using the Town's name, marks, or logo, may be issued without written approval from the Town Manager.

LSS: 172732

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Town of River Bend has need for and intends to construct, plan for, or conduct a study in a project described as Drinking Water System Improvements Phase II, and

WHEREAS, The Town of River Bend intends to request State loan and/or grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN OF RIVER BEND:

That Town of River Bend, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the Town of River Bend to make a scheduled repayment of the loan, to withhold from the Town of River Bend any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That Delane Jackson, Town Manager, the **Authorized Representative** and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

That the **Authorized Representative**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, ordinances, and funding conditions applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 10th day of April, 2025 at River Bend, North Carolina.

Mark Bledsoe, Mayor

ATTEST:

Kristie Nobles, Town Clerk

FORM FOR CERTIFICATION BY THE RECORDING OFFICER

The undersigned duly qualified and acting Town Clerk of the Town of River Bend does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Town Council duly held on the 10th day of April, 2025; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 10th day of April, 2025.

(Signature of Recording Officer)

(Title of Recording Officer)

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Town of River Bend has need for and intends to construct, plan for, or conduct a study in a project described as Wastewater Treatment Improvements Phase II, and

WHEREAS, The Town of River Bend intends to request State loan and/or grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN OF RIVER BEND:

That Town of River Bend, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the Town of River Bend to make a scheduled repayment of the loan, to withhold from the Town of River Bend any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

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That the **Authorized Representative**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, ordinances, and funding conditions applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 10th day of April, 2025 at River Bend, North Carolina.

Mark Bledsoe, Mayor

ATTEST:

Kristie Nobles, Town Clerk

FORM FOR CERTIFICATION BY THE RECORDING OFFICER

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(Signature of Recording Officer)

(Title of Recording Officer)

To: River Bend Town Council

From: Brenda Hall, Community Appearance Commission Chair

Date: April 8, 2025

Reference: River Bend Plantation Median Project

The Community Appearance Commission recommends that the Town Council fund and move forward with the median project on Plantation Drive as presented in the attached "River Bend Median Overall Site Plan", dated 3/18/2025 from Elena Ruth Landscape Designs.

Brenda Hall 4/8/2025

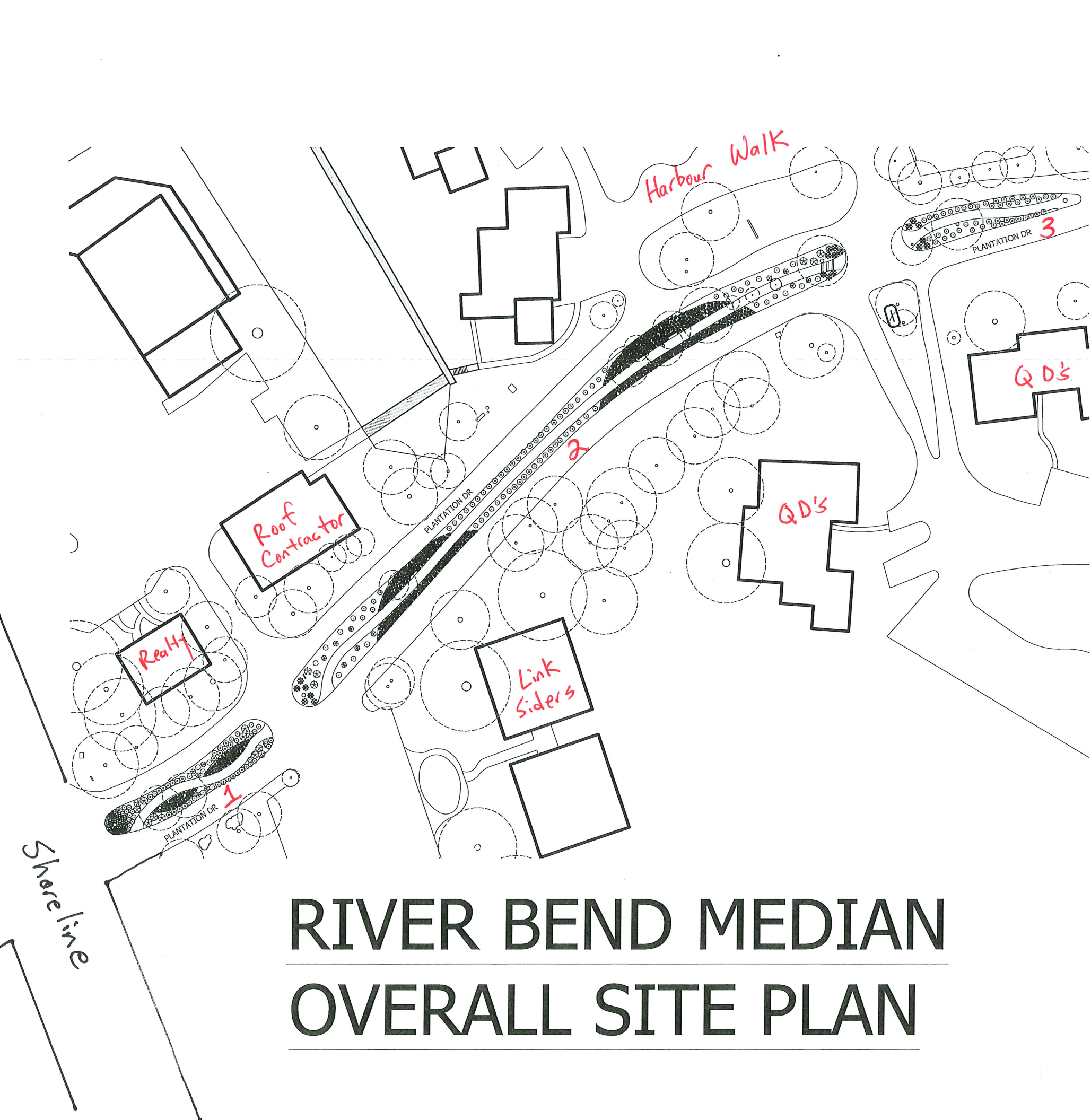


Craven County GIS CAC Recommendation Median Improvement Area

Craven County does NOT warrant the information shown on this map and should be used ONLY for tax assessment purposes. Printed on April 7, 2025 at 2:30:38 P.M.

1 inch = 109 feet





RIVER BEND MEDIAN

OVERALL SITE PLAN

ITEM 6



PUGSTER BLUE DWARF BUTTERFLY BUSH



PUGSTER PINK BUTTERFLY BUSH



QUICKFIRE HYDRANGEA



SOFT TOUCH JAPANESE HOLLY



PINK MUHLY GRASS



MONDO GRASS



MAGNUS PURPLE CONEFLOWER



ROSE VERBENA



RUSSIAN SAGE



BLACK-EYED SUSAN



COLOR GUARD ADAM'S NEEDLE

PLANT SCHEDULE OVERALL SITE PLAN

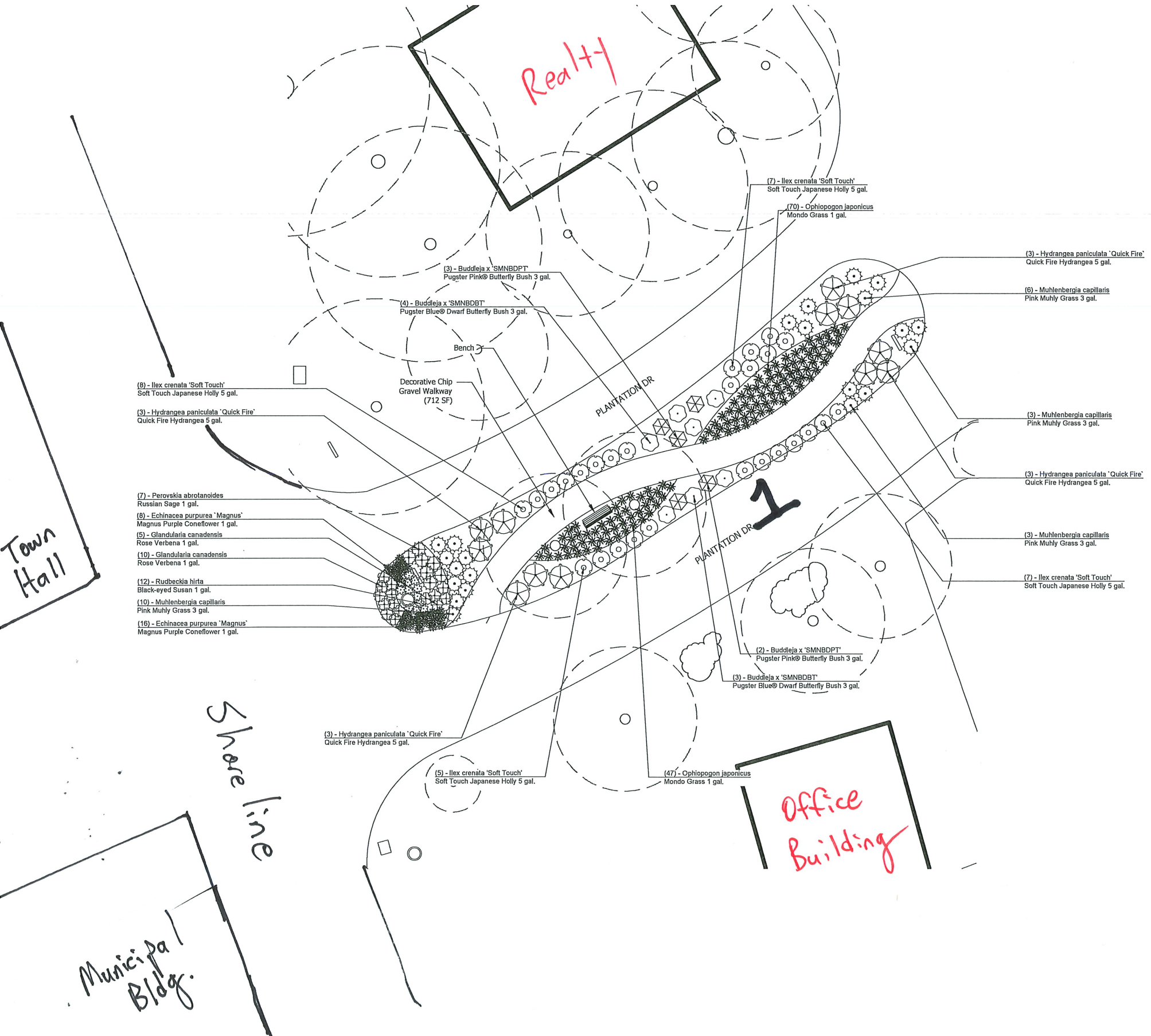
SYMBOL	QTY	BOTANICAL / COMMON NAME	SIZE	REMARKS
SHRUBS				
	20	Buddlejia x 'SMNBDBT' Pugster Blue® Dwarf Butterfly Bush	3 gal.	1'-3' h. 1'-3' w.
	15	Buddlejia x 'SMNBDBT' Pugster Pink® Butterfly Bush	3 gal.	2'-3' h. 2'-3' w.
	18	Hydrangea paniculata 'Quick Fire' Quick Fire Hydrangea	5 gal.	3'-5' h. 3'-5' w.
	75	Ilex crenata 'Soft Touch' Soft Touch Japanese Holly	5 gal.	2'-3' h. 2'-3' w.
GRASSES				
	81	Muhlenbergia capillaris Pink Muhly Grass	3 gal.	3'-4' h. 2'-3' w.
	863	Ophiopogon japonicus Mondo Grass	1 gal.	1'-2' h. 1'-2' w.
PERENNIALS				
	24	Echinacea purpurea 'Magnus' Magnus Purple Coneflower	1 gal.	1'-2' h. 1'-2' w.
	15	Glandularia canadensis Rose Verbena	1 gal.	1'-2' h. 1'-3' w.
	7	Perovskia abrotanoides Russian Sage	1 gal.	3'-4' h. 3'-4' w.
	12	Rudbeckia hirta Black-eyed Susan	1 gal.	1'-3' h. 1'-3' w.
SUCCULENTS				
	20	Yucca filamentosa 'Color Guard' Color Guard Adam's Needle	5 gal.	1'-3' h. 3'-6' w.

Wendy Pott
LANDSCAPE DESIGN

RIVER BEND MEDIAN DESIGN
PLANTATION DRIVE
RIVER BEND, NORTH CAROLINA

OVERALL SITE PLAN

Scale: 1" = 30'-0"
0' 15' 30' 45'
03/18/2025
L-100



PUGSTER BLUE DWARF BUTTERFLY BUSH



PUGSTER PINK BUTTERFLY BUSH



QUICKFIRE HYDRANGEA



SOFT TOUCH JAPANESE HOLLY



PINK MUHLY GRASS



MONDO GRASS



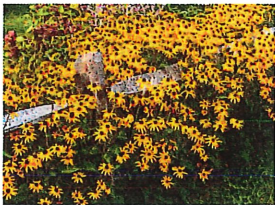
MAGNUS PURPLE CONEFLOWER



ROSE VERBENA



RUSSIAN SAGE










BLACK-EYED SUSAN

PLANT SCHEDULE MEDIAN I

SYMBOL	QTY	BOTANICAL / COMMON NAME	SIZE	REMARKS
SHRUBS				
	7	Buddleja x 'SMNBDPT' Pugster Blue® Dwarf Butterfly Bush	3 gal.	1'-3' h. 1'-3' w.
	5	Buddleja x 'SMNBDPT' Pugster Pink® Butterfly Bush	3 gal.	2'-3' h. 2'-3' w.
	12	Hydrangea paniculata 'Quick Fire' Quick Fire Hydrangea	5 gal.	3'-5' h. 3'-5' w.
	27	Ilex crenata 'Soft Touch' Soft Touch Japanese Holly	5 gal.	2'-3' h. 2'-3' w.
GRASSES				
	22	Muhlenbergia capillaris Pink Muhly Grass	3 gal.	3'-4' h. 2'-3' w.
	117	Ophiopogon japonicus Mondo Grass	1 gal.	1'-2' h. 1'-2' w.
PERENNIALS				
	24	Echinacea purpurea 'Magnus' Magnus Purple Coneflower	1 gal.	1'-2' h. 1'-2' w.
	15	Glandularia canadensis Rose Verbena	1 gal.	1'-2' h. 1'-3' w.
	7	Perovskia abrotanoides Russian Sage	1 gal.	3'-4' h. 3'-4' w.
	12	Rudbeckia hirta Black-eyed Susan	1 gal.	1'-3' h. 1'-3' w.



<u>SYMBOL</u>	<u>QTY</u>	<u>BOTANICAL / COMMON NAME</u>	<u>SIZE</u>	<u>REMARKS</u>
<u>SHRUBS</u>				
	13	Buddleja x 'SMNBDBT' Pugster Blue® Dwarf Butterfly Bush	3 gal.	1'-3' h. 1'-3' w.
	10	Buddleja x 'SMNBDBT' Pugster Pink® Dwarf Butterfly Bush	3 gal.	2'-3' h. 2'-3' w.
	6	Hydrangea paniculata 'Quick Fire' Quick Fire Hydrangea	5 gal.	3'-5' h. 3'-5' w.
	23	Ilex crenata 'Soft Touch' Soft Touch Japanese Holly	5 gal.	2'-3' h. 2'-3' w.
<u>GRASSES</u>				
	39	Muhlenbergia capillaris Pink Muhly Grass	3 gal.	3'-4' h. 2'-3' w.
	746	Ophiopogon japonicus Mondo Grass	1 gal.	1'-2' h. 1'-2' w.
<u>SUCCULENTS</u>				
	14	Yucca filamentosa 'Color Guard' Color Guard Adam's Needle	5 gal.	1'-3' h. 3'-6' w.

Canal

Harbour Walk

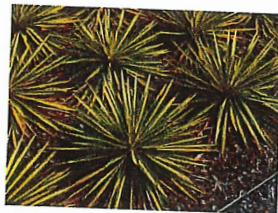
Q D's



SOFT TOUCH JAPANESE HOLLY



PINK MUHLY GRASS



COLOR GUARD ADAM'S NEEDLE

PLANT SCHEDULE MEDIAN 3

SYMBOL	QTY	BOTANICAL / COMMON NAME	SIZE	REMARKS
SHRUBS				
	25	Ilex crenata 'Soft Touch' Soft Touch Japanese Holly	5 gal.	2'-3' h. 2'-3' w.
GRASSES				
	20	Muhlenbergia capillaris Pink Muhly Grass	3 gal.	3'-4' h. 2'-3' w.
SUCCULENTS				
	6	Yucca filamentosa 'Color Guard' Color Guard Adam's Needle	5 gal.	1'-3' h. 3'-6' w.

(6) - Yucca filamentosa 'Color Guard'
Color Guard Adam's Needle 5 gal.

Decorative Chip Gravel Walkway (788 SF)

PLANTATION DR

PLANTATION DR

3

(20) - Muhlenbergia capillaris
Pink Muhly Grass 3 gal.

(25) - Ilex crenata 'Soft Touch'
Soft Touch Japanese Holly 5 gal.



RECEIVED

MAR 20 2025

05/12/25

TOWN OF RIVER BEND

Mayor Mark Bledsoe, and the Town of River Bend Council,
45 Shoreline Drive
New Bern, NC 28562

To the Honorable Mayor Bledsoe and River Bend Councilman:

I hope this message finds you well. I want to express my gratitude for your support of the CPRL bookmobile and tech services that we provide to your residents. We are requesting funding of \$2,921.00 in your FY26 budget. This is a pledge of \$1.00 per resident, to help cover the library's operational expenses.

As a vital government entity and integral part of the Craven County infrastructure, the New Bern-Craven County Public Library relies heavily on county and state funding for its operations. The level of state and grant funding we receive each year is directly influenced by the support from local governments, both county and municipal.

For 49 years, the New Bern-Craven County Public Library has been a cornerstone of our community, providing essential reading and literacy services to residents across Craven County, including River Bend. Our library serves as a hub for personal and professional growth, offering high-speed internet access, updated computers, technical support and training, and a diverse range of books in both print and electronic formats.

In the first 8 months of FY25, the library circulated over 90,000 books and hotspots, while the circulation of electronic resources (eBooks and eAudiobooks) saw a 21% increase. Moreover, we developed programming for toddlers and teens, providing new parents with opportunities to socialize and engage. In FY24 and FY25, the library successfully provided monthly outreach to River Bend via the CPRL Book/Techmobile. We also offered monthly tech classes, assisting residents with their computers and phones.

As the town prepares its budget for the next fiscal year, I urge you to prioritize library funding. The allocation of \$2,920.00 will be divided as follows: \$2,120 for new print and electronic books, \$550 for Bookmobile operations, and \$250 for enriching programs for seniors at the New Bern Library.

Should you have any questions regarding our library's offerings or usage statistics, or if you would like to discuss this further at a town council meeting, please feel free to contact me at 252-638-7812.

Thank you for considering our request.

Best regards,

A handwritten signature in black ink, appearing to read 'Katherine Clowers', written over a horizontal line.

Katherine Clowers
Regional Director of the CPC Regional Library

A handwritten signature in black ink, appearing to read 'Brittany LaRowe', written in a cursive style.

Brittany LaRowe
CPRL Finance Officer



**RIVER BEND TOWN COUNCIL
DRAFT PROPOSED AGENDA
Regular Meeting
April 17, 2025
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.**

Pledge: Leonard

1. Call to Order (Mayor Bledsoe Presiding)
2. Recognition of New Residents
3. Additions/Deletions to Agenda
4. Addresses to the Council - NONE
5. 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.

6. Public Hearings - NONE

7. 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 March 13, 2025 Work Council Meeting
Minutes of March 20, 2025 Special Council Meeting*

8. 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:

9. CAC – Councilwoman Benton

- A. CAC Report

10. Finance – Councilman Leonard

- A. Financial Report - Finance Director

11. Environment & Waterways – Councilman Leonard
 - A. EWAB Report
12. Planning Board – Councilman Sheffield
 - A. Planning Board Report
13. Public Safety – Councilwoman Noonan
 - A. Community Watch
14. Parks & Recreation – Councilman Weaver
 - A. Parks and Rec Report
 - B. Organic Garden Report
15. Mayor's Report
16. Adjournment