



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
January 20, 2022
River Bend Town Hall
7:00 p.m.

Pledge: Councilman Fogle

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

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

A. Approve:

*Minutes of the December 9, 2021 Work Session
Minutes of the December 16, 2021 Regular Council Meeting
Minutes of the January 6, 2022 Special Meeting*

7. TOWN MANAGER'S REPORT – Delane Jackson
Activity Reports
 - A. **Monthly & Annual 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
8. FY 22-23 Budget Kick – Off Presentation – Town Manager

ADMINISTRATIVE REPORTS:

9. Public Safety – Councilman Don Fogle
 - A. Community Watch
 - B. CERT
 - C. **VOTE** – Flood Mitigation Program Grant Application
10. Parks & Recreation/CAC – Councilwoman Barbara Maurer
 - A. Parks and Rec Report
 - B. CAC Report
 - C. Organic Garden Report
 - D. Library Report

11. Finance – Councilman Irving Van Slyke, Jr
 - A. Financial Report - Finance Director
 - B. **VOTE** - Budget Amendment 21-B-04

12. Environment and Waterways – Councilman Brian Leonard
 - A. EWAB Report
 - B. **VOTE** – Award Contract for Water Meter Project

13. Planning Board – Councilman Buddy Sheffield
 - A. Board of Adjustment Report
 - B. **VOTE** – Sign Ordinance

14. MAYOR'S REPORT – Mayor Kirkland

15. PUBLIC COMMENT

The public comment period is set aside for members of the public to offer comments to the Council. It is the time for the Council to listen to the public. It is not a Question & Answer session between the public and the Council or Staff. All comments will be directed to the Council. Each speaker may speak for up to 3 minutes. A member of staff will serve as timekeeper. A sign-up sheet is posted by the meeting room door and will be collected prior to the start of the Public Comment Period. Speakers will be called on by the Mayor in the order that they signed up. In order to provide for the maintenance of order and decorum, the Council has adopted a policy for this section of the meeting. A copy of the policy is posted by the door for your review. Please follow the policy. If you have a specific question for staff, you are encouraged to contact the Town Manager or the appropriate Department Head at another time.

16. CLOSED SESSION - NCGS§143-318.11(a)(3)(5)

17. ADJOURNMENT

Town of River Bend

Fiscal Year 2022-2023 Budget Kick-Off

AGENDA

- 1. Opening Remarks from Mayor**
- 2. Remarks from Manager/Budget Officer**
- 2. Discussion of Vision Statement-Priorities**
- 3. Discussion of Budget Workshop Schedule & Budget Calendar**
- 4. Preview Proposed Workshop Agendas**
- 5. Preview Budget Brochure**
- 6. Comments from Finance Officer & Council**


Please Turn Off Your
Cell Phones



TOWN OF RIVER BEND

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

T 252.638.3870
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www.riverbendnc.org

PUBLIC NOTICE

The River Bend Town Council will conduct a Special Meeting on Friday, January 28, 2022 at 2:00 p.m. at Town Hall, located at 45 Shoreline Drive. The purpose of the meeting is to:

1. Consider adoption of a Capital Project Ordinance for a water meter replacement project
2. Discuss site locations and land acquisition for the construction of a new building being funded by the America Rescue Plan Act
3. Closed Session NCGS §143-318.11(a)(5) to discuss the negotiation of terms related to the acquisition of real property owned by Robert Davis located on Plantation Drive with parcel ID 8-200-029 and/or property owned by Neil Realty located on Effird Blvd with parcel ID 8-206-083

The meeting is open to the public.



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RIVER BEND TOWN COUNCIL AGENDA

Work Session Meeting

February 10, 2022

River Bend Town Hall

5:00 p.m.

1. **VOTE** – Approval of Agenda
2. **PUBLIC HEARING** – Plantation Drive Site for Public Works Building - Jackson
3. **VOTE** – Use ARP Funds to Offset Revenue Loss - Jackson
4. **Board of Adjustment Appointment** - Sheffield
5. **DISCUSSION** – Sign Ordinance - Sheffield
6. **DISCUSSION** – Short-term Rentals (i.e. Airbnb, Vrbo, etc.) - Leonard
7. **DISCUSSION** – Advisory Ordinance Amendments - Jackson
8. **DISCUSSION** – July 4th Activities - Maurer
9. **REVIEW AGENDA** – Nobles

Pledge: Councilman Leonard



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
February 17, 2022
River Bend Town Hall
7:00 p.m.

Pledge: Councilman Leonard

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

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A. Approve:

Minutes of the January 20, 2022 Regular Council Meeting

Minutes of the January 28, 2022 Special Council Meeting

Minutes of the January 20, 2022 Closed Session Minutes

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. Planning Board – Councilman Buddy Sheffield
 - A. Planning Board Report
 - B. Board of Adjustment Report
9. Public Safety – Councilman Don Fogle
 - A. Community Watch
 - B. CERT
10. Parks & Recreation/CAC – Councilwoman Barbara Maurer
 - A. Parks and Rec Report
 - B. CAC Report
 - C. Organic Garden Report
 - D. Library Report

11. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Director

12. Environment and Waterways – Councilman Brian Leonard
 - A. EWAB Report
 - B. **VOTE** – Advisory Board Ordinance Amendments

13. MAYOR’S REPORT – Mayor Kirkland

14. PUBLIC COMMENT

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15. ADJOURNMENT



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RIVER BEND TOWN COUNCIL AGENDA

Work Session Meeting

March 10, 2022

River Bend Town Hall

5:00 p.m.

1. **VOTE – Approval of Agenda**
2. **VOTE – Resolution for Water Meter Replacement Project**
3. **DISCUSSION - Eastern Carolina Council Resolution**
4. **VOTE – Budget Amendment #21-B-05**
5. **DISCUSSION – Arbor Day Proclamation**
6. **DISCUSSION - Surplus Property Resolution**
7. **DISCUSSION - Sign Ordinance and Short-term Rental Updates**
8. **DISCUSSION - City Vision Conference Update**
9. **DISCUSSION - Advisory Board Ordinance Amendments**
10. **REVIEW AGENDA – Nobles**

Pledge: Maurer



RIVER BEND TOWN COUNCIL AGENDA

Regular Meeting

March 17, 2022

River Bend Town Hall

7:00 p.m.

Pledge: Councilwoman Maurer

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
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A. Approve:

*Minutes of the February 10, 2022 Regular Council Meeting
Minutes of the February 17, 2022 Special 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. Environment and Waterways – Councilman Brian Leonard
 - A. EWAB Report
 - B. **VOTE** – ECCOG Resolution
9. Planning Board – Councilman Buddy Sheffield
 - A. Planning Board Report
 - B. **VOTE** – Advisory Board Ordinance Amendment
10. Public Safety – Councilman Don Fogle
 - A. Community Watch
 - B. CERT
 - C. **VOTE** – Surplus Property Resolution

11. Parks & Recreation/CAC – Councilwoman Barbara Maurer
 - A. Parks and Rec Report
 - B. CAC Report
 - C. Organic Garden Report
 - D. Library Report
 - E. **VOTE** – Resolution in Support of Grant Application
12. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Director

13. MAYOR’S REPORT – Mayor Kirkland

14. PUBLIC COMMENT

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RIVER BEND TOWN COUNCIL AGENDA
Work Session Meeting
April 14, 2022
River Bend Town Hall
5:00 p.m.

1. **VOTE** – Approval of Agenda
2. **DISCUSSION** – CAC Appointment
3. **DISCUSSION** – Public Hearing – Rezoning
4. **VOTE** – Public Hearing Policy Amendment
5. **DISCUSSION** – Audit Contract Approval for FY21-22
6. **VOTE** – Allowable Cost Policy
 - a. Review Eligibility Determination and Review Form
7. **VOTE** – Nondiscrimination Policy
8. **VOTE** – Eligible Use Policy
9. **VOTE** – Records Retention Policy
10. **VOTE** – Conflicts of Interest Policy
11. **VOTE**– American Rescue Plan Act Grant Project Ordinance
12. **VOTE** – Public Works Capital Project Fund Ordinance
13. **VOTE** – Leaf and Limb Contract Amendment
14. **VOTE** – Mowing Contract Amendment
15. **VOTE** – Landscaping Contract Amendment
16. **DISCUSSION** – Leaf and Limb Schedule
17. **DISCUSSION** – WWTP Grant
18. **DISCUSSION** – Advisory Board Ordinance Amendment
19. **REVIEW AGENDA** – Nobles

Pledge: Mayor



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
April 21, 2022
River Bend Town Hall
7:00 p.m.

Pledge: Mayor Kirkland

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

Proposed Re-zoning – 5530 US Highway 17 South

6. CONSENT AGENDA

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A. Approve:

Minutes of the March 10, 2022 Regular Council Meeting
Minutes of the March 17, 2022 Special 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. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Director
 - B. **VOTE** – Audit Contract
9. Environment and Waterways – Councilman Brian Leonard
 - A. EWAB Report
 - B. **VOTE** – Leaf and Limb Ordinance
 - C. **VOTE** – Leaf and Limb Schedule.
10. Planning Board – Councilman Buddy Sheffield
 - A. **VOTE** – Re-Zoning 5530 Highway 17
 - B. **VOTE**- Advisory Board Ordinance Amendment

11. Public Safety – Councilman Don Fogle
 - A. Community Watch
 - B. CERT
 - C. **VOTE**- Waste Water Treatment Plant 10 year Capital Improvement Plan
 - D. **VOTE** – Water and Sewer Fee Schedule

12. Parks & Recreation/CAC – Councilwoman Barbara Maurer
 - A. Parks and Rec Report
 - B. CAC Report
 - C. Organic Garden Report
 - D. Library Report

13. MAYOR’S REPORT – Mayor Kirkland

14. PUBLIC COMMENT

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15. ADJOURNMENT

Town of River Bend

Fiscal Year 2022-2023 Budget Workshop

Date-April 26

AGENDA

- 1. Employee Compensation and Benefits**
- 2. Labor Allocations**
- 3. Capital Improvement Plans**
- 4. Utility and Fuel Prices**
- 5. Governing Body**
- 6. Administration**
- 7. Finance**
- 8. Tax Listing**
- 9. Legal Services**
- 10. Elections**
- 11. Street Maintenance**
- 12. Storm Water**
- 13. Public Works**
- 14. Public Buildings**

Town of River Bend

Fiscal Year 2022-2023 Budget Workshop

May 3, 2022

- 15. Police**
- 16. Recreation and Special Events**
- 17. Parks and CAC**
- 18. Emergency Services**
- 19. Animal Control**
- 20. Wetlands & Waterways**
- 21. Leaf & Limb**
- 22. Planning and Zoning**
- 23. General Fund- Revenue/Expense**
- 24. General Fund- Fund Balance**

Town of River Bend

Fiscal Year 2022-2023 Budget Workshop

May 10, 2022

- 25. Water and Sewer Fund Cash Levels**
- 26. Water Fund Departments**
- 27. Sewer Fund Departments**
- 28. Utility Financial Model**
- 29. Water and Sewer Revenue/Expense**



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RIVER BEND TOWN COUNCIL AGENDA

Work Session Meeting

May 12, 2022

River Bend Town Hall

5:00 p.m.

1. **VOTE** – Approval of Agenda
2. **VOTE** – Proposed Public Works Building
3. **DISCUSSION** – Short-term Rental Court Case
4. **DISCUSSION** – Essential of Municipal Government Training
5. **DISCUSSION** – Advisory Board Appointments
6. **DISCUSSION** – Water and Wastewater Rate Dashboard
7. **REVIEW AGENDA** – Nobles

Pledge: Sheffield



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
May 19, 2022
River Bend Town Hall
7:00 p.m.

Pledge: Sheffield

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

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A. Approve:

Minutes of the April 14, 2022 Work Session
Minutes of the April 21, 2022 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 – Councilwoman Barbara Maurer
 - A. Parks and Rec Report
 - B. CAC Report
 - C. Organic Garden Report
 - D. Library Report
9. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Director
10. Environment and Waterways – Councilman Brian Leonard
 - A. EWAB Report

11. Planning Board – Councilman Buddy Sheffield

- A. Planning Board Report
- B. Board of Adjustment Report

12. Public Safety – Councilman Don Fogle

- A. Community Watch
- B. CERT

13. MAYOR'S REPORT – Mayor Kirkland

14. PUBLIC COMMENT

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RIVER BEND TOWN COUNCIL AGENDA

Work Session Meeting

June 9, 2022

River Bend Town Hall

5:00 p.m.

1. **VOTE** – Approval of Agenda
2. PUBLIC HEARING – FY 2022-2023 Proposed Budget
3. DISCUSSION / **VOTE** – Planning Board Recommendation on Re-Zoning Request and Establish Date for Public Hearing
4. DISCUSSION – Planning Board Recommendation on Special Use Permit Request
5. DISCUSSION – Planning Board Recommendation on Short-term Rentals
6. **VOTE** – Statewide Mutual Aid Agreement
7. DISCUSSION – Advisory Board Appointments
8. DISCUSSION – Advisory Board Ordinance Amendment
9. CLOSED SESSION – NCGS §143-318.11(a)(3)(6)
10. REVIEW AGENDA – Nobles

Pledge: Van Slyke



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
June 16, 2022
River Bend Town Hall
7:00 p.m.

Pledge: Fogle

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
CDBG-NR – Program Close-Out – Old Pollocksville Road
6. CONSENT AGENDA

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A. Approve:

Minutes of the May 12, 2022 Work Session

Minutes of the May 19, 2022 Regular Council Meeting

B. Advisory Board Appointments and Reappointments

PLANNING BOARD: Reappoint Robert Kohn, Linda Cummings and Egon Lippert beginning July 1, 2022 and ending on June 30, 2024;

PARKS AND RECREATION: Reappoint Mary Dwyer and Pat Lineback to terms beginning July 1, 2022 and ending on June 30, 2024;

ENVIRONMENT AND WATERWAYS ADVISORY BOARD: Reappoint Patty Leonard, James Stevens, Raymond Jaklitsch and Mary Holihan to terms beginning July 1, 2022 and ending on June 30, 2024;

COMMUNITY APPEARANCE COMMISSION: Reappoint Brenda Hall and Meg Williams to terms beginning July 1, 2022 and ending June 30, 2024;

BOARD OF ADJUSTMENT: Reappoint Cinda Hill and Paige Ackiss to terms beginning July 1, 2022 and ending on June 30, 2024; Appoint Jon Hall as a member for a term beginning July 1, 2022 and ending on June 30, 2024;

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. Public Safety – Councilman Don Fogle
 - A. Community Watch
 - B. CERT
- 9. Parks & Recreation/CAC – Councilwoman Barbara Maurer
 - A. Parks and Rec Report
 - B. CAC Report
 - C. Organic Garden Report
 - D. Library Report
- 10. Finance – Councilman Leonard (for Councilman Van Slyke)
 - A. Financial Report - Finance Director
 - B. **VOTE** – FY 2022-2023 Budget Ordinance
 - C. **VOTE** – FY2021-2022 Budget Amendment 21-B-07
 - D. **VOTE** – Grant Project Ordinance Amendment
- 11. Environment and Waterways – Councilman Brian Leonard
 - A. EWAB Report
- 12. Planning Board – Councilman Buddy Sheffield
 - A. Planning Board Report
 - B. Board of Adjustment Report
 - C. VOTE – Advisory Board Ordinance Amendment
- 13. MAYOR'S REPORT – Mayor Kirkland

14. PUBLIC COMMENT

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RIVER BEND TOWN COUNCIL AGENDA

Work Session Meeting

July 14, 2022

River Bend Town Hall

6:00 p.m.

1. **VOTE** – Approval of Agenda
2. **DISCUSSION** – Proposed Development with Ellis Development
3. **CLOSED SESSION** – 143.318.11(a)(3)(6)

Pledge: Leonard



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
July 21, 2022
River Bend Town Hall
7:00 p.m.

Pledge: Leonard

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
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6. CONSENT AGENDA

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*Minutes of the June 9, 2022 Work Session
Minutes of the June 16, 2022 Regular Council Meeting
Minutes of the June 9, 2022 Closed Session
Minutes of the July 14, 2022 Closed Session*

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. Planning Board – Councilman Buddy Sheffield
 - A. Board of Adjustment Report
 - B. **VOTE** - Advisory Board Appointment – Board of Adjustment – David Zinni
9. Public Safety – Councilman Don Fogle
 - A. Community Watch
 - B. CERT
10. Parks & Recreation/CAC – Councilwoman Barbara Maurer
 - A. Parks and Recreation Report
 - B. CAC Report
 - C. Organic Garden Report

- D. Library Report
- E. **VOTE** - Advisory Board Appointment – Parks & Recreation – Jessica Repenning

11. Finance – Councilman Irving Van Slyke, Jr.

- A. Financial Report - Finance Director
- B. **VOTE** – 2021 Craven County Tax Settlement
- C. **VOTE** – Budget Amendment 22-B-01

12. EWAB – Councilman Brian Leonard

- A. **VOTE** – Scheduling of Council Vote on Rezoning Request

13. MAYOR'S REPORT – Mayor Kirkland

14. PUBLIC COMMENT

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15. CLOSED SESSION – 143-318.11(a)(3)(6)

16. ADJOURNMENT



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RIVER BEND TOWN COUNCIL AGENDA

Special Meeting

July 28, 2022

River Bend Town Hall

6:00 p.m.

1. **VOTE** – Approval of Agenda
2. PUBLIC HEARING – Rezoning of 403 Old Pollocksville Road
3. **VOTE** - Adjourn

ADDITIONAL INFORMATION

- The Town’s rules for conducting a Public Hearing will be followed.
- This meeting will be live streamed and can be viewed by clicking on the “View July 28, 2022 Public Hearing” banner on the Town’s webpage on the day / time of the hearing.
- Visit the Town’s webpage and click on the “Special Information about the July 14 and July 28 Council meetings” banner. Pay particular attention to Step #3.



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RIVER BEND TOWN COUNCIL AGENDA

Work Session Meeting

August 11, 2022

River Bend Town Hall

5:00 p.m.

1. **VOTE** – Approval of Agenda
2. Presentation—The Case Against Rezoning—Sheffield
3. Discussion—Development Agreement Options—Leonard
4. **VOTE**—Rezoning of 403 Old Pollocksville Road—Sheffield
5. **VOTE**—Appointment of ECC Representative—Jackson
6. Discussion—Advisory Board Ordinance Amendment—Fogle
7. Discussion—CDBG Lien Subordination Request—Jackson
8. Discussion—Revised Fishing Dock Proposal—Jackson
9. REVIEW AGENDA – Barrow

Pledge: Maurer

Note—This meeting will be video recorded and available for viewing on the town's web page at a later date. We will try to have it posted the next day.



RIVER BEND TOWN COUNCIL AGENDA
Regular Meeting
August 18, 2022
River Bend Town Hall
7:00 p.m.

Pledge: Maurer

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

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

A. Approve:

*Minutes of the July 14, 2022 Work Session
Minutes of the July 21, 2022 Regular Council Meeting
Minutes of the July 28, 2022 Public Hearing*

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. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Director
 - B. **VOTE** – Budget Amendment 22-B-02
9. Environment and Waterways – Councilman Brian Leonard
 - A. **VOTE**- Fishing Dock Contract
10. Parks & Recreation/CAC – Councilwoman Barbara Maurer
 - A. Parks and Rec Report
 - B. CAC Report
 - C. Organic Garden Report
 - D. Library Report

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. CLOSED SESSION - NCGS§143-318.11(a)(3)(6)

14. ADJOURNMENT



TOWN OF RIVER BEND

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

T 252.638.3870
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RIVER BEND TOWN COUNCIL AGENDA

Work Session Meeting

September 8, 2022

River Bend Town Hall

5:00 p.m.

1. **VOTE** – Approval of Agenda
2. PUBLIC HEARING – CDBG
3. DISCUSSION – Sign Ordinance Amendment
4. DISCUSSION – Constitution Week - Mayor
5. **VOTE** – Designated Authorized Official for Water System Grant Application Resolution
6. **VOTE** – Special Meeting on September 26, 2022
7. DISCUSSION – Budget Amendment
8. DISCUSSION – Interlocal Agreement for Water Systems
9. DISCUSSION – Water Resources Department Policy Manual Amendment
10. DISCUSSION – Water Conservation Rate Structure
11. REVIEW AGENDA – Nobles

Pledge: Mayor

**RIVER BEND TOWN COUNCIL AGENDA**

**Regular Meeting
September 15, 2022
River Bend Town Hall
7:00 p.m.**

Pledge: Mayor

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
 - A. Proposed -Chapter 15.02 Town's Zoning Ordinance – Signs
 - B. CDBG Application
6. CONSENT AGENDA

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

- A. Approve:
*Minutes of the August 11, 2022 Work Session
Minutes of the August 18, 2022 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. Finance – Councilman Van Slyke
 - A. Financial Report - Finance Director
 - B. **VOTE** – Budget Amendment – 22-B-03
9. Environment and Waterways – Councilman Sheffield for Councilman Leonard
 - A. EWAB Report
 - B. **VOTE**- Water Resources Department Policy Manual Amendment
10. Planning Board – Councilman Sheffield
 - A. Planning Board Report
 - B. **VOTE** – Sign Ordinance Amendment

11. Public Safety – Councilman Fogle
 - A. Community Watch
 - B. CERT
 - C. **VOTE** – Interlocal Agreement for Water System

12. Parks & Recreation/CAC – Councilwoman Maurer
 - A. Organic Garden Report
 - B. Library Report
 - C. CAC Report
 - D. Parks and Rec Report
 - E. **VOTE** – Parks and Recreation Appointment - Rathbun
 - F. **VOTE** – Water Conservation Rate Structure

13. MAYOR'S REPORT – Mayor Kirkland
 - A. Constitution Week Proclamation
 - B. Fire Prevention Week Proclamation

14. PUBLIC COMMENT

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15. CLOSED SESSION – NCGS §143-318.11(a)(3)

16. ADJOURNMENT



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**RIVER BEND TOWN COUNCIL
Special Meeting
September 27, 2022
River Bend Town Hall
3:00 p.m.**

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. **VOTE** – Approval of Agenda
3. **VOTE** – Funding for and award of bid for the construction of a new Public Works Facility
4. **VOTE** – Items related to the submission of a grant application for the town's water system.
5. DISCUSSION – Candidates Night
6. ADJOURNMENT



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RIVER BEND TOWN COUNCIL AGENDA

Work Session Meeting

October 13, 2022

River Bend Town Hall

5:00 p.m.

1. **VOTE – Approval of Agenda**
2. **DISCUSSION – Surplus Property - Jackson**
3. **DISCUSSION – Water Resources Policy Manual Amendments - Jackson**
4. **DISCUSSION – Remote Participation Resolution - Jackson**
5. **DISCUSSION – Ribbons in Support of Ukraine - Fogle**
6. **DISCUSSION – AIRBNB Public Hearing - Jackson**
7. **REVIEW AGENDA – Nobles**
8. **CLOSED SESSION - NCGS§143-318.11(a)(3)**

Pledge: Sheffield



**RIVER BEND TOWN COUNCIL
AGENDA
Regular Meeting
October 20, 2022
River Bend Town Hall
7:00 p.m.**

Pledge: Sheffield

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

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

A. Approve:

*Minutes of the September 8, 2022 Work Session
Minutes of the September 15, 2022 Regular Council Meeting
Minutes of the September 27, 2022 Special Meeting*

7. TOWN MANAGER'S REPORT – Delane Jackson

Activity Reports

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

ADMINISTRATIVE REPORTS:

8. Parks & Recreation/CAC – Councilwoman Barbara Maurer
 - A. Parks and Rec Report
 - B. CAC Report
 - C. Organic Garden Report
 - D. Library Report
9. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Director
 - B. **VOTE** - Water Resources Policy Manual Amendment
10. Environment and Waterways – Councilman Brian Leonard
 - A. EWAB Report

11. Planning Board – Councilman Buddy Sheffield
A. Board of Adjustment Report

12. Public Safety – Councilman Don Fogle
A. Community Watch
B. CERT

13. MAYOR'S REPORT – Mayor Kirkland

14. PUBLIC COMMENT

The public comment period is set aside for members of the public to offer comments to the Council. It is the time for the Council to listen to the public. It is not a Question & Answer session between the public and the Council or Staff. All comments will be directed to the Council. Each speaker may speak for up to 3 minutes. A member of staff will serve as timekeeper. A sign-up sheet is posted by the meeting room door and will be collected prior to the start of the Public Comment Period. Speakers will be called on by the Mayor in the order that they signed up. In order to provide for the maintenance of order and decorum, the Council has adopted a policy for this section of the meeting. A copy of the policy is posted by the door for your review. Please follow the policy. If you have a specific question for staff, you are encouraged to contact the Town Manager or the appropriate Department Head at another time.

15. ADJOURNMENT



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RIVER BEND TOWN COUNCIL AGENDA

Work Session Meeting

November 10, 2022

River Bend Town Hall

5:00 p.m.

1. **VOTE** – Approval of Agenda
2. **VOTE** – Budget Items - Jackson
 - A. Budget Amendment FY22-23 – 22-B-04
 - B. Capital Project Ordinance for WWTP Enhancements
 - C. Grant Project Ordinance for Water AIA
 - D. Grant Project Ordinance for Sewer AIA
3. **VOTE** – Engineering Services Agreement – Jackson
 - A. WWTP Enhancements
 - B. Water AIA
 - C. Sewer AIA
4. **DISCUSSION** – Public Hearing on November 17, 2022 for Short-term Rentals - Jackson
5. **DISCUSSION** – Update on Conditional Re-zoning Ordinance - Jackson
6. **DISCUSSION** – Additional Leaf and Limb Pickup - Sheffield
7. **REVIEW AGENDA** – Nobles

Pledge: Van Slyke



**RIVER BEND TOWN COUNCIL
DRAFT AGENDA
Regular Meeting
November 17, 2022
River Bend Town Hall
7:00 p.m.**

Pledge: Van Slyke

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
 - A. Chapter 15.02 of the Town's Zoning Ordinance – Short-term Rentals
6. CONSENT AGENDA

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

A. Approve:

Minutes of the October 13, 2022 Work Session

Minutes of the October 20, 2022 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. Public Safety – Councilman Don Fogle
 - A. Community Watch
 - B. CERT
9. Parks & Recreation/CAC – Councilwoman Barbara Maurer
 - A. Parks and Rec Report
 - B. CAC Report
 - C. Organic Garden Report
 - D. Library Report

10. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Director
11. Environment and Waterways – Councilman Brian Leonard
 - A. EWAB Report
12. Planning Board – Councilman Buddy Sheffield
 - A. Planning Board Report
 - B. Board of Adjustment Report
13. MAYOR’S REPORT – Mayor Kirkland
14. PUBLIC COMMENT

The public comment period is set aside for members of the public to offer comments to the Council. It is the time for the Council to listen to the public. It is not a Question & Answer session between the public and the Council or Staff. All comments will be directed to the Council. Each speaker may speak for up to 3 minutes. A member of staff will serve as timekeeper. A sign-up sheet is posted by the meeting room door and will be collected prior to the start of the Public Comment Period. Speakers will be called on by the Mayor in the order that they signed up. In order to provide for the maintenance of order and decorum, the Council has adopted a policy for this section of the meeting. A copy of the policy is posted by the door for your review. Please follow the policy. If you have a specific question for staff, you are encouraged to contact the Town Manager or the appropriate Department Head at another time.

15. ADJOURNMENT



**RIVER BEND TOWN COUNCIL
AGENDA
Regular Meeting
November 17, 2022
River Bend Town Hall
7:00 p.m.**

Pledge: Van Slyke

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
 - A. Chapter 15.02 of the Town's Zoning Ordinance – Short-term Rentals
6. CONSENT AGENDA

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

A. Approve:

Minutes of the October 13, 2022 Work Session

Minutes of the October 20, 2022 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. Public Safety – Councilman Don Fogle
 - A. Community Watch
 - B. CERT
9. Parks & Recreation/CAC – Councilwoman Barbara Maurer
 - A. Parks and Rec Report
 - B. CAC Report
 - C. Organic Garden Report
 - D. Library Report
 - E. Planning Board Report (for Councilman Sheffield)

10. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Director
 - B. **VOTE** – Finance Officer Appointment

11. Environment and Waterways – Councilman Brian Leonard
 - A. EWAB Report
 - B. **VOTE** - WWTP Enhancements Engineering Services Agreement
 - C. **VOTE** - Water AIA Agreement
 - D. **VOTE** - Sewer AIA Agreement

12. Planning Board – Councilman Buddy Sheffield
 - A. Board of Adjustment Report
 - B. **VOTE** – Short-term Rentals

13. MAYOR’S REPORT – Mayor Kirkland

14. PUBLIC COMMENT

The public comment period is set aside for members of the public to offer comments to the Council. It is the time for the Council to listen to the public. It is not a Question & Answer session between the public and the Council or Staff. All comments will be directed to the Council. Each speaker may speak for up to 3 minutes. A member of staff will serve as timekeeper. A sign-up sheet is posted by the meeting room door and will be collected prior to the start of the Public Comment Period. Speakers will be called on by the Mayor in the order that they signed up. In order to provide for the maintenance of order and decorum, the Council has adopted a policy for this section of the meeting. A copy of the policy is posted by the door for your review. Please follow the policy. If you have a specific question for staff, you are encouraged to contact the Town Manager or the appropriate Department Head at another time.

15. ADJOURNMENT



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RIVER BEND TOWN COUNCIL AGENDA

Work Session Meeting

December 8, 2022

River Bend Town Hall

5:00 p.m.

1. **VOTE** – Approval of Agenda
2. **VOTE** – Webpage Policy - Jackson
3. **VOTE** – CAC Appointment - Maurer
4. **DISCUSSION** – Future Use of Current Public Works Building - Sheffield
5. **DISCUSSION** – Lighting for Walking Trail – Fogle
6. **DISCUSSION** – Library Service – Van Slyke
7. **DISCUSSION** – Council Code of Ethics – Jackson
8. **DISCUSSION** – Mayor and Town Council Responsibility Chart – Jackson
9. **DISCUSSION** – 2023 Meeting / Holiday Schedule
10. **REVIEW AGENDA** – Nobles
11. **CLOSED SESSION** - NCGS§143-318.11(a)(3)

Pledge: Fogle

Webpage policy

The Town of River Bend operates a webpage. The main goal of the webpage is to make information about the Town of River Bend easily available to the public. Additionally, only information about groups, organizations, events or activities that are officially affiliated with or sponsored/sanctioned by the Town of River Bend may be placed on the Town's webpage. The webpage is also used to share time sensitive Town alerts, such as notice of meetings, weather advisories or other emergency/special notices. The Town's webpage can also be used to share information from or about other government units or agencies thereof that may be useful to River Bend residents. For example, information from Craven County, The State of North Carolina or its agencies, such as NCDOT, any U.S. Federal agency such as FEMA, CDC, HUD, The National Weather Service, etc. or any such similar government unit and/or agency. Use of the Town's website for a purpose other than what is stated in this policy is strictly prohibited.



**RIVER BEND TOWN COUNCIL
DRAFT AGENDA
Regular Meeting
December 15, 2022
River Bend Town Hall
7:00 p.m.**

Pledge: Fogle

1. Call to Order (Mayor Kirkland Presiding)
2. Recognition of New Residents
3. Additions/Deletions to Agenda
4. Addresses to the Council
5. Public Hearings
6. Consent Agenda

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

A. Approve:

*Minutes of the November 10, 2022 Work Session
Minutes of the November 17, 2022 Regular Council Meeting
Minutes of the August 13, 2020 Closed Session
Minutes of the October 8, 2020 Closed Session
Minutes of the November 12, 2020 Closed Session
Minutes of the February 18, 2021 Closed Session
Minutes of the May 13, 2021 Closed Session
Minutes of the June 17, 2021 Closed Session
Minutes of the July 15, 2021 Closed Session
Minutes of the August 18, 2022 Closed Session
Minutes of the September 15, 2022 Closed Session
Minutes of the October 13, 2022 Closed Session*

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. Planning Board – Councilman Buddy Sheffield
 - A. Planning Board Report
 - B. Board of Adjustment Report
9. Public Safety – Councilman Don Fogle
 - A. Community Watch

B. CERT

10. CAC – Councilwoman Barbara Maurer
 - A. CAC Report
11. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Director
12. Environment And Waterways / Parks and Recreation – Councilman Brian Leonard
 - A. EWAB Report
 - B. Parks and Recreation Report
 - i. Organic Garden Report
 - ii. Library Report
13. Mayor’s Report – Mayor Kirkland
14. Adjournment Sine Die

15. Call To Order (Mayor Kirkland Presiding)
16. Installation of Council Members – Town Clerk
17. **VOTE** - Appointment of Mayor Pro Tem
18. **VOTE** - Adoption of 2023 Town Council Meeting Schedule
19. **VOTE** - Adoption of 2023 Employee Holiday Schedule
20. **VOTE** - Adoption of Mayor/Council Responsibilities Chart
21. 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.

22. Adjournment