



TOWN OF RIVER BEND

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

T 252.638.3870
F 252.638.2580

www.riverbendnc.org

RIVER BEND TOWN COUNCIL AGENDA

Work Session Meeting

January 12, 2023

River Bend Town Hall

6:00 p.m.

1. **VOTE** – Approval of Agenda
2. **VOTE** – Bud Van Slyke Day Resolution - Jackson
3. **VOTE** – NCLM Legislative Goals Priorities - Jackson
4. **VOTE** – Budget Amendment - Jackson
5. **DISCUSSION** – Future of Conditional Zoning - Leonard
6. **DISCUSSION** – Advisory Board Ordinance - Weaver
7. **DISCUSSION** – Staffing Levels - Weaver
8. **REVIEW AGENDA** – Nobles

Pledge: Castranova



**RIVER BEND TOWN COUNCIL
AGENDA
Regular Meeting
January 19, 2023
River Bend Town Hall
7:00 p.m.**

Pledge: Castranova

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 15, 2022 Regular Council Meeting

7. FY 23-24 Budget Kick – Off Presentation – Delane Jackson
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. Planning Board – Councilman Sheffield
 - A. Planning Board Report
10. Parks & Recreation – Councilman Castranova
 - A. Parks and Rec Report
 - i. Parks and Recreation Advisory Board Appointments
 - B. Organic Garden Report
 - C. Library Report
11. CAC – Councilwoman Maurer
 - A. CAC Report
 - B. VOTE – Irving “Bud” Van Slyke Resolution

12. Finance – Councilman Leonard
 - A. Financial Report - Finance Director

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

ITEM 3

Town of River Bend

Fiscal Year 2023-2024

Budget Kick-Off

AGENDA

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



Please Turn Off Your
Cell Phones



TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562

T 252.638.3870
F 252.638.2580

www.riverbendnc.org

RIVER BEND TOWN COUNCIL AGENDA

Work Session Meeting

February 9, 2023

River Bend Town Hall – 45 Shoreline Drive

6:00 p.m.

1. **VOTE** – Approval of Agenda
2. **DISCUSSION** – Water Resources Policy Manual Amendment - Jackson
3. **DISCUSSION** – Parks and Recreation Advisory Board Appointments - Castranova
4. **DISCUSSION** – Request for Parks and Recreation to Review Potential Parks Upgrades - Weaver
5. **DISCUSSION** – Update on Planning Board Recommendation - Sheffield
6. **DISCUSSION** - Ellis Development's Community Meeting - Jackson
7. **REVIEW AGENDA** – Nobles

Pledge: Leonard



**RIVER BEND TOWN COUNCIL
AGENDA
Regular Meeting
February 16, 2023
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.**

Pledge: 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

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 January 12, 2023 Work Council Meeting
Minutes of the January 19, 2023 Regular Council Meeting
Minutes of the March 10, 2022 Work Council Meeting - Amended*

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 Leonard
 - A. EWAB Report
9. Planning Board – Councilman Sheffield
 - A. Planning Board Report
 - B. Draft Conditional Zoning Ordinance Review
10. Public Safety – Councilman Weaver
 - A. Community Watch
 - B. **VOTE** - Request Parks and Recreation Facilities Assessment

11. Parks and Recreation – Councilman Castranova
 - A. Parks and Recreation Report
 - i. **VOTE** - Parks and Recreation Appointments
 - B. Organic Garden Report
 - C. Library Report
12. CAC – Councilwoman Maurer
 - A. CAC Report
13. Finance – Councilman Leonard
 - A. Financial Report - Finance Director
 - B. **VOTE** – Water Resources Policy Manual Amendment
14. Mayor's Report – Mayor Kirkland
15. Public Comment

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

16. Adjournment



TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562

T 252.638.3870
F 252.638.2580

www.riverbendnc.org

RIVER BEND TOWN COUNCIL AGENDA

Work Session Meeting

March 9, 2023

River Bend Town Hall – 45 Shoreline Drive

7:00 p.m.

1. **VOTE** – Approval of Agenda
2. FY21-22 Audit Presentation – Petway, Mills & Pearson
3. DISCUSSION – Parks & Recreation Advisory Board Recommendations – Castranova
4. DISCUSSION – Scheduling a Meeting with Ellis Development – Leonard
5. DISCUSSION - CAC's Plantation Drive Median Study Presentation – Maurer
6. DISCUSSION – Public Comment Policy – Castranova
7. DISCUSSION – Encroachment Agreement with Metronet – Jackson
8. CLOSED SESSION – NCGS § 143-318.11(a)(3) – To Discuss Legal Opinion on Conditional Zoning with Attorney
9. REVIEW AGENDA – Nobles

Pledge: Maurer



**RIVER BEND TOWN COUNCIL
AGENDA
Regular Meeting
March 16, 2023
River Bend Town Hall – 45 Shoreline Drive
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
 - A. Craven County Crime Stoppers – Jeffrey Haddock & Cpl. Kelly Cox
 - B. Kathleen Fleming
5. Public Hearings
6. Consent Agenda

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

A. Approve:

*Minutes of the February 9, 2023 Work Council Meeting
Minutes of the February 16, 2023 Regular Council Meeting
Minutes of the January 19, 2023 Closed Session
Minutes of the March 9, 2023 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. CAC – Councilwoman Maurer
 - A. Plantation Drive Median Study Presentation – Tom Glasgow
 - B. CAC Report
9. Finance – Councilman Leonard
 - A. Metronet Presentation
 - B. **VOTE** – Encroachment Agreement with Metronet
 - C. Financial Report - Finance Director

10. Planning Board – Councilman Sheffield
 - A. Planning Board Report
 - B. **VOTE** – Attorney’s Recommendation on Conditional Zoning Proposal
 - C. **VOTE** – Set Date of Public Hearing for Conditional Zoning Recommendation

11. Parks & Recreation – Councilman Weaver
 - A. Parks and Rec Report
 - I. **VOTE** – Change Sponsorship Policy
 - II. **VOTE** – Funding for July 4th Celebration
 - B. Organic Garden Report
 - C. Library Report

12. Mayor’s Report – Mayor Kirkland

13. 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.

14. Adjournment



TOWN OF RIVER BEND

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

T 252.638.3870
F 252.638.2580

www.riverbendnc.org

RIVER BEND TOWN COUNCIL AGENDA
Work Session Meeting
April 13, 2023
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.

1. **VOTE** – Approval of Agenda
2. **VOTE** – AIA Water Resolution - Jackson
3. **VOTE** – AIA Sewer Resolution - Jackson
4. **VOTE** – Audit Committee Recommendation – Leonard
5. **VOTE** – Parks & Recreation Special Assignment from Council - Weaver
6. **DISCUSSION** – Parks & Recreation July 4th Recommendation - Weaver
7. **DISCUSSION** – Parks & Recreation Red Caboose Library Recommendation - Weaver
8. **DISCUSSION** – Planning Board Rezoning Recommendation for Parcel 8-205-083 - Sheffield
9. **CLOSED SESSION** – NCGS § 143-318.11(a)(3)
10. **REVIEW AGENDA** – Nobles

Pledge: Sheffield



**RIVER BEND TOWN COUNCIL
AGENDA
Regular Meeting
April 20, 2023
River Bend Town Hall – 45 Shoreline Drive
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
 - A. Linda Klopf – Red Caboose Library
 - B. Brett Beddow - Chickens
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 March 9, 2023 Work Council Meeting
Minutes of the March 16, 2023 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. CAC – Councilwoman Maurer
 - A. CAC Report
 - B. CAC Median Presentation – Brenda Hall, CAC Chair
9. Parks & Recreation – Councilman Weaver
 - A. Parks and Rec Report
 - B. Organic Garden Report
 - C. Library Report
 - D. **VOTE** – Building Use Policy Amendment
 - E. **VOTE** – Parks & Recreation July 4 Funding Request

10. Finance – Councilman Leonard
 - A. Financial Report - Finance Director
 - B. **VOTE** – Budget Amendment 22-B-06
11. Environment And Waterways – Councilman Leonard
 - A. EWAB Report
12. Planning Board – Councilman Sheffield
 - A. Planning Board Report
13. Animal Ordinance – The addition of a third exception to Section 9.01.017 “Prohibition of Certain Animals” to allow hens or pullets. – Councilman Castranova
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)(6)
17. Adjournment

Town of River Bend

Fiscal Year 2023-2024 Budget Workshop

Date-May 2

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 2023-2024 Budget Workshop

May 4, 2023

- 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 2023-2024 Budget Workshop

May 9, 2023

- 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**

Town of River Bend

Fiscal Year 2023-2024 Budget Workshop

May 11, 2023

30. Tax Rates, Utility Rates, and Other Fees

- Ad Valorem Tax Rate
- Utility Rates and Fees
- Schedule of Rates and Fees

UPDATED



TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562

T 252.638.3870
F 252.638.2580

www.riverbendnc.org

RIVER BEND TOWN COUNCIL AGENDA

Work Session Meeting

May 11, 2023

River Bend Town Hall – 45 Shoreline Drive

7:00 p.m.

1. **VOTE** – Approval of Agenda
2. **DISCUSSION** – Draft Red Caboose Library Contract - Jackson
3. **DISCUSSION** – Lead and Copper Rule Update - Jackson
4. **DISCUSSION** – Leaf and Limb Regulations - Jackson
5. **DISCUSSION** – Rezoning Procedure - Jackson
6. **DISCUSSION** – March 9, 2023 Council Minutes - Jackson
7. **REVIEW AGENDA** – Nobles

Pledge: Weaver



**RIVER BEND TOWN COUNCIL
AGENDA
Regular Meeting
May 18, 2023
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.**

Pledge: Weaver

1. Call to Order (Mayor Kirkland Presiding)
2. Recognition of New Residents
3. Additions/Deletions to Agenda
4. Addresses to the Council
 - A. David Ross – Parks & Recreation Advisory Board – 4th of July Celebration

5. Public Hearing
 - A. Proposed Re-zoning – Craven County PIN # 8-206-083

6. Consent Agenda

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

- A. Approve:

*Minutes of the March 9, 2023 Work Council Meeting
Minutes of the April 13, 2023 Work Council Meeting
Minutes of the April 20, 2023 Regular Council Meeting
Minutes of the May 2, 2023 Budget Workshop
Minutes of the May 4, 2023 Budget Workshop
Minutes of the May 9, 2023 Budget Workshop
Minutes of the May 11, 2023 Budget Workshop*

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 – Councilman Weaver
 - A. Parks and Rec Report
 - B. Organic Garden Report
 - C. Library Report

9. CAC – Councilwoman Maurer
 - A. CAC Report
10. Finance – Councilman Leonard
 - A. Financial Report - Finance Director
 - B. Presentation of Draft FY23-24 Budget Message and Ordinance
11. Environment And Waterways – Councilman Leonard
 - A. EWAB Report
12. Public Safety – Councilman Weaver
 - 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



TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562

T 252.638.3870
F 252.638.2580

www.riverbendnc.org

RIVER BEND TOWN COUNCIL AGENDA

Work Session Meeting

June 8, 2023

River Bend Town Hall – 45 Shoreline Drive

7:00 p.m.

1. **VOTE** – Approval of Agenda
2. PUBLIC HEARING – FY2023-2024 Budget - Leonard
3. **VOTE** – Efirid Monument - Kirkland
4. **VOTE** – Budget Amendment - Jackson
5. DISCUSSION – Ammon Rezoning Request - Jackson
6. **VOTE** – 23-24 Leaf and Limb Schedule - Jackson
7. DISCUSSION – Advisory Board Appointments – Jackson
8. DISCUSSION – Conditional Zoning – Weaver
9. DISCUSSION – New Zoning District - Sheffield
10. REVIEW AGENDA – Nobles

Pledge: Castranova



**RIVER BEND TOWN COUNCIL
AGENDA
Regular Meeting
June 15, 2023
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.**

Pledge: Castranova

1. Call to Order (Mayor Kirkland Presiding)
2. Recognition of New Residents
3. Additions/Deletions to Agenda
4. Addresses to the Council - None
5. Public Hearings - None
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 May 11, 2023 Work Council Meeting
Minutes of the May 18, 2023 Regular Council Meeting*

B. Advisory Board Appointments and Reappointments

PLANNING BOARD: Reappoint Keith Boulware and Kathleen Flemming to terms beginning July 1, 2023 and ending on June 30, 2025;

PARKS AND RECREATION: Reappoint Rebekah Royston to terms beginning July 1, 2023 and ending on June 30, 2025; and Appoint Amy Hendee to a term beginning June 15, 2023 and ending on June 30, 2024, and appoint Laurie LaMotte and Richard LaMotte to terms beginning June 15, 2023 and ending on June 30, 2025;

CAC: Appoint Donna Perry to a term beginning June 15, 2023 and ending on June 30, 2025;

ENVIRONMENT AND WATERWAYS ADVISORY BOARD: Reappoint R. Karl Lichty, Jon Hall and Paige Ackiss to terms beginning July 1, 2023 and ending on June 30, 2025;

BOARD OF ADJUSTMENT: Reappoint Chris Barta, Patty Leonard and David Zinni to terms beginning July 1, 2023 and ending on June 30, 2026;

AUDIT COMMITTEE: Reappoint Brian Leonard, Mandy Gilbert, Delane Jackson and Janice Westgate to terms beginning July 1, 2023 and ending on June 30, 2025;

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 Weaver
 - A. Community Watch
 - B. **VOTE** – Restart Discussions on Draft Conditional Zoning Ordinance
9. Parks & Recreation – Councilman Weaver
 - A. Parks and Rec Report
 - B. Organic Garden Report
 - C. Library Report
10. CAC – Councilwoman Maurer
 - A. CAC Report
11. Finance – Councilman Leonard
 - A. Financial Report - Finance Director
 - B. **VOTE** – FY 2023-2024 Budget Ordinance
12. Environment And Waterways – Councilman Leonard
 - A. EWAB Report
13. Planning Board – Councilman Sheffield
 - A. Planning Board Report
14. DISCUSSION / **VOTE** – Matters Related to Tree Preservation Ordinance – Castranova
15. Mayor’s Report – Mayor Kirkland
16. 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.
17. CLOSED SESSION – NCGS §143-318.11(a)(3)
18. Adjournment



**RIVER BEND TOWN COUNCIL
AGENDA - Amended
Regular Meeting
July 20, 2023
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.**

Pledge: Leonard

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

- A. Art Seaman – Rezoning Property
- B. Jay Ammon – Rezoning Property

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 June 8, 2023 Work Council Meeting
Minutes of the June 15, 2023 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. Planning Board – Councilman Sheffield
 - A. Planning Board Report
 - B. VOTE – Jay Ammon Rezoning Request Craven County PIN 8-206-083
9. Public Safety – Councilman Weaver
 - A. Community Watch

10. Parks & Recreation – Councilman Weaver
 - A. Parks and Rec Report
 - B. Organic Garden Report
 - C. Library Report
 - D. Red Caboose Library Contract Update
11. CAC – Councilwoman Maurer
 - A. CAC Report
12. Finance – Councilman Leonard
 - A. Financial Report - Finance Director
 - B. **VOTE** – Budget Amendment
 - C. **VOTE** – Award of Paving Contract
13. Environment And Waterways – Councilman Leonard
 - A. EWAB Report
 - B. **VOTE** – Wastewater Treatment Plant Grant Resolution
 - C. **VOTE** – Water Supply Study Project Award
14. Mayor’s Report – Mayor Kirkland
15. Public Comment

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

16. Adjournment



TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562

T 252.638.3870
F 252.638.2580

www.riverbendnc.org

RIVER BEND TOWN COUNCIL AGENDA

Work Session Meeting

August 10, 2023

River Bend Town Hall – 45 Shoreline Drive

7:00 p.m.

1. **VOTE** – Approval of Agenda
2. Message from Eastern Carolina Council – David Bone, Executive Director
3. Discussion – CAC's Plantation Median Recommendations - Maurer / Brenda Hall
4. Discussion – Renew Water Shortage Response Plan - Jackson
5. **VOTE** – 2022 Craven County Tax Settlement – Jackson
6. Discussion – Draft Advisory Board Ordinance Amendment - Leonard
7. Discussion – Advisory Board Appointments – Jackson
 - A. CAC – Carina Wordham
 - B. Planning Board – Carolyn Gadwell
 - C. Parks and Recreation – Elizabeth Stokes
8. Discussion – Red Caboose Library Contract Update - Baxter
9. Discussion – Planning Board's Rezoning Recommendation for 403 Old Pollocksville Road - Sheffield
10. Discussion – Conditional Zoning Ordinance - Weaver
11. **REVIEW AGENDA** – Nobles

Pledge: Leonard



**RIVER BEND TOWN COUNCIL
AGENDA
Regular Meeting
August 17, 2023
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.**

Pledge: Leonard

1. Call to Order (Mayor Kirkland Presiding)
2. Recognition of New Residents
3. Additions/Deletions to Agenda
4. Addresses to the Council
 - A. Helmut Weiser - Median
5. Public Hearings
6. Interview Applicants for Council Vacancy
 - A. Lisa Benton
 - B. Steve Bokor
 - C. Jon Hall
 - D. Michael Repenning
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 the July 20, 2023 Regular 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. Public Safety – Councilman Weaver
 - A. Community Watch

10. Parks & Recreation – Councilman Weaver
 - A. Parks and Rec Report
 - B. Organic Garden Report
 - C. Library Report
 - I. **VOTE** – Red Caboose Library Contract

11. CAC – Councilwoman Maurer
 - A. CAC Report

12. Finance – Councilman Leonard
 - A. Financial Report - Finance Director

13. Environment And Waterways – Councilman Leonard
 - A. EWAB Report
 - B. **VOTE** – Advisory Board Ordinance Amendment

14. Planning Board – Councilman Sheffield
 - A. Planning Board Report
 - B. **VOTE** – Conditional Zoning

15. Mayor’s Report – Mayor Kirkland

16. 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.

17. Adjournment



TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562

T 252.638.3870
F 252.638.2580

www.riverbendnc.org

RIVER BEND TOWN COUNCIL AGENDA

Work Session Meeting

September 14, 2023

River Bend Town Hall – 45 Shoreline Drive

7:00 p.m.

1. **VOTE** – Approval of Agenda
2. **VOTE** – Fill Council Vacancy – Mayor
*****Administer Oath of Office to New Council Member*****
3. **VOTE** – Code of Ethics - Mayor
4. **VOTE** – Ammon Rezoning - Sheffield
5. DISCUSSION – Advisory Board Appointments - Jackson
6. DISCUSSION – Human Resources Policy Amendment - Jackson
7. DISCUSSION – Water Resources Policy Amendment - Jackson
8. DISCUSSION – Budget Amendment - Jackson
9. DISCUSSION – Norbury Speed Limit - Weaver
10. DISCUSSION – Davis / Dow Rezoning Request - Jackson
11. REVIEW AGENDA – Nobles
12. CLOSED SESSION – NCGS § 143-318.11(a)(3)

Pledge: Maurer



**RIVER BEND TOWN COUNCIL
AGENDA
Regular Meeting
September 21, 2023
River Bend Town Hall – 45 Shoreline Drive
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
 - A. Davis / Dow Rezoning – 403 Old Pollocksville Road

6. Consent Agenda

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

- A. Approve:

*Minutes of the August 10, 2023 Work Session Meeting
Minutes of the August 17, 2023 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. Planning Board – Councilman Sheffield
 - A. **VOTE** - Davis / Dow Rezoning – 403 Old Pollocksville Road
9. Parks & Recreation – Councilman Weaver
 - A. Parks and Rec Report
 - B. Organic Garden Report
10. CAC – Councilwoman Maurer
 - A. CAC Report
 - B. **VOTE** – Median Assessment Project Funding

11. Finance – Councilman Leonard
 - A. Financial Report - Finance Director
 - B. **VOTE** – NCLM Grants Memorandum of Agreement Resolution
12. Public Safety – Councilman Weaver
 - A. Community Watch
13. Mayor’s Report – Mayor Kirkland
 - A. Constitution Week Proclamation
 - B. Fire Prevention Week Proclamation
 - C. Memorial Garden 20th Anniversary Recognition

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

ITEM 15



TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562

T 252.638.3870
F 252.638.2580

www.riverbendnc.org

RIVER BEND TOWN COUNCIL AGENDA

Work Session Meeting

October 12, 2023

River Bend Town Hall – 45 Shoreline Drive

7:00 p.m.

1. **VOTE** – Approval of Agenda
2. **UPDATE** – Efir Ceremony – Kirkland
3. **DISCUSSION** – Parks and Recreation Advisory Board Appointment - Weaver
4. **DISCUSSION** – Update of Mayor-Council Responsibility Chart - Jackson
5. **DISCUSSION** – Town Christmas Tree - Weaver
6. **DISCUSSION** – Allowing Chickens to be kept in Town - Weaver
7. **DISCUSSION** – Upcoming Public Hearing on Conditional Zoning - Jackson
8. **DISCUSSION** - Public Nuisance Abatement for Waterway Bulkheads - Jackson
9. **DISCUSSION** – Solicitations of Sponsorships / Donations for Town Events - Leonard
10. **DISCUSSION** – Development of Advisory Board Liaison Ordinance Language - Benton
11. **REVIEW AGENDA** – Nobles

Pledge: Sheffield



**RIVER BEND TOWN COUNCIL
AGENDA
Regular Meeting
October 19, 2023
River Bend Town Hall – 45 Shoreline Drive
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

Proposed Zoning Amendment – Conditional Zoning

6. Consent Agenda

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

A. Approve:

*Minutes of the September 14, 2023 Work Session Meeting
Minutes of the September 21, 2023 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 – Councilwoman Benton
 - A. Community Watch
 - B. **VOTE** – Advisory Board Liaison Ordinance
9. Parks & Recreation – Councilman Weaver
 - A. Parks and Rec Report
 - B. Organic Garden Report
10. CAC – Councilwoman Maurer
 - A. CAC Report

11. Finance – Councilman Leonard
 - A. Financial Report - Finance Director
12. Environment And Waterways – Councilman Leonard
 - A. EWAB Report
13. Planning Board – Councilman Sheffield
 - A. **VOTE** – Mayor-Council Responsibility Chart
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)(5)**
To Discuss the Acquisition of Real Property located at 509 Old Pollocksville Road, Owned by Weldon Brown, Jr. and Naqueldon Brown for the Location of a New Water Treatment Facility.
17. Adjournment



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
November 9, 2023
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.

1. **VOTE** – Agenda: Additions / Deletions / Adoption
2. **VOTE** – Mutual Aid Agreement - Jackson
3. **VOTE** – Budget Amendment 23-B-03 – Jackson
4. **VOTE**– Resolution to Accept \$100,000 Grant - Jackson
5. **VOTE** – Grant Project Ordinance – Jackson
6. DISCUSSION – Christmas Tree Planting Project - Weaver
7. DISCUSSION – Future Use of Soon-to-be Vacated Public Works Building - Leonard
8. DISCUSSION – Dress Code - Kirkland
9. DISCUSSION – Draft Conditional Zoning Ordinance- Jackson
10. DISCUSSION – Updated Official Zoning Map – Jackson
11. REVIEW AGENDA – Nobles
12. CLOSED SESSION – NCGS § 143-318.11(a)(3)(5)(6) – and To Discuss the Acquisition of Real Property located at 509 Old Pollocksville Road, Owned by Weldon Brown, Jr. and Naqueldon Brown for the Location of a New Water Treatment Facility.

Pledge: Weaver



**RIVER BEND TOWN COUNCIL
PROPOSED AGENDA
Regular Meeting
November 16, 2023
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.**

Pledge: Weaver

1. Call to Order (Mayor Kirkland Presiding)
2. Recognition of New Residents
3. **VOTE** : Agenda :Additions / Deletions / Adoption
4. Addresses to the Council
5. Public Hearings
NONE
6. Consent Agenda

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

A. Approve:

*Minutes of the October 12, 2023 Work Session Meeting
Minutes of the October 19, 2023 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 – Councilman Weaver
 - A. Parks and Rec Report
 - B. Organic Garden Report
9. CAC – Councilwoman Maurer
 - A. CAC Report
10. Finance – Councilman Leonard
 - A. Financial Report - Finance Director
11. Environment And Waterways – Councilman Leonard
 - A. EWAB Report

12. Planning Board – Councilman Sheffield
A. **VOTE** – Conditional Zoning Ordinance

13. Public Safety – Councilwoman Benton
A. Community Watch

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)(6) – and To Discuss the Acquisition of Real Property located at 509 Old Pollocksville Road, Owned by Weldon Brown, Jr. and Naqueldon Brown for the Location of a New Water Treatment Facility.

17. Adjournment

ITEM 5



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

December 7, 2023

River Bend Town Hall – 45 Shoreline Drive

7:00 p.m.

1. **VOTE** – Agenda: Additions / Deletions / Adoption
2. **VOTE** – 2024 Employee Holiday & Council Meeting Schedule - Jackson
3. **VOTE** – ARP Policies Adoption – Jackson
 - A. Eligible Use Policy
 - B. Conflicts of Interest Policy
 - C. Allowable Cost & Cost Principles Policy
 - D. Procurement Policy
4. Discussion – Eastern Carolina Council Representative Appointment – Jackson
5. Discussion – FY 22-23 Audit Presentation (next week) - Gilbert
6. Discussion – Plantation / Anchor Way Median Assessment - Maurer
7. Discussion – Future Use of Vacated Public Works Building - Maurer
8. REVIEW AGENDA – Nobles
9. **CLOSED SESSION** – NCGS § 143-318.11(a)(3)(5)(6) – and To Discuss the Acquisition of Real Property located at 509 Old Pollocksville Road, Owned by Weldon Brown, Jr. and Naqueldon Brown for the Location of a New Water Treatment Facility.

Pledge: Benton



**RIVER BEND TOWN COUNCIL
PROPOSED AGENDA
Regular Meeting
December 14, 2023
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.**

Pledge: Benton

1. Call to Order (Mayor Kirkland Presiding)
2. Recognition of New Residents
3. Additions / Deletions / Adoption to Agenda
4. Addresses to the Council
 - A. Homer Ray – Walking Trail Enhancements
5. Public Hearings - None
6. SPECIAL PRESENTATION – Audit Presentation for Fiscal Year 2022-2023 by Austin Eubanks of Thompson, Price, Scott, Adams & Co., P.A.
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 the November 9, 2023 Work Session Meeting
Minutes of the November 16, 2023 Regular 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. Parks & Recreation – Councilman Weaver
 - A. Parks and Rec Report
 - B. Organic Garden Report
10. CAC – Councilwoman Maurer
 - A. CAC Report
 - B. DISCUSSION – Future Use of Vacated Public Works Building

11. Finance – Councilman Leonard
A. Financial Report - Finance Director

12. Mayor's Report – Mayor Kirkland

13. 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.

14. Adjournment

ITEM 3