



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

January 8, 2026

River Bend Town Hall – 45 Shoreline Drive

5:00 p.m.

1. **VOTE** – Agenda: Additions / Deletions / Adoption
2. **VOTE** – Eastern Carolina Council Municipal Appointment - Jackson
3. **VOTE** – Surplus Property Resolution for Vehicle - Jackson
4. **VOTE** – Christmas Tree Expansion - Sheffield
5. Discussion – Building Use Policy - Weaver
6. Discussion – Budget Kick-Off Announcement - Jackson
7. Discussion – Fiscal Year 2024-2025 Audit Presentation Announcement - Gilbert
8. Review Agenda – Nobles
9. CLOSED SESSION - NCGS§143-318.11(a)(3)
10. Adjournment

Pledge Next Week: Benton



Yearly Municipal Appointment

Please use this form to appoint or reappoint a representative from your municipality to actively serve on the Eastern Carolina Council General Membership Board.

You may submit this form via:

- Email: swolf@eccog.org
- Fax: 252-638-3187
- Mail: P.O. Box 1717, New Bern, NC 28563-1717.

For questions or concerns please contact Interim Executive Director David Rosado at 252-638-3185 ext. 3013 or drosado@eccog.org.

Please complete this form and convey it to us ASAP so that we may extend an invitation to this individual to attend our next meeting. Thank you!

Municipality: Town of River Bend

We here do appoint _____ to serve on the
(Name of Appointment)
 Eastern Carolina Council General Membership Board.

Contact information:

Title: _____

Mailing Address: _____

City and Zip: _____

Home Phone: _____

Cell Phone: _____

Email: _____

 Date _____ Signature _____ Title _____

RECEIVED

DEC 10 2025

TOWN OF RIVER BEND



EasterCarolinaCouncil

December 10, 2025

Town of River Bend
45 Shoreline Drive
River Bend, NC 28562

RE: Eastern Carolina Council of Government Representative

Town Managers and Clerks,

Please complete the enclosed Yearly Municipal Appointment form to appoint or reappoint a representative from your municipality to actively serve on the Eastern Carolina Council General Membership Board.

Our records show that your current representative for ECC is **Patty Leonard**.

You may submit this form via:

- Email: swolf@eccog.org
- Fax: 252-638-3187
- Mail: P.O. Box 1717, New Bern, NC 28563-1717.

For questions or concerns please contact Interim Executive Director David Rosado at 252-638-3185 ext. 3013 or drosado@eccog.org.

Please complete this form and return it no later than **January 31, 2026**.

Resolution Declaring Surplus Property and Authorizing Sale of General Fund Vehicle

WHEREAS, the Town of River Bend desires to dispose of certain surplus property of the Town;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of River Bend that:

1. The following described property is hereby declared to be surplus to the needs of the Town:

**2016 Dodge Charger
VIN: 2C3CDXAT8GH188344**

2. The Town Manager is authorized and directed to receive, on behalf of the Town Council, bids for the purchase of the property described above and shall establish a time and date by which all bids must be received. He is also authorized to employ the action method he deems most advantageous to the Town.

3. The Town Clerk shall cause a notice of this sale to be posted on the town's webpage and on the town's bulletin board. The Town shall retain the right to reject any and all bids.

Adopted this 8th day of January, 2026

Mark Bledsoe
Mayor

Attest:

Kristie Nobles, Clerk



355 Park Ave.
Youngsville, NC 27596
1 (800) 332-6798
www.moscadesign.com

Created Date 12/12/2025
Expiration Date 1/30/2026
Quote Number 00004640
Payment Terms Net 20 Days
Estimate
Firm Freight

Prepared By	Sam Hardwick	Contact Name	Delane Delane Jackson
Email	sam@moscadesign.com	Phone Number	
		Email	manager@riverbendnc.org
		Shipping Contact Name	Delane Delane Jackson
		Shipping Contact Phone	2526383870

Bill To Name	Town of River Bend, NC	Ship To Name	Town of River Bend, NC
Bill To	45 Shoreline Drive River Bend, NC 28562-8970 US	Ship To	45 Shoreline Drive River Bend, NC 28562-8970 US

Quantity	Product	Product SKU	Description	List Price	Discounted Item Price	Total Price
1.00	Grow Your Panel Tree, 14' - 18' - SOP	GYT-14-18 SOP	Garland to be TTBC. Light to be even mix of RED, GREEN, YELLOW, and BLUE, with 1/3 TWINKLE. Ornaments to be Traditional colors. Match tree ordered in 2024.	\$5,157.00	\$3,455.19	\$3,455.19

All orders paid with a credit card will include a 3.5% Bank Service Fee added to the final bill.

Shipping & handling are additional. Freight estimates available; final charges invoiced upon shipment.

Total Price	\$3,455.19
Tax	\$233.22
Grand Total	\$3,688.41

Accepted By: _____

Accepted Date: _____

Delane Jackson

From: Sam Hardwick <sam@moscadesign.com>
Sent: Friday, December 12, 2025 9:29 AM
To: Delane Jackson
Cc: Kyle Gauger
Subject: Re: panel tree
Attachments: 2026 River Bend NC #4640.pdf

Good Morning Delane,

It is good to hear from you, I hope you have been well.

To add an extension to your tree, the extensions grow your tree in 4' increments. This would mean your 14' tree would grow to 18'. So that you have all the information you need, I worked up the attached quote for your reference. It takes into account the biggest sale we have, which is during the month of January, where our discounts are 33%. That discount schedule will change as the year progresses, and I will keep you posted on changes in price moving forward.

If you have any questions, or need any additional information, please do not hesitate to contact me at any time. Until then, I look forward to hearing from you and hopefully growing your tree in 2026.

My Best Regards,
Sam

On Thu, Dec 11, 2025 at 3:20 PM Delane Jackson <manager@riverbendnc.org> wrote:

Sam,

I think we need 1 more panel for our tree. How much would it cost? And how much height would it add?

I'm planning for next Christmas, not this year.

To: Town Council

From: Jeff Weaver, Councilman

RE: Building Use Policy

DATE: December 5, 2026

Recommendation to Clarify and Improve the Community Building Use Policy

Overview and Intent

The Community Building Use Policy serves an important role in providing equitable access to Town facilities while ensuring neutrality, safety, and responsible stewardship of public property. After reviewing the policy and its application, I am recommending several targeted clarifications and adjustments that improve consistency, reduce ambiguity, and better protect Town resources—without altering the policy’s original purpose or restricting lawful community use.

These recommendations are intended to support staff administration, promote fairness among users, and reduce avoidable costs associated with cleanup, maintenance, and misuse of Town facilities.

1. Clarification of “Children/Minors” (Section III – Reservations)

Issue

Section III requires adult supervision and responsibility for events involving “children/minors,” but the policy does not define what constitutes a child or minor. This creates ambiguity for applicants, Town staff, and enforcement, and may result in inconsistent interpretation or expectations.

Recommendation

Add a definition of “children/minors” to the policy.

Recommended wording:

For purposes of this policy, “children” or “minors” shall be defined as any individual under the age of eighteen (18) years.

Rationale

- Establishes a clear and universally understood standard
- Reduces uncertainty for users and staff
- Supports consistent enforcement and liability considerations
- Does not alter the supervision requirement, only clarifies its application

2. Clarification and Restructuring of the Rental Fee Model (Section VI – Rental Fees)

Issue

While the current fee structure establishes two pricing tiers, it does not clearly reflect the difference between short-term use and reserving the facility for most or all of a day. As a result, extended or all-day reservations may not adequately account for the duration of use, staff impact, or the opportunity cost of limiting availability to others.

Recommendation

Clarify that meeting room rentals are intended to be either:

- A **partial-day reservation** (up to four hours), or
- An **extended/full-day reservation**, calculated based on the total number of hours the facility is available for use on that particular day.

Proposed rental fees based on hours of availability:

Day	Available Hours	Fee
Monday – Friday	8:30 a.m. – 10:00 p.m. (13.5 hours)	\$135
Saturday	8:30 a.m. – 10:00 p.m. (13.5 hours)	\$135
Sunday	11:00 a.m. – 7:00 p.m. (8 hours)	\$80
Partial-day (\leq 4 hours)	Any day	\$40

Explanation:

- Reservations of four hours or less continue at the flat \$40 rate.
- Reservations exceeding four hours are considered full-day rentals, with fees calculated by applying \$10 per hour across all available hours for that day.

Rationale

This approach:

- Preserves the current partial-day benchmark
- Aligns cost with actual duration of use
- Improves fairness between short-term and full-day users
- Provides clarity and predictability for users and staff
- Reflects staff workload and facility availability more accurately

All existing exemptions and waiver provisions remain unchanged.

3. Adjustment to the Refundable Security Deposit (Section VII – Deposit)

Issue

The current \$100 security deposit has, in practice, not always been sufficient to encourage proper cleanup or care of the facility. In some cases, it has functioned more like a nominal cleaning fee rather than a meaningful incentive for compliance. Additionally, the current policy only requires deposits for events involving food, beverages, or craft activities, which does not provide consistent accountability for all non-exempt users.

Recommendation

Require a **\$250 refundable security deposit** for all non-exempt events, regardless of whether food, beverages, or craft activities are involved.

Rationale

- Encourages all non-exempt users to leave the facility in proper condition
- Responsible users are not penalized, as the deposit is fully refundable upon satisfactory inspection
- Helps offset the real cost of staff time, cleanup, and minor repairs
- Provides a consistent accountability measure across all non-exempt groups or events
- Reinforces stewardship without limiting access or use

The intent is not to generate revenue, but to protect Town facilities and ensure that public resources are not expended due to negligence or noncompliance.

Closing

These recommendations are modest, practical adjustments intended to clarify expectations, improve consistency, and better safeguard Town resources. They do not change who may use the facility or for what lawful purposes but rather refine how use is managed and enforced.

I respectfully submit these recommendations for Council discussion and guidance.

TOWN OF RIVER BEND BUILDING USE POLICY

As a service to the community, the town's meeting rooms may be made available on an equitable basis for the lawful activities of groups or individuals. Approval by the town to use its facilities does not constitute official endorsement of the event nor of the beliefs, viewpoints, policies or affiliation of its sponsors. The meeting rooms shall not be used for any purpose that is not a permitted use in the town's zoning regulations.

(I) WHO MAY USE THE MEETING ROOM/FACILITY. The town's meeting rooms may be reserved for activities by the following. These are examples and it is not an all-inclusive list.

- a. Individuals
- b. Groups officially affiliated with the Town of River Bend
- c. Other agencies that are affiliated with local, state or federal governments
- d. Legally established organizations, non-profits and civic groups such as Boy Scouts of America, Girl Scouts of the USA, Lions Club, Rotary Club, Shriners, etc.
- e. Private organizations such as home owners associations, political party organizations and other private groups

The person who signs the meeting room request form will be recognized as the sponsor of the event and shall be the person who is responsible for compliance with this policy.

(II) HOURS. The hours the Meeting Room may be used are:

Monday through Friday	8:30 a.m. to 10:00 p.m.
Saturday	8:30 a.m. to 10:00 p.m.
Sunday	11:00 a.m. to 7:00 p.m.

(III) RESERVATIONS. Requests for the use of the room must be submitted to the town during normal town office hours. Reservations are not official until confirmed by the town. Adult supervision and responsibility are required for events involving children/minors. The sponsor is required to notify the town immediately of any cancellations. Official meetings of the town government and its boards and commissions have first priority and take precedence over all other activities. Any conflict in scheduling shall be resolved in the town's favor. Non-town affiliated groups/individuals are prohibited from reserving the room/facility on a long-term basis, which is defined as: *more than once per week or any usage during more than twelve consecutive months*. All long-term reservations must be renewed each calendar year on a first-come basis.

- a. The town reserves the right to assign/change room reservations, based on the number of attendees at the function, when rooms are being used simultaneously.
- b. Use of the kitchen will be granted by reservation only. No town supplies may be used without permission.
- c. Rental fees are assessed per room. If you reserve multiple rooms, you are charged per room.
- d. The Municipal Building is the primary location for all meetings. The large meeting room in Town Hall is available for usage but only in very limited circumstances.

(IV) RESPONSIBILITIES OF THE SPONSOR. Activities must begin and end in a timely manner to allow for setup, cleanup and restoration of the room within the time allotted. The sponsor is responsible for setting up the room for the use for which it is intended and for cleaning and restoring it to its original configuration upon completion of the meeting. The sponsor is responsible for disposal of any/all trash generated during the function. The sponsor assumes all responsibility for any damage caused to town's facilities and equipment during their usage of the facility. Any damage must be reported immediately to the town. If the meeting begins or ends outside of normal town office hours, the sponsor is responsible for arranging opening and closing, including locking the building once all participants have vacated the building. This can be done by notifying the police officer on duty by calling 252-638-1108.

(V) PROHIBITIONS.

- a. Smoking of any kind (tobacco or e-cigarettes)
- b. Open flames of any kind, except those specifically designed for and used to warm prepared food pans, such as those typically used by caterers
- c. Alcoholic beverages
- d. Cooking (does not include simply warming foods that are cooked elsewhere)
- e. Animals
- f. Any unlawful activity
- g. Painting**

*** the painting prohibition does not apply to official town organizations and/or events*

Events that include the serving of food/drinks are allowed. However, any foods that require cooking shall be cooked elsewhere prior to being used in the town's facilities. Activities that involve more than normal wear and tear on the meeting room facility, generate excessive noise or are disruptive to the conduct of town business may not be permitted.

(VI) RENTAL FEES.

- \$ 40.00 fee for room use up to four hours in a single day
- \$ 80.00 fee for room use more than four hours in a single day.
- \$ 20.00* fee for kitchen use

**Uses that are eligible for room use exemption are exempt from kitchen use fee*

a. Meetings organized by the Town of River Bend, its advisory boards, town-sponsored organizations or town authorized meetings of other local, state or federal governments are exempt from rental fees. Local chapters, that serve the Craven County area, of legally established organizations, non-profits, and civic groups such as Boys Scouts of America, Girls Scouts of the USA, Lions Club, Rotary Club, Shriners, etc. may also be exempted from rental fees. Groups such as these may be considered for exemption from the rental fees by requesting a waiver from the Town Manager, using the form provided by the Town.

b. In addition to the exemption examples stated in VI (a), any meeting/function/activity that is fully open to the public, allows full public participation and does not require an attendee to be

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a member of the group, pay an admission fee, own property to be eligible to participate or vote or assesses any type of participation/membership dues or fees may be eligible for exemption.

c. Any meetings/function/activity that is not eligible for exemption based on VI (a)(b) and restricts public attendance and/or participation based on membership, ownership, assessment of fees or in any other manner, or is a private function, is not exempt from the rental fees.

(VII) DEPOSIT.

Any event conducted by non-officially town affiliated groups that includes the serving of food and/or beverages of any kind or any craft activity requires the pre-payment of a \$100 deposit. The deposit may be fully returned to the sponsor following an inspection by the town, provided that the facility was not damaged during the event. Any damages caused during the event, as solely determined by town, shall be assessed to the sponsor and deducted from the deposit. If the damages exceed the amount of the deposit, the sponsor shall be responsible for any additional payment necessary to repair the damages to the town's satisfaction. Failure to pay for any damages shall result in legal action against the sponsor and possible prohibition of future use of the facility by the sponsor/individual/group.

ADOPTED: 12-21-94.

AMENDED: 12-20-00
12-19-01
8-19-21
4-20-23

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Municipal Building Usage History

NOTE: Town Sponsored Events are Advisory Board Meetings, Yoga, Zumba, CAC Workshops, P&R Events, PD Events, CERT, Community Watch & the Library(until 8/2023)

2023	January	Febury	March	April	May	June	July	August	September	October	November	December	# of Uses	Yearly Revenue
Paid Rental	2	1	2	1	0	3	1	1	2	2	0	1	16	\$1,260
No Charge Rental	35	41	44	42	39	36	24	34	39	34	23	12	403	
Total Rental "Usage"	37	42	46	43	39	39	25	35	41	36	23	13	419	

Usage Details

Town Resident Renter	6	8	12	12	4	6	5	6	10	9	8	7		
Non Town Resident Renter	1	3	4	5	2	6	4	4	4	5	2	1		
Town Sponsored Events	30	31	30	26	33	27	16	25	27	22	13	5		

2023 has a higher number of events due to the number of yoga classes being offered

2024	January	Febury	March	April	May	June	July	August	September	October	November	December	# of Uses	Yearly Revenue
Paid Rental	4	5	3	3	4	4	2	2	4	2	4	5	42	\$3,961
No Charge Rental	23	28	25	25	23	24	22	22	23	18	20	19	272	
Total Rental "Usage"	27	33	28	28	27	28	24	24	27	20	24	24	314	

Usage Details

Town Resident Renter	8	15	11	13	12	9	8	6	16	9	7	9		
Non Town Resident Renter	6	6	5	5	5	6	5	4	4	4	7	6		
Town Sponsored Events	13	12	12	10	10	13	11	14	7	7	10	9		

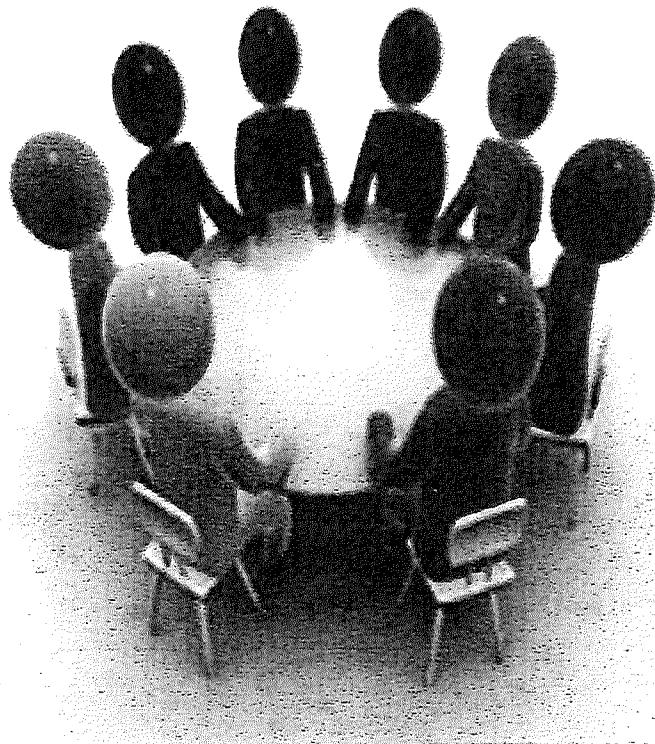
2025	January	Febury	March	April	May	June	July	August	September	October	November	December	# of Uses	Yearly Revenue
Paid Rental	3	8	6	4	4	1	0	2	3	8	7	8	54	\$4,303
No Charge Rental	26	23	27	23	28	21	13	15	22	28	24	12	262	
Total Rental "Usage"	29	31	33	27	32	22	13	17	25	36	31	20	316	

Usage Details

Town Resident Renter	7	10	15	7	8	7	2	4	10	11	6	5		
Non Town Resident Renter	5	7	4	8	9	3	4	6	10	10	14	8		
Town Sponsored Events	17	14	14	12	15	12	7	7	5	15	11	7		

Town of River Bend Fiscal Year 2026-27

Next Week



January 15, 2026

Town of River Bend

Fiscal Year 2026-2027

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 (expedited as we did last year)
5. Preview Proposed Workshop Agendas
6. Preview Budget Brochure
7. Comments from Council

Town of River Bend, North Carolina

Annual Comprehensive

Financial Report

For the Fiscal Year Ended June 30, 2025

These are excerpts from the report. The full presentation will occur next week, and the full report will be available on our web page.



Thompson, Price, Scott, Adams & Co., P.A.
 4024 Oleander Drive Suite 103
 Wilmington, North Carolina 28403
 Telephone (910) 791-4872
 Fax (910) 239-8294

Independent Auditor's Report

To the Mayor and Members of the Town Council
 River Bend, North Carolina

Report on the Audit of Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of River Bend, North Carolina as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise Town of River Bend's basic financial statements as listed in the table of contents.

In our opinion, based upon our audit, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Town of River Bend as of June 30, 2025, and the respective changes in financial position, and cash flows thereof and the respective budgetary comparison for the General Fund, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town of River Bend and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Audit of the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Members

American Institute of CPAs – N.C. Association of CPAs – AICPA's Private Companies Practice Section

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raises substantial doubt about the Town of River Bend's ability to continue as a going concern for the twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free of material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Governmental Auditing Standards* will always detect material statement when it exists.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Governmental Auditing Standards* we

- exercised professional judgement and maintained professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsible to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town of River Bend's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of River Bend's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, and the Law Enforcement Officers' Special Separation Allowance Schedules of Funding Progress and Employer Contributions, the Local Government Employees' Retirement System's Schedules of the Proportionate Share of the Net Pension Asset (Liability) and contributions be presented to supplement the basic financial statements. Such information is the responsibility of management, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consist of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of River Bend's basic financial statements. The combining and individual fund financial statements, budgetary schedules, other schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, based on our audit, the procedures performed as described above, the combining and individual financial statements, budgetary schedules, other schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report October 16, 2025, on our consideration of the Town of River Bend's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Town of River Bend's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Town of River Bend's internal control over financial reporting and compliance.

Thompson, Price, Scott, Adams & Co., PA

Wilmington, North Carolina

October 16, 2025

Town of River Bend, North Carolina
Schedule of Findings and Responses
For the Fiscal Year Ended June 30, 2025

Section I. Summary of Auditor's Results

Financial Statements

Type of report auditor issued on whether the financial statements audited were prepared in accordance to GAAP: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? yes no
- Significant Deficiency(s) identified? yes none reported

Noncompliance material to financial statements noted? yes no

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Town of River Bend, North Carolina
Schedule of Findings and Responses
For the Fiscal Year Ended June 30, 2025

Section II – Financial Statement Findings

None.



RIVER BEND TOWN COUNCIL DRAFT PROPOSED AGENDA

January 15, 2026

River Bend Town Hall – 45 Shoreline Drive
5:00 p.m.

Pledge: Benton

1. Call to Order (Mayor Bledsoe Presiding)
2. Invocation / Pledge
3. Recognition of New Residents
4. Additions/Deletions to Agenda
5. Addresses to the Council - NONE
6. 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.

7. Public Hearings - NONE

8. 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 December 4, 2025 Work Council Meeting
Minutes of December 11, 2025 Regular Council Meeting*

9. 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:

10. CAC – Councilwoman Benton

- A. CAC Report

11. Environment & Waterways – Councilman Leonard

- A. EWAB Report

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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. Finance – Councilman Leonard
 - A. Financial Report - Finance Director
16. Mayor's Report
17. Adjournment

North Carolina law allows public bodies, such as the River Bend Town Council, to meet in closed session to discuss certain topics. However, prior to going into closed session, the Council must announce the closed session and the topic for which the closed session is being called and that must be done while the Council is in open session. This requirement allows the public to know in general what the closed session is concerning. The closed session must also be adjourned in open session. For the purpose of this guide, open session simply means in view of the public and closed session simply means it private. The topics that may be discussed in closed session are listed below and are numbered 1 through 10. Most of the time, the Council knows in advance that a closed session is needed and the General Statute citation which identifies the purpose of the closed session is included on the agenda. However, that is not always the case. The need for a closed session may arise without enough warning to publish the citation on the agenda. The law does not require advanced notice of a closed session. In any case, planned or not, the Council will state the appropriate citation. The citation will always begin with 143-318.11(a). The numbers that follow in parenthesis will identify the particular closed session topic. For example: The citation 143-318.11(a)(3)(5) will allow the Council to consult with an attorney (#3) and to discuss the acquisition of real property (#5).

§ 143-318.11. Closed sessions.

(a) Permitted Purposes. – It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required:

- (1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.
- (2) To prevent the premature disclosure of an honorary degree, scholarship, prize, or similar award.
- (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.
- (4) To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations, or to discuss matters relating to military installation closure or realignment. Any action approving the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session.
- (5) To establish, or to instruct the public body's staff or negotiating agents

concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

(6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.

(7) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.

(8) To formulate plans by a local board of education relating to emergency response to incidents of school violence or to formulate and adopt the school safety components of school improvement plans by a local board of education or a school improvement team.

(9) To discuss and take action regarding plans to protect public safety as it relates to existing or potential terrorist activity and to receive briefings by staff members, legal counsel, or law enforcement or emergency service officials concerning actions taken or to be taken to respond to such activity.

(10) To view a recording released pursuant to G.S. 132-1.4A.

(b) Repealed by Session Laws 1991, c. 694, s. 4.

(c) Calling a Closed Session. – A public body may hold a closed session only upon a motion duly made and adopted at an open meeting. Every motion to close a meeting shall cite one or more of the permissible purposes listed in subsection (a) of this section. A motion based on subdivision (a)(1) of this section shall also state the name or citation of the law that renders the information to be discussed privileged or confidential. A motion based on subdivision (a)(3) of this section shall identify the parties in each existing lawsuit concerning which the public body expects to receive advice during the closed session.

(d) Repealed by Session Laws 1993 (Reg. Sess., 1994), c. 570, s. 2. (1979, c. 655, s. 1; 1981, c. 831; 1985 (Reg. Sess., 1986), c. 932, s. 5; 1991, c. 694, ss. 3, 4; 1993 (Reg. Sess., 1994), c. 570, s. 2; 1995, c. 509, s. 84; 1997-222, s. 2; 1997-290, s. 2; 2001-500, s. 2; 2003-180, s. 2; 2013-360, s. 8.41(b); 2014-79, s. 9(a); 2016-88, s. 3.)