



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

August 13, 2026

River Bend Town Hall – 45 Shoreline Drive

5:00 p.m.

1. **VOTE** - Agenda: Additions / Deletions / Adoption
2. **VOTE** – Kirkland Creek Preliminary Subdivision Plat - Jackson
3. **VOTE** – Budget Amendment 26-B-02 - Jackson
4. **VOTE** – Accept Pickleball Courts Construction Bid - Jackson
5. Discussion – Skate Park Safety - Noonan
6. Discussion – Flag Lowering Policy - Bledsoe
7. Discussion – Sale of Surplus Real Property - Jackson
8. Discussion – Manhole Rehabilitation Project – Jackson
9. Discussion – Memorandum of Agreement with NCLM for Grant Project - Jackson
10. Review Agenda - Nobles
11. Adjournment

Pledge Next Week: Benton

KIRKLAND CREEK COMMUNITY - SUBDIVISION

PRELIMINARY PLAT PLANS

SITE INFORMATION:	
LOCATION:	403 OLD POLLOCKVILLE RD
TOWNSHIP:	TOWNSHIP 8
INCORPORATED TOWN:	RIVER BEND
COUNTY/STATE:	CHAVEN/NC
PARENT PIN:	8-200-029
DBPG:	DB 1234, PG 549
COUNTY:	R-15
ACREAGE:	3,191,206 SF (73.26 AC)
LAND CLASS:	RESIDENTIAL
MINIMUM BUILDING SETBACKS:	
SINGLE FAMILY HOMES	
STREET YARD:	30'
SIDE YARD:	10'
REAR YARD:	15'
CORNER YARD:	N/A
RIGHT OF WAY & OTHER AREAS:	
NATURAL WETLANDS:	158,379 SF (3.63 AC)
LOT ACREAGE:	
TOTAL NUMBER PROPOSED LOTS:	132 LOTS
PROPOSED DENSITY:	1.80 DU/AC
MINIMUM PROPOSED LOT SIZE:	15,000 SF
MINIMUM PROPOSED LOT SIZE:	20,854 SF (SINGLE FAMILY LOT 11)
AVERAGE PROPOSED LOT SIZE:	18,445 SF
MINIMUM LOT WIDTH:	85'
MINIMUM LOT WIDTH ON CUL-DE-SAC:	40'
TYPE OF LOT BREAKDOWN:	
SINGLE FAMILY (15,000 SF):	132 LOTS
IMPERVIOUS AREAS:	
ROADWAYS/PARKING:	174,801 SF (4.01 AC)
SIDEWALK:	58,872 SF (1.35 AC)
LOTS (4,000 SF/LOT):	538,000 SF (12.12 AC)
FUTURE IMPERVIOUS:	4,533 SF (0.1 AC)
TOTAL ON-SITE IMPERVIOUS AREA:	755,206 SF (17.59 AC)
TOTAL ON-SITE IMPERVIOUS PERCENT:	24.00%
TOTAL LIMITS OF DISTURBANCE AREA:	2,890,934 SF (66.37 AC)
OPEN SPACE BREAKDOWN:	
PROPERTY BOUNDARY:	3,191,206 SF (73.26 AC)
REQUIRED OPEN/PERMEABLE SPACE:	-
- 132 LOTS X 2.1 FAMILY MULTIPLIER X 0.001 AC PER PERSON = 1.940 AC	
PROVIDED OPEN SPACE:	38,860 SF (0.89 AC)
PARK:	102,860 SF (2.36 AC)
UTILITY DEMANDS:	
SEWAGE USAGE:	44,550 GPD
	75 GPD X 4.5 BEDS PER LOT X 132 LOTS
WATER USAGE:	
	52,800 GPD
	400 GPD X 132 LOTS
STREET TYPE SUMMARY:	
50' ROW SECTION:	1,213 LF
60' ROW SECTION:	6,541 LF



VICINITY MAP
1" = 100'

SHEET INDEX	
01	C-1.0 COVER SHEET
02	C-2.0 CIVIL NOTES
03	C-3.0 EXISTING CONDITIONS PLAN
04	C-4.0 DEMOLITION PLAN
05	C-5.0 PHASING PLAN
06	C-6.0 OVERALL SITE PLAN
07	C-6.1 PARTIAL SITE PLAN I
08	C-6.2 PARTIAL SITE PLAN II
09	C-6.3 PARTIAL SITE PLAN III
10	C-6.4 PARTIAL SITE PLAN IV
11	C-7.0 OVERALL UTILITY PLAN
12	C-7.1 PARTIAL UTILITY PLAN I
13	C-7.2 PARTIAL UTILITY PLAN II
14	C-7.3 PARTIAL UTILITY PLAN III
15	C-7.4 PARTIAL UTILITY PLAN IV
16	C-7.5 SANITARY SEWER TABLE
17	C-8.0 OVERALL GRADING & DRAINAGE PLAN
18	C-8.1 PARTIAL GRADING & DRAINAGE PLAN I
19	C-8.2 PARTIAL GRADING & DRAINAGE PLAN II
20	C-8.3 PARTIAL GRADING & DRAINAGE PLAN III
21	C-8.4 PARTIAL GRADING & DRAINAGE PLAN IV
22	C-8.9 EROSION CONTROL NOTES
23	C-8.1 EROSION CONTROL PLAN - OVERALL PHASE 1 - STAGE 1
24	C-8.2 EROSION CONTROL PLAN - PHASE 1 - STAGE 1
25	C-8.3 EROSION CONTROL PLAN - PHASE 1 - STAGE 1
26	C-8.4 EROSION CONTROL PLAN - PHASE 1 - STAGE 1
27	C-8.5 EROSION CONTROL PLAN - OVERALL PHASE 1 - STAGE 2
28	C-8.6 EROSION CONTROL PLAN - PHASE 1 - STAGE 2
29	C-8.7 EROSION CONTROL PLAN - PHASE 1 - STAGE 2
30	C-8.8 EROSION CONTROL PLAN - PHASE 1 - STAGE 2
31	C-8.9 EROSION CONTROL PLAN - OVERALL PHASE 1 - STAGE 3
32	C-8.10 EROSION CONTROL PLAN - PHASE 1 - STAGE 3
33	C-8.11 EROSION CONTROL PLAN - PHASE 1 - STAGE 3
34	C-8.12 EROSION CONTROL PLAN - PHASE 1 - STAGE 3
35	C-8.13 EROSION CONTROL PLAN - OVERALL PHASE 2 - STAGE 1
36	C-8.14 EROSION CONTROL PLAN - PHASE 2 - STAGE 1
37	C-8.15 EROSION CONTROL PLAN - PHASE 2 - STAGE 1
38	C-8.16 EROSION CONTROL PLAN - OVERALL PHASE 2 - STAGE 2
39	C-8.17 EROSION CONTROL PLAN - PHASE 2 - STAGE 2
40	C-8.18 EROSION CONTROL PLAN - PHASE 2 - STAGE 2
41	C-8.19 EROSION CONTROL PLAN - OVERALL PHASE 2 - STAGE 3
42	C-8.20 EROSION CONTROL PLAN - PHASE 2 - STAGE 3
43	C-8.21 EROSION CONTROL PLAN - PHASE 2 - STAGE 3
44	C-10.0 PROPOSED PINWOOD DR. - PLAN & PROFILE
45	C-10.1 PROPOSED PINWOOD DR. - PLAN & PROFILE
46	C-10.2 PROPOSED PINWOOD DR. - PLAN & PROFILE
47	C-10.3 PROPOSED NORTH CAROLINA DR. - PLAN & PROFILE
48	C-10.4 PROPOSED NORTH CAROLINA DR. - PLAN & PROFILE
49	C-10.5 PROPOSED MASSACHUSETTS DR. - PLAN & PROFILE
50	C-10.6 PROPOSED MASSACHUSETTS DR. - PLAN & PROFILE
51	C-10.7 PROPOSED RHODE ISLAND COURT - PLAN & PROFILE
52	C-10.8 PROPOSED VERMONT STREET - PLAN & PROFILE
53	C-10.9 ON-SITE SANITARY SEWER - PLAN & PROFILE
54	C-10.10 PROPOSED OFF-SITE FM ROUTE
55	L-1.0 OVERALL LANDSCAPE PLAN
56	L-1.1 PARTIAL LANDSCAPE PLAN I
57	L-1.2 PARTIAL LANDSCAPE PLAN II
58	L-1.3 PARTIAL LANDSCAPE PLAN III
59	L-1.4 PARTIAL LANDSCAPE PLAN IV
60	L-1.5 OVERALL PLANTING BASIN PLAN
61	L-1.6 PARTIAL PLANTING BASIN PLAN
62	L-2.0 OVERALL STREET LIGHTING PLAN
63	L-2.1 PARTIAL STREET LIGHTING PLAN I
64	L-2.2 PARTIAL STREET LIGHTING PLAN II
65	L-2.3 PARTIAL STREET LIGHTING PLAN III
66	L-2.4 PARTIAL STREET LIGHTING PLAN IV
67	D-1.0 SITE DETAILS
68	D-2.0 WATER DETAILS
69	D-2.1 WATER DETAILS
70	D-2.2 WATER DETAILS
71	D-2.3 WATER DETAILS
72	D-2.4 WATER DETAILS
73	D-3.0 EROSION CONTROL DETAILS
74	D-3.1 EROSION CONTROL DETAILS
75	D-3.2 EROSION CONTROL DETAILS
76	D-3.3 NCGO DETAILS

STRONGROCK
ENGINEERING GROUP
STRONG ROCK ENGINEERING GROUP, PLLC | COMPANY LICENSE # P-2188
308 CHURCH AT NORTH HILLS STREET, SUITE 110 RALEIGH, NC 27601 | INFORMATION@STRONGROCKGROUP.COM

STRONG ROCK PROJECT	NOT FOR CONSTRUCTION	SCALE AS SHOWN	DESIGNED BY	DRAWN BY	CHECKED BY
			SHG	SHG	SHG

KIRKLAND CREEK COMMUNITY -
SUBDIVISION
RIVER BEND, CHAVEN COUNTY, NORTH CAROLINA
PRELIMINARY PLAT
COVER SHEET

These pages are excerpts from the full 76-page plan. The full plan is available for review at Town Hall



CIVIL ENGINEER: STRONG ROCK ENGINEERING GROUP, PLLC ADDRESS: 308 CHURCH AT NORTH HILLS STREET, SUITE 1110 CITY/STATE/ZIP: RALEIGH, NC 27601 COMPANY LICENSE #: P-2188 PHONE: 919-209-1502 (O) EMAIL: INFORMATION@STRONGROCKGROUP.COM	OWNER: DAVIS, ROBERT H. & KIMBERLY HARGETT DOW PO BOX 2792 NEW BERN, NC 28564	SURVEYOR: AERIAL AND GROUND SURVEYING (AGS), PLLC LICENSE NO.: P-2586 PO BOX 9552 RALEIGH, NC 27624
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THIS PRELIMINARY PLAT WAS APPROVED BY THE RIVER BEND PLANNING BOARD, ON APRIL 2, 2026, CONTINGENT UPON UTILITY CONSTRUCTION DETAILS BEING APPROVED
BY THE RIVER BEND TOWN COUNCIL.

DATE: _____
EDON LIPPERT, CHAIRMAN

THIS PRELIMINARY PLAT WAS APPROVED BY THE RIVER BEND TOWN COUNCIL, ON AUGUST 29, 2026, CONTINGENT UPON THE TERMS OF THE KIRKLAND CREEK DEVELOPMENT-SEWER IMPROVEMENTS AND UTILITY COORDINATION LETTER OF AGREEMENT DATED JUNE 18, 2026.

DATE: _____
MARK SLEDGEE, MAYOR

ADJOINER INFORMATION		ADJOINER INFORMATION	
LOT NAME	INFORMATION	LOT NAME	INFORMATION
1	CHARR, JUDITH & JACQUES S. DB 2004 PG. 0475 ID: 8-2004-044 ZONING: PDR-SF	20	WELLS, DEBORAH ELIZABETH DB 2020 PG. 0771 ID: 8-2020-011 ZONING: PDR-SF
2	SAMMONS, ALDOVALE & PATRICIA DB 1991 PG. 0853 ID: 8-2004-022 ZONING: PDR-SF	21	SAGNA, KAREN MARIE DB 2004 PG. 0131 ID: 8-2004-010 ZONING: PDR-SF
3	STOKES, TYVOLA M. DB 2002 PG. 0255 ID: 8-2004-011 ZONING: PDR-SF	22	BOWELL, GLORIA J. DB 2004 PG. 0225 ID: 8-2004-010 ZONING: PDR-SF
4	WHITNEY, LAWRENCE A. & WIMMEY DB 1982 PG. 0850 ID: 8-2004-010 ZONING: PDR-SF	23	JAMES, THOMAS M. & DELOREN DB 1992 PG. 0779 ID: 8-2004-010 ZONING: PDR-SF
5	FRISER, ROBERT L. & FRAZER, CAROLE DB 1990 PG. 0304 ID: 8-2004-010 ZONING: PDR-SF	24	DEATH, SAM T. DB 2004 PG. 0720 ID: 8-2004-014 ZONING: PDR-SF
6	LAWLOR, CONNOR ASSOCIATION INC. DB 1994 PG. 0475 ID: 8-2004-010 ZONING: PDR-SF	25	SCHUBERT, RONALD WILLIAM & DB 1992 PG. 0337 ID: 8-2004-011 ZONING: PDR-SF
7	SWANSON, DANIEL DB 1997 PG. 0475 ID: 8-2004-010 ZONING: PDR-SF	26	DEAL, DAVID A. & MARY ANN DB 1992 PG. 0155 ID: 8-2004-011 ZONING: PDR-SF
8	SCHNEP, & ASSOCIATES INC. DB 1994 PG. 0121 ID: 8-2004-17000 ZONING: PDR-SF	27	WILES, WILLIAM DB 1971 PG. 0757 ID: 8-2004-010 ZONING: PDR-SF
9	EMERSON, KENNETH Y. & THOMAS DB 2002 PG. 0110 ID: 8-2004-055 ZONING: PDR-SF	28	FITZGERALD, MARGEN F. DB 1998 PG. 0708 ID: 8-2004-010 ZONING: PDR-SF
10	DAWY, LESTER J. & PARROTT DB 1992 PG. 0230 ID: 8-2004-014 ZONING: PDR-SF	29	PORTER, ROY M. DB 1994 PG. 0482 ID: 8-2004-017 ZONING: 20A
11	EWING, LINDA & RICHARD DB 2015 PG. 1033 ID: 8-2004-011 ZONING: PDR-SF	30	WEAVER, JEFFREY A. & WEAVER, AMY M. DB 2002 PG. 0777 ID: 8-2004-010 ZONING: 20A
12	BOULVARD, KEITH E. & BARBARA J. DB 1977 PG. 0620 ID: 8-2004-012 ZONING: PDR-SF	31	OLSON, CHARLES L. & EILEEN A. DB 1997 PG. 0410 ID: 8-2004-011 ZONING: 20A
13	ELKS, SANDRA KYLE DB 2002 PG. 1205 ID: 8-2004-011 ZONING: PDR-SF	32	TAYLOR, JOSEPH W. JR. & GAIL R. DB 1996 PG. 0451 ID: 8-2004-011 ZONING: 20A
14	LUPERT, EDGAR DB 2001 PG. 1206 ID: 8-2004-010 ZONING: PDR-SF	33	MASTRA, ERIC & ABBY POLLOCK DB 2004 PG. 1545 ID: 8-2004-012 ZONING: 20A
15	HARRINGTON, NANCY F. DB 1997 PG. 0721 ID: 8-2004-010 ZONING: PDR-SF	34	SPADROSS, HOLLY ANN & GORDON DB 2007 PG. 1205 ID: 8-2004-011 ZONING: 20A
16	TRIVINO, MARCELO S. DB 2002 PG. 0530 ID: 8-2004-010 ZONING: PDR-SF	35	DOMANIS, DANA E. & NANCY DB 2008 PG. 0204 ID: 8-2004-010 ZONING: 20A
17	GEORGINAS, JACQUELINE DB 1991 PG. 0475 ID: 8-2004-010 ZONING: PDR-SF	36	LUND, BRYAN M. DB 2004 PG. 0552 ID: 8-2004-010 ZONING: 20A
18	MAHLETT, SARAHANN D. DB 2002 PG. 0723 ID: 8-2004-010 ZONING: PDR-SF	37	MARUSCH, CYNTHIA & ROBERT DB 1992 PG. 0404 ID: 8-2004-011 ZONING: 20A
19	PROOST, CLEVELAND B. JR. & CHARLOTTE DB 1945 PG. 1780 ID: 8-2004-010 ZONING: PDR-SF	38	RIVER BEND - TOWN OF DB 1925 PG. 0760 ID: 8-2004-011 ZONING: 20A
20	HENSON, ESTHER H. DB 2007 PG. 0035 ID: 8-2004-014 ZONING: PDR-SF	39	BROWN, WELDON DB 2003 PG. 0768 ID: 8-2004-010 ZONING: 20A
21	DOUGHERTY, DEBRA H. DB 2005 PG. 0804 ID: 8-2004-013 ZONING: PDR-SF	40	BROWN, HAZEL MARIE DB 1967 PG. 0010 ID: 8-2004-011 ZONING: 20A
22	KENNEY, EDWARD F. DB 1999 PG. 0059 ID: 8-2004-012 ZONING: PDR-SF	41	DOUGHERTY, MARCELO DB 2017 PG. 1754 ID: 8-2004-017 ZONING: 20A
23	YAMAS, DOUGLAS & DB 2005 PG. 0039 ID: 8-2004-011 ZONING: PDR-SF	42	LOFTIN, ANTHONY M. & ANGELINA DB 1991 PG. 0671 ID: 8-2004-017 ZONING: PDR-SF

LEGEND:

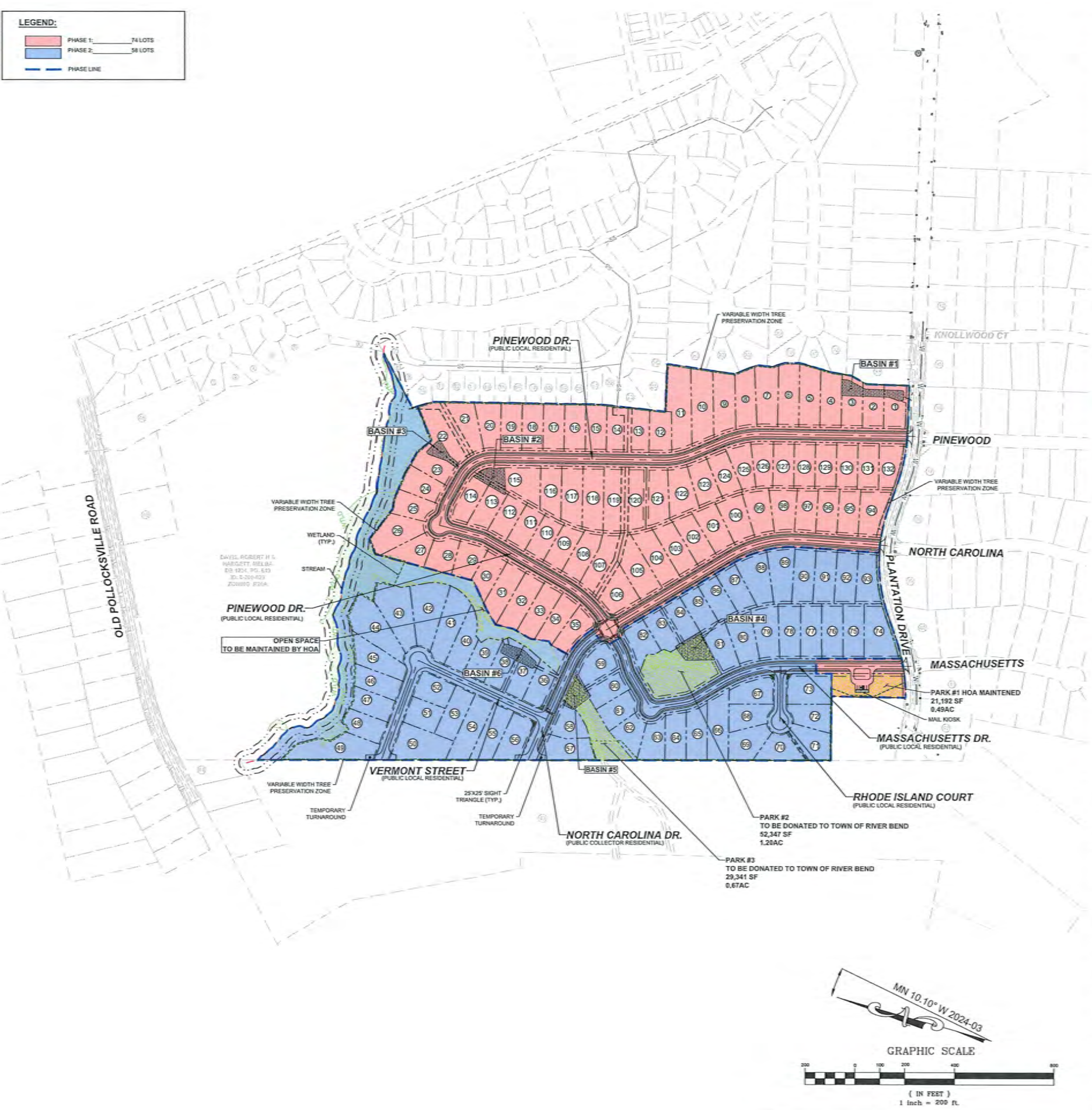
PHASE 1

74 LOTS

PHASE 2

58 LOTS

PHASE LINE



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305 CHURCH AT NORTH HILLS STREET, SUITE 110 FALMOUTH, MA 01906 | INFORMATION@STRONGROCKGROUP.COM

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DRAWN BY BRG
CHECKED BY BRG

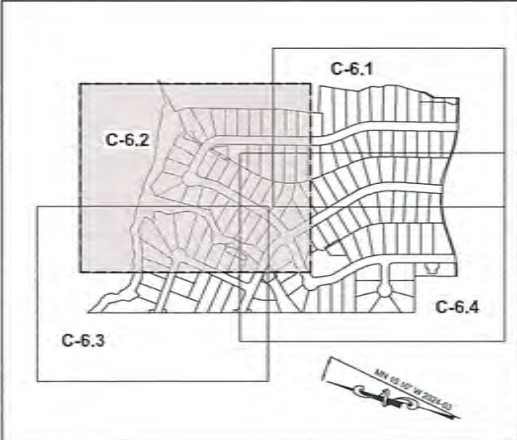
KIRKLAND CREEK COMMUNITY -
SUBDIVISION
RIVER BEND, GRAVEN COUNTY, NORTH CAROLINA
PRELIMINARY PLAT
PHASING PLAN

DRAWING SHEET
C-5.0
05 OF 76

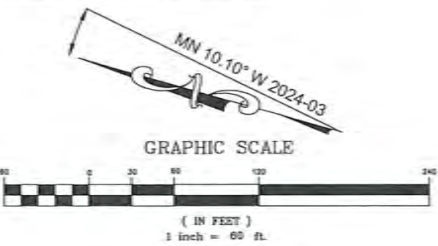
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DAVIS, ROBERT H &
HARGETT, MELBA
DB 1234, PG. 649
ID: 8-200-029
ZONING: R20A



SITE KEY PLAN
LEGEND:
SEE SHEET C-6.0 FOR LEGEND, LINE AND CURVE TABLES.



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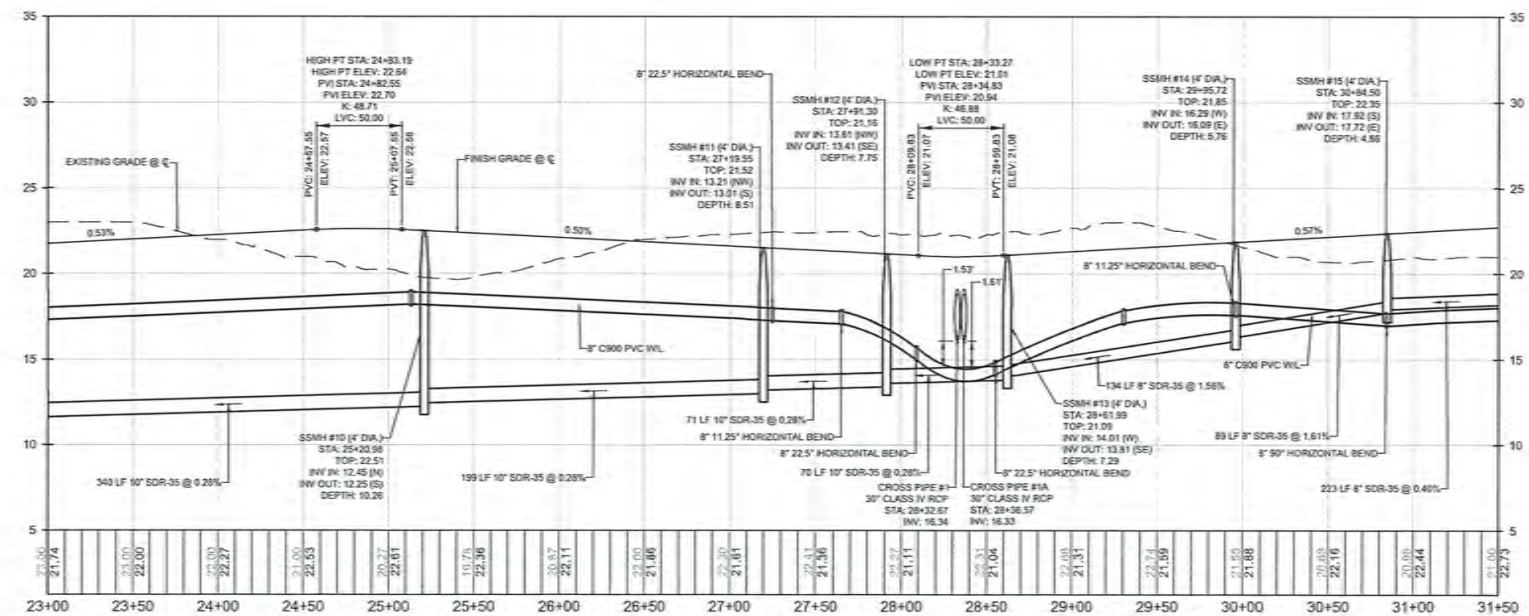
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CHECKED BY JRG

KIRKLAND CREEK COMMUNITY -
SUBDIVISION
RIVER BEND, GRAVEN COUNTY, NORTH CAROLINA
PRELIMINARY PLAT
PARTIAL SITE PLAN II

DRAWING SHEET
C-6.2
08 OF 76

NO.	REVISIONS	DATE	BY
1	PRELIMINARY PLAT INITIAL SUBMITTAL	03-21-2024	JRG
2	PRELIMINARY PLAT SECOND SUBMITTAL	04-18-2025	JRG
3	PRELIMINARY PLAT THIRD SUBMITTAL	07/30/2026	JRG



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45 OF 76	C-10.1	DRAWING SHEET	KIRKLAND CREEK COMMUNITY - SUBDIVISION RIVER BEND, CHAVEN COUNTY, NORTH CAROLINA PRELIMINARY PLAT PROPOSED PINEWOOD DR. - PLAN & PROFILE	STRONGS ROCK PROJECT	 STRONG ENGINEERING GROUP STRONGS ROCK ENGINEERING GROUP, PLLC COMPANY LICENSE # P-21169 305 CHURCH AT NORTH HILLS STREET, SUITE 1110 RALEIGH, NC 27603 INFORMATION@STRONGROCKGROUP.COM	EMAIL:		
				NOT FOR CONSTRUCTION SCALE AS SHOWN DESIGNED BY DRAWN BY CHECKED BY		PRELIMINARY PLAT INITIAL SUBMITTAL PRELIMINARY PLAT SECOND SUBMITTAL PRELIMINARY PLAT THIRD SUBMITTAL	DWG SHEET DWG SHEET DWG SHEET	03-21-2024 04-16-2025 07/29/2025



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REV	DESCRIPTION	DATE	BY
1	PRELIMINARY PLAT INITIAL SUBMITTAL	03-21-2024	SRG
2	PRELIMINARY PLAT SECOND SUBMITTAL	04-18-2025	SRG
3	PRELIMINARY PLAT THIRD SUBMITTAL	07/30/2026	SRG

NO.	REVISIONS	DATE	BY

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308 CHURCH AT NORTH HILLS STREET, SUITE 110 RALEIGH, NC 27609 | INFORMATION@STRONGROCKGROUP.COM

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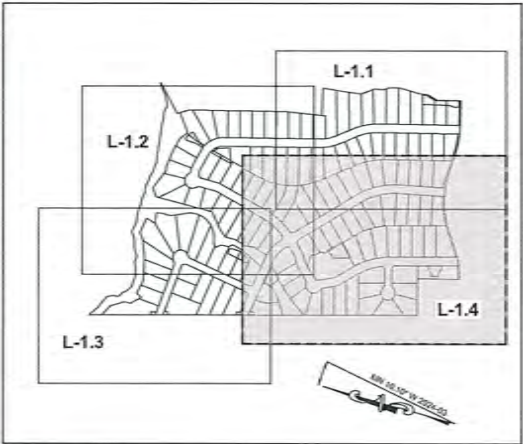
KIRKLAND CREEK COMMUNITY -
SUBDIVISION
RIVER BEND, CRAVEN COUNTY, NORTH CAROLINA
PRELIMINARY PLAT

PROPOSED OFF-SITE FM ROUTE

DRAWING SHEET

C-10.10

54 OF 76



SITE KEY PLAN

DONAHUE, DANA C & NANCY
DB 2506, PG. 0297
ID: 8-200-K-032
ZONING: R20A

LUND, BRYAN M
DB 3444, PG. 0352
ID: 8-200-K-049
ZONING: R20A

MASSACHUSETTS

NATUSCH, CYNTHIA & ROBERT
BD 1625, PG. 0787
ID: 8-200-3091
ZONING: R20A

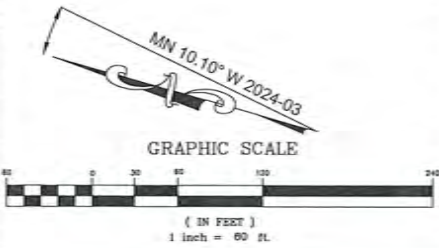
RIVER BEND - TOWN OF
BD 1625, PG. 0787
ID: 8-200-3091
ZONING: R20A

BROWN, WELDON
DB 2573, PG. 0788
ID: 8-200-028
ZONING: R20A

LEGEND:
SEE SHEET L-1.0 FOR LEGEND.

NOTES:
50' TREE BUFFER PRESERVED DURING INITIAL CLEARING.
VARIABLE WIDTH EASEMENT NOT TO EXCEED 50' TO BE
PRESERVED WHERE POSSIBLE THROUGHOUT THE SITE.

PLANT SCHEDULE							
SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME	HEIGHT	CONTAINER	CALIPER
	ACE SOU	72	ACER BARBATUM	SOUTHERN SUGAR MAPLE	12' HT.	B&B	2.0"
	QUE PLS	75	QUERCUS COCCINEA 'SPLENDENS'	SPLENDENS SCARLET OAK	12' HT.	B&B	2.0"
	QUE MIC	40	QUERCUS MICHAUXII	SWAMP CHESTNUT OAK	12' HT.	B&B	2.0"
	QUE MMM	128	QUERCUS X 'SCARLET LETTER'	SCARLET LETTER COLUMNAR OAK	12' HT.	B&B	2.0"
SUBTOTAL:		315					



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NO.	REVISIONS	DATE	BY
1	PRELIMINARY PLAT INITIAL SUBMITTAL	03-31-2024	SHG
2	PRELIMINARY PLAT SECOND SUBMITTAL	04-18-2025	SHG
3	PRELIMINARY PLAT THIRD SUBMITTAL	07/30/2026	SHG

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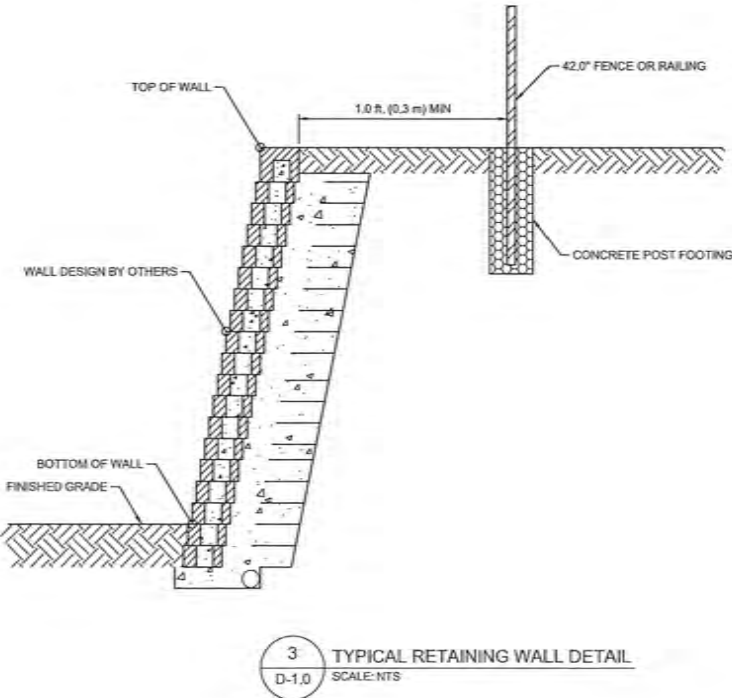
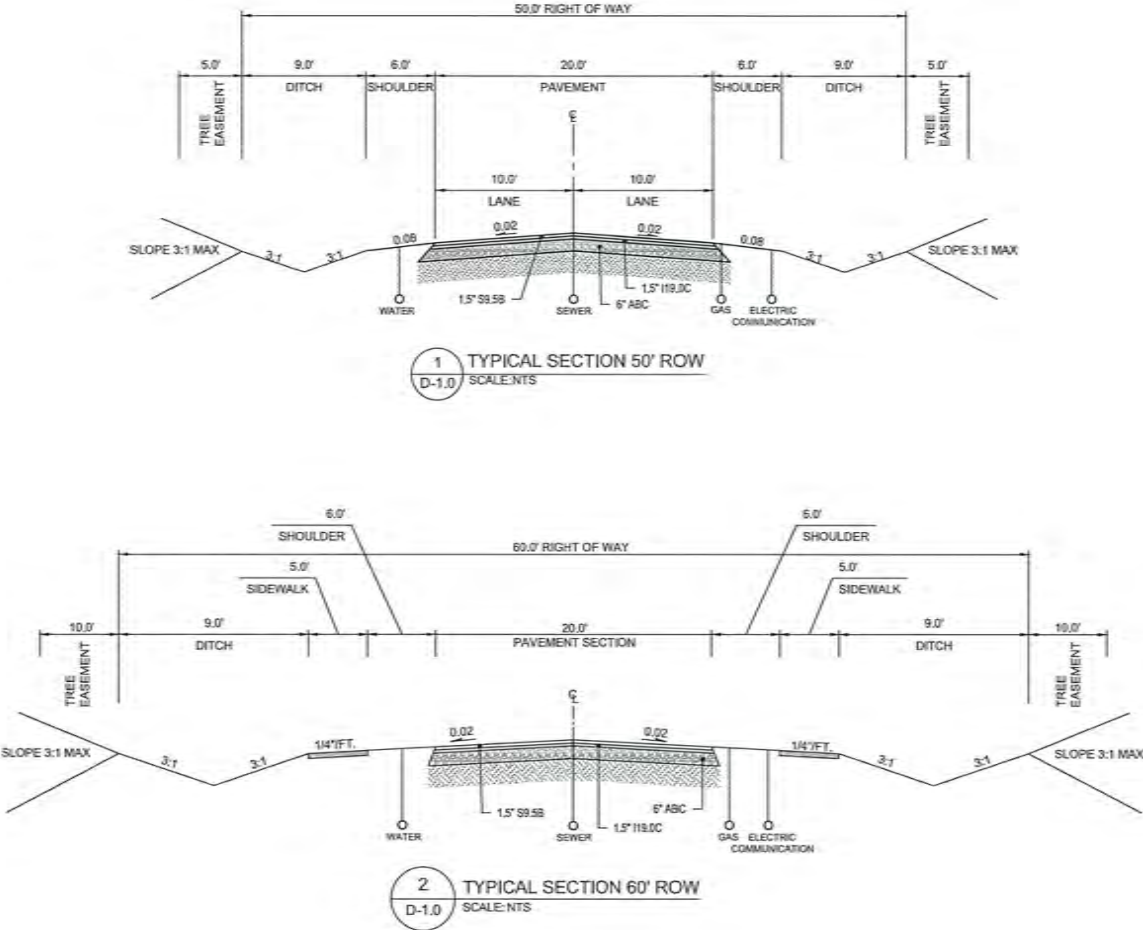
STRONG ROCK PROJECT	NOT FOR CONSTRUCTION	SCALE AS SHOWN	DESIGNED BY SHG	DRAWN BY SHG	CHECKED BY SHG
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KIRKLAND CREEK COMMUNITY -
SUBDIVISION
RIVER BEND, CRAVEN COUNTY, NORTH CAROLINA
PRELIMINARY PLAT
PARTIAL LANDSCAPE PLAN IV

DRAWING SHEET

L-1.4

NOTE:
1" S9.5B ASPHALT THICKNESS WILL BE ACHIEVED WITH TWO SEPARATE 1.5" LIFTS.



KIRKLAND CREEK COMMUNITY - SUBDIVISION RIVER BEND, CRAVEN COUNTY, NORTH CAROLINA PRELIMINARY PLAT SITE DETAILS		DRAWING SHEET D-1.0		67 OF 76	
STRONG ROCK PROJECT NOT FOR CONSTRUCTION SCALE AS SHOWN		DESIGNED BY: BRG DRAWN BY: BRG CHECKED BY: BRG		STRONG ROCK ENGINEERING GROUP, PLLC 305 CHURCH AT NORTH HILLS STREET, SUITE 1110 RALEIGH, NC 27601 INFORMATION@STRONGROCKGROUP.COM	
STRONG ROCK ENGINEERING GROUP, PLLC 305 CHURCH AT NORTH HILLS STREET, SUITE 1110 RALEIGH, NC 27601 INFORMATION@STRONGROCKGROUP.COM		SEAL		REVISIONS	
NO.		DATE		BY	
1		03.11.2024		PRELIMINARY PLAT INITIAL SUBMITTAL	
2		04.16.2025		PRELIMINARY PLAT SECOND SUBMITTAL	
3		07.30.2026		PRELIMINARY PLAT THIRD SUBMITTAL	

Project Name: Kirkland Creek Community - Subdivision
County: Craven
Address: 403 Old Pollocksville Road

These pages are excerpts
from the full 71-page report.
The full report is available for
review at Town Hall.

STORMWATER IMPACT ANALYSIS (SIA)

STRONGROCK
ENGINEERING GROUP

Prepared by: Astor Ayala

Reviewed by: John Best III, PE

The **STRONGROCK** Engineering Group, PLLC
305 Church at N Hills St., Ste. 1110
Raleigh, NC 27609
984.200.1932 (o)
833.241.3773 (f)



Table Of Contents

1. Narrative	3
1.1. Project Data	4
1.2. Site History & Project Description	4
1.3. Calculation Methodology	4
1.4. Summary of Results	5
2. Reference Materials	8
2.1. Soil Survey Map	9
2.2. USGS Map	14
2.3. Rainfall Data	16
3. Pre/Post Development Maps.....	21
3.1. Pre-Development	22
3.2. Post-Development	24
4. CN and TC Calcs	26
5. Culvert DA Map	34
5.1. StreamStats (Culvert #9)	36
6. Ditch DA Map and Calcs	45
7. Rip Rap Outlet Protection.....	48
8. Appendix A: Hydrograph Model Results	59

1. Narrative

1.1. Project Data

Name:	Kirkland Creek Community – Subdivision
Address:	403 Old Pollocksville Road
Parcel:	8-200-029
River Basin:	Neuse River Basin
Site Area:	73.26 AC
Proposed Impervious Area:	766,206 SF (17.59 AC)
Proposed Impervious Percentage:	24.00%

1.2. Site History & Project Description

The Kirkland Creek Community – Subdivision project is an approximately 73.26-ac proposed residential development located at 403 Old Pollocksville Road in Craven, NC. The proposed project will include the development of 132 single-family homes. An impervious area for each lot has been used (4000-sf per home) and can be found in the post-development hydrologic calculations within this report. The proposed development is located within the Neuse River Basin and the Trent River is the receiving stream (Class SB;Sw,NSW). This report includes the stormwater calculations for this project.

1.3. Calculation Methodology

- Rainfall data for the project area is derived from NOAA Atlas 14. This data contains a depth-duration-frequency (DDF) table describing rainfall depth versus time for varying return periods in the area. Please reference the precipitation information within the Miscellaneous Site Information section of this report for additional information.
- Using WebSoil Survey, the on-site soils were determined to HSG 'A' and 'B' soil. Since the method chosen to compute pre- and post-development peak flow rates and runoff volumes is dependent upon the soil type, care was taken when selecting the appropriate Soil Conservation Service Curve Number (SCS CN).
 - Within each sub-basin, an approximate proportion of each soil group was determined using Web Soil Survey Maps. Once an approximate proportion was determined, a composite SCS CN was computed for each cover condition.
 - A composite SCS Curve Number was calculated for both the pre- and post-development condition SCS curve numbers and land cover conditions.
- The time of concentration was calculated using SCS TR-55 (Segmental Approach, 1986). The Tc flow path can be divided into three segments: sheet flow, shallow flow, and channel flow. The travel time was then computed for each segment, from which the overall time of concentration was determined by taking the sum of each segmental time.
 - The channel dimensions used to calculate the travel time within the channel flow segment of all times of concentration is based upon the best available site topography data.

1.4. Summary of Results

The surface area in this project has been classified based on "roadway, driveway, parking lot, roof, sidewalk, lawn, managed pervious, and woods". An impervious area for each lot has been assumed approximately 4000-sf for single-family homes in average. The total impervious area in this project is 17.59 ac (24%). The drainage area for each point of interest is shown in Table 1.

Table 1. Proposed drainage area for each subcatchment

POIs	On-Site		Off-Site		ALL-SITE	
	sf	ac	sf	ac	sf	ac
Pre-POI #1	1,491,477	34.24	62,342	1.43	1,553,819	35.67
Pre-POI #2	337,003	7.74	0	0.00	337,003	7.74
Pre-POI #3	1,222,693	28.07	490,548	11.26	1,713,241	39.33
Total	3,051,173	70.05	552,890	12.69	3,604,063	82.74

POIs	On-Site		Off-Site		ALL-SITE	
	sf	ac	sf	ac	sf	ac
Post-POI #1 (SCM 1)	602,925	13.84	25,603	0.59	628,528	14.43
Post-POI #2 (NO SCM)	136,638	3.14	0	0.00	136,638	3.14
Post-POI #2 (SCM 2)	548,119	12.58	0	0.00	548,119	12.58
Post-POI #2 (SCM 3)	351,536	8.07	0	0.00	351,536	8.07
Post-POI #3 (SCM 4)	429,302	9.86	80,042	1.84	509,344	11.69
Post-POI #3 (SCM 5)	467,171	10.72	138,947	3.19	606,118	13.91
Post-POI #3 (NO SCM)	216,096	4.96	0	0.00	216,096	4.96
Post-POI #3 (SCM 6)	356,083	8.17	251,601	5.78	607,684	13.95
Total	3,107,870	71.35	496,193	11.39	3,604,063	82.74

The pre and post development discharge from the site at the three POIs for 1-year, 5-year, 10-year storm are shown below in Table 2, as per Code of Ordinance in Chapter 9.03.010 (A) (5).

Table 2. Pre/ Post Development Discharge at POIs

Storm Event	Pre-Development (CFS)				Post-Development (CFS)			
	POI 1	POI 2	POI 3	COMBINED	POI 1	POI 2	POI 3	COMBINED
1-yr	1.306	0.179	0.427	1.529	0.227	0.992	0.538	1.243
5-yr	9.730	1.541	3.188	12.89	1.403	7.692	2.720	7.989
10-yr	59.37	11.50	32.51	94.84	28.09	34.00	44.35	97.59

The hydrologic analysis for the proposed development was completed to evaluate potential impacts to downstream conditions within the Town of River Bend. Hydrograph modeling was performed for Points of Interest (POI) 1, 2, and 3 to compare pre-development and post-development peak flow conditions for the 1-year, 5-year, and 10-year storm events. Points of interest are chosen as the reference locations where flow will leave the site after a storm event, and they are maintained between pre-development and post-development calculations to provide a before/after view of the SCM's effectiveness.

- Civil3D Hydraflow-Hydrograph was used in determining the pre- & post-development peak flow rates for the 10-, 50-, and 100-year storm events, as well as routing calculations for the proposed stormwater control measures as requested by the Town of Riverbend (TOR) Town Charter and Code of Ordinances in chapter 15.02 Zoning.
- This report also takes into account the soil types, topography and planned impervious surface coverage.
- Site has 6 proposed detention basins that are only intended to reduce peak flow for the 2 and 10 year storms per local code requirements for the Town of River Bend. These detention basins are not intended to function as wet ponds. Each outfall has a rip rap pad intended to return drainage to sheet flow for leaving the site. All detention basins have an assumed infiltration rate of 0.10in/hr, based on discussion of local soil types with the town engineer.

SCM	EXFILTRATION RATE (CFS)
1	0.024
2	0.019
3	0.012
4	0.025
5	0.018
6	0.015

The post-development condition results in a reduction in peak flow for all analyzed storm events when compared to the pre-development condition. Specifically, the peak flow is reduced by 0.286 cubic feet per second (CFS) for the 1-year storm event, 4.901 CFS for the 5-year storm event, and an increase of 2.750 CFS for the 10-year storm event. These reductions indicate that the proposed development and associated stormwater management measures effectively mitigate runoff and help limit increases in peak discharge rates for the 1-year and 5-year storm events.

1 - Year Storm Event			
SCM #	Pre-Development Flow (CFS)	Post-Development Flow (CFS)	Surface Area of SCM (SF)
1	1.306	0.227	10274
2	0.179	0.197	8108
3	0.179	0.869	5084
4	0.427	0.272	10963
5	0.427	0.091	7829
6	0.427	0.140	6415
BYPASS	0	0.124	-

5 - Year Storm Event			
SCM #	Pre-Development Flow (CFS)	Post-Development Flow (CFS)	Surface Area of SCM (SF)
1	9.730	0.227	10274
2	1.541	0.197	8108
3	1.541	0.869	5084
4	3.188	0.272	10963
5	3.188	0.091	7829
6	3.188	0.140	6415
BYPASS	0	0.665	-

10 - Year Storm Event			
SCM #	Pre-Development Flow (CFS)	Post-Development Flow (CFS)	Surface Area of SCM (SF)
1	59.37	28.09	10274
2	11.50	19.49	8108
3	11.50	24.76	5084
4	32.51	16.94	10963
5	32.51	20.23	7829
6	32.51	11.03	6415
BYPASS	0	4.696	-

Overall, the hydrograph modeling confirms that the proposed development will not adversely impact downstream drainage patterns or increase flood risk within the Town of River Bend. The implemented stormwater management design maintains peak discharge rates at or below existing conditions for the analyzed storm events.



TOWN OF RIVER BEND
BUDGET ORDINANCE AMENDMENT 26-B-02
FISCAL YEAR 2026 - 2027

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina that the 2026-2027 Budget Ordinance as last amended on July 16, 2026, be amended as follows:

Summary

General Fund	3,090,400
General Capital Reserve Fund	229,425
Law Enforcement Separation Allowance Fund	1,100
Water Fund	745,315
Water Capital Reserve Fund	25,850
Sewer Fund	827,700
Sewer Capital Reserve Fund	42,000
Total	4,961,790

Section 1.

General Fund

**26-B-02
PROPOSED
CHANGES**

Anticipated Revenues

AD VALOREM Taxes 2026-2027	1,254,048	
AD VALOREM Tax-Motor Vehicle	153,000	
Vehicle Registration Fee	30,800	
Animal Licenses	1,500	
Sales Tax 1% Article 39	242,305	
Sales Tax 1/2% Article 40	143,922	
Sales Tax 1/2% Article 42	120,990	
Sales Tax Article 44	17,861	
Sales Tax Hold Harmless Distribution	135,612	
Solid Waste Disposal Tax	2,200	
Powell Bill Allocation	108,000	
Beer and Wine Tax	13,625	
Video Programming Sales Tax	39,333	
Utilities Franchise Tax	134,899	
Telecommunications Sales Tax	6,803	
Court Refunds	500	
Zoning Permits	5,000	
State Grant (recognize grant award)	75,000	75,000
Miscellaneous	9,000	
Interest- Powell Bill Investments	5	
Interest-General Fund Investments	40,784	
Contributions	900	
Wildwood Storage Rents	17,395	
Rents & Concessions	18,000	
Sales Tax	11,365	
Sale of Capital Assets	12,057	
Transfer From Capital Reserve Fund	196,500	
Appropriated Fund Balance	298,996	
Total	3,090,400	75,000

ITEM 3**Section 1. General Fund (continued)****26-B-02
PROPOSED
CHANGES**

Authorized Expenditures

Governing Body	72,500	
Administration	411,800	
Finance	165,900	
Tax Listing	25,600	
Legal Services	42,000	
Elections	700	
Police	885,900	
Public Buildings	74,000	
Emergency Services	5,400	
Street Maintenance	324,700	
Public Works	298,500	
Leaf & Limb and Solid Waste	98,200	
Stormwater Management	114,500	
Wetlands and Waterways	3,000	
Planning & Zoning	64,700	
Recreation & Special Events	15,200	
<i>Parks & Community Appearance (expend related to state grant)</i>	235,500	75,000
Contingency	27,400	
Transfer To General Capital Reserve Fund	224,900	
Transfer To L.E.S.A. Fund	0	
Total	3,090,400	75,000

Section 2. General Capital Reserve Fund

Anticipated Revenues

Contributions from General Fund	224,900
Interest Revenue	4,525
Total	229,425

Authorized Expenditures

Transfer to General Fund	196,500
Future Procurement	32,925
Total	229,425

Section 3. Law Enforcement Separation Allowance Fund

Anticipated Revenues:

Contributions from General Fund	0
Interest Revenue	1,100
Total	1,100

Authorized Expenditures:

Separation Allowance	0
Future LEOSSA Payments	1,100
Total	1,100

Section 4.**Water Fund**

26-B-02
PROPOSED
CHANGES

Anticipated Revenues

Utility Usage Charges, Classes 1 & 2	197,293
Utility Usage Charges, Classes 3 & 4	20,555
Utility Usage Charges, Class 5	11,702
Utility Usage Charges, Class 8	4,963
Utility Customer Base Charges	283,901
Availability Fee	17,751
Taps & Connections Fees	2,500
Nonpayment Fees	10,500
Late payment Fees	7,775
Interest Revenue	14,360
Sales Tax	4,500
Sale of Capital Asset	0
Transfer from Capital Reserve Fund	25,000
Appropriated Fund Balance	144,515
Total	745,315

Authorized Expenditures

Administration & Finance [1]	550,700
Operations and Maintenance	169,115
Transfer To Fund Balance for Capital Outlay	0
Transfer To Water Capital Reserve Fund	25,500
Total	745,315

[1] Portion of department for bond debt service: 129,888

Section 5.**Water Capital Reserve Fund**

Anticipated Revenues

Contributions From Water Operations Fund	25,500
Interest Revenue	350
Appropriated Fund Balance	0
Total	25,850

Authorized Expenditures

Transfer to Water Operations Fund	25,000
Future Expansion & Debt Service	850
Total	25,850

ITEM 3**Section 6.****Sewer Fund****26-B-02
PROPOSED
CHANGES**

Anticipated Revenues:

Utility Usage Charges, Classes 1 & 2	252,284
Utility Usage Charges, Classes 3 & 4	36,577
Utility Usage Charges, Class 5	28,839
Utility Usage Charges, Class 8	9,812
Utility Customer Base Charges	299,115
Taps & Connection Fees	1,250
Late payment Fees	8,146
Interest Revenue	23,985
Sales Tax	3,992
Sale of Capital Asset	0
Transfer from Sewer Capital Reserve	42,000
Appropriated Fund Balance	121,700
Total	827,700

Authorized Expenditures:

Administration & Finance [2]	559,000
Operations and Maintenance	233,200
Transfer to Fund Balance for Capital Outlay	0
Transfer to Sewer Capital Reserve Fund	35,500
Total	827,700

[2] Portion of department for bond debt service: 112,162

Section 7.**Sewer Capital Reserve**

Anticipated Revenues:

Contributions From Sewer Operations Fund	35,500
Interest Revenue	750
Appropriated Fund Balance	5,750
Total	42,000

Authorized Expenditures:

Transfer to Sewer Operations Fund	42,000
Future Expansion & Debt Service	0
Total	42,000

ITEM 3

Section 8. Levy of Taxes

There is hereby levied a tax at the rate of thirty cents (\$0.30) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2026, for the purpose of raising the revenue listed as "Ad Valorem Taxes 2026-2027" in the General Fund Section 1 of this ordinance. This rate is based on a valuation of \$419,400,000 for purposes of taxation of real and personal property with an estimated rate of collection of 99.67%. The estimated collection rate is based on the fiscal year 2024-2025 collection rate of 99.67% by Craven County who has been contracted to collect real and personal property taxes for the Town of River Bend. Also included is a valuation of \$51,000,000 for purposes of taxation of motor vehicles with a collection rate of 100% by the North Carolina Vehicle Tax System.

Section 9. Fees and Charges

There is hereby established, for Fiscal Year 2026-2027, various fees and charges as contained in Attachment A of this document.

Section 10. Special Authorization of the Budget Officer

- A. The Budget Officer shall be authorized to reallocate any appropriations within departments.
- B. The Budget Officer shall be authorized to execute interfund and interdepartmental transfers in emergency situations. Notification of all such transfers shall be made to the Town Council at its next meeting following the transfer.
- C. The Budget Officer shall be authorized to execute interdepartmental transfers in the same fund, including contingency appropriations, not to exceed \$5,000. Notification of all such transfers shall be made to the Town Council at its next meeting following the transfer.

Section 11. Classification and Pay Plan

Cost of Living Adjustment (COLA) for all Town employees shall be 2.2% and shall begin the first payroll in the new fiscal year. The Town Manager is hereby authorized to grant merit increases to Town employees, when earned, per the approved Pay Plan.

Section 12. Utilization of the Budget Ordinance

This ordinance shall be the basis of the financial plan for the Town of River Bend municipal government during the 2026-2027 fiscal year. The Budget Officer shall administer the Annual Operating Budget and shall ensure the operating staff and officials are provided with guidance and sufficient details to implement their appropriate portion of the budget.

Section 13. Copies of this Budget Ordinance

Copies of this Budget Ordinance shall be furnished to the Clerk, Town Council, Budget Officer and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Adopted this 13th day of August, 2026.

Mark Bledsoe, Mayor

Attest:

Kristie J. Nobles, Town Clerk, MMC, NCCMC

**TOWN OF RIVER BEND**

45 Shoreline Drive
River Bend, NC 28562

T 252.638.3870
F 252.638.2580

www.riverbendnc.org

TO: Prospective Bidders

FROM: Delane Jackson, Town Manager

Re: Pickleball Court Construction

DATE: July 1, 2026

The Town of River Bend (owner) is soliciting proposals for the construction of pickleball courts. Please review the details below. If interested, complete the form below by inserting your price in the designated area, sign and return to me. We are utilizing the informal bid procedure. Proposals are due to me by August 3, 2026 at 3 p.m. You can email your proposal to me or hand deliver it. If you are not interested in submitting a bid, please respond to this email and let me know that you are not interested in submitting a proposal. The Town reserves the right to reject any and all proposals.

SCOPE OF WORK:

The construction of two (2) all-weather pickleball courts with approximate overall dimensions of 64' x 68' per attached layout. Contractor shall perform the following unless otherwise indicated:

SITE PREPARATION:

1. Contractor shall provide all clearing and rough grading, to include all excavating, filling, grading and leveling work; excavation and removal of any and all unsuitable soil and vegetation debris. Ensure that the sub-base will be properly compacted to 95% and will be plus or minus one tenth (.10) foot of the final sub-grade elevation. Ensure that the degree of slope shall be a minimum of 1" in 10' (.83%), and a maximum of 1%, all in one direction and on one plane. Ensure that the graded area shall extend a minimum of three (3) feet beyond the perimeter of the court and the cleared area shall extend a minimum of 15' beyond the perimeter of the court, although additional clearing may be warranted depending on the growth habits of surrounding trees.
2. Underground utilities shall be located and marked by Contractor or others. Contractor is not responsible for damage to unmarked utilities incurred during its performance of the scope of work.

CONSTRUCTION:

3. Contractor shall survey and stake subgrade. Court to be located approx. 10' off the existing basketball court per the attached layout, near 115 Wildwood Drive in River Bend. Exact location to be determined by consultation with owner prior to project commencement.
4. Contractor shall fine grade subgrade as necessary.
5. Contractor to install and compact a crushed stone base course to a compacted thickness of six (6) inches using a laser-operated motor grader. Stone shall extend approximately 12" beyond edge of asphalt.
6. Contractor to install and compact hot-mix asphalt, Type RS9.5B, to a compacted thickness of 3" in two (2) – 1 ½" lifts.

FENCING:

7. Contractor to provide and install a full perimeter Black vinyl-coated/galvanized chain link fence system. System to include approximately 176 l.f. of six-foot-high fence with 9-gauge vinyl-coated fabric and 88 l.f. of four-foot-high fence with 9-gauge vinyl-coated fabric, 2" mesh, 3" OD terminal posts, 2-1/2" OD line posts, 1-5/8" OD toprail, 7-gauge bottom tension wire, corner braces and truss rods and all associated hardware. Posts to be Black SS40 pipe and toprail to be Black

SS40 pipe. Also included are two (2) single-leaf walk gates (4' x 4').

SURFACING SYSTEM AND ACCESSORIES:

8. Contractor to provide and install net post foundations (18" dia. x 36" deep - bell shaped) and center strap anchors in concrete. Net posts to be sleeved in PVC pipe. Spoil (except asphalt) can be wasted around courts. Removal of spoil from pickleball court area would be extra.
9. After asphalt has cured a minimum of thirty (30) days, patch depressions/birdbaths holding more than 1/16" water, after one hour on a sunny, 70-degree Fahrenheit day, shall be corrected with acrylic patching material.
10. Contractor to apply two (2) coats of acrylic resurfacer (Laykold or equal) according to manufacturer's directions.
11. Contractor to apply one (1) sand-filled coat and one (1) finish coat of Laykold Colorcoat (or equal) according to manufacturer's directions.
Color: Centers - **Dark Blue** Kitchen - **Light Blue** Borders - **Medium Green**
12. Contractor to layout, mask, and hand paint playing lines (2") with Laykold Textured White Acrylic Line Paint to conform to USA Pickleball specifications. Lines to be sealed with Laykold Line Prime prior to the application of line paint.
13. Contractor to provide and install two (2) sets of black Putterman Athletics (PROPB2B) external- wind pickleball net posts (2-7/8" OD) with removable handles and two (2) Putterman Athletics pickleball nets with center straps (#PRO1223).
14. Contractor to clean up area and dispose of all debris related to Contractor scope of work. Leave courts ready for play.

MISCELLANEOUS

15. Owner shall provide potable water, meter if necessary, and electricity.
16. Contractor is not responsible for excessive mud on courts due to higher surrounding terrain, or improper drainage. Contractor will provide clean off work upon the parties' mutually signing a written change order.
17. The Contract Price does not include boring through any rock. Contractor may be asked to perform said work upon the parties' mutually signing a written change order.
18. Owner warrants that the project is located on real property owned by the Owner and that Owner shall provide equipment and vehicle access to the project site at such times and on such dates as Contractor reasonably requires in connection with the execution and completion of the work.
19. Price does not include any backfilling, seeding, or landscaping. Contractor may be asked to perform or subcontract said work upon the parties' mutually signing a written change order.
20. Owner is responsible for any necessary permits, fees, approvals, etc. unless otherwise indicated.
21. Contractor to call 811 as required (3) days prior to mobilization and notify them to mark any utilities in the area of work. However, this does not cover any private utilities that may be present. The owner will locate its utilities.
22. Any organics or unsuitable soils encountered in the existing subgrade will need to be removed and replaced with structural fill material. Any materials that need to be imported or hauled away will be provided by Contractor upon the parties' mutually signing a written change order. The proposed grading plan provides for a balanced site with no anticipated import or export required.
23. Striped organic material to be spoiled on site and removed by Owner unless agreed upon by the parties' mutually signing a written change order.
24. The Owner will be responsible for the removal of any trees and associated root matter. Tree removal to be completed by Owner prior to Contractor mobilizing on the project.
25. **Note:** Owner is aware of depending on the source and location of the aggregate used to make the asphalt (which contractor has no control over), iron contamination may be present in the asphalt mix. In time, this may result in the appearance of rust stains, and, eventually, blemishes in the court surface. There is no way to predetermine the presence or quantity of iron contamination in a particular load of asphalt, nor is there any way to eliminate this chemical reaction once it has begun. Contractor shall not be responsible for the presence of iron contamination in an asphalt mix produced from locally obtained aggregates. Importing of aggregates (at a higher cost) is the only way to ensure this problem will not occur. Recoating will not "hide" the rust spots while the spot of contamination is still reacting. Once it has run its course, patching of the affected area will typically

ITEM 4

repair the problem. Owner agree that work may be performed at an extra charge upon completion of written work order.

26. Contractor agrees to maintain the price submitted herein, below for a period of 45 days after due date of proposal.
27. Contractor must be licensed as a General Contractor in North Carolina and maintain adequate general liability insurance and workers compensation coverage as required by law.
28. Owner will hire a project inspector, at no cost to the Contractor, to perform regular inspections and review of pay request.
29. After acceptance of proposal by town, both parties will execute a contract with greater details and specificity in regard to General Conditions and other pertinent details.

Contractor proposes to furnish material and labor, to complete project in accordance with above specifications, for the sum of:

_____ \$ _____
(Spell out amount here, Ex: nine hundred twenty three dollars) (enter numeric value)

Contractor Name: _____

Address _____

City _____ **State** _____

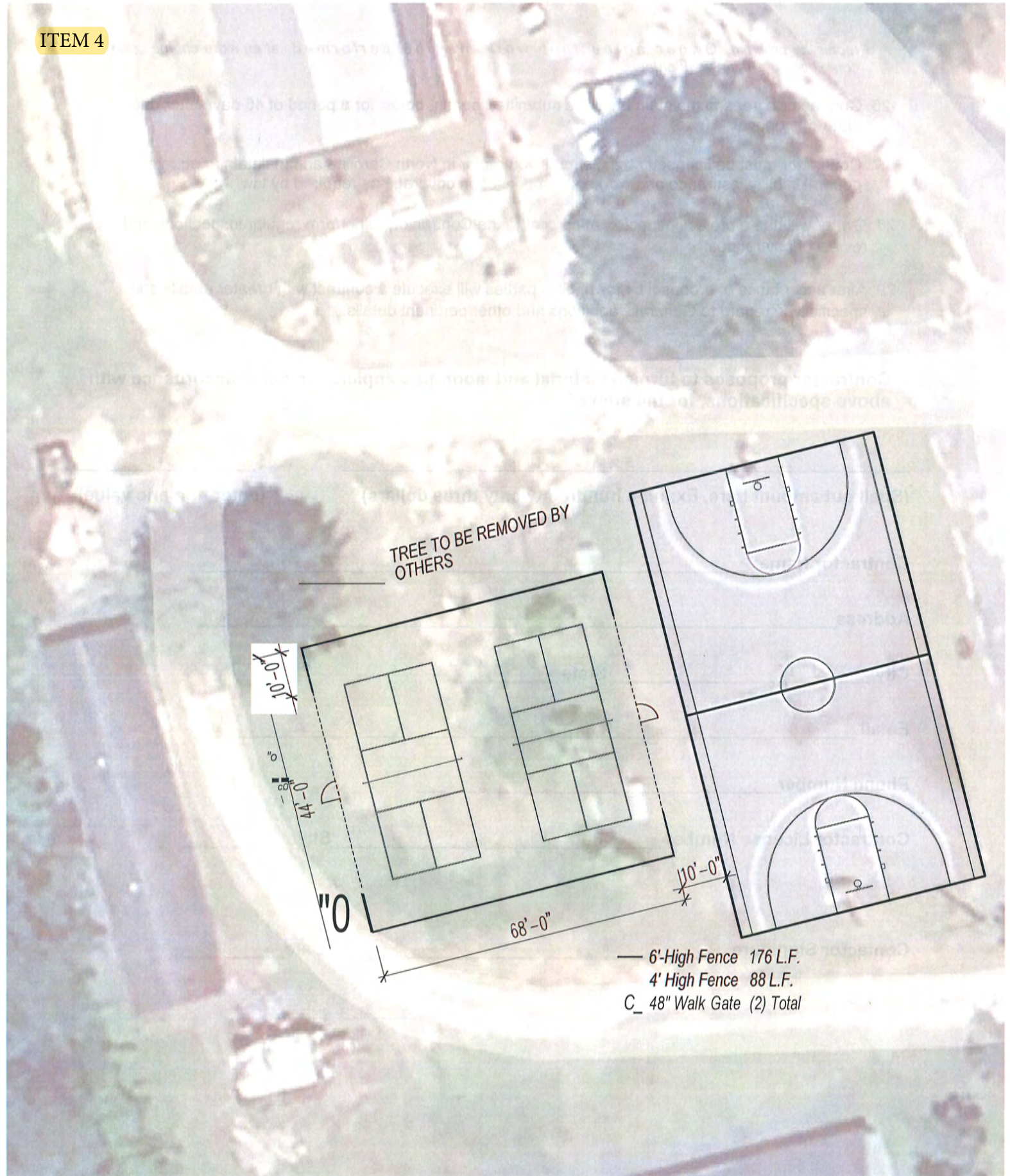
Email _____

Phone Number _____

Contractor License Number _____ **State** _____

Contactore Signature _____ **Date** _____

ITEM 4



Town of River Bend

115 Wildwood Dr.
River Bend, NC

ITEM 4

repair the problem. Owner agree that work may be performed at an extra charge upon completion of written work order.

26. Contractor agrees to maintain the price submitted herein, below for a period of 45 days after due date of proposal.
27. Contractor must be licensed as a General Contractor in North Carolina and maintain adequate general liability insurance and workers compensation coverage as required by law.
28. Owner will hire a project inspector, at no cost to the Contractor, to perform regular inspections and review of pay request.
29. After acceptance of proposal by town, both parties will execute a contract with greater details and specificity in regard to General Conditions and other pertinent details.

Contractor proposes to furnish material and labor, to complete project in accordance with above specifications, for the sum of:

One hundred five thousand six hundred and forty nine ^{Fifty nine}
(Spell out amount here, Ex: nine hundred twenty three dollars) \$105,649.00
(enter numeric value)

Contractor Name: Outer Banks Tennis Contractors LLC

Address P.O. Box 363

City Enfield State NC

Email outerbankstennis@gmail.com

Phone Number 252 725 2979

Contractor License Number 67990 State NC

Contractor Signature [Signature] Date 8/3/26

The RB Group, Inc.

3501 Barons Way
Trent Woods, NC 28562

8/3/2026

Ref: RIVER BEND PICKLE BALL COURT

To: Delane Jackson, Town Manager

Contractor proposes to furnish material and labor, to complete project in accordance with above specifications, for the sum of:

One hundred thirty five thousand two hundred fifty dollars **\$135,250.00**
(Spell out amount here, Ex: nine hundred twenty three dollars) (enter numeric value)

Contractor Name: The R B Group, Inc.

Address: 3501 Barons Way

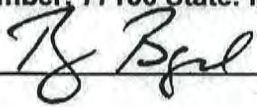
City: Trent Woods State NC, 28562

Email: rboyd38@embarqmail.com

Phone Number: 252-617-9163

Contractor License Number: 77136 State: North Carolina

Contractor Signature



Date 8/3/26

Delane Jackson

From: Patrice Adams <padams@NCLM.ORG>
Sent: Monday, July 27, 2026 3:50 PM
To: Delane Jackson
Subject: RE: [EXTERNAL]RE: [EXTERNAL]RE: Skateboard Park

Hi Delane,

If you are looking for a simple "yes" or "no", I will have to say "no".

I believe the most viable option is to replace the existing metal ramps with concrete ramps if you wish to keep the skatepark open and maintain liability insurance coverage.

Thank you!



PATRICE ADAMS

Senior Underwriter

p 919-715-9549

e padams@NCLM.ORG

f 919-301-1157

underwriting fax 919-715-9751

underwriting email RMSUnderwriting@nclm.org

434 Fayetteville Street, Suite 1900, Raleigh, NC 27601

www.nclm.org

From: Delane Jackson <manager@riverbendnc.org>
Sent: Friday, July 24, 2026 8:17 AM
To: Patrice Adams <padams@NCLM.ORG>
Subject: [EXTERNAL]RE: [EXTERNAL]RE: Skateboard Park

CAUTION: This email originated from outside of NCLM's email system. Maintain caution when opening external links/attachments.

Hello Patrice,

While I appreciate your input and don't disagree with it, it does not answer my question. My question is-

If the town provides adequate shade to prevent extreme temperatures on the metal ramps, could liability insurance coverage be reinstated on the skate park?

ITEM 5

I'm sure they will ask me this question, and they will be looking for a simple "yes" or "no" answer. If the answer is no, then there is no need for us to consider anything except permanent closure of the exiting facility.

If the answer is yes, then the Council can consider options. For example, theoretically, the town could completely enclose the skate park with a shelter that has a roof and 4 walls, which will totally isolate the ramps from

sun exposure. Will we do that? Not likely. But it is possible. The Town Council will be discussing this issue at its next meeting, and they need to know all the options in order to make the best decision.

My position is to remove the existing ramps and replace them with concrete ramps, as Matt suggested. However, it's not my decision to make.

Thanks

Delane Jackson
Town Manager
Town of River Bend
45 Shoreline Drive
River Bend, NC 28562

252-638-3870 x-213
manager@riverbendnc.org

Pursuant to North Carolina General Statutes Chapter 132, Public Records, this electronic mail message and any attachments hereto, as well as any electronic mail message(s) that may be sent in response to it may be considered public record and as such are subject to request and review (with statutory exceptions) by anyone at any time.

From: Patrice Adams <padams@NCLM.ORG>
Sent: Tuesday, July 21, 2026 11:58 AM
To: Delane Jackson <manager@riverbendnc.org>
Subject: FW: [EXTERNAL]RE: Skateboard Park

Hi Delane,

I think the issue is that the sun moves throughout the day. My understanding is that metal heats up very quickly when exposed to direct sunlight and transfers that heat to skin much more efficiently than materials such as wood or concrete, increasing the risk of burns. Because the sun's angle changes over the course of the day, I'm not certain a shade structure would consistently keep the metal surfaces out of direct sunlight. I would hate to see money spent on a shade structure only to discover that it doesn't solve the problem.

Please let me know if you need anything else.

Have a great day!



PATRICE ADAMS

Senior Underwriter

p 919-715-9549

e padams@NCLM.ORG

f 919-301-1157

underwriting fax 919-715-9751

underwriting email RMSUnderwriting@nclm.org

434 Fayetteville Street, Suite 1900, Raleigh, NC 27601

www.nclm.org

From: Patrice Adams

Sent: Monday, July 20, 2026 2:02 PM

To: 'Delane Jackson' <manager@riverbendnc.org>

Subject: RE: [EXTERNAL]RE: Skateboard Park

Hi Delane,

Thank you for the answers to my questions!

Let me discuss the shade structure with the others and then revert back.

Thank you!



PATRICE ADAMS

Senior Underwriter

p 919-715-9549

e padams@NCLM.ORG

f 919-301-1157

underwriting fax 919-715-9751

underwriting email RMSUnderwriting@nclm.org

ITEM 5

434 Fayetteville Street, Suite 1900, Raleigh, NC 27601
www.nclm.org

From: Delane Jackson <manager@riverbendnc.org>
Sent: Monday, July 20, 2026 10:58 AM
To: Patrice Adams <padams@NCLM.ORG>
Subject: [EXTERNAL]RE: Skateboard Park

CAUTION: This email originated from outside of NCLM's email system. Maintain caution when opening external links/attachments.

Hello Patrice,

See my answers below in red. Also, I have a question for you. The only reason cited for concern during the inspection was heat due to metal ramps. I agree that the current condition of the skate park, which is totally unshaded and exposed to direct sunlight, is what causes the ramps to become hot. However, there are methods available to shade the ramps from direct sunlight and thus overheating. One such method is some type of covering (i.e. tarp, canvas, etc.) which would shade the ramps. See link below. If shade is provided, I believe it would be impossible for the temperature of the ramps to exceed the ambient air temperature, which is rarely over 95 degrees in River Bend. Based on my conversation with Matt, I believe that 95 degrees is well below the hazardous range.

My question is- If the town provides adequate shade to prevent extreme temperatures on the metal ramps, could liability insurance coverage be reinstated on the skate park?

I'm not sure that the town will pursue shading. Before we even consider that or other options, I wanted to see if it doing so would allow us to obtain insurance coverage.

<https://www.usa-shade.com/project-category/parks-and-recreation/playground/>

Thanks

Delane Jackson
Town Manager
Town of River Bend
45 Shoreline Drive
River Bend, NC 28562

252-638-3870 x-213
manager@riverbendnc.org

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From: Patrice Adams <padams@NCLM.ORG>
Sent: Monday, July 20, 2026 10:39 AM

ITEM 5

To: Delane Jackson <manager@riverbendnc.org>

Subject: Skateboard Park

Hi Delane,

I understand that Risk Consultant Matt Reid from our office recently met with you regarding the metal ramps at the skatepark and the serious burn hazards they pose to users who come into contact with them.

As a result of this identified safety concern, liability coverage for the skateboard park has been removed.

Could you please provide an update on the following:

- Has the skatepark been secured so no one can enter? Yes.
- Has appropriate signage been posted at the site regarding the closure? Yes.
- Do you have an estimated timeline for removal of the metal ramps? No.
-

We would appreciate any information you can provide regarding these question.

Thank you!



PATRICE ADAMS

Senior Underwriter

p 919-715-9549

e padams@NCLM.ORG

f 919-301-1157

underwriting fax 919-715-9751

underwriting email RMSUnderwriting@nclm.org

434 Fayetteville Street, Suite 1900, Raleigh, NC 27601

www.nclm.org

Delane Jackson

From: Mark Bledsoe
Sent: Wednesday, July 22, 2026 11:37 AM
To: Delane Jackson
Subject: Flag lowering

Hi Delane,

I would like to have Flag lowering added to the agenda as part of our August Workshop for the Town Council.

Below are my suggestions based from the US Flag Code

<https://uscode.house.gov/view.xhtml?path=/prelim@title4/chapter1&edition=prelim>

Flag lowering recommendations for The Town of River Bend upon the death of the listed government officials.

- President, Current or Former.
- Vice President: Current or Former
- U.S. Senate Member: Current
- U.S. House of Representatives: Current
- Chief Justice of Supreme Court: Current or Former
- Supreme Court Justice: Current
- NC State Governor: Current or Former
- NC State Senator: Current
- NC State Representative: Current
- All Holidays where flag is recommended at Half Mast.
- Special Circumstances as decided by the Town Manager and/or majority of the Town Council.

4 USC Ch. 1: THE FLAG

From Title 4—FLAG AND SEAL, SEAT OF GOVERNMENT, AND THE STATES

§7. Position and manner of display (m)

The flag shall be flown at half-staff 30 days from the death of the President or a former President; 10 days from the day of death of the Vice President, the Chief Justice or a retired Chief Justice of the United States, or the Speaker of the House of Representatives;

From the day of death until interment of an Associate Justice of the Supreme Court, a Secretary of an executive or military department, a former Vice President, or the Governor of a State, territory, or possession;

On the day of death and the following day for a Member of Congress.

The flag shall be flown at half-staff on Peace Officers Memorial Day, unless that day is also Armed Forces Day. As used in this subsection—

- (1) the term "half-staff" means the position of the flag when it is one-half the distance between the top and bottom of the staff;
- (2) the term "executive or military department" means any agency listed under sections 101 and 102 of title 5;
- (3) the term "Member of Congress" means a Senator, a Representative, a Delegate, or the Resident Commissioner from Puerto Rico; and

ITEM 6

(4) the term "first responder" means a "public safety officer" as defined in section 1204 of title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. 10284).

With kind regards,

Mark Bledsoe
Mayor - Town of River Bend
45 Shoreline Drive
River Bend, NC 28562
252-638-3870 x-212
mbledsoe@riverbendnc.org
<https://www.riverbendnc.org/>
River Bend Together We Rise!

Pursuant to North Carolina General Statutes Chapter 132, Public Records, this electronic mail message and any attachments hereto, as well as any electronic mail message(s) that may be sent in response to it may be considered public record and as such are subject to request and review (with statutory exceptions) by anyone at any time.

TOWN OF RIVER BEND

NOTICE OF
ADVERTISEMENT FOR UPSET BIDS
(GS §160A-269)

PLEASE TAKE NOTICE that the Town of River Bend has received an offer to purchase the following parcel(s) of real property owned by it:

All that certain lot or parcel of land lying and being situate in the Town of River Bend, Number Eight (8) Township, Craven County, North Carolina, designated as Lot Number One Hundred Sixty-two (162) as the same is shown and delineated on that certain map or plat of CHANNEL RUN of record in the Office of the Register of Deeds, Craven County in Plat Cabinet B, Slide 30, to which said map or plat reference is hereby made for a more particular description of the aforesaid Lot Number One Hundred Sixty-two (162).

The offer for the parcel(s) described above is \$18,000.00. A deposit five percent (5%) of the offer has been collected from the offeror and the balance of the offer shall be due upon closing of the upset bid period. Within ten (10) days of this notice any person may raise the bid by not less than ten percent (10%) of the first one thousand dollars (\$1,000) and five percent (5%) of the remainder. At any time when the bid is raised, the bidder shall deposit with the Town Clerk five percent (5%) of the increased bid, and the Clerk shall re-advertise the offer at the increased bid. This procedure shall be repeated until no further qualifying upset bids are received, at which time the River Bend Town Council may accept the offer and sell the property to the highest bidder. The River Bend Town Council may at any time reject any and all offers.

Bids must be submitted to **Kristie Nobles, Town Clerk, 45 Shoreline Drive, River Bend, NC 28562**. Bids must be received no later than 5:00 p.m. on the tenth (10th) day following the newspaper publication of this advertisement, as shown below.

The real property is being sold “as is”, and bids may not contain any conditions or reservations. A bid deposit in an amount no less than 5% of the proposed bid **must be included with all bids, and must be readily available funds payable to “Town of River Bend.”** Bid deposits shall be refunded in the event a bid is not awarded or it is upset.

Publication date- August 8, 2026. The minimum bid required to upset the current bid is \$18,950 and must include a deposit of \$947.50 and it must be received by the town by 5 p.m. on August 18, 2026.

**TOWN OF RIVER BEND****45 Shoreline Drive
River Bend, NC 28562**

T 252.638.3870

F 252.638.2580

www.riverbendnc.org

TO: Prospective Bidders

FROM: Delane Jackson

RE: Manhole Rehabilitation Project

Date: July 22, 2026

The Town of River Bend is soliciting informal bids for the rehabilitation of 3 manholes. The manholes are located at:

1. The intersection of Channel Run and Raft Road near 102 Channel Run.
2. The intersection of Sextant Court and Raft Road near 101 Sextant
3. Sextant Court near 104 Sextant Court

and are shown in the attached pics to help bidders locate them. Data sheets for all 3 are also attached. You may arrange a site visit to inspect all 3 manholes by coordinating with Public Works Director, Brandon Mills who can be reached at 252-638-3870, Option 7.

Project specifications are attached. Bids are due by 11 a.m. on August 18, 2025. Please submit bid on the attached Bid Sheet with a proposal for each manhole listed separately. The town desires to rehabilitate all 3 manholes but if the proposals are not within the budget, the town may select specific manholes to include in the project.



Bid Sheet

Name of Firm _____

Address _____

Telephone _____

Contact Name _____

Prices submitted below shall represent the all inclusive costs to cover all job components listed in the Sanitary Sewer Manhole Interior Rehabilitation Specifications (02754-1).

Bidder to supply labor, material, equipment. Town to provide water for pressure washing. If bypass pumping is required, the town and firm will negotiate a price for it prior to commencement of pumping. Bid winner will be required to begin project within 10 days of receiving notice to proceed from town and to substantially complete project within 60 days after receiving said notice.

Price for Manhole #1 \$ _____

Price for Manhole #2 \$ _____

Price for Manhole #3 \$ _____

TOTAL of all 3 \$ _____

Signature of person authorized to submit bid or behalf of firm_____
Date

The town reserves the right to reject any and all bids.

Bid Sheet may be submitted via email by submitting to manager@riverbendnc.org or via mail to Town of River Bend, Attn: Delane Jackosn, 45 Shoreline Drive, River Bend, NC 28562 or hand delivery.

SANITARY SEWER MANHOLE INTERIOR REHABILITATION SPECIFICATIONSPART 1-GENERALDESCRIPTION OF WORK:

This specification shall govern all labor, materials, equipment and appliances necessary for the sanitary sewer manhole interior rehabilitation for the purpose of eliminating infiltration and inflow, providing corrosion protection, repair of cracks and voids and restoration of the structural integrity of the manhole prior to the application of a monolithic fiber-reinforced structural/structurally enhanced cementitious liner to the wall, ceiling and bench surfaces of concrete, brick or any other masonry construction material.

QUALITY ASSURANCE:

Codes and Standards: This specification references American Society of Testing and Materials (ASTM) standard specifications which are made a part hereof by such reference and shall be the latest edition.

Submittals: Submit manufacturer's product data, including physical properties, surface preparation, repair application, curing and field quality control.

Testing and Inspection: CONTRACTOR shall provide all necessary equipment and materials and shall perform the visual inspections, in conformance with the requirements of this section.

Manufacturer's & Installers Abilities and Experience: Selected bidder will be required to provide documentation that the proposed manhole rehabilitation process has a minimum 5-year history for reconstruction of sanitary sewer manholes on projects of similar size and scope.

PART 2 – MATERIALS

Use, mix, apply, and cure all products in accordance with the manufacturer's recommendations and instructions.

GENERAL:

Manhole rehabilitation shall consist of a multi-step solution consisting of the following: (1) wastewater flow control, (2) manhole interior cleaning/surface preparation, (3) infiltration control, (4) application of concrete repair mortar, (5) surface preparation of repair mortar, and (6) epoxy top coat.

Infiltration Control:

A single component, moisture activated polyurethane injection resin specifically formulated and designed for infiltration control shall be used for sealing active water leaks in large cracks, joints or pipe penetrations in concrete manhole structures. Hydrophilic characteristics of the product shall allow it to absorb water to create a tough, impermeable foam with superb adhesive qualities. Use where required with resin rod or oakum backer to fill large cracks and joints. Hydrophilic polyurethane grout shall be Avanti 202, or approved equal by Sika, Cetco, etc.

Concrete Repair Mortar:

Concrete repair mortar for use in patching or lining interior of brick or concrete manhole surfaces shall be a blend of Portland cement, graded silica sand, fibers and silica fume. The material applied shall be a cementitious product formulated for the intended application and resistant to a sanitary sewer environment. The product will exhibit resistance to corrosion migration and enhance the structural integrity and leak resistance of the existing manhole.

Once applied, the mortar shall provide a dense matrix to accept an epoxy top coat. Concrete repair mortar shall be Cemtec Silatec MSM Microsilica Mortar, or approved equal by Sika, US Concrete Products, etc.

Water: Shall be clean and potable.

Epoxy Top Coat:

Epoxy top coat shall be a 100%-solids, high build, high strength, reinforced epoxy lining for use on concrete surfaces in severe service environments. The product shall exhibit long-term life expectancy with extremely low permeability, excellent chemical resistance, resistance to sulfuric acid formation, and ideally suited for coating or lining sanitary sewer manholes. The product shall meet the following minimum requirements:

Test	Test Method	Result
Abrasion	ASTM D4060	<90 mg loss
Adhesion (Concrete)	ASTM D7234	Substrate Failure
Compressive Strength	ASTM D695	15,000 psi
Elongation %	ASTM D638	4.8%
Flexural Modulus	ASTM D790	590,000 psi
Flexural Strength	ASTM D790	11,000 psi
Hardness, Shore D	ASTM 2240	83
Impact Resistance	ASTM D2794	30 in lbs
Modulus of Elasticity	ASTM D638	247,000 psi
Severe Wastewater Analysis	ASTM G210	<20% reduction
Tensile Strength	ASTM D638	5,600 PSI

Water Absorption	ASTM D570	0.15%
Water Vapor Transmission	ASTM D1653	3.0/gm/m ²

Epoxy top coat shall be Sherwin Williams Dura-Plate 6100 High Performance Epoxy, or approved equal by Tnemec, Ameron, Carboline, etc.

PART 3 - INSTALLATION

Traffic Control: CONTRACTOR shall conduct his work to interfere as little as possible with public travel, whether vehicular or pedestrian. Whenever it is necessary to cross, obstruct, or close roads, driveways and walks, whether public or private, CONTRACTOR shall provide and maintain suitable and safe detours for the accommodation of public and private travel, and shall give reasonable notice to owners of private drives before interfering with them.

All streets, roads, and other public thoroughfares which are closed to traffic shall be protected by effective barricades on which shall be placed acceptable warning signs. Barricades shall be located at the nearest intersecting public highway or street on each side of the blocked section.

All open manholes or obstructive equipment shall have suitable barricades, signs, and lights to provide adequate protection to the public. Barricades and obstructions shall be illuminated with warning lights from sunset to sunrise. Material and equipment staged alongside public streets shall cause the minimum obstruction and inconvenience to the traveling public. All barricades, signs, lights and other protective devices shall be installed and maintained in conformity with applicable statutory requirements and the authority having jurisdiction.

Preparation for Manhole Rehabilitation:

Wastewater Flow Control: Manholes shall be reconstructed with the use of by-pass pumping of wastewater flow, or by using a flow through plug. With the OWNER's permission, the wastewater flow may be plugged and contained within the capacity of the collection system. This shall only be done when it has been determined the system can accommodate the surcharging without any adverse impact.

Manhole Interior Cleaning/Surface Preparation: Clean and prepare interior concrete surfaces (walls, benches and inverts) to SSPC-SP13 surface preparation specifications to remove foreign, loose and unsound concrete and masonry material from the interior surfaces of the manhole by means of abrasive blast or mechanically abrade concrete to remove loose, unsound, and protruding concrete and masonry materials to ensure adhesion for subsequent grout/patching/liner applications. All waste residue, grease or other contaminant that would prevent good bonding between the existing manhole interior surface and the repair materials shall be removed.

Infiltration Control: Active leaks (infiltration) shall be stopped using the specially formulated and approved hydrophilic polyurethane grout. Larger cracks may be plugged with compatible resin rod or oakum backer materials in conjunction with the hydrophilic polyurethane grout. Prepare

cracks and voids to be filled, and apply grout by Expanded Gasket Placement (EPG) or Variable Pressure Application (VPA) crack injection methods in accordance with the product manufacturer's instructions and recommendations. Voids beyond the wall of manhole shall be filled with the grouting mix or other means acceptable to the OWNER. Areas of manholes that are found to be structurally damaged and in need of repair beyond the scope of this specification shall be brought to the attention of the OWNER. In that instance, a suitable repair method shall be developed and submitted to the OWNER for review prior to commencing the repair. Prepare, clean and repair manhole benches and inverts in the same manner as prescribed above.

Application of Concrete Repair Mortar and Curing: Concrete surfaces to receive repair mortar shall be in a Saturated Surface Dry (SSD) condition where the concrete pores are filled with water, but the outer surface is dry. Concrete repair mortar shall be mixed and applied pursuant to the manufacturer's requirements. Mix to proper consistency to apply by hand trowel or pressure sprayer. Apply to manhole ceiling, wall and bench surfaces in a SSD condition. Apply in successive lifts to achieve ½" – 2" depth. Brush, float or trowel to achieve the desired texture. Lining shall stop at bottom of the manhole ring. Ring is not to be covered with lining material.

Liner application shall be ½" minimum thickness unless specified otherwise on project plans. The application shall be completed with a minimum of two coats. The first coat shall be applied at a thickness adequate to cover the substrate and be troweled to compact the material into voids and set the bond. The second coat shall be applied to ensure complete coverage at the specified minimum thickness. Inverts shall be lined with repair mortar, trowel applied in one coat to ½" minimum thickness. Do not apply materials if ambient temperature is below 40°F.

Allow liner to damp cure or use a curing compound that complies with ASTM C-309 to prevent rapid drying of the mortar. Curing compounds shall be removed prior to top coating. Replace manhole cover as soon as troweling is finished. Cure in accordance with the product manufacturer's instructions and recommendations prior to preparing mortared surface for top coat application.

Surface Preparation of Repair Mortar: Prepare mortared surfaces (walls, benches and inverts) to SSPC-SP13 surface preparation specifications to remove laitance from the interior surfaces of the manhole by means of abrasive blast or mechanical means to ensure adhesion for subsequent to coat application. All residue that would prevent good bonding between the existing manhole interior surface and the epoxy top coat shall be removed.

Town of River Bend
Manhole Rehabilitation Project

7/26

Epoxy Top Coating:

Concrete surfaces must be clean, dry and free of old existing coatings. Application methods shall be according to the paint manufacturer's recommendation. Minimum allowable dry film thickness shall be 100 – 125 mils applied in one coat. Dry paint thickness in mils shall be checked by the use of a mil thickness gauge. Cure time shall be in accordance with manufacturer's recommendation based on applied coating thickness and ambient temperature requirements.



434 Fayetteville Street
Suite 1900
Raleigh, NC 27601
919 715 4000
nclm.org

August 6, 2026

Delane Jackson
Town Manager
Town of River Bend
45 Shoreline Drive
River Bend, NC 28562

Dear Delane,

We are pleased to be able to offer the enclosed Memorandum of Agreement to the Town of River Bend to perform the specified human resource management services as described herein.

This contract will be performed through an agreement between the North Carolina League of Municipalities and the MAPS Group. This private consulting firm consists of former and current practicing personnel professionals in the public sector who specialize in human resources and general management. They are, or have been, employed in human resources departments at the state and municipal level of government and undertake consulting assignments for the North Carolina League of Municipalities.

I will have overall responsibility for this project to determine that all contractual obligations of this study are successfully met.

If you have any questions or need clarification on any item contained within our Memorandum of Agreement, please contact me at the League Office.

Sincerely,

Lou Bunch

Lou Bunch
Senior Municipal Human Resources Consultant

Enclosures

cc: The MAPS Group

MEMORANDUM OF AGREEMENT

PERSONNEL SERVICE

TOWN OF RIVER BEND

THIS AGREEMENT is made and entered into this ____ day of _____, 2026 by and between the North Carolina League of Municipalities, an unincorporated association, hereinafter called "League", and the Town of River Bend, an incorporated municipality hereinafter called "Town."

WITNESSETH

In consideration of the amounts of money hereinafter agreed to be paid, and in consideration of the other conditions hereinafter agreed to by the Town of River Bend, the League offers to perform the following services:

Scope of Services. The League agrees to provide through its subcontractor The MAPS Group the services described and set forth in Attachment "A", Scope of Services, which is incorporated into and made a part of the Memorandum of Agreement by reference.

Time for Performance. The time for performance will be approximately three (3) months. The contract can begin in October 2026 or at a time mutually agreed upon between The MAPS Group and the Town.

Cost. The fee for the proposed work is \$5,000.00.

In consideration of the services performed by the League, the Town agrees to abide by and perform the following:

The MAPS Group will bill the Town for one payment of \$2,500.00 at the beginning of the project, and a final payment of the same amount when the project is completed. The Town agrees to remit payment to The MAPS Group upon receipt of each of the statements referred to above.

Execution. If this Memorandum of Agreement is not executed and returned to the League Office within thirty (30) days from the submission date, the time frame for performance may have to be renegotiated.

E-verify. The MAPS Group certifies that it currently complies with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes.

Iran Divestment Act Certification. As of the date of this Agreement, The MAPS Group certifies that it is not listed on the Final Divestment List created by the State Treasurer pursuant to



N.C.G.S. 147-86.58 and that The MAPS Group will not utilize any subcontractor found on the State Treasurer's Final Divestment List.

Governing Law. This Agreement shall be construed and interpreted in accordance with the laws of the State of North Carolina. Venue shall lie in Wake County.

If the terms of this contract are acceptable, please sign two (2) copies and return one to the League office.

SUBMITTED BY:

NORTH CAROLINA LEAGUE OF
MUNICIPALITIES

Lou Bunch

Lou Bunch
Senior Municipal Human Resources Consultant

ACCEPTED BY:

TOWN OF RIVER BEND

Name

8/6/2026
Submission Date

Title

Date

This instrument has been pre-audited in the
manner required by the Local Government Budget
and Fiscal Control Act.

(Signature of Finance Officer)



ATTACHMENT "A"

SCOPE OF SERVICES

PERSONNEL POLICY PROJECT

SCOPE OF SERVICES

Objectives of Study

The primary purpose of the study is to conduct a comprehensive review of the Town's current personnel policy. The MAPS Group will review and make recommendations for updating the Town's personnel policy to be consistent with modern and effective human resource management and current laws and regulations.

The personnel policy will be reviewed for policy versus procedural language and is recommended to meet a balance of providing guidance without including unnecessarily restrictive or detailed procedures.

Communication with the Town

During the study, MAPS principals will be available to Town management to clarify any questions or concerns about personnel policy recommendations, or other issues related to the study by phone or email. A draft of the policy will be sent to management for review and MAPS will discuss management reactions to the study prior to finalizing it. After the draft review, the MAPS Group will make a presentation to the Town Council/Board of Commissioners, if requested. Any additional trips will require additional fees.

Results of the Study

The study will result in the publication and delivery to the Town of the required number of personnel policies for management and the Board/Council. The MAPS representative will formally present the study to the Town Council/Board and be available to respond to questions.

Project Staff

The project team will be lead by Erika Phillips and additional team members will be subject to approval by the Town.

ITEM 9

Delane Jackson

From: Sara Wilson <swilson@NCLM.ORG>
Sent: Tuesday, August 04, 2026 2:30 PM
To: Delane Jackson
Subject: RE: [EXTERNAL]RE: [EXTERNAL]RE: [EXTERNAL]FW: HR Policy Update

Yes, you are approved. 😊 Just upload the items I wrote about earlier when you get them and I'll bring you that check! It's easy peasy.



SARA WILSON

HR Field Consultant

p 919-715-2917

e swilson@NCLM.ORG

434 Fayetteville Street, Suite 1900, Raleigh, NC 27601

www.nclm.org

From: Delane Jackson <manager@riverbendnc.org>
Sent: Tuesday, August 4, 2026 2:25 PM
To: Sara Wilson <swilson@NCLM.ORG>
Subject: [EXTERNAL]RE: [EXTERNAL]RE: [EXTERNAL]FW: HR Policy Update

CAUTION: This email originated from outside of NCLM's email system. Maintain caution when opening external links/attachments.

So, it's a done deal. We are approved for the grant! I like the sound of all of that. Erika said the NCLM would supply the project contract.
Do you handle that?

Delane Jackson
Town Manager
Town of River Bend
45 Shoreline Drive
River Bend, NC 28562

252-638-3870 x-213
manager@riverbendnc.org

ITEM 9

Pursuant to North Carolina General Statutes Chapter 132, Public Records, this electronic mail message and any attachments hereto, as well as any electronic mail message(s) that may be sent in response to it may be considered public record and as such are subject to request and review (with statutory exceptions) by anyone at any time.

From: Sara Wilson <swilson@NCLM.ORG>
Sent: Tuesday, August 04, 2026 2:13 PM
To: Delane Jackson <manager@riverbendnc.org>
Subject: RE: [EXTERNAL]RE: [EXTERNAL]FW: HR Policy Update

Hi Delane,

Once you have the paid invoice from MAPS, you will need to upload that. You will also need to upload the meeting minutes showing where the Board adopts the new policy. Once those items are uploaded, I will show up with a big check! 😊



SARA WILSON
HR Field Consultant
p 919-715-2917
e swilson@NCLM.ORG
434 Fayetteville Street, Suite 1900, Raleigh, NC 27601
www.nclm.org

From: Delane Jackson <manager@riverbendnc.org>
Sent: Tuesday, August 4, 2026 2:08 PM
To: Sara Wilson <swilson@NCLM.ORG>
Subject: [EXTERNAL]RE: [EXTERNAL]FW: HR Policy Update

CAUTION: This email originated from outside of NCLM's email system. Maintain caution when opening external links/attachments.

I've uploaded the email quote that Sara sent. As far as I know, I'm done. Let me know if there is anything else needed from me.

Delane Jackson
Town Manager
Town of River Bend



**RIVER BEND TOWN COUNCIL
PROPOSED AGENDA
August 20, 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 Clerk 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 July 16, 2026 Regular Council Meeting

9. Town Manager's Report – Delane Jackson
 - Activity Reports*
 - A. *Monthly Police Report* by Chief Joll
 - B. *Monthly Water Resources Report* from Director of Public Works Mills
 - C. *Monthly Work Order Report* from Director of Public Works Mills
 - D. *Monthly Zoning Report* from Assistant Zoning Administrator McCollum

Administrative Reports:

10. Environment & Waterways – Councilman Leonard
 - A. EWAB Report
11. Planning Board – Councilman Sheffield
 - A. Planning Board Report

ITEM 10

12. Public Safety – Councilwoman Noonan
 - A. Community Watch
13. Parks & Recreation – Councilman Weaver
 - A. Parks and Rec Report
 - B. Organic Garden Report
14. Finance – Councilman Leonard
 - A. Financial Report - Finance Director
15. CAC – Councilwoman Benton
 - A. CAC Report
16. Mayor's Report
17. Adjournment