

**River Bend Town Council
Work Session Minutes
January 11, 2024
Town Hall
7:00 p.m.**

Present Council Members:

Mayor John Kirkland
Lisa Benton
Brian Leonard
Barbara Maurer
Jeff Weaver
Buddy Sheffield

Town Manager: Delane Jackson
Town Clerk: Kristie Nobles
Town Attorney: Trey Ferguson
Police Chief: Sean Joll

Members of the Public Present: 9

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, January 11, 2024, at the River Bend Town Hall with a quorum present.

Additions to the Agenda

Councilman Sheffield motioned to add item 7A, a brief discussion of the old Public Works Building, to the agenda. The motion carried unanimously.

Councilwoman Maurer motioned to add item 3B, contract agreement with Rivers and Associates to the agenda. The motion carried unanimously.

VOTE – Approval of Agenda

Councilwoman Maurer motioned to accept the agenda as amended. The motion carried unanimously.

VOTE – Ethics Training Resolution

Councilwoman Benton moved to approve the Ethics Training Resolution as presented. The motion carried unanimously. (see attached)

VOTE – Budget Amendment

Councilwoman Maurer motioned to approve Budget Amendment 23-B-04 as presented. The motion carried unanimously. (see attached)

VOTE – Contract Agreement with Rivers and Associates

Councilwoman Maurer motioned to approve the Water Supply Study Engineering Contract as presented. The motion carried unanimously. (see attached)

Budget Kick-off

Manager Jackson stated that the next council meeting will be the annual budget kick-off meeting and he will give a presentation to the Council.

DISCUSSION – Grant Application Resolution

The Town Manager stated that the resolution included in the agenda package is the standard form from the state of North Carolina that is required. He stated that he is applying for a grant that will allow the Town to upgrade the town's water wells.

DISCUSSION – 1999 Stormwater Drainage Master Plan

Councilman Leonard stated that the Town has a Stormwater Drainage Master Plan that is dated from 1999 and he would like to see the plan updated. He stated he is going to share the plan with EWAB and ask them for recommendations.

Discussion CAC Median Recommendation

Councilwoman Maurer stated that there has been a lot of confusion and rumors on the CAC Median Project recommendation. She stated that she would like to remove #2 from Issue #2 – Roadway Safety in the CAC Median Recommendation. Councilman Weaver stated that the Council agreed that safety was the top priority for this project. He stated that he would like to have #1 removed also regarding walkways. The Council agreed and they will vote at the next meeting.

Discussion – Future Use of Soon-to-be Vacated Public Works Building

Councilman Sheffield stated that the Council had decided to allow the Red Caboose Community Library to use the old Public Works building, but he thinks the Council should designate the building as the Community Building #3. He stated that town staff would manage usage of the building like the Municipal Building. Councilman Leonard stated that the closed session on the agenda was regarding this topic and he suggest they discuss this in closed session.

REVIEW – Agenda for the January 18, 2024, Council Meeting

The Council reviewed the agenda for the January 18, 2024, Council Meeting.

CLOSED SESSION

Councilman Sheffield moved to go into Closed Session under NCGS 143-318.11(a)(3)(5). The motion carried unanimously. The Council entered Closed Session at 7:51 p.m.

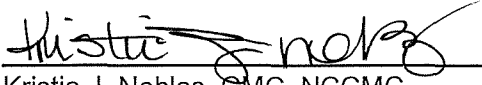
OPEN SESSION

Councilman Sheffield moved to return to Open Session at 8:40 p.m. The motion carried unanimously.

Councilman Sheffield stated that he would like to withdraw his previous comments regarding turning the old Public Works Building into a Community Building.

ADJOURNMENT/RECESS

There being no further business, Councilman Leonard moved to adjourn. The motion carried unanimously. The meeting was adjourned at 8:41 p.m.



Kristie J. Nobles, CMC, NCCMC
Town Clerk

TOWN OF RIVER BEND

RESOLUTION APPROVING A QUALIFIED SOURCE FOR OBTAINING
THE ETHICS TRAINING REQUIRED BY N.C. GEN. STAT. § 160A-87

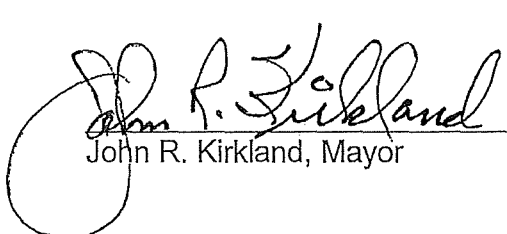
WHEREAS, the North Carolina General Assembly enacted North Carolina General Statute § 160A-87 requiring that all members of this Board receive a minimum of two (2) clock hours of ethics education within twelve (12) months after initial election or appointment and again within 12 months after each subsequent election or appointment to the office;

WHEREAS, said ethics education may be provided by a qualified source other than those expressly described in North Carolina General Statute § 160A-87 at the discretion of this Board pursuant to North Carolina General Statute § 160A-87(c); and

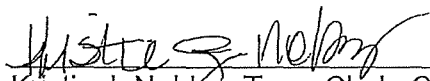
WHEREAS, Sumrell Sugg, P.A. is a qualified source of such ethics education due to the fact that its attorneys have extensive experience and knowledge of the laws and principles that govern conflicts of interest and ethical standards of conduct at the local government level.

NOW THEREFORE, BE IT HEREBY RESOLVED, that Sumrell Sugg, P.A. is approved as a qualified source of the mandated ethics education described in North Carolina General Statute § 160A-87 for the members of this Board, as necessary.

This Resolution is effective upon its adoption this 11th day of January 2024


John R. Kirkland, Mayor

ATTEST:


Kristie J. Nobles, Town Clerk, CMC



TOWN OF RIVER BEND
BUDGET ORDINANCE AMENDMENT 23-B-04
FISCAL YEAR 2023 - 2024

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina that the 2023-2024 Budget Ordinance as last amended on November 9, 2023, be amended as follows:

Summary

General Fund	2,221,337
General Capital Reserve Fund	56,900
Law Enforcement Separation Allowance Fund	12,685
Water Fund	655,804
Water Capital Reserve Fund	10
Sewer Fund	679,504
Sewer Capital Reserve Fund	1
Total	<u>3,626,241</u>

Section 1. General Fund

Anticipated Revenues

AD VALOREM Taxes 2023-2024	935,566
AD VALOREM Tax-Motor Vehicle	90,000
Animal Licenses	1,500
Sales Tax 1% Article 39	195,868
Sales Tax 1/2% Article 40	114,635
Sales Tax 1/2% Article 42	97,901
Sales Tax Article 44	13,090
Sales Tax Hold Harmless Distribution	108,195
Solid Waste Disposal Tax	2,200
Powell Bill Allocation	100,486
Beer and Wine Tax	13,225
Video Programming Sales Tax	49,621
Utilities Franchise Tax	112,169
Telecommunications Sales Tax	6,725
Court Refunds	500
Zoning Permits	7,000
Miscellaneous	16,200
Interest- Powell Bill Investments	50
Interest-General Fund Investments	20,000
Contributions	901
Wildwood Storage Rents	18,144
Rents & Concessions	18,000
Sale of Fixed Assets	4,600
Transfer From Capital Reserve Fund	43,504
Appropriated Fund Balance	<u>251,257</u>
Total	<u>2,221,337</u>

Section 1. General Fund (continued)

Authorized Expenditures

Governing Body	47,350
Administration	332,000
Finance	131,306
Tax Listing	13,700
Legal Services	40,090
Elections	0
Police	769,335
Public Buildings	102,000
Emergency Services	2,870
Animal Control	16,225
Street Maintenance	271,050
Public Works	186,050
Leaf & Limb and Solid Waste	52,384
Stormwater Management	44,840
Wetlands and Waterways	2,900
Planning & Zoning	55,000
Recreation & Special Events	11,100
Parks & Community Appearance	55,130
Contingency	20,807
Transfer To General Capital Reserve Fund	55,000
Transfer To L.E.S.A. Fund	12,200
Total	<u>2,221,337</u>

Section 2. General Capital Reserve Fund

Anticipated Revenues

Contributions from General Fund	55,000
Interest Revenue	<u>1,900</u>
Total	56,900

Authorized Expenditures

Transfer to General Fund	43,504
Future Procurement	<u>13,396</u>
	56,900

Section 3. Law Enforcement Separation Allowance Fund

Anticipated Revenues:

Contributions from General Fund	12,200
Interest Revenue	<u>485</u>
Total	12,685

Authorized Expenditures:

Separation Allowance	0
Future LEOSA Payments	<u>12,685</u>
Total	12,685

Section 4. Water Fund

Anticipated Revenues

Utility Usage Charges, Classes 1 & 2	210,591
Utility Usage Charges, Classes 3 & 4	12,428
Utility Usage Charges, Class 5	15,002
Utility Usage Charges, Class 8	4,644
Utility Customer Base Charges	278,811
Hydrant Availability Fee	19,764
Taps & Connections Fees	1,250
Nonpayment Fees	10,500
Late payment Fees	7,822
Interest Revenue	3,488
Sale of Capital Asset	0
Appropriated Fund Balance	91,504
Total	655,804

Authorized Expenditures

Administration & Finance [1]	491,804
Operations and Maintenance	140,500
Transfer To Fund Balance for Capital Outlay	23,500
Transfer To Water Capital Reserve Fund	0
Total	655,804

[1] Portion of department for bond debt service: 141,157

Section 5. Water Capital Reserve Fund

Anticipated Revenues

Contributions From Water Operations Fund	0
Interest Revenue	10
Total	10

Authorized Expenditures

Future Expansion & Debt Service	10
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Section 6. Sewer Fund

Anticipated Revenues:

Utility Usage Charges, Classes 1 & 2	267,170
Utility Usage Charges, Classes 3 & 4	36,679
Utility Usage Charges, Class 5	28,142
Utility Usage Charges, Class 8	16,833
Utility Customer Base Charges	296,108
Taps & Connection Fees	1,250
Late payment Fees	8,384
Interest Revenue	5,836
Sale of Capital Asset	0
Appropriated Fund Balance	19,102
Total	<u>679,504</u>

Authorized Expenditures:

Administration & Finance [2]	483,204
Operations and Maintenance	192,800
Transfer to Fund Balance for Capital Outlay	3,500
Transfer to Sewer Capital Reserve Fund	0
Total	<u>679,504</u>

[2] Portion of department for bond debt service: 121,893

Section 7. Sewer Capital Reserve

Anticipated Revenues:

Contributions From Sewer Operations Fund	0
Interest Revenue	1
Total	<u>1</u>

Authorized Expenditures:

Future Expansion & Debt Service	1
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Section 8. Levy of Taxes

There is hereby levied a tax at the rate of twenty-four cents (\$0.24) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2023, for the purpose of raising the revenue listed as "Ad Valorem Taxes 2023-2024" in the General Fund Section 1 of this ordinance. This rate is based on a valuation of \$393,280,000 for purposes of taxation of real and personal property with an estimated rate of collection of 99.12%. The estimated collection rate is based on the fiscal year 2021-2022 collection rate of 99.12% 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 \$37,500,000 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 2023-2024, 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 4.4% 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.

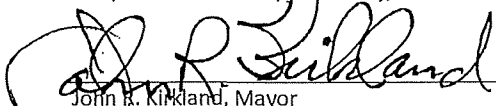
Section 12. Utilization of the Budget Ordinance

This ordinance shall be the basis of the financial plan for the Town of River Bend municipal government during the 2023-2024 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

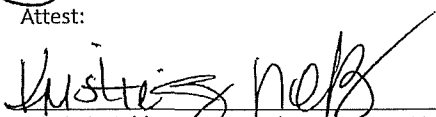
Copies of this Budget Ordinance shall be furnished to the Clerk, Town Council, Budget Officer and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Adopted this 11th day of January, 2024.



John B. Kirkland, Mayor

Attest:



Kristie J. Nobles, Town Clerk, CMC, NCCMC

SHORT FORM OF AGREEMENT BETWEEN OWNER AND ENGINEER FOR PROFESSIONAL SERVICES

This is an Agreement between the **Town of River Bend (Owner)** and **Rivers & Associates, Inc. (Engineer)**. Owner's Project, of which Engineer's services under this Agreement are a part, is generally identified as **Water Supply Study (Project)**. Engineer's services under this Agreement (Services) are generally identified as **evaluation of water supply and treatment alternatives and preparation of a report to provide a secure and cost-effective future water supply for the Town.**

Owner and Engineer further agree as follows:

1.01 Services of Engineer

- A. Engineer shall provide or furnish the Services set forth in this Agreement, and any Additional Services authorized by Owner and consented to by Engineer.

2.01 Owner's Responsibilities

- A. Owner shall provide Engineer with existing Project-related information and data in Owner's possession and needed by Engineer for performance of Engineer's Services. Owner will advise the Engineer of Project-related information and data known to Owner but not in Owner's possession. Engineer may use and rely upon Owner-furnished information and data in performing its Services, subject to any express limitations applicable to the furnished items.
 - 1. Following Engineer's assessment of initially-available Project information and data, and upon Engineer's request, Owner shall obtain, furnish, or otherwise make available (if necessary through retention of specialists or consultants) such additional Project-related information and data as is reasonably required to enable Engineer to complete its Services; or, with consent of Engineer, Owner may authorize the Engineer to obtain or provide all or part of such additional information and data as Additional Services.
- B. Owner shall provide necessary direction and make decisions, including prompt review of Engineer's submittals, and carry out its other responsibilities in a timely manner so as not to delay Engineer's performance. Owner shall give prompt notice to Engineer whenever Owner observes or otherwise becomes aware of (1) any relevant, material defect or nonconformance in Engineer's Services, or (2) any development that affects the scope or time of performance of Engineer's Services.

3.01 Schedule for Rendering Services

- A. Engineer shall complete its Services within the following specific time period: **12 months from the Effective Date of the Agreement**. If no specific time period is indicated, Engineer shall complete its Services within a reasonable period of time.
- B. If, through no fault of Engineer, such periods of time or dates are changed, or the orderly and continuous progress of Engineer's Services is impaired, or Engineer's Services are delayed or suspended, then the time for completion of Engineer's Services, and the rates and amounts of Engineer's compensation, shall be adjusted equitably.

4.01 Invoices and Payments

- A. Invoices: Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt.
- B. Payment: As compensation for Engineer providing or furnishing Services and Additional Services, Owner shall pay Engineer as set forth in this Paragraph 4.01, Invoices and Payments. If Owner disputes an invoice, either as to amount or entitlement, then Owner shall promptly advise Engineer in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.
- C. Failure to Pay: If Owner fails to make any payment due Engineer for Services, Additional Services, and expenses within 30 days after receipt of Engineer's invoice, then (1) the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day; (2) in addition Engineer may, after giving 7 days' written notice to Owner, suspend Services under this Agreement until Engineer has been paid in full all amounts due for Services, Additional Services, expenses, and other related charges, and in such case Owner waives any and all claims against Engineer for any such suspension; and (3) if any payment due Engineer remains unpaid after 90 days, Engineer may terminate the Agreement for cause pursuant to Paragraph 5.01.A.2.
- D. Reimbursable Expenses: Engineer is entitled to reimbursement of expenses only if so indicated in Paragraph 4.01.E or 4.01.F. If so entitled, and unless expressly specified otherwise, the amounts payable to Engineer for reimbursement of expenses will be the Project-related internal expenses actually incurred or allocated by Engineer, plus all invoiced external expenses allocable to the Project, including Engineer's subcontractor and subconsultant charges, with the external expenses multiplied by a factor of 1.15.
- E. Basis of Payment
 - 1. Lump Sum. Owner shall pay Engineer for Services as follows:
 - a. A Lump Sum amount of \$100,000.
 - b. In addition to the Lump Sum amount, reimbursement of the following expenses: None.
 - c. The portion of the compensation amount billed monthly for Engineer's Services will be based upon Engineer's estimate of the percentage of the total Services actually completed during the billing period.
 - 2. ~~Hourly Rates. Owner shall pay Engineer for Services as follows:~~
 - a. ~~An amount equal to the cumulative hours charged to the Project by Engineer's employees times standard hourly rates for each applicable billing class, plus reimbursement of expenses incurred in connection with providing the Services.~~
 - b. ~~Engineer's Standard Hourly Rates are attached as Appendix 1.~~
 - c. ~~The total compensation for Services and reimbursement of expenses is estimated to be \$N/A.~~
 - 3. ~~Direct Labor Costs Times a Factor. Owner shall pay Engineer for Services as follows:~~

- a. ~~An amount equal to Engineer's Direct Labor Costs times a factor of [specify numeric factor] for Services provided by Engineer's employees, plus reimbursement of expenses incurred in connection with providing the Services.~~
 - b. ~~Direct Labor Costs means salaries and wages paid to employees but does not include payroll-related costs or benefits.~~
 - c. ~~The total compensation for Services and reimbursement of expenses is estimated to be \$[estimated amount].~~
- F. Additional Services: For Additional Services, Owner shall pay Engineer an amount equal to the cumulative hours charged in providing the Additional Services by Engineer's employees, times standard hourly rates for each applicable billing class; plus reimbursement of expenses incurred in connection with providing the Additional Services. Engineer's standard hourly rates are attached as Appendix 1.

5.01 Termination

A. Termination for Cause

1. Either party may terminate the Agreement for cause upon 30 days' written notice in the event of substantial failure by the other party to perform in accordance with the terms of the Agreement, through no fault of the terminating party.
 - a. Notwithstanding the foregoing, this Agreement will not terminate under Paragraph 5.01.A.1 if the party receiving such notice begins, within 7 days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt thereof; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30-day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein will extend up to, but in no case more than, 60 days after the date of receipt of the notice.
2. In addition to its termination rights in Paragraph 5.01.A.1, Engineer may terminate this Agreement for cause upon 7 days' written notice (a) if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional, (b) if Engineer's services for the Project are delayed or suspended for more than 90 days for reasons beyond Engineer's control, (c) if payment due Engineer remains unpaid for 90 days, as set forth in Paragraph 4.01.C, or (d) as the result of the presence at the Site of undisclosed Constituents of Concern as set forth in Paragraph 6.01.I.
3. Engineer will have no liability to Owner on account of any termination by Engineer for cause.

B. Termination for Convenience: Owner may terminate this Agreement for convenience, effective upon Engineer's receipt of notice from Owner.

C. Payments Upon Termination: In the event of any termination under Paragraph 5.01, Engineer will be entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement, and to reimbursement of expenses incurred through the effective date of termination. Upon making such payment,

Owner will have the limited right to the use of all deliverable documents, whether completed or under preparation, subject to the provisions of Paragraph 6.01.F, at Owner's sole risk.

1. If Owner has terminated the Agreement for cause and disputes Engineer's entitlement to compensation for services and reimbursement of expenses, then Engineer's entitlement to payment and Owner's rights to the use of the deliverable documents will be resolved in accordance with the dispute resolution provisions of this Agreement or as otherwise agreed in writing.
2. If Owner has terminated the Agreement for convenience, or if Engineer has terminated the Agreement for cause, then Engineer will be entitled, in addition to the payments identified above, to invoice Owner and receive payment of a reasonable amount for services and expenses directly attributable to termination, both before and after the effective date of termination, such as reassignment of personnel, costs of terminating contracts with Engineer's subcontractors or subconsultants, and other related close-out costs, using methods and rates for Additional Services as set forth in Paragraph 4.01.F.

6.01 General Considerations

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Engineer. Subject to the foregoing standard of care, Engineer may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Engineer shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor will Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Constructor to comply with laws and regulations applicable to that Constructor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any Constructor.
- C. Engineer neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform its work.
- D. Engineer's opinions of probable construction cost (if any) are to be made on the basis of Engineer's experience, qualifications, and general familiarity with the construction industry. However, because Engineer has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Engineer cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by Engineer. If Owner requires greater assurance as to probable construction cost, then Owner agrees to obtain an independent cost estimate.

- E. Engineer shall not be responsible for any decision made regarding the construction contract requirements, or any application, interpretation, clarification, or modification of the construction contract documents, other than those made by Engineer.
- F. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Engineer grants to Owner a limited license to use the deliverable documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment due and owing for all Services and Additional Services relating to preparation of the deliverable documents, and subject to the following limitations:
 - 1. Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer;
 - 2. any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and subconsultants;
 - 3. Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and subconsultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; and
 - 4. such limited license to Owner shall not create any rights in third parties.
- G. Owner and Engineer agree to transmit, and accept, Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.
- H. Waiver of Damages; Limitation of Liability: To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's officers, directors, members, partners, agents, employees, subconsultants, and insurers, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, from any cause or causes, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited to \$100,000 or the total amount of compensation received by Engineer, whichever is greater.
- I. The parties acknowledge that Engineer's Services do not include any services related to unknown or undisclosed Constituents of Concern. If Engineer or any other party encounters, uncovers, or reveals an unknown or undisclosed Constituent of Concern, then Engineer may, at its option and without liability for consequential or any other damages, suspend performance of Services on the portion of the Project affected thereby until such portion of the Project is no longer affected, or terminate this Agreement for cause if it is not practical to continue providing Services.

- J. Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute will be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.
- K. This Agreement is to be governed by the laws of the state in which the Project is located.
- L. Engineer's Services do not include: (1) serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission; (2) advising Owner, or any municipal entity or other person or entity, regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances; (3) providing surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements; or (4) providing legal advice or representation.

7.01 Definitions

- A. **Constructor**—Any person or entity (not including the Engineer, its employees, agents, representatives, subcontractors, and subconsultants), performing or supporting construction activities relating to the Project, including but not limited to contractors, subcontractors, suppliers, Owner's work forces, utility companies, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.
- B. **Constituent of Concern**—Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), lead based paint (as defined by the HUD/EPA standard), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to laws and regulations regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.

8.01 Successors, Assigns, and Beneficiaries

- A. **Successors and Assigns**
 - 1. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 8.01.A.2 the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
 - 2. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, money that is due or may become due) in this Agreement without the written consent of the other party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- B. **Beneficiaries**: Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any

Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

9.01 Total Agreement

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

Attachments: Appendix 1 – Standard Hourly Rates

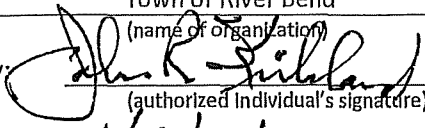
Attachment 1 – Engineer's Scope of Work

Attachment 2 – Services to Be Provided By Owner

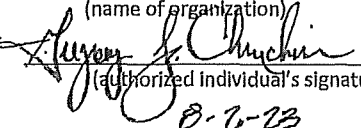
2024-01-11 10:00 AM
2024-01-11 10:00 AM
2024-01-11 10:00 AM

This Agreement's Effective Date is August 17, 2023.

Owner:

Town of River Bend
(name of organization)
By: 
(authorized individual's signature)
Date: 1/12/24
(date signed)
Name: John R. Kirkland
(typed or printed)
Title: Mayor
(typed or printed)
Address for giving notices:
45 Shoreline Drive
River Bend, NC 28562
Designated Representative:
Name: Delane Jackson
(typed or printed)
Title: Town Manager
(typed or printed)
Address:
45 Shoreline Drive
River Bend, NC 28562
Phone: (252) 638-3870 x213
Email: manager@riverbendnc.org

Engineer:

Rivers & Associates, Inc.
(name of organization)
By: 
(authorized individual's signature)
Date: 8-6-23
(date signed)
Name: Gregory J. Churchill, P.E.
(typed or printed)
Title: President
(typed or printed)
Address for giving notices:
107 East Second Street
P.O. Box 929
Greenville, NC 27858 (Street) or 27835 (P.O.)
Designated Representative:
Name: Gregory J. Churchill, P.E.
(typed or printed)
Title: Sr. Project Manager
(typed or printed)
Address:
107 East Second Street
P.O. Box 929
Greenville, NC 27858 (Street) or 27835 (P.O.)
Phone: 252-752-4135
Email: gchurchill@riversandassociates.com

This instrument has been
preaudited as required by the
Local Government Budget and
Fiscal Control Act.

Amanda P. Gilbert
FINANCE OFFICER 1/12/2024

Appendix 1

Engineer's Standard Hourly Rates

A. *Standard Hourly Rates:*

1. Standard Hourly Rates are set forth in this Appendix 1 and include salaries and wages paid to personnel in each billing class plus the cost of customary and statutory benefits, general and administrative overhead, non-project operating costs, and operating margin or profit.
2. The Standard Hourly Rates apply only as specified in Paragraph 4.01, and are subject to annual review and adjustment as of **June 30th**.

B. *Schedule of Hourly Rates:*

Hourly rates for services performed on or after the Effective Date are:

<u>EMPLOYEE CLASSIFICATION:</u>	<u>HOURLY RATES:</u>
Principal	\$185.00
Project Manager	\$140.00 to \$180.00
Project Engineer	\$110.00 to \$165.00
Design Engineer	\$85.00 to \$105.00
Landscape Architect	\$95.00 to \$135.00
Planner	\$75.00 to \$95.00
Designer	\$80.00 to \$125.00
CAD Technician	\$65.00 to \$75.00
Project Surveyor	\$90.00 to \$135.00
Party Chief	\$55.00 to \$110.00
Surveyor Technician	\$45.00 to \$65.00
1-Man Robotic	\$100.00 to \$135.00
Resident Project Representative	\$60.00 to \$105.00
Administrative Assistant	\$60.00 to \$70.00
Intern Tech	\$35.00
Sub-Consultants and Fees	1.15 x Cost
Travel	Current IRS Rate
Miscellaneous Expense	Cost

August 17, 2023

**TOWN OF RIVER BEND
WATER SUPPLY STUDY
ENGINEER'S SCOPE OF WORK
ATTACHMENT 1**

Summary

The Owner desires to have conducted a Water Supply Study to evaluate potential water supply and treatment alternatives in order to provide a secure and cost-effective future water supply for the Town of River Bend.

ENGINEER's Scope of Work shall include the following basic services:

Water Supply Study

1. Compile and review existing water system data and documents provided by Owner.
2. Conduct site visit with hydrogeological subconsultant.
3. Project 20-year future water supply demands.
4. Examine and evaluate future potential for existing wells.
5. Review available data on nearby well systems (City of New Bern, Jones County, USGS publications, and NCDWR Groundwater Management Branch GIS data).
6. Evaluate future potential (yield potential and water quality) for aquifers beneath River Bend.
7. Identify favorable locations for new wells.
8. Identify favorable locations for potential NPDES discharge.
9. Provide preliminary evaluation of waste discharge requirements for water treatment alternatives, including filter-softener and membrane treatment.
10. Identify favorable location(s) for a new Water Treatment Plant (WTP).
11. Prepare preliminary process calculations, narrative and concept schematics for water treatment alternatives.
12. Prepare preliminary calculations, narrative description and concept schematics for waste treatment/discharge requirements.
13. Compile and review data for potential bulk water suppliers (City of New Bern, Craven County, Jones County).
14. Evaluate transmission requirements to deliver bulk finish water to River Bend.
15. Prepare narrative description and concept schematics for bulk transmission alternatives.
16. Research and prepare narrative description for environmental considerations for the various alternatives.
17. Research and prepare narrative description for permitting requirements for the various alternatives.
18. Prepare preliminary cost estimates for viable (1) well field and raw main alternatives, (2) water treatment alternatives, (3) waste discharge alternatives, and (4) bulk water supply and transmission alternatives.
19. Prepare net present value of costs (NPVC) evaluation for viable alternatives.
20. Develop recommendations and narrative.
21. Prepare estimate of potential rate impact for recommended alternative(s).
22. Research and develop narrative relative to potential funding opportunities.
23. Compile draft Water Supply Study report.
24. Review draft Water Supply Study report with owner.
25. Revise, finalize and deliver report to owner.
26. Prepare and deliver presentation to Town Council.

27. Final deliverables include one (1) digital pdf and two (2) bound copies of the final report.

Tasks/services that are not included in ENGINEER's services include, but are not limited to:

1. Any type of field surveying/mapping.
2. Subsurface Utility Exploration (SUE) surveys/mapping.
3. Drawings more detailed than a conceptual/schematic level for existing and/or potential water system improvements.
4. Geotechnical or materials testing.
5. Water quality sampling/testing.
6. Attendance at meetings other than described for basic services.
7. Any other service not specifically identified as basic services.

August 17, 2023

**TOWN OF RIVER BEND
WATER SUPPLY STUDY
SERVICES TO BE PROVIDED BY THE OWNER
ATTACHMENT 2**

OWNER shall provide the following services:

General

1. Make available for the Engineer's use and reliance any and all information at the Owner's disposal concerning the existing water supply, treatment and distribution systems. Assist the Engineer in obtaining such information as may be required for performance of the Project work.
 - a. System maps and drawings.
 - b. Equipment manuals.
 - c. Operational data.
 - d. Financial data.
 - e. Maintenance records and contracts.
 - f. Annual water quality reports.
 - g. Prior studies, evaluation and inspection reports pertaining to the water system.
 - h. Projected growth demands.
 - i. Water production and purchase records.
 - j. Water billing records.
 - k. Water system departmental budgets/audit.
 - l. Water purchase/sell contracts.
 - m. Capital Improvement Plan
2. Make available for general consultation with the Engineer members of the Owner's staff knowledgeable of the water system.
3. Make available Owner's staff knowledgeable of the water system to accompany the Engineer/Hydrogeological subconsultant during site visit.
4. Provide timely review and feedback of reports and documents provided by the Engineer.
5. Any services desired/required not specifically provided by the Engineer's scope of work for basic services.

**River Bend Town Council
Regular Meeting Minutes
January 18, 2024
Town Hall
7:00 p.m.**

Present Council Members:

Mayor John Kirkland
Lisa Benton
Brian Leonard
Barbara Maurer
Buddy Sheffield
Jeff Weaver

Town Manager: Delane Jackson
Police Chief: Sean Joll
Finance Director: Mandy Gilbert
Town Clerk: Kristie Nobles
Town Attorney: David Baxter

Members of the Public Present: 17

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, January 18, 2024, at the River Bend Town Hall with a quorum present.

RECOGNITION OF NEW RESIDENTS-

Edwin Vargas – 119 Randomwood Lane – introduced himself and stated he moved to River Bend after his home was flooded in Hurricane Florence. He also stated he served in the Navy for 24 years.

ADDITIONS / DELETIONS TO THE AGENDA

Councilwoman Benton motioned to amend the agenda by adding CAC Appointment as item 12C. The motion carried unanimously.

VOTE – APPROVAL OF AGENDA

Councilwoman Benton motioned to adopt the agenda as amended. The motion carried unanimously.

ADDRESSES to the COUNCIL

Mr. Edwin Vargas – 119 Randomwood Lane – addressed the Council with suggestions for the Town's budget and how the Town displays and compares multiple years of the budget data.

CONSENT AGENDA

The Mayor presented the Council with the Consent Agenda. Councilman Sheffield moved to approve the Consent Agenda as presented. The motion carried unanimously. Within this motion, the following items were approved:

A. Approve:

*Minutes of the December 7, 2023 Work Session Meeting
Minutes of the December 14, 2023 Regular Council Meeting*

Budget Kick-off

Manager Jackson presented a PowerPoint presentation outlining the budget process for the FY24-25 budget. The Council reviewed their Priorities and Vision Statement and the proposed meeting schedule for the FY24-25 budget workshops.

TOWN MANAGER'S REPORT

The Manager gave the following updates:

- The last pay request for the new water meters has been submitted.
- The AIA Water and Sewer Systems Engineering Services are about 50% complete.
- The plans and specifications for the permit for the Wastewater Treatment Plant Enhancement project has been submitted.
- Water supply analysis work has been started.
- The engineer has been working on a site analysis on the property recommended to purchase for the new Water Treatment Plant.

ADMINISTRATIVE REPORTS

PLANNING BOARD – COUNCILMAN SHEFFIELD

Councilman Sheffield gave the following report:

The regular meeting of the Planning Board was held on Jan. 4th at 6:00pm in the Community Building. A quorum was present. The meeting was led by Vice Chairman, Bob Kohn, in the absence of Egon Lippert. The first order of business was the swearing-in of the board members by the Town Clerk. The usual reports were given. After a period of public comment, the board took up a preliminary subdivision sketch plan submitted by the owners of the Old Pollocksville Road property which is now being referred to as the Aare Creekside Community. Manager Jackson gave a power point presentation and made it very clear that the plan is very early and that many hoops have to be jumped through by the developers before anything can be submitted for board action. Mr. Keith Spalding-Robbins of Strongrock Engineering was on hand to answer questions from the board, of which there were many. No vote was taken as there is nothing to be approved or disapproved of at this time. The meeting was adjourned at around 7:00pm. The next meeting is scheduled for February 1st. As always, the public is invited to attend.

PUBLIC SAFETY – COUNCILWOMAN BENTON

Councilwoman Benton stated that Community Watch will meet on February 21 and in need of volunteers.

PARKS & RECREATION – COUNCILMAN WEAVER

Councilman Weaver stated that Parks and Recreation met on January 3 and have a Special Meeting scheduled for January 24.

VOTE – Parks & Recreation Appointment

Councilman Weaver motioned to appoint Victoria Stuppy to the Parks and Recreation Advisory Board for a term beginning January 18, 2024, and expiring June 30, 2024. The motion carried unanimously.

RIVER BEND COMMUNITY ORGANIC GARDEN

Councilman Weaver gave the following report:

Garden volunteers met at a special meeting on January 2nd. The meeting was rescheduled due to the New Year's Day holiday. Nine members attended. The garden had a quiet December. The total number of volunteer hours for 2023 is 1710. This is the tenth year of operation. Total work hours since the first shovel went into the ground on Earth Day 2013 are 30,970. The final harvest

of the year took place of December 29. Garden volunteers harvested and shared 2540 pounds of vegetables and herbs in 2023. Ten percent was donated to Interfaith Refugee Ministries. Volunteers, visitors, neighbors and community members received vegetables, herbs and flowers throughout the year. Volunteers will start plants in seed flats in early February. One volunteer has offered the use of her greenhouse to start the vegetables. Work hours are irregular during the winter so visitors should call ahead if they want to tour the garden. Everyone is welcome to attend and participate in monthly garden volunteer meetings.

CAC – COUNCILWOMAN MAURER

Councilwoman Maurer presented the following report.

The CAC met on January 17th. All board members, one applicant, the Council liaison and two guests attended. A lot of activities are planned, starting with an Arbor Day program. Guest speakers will address the attendees, and a tree will be planted in honor of Arbor Day. There will be a tree giveaway. Local Girl Scouts troops will have a plant-a-seed table. Refreshments will be served. Additional activities will be announced. The crab pot lights and workshops were so successful that workshops will be offered again in 2024. Over 200 globes were hung in 2023. The first year of Festive and Beautification awards was very successful with more participants in each successive event. Board members discussed ways to increase nominations and simplify the nomination process. An Independence Day Project will be crafting a lighted seasonal outdoor decoration. Two workshops will be offered with dates to be announced as soon as they are confirmed. A new applicant, Maryann Taylor, introduced herself. A motion was made and seconded to recommend her appointment. The liaison will forward the recommendation to the Town Council. The CAC is operating within its budget. They plan to request a similar amount for the budget year 2024-25. CAC members volunteered 509.5 hours of service in fiscal 2022-23. So far in the current year, they have worked 226.5 hours. The next meeting is scheduled for March 20, 2024, at 4 pm in the Municipal Building. The meeting is open to everyone. Please attend if you are interested. Guests and volunteers are always welcome. You don't have to be a board member to participate.

DISCUSSION – CAC Median Revision

Councilwoman Maurer stated that she is about to make a motion that should be unnecessary. It is being made because of misinformation that is being circulated. On March 16, 2023, at the request of the CAC, Dr. Tom Glasgow made a presentation to Council concerning his recent site visit to inspect the medians on Plantation Drive and Anchor Way. On April 20, 2023, Brenda Hall, the CAC Chairperson, made a presentation to Council, which included several recommendations from the CAC about the median. One of those recommendations, related to Issue #2 Road Safety, was to recommend that the Council "consider", emphasis on the word "consider" alternative median space utilization. There were two CAC options listed in that recommendation, #1 was to install a walk path down the center of the longest median stretch and #2 was to remove the medians and repave roads with a designated walk path. Those recommendations appeared on slide 19 of the CAC recommendation under #2 Road Safety. A copy of that slide is included in the agenda packet for your review. Since that recommendation was shared with Council, there has been much discussion, both among Council and River Bend residents, about the future of the medians. There seems to also be some confusion about this particular part of the CAC recommendation. Based on what I've heard to date from Council members and the Town Manager, I believe there is no desire among Council to remove/pave any of the median and never has been. There is no money in the budget to do so and never has been. The CAC is an official Advisory Board. They have the authority to make recommendations to Council. They have done so. Their recommendations merit Council consideration. As Council, our role is to consider and then act upon their recommendations. However, just because we discuss them, that does not mean that we completely agree with them. In an effort to end any unnecessary division on this issue, I believe that we can easily resolve this matter by taking official action now.

VOTE – CAC Median Revision

Councilwoman Maurer motioned eliminate from consideration all of the CAC's recommendation related to issue #2, while we continue to discuss and consider the CAC's recommendations on issues #1 & #3. The motion carried unanimously.

VOTE – CAC Appointment

Councilwoman Maurer motioned to appoint Maryann Taylor to the CAC Advisory Board for a term beginning January 18, 2024, and expiring June 30, 2025. The motion carried unanimously.

FINANCE – COUNCILMAN LEONARD

Financial Report – Finance Director, Mandy Gilbert, presented to the Council the financial statement for the month of December. She stated the total of the Town's Cash and Investments as of December 31, 2023, were \$2,978,833 and Ad valorem tax collections for FY23-24 were \$475,160 and Vehicle Ad valorem tax collections were \$7,220.

VOTE – Grant Application Resolution

Councilman Leonard motioned to approve the Grant Application Resolution for water wells as presented. The motion carried unanimously. (see attached)

VOTE – Budget Priorities and Budget Calendar

Councilman Leonard motioned to adopt the FY24-25 Mayor and Council Priorities and the FY24-25 Budget Schedule as presented. The motion carried unanimously.

MAYOR'S REPORT

The Mayor presented the following report.

Budgeting For River Bend And For Every Municipal Government, Small Or Large.

As we turn the calendar page to 2024, the Town Council and Town Manager will begin developing the Town budget for fiscal year 2024-25. There are several points that I would ask the members of Council and also Town Residents to consider as this process moves to adoption of the budget by 1 July.

1. The grants that the Manager achieved by working with members of State Agencies demanded a great deal of his time. It needs to be understood that his commitment of time on the approved major projects is not complete. There is still project design work, project bidding and contractor selection, construction supervision and the reporting to the granting agency on each approved project. All of this effort will consume as much or more of the Managers time than he devoted to achieving the grants.
2. The work in the development of the next Town Budget will compete with the work described in point 1 above. The process involves input from the key staff members and the input and approval of the Council. This is accomplished by several "work sessions" which develop the detailed budget that will be approved by Council. These work sessions are open to the public and citizens are welcome to attend.
3. In all the work involved and recognizing that funding is not unlimited, the Manager is constantly defending spending that will maintain Town infrastructure and needing to limit the drive to fund "nice to have" but nonessential items that vie for funds.

I can assure you the truth of the statements made above and would ask persons working with the Manager and Staff on budget input to consider these issues.

Thanks to all who will read this document.

PUBLIC COMMENT

Anita Van Amerongen – 141 Quarterdeck – stated that she has put her house on the market and expressed gratitude to the Council and town staff.

Bob Brinson – City of New Bern / Ward 6 Alderman– stated that he represents the closest Ward to the Town of River Bend and stated that he serves with Mayor Kirkland on the MPO board. He provided his contact information for anyone who may wish to contact him as he is the closest liaison to the City of New Bern for the Town of River Bend.

CLOSED SESSION

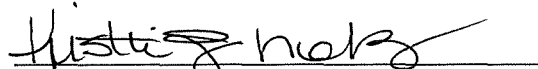
Councilman Sheffield moved to go into Closed Session under NCGS 143-318.11(a)(3)(5). The motion carried unanimously. The Council entered Closed Session at 7:53 p.m.

OPEN SESSION

Councilman Sheffield moved to return to Open Session at 8:17 p.m. The motion carried unanimously.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield moved to adjourn. The meeting adjourned at 8:17 p.m.


Kristie J. Nobles, CMC, NCCMC
Town Clerk

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Town of River Bend has need for and intends to construct, plan for, or conduct a study in a project described as Water Supply Wells, and

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

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

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

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

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

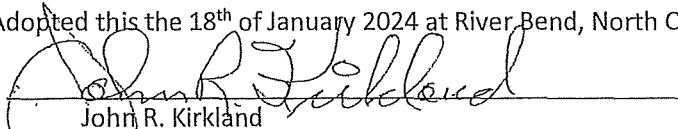
That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the Town of River Bend to make a scheduled repayment of the loan, to withhold from the Town of River Bend any State funds that would otherwise be distributed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

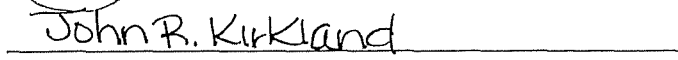
That Delane Jackson, Town Manager, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

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

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

Adopted this the 18th of January 2024 at River Bend, North Carolina.


John R. Kirkland

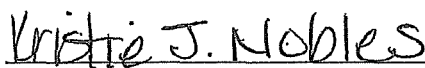

John R. Kirkland
Mayor

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting Town Clerk of the Town of River Bend does hereby certify:
That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of
an application with the State of North Carolina, as regularly adopted at a legally convened meeting of
the Town Council duly held on the 8th day of January 2024; and, further, that such resolution has been
fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have
hereunto set my hand this 18th day of January 2024.

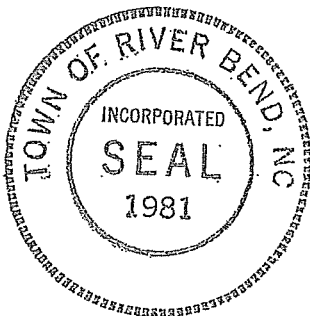


Kristie J. Nobles



Town Clerk

(SEAL)



**River Bend Town Council
Work Session Minutes
February 8, 2024
Town Hall
7:00 p.m.**

Present Council Members: Mayor John Kirkland
Lisa Benton
Barbara Maurer
Jeff Weaver
Buddy Sheffield

Absent Council Member: Brian Leonard

Town Manager: Delane Jackson
Town Clerk: Kristie Nobles
Town Attorney: Trey Ferguson
Police Chief: Sean Joll

Members of the Public Present: 5

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, February 8, 2024, at the River Bend Town Hall with a quorum present.

VOTE – Approval of Agenda

Councilwoman Benton motioned to accept the agenda as presented. The motion carried unanimously.

Discussion FY 23-24 Audit Contract

The Finance Director, Mandy Gilbert, stated that the Town had utilized Thompson, Price, Scott, Adams, and Company as their auditors for the past fiscal year. She said that she was very impressed with them and recommends that the Town utilize their services for the upcoming fiscal year. The Town Manager agreed. Councilman Leonard stated that the audit procedure for fiscal year 22-23 went very smoothly and was filed on time. He stated that the Council would vote on renewing the auditor's contract for fiscal year 23-24 at the next Council meeting.

Discussion – Capital Project Budget Amendment

The Town Manager stated that the John R. Kirkland Public Works Building has been completed and the final cost was lower than what was budgeted. He stated that this budget amendment would move the contingency funds back to the General Fund, Water Fund, and the Sewer Fund.

VOTE – Capital Project Budget Amendment

Councilwoman Maurer moved to approve the Capital Project Budget Amendment as presented. The motion carried unanimously. (see attached)

Discussion – Capital Project

The Town Manager stated that the leaf and limb program has exceeded its budgeted amount. He stated that there was an additional pick up offered this year and he felt that the elimination of bagging leaves and the abnormal amount of windstorms contributed to the increased amount of leaves to be collected.

VOTE – Budget Amendment

Councilwoman Maurer motioned to approve Budget Amendment 23-B-05 as presented. The motion carried unanimously. (see attached)

Discussion – Capital Project Ordinance for Water Treatment Plant

The Town Manager stated that the Town of River Bend has received the letter of intent to fund from the State of North Carolina and the Town will be receiving over 9 million dollars for a new Water Treatment Plant. He stated that the Council would need to officially adopt the Capital Project Fund Ordinance to construct a new Water Treatment Plant to move forward with the project.

VOTE – Capital Project Ordinance for Water Treatment Plant

Councilwoman Maurer motioned to approve the Capital Project Ordinance for the Water Treatment Plan as presented. The motion carried unanimously. (see attached)

DISCUSSION – Site Evaluation Report for Water Treatment Plant

The Town Manager stated that he had received the Land Acquisition Site Evaluation Report for 509 Old Pollocksville Road, which is the site location for the proposed new Water Treatment Plant. He said that the report stated that the property is determined to be suitable for development as a proposed Water Treatment Plant.

DISCUSSION – Lighting for Walking Trail

Councilman Weaver stated that the Council has been discussing adding lighting for the walking trail since October of 2021 and there has been a lot of interest from residents regarding adding lighting. He stated that he would like to receive input from the Council this week and vote at the regular meeting, the following week. Councilman Weaver asked the Police Chief for his opinion, and he stated that the lighting would address a lot of the safety issues and concerns that the Police Dept. has, along with the communities'. Councilwoman Maurer asked if the fixtures would be dark sky compliant and Councilman Weaver stated that the fixtures would be. Councilman Weaver stated that if the Council choose the Duke Energy option, all of the maintenance would be the responsibility of Duke. Councilman Sheffield stated that Duke would basically own the lighting system. Councilwoman Benton asked Councilman Weaver if he knew how many people use the track and Councilman Weaver stated he did not know an exact number. Councilwoman Benton stated that she would like to have more input from the residents, because the lighting could directly affect those on Gatewood and Lochbridge. She stated that she thinks it would make the town safer, but she would like more input from the residents. Councilman Sheffield asked how many lights were included in the Duke quote and Manager Jackson stated that there are 11. Councilman Sheffield stated that he thought that was an expensive amount and Councilwoman Benton agreed. Manager Jackson stated that if the Town owned the lighting system it would be approximately \$292 per month and Duke has quoted \$300 a month including all the maintenance.

REVIEW – Agenda for the February 15, 2024, Council Meeting

The Council reviewed the agenda for the February 15, 2024, Council Meeting.

CLOSED SESSION

Councilman Sheffield moved to go into Closed Session under NCGS 143-318.11(a)(3)(5) to discuss the possible acquisition of land owned by Weldon Brown, Jr. and Naqueldon Brown for the location of a new water treatment facility. The Council entered Closed Session at 7:39 p.m.

OPEN SESSION

Councilman Sheffield moved to return to Open Session at 7:56 p.m. The motion carried unanimously.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield moved to adjourn. The motion carried unanimously. The meeting was adjourned at 7:57 p.m.



Kristie J. Nobles, CMC, NCCMC
Town Clerk



TOWN OF RIVER BEND
PUBLIC WORKS CAPITAL PROJECTS FUND ORDINANCE AMENDMENT #2

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina, that the Public Works Capital Projects Fund Ordinance as last amended on September 27, 2022, be amended as follows:

Section 1. The following amounts are hereby appropriated for the operation of a Town Capital Projects Fund for the construction of a Public Works Building:

CAPITAL PROJECTS FUND

Revenues:

Operating Transfer from General Fund	906,658
Operating Transfer from Sewer Capital Reserve Fund	11,265
Operating Transfer from Water Capital Reserve Fund	245,088
Operating Transfer from Sewer Fund	442,063
Operating Transfer from Water Fund	208,240
Interest Earned	75,000
	1,888,314

Expenditures:

Architectural Services (to reflect actual cost)	65,920
Land Acquisition	60,000
Legal Services	1,125
Miscellaneous	45,962
Construction	1,715,307
Contingency	0
	1,888,314

Section 2. It is estimated that revenues in the amounts indicated in the foregoing schedule will be available to support the foregoing appropriations.

Section 3. The Finance Officer is hereby authorized to maintain an appropriate Fund Chart of Accounts.

Section 4. Copies of this 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.

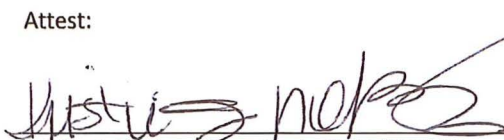
Section 5. The capital projects funds are appropriated pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina; therefore, appropriations do not lapse at the end of the fiscal year and are available for the duration of the project, estimated to be eighteen months, unless subsequently amended by Council action.

Adopted this 8th day of February, 2024.



John R. Kirkland, Mayor

Attest:



Kristie J. Nobles, Town Clerk, CMC, NCCMC





**TOWN OF RIVER BEND
BUDGET ORDINANCE AMENDMENT 23-B-05
FISCAL YEAR 2023 - 2024**

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina that the 2023-2024 Budget Ordinance as last amended on January 11, 2024, be amended as follows:

Summary

General Fund	2,246,559
General Capital Reserve Fund	56,900
Law Enforcement Separation Allowance Fund	12,685
Water Fund	655,804
Water Capital Reserve Fund	10
Sewer Fund	679,504
Sewer Capital Reserve Fund	1
Total	<u>3,651,463</u>

Section 1. General Fund

Anticipated Revenues

AD VALOREM Taxes 2023-2024	935,566
AD VALOREM Tax-Motor Vehicle	90,000
Animal Licenses	1,500
Sales Tax 1% Article 39	195,868
Sales Tax 1/2% Article 40	114,635
Sales Tax 1/2% Article 42	97,901
Sales Tax Article 44	13,090
Sales Tax Hold Harmless Distribution	108,195
Solid Waste Disposal Tax	2,200
Powell Bill Allocation	100,486
Beer and Wine Tax	13,225
Video Programming Sales Tax	49,621
Utilities Franchise Tax	112,169
Telecommunications Sales Tax	6,725
Court Refunds	500
Zoning Permits	7,000
Miscellaneous	16,200
Interest- Powell Bill Investments	50
Interest-General Fund Investments	20,000
Contributions	901
Wildwood Storage Rents	18,144
Rents & Concessions	18,000
Sale of Fixed Assets	4,600
Transfer From Capital Reserve Fund	43,504
Transfer From PW Capital Projects Fund	57,720
Appropriated Fund Balance	<u>218,759</u>
Total	<u>2,246,559</u>

Section 1. **General Fund (continued)**

Authorized Expenditures

Governing Body	47,350
Administration	332,000
Finance	131,306
Tax Listing	13,700
Legal Services	40,090
Elections	0
Police	769,335
Public Buildings	102,000
Emergency Services	2,870
Animal Control	16,225
Street Maintenance	271,050
Public Works	186,050
Leaf & Limb and Solid Waste	77,606
Stormwater Management	44,840
Wetlands and Waterways	2,900
Planning & Zoning	55,000
Recreation & Special Events	11,100
Parks & Community Appearance	55,130
Contingency	20,807
Transfer To General Capital Reserve Fund	55,000
Transfer To L.E.S.A. Fund	12,200
Total	<u>2,246,559</u>

Section 2. **General Capital Reserve Fund**

Anticipated Revenues

Contributions from General Fund	55,000
Interest Revenue	<u>1,900</u>
Total	<u>56,900</u>

Authorized Expenditures

Transfer to General Fund	43,504
Future Procurement	<u>13,396</u>
	<u>56,900</u>

Section 3. **Law Enforcement Separation Allowance Fund**

Anticipated Revenues:

Contributions from General Fund	12,200
Interest Revenue	<u>485</u>
Total	<u>12,685</u>

Authorized Expenditures:

Separation Allowance	0
Future LEOSSA Payments	<u>12,685</u>
Total	<u>12,685</u>

Section 4. **Water Fund**

Anticipated Revenues

Utility Usage Charges, Classes 1 & 2	210,591
Utility Usage Charges, Classes 3 & 4	12,428
Utility Usage Charges, Class 5	15,002
Utility Usage Charges, Class 8	4,644
Utility Customer Base Charges	278,811
Hydrant Availability Fee	19,764
Taps & Connections Fees	1,250
Nonpayment Fees	10,500
Late payment Fees	7,822
Interest Revenue	3,488
Sale of Capital Asset	0
Transfer From PW Capital Projects Fund	62,551
Appropriated Fund Balance	28,953
Total	<u>655,804</u>

Authorized Expenditures

Administration & Finance [1]	491,804
Operations and Maintenance	140,500
Transfer To Fund Balance for Capital Outlay	23,500
Transfer To Water Capital Reserve Fund	0
Total	<u>655,804</u>

[1] Portion of department for bond debt service: 141,157

Section 5. **Water Capital Reserve Fund**

Anticipated Revenues

Contributions From Water Operations Fund	0
Interest Revenue	10
Total	<u>10</u>

Authorized Expenditures

Future Expansion & Debt Service	10
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Section 6. **Sewer Fund**

Anticipated Revenues:

Utility Usage Charges, Classes 1 & 2	267,170
Utility Usage Charges, Classes 3 & 4	36,679
Utility Usage Charges, Class 5	28,142
Utility Usage Charges, Class 8	16,833
Utility Customer Base Charges	296,108
Taps & Connection Fees	1,250
Late payment Fees	8,384
Interest Revenue	5,836
Sale of Capital Asset	0
Transfer from PW Capital Projects Fund	62,551
Appropriated Fund Balance	(43,449)
Total	679,504

Authorized Expenditures:

Administration & Finance [2]	483,204
Operations and Maintenance	192,800
Transfer to Fund Balance for Capital Outlay	3,500
Transfer to Sewer Capital Reserve Fund	0
Total	679,504

[2] Portion of department for bond debt service: 121,893

Section 7. **Sewer Capital Reserve**

Anticipated Revenues:

Contributions From Sewer Operations Fund	0
Interest Revenue	1
Total	1

Authorized Expenditures:

Future Expansion & Debt Service	1
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Section 8. **Levy of Taxes**

There is hereby levied a tax at the rate of twenty-four cents (\$0.24) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2023, for the purpose of raising the revenue listed as "Ad Valorem Taxes 2023-2024" in the General Fund Section 1 of this ordinance. This rate is based on a valuation of \$393,280,000 for purposes of taxation of real and personal property with an estimated rate of collection of 99.12%. The estimated collection rate is based on the fiscal year 2021-2022 collection rate of 99.12% 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 \$37,500,000 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 2023-2024, 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 4.4% 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.

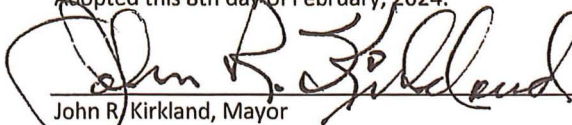
Section 12. **Utilization of the Budget Ordinance**

This ordinance shall be the basis of the financial plan for the Town of River Bend municipal government during the 2023-2024 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**

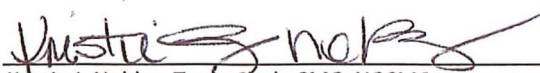
Copies of this Budget Ordinance shall be furnished to the Clerk, Town Council, Budget Officer and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Adopted this 8th day of February, 2024.



John R. Kirkland, Mayor

Attest:



Kristie J. Nobles, Town Clerk, CMC, NCCMC





**TOWN OF RIVER BEND
WATER TREATMENT PLANT CAPITAL PROJECTS FUND ORDINANCE**

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina:

Section 1. The following amounts are hereby appropriated for the operation of a Town Capital Projects Fund for the construction of a new Water Treatment Plant:

<u>CAPITAL PROJECTS FUND</u>	
<u>Revenues:</u>	
State of North Carolina Grant	9,393,000
<u>Appropriations:</u>	
Administration	85,000
Engineering	1,386,000
Construction	7,922,000
	<u>9,393,000</u>

Section 2. It is estimated that revenues in the amounts indicated in the foregoing schedule will be available to support the foregoing appropriations.

Section 3. The Finance Officer is hereby authorized to maintain an appropriate Fund Chart of Accounts.

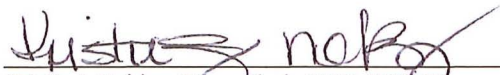
Section 4. Copies of this Ordinance shall be furnished to the Clerk, Town Council, Budget Officer and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Section 5. The capital projects funds are appropriated pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina; therefore, appropriations do not lapse at the end of the fiscal year and are available for the duration of the project, estimated to be eighteen months, unless subsequently amended by Council action.

Adopted this 8th day of February, 2024.


John R. Kirkland, Mayor

Attest:


Kristie J. Nobles, Town Clerk, CMC, NCCMC



**River Bend Town Council
Regular Meeting Minutes
February 15, 2024
Town Hall
7:00 p.m.**

Present Council Members:

Mayor John Kirkland
Lisa Benton
Brian Leonard
Barbara Maurer
Buddy Sheffield
Jeff Weaver

Town Manager: Delane Jackson
Police Chief: Sean Joll
Finance Director: Mandy Gilbert
Town Clerk: Kristie Nobles
Town Attorney: David Baxter

Members of the Public Present: 17

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, February 15, 2024, at the River Bend Town Hall with a quorum present.

VOTE – APPROVAL OF AGENDA

Councilwoman Benton motioned to adopt the agenda as presented. The motion carried unanimously.

ADDRESSES to the COUNCIL

Mr. Edwin Vargas – 119 Randomwood Lane – addressed the Council with a request for the Town to apply for a grant for sidewalks.

CONSENT AGENDA

The Mayor presented the Council with the Consent Agenda. Councilman Sheffield moved to approve the Consent Agenda as presented. The motion carried unanimously. Within this motion, the following items were approved:

A. Approve:

*Minutes of the January 11, 2024, Work Session Meeting
Minutes of the January 18, 2024, Regular Council Meeting*

TOWN MANAGER'S REPORT

The Manager gave the following updates:

- Wastewater Treatment Plant Grant Funding - the State of North Carolina has requested additional information, and he has submitted the requested documentation.
- Water Treatment Plant Grant Funding - the first milestone is April 1, 2025, to submit the plans, bid documents and specifications. He intends to submit those prior to the due date.

ADMINISTRATIVE REPORTS

ENVIRONMENTAL AND WATERWAYS – COUNCILMAN LEONARD

Councilman Leonard stated that he was sick and did not attend the February meeting but stated that the March meeting was canceled due to the date falling on the primary election date.

PARKS & RECREATION – COUNCILMAN WEAVER

Councilman Weaver stated that Parks and Recreation met on February 7, 2024 and there will be a survey included in the next utility billing for residents to complete regarding the town's park amenities.

RIVER BEND COMMUNITY ORGANIC GARDEN

Councilman Weaver gave the following report:

Garden volunteers held their regular meeting on February 5. Eleven gardeners were present. Eight volunteers made the first workday of 2024 a success. One new gardener attended. All the rows have been weeded. Both sheds and the greenhouse were cleaned out and reorganized. The fence project is almost complete. All the fence posts will be replaced, with new twelve-foot poles set in concrete. Four hundred feet of new deer netting will be installed. In mid-February 250 onions and 50 leeks will be planted and eighteen varieties of vegetable seeds will be started. A plant sale will be held at the garden on Saturday, April 27th. Plants, shrubs, vegetables, herbs and houseplants will be offered for sale. Garden ornaments and tools will also be available. More information will be posted on social media. The total number of volunteer hours for January was 75. The annual report for garden year 2023 has been submitted to the Town Council and the Parks & Recreation Advisory Board. The next meeting is scheduled for March 11 at 1:30 pm in the Municipal building. Work hours are not regular yet so visitors should call ahead if they want to tour the garden. Everyone is welcome to attend and participate in monthly garden volunteer meetings and in the garden.

VOTE – Walking Trail Lighting

Councilman Weaver motioned to hire Duke Energy to install 11 lights along the walking trail, as shown on the map, using the open traditional LED dark sky compliant fixtures. The motion carried unanimously.

CAC – COUNCILWOMAN MAURER

Councilwoman Maurer presented the following report.

The CAC did not meet in February, but the members have been busy. The Arbor Day Celebration will be held on Saturday, March 23rd from 10 am – noon. The Mayor will read a proclamation and attendees will participate in the official tree planting around the walking track. There will be a food truck and coffee. This year's celebration hopes to have a large turnout of families. The Girl Scouts will host a seed planting workshop and several planting projects to enhance the appearance near the dog park, the pond and the playground. The CAC will give away saplings that are indigenous to Eastern North Carolina and attractive to pollinators. Members are finalizing plans for an Independence Day Celebration workshop in June. Similar to the crab pot Christmas globes, this event will include making a star-shaped lighted wreath for front doors and mailboxes. They hope to encourage residents to decorate for River Bend's town celebration. The cost will be \$10 per wreath with all supplies included. CAC will hold their second annual Independence Day Festive Award Program that encourages residents to decorate for the holiday and publicly recognizes those exemplifying the festive atmosphere. The Beautification Award Program is starting its second year and will hold three award periods in April, May and June. The purpose of the award program is to be a catalyst for residents to beautify their homes and celebrate the holidays with appealing decorations. The program has drawn an increasing number of nominations each month. Two Christmas globe workshops will be offered in November. More information will follow. CAC members volunteered 253.5 hours of service from July 1 to December

31, 2023. The next meeting is scheduled for March 20, 2024 at 4 pm in the Municipal Building. The meeting is open to everyone. Please attend if you are interested. Guests and volunteers are always welcome. You don't have to be a board member to participate.

FINANCE – COUNCILMAN LEONARD

Financial Report – Finance Director, Mandy Gilbert, presented to the Council the financial statement for the month of January. She stated the total of the Town's Cash and Investments as of January 31, 2024, were \$3,022,644 and Ad valorem tax collections for FY23-24 were \$774,185 and Vehicle Ad valorem tax collections were \$53,518.

VOTE – Audit Contract

Councilman Leonard motioned to approve the FY23-24 Audit Contract with Thompson, Price, Scott, Adams & Co. as presented. The motion carried unanimously.

MAYOR'S REPORT

The Mayor presented the following report.

The title of this article could be "The Computer in 2024 and Beyond." There can be little argument made that the computer has changed how all work is conducted and little likelihood that it will disappear. Like many innovative inventions it has both positive and negative aspects of what it can do for us as individuals and organizations.

On the positive side:

- a. It can file many letters and reports and allows the recall and printing of anything that is retained in the computer's memory.
- b. It can maintain individual employee health and service records and allow fast recall whenever the need arises.
- c. It has allowed many organizations to go paperless.

On the negative side:

- a. It has been a distraction to many young students and moved them from school/college study and homework to game playing and posting letters to friends.
- b. There are many homes that still do not have computer capability and businesses and government tend to assume that everyone will be able to respond if they post some proposal online.
- c. Then there is the social media. A person sitting in front of a computer keyboard will post and transmit words and thoughts that if talking to a person face-to-face, they would probably never say in conversation.
- d. When posts are read, too many readers take the stated post as absolutely truth. In fact, it is more like the old parlor game of stating a whispered statement to the person next to you and continuing that process around a seated circle and then the last person speaks the statement of what he/she was told, and it generally turns out to be totally different from the original statement given to the first person in the circle.
- e. This fault is found in individuals relaying instructions by official looking documents and thus misleading the reader.
- f. (my opinion) The internet "social media" is killing our nation.
- g. This internet cancer has impacted every level of government from the Congress to State Legislatures, to local Municipal Government. There seems to be very little polite exchange between governing representatives at all levels and consequently little attempt to make the effort to work out compromise of positions so necessary in making Democracy work.

It is not the computer's fault it is the fault of the us humans at the keyboard.

PUBLIC COMMENT

Cruddy Cans- stated that they are a business in Craven County that does fleet pressure washing, trash can and dumpster cleaning. They also stated that the Town of River Bend can request to be removed from Craven County's Interlocal Waste Program.

Edwin Vargas – 119 Randomwood Lane– suggested five items to make River Bend better as a whole. He suggested road resurfacing, evaluating streetlights, studies on pumping stations for low lying areas, leasing town vehicles instead of purchasing and a 4% COLA for all employees.

James Crozier – 33 Pier Point – He stated that he wanted to speak about streetlights, but the Council had already voted before the Public Comment section of this meeting. He recommended having the Public Comment Period at the beginning of the meeting so the concerns can be addressed during the meeting.

CLOSED SESSION

Councilwoman Maurer motioned to go into Closed Session under NCGS 143-318.11(a)(3)(5) to discuss the possible acquisition of land owned by Weldon Brown, Jr. and Naqueldon Brown for the location of a new water treatment facility. The motion carried unanimously. The Council entered Closed Session at 7:42 p.m.

OPEN SESSION

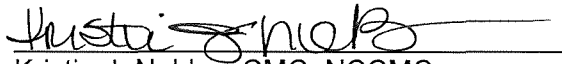
Councilman Sheffield moved to return to Open Session at 7:57 p.m. The motion carried unanimously.

VOTE – Exercise of the Option to Purchase

Councilman Sheffield moved to approve the Exercise of the Option to Purchase for the Brown Family property and to allow the Town Manager to expedite the minor subdivision process. The motion carried unanimously.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield moved to adjourn. The meeting adjourned at 7:58 p.m.


Kristie J. Nobles, CMC, NCCMC
Town Clerk

**River Bend Town Council
Work Session Minutes
March 14, 2024
Town Hall
7:00 p.m.**

Present Council Members: Mayor John Kirkland
Lisa Benton
Brian Leonard
Barbara Maurer
Jeff Weaver

Absent Council Member: Buddy Sheffield

Town Manager: Delane Jackson
Finance Director: Mandy Gilbert
Deputy Town Clerk: Jennifer Barrow
Town Attorney: Trey Ferguson
Police Chief: Sean Joll

Members of the Public Present: 17

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, March 14, 2024, at the River Bend Town Hall with a quorum present.

VOTE – Approval of Agenda

Councilwoman Maurer motioned to accept the agenda as presented. The motion carried unanimously.

Discussion – Cruddy Can Solid Waste Removal

Owners Shawn Stengle and Donny Moore of Cruddy Cans presented information about their company as a possible option for solid waste removal in the future.

Discussion – Town Council Rules of Procedure Amendment

The Town Manager explained that the last amendment to the Rules of Procedure was approved in 2018. Since that time, some of the laws affecting how the council conducts business have changed. A draft amendment was presented to the council. The council agreed to all changes. The proposal will be included in next week's agenda for the council to consider.

Discussion – Wastewater Treatment Plant Grant Funding

The Town Manager stated that the request for bids on this project was posted earlier today. He also stated that the agenda packet contains a copy of the original estimation of cost from Rivers and Associates, and an updated copy. The updated probable cost shows an increase of \$982,000. The manager emphasized that these are *probable* costs of construction, and the bids could come in under or above the funding level we currently have. The Town Manager stated that one option available to fund any overages would be to utilize some of the funds from the \$9.3 million dollar grant to build the water treatment plant. Since that money is a direct allocation from the state it can be used as needed for water, sewer, or storm drainage improvements. He said that the state has approved this funding option. Therefore, a portion of that money can be spent to supplement the ARPA grant in place for the wastewater treatment plant construction. The Manager stated that he already has an application going for two million dollars to augment the water project—one million to make up for the anticipated shortfall for the wastewater treatment, and an additional million to supplement the water treatment plant project if needed.

VOTE – Utilization of Water Treatment Plant Funds to Supplement Wastewater Treatment Plant Construction

Councilman Leonard motioned to allow the Town Manager and Finance Director to utilize some of the water treatment plant funds from the state to supplement for construction of the wastewater treatment plant, if needed. The motion carried unanimously. (see attached)

Discussion – Town Park Rules

The Town Manager presented proposed changes to Town Park Rules. He stated that the rules have not been updated in 23 years. Councilman Weaver stated that with the addition of lights being installed on the walking path, a change in park hours may be necessary. The hours currently state that the park is open from sunrise to sunset. Councilman Weaver suggested that language be added to allow the use of the walking trail at all hours since it will be illuminated, and leave the other areas restricted to use from sunrise to sunset. An updated proposal will be ready for Council's consideration next week.

REVIEW – Agenda for the March 21, 2024, Council Meeting

The Council reviewed the agenda for the March 21, 2024, Council Meeting.

CLOSED SESSION

Councilman Weaver moved to go into Closed Session under NCGS 143-318.11(a)(3)(5) to discuss the acquisition of real property located at 403 Old Pollocksville Road, owned by Robert Davis and Kimberly Dow for use as water treatment facility. The Council entered Closed Session at 8:17 p.m. The motion carried unanimously.

OPEN SESSION

Councilman Leonard moved to return to Open Session at 8:30 p.m. The motion carried unanimously.

ADJOURNMENT/RECESS

There being no further business, Councilman Leonard moved to adjourn. The motion carried unanimously. The meeting was adjourned at 8:30 p.m.


Jennifer J. Barrow
Deputy Town Clerk



ENGINEERS

PLANNERS

SURVEYORS

LANDSCAPE ARCHITECTS

**Preliminary Opinion of Probable Project Cost
WWTP Enhancements
Town of River Bend, North Carolina
December 14, 2023**

Updated

Item No.	Description	Estimated Cost
Phase I - Initial Grading and Pre-load/Surcharge		
1.	Clearing and Grubbing w/Offsite Disposal	\$14,000
2.	Removal of Aggregate, Debris, Spoil Piles	\$13,000
3.	Muckout Ditches w/ Offsite Disposal	\$14,000
4.	Undercut Excavation w/ Offsite Disposal	\$9,500
5.	Offsite Select Borrow Material	\$22,000
6.	Offsite Borrow & Backfill for WWTP Structures	\$84,000
7.	Unclassified Excavation w/ Onsite Disposal	\$5,000
9.	Erosion Control	\$13,000
10.	Seeding and Mulching	\$5,000
Phase II - WWTP Enhancements		
11.	Mobilization	\$257,000
12.	Demolition	\$30,000
13.	Sitework	\$65,000
14.	Yard Piping	\$430,000
15.	Influent Flow Meter and Vault	\$29,000
16.	Preliminary Treatment Unit	\$458,000
17.	Equalization Basin Renovations	\$150,000
18.	Treatment Unit #1 Rehabilitation	\$1,090,000
19.	Treatment Unit #2 Rehabilitation	\$1,075,000
20.	Positive Displacement Blower Package (TU #1-2, EQ Basin, Reaeration Basin)	\$150,000
21.	Alum Feed System	\$112,000
22.	Filter Feed Pump Station	\$200,000
23.	Methanol Feed System	\$48,000
24.	Tertiary Denitrification Filters	\$1,815,000
25.	Methanol Sample System	\$13,500
26.	Chlorine Feed System Modifications	\$50,000
27.	Chlorine Contact Tank/Reaeration Basin	\$200,000
28.	Dechlorination Feed System Modifications	\$3,000
29.	Non-potable Water System	\$42,000
30.	Aerobic Digester	\$785,000
31.	Positive Displacement Blower Package (Aerobic Digester)	\$100,000
32.	Instrumentation, Controls, Cellular RTUs	\$110,000
33.	Electrical Systems	\$1,128,000
34.	Utility Service Entrance Allowance	\$10,000
35.	Spare Parts Allowance	\$5,000
36.	Testing Allowance	\$8,000

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107 E. Second Street, Greenville, NC 27858 ■ PO Box 929, Greenville, NC 27835 ■ Phone: 252-752-4135 ■ Fax: 252-752-3974

NCBELS Lic. No. F-0334

www.riversandassociates.com

NCBOLA Lic. No. C-312

Updated, cont

River Bend Town Council
March 14, 2024
Work Session Minutes
Page 4 of 6

Subtotal - Construction	\$8,543,000
Contingencies @ 10% +/-	\$854,400
Total Estimated Construction Construction Cost	\$9,397,400
Technical Services:	
Study and Report Phase	\$20,000
Preliminary and Final Design Phase	\$88,000
Bidding or Negotiating Phase	\$32,000
Construction Administration	\$190,000
Resident Project Representation	\$260,000
Environmental, Wetland and Construction Permitting	\$19,000
Additional Boundary and Topographic Surveys	\$13,000
Record Drawing Preparation	\$17,000
Subtotal - Technical Services	\$639,000
Wetland Mitigation Cost	\$54,600
Total Preliminary Opinion of Probable Project Cost	\$10,091,000
<u>Add Alternate:</u>	
37. Remove & Dispose of Existing Blowers & Air Piping within Blower Building	\$15,000

Updated - December, 2023

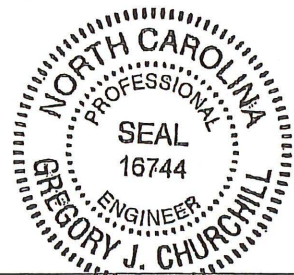
Updated cost — \$10,091,000
Original cost — \$9,108,500
Difference — + \$982,500

Updated cost submitted to state, as required,
When we submitted our engineering plans and
specifications for review as part of our
construction. We received final permit
on Feb. 29, 2024

Original

8a. Project Budget (for Construction Projects and Pre-Construction Planning Grants only)			
	Division Funding Requested	Other Secured Funding Source(s)	Total Cost Amount
Indicate construction costs by line item (e.g., linear feet of different-sized lines)			
Construction Costs			
Contract I – Clearing & Intermediate Site Grading:			
1. Mobilization	\$5,000	\$0	\$5,000
2. Clearing & Grubbing w/ Offsite Disposal	\$12,000	\$0	\$12,000
3. Removal of Aggregate, Debris, Spoil Piles	\$11,250	\$0	\$11,250
4. Muck out Ditches w/ Offsite Disposal	\$12,500	\$0	\$12,500
5. Undercut Excavation w/ Offsite Disposal	\$8,000	\$0	\$8,000
6. Offsite Select Borrow Material	\$20,000	\$0	\$20,000
7. Offsite Borrow & Backfill for WWTP Structures	\$80,000	\$0	\$80,000
8. Unclassified Excavation w/ Onsite Disposal	\$4,800	\$0	\$4,800
9. Erosion Control	\$12,000	\$0	\$12,000
10. Seeding and Mulching	\$2,200	\$0	\$2,200
Contract II – WWTP Enhancements (* => 20 yrs old)			
11. Mobilization	\$224,000	\$0	\$224,000
12. Demolition *	\$18,000	\$0	\$18,000
13. Sitework	\$60,000	\$0	\$60,000
14. Yard Piping	\$370,000	\$0	\$370,000
15. Influent Flow Meter & Vault	\$27,000	\$0	\$27,000
16. Preliminary Treatment Unit *	\$390,000	\$0	\$390,000
17. Equalization Basin Renovations *	\$140,000	\$0	\$140,000
18. Treatment Unit #1 Rehabilitation *	\$1,040,000	\$0	\$1,040,000
19. Treatment Unit #2 Rehabilitation *	\$1,025,000	\$0	\$1,025,000
20. Alum Feed System	\$107,000	\$0	\$107,000
21. Filter Feed Pump Station	\$195,000	\$0	\$195,000
22. Methanol Feed System	\$45,000	\$0	\$45,000
23. Tertiary Denitrification Filters	\$1,730,000	\$0	\$1,730,000
24. Methanol Sample System	\$12,000	\$0	\$12,000
25. Chlorine Feed System Modifications *	\$27,000	\$0	\$27,000
26. Chlorine Contact Tank/Reaeration Basin *	\$190,000	\$0	\$190,000
27. De-chlorination Feed System Modifications *	\$2,000	\$0	\$2,000
28. Non-potable Water System	\$40,000	\$0	\$40,000
29. Aerobic Digester *	\$750,000	\$0	\$750,000
30. Dual Positive Displacement Blowers/Piping *	\$103,000	\$0	\$103,000
31. Instrumentation and Controls *	\$75,000	\$0	\$75,000
32. Electrical Systems *	\$822,000	\$0	\$822,000
33. Water/Wastewater Sampling Lab Building/Site*	\$80,000	\$0	\$80,000
Contingency (10% of construction costs):	\$763,750	\$0	\$763,750

Original, cont.

Construction Subtotal:	\$8,403,500	\$0	\$8,403,500
Engineering Costs			
Engineering Design Revisions	\$60,000	\$0	\$60,000
Permitting Revisions	\$15,000	\$0	\$15,000
Bidding or Negotiation (2)	\$40,000	\$0	\$40,000
Construction Administration	\$248,000	\$0	\$248,000
Resident Project Representation	\$241,000	\$0	\$241,000
Record Drawing Preparation	\$17,000	\$0	\$17,000
Engineering Subtotal:	\$621,000	\$0	\$621,000
Administration Costs			
Engineering Report Preparation	\$20,000	\$0	\$20,000
Environmental Documentation Preparation	\$10,000	\$0	\$10,000
Wetland Mitigation	\$54,000	\$0	\$54,000
Administration Subtotal:	\$84,000	\$0	\$84,000
TOTAL PROJECT COST:	\$9,108,500	\$0	\$9,108,500
A Professional Engineer signature and seal for the estimate <u>must be provided</u> in the space to the right for the application to be considered complete.			

Old cost estimate was from April, 2022 and included in our application in May, 2022.

6 months after application submission, we received our LOIF in October, 2022.

In December, 2023 we submitted an updated cost estimate.

**River Bend Town Council
Regular Meeting Minutes
March 21, 2024
Town Hall
7:00 p.m.**

Present Council Members: Mayor John Kirkland
Lisa Benton
Brian Leonard
Barbara Maurer
Buddy Sheffield

Absent Council Member: Jeff Weaver

Town Manager: Delane Jackson
Police Chief: Sean Joll
Finance Director: Mandy Gilbert
Town Clerk: Kristie Nobles
Town Attorney: David Baxter

Members of the Public Present: 12

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, March 21, 2024, at the River Bend Town Hall with a quorum present.

VOTE – APPROVAL OF AGENDA

Councilwoman Maurer motioned to adopt the agenda as presented. The motion carried unanimously.

ADDRESSES to the COUNCIL

Mr. Edwin Vargas – 119 Randomwood Lane – addressed the Council regarding the Bicycle and Pedestrian Plan from 2018 and asked the Council to consider this plan in the future.

CONSENT AGENDA

The Mayor presented the Council with the Consent Agenda. Councilman Sheffield moved to approve the Consent Agenda as presented. The motion carried unanimously. Within this motion, the following items were approved:

- A. Approve:
Minutes of the February 8, 2024, Work Session Meeting
Minutes of the February 15, 2024, Regular Council Meeting

TOWN MANAGER'S REPORT

The Manager gave the following updates:

- Wastewater Treatment Plant bidding is open but the bid opening date could change to help increase the prospective number of bidders.
- The town received a preliminary subdivision plat today for the Davis property that will be discussed at the next Planning Board meeting on April 4, 2024.
- The Board of Adjustment Public Hearing is scheduled for March 28, 2024, at 6:15 p.m. at Town Hall regarding the Special Use Permit the Town has submitted for the possible location of the new Water Treatment Plant.

Police Chief Joll encouraged all residents to lock their doors.

ADMINISTRATIVE REPORTS

FINANCE – COUNCILMAN LEONARD

Financial Report – Finance Director, Mandy Gilbert, presented to the Council the financial statement for the month of February. She stated the total of the Town's Cash and Investments as of February 29, 2024, were \$3,215,644 and Ad valorem tax collections for FY23-24 were \$954,386 and Vehicle Ad valorem tax collections were \$63,685.

VOTE – Town Council Rules of Procedure Amendment

Councilman Leonard motioned to approve the Town Council Rules of Procedure Amendment as presented. The motion carried unanimously. (see attached)

PLANNING BOARD – COUNCILMAN SHEFFIELD

Councilman Sheffield gave the following report:

The regular meeting of the Planning Board was held on March 7th at 6:00pm. The only business before the board was the request by The Town of River Bend for a special use permit for 4.5 acres on Plantation adjacent to the Public Works building for the construction of a water treatment facility. Manager Jackson showed a Power Point presentation of the proposed facility including a preliminary site plan. He then answered questions from board members. Member Keith Boulware suggested that the plan include security measures, such as closed-circuit cameras. The board voted to approve the special use permit with the added security as part of the approval. The special use permit now goes to the Board of Adjustment for final approval.

BOARD OF ADJUSTMENT

Councilman Sheffield stated that the Board of Adjustment will hold a Public Hearing on March 28, 2024 at 6:30 p.m. at Town Hall. He stated that the Town of River Bend has requested a special use permit for a new Water Treatment Facility.

PUBLIC SAFETY – COUNCILWOMAN BENTON

Councilwoman Benton stated that Community Watch met last month and meets once a quarter. She stated that they need more volunteers.

PARKS & RECREATION – COUNCILWOMAN BENTON (alternate for Weaver)

Councilwoman Benton stated that Parks and Recreation has an Easter Egg Hunt scheduled on Sunday, March 24 starting at 2:00 p.m. at the Municipal Building area. She stated that they are planning a Mother's Day, Father's Day, and a Game Night.

RIVER BEND COMMUNITY ORGANIC GARDEN

Councilwoman Benton gave the following report:

Garden volunteers held a special meeting on 11. The regular meeting was changed due to the Board of Election's use of the building for the primary. Fourteen gardeners were present, including two new volunteers. Six new volunteers have joined the garden since January.

Seventeen gardeners worked from 9am-noon on the March 16 workday. A double row (90 feet) of potatoes was planted and numerous other tasks were completed. The garden is ready for spring planting. This year there will be sixteen active and seven dormant rows. Two rows will be planted for Interfaith Refugee Ministries. Additional tasks are underway to get ready for the plant sale.

Four hundred seeds comprising eighteen varieties of vegetables that were started on February 22 have germinated. They will be planted in the garden, shared with gardeners and sold at the plant sale. Herbs and flowers will also be planted.

The plant sale will be held at the garden on Saturday, April 27th from 8:30 am to 1 pm. Plants, shrubs, vegetables, herbs and houseplants will be offered for sale. Garden ornaments and tools will also be available. Look on the town website, eNews and social media for updates. Rain date is May 4.

The total number of volunteer hours for February was 110.

The next meeting is scheduled for April 1 at 1:30 pm in the Municipal building. Weekly workdays are scheduled on Saturdays starting at 9 am (earlier if it is warm). Everyone is welcome to attend and participate in monthly garden volunteer meetings and in the garden.

VOTE – Town Park Rules

Councilwoman Benton motioned to approve DRAFT II to the Town Park Rules as presented. The motion carried unanimously. (see attached)

CAC – COUNCILWOMAN MAURER

Councilwoman Maurer presented the following report.

The CAC met on March 21, 2024. One member submitted her resignation due to family concerns.

The Arbor Day Celebration will be held this Saturday, March 23rd from 10 am – noon in the picnic shelter next to the Town Hall. The agenda is filled with activities, including a tree planting, giveaways of trees that are indigenous to Eastern North Carolina, and activities for kids put on by local Girl Scouts. The event will be held rain or shine so don't let a little rain keep you away from an inspirational and fun event.

The Beautification Award Program is starting its second year and will hold award periods in April, May and June. You can nominate yourself, a neighbor, or a house you think is attractive. Nominations for the April award will start on April 1. Check the town website for nomination forms.

Board members are finalizing plans for two Independence Day decoration workshops in June. Participants will create star-shaped lighted wreaths for doors and mailboxes. Participation is limited to twenty people and pre-registration is necessary to secure a place. The cost will be \$10 per wreath with all supplies included.

CAC will hold their second annual Independence Day Festive Award Program that publicly recognizes homes that exemplify the Fourth of July celebration.

Due to their popularity, Christmas globe workshops will again be offered in November. More information will follow later this year.

The board would like to establish a CAC Facebook page to inform residents of upcoming event and report on activities. It will be informational only, not interactive, with a link to contact board members. Updates will follow.

The next meeting is scheduled for May 15, 2024 at 4 pm in the Municipal Building. The meeting is open to everyone. There is a new vacancy. Please attend if you are interested. Guests and volunteers are always welcome. You don't have to be a board member to participate.

MAYOR'S REPORT

The Mayor presented the following report.

The Town Manager of River Bend, and that position in any town in North Carolina, works on projects as directed by the majority of the members of the governing body. In North Carolina, the Town Manager's legal responsibilities and position duties are spelled out in chapter 160A-148 of

General Statutes. He does not work as directed by citizens of the town. Small towns such as ours typically have very limited support staff. Therefore, the Manager is often the person to research and factually respond to requests for information requested by citizens.

Many of the questions that may be raised will be answered by the record contained in the minutes of the monthly meetings of the Town Council. Answers to many questions are also available in the postings obtained from the Town's webpage. In River Bend, the Town Council and staff are transparent about how policy and administrative guidance is developed.

Some years back the North Carolina John Locke Society, reviewed all 500 + municipalities in the state and evaluated their "Transparency." The last of these rankings showed River Bend to be 1 of only 9 municipalities in North Carolina to receive a rating of "A". The Manager, working with the staff, is responsible for the preparation of the Town's budget which is approved by the Council.

In summary there are aspects of budgeting that all residents need to accept as fact, they are:

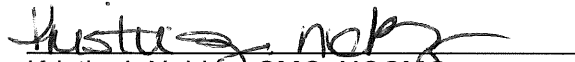
- 1. The budget preparation is a major effort by the Manager, Staff, and Council.*
- 2. All involved in the budget process need to be concerned about the present needs of the Town but also need to develop a budget that will address future needs and the cost and construction time needed for those long-term needs.*
- 3. The Manager takes direct supervision from the Town Council and not from individual residents of the Town.*

PUBLIC COMMENT

No Public Comments.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield moved to adjourn. The meeting adjourned at 7:41 p.m.


Kristie J. Nobles, CMC, NCCMC
Town Clerk

RULES OF PROCEDURE FOR THE TOWN OF RIVER BEND COUNCIL

These rules shall govern the conduct of the River Bend Town Council in the conduct of official meetings. This document has used the University of North Carolina School of Government model advanced in the publication *Suggested Rules of Procedure for a City Council, Fourth Edition, 2017* as a guide.

Rule 1. Regular Meetings

The River Bend Town Council typically meets twice per month, on the second and third Thursday of each month. The meeting on the second Thursday is known as the Council Work Session. The meeting on the third Thursday is known as the Regular Council Meeting. In accordance with North Carolina General Statutes (NCGS), both of these meetings are defined as regular meetings. The Council, at its discretion, and in accordance with NCGS, may take action at any official Council meeting. The Council shall adopt at its regular December Council Meeting a schedule of meeting dates for Regular Meetings and Work Sessions for the next calendar year. The schedule shall give the time and location where meetings will be held. This schedule shall reflect any deviation that holiday events would cause from a normal monthly cycle. Following the adoption of the annual schedule by the Council, the schedule shall be published in compliance with publication mandates of the State of North Carolina.

Rule 2. Special, Emergency, and Recessed (or Adjourned) Meetings

(a) Special Meetings.

- (1) The Mayor, the Mayor pro tempore, or any two members of the Council may at any time call a special Council meeting by signing a written notice stating the time and place of the meeting and the subjects to be considered. The notice shall be delivered to the Mayor and each councilman or left at his usual dwelling place at least six hours before the meeting. Only those items of business specified in the notice may be transacted at a special meeting, unless all members are present or have signed a written waiver of notice.
- (2) During any regular meeting, or any duly called special meeting, the Council may call or schedule a special meeting, provided that the motion or resolution calling or scheduling any such special meeting shall specify the time, place and purpose or purposes of such meeting and shall be adopted during an open session.

(b) Emergency Meetings. The Mayor, the Mayor pro tempore, or any two members of the Council may at any time call an emergency Council meeting by signing a written notice stating the time and place of the meeting and the subjects to be considered. Emergency meetings may be called only because of generally unexpected circumstances that require immediate consideration by the Council. Only business connected with the emergency may be considered at an emergency meeting.

(c) A person or persons calling a special or emergency meeting of the Council shall comply with the notice requirements of Article 33C of General Statutes Chapter 143.

(d) **Recessed (or Adjourned) Meetings.** A properly called regular, special, or emergency meeting may be recessed (or adjourned) to a time and place certain by a procedural motion made and adopted as provided in Rule 16(b), Motion 2, in open session during the regular, special, or emergency meeting. The motion shall state the time and place when the meeting will reconvene. No further notice need be given of such a recessed (or adjourned) session of a properly called regular, special, or emergency meeting.

Rule 3. Organizational Meeting

On the date and at the time of the first regular meeting in December (third Thursday), the newly elected members shall take and subscribe the oath of office as the first order of new business.

Rule 4. Agenda

(a) **Proposed Agenda.** The Town Clerk shall prepare a proposed agenda for each meeting. A request to have an item of business placed on the agenda must be received at least two working days before the meeting. Any Council member may, by a timely request, have an item placed on the proposed agenda. A copy of all proposed discussion items shall be attached to the proposed agenda. An agenda package shall be prepared that includes, for each item of business placed on the proposed agenda, as much background information on the subject as is available and feasible to reproduce. Each Council member shall receive a copy of the proposed agenda and agenda package and it shall be available for public inspection when it is distributed to the Council members. The Town's agenda policy will be followed.

(b) **Adoption of the Agenda.** As the first order of business at each meeting, the Council shall, as specified in Rule 6, discuss and revise the proposed agenda and adopt an agenda for the meeting. The Council may by majority vote add items to or delete items from the proposed agenda, except that the Council may not add items on the agenda of a special meeting unless all members are present or have signed a written waiver of notice. If items are proposed to be added to the agenda, the Council may, by majority vote, require that written copies of particular documents connected with the items be made available at the meeting to all Council members.

The Council may designate certain agenda items for "discussion" and/or "vote." Such designation means that the Council intends to discuss the general subject area of that agenda item before making any motion concerning that item. However, the Council may vote on any agenda item, as authorized by NCGS, regardless of how it is labeled on the agenda.

(c) **Open Meetings Requirement.** The Council shall not deliberate, vote, or otherwise take action on any matter by reference to a letter, number or other designation, or other secret device or method, with the intention of making it impossible for persons attending a meeting of the Council to understand what is being deliberated, voted, or acted on. However, the Council may deliberate, vote or otherwise take action by reference to an agenda, if copies of the agenda – sufficiently worded to enable the public to understand what is being deliberated, voted, or acted on – are available for public inspection at the meeting.

Rule 5. Public Address to the Council

(a) Any individual or group who wishes to address the Council can make a request, to the Clerk, at least two days in advance of the regular meeting to be on the agenda. Unless determined otherwise by the Council, each speaker will have a maximum of five minutes to address the Council.

(b) The Council shall provide a public comment period during its regular Council meeting, which is the third Thursday of each month. The Town's public comment policy will be followed.

Rule 6. Order of Business

Items shall be placed on the agenda according to the order of business. The order of business for each regular meeting shall be as follows:

- Discussion and revision of the proposed agenda; adoption of an agenda
- Addresses to the Council
- Public comment
- Public hearings
- Approval of the minutes
- Administrative reports
- Committee reports
- Unfinished business
- New business

By general consent of the Council, items may be considered out of the order prescribed above.

Rule 7. Presiding Officer

The Mayor shall preside at Council meetings if he or she is present, unless he or she becomes actively engaged in debate on a particular matter. The Mayor may only vote to break a tie. In order to address the Council, a member must be recognized by the Mayor.

If the Mayor is absent, the Mayor Pro Tem shall preside. If both the Mayor and the Mayor Pro Tem are absent, another member designated by vote of the Council shall preside. The Mayor Pro Tem or other member who is temporarily presiding retains all of his or her rights as a member, including the right to make motions and the right to vote.

If the presiding person becomes actively involved in debate on a particular matter, he or she may designate another Council member to preside over the debate. The presiding individual shall resume presiding as soon as action on the matter is concluded.

The presiding officer shall have the following powers:

- To rule motions in or out of order, including any motion patently offered for obstructive or dilatory purposes;

- To determine whether a speaker has gone beyond reasonable standards of courtesy in his remarks and to entertain and rule on objections from other members on this grounds;
- To entertain and answer questions of parliamentary law or procedure;
- To call a brief recess at any time;
- To adjourn in an emergency
- Direct any person who willfully disturbs a meeting to leave the room
- And any others prescribed by NCGS-160A-67 thru 70.

A decision by the presiding officer under any of the first three powers listed may be appealed to the Council upon motion of any member, pursuant to Rule 16, Motion 1. Such a motion is in order immediately after a decision under those powers is announced and at no other time. The member making the motion need not be recognized by the presiding officer, and the motion, if timely made, may not be ruled out of order.

Rule 8. Action by the Council

The Council shall proceed by motion, except as otherwise provided for in Rules 3, 4 and 25. Any member, excluding the Mayor, may make a motion.

Rule 9. Second Not Required

A motion does not require a second.

Rule 10. One Motion at a Time

A member may make only one motion at a time.

Rule 11. Substantive Motions

A substantive motion is out of order while another substantive motion is pending.

Rule 12. Adoption by Majority Vote

A motion shall be adopted by a majority of the votes cast, a quorum as defined in Rule 22 being present, unless otherwise required by these rules or the laws of North Carolina. A majority is more than half.

Rule 13. Voting by Written Ballot

The Council may choose by majority vote to use written ballots in voting on a motion. Such ballots shall be signed, and the minutes of the Council shall show the vote of each member voting. The ballots shall be available for public inspection in the office of the Town Clerk immediately following the meeting at which the vote took place and until the minutes of that meeting are approved, at which time the ballots may be destroyed.

Rule 14. Debate

The Mayor shall state the motion and then open the floor to debate. The Mayor shall preside over the debate according to the following principles:

- The maker of the motion is entitled to speak first;
- A member who has not spoken on the issue shall be recognized before someone who has already spoken;
- To the extent possible, the debate shall alternate between proponents and opponents of the measure.

Rule 15. Ratification of Actions

To the extent permitted by law, the Council may ratify actions taken on its behalf but without its prior approval. A motion to ratify is a substantive motion.

Rule 16. Procedural Motions

(a) **Certain Motions Allowed.** In addition to substantive proposals, only the following procedural motions, and no others, are in order. Unless otherwise noted, each motion is debatable, may be amended, and requires a majority of the votes cast, a quorum being present, for adoption. Procedural motions are in order while a substantive motion is pending and at other times, except as otherwise noted.

(b) **Order of Priority of Motions.** In order of priority (if applicable), the procedural motions are:

Motion 1. To Appeal a Procedural Ruling of the Presiding Officer. A decision of the presiding officer ruling a motion in or out of order, determining whether a speaker has gone beyond reasonable standards of courtesy in his remarks, or entertaining and answering a question of parliamentary law or procedure may be appealed to the Council, as specified in Rule 7. This appeal is in order immediately after a decision is announced and at no other time. The member making the motion need not be recognized by the presiding officer and the motion, if timely made, may not be ruled out of order.

Motion 2. To Adjourn. This motion may be made only at the conclusion of action on a pending substantive matter; it may not interrupt deliberation of a pending matter. A motion to recess or adjourn to a time and place certain shall also comply with the requirements of Rule 2(d).

Motion 3. To Take a Brief Recess.

Motion 4. Call to Follow the Agenda. The motion must be made at the first reasonable opportunity or it is waived.

Motion 5. To Suspend the Rules. The Council may not suspend provisions of the rules that state requirements imposed by law on the Council. For adoption, the motion requires an affirmative vote equal to two-thirds of the entire membership of the Council.

Motion 6. To Go into Closed Session. The Council may go into closed session only for one or more of the permissible purposes listed in G.S. 143-318.11(a). The motion to go into closed session shall cite one or more of these purposes and shall be adopted at an open meeting.

A motion based on G.S. 143-318.11(a)(1) shall also state the name or citation of the law that renders the information to be discussed privileged or confidential. A motion based on G.S. 143-318(a)(3) shall identify the parties in each existing lawsuit concerning which the Council expects to receive advice during the closed session, if in fact such advice is to be received.

Motion 7. To Leave Closed Session.

Motion 8. To Divide a Complex Motion and Consider It by Paragraph. The motion is in order whenever a member wishes to consider and vote on subparts of a complex motion separately.

Motion 9. To Defer Consideration. The Council may defer a substantive motion for later consideration at an unspecified time. A substantive motion, the consideration of which has been deferred, expires 100 days thereafter unless a motion to revive consideration is adopted. If consideration of a motion has been deferred, a new motion with the same effect cannot be introduced while the deferred motion remains pending. A person who wishes to revisit the matter during that time must take action to revive consideration of the original motion (Rule 16(b), Motion 14), or else move to suspend the rules (Rule 16(b), Motion 5).

Motion 10. Motion for the Previous Question. The motion is not in order until there has been at least 20 minutes of debate and/or every member has had an opportunity to speak once.

Motion 11. To Postpone to a Certain Time or Day. If consideration of a motion has been postponed, a new motion with the same effect cannot be introduced while the postponed motion remains pending. A person who wishes to revisit the matter must either wait until the specified time or move to suspend the rules.

Motion 12. To Refer a Motion to a Committee. The Council may vote to refer a substantive motion to a committee for its study and recommendation. Sixty days or more after a substantive motion has been referred to a committee, the introducer of the substantive motion may compel consideration of the measure by the entire Council, whether or not the committee has reported the matter to the Council.

Motion 13. To Amend.

(a) An amendment to a motion must be pertinent to the subject matter of the motion. An amendment is improper if adoption of the motion with the amendment added would have the same effect as rejection of the original motion. A proposal to substitute completely different wording for a motion or an amendment shall be treated as a motion to amend.

(b) A motion may be amended, and that amendment may be amended, but no further amendments may be made until the last-offered amendment is disposed of by a vote.

(c) Any amendment to a proposed ordinance, policy, regulation or resolution shall be reduced to writing before the vote on the amendment.

Motion 14. To Revive Consideration. The Council may vote to revive consideration of any substantive motion earlier deferred by adoption of Motion 9 of Rule 16(b). The motion is in order at any time within

100 days after the day of a vote to defer consideration. A substantive motion on which consideration has been deferred expires 100 days after the deferral unless a motion to revive consideration is adopted.

Motion 15. To Reconsider. The Council may vote to reconsider its action on a matter. The motion to do so must be made by a member who voted with the prevailing side (the majority, except in the case of a tie; in that case the “no’s” prevail) and only at the meeting during which the original vote was taken, including any continuation of that meeting through recess or adjournment to a time and place certain. The motion cannot interrupt deliberation on a pending matter but is in order at any time before final adjournment of the meeting.

Motion 16. To Rescind or Repeal. The Council may vote to rescind actions it has previously taken or to repeal items that it has previously adopted. The motion is not in order if rescission or repeal of an action is forbidden by law.

Motion 17. To Prevent Reintroduction for Six Months. The motion shall be in order immediately following the defeat of a substantive motion and at no other time. The motion requires for adoption, an affirmative vote equal to two thirds of the entire membership of the Council. If adopted, the restriction imposed by the motion remains in effect for six months or until the next organization meeting of the Council, whichever occurs first.

Rule 17. Renewal of Motion

A motion that is defeated may be renewed at a later meeting unless a motion to prevent reconsideration has been adopted.

Rule 18. Withdrawal of Motion

A motion may be withdrawn by the introducer at any time before it is amended or before the Mayor puts the motion to a vote, whichever occurs first.

Rule 19. Duty to Vote

Every member must vote unless excused by the remaining members of the Council. A member who wishes to be excused from voting shall so inform the Mayor, before the vote is taken. The Mayor shall take a vote of the remaining members. No member shall be excused from voting except in cases involving conflicts of interest, as defined by the Council or by law, or the member’s official conduct, as defined by the Council. In all other cases a failure to vote by a member who is physically present in the Council chamber, or who has withdrawn without being excused by a majority vote of the remaining members present, shall be recorded as an affirmative vote.

Rule 20. Special Rules of Procedure

The Council may adopt special rules of procedure as circumstances warrant.

Rule 21. Closed Sessions

The Council may hold closed sessions as provided by law. The Council shall commence a closed session only after a motion to go into closed session has been made and adopted during an open meeting. The motion shall cite the purpose of the closed session. If the motion is based on G.S. 143-318.11(a)(1), closed session to prevent the disclosure of privileged or confidential information or information that is not considered a public record; it must also state the name or citation of the law that renders the information to be discussed privileged or confidential. If the motion is based on G.S. 143-318.11(a)(3), consultation with attorney; handling or settlement of claims, judicial actions, mediations, arbitrations, or administrative procedures, it must identify the parties in any existing lawsuits concerning which the public body expects to receive advice during the closed session. The motion to go into closed session must be approved by a majority of those present and voting. The Council shall terminate the closed session by a majority vote, using Motion 7 of rule 16(b).

Rule 22. Quorum

A majority of the actual membership of the Council (excluding vacant seats) shall constitute a quorum. A majority is more than half. The Mayor shall be considered a member of the Council in determining the number on which a majority is based and in counting the number of members actually present. A member who has withdrawn from a meeting without being excused by majority vote of the remaining members present shall be counted as present for purposes of determining whether or not a quorum is present. When no seats are vacant, a quorum for the River Bend Council is 4 (5 Council Seats + 1 Mayor= 6 total. More than half of 6 being 4).

Rule 23. Remote Participation in Council Meeting

The Council may choose to conduct remote meetings in accordance with applicable state law, including but not limited to NCGS 166A-19.24.

Rule 24. Public Hearings

Public hearings required by law or deemed advisable by the Council shall be organized by a special order that sets forth the subject, date, place, and time of the hearing. The special order is adopted by a majority vote of the Council. At the time appointed for the hearing, the Council shall vote to open the hearing and the Mayor or his or her designee shall call the hearing to order and preside over it. When the hearing is complete, the presiding officer shall entertain a motion to end the hearing. The Town's public hearing policy shall be followed.

Rule 25. Minutes

Full and accurate minutes of the Council proceedings, including closed sessions, shall be kept. The Council shall also keep a general account of any closed session so that a person not in attendance would have a reasonable understanding of what transpired. These minutes and general accounts shall be open to inspection of the public, except as otherwise provided in the rule. The exact wording of each motion and the results of each vote shall be recorded in the minutes, and on the request of any member of the Council, the entire Council shall be polled by name on any vote. Members' and other persons' comments may be included in the minutes if the Council approves.

Minutes and general accounts of closed sessions may be sealed by action of the Council. Such sealed minutes and general accounts may be withheld from public inspection as allowed by the NCGS or so long as public inspection would frustrate the purpose of the closed session.

Rule 26. Appointments

The Council may consider and make appointments to other bodies, including its own committees, if any, at any regular meeting. The Council shall use one of following procedures to make appointments to various other boards and committees:

A candidate for appointment to one of the Town's advisory boards shall submit an Application for Appointment to either the board chairman or the Town Clerk. Chapter 3.05.070 of the Town Ordinance, Appointment to Board shall be followed. Appointments for candidates to fill unexpired terms will be made to the completion of that term.

For appointments to special Council committees, Council members may choose to either submit names for nomination, or may accept volunteers. The final committee roster shall be voted on by the Council.

Rule 27. Committees and Boards

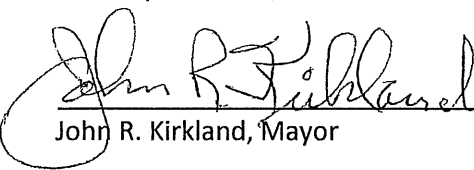
(a) Establishment and Appointment. The Council may establish and appoint members for such temporary and standing committees and boards as are required by law or needed to help carry out the Council's work. Any specific provisions of law relating to particular committees and boards shall be followed.

(b) Open Meetings Law. The requirements of the open meetings law shall apply to all elected or appointed authorities, boards, commissions, councils, or other bodies of the Town that are composed of two or more members and that exercise or are authorized to exercise legislative, policy-making, quasi-judicial, administrative, or advisory functions.

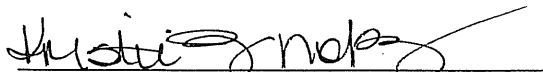
Rule 28. Amendment of the Rules

These rules may be amended at any regular meeting or at any properly called special meeting that includes amendment of the rules as one of the stated purposes of the meeting, unless a statute or a rule of the body that created the board provides otherwise. Adoption of an amendment shall require an affirmative vote equal to two-thirds of the entire membership of the Council.

Adopted this the 21st day of March, 2024.


John R. Kirkland, Mayor

Attest:


Kristie J. Nobles, Town Clerk, CMC

RIVER BEND PARK RULES AND REGULATIONS

Section 1. Regulating of Use

The park is open from sunrise to sunset only, except that the walking trail will be open for use all day.

Section 2. Swimming, etc.

Swimming, wading or boating in the town park are prohibited.

Section 3. Fishing

Fishing in the town park is permitted subject to the following conditions:

- 3-1. Hours. Fishing in town park shall be permitted only when the park is open.
- 3-2. Children Twelve Years Old or Younger. Children of the age of twelve years or younger shall be accompanied by an adult when fishing.
- 3-3. Fishing from Banks, etc. Fishing shall be allowed only from the dock on the pond and the southern bank of the pond. The northern bank is private property and fishing is prohibited.
- 3-4. State Fishing Laws. All persons fishing in the town pond shall abide by the North Carolina Inland Fishing Regulations.

Section 4. Trash, etc.

Littering in the park is prohibited by § 9.02.015 (E) of the Town Code.

Section 5. Vehicles; Use of Roads Only and Sidewalks

It shall be unlawful for any person to operate any unauthorized motorized vehicle, or other power driven vehicle upon the grass or footways of the town park or elsewhere other than on the public roads and streets. Sidewalks are for the use of pedestrians only.

Section 6. Parking Regulations

Parking is limited to the park parking lot only. Parking on any street, the town park parking area or any play area for the purpose of vending goods, wares or merchandise is prohibited except with an authorized permit.

Section 7. Tree Climbing and Injury to Plants and Shrubs

Tree climbing is not permitted. Injury to or destruction of flowers, fruits, plants and shrubs is unlawful.

Section 8. Making Fires in Parks Regulated

It shall be unlawful for any person to make a fire for any purpose except with the use of cooking facilities at designated locations.

Section 9. Permit Required for Certain Uses of Park

- 9-1. Required; Scope. Any individual, organization, corporation, association, society, fraternity, club, order or group of whatever kind desiring the use of the public park owned or controlled by the town as the location for a rally, demonstration, march, public speech, public meeting or other similar activity shall make written request therefor not less than seventy two (72) hours prior to the date of the intended use. This section shall apply only to assemblages where the expected attendance will be more than twenty five people.

The park must be returned to its original condition after the event.

- 9-2. Application for Use Permit. The application shall be obtained from the Town Clerk's office and will be approved by one of the following: the Town Clerk, the Chief of Police, Zoning Administrator or Town Manager. The application shall state the name of the organization and provide other pertinent information to identify clearly the individuals responsible for the conduct of the affairs of the organization.

The request shall state the purpose and use to which the property shall be put and the date and hour requested as well as expected duration of use.

Permission will be granted if it is concluded that the requested use will not impede any regular use of the park and will not affect the care, protection or maintenance or create a nuisance; otherwise, the request shall be denied.

- 9-3. Weapons Prohibited. No person, except sworn law enforcement officers, shall carry into or have on or about his person at any such meeting or assemblage, any firearms or other weapons or any article, including but not limited to knives, blackjacks or nightsticks, which by their use might constitute a deadly weapon.
- 9-4. Hunting and Taking of Animals Prohibited. It shall be unlawful for anyone to hunt, destroy, trap or otherwise capture or take any animal, within the town park except when specifically authorized by the Town Manager.
- 9-5. Domestic Animal Prohibited. Except for dogs and cats, no domestic animals will be allowed in the park without a permit. Permits may be issued for special usage such as animal shows, exhibitions or acts for special occasions. Application for permit shall be the same procedure as Section 9-2.

Section 10. Alcoholic Beverages; Use of

In accordance with §13.01.008 of the Town Code, no alcoholic beverages of any kind may be consumed on town park property.

ADOPTED: 06-19-85

AMENDED: 12-18-85

08-20-86

07-20-88

08-17-88

04-18-90

08-19-92

04-21-99

10-17-01

03-21-24

**River Bend Town Council
Work Session Minutes
April 11, 2024
Town Hall
7:00 p.m.**

Present Council Members:

Mayor John Kirkland
Lisa Benton
Brian Leonard
Barbara Maurer
Buddy Sheffield
Jeff Weaver

Town Manager: Delane Jackson
Deputy Town Clerk: Jennifer Barrow
Town Attorney: Trey Ferguson
Police Chief: Sean Joll

Members of the Public Present: 9

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, April 11, 2024, at the River Bend Town Hall with a quorum present.

VOTE – Approval of Agenda

Councilman Weaver motioned to accept the agenda as presented. The motion carried unanimously.

Discussion –Water Capital Improvement Plan

The Town Manager stated that the Capital Improvement Plan is a regular process that the town goes through every year. The manager stated that the council would be able to vote on the resolution at the April Regular Meeting, and asked if there were any questions he could answer. Councilwoman Maurer asked if there was any reason the council couldn't vote immediately. The manager stated that the council could vote on it if they wished, and the only change would be amend the adoption date to April 11, 2024.

VOTE – Water Systems Capital Improvements Plan Resolution

Councilman Leonard motioned to approve the Water Capital Improvements Plan Resolution as presented. The motion carried unanimously. (see attached)

Discussion –Sewer Capital Improvement Plan

The manager stated the water and Sewer Capital Improvement Plans are usually adopted simultaneously so that they have the same effective date and run concurrently. Therefore, he would request that the council adopt the Sewer Capital Improvement Plan also.

VOTE- Wastewater Capital Improvements Plan Resolution

Councilman Leonard motioned to approve the Wastewater Capital Improvements Plan Resolution with today's date as the signature date. The motion carried unanimously. (see attached)

Discussion –Asset Management Plan

The Town Manager stated that there are several copies of the Asset Management Plan available for viewing. It will be available for the public to view on the town's website after it has been adopted by the council.

VOTE- Water System Asset Management Plan Resolution

Councilman Leonard motioned to approve the Water System Asset Management Plan Resolution with today's date of April 11, 2024. The motion carried unanimously. (see attached)

Discussion – Volunteer Banquet Date

The Town Manager listed several dates for the council to agree upon to hold the annual volunteer banquet. The council unanimously agreed to hold the banquet on June 1, 2024.

Discussion –Town Hall Painting Project

The Town Manager stated that all repairs to the Town Hall have been completed and it is ready for painting. He stated that he would like to have the painting project completed prior to June 30th of this year. The Town Manager said there was not money in the current budget specifically for the painting project, but he may be able to shuffle some around and have it done in the current budget. Councilman Leonard stated that he liked the idea of the town buildings having the same color scheme making them easier to identify from the road.

VOTE- Town Hall Painting Project

Councilman Leonard motioned to approve the use of the color scheme at the Municipal Building for the painting of Town Hall. The motion carried unanimously.

REVIEW – Agenda for the April 18, 2024, Council Meeting

The Council reviewed the agenda for the April 18, 2024, Council Meeting.

CLOSED SESSION

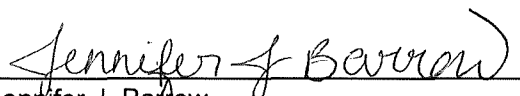
Councilwoman Maurer moved to go into Closed Session under NCGS 143-318.11(a)(3). The motion carried unanimously. The council entered closed session at 7:23 p.m.

OPEN SESSION

Councilman Sheffield moved to return to Open Session at 7:52 p.m. The motion carried unanimously.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield moved to adjourn. The motion carried unanimously. The meeting was adjourned at 7:52 p.m.


Jennifer J. Barrow
Deputy Town Clerk

RESOLUTION BY THE TOWN COUNCIL OF RIVER BEND, NORTH CAROLINA
Adopting the Updated Town of River Bend's
10-Year Water System Capital Improvements Plan

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Town of River Bend operates and maintains a public Water System under Public Water Supply ID No. 04-25-113 issued by the State of North Carolina, and

WHEREAS, WHEREAS, the Town of River Bend has developed a 10-Year Water System Capital Improvements Plan to identify needed capital improvements and their costs,

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

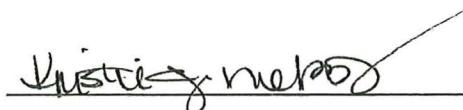
That, the Town of River Bend Town Council hereby adopts the 10-Year Water System Capital Improvements Plan as a guidance document for pursuing capital improvement funds to keep the water system in good operating order, and

That town staff, under the direction of the Mayor and Town Council, shall regularly review and update the 10-Year Water System Capital Improvements Plan to ensure compliance with all federal, state, and local regulations.

ADOPTED, this the 11th day of April 2024 at River Bend, North Carolina.



John R. Kirkland, Mayor



Kristie J. Nobles, Town Clerk, CMC, NCCMC



RESOLUTION BY THE TOWN COUNCIL OF RIVER BEND, NORTH CAROLINA
Adopting the Updated Town of River Bend's
10-Year Wastewater System Capital Improvements Plan

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Town of River Bend, within its Sewer Fund, operates and maintains a public Wastewater System under Public ID No's. NC0030406 (treatment) and WQCS00216 (collection), issued by the State of North Carolina, and

WHEREAS, WHEREAS, the Town of River Bend has developed a 10-Year Wastewater System Capital Improvements Plan, within its Sewer Fund, to identify needed capital improvements and their costs,

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

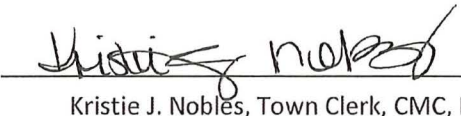
That, the Town of River Bend Town Council hereby adopts the 10-Year Wastewater System Capital Improvements Plan as a guidance document for pursuing capital improvement funding in the Sewer Fund to keep the wastewater system in good operating order, and

That town staff, under the direction of the Mayor and Town Council, shall regularly review and update the 10-Year Wastewater System Capital Improvements Plan to ensure compliance with all federal, state, and local regulations.

ADOPTED, this the 11th day of April 2024 at River Bend, North Carolina.



John R. Kirkland, Mayor



Kristie J. Nobles, Town Clerk, CMC, NCCMC



2024-RES-05

RESOLUTION BY THE TOWN COUNCIL OF RIVER BEND, NORTH CAROLINA

Adopting and Implementing the Town of River Bend's Water System Asset Management Plan

RESOLUTION BY GOVERNING BODY OF APPLICANT

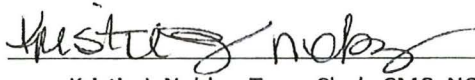
- WHEREAS, The Town of River Bend has made a comprehensive effort to compile available information into a single document that presents an inventory and conditional assessment of the Town's water system infrastructure; and includes a 10-year Capital Improvements Plan with cost estimates; and includes an Operations and Maintenance Plan to ensure the proper management of the water system assets; and
- WHEREAS, The plan, as designed, will be updated regularly and will serve the Town well as a management tool for the planning and operation and maintenance of the Town's water system; and
- WHEREAS, The plan, was presented to the Town Council of River Bend during the regular Council meeting held on April 11, 2024 for Council members' review, comment and adoption.

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

that the Town of River Bend's Asset Management Plan for the Water System (including the 10-year Capital Improvements Plan) is hereby adopted and implemented this date by the Town Council of the Town of River Bend

ADOPTED, this the 11th day of April 2024 at River Bend, North Carolina.


John R. Kirkland, Mayor


Kristie J. Nobles, Town Clerk, CMC, NCCMC



**River Bend Town Council
Regular Meeting Minutes
April 18, 2024
Town Hall
7:00 p.m.**

Present Council Members: Mayor John Kirkland
Lisa Benton
Brian Leonard
Barbara Maurer
Buddy Sheffield
Jeff Weaver

Town Manager: Delane Jackson
Police Sargeant: Stephen Fell
Finance Director: Mandy Gilbert
Town Clerk: Kristie Nobles
Town Attorney: David Baxter

Members of the Public Present: 12

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, April 18, 2024, at the River Bend Town Hall with a quorum present.

RECOGNITION OF NEW RESIDENTS

Jennifer Dunn – 813 Plantation Drive – stated she has lived in River Bend for 2 years and extended gratitude to Cruddy Cans for organizing a litter pick up day in River Bend.

VOTE – APPROVAL OF AGENDA

Councilwoman Benton motioned to adopt the agenda as presented. The motion carried unanimously.

SPECIAL PRESENTATIONS

Cruddy Cans –Shawn Stengele and Donny Moore - addressed the Council regarding providing other options for trash disposal in the Town of River Bend.

GFL – Norma Yanez – addressed the Council and provided historical information on GFL and their services provided.

PUBLIC COMMENT

Edwin Vargas – 119 Randonwood Lane – expressed gratitude to the Town Manager for his response to emails. He also stated that he felt the town needed a new road to exit the town.

CONSENT AGENDA

The Mayor presented the Council with the Consent Agenda. Councilman Sheffield moved to approve the Consent Agenda as presented. The motion carried unanimously. Within this motion, the following items were approved:

A. Approve:

*Minutes of the March 14, 2024, Work Session Meeting
Minutes of the March 21, 2024, Regular Council Meeting*

TOWN MANAGER'S REPORT

The Manager gave the following updates:

- Wastewater Treatment Plant bidding is scheduled for May 5, 2024.
- The land surveyor completed the fieldwork today on the property for the proposed new Water Treatment Plant.
- The first budget workshop is scheduled for April 30 at 4:00 at Town Hall.

Police Sergeant Fell encouraged all residents to lock their vehicle doors.

ADMINISTRATIVE REPORTS

FINANCE – COUNCILMAN LEONARD

Financial Report – Finance Director, Mandy Gilbert, presented to the Council the financial statement for the month of March. She stated the total of the Town's Cash and Investments as of March 31, 2024, were \$3,171,251 and Ad valorem tax collections for FY23-24 were \$974,525 and Vehicle Ad valorem tax collections were \$73,959.

VOTE – Budget Amendment #23-B-06

Councilman Leonard motioned to approve Budget Amendment #23-B-06 as presented. The motion carried unanimously. (see attached)

ENVIRONMENT AND WATERWAYS – COUNCILMAN LEONARD

Councilman Leonard gave the following report:

Vice chairman Jon Hall called the meeting to order at 7 PM. There was a quorum. There were no visitors. The minutes for the February 2024 meeting were read and approved. Councilman Leonard gave a council updated and answered questions from the board. Old Business: Discussion on the stormwater master plan from 1999. Discussion about the status of the bulkhead letters and status, councilman Leonard will follow up with the town manager. New Business: Discussion on setting up a date for a river/canal clear up for trash and weeds. Volunteer hours: 13 There is a vacancy on EWAB please consider joining the board. The next meeting will be on May 6th 2024 at 7 PM in the municipal building's small conference room. The public is welcome to attend.

PLANNING BOARD – COUNCILMAN SHEFFIELD

Councilman Sheffield gave the following report:

The planning board met on Thursday April 4th 2024 at 6 PM in the large conference room in the municipal building. Chairman Lippert opened the meeting at 6 PM, there was a quorum of members. There were several visitors. The minutes from the previous meeting were approved. Allison McCollum gave a summary of the permits issued since the last meeting. Councilman Leonard gave a council update. There were no public comments. There was no old business. Under new business the preliminary Plat submission for parcel #8-200-029 was discussed. The town manager gave a power point presentation and Keith from Strong Rock spoke about the plat and answered members questions. The next regular meeting is scheduled for May 2nd 2024 at 6 PM in the large conference room in the municipal building. The meeting was adjourned around 6:45.

BOARD OF ADJUSTMENT– COUNCILMAN SHEFFIELD

Councilman Sheffield gave the following report:

A special meeting of the River Bend Board of Adjustment was held on March 28th at 6:30 pm at Town Hall. A quorum was present. Vice Chairperson Leonard presided. The purpose of the meeting was explained: A special use permit application by the Town of River Bend for the construction of a Water Treatment Plant on property adjacent to the town's Public Works Building. Witnesses were sworn in. Manager Jackson and Assistant Zoning Administrator McCollum were witnesses for River Bend. No one chose to be a witness against the permit. Ms. McCollum

outlined the 12 exhibits that were presented on behalf of the Town. Manager Jackson presented an in-depth PowerPoint exhibit displaying the preliminary plan for the project, including the buffer zone between the plant and existing homes, etc. The board discussed the application. Board member Barta requested that any approval of the application include 24-hour security camera coverage. The lengthy process of assuring that the permit satisfies numerous conditions required by the state was undertaken. The board voted to approve the application on the condition that security cameras with 24-hour surveillance would be established at this location. The meeting was adjourned. No future meeting is scheduled at this time.

PUBLIC SAFETY – COUNCILWOMAN BENTON

Councilwoman Benton stated that Community Watch is in need of more volunteers.

PARKS & RECREATION – COUNCILMAN WEAVER

Councilman Weaver stated the survey that Parks and Recreation had been asked to complete is almost completed and he hopes to share their recommendation at next months Council meeting, along with a presentation for a Facebook page combined with CAC.

RIVER BEND COMMUNITY ORGANIC GARDEN

Councilman Weaver gave the following report:

The big news is, A plant sale will be held at the garden on Saturday, April 27th from 8:30 am to 1 pm. Plants, shrubs, vegetables, herbs and houseplants will be offered for sale. Garden ornaments and tools will also be available. The rain date is May 4. The total number of volunteer hours for March was 199, bringing the year to date total to 448 hours. The next meeting is scheduled for May 6 at 1:30 pm in the Municipal building. Weekly workdays are scheduled on Saturdays starting at 9 am (earlier if it is warm). Everyone is welcome to attend and participate in monthly garden volunteer meetings and in the garden.

CAC – COUNCILWOMAN MAURER

Councilwoman Maurer presented the following report.

The CAC did not meet in April. The Arbor Day Celebration was a success. Everyone had a great time, and the Girl Scouts were a wonderful addition. The tree was planted, and the girl scouts planted pollinator gardens. About 40-50 people attended. Plans are already in the works for next year. The Beautification Award Program restarted this month. Nominations were slow for April but are expected to increase in May and June. You can nominate yourself, a neighbor, or a house you think is attractive. Nominations for the April award will start on April 1. Check the town website for nomination forms. Board members will offer two Independence Day decoration workshops in June. Reservations are necessary to hold a place. More information will be posted in the e-news and on the town website. CAC will hold their second annual Independence Day Festive Award Program that publicly recognizes homes that exemplify the Fourth of July spirit. The board is working to create a CAC Facebook page to inform residents of upcoming events and to report on activities. It will an informational page with a link to contact board members. A CAC board member has met with her counterpart on the Parks board to share ideas and plans. The next meeting is scheduled for May 15, 2024 at 4 pm in the Municipal Building. The meeting is open to everyone. There is a new vacancy. Please attend if you are interested. Guests and volunteers are always welcome. You don't have to be a board member to participate.

MAYOR'S REPORT

The Mayor presented the following report.

"In 2016 I authored the below article written for the River Bender. At that time the Sun Journal printed it monthly. The personal quality of integrity has always been critical to the local community and to the nation. I believe that the references cited in the article give testimony to the worth of integrity on the part of all citizens. Please consider the working of our council and the need to exchange ideas based on individual positions then listen to other expressed positions. Finally, we need to arrive at a compromised position which the majority will support. In this fashion the needs

of the community will be well addressed. Thank you for taking the time to read this material and have a good day and a good week.”

SEPTEMBER 2016
RIVER BENDER ARTICLE
INTEGRITY AND THE WORLD WE LIVE IN

As the November National Election approaches, a quality that should be expected of any candidate is that of integrity. Following are a number of quotes from individuals that have gone on record providing insight to the power of ethics in leadership.

Robert S. Palmer of Deloitte, Dean of Wharton School from 1983-1990:

“We need to stress that personal integrity is as important as executive skill in business dealings.... Setting an example from the top has a ripple effect through a business school or a corporation. After nearly three decades in business, 10 years as chief executive of a Big Eight accounting firm, I have learned that the standards set at the top filter throughout a company.... [Quoting Professor Thomas Dunfee of the Wharton School:] ‘A company that fails to take steps to produce a climate conducive to positive work-related ethical attitudes may create a vacuum in which employees so predisposed may foster a frontier-style, everyone for themselves mentality.’”

Mahatma Gandhi states,

“There are seven things that will destroy us: Wealth without work; Pleasure without conscience; Knowledge without character; Religion without sacrifice; Politics without principal; Science without humanity; Business without ethics.”

Dan Bryan wrote in his May 14, 2012, article entitled, After Yorktown: The Integrity of George Washington as Published in American History USA,

“George Washington, as much as he is lionized, is often not given the full credit due to him for his efforts at holding the United States together as a republic in the aftermath of the victory at Yorktown.

The famous defeat of Cornwallis did not immediately end the war. For a time, it was unclear whether the British would relent, or whether they would send another army to North America and continue to press the conflict. During this interval, most of the Continental Army remained mobilized and camped at Newburgh, New York. Many of them had not been paid in years. They were ill-clothed, poorly fed, and gradually slid into various degrees of distemper.

It took remarkable skill and leadership by George Washington to prevent this situation from escalating into a rebellion against the Congressional government. Had he been of a different mindset, he probably could have exploited the situation to his personal gain, installing himself as leader of the new country. His refusal to do so is a centerpiece of his long legacy.

The Nicola Letter

The first incident of note occurred in 1782, in the form of a long, handwritten letter. A colonel named Lewis Nicola gave his own impression of the political situation to General Washington. He pointed out that many officers and soldiers had agreed not to disperse until their grievances were met. He used several pages to point out the shortcomings of republican government when it came to compensation of the military. He pointed out all of the threats to social order that this entailed.

Then, at the end, Nicola revealed his proposal – the United States as a monarchy. Only a government of this type, he argued, could ensure proper compensation to the Continental Army, and prevent a future rebellion. The obvious implication, of course, would be George Washington as king.

Washington may or may not have had the support to implement such an idea, but he certainly could have tried. Instead his response was brief and severe:

'I am much at a loss to conceive what part of my conduct could have given encouragement to an address which to me seems big with the greatest mischiefs that can befall my Country... Let me conjure you then, if you have any regard for your Country, concern for yourself or posterity, or respect for me, to banish these thoughts from your Mind, and never communicate, as from yourself, or anyone else, a sentiment of the like Nature.'

The ethical leadership of George Washington is widely recognized. Immediately presented above is a written exchange with one of George Washington's officers which is a perfect example of ethical leadership.

The present time cries for strong ethical leadership. We need to insist that leaders in every organization act with a committed personal code of ethics that is free of destructive traits that will ultimately ruin the organization that they are charged to lead. The need for this trait is the case in government, the military and in every facet of business and commerce. And the change needs to start with each of us as individuals.

Excerpts from After Yorktown: The Integrity of George Washington as Published in American History USA, by Dan Bryan are reprinted with his express permission.

CLOSED SESSION

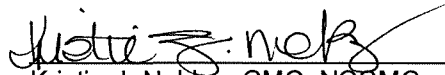
Councilwoman Maurer moved to go into a Closed Session under NCSG §143-318.11(a)(3). The Council entered Closed Session at 8:10 p.m.

OPEN SESSION

Councilman Sheffield moved to return to Open Session at 8:46 p.m. The motion carried unanimously.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield moved to adjourn. The meeting adjourned at 8:46 p.m.



Kristie J. Nobles, CMC, NCCMC
Town Clerk



TOWN OF RIVER BEND
BUDGET ORDINANCE AMENDMENT 23-B-06
FISCAL YEAR 2023 - 2024

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina that the 2023-2024 Budget Ordinance as last amended on February 8, 2024, be amended as follows:

Summary

General Fund	2,257,559
General Capital Reserve Fund	56,900
Law Enforcement Separation Allowance Fund	12,685
Water Fund	655,804
Water Capital Reserve Fund	10
Sewer Fund	679,504
Sewer Capital Reserve Fund	1
Total	3,662,463

Section 1. **General Fund**

Anticipated Revenues

AD VALOREM Taxes 2023-2024	935,566
AD VALOREM Tax-Motor Vehicle	90,000
Animal Licenses	1,500
Sales Tax 1% Article 39	195,868
Sales Tax 1/2% Article 40	114,635
Sales Tax 1/2% Article 42	97,901
Sales Tax Article 44	13,090
Sales Tax Hold Harmless Distribution	108,195
Solid Waste Disposal Tax	2,200
Powell Bill Allocation	100,486
Beer and Wine Tax	13,225
Video Programming Sales Tax	49,621
Utilities Franchise Tax	112,169
Telecommunications Sales Tax	6,725
Court Refunds	500
Zoning Permits	7,000
Miscellaneous	16,200
Interest- Powell Bill Investments	50
Interest-General Fund Investments	31,000
Contributions	901
Wildwood Storage Rents	18,144
Rents & Concessions	18,000
Sale of Fixed Assets	4,600
Transfer From Capital Reserve Fund	43,504
Transfer From PW Capital Projects Fund	57,720
Appropriated Fund Balance	218,759
Total	2,257,559

Section 1. **General Fund (continued)**

Authorized Expenditures

Governing Body	47,350
Administration	332,000
Finance	131,306
Tax Listing	13,700
Legal Services	40,090
Elections	0
Police	769,335
Public Buildings	109,000
Emergency Services	2,870
Animal Control	16,225
Street Maintenance	271,050
Public Works	186,050
Leaf & Limb and Solid Waste	81,606
Stormwater Management	44,840
Wetlands and Waterways	2,900
Planning & Zoning	55,000
Recreation & Special Events	11,100
Parks & Community Appearance	55,130
Contingency	20,807
Transfer To General Capital Reserve Fund	55,000
Transfer To L.E.S.A. Fund	12,200
Total	<u>2,257,559</u>

Section 2. **General Capital Reserve Fund**

Anticipated Revenues

Contributions from General Fund	55,000
Interest Revenue	<u>1,900</u>
Total	56,900

Authorized Expenditures

Transfer to General Fund	43,504
Future Procurement	<u>13,396</u>
	56,900

Section 3. **Law Enforcement Separation Allowance Fund**

Anticipated Revenues:

Contributions from General Fund	12,200
Interest Revenue	<u>485</u>
Total	12,685

Authorized Expenditures:

Separation Allowance	0
Future LEOSSA Payments	<u>12,685</u>
Total	12,685

Section 4. **Water Fund**

Anticipated Revenues

Utility Usage Charges, Classes 1 & 2	210,591
Utility Usage Charges, Classes 3 & 4	12,428
Utility Usage Charges, Class 5	15,002
Utility Usage Charges, Class 8	4,644
Utility Customer Base Charges	278,811
Hydrant Availability Fee	19,764
Taps & Connections Fees	1,250
Nonpayment Fees	10,500
Late payment Fees	7,822
Interest Revenue	3,488
Sale of Capital Asset	0
Transfer From PW Capital Projects Fund	62,551
Appropriated Fund Balance	28,953
Total	655,804

Authorized Expenditures

Administration & Finance [1]	491,804
Operations and Maintenance	140,500
Transfer To Fund Balance for Capital Outlay	23,500
Transfer To Water Capital Reserve Fund	0
Total	655,804

[1] Portion of department for bond debt service: 141,157

Section 5. **Water Capital Reserve Fund**

Anticipated Revenues

Contributions From Water Operations Fund	0
Interest Revenue	10
Total	10

Authorized Expenditures

Future Expansion & Debt Service	10
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Section 6. **Sewer Fund**

Anticipated Revenues:

Utility Usage Charges, Classes 1 & 2	267,170
Utility Usage Charges, Classes 3 & 4	36,679
Utility Usage Charges, Class 5	28,142
Utility Usage Charges, Class 8	16,833
Utility Customer Base Charges	296,108
Taps & Connection Fees	1,250
Late payment Fees	8,384
Interest Revenue	5,836
Sale of Capital Asset	0
Transfer from PW Capital Projects Fund	62,551
Appropriated Fund Balance	(43,449)
Total	679,504

Authorized Expenditures:

Administration & Finance [2]	483,204
Operations and Maintenance	192,800
Transfer to Fund Balance for Capital Outlay	3,500
Transfer to Sewer Capital Reserve Fund	0
Total	679,504

[2] Portion of department for bond debt service: 121,893

Section 7. **Sewer Capital Reserve**

Anticipated Revenues:

Contributions From Sewer Operations Fund	0
Interest Revenue	1
Total	1

Authorized Expenditures:

Future Expansion & Debt Service	1
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Section 8. **Levy of Taxes**

There is hereby levied a tax at the rate of twenty-four cents (\$0.24) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2023, for the purpose of raising the revenue listed as "Ad Valorem Taxes 2023-2024" in the General Fund Section 1 of this ordinance. This rate is based on a valuation of \$393,280,000 for purposes of taxation of real and personal property with an estimated rate of collection of 99.12%. The estimated collection rate is based on the fiscal year 2021-2022 collection rate of 99.12% 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 \$37,500,000 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 2023-2024, 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 4.4% 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.

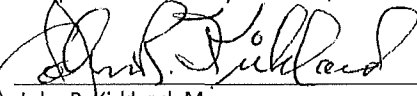
Section 12. **Utilization of the Budget Ordinance**

This ordinance shall be the basis of the financial plan for the Town of River Bend municipal government during the 2023-2024 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**

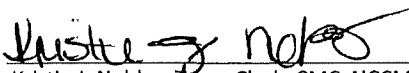
Copies of this Budget Ordinance shall be furnished to the Clerk, Town Council, Budget Officer and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Adopted this 18th day of March, 2024.



John R. Kirkland, Mayor

Attest:



Kristie J. Nobles, Town Clerk, CMC, NCCMC

**River Bend Town Council
Work Session Minutes
May 9, 2024
Town Hall
7:00 p.m.**

Present Council Members:

Mayor John Kirkland
Lisa Benton
Brian Leonard
Barbara Maurer
Buddy Sheffield
Jeff Weaver

Town Manager: Delane Jackson
Deputy Town Clerk: Jennifer Barrow
Town Attorney: Ross Hardeman
Police Chief: Sean Joll

Members of the Public Present: 11

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, May 9, 2024, at the River Bend Town Hall with a quorum present.

VOTE – Approval of Agenda

Councilwoman Benton motioned to accept the agenda as presented. The motion carried unanimously.

VOTE—Budget Amendment 23-B-07

The Town Manager stated that this budget amendment is to recognize the recent grant that the Police Chief and his department secured for the Town in the amount of \$23,364. Councilman Leonard moved to approve Budget Amendment 23-B-07 as presented. (see attached)

VOTE – FY24-25 Leaf & Limb Schedule

Councilman Sheffield motioned to approve the FY24-25 Leaf & Limb Schedule as presented and continued enforcement of the Town's ordinances related to it. The motion carried unanimously. (see attached)

Discussion –Parks & Recreation Survey Results

The Council discussed the recently completed Parks & Recreation survey with Parks & Recreation Chairperson, Laurie LaMotte. Councilman Leonard thanked the Parks and Recreation Advisory Board members present for putting together the survey. Councilwoman Benton and Councilwoman Maurer both offered their congratulations for the survey. (see attached)

Discussion—Parks & Recreation Social Media Request

Councilman Weaver presented a social media request from the Parks & Recreation Advisory Board to the Council. He stated that this would be an informational-only, one-directional Facebook page to post about events and to post photographs after events. Comments would be turned off, and there would be a function to allow Parks & Recreation to control the page while also allowing a designated Town Staff member to have access if needed. The Liaison to the Advisory Board would be responsible for making sure that the rules and ordinances already in place are followed. Mrs. Laurie LaMotte, Chairperson for the Board, stated that the Facebook page would not require additional duties of Town Staff members, but would allow the Town Staff to have access to take down any material if deemed necessary. Mrs. LaMotte further stated that if Town residents had questions about posted material, there would be a section containing the

Parks & Recreation Advisory Board email address for residents to contact and any complaints would be turned over to the Parks & Recreation Advisory Board Liaison.

VOTE—Parks & Recreation Social Media Request

Councilman Weaver motioned to allow the Parks & Recreation Advisory Board to create and manage an informational only, and one-way communication Facebook Page. The motion carried unanimously.

Discussion—Parks & Recreation Father's Day Event

Councilman Weaver stated that the Parks & Recreation Advisory Board wanted to have a Father's Day event consisting of a chicken wing & beer tasting in conjunction with local business, BrÜtopia. Councilman Leonard stated that with the current ordinance we could have a fine celebration with everything except the alcohol. Councilman Sheffield stated that with this being an event to take place in a centralized location and require participants to drive home alcohol does not seem like a good idea. Advisory Board Chairperson, Laurie LaMotte, stated that it was to be a ticketed event limited to one flight of 4 oz each of 4 different beers along with one other drink. The plan was to only allow 20 participants. Councilman Leonard stated that he applauds the advisory board members for trying to come up with new ideas. Councilman Weaver reminded the Council that there is the resolution clause that would allow the Council to allow the special event. However, without support for the event he suggested moving on so that the Parks & Recreation Advisory Board can come up with a new idea for Father's Day.

Discussion—Parks & Recreation July 4 Celebration Change of Venue Request

Councilman Weaver stated that the Parks & Recreation Advisory Board has recommended moving the July 4th activities across the street to incorporate the new facility (Municipal Building). Councilman Leonard asked how this change of venue would affect the parade line up. Chairperson Laurie LaMotte stated that she did not think it would affect the traditional line up at all. Mrs. LaMotte stated that the open field near the Municipal Building would be more accommodating for the activities they would like to include this year such as a water slide and potato sack race. She stated that the change in venue would also open up parking availability at the Town Hall.

VOTE—Parks & Recreation July 4 Celebration Change of Venue Request

Councilman Weaver motioned to change the venue of the fourth of July function from its original location at Town Hall to across the street to the Municipal building in the proposal as presented. The motion passed with 4 ayes and 1 nay (with Maurer voting nay).

REVIEW – Agenda for the May 16, 2024, Council Meeting

The Council reviewed the agenda for the May 16, 2024, Council Meeting.

CLOSED SESSION

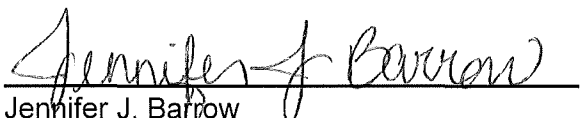
Councilwoman Maurer moved to go into Closed Session under NCGS § 143-318.11(a)(3). The motion carried unanimously. The council entered closed session at 8:08 p.m.

OPEN SESSION

Councilman Sheffield moved to return to Open Session at 8:18 p.m. The motion carried unanimously.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield moved to adjourn the work session at 8:19 p.m. The motion carried unanimously.


Jennifer J. Barrow
Deputy Town Clerk



TOWN OF RIVER BEND
BUDGET ORDINANCE AMENDMENT 23-B-07
FISCAL YEAR 2023 - 2024

River Bend Town Council
May 9, 2024
Work Session Minutes
Page 3 of 26

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina that the 2023-2024 Budget Ordinance as last amended on March 18, 2024, be amended as follows:

Summary

General Fund	2,280,923
General Capital Reserve Fund	56,900
Law Enforcement Separation Allowance Fund	12,685
Water Fund	655,804
Water Capital Reserve Fund	10
Sewer Fund	679,504
Sewer Capital Reserve Fund	1
Total	3,685,827

Section 1. **General Fund**

Anticipated Revenues

AD VALOREM Taxes 2023-2024	935,566
AD VALOREM Tax-Motor Vehicle	90,000
Animal Licenses	1,500
Sales Tax 1% Article 39	195,868
Sales Tax 1/2% Article 40	114,635
Sales Tax 1/2% Article 42	97,901
Sales Tax Article 44	13,090
Sales Tax Hold Harmless Distribution	108,195
Solid Waste Disposal Tax	2,200
Powell Bill Allocation	100,486
Beer and Wine Tax	13,225
Video Programming Sales Tax	49,621
Utilities Franchise Tax	112,169
Telecommunications Sales Tax	6,725
Court Refunds	500
Zoning Permits	7,000
Federal Grant	23,364
Miscellaneous	16,200
Interest- Powell Bill Investments	50
Interest-General Fund Investments	31,000
Contributions	901
Wildwood Storage Rents	18,144
Rents & Concessions	18,000
Sale of Fixed Assets	4,600
Transfer From Capital Reserve Fund	43,504
Transfer From PW Capital Projects Fund	57,720
Appropriated Fund Balance	218,759
Total	2,280,923

Section 1. **General Fund (continued)**

Authorized Expenditures

Governing Body	47,350
Administration	332,000
Finance	131,306
Tax Listing	13,700
Legal Services	40,090
Elections	0
Police	792,699
Public Buildings	109,000
Emergency Services	2,870
Animal Control	16,225
Street Maintenance	271,050
Public Works	186,050
Leaf & Limb and Solid Waste	81,606
Stormwater Management	44,840
Wetlands and Waterways	2,900
Planning & Zoning	55,000
Recreation & Special Events	11,100
Parks & Community Appearance	55,130
Contingency	20,807
Transfer To General Capital Reserve Fund	55,000
Transfer To L.E.S.A. Fund	12,200
Total	<u>2,280,923</u>

Section 2. **General Capital Reserve Fund**

Anticipated Revenues

Contributions from General Fund	55,000
Interest Revenue	<u>1,900</u>
Total	<u>56,900</u>

Authorized Expenditures

Transfer to General Fund	43,504
Future Procurement	<u>13,396</u>
	<u>56,900</u>

Section 3. **Law Enforcement Separation Allowance Fund**

Anticipated Revenues:

Contributions from General Fund	12,200
Interest Revenue	<u>485</u>
Total	<u>12,685</u>

Authorized Expenditures:

Separation Allowance	0
Future LEOSA Payments	<u>12,685</u>
Total	<u>12,685</u>

Section 4. **Water Fund**

Anticipated Revenues

Utility Usage Charges, Classes 1 & 2	210,591
Utility Usage Charges, Classes 3 & 4	12,428
Utility Usage Charges, Class 5	15,002
Utility Usage Charges, Class 8	4,644
Utility Customer Base Charges	278,811
Hydrant Availability Fee	19,764
Taps & Connections Fees	1,250
Nonpayment Fees	10,500
Late payment Fees	7,822
Interest Revenue	3,488
Sale of Capital Asset	0
Transfer From PW Capital Projects Fund	62,551
Appropriated Fund Balance	28,953
Total	655,804

Authorized Expenditures

Administration & Finance [1]	491,804
Operations and Maintenance	140,500
Transfer To Fund Balance for Capital Outlay	23,500
Transfer To Water Capital Reserve Fund	0
Total	655,804

[1] Portion of department for bond debt service: 141,157

Section 5. **Water Capital Reserve Fund**

Anticipated Revenues

Contributions From Water Operations Fund	0
Interest Revenue	10
Total	10

Authorized Expenditures

Future Expansion & Debt Service	10
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Section 6. **Sewer Fund**

Anticipated Revenues:

Utility Usage Charges, Classes 1 & 2	267,170
Utility Usage Charges, Classes 3 & 4	36,679
Utility Usage Charges, Class 5	28,142
Utility Usage Charges, Class 8	16,833
Utility Customer Base Charges	296,108
Taps & Connection Fees	1,250
Late payment Fees	8,384
Interest Revenue	5,836
Sale of Capital Asset	0
Transfer from PW Capital Projects Fund	62,551
Appropriated Fund Balance	(43,449)
Total	679,504

Authorized Expenditures:

Administration & Finance [2]	483,204
Operations and Maintenance	192,800
Transfer to Fund Balance for Capital Outlay	3,500
Transfer to Sewer Capital Reserve Fund	0
Total	679,504

[2] Portion of department for bond debt service: 121,893

Section 7. **Sewer Capital Reserve**

Anticipated Revenues:

Contributions From Sewer Operations Fund	0
Interest Revenue	1
Total	1

Authorized Expenditures:

Future Expansion & Debt Service	1
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Section 9. **Fees and Charges**

There is hereby established, for Fiscal Year 2023-2024, various fees and charges as contained in Attachment A of this document.

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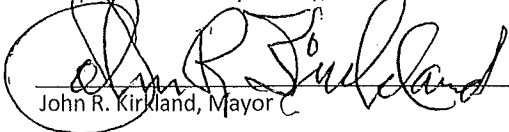
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Section 13. **Copies of this Budget Ordinance**

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 9th day of May, 2024.



John R. Kirkland, Mayor

Attest:



Kristie J. Nobles, Town Clerk, CMC, NCCMC

Town of River Bend – Leaf & Limb Schedule 2024-2025

Zone 1 Placement

Zone 1 Pickup Begins

Zone 2 Placement

Zone 2 Pickup Begins

You **MUST** have your debris by the road **BEFORE** "pickup begins" date for your zone, but not more than 20 days before.

Work Session Minutes
Page 8 of 26

July 2024						
S	M	T	W	T	F	S
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14	15	16	17	18	19	20
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28	29	30	31			

August 2024						
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September 2024						
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October 2024						
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November 2024						
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December 2024						
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January 2025						
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February 2025						
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March 2025						
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23	24	25	26	27	28	29
30	31					

April 2025						
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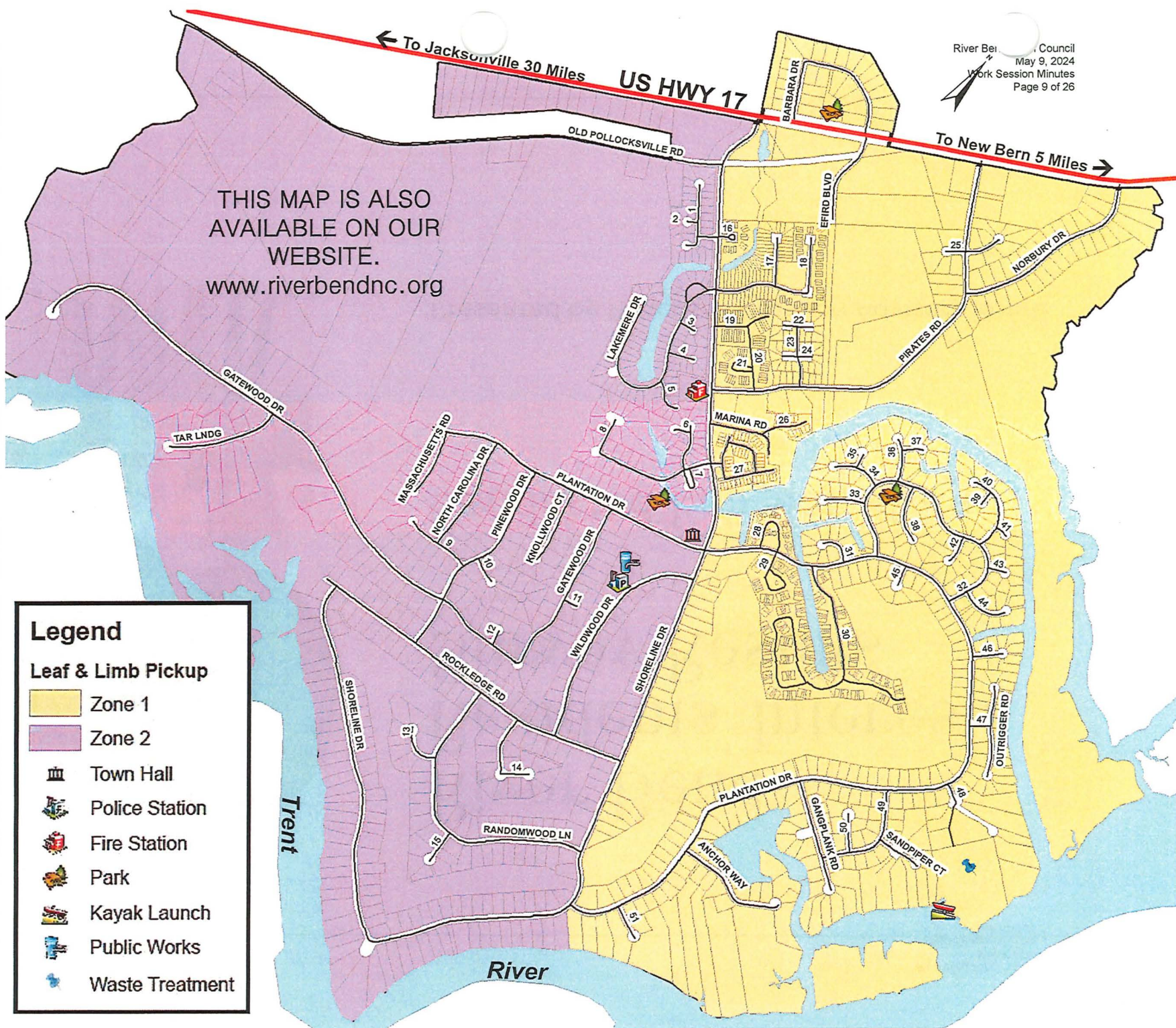
May 2025						
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June 2025						
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22	23	24	25	26	27	28
29	30					

All leaf & limb debris must be the result of natural defoliation or minor trimming and must observe the following criteria:

- Maximum diameter of limbs is three inches (3") and maximum length is six feet (6').
- Place all material in a pile at the roadside with butt ends towards the street in a flat area away from mailboxes, driveway tiles, water meters and any other utility equipment.
- Leaves and grass clippings must **NOT** be bagged. Bagged material will **NOT** be collected. Limbs must be kept separate from leaves and grass clippings. Leaves and grass clippings may be collected by a vacuum. The vacuum cannot accept limbs. Any leaf or grass clipping piles that also contain limbs will **NOT** be collected.
- Leaf & limb material shall **NOT** be placed at the roadside more than five (5) days prior to the "pickup begins" date as shown on the schedule above (dates are circled).
- Pickup shall be done once per street per scheduled pickup week. Any leaf & limb material placed on the roadside after that section of the street has been cleaned shall be the responsibility of the property owner to clear immediately (within 5 days).
- Pickups will be provided to residential properties within the corporate Town limits only. Leaf & limb pickup shall not be provided for debris left by a contractor, including general yard maintenance contractors working on a resident's property.
- Leaf & limb is defined as leaves, grass clippings, pinecones, and small tree and shrub limbs. It does not include construction material of any kind, trimmings from lot clearing, or tree trunks. The Town does not collect brown or white goods, metal, furniture, or construction debris.
- All debris placed upon the public right of way must be placed off the paved portion of the street and must be placed in the right of way immediately adjacent to the property from which it originates. Debris may be placed in the right of way immediately adjacent to the property of others only with the express permission of the owner of the property.
- Violation of these rules may subject violators to remedies described in the Town of River Bend Code of Ordinances, Section 1.01.999 General Penalty. See Section 9.02.030 for complete rule.

STREET	JM
Ashley Place	19
Bayswater Court	7
Baywood Court	12
Bluff Court	6
Boatswain	34
Bowline	40
Brentwood Court	15
Canebrake Drive	1
Captains Cove	35
Carriage House Court	22
Channel Run	32
Clipper Court	45
Commander Circle	39
Compass Court	51
Courtney Lane	5
Esquire Court	24
Gentry Cove	16
Gull Pointe	48
Harbour Walk	28
Ketch Court	50
Knotline Road	46
Lantern Lane	41
Lauren Court	4
Lochbridge	8
Margo Court	3
Mariners Court	44
Masters Court Drive	17
Mulberry Lane	18
Nautical Drive	47
New Hampshire Lane	9
O'Hara Drive	20
Oakleaf Court	14
Parkwood Court	11
Pier Point	27
Pier Point IV	26
Pillory Circle	21
Pilot Place	43
Portside Lane	33
Quarterdeck 1-30	29
Quarterdeck 31-178	30
Raft Road	36
Sailors Court	31
Seafarers Court	42
Sextant Court	37
Starboard Drive	38
Stillwater Court	2
Teakwood Drive	49
Virginia Court	10
Wakefield Drive	25
Westchester Drive	23
Willowbrook Court	13





River Bend Residents' Interests Survey Results

Conducted Feb-Mar 2024

Presented by Parks & Recreation Advisory Board

Overview

The Parks & Recreation Advisory Board was tasked with surveying River Bend residents to ascertain their use of parks, involvement in recreational activities and their interest in expanding opportunities.

A survey was created online and launched February 9, 2024 on the River Bend Facebook Community Page and NextDoor. Additionally, a paper survey was included in the Town's March 8 water bill mailing and residents were asked to drop off their surveys at Town Hall. The deadline for completing surveys—online or paper—was March 30.

Parks & Recreation Online Survey



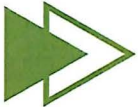
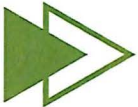
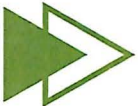
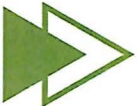
Tell us what you think about our current parks and programs!

And just as important, what you want to see in the future!

Just follow the link below to fill out the survey.

It will only take a few minutes to have your voice heard!

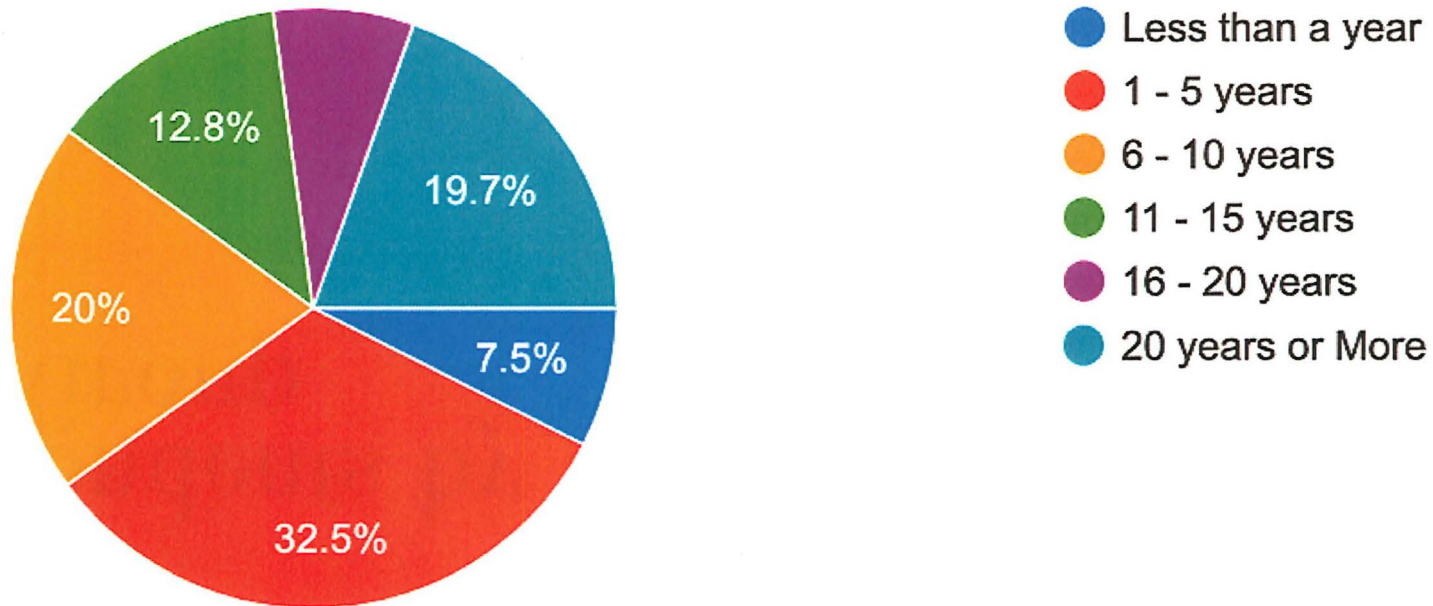
Responses

-  The Advisory Board received **336** total responses*
-  Online surveys accounted for 201 or 60% of responses
-  Paper responses submitted to Town Hall accounted for 84 or 25%
-  There were 51 surveys previously filled out by residents attending National Night Out (2023) or 15% of total responses

- According to 2020 Census data for the Town of River Bend, there are 2902 residents. With 336 responses, that represents approximately 12% of the population. Given that in many cases only one person per household filled out the survey, we may also assume a greater percentage is reflected.

Residency

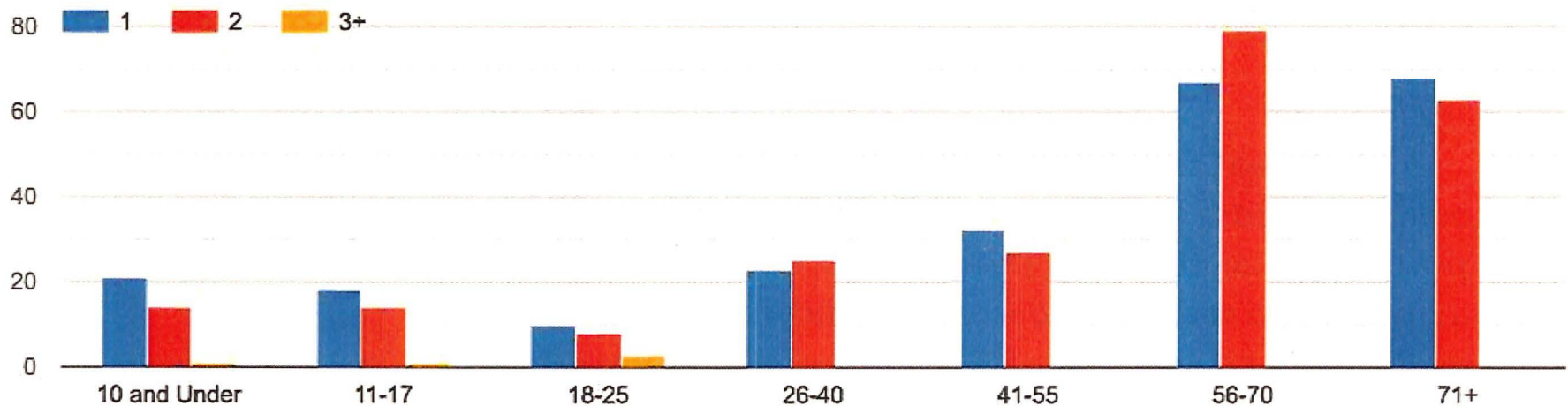
The greatest number of responses came from those residing in River Bend 10 years or less (60%). And overall, the largest group were respondents who've resided in River Bend one to five years (33%).



Respondents by Age Group

The cohort with the greatest number of respondents is the 56+ age group which is reflective of the population according to Census data.

With a median age of 57 and 27% of the population in the 45-64 category and an even greater 37% that are 65 or older, the survey well represented these age categories.



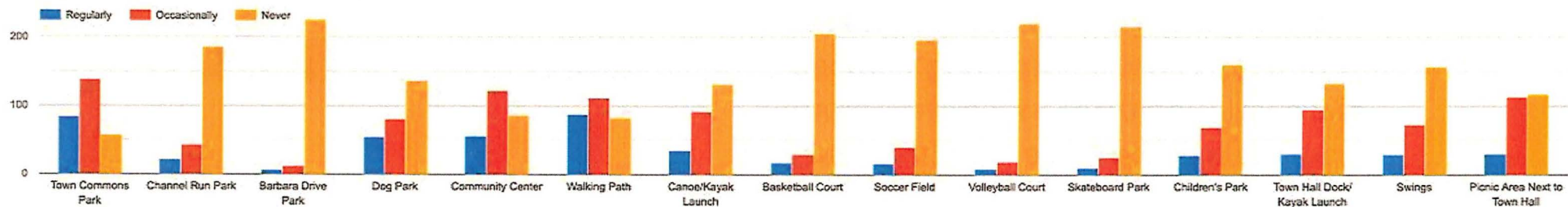
Park Participation

86% of total respondents visited at least one of the parks with Town Commons the most frequently noted, though mostly occasionally.

Channel Run and Barbara Drive had a higher incidence of residents who've never visited, while the dog park, community center and walking path were more frequently visited than all others.

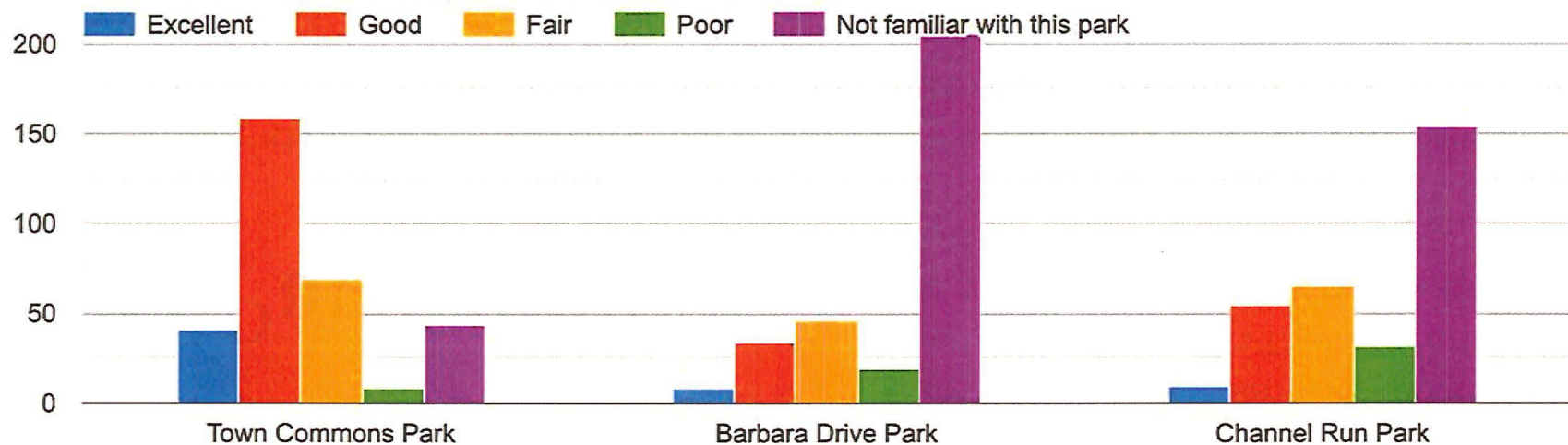
Of the 49 respondents that did not visit the parks, almost half were simply not interested (46%), a smaller percentage noted health limitations (16%) and others didn't have enough time (15%).

When asked what facilities residents frequented outside of River Bend, the greatest number cited the YMCA, as well as, Martin Marietta, Creekside, Cottle and Union Point Parks.



Rating the Parks

Residents were also asked to rate the three main parks. Town Commons was deemed Good overall, while the majority of respondents were not familiar with Channel Run or Barbara Drive Parks. Of those who were familiar with these two, Fair for each was the greater response.



Residents Would Like...

The amenities residents were most interested in were Outdoor/Indoor Swimming Pools, a Fitness Facility and a Pickleball Court. Results are as follows:

Outdoor Swimming Pool (60%)

Fitness Facility (52%)

Pickleball Court (47%)

Indoor Swimming Pool (47%)

Court Games (38%)

Larger Covered Picnic Area (31%)

Outdoor Performance Area (28%)

Splash Pad (26%)

Outdoor Playground (21%)

Tennis Court (17%)

Disc Golf (14%)

Teen Center (11%)

Baseball/Softball Field (9%)



Pools



Fitness Facility



Pickleball Court

Participation in P&R Activities

Of the 266 residents who responded that they'd participated in town-sponsored parks and recreation activities, the three most popular activities were the Independence Day Celebration (81%), Community Yard Sale (67%) and the Holiday Tree Lighting (53%).



Workshops & Game Days

Only 22% of respondents had taken part in workshops and game days, but the most cited activity was the creation of the holiday globes.

Card Making

Holiday Themed Workshops

National Night Out

Friendsgiving

Line Dancing

Safety Workshops

Holiday Globes

Bingo

Bunco

Garden Workshop

Car Show

Mother's Day Painting

Hurricane Preparedness

Building Wood Bee Catcher

Art Class

Built Blue Bird House

Suggestions

The following represents the most often noted suggestions for future workshops and activities..

General Interest

Games/Bingo/Bunco/Scrabble
Movies in the Park
Evening in the Park w/Music
Arts & Crafts Fair/Art Walk/Arts Festival
Block Party w/Music & Food Trucks
Front Porch Music/Porch Fest
Holiday/Christmas Parade

Workshops/Learning Opportunities

Craft Workshops
Art & Music Classes
Baking/Cookie Decorating Workshops
Information Panels/Lectures
Home Improvement/How to Events
Gardening

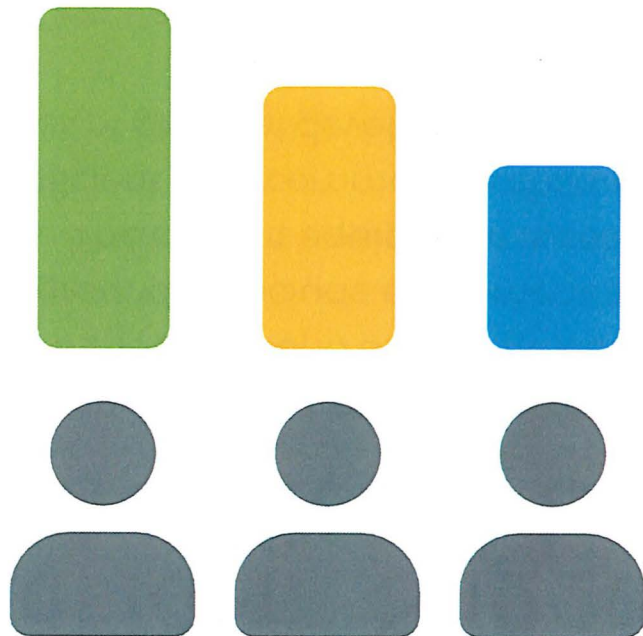
Athletic/Active

Chair Yoga
Fitness Classes
Fishing Tournament for Kids



Expanding Opportunities

Residents were asked if they would vote to expand recreational opportunities and an overwhelming majority, 93%, were in favor. The method supported by the greatest number was through Grants. Not surprisingly, Taxes were the least favored.



- ① **Grants (87%)**
- ① **Contributions/Donations (72%)**
- ① **User/Registration Fees (59%)**
- ① **Special/General Purpose Foundation (49%)**
- ① **Partnerships (48%)**
- ① **Project-Specific Bond Referendums (43%)**
- ① **Taxes (30%)**

Resident Suggestions for Amenities & Equipment

The amenity most frequently requested by residents was to move, expand and enhance the Children's Playground to include equipment and activities for all ages. The current equipment is seen as tired and insufficient to accommodate children at different stages of physical development.

The Dog Park was the second most requested amenity. This would include expanding/enhancing the current, creating an additional park and providing shelter.

All manner of fitness—walking/nature trails, fitness equipment and sports fields—were also repeatedly mentioned. Pickleball and a Fitness Facility were written in again, even though they were offered as an option on a previous question, signaling a great interest for residents.



Playground



Dog Park



Fitness/Trails

P&R Advisory Board Recommendations

The following are amenity recommendations based on both multiple choice and open-ended responses, as well as, Advisory Board members' research and input. Our recommendations are based on the belief that expanding and enhancing amenities, especially at Town Commons, not only raises the quality of residents' lives, but also showcases a vibrant and involved community for residents and visitors alike.

- ▶ Relocate children's playground to a safer, more prominent location, as well as, expand and update equipment to address children's play at various stages of development.
- ✧ New equipment could include Activity Panels for Toddlers, Sliding & Swinging for Preschoolers and Climbing Towers for School Age children.
- ✧ Consider motion play equipment which includes merry-go-rounds and see saws, as well as, modern versions that encourage inclusivity of children with disabilities.
- ✧ Incorporate adventure play elements such as wooden structures or a Pirate Ship that would provide an imaginative and interactive experience for children, as well as, a visually interesting landmark at Town Commons.

P&R Advisory Board Recommendations

- Expand dog park amenities and add a dog park located at Channel Run. Due to flooding conditions at various times of the year and lack of parking, this latter park does not lend itself to more than a green space with limited equipment and amenities.
 - ✧ Add a gazebo or other shelter to protect dog owners from the sun and rain.
 - ✧ Add crawl tunnels and agility hurdles for interactive activities for dogs.
 - Create an area to install a Pickleball court with a plan to add more if usage is as expected.
 - Re-purpose the Old Public Works building as a Fitness Facility as this was requested by half of the respondents. Equipment can be limited to a treadmill, stationary bike, rowing machine and free weights to begin.
 - Provide more shaded areas throughout Town Commons. This becomes especially important as we plan more outdoor amenities and activities.
 - Improve and expand restroom facilities.
 - Create a space for court games such as Bocce ball, Cornhole, Horse Shoes, etc.
-

P&R Advisory Board Recommendations

- Explore ways to create interlinked walking/nature trails perhaps enhanced with markers noting flora and fauna. And update/refurbish the existing walking/exercise circuit as it's outdated and could use a facelift.
- Refurbish or replace faded and rusted equipment at Barbara Drive Park. Provide some type of shelter or cover for existing benches. This park was unfamiliar to the great majority of respondents and none of the residents of the subdivision filled out the survey, therefore we don't see this as a priority or a need to allocate deep resources especially given the lack of parking and residents crossing a busy highway is probably not attractive.



We should note that while an outdoor pool was the most desired amenity by 60% of respondents—and almost half checked off an indoor pool—we are excluding pools from our recommendations as we understand feasibility and budget constraints. Nevertheless, several residents did note that a partnership or negotiated rates with the country club to access their pool could be a solution.

P&R Advisory Board Communications Recommendations

- ▶▶ Purchase an Outdoor Programmable Digital sign to eliminate the continuous cost of individual event signage. A high-quality sign with text, graphics and animation capabilities can be used by organizers from all of the Boards and Committees for events and programs and can greatly enhance residents' awareness of and participation in same.
- ▶▶ Provide new residents with information about the parks with an easy-to-access map on the Town website to increase visibility of the parks and amenities offered. There is currently only a map of the Walking Trail around Town Commons and it is not easily identified as a link. The vast majority of the respondents were not aware of Channel Run or Barbara Drive Parks, even those who have lived here for years.



Thank you for this opportunity to present our survey findings and for your consideration of our recommendations. Most of all, we appreciate your dedication to this community and to its continued growth and improvement.

**River Bend Town Council
Regular Meeting Minutes
May 16, 2024
Town Hall
7:00 p.m.**

Present Council Members: Mayor John Kirkland
Lisa Benton
Barbara Maurer
Buddy Sheffield
Jeff Weaver

Absent Council Members: Brian Leonard

Town Manager: Delane Jackson
Police Chief: Sean Joll
Finance Director: Mandy Gilbert
Town Clerk: Kristie Nobles
Town Attorney: David Baxter

Members of the Public Present: 8

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, May 16, 2024, at the River Bend Town Hall with a quorum present.

RECOGNITION OF NEW RESIDENTS

Maryann Taylor – 438 Gatewood – stated she has lived in River Bend for a year and is an active member of the Community Appearance Commission (CAC).

VOTE – APPROVAL OF AGENDA

Councilwoman Benton motioned to adopt the agenda as presented. The motion carried unanimously.

PUBLIC COMMENT

Don Fogle – 107 Anchorway – expressed gratitude to the Council and the Town Manager for working to get the walking path lit. He also expressed gratitude to the Parks and Recreation Advisory Board for sponsoring a successful board game night. He stated his concerns with the Town entering a contract with the Red Caboose Community Library. He stated that there are no performance measures within the contract and no specific expectations, such as how many hours will the library be open a day and how many days per week. He also stated that the contract states that the town is responsible for the maintenance on the building's equipment, such as the heating and air conditioner, electric, water and plumbing. He stated that the Council is committing the Town to be a landlord of a building that was unsatisfactory for the Town's staff to occupy.

CONSENT AGENDA

The Mayor presented the Council with the Consent Agenda. Councilman Sheffield moved to approve the Consent Agenda as presented. The motion carried unanimously. Within this motion, the following items were approved:

A. Approve:

*Minutes of the April 11, 2024, Work Session Meeting
Minutes of the April 18, 2024, Regular Council Meeting
Minutes of the April 30, 2024, Budget Meeting
Minutes of the May 2, 2024, Budget Meeting
Minutes of the May 7, 2024, Budget Meeting
Minutes of the May 9, 2024, Budget Meeting*

TOWN MANAGER'S REPORT

The Manager gave the following updates:

- Leaf and Limb collection is underway and there have been quite a number of residents not following the rules. He stated that the Town, as approved by the Council, will start issuing citations moving forward.
- The bid opening for the Wastewater Treatment Plant was today and the Town only received one bid and it was 18 million dollars, double the amount of the grant funding received.
- The FY24-25 Budget Public Hearing will be on June 13, 2024, at 7:00 p.m. during the Council work session. He stated that the Council would vote on the proposed budget on June 20, 2024.

At this time, in recognition of National Peace Officers Week, Mayor Kirkland presented the Police Chief with gift certificates for the entire Police department to express gratitude for their service to the community.

ADMINISTRATIVE REPORTS

CAC – COUNCILWOMAN MAURER

Councilwoman Maurer presented the following report.

The CAC met on May 15. The first order of business was a motion and vote to submit a proposal for a CAC Facebook to the Town Council. Motion passed unanimously. The page will be informational only, with an email address for questions and comments. The board submitted their proposal to the Council. It is almost identical to the one made last week by Parks & Recreation and passed by the Council. I will present their proposal at the conclusion of this report. The Beautification Award Program continued with awards this month to two next door neighbors, 312 and 314 Shoreline Drive. Congratulations to the winners and thank you to all the nominees. Nominations for the June award can be made from June 1-10. The CAC announced two Independence Day decoration workshops to take place on Thursday, June 20 and Saturday, June 22 from 10am to noon. If you like the Christmas globe workshops, then be sure to sign up to make Independence Day decorations. Reservations are necessary to hold a place. CAC will hold their second annual Independence Day Festive Award Program that publicly recognizes homes that exemplify the Fourth of July spirit. Nominations will open in mid-June. The next meeting is scheduled for July 17, 2024 at 4 pm in the Municipal Building. The meeting is open to everyone. There is one vacancy. This is an active, creative group. Please attend if you are interested. Guests and volunteers are always welcome. You don't have to be a board member to participate.

VOTE – CAC Social Media Request

Councilwoman Maurer motioned to approve the CAC Social Media Request as presented. The motion carried unanimously.

FINANCE – COUNCILWOMAN MAURER FOR COUNCILMAN LEONARD

Financial Report – Finance Director, Mandy Gilbert, presented to the Council the financial statement for the month of April. She stated the total of the Town's Cash and Investments as of April 30, 2024, were \$3,174,135 and Ad valorem tax collections for FY23-24 were \$979,179 and Vehicle Ad valorem tax collections were \$84,283.

VOTE – Amended and Restated Library Services Agreement

Councilwoman Maurer motioned to approve the Amended and Restated Library Services Agreement as presented, with an effective date of June 1, 2024. The motion carried unanimously. (see attached)

VOTE – Library Space Agreement

Councilwoman Maurer motioned to approve the Library Space Agreement as presented, with an effective date of June 1, 2024. The motion carried unanimously. (see attached)

PRESENTATION OF DRAFT FY24-25 BUDGET MESSAGE AND ORDINANCE

The Manager provided the Council with a copy of the Draft Budget Message and Ordinance. He stated it would be released to the public next week.

ENVIRONMENT AND WATERWAYS – COUNCILMAN WEAVER FOR COUNCILMAN LEONARD

Councilman Weaver gave the following report:

Chairman Ackiss opened the meeting at 7 PM, there was a quorum. There were no visitors. The corrected minutes from November 2023, February and April 2024 were approved. Councilman Leonard gave a council report and answered members questions. OLD BUSINESS: discussion about the status of the bulkhead inspections. Planning for a clean sweep event of the canals later this year. NEW BUSINESS : discussion about feeding creatures in the canals, more information will be published about what is legal and acceptable. Questions about were in River Bend are official bird sanctuaries areas. Discussion about providing fishing lines disposal containers at various locations in town, boat landing, fishing dock, kayak launch were some suggested areas. Volunteer Hours: 7 The next meeting will be on June 3rd 2024 at 7 PM in the small conference room in the municipal building. There is a vacancy on EWAB . The meeting adjourned at 7:42 PM.

PUBLIC SAFETY – COUNCILWOMAN BENTON

Councilwoman Benton stated that Community Watch is in need of more volunteers and meets on June 19 at 7:00 p.m.

PARKS & RECREATION – COUNCILMAN WEAVER

Councilman Weaver stated that Parks and Recreation hosted a successful board game night in May and a Father's Day event is scheduled in June 8.

RIVER BEND COMMUNITY ORGANIC GARDEN

Councilman Weaver gave the following report:

Saturday workdays continue to be successful. More volunteers are also working during the week. The total number of volunteer hours for April 448, more than the previous three months combined. Total work hours for the year so far, 859. The plant sale was successful beyond expectation. It was well attended and some visitors who toured the garden have already started to volunteer. The garden has many parts. In addition to vegetables, there's an herb section, a bird and butterfly garden, a monarch habitat and bee hives. The next meeting is scheduled for June 3 at 1:30 pm in the Municipal building. Weekly workdays are scheduled on Saturdays starting at 8 am. Everyone is welcome to attend and participate in monthly garden volunteer meetings and in the garden.

MAYOR'S REPORT

The Mayor presented the following report.

The members of Council and Staff are now working to develop the 2024-2025 budget. The Town Manager is charged with the preparation of a draft budget for presentation to the Council. The Council can either accept the draft or modify it before voting on its adoption. River Bend is fortunate to have Manager Jackson who has many years working through the budget preparation process. The "bottom line" of the process is that next fiscal year's projects and department expenditures are set and the tax rate to support the budget expenditures is also set. The tax rate to support the budget expenditures is also set by Council vote. Most residents are interested in the tax rate. I recognize that this is a concern for all citizens wherever they live. In my own case, moving from Connecticut to River Bend, taxes for the property in Connecticut are now more than

\$10,000 while the home here is the same size, but tax is \$ 3,500+/- and the level of service provided by local government is very similar in both states. The Manager, Staff and Council work hard to balance the town's needs and the cost of operations. The result will be a balanced budget that will meet the next fiscal year's operational demands. Thanks to all for understanding that the process has worked well in past years and will perform well in the coming fiscal year.

CLOSED SESSION

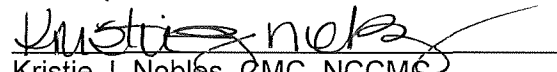
Councilwoman Benton moved to go into a Closed Session under NCSG §143-318.11(a)(3) to consult with our attorney. The Council entered Closed Session at 7:48 p.m.

OPEN SESSION

Councilman Sheffield moved to return to Open Session at 8:08 p.m. The motion carried unanimously.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield moved to adjourn. The meeting adjourned at 8:08 p.m.


Kristie J. Nobles, CMC, NCCMC
Town Clerk

NORTH CAROLINA
CRAVEN COUNTY

AMENDED AND RESTATED LIBRARY SERVICES AGREEMENT

THIS **AMENDED AND RESTATED LIBRARY SERVICES AGREEMENT**, is made and entered into this 12th day of June, 2024 by and between **TOWN OF RIVER BEND** ("Town"); and the **RED CABOOSE COMMUNITY LIBRARY, LLC** ("Library") (hereinafter collectively "Parties").

WITNESSETH:

WHEREAS, on August 10, 2023, the Town and Library entered into an agreement for the Town to pay Library \$5,000 for the provision of general library services, as authorized by N.C. Gen. Stat. 153A-263; and,

WHEREAS, the Town now has space available in its former Public Works Building, located at 115 Wildwood Drive, River Bend, North Carolina, to house the Library's operations in furtherance of the Town and Library's agreement to render general library services; and

WHEREAS, the Town wishes to now lease space within its former Public Works Building to the Library in lieu of providing the Library with a financial payment, and Library now wishes to accept said space for its provision of general library services pursuant to the Parties prior agreement in lieu of accepting the Town's financial payment for the same.

NOW, THEREFORE, BE IT RESOLVED that for valuable consideration, the sufficiency of which is expressly acknowledged by the Parties, the Parties agree to the following amended and restated terms of the August 10, 2023, Library Services Agreement:

ARTICLE 1

Responsibilities of Library

During the term of this Agreement, and subject to the conditions and terms contained herein, the Library agrees:

1.1 To provide all of those general library services it is currently engaged in, to the citizens and residents of the Town, at no cost, charge or expense to individual citizens and residents of the Town.

1.2 It may solicit donations from its patrons, but shall at all times make clear that such donations are completely voluntary, and that they shall not inure to the benefit of the Town itself.

1.3 Indemnify and hold the Town harmless against all expenses, liabilities and claims of every kind, including reasonable attorney's fees, incurred by the Town arising out of the Library's negligence or intentional acts in performing under this Agreement, as well as the negligence or intentional acts of the Library's employees, volunteers, agents, representatives and independent contractors.

1.4 Execute a lease agreement with the Town for using a portion of the Town's former Public Works building, located at 115 Wildwood Drive, River Bend, North Carolina, for the provision of library services required under this Agreement. A copy of such a lease agreement is attached hereto as Exhibit 1.

ARTICLE 2

Responsibilities of Town

During the term of this Agreement, and subject to the conditions and terms contained herein, the Town agrees:

2.1 To advertise the Library's activities on the Town's webpage, in a reasonable manner. Such reasonable manner shall be determined in the sole discretion of the Town Manager or his/her designee.

2.2 To provide the Library with a portion of the Town's former Public Works building, located at 115 Wildwood Drive, River Bend, North Carolina, for the provision of library services required under this Agreement. A copy of such a lease agreement is attached hereto as Exhibit 1.

ARTICLE 3

Term

The initial term of this Agreement shall terminate on the 31th day of May, 2025. The term of this Agreement can be renewed for subsequent one-year terms upon consent of both Parties on the same terms provided in this Agreement. During the initial term or any subsequently renewed term of this Agreement, either party, with or without cause, may cancel this Agreement upon sixty (60) days' written notice to the other party. If either party gives notice of cancellation, said notice will not be considered a breach of this Agreement, and said notice will relieve the other party from any future performance under this Agreement.

ARTICLE 4

Independent Contractor

In the performance of services hereunder, the Library and its agents shall at all times act as an independent contractor, and not as an official Town department or as employees or agents of the Town. The Library and its agents shall not have any claim under this Agreement or otherwise against the Town for vacation pay, sick leave, retirement benefits, social security, worker's compensation, disability benefits, unemployment insurance benefits, or employee benefits of any other kind.

ARTICLE 5

Miscellaneous

5.1 Entire Agreement; Modification: This Agreement supersedes all prior agreements and constitutes the entire agreement between the Parties and may not be amended or modified except by a subsequent written agreement executed by both Parties.

5.2 Severability: If any of the provisions of this Agreement shall be held by a court of competent jurisdiction to be unconstitutional or unenforceable, the decision of such court shall not affect or impair any of the remaining provisions of this Agreement, and the Parties shall, to the extent they deem to be appropriate, take such actions as are necessary to correct any such unconstitutional or unenforceable provision. It is hereby declared to be the intent of the Parties to this Agreement that this Agreement would have been approved and executed had such an unconstitutional or unenforceable provision been excluded therefrom.

5.3 Binding Effect: This Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective legal representatives, successors, and assigns.

5.4 Assignment: Except as may otherwise be expressly provided herein, no party may assign any right, obligation, or liability arising hereunder without the other party's prior written consent. Any such assignment or attempted assignment shall be null and void.

5.5 Headings & Duplicate Originals: Headings in this Agreement are for convenience and reference only and shall not be used to interpret or construe its provisions.

5.6 Duplicate Originals: This Agreement shall be executed in duplicate originals, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

5.7 Governing Law; Exclusive Venue: This Agreement shall be governed by the laws of the State of North Carolina. Exclusive venue for any action, whether at law or in equity, shall be in a court of competent jurisdiction in Craven County, North Carolina.

5.8 Public Purpose; Fair Market Value: The Parties agree that the Library's provided services under this Agreement is a valuable service that provides a public benefit for the citizens of the Town. The Parties further agree that the fair market value of said library services is equivalent to the Town's provision of space for the Library in the Town's former Public Works Building. It is the express intent of the Parties that this Agreement

IN TESTIMONY WHEREOF, the Parties hereto have duly executed this Agreement in duplicate originals, a copy of which is retained by each of the Parties, the day and year first above written.



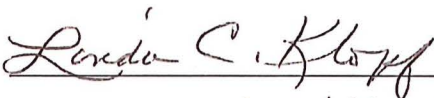
TOWN OF RIVER BEND

By:  (SEAL)
John R. Kirkland, Mayor

ATTEST:


Kristie Nobles, Town Clerk

RED CABOOSE COMMUNITY LIBRARY, LLC

By:  (SEAL)
Printed: Linda C. Klopff
Title: Chairman Red Caboose Community Library

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


Mandy Gilbert, Finance Officer
Town of River Bend

Date: 5/30/2024

NORTH CAROLINA

LIBRARY SPACE LEASE AGREEMENT

CRAVEN COUNTY

THIS AGREEMENT is entered into as of the 15th day of June, 2024, by and between Town of River Bend (hereinafter "Town") and Red Caboose Community Library, a North Carolina non-profit corporation, (hereinafter "Library") upon the terms and conditions set forth below.

WITNESSETH:

WHEREAS, on August 10, 2023, the Town and Library entered into an agreement for the Town to pay Library for the provision of general library services, as authorized by N.C. Gen. Stat. 153A-263; and,

WHEREAS, the Town now has space available in its former Public Works Building, located at 115 Wildwood Drive, River Bend, North Carolina, to house the Library's operations in furtherance of the Town and Library's agreement to render general library services; and

WHEREAS, the Town wishes to now lease space within its former Public Works Building to the Library, and Library wishes to accept said space for its provision of general library services pursuant to the Parties prior agreement.

NOW, THEREFORE, BE IT RESOLVED that for valuable consideration, the sufficiency of which is expressly acknowledged by the Parties, the Parties agree to the following lease agreement's terms:

ARTICLE 1

Definitions

Certain terms having specific definitions are used in this Agreement, and these terms and definitions, unless the context clearly indicates to the contrary, are as set forth in this Article. The defined terms appearing in this Article are set forth in the exact capitalized form as they appear between the quotation marks. When the same term is used in this Agreement with the meaning as assigned herein, it shall appear in the identical capitalized form. Otherwise, the terms shall be considered in the context of the sentence in which it appears.

- 1.1. **"Agreement"** means and refers to this Library Space Lease Agreement.
- 1.2. **"Building"** means and refers to the physical building located at 115 Wildwood Drive, River Bend, North Carolina known as the Town's former Public Works Building .
- 1.3. **"Common Areas"** means and refers to those areas designated as such in this Lease.
- 1.4. **"Effective Date"** means and refers to the 1st day of June, 2024.
- 1.5. **"Leased Premises"** means and refers to a portion of the Building as depicted on Exhibit A.
- 1.6. **"Lessee"** means and refers to Red Caboose Community Library, a North Carolina non-profit corporation.
- 1.7. **"Lessor"** means and refers to The Town of River Bend, a county government and body politic and corporate of the State of North Carolina.

ARTICLE 2

Premises

2.1 **Leased Premises.** Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the Leased Premises described on Exhibit A and incorporated herein by reference.

2.2 **Common Areas.** Lessee shall have the right to the use, in common with the Lessors, all of the Common Areas located in the building comprising the Leased Premises and on the land, including but not limited to, the following:

- (a) **Building Common Area.** Any common access ways, vending/break areas, lobbies not included in Leased Premises, entrances, and any passageways thereto, and the common pipes, ducts, conduits, wires and appurtenant equipment serving the Leased Premises;
- (b) **Land Common Area.** Any common walkways, sidewalks, parking spaces and driveways necessary for access to the Leased Premises and parking areas; and

- (c) Parking. Any common parking areas. Lessor represents that, to the best of its knowledge, the parking area is in compliance with all zoning statutes, regulations and ordinances, without variance, applicable to the Lessor, the building or the land and pertaining to parking.

Lessee's use of the Common Areas is subject to reasonable rules and regulation imposed equally by Lessor from time to time and to Lessor's right to make necessary or appropriate physical changes from time to time in the Common Areas, provided that Lessor shall give Lessee at least thirty (30) days prior written notice of any new or changed rule or regulation imposed upon the use of the Common Areas, or of any such physical changes, and such rights reserved to Lessor shall be exercised in a manner that minimizes interference with Lessee's use and occupancy of the Leased Premises and use and enjoyment of the Common Areas. Except for changes, if any, required by law from time to time, no changes in the Common Areas shall materially adversely affect Lessee's parking rights or Lessee's access to or use and enjoyment of the Leased Premises.

ARTICLE 3

Term

3.1 Commencement of Term. The initial term of this lease shall commence on , June 1st 2024 and shall terminate on the 31th day of May, 2025. The term of this Lease Agreement can be renewed for subsequent one-year terms upon consent of both Parties on the same terms provided in this Lease Agreement.

3.2 Termination. During the initial term or any subsequently renewed term of this Lease Agreement, either party, with or without cause, may terminate this Lease Agreement upon sixty (60) days' written notice to the other party. If either party gives notice of termination, said notice will not be considered a breach of this Lease Agreement, and said notice will relieve the other party from any future performance under this Lease Agreement. Upon written notice of termination, Lessee's right of possession of the Leased Premises will terminate sixty (60) days from the date of the notice of termination, and Lessee shall deliver the Leased Premises to the Lessor on or before sixty (60) days from the date of the notice of termination.

ARTICLE 4

Rent

Commencing on the Effective Date and during each year of the term of this Lease, Lessee shall be obligated to pay the annual rent for the Leased Premises. The annual rent shall be payable on the first day of each year prior to the start of new annual term. Rent shall be in the amount of One Dollar (\$1.00) per annum.

ARTICLE 5

Leasehold Improvements

5.1 Improvements Constructed by Lessee. If any work is to be performed in connection with Tenant improvements on the Premises by Lessee or Lessee's contractor:

(a) Such work shall proceed upon (i) Lessor's express approval of the improvements, (ii) Lessor's written approval of Lessee's contractor, (iii) delivery to Lessor of certificates of insurance prior to commencement of work in the Leased Premises indicating that Lessee's contractor carries public liability and property damage insurance under a comprehensive liability insurance policy covering bodily injury in the amounts of One Million Dollars (\$1,000,000) per person and One Million Dollars (\$1,000,000) per occurrence with not less than Two Million Dollars (\$2,000,000) in aggregate or combined single limit coverage and covering property damage in the amount of not less than One Million Dollars (\$1,000,000), and (iv) Lessor's written approval of plans and specifications for such work.

(b) All work shall be done in conformity with a valid building permit when required, a copy of which shall be furnished to Lessor before such work is commenced, and in any case, all such work shall be performed in a good and workmanlike manner and in compliance with all requirements of applicable governmental authorities and of the insurers of the Building. Notwithstanding any failure by Lessor to object to any such work, Lessor shall have no responsibility for Lessee's failure to meet all applicable regulations.

(c) All work by Lessee or Lessee's contractor shall be scheduled through Lessor or Lessor's designee.

(d) Lessee or Lessee's contractor shall arrange for necessary utility and other services with Lessor and shall pay such reasonable charges for such services as may be charged by Lessor.

(e) Lessee's entry to the premises for any purpose, including without limitation, inspection or performance of Lessee's construction by Lessee's agents, prior to the Lease commencement date shall be subject to all the terms and conditions of the Lease except the payment of Rent. Lessee's entry shall mean entry by Lessee, its officers, contractors, licensees, agents, servants, employees, guests, invitees, or visitors.

(f) Lessee shall promptly reimburse Lessor upon demand for any extra expense incurred by the Lessor by reason of faulty work done by Lessee or its contractor, or by reason of any delays caused by such work, or by reason of inadequate clean-up.

(g) Lessee shall indemnify and hold Lessor harmless from any loss, cost or expense, including attorneys' fees and costs, incurred by Lessor as a result of any defects in design, materials or workmanship resulting from Lessee's alterations, additions or improvements to the Leased Premises.

5.2 Ownership of Improvements. All alterations, additions, improvements and fixtures, including without limitation cabinetry, floor coverings, lighting fixtures, ducts, controls, heating or cooling, which may be made or installed by either of the parties hereto upon the Premises and which in any manner are attached to the floors, walls or ceilings, are the property of Lessor when so installed, excepting those trade fixtures of Lessee, and shall remain upon and be surrendered with the Premises as a part thereof, without disturbance, molestation or injury. Lessee shall not make any changes or alterations, structural or otherwise, to the Premises without Lessor's prior written consent. Lessee shall remove its trade fixtures at the conclusion of this Lease and shall repair any damage to the Premises caused by such removal. During the term of this Lease, the Lessee shall not remove or damage the above described improvements and fixtures without the written consent of the Lessor.

ARTICLE 6

Use and Compliance with Laws

Lessee certifies that it shall use the Leased Premises as a space for the operation of general library services, and all activities incident thereto, and for no other purposes whatsoever without the written consent of Lessor. Lessee shall not use or permit the Premises to be used in a manner offensive or objectionable to the Lessor or other occupants of the Building, or interfere in any way with other Lessees or those having business therein.

ARTICLE 7

Buildings, Services, Utilities, Maintenance, and Repairs

7.1 Services and Utilities. Lessee shall have access to the Leased Premises as stated in Exhibit A during Building business hours as established by Lessor. Lessee shall be responsible for any and all utilities used in the Leased Premises, including but not limited to full electricity, heating, gas (if applicable), ventilating and air conditioning and all other utilities and Building services necessary for the comfortable use and occupancy of the Leased Premises and the Building Common Areas. During hours that are not Building business hours, the Lessor may restrict the utilities described in the immediately preceding sentence. Except as otherwise expressly provided herein, Lessor shall not be liable for, and Lessee shall not be entitled to, any reduction or abatement of Rent on account of any failure on the part of Lessor to deliver the services and utilities provided in this Lease.

7.2 Maintenance, Repair and Replacement.

(a) **Lessor Responsibilities.** All equipment, including but not limited to heating, air conditioning, electric, water and plumbing equipment and facilities in the Premises, but excluding Lessee's trade equipment or other Lessee-installed equipment, shall be maintained by Lessor. Lessee is prohibited from performing any maintenance or repairs to any of the aforesaid equipment and from hiring any contractors or persons to repair the same without the prior written approval of Lessor except in the case of emergency. Lessor

shall not be required to make any such repairs occasioned by an act or negligence of Lessee, its agents, employees, invitees, or licensees, except to the extent that Lessor is reimbursed therefore under any policy of insurance permitting waiver of subrogation in advance of loss.

(b) Lessee Responsibilities. Lessee will be responsible for the following: (i) Lessee shall maintain the Premises in a good, neat and clean condition, including but not limited to all doors, door frames, windows and tenant improvements, and shall advise Lessor to replace all burned out light bulbs and fluorescent tubes as needed. Lessee shall comply with all requirements of law, ordinance, health officer, fire marshal or building inspector regarding its use of the Premises. Lessee shall permit no waste, damage, or injury to the Premises and shall, at its own cost and expense, replace any plate or window glass which may become broken in the Premises as a result of Lessee's actions. At the expiration of the tenancy created hereunder, Lessee shall surrender the Premises in good condition, reasonable wear and tear, loss by fire or other unavoidable casualty excepted, and shall repair any damage caused by removal of any fixtures which it is permitted hereunder to remove and shall remove all property from the Premises except that property owned by Lessor, leaving the Premises in a clean, neat condition. (ii) Lessee shall keep the Premises free and clean from rubbish and trash at all times; shall provide routine maintenance for the Premises; and shall store all trash and garbage within the Premises, or in receptacles specified by the Lessor. (iii) Lessee shall, in all matters, act in compliance and conformity with all Federal, State, and local laws and regulations and in conformity with generally accepted health and safety standards. Any and all hazardous medical wastes materials and other materials and matter commonly used in the health care industry shall be generated, dealt with, handled, stored, and disposed of by Lessee at Lessee sole cost and expense in conformity with said Federal, State, and local laws and regulations and in conformity with generally accepted health and safety standards, and shall not be disposed of in any respect in any area of the property.

7.3 Inspection of Premises and Access. Lessor, at reasonable times with the consent of Lessee (excepting emergencies, as to which no consent shall be required), which consent shall not be unreasonably withheld, may enter the Leased Premises to complete improvements undertaken by Lessor on the Leased Premises or Building, to inspect, clean, maintain or repair the same, and for other reasonable purposes. Lessor shall give Lessee at least twenty four (24) hours notice prior to any entry into the Leased Premises (excepting emergencies, as to which such notice, if any, as is reasonable under the circumstances shall be given, and Lessor's entry shall be solely for the purpose of taking necessary actions to remedy and/or repair the emergency situation), and in no event shall Lessor unreasonably interfere with access to or use of the Leased Premises or Parking Area by Lessee, its agents, employees or invitees.

ARTICLE 8

Fixtures & Alternations

8.1 Fixtures. Lessee may install any trade fixtures, equipment, furnishings, furniture and other fixtures or removable personal property in the Leased Premises, provided, that the same are installed and removed without permanent or structural damage to the Building. All such property shall remain Lessee's property and shall be removed by Lessee upon expiration or termination of this Lease.

8.2 Alterations. Lessee may make non-structural alterations, additions or changes in or to the Leased Premises with prior notification to Lessor, provided that the same are approved by Lessor. Lessor may require Lessee to remove them upon expiration or termination of this Lease, at Lessee's expense and without damage to the Leased Premises. Lessee shall not make alterations, additions or changes to the Leased Premises affecting the structure of the Building without Lessor's prior written consent. Lessee may elect to select its own contractor to perform any such work, subject to compliance with all of the provisions of this Lease.

8.3 Mechanic's Liens. No person shall be entitled to any lien upon the Leased Premises or the Land, in whole or in part, or any interest or estate in any such property, by reason of any work, labor, services or material claimed to have been performed or furnished to or for Lessee, or otherwise on account of any act or failure to act on the part of Lessee, and Lessee shall neither cause nor permit the filing of any such lien. If any such lien claim or notice shall be filed, Lessee shall cause the same to be released or provide other satisfactory security to Lessor with respect to the same (which may be in the form of a bond, title insurance endorsement or other assurance reasonably satisfactory to Lessor) within sixty (60) days; and if not so released or secured, Lessor, at its option, may pay up to the full amount of such lien claim to cause its release, and such amount, together with interest thereon from the date of payment at a rate of 1.0% per month, shall be deemed due and payable by Lessee immediately. Nothing in this Lease shall be deemed or construed to constitute consent to or request to any party for the performance of any labor or services or the furnishing of any materials for the improvement, alteration or repairing of the Leased Premises; nor as giving Lessee the right or authority to contract for, authorize or permit the performance of any labor or services or the furnishing of any material that would permit the attaching of a valid mechanic's lien.

ARTICLE 9

Assignment and Subletting

Lessee shall not assign, mortgage, encumber or otherwise transfer this Lease or its interests hereunder, in whole or in part, or sublet the Leased Premises in whole or in part, without the prior written consent of Lessor which will not be unreasonably withheld. An assignment shall be deemed to have taken place, thus requiring the Lessor's consent, if the Lessee experiences a change in control. In the event Lessor consents to any such transaction, Lessee shall remain fully liable to perform all the obligations of Lessee under this Lease, including but not limited to payment of Rent.

ARTICLE 10

Liability, Insurance, and Indemnification

10.1 Lessee's Property and Fixtures. Lessee assumes the risk of damage to any furniture, equipment, machinery, goods, supplies or fixtures that are or remain the property of Lessee or as to which Lessee retains the right of removal from the Leased Premises.

10.2 Lessee's Public Liability Insurance. Lessee shall, at its own cost and expense, keep and maintain in full force during the Term, a policy or policies of comprehensive public liability insurance, insuring Lessee's activities in or about the Leased Premises, the Building, and Common Areas against loss, damage or liability for personal injury or death of any person or loss or damages to property occurring in, upon or about the Leased Premises, the Building, and Common Areas in the amounts of not less than One Million Dollars (\$1,000,000) per person and not less than One Million Dollars (\$1,000,000) per occurrence, and covering property damage in the amount of not less than One Million Dollars (\$1,000,000), with not less than Two Million Dollars (\$2,000,000) in aggregate or combined single limit coverage. Lessor shall be named as additional insureds under each such policy of liability insurance maintained by Lessee with respect to this Lease. Any requirement under this Agreement for the Lessee to obtain insurance shall not be deemed a waiver on behalf of the Lessor for any governmental immunity Lessor is entitled to for any claim in tort liability under North Carolina law, including but not limited to the waiver provisions of N.C. Gen. Stat. § 160A-485 or any amendments to that section.

10.3 Indemnification of Lessor. Lessee shall indemnify and hold harmless Lessor, and its officers, principals, directors, members, partners, equity owners, shareholders, employees, agents, servants, subtenants, concessionaires, licensees, contractors and invitees (i) from and against any and all liability, penalties, losses, damages, costs and expenses, demands, causes of action, claims or judgments arising from or growing out of any injury to any person or persons or any damage to any property as a result of any occurrence during the Term occasioned in any way as a result of the negligence caused by the action or inaction of Lessee or Lessee's officers, principals, directors, members, partners, equity owners, shareholders, employees, agents, servants, subtenants, concessionaires, licensees, contractors or invitees occurring in or on the Leased

Premises and Common Areas, or arising out of Lessee's use, occupation or operation of the Leased Premises and Common Areas, during the Term, and (ii) from and against all legal costs and charges, including attorneys' fees, incurred in connection with any such matter and the defense of any action arising out of the same which may accrue or be placed thereon by reason of any act or omission of Lessee, and to protect against such liability Lessor shall maintain during the Term its commercial public liability insurance with the Lessor included and an additional insured on such insurance policy which shall cover this indemnification in the amounts of not less than One Million Dollars (\$1,000,000) per person and not less than One Million Dollars (\$1,000,000) per occurrence, and covering property damage in the amount of not less than One Million Dollars (\$1,000,000), with not less than Two Million Dollars (\$2,000,000) in aggregate or combined single limit coverage.

10.4 Waiver of Subrogation. Any policy or policies of fire, extended coverage, all-risk or similar casualty insurance, which either party obtains in connection with the Building or Leased Premises, or Lessee's personal property therein, shall include a clause or endorsement denying the insurer any rights of subrogation against the other party to the extent rights have been waived by the insured prior to the occurrence of injury or loss. Lessor and Lessee waive any rights of recovery against the other for damage or loss due to hazards covered by insurance containing such a waiver of subrogation clause or endorsement to the extent of the damage or loss covered thereby. Notwithstanding anything to the contrary contained in this Lease, neither party shall be deemed to have released or waived any claim against the other for damages to property within the deductible amount of such party's insurance policy.

10.5 Insurance Certificates. Lessee shall furnish to Lessor a certificate of insurance issued by the insurance carrier of each policy of insurance which is required to be carried by Lessee pursuant hereto. Said certificate(s) shall expressly provide that such policies shall not be cancelable or subject to reduction of coverage or otherwise be subject to modification except after thirty (30) days' prior written notice to the parties named as insureds or to which any such certificate has been issued.

10.6 Lessee's Insurance. Notwithstanding anything to the contrary contained herein, Lessee may, at its option, satisfy any or all of its obligations to insure with (a) a so-called "blanket" policy or policies of insurance, including the applicable coverages as described above with respect to the Leased Premises, as well as coverage of other premises and properties of Lessee, or in which Lessee has some interest, or (b) an excess or umbrella liability policy or policies of insurance, now or hereafter carried and maintained by Lessee; provided, however, that Lessor and any additional party named pursuant to the terms of this Lease shall be named as additional insureds thereunder as their respective interests may appear, and provided that the coverage afforded Lessor and any such additional insureds shall not be reduced or diminished by reason of the use of any such blanket or umbrella policy or policies and that all the requirements set forth in this Lease are otherwise satisfied.

10.7 Lessee's Contents Insurance. Lessee shall, at its sole cost and expense, obtain and maintain throughout the Term of this Lease, on a full replacement cost basis, "special form" insurance covering all of Lessee's Property located on or within the Premises, and Lessor shall have no interest in any proceeds of such policy.

ARTICLE 11

Damages & Destruction

11.1 Floodplain. Parties expressly acknowledge that they are aware the Premises are located in a 100-year floodplain and has, on prior occasion, flooded. Accordingly, the Premises may still be susceptible to flooding, and Lessor shall not be liable for any damage to Lessee's Property caused by flooding. Additionally, it is expressly agreed upon that Lessor shall not be required to obtain any type of insurance that would cover said damage, and any such warranties, expressed or implied, related to the protection of the Premises from flood damage are expressly disclaimed. Any insurance obtained by the Lessor that may cover damage caused by flood waters shall only inure to the benefit of the Lessor, and Lessee has no interest in said insurance or any claim or payment made therein. Lessee's insurance coverage required by Section 10.7 of this Agreement shall cover damage caused by floodwaters.

11.2 Lessor's Repairs. If either the Leased Premises or Building is damaged or destroyed to the extent that Lessor reasonably determines that it cannot, with reasonable diligence, be fully repaired or restored by Lessor within one hundred eighty (180) days after the date of such damage or destruction, either Lessor or Lessee may terminate this Lease. Lessor shall notify Lessee of any such determination in writing, within thirty (30) days after the date of such damage or destruction. If Lessor so determines that the Building can be fully repaired or restored within the one hundred eighty (180) day period, or if Lessor so determines to the contrary but neither party terminates this Lease, then this Lease shall remain in full force and effect and Lessor shall, to the extent insurance proceeds are not required to be applied to indebtedness on the Building or land, diligently repair or rebuild the Leased Premises and/or Building to return such improvements to the condition in which it/they existed immediately prior to such damage or destruction, as soon as possible and within the maximum period of one hundred eighty (180) days, if applicable

Article 12

Default

12.1 Events of Default. Each of the following shall constitute an “Event of Default” on the part of Lessee:

(a) Payment. Failure to pay any installment of Rent or other monies when due and payable under this Lease, if such failure continues for a period of thirty (30) days after written notice of such failure from Lessor to Lessee;

(b) Performance. Except as otherwise set forth below, failure of Lessee to perform any of Lessee’s non-payment obligations or covenants under this Lease and/or the Parties’ Amended and Restated Library Services Agreement;

(c) Assignment. A general assignment by Lessee for the benefit of creditors.

(d) Bankruptcy. The filing of a voluntary petition by Lessee seeking the rehabilitation, liquidation or reorganization of Lessee under any law relating to bankruptcy, insolvency or other relief of debtors, or the filing of an involuntary petition by any of Lessee’s creditors seeking any such relief, if not dismissed or otherwise removed within ninety (90) days;

(e) Receivership. The appointment of a receiver or other custodian to take possession of substantially all of Lessee’s assets or of this leasehold, if not dismissed or otherwise removed within ninety (90) days;

(f) Dissolution. Entry of a court decree or order directing the winding up or liquidation of Lessee or of substantially all of its assets, if not reversed or otherwise removed within ninety (90) days; or any action by Lessee toward the dissolution or winding up of its affairs; or

(g) Attachment. Attachment, execution or other judicial seizure of substantially all of Lessee’s assets or this leasehold, if not dismissed or otherwise removed within ninety (90) days.

12.2 No Waiver. Each right provided to a party under this Lease shall be cumulative and shall be in addition to every other right or remedy existing at law or in equity or by statute or otherwise. The exercise or beginning of the exercise by a party of any one or more of the rights or remedies provided for in this Lease, or now or hereafter existing at law or in equity or by statute or otherwise, shall not constitute a waiver of any other right or remedy provided for in this Lease or now or hereafter existing at law in equity or by statute or otherwise. No failure by a party to insist upon the strict performance of any term hereof or to exercise any right or remedy consequent upon a breach thereof, and no acceptance of full or partial payment by a party during the continuance of any such breach, shall constitute a waiver of any such breach or of any such term. The waiver by one party of the performance of any covenant, condition or promise shall not invalidate this Lease nor shall it be considered a waiver by such party of any other covenant,

condition or promise hereunder. The waiver by any party of the time for performing any act shall not constitute a waiver of the time for performing any other act or an identical act required to be performed at a later time.

ARTICLE 13

Rights Reserved by Lessor

13.1 Lessor shall have the following rights, exercisable without notice and without liability to Lessee for damage or injury to property, person or business and without affecting an eviction or disturbance of Lessee's use or possession or giving rise to any claim for offset or abatement of rent:

- (a) To change the name or street address of the Building;
- (b) To install and maintain signs on the exterior and interior of the Building;
- (c) To have keys to the Leased Premises;
- (d) To grant to anyone the exclusive right to conduct any business or render any service in the Building;
- (e) To enter the Leased Premises to make inspections, alterations or additions in or to the Leased Premises or the Building or to exhibit the Leased Premises to prospective tenants, purchasers or others, at reasonable hours; and at any time in the event of an emergency, and to perform any acts related to the safety, protection, preservation, reletting, sale or improvement of the Leased Premises or the Building;
- (f) To approve the weight, size and location of safes and other heavy equipment and articles in and about the Leased Premises and the Building and to require all such items to be moved in and out of the Building and Leased Premises only at such times and in such manner as Lessor shall direct and in all events at Lessee's sole risk and responsibility;
- (g) To approve the installation of any equipment, devices, machinery, mechanical equipment, electronic equipment or air conditioning equipment involving excessive utility consumption inconsistent with the operation of a typical medical office. In the event Lessor does provide written approval for the installation of equipment that requires electrical service or any other utility service and/or air conditioning in excess of normal requirements.
- (h) At any time, to decorate and to make at its own expense, repairs, alterations, additions and improvements, structural or otherwise, in or to the Building or part thereof, and any adjacent building, land, street or alley, and during such operations to take into and through the Leased Premises or any part of the Building all material required and to close or temporarily suspend operation of entrances, doors, corridors, elevators or other facilities.

- (i) To enter and make any lawful use of the portions not leased by Lessee as depicted on Exhibit A.

ARTICLE 14

Miscellaneous

14.1 Quiet Possession. If Lessee shall perform all of the covenants and obligations herein provided to be performed by lessee, Lessee shall at all times during the Term have the peaceable and quiet enjoyment of possession of the Leased Premises without any manner of hindrance from Lessor or any persons lawfully claiming under Lessor.

14.2 Notices. Any notice required or permitted to be given or served by either party to this Lease shall be given in writing, and shall be deemed given on the earliest of (a) the date three (3) business days after being deposited in the United States mail, certified or registered, postage prepaid, (b) when actually delivered, if delivered personally or by courier, or (c) next business day if sent by a reputable overnight courier, or (d) when actually received, if transmitted in writing as follows:

LESSOR: Town of River Bend
C/o Town Manager
45 Shoreline Drive
River Bend, N.C. 28562

LESSEE: Red Caboose Community Library
Linda C. Klopf
103 Randomwood Lane
New Bern, N.C. 28562

14.3 Parties. This Lease and all of the terms and provisions hereof shall inure to the benefit of and be binding upon Lessor and Lessee, and their respective heirs, successors, assigns and legal representatives.

14.4 Attorneys' Fees. In any action or proceeding which Lessor or Lessee may be required to prosecute to enforce its respective rights hereunder, the unsuccessful party therein agrees to pay all costs incurred by the prevailing party therein, including reasonable attorneys' fees, to be fixed by the court, and said costs and attorneys' fees shall be made a part of the judgment in said action.

14.5 Captions. The captions appearing in this Lease are inserted only as a matter of convenience and in no way define, limit, construe or describe the scope or intent of such sections or articles of this Lease nor in any way affect this Lease.

14.6 Severability. If any provision of this Lease shall to any extent be held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Lease shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

14.7 Applicable Law. This Lease, and the rights and obligations of the parties hereto, shall be construed and enforced in accordance with the internal laws of the State of North Carolina.

14.8 Entire Agreement. This Lease sets forth all covenants, promises, agreements, conditions and understandings between Lessor and Lessee concerning the Leased Premises, Building and Common Areas, and there are no covenants, promises, agreements, conditions or understandings, either oral or written, between Lessor and Lessee other than as are herein set forth. Except as herein otherwise provided, no subsequent alteration, amendment, change or addition to this Lease shall be binding upon Lessor or Lessee unless reduced to writing and signed by Lessor and Lessee.

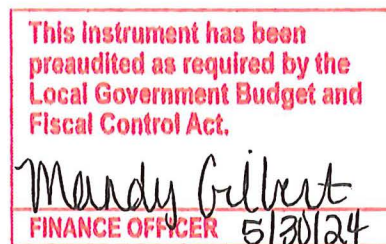
14.9 Construction. The Language used in this Lease shall be deemed to be the language shown by the parties to express their mutual intent, and no rule of construction shall be applied against any party.

IN WITNESS WHEREOF, the parties hereto have executed this Lease the day and year first above written.

TOWN OF RIVER BEND (LESSOR)

By: John B. Kirkland
Printed: John B. Kirkland
Its: Mayor

ATTEST:
By: Kristie J. Nobles
Printed: Kristie J. Nobles

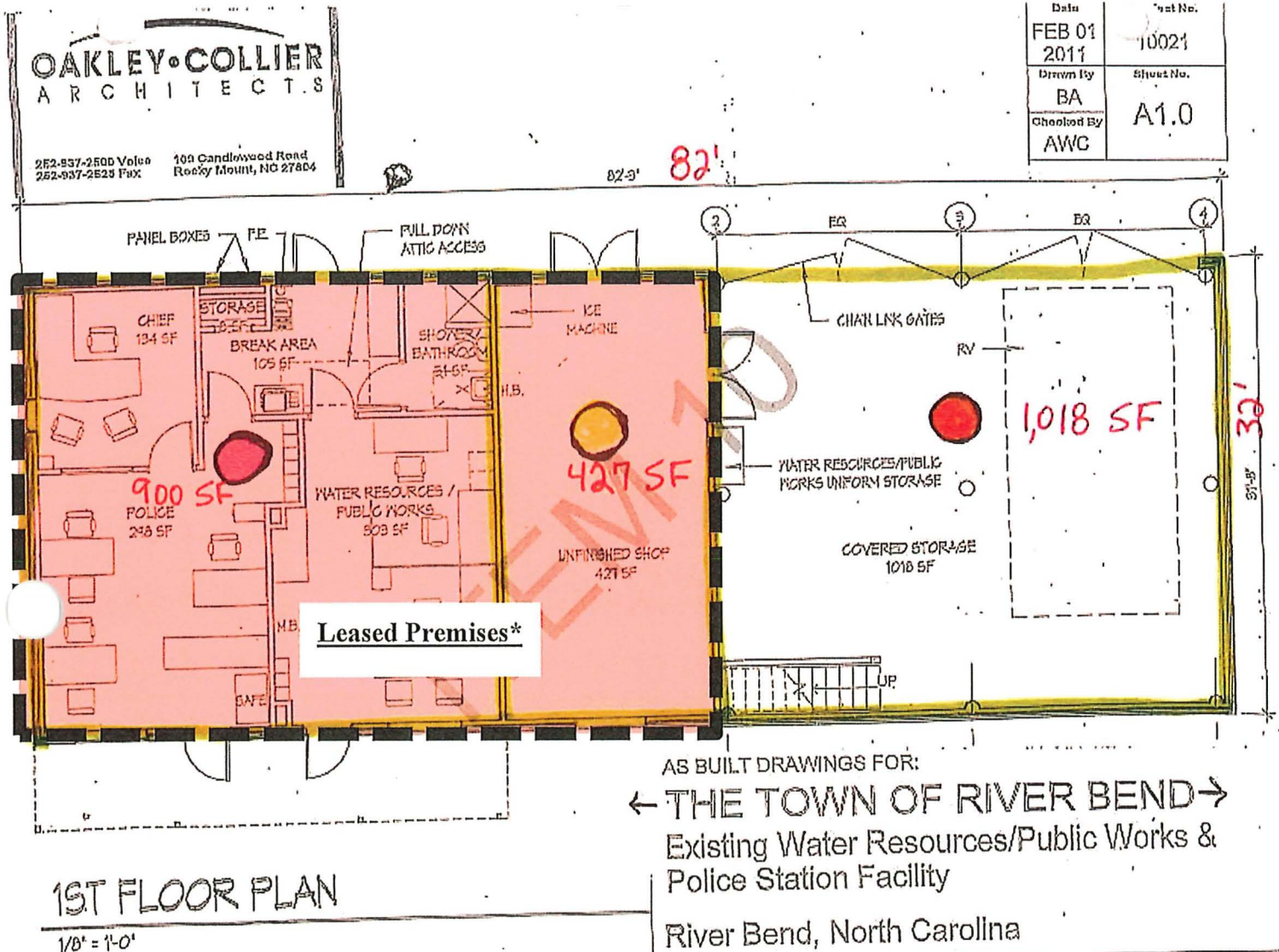


RED CABOOSE COMMUNITY LIBRARY (LESSEE)

By: Linda C. Klopf
Printed: Linda C. Klopf
Its: Chairman Red Caboose
Community Library

Exhibit A

Leased Premises



*Note: The Leased Premises are only the portions outlined and highlighted in red herein depicted.

**River Bend Town Council
Work Session Minutes
June 13, 2024
Town Hall
7:00 p.m.**

Present Council Members:

Mayor John Kirkland
Lisa Benton
Brian Leonard
Barbara Maurer
Buddy Sheffield
Jeff Weaver

Town Manager: Delane Jackson
Deputy Town Clerk: Jennifer Barrow
Town Attorney: David Baxter
Police Chief: Sean Joll

Members of the Public Present: 6

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, June 13, 2024, at the River Bend Town Hall with a quorum present.

VOTE – Approval of Agenda

Councilwoman Benton motioned to accept the agenda as presented. The motion carried unanimously.

PUBLIC HEARING – Proposed FY2024-2025 Budget

Councilman Leonard moved to open the Public Hearing to discuss the proposed FY2024-2025 Budget. The motion carried unanimously.

He then invited anyone who wished to address the proposed FY2024-2025 budget to step to the podium to be heard.

With no one stepping forward, Councilman Leonard moved to close the Public Hearing. The motion carried unanimously.

VOTE—Budget Amendment 23-B-08

Councilman Leonard moved to approve Budget Amendment 23-B-08 as presented. (see attached)

Discussion –Advisory Board Appointments

The Manager stated that a list of all advisory board members was included in the agenda package and the terms that expire on June 30 are highlighted. He asked the liaisons to state who wished to be reappointed.

Councilman Sheffield stated that the Planning Board has three positions available for reappointment. He stated that Egon Lippert, Robert Kohn, and Linda Cummings agreed to be reappointed.

Councilman Weaver stated that the Parks and Recreation Advisory Board has three positions available for reappointment. He stated that Annie Craddock, Victoria Stuppy, and Amy Hendee agreed to be reappointed.

Councilwoman Maurer stated that the Community Appearance Commission has four positions available for reappointment. She stated that Brenda Hall and Pat Lineback agreed to be reappointed and Meg Williams and Christine Soler chose not to be reappointed.

Councilman Leonard stated that the Environmental Waterways Advisory Board has three positions available for reappointment. He stated that Patty Leonard, James Stevens and Raymond Jaklitsch all agree to be reappointed.

Councilman Sheffield stated that the Board of Adjustment has three positions available for reappointment. He stated that he had not spoken to any of them, but none have told him they did not want to be reappointed. Therefore, he recommends reappointing Paige Ackiss, Cinda Hill and Jon Hall.

Discussion—Off-Site Town Sponsored Functions

Councilman Weaver stated that there had been some confusion on whether the advisory boards were permitted to participate in off-site events and partner with local businesses. Councilwoman Benton asked if there was anything that would stop the advisory boards from participating in events off-site and the Town Manager stated that there was not. Councilwoman Benton asked what the benefits would be to allow advisory boards to participate, and Councilman Weaver stated that there are a couple of benefits including, supporting local businesses and more parking. Councilwoman Benton expressed concerned for liabilities and showing favoritism to businesses. After a brief discussion the Council asked the Town Manager to draft a policy that would address advisory boards and off-site events.

Discussion—Brunch Law Resolution

Councilwoman Benton stated that the Brunch Law was signed by the Governor in 2017 and Craven County has not adopted the law, which allows businesses to serve alcohol starting at 10 am on Sundays. She stated that the Council would have to take action to allow this in River Bend.

VOTE—Brunch Law Resolution

Councilman Sheffield motioned to approve the ordinance allowing the sale of malt beverages, unfortified wine, fortified wine and mixed beverages on Sunday mornings in the Town of River Bend. The motion carried unanimously.

Discussion—Financial and Budgetary Policy Update

The Town Manager stated that the proposed Financial and Budgetary Policy was included in the agenda package with a few minor revisions. He reviewed a few proposed revisions and stated that the Council would vote on this policy at the next meeting. The Council offered no objections.

Discussion—Stormwater Grant Documents

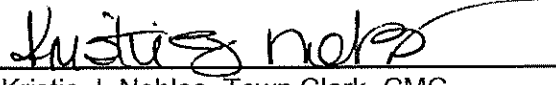
The Town Manager stated that the Town would need to approve the Stormwater Grant resolution for the Town to receive the grant. He stated that the documents included are the normal template that is required.

REVIEW – Agenda for the June 20, 2024, Council Meeting

The Council reviewed the agenda for the June 20, 2024, Council Meeting.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield moved to adjourn the work session at 7:36 p.m. The motion carried unanimously.



Kristie J. Nobles, Town Clerk, CMC



TOWN OF RIVER BEND
BUDGET ORDINANCE AMENDMENT 23-B-08
FISCAL YEAR 2023 - 2024

River Bend Town Council
June 13, 2024
Work Session Minutes
Page 4 of 8

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina that the 2023-2024 Budget Ordinance as last amended on May 9, 2024, be amended as follows:

Summary

General Fund	2,288,423
General Capital Reserve Fund	56,900
Law Enforcement Separation Allowance Fund	12,685
Water Fund	665,804
Water Capital Reserve Fund	10
Sewer Fund	679,504
Sewer Capital Reserve Fund	1
Total	3,703,327

Section 1.

General Fund

Anticipated Revenues

AD VALOREM Taxes 2023-2024	935,566
AD VALOREM Tax-Motor Vehicle	90,000
Animal Licenses	1,500
Sales Tax 1% Article 39	195,868
Sales Tax 1/2% Article 40	114,635
Sales Tax 1/2% Article 42	97,901
Sales Tax Article 44	13,090
Sales Tax Hold Harmless Distribution	108,195
Solid Waste Disposal Tax	2,200
Powell Bill Allocation	100,486
Beer and Wine Tax	13,225
Video Programming Sales Tax	49,621
Utilities Franchise Tax	112,169
Telecommunications Sales Tax	6,725
Court Refunds	500
Zoning Permits	7,000
Federal Grant	23,364
Miscellaneous	16,200
Interest- Powell Bill Investments	50
Interest-General Fund Investments	38,500
Contributions	901
Wildwood Storage Rents	18,144
Rents & Concessions	18,000
Sale of Fixed Assets	4,600
Transfer From Capital Reserve Fund	43,504
Transfer From PW Capital Projects Fund	57,720
Appropriated Fund Balance	218,759
Total	2,288,423

Section 1. **General Fund (continued)**

Authorized Expenditures

Governing Body	47,350
Administration	332,000
Finance	134,806
Tax Listing	13,700
Legal Services	40,090
Elections	0
Police	792,699
Public Buildings	109,000
Emergency Services	2,870
Animal Control	16,225
Street Maintenance	267,550
Public Works	186,050
Leaf & Limb and Solid Waste	87,606
Stormwater Management	46,340
Wetlands and Waterways	2,900
Planning & Zoning	55,000
Recreation & Special Events	11,100
Parks & Community Appearance	55,130
Contingency	20,807
Transfer To General Capital Reserve Fund	55,000
Transfer To L.E.S.A. Fund	12,200
Total	<u>2,288,423</u>

Section 2. **General Capital Reserve Fund**

Anticipated Revenues

Contributions from General Fund	55,000
Interest Revenue	<u>1,900</u>
Total	56,900

Authorized Expenditures

Transfer to General Fund	43,504
Future Procurement	<u>13,396</u>
	56,900

Section 3. **Law Enforcement Separation Allowance Fund**

Anticipated Revenues:

Contributions from General Fund	12,200
Interest Revenue	<u>485</u>
Total	12,685

Authorized Expenditures:

Separation Allowance	0
Future LEOSSA Payments	<u>12,685</u>
Total	12,685

Section 4. **Water Fund**

Anticipated Revenues

Utility Usage Charges, Classes 1 & 2	210,591
Utility Usage Charges, Classes 3 & 4	12,428
Utility Usage Charges, Class 5	15,002
Utility Usage Charges, Class 8	4,644
Utility Customer Base Charges	278,811
Hydrant Availability Fee	19,764
Taps & Connections Fees	11,250
Nonpayment Fees	10,500
Late payment Fees	7,822
Interest Revenue	3,488
Sale of Capital Asset	0
Transfer From PW Capital Projects Fund	62,551
Appropriated Fund Balance	28,953
Total	665,804

Authorized Expenditures

Administration & Finance [1]	491,804
Operations and Maintenance	150,500
Transfer To Fund Balance for Capital Outlay	23,500
Transfer To Water Capital Reserve Fund	0
Total	665,804

[1] Portion of department for bond debt service: 141,157

Section 5. **Water Capital Reserve Fund**

Anticipated Revenues

Contributions From Water Operations Fund	0
Interest Revenue	10
Total	10

Authorized Expenditures

Future Expansion & Debt Service	10
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Section 6. **Sewer Fund**

Anticipated Revenues:

Utility Usage Charges, Classes 1 & 2	267,170
Utility Usage Charges, Classes 3 & 4	36,679
Utility Usage Charges, Class 5	28,142
Utility Usage Charges, Class 8	16,833
Utility Customer Base Charges	296,108
Taps & Connection Fees	1,250
Late payment Fees	8,384
Interest Revenue	5,836
Sale of Capital Asset	0
Transfer from PW Capital Projects Fund	62,551
Appropriated Fund Balance	(43,449)
Total	679,504

Authorized Expenditures:

Administration & Finance [2]	483,204
Operations and Maintenance	192,800
Transfer to Fund Balance for Capital Outlay	3,500
Transfer to Sewer Capital Reserve Fund	0
Total	679,504

[2] Portion of department for bond debt service: 121,893

Section 7. **Sewer Capital Reserve**

Anticipated Revenues:

Contributions From Sewer Operations Fund	0
Interest Revenue	1
Total	1

Authorized Expenditures:

Future Expansion & Debt Service	1
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Section 8. **Levy of Taxes**

There is hereby levied a tax at the rate of twenty-four cents (\$0.24) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2023, for the purpose of raising the revenue listed as "Ad Valorem Taxes 2023-2024" in the General Fund Section 1 of this ordinance. This rate is based on a valuation of \$393,280,000 for purposes of taxation of real and personal property with an estimated rate of collection of 99.12%. The estimated collection rate is based on the fiscal year 2021-2022 collection rate of 99.12% 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 \$37,500,000 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 2023-2024, 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 4.4% 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.

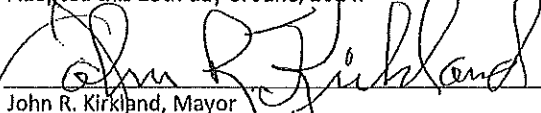
Section 12. **Utilization of the Budget Ordinance**

This ordinance shall be the basis of the financial plan for the Town of River Bend municipal government during the 2023-2024 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 June, 2024.



John R. Kirkland, Mayor

Attest:



Kristie J. Nobles, Town Clerk, CMC, NCCMC

**River Bend Town Council
Regular Meeting Minutes
June 20, 2024
Town Hall
7:00 p.m.**

Present Council Members:

Mayor John Kirkland
Lisa Benton
Barbara Maurer
Buddy Sheffield
Jeff Weaver
Brian Leonard

Town Manager: Delane Jackson
Police Chief: Sean Joll
Finance Director: Mandy Gilbert
Town Clerk: Kristie Nobles
Town Attorney: Trey Ferguson

Members of the Public Present: 9

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, June 20, 2024, at the River Bend Town Hall with a quorum present.

VOTE – APPROVAL OF AGENDA

Councilwoman Benton motioned to amend the agenda, adding item 13B, Community Watch social media page like the other advisory boards. The motion carried unanimously.

Councilman Sheffield motioned to accept the agenda as amended. The motion carried unanimously.

ADDRESS TO THE COUNCIL

Edwin Vargas – 119 Randomwood Lane – addressed the Council with recommendations for the FY24-25 budget.

CONSENT AGENDA

The Mayor presented the Council with the Consent Agenda. Councilman Leonard moved to approve the Consent Agenda as presented. The motion carried unanimously. Within this motion, the following items were approved:

A. Approve:

*Minutes of the May 9, 2024, Work Session Meeting
Minutes of the May 16, 2024, Regular Council Meeting
Minutes of the April 13, 2023 Closed Session Meeting
Minutes of the April 20, 2023 Closed Session Meeting
Minutes of the June 15, 2023 Closed Session Meeting
Minutes of the July 20, 2023 Closed Session Meeting
Minutes of the October 19, 2023 Closed Session Meeting
Minutes of the November 9, 2023 Closed Session Meeting
Minutes of the November 16, 2023 Closed Session Meeting
Minutes of the December 7, 2023 Closed Session Meeting
Minutes of the January 11, 2024 Closed Session Meeting
Minutes of the January 18, 2024 Closed Session Meeting
Minutes of the February 8, 2024 Closed Session Meeting*

*Minutes of the February 15, 2024 Closed Session Meeting
Minutes of the March 14, 2024 Closed Session Meeting
Minutes of the April 11, 2024 Closed Session Meeting
Minutes of the April 18, 2024 Closed Session Meeting
Minutes of the May 16, 2024 Closed Session Meeting*

Advisory Board Reappointments

PLANNING BOARD: Reappoint Egon Lippert, Robert Kohn and Linda Cummings to terms beginning July 1, 2024, and ending on June 30, 2026;

PARKS AND RECREATION: Reappoint Annie Craddock, Victoria Stuppy and Amy Hendee to terms beginning July 1, 2024, and ending on June 30, 2026;

CAC: Reappoint Brenda Hall and Pat Lineback to a term beginning July 1, 2024, and ending on June 30, 2026;

ENVIRONMENT AND WATERWAYS ADVISORY BOARD: Reappoint Patty Leonard, James Stevens and Raymond Jaklitsch to terms beginning July 1, 2024, and ending on June 30, 2026;

BOARD OF ADJUSTMENT: Reappoint Paige Ackiss, Cinda Hill and Jon Hall to terms beginning July 1, 2024, and ending on June 30, 2026;

TOWN MANAGER'S REPORT

The Manager gave the following updates:

- The Town only received one bid for the Wastewater Treatment Plant and the Town is currently in negotiations with the state to approve negotiating with the low bidder.
- The Council Work Session for July has been canceled.
- The land has been acquired beside of the new public works building for the new water treatment facility.
- The 2.5 million dollar application for new wells has been submitted to the state.

ADMINISTRATIVE REPORTS

PARKS & RECREATION – COUNCILMAN WEAVER

Councilman Weaver stated that Parks and Recreation held their regular meeting on June 5, 2024. He stated that there was a discussion regarding the Independence Day Celebration and that all of the members who are up for reappointment wished to be reappointed.

RIVER BEND COMMUNITY ORGANIC GARDEN

Councilman Weaver gave the following report:

A daily garden coverage calendar is in place. Saturday workdays, when many gardeners tackle large projects, have been decreased to every other week. The total number of volunteer hours for May was 232, bringing this year's total hours to date to 1049. A two-part in-service session addressed "Know Your Garden" and "Intro to the Care of Butterflies" As temperatures increase, starting work times get earlier. Some early birds arrive by 6:30 am. Occasional evening schedules have begun. The current harvest includes potatoes, onions, leeks, cucumbers and herbs. Garden volunteers are looking forward to participating in the Fourth of July parade. The next meeting is scheduled for July 1 at 1:30 pm in the Municipal building. Weekly workdays are scheduled on Saturdays starting, officially at 8 am. Everyone is welcome to attend and participate in monthly garden volunteer meetings and in the garden.

CAC – COUNCILWOMAN MAURER

Councilwoman Maurer presented the following report.

The CAC did not meet in June. The Beautification Award Program finished for the spring with June awards. Congratulations to this month's award winners, 322 Lakemere and 211 Pinewood. You can see all the nominees on the CAC FB page. Nominations are currently open for the CAC's second annual Independence Day Festive Award Program that publicly recognizes homes that exemplify the Fourth of July spirit. Two Independence Day craft workshops were offered to create

a patriotic decoration to celebrate our national holiday. Keep an eye out for the CAC entrant in the Fourth of July parade. Work is in progress for Christmas globe maintenance and the globe workshops. Two members of the board are unable to continue for another term. Many thanks go to Meg Williams and Christine Soler for their service. This CAC group has experienced a transition during their tenure. Their work, and that of the other members, has brought the town the home beautification and festive awards, a family-inclusive Arbor Day event, the initiation of a Facebook page, an in-depth study of Plantation median, decorative plantings behind Town Hall and the dog park, and craft workshops. Meg and Christine, you will be missed. The next meeting is scheduled for July 17, 2024 at 4 pm in the Municipal Building. The meeting is open to everyone. There are three vacancies. Please attend if you are interested. Guests and volunteers are always welcome. You don't have to be a board member to participate.

FINANCE – COUNCILMAN LEONARD

Financial Report – Finance Director, Mandy Gilbert, presented the financial statement for the month of May to the Council. She stated the total of the Town's Cash and Investments as of May 31, 2024, were \$2,665,016 and Ad valorem tax collections for FY23-24 were \$982,979 and Vehicle Ad valorem tax collections were \$93,715.

VOTE – FY24-25 Budget Ordinance

Councilman Leonard motioned to adopt the Fiscal Year 2024-2025 Budget Ordinance and Schedule of Rates and Fees. The motion carried unanimously. (see attached)

VOTE – Financial and Budgetary Policies Amendment

Councilman Leonard motioned to adopt the Financial and Budgetary Policies Amendment as presented. The motion carried unanimously. (see attached)

ENVIRONMENT AND WATERWAYS – COUNCILMAN LEONARD

Councilman Leonard gave the following report:

Chairman Ackiss opened the meeting at 7 PM. There was a quorum. There were four visitors in attendance. The minutes for the May 6th, 2024, meeting were approved. Councilman Leonard gave a council update and answered questions. Old Business: Discussion on bulkheads in the Quarterdeck area and storm water issues. Information about feeding wildlife in the waterways was discussed and recommended to be posted on the town webpage and email system. The life ring at the fishing pier behind the town hall was stolen. Discussion concerning proper disposal of old fishing lines and looking into providing appropriate disposal containers in several locations in town. Alligator weed along Plantation Canal was discussed, the town owns most of the property that has issues with the weeds. Councilman Leonard has spoken to Manager Jackson about remediation of the weeds. New Business: Discussion about dumping debris, yard waste and other trash in the waterways. There are rules in the town regulations that address this issue. The board voted to recommend Allison Fredrick to fill the current vacancy on EWAB. Volunteer Hours: 9 Next meeting: July 1, 2024, at 7 PM in the municipal building in the small conference room. The public is welcome. The meeting adjourned at 8 PM.

Councilman Leonard stated that at the work session the Council discussed a Stormwater Grant Resolution that needs action.

VOTE – Stormwater Grant Resolution

Councilman Leonard motioned to approve the Stormwater Grant resolution as presented. The motion carried unanimously. (see attached)

Councilman Leonard stated that EWAB had met on June 3, 2024 and the board recommends appointing Allison Frederick to the board to fill the only vacancy.

VOTE – EWAB Advisory Board Appointment

Councilman Leonard motioned to appoint Allison Frederick to the Environmental & Waterways Advisory Board for a term beginning June 20, 2024, and expiring June 30, 2026. The motion carried unanimously.

BRUNCH LAW ORDINANCE AMENDMENT – COUNCILWOMAN BENTON

Councilwoman Benton stated that the Council discussed the Brunch Law Ordinance that will allow the sale of alcohol on Sunday mornings in the Town of River Bend. The Town Manager stated that the Council approved the language for the amendment at the work session and the Council will need to codify the language and assign the amendment to chapter 11 in the town's ordinance. Councilman Weaver asked if this amendment would include the convenience store and the Town Attorney stated he would investigate and if additional language is needed, he would notify the Town Manager.

VOTE – Chapter 11 Code of Ordinance Amendment

Councilwoman Benton motioned to approve the Code of Ordinance Amendment to Chapter 11 as presented. The motion carried unanimously. (see attached)

COMMUNITY WATCH – COUNCILWOMAN BENTON

Councilwoman Benton stated that Community Watch has requested an informational only social media page like the other advisory boards that had been approved recently. Councilman Weaver suggested that the Council approve all advisory boards to have an informational only social media page. The Town Manager stated that Community Watch was not an advisory board.

VOTE – Advisory Board Social Media

Councilman Leonard motioned to authorize all Advisory Boards and Community Watch to have an informational only Facebook page. The motion carried unanimously.

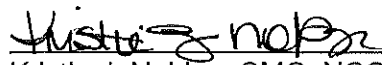
MAYOR'S REPORT

The Mayor presented the following report.

The annual volunteer picnic was held on Saturday 1 June. It was a success. The Town's July Fourth Celebration and Parade are only a month away. These events require a lot of planning and coordination by the Town Staff with several of the Advisory Boards, making arrangements with the several vendors who will provide miscellaneous supplies, and finally preparing the site for the events of the celebration. The Staff will accomplish all of this and still accomplish the routine work associated with the usual conduct of routine Town operations. We are fortunate to have a talented and dedicated Staff and Manager. And we are now at the beginning of the 2024 Hurricane Season. And the new Town Budget will become effective on 1 July. I ask all residents to consider the added work that the Staff will contribute to make the events a success and when you talk with a member of staff, thank them.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield moved to adjourn. The meeting adjourned at 7:44 p.m.



Kristie J. Nobles, CMC, NCCMC
Town Clerk



**TOWN OF RIVER BEND
ANNUAL OPERATING BUDGET ORDINANCE
FISCAL YEAR 2024 - 2025**

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina that the following anticipated fund revenues and departmental expenditures, together with certain fees and schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of the Town government and its activities for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Summary

General Fund	2,414,000
General Capital Reserve Fund	89,007
Law Enforcement Separation Allowance Fund	515
Water Fund	654,000
Water Capital Reserve Fund	20,215
Sewer Fund	720,000
Sewer Capital Reserve Fund	25,250
Total	<u>3,922,987</u>

Section 1. General Fund

Anticipated Revenues

AD VALOREM Taxes 2023-2024	980,165
AD VALOREM Tax-Motor Vehicle	104,400
Animal Licenses	1,500
Sales Tax 1% Article 39	199,292
Sales Tax 1/2% Article 40	117,968
Sales Tax 1/2% Article 42	99,574
Sales Tax Article 44	14,166
Sales Tax Hold Harmless Distribution	112,233
Solid Waste Disposal Tax	2,200
Powell Bill Allocation	101,000
Beer and Wine Tax	13,225
Video Programming Sales Tax	47,041
Utilities Franchise Tax	116,156
Telecommunications Sales Tax	6,779
Court Refunds	500
Zoning Permits	7,000
Miscellaneous	15,000
Interest- Powell Bill Investments	50
Interest-General Fund Investments	44,533
Contributions	900
Wildwood Storage Rents	18,144
Rents & Concessions	18,000
Sale of Fixed Assets	0
Transfer From Capital Reserve Fund	72,650
Appropriated Fund Balance	<u>321,524</u>
Total	<u>2,414,000</u>

Section 1. General Fund (continued)

Authorized Expenditures

Governing Body	69,500
Administration	331,200
Finance	156,500
Tax Listing	14,700
Legal Services	49,000
Elections	600
Police	840,800
Public Buildings	108,000
Emergency Services	5,800
Animal Control	18,000
Street Maintenance	235,000
Public Works	203,000
Leaf & Limb and Solid Waste	87,500
Stormwater Management	51,200
Wetlands and Waterways	2,900
Planning & Zoning	60,000
Recreation & Special Events	11,000
Parks & Community Appearance	59,500
Contingency	23,043
Transfer To General Capital Reserve Fund	86,757
Transfer To L.E.S.A. Fund	0
Total	<u>2,414,000</u>

Section 2. General Capital Reserve Fund

Anticipated Revenues

Contributions from General Fund	86,757
Interest Revenue	<u>2,250</u>
Total	89,007

Authorized Expenditures

Transfer to General Fund	72,650
Future Procurement	<u>16,357</u>
	89,007

Section 3. Law Enforcement Separation Allowance Fund

Anticipated Revenues:

Contributions from General Fund	0
Interest Revenue	<u>515</u>
Total	515

Authorized Expenditures:

Separation Allowance	0
Future LEOSSA Payments	<u>515</u>
Total	515

Section 4. Water Fund

Anticipated Revenues

Utility Usage Charges, Classes 1 & 2	202,039
Utility Usage Charges, Classes 3 & 4	19,024
Utility Usage Charges, Class 5	11,651
Utility Usage Charges, Class 8	5,326
Utility Customer Base Charges	280,228
Hydrant Availability Fee	19,215
Taps & Connections Fees	1,250
Nonpayment Fees	10,500
Late payment Fees	7,774
Interest Revenue	4,260
Sale of Capital Asset	0
Appropriated Fund Balance	92,733
Total	654,000

Authorized Expenditures

Administration & Finance [1]	507,000
Operations and Maintenance	127,000
Transfer To Fund Balance for Capital Outlay	0
Transfer To Water Capital Reserve Fund	20,000
Total	654,000

[1] Portion of department for bond debt service: 134,691

Section 5. Water Capital Reserve Fund

Anticipated Revenues

Contributions From Water Operations Fund	20,000
Interest Revenue	215
Total	20,215

Authorized Expenditures

Future Expansion & Debt Service	20,215
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Section 6. **Sewer Fund**

Anticipated Revenues:

Utility Usage Charges, Classes 1 & 2	260,280
Utility Usage Charges, Classes 3 & 4	40,743
Utility Usage Charges, Class 5	25,677
Utility Usage Charges, Class 8	10,825
Utility Customer Base Charges	297,179
Taps & Connection Fees	1,250
Late payment Fees	8,251
Interest Revenue	8,760
Sale of Capital Asset	0
Appropriated Fund Balance	67,035
Total	<u>720,000</u>

Authorized Expenditures:

Administration & Finance [2]	502,000
Operations and Maintenance	193,000
Transfer to Fund Balance for Capital Outlay	0
Transfer to Sewer Capital Reserve Fund	25,000
Total	<u>720,000</u>

[2] Portion of department for bond debt service: 116,309

Section 7. **Sewer Capital Reserve**

Anticipated Revenues:

Contributions From Sewer Operations Fund	25,000
Interest Revenue	250
Total	<u>25,250</u>

Authorized Expenditures:

Future Expansion & Debt Service	25,250
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Section 8. **Levy of Taxes**

There is hereby levied a tax at the rate of twenty-four cents (\$0.24) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2024, for the purpose of raising the revenue listed as "Ad Valorem Taxes 2024-2025" in the General Fund Section 1 of this ordinance. This rate is based on a valuation of \$410,950,000 for purposes of taxation of real and personal property with an estimated rate of collection of 99.38%. The estimated collection rate is based on the fiscal year 2022-2023 collection rate of 99.38% 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 \$43,500,000 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 2024-2025, 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 3.7% 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.

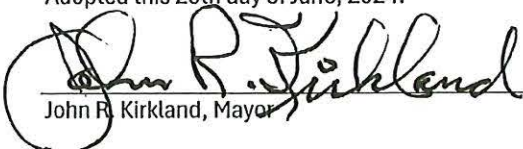
Section 12. **Utilization of the Budget Ordinance**

This ordinance shall be the basis of the financial plan for the Town of River Bend municipal government during the 2024-2025 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 20th day of June, 2024.


John R. Kirkland, Mayor

Attest:


Kristie J. Nobles, Town Clerk, CMC, NCCMC



**Town of River Bend
Schedule of Rates and Fees
(Attachment A to Budget Ordinance)
Effective July 1, 2024**

Amounts due are based upon the Fees and Charges Schedule in effect at the time of payment. It is the Town Council's intention that the Fees and Charges Schedule be revised as needed by July 1st of each year. Some fees and charges may be adjusted during the year as circumstances change.

GENERAL FUND

Administrative

Ad Valorem Tax	\$.24 per \$100 assessed valuation
Copies of Public Information	As specified by State Statute
Town Code, entire copy	\$75.00
Notary Fee	\$10.00 per signature after the first
Meeting Rooms	
Four hours or less	\$40.00
Over four hours	\$80.00
Returned Check Processing Charge	\$25, as allowed by G.S. §25-3-506
Administrative Fee for returned bank drafts	\$25.00

Public Safety

Pet License Fee	\$10.00
Golf Cart Registration Fee	\$10.00

Nuisance Abatement Administrative Fee

<u>Cost of Abatement</u>	<u>Fee</u>
\$1 – 1,000	\$50.00
\$1,001 – and up	5% of total abatement cost (maximum fee \$2,000)

Planning and Zoning

Special Exception Use Permit \$200 plus cost of required legal advertisement and postage to notify abutting land owners

Variance \$200 plus cost of required legal advertisement and postage to notify abutting land owners

Appeal to Board of Adjustment \$200 plus cost of required legal advertisement and postage to notify abutting land owners

Residential Application Based on amount of project as follows:

Base Fee \$30

\$2 for every \$1,000 of project value after first \$1,000 and up to \$100,000; plus,
\$1 for every \$1,000 above \$100,000 (All values rounded up to nearest \$1,000)

Zoning Administrator can use any appropriate means to verify project valuation.

Residential Flood Plain Application with Zoning Permit

40% of the fee for the Town's residential zoning permit and shall be additional to the zoning permit fee for enclosed structures (fences, decks, and other similar exempt from additional fee).

Commercial Application Based on amount of project as follows:

Base Fee \$50

\$4 for every \$1,000 of project value after first \$1,000 and up to \$100,000; plus,
\$2 for every \$1,000 above \$100,000 (All values rounded up to nearest \$1,000)

Zoning Administrator can use any appropriate means to verify project valuation.

Commercial Flood Plain Application with Zoning Permit

40% of the fee for the Town's commercial zoning permit and shall be additional to the zoning permit fee for enclosed structures (fences, decks, and other similar exempt from additional fee).

Residential Flood Plain Application without Zoning Permit

Based on amount of project as follows:

Base Fee \$30

\$2 for every \$1,000 of project value after first \$1,000
and up to \$100,000; plus,
\$1 for every \$1,000 above \$100,000 (All values
rounded up to nearest \$1,000)

Zoning Administrator can use any appropriate means to verify project valuation.

Commercial Flood Plain Application without Zoning Permit

Based on amount of project as follows:

Base Fee \$50

\$4 for every \$1,000 of project value after first \$1,000
and up to \$100,000; plus,
\$2 for every \$1,000 above \$100,000 (All values
rounded up to nearest \$1,000)

Zoning Administrator can use any appropriate means to verify project valuation.

Engineering Review

Charged to applicant at the actual cost of the
service as billed by the contracted engineer.

Zoning Amendment Request (Map or Text)

\$200 plus cost of required legal advertisement
and postage to notify abutting land owners

Sign Permit

\$30

Tree Harvest Permit

\$50

Zoning and Subdivision Ordinances

\$25 per set

Wildwood Storage Rental Rates

Unit Number	Unit Size	Monthly Rent
BB 01	5x20	\$35
BB 02	5x20	\$35
BB 03	5x20	\$35
BB 04	5x20	\$35
BB 05	10x20	\$75
BB 06	10x20	\$75
BB 07	10x20	\$75
BB 08	10x20	Town Occupied (TO)
BB 09	10x20	TO
BB 10	10x20	TO
BB 11	10x20	TO
BB 12	10x20	TO
GB 15	10x16	\$65
GB 16	10x16	\$65
GB 17	10x16	\$65
GB 18	10x16	\$65
GB 19	10x16	\$65
GB 20	10x16	TO
GB 21	10x16	TO
GB 22	10x16	TO
OP	Open Spaces (40)	\$25
Late Payment Charge		
		\$10, assessed after the 10 th of the month
Interest Charge		
		1.5% monthly on outstanding balances

ENTERPRISE FUNDS

Water and Sewer - Rates and Fees

	Water	Sewer
Class 1 and 2 – Residential ⁽¹⁾		
Customer Base Charge per month ⁽²⁾	15.24	24.18
Usage per 1,000 gallons	-	9.30
Usage 0-4,000 gallons	4.22	-
Usage 4,001-20,000 gallons	4.50	-
Usage 20,001+ gallons	4.55	-
Initial Connection (Tap) charge ⁽³⁾	1,250.00	1,250.00
Nonpayment Fee	70.00	-
Class 3 and 4 - Commercial		
Customer Base Charge per month ⁽²⁾	88.32	141.99
Usage per 1,000 gallons	4.22	9.30
Initial Connection (Tap) charge ⁽³⁾	3,500.00	1,250.00
Nonpayment Fee	100.00	-
Class 5 - Industrial		
Customer Base Charge per month ⁽²⁾	276.24	444.93
Usage per 1,000 gallons	4.22	9.30
Initial Connection (Tap) charge ⁽³⁾	5,000.00	1,250.00
Nonpayment Fee	200.00	-
Class 6 - Early Bird (No longer available)		
Class 7 - Fire Hydrant Charge		
Availability Charge per year	183.00	-
Class 8 - 1" Water Service		
Customer Base Charge per month ⁽²⁾	30.90	49.43
Usage per 1,000 gallons	4.22	9.30
Initial Connection (Tap) charge ⁽³⁾	1,500.00	1,250.00
Nonpayment Fee	100.00	-
Class 9 - Vacant /Out of Use Non-residential Property		
Customer Base Charge per month ⁽²⁾	15.24	24.18
Usage per 1,000 gallons	4.22	9.30
Nonpayment Fee	70.00	-
Class 10 - Vacant Residences		
Customer Base Charge per month ⁽²⁾	15.24	-
Nonpayment Fee	70.00	-

Special Charges

Service Call - 2 hour minimum	\$35 per hour - signed by customer to initiate work outside of scheduled work hours of 7:00 a.m. - 4:00 p.m. on weekdays and 7:00 a.m. - 3:00 p.m. on weekends
Meter Testing Charge	\$25 - no charge if meter defective
Returned Check Processing Charge	\$25, as allowed by G.S. §25-3-506
Late Payment Charge	10% of amount overdue per month or part of month beginning 30 days after billing date
Irrigation Meter⁽⁴⁾	Actual cost of irrigation meter and fittings
Irrigation Connection Inspection	\$20

(1) Residential customer deposit may apply. Please refer to Water Resources Department Policy Manual.

(2) Base charges do not include any usage.

(3) The published Initial Connection (Tap) charges are based on the historic River Bend average cost that has been experienced in making connections. There will be cases when, because of the local depth of the service main pipe to which the connection is to be made, or other site specific differences from the norm, the published connection fee will not cover the actual cost of the tap. When the Water Resources Superintendent encounters such conditions, he shall notify the applicant requesting the tap that the cost may exceed the published fee. In those cases, a record of cost associated with the specific tap will be accounted for and if the total cost exceeds the published fee, then the applicant shall pay a fee equal to the actual cost. Initial connection charges are based upon the size of the meter and charged as shown in the appropriate Class above.

(4) The necessary equipment will be provided to the resident at cost. The resident is responsible for installing the irrigation meter on the resident's side of the regular water meter. After installation, the work will be inspected by a Water Resources Department employee.

Town of River Bend, NC Financial and Budgetary Policies



Effective July 1, 2024
(Adopted June 20, 2024)

Financial and Budgetary Policies

I. Introduction

The Town of River Bend maintains comprehensive financial policies covering a broad range of the elements of the Town's financial plans and financial systems that underlay the management of overall financial resources. These policies have major objectives to be achieved that include:

1. To link long-term financial planning with short-term daily operations and decision-making.
2. To maintain and improve the Town's financial position.
3. To maintain and improve the Town's credit ratings by meeting or exceeding the requirements of rating agencies through sound financial policies.
4. To maintain and increase investor confidence in the Town and to provide credibility to the citizens of the Town regarding financial operations.
5. To comply with the North Carolina Budget and Fiscal Control Act and the policies of the North Carolina Local Government Commission (the "LGC").
6. To effectively conduct asset-liability management of the Town's balance sheet.

II. Operating Budget

1. The Town's Annual Budget Ordinance will be balanced in accordance with the Local Government Budget and Fiscal Control Act (G.S. 159-8(a)).
2. The Town's Annual Budget Ordinance will be adopted, by fund and department, by each July 1 (G.S. 159-13(a)).
3. In order to force a higher level of planning throughout all levels of Town government, the annual budget process will focus on future needs through a Capital Improvements Plan, as discussed later in this document.
4. The annual budget process will consist of a series of public meetings where Council and staff discuss needs in relation to the Town's mission statement, and Council's adopted priorities.

III. Revenue Policy

1. Ad Valorem Tax – As provided by the North Carolina Budget and Fiscal Control Act, estimated revenue from the Ad Valorem Tax levy will be budgeted as follows:
 - a. Assessed valuation will be provided by the Craven County Tax Assessor.

- b. The estimated percentage of collection will not exceed the actual collection percentage of the preceding fiscal year, in accordance with State law.
 - c. The property tax rate will be set each year based upon the costs of providing general governmental services, meeting debt service obligations and building or maintaining any reserves or fund balances the Council deems necessary.
2. State revenues fluctuate according to the general economic condition of the state and the county. Accordingly, the Town will budget these revenues in a conservative manner using guidance from the North Carolina League of Municipalities to determine predicted rates of growth in these revenues.
3. User Fees – The Town Council (the “Council”) will set user fees annually by listing such fees within a fee schedule adopted with the Annual Budget Ordinance. In the case of the water and sewer enterprises, the Council will continue to use a professionally designed rate model in order to determine the most appropriate rates based upon current and future expenses. User fees will maximize charges for services that can be individually identified and where costs are directly related to the provision of or to the level of service provided.
 - a. Emphasis of user fees results in the following benefits:
 1. The burden on the Ad Valorem tax is reduced.
 2. User fees are paid by all users, including those exempt from property taxes.
 3. User fees help minimize subsidization in any instance where there are requirements in order to qualify for the use of the service and the service is not provided to the general public.
 4. User fees produce information on the demand level for services and help to make a connection between the amount paid and the services received.
4. Interest Income – Interest income is subject to variability based upon changes in prevailing interest rates, which cannot be predicted with certainty. Such revenue shall therefore be budgeted in a conservative manner within the Annual Budget Ordinance and shall comply with the Asset – Liability Management section of this policy.
5. Grant Funding – Staff will pursue opportunities for grant funding. Application for grant funding will be made after a grant has been evaluated for consistency with the Council's goals and compatibility with Town programs and objectives. Staff must have Council approval to apply for a grant for any amount over \$50,000 and for any grant that requires a local dollar match. All awarded grants can only be accepted by Council action at which time the related budget shall be established.
 - a. Grants that have been awarded in prior years and are recurring in nature will be included and addressed through the annual budget process.
 - b. Grants that fund operating expenditures but have a funding termination date must fully disclose that fact to the Council prior to acceptance.

- c. The grant manager for each grant shall be the Town Manager. The grant manager is responsible for all grant monitoring, compliance and reporting. The grant manager will provide copies of all documents to the Finance Director. The Finance Director will maintain a grant file by fiscal year for each active grant.
 - d. For grants involving federal funds, the grant manager is responsible for checking the list of federally debarred contractors prior to awarding any contracts.
6. Appropriation of Fund Balance – Assigned fund balance originally appropriated with adoption of the General Fund annual operating budget shall not exceed 3% of the prior fiscal year's budgeted expenditures, unless done per Section 2b of the Reserve/Fund Balance section of this policy. Any further commitment of fund balance in the General Fund during the fiscal year shall require four "yes" votes from the five members of Council.
7. Budgetary Responsibilities – The Town Manager shall develop initial budget estimates of applicable revenues. Those estimates are to be supported by variables (base, rate, etc.) that comprise such revenue. Monitoring of the revenue budget shall be performed by the Finance Director in a timely manner throughout the fiscal year and shall include an analysis of actual versus budgeted variances. Compliance of revenue with all laws and/or regulations is primarily the responsibility of the revenue-initiating department.

Revenue Spending Policy

1. The Town will follow a revenue spending policy that provides guidance for programs with multiple revenue sources. The Finance Department, as directed by the Finance Officer, will use resources in the following hierarchy as appropriate: bond proceeds, federal funds, State funds, local non-Town funds, and Town funds.
2. For purposes of fund balance classification, expenditures are to be spent from restricted fund balance first, followed in order by committed fund balance, assigned fund balance, and lastly, unassigned fund balance. The Finance Officer has the authority to deviate from this policy if it is in the best interest of the Town.

IV. Expenditure Policy

1. Expenditure budgets shall be monitored throughout the fiscal year by department heads, the Finance Director and the Town Manager. Budget compliance, which includes electronic obligations, is the responsibility of the department head and the Town Manager.
2. Budgeted funds will only be spent for categorical purposes for which they are intended. Budget amendments may be made to reflect unexpected expenses and must be approved by vote of the Council. Appropriations of debt proceeds will be made only for the purpose for which such debt instrument was issued or for the payment of debt principal and interest.
3. Budgeted expenditures for debt service for any variable rate debt or synthetic variable rate debt will be set to at least the average of the prior five years.

4. For continuing contracts, funds will be appropriated in the annual budget ordinance to meet current year obligations arising under the contract, in accordance with G.S. 160A-17.
5. Payroll will be processed in accordance with the requirements of the Fair Labor Standards Act. Overtime and benefit payments will be made in accordance with the Town's Personnel Policy.
6. The Town may utilize non-capital operating leases or installment purchase loans for the procurement of copiers, multifunction copiers/printer type machines and for personal computers.
7. The Town will fund current expenditures with current resources and will strive to avoid balancing budgets utilizing one-time revenues.
8. The Town will employ the use of the roll-over method for reappropriation of outstanding purchase orders and contracts as of the end of each fiscal year into the new fiscal year. The process shall be explained in each year's budget process.

V. Reserve/Fund Balance Policy

1. In accordance with State statute, appropriated fund balance in any fund will not exceed the sum of cash and investments less the sum of liabilities, encumbrances, and deferred revenues arising from cash receipts as those figures stand at the close of the fiscal year next preceding the budget year.
2. The Town will strive to maintain a healthy General Fund unassigned fund balance. Unassigned fund balance is defined as the portion of fund balance that remains available for appropriation by the Town Council after all commitments for future expenditures, required reserves defined by State statutes, and Council-established assignments have been calculated. The percentage is to be determined by dividing the unassigned fund balance amount by actual expenditures of the most recently completed fiscal year. The goal is to maintain a fund balance of no less than 50%, with the total amount of unassigned fund balance at \$2,000,000.
 - a. Purpose of Reserve: These funds will be utilized to avoid cash flow interruptions, generate interest income, eliminate the need for short-term borrowing, and maintain the Town's credit ratings.
 - b. Reserve Drawdown: The available fund balance may be purposefully drawn down below the target percentage for emergencies, economic influences, nonrecurring expenditures, or major capital projects.
 - c. Reserve Replenishment: If the available fund balance percentage falls below the target percentage for two consecutive fiscal years, the Town Council shall adopt a plan of specific actions to be taken to restore available fund balance to the level set forth in this policy in the following fiscal year, if feasible, but within three fiscal years at most.

- d. Any General Fund unassigned fund balance that exceeds the target goal range may be used to reduce general fund debt.
3. The Town will appropriate within the annual budget a Contingency appropriation each fiscal year. The minimum level of contingency is 1% of budgeted general fund expenditures and the maximum level shall not exceed 5%.
4. The Town's goal will be to maintain a minimum cash balance in both the water and sewer operating funds (separately) of 50% of actual expenditures of the most recently completed fiscal year. These funds will be utilized to avoid cash flow interruptions, generate interest income, fund capital expenditures, eliminate the need for short-term borrowing and maintain the Town's credit ratings.

VI. Asset-Liability Management

1. The Town will seek to incorporate coordinated investment and debt structuring decisions with the goal of such coordination being to use each side of the balance sheet to mitigate, or hedge, cash flow risks posed by the other side of the balance sheet.
2. The Town considers short-term investments to be effective hedges to variable rate debt because movements in interest rates should have offsetting impacts upon both.
 - a. Given the prevalent patterns of business, economic and interest rate cycles, the Town may strive to match temporary increases in interest income to temporary increases in interest expense through the use of variable rate debt or synthetic variable rate debt.
 - b. This recognizes that variable rate debt generally offers lower interest costs and that the use of higher interest income to offset higher interest expense is preferable to creating a budget imbalance due to reliance upon temporarily increased interest income.
3. The Finance Officer is designated to monitor and report on financial market conditions and their impact on performance of debt, investments, and any interest rate hedging products implemented or under consideration.
4. The Finance Officer is designated as the individual responsible for negotiating financial products and coordinating investment decisions for debt structure. The Finance Officer is designated as the individual responsible for recommending debt structure to the Council.
5. The Town may incorporate the use of variable rate debt or synthetic variable rate debt, as allowed by the Debt Management Section of the LGC, into its debt structure. Unhedged variable or synthetic variable rate debt shall not exceed 20% of the Town's total, non-Utility debt outstanding.

VII. Capital Improvements Policy

1. Capital Improvements Plan

- a. The Town will update and readopt annually at least a five-year capital improvements plan (CIP) which projects capital needs and details the estimated costs, description and anticipated funding sources for capital projects. A separate CIP will be developed for the General Fund, Water Fund, and Sewer Fund.
- b. The annual update of the CIP will be conducted in conjunction with the annual operating budget process.
- c. The first year of the five-year CIP will be the basis of formal fiscal year appropriations during the annual budget process.
- d. A programming or cost estimation study is eligible for inclusion in the CIP for a project for which a future request is being considered. Such a study is encouraged in order to generate reliable cost estimates for the CIP.
- e. The Town expects to see new capital items generally first appear in year five of the CIP.
- f. The Town acknowledges pay-as-you-go financing as a significant capital financing source, but will ultimately determine the most appropriate financing structure for each capital project both on an individual basis after examining all relevant factors of the project and in conjunction with the funding of the entire CIP.

2. Capital Formation

- a. General Fund revenue is the source for the General Fund CIP. When assessed, the water CIF fee is a source of revenue for the water Capital Reserve Fund. When assessed, the sewer CIF fee is a revenue source for the sewer Capital Reserve Fund. The water and sewer enterprise fund annual budget will also provide CIP revenue in these areas as the use of CIF fee revenue is limited, per Council resolution.
- b. The General Fund Capital Reserve Fund is the funding source for pay-as-you-go financing and for debt service payments for debt financed projects in the General Fund CIP.
- c. Given the historical volatility of the state and other revenues, the five year projections of revenue used to complete the CIP shall be very conservative.

3. Fixed Assets

- a. The capitalization threshold for fixed assets shall be \$5,000. The threshold will be applied to individual fixed assets and not to groups of fixed assets. Fixed assets will only be capitalized if they have a useful life of at least three years following the date of acquisition. A physical inventory of capitalized fixed assets will be performed,

either simultaneously or on a rotating basis, so that all fixed assets are physically accounted for at least once every four years.

VIII. Debt Policy

1. Debt will only be incurred for financing capital assets that, because of their long-term nature or because of budgetary restraints, cannot be acquired from current or budgeted resources. **Debt will not be used for operational needs.** Debt financing can include general obligation bonds, revenue bonds, certificates of participation, lease/purchase agreements, special obligation bonds, or any other financing instrument allowed under North Carolina law.
2. The Town will seek to structure debt and to determine the best type of financing for each financing need based on the flexibility needed to meet project needs, the timing of the project, taxpayer or rate payer equity, and the structure that will provide the lowest interest cost in the circumstances.
3. Debt financing will be considered in conjunction with the approval by the Council of the Town's CIP.
4. Capital projects financed through the issuance of bonds, installment financings or lease financings will be financed for a period not to exceed the expected useful life of the project.
 - a. General fund debt will normally have a term of 20 years or less. When practical, the term of non-Utility debt will not exceed 30 years.
 - b. Enterprise fund (water and sewer) debt will normally have a term of 30 years or less. When practical, the term of Utility debt will not exceed 40 years.
5. The Town will strive to maintain a high level of pay-as-you-go financing for its capital improvements.
6. Debt Affordability
 - a. The net debt of the Town, as defined in G.S. 159-55, is statutorily limited to 8% of the assessed valuation of the taxable property within the Town. The Town will strive to maintain a net debt level of no greater than 4%.
 - b. Total General Fund debt service will not exceed any limits imposed by the LGC. As a guide, formulas established by the LGC and rating agencies will be monitored and appropriately applied by the Town. Debt service as a percentage of the operating budget will be targeted at less than 15%.
 - c. The Town will strive to achieve amortization of 60% or more of its non-Utility debt principal within ten years.
7. The Town will seek to structure debt in the best and most appropriate manner to be consistent with the Asset – Liability Management section of this policy.
8. If the Town issues Revenue Bonds, and whereas the minimum coverage ratio expected for Town revenue bonds is 1.20 times, upon the calculation of a coverage ratio for any Utilities

System Revenue Bonds which is below 1.5 times (Net Revenues as defined by the General Indenture, but excluding cash receipts from special assessments, over Debt Service as defined by the General Indenture), the Finance Officer will notify the Council of such. Within three months of such notification, the Finance Officer will again report to the Council and will have performed the necessary internal study to advise the Council on the actions necessary to restore the coverage ratio to above 1.5 times. This policy is intended to ensure that all reasonable steps necessary are taken to begin the process of reviewing water revenues and rates well before the coverage ratio for outstanding revenue bonds could reach the minimum level of 1.20 times.

9. The Town will seek to employ the best and most appropriate strategy to respond to a declining interest rate environment. That strategy may include, but does not have to be limited to, delaying the planned issuance of fixed rate debt, examining the potential for refunding of outstanding fixed rate debt, and the issuance of variable rate debt. The Town will seek to employ the best and most appropriate strategy to respond to an increasing interest rate environment. That strategy may include, but does not have to be limited to, the issuance of variable rate debt (a historically lower interest cost), and the use of forward delivery fixed rate debt.
10. The Town will monitor the municipal bond market for opportunities to obtain interest rate savings by refunding by forward delivery, currently refunding or advance refunding outstanding debt. The estimation of net present value savings for a traditional fixed rate refunding should be, at a minimum, 3% of the refunded maturities before a refunding process begins. The estimation of net present value savings for a synthetic fixed rate refunding should be, at a minimum, in the range of 5% to 6% of the refunded maturities before a refunding process begins.
11. The Town will strive for the highest possible bond ratings in order to minimize the Town's interest costs.
12. The Town will normally obtain two debt ratings (Fitch Ratings, Moody's, or Standard & Poor's) for all publicly sold debt issues.
13. While some form of outstanding debt exists, the Town will strive to have a portion of that debt in the form of general obligation debt, when fiscally advantageous.
14. For all years that the Town has any publicly sold debt outstanding, the Town will provide annual information updates to each of the debt rating agencies if desired by those agencies.
15. The Town will use the Annual Comprehensive Financial Report (ACFR) as the disclosure document for meeting its obligation under SEC Rule 15c2-12 to provide certain annual financial information to the secondary debt market via various information repositories.
16. The Town recognizes the significance of the debt portfolio and the need for the ability to properly manage and maintain that portfolio. The Finance Director will maintain a current database of all debt.

IX. Accounting, Auditing and Financial Reporting

1. The Town will maintain accounting systems in compliance with the North Carolina Local Government Budget and Fiscal Control Act. The Town will maintain accounting systems that enable the preparation of financial statements in conformity with generally accepted accounting principals (GAAP).
 - a. The basis of accounting within governmental funds will be modified accrual.
 - b. The basis for accounting within all Enterprise and Internal Service Funds will be modified accrual.
2. Financial systems will be maintained to enable the continuous monitoring of revenues and expenditures or expenses with complete sets of monthly reports provided to the Council, and the Town Manager. Monthly expenditure/expense reports will be provided to each department head for their functional area and online, real time, view only, access to the financial system will be made available to department heads and other staff as much as practical and its use encouraged.
3. The Town will place emphasis on maintenance of an accounting system which provides strong internal budgetary and financial controls designed to provide reasonable, but not absolute, assurance regarding both the safeguarding of assets against loss from unauthorized use or disposition and the reliability of financial records for preparing financial statements and reports, as well as the accountability of assets.
4. An annual audit will be performed by an independent certified accounting firm which will issue an opinion on the annual financial statements as required by the Local Government Budget and Fiscal Control Act.
5. The Town will solicit proposals from qualified independent certified public accounting firms for audit services. The principal factor in the audit procurement process will be the auditor's ability to perform a quality audit. The Town may enter into a multiyear agreement with the selected firm for a period of up to three fiscal years. Firms are not barred from consecutive contract awards. The Council, upon recommendation from the Finance Officer and Audit Committee, shall approve the contractual relationship with the auditor.
6. The Town will maintain a standing audit committee. The committee will assist with the independent audit of the Town's financial statements, from the recommendation of the auditor to the resolution of any audit findings.
7. The Finance Officer will conduct some form of internal audit procedures at least one time per year, specifically focusing upon cash receipts procedures.
8. The Town may prepare an ACFR in compliance with established criteria to obtain the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting.

9. Full and complete disclosure will be provided in all regulatory reports, financial statements and debt offering statements.
10. The Town shall use the ACFR as the disclosure document for meeting its obligation to provide certain annual financial information to the secondary debt market via various information repositories. The annual disclosure is a condition of certain debt covenants and contracts that are required by SEC Rule 15c2-12.
11. The Finance Director will develop and maintain a Financial Procedures Manual as a central reference point and handbook for all financial, accounting and recording procedures.
12. The Town Manager will establish, document and maintain a Computer Disaster Recovery Plan and will provide for the daily backup of data and the offsite storage of the same.

X. Cash Management Policy

1. Receipts

- a. All aspects of cash receipts shall be subject to proper internal controls with standard controls documented and followed by revenue generating departments.
- b. The Town Manager shall prescribe internal control procedures for departments which address adequate segregation of duties, physical security, daily processing and reconciliation, use of automated resources, and treatment of overpayments.
- c. Cash receipts will be collected as expediently as reasonably possible to provide secure handling of incoming cash and to move these moneys into interest bearing accounts and investments.
- d. All incoming funds will be deposited as required by State law.
- e. The Finance Officer is responsible for conducting at least two unannounced random or risk based internal audits of cash receipting locations per fiscal year.
- f. Upon any suspicion of fraud, the department head shall timely notify the Town Manager for further investigation.
- g. Upon any suspicion of non-compliance with internal control directives, the department head shall timely notify the Town Manager for further investigation.
- h. The Town reserves the right to refuse acceptance of more than \$5.00 in coins, damaged currency, suspicious currency or any check for the transaction of business.
(added 7-13-2017)

2. Cash Disbursements

- a. The Town's objective is to retain monies for investment for the longest appropriate period of time.
- b. Disbursements will be made timely in advance of or on the agreed-upon contractual date of payment unless earlier payment provides greater economic benefit to the Town.
- c. Inventories and supplies will be maintained at minimally appropriate levels for operations in order to increase cash availability for investments purposes.
- d. Dual signatures are required for Town checks. Electronic signature of checks, drafts and purchase orders, while technically possible, is not deemed appropriate at this time. The Council may provide by appropriate resolution or ordinance for the use of a signature stamp or similar device in signing checks and drafts and in signing the preaudit certificate on contracts or purchase orders. The Council shall charge the Finance Officer with the custody of the stamp or device, and the Finance Officer and sureties on his official bond are liable for any illegal, improper, or unauthorized use.
- e. Electronic payments shall be utilized to the fullest extent possible where it is determined to be cost effective by the Finance Director. Such payments shall be integrated with financial systems and shall follow the proper data and internal controls in accordance with the NC Administrative Code 20 NCAC 03.0410.

XI. Investment Policy

1. Policy - It is the policy of the Town to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow requirements of the Town and conforming to all State statutes governing the investment of idle funds.
2. Scope - This investment policy applies to all financial assets of the Town except authorized petty cash, and debt proceeds, which are accounted for and invested separately from pooled cash. The Town pools the cash resources of its various funds and participating component units into a single pool, as deemed appropriate, in order to maximize investment opportunities and returns. Each fund's and participating component unit's portion of total cash and investments is tracked by the financial accounting system.
3. Prudence
 - a. The standard of prudence to be used by authorized staff shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence would exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.
 - b. Authorized staff, acting in accordance with procedures and this investment policy and exercising due diligence, shall be relieved of personal responsibility for an

individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion to the Council and the liquidity and the sale of securities are carried out in accordance with the terms of this policy.

4. Authorized Staff - G.S. 159-25(a) 6 delegates management responsibility for the investment program to the Finance Officer. The Finance Officer will establish and maintain procedures for the operation of the investment program that are consistent with this policy. Such procedures will include delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Finance Officer.

The Finance Officer will be responsible for all transactions undertaken and will establish and maintain a system of controls to regulate the activities of subordinates. In the absence of the Finance Officer and those to which he or she has delegated investment authority, the Town Manager or his or her designee is authorized to execute investment activities.

5. Objectives - The Town's objectives in managing the investment portfolio, in order of priority, are safety, liquidity, and yield.
 - Safety - Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To best mitigate against credit risk (the risk of loss due to the failure of the security issuer) diversification is required. To best mitigate against interest rate risk (the risk that changes in interest rates will adversely affect the market value of a security and that the security will have to be liquidated and the loss realized) the second objective, adequate liquidity, must be met.
 - Liquidity - The investment portfolio shall remain sufficiently liquid to meet all operating and debt service cash requirements that may be reasonably anticipated. The portfolio will be structured so that securities mature concurrent with cash needs (static liquidity), with securities with an active secondary market (dynamic liquidity), and with deposits and investments in highly liquid money market and mutual fund accounts.
 - Yield - The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary, economic and interest rate cycles, taking into account investment risk constraints and liquidity needs.
6. Ethics and Conflicts of Interest - Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose to the Town Manager any interests in financial institutions with which they conduct business material to them. They shall further disclose any personal financial or investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individuals with whom business is conducted on behalf of the Town.

7. Authorized Financial Dealers and Financial Institutions

- a. The Finance Officer will maintain a list of financial institutions that are authorized to provide investment services. Authorized financial institutions will be selected by credit worthiness and must maintain an office in the State of North Carolina. These may include “primary” dealers or regional dealers that qualify under SEC Rule 15C3-1 (uniform net capital rule).
 - b. Any financial institutions and broker dealers that desire to become qualified to conduct investment transactions with the Town must supply the Finance Officer with the following:
 - Audited financial statements;
 - Proof of National Association of Securities Dealers certification;
 - Proof of State registration; and
 - Certification of having read the Town’s investment policy.
 - c. Any previously qualified financial institution that fails to comply or is unable to comply with the above items upon request will be removed from the list of qualified financial institutions.
 - d. The Finance Officer shall have discretion in determining the number of authorized financial institutions and may limit that number based upon the practicality of efficiently conducting the investment program. The Finance Officer shall also have the discretion to add or remove authorized financial institutions based upon potential or past performance.
8. Internal Control - The Town Manager is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived and that the valuation of costs and benefits requires the use of estimates and judgments by management.
9. Collateralization - Collateralization is required for certificates of deposit. North Carolina General Statutes allow the State Treasurer and the Local Government Commission to prescribe rules to regulate the collateralization of public deposits in North Carolina banks. These rules are codified in the North Carolina Administrative Code – Title 20, Chapter 7 (20 NCAC 7). The Pooling Method of collateralization under 20 NCAC 7 allows depositories to use an escrow account established with the State Treasurer to secure the deposits of all units of local government. This method transfers the responsibility for monitoring each bank’s collateralization and financial condition from the Town to the State Treasurer. The Town will only maintain deposits with institutions using the Pooling Method of collateralization.
10. Delivery and Custody - All investment security transactions entered into by the Town shall be conducted on a delivery versus payment basis. Securities will be held by a third party

custodian designated by the Finance Officer and each transaction will be evidenced by safekeeping receipts and tickets.

11. Authorized Investments - The Town is empowered by North Carolina G.S. 159-30(c) to invest in certain types of investments. The Town Council approves the use of the following investment types, the list of which is more restrictive than G.S. 159-30(c):
- a. Obligations of the United States or obligations fully guaranteed as to both principal and interest by the United States.
 - b. Obligations of the Federal Financing Bank, the Federal Farm Credit Bank, the Federal Home Loan Banks, the Federal Home Loan Mortgage Corporation, the Federal National Mortgage Association, the Government National Mortgage Association, the Federal Housing Administration, and the United States Postal Service.
 - c. Obligations of the State of North Carolina.
 - d. Bonds and notes of any North Carolina local government or public authority that are rated "AA" or better by at least two of the nationally recognized ratings services or that carries any "AAA insured" rating.
 - e. Fully collateralized deposits at interest or certificates of deposit with any bank, savings and loan association or trust company that utilizes the Pooling Method of collateralization (section VIII.I).
 - f. Prime quality commercial paper bearing the highest rating of at least one nationally recognized rating service, which rates the particular obligation.
 - g. Banker's acceptance of a commercial bank or its holding company provided that the bank or its holding company is either (i) incorporated in the State of North Carolina or (ii) has outstanding publicly held obligations bearing the highest rating of at least one nationally recognized rating service and not bearing a rating below the highest by any nationally recognized rating service which rates the particular obligations.
 - h. Participating shares in a mutual fund for local government investment, provided that the investments of the fund are limited to those qualifying for investment under G.S. 150-30(c) and that said fund is certified by the LGC.
 - i. Evidences of ownership of, or fractional undivided interest in, future interest and principal payments on either direct obligations of the United States government or obligations the principal of and the interest on which are guaranteed by the United States, which obligations are held by a bank or trust company organized and existing under the laws of the United States or any state in the capacity of custodian (STRIPS).

- j. Guaranteed investment contracts utilizing repurchase agreements but only for the investment of debt proceeds which are to be collateralized at 105% and marked to market on a daily basis.

12. Prohibited Forms of Authorized Investments

- a. The use of repurchase agreements in the normal investment portfolio (not debt proceeds) is prohibited.
- b. The use of collateralized mortgage obligations is prohibited.
- c. The use of any type of securities lending practices is prohibited.

13. Diversification - Investments will be diversified by security type and by institution.

- a. With the exception of United States treasury securities and the North Carolina Capital Management Trust, no more than 30% of the Town's total investment portfolio will be invested in a single security type or with a single financial institution.
- b. The total investment in certificates of deposit shall not exceed 25% of the Town's total investment portfolio and the investment in certificates of deposit with a single financial institution shall not exceed FDIC insurance limitations.
- c. The Finance Officer is responsible for monitoring compliance with the above restrictions. If a violation occurs, the Finance Officer shall report such to the Town Manager and to the Council along with a plan to address the violation.

14. Maximum Maturities - To the extent possible, the Town will attempt to match its investments with anticipated cash flow requirements. Beyond identified cash flow needs, investments will be purchased so that maturities are staggered. The following maturity limits are set for the Town's investment portfolio:

- a. At least 60% of the investment portfolio will have maturities of no more than 3 years from the date of purchase.
- b. At least 80% of the investment portfolio will have maturities of no more than 5 years from the date of purchase.
- c. At least 95% of the investment portfolio will have maturities of no more than 10 years from the date of purchase.
- d. No investments maturing more than 15 years from the date of purchase may be purchased.
- e. For purposes of this section, for any variable rate demand obligation, the purchase date is considered to be the last reset and remarketing date and the maturity date is considered to be the next reset and remarketing date.

- f. If any change is made to the Town's policy for unassigned fund balance in the General Fund then other sections of this policy must be concurrently revised.
15. Selection of Securities - The Finance Officer or his or her designee will determine which investments shall be purchased and sold and the desired maturity date(s) that are in the best interest of the Town. The selection of an investment will involve the evaluation of, but not limited to, the following factors: cash flow projections and requirements; current market conditions; and overall portfolio balance and makeup.
16. Responses to Changes in Short Term Interest Rates
 - a. The Town will seek to employ the best and most appropriate strategy to respond to a declining short-term interest rate environment. The strategy may include, but does not have to be limited to, purchases of callable "cushion" bonds, lengthening of maturities in the portfolio, and increases in the percentage of ownership of treasury notes relative to that of treasury bills.
 - b. The Town will seek to employ the best and most appropriate strategy to respond to an increasing short-term interest rate environment. That strategy may include, but does not have to be limited to, purchases of "step-up" securities, shortening of maturities in the portfolio, the use of floating rate investments, and increases in the percentage of ownership of treasury bills relative to that of treasury notes.
17. Performance Standards - The investment portfolio will be managed in accordance with the parameters specified within this policy. The investment portfolio will strive to obtain a market average rate of return within the constraints of the Town's investment risk profile and cash flow needs. The performance benchmarks for the performance of the portfolio will be rates of return on 90-day commercial paper and on three-year treasury notes.
18. Active Trading of Securities -It is the Town's intent, at the time of purchase, to hold all investments until maturity to ensure the return of all invested principal. However, if economic or market conditions change making it in the Town's best interest to sell or to trade a security before maturity, that action may be taken.
19. Pooled Cash and Allocation of Interest Income - All moneys earned and collected from investments other than bond proceeds will be allocated monthly to the various participating funds and component units based upon the average cash balance of each fund and component unit as a percentage of the total pooled portfolio. Earnings on bond proceeds will be directly credited to the same proceeds.
20. Marking to Market - A report of the market value of the portfolio will be generated at least semi-annually by the Finance Director. The Finance Officer will use the reports to review the investment portfolio in terms of value and price volatility, as well as for compliance with GASB Statement #31.

21. Software - The Town recognizes the significance of the size of its investment portfolio and of the requirements contained in this policy. The Town will utilize investment software which enables efficient transaction processing and recording, sufficient portfolio monitoring and the ability to maintain reporting compliance with this policy.
22. Reporting – When investments are held, the Finance Director will prepare a quarterly investment report that will be submitted with the Board's monthly report package.
 - a. The quarterly investment report will include a listing of all investments and will show the investment number, the investment description, the purchase, call and maturity dates, the yields to call and to maturity, the weighted average yields to call and to maturity by investment type and in total, the coupon rate, the par value and the ending amortized value. The report will also include earnings information for the last twelve months with that information compared to the established benchmarks.
 - b. The quarterly investment report will include reporting on the status of diversification compliance.
23. Policy Considerations
 - a. A maturity or diversification violation created by fluctuations in the size of the portfolio does not require corrective action. The violation may be cured through an increase in the portfolio size or the maturity of an investment.

XII. Review and Revision

The Town will formally review this set of financial and budgetary policies at least once every five years.

Glossary

ACFR: Annual Comprehensive Financial Report

This report moves one-step beyond the typical “audit report” and includes all the information from an audit, plus additional statistical and general information about the unit.

CIF: Capital Improvement Fund

When assessed, a fee is paid for all new connections to the water and sewer systems that goes directly into separate capital improvement funds. These funds may be limited by resolution of the Town Council.

CIP: Capital Improvement Plan

The purpose of the capital improvement plan (CIP) is to forecast and match projected revenues and major capital needs over at least a five-year period. Generally defined, CIP capital expenditures are any expenditure of major value that recurs irregularly, results in the acquisition (or significant modification) of a fixed asset, and has a useful life of at least three (3) years.

GAAP: Generally Accepted Accounting Principles

This is a standard related to how financial statements are prepared and included conventions and rules that accountants use in the preparation and interpretation of these statements.

FDIC: Federal Deposit Insurance Corporation

The Federal Deposit Insurance Corporation (FDIC) is an independent agency created by the Congress to maintain stability and public confidence in the nation's financial system by: insuring deposits, examining and supervising financial institutions for safety and soundness and consumer protection, and managing receiverships.

Fund Balance: Fund Balance is, simply explained, the amount of assets in excess of liabilities in a given fund.

Adopted: July 16, 2009

Updated: July 1, 2013

Updated: May 19, 2016

Amended: July 13, 2017 (Section X)

Amended: May 17, 2018 {Various changes to comply with electronic pre-audit changes in purchasing policy: Section V(2), X(2)(e) and IV(1) and to change language from unrestricted to unassigned, reference fund balance}

Amended: May 20, 2021 Section VII 2 (a), Section V 2 and 3 and changes to add AFCR.

Amended June 20, 2024 (Various changes with effective date of July 1, 2024)

Town of River Bend Resolution

Whereas, North Carolina Emergency Management has authorized the making of grants to aid eligible units of government in funding the cost of disaster relief and mitigation projects, and

Whereas, North Carolina Emergency Management has offered an Emergency Management Disaster Relief and Mitigation Grant (DRMG) in the amount of \$225,000 for the development of a Stormwater Asset Inventory and Analysis Assessment, and

Whereas, the Town of River Bend intends to complete said project in accordance with the terms of the Memorandum of Agreement (MOA) provide by the grantor,

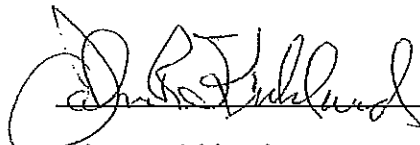
NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF RIVER BEND:

That the Town of River Bend does hereby accept the grant offer of \$225,000.

That the Town of River Bend does accept the Memorandum of Agreement from the North Carolina Department of Emergency Management and authorizes the Mayor to execute the MOA.

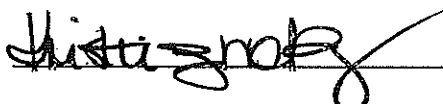
That Delane Jackson, Town Manager, and successors so titled, is hereby appointed as the authorized representative and Project Director and is hereby directed to furnish such information as the appropriate State agency may request in connection with such grant or the project; to make the assurances as contained above; and to execute such other documents as may be required in connection with the project.

Adopted this the 20th day of June, 2024 at River Bend, North Carolina.



John R. Kirkland, Mayor

ATTEST:



Kristie J. Nobles, Town Clerk, CMC

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE TOWN OF RIVER BEND

BE IT ORDAINED by the Town Council of the Town of River Bend that the Town Code of Ordinances, Title XI, Business Regulations, Chapter 11.01, Alcohol Sales, be created to read as follows:

§ 11.01 Alcohol Sales

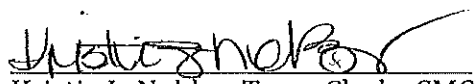
In Accordance with N.C. Gen. Stat. § 18B-1001, pursuant to N.C. Gen. Stat. § 160A-205.3 the sale of malt beverages, unfortified wine, fortified wine, and mixed beverages shall be allowed to be served beginning at 10:00 A.M. on Sunday in accordance and in full compliance with all licensed premises' permits issued under N.C. Gen. Stat. § 18B-1001.

This Ordinance shall be in full force and effect upon its adoption

Adopted this the 20th day of June, 2024


John Kirkland, Mayor

ATTEST:


Kristie J. Nobles, Town Clerk, CMC

**River Bend Town Council
Special Meeting Minutes
July 18, 2024
Town Hall
5:00 p.m.**

Present Council Members: Mayor John Kirkland
Lisa Benton
Barbara Maurer
Buddy Sheffield
Jeff Weaver
Brian Leonard

Town Manager: Delane Jackson

Members of the Public Present: 21

CALL TO ORDER

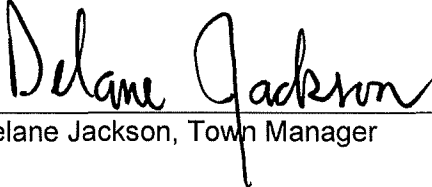
Mayor Kirkland called the meeting to order at 5:00 p.m. on Thursday, July 18, 2024, at the River Bend Town Hall with a quorum present.

The Town Manager discussed multiple funding options and considerations for the water treatment plant and the wastewater treatment plant projects with the Council.

The Council agreed to wait until October 18 to re-access the funding situation. The Town Manager stated that the current bid for the wastewater project will expire on September 13. The bid is so high that the Council agreed to just let the bid expire unless more funding becomes available before it expires.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield moved to adjourn. The meeting adjourned at 6:10 p.m.



Delane Jackson, Town Manager

**River Bend Town Council
Regular Meeting Minutes
July 18, 2024
Town Hall
7:00 p.m.**

Present Council Members:

Mayor John Kirkland
Lisa Benton
Barbara Maurer
Buddy Sheffield
Jeff Weaver
Brian Leonard

Town Manager: Delane Jackson
Police Chief: Sean Joll
Finance Director: Mandy Gilbert
Town Clerk: Kristie Nobles
Town Attorney: Ross Hardeman

Members of the Public Present: 16

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, July 18, 2024, at the River Bend Town Hall with a quorum present.

VOTE – APPROVAL OF AGENDA

Councilwoman Maurer motioned to accept the agenda as presented. The motion carried unanimously.

PUBLIC COMMENT

No public comments.

CONSENT AGENDA

The Mayor presented the Council with the Consent Agenda. Councilman Sheffield moved to approve the Consent Agenda as presented. The motion carried unanimously. Within this motion, the following items were approved:

A. Approve:

*Minutes of the June 11, 2024, Work Session Meeting
Minutes of the June 18, 2024, Regular Council Meeting*

FEMA Project – Flood Mitigation Assistance Program – Sara Deskar

At this time the Town Manager introduced Ms. Sara Deskar, Community Planner and Mr. David Bone, Executive Director, both of ECCOG. Ms. Deskar gave a presentation on Flood Mitigation Assistance and stated that she would be able to assist the Town with applying for assistance, should the town choose to do so. After a brief discussion with the Council, the Council decided to hold a town meeting to measure community interest in participating in the program.

VOTE – Flood Mitigation Assistance Program

Councilwoman Benton motioned to schedule a meeting for the owners of River Bend properties that are defined as Severe Repetitive Loss and Repetitive Loss to measure interests in participating in a Flood Mitigation Assistance Program. The motion carried unanimously.

TOWN MANAGER'S REPORT

The Manager gave the following updates:

- The AIA grants are both near completion.
- There is an advertisement for RFQ for engineering services for the Stormwater Grant with a deadline of August 2.
- There is an advertisement for RFQ for Street Paving with a bid opening date of July 31.
- The town's well grant did not score as expected, so the town will apply again in the future.
- The Davis property development is proceeding slowly.

ADMINISTRATIVE REPORTS

COMMUNITY WATCH – Councilwoman Benton

Councilwoman Benton stated that Community Watch met on June 18 and Egon Lippert was re-appointed as the chair. She stated that there was a discussion of the curfew in town.

PARKS & RECREATION – Councilman Weaver

Councilman Weaver stated that Parks and Recreation met on July 10 and Victoria Stuppy was appointed as chairperson, Annie Craddock as the vice chairperson and Amy Hendee as the secretary. He also stated that the board voted to move the normal meeting time from 6:15 p.m. to 6:30 p.m.

RIVER BEND COMMUNITY ORGANIC GARDEN

Councilman Weaver gave the following report:

A daily garden coverage calendar is in place. Saturday workdays, when many gardeners tackle large projects, have been decreased to every other week. The total number of volunteer hours for May was 232, bringing this year's total hours to date to 1049. A two part in-service session addressed "Know Your Garden" and "Intro to the Care of Butterflies" As temperatures increase, starting work times get earlier. Some early birds arrive by 6:30 am. Occasional evening schedules have begun. The current harvest includes potatoes, onions, leeks, cucumbers and herbs. Garden volunteers are looking forward to participating in the Fourth of July parade. The next meeting is scheduled for July 1 at 1:30 pm in the Municipal building. Weekly workdays are scheduled on Saturdays starting, officially at 8 am. Everyone is welcome to attend and participate in monthly garden volunteer meetings and in the garden.

CAC – Councilwoman Maurer

Councilwoman Maurer presented the following report.

The CAC did not meet in June. The Beautification Award Program finished for the spring with June awards. Congratulations to this month's award winners, 322 Lakemere and 211 Pinewood. You can see all the nominees on the CAC FB page. Nominations are currently open for the CAC's second annual Independence Day Festive Award Program that publicly recognizes homes that exemplify the Fourth of July spirit. Two Independence Day craft workshops were offered to create a patriotic decoration to celebrate our national holiday. Keep an eye out for the CAC entrant in the Fourth of July parade. Work is in progress for Christmas globe maintenance and the globe workshops. Two members of the board are unable to continue for another term. Many thanks go to Meg Williams and Christine Soler for their service. This CAC group has experienced a transition during their tenure. Their work, and that of the other members, has brought the town the home beautification and festive awards, a family-inclusive Arbor Day event, the initiation of a Facebook page, an in-depth study of Plantation median, decorative plantings behind Town Hall and the dog park, and craft workshops. Meg and Christine, you will be missed. The next meeting is scheduled for July 17, 2024 at 4 pm in the Municipal Building. The meeting is open to everyone. There are three vacancies. Please attend if you are interested. Guests and volunteers are always welcome. You don't have to be a board member to participate.

FINANCE – Councilman Leonard

Financial Report – Finance Director, Mandy Gilbert, presented the financial statement for the month of June to the Council. She stated the total of the Town's Cash and Investments as of June 30, 2024, were \$2,702,042 and Ad Valorem Tax Collections for FY23-24 were \$988,252 and Vehicle Ad Valorem Tax Collections were \$104,011.

Councilman Leonard then called on the Town Manager to discuss Budget Amendment #24-B-01. The Town Manager stated that the budget amendment presented transfers \$23,364 in funds for a police department grant that was received in the previous fiscal year and not paid. He stated that the Chief would use the funds to purchase VIPER radios and other equipment. He also stated that the other \$5,600 would pay for garage doors at the old public works building.

VOTE – Budget Amendment 24-B-01

Councilman Leonard motioned to approve Budget Amendment 24-B-01 as presented. The motion carried unanimously. (see attached)

The Town Manager stated that the town was originally awarded \$9,393,000 for the Water Treatment Project and \$281,790 was taken. He stated that since then Senator Jim Perry has been able to get \$140,895 of those funds back to the town when the state budget was passed. The total that the town has been awarded after this is \$9,252,105.

VOTE – Revised Letter of Intent to Fund AND Funding Offer Resolution

Councilman Leonard motioned to approve the Funding Offer Resolution as presented. The motion carried unanimously. (see attached)

The Town Manager stated that the attached Capital Fund Ordinance Amendment reflects the funds that were awarded to the town for the Water Treatment Project.

VOTE – Capital Project Fund Ordinance Amendment

Councilman Leonard motioned to approve the Capital Project Fund Ordinance Amendment as presented. The motion carried unanimously. (see attached)

ENVIRONMENT AND WATERWAYS – Councilman Leonard

Councilman Leonard gave the following report:

Chairman Ackiss opened the meeting at 7 PM in the small conference room in the municipal building. There was a quorum. There were no visitors. The minutes for the June 3rd, 2024, meeting was approved. Councilman Leonard gave a council updated and answered questions from the board members. Old business: Alligator weed in canal on town property. Fish line disposal containers at town owned fishing locations. Life ring on fishing dock replaced. Discussion concerning "clean sweep" in our waterways. New Business: Election of officers; President Jon Hall, Vice President Paige Ackiss, Secretary Patty Leonard. Thank you to all members of EWAB for their willingness to serve! Discussion about 4th of July parade. Discussion about an EWAB Facebook page, not currently planning to have one. Volunteer Hours: 10. Next meeting will be at 7 PM on August 5th, 2024, in the small conference room in the municipal building. The public is welcome to attend. The meeting adjourned at 7:41 PM.

MAYOR'S REPORT

The Mayor presented the following report.

This celebration certainly provides a summer opportunity to enjoy family gatherings and visits to parks and other areas for the day or extended vacations. We should also take this opportunity to discuss the sacrifices that the nations founding fathers made to create the United States of America. It is well to have this discussion with our children, so they grow to adulthood with this

recall of a special day and also for the appreciation and sacrifice of the founders of the nation. In 1776, the city of Philadelphia was hot and there was no air-conditioned assembly hall for the persons assembled to draft the Declaration of Independence. There were no jet aircraft to make the trip from Georgia or other distant states. The alternative was to travel by coastwise sailing vessel, horse drawn coach, or by horseback. The modern support conveniences of electric lighting were a hundred plus years in the future. All of those who signed the Declaration were threatened by the British King and most lost significant property. We citizens today all owe a debt to those signers.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield moved to adjourn. The meeting adjourned at 8:01 p.m.


Kristie J. Nobles, CMC, NCCMC
Town Clerk



**TOWN OF RIVER BEND
BUDGET ORDINANCE AMENDMENT 24-B-01
FISCAL YEAR 2024 - 2025**

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina that the 2024-2025 Budget Ordinance be amended as follows:

Summary

General Fund	2,440,995
General Capital Reserve Fund	89,007
Law Enforcement Separation Allowance Fund	515
Water Fund	656,788
Water Capital Reserve Fund	20,215
Sewer Fund	722,788
Sewer Capital Reserve Fund	25,250
Total	3,955,558

Section 1. General Fund

Anticipated Revenues

AD VALOREM Taxes 2023-2024	980,165
AD VALOREM Tax-Motor Vehicle	104,400
Animal Licenses	1,500
Sales Tax 1% Article 39	199,292
Sales Tax 1/2% Article 40	117,968
Sales Tax 1/2% Article 42	99,574
Sales Tax Article 44	14,166
Sales Tax Hold Harmless Distribution	112,233
Solid Waste Disposal Tax	2,200
Powell Bill Allocation	101,000
Beer and Wine Tax	13,225
Video Programming Sales Tax	47,041
Utilities Franchise Tax	116,156
Telecommunications Sales Tax	6,779
Court Refunds	500
Zoning Permits	7,000
Federal Grant	23,364
Miscellaneous	15,000
Interest- Powell Bill Investments	50
Interest-General Fund Investments	44,533
Contributions	900
Wildwood Storage Rents	18,144
Rents & Concessions	18,000
Sale of Fixed Assets	0
Transfer From Capital Reserve Fund	72,650
Appropriated Fund Balance	325,155
Total	2,440,995

Section 1. General Fund (continued)

Authorized Expenditures

Governing Body	69,500
Administration	331,200
Finance	156,500
Tax Listing	14,700
Legal Services	49,000
Elections	600
Police	867,795
Public Buildings	108,000
Emergency Services	5,800
Animal Control	18,000
Street Maintenance	235,000
Public Works	203,000
Leaf & Limb and Solid Waste	87,500
Stormwater Management	51,200
Wetlands and Waterways	2,900
Planning & Zoning	60,000
Recreation & Special Events	11,000
Parks & Community Appearance	59,500
Contingency	23,043
Transfer To General Capital Reserve Fund	86,757
Transfer To L.E.S.A. Fund	0
Total	<u>2,440,995</u>

Section 2. General Capital Reserve Fund

Anticipated Revenues

Contributions from General Fund	86,757
Interest Revenue	<u>2,250</u>
Total	89,007

Authorized Expenditures

Transfer to General Fund	72,650
Future Procurement	<u>16,357</u>
	89,007

Section 3. Law Enforcement Separation Allowance Fund

Anticipated Revenues:

Contributions from General Fund	0
Interest Revenue	<u>515</u>
Total	515

Authorized Expenditures:

Separation Allowance	0
Future LEOSSA Payments	<u>515</u>
Total	515

Section 4. Water Fund

Anticipated Revenues

Utility Usage Charges, Classes 1 & 2	202,039
Utility Usage Charges, Classes 3 & 4	19,024
Utility Usage Charges, Class 5	11,851
Utility Usage Charges, Class 8	5,326
Utility Customer Base Charges	280,228
Hydrant Availability Fee	19,215
Taps & Connections Fees	1,250
Nonpayment Fees	10,500
Late payment Fees	7,774
Interest Revenue	4,260
Sale of Capital Asset	0
Appropriated Fund Balance	95,521
Total	656,788

Authorized Expenditures

Administration & Finance [1]	507,000
Operations and Maintenance	129,788
Transfer To Fund Balance for Capital Outlay	0
Transfer To Water Capital Reserve Fund	20,000
Total	656,788

[1] Portion of department for bond debt service: **134,691**

Section 5. Water Capital Reserve Fund

Anticipated Revenues

Contributions From Water Operations Fund	20,000
Interest Revenue	215
Total	20,215

Authorized Expenditures

Future Expansion & Debt Service	20,215
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Section 6. Sewer Fund

Anticipated Revenues:

Utility Usage Charges, Classes 1 & 2	260,280
Utility Usage Charges, Classes 3 & 4	40,743
Utility Usage Charges, Class 5	25,677
Utility Usage Charges, Class 8	10,825
Utility Customer Base Charges	297,179
Taps & Connection Fees	1,250
Late payment Fees	8,251
Interest Revenue	8,760
Sale of Capital Asset	0
Appropriated Fund Balance	69,823
Total	<u>722,788</u>

Authorized Expenditures:

Administration & Finance [2]	502,000
Operations and Maintenance	195,788
Transfer to Fund Balance for Capital Outlay	0
Transfer to Sewer Capital Reserve Fund	25,000
Total	<u>722,788</u>

[2] Portion of department for bond debt service: 116,309

Section 7. Sewer Capital Reserve

Anticipated Revenues:

Contributions From Sewer Operations Fund	25,000
Interest Revenue	250
Total	<u>25,250</u>

Authorized Expenditures:

Future Expansion & Debt Service	25,250
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Section 8. Levy of Taxes

There is hereby levied a tax at the rate of twenty-four cents (\$0.24) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2024, for the purpose of raising the revenue listed as "Ad Valorem Taxes 2024-2025" in the General Fund Section 1 of this ordinance. This rate is based on a valuation of \$410,950,000 for purposes of taxation of real and personal property with an estimated rate of collection of 99.38%. The estimated collection rate is based on the fiscal year 2022-2023 collection rate of 99.38% 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 \$43,500,000 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 2024-2025, 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 3.7% 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.

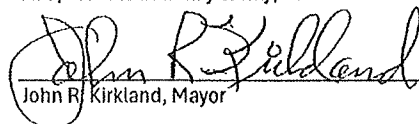
Section 12. Utilization of the Budget Ordinance

This ordinance shall be the basis of the financial plan for the Town of River Bend municipal government during the 2024-2025 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 18th day of July, 2024.



John R. Kirkland, Mayor

Attest:



Kristle J. Nobles, Town Clerk, CMC, NCCMC

TOWN OF RIVER BEND

RESOLUTION BY GOVERNING BODY OF RECIPIENT

WHEREAS, the Town of River Bend has received a Directed Projects grant from the 2023 Appropriations Act, Session Law 2023-134, administered through the Drinking Water Reserve and Wastewater Reserve to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

WHEREAS, the North Carolina Department of Environmental Quality has offered 2023 Appropriations Act funding in the amount of \$9,252,105 to perform work detailed in the submitted application, and

WHEREAS, the Town of River Bend intends to perform said project in accordance with the agreed scope of work,

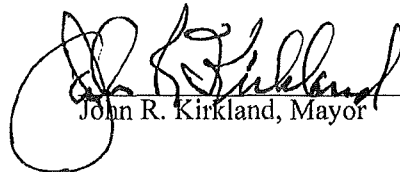
NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE RIVER BEND:

That Town of River Bend does hereby accept the 2023 Appropriations Act Directed Projects Grant offer of \$9,252,105

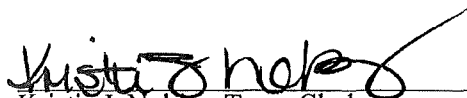
That the Town of River Bend does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Delane Jackson, Town Manager, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with this project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 18th day of July, 2024


John R. Kirkland, Mayor

ATTEST:


Kristie J. Nobles, Town Clerk



**TOWN OF RIVER BEND
WATER TREATMENT PLANT CAPITAL PROJECTS FUND ORDINANCE
AMENDMENT #1**

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina, that the Water Treatment Plant Capital Projects Fund Ordinance be amended as follows:

Section 1. The following amounts are hereby appropriated for the operation of a Town Capital Projects Fund for the construction of a new Water Treatment Plant:

CAPITAL PROJECTS FUND

Revenues:

State of North Carolina Grant	9,252,105
-------------------------------	-----------

Appropriations:

Land Acquisition	169,600
Administration	85,000
Engineering	1,386,000
Construction	7,611,505
	<u>9,252,105</u>

Section 2. It is estimated that revenues in the amounts indicated in the foregoing schedule will be available to support the foregoing appropriations.

Section 3. The Finance Officer is hereby authorized to maintain an appropriate Fund Chart of Accounts.

Section 4. Copies of this 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.

Section 5. The capital projects funds are appropriated pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina; therefore, appropriations do not lapse at the end of the fiscal year and are available for the duration of the project, estimated to be eighteen months, unless subsequently amended by Council action.

Adopted this 18th day of July, 2024.


John R. Kirkland, Mayor

Attest:


Kristie J. Nobles, Town Clerk, CMC, NCCMC

**River Bend Town Council
Work Session Minutes
August 8, 2024
Town Hall
7:00 p.m.**

Present Council Members: Mayor John Kirkland
Lisa Benton
Barbara Maurer
Buddy Sheffield
Jeff Weaver

Absent Council Member: Brian Leonard

Town Manager: Delane Jackson
Town Clerk: Kristie Nobles
Town Attorney: Trey Ferguson
Police Chief: Sean Joll

Members of the Public Present: 10

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, August 8, 2024, at the River Bend Town Hall with a quorum present.

VOTE – Agenda - Addition / Deletion

Councilwoman Benton motioned to remove item #7, Advisory Board Ordinance Amendment from the agenda. The motion carried unanimously.

VOTE – Approval of Agenda

Councilwoman Benton motioned to accept the agenda as amended. The motion carried unanimously.

DISCUSSION – RFQ for Stormwater Management Grant Project

The Manager stated that the responses to the RFQ for the Stormwater Management Grant Project were due on Friday, August 2 and there were four responses received. He also stated that the review committee has met and recommends Municipal Engineering Services, Inc for engineering services for the stormwater AIA project.

VOTE— RFQ for Stormwater Management Grant Project

Councilman Sheffield moved to accept the recommendation of Municipal Engineering Services, Inc. for engineering services on the stormwater AIA Project and request an engineering contract proposal from them. The motion carried unanimously.

Discussion –Value Engineering Contract Amendment for WWTP Project Ordinance

The Manager stated that at the Special Meeting on July 18 the Council discussed that the bid for the WWTP Project was too high, and the engineer completed additional work to negotiate a lower bid. He stated that the engineer will need to be paid for those services and then the town can submit the proper documents for reimbursement from the state.

VOTE— Value Engineering Contract Amendment for WWTP Project Ordinance

Councilwoman Maurer motioned to approve the Engineering Contract Amendment for the WWTP Project as presented. The motion carried unanimously.

Discussion—WWTP Project Ordinance Amendment

The Manager stated that the attached budget amendment is related to the Engineering Contract Amendment that was approved just prior.

VOTE — WWTP Project Ordinance Amendment

Councilman Weaver moved to approve the WWTP Project Ordinance Amendment as presented. The motion carried unanimously. (see attached)

Discussion —Award Street Paving Bid

The Manager stated that the town had received two bids for the 2024 Street Paving in River Bend. He stated that the town has worked with both of these bidders in the past with no issues, but the bid from Onslow Grading and Paving was less than the other bid. He stated that the town's engineer recommends Onslow Grading and Paving. The Mayor stated that the Council could take action on this recommendation at the next Council meeting.

Discussion —Vehicle Take Home for Police Department

The Manager stated that the Council has directed him to develop a policy that would allow River Bend police officers to drive town vehicles to and from home. He presented a draft policy to that effect. Councilwoman Benton asked if all of the officer's fall within the 20-mile radius as stated in the policy and Chief Joll stated that not all of the officers fall within that radius. Councilman Weaver asked if the policy would allow officers to drive the 20 miles and park at another government agency and the chief stated that the presented policy will not allow that. The Council asked that the policy be revised to allow the officers to drive up to 20 miles and park at other government facilities.

Discussion —Town of River Bend Facebook Page

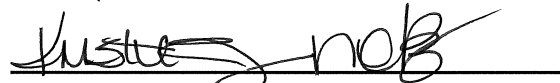
Councilwoman Benton stated that she would like to open the floor for discussion for an informational only Town of River Bend official town Facebook page. She stated that she felt it would benefit the town to have town information on an official page. She stated that she has had residents reach out to her stating that they cannot find the information they are looking for on the town's website. Councilman Weaver stated that all the information that is needed is on the town website, and he does not support an official town social media platform. Councilman Sheffield stated that it would be a duplicate effort for the town staff and stated that he doesn't find the town website difficult to maneuver. The Mayor stated that the Council could discuss this further in the future.

REVIEW – Agenda for the August 15, 2024, Council Meeting

The Council reviewed the agenda for the August 15, 2024, Council Meeting.

ADJOURNMENT/RECESS

There being no further business, *Councilman Sheffield moved to adjourn. The motion carried unanimously.* The meeting adjourned at 7:44 p.m.



Kristie J. Nobles, MMC, NCCMC
Town Clerk



**TOWN OF RIVER BEND
WASTEWATER TREATMENT PLANT CAPITAL PROJECTS FUND ORDINANCE
AMENDMENT #2**

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina, that the Wastewater Treatment Plant Capital Projects Fund Ordinance as last amended on December 15, 2022, be amended as follows:

Section 1. The following amounts are hereby appropriated for the operation of a Town Capital Projects Fund for the enhancement of the Wastewater Treatment Plant:

CAPITAL PROJECTS FUND

Revenues:

State Fiscal Recovery Fund Grant	9,108,500
----------------------------------	-----------

Expenditures:

Wetlands Mitigation	54,000
Engineering/Administration	661,000
Construction	<u>8,393,500</u>
	9,108,500

Section 2. It is estimated that revenues in the amounts indicated in the foregoing schedule will be available to support the foregoing appropriations.

Section 3. The Finance Officer is hereby authorized to maintain an appropriate Fund Chart of Accounts.

Section 4. Copies of this 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.

Section 5. The capital projects funds are appropriated pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina; therefore, appropriations do not lapse at the end of the fiscal year and are available for the duration of the project, estimated to be eighteen months, unless subsequently amended by Council action.

Adopted this 8th day of August, 2024.



John R. Kirkland, Mayor

Attest:



Kristie J. Nobles, Town Clerk, CMC, NCCMC

**River Bend Town Council
Regular Meeting Minutes
August 15, 2024
Town Hall
7:00 p.m.**

Present Council Members: Mayor John Kirkland
Lisa Benton
Barbara Maurer
Buddy Sheffield
Jeff Weaver

Absent Council Member: Brian Leonard

Town Manager: Delane Jackson
Police Chief: Sean Joll
Finance Director: Mandy Gilbert
Town Clerk: Kristie Nobles
Town Attorney: David Baxter

Members of the Public Present: 15

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, August 15, 2024, at the River Bend Town Hall with a quorum present.

VOTE – APPROVAL OF AGENDA

Councilman Weaver motioned to accept the agenda as presented. The motion carried unanimously.

PUBLIC COMMENT

Edwin Vargas – 119 Randomwood – stated that he was pleased with the response from the Town Manager regarding the ditches in the town. He also asked the residents to be patient regarding the ditches and drainage.

CONSENT AGENDA

The Mayor presented the Council with the Consent Agenda. *Councilman Sheffield moved to approve the Consent Agenda as presented. The motion carried unanimously.* Within this motion, the following items were approved:

A. Approve:

*Minutes of the July 18, 2024, Special Council Meeting
Minutes of the July 18, 2024, Regular Council Meeting*

At this time the Manager recognized Police Chief Joll. Chief Joll recognized Police Officer Gawerecki and presented her with the River Bend Police Officer of the Year Award. He stated that she is the first officer to be presented with this award and it will be an annual award. He stated that Officer Gawerecki has demonstrated exceptional achievement in law enforcement. He stated this award acknowledges an outstanding officer who works to make their community safe and exemplifies qualities of empathy, strength of character and selflessness throughout the year.

TOWN MANAGER'S REPORT

The Manager gave the following updates:

- The Water Supply Study is moving along and needs to be completed prior to the design of the new water treatment plant. He expects the study should be completed within 60 days and it will be presented to the Council at a meeting.
- The Town continues to work with the state of North Carolina on the Wastewater Treatment Plant project and has met the December 31, 2024, obligation deadline. The next deadline is December 2026 for construction and the grant money has to be spent by that deadline.
- The Manager is currently working on 2 grants that are due mid-October. Those grants are for new water wells and he is reapplying for a supplemental grant funding for the expected increased costs of the Water Treatment Plant.

Police Chief Joll stated that the Water Fun Day is scheduled for September 7, 2024, 12:00 until 2:00. He also stated that the Police Dept has started planning the National Night Out and the date has been set for October 18, 2024.

ADMINISTRATIVE REPORTS

PARKS & RECREATION – Councilman Weaver

Councilman Weaver stated that Parks and Recreation met on August 7 at 6:30 in the Municipal Building. He stated that the board discussed the upcoming events and the budget for the 24-25 year. The next meeting is September 4 at 6:30 at the Municipal Building and the meetings are open to the public.

RIVER BEND COMMUNITY ORGANIC GARDEN

Councilman Weaver gave the following report:

The garden thrived despite unfavorable weather conditions. Garden volunteers showed up daily to work, sometimes starting as early as 6 am. They worked for 196 hours in July. This fall, nine different vegetables will be planted in four beds. Planting will begin in September after each bed has been prepped. Workdays will continue on alternate Saturdays for August. The monthly calendar is full, with at least two gardeners signed up to work each day. The September meeting was cancelled due to it falling on Labor Day. The next meeting is scheduled for October 7, 2024, at 1:30 pm in the Municipal building. Everyone is welcome to attend and participate in monthly garden volunteer meetings and in the garden. The harvest is shared among volunteers, visitors, neighbors and community members.

CAC – Councilwoman Maurer

Councilwoman Maurer presented the following report.

The Community Appearance Commission met on August 7. The following officers were elected: Chairwoman, Brenda Hall; Vice-Chairwoman, Donna Perry; Secretary, Pat Lineback. At the completion of its second year, the yard awards programs were reviewed. The programs are well received, and residents are pleased when they are nominated. The April beautification award will be deleted because it is too early in the season. The Halloween and Christmas festive homes have had the most participation. Some minor modifications will be implemented to increase participation in the other months. The Plantation median project is starting with plans to contact two local experts to assist with design ideas and plant recommendations for the first section. This is a trial to determine whether the project should move forward. The raised bed and sidewalk gardens are doing well. All locations are using perennials and plants that are suited to this region. The CAC Independence Day craft workshops were so well received that they will be repeated next year. The annual Christmas globes workshops are scheduled for November 7 and 9. More information will be posted in the fall. You can always check the CAC Facebook page for

information and updates. There's also a gmail address to contact them directly. Circumstances have created three vacancies on the board. This is a busy, active group. They have several different projects and programs. If you are interested, please attend a meeting and consider submitting an application. Guests and volunteers are always welcome. You don't have to be a board member to participate but you may decide to apply when you see what they are doing. The next meeting is scheduled for Wednesday, November 20 at 4 pm.

FINANCE – Councilwoman Maurer for Councilman Leonard

Financial Report – Finance Director, Mandy Gilbert, presented the financial statement for the month of July to the Council. She stated the total of the Town's Cash and Investments as of July 30, 2024, were \$2,563,947 and Ad Valorem Tax Collections for FY24-25 were \$1,662 and Vehicle Ad Valorem Tax Collections were \$0.

VOTE – 2024 Paving Award

The Manager stated that the Council discussed the 2024 Paving Award at the work session meeting and the engineer recommends Onslow Paving and Grading and their proposed bid is within budget.

Councilwoman Maurer motioned to award the street paving bid to Onslow Paving and Grading in the amount of \$144,175 as presented. The motion carried unanimously.

VOTE – Engineering Services Agreement for Stormwater AIA

Councilwoman Maurer motioned to approve Engineering Service Agreement with Municipal Engineering, Inc. in the amount of \$225,000 as presented. The motion carried unanimously. (see attached)

VOTE – Grant Project Ordinance for Stormwater AIA

Councilwoman Maurer motioned to approve the Grant Project Ordinance as presented. The motion carried unanimously. (see attached)

ENVIRONMENT AND WATERWAYS – Councilman Weaver for Councilman Leonard

Councilman Weaver gave the following report:

Chairman Hall called the meeting to order at 7:02 PM in the small conference room in the municipal building. There was a quorum of members. The minutes from the July 1st, 2024, meeting was approved. Councilman Leonard gave a council update and answered questions from the members. Old Business: Update on weeds in waterways. Discussion on stormwater management and the upcoming storm. Still planning waterways clean up, DTBD. The fish lines disposal containers are being made by PW and will be installed on town property. There's a new fish/turtle feeder on the fishing dock, hopefully it won't be vandalized. New Business: EWAB will have a table at the PD National Night Out on October 1st, 2024. Volunteer hours: 9 The September meeting is scheduled for Labor Day, it has been canceled. The next meeting will be on October 7th, 2024 at 7 PM in the small conference room in the municipal building. The meeting adjourned at 7:35 PM.

VOTE – Public Safety – Vehicle Take Home for Police Department

Councilwoman Benton motioned to approve the Take Home Vehicle Program for the Police Department as presented. The motion carried unanimously. (see attached)

MAYOR'S REPORT

The Mayor presented the following report.

INTEGRITY FOR ALL TODAY - THE GOAL

Some time ago I authored a short essay on integrity. In that article I lamented the general lack of integrity in society today. Forward to the present time and the dilemma that our nation and the world endeavor to solve. It is fair to observe that the need for individual integrity is more important now than ever. It is important in corporate offices, and it is important among every member on the factory floor, and in fact in each of us.

Leadership in all organizations must set the example of integrity that is expected in their organization. The leadership must model the standard that they espouse. The old expression "talk the talk and walk the walk" is the true statement of the need for effective senior leadership. If we can achieve integrity across the entire corporate structure and the entire organizational structure of government many of the national and international problems will be more easily resolved.

Let us all take a vow to master our individual integrity and then encourage colleagues to work on the same acquisition in their lives. As with any vow only through daily consideration of the vow will we become more committed to the nature of guidance that integrity can have in our life. I believe that when we look at the character of people that we have worked with and persons that we consider to be friends we will easily classify those who live comfortably with the commitment to personal integrity. These people are wonderful to have as a positive influence in our lives.

The Rotary Four Way Test of the things that we think say and do are stated as follows:

ROTARY 4 WAY TEST

1. IS IT THE TRUTH?
2. IS IT FAIR TO ALL CONCERNED?
3. WILL IT BUILD GOODWILL AND BETTER FRIENDSHIPS?
4. WILL IT BENEFIT ALL CONCERNED?

This reminder is generally repeated by all members of each club at their weekly meetings. The test is a good reminder to the Rotary members of their commitment to a trait of integrity.

CLOSED SESSION

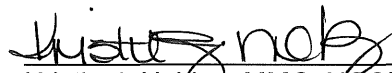
*Councilman Weaver moved to go into Closed Session under NCGS § 143-318.11(a)(3).
The motion carried unanimously. The council entered closed session at 7:34 p.m.*

OPEN SESSION

Councilman Sheffield moved to return to Open Session at 8:04 p.m. The motion carried unanimously.

ADJOURNMENT

There being no further business, Councilman Sheffield moved to adjourn. The motion carried unanimously. The meeting adjourned at 8:04 p.m.



Kristie J. Nobles, MMC, NCCMC
Town Clerk

SHORT FORM OF AGREEMENT BETWEEN OWNER AND ENGINEER FOR PROFESSIONAL SERVICES

THIS IS AN AGREEMENT effective as of August 13, 2024 ("Effective Date") between the Town of River Bend, North Carolina ("Owner") and Municipal Engineering, Inc. (MEI) ("Engineer").

Owner's Project, of which Engineer's services under this Agreement are a part, is generally identified as follows:

Stormwater Asset Inventory Analysis - ("Project").

Project Description

The Town of River Bend was approved for an Emergency Management Disaster Relief and Mitigation Grant from the NC Department of Public Safety in the amount of \$225,000. The Town intends to use these funds to inventory and establish a GIS database and mapping system of the Town's stormwater infrastructure; perform a cross-sectional survey of swales and ditches in designated flood zone areas (1% Annual Chance Flood Hazard); perform a zoom-camera inspection of selected areas of subsurface stormwater infrastructure; prepare a recommendation for construction activities which will improve the stormwater system; and, assist in the preparation of financial reimbursements, project management and grant administration.

The ENGINEER'S **Scope of Services** under this Agreement are generally identified as follows:

1. Project Management

Project Management is estimated to span up to twelve months (12) months to be completed by the ENGINEER as follows:

- a) Project Scoping and Contract Preparation
- b) Maintain a project filing system to document and retain project records
- c) Maintain project costs accounting system
- d) Prepare monthly invoices for engineering services to document project progress
- e) Assist in the preparation of reimbursement requests to the funding agency
- f) Provide coordination and administration of any sub-consultants.

2. GIS Stormwater System Inventory and Mapping

The town intends to use part of the grant funds to inventory and establish a GIS based mapping system and database of the town's existing stormwater infrastructure. The ENGINEER will work with the OWNER to locate existing stormwater assets, identify and resolve connectivity issues/discrepancies and determine attribute data. Once the field work is completed, the town's GIS database and mapping will be established.

- a) The ENGINEER shall provide services to locate and inventory the town's existing stormwater infrastructure assets utilizing GPS/GIS based mapping technology. It is understood that the Town of River Bend has adopted a policy of utilizing natural swales in lieu of curb and gutter for all Town streets to the extent possible. In the areas within the Town limits that are *outside of the 1% Annual Chance Flood Hazard boundary*, the inventory shall include the location/inventory of all visible and accessible drainage structures, drop inlets, culverts and a cross-sectional survey of ditches serving the area, except that it does not include swales parallel to the roadway nor the driveway tiles, etc. For areas within the Town limits located *inside the 1% Annual Chance Flood Hazard boundary*, the inventory will also include the location/inventory of all visible and accessible drainage structures, drop inlets, culverts and a cross-sectional survey of ditches serving the area, plus a cross-sectional survey of the roadside swales with inlet and outlet invert elevations of the driveway tiles. Feature attributes will be assigned to all mapped assets (if known) such as structure type, material, age, condition, depth/inverts, etc. GIS mapping for the located stormwater system assets will be provide in ESRI ArcGIS format.
- b) Prior to initial GPS/GIS fieldwork, ENGINEER shall coordinate with the OWNER to assist in the asset inventory and to assist in obtaining relevant and missing data.
- c) The ENGINEER is responsible for locating only those above or below ground assets that are visible, readily accessed and safe to enter. It is not the responsibility of the ENGINEER to expose any structures, pipes, culverts, or any other stormwater system assets that are covered, paved over or for any reason, inaccessible or unsafe to enter. If such cases arise, the ENGINEER will coordinate with the OWNER to have these assets uncovered or exposed, at the OWNER's expense, so that they may be properly inventoried and mapped.
- d) The OWNER shall provide any existing records of the stormwater system, as-built drawings or field sketches necessary to assist the ENGINEER in mapping the OWNER's stormwater infrastructure system.

3. Stormwater Condition Assessment

- a) The ENGINEER shall provide services to perform a condition assessment of the existing stormwater system. Zoom and pole-mounted cameras will be used to perform a Level II aboveground inspection of curb/drop inlets, junction boxes and storm manholes located in potential problem areas.
- b) Larger pipes and culverts (greater than 60" in diameter or height), ditches, streams and other easily accessed conveyances, not requiring a Confined Space Entry Permit, would be visually inspected by qualified personnel.
- c) Prepare and administer sub-consultant agreement for zoom camera inspections and other condition assessment services.
- d) Upon completion of the condition assessment, the ENGINEER shall provide a comprehensive report to the OWNER summarizing the results of the condition assessment. The report will contain videos, photographs and individual inspection reports for all assets inspected.
- e) Areas identified in the condition assessment phase as needing immediate attention will be flagged for further evaluation. Condition assessment videos and reports for these areas will be utilized to determine the issues needing attention and the best engineering approach to address the issue(s).

- f) Once all data has been gathered, a recommendation for construction activities such as regrading the swales/ditches and/or relaying the driveway tiles on grade, or any other recommended activity which will improve the stormwater system will be included in a final report.

4. Grant Administration

- a) The ENGINEER shall assist the OWNER with reimbursement/disbursement requests and submitting deliverables as required by the funding agency. The ENGINEER has budgeted for the preparation and submittal of three (3) reimbursement requests.
- b) One (1) meeting with the Town Board at the close of the project, to present the findings and recommendations and provide an overview of the tasks and accomplishments of the project for the Town board.
- c) Grant close-out activities.

Owner and Engineer further agree as follows:

1.01 *Basic Agreement and Period of Service*

- A. Engineer shall provide, or cause to be provided, the services set forth in this Agreement. If authorized by Owner, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above. Owner shall pay Engineer for its services as set forth in Paragraphs 7.01 and 7.02.
- B. Engineer shall complete its services within twelve (12) months of the date of the notification to proceed from the Owner.

2.01 *Payment Procedures*

- A. *Invoices:* Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for services and expenses within 30 days after receipt of Engineer's invoice, then the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension. Payments will be credited first to interest and then to principal.

3.01 *Termination*

- A. The obligation to continue performance under this Agreement may be terminated:
 - 1. For cause,
 - a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of

the terminating party. Failure to pay Engineer for its services is a substantial failure to perform and a basis for termination.

b. By Engineer:

- 1) upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or
- 2) upon seven days written notice if the Engineer's services for the Project are delayed for more than 90 days for reasons beyond Engineer's control.

Engineer shall have no liability to Owner on account of a termination by Engineer under Paragraph 3.01.A.1.b.

- c. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by Owner effective upon Engineer's receipt of written notice from Owner.

- B. The terminating party under Paragraph 3.01.A may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.
- C. In the event of any termination under Paragraph 3.01, Engineer will be entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all reimbursable expenses incurred through the effective date of termination.

4.01 *Successors, Assigns, and Beneficiaries*

- A. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 4.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the

written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any contractor, subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

5.01 *General Considerations*

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services. Subject to the foregoing standard of care, Engineer and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. This Agreement is to be governed by the law of the state or jurisdiction in which the Project is located.
- C. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Owner shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment for all services relating to preparation of the documents and subject to the following limitations: (1) Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer; (2) any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and consultants; (3) Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; and (4) such limited license to Owner shall not create any rights in third parties.
- D. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims

for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Engineer, whichever is greater.

- E. The parties acknowledge that Engineer's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste as defined by the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq., or radioactive materials). If Engineer or any other party encounters a Hazardous Environmental Condition, Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (1) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (2) warrants that the Site is in full compliance with applicable Laws and Regulations.

6.01 *Total Agreement*

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

7.01 *Basis of Payment—Lump Sum*

- A. Using the procedures set forth in Paragraph 2.01, Owner shall pay Engineer as follows:

Task	Phase/Description	Basis	Fee
.1	GIS Stormwater System Inventory/Mapping/Condition Assessment	LS	\$ 120,000.00
.2	Zoom Camera Inspections	LS	80,000.00
.3	Final Report w/recommendations for Improvements	LS	15,000.00
.4	Grant Administration / Project Management	LS	10,000.00
TOTAL ENGINEERING SERVICES FEE		\$ 225,000.00	

LS: Lump Sum

- B. The portion of the compensation amount billed monthly for Engineer's services will be based upon Engineer's estimate of the percentage of the total services actually completed during the billing period.

- 7.02 *Additional Services:* For additional services of Engineer's employees engaged directly on the Project, including services resulting from changes in the defined "Scope of Services", extent or character of the Project, Owner shall pay Engineer an amount equal to the cumulative hours charged to the Project by each class of Engineer's employees times standard hourly rates for each

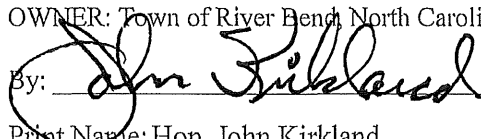
applicable billing class; plus reimbursable expenses and Engineer's consultants' charges, if any. Engineer's standard hourly rates are attached as Appendix 1.

Attachments: Appendix 1, Engineer's Standard Hourly Rates

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IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

OWNER: Town of River Bend North Carolina

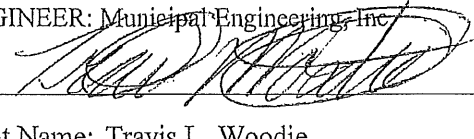
By: 

Print Name: Hon. John Kirkland

Title: Mayor

Date Signed: 8/16/24

ENGINEER: Municipal Engineering, Inc.

By: 

Print Name: Travis L. Woodie

Title: COO/CFO

Date Signed: August 13, 2024

Engineer License or Firm's

Certificate Number: F-0812 and C-586

State of: North Carolina

Address for giving notices:

Town of River Bend

45 Shoreline Drive

River Bend, NC 28562

Attn: Delane Jackson, Town Manager

Address for giving notices:

Municipal Engineering, Inc.

68 Shipwash Drive

Garner, NC 27529

Attn: Bobby Blowe, PE

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

Amanda B Gilbert
Finance Officer

8/16/2024
Date

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This is **Appendix 1, Engineer's Standard Hourly Rates**, referred to in and part of the Short Form of Agreement between Owner and Engineer for Professional Services dated August 13, 2024.

Engineer's Standard Hourly Rates

A. *Standard Hourly Rates:*

1. Standard Hourly Rates are set forth in this Appendix 1 and include salaries and wages paid to personnel in each billing class plus the cost of customary and statutory benefits, general and administrative overhead, non-project operating costs, and operating margin or profit.
2. The Standard Hourly Rates apply only as specified in Paragraphs 7.01 and 7.02, and are subject to annual review and adjustment.

B. *Schedule of Hourly Rates:*

Effective March 1, 2024

Sr. Principal Engineer	\$230.00 per hour
Sr. Project Engineer	\$175.00 per hour
Principal Project Manager	\$175.00 per hour
Professional Geologist	\$170.00 per hour
Senior Project Manager	\$155.00 per hour
Senior Engineer I	\$155.00 per hour
Funding Director	\$165.00 per hour
Funding Administrator	\$165.00 per hour
Expert Witness	\$220.00 per hour
Design Engineer	\$100.00 per hour
Environmental Specialist II	\$110.00 per hour
Environmental Specialist	\$ 90.00 per hour
Lead Senior Designer	\$105.00 per hour
Senior Designer	\$ 95.00 per hour
Design Technician	\$ 90.00 per hour
Professional Land Surveyor	\$165.00 per hour
Survey - Robotics	\$150.00 per hour
Survey - GPS	\$165.00 per hour
Survey Technician	\$ 85.00 per hour
Senior Construction Observer	\$ 90.00 per hour
QA/QC Field Supervisor	\$100.00 per hour
Secretary/Administrative Asst.	\$ 65.00 per hour
Consultants	Cost plus 15%
Direct Costs	Cost plus 15%
No Charge for Mileage or Phone Calls	

Municipal Engineering, Inc. reserves the right to periodically adjust the aforementioned rate schedule



**TOWN OF RIVER BEND
GRANT PROJECT ORDINANCE
STORMWATER ASSET INVENTORY AND ASSESSMENT PROGRAM**

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1. The project authorized is the Stormwater Asset Inventory and Assessment project described in the work statement contained in the Grant Agreement between this unit and the North Carolina Department of Public Safety Emergency Management. This project is more familiarly known as the River Bend 2024 Stormwater AIA Project.

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant documents, the rules and regulations of the NC Department of Public Safety Emergency Management and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete this project:

Emergency Management Disaster Relief and Mitigation Grant (DRMG)	225,000
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Section 4. The following amounts are appropriated for the project:

GIS Stormwater System Inventory/Mapping/ Condition Assessment	120,000
Zoom Camera Inspections	80,000
Final Report with recommendations for improvements	15,000
Grant Administration/Project Management	10,000
Total	<u>225,000</u>

Section 5. The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the grant agreement and federal and state regulations.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7. The Finance Officer is directed to report annually on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

Section 8. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this Council.

Section 9. Copies of this 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 15th day of August, 2024.



John R. Kirkland, Mayor

Attest:



Kristie J. Nobles, Town Clerk, CMC, NCCMC

River Bend Police Department
Take-Home Vehicle Program (THVP)
General Order 21
Effective Date 08-15-2024

- 21.01** **Purpose:** The purpose of this directive is to establish guidelines for the department's take-home vehicle program (THVP).
- 21.02** **Policy:** It is the policy of the River Bend Police Department (RBPd) to assign take-home vehicles to eligible personnel. This policy applies to all employees who are assigned a take-home vehicle.

RULES AND PROCEDURES

21.03 **Take-Home Vehicle Privileges:**

- A. The use of take-home department vehicles is a privilege, not a right, that may be modified or revoked at any time, by the Police Chief, on an individual basis.
- B. Full-time, non-probationary officers (as defined in Article IV, Section 4 of the Town's Human Resources Policies and Procedures Manual) that live within 20 miles of the River Bend town limits are eligible to be assigned a take-home vehicle. For supervisory, full-time, non-probationary personnel, the mileage limit will be determined on an individual basis by the Police Chief, subject to approval by the Town Manager.
- C. Officers who reside outside 20 miles of River Bend town limits are authorized to leave the vehicle secured on government property within the 20 mile limit. Examples of authorized locations include fire departments, EMS stations, police department, city halls and other government buildings. Location must be approved by the Chief of Police.

21.04 **Vehicle Assignment:**

- A. Assigned vehicles are not to be operated by anyone other than the assigned employee unless authorized by a supervisor.
- B. The Chief of Police approves all assignments of take-home vehicles to eligible personnel.
- C. The assignment of take-home vehicles will be based on the operational needs of the department. Vehicles may be reassigned by the Chief of Police as necessary.

21.05 **Provisions:**

- A. Vehicles must be secured, and the keys removed when parked and unattended. When a department vehicle is not in use off-duty, all firearms will be removed (except when at a State, Federal, or other facility where the storage of firearms is not allowed on-premises).
- B. Any theft of equipment or damage to a take-home vehicle shall be immediately reported to the Chief of Police.

- C. When operating a police vehicle off shift, officers must be armed with a department-authorized firearm and carry their badge and department identification. Appropriate civilian attire is required if not in uniform per General Order 12.11.
- D. Employees assigned a mobile data terminal (MDT) must be logged onto the system while operating a marked patrol vehicle, including traveling to and from work in a take-home vehicle. If the employee cannot connect from their residence, the employee must safely activate the MDT once they are within connection range.
- E. Employees will check on-duty prior to leaving their residence and off-duty upon arriving at their residence at any time while operating the vehicle. This will be conducted either through Craven Communications or by use of MDT.
- F. Take-home vehicles shall not be used for personal use while in an off-duty status.

21.06

Off-Duty Enforcement:

- A. When driving a take-home vehicle to and from work outside of the jurisdiction of the River Bend Police Department or while off-duty, an officer shall not initiate enforcement actions except in those circumstances where a potential threat to life, serious property damage or serious personal injury exists.
- B. When providing assistance, officers shall ensure the information about the assistance provided is relayed to Craven Communications and entered into CAD.
- C. As soon as reasonably practicable, officers shall notify the local 911 center and request an on-duty officer to respond from the agency with appropriate jurisdiction.

END

**River Bend Town Council
Special Meeting Minutes
September 9, 2024 Town
Hall
3:00 p.m.**

Present Council Members: Mayor John Kirkland
Lisa Benton
Barbara Maurer
Buddy Sheffield
Brian Leonard

Absent Council Member: Jeff Weaver

Town Manager: Delane Jackson
Public Works Director: Brandon Mills

Rivers and Associates: Greg Churchill

Members of the Public Present: 20

CALL TO ORDER

Mayor Kirkland called the Special Meeting to order at 3:00 p.m. on Monday, September 9, 2024, at the River Bend Town Hall with a quorum present.

Discussion – Wastewater Treatment Plant Project Update

At this time the Mayor called on the Manager. The Manager announced that Councilman Weaver had called in sick and could not attend. The Manager introduced the Public Works Director, Brandon Mills and Greg Churchill of Rivers and Associates, who is the engineer on the project. He stated that the purpose of the meeting is to update the Council on the status of the Wastewater Treatment Plant (WWTP) project and to seek Council action on how to proceed. The Manager stated that he is now aware of how the state plans to administer the \$800,000,000 in fund shifting. He stated that it would not be used up-front on projects, but rather on the tail-end of projects that are in danger of not being completed by the ARPA deadline of December 31, 2026. He said there was no guarantee that any fund shifting would be available for our project, but at least it was a possible safety net for us. He recommended that we proceed as quickly as possible as if no fund shifting was available. The Manager stated that in the absence of additional funding, modifying the scope of the project to try to get it down to within the current budget was the next option. He stated that would require lots of work including engineering, permitting, bidding and more. Greg Churchill provided a proposed schedule and discussed it with Council. He and the Manager stated that there was no guarantee at this point that a revised project scope would get approval by the funding agency, receive permits from the permitting agency or come in on budget. Both stated that we will only know after the appropriate steps have been taken. The Council asked questions from all three and discussed the possibilities. The Manager asked the Council how they wanted to proceed.

VOTE – Wastewater Treatment Plant Project

Councilman Leonard motioned to direct Rivers and Associates to provide an amendment to the engineering services agreement to allow for a re-design of the project scope to fit within the current budget and ARPA guidelines. During the discussion Greg Churchill reiterated that he could not guarantee that the bid would fit within the current budget. The Town Manager stated

that would be the target and we would only know after opening the bids. All understood that condition. *The motion carried unanimously.*

ADJOURNMENT

There being no further business, *Councilman Sheffield moved to adjourn. The motion carried unanimously.* The meeting adjourned at 3:46 p.m.



Delane Jackson
Town Manager

**River Bend Town Council
Work Session Minutes
September 12, 2024
Town Hall
7:00 p.m.**

Present Council Members: Mayor John Kirkland
Lisa Benton
Brian Leonard
Barbara Maurer
Buddy Sheffield
Jeff Weaver

Town Manager: Delane Jackson
Town Clerk: Kristie Nobles
Town Attorney: Trey Ferguson
Police Chief: Sean Joll

Members of the Public Present: 16

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, September 12, 2024, at the River Bend Town Hall with a quorum present.

VOTE – Agenda - Addition / Deletion

Councilwoman Maurer motioned to remove item #6, Pickleball Court, from the agenda. The motion carried unanimously.

VOTE – Approval of Agenda

Councilwoman Maurer motioned to accept the agenda as amended. The motion carried unanimously.

VOTE— Water Treatment Grant Resolution

The Manager stated that the proposed Water Treatment Grant Resolution is required by the State of North Carolina to apply for a grant for the Water Treatment Plant Project. He stated that this application will be a new application to request additional funding for the Water Treatment Plant. He stated he is waiting for some figures from the engineer to determine how much funding the town request.

He stated that the Town is also reapplying for a grant for two new water wells. He stated that the Town did not receive some points on the previous application because the Wellhead Protection Plan was not adopted within the past five years. He stated that Brandon Mills contacted the North Carolina Rural Water Association to get assistance with updating the Wellhead Protection Plan reapproved. He expects it to be reapproved within 60 days, which would allow the Town to obtain those additional points for the application.

Councilman Leonard motioned to approve the Water Treatment Grant Resolution as presented. The motion carried unanimously. (see attached)

Discussion –2024 Roadway Evaluation Survey

The Manager stated that he had received the 2024 Roadway Evaluation Survey and felt it would be beneficial to post it to the town's website as a long-range street paving plan with a disclaimer that the plan is subject to change. Councilwoman Maurer asked the Manager if he needed a motion tonight and the Manager stated that he would like a consensus from the Council if they would like to use the survey as described and if they do, he can have the disclaimer ready for the next council meeting. Councilman Leonard stated that he would like for the disclaimer to be clear that this is a planning document that is subject to change. The Council agreed.

Discussion—Advisory Board Ordinance for Offsite Events

The Manager stated that the Council requested that the Advisory Board Ordinance be amended to include language that allowed the advisory board to hold offsite events. The Manager stated that he had confirmed with the Town's insurance agency and the current policy would cover offsite events that are official town functions. Councilman Leonard stated that he would like to have language that states if the town does not have the capability to hold the event at the town's facility, the board could hold offsite events. The Manager stated that he has reservations, for example, who will make the determination of whether or not the town's facilities are adequate. Councilman Weaver stated that it may not be that the facility is adequate, but rather that the advisory board wants to partner with another business. It was determined that the Manager would revise the proposed ordinance amendment for the Council to review at the next meeting.

Discussion—Advisory Board Ordinance, Liaison Role

Councilman Weaver stated that he wanted to reiterate the liaison role to the advisory boards. He read § 3.05.083 Board Oversight in the town's ordinance, "If a Board member or member of the public feels that there is an issue with the operations of the Board, they may speak to the liaison about their concern, in an effort to seek a remedy or clarification." He stated that he felt this pertained to the Council also, and if they had an issue with an advisory board that they would discuss it with the liaison. Councilman Leonard asked if the ordinance needed to be amended to include the Council. The Manager stated that the Council is a member of the public. The Council agreed.

Discussion—Social Media Policy

The Manager stated that there have been some questions regarding the town's stance on an official town social media page. He stated that the Council has discussed this and decided not to have a town's social media page. He presented the attached resolution regarding the town's official position. The Council agreed with the wording and a vote will be held at the next Council meeting.

REVIEW – Agenda for the September 19, 2024, Council Meeting

The Council reviewed the agenda for the September 19, 2024, Council Meeting.

CLOSED SESSION

Councilman Sheffield moved to go into a Closed Session under NCSG §143-318.11(a)(6) to consult with our attorney. The Council entered Closed Session at 7:29 p.m.

OPEN SESSION

Councilman Sheffield moved to return to Open Session at 7:44 p.m. The motion carried unanimously.

VOTE – Town Manager Merit Pay

Councilman Sheffield motioned to award the Town Manager merit pay in the amount of \$3,000. The motion carried unanimously.

Councilman Sheffield stated that the Town Manager does an outstanding job under difficult situations for the Town. He stated that the Town Manager is responsible for the Town being awarded several large grants recently. Councilman Leonard stated that he felt the same as Councilman Sheffield. Councilwoman Maurer stated that she appreciates all that he does for the Town. Councilwoman Benton stated that he has gotten 20 million dollars in grants for the Town. The Mayor stated that he agreed with all of the comments.

ADJOURNMENT/RECESS

There being no further business, *Councilman Sheffield moved to adjourn. The motion carried unanimously.* The meeting was adjourned at 7:48 p.m.



Kristie J. Nobles, MMC, NCCMC
Town Clerk

RESOLUTION BY GOVERNING BODY OF APPLICANT

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

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

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

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

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

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

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

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

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

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

Adopted this the 12th day of September 2024 at River Bend, North Carolina.



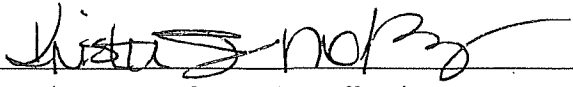
John R. Kirkland, Mayor

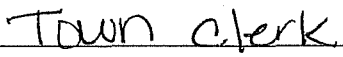
ATTEST:


Kristie J. Nobles, Town Clerk, MMC

FORM FOR CERTIFICATION BY THE RECORDING OFFICER

The undersigned duly qualified and acting Town Clerk of the Town of River Bend does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Town Council duly held on the 12th day of September, 2024; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 12th day of September, 2024.


(Signature of Recording Officer)


(Title of Recording Officer)

**River Bend Town Council
Regular Meeting Minutes
September 19, 2024
Town Hall
7:00 p.m.**

Present Council Members:

Mayor John Kirkland
Lisa Benton
Barbara Maurer
Buddy Sheffield
Jeff Weaver
Brian Leonard

Town Manager: Delane Jackson
Police Chief: Sean Joll
Finance Director: Mandy Gilbert
Town Clerk: Kristie Nobles
Town Attorney: David Baxter

Members of the Public Present: 30

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, September 19, 2024, at the River Bend Town Hall with a quorum present.

VOTE – AMEND OF AGENDA

Councilwoman Maurer motioned to amend the agenda by removing item 13C, Amendment to Chapter 3.05- Boards and Commission. The motion carried unanimously.

VOTE – APPROVAL OF AGENDA

Councilwoman Maurer motioned to approve the agenda as amended. The motion carried unanimously.

ADDRESS TO THE COUNCIL

James Myers – 111 Portside Lane – addressed the Council with concerns regarding the quality of the water at his residence. He stated that he had contacted NCDENR to come test his water and it would take 3-4 weeks to get those results. He stated that he doesn't feel that priority 2 in the Mayor and Town Council Priorities is a priority in his eyes. He stated he has paid out over five thousand dollars to improve the water quality at his home.

PUBLIC COMMENT

Jim Gadwell – 202 Outrigger – asked the Council, Town Manager and Public Works Director what have they done in the past five years to get potable water to homes in River Bend. He also expressed concern for the water quality in the town.

Angie Smith – Canebrake Area – stated that she is speaking on behalf of the children in that neighborhood, and she stated that cars are going too fast in the area. She asked that the Council consider putting speed bumps in the Canebrake area.

CONSENT AGENDA

The Mayor presented the Council with the Consent Agenda. *Councilman Sheffield moved to approve the Consent Agenda as presented. The motion carried unanimously.* Within this motion, the following items were approved:

A. Approve:

*Minutes of the August 8, 2024, Work Session Meeting
Minutes of the August 15, 2024, Regular Council Meeting
Minutes of the September 10, 2024, Council Special Meeting*

At this time the Manager asked the Mayor to join Mandy Gilbert, Finance Director. The Manager stated that the town has recently received the Certificate of Achievement for Excellence in Financial Reporting from the GFOA. He also pointed out that this was the 13th year in a row. He read a memo stating that the Town of River Bend has received the award again for the Annual Comprehensive Financial Report for year ending June 30, 2023. He expressed appreciation and gratitude to Mandy and the finance department.

At this time the Manager asked Kristie Nobles, Town Clerk, to join the Mayor. The Manager stated that Kristie has obtained her Municipal Master Clerk certification from the IIMC. He stated that this certification is the highest certification for a clerk to achieve.

TOWN MANAGER'S REPORT

The Manager gave the following updates:

- The grant funding application deadline is September 30, 2024. He is currently working on two additional applications, an amendment to the previous application for WTP and an additional application to install two new wells. He is currently waiting for the engineers estimate for cost.
- WWTP – The Council directed the engineer to submit an amendment to the engineering services agreement which will allow him to change the scope of the project to try to decrease the cost to get it down to the town's funding level. He is waiting for that information and once he receives it, there will need to be a Special Meeting to consider it.
- Water Supply Study – He has received the draft document and has a meeting scheduled with the engineer to review it. He anticipates attaching the document to the grant application.

Police Chief Joll stated that the Water Fun Day was very successful, and the department plans to make this an annual event. He also stated that the National Night Out is October 18, 2024, and vendors can sign up on the town's website.

ADMINISTRATIVE REPORTS

CAC – Councilwoman Maurer

Councilwoman Maurer presented the following report:

The Community Appearance Commission did not meet in September. Nominations for Halloween festive homes will be announced soon. The annual Christmas globes workshops are scheduled for November 7 and November 9 from 10 am to noon. Check the CAC Facebook (River Bend CAC) page or RB eNews for signup information. There's also a gmail address to contact them directly. It's cac.riverbend@gmail.com. I reported this last month. Due to different circumstances, there are three vacancies on the board. This is a creative, productive group. They have several different projects and programs, and they need help to continue to offer them. If you are interested in doing volunteer service for River Bend, this is a great opportunity. Contact them or attend a

meeting to see what they are doing. Guests are always welcome. You don't have to be a board member to participate. The next meeting is scheduled for Wednesday, November 20 at 4 pm.

FINANCE – Councilman Leonard

Financial Report – Finance Director, Mandy Gilbert, presented the financial statement for the month of August to the Council. She stated the total of the Town's Cash and Investments as of August 31, 2024, were \$2,510,894 and Ad Valorem Tax Collections for FY24-25 were \$14,870 and Vehicle Ad Valorem Tax Collections were \$13,648.

VOTE – 2024 Roadway Evaluation Survey

Councilman Leonard motioned to accept the 2024 Roadway Evaluation Survey including the attached disclaimer, as a planning guide for future street paving projects. The motion carried unanimously. (see attached)

VOTE – Update to Capital Improvement Plan for Water Fund

Councilman Leonard motioned to adopt the Water Fund Capital Improvement Plan Resolution as presented. The motion carried unanimously. (see attached)

PLANNING BOARD – Councilman Sheffield

Councilman presented the following report:

The River Bend Planning Board met on Sept. 5th at 6:00 pm in the Community Building. All board members were present as well as numerous interested citizens. Manager Jackson was unable to attend. Chairman Lippert called the meeting to order. The usual reports were given. There was no public comment. There was no old business. The only new business was the election of officers. Councilman Sheffield took over as temporary chair and conducted the election. Chairman Egon Lippert, vice Chairman Bob Kohn and Secretary Allison McCollum were all re-elected to their respective offices. There were several questions from the audience, many having to do with the development of the Davis property on Old Pollocksville Rd. In particular, citizens wanted to know about the possibility of a road through the development linking Plantation Drive with Old Pollocksville Rd. Councilman Sheffield informed them of the current status of a potential road in the absence of Manager Jackson. Essentially, the developers are not expected to complete the entire road since a substantial portion of such a road would be outside the bounds of the property being developed. The town is looking into ways to complete approximately 25% of the road. All thinking on this matter is completely speculative at this point. No concrete action has been taken and cannot be until the developer's plans are officially set. The developers have not submitted an official plan but could do so as early as the next Planning Board meeting which is scheduled for October 3rd.

PUBLIC SAFETY – Councilwoman Benton

Councilwoman Benton gave the following report:

Community Watch will meet on October 16 at 7:00 pm at the Municipal Building. Community Watch is in need of volunteers.

VOTE – Social Media Resolution

Councilwoman Benton motioned to approve the Social Media Resolution as presented. The motion carried unanimously. (see attached)

PARKS & RECREATION – Councilman Weaver

Councilman Weaver stated that Parks and Recreation met on September 4 at 6:30 in the Municipal Building. He stated that the Annual Community Yard Sale is Saturday, September 28. He stated that the board has some vacancies and has a volunteer list for anyone who wishes to volunteer without being on the board.

RIVER BEND COMMUNITY ORGANIC GARDEN

Councilman Weaver gave the following report:

The garden is transitioning from summer to fall. Garden volunteers worked for 155 hours in August. Fall planting will begin in mid-September. Workdays will continue on alternate Saturdays in September. Volunteers can also sign-up on the monthly calendar. The next meeting is scheduled for October 7, 2024, at 1:30 pm in the Municipal building. Everyone is welcome to attend and participate in monthly garden volunteer meetings and in the garden.

MAYOR'S REPORT

The Mayor presented the following report.

It is my belief that SM is very detrimental to our nation at all levels of government. There is much positive that SM can deliver to users seeking specific information for service industries and tradesmen and other similar inquiries. However, posts related to political positions may advance one's personal political view and may purposely misrepresent the truth. The casual reader of the post may adopt and repeat the position read in the SM and accidentally mislead other people. For the reasons expressed here, I do not participate in the use of SM. I do use Google to find information that I need and trust that information source. I conclude by repeating that SM can have great utility, but it should not be used to exchange information that, in past generations was discussed over the clothesline. In closing, I caution all users of SM to be careful about reading everything on SM as fact. We all know that it is not all factual.

ADJOURNMENT

There being no further business, *Councilman Sheffield moved to adjourn. The motion carried unanimously.* The meeting adjourned at 8:01 p.m.



Kristie J. Nobles, MMC, NCCMC
Town Clerk

2024 ROADWAY EVALUATION SURVEY

**TOWN OF RIVER BEND
CRAVEN COUNTY, NORTH CAROLINA**

Prepared for:

**Town of River Bend
45 Shoreline Drive
New Bern, NC 28562**

Prepared by:

**Avolis Engineering, PA
P.O. Box 15564
New Bern, NC 28561
(252)633-0068 Office**

**March 18, 2003
Updated May 16, 2007
Updated January 29, 2008
Updated July 22, 2024**



The Town's 2024 Roadway Evaluation Survey is a tool used by the Town Council for short-range and long-range planning for future paving and maintenance of the town's streets. The document is based on a snapshot of street conditions as of July, 2024. This document will likely have a lifespan of 10+ years. During that time, street conditions, and subsequently street paving/maintenance priorities, are subject to change.

Each year, during the budget process, the Town Council uses engineering recommendations and budget data to make a final decision on funding for street projects. While the Council uses the paving recommendations contained in this document as a guide to establish a priority ranking, there is no guarantee that future street paving will exactly follow the priority ranking as contained in this document.

TABLE OF CONTENTS

1.0	INTRODUCTION AND PURPOSE.....	1
2.0	SURVEY METHODOLOGY.....	2
3.0	INSPECTION RESULTS.....	9
4.0	SUMMARY AND RECOMMENDATIONS.....	10

APPENDICES

Appendix A	Alphabetized Roadway Listing
Appendix B	Prioritized Roadway Listing
Appendix C	Roadway Inspection Reports

FIGURES

Figure 1	2020 Powell Bill Map
Figure 2	Overall Roadway Map

1.0 INTRODUCTION AND PURPOSE

The Town of River Bend is responsible for the maintenance and repair of public roads within the Corporate Limits of the Town. It is the Town's desire to utilize its limited resources for roadway maintenance in a responsible manner addressing maintenance and repair needs on a prioritized basis that will result in the best, long-term performance of the roadway system. In order to accomplish this objective, an assessment of roadway conditions and maintenance priorities is needed.

Avolis Engineering, P.A. was contracted by the Town of River Bend to perform an assessment of municipal streets. Private streets were not evaluated. Avolis Engineering, P.A. was tasked with inspecting all public roads, preparing a report documenting maintenance and repair needs and providing a prioritized listing of roadway maintenance and repair needs. This report documents the findings of this roadway assessment.

Avolis Engineering, P.A. prepared the original Roadway Assessment Report in 2003. This report was utilized as a guide and tool in completing roadway repairs and resurfacing from 2003 - 2007. This report was updated to reflect current conditions in 2007. Minor wording edits were made in 2008. The findings contained in this previous report were reviewed at the onset of this inspection effort to help identify those roads that are degrading more rapidly than originally anticipated and to note those repairs that have been previously completed.

This report documents the roadway conditions as of July 2024. The prioritized listing of repairs and maintenance needs was formulated based upon pavement conditions and traffic loading. Cost estimates provided for each priority road segment are based upon current market conditions and are not adjusted for inflation. These figures should be adjusted for inflation if repairs are undertaken in future years.

2.0 SURVEY METHODOLOGY

Avolis Engineering, P.A. utilized the methodology and practices presented in the North Carolina Department of Transportation, Pavement Condition Survey Manual for Raters, dated 2023 as a guide to complete this pavement condition survey. All pavement surfaces and conditions were assessed, based on a visual inspection by Kevin Avolis, P.E. Pavement surfaces were inspected first on foot and secondly by vehicle. The pavement surfaces were assessed for severity of the following pavement failure conditions:

- A. Alligator Cracking
- B. Traverse Cracking
- C. Rutting

- D. Raveling
- E. Bleeding
- F. Ride Quality
- G. Patching

Each pavement failure condition and rating criteria is described in detail below. Photos included for each pavement failure condition were taken from the NCDOT Pavement Condition Survey Manual for Raters, 2023.

A. Alligator Cracking

Alligator cracking is a load associated structural failure. The failure can be either in the surface, base or subbase. Permanent deformation (rutting) does not have to be present for there to be alligator cracking. Cracking first begins in the wheel path, usually as longitudinal cracking. Further stress creates an alligator pattern. If the surface is very flexible, the longitudinal crack will become wider and an alligator pattern may not develop until severe distress sets in. The proper corrective measure for both alligator and longitudinal cracking is the same since a structural failure is taking place in both cases. Alligator cracking also includes cracking along the pavement edge.

Alligator cracking is rated based upon the percentage of pavement area exhibiting cracking at different degrees of severity (i.e. 10% - None, 30% - Light, 60% - Severe).



B. Transverse Cracking

Block cracks divide the pavement up into roughly rectangular pieces. Block cracking is not load-associated. Cracks are generally caused by shrinkage of the asphalt concrete and daily temperature cycling. Wheel path loads can increase the severity of block cracking if water is allowed to penetrate into the cracks. It is therefore very important to seal these cracks to prevent water penetration into the base materials.

Transverse cracks are rated as light, moderate, or severe as follows:

- (L)ight:** Cracks, usually only transverse, are less than $\frac{1}{4}$ -inch wide and are not spalled; block pattern may not be visible yet; transverse cracks usually 10 to 20 feet apart. Cracks have little or no spalling and joints are usually not bumped up.
- (M)oderate:** Block pattern may be visible with blocks 10 square feet or greater present; cracks are $\frac{1}{4}$ -inch and $\frac{1}{2}$ -inch wide; cracks may or may not be spalled; transverse cracks usually 5 to 20 feet apart
- (S)evere:** Cracks may be severally spalled with smaller blocks 2 to 10 square feet present; cracks usually greater than $\frac{1}{2}$ -inch wide; transverse cracks may be 1 to 2 feet apart throughout portions of the surface.



C. Rutting

A rut is a surface depression in the wheel path(s) or at the edge of pavement. Rutting comes from a pavement deformation in any of the pavement layers or in the subgrade, usually caused by consolidation or lateral movement of the materials due to traffic loads. Movement in the mix in hot weather or inadequate compaction during construction is the main cause of rutting.

Rutting is rated as light, moderate, or severe as follows:

(L)ight: rutting $\frac{1}{4}$ to less than $\frac{1}{2}$ -inch deep.

(M)oderate: Rutting $\frac{1}{2}$ to less than 1-inch deep.

(S)evere: Rutting 1-inch deep or greater.



D. Raveling

Raveling is the wearing away of the pavement surface caused by the dislodging of aggregate particles or loss of asphalt binder. Raveling is more common on slurry surfaces than on plant mix surfaces. Raveling indicates either a hardening or poor application of asphalt binder.

Raveling is rated as light, moderate or severe as follows:

- (L)ight:** Aggregate loss is not great; small amounts of stripping may be detected; aggregate has started to wear away.
- (M)oderate:** Some stripping evident, random stripping with small areas (less than one square foot) or strips of aggregate broken away.
- (S)evere:** Stripping very evident; aggregate accumulations may be a problem; large sections (greater than one square foot) of stripping with aggregate layer broken away.



E. Bleeding

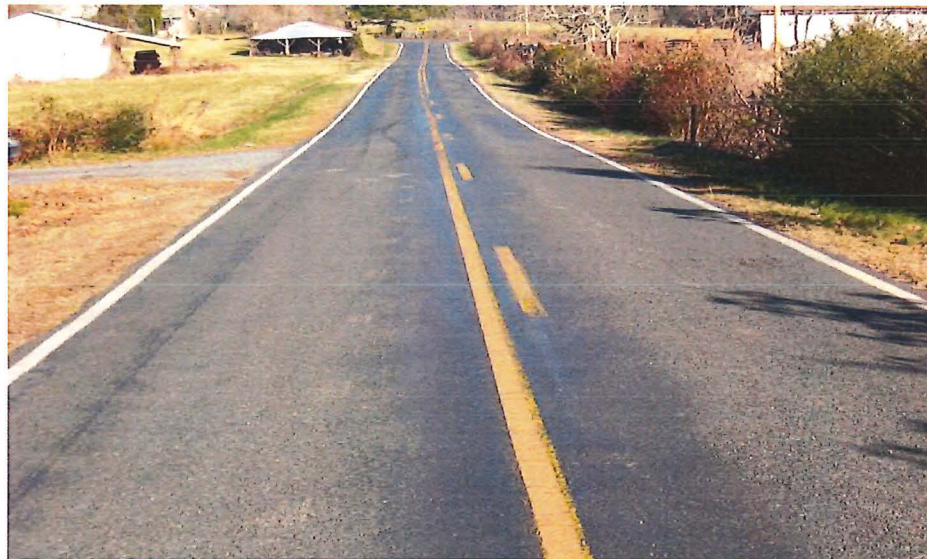
Bleeding is a film of bituminous material on the pavement surface that creates a shiny, reflective surface. Bleeding is caused by excess asphalt cement in the mix and/or low air void content. During hot weather the asphalt fills the voids of the mix and then expands out onto the surface of the pavement.

Bleeding is rated as light, moderate, or severe as follows:

(L)ight: Condition is present on 10 to 25 percent of the section.

(M)oderate: Condition is present on 26 to 50 percent of the section.

(S)evere: Condition is present on greater than 50 percent of the section.



F. Ride Quality

Ride quality is what the general public perceives as the indicator of how well a road is holding up. Edge rutting, patching and localized dips significantly contribute to ride quality. Ride quality is assessed at the posted speed limit.

Ride quality is rated as light, moderate, or severe as follows:

- | | |
|--|--|
| (L)ight (Average): | Pavement texture may cause minimum tire noise, isolated cases (up to ¼ of the section) of bumps and dips, operating speed can be maintained safely. |
| (M)oderate
(S)lightly Rough): | ¼ to ½ of the section is uneven and bumpy with dips, rises, and ruts; pavement may be broken and cracked with a resulting increase in tire noise; slight difficulty in maintaining operating speed safely. |
| (S)evere (Rough): | Greater than ½ of section is uneven and bumpy; rider is frequently jostled; rather large and frequent pavement failures and rough texture may be present causing a high increase in tire noise and jolts; operating speed cannot be maintained safely. |

G. Patching

Patching is defined as any surface area of the existing pavement that indicates some type of maintenance repair has taken place. These patched areas may be skin patches, edges, overlays or full depth patches. They may be in spot locations, along one or both edges, in the wheel paths, across the entire surface for short distances, or a combination of any of these. The quality and condition of the patch is not considered in evaluating patching. It does not matter if all the patches are alligator cracked, rutted or potholed. These conditions are measured in the other distresses. Patching is an indication of the amount of surface area that has received some type of maintenance repair that may or may not be holding up.



To document pavement areas, measurements were taken with hand tapes and measuring wheels. Where appropriate, area calculations were completed by computer based measurements.

Pavement striping was assessed through a visual inspection to determine general striping conditions, unnecessary striping, misplaced striping, and striping deficiencies.

Measurements were made to document each road's width and length. These measurements were utilized to quantify the efforts needed to repair and resurface each road segment.

The information observed for each road segment is documented on the Individual Road Condition Survey forms included in Appendix C.

3.0 INSPECTION RESULTS

Each of the Town's public road segments was inspected utilizing the procedure outlined in **Section 2.0** above. Upon the completion of this inspection effort, a review was made of the documented roadway conditions.

The overall conditions of the road system within the Town of River Bend is considered to be relatively good. Based upon the repair and overlay efforts that have been completed within the last 24 years, it is apparent that the Town of River Bend actively pursues and addresses the repair and maintenance needs of its road system to ensure its long-term performance.

The anticipated serviceable life of asphalt roadways is 20 to 30 years and is dependent upon the integrity of the roadway section and the traffic loading. A large portion of the Town's roadways have been overlaid over the last 24 years. Those roadway segments that have not been overlaid and are the originally constructed pavement sections exhibited the highest level of degradation. Additionally, those roadway segments that were overlaid in excess of 18 – 20 years ago as a part of the Town's maintenance program are beginning to exhibit light to moderate signs of pavement distress.

A prioritized listing of repair and maintenance needs was formulated based upon the factors outlined above. Twelve roadway segments were identified as priorities requiring maintenance and repair needs over the next 3 to 5 year period.

Included in Appendix **A** is an alphabetized listing of all roadway segments evaluated. Included in Appendix **B** is a priority ranking of road segments based on repair and maintenance needs. This priority listing was formulated considering all of the factors discussed in **Section 2.0** above. Those roads needing the most immediate attention are identified by a higher priority number (Priority 1, 2, 3...).

Figure 1 includes the Town of River Bend Powell Bill Map and documents the roadway sections inspected. Included in **Figure 2** is an Overall Roadway Map. This map visually depicts roadway repairs completed in 2000 through 2024.

4.0 SUMMARY AND RECOMMENDATIONS

The prioritized listing of roadway maintenance and repair needs provides the recommended sequence of repair and maintenance efforts as of July 2024. The following road segments were identified that are of original construction and have not received an overlay in the Town's Maintenance Program:

PRIORITY	ROAD SEGMENT	PROJECT COST
1	Norbury Drive	\$124,000.00
2	Margo Court	\$11,500.00
3	Marina Road	\$32,100.00
4	Wakefield Drive	\$41,750.00
5	Pilot Place	\$11,500.00
6	Lantern Lane	\$7,700.00
7	Quarterdeck Cluster I and II	\$84,000.00
8	Pier Pointe	\$105,100.00
9	Bluff Court	\$12,800.00
Total Cost – Priority 1 - 9		\$430,450.00

These roadway segments should be programmed for resurfacing as funding becomes available.

Other roadway segments identified that will require maintenance and repair needs within the next 3 to 5 years include the following:

PRIORITY	ROAD SEGMENT	PROJECT COST
10	Pirates Road – Shoreline Drive to Wakefield Drive	\$267,000.00
11	Shoreline Drive – US Highway 17 to Plantation Drive South	\$454,900.00
12	Plantation Drive – Gull Pointe to Shoreline Drive South	\$230,325.00
Total Cost – Priority 10 - 11		\$952,225.00

These roadway segments are classified as thoroughfare roads and are subject to heavier traffic loading than the roadway segments identified as Priority 1 – 9 (all local roads). These thoroughfare road segments should be monitored annually as the maintenance program for that year is developed to ensure that all critical maintenance needs are addressed and that these thoroughfare segments are not allowed to deteriorate to a state that would require significant repairs.

Appendix A

ALPHABETIC LISTING OF ROADWAYS - TOWN OF RIVER BEND

ROAD NAME	PRIORITY NUMBER	TRAFFIC LOADING	ESTIMATED COST OF REPAIRS/OVERLAY	OVERALL RIDE QUALITY			OVERALL ROAD CONDITIONS		
		THOROUGHFARE / COLLECTOR / LOCAL		GOOD	FAIR	POOR	GOOD	FAIR	POOR
ANCHOR WAY - NORTH		LOCAL							
ANCHOR WAY - SOUTH		LOCAL							
BARBARA DRIVE		LOCAL							
BAYSWATER COURT		LOCAL							
BAYWOOD COURT		LOCAL							
BLUFF COURT	9	LOCAL	\$12,800.00						
BOATSWAIN DRIVE		LOCAL							
BOWLINE ROAD		COLLECTOR							
BRENTWOOD COURT		LOCAL							
CANEBRAKE DRIVE		COLLECTOR							
CAPTAINS COVE		LOCAL							
CARRIAGE HOUSE COURT		LOCAL							
CHANNEL RUN DRIVE		THOROUGHFARE							
CLIPPER COURT		LOCAL							
COMMANDER CIRCLE		LOCAL							
COMPASS COURT		LOCAL							
COURTNEY LANE		LOCAL							
EFIRD BOULEVARD		LOCAL							
ESQUIRE COURT		LOCAL							
GANGPLANK LOOP ROAD TO RIGHT		LOCAL							
GANGPLANK ROAD		LOCAL							
GATEWOOD DRIVE - PINEWOOD TO TAR LANDING		COLLECTOR							
GATEWOOD DRIVE - PLANTATION DRIVE TO PINEWOOD DRIVE		COLLECTOR							
GATEWOOD DRIVE - TAR LANDING TO WEST END		COLLECTOR							
GENTRY COVE		LOCAL							
GULL POINTE		LOCAL							
GULL POINTE EXTENSION		LOCAL							
KETCH COURT		LOCAL							
KNOLLWOOD COURT		LOCAL							
KNOTLINE		LOCAL							
LAKEMERE DRIVE		COLLECTOR							
LANTERN LANE	6	LOCAL	\$7,700.00						
LAUREN COURT		LOCAL							
LOCHBRIDGE		COLLECTOR							
MARGO COURT	2	LOCAL	\$11,500.00						
MARIHA ROAD	3	LOCAL	\$32,100.00						
MARINERS COURT		LOCAL							
MASSACHUSETTS ROAD		LOCAL							
MASTER COURT		LOCAL							
MULBERRY LANE (EAST/WEST)		LOCAL							
MULBERRY LANE (NORTH/SOUTH)		LOCAL							
NAUTICAL DRIVE		LOCAL							
NEW HAMPSHIRE LANE		LOCAL							
NORBURY DRIVE	1	LOCAL	\$124,000.00						
NORTH CAROLINA DRIVE		LOCAL							
OAKLEAF COURT		LOCAL							
O'HARA DRIVE		LOCAL							
OLD POLLOCKSVILLE ROAD		LOCAL							
OUTRIGGER ROAD		LOCAL							
PARKWOOD COURT		LOCAL							
PIER POINTE	8	LOCAL	\$105,100.00						
PILLORY CIRCLE		LOCAL							
PILOT PLACE	5	LOCAL	\$11,500.00						
PINEWOOD DRIVE		COLLECTOR							
PIRATES ROAD - SHORELINE DRIVE TO WAKEFIELD DRIVE	10	THOROUGHFARE	\$267,000.00						
PIRATES ROAD - WAKEFIELD DRIVE TO HIGHWAY 17		THOROUGHFARE							
PLANTATION DRIVE - GULL POINTE TO SHORELINE (SOUTH)	12	THOROUGHFARE	\$230,325.00						
PLANTATION DRIVE - PINEWOOD DRIVE TO WEST END		COLLECTOR							
PLANTATION DRIVE - SHORELINE DRIVE TO PINEWOOD DRIVE		THOROUGHFARE							
PLANTATION DRIVE - SHORELINE NORTH TO GULL POINTE		THOROUGHFARE							
PORTSIDE LANE		LOCAL							
QUARTERDECK - CLUSTER I and II	7	LOCAL	\$84,000.00						
QUARTERDECK ROAD CLUSTER III		LOCAL							
RAFT ROAD		LOCAL							
RANDOMWOOD LANE		COLLECTOR							
ROCKLEDGE ROAD		THOROUGHFARE							
SAILORS COURT		LOCAL							
SANDPIPER COURT		LOCAL							
SEAFARERS COURT		LOCAL							
SEXTANT COURT		LOCAL							
SHORELINE DRIVE - INTERSECTION 17 TO PLANTATION SOUTH	11	THOROUGHFARE	\$454,900.00						
SHORELINE DRIVE - REMAINING SEGMENTS (PLANTATION SOUTH TO ROCKLEDGE)		COLLECTOR							
STARBOARD DRIVE		LOCAL							
STILLWATER COURT		LOCAL							
TAR LANDING		LOCAL							
TEAKWOOD DRIVE		COLLECTOR							
VIRGINIA COURT		LOCAL							
VIRGINIA COURT EXTENSION		LOCAL							
WAKEFIELD DRIVE	4	LOCAL	\$41,750.00						
WESTCHESTER		COLLECTOR							
WILDWOOD DRIVE		COLLECTOR							
WILLOWBROOK		LOCAL							

Appendix B

PRIORITY RANKING OF ROADWAY SEGMENTS - TOWN OF RIVER BEND									
ROAD NAME	PRIORITY NUMBER	TRAFFIC LOADING THOROUGHFARE / COLLECTOR / LOCAL	ESTIMATED COST OF REPAIRS/OVERLAY	OVERALL RIDE QUALITY			OVERALL ROAD CONDITIONS		
				GOOD	FAIR	POOR	GOOD	FAIR	POOR
NORBURY DRIVE	1	LOCAL	\$124,000.00						
MARGO COURT	2	LOCAL	\$11,500.00						
MARINA ROAD	3	LOCAL	\$32,100.00						
WAKEFIELD DRIVE	4	LOCAL	\$41,750.00						
PILOT PLACE	5	LOCAL	\$11,500.00						
LANTERN LANE	6	LOCAL	\$7,700.00						
QUARTERDECK - CLUSTER I and II	7	LOCAL	\$84,000.00						
PIER POINTE	8	LOCAL	\$105,100.00						
BLUFF COURT	9	LOCAL	\$12,800.00						
PIRATES ROAD - SHORELINE DRIVE TO WAKEFIELD DRIVE	10	THOROUGHFARE	\$267,000.00						
SHORELINE DRIVE - INTERSECTION 17 TO PLANTATION SOUTH	11	THOROUGHFARE	\$454,900.00						
PLANTATION DRIVE - GULL POINTE TO SHORELINE (SOUTH)	12	THOROUGHFARE	\$230,325.00						
ANCHOR WAY - NORTH		LOCAL							
ANCHOR WAY - SOUTH		LOCAL							
BRENTWOOD COURT		LOCAL							
COMPASS COURT		LOCAL							
GATEWOOD DRIVE - TAR LANDING TO WEST END		COLLECTOR							
GENTRY COVE		LOCAL							
KETCH COURT		LOCAL							
KNOTLINE		LOCAL							
LAUREN COURT		LOCAL							
MARINERS COURT		LOCAL							
MASTER COURT		LOCAL							
NEW HAMPSHIRE LANE		LOCAL							
OAKLEAF COURT		LOCAL							
OLD POLLOCKSVILLE ROAD		LOCAL							
PIRATES ROAD - WAKEFIELD DRIVE TO HIGHWAY 17		THOROUGHFARE							
RANDOMWOOD LANE		COLLECTOR							
ROCKLEDGE ROAD		THOROUGHFARE							
SANDPIPER COURT		LOCAL							
SHORELINE DRIVE - REMAINING SEGMENTS (PLANTATION SOUTH TO ROCKLEDGE)		COLLECTOR							
VIRGINIA COURT		LOCAL							
BARBARA DRIVE		LOCAL							
BAYSWATER COURT		LOCAL							
BAYWOOD COURT		LOCAL							
BOATSWAIN DRIVE		LOCAL							
BOWLINE ROAD		COLLECTOR							
CANEBAKE DRIVE		COLLECTOR							
CAPTAINS COVE		LOCAL							
CARRIAGE HOUSE COURT		LOCAL							
CHANNEL RUN DRIVE		THOROUGHFARE							
CLIPPER COURT		LOCAL							
COMMANDER CIRCLE		LOCAL							
COURTNEY LANE		LOCAL							
EFIRD BOULEVARD		LOCAL							
ESQUIRE COURT		LOCAL							
GANGPLANK LOOP ROAD TO RIGHT		LOCAL							
GANGPLANK ROAD		LOCAL							
GATEWOOD DRIVE - PINWOOD TO TAR LANDING		COLLECTOR							
GATEWOOD DRIVE - PLANTATION DRIVE TO PINWOOD DRIVE		COLLECTOR							
GULL POINTE		LOCAL							
GULL POINTE EXTENSION		LOCAL							
KNOLLWOOD COURT		LOCAL							
LAKEMERE DRIVE		COLLECTOR							
LOCHBRIDGE		COLLECTOR							
MASSACHUSETTS ROAD		LOCAL							
MULBERRY LANE (EAST/WEST)		LOCAL							
MULBERRY LANE (NORTH/SOUTH)		LOCAL							
NAUTICAL DRIVE		LOCAL							
NORTH CAROLINA DRIVE		LOCAL							
OHARA DRIVE		LOCAL							
OUTRIGGER ROAD		LOCAL							
PARKWOOD COURT		LOCAL							
PILLORY CIRCLE		LOCAL							
PINEWOOD DRIVE		COLLECTOR							
PLANTATION DRIVE - PINWOOD DRIVE TO WEST END		COLLECTOR							
PLANTATION DRIVE - SHORELINE DRIVE TO PINWOOD DRIVE		THOROUGHFARE							
PLANTATION DRIVE - SHORELINE NORTH TO GULL POINTE		THOROUGHFARE							
PORTSIDE LANE		LOCAL							
QUARTERDECK ROAD CLUSTER III		LOCAL							
RAFT ROAD		LOCAL							
SAILORS COURT		LOCAL							
SEAFARERS COURT		LOCAL							
SEXTANT COURT		LOCAL							
STARBOARD DRIVE		LOCAL							
STILLWATER COURT		LOCAL							
TAR LANDING		LOCAL							
TEAKWOOD DRIVE		COLLECTOR							
VIRGINIA COURT EXTENSION		LOCAL							
WESTCHESTER		COLLECTOR							
WILDWOOD DRIVE		COLLECTOR							
WILLOWBROOK		LOCAL							

Appendix C

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME	ANCHOR WAY - NORTH		
		TRAFFIC LOADING	THOROUGHFARE ☐ COLLECTOR ☐ LOCAL ☒
PRIORITY NUMBER			
APPROXIMATE LENGTH	1,110 LF	AVERAGE WIDTH	10 LF
TOTAL PAVEMENT AREA (SQUARE YARDS)	1,418 SY		
PAVEMENT MARKINGS	☐	PAVEMENT SECTION	DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☐	☒	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2000 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME	ANCHOR WAY – SOUTH		
	TRAFFIC LOADING	THOROUGHFARE ☐	
		COLLECTOR ☐	
		LOCAL ☒	
PRIORITY NUMBER			
APPROXIMATE LENGTH	1,110 LF	AVERAGE WIDTH	10 LF
TOTAL PAVEMENT AREA (SQUARE YARDS)	1,418 SY		
PAVEMENT MARKINGS	☐	PAVEMENT SECTION	DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2011 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME BARBARA DRIVE

TRAFFIC LOADING THOROUGHFARE ☐
COLLECTOR ☐
LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 1,640 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 3,722 SY

PAVEMENT MARKINGS ☒

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☒	☐	☐	☐
BLOCK/TRANSVERSE CRACKING	☒	☐	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2013 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME	BAYSWATER COURT				
		TRAFFIC LOADING	THOROUGHFARE	☐	
			COLLECTOR	☐	
			LOCAL	☒	
PRIORITY NUMBER					
APPROXIMATE LENGTH	640 LF	AVERAGE WIDTH	22 LF		
TOTAL PAVEMENT AREA (SQUARE YARDS)	1,800 SY				
PAVEMENT MARKINGS	☐	PAVEMENT SECTION	CURB & GUTTER		

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2015 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME BAYWOOD COURT

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH LF

AVERAGE WIDTH LF

TOTAL PAVEMENT AREA (SQUARE YARDS) SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2006 Paving Program.

2024 ROADWAY INSPECTION REPORT
TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME BLUFF COURT

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☐
 LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 160 LF AVERAGE WIDTH 20 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 409 SY

PAVEMENT MARKINGS ☐ PAVEMENT SECTION CURB & GUTTER

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☐	☒
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☐	POOR ☒	

COMMENTS:

This roadway segment has not been resurfaced. Roadway construction appears to be original.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME	BOATSWAIN DRIVE		
		TRAFFIC LOADING	THOROUGHFARE ☐ COLLECTOR ☐ LOCAL ☒
PRIORITY NUMBER			
APPROXIMATE LENGTH	480 LF	AVERAGE WIDTH	18 LF
TOTAL PAVEMENT AREA (SQUARE YARDS)	1,100 SY		
PAVEMENT MARKINGS	☐	PAVEMENT SECTION	DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☐	☒	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2015 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME BOWLINE ROAD

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☒
 LOCAL ☐

PRIORITY NUMBER

APPROXIMATE LENGTH 530 LF AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 1,219 SY

PAVEMENT MARKINGS ☐ PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2012 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME BRENTWOOD COURT

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 317 LF	AVERAGE WIDTH 18 LF
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TOTAL PAVEMENT AREA (SQUARE YARDS) 729 SY

PAVEMENT MARKINGS ☐	PAVEMENT SECTION DITCH
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VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☐	☒	☐
RUTTING	☐	☒	☐	☐
RAVELING	☐	☒	☐	☐
BLEEDING	☐	☒	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2002 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME CANEBRAKE DRIVE

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☒
 LOCAL ☐

PRIORITY NUMBER

APPROXIMATE LENGTH 690 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 2,028 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☒	☐	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☐	☒	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2018 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME CAPTAINS COVE

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 160 LF	AVERAGE WIDTH 18 LF
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TOTAL PAVEMENT AREA (SQUARE YARDS) 368 SY

PAVEMENT MARKINGS ☐	PAVEMENT SECTION DITCH
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VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2015 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME CARRAIGE HOUSE COURT

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☐
 LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 383 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 861 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION SHOULDER

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☒	☐	☐	☐
BLOCK/TRANSVERSE CRACKING	☒	☐	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2018 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME CHANNEL RUN DRIVE

	THOROUGHFARE ☒
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☐

PRIORITY NUMBER

APPROXIMATE LENGTH 2,590 LF	AVERAGE WIDTH 18 LF
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TOTAL PAVEMENT AREA (SQUARE YARDS) 6,000 SY

PAVEMENT MARKINGS ☐	PAVEMENT SECTION DITCH
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VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☐	☒	☐	☐
RAVELING	☐	☒	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2005 Paving Program.

2024 ROADWAY INSPECTION REPORT
TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME CLIPPER COURT

TRAFFIC LOADING	THOROUGHFARE	☐
	COLLECTOR	☐
	LOCAL	☒

PRIORITY NUMBER

APPROXIMATE LENGTH	215 LF	AVERAGE WIDTH	18 LF
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TOTAL PAVEMENT AREA (SQUARE YARDS) 495 SY

PAVEMENT MARKINGS	☐	PAVEMENT SECTION	DITCH
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VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☒	☐	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2012 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME COMMANDER CIRCLE

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☐
 LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 160 LF AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 368 SY

PAVEMENT MARKINGS ☐ PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☒	☐	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2012 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME COMPASS COURT

THOROUGHFARE ☐
TRAFFIC LOADING COLLECTOR ☐
LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 215 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 495 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☐	☒	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2004 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME COURTNEY LANE

TRAFFIC LOADING THOROUGHFARE ☐
COLLECTOR ☐
LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 320 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 736 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION INVERTED PAVEMENT

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This roadway segment has not been resurfaced. Roadway construction appears to be original.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME EFIRD BOULEVARD

THOROUGHFARE ☐
TRAFFIC LOADING COLLECTOR ☐
LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 1,240 LF

AVERAGE WIDTH 21 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 3,300 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☒	☐	☐	☐
BLOCK/TRANSVERSE CRACKING	☒	☐	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2020 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME ESQUIRE COURT

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 352 LF	AVERAGE WIDTH 18 LF
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TOTAL PAVEMENT AREA (SQUARE YARDS) 810 SY

PAVEMENT MARKINGS ☐	PAVEMENT SECTION SHOULDER
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VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☒	☐	☐	☐
BLOCK/TRANSVERSE CRACKING	☒	☐	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2018 Paving Program.

2024 ROADWAY INSPECTION REPORT
TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME GANGPLANK LOOP ROAD TO RIGHT

TRAFFIC LOADING	THOROUGHFARE	☐
	COLLECTOR	☐
	LOCAL	☒

PRIORITY NUMBER

APPROXIMATE LENGTH	275 LF	AVERAGE WIDTH	18 LF
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TOTAL PAVEMENT AREA (SQUARE YARDS) 3,174 SY

PAVEMENT MARKINGS	☐	PAVEMENT SECTION	DITCH
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VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2011 Paving Program.
NOTE: Tree roots damaging pavement.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME GANGPLANK ROAD

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 1,380 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 3,174 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2006 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME GATEWOOD DRIVE – PINEWOOD TO TAR LANDING

TRAFFIC LOADING	THOROUGHFARE	☐
	COLLECTOR	☒
	LOCAL	☐

PRIORITY NUMBER

APPROXIMATE LENGTH	400 LF	AVERAGE WIDTH	18 LF
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TOTAL PAVEMENT AREA (SQUARE YARDS) 3,000 SY

PAVEMENT MARKINGS	☐	PAVEMENT SECTION	DITCH
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VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2008 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME GATEWOOD DRIVE – PLANTATION DRIVE TO PINEWOOD DRIVE

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☒
	LOCAL ☐

PRIORITY NUMBER

APPROXIMATE LENGTH 3,561 LF	AVERAGE WIDTH 18 LF
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TOTAL PAVEMENT AREA (SQUARE YARDS) 5,500 SY

PAVEMENT MARKINGS ■	PAVEMENT SECTION DITCH
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VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2008 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME GATEWOOD DRIVE – TAR LANDING TO WEST END

	THOROUGHFARE	☐
TRAFFIC LOADING	COLLECTOR	☒
	LOCAL	☐

PRIORITY NUMBER

APPROXIMATE LENGTH	3,430 LF	AVERAGE WIDTH	18 LF
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TOTAL PAVEMENT AREA (SQUARE YARDS) 6,860 SY

PAVEMENT MARKINGS	☐	PAVEMENT SECTION	DITCH
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VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☒	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☐	☒	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This roadway segment has not been resurfaced. Roadway construction appears to be original.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME GENTRY COVE

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 234 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 468 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION CURB & GUTTER

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☒	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☐	☒	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2002 Paving Program.

2024 ROADWAY INSPECTION REPORT
TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME

GULL POINTE EXTENSION

TRAFFIC LOADING

THOROUGHFARE ☐
COLLECTOR ☐
LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH LF

AVERAGE WIDTH LF

TOTAL PAVEMENT AREA (SQUARE YARDS) SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☒	☐	☐	☐
BLOCK/TRANSVERSE CRACKING	☒	☐	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This roadway segment has not been resurfaced. Roadway construction appears to be original.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME GULL POINTE

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 640 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 1,472 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This roadway segment has not been resurfaced. Roadway construction appears to be original.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME KETCH COURT

THOROUGHFARE ☐
TRAFFIC LOADING COLLECTOR ☐
LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 370 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 851 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☐	☒	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2002 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME KNOLLWOOD COURT

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 740 LF	AVERAGE WIDTH 18 LF
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TOTAL PAVEMENT AREA (SQUARE YARDS) 1,702 SY

PAVEMENT MARKINGS ☐	PAVEMENT SECTION DITCH
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VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☐	☒	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2011 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME	KNOTLINE		
		TRAFFIC LOADING	THOROUGHFARE ☐ COLLECTOR ☐ LOCAL ☒
PRIORITY NUMBER			
APPROXIMATE LENGTH	264 LF	AVERAGE WIDTH	18 LF
TOTAL PAVEMENT AREA (SQUARE YARDS)	607 SY		
PAVEMENT MARKINGS	☐	PAVEMENT SECTION	DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☒	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2000 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME LAKEMERE DRIVE

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☒
	LOCAL ☐

PRIORITY NUMBER

APPROXIMATE LENGTH 2,376 LF	AVERAGE WIDTH 18 LF
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TOTAL PAVEMENT AREA (SQUARE YARDS) 5,465 SY

PAVEMENT MARKINGS ☐	PAVEMENT SECTION INVERTED PAVEMENT
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VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2020 Paving Program.

2024 ROADWAY INSPECTION REPORT
TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME

LANTERN LANE

TRAFFIC LOADING

THOROUGHFARE

COLLECTOR

LOCAL

☐

☐

☒

PRIORITY NUMBER

APPROXIMATE LENGTH

106 LF

AVERAGE WIDTH

18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS)

244 SY

PAVEMENT MARKINGS

☐

PAVEMENT SECTION

DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☐	☒
BLOCK/TRANSVERSE CRACKING	☐	☐	☒	☐
RUTTING	☒	☐	☐	☐
RAVELING	☐	☒	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☐	POOR ☒	

COMMENTS:

This roadway segment has not been resurfaced. Roadway construction appears to be original.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME LAUREN COURT

TRAFFIC LOADING THOROUGHFARE ☐
COLLECTOR ☐
LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 270 LF AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 621 SY

PAVEMENT MARKINGS ☐ PAVEMENT SECTION INVERTED PAVEMENT

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☒	☐
BLOCK/TRANSVERSE CRACKING	☐	☐	☒	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This roadway segment has not been resurfaced. Roadway construction appears to be original.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME LOCHBRIDGE

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☒
 LOCAL ☐

PRIORITY NUMBER

APPROXIMATE LENGTH 1,590 LF AVERAGE WIDTH 20 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 4,063 SY

PAVEMENT MARKINGS ☐ PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☒	☐	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☐	☒	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2016 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME MARGO COURT

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 160 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 368 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION INVERTED PAVEMENT

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☐	☒
BLOCK/TRANSVERSE CRACKING	☐	☐	☒	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☐	☒	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☐	POOR ☒	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☐	POOR ☒	

COMMENTS:

This roadway segment has not been resurfaced. Roadway construction appears to be original.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME MARINA ROAD

TRAFFIC LOADING THOROUGHFARE ☐
COLLECTOR ☐
LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 475 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 1,045 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☐	☒
BLOCK/TRANSVERSE CRACKING	☐	☐	☒	☐
RUTTING	☐	☒	☐	☐
RAVELING	☐	☒	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☐	☒	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☐	POOR ☒	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☐	POOR ☒	

COMMENTS:

This roadway segment has not been resurfaced. Roadway construction appears to be original.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME MARINERS COURT

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☐
 LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 480 LF AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 1,100 SY

PAVEMENT MARKINGS ☐ PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☒	☐
BLOCK/TRANSVERSE CRACKING	☐	☐	☒	☐
RUTTING	☐	☒	☐	☐
RAVELING	☐	☐	☒	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2000 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME MASSACHUSETTS ROAD

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☐
 LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 690 LF AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 1,587 SY

PAVEMENT MARKINGS ☐ PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☒	☐	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2015 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME MASTER COURT

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 660 LF	AVERAGE WIDTH 23 LF
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TOTAL PAVEMENT AREA (SQUARE YARDS) 1,940 SY

PAVEMENT MARKINGS ☐	PAVEMENT SECTION CURB & GUTTER
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VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☐	☒	☐
RUTTING	☐	☒	☐	☐
RAVELING	☐	☒	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2002 and 2011 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME MULBERRY LANE (EAST/WEST)

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☐
 LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 1,175 LF AVERAGE WIDTH 23 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 3,003 SY

PAVEMENT MARKINGS ☐ PAVEMENT SECTION CURB & GUTTER

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2002 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME MULBERRY LANE (NORTH/SOUTH)

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☐
 LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 530 LF AVERAGE WIDTH 23 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 1,558 SY

PAVEMENT MARKINGS ☐ PAVEMENT SECTION CURB & GUTTER

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2013 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME NAUTICAL DRIVE

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☐
 LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 210 LF AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 483 SY

PAVEMENT MARKINGS ☐ PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☒	☐	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2000 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME NEW HAMPSHIRE LANE

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 635 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 1,460 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☒	☐
BLOCK/TRANSVERSE CRACKING	☐	☐	☒	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This road segment to be resurfaced as a part of the 2024 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME NORBURY DRIVE

TRAFFIC LOADING THOROUGHFARE ☐
COLLECTOR ☐
LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 1,955 LF

AVERAGE WIDTH 19 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 4,497 SY

PAVEMENT MARKINGS ☒

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☐	☒
BLOCK/TRANSVERSE CRACKING	☐	☐	☐	☒
RUTTING	☐	☒	☐	☐
RAVELING	☐	☒	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☐	☒	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☐	POOR ☒	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☐	POOR ☒	

COMMENTS:

This roadway segment has not been resurfaced. Roadway construction appears to be original.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME NORTH CAROLINA DRIVE

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 1,165 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 2,680 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☒	☐	☐	☐
BLOCK/TRANSVERSE CRACKING	☒	☐	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐

OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐
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OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐
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COMMENTS:

This road segment was resurfaced as a part of the 2019 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME OAKLEAF COURT

TRAFFIC LOADING THOROUGHFARE ☐
COLLECTOR ☐
LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 845 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 1,944 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☐	☒	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2002 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME O'HARA DRIVE

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH LF

AVERAGE WIDTH LF

TOTAL PAVEMENT AREA (SQUARE YARDS) SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION SHOULDER

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☒	☐	☐	☐
BLOCK/TRANSVERSE CRACKING	☒	☐	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2021 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME OLD POLLOCKSVILLE ROAD

TRAFFIC LOADING THOROUGHFARE ☐
COLLECTOR ☐
LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 1,700 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 3,400 SY

PAVEMENT MARKINGS ☒

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☒	☐
BLOCK/TRANSVERSE CRACKING	☐	☐	☒	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2014 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME OUTRIGGER ROAD

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☐
 LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 850 LF AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 1,955 SY

PAVEMENT MARKINGS ☐ PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☐	☒	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2000 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME PARKWOOD COURT

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☐
 LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 110 LF AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 253 SY

PAVEMENT MARKINGS ☐ PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part fo the 2006 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME PIER POINTE

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 1,802 LF

AVERAGE WIDTH 21 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 4,204 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION INVERTED PAVEMENT

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☒	☐
BLOCK/TRANSVERSE CRACKING	☐	☐	☒	☐
RUTTING	☒	☐	☐	☐
RAVELING	☐	☒	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☐	☐	☒
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☐	POOR ☒	

COMMENTS:

This roadway segment has not been resurfaced. Roadway construction appears to be original.

2024 ROADWAY INSPECTION REPORT
TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME

PILLORY CIRCLE

TRAFFIC LOADING

THOROUGHFARE

COLLECTOR

LOCAL

☐

☐

☒

PRIORITY NUMBER

APPROXIMATE LENGTH

LF

AVERAGE WIDTH

LF

TOTAL PAVEMENT AREA (SQUARE YARDS)

SY

PAVEMENT MARKINGS

☐

PAVEMENT SECTION

SHOULDER

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☒	☐	☐	☐
BLOCK/TRANSVERSE CRACKING	☒	☐	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2021 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME	PILOT PLACE		
		TRAFFIC LOADING	THOROUGHFARE ☐ COLLECTOR ☐ LOCAL ☒
PRIORITY NUMBER			
APPROXIMATE LENGTH	160 LF	AVERAGE WIDTH	18 LF
TOTAL PAVEMENT AREA (SQUARE YARDS)	368 SY		
PAVEMENT MARKINGS	☐	PAVEMENT SECTION	DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☐	☒
BLOCK/TRANSVERSE CRACKING	☐	☐	☐	☒
RUTTING	☒	☐	☐	☐
RAVELING	☐	☐	☒	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☐	POOR ☒	

COMMENTS:

This roadway segment has not been resurfaced. Roadway construction appears to be original.

2024 ROADWAY INSPECTION REPORT
TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME PINWOOD DRIVE

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☒
 LOCAL ☐

PRIORITY NUMBER

APPROXIMATE LENGTH 2,010 LF AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 4,623 SY

PAVEMENT MARKINGS ☒ PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☒	☐	☐	☐
BLOCK/TRANSVERSE CRACKING	☒	☐	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2023 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME PIRATES ROAD – SHORELINE DRIVE TO WAKEFIELD DRIVE

TRAFFIC LOADING

THOROUGHFARE	■
COLLECTOR	□
LOCAL	□

PRIORITY NUMBER

APPROXIMATE LENGTH 3,273 LF **AVERAGE WIDTH** 20 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 10,664 SY

PAVEMENT MARKINGS □ **PAVEMENT SECTION** DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	□	□	■	□
BLOCK/TRANSVERSE CRACKING	□	□	■	□
RUTTING	□	■	□	□
RAVELING	□	■	□	□
BLEEDING	■	□	□	□
EXISTING PATCHING	□	□	■	□
OVERALL RIDE QUALITY	GOOD □	FAIR □	POOR ■	
OVERALL ROAD CONDITION	GOOD □	FAIR ■	POOR □	

COMMENTS:

This road segment was resurfaced as a part of the 2003 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME PIRATES ROAD – WAKEFIELD DRIVE TO HIGHWAY 17

TRAFFIC LOADING
 THOROUGHFARE ☒
 COLLECTOR ☐
 LOCAL ☐

PRIORITY NUMBER

APPROXIMATE LENGTH 900 LF **AVERAGE WIDTH** 20 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 10,664 SY

PAVEMENT MARKINGS ☐ **PAVEMENT SECTION** DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☒	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☐	☒	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This roadway segment was resurfaced as a part of the 2003 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME PLANTATION DRIVE – GULL POINTE TO SHORELINE (SOUTH)

	THOROUGHFARE ☒
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☐

PRIORITY NUMBER

APPROXIMATE LENGTH 3,605 LF	AVERAGE WIDTH 20 LF
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TOTAL PAVEMENT AREA (SQUARE YARDS) 9,213 SY

PAVEMENT MARKINGS ☐	PAVEMENT SECTION DITCH
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VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☒	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☐	☒	☐	☐
RAVELING	☐	☒	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2004 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME PLANTATION DRIVE – PINWOOD DRIVE TO WEST END

TRAFFIC LOADING THOROUGHFARE ☐
COLLECTOR ☒
LOCAL ☐

PRIORITY NUMBER

APPROXIMATE LENGTH 1,611 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 3,222 SY

PAVEMENT MARKINGS ☒

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☒	☐	☐	☐
BLOCK/TRANSVERSE CRACKING	☒	☐	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2023 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME PLANTATION DRIVE – SHORELINE DRIVE TO PINWOOD DRIVE

THOROUGHFARE ☒
 TRAFFIC LOADING COLLECTOR ☐
 LOCAL ☐

PRIORITY NUMBER

APPROXIMATE LENGTH 2,344 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 2,688 SY

PAVEMENT MARKINGS ☒

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☒	☐	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2005 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME PLANTATION DRIVE – SHORELINE NORTH TO GULL POINTE

TRAFFIC LOADING THOROUGHFARE ☒
COLLECTOR ☐
LOCAL ☐

PRIORITY NUMBER

APPROXIMATE LENGTH 10,471 LF AVERAGE WIDTH 20 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 16,602 SY

PAVEMENT MARKINGS ☐ PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2009 and 2004 Paving Programs.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME PORTSIDE LANE

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 370 LF	AVERAGE WIDTH 18 LF
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TOTAL PAVEMENT AREA (SQUARE YARDS) 851 SY

PAVEMENT MARKINGS ☐	PAVEMENT SECTION DITCH
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VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☐	☒	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐

OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐
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OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐
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COMMENTS:

This road segment was resurfaced as a part of the 2015 Paving Program.

2024 ROADWAY INSPECTION REPORT
TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME

QUARTERDECK ROAD CLUSTER III

TRAFFIC LOADING

THOROUGHFARE

COLLECTOR

LOCAL

☐

☐

☒

PRIORITY NUMBER

APPROXIMATE LENGTH

900 LF

AVERAGE WIDTH

20 LF

TOTAL PAVEMENT AREA (SQUARE YARDS)

SY

PAVEMENT MARKINGS

☐

PAVEMENT SECTION

INVERTED PAVEMENT

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME QUARTERDECK CLUSTER I AND II

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☐
 LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 1,800 LF AVERAGE WIDTH 20 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 2,688 SY

PAVEMENT MARKINGS ☐ PAVEMENT SECTION

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☒	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☐	POOR ☒	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME RAFT ROAD

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☐
 LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 320 LF AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 736 SY

PAVEMENT MARKINGS ☐ PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2013 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME RANDOMWOOD LANE

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☒
 LOCAL ☐

PRIORITY NUMBER

APPROXIMATE LENGTH 1,540 LF AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 3,542 SY

PAVEMENT MARKINGS ☐ PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☒	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2000 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME ROCKLEDGE ROAD

TRAFFIC LOADING THOROUGHFARE ☒
 COLLECTOR ☐
 LOCAL ☐

PRIORITY NUMBER

APPROXIMATE LENGTH 3,220 LF AVERAGE WIDTH 20 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 8,229 SY

PAVEMENT MARKINGS ☒ PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☒	☐
BLOCK/TRANSVERSE CRACKING	☐	☐	☒	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2000 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME SAILORS COURT

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 320 LF	AVERAGE WIDTH 18 LF
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TOTAL PAVEMENT AREA (SQUARE YARDS) 736 SY

PAVEMENT MARKINGS ☐	PAVEMENT SECTION DITCH
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VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☒	☐	☐	☐
BLOCK/TRANSVERSE CRACKING	☒	☐	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of t he 2012 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME SANDPIPER COURT

TRAFFIC LOADING THOROUGHFARE ☐
COLLECTOR ☐
LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 425 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 978 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2017 Paving Program.

NOTE: Cul-de-sac not resurfaced.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME SEAFARERS COURT

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 270 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 621 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☒	☐	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2012 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME

SEXTANT COURT

TRAFFIC LOADING

THOROUGHFARE ☐

COLLECTOR ☐

LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 215 LF

AVERAGE WIDTH

18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 495 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION

DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2013 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME SHORELINE DRIVE – INTERSECTION 17 TO PLANTATION SOUTH

TRAFFIC LOADING THOROUGHFARE ☒
COLLECTOR ☐
LOCAL ☐

PRIORITY NUMBER

APPROXIMATE LENGTH 7,695 LF AVERAGE WIDTH 28 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 23,940 SY

PAVEMENT MARKINGS ☒ PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☒	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☐	☐	☒	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☐	☒	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This road segment was partially resurfaced as a part of the 2010, 2005 and 2002 Paving Programs.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME SHORELINE DRIVE – REMAINING SEGMENTS (PLANTATION SOUTH TO ROCKLEDGE)

THOROUGHFARE ☐

COLLECTOR ☒

LOCAL ☐

TRAFFIC LOADING

PRIORITY NUMBER

APPROXIMATE LENGTH 7,097 LF **AVERAGE WIDTH** 20 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 18,137 SY

PAVEMENT MARKINGS ☒ **PAVEMENT SECTION** DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☒	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2000 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME STARBOARD DRIVE

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 530 LF	AVERAGE WIDTH 18 LF
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TOTAL PAVEMENT AREA (SQUARE YARDS) 1,219 SY

PAVEMENT MARKINGS ☐	PAVEMENT SECTION DITCH
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VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2012 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME STILLWATER COURT

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 106 LF	AVERAGE WIDTH 23 LF
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TOTAL PAVEMENT AREA (SQUARE YARDS) 271 SY

PAVEMENT MARKINGS ☐	PAVEMENT SECTION CURB & GUTTER
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VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☒	☐	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☐	☒	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2018 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME TAR LANDING

	THOROUGHFARE ☐
TRAFFIC LOADING	COLLECTOR ☐
	LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 1,060 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 2,438 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☒	☐	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2006 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME TEAKWOOD DRIVE

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☒
 LOCAL ☐

PRIORITY NUMBER

APPROXIMATE LENGTH 1,060 LF AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 2,438 SY

PAVEMENT MARKINGS ☐ PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2006 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME VIRGINIA COURT EXTENSION

THOROUGHFARE ☐
TRAFFIC LOADING COLLECTOR ☐
LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH LF

AVERAGE WIDTH LF

TOTAL PAVEMENT AREA (SQUARE YARDS) SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

Road constructed in approximately 2018.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME VIRGINIA COURT

TRAFFIC LOADING THOROUGHFARE ☐
COLLECTOR ☐
LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 425 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 980 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☒	☐
BLOCK/TRANSVERSE CRACKING	☐	☐	☒	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐

OVERALL RIDE QUALITY GOOD ☒ FAIR ☐ POOR ☐

OVERALL ROAD CONDITION GOOD ☐ FAIR ☒ POOR ☐

COMMENTS:

This roadway segment has not been resurfaced. Roadway construction appears to be original.

NOTE: Eastern half of road was constructed in approximately 2018.

2024 ROADWAY INSPECTION REPORT
TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME WAKEFIELD DRIVE

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☐
 LOCAL ☒

PRIORITY NUMBER

APPROXIMATE LENGTH 581 LF AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 1,336 SY

PAVEMENT MARKINGS ☐ PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☐	☐	☒
BLOCK/TRANSVERSE CRACKING	☐	☐	☒	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☐	FAIR ☒	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☐	FAIR ☐	POOR ☒	

COMMENTS:

This roadway segment has not been resurfaced. Roadway construction appears to be original.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME WESTCHESTER

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☒
 LOCAL ☐

PRIORITY NUMBER

APPROXIMATE LENGTH 575 LF

AVERAGE WIDTH 18 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 1,322 SY

PAVEMENT MARKINGS ☐

PAVEMENT SECTION SHOULDER

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☒	☐	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2018 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME WILDWOOD DRIVE

TRAFFIC LOADING THOROUGHFARE ☐
 COLLECTOR ☒
 LOCAL ☐

PRIORITY NUMBER

APPROXIMATE LENGTH 2,270 LF AVERAGE WIDTH 20 LF

TOTAL PAVEMENT AREA (SQUARE YARDS) 5,801 SY

PAVEMENT MARKINGS ☐ PAVEMENT SECTION DITCH

VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☒	☐	☐	☐
BLOCK/TRANSVERSE CRACKING	☒	☐	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☐	☒	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment was resurfaced as a part of the 2017 Paving Program.

2024 ROADWAY INSPECTION REPORT TOWN OF RIVER BEND, NORTH CAROLINA

ROAD NAME WILLOWBROOK

	THOROUGHFARE	☐
TRAFFIC LOADING	COLLECTOR	☐
	LOCAL	☒

PRIORITY NUMBER

APPROXIMATE LENGTH 370 LF	AVERAGE WIDTH 18 LF
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TOTAL PAVEMENT AREA (SQUARE YARDS) 851 SY

PAVEMENT MARKINGS ☐	PAVEMENT SECTION DITCH
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VISUAL INSPECTION SUMMARY

TYPE OF DISTRESS	SEVERITY			
	NONE	LIGHT	MODERATE	SEVERE
ALLIGATOR CRACKING	☐	☒	☐	☐
BLOCK/TRANSVERSE CRACKING	☐	☒	☐	☐
RUTTING	☒	☐	☐	☐
RAVELING	☒	☐	☐	☐
BLEEDING	☒	☐	☐	☐
EXISTING PATCHING	☒	☐	☐	☐
OVERALL RIDE QUALITY	GOOD ☒	FAIR ☐	POOR ☐	
OVERALL ROAD CONDITION	GOOD ☒	FAIR ☐	POOR ☐	

COMMENTS:

This road segment resurfaced as a part of the 2006 Paving Program.

Figure 1



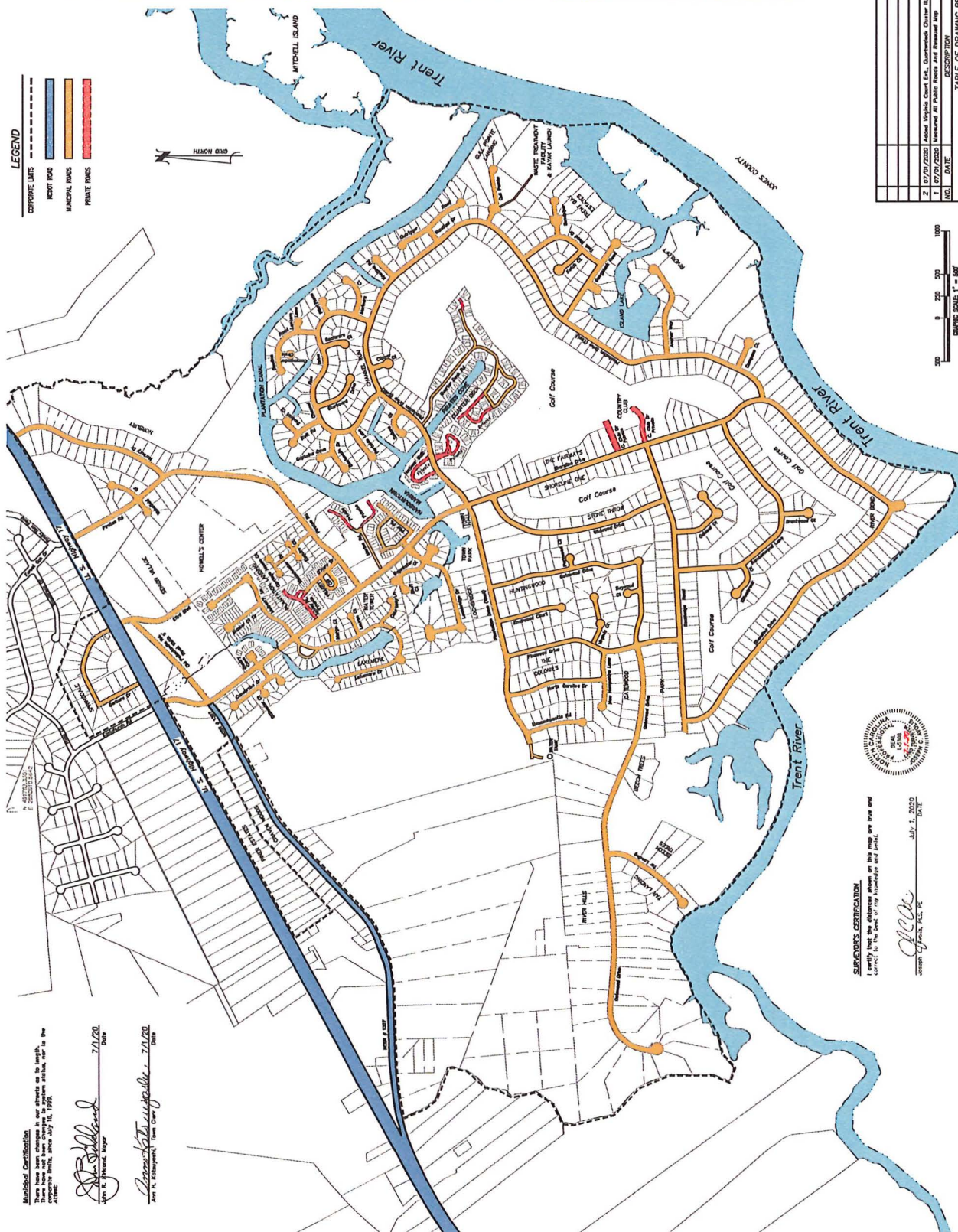
PROJECT NO. 2002
SCALE: AS NOTED
DRAWN BY: MSP
CHECKED BY: JKA
DATE: 6/4/20

2020 Town of River Bend Power and Light Street Layout	Start/End Stationing	Length (ft)
Northbound	0+00 to 0+05	5
Turnoff Drive	0+05 to 0+10	5
Turnoff Drive	0+10 to 0+15	5
Turnoff Drive	0+15 to 0+20	5
Turnoff Drive	0+20 to 0+25	5
Turnoff Drive	0+25 to 0+30	5
Turnoff Drive	0+30 to 0+35	5
Turnoff Drive	0+35 to 0+40	5
Turnoff Drive	0+40 to 0+45	5
Turnoff Drive	0+45 to 0+50	5
Turnoff Drive	0+50 to 0+55	5
Turnoff Drive	0+55 to 0+60	5
Turnoff Drive	0+60 to 0+65	5
Turnoff Drive	0+65 to 0+70	5
Turnoff Drive	0+70 to 0+75	5
Turnoff Drive	0+75 to 0+80	5
Turnoff Drive	0+80 to 0+85	5
Turnoff Drive	0+85 to 0+90	5
Turnoff Drive	0+90 to 0+95	5
Turnoff Drive	0+95 to 1+00	5
Turnoff Drive	1+00 to 1+05	5
Turnoff Drive	1+05 to 1+10	5
Turnoff Drive	1+10 to 1+15	5
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Turnoff Drive	2+00 to 2+05	5
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Turnoff Drive	3+95 to 4+00	5
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Turnoff Drive	17+50 to 17+55	5
Turnoff Drive	17+55 to 17+60	5
Turnoff Drive	17+60 to 17+65	5
Turnoff Drive	17+65 to 17+70	5
Turnoff Drive	17+70 to 17+75	5
Turnoff Drive	17+75 to 17+80	5
Turnoff Drive	17+80 to 17+85	5
Turnoff Drive	17+85 to 17+90	5
Turnoff Drive	17+90 to 17+95	5
Turnoff Drive	17+95 to 18+00	5
Turnoff Drive	18+00 to 18+05	5
Turnoff Drive	18+05 to 18+10	5
Turnoff Drive	18+10 to 18+15	5
Turnoff Drive	18+15 to 18+20	5

Standard Filter This Year

[illegible]

TABLE OF DRAWING REVISIONS



Municipal Certification

John R. Rickland
John R. Rickland, Mayor
Date 7/1/20

Ann H. Katsuyoshi, Town Clerk
Date 7/1/20

SURVEYOR'S CERTIFICATION

Joseph J. Fennell, PLA #2
July 1, 2020
DATE

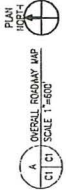
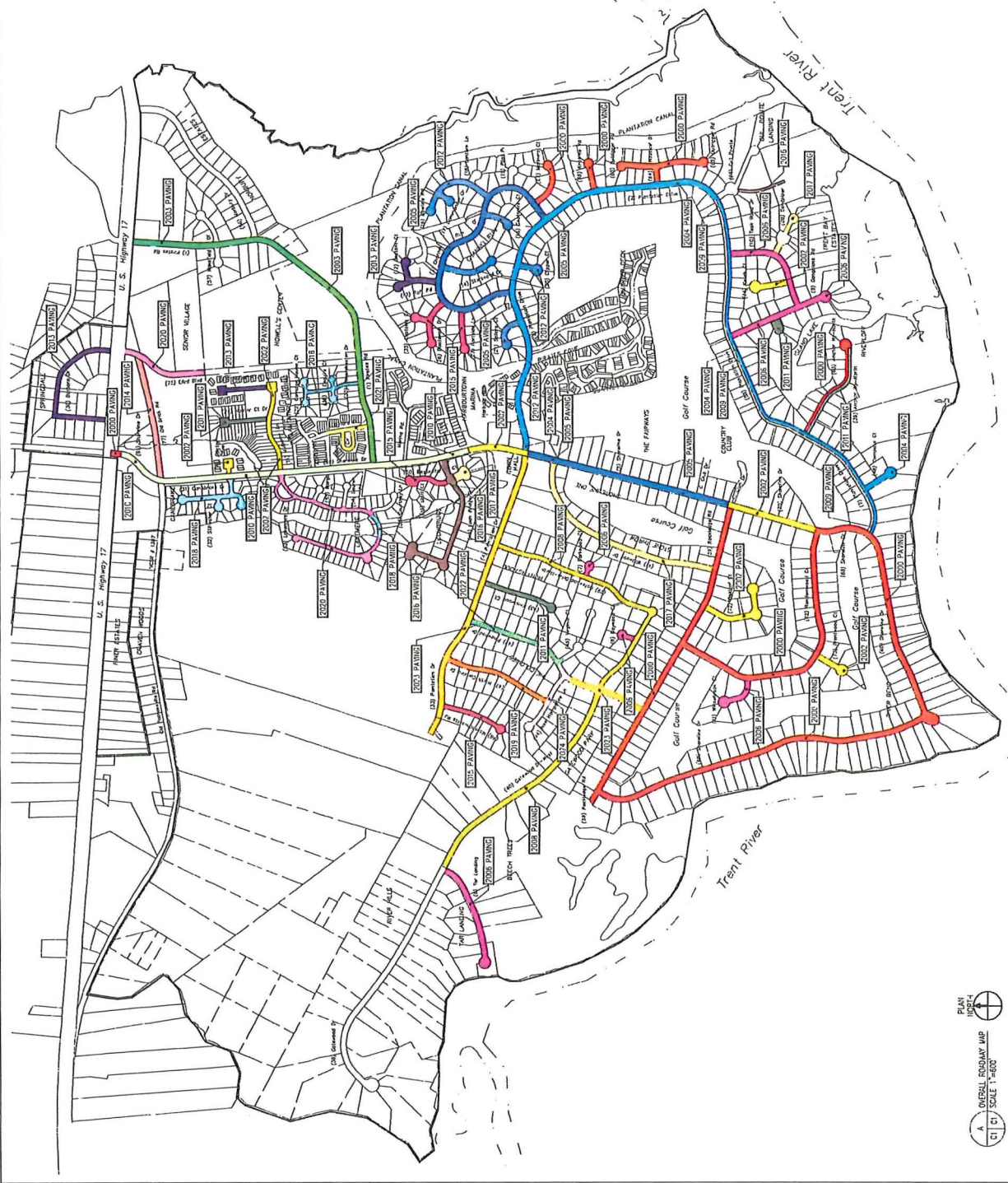
Figure 1

Figure 2



NO	DESCRIPTION	BY	DATE
1	Update to include P11-22	JAS	10-25-22
2	Update to include P12-24	JAS	7-7-24

Legend	Year
[Red]	Program Year 2000
[Orange]	Program Year 2001
[Yellow]	Program Year 2002
[Light Green]	Program Year 2003
[Green]	Program Year 2004
[Light Blue]	Program Year 2005
[Blue]	Program Year 2006
[Dark Blue]	Program Year 2007
[Purple]	Program Year 2008
[Pink]	Program Year 2009
[Light Purple]	Program Year 2010
[Lavender]	Program Year 2011
[Light Blue-Gray]	Program Year 2012
[Blue-Gray]	Program Year 2013
[Teal]	Program Year 2014
[Green-Gray]	Program Year 2015
[Light Green-Gray]	Program Year 2016
[Yellow-Gray]	Program Year 2017
[Orange-Gray]	Program Year 2018
[Red-Gray]	Program Year 2019
[Pink-Gray]	Program Year 2020
[Light Purple-Gray]	Program Year 2021
[Lavender-Gray]	Program Year 2022
[Light Blue-Gray]	Program Year 2023
[Blue-Gray]	Program Year 2024
[White]	Corporate Limits
[Black]	Priority Ranking
[Dashed Line]	(30) Street Dr



JULY 22, 2024

GRAPHIC SCALE 1" = 800'

C1

24021

PAVEMENT IMPROVEMENT PROGRAM
TOWN OF RIVER BEND
GRAVEN COUNTY, NORTH CAROLINA
OVERALL ROADWAY MAP

AVOLIS ENGINEERING, P.A.
P.O. BOX 15564
NEW BERN, NC 28561
PH (252) 633-0068, FAX (252) 633-6507



PROJECT NO. 24021
SCALE: AS NOTED
DRAWN BY: MSP
CHECKED BY: JKA
DATE:

RESOLUTION BY THE TOWN COUNCIL OF RIVER BEND, NORTH CAROLINA
Adopting the Updated Town of River Bend's
10-Year Water System Capital Improvements Plan

RESOLUTION BY GOVERNING BODY OF APPLICANT

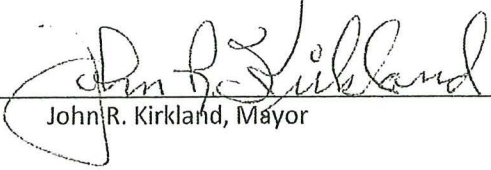
- WHEREAS, The Town of River Bend operates and maintains a public Water System under Public Water Supply ID No. 04-25-113 issued by the State of North Carolina, and
- WHEREAS, the Town of River Bend has developed a 10-Year Water System Capital Improvements Plan to identify needed capital improvements and their costs, and
- WHEREAS, the Town has recently updated project costs in the Capital Improvement Plan, as reflected in the plan dated September 19, 2024, and
- WHEREAS, the Town also has recently updated the Asset Management Plan for the town's water system to reflect the updated Capital Improvement Plan,

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

That, the Town of River Bend Town Council hereby adopts the updated 10-Year Water System Capital Improvements Plan, dated September 19, 2024 and the town's Asset Management Plan for the water system as guidance documents for pursuing capital improvement funds to keep the water system in good operating order, and

That town staff, under the direction of the Mayor and Town Council, shall regularly review and update the 10-Year Water System Capital Improvements Plan to ensure compliance with all federal, state, and local regulations.

ADOPTED, this the 19th day of September 2024 at River Bend, North Carolina.



John R. Kirkland, Mayor

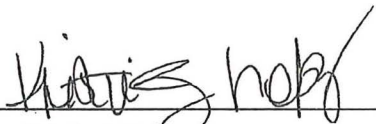


Kristie J. Nobles, Town Clerk, MMC, NCCMC



CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting Town Clerk of the Town of River Bend does hereby certify:
That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of
an application with the State of North Carolina, as regularly adopted at a legally convened meeting of
the Town Council duly held on the 19th day of September 2024; and, further, that such resolution has
been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I
have hereunto set my hand this 19th day of September 2024.



Kristie J. Nobles

Town Clerk

(SEAL)



Town of River Bend Resolution on Social Media

Whereas, social media, in numerous platforms, is a common tool for people, business and government to communicate and exchange thoughts, ideas and positions; and

Whereas, the Town of River Bend does use social media in a very limited manner and only on platforms that are approved for use by the Town Council; and

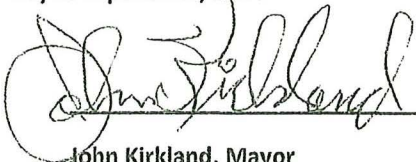
Whereas, the Town of River Bend recognizes the potential advantages and the potential disadvantages of social media, and encourages everyone to exercise caution in separating fact from fiction while consuming information on non-official social media sites; and

Whereas, the Town of River Bend finds it necessary to officially adopt a stance on social media;

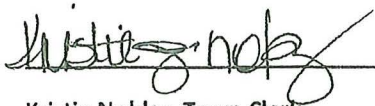
Now, therefore be it resolved, by the Town of River Bend Town Council that:

1. No town staff, employee or elected official is authorized to officially speak, post or comment on non-Town social media sites on behalf of the Town of River Bend.
2. The Town of River Bend is only responsible for the content of social media sites that are officially approved by and operated by the Town of River Bend.
3. The Town of River Bend does not monitor or exercise any control over, or have any responsibility for, the operation or content of any non-Town operated social media sites and/or the users thereof.
4. The Town of River Bend is not responsible for or liable for any content on non-Town sites.

Adopted this the 19th day of September, 2024


John Kirkland, Mayor

ATTEST:


Kristie Nobles, Town Clerk



**River Bend Town Council
Work Session Minutes
October 10, 2024
Town Hall
7:00 p.m.**

Present Council Members: Mayor Pro Tempore Buddy Sheffield
Lisa Benton
Brian Leonard
Barbara Maurer
Jeff Weaver

Town Manager: Delane Jackson
Town Clerk: Kristie Nobles
Town Attorney: Trey Ferguson
Police Chief: Sean Joll
Finance Director: Mandy Gilbert

Members of the Public Present: 24

CALL TO ORDER

Mayor Pro Tempore Sheffield called the meeting to order at 7:00 p.m. on Thursday, October 10, 2024, at the River Bend Town Hall with a quorum present.

He held a moment of silence for the unexpected sudden passing of Mayor Kirkland.

VOTE – Approval of Agenda

Councilwoman Benton motioned to accept the agenda as presented. The motion carried unanimously.

VOTE— Office of Mayor Vacancy

The Manager stated that with the sudden passing of the Town Mayor, it leaves a vacancy for that position. He provided the schedule of filling the vacancy through appointment versus the election, stating that the election is less than a month away and would be over before the town could follow the town's process to fill the vacancy through town appointment.

Councilman Leonard motioned to leave the office of the mayor vacant until a new mayor is sworn into office following the election and to let the Mayor Pro Tem fill in for the mayor's duties until that time. The motion carried unanimously.

Discussion –Water Treatment Process

The Manager introduced Brandon Mills, Public Works Director, and stated he was there to answer questions from the Council. The Manager stated that Councilman Weaver requested to have the water treatment process on the agenda for discussion. Councilman Weaver stated that there have been several complaints regarding water quality from residents. He asked the Town Manager what the town is doing short-term to solve the discolored water. The Town Manager stated that there is not a quick, easy solution. The Manager then gave a description of how an aquifer works and the treatment process the town's water goes through before being distributed to resident's homes. He stated that Brandon and himself have met with contractors within the past month and are currently waiting on a quote to replace the Birm media. He stated that the contractor said that replacing the media may not solve the problem. The Manager stated that the North Carolina Department of Environmental Quality has provided system flushing recommendations and will be in town next week to do a walk through. Councilman Weaver

suggested that the town wait for the quotes before making any decisions. The Manager agreed. Councilman Weaver asked if there was a way to track complaints for water issues. The Manager stated that he would have something posted on the town website to collect complaints.

At this time, Mayor Pro Tem Sheffield called for a five-minute recess.

VOTE—WWTP Engineering Services Agreement Amendment

The Manager discussed the presented WWTP Engineering Services Agreement Amendment, which would scale back the original scope of service. The Manager stated that he was approached by a resident, who expressed concern with scaling back the scope and suggested that the town inquire about funding the original scope with a loan. The Manager stated that he has included some loan information in the packet if anyone wanted to discuss it. The Council agreed to scale back the project with the presented amendment.

Councilman Weaver motioned that the Council pursue a reduced scope of work for the WWTP project. The motion carried unanimously.

Councilman Weaver motioned to approve the WWTP Engineering Services Agreement Amendment as presented. The motion carried unanimously. (see attached)

VOTE - Chapter 3.05 – Boards and Commission Amendment

The Manager stated that the Council has discussed amending Chapter 3.05, Boards and Commissions and he has revised the amendment as the Council requested. He reviewed the requested changes.

Councilman Leonard motioned to adopt the language as presented. The motion carried unanimously. (see attached)

VOTE – Canebrake Traffic Control Device

The Manager stated that the River Bend Police Department completed a traffic survey on Canebrake Drive. He stated that the data from that survey reflects that the average speed for that area during the time of the survey is 9.3 mph. Councilman Leonard expressed gratitude to Sergeant Fell for completing this survey.

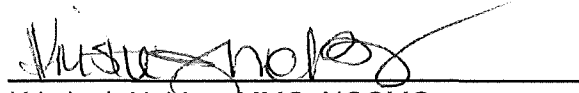
Councilman Leonard motioned to implement the recommendations of the Police Department as presented. The motion carried unanimously. (see attached)

REVIEW – Agenda for the October 17, 2024, Council Meeting

The Council reviewed the agenda for the October 17, 2024, Council Meeting.

ADJOURNMENT/RECESS

There being no further business, *Councilman Leonard moved to adjourn. The motion carried unanimously.* The meeting was adjourned at 9:15 p.m.



Kristie J. Nobles, MMC, NCCMC
Town Clerk



ENGINEERS

PLANNERS

SURVEYORS

LANDSCAPE ARCHITECTS

October 1, 2024

Mr. Delane Jackson, Town Manager
Town of River Bend
45 Shoreline Drive
River Bend, North Carolina 28562

SUBJECT: WWTP Enhancements
Phase 1 Value Engineering Re-design
Engineering Amendment No. 2

Dear Delane:

Pursuant to the Town's request, attached is Engineering Amendment No. 2 for the WWTP Enhancements project. This Amendment is for services required to re-design the Value Engineered solution as Phase 1 of the proposed WWTP improvements.

Phase 1 will incorporate a new concentric ring Treatment Unit (TU) #1 to replace the existing TU #1. The new TU #1 will be equivalent in size to the existing TU #2. TU #2 will be rehabilitated and re-partitioned such that treatment capacity is equally shared between both Treatment Units creating true duality. Most of the structures originally planned in the wetland areas will be postponed until a future phase of construction. The Influent Flow Meter/Vault, Preliminary Treatment Unit, rehabilitated Surge Tank/Surge Dosing Pumps, Chlorine Feed Building and rehabilitated Dechlorination Feed Building will remain as part of the Phase 1 project.

The modified scope of services and fees of Amendment No. 2 include Re-design; Geotechnical, Wetland and Construction Permitting; Bidding/Negotiation; Construction Administration; and Resident Project Representation Services.

If everything appears in order, please place this item on the agenda for the next Town Council meeting for approval.

Should you have any questions, please feel free to call.

With best regards,

A handwritten signature in blue ink, appearing to read 'Greg', is written over a circular stamp.

Gregory J. Churchill, P.E.
President

Cc: File

Encls.

This is **EXHIBIT K**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated November 10, 2022.

AMENDMENT TO OWNER-ENGINEER AGREEMENT
Amendment No. 2

The Effective Date of this Amendment is: September 30, 2024.

Background Data

Effective Date of Owner-Engineer Agreement: November 10, 2022

Owner: Town of River Bend

Engineer: Rivers & Associates, Inc.

Project: WWTP Enhancements

Nature of Amendment: [Check those that are applicable and delete those that are inapplicable.]

Additional Services to be performed by Engineer

- X Modifications to services of Engineer
 N/A Modifications to responsibilities of Owner
 X Modifications of payment to Engineer
 X Modifications to time(s) for rendering services
 N/A Modifications to other terms and conditions of the Agreement

Description of Modifications:

The WWTP Enhancements project will be re-designed to include the Value Engineered solution as Phase 1 of the proposed improvements. Phase 1 improvements will include rehabilitation and enhancement to provide increased service life, but does not increase capacity or enhance treatment capability at this juncture. Phase 1 will incorporate a new concentric ring Treatment Unit (TU) #1 to replace the existing TU #1. The new TU #1 will be of equivalent size to the existing TU #2. Treatment Unit #2 will be rehabilitated and re-partitioned such that treatment capacity is equally shared between both Treatment Units creating true duality. The new and rehabilitated Treatment Units will each include an integral aeration zone, clarifier, chlorine contact chamber and aerobic digester. Phase 1 will maintain the previously designed Influent Flow Meter/Vault, Preliminary Treatment Unit, rehabilitated Surge Tank/Surge Dosing Pumps, Chlorine Feed Building, and rehabilitated Dechlorination Feed Building. All other previously designed equipment will be excluded from Phase 1 construction. Civil, structural and electrical designs will be modified as required to accommodate the revisions. Refer to Exhibit J – Special

Provisions (Amendment 2), Appendix 2 to Exhibit C – Standard Hourly Rates Schedule (Amendment 2), and Appendix 3 to Exhibit C – Summary of Engineering Fees (Amendment 2) for further descriptions.

Services to be provided for Phase 1 include:

<u>Engineering Services</u>	<u>Cost</u>	<u>Payment Method</u>	<u>Estimated Time to Complete</u>
Phase 1 VE Re-design	\$118,500.00	Lump Sum	3 months
Phase 1 VE – Geotechnical, Wetland & Construction Permitting	\$16,500	Hourly plus Reimbursables	3 months in parallel with Re-design
Phase 1 VE Bidding or Negotiating	\$33,500.00	Hourly plus Reimbursables	3 months
Construction Administration Phase	\$190,000.00 \$199,000.00	Hourly plus Reimbursables	15 months
Resident Project Representative Services	\$260,000.00 \$273,000.00	Hourly plus Reimbursables	15 months

Agreement Summary:

Original agreement amount:	\$ 639,000.00
Net change for prior amendments:	\$ 22,000.00
This amendment amount:	\$ 190,500.00
Adjusted Agreement amount:	\$ 851,500.00

Change in time for services (days or date, as applicable): 12 months

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER:

Town of River Bend

By:
Print

name: Buddy Sheffield

Title: Mayor Pro Tempore

Date Signed: Oct. 17, 2024

ENGINEER:

Rivers & Associates, Inc.

By:
Print

name: Gregory J. Churchill, P.E.

Title: President

Date Signed: 10-1-24

This instrument has been
preaudited as required by the
Local Government Budget and
Fiscal Control Act.

Amanda B Gilbert
FINANCE OFFICER 10/18/24

This is **EXHIBIT J**, consisting of 1 page, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated November 10, 2022.

Special Provisions (Amendment 2)

In order to reduce overall construction costs, the WWTP Enhancements project will be re-designed to include the Value Engineered solution as Phase 1 of the proposed improvements. Phase 1 improvements will include rehabilitation and enhancement to provide increased service life, but does not increase capacity or enhance treatment capability at this juncture.

Phase 1 will incorporate a new concentric ring Treatment Unit (TU) #1 to replace the existing TU #1. The new TU #1 will be of equivalent size to the existing TU #2. Treatment Unit #2 will be rehabilitated and re-partitioned such that treatment capacity is equally shared between both Treatment Units creating true duality. The new and rehabilitated Treatment Units will each include an integral aeration zone, clarifier, chlorine contact chamber and aerobic digester.

Phase 1 will maintain the previously designed Influent Flow Meter/Vault, Preliminary Treatment Unit, rehabilitated Surge Tank/Surge Dosing Pumps, Chlorine Feed Building, and rehabilitated Dechlorination Feed Building. All other previously designed equipment will be excluded from Phase 1 construction. Civil, structural and electrical designs will be modified as required to accommodate the revisions.

Basic services for Re-design include preparation of revised computations, design memorandum, construction plans, and specifications, etc. Re-design services will be performed in accordance with Exhibit A Article A1.03 of the Engineering Services Agreement. Basic services will be provided on a lump sum basis in the amount of \$118,500.00 in accordance with Exhibit C Article C2.01. The period of service to accomplish the Phase 1 Re-design services is estimated to be 3 months.

Basic services associated with subsequent bidding and construction phases include (1) Phase 1 Bidding or Negotiating, (2) Construction Administration, and (3) Resident Project Representative (RPR) Services. The previously designed and permitted WWTP Enhancements project was advertised for bid twice, but no award was made. The Phase 1 Re-design and re-permitted project will require additional Bidding or Negotiation phase services. These services will be performed in accordance with Exhibit A Article A1.04 of the Engineering Services Agreement. Phase 1 VE – Bidding or Negotiating services will be performed on an hourly plus reimbursables basis estimated at \$33,500.00 in accordance with Exhibit C Article C2.01. The estimated period of service for bidding or negotiating is 3 months following advertisement of the project for bids. Construction Administration and RPR services will also be required. The previously estimated fees for these services have been revised based on current billing rates. Construction Administration and RPR services will be performed in accordance with Exhibit A Article A1.05 of the Engineering Services Agreement. Construction Administration services will be provided on an hourly plus reimbursables basis estimated at \$199,000.00 in accordance with Exhibit C Article C2.01. RPR services will be performed on an hourly plus reimbursables basis estimated at \$273,000.00 in accordance with Exhibit C – Compensation Packet RPR-2. The period of service for provision of construction administration and RPR services is estimated to be 15 months.

Additional services associated with Phase 1 Re-design will include (1) geotechnical evaluation, (2) wetland delineation and (3) re-permitting only as required. Subsurface geotechnical borings, evaluation and recommendations will be provided relative to site preparation and foundation support beneath the new TU #1. Wetlands delineation will be conducted in the area located immediately to the southwest of the existing TU #1 to ensure construction and fill does not encroach into existing wetlands. Verification by the US Army Corps of Engineers will not be sought if no fill will encroach in wetland areas. Setback waivers from surface waters will be addressed in similar manner to that provided in the previous NPDES Authorization to Construct (ATC) Permit. Re-permitting will be required for (1) NPDES ATC and (2) NCDEQ Division of Water Infrastructure (DWI) Plans and Specifications Funding Approval. Other permits previously obtained (NC DEMLR Erosion & Sedimentation Control, NC DEMLR Stormwater Permit, and NC DEMLR General Discharge Permit) are believed to remain valid as disturbed area will be reduced, and construction will be confined within the previous Limits of Disturbance (LOD). Additional services for Phase 1 VE – Geotechnical, Wetland and Construction Permitting will be performed on an hourly plus reimbursables basis estimated at \$16,500.00 in accordance with Exhibit C – Compensation Packet AS-1. Geotechnical and Wetland sub-consulting services will be conducted in parallel with Re-design. The period of service estimated to obtain required permits is 3 months following applications submittal. All additional services are provided in accordance with Exhibit A Article A2.01 of the Engineering Services Agreement.

Appendix 2 to Exhibit C - Current Standard Rates Schedule (Amendment 2) is attached.

Appendix 3 to EXHIBIT C- Summary of Engineering Fees (Amendment 2) is attached.

This is **Appendix 2 to EXHIBIT C**, consisting of 1 Page, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated November 10, 2022.

Standard Hourly Rates Schedule (Amendment 2)

A. Standard Hourly Rates:

1. Standard Hourly Rates are set forth in this Appendix 2 to this Exhibit C and include salaries and wages paid to personnel in each billing class plus the cost of customary and statutory benefits, general and administrative overhead, non-project operating costs, and operating margin or profit.
2. The Standard Hourly Rates apply only as specified in Article C2, **and are subject to annual review and adjustment as of June 30th.**

B. Schedule of Hourly Rates:

Hourly rates for services performed on or after the Effective Date are:

<u>EMPLOYEE CLASSIFICATION:</u>	<u>HOURLY RATES:</u>
Principal	\$195.00
Project Manager	\$140.00 to \$190.00
Project Engineer	\$115.00 to \$175.00
Design Engineer	\$90.00 to \$110.00
Landscape Architect	\$90.00 to \$140.00
Planner	\$75.00 to \$100.00
Designer	\$85.00 to \$130.00
CAD Technician	\$70.00 to \$80.00
Project Surveyor	\$95.00 to \$140.00
Party Chief	\$60.00 to \$115.00
Surveyor Technician	\$50.00 to \$70.00
1-Man Robotic	\$105.00 to \$140.00
Resident Project Representative	\$65.00 to \$110.00
Administrative Assistant	\$65.00 to \$80.00
Field Tech	\$70.00
Intern Tech	\$40.00
Sub-Consultants and Fees	1.15 x Cost
Travel	Current IRS Rate
Miscellaneous Expense	Cost

This is **Appendix 3** to **EXHIBIT C**, consisting of 1 page, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated November 10, 2022.

Summary of Engineering Fees (Amendment 2)

C2.01.1 Compensation for Basic Services (other than Resident Project Representative) - Lump Sum Method of Payment

A.1.a.	Study and Report Phase	<u>\$20,000.00</u>
A.1.b.	Preliminary and Final Design Phase	<u>\$88,000.00</u>
A.1.g.	Phase 1 Value Engineering (VE) Re-design	<u>\$118,500.00</u>

C2.01.2 Compensation for Basic Services (other than Resident Project Representative) – Standard Hourly Rates Method of Payment

A.4.d.	Bidding or Negotiating Phase	<u>\$32,000.00</u>
A.4.e.	Construction Administration Phase	<u>\$199,000.00</u>

C2.04 Compensation for Resident Project Representative Basic Services – Standard Hourly Rates Method of Payment

A.1.	Resident Project Representative Services	<u>\$273,000.00</u>
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C2.05 Compensation for Additional Services – Standard Hourly Rates Method of Payment

D.1.	Environmental, Wetland and Construction Permitting	<u>\$19,000.00</u>
D.2.	Additional Boundary and Topographic Surveys	<u>\$13,000.00</u>
D.3.	Record Drawings	<u>\$17,000.00</u>
D.4	Value Engineering (VE)	<u>\$22,000.00</u>
D.5	Phase 1 VE - Geotechnical, Wetland and Construction Permitting	<u>\$16,500.00</u>
D.6	Phase 1 VE - Bidding or Negotiating Phase	<u>\$33,500.00</u>

C2.01.1 through C2.05 TOTAL \$851,500.00



ENGINEERS

PLANNERS

SURVEYORS

LANDSCAPE ARCHITECTS

**Re-design Value Engineered Solution to WWTP Enhancements Project
Town of River Bend
September 8, 2024**

Start Date	End Date	Task
8/1/2024	9/1/2024	1 month - Amendment to ESA
9/1/2024	1/1/2025	4 months - Re-design, Wetlands Delineation, Geotechnical Investigation
1/1/2025	4/1/2025	3 months - Permitting
4/1/2025	7/1/2025	3 months - Bidding/Re-bidding Timeframe
7/1/2025	9/30/2026	15 months (456 calendar days) - Contract Timeframe
9/30/2026	12/31/2026	3 months - Extra Construction/Submit Reimbursement/Closeout Paperwork

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE TOWN OF RIVER BEND

BE IT ORDAINED by the Town Council of the Town of River Bend that the Town Code of Ordinances, Title III, Administration, Chapter 3.05, Board and Commissions, be amended as follows:

PARKS AND RECREATION ADVISORY BOARD

§ 3.05.001 ESTABLISHMENT.

A Parks and Recreation Advisory Board (the Board) is hereby created and established.

§ 3.05.002 PURPOSE.

The purpose of the Board is to advise the Town Council (Council) and Manager on parks and recreation issues to include, but not be limited to, town parks and recreation areas, safety matters in town parks and recreation areas, and recreational activities in town parks and recreation areas. The Board shall work on other issues assigned by the Council or Manager

§ 3.05.003 POWERS AND DUTIES.

The Board shall report to the Town Council and shall have the following powers and duties:

- (A) At the direction of the Council and/or Manager, conduct studies and make recommendations on matters relating to parks and recreation issues.
- (B) At their request, assist the Council and/or Manager in the resolution of complaints and concerns registered by the town's citizens, governmental agencies, or other entities.
- (C) All Board reports, recommendations, or requests for actions shall be coordinated, when appropriate, with other town boards working through the Manager and Council.
- (D) Because the Board is advisory in purpose, no Board member shall make, or have the authority to make, any contractual or financial obligations or arrangements on behalf of, or for, the town.
- (E) The Board, at its discretion and operating within its budget, may organize and administer Council and/or Manager approved parks and recreational activities and events to serve the residents of River Bend. The Board may be asked to organize special events or activities by the Council and/or Manager.

§ 3.05.004 COMPOSITION AND TERMS OF OFFICE.

- (A) There shall be seven (7) members of the Board, to be appointed by the Council for 2-year staggered terms. All members shall serve without compensation. The terms of office shall commence on July 1 and end on June 30, 2 years later, unless appointed to fill a vacancy, in which the term would begin immediately and end when the term was scheduled to end.
- (B) All members shall be residents of the town.

§ 3.05.005 ORGANIZATION AND PROCEDURES.

- (A) At the first regular meeting each year following June 30, the Board shall elect a Chair, Vice Chair and a Secretary. The Secretary need not be a member of the Board. The name and contact information for each officer shall be immediately forwarded to the Town Clerk. Any subsequent change in officers shall also be forwarded to the Town Clerk.
- (B) The Board shall set a date (Ex: 2nd Thursday of each month), time and place to conduct its regular meeting. The schedule of regular meetings for the Board shall be maintained in the Office of Town Clerk.
- (C) The Board shall hold a minimum of 4 scheduled meetings per year. Special meetings may be called by Chair, the Manager, or 2 members of the Board. All meetings of the Board shall be conducted in a public, accessible place. All official meetings of the Board shall be held in a town-owned building or on the town's campus. All meetings shall be open to the public, shall be conducted under the rules of order established by Council, and shall be in accordance with state laws, in particular, the Open Meetings Law. A written agenda shall be prepared and distributed to all Board members and the Liaison at least 48 hours prior to all meetings. Copies of the agenda shall be available to the public at all meetings. A written record of minutes of each meeting shall be kept by the Secretary or, in their absence, a designated person and shall include information on attendance, findings, recommendations, and actions taken by the Board. A draft copy of the minutes shall be provided to the Town Clerk within 10 business days of the meeting. At the next regular meeting of the Board, the draft minutes shall be presented to the Board for official acceptance. Within 10 days of adoption by the Board, a signed copy of the minutes shall be provided to the Town Clerk for retention. In accordance with applicable law, minutes of Board meetings are public record. Board minutes shall be posted on the Town's web page in a manner consistent with the process of posting Town Council minutes.
- (D) A quorum, comprised of more than half the current membership, shall be present at the meeting to take any official action required or authorized by this subchapter. Only appointed Board members are eligible to vote. The Chair is eligible to vote on all matters.
- (E) The Board may adopt by-laws, rules, and other procedures not inconsistent with the town's ordinances and laws of North Carolina, with approval by the Town Manager.
- (F) Pursuant to G.S. § 160D-109, members of appointed boards providing advice to the Town Council shall not vote on recommendations regarding any zoning map or text amendment where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member.
- (G) Any official recommendation, arising out of the Board, shall be submitted in writing to the Town Council through the Board's liaison or the Town Manager.
- (H) Board activities, events, functions (not to include official Board meetings) may be held at non-town owned property or facilities, with the written consent of the property owner, provided that the activity does not conflict with any other provision of the Town's Code of Ordinances.

ENVIRONMENT AND WATERWAYS ADVISORY BOARD

§ 3.05.015 ESTABLISHMENT.

An Environment and Waterways Advisory Board (the Board) is hereby created and established.

§ 3.05.016 PURPOSE.

The purpose of the Board is to advise the Town Council (Council) and Manager on environmental and waterways issues and to provide recommendations on waterways and environmental issues or concerns relating to use, preservation, conservation and protection of such resources within the town. The Board shall work on other issues assigned by the Council or Manager.

§ 3.05.017 POWERS AND DUTIES.

The Board shall report to the Town Council and shall have the following powers and duties:

- (A) At the direction of the Council and/or Manager, conduct studies and make recommendations on matters relating to environmental and waterway issues.
- (B) At their request, assist the Council and/or Manager in the resolution of complaints and concerns registered by the town's citizens, governmental agencies, or other entities.
- (C) All Board reports, recommendations, or requests for actions shall be coordinated, when appropriate, with other town boards working through the Manager and Council.
- (D) Because the Board is advisory in purpose, no Board member shall make, or have the authority to make, any contractual or financial obligations or arrangements on behalf of, or for, the town.
- (E) The Board, at its discretion and operating within its budget, may organize and administer Council and/or Manager approved projects related to environmental and waterway activities and events to serve the residents of River Bend. The Board may be asked to organize special events or activities by the Council and/or Manager.
- (F) To engage in activities to further public education and understanding of the importance of waterways and the environment to the community, and voluntary means by which these resources may be protected.

§ 3.05.018 COMPOSITION AND TERMS OF OFFICE.

- (A) There shall be seven (7) members of the Board, to be appointed by the Council for 2-year staggered terms. All members shall serve without compensation. The terms of office shall commence on July 1 and end on June 30, 2 years later, unless appointed to fill a vacancy, in which the term would begin immediately and end when the term was scheduled to end.
- (B) All members shall be residents of the town.

§ 3.05.019 ORGANIZATION AND PROCEDURES.

- (A) At the first regular meeting each year following June 30, the Board shall elect a Chair, Vice Chair and a Secretary. The Secretary need not be a member of the Board. The name and contact information for each officer shall be immediately forwarded to the Town Clerk. Any subsequent change in officers shall also be forwarded to the Town Clerk.
- (B) The Board shall set a date (Ex: 2nd Thursday of each month), time and place to conduct its regular meeting. The schedule of regular meetings for the Board shall be maintained in the Office of Town Clerk.

- (C) The Board shall hold a minimum of 4 scheduled meetings per year. Special meetings may be called by Chair, the Manager, or 2 members of the Board. All meetings of the Board shall be conducted in a public, accessible place. All official meetings of the Board shall be held in a town-owned building or on the town's campus. All meetings shall be open to the public, shall be conducted under the rules of order established by Council, and shall be in accordance with state laws, in particular, the Open Meetings Law. A written agenda shall be prepared and distributed to all Board members and the Liaison at least 48 hours prior to all meetings. Copies of the agenda shall be available to the public at all meetings. A written record of minutes of each meeting shall be kept by the Secretary or, in their absence, a designated person and shall include information on attendance, findings, recommendations, and actions taken by the Board. A draft copy of the minutes shall be provided to the Town Clerk within 10 business days of the meeting. At the next regular meeting of the Board, the draft minutes shall be presented to the Board for official acceptance. Within 10 days of adoption by the Board, a signed copy of the minutes shall be provided to the Town Clerk for retention. In accordance with applicable law, minutes of Board meetings are public record. Board minutes shall be posted on the Town's web page in a manner consistent with the process of posting Town Council minutes.
- (D) A quorum, comprised of more than half the current membership, shall be present at the meeting to take any official action required or authorized by this subchapter. Only appointed Board members are eligible to vote. The Chair is eligible to vote on all matters.
- (E) The Board may adopt by-laws, rules, and other procedures not inconsistent with the town's ordinances and laws of North Carolina, with approval by the Town Manager.
- (F) Pursuant to G.S. § 160D-109, members of appointed boards providing advice to the Town Council shall not vote on recommendations regarding any zoning map or text amendment where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member.
- (G) Any official recommendation, arising out of the Board, shall be submitted in writing to the Town Council through the Board's liaison or the Town Manager.
- (H) Board activities, events, functions (not to include official Board meetings) may be held at non-town owned property or facilities, with the written consent of the property owner, provided that the activity does not conflict with any other provision of the Town's Code of Ordinances.

PLANNING BOARD

§ 3.05.035 ESTABLISHMENT.

A Planning Board (the Board) is hereby created and established.

§ 3.05.036 PURPOSE.

The purpose of the Board is to advise the Town Council (Council) and Manager on planning and zoning issues to include, but not be limited to, establishment or revision of districts, regulation and restriction of the erection, construction, reconstruction, alteration, repair or use of buildings, structures or land in accordance with G.S. § 160D-109. The Board shall work on other issues assigned by the Council or Manager.

§ 3.05.037 POWERS AND DUTIES.

Pursuant to G.S. § 160D-109, the Board shall report to the Town Council and shall have the following powers and duties:

- (A) At the direction of the Council and/or Manager, conduct studies and make recommendations on matters relating to planning and zoning issues.
- (B) At their request, assist the Council and/or Manager in the resolution of complaints and concerns registered by the town's citizens, governmental agencies, or other entities.
- (C) All Board reports, recommendations, or requests for actions shall be coordinated, when appropriate, with other town boards working through the Manager and Council.
- (D) Because the Board is advisory in purpose, no Board member shall make, or have the authority to make, any contractual or financial obligations or arrangements on behalf of, or for, the town.

§ 3.05.038 COMPOSITION AND TERMS OF OFFICE.

- (A) There shall be seven (7) members of the Board, six (6) being appointed by the Council for 2-year staggered terms. The seventh member shall be a citizen living in the town's extraterritorial jurisdiction (ETJ) and shall be appointed by the Craven County Commissioners in accordance with G.S. § 160D-109. All members shall serve without compensation. The terms of office shall commence on July 1 and end on June 30, 2 years later, unless appointed to fill a vacancy, in which the term would begin immediately and end when the term was scheduled to end.
- (B) All town-appointed members shall be residents of the town.
- (C) Only the Craven County Commissioners have the authority to remove the ETJ member from the Board. Any ETJ vacancy shall be filled by the Commissioners.
- (D) All members of the Board shall have equal rights, privileges and duties with regards to all matters within the town's planning and zoning jurisdiction.

§ 3.05.039 ORGANIZATION AND PROCEDURES.

- (A) At the first regular meeting each year following June 30, the Board shall elect a Chair, Vice Chair and a Secretary. The Secretary need not be a member of the Board. The name and contact information for each officer shall be immediately forwarded to the Town Clerk. Any subsequent change in officers shall also be forwarded to the Town Clerk.
- (B) The Board shall set a date (Ex: 2nd Thursday of each month), time and place to conduct its regular meeting. The schedule of regular meetings for the Board shall be maintained in the Office of Town Clerk.
- (C) The Board shall hold a minimum of 4 scheduled meetings per year. Special meetings may be called by Chair, the Manager, or 2 members of the Board. All meetings of the Board shall be conducted in a public, accessible place. All official meetings of the Board shall be held in a town-owned building or on the town's campus. All meetings shall be open to the public, shall be conducted under the rules of order established by Council, and shall be in accordance with state laws, in particular, the Open Meetings Law. A written agenda shall be prepared and distributed to all Board members and the Liaison at least 48 hours prior to all meetings. Copies of the agenda shall be available to the public at all meetings. A written record of minutes of each

meeting shall be kept by the Secretary or, in their absentee, a designated person and shall include information on attendance, findings, recommendations, and actions taken by the Board. A draft copy of the minutes shall be provided to the Town Clerk within 10 business days of the meeting. At the next regular meeting of the Board, the draft minutes shall be presented to the Board for official acceptance. Within 10 days of adoption by the Board, a signed copy of the minutes shall be provided to the Town Clerk for retention. In accordance with applicable law, minutes of Board meetings are public record. Board minutes shall be posted on the Town's web page in a manner consistent with the process of posting Town Council minutes.

- (D) A quorum, comprised of more than half the current membership, shall be present at the meeting to take any official action required or authorized by this subchapter. Only appointed Board members are eligible to vote. The Chair is eligible to vote on all matters.
- (E) The Board may adopt by-laws, rules, and other procedures not inconsistent with the town's ordinances and laws of North Carolina, with approval by the Town Manager.
- (F) Pursuant to G.S. § 160D-109, members of appointed boards providing advice to the Town Council shall not vote on recommendations regarding any zoning map or text amendment where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member.
- (G) Any official recommendation, arising out of the Board, shall be submitted in writing to the Town Council through the Board's liaison or the Town Manager.
- (H) Board activities, events, functions (not to include official Board meetings) may be held at non-town owned property or facilities, with the written consent of the property owner, provided that the activity does not conflict with any other provision of the Town's Code of Ordinances.

COMMUNITY APPEARANCE COMMISSION

§ 3.05.055 ESTABLISHMENT.

A Community Appearance Commission (herein after, the Board) is hereby created and established.

§ 3.05.056 PURPOSE.

The purpose of the Board is to advise the Town Council (Council) and Manager on community appearance issues to include, but not be limited to, enhancing the appearance of the town, making recommendations for planting of trees, shrubs or other planting materials on town owned property including town right-of-ways, and any other matter that affects the overall appearance of the town. The Board shall work on other issues assigned by the Council or Manager.

§ 3.05.057 POWERS AND DUTIES.

The Board shall report to the Town Council and shall have the following powers and duties:

- (A) At the direction of the Council and/or Manager, conduct studies and make recommendations on matters relating to community appearance issues.
- (B) At the request of the Council and Manager, assist in the resolution of complaints and concerns registered by the town's citizens, governmental agencies, or other entities.

- (C) All Board reports, recommendations, or requests for actions shall be coordinated, when appropriate, with other town boards working through the Manager and Council.
- (D) Because the Board is advisory in purpose, no Board member shall make, or have the authority to make, any contractual or financial obligations or arrangements on behalf of, or for, the town.
- (E) The Board, at its discretion and operating within its budget, may organize and implement Council and/or Manager approved projects related to community appearance. The Board may be asked to conduct special projects or activities by the Council and/or Manager.

§ 3.05.058 COMPOSITION AND TERMS OF OFFICE.

- (A) There shall be seven (7) members of the Board, to be appointed by the Council for 2-year staggered terms. All members shall serve without compensation. The terms of office shall commence on July 1 and end on June 30, 2 years later, unless appointed to fill a vacancy, in which the term would begin immediately and end when the term was scheduled to end.
- (B) All members shall be residents of the town.

§ 3.05.059 ORGANIZATION AND PROCEDURES.

- (A) At the first regular meeting each year following June 30, the Board shall elect a Chair, Vice Chair and a Secretary. The Secretary need not be a member of the Board. The name and contact information for each officer shall be immediately forwarded to the Town Clerk. Any subsequent change in officers shall also be forwarded to the Town Clerk.
- (B) The Board shall set a date (Ex: 2nd Thursday of each month), time and place to conduct its regular meeting. The schedule of regular meetings for the Board shall be maintained in the Office of Town Clerk.
- (C) The Board shall hold a minimum of 4 scheduled meetings per year. Special meetings may be called by Chair, the Manager, or 2 members of the Board. All meetings of the Board shall be conducted in a public, accessible place. All official meetings of the Board shall be held in a town-owned building or on the town's campus. All meetings shall be open to the public, shall be conducted under the rules of order established by Council, and shall be in accordance with state laws, in particular, the Open Meetings Law. A written agenda shall be prepared and distributed to all Board members and the Liaison at least 48 hours prior to all meetings. Copies of the agenda shall be available to the public at the meeting. A written record of minutes of each meeting shall be kept by the Secretary or, in their absence, a designated person and shall include information on attendance, findings, recommendations, and actions taken by the Board. A draft copy of the minutes shall be provided to the Town Clerk within 10 business days of the meeting. At the next regular meeting of the Board, the draft minutes shall be presented to the Board for official acceptance. Within 10 days of adoption by the Board, a signed copy of the minutes shall be provided to the Town Clerk for retention. In accordance with applicable law, minutes of Board meetings are public record. Board minutes shall be posted on the Town's web page in a manner consistent with the process of posting Town Council minutes.

- (D) A quorum, comprised of more than half the current membership, shall be present at the meeting to take any official action required or authorized by this subchapter. Only appointed Board members are eligible to vote. The Chair is eligible to vote on all matters.
- (E) The Board may adopt by-laws, rules, and other procedures not inconsistent with the town's ordinances and laws of North Carolina, with approval by the Town Manager.
- (F) Pursuant to G.S. § 160D-109, members of appointed boards providing advice to the Town Council shall not vote on recommendations regarding any zoning map or text amendment where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member.
- (G) Any official recommendation, arising out of the Board, shall be submitted in writing to the Town Council through the Board's liaison or the Town Manager.
- (H) Board activities, events, functions (not to include official Board meetings) may be held at non-town owned property or facilities, with the written consent of the property owner, provided that the activity does not conflict with any other provision of the Town's Code of Ordinances.

§ 3.05.070 APPOINTMENT/REMOVAL TO BOARD

- (A) No appointment to fill a vacancy on an Advisory Board shall be made until the vacancy has been advertised for at least 2 weeks. Applicants are encouraged to attend the Council meeting where their consideration of appointment is scheduled, whereby they will be introduced to the Council.
- (B) The following application procedure shall be followed by all applicants:
 - (1) Any person interested in appointment to an Advisory Board shall complete and submit an Advisory Board Application.
 - (2) Before being considered for appointment, an applicant must have attended at least 1 meeting of the Advisory Board they request to be appointed to.
 - (3) All applications for appointment will be reviewed by the Advisory Board. The Advisory Board shall consider all applicants and submit a recommendation for appointment to the Town Council.
 - (4) The Advisory Board Liaison shall submit the appointment recommendation to the Town Council.
- (C) Advisory Board members may resign at any time for any reason. All resignations must be immediately reported in writing or via email to the Town Manager by the Chair, or Liaison. Once a member's resignation becomes effective, that member may only be considered for reappointment following the procedure described herein.
- (D) The Council may remove a Board member, at its discretion, by vote in an open meeting. A Board member who misses 3 consecutive meetings without being excused by the Board shall be considered to have resigned membership in the Board.

- (E) Council members may not serve on an Advisory Board. Upon appointment or election to the Council, an Advisory Board member shall immediately resign from the Advisory Board or be removed from the Advisory Board by a vote of the Council.

ADVISORY BOARD LIAISON

§ 3.05.080 ESTABLISHMENT.

An Advisory Board Liaison Section is hereby created and established.

§ 3.05.081 PURPOSE

As codified in Chapter 3.05 of the Town Code of Ordinances, the Town of River Bend has multiple Advisory Boards. In addition to the Advisory Boards listed therein, the town may also have other groups that function in roles similar to an Advisory Board (such as Community Watch, Board of Adjustment, etc.). Also, from time to time, the Town Council (Council) may create a special committee to address a particular topic. A member of Council may be appointed to serve as liaison for such groups (Board). Liaison appointments are only made by an official action of Council. The purpose of this section is to define the role of a liaison.

§ 3.05.082 ROLE OF LIAISON

- (A) A Council-appointed liaison is not a member of the Board. Rather, the liaison is a resource to support the Board in the completion of its assigned duties, subject to the following guidelines:
 - (1) A liaison has no authority to supervise or manage the Board. The liaison shall not take part in any votes or decision making of the Board.
 - (2) Generally put, a liaison shall not attempt to influence the work or recommendations of the Board. More specifically, a liaison shall not take part in the Board's deliberations or discussions unless:
 - a) The Board requests the liaison's participation in a particular discussion. The liaison's input shall represent the position of Council, or the liaison shall identify their input as representing their personal opinion.
 - b) The liaison determines that he/she must speak up in order to remind the Board of Council's directives, town policies, the Open Meetings Law, public records requirements or other specific information which may be necessary to prevent the Board from taking inappropriate action.
- (B) The liaison shall be mindful that the Board is only taking action or doing work that is within the Board's Power and Duties as outlined herein or as otherwise prescribed by Council. If such a deviation occurs, the liaison shall notify the Board's Chairperson. If such deviations continue, the liaison shall notify the Mayor, Council and Town Manager.
- (C) The liaison shall serve as the conduit between the Council and the Board. The liaison shall bring to the Council any requests from the Board, such as, but not limited to, the following:
 - (1) Questions about the Board's scope of work.
 - (2) Requests from the Board to change the Board's scope of work.
 - (3) Requests of town resources to further the Board's work.

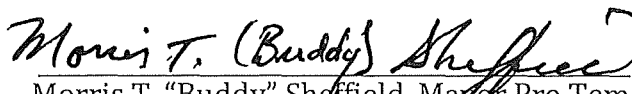
- (4) Recommendations from the Board to the Council. All recommendations from a Board shall be provided in writing and signed by the Board's Chairperson. The liaison shall follow the town's agenda policy for placing the recommendation on the next Council agenda. Similarly, the liaison shall bring to the Board any directions, requests, or concerns from the Council.
- (D) The liaison should attend all regular meetings of the Advisory Board. When they cannot, they should notify their back-up and the back-up should attend. The liaison shall stay informed of Board activity/action by attending Board meetings or conferring with its members. The liaison shall update the Council at least quarterly (per fiscal year) on the work of the Board by submitting a written report of Board actions. The report shall be included in the Council's regular meeting agenda packet during the months of October, January, April and July. Such reports shall represent the Board's action during the previous quarter.

§ 3.05.083 BOARD OVERSIGHT

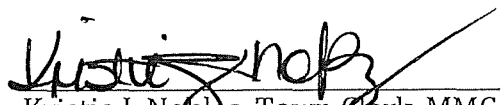
- (A) If a Board member or member of the public feels that there is an issue with the operations of the Board, they may speak to the liaison about their concern, in an effort to seek a remedy or clarification.
- (B) If the liaison is unable to resolve the issue, the liaison shall bring the issue to the Mayor, Mayor Pro-Tem and Town Manager for discussion and possible further action. If the issue requires Council action, the Mayor or Mayor Pro-Tem shall bring the issue to the Council by following the town's agenda policy.
- (C) If a liaison feels that there is an issue with the operations of the Board, they shall speak to Board's Chairperson. If the issue is not resolved, the liaison shall bring the issue to the Council for consideration by following the town's agenda policy.

This Ordinance shall be in full force and effect upon its adoption.

Adopted this the 10th day of October, 2024


Morris T. "Buddy" Sheffield, Mayor Pro Tem

ATTEST:


Kristie J. Nobles, Town Clerk, MMC

TRAFFIC CONCERNS
CANEBRAKE LANE AT CANEBRAKE
DRIVE
RIVER BEND, NC



SEPTEMBER 2024
REPORT COMPLETED BY:
RIVER BEND POLICE DEPARTMENT
SGT. S.M. FELL

Table of Contents

Complaint History	Page 3
Prior History	Page 3
Geography and Demographics	Page 4
Speed Study Defined	Page 5
Speed Survey Results	Page 5
Recommendations	Page 6
Speed Survey Results Printouts	Page 7
Additional Calming Devices	Page 10

Complaint History:

On September 16, 2024, a phone call to the River Bend Police Department was received from the River Bend Public Works Department in reference to speed bumps being placed in the roadway of the Canebrake Dr. area.

Upon investigation of the speed bumps, it was observed that there were two (2) sets of speed bumps placed in the roadway. One set was located at the intersection of Canebrake Ln. and Canebrake Dr. The second set was in or around the intersection of Canebrake Dr. and Stillwater Ct.

Officers spoke to citizens within the Canebrake community and discovered that residents took it upon themselves to purchase and place the speed bumps on their street due to several residents in the area and delivery personal speeding on their road. Upon speaking to the citizens further about the issue, the main complaint appeared to be traffic speeding around the turn on to Canebrake Dr. from Canebrake Ln.

The speed bumps were removed by the citizens upon request.

Prior History:

There are no known crashes that have occurred with this community.

There has not been any complaints of traffic violations reported in the past that could be located in RMS.

Geography and Demographics of Canebrake:

- The Canebrake community is made up of 29 residential homes
- The posted speed limit is currently 25 M.P.H.
- Canebrake Ln. is 177 feet long
- Majority of residents in the Canebrake community are over the age of sixty (60)
- This is a very active community among neighbors interacting with each other by walking to various events they host each week within the community
- The residents can be found daily walking for exercise
- The Canebrake community does not have sidewalks
- There are approximately five (5) children living in the community
- The youngest children are between four (4) and five (5)
- There are no outlets to Canebrake
- There is only one (1) entry and exit to the community
- The two (2) youngest children reside at the intersection of Canebrake Ln. and Canebrake Dr.
- The children ride their bicycle in the roadway

What is a Speed Study:

A speed study is an analysis of the speeds at which vehicles are traveling on a particular road or section of road. This type of study is typically conducted by local or state transportation agencies in order to identify areas where speeding is a problem and to develop strategies for addressing the issue. Speed studies can be used to assess the effectiveness of speed limit enforcement, engineering solutions (such as speed bumps), and public education campaigns.

One of the traditional methods for conducting a speed study is to use a radar gun to measure the speeds of passing vehicles, but this requires the time of personnel.

Speed studies are important tools for transportation planners and engineers, as they can help identify areas where speeding is a problem and where safety improvements are needed.

Speed Survey:

A speed study was conducted the week of September 16th through September 20th, 2024.

The results of the speed study shows that four (4) vehicles were between 16-20 miles per hour (MPH). One (1) vehicle was travelling 26-30 MPH. These vehicles were recorded on the All Traffic Solutions radar calming device while making a right turn from Canebrake Ln. onto Canebrake Dr.

During this speed study, there were 101 vehicles that made the right turn from Canebrake Ln. onto Canebrake Dr. The peak travel times were between 1400 to 1800 hours during the day.

The speed study results are attached to this report.

Recommendations:

After the speed study results were gathered, lengthy discussions with traffic specialists held, and on-scene observations of the Canebrake roadway; the River Bend Police Department makes the following recommendations.

The recommendations made are the least intrusive to the community, easiest to enforce and can take place quickly without high cost to the town.

The first recommendation is to start with one (1) stop sign on the Canebrake Ln. at Canebrake Dr. This will force drivers to reduce speed and stop prior to making the right turn on to Canebrake Dr.

Canebrake Ln. is 177 feet long from Shoreline Dr. to Canebrake Dr. The Average car in the United States is 14 feet and 7 inches. This would allow approximately eleven (11) vehicles to fit in that span or several school buses. The prospect of a traffic buildup that would cause any influence of traffic on Shoreline Dr. would be highly improbable.

The second recommendation would be to place a "Slow, Children at Play" sign on Canebrake Ln. The sign location would be approximately halfway between Shoreline Dr. and Canebrake Dr. facing the entrance of the community.

+



Imagery ©2024 Airbus, Map data ©2024 Google 20 ft



Canebrake Dr



Directions



Save



Nearby



Send to
phone



Share



River Bend, NC 28562

Intersection
of
concern

Canebrake Dr
Canebrake Lane

ITEM 6

Canabake

Start: 2024-09-13

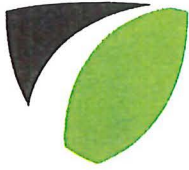
End: 2024-09-19

Times: 0:00:00-23:59:59

Speed Bins: Size 5, Range 1 to 150

Time View: By Hour (Total Volumes)

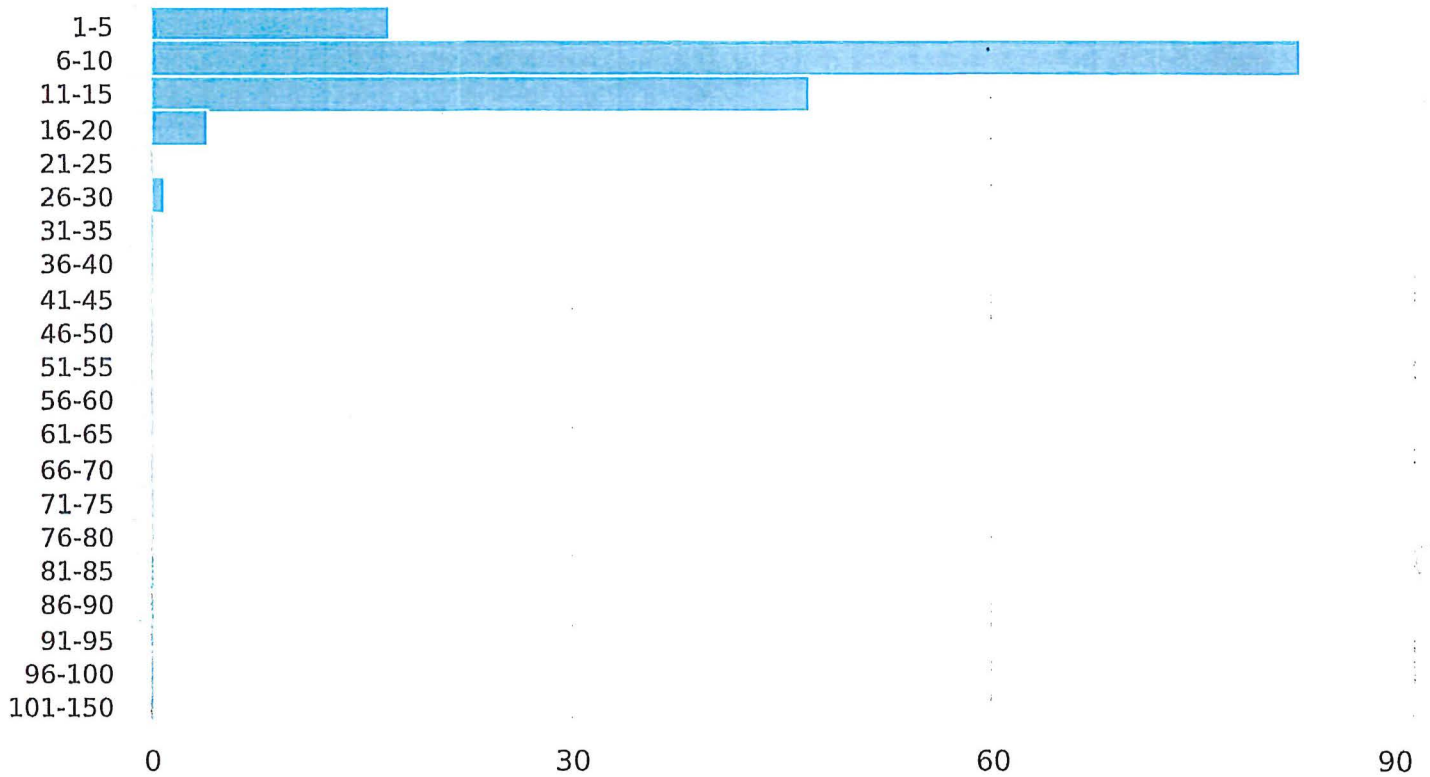
Time	1 to 5	6 to 10	11 to 15	16 to 20	21 to 25	26 to 30	31 to 35	36 to 40	41 to 45	46 to 50	51 to 55	56 to 60	61 to 65	66 to 70	71 to 75	76 to 80	81 to 85	86 to 90	91 to 95	96 to 100	101 to 150	Avg Speed	Total
0:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
1:00	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	13.0	1
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
3:00	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10.0	1
4:00	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8.0	1
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
6:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
7:00	0	5	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8.5	6
8:00	1	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9.0	5
9:00	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8.7	3
10:00	1	4	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8.7	7
11:00	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10.7	3
12:00	0	3	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10.6	5
13:00	2	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9.5	8
14:00	1	10	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9.2	17
15:00	0	8	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9.9	12
16:00	2	9	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9.9	21
17:00	0	10	6	2	0	1	?	0	0	0	0	0	0	0	0	0	0	0	0	0	0	11.4	19
18:00	8	12	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6.8	23
19:00	1	6	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8.7	9
20:00	1	4	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9.1	7
21:00	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12.0	2
22:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
23:00	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12.0	1
Total	17	82	47	4	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9.3	151



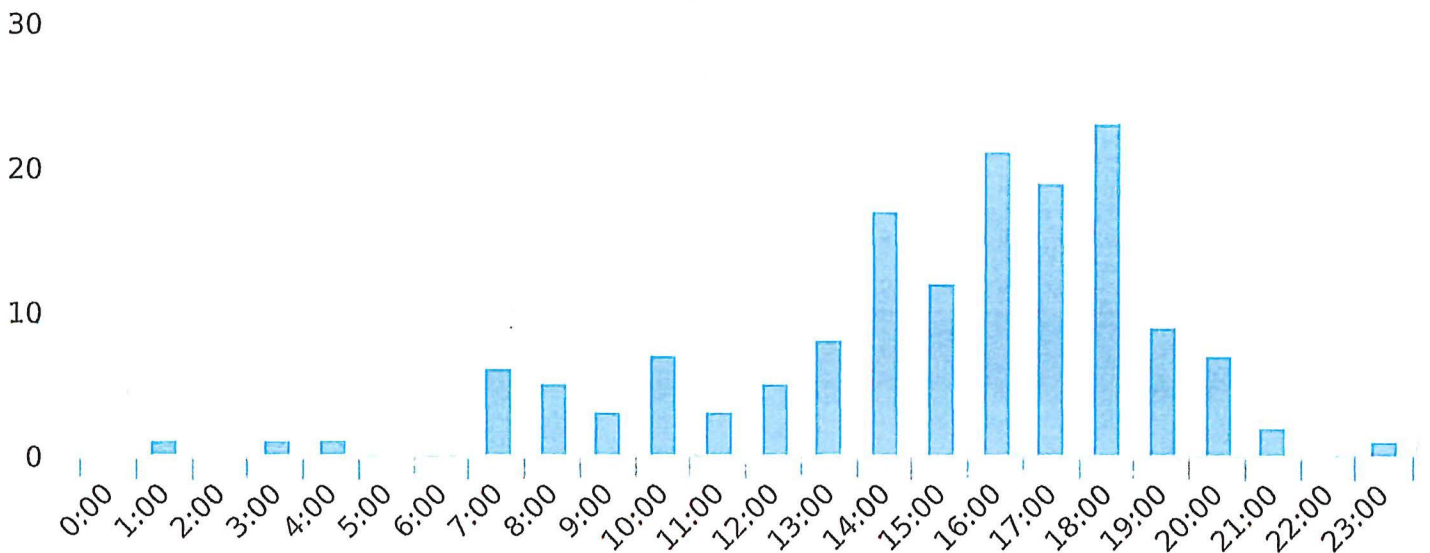
Start: 2024-09-13
End: 2024-09-19
Times: 0:00:00-23:59:59

Speed Bins: Size 5, Range 1 to 150
Time View: By Hour (Total Volumes)

Total Volume by Speed Distribution



Volume over Time



Why does that speed limit sign say 19 ½ mph?

May 4, 2023 by Katie Anastas, KTOO



A sign at the airport tells drivers to go no faster than 19 1/2 mph.
(Katie Anastas/KTOO)Audio Player

00:00
00:00

On a rainy afternoon at the Airport Dike Trail, Laura Minne is walking her dog, Bodhi. Over on the airport side of the fence, a

speed limit sign tells drivers to go no faster than 19 1/2 miles per hour.

When asked if she has a theory for why it's such a specific number, Minne laughs.

"I can only imagine," she says. "Whoever did it has to be pretty wonderful to have that humor."

Airport Manager Patty Wahto says that person was a member of the airfield crew several years ago. The idea was to get the attention of the many workers who were driving faster than the actual speed limit of 20 mph.

"When the 20 mph signs were posted, you could ask people what the speed limit was," Wahto wrote in an email. "They would either answer that they didn't know, or that they didn't think there was a speed limit posted."

Studies show drivers [remember fewer details](#) about routes they're more familiar with. Dwight Hennessy is a professor at Buffalo State University who studies traffic psychology.

"The reality is, we can't pay 100% perfect, focused attention on everything all the time," Hennessy said. "If you have a monotonous environment, where everything is the same, breaking it up grabs our attention. We're more likely to process things once we've paid attention to them."

That's why the 19 1/2 sign works, he said. It stands out, which makes drivers think about the speed limit more.

Time will tell whether the temporary speed limit and radar signs will reduce wintertime crashes on Egan. But, at the airport, the 19 1/2 sign seems to be doing the trick.

The Science and Safety of Speed Limits



In the past week or so I've driven past two speed limit signs that particularly caught my attention. I was able to get a photo of one of them (pictured above.) Not 10 mph or even 15 mph. 13.

That's odd, I said aloud to myself.

ITEM 6

Then I got to wondering ... Is the speed limit set 13 mph because of speed and safety risks (acceptable at 10 mph, but too dangerous at 15 mph), or because of the psychology of using an uncommon number. Is the posted speed limit set to a different number to catch our attention and, thereby encourage us to be mindful of our speed?

Why Install an All-Way Stop?

An all-way stop is an effective and cost-efficient way to improve the safety of an intersection and reduce the risk of serious crashes. Converting intersections into all-way stops has been shown to reduce fatalities and injuries by 77 percent.

The N.C. Department of Transportation recommends an all-way stop only after a thorough evaluation of the intersection. That evaluation includes an analysis of the traffic volumes, crash history, sight distance and a field investigation.

Benefits of an All-Way Stop

- [Improves safety](#) while causing a minimal increase in travel time.
- Reduces the need for drivers to wait until there is a safe gap in opposing traffic.
- Are more predictable compared to traffic signals.
- Can serve as a temporary solution until a permanent improvement, such as a roundabout, can be funded and constructed.
- Are more cost-effective than other types of safety projects.

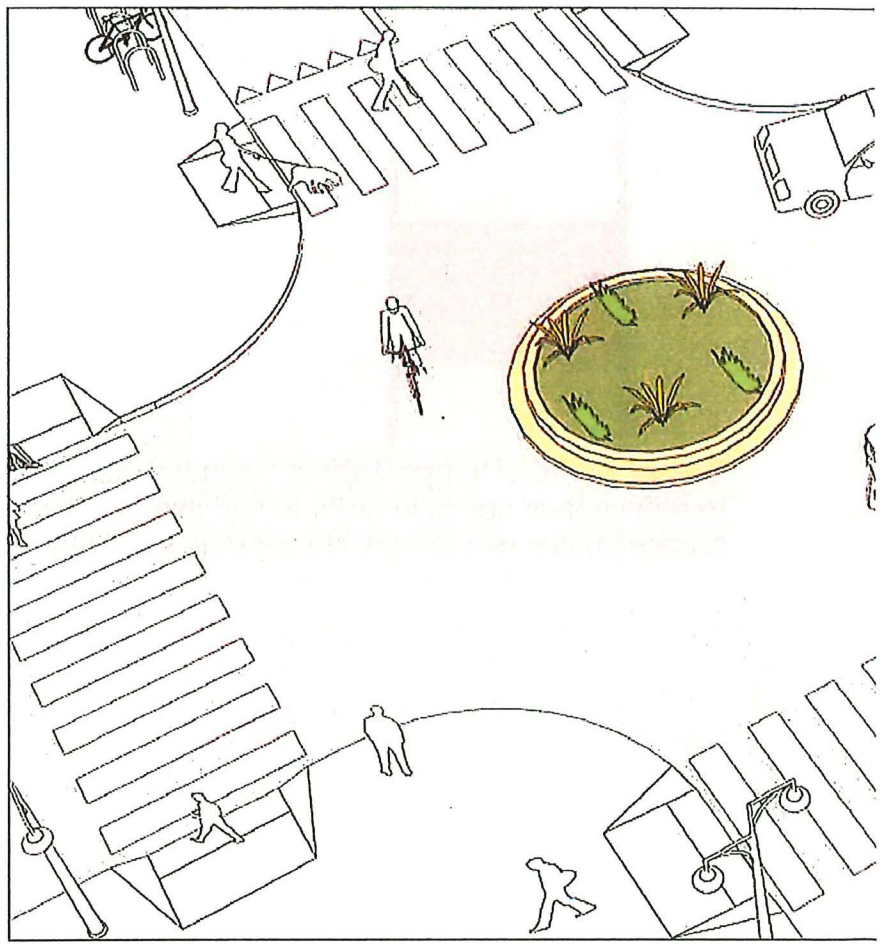
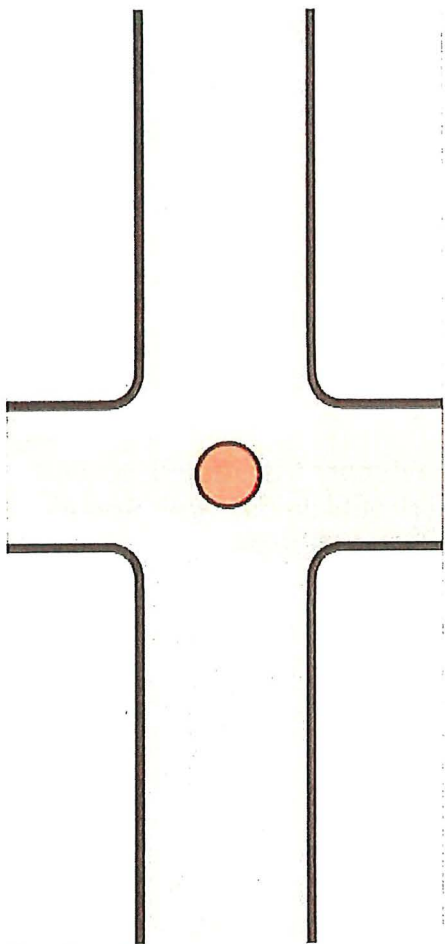
Top 5 benefits of speed bumps

- Speed bumps as speed limit controllers.
- Speed bumps as speed controllers for drivers' and pedestrians' safety.
- Speed bumps as traffic controllers.
- Speed bumps for traffic calming control.
- Speed bumps as a regulator of the parking area.
- Speed bumps as a savior during the slippery winter.

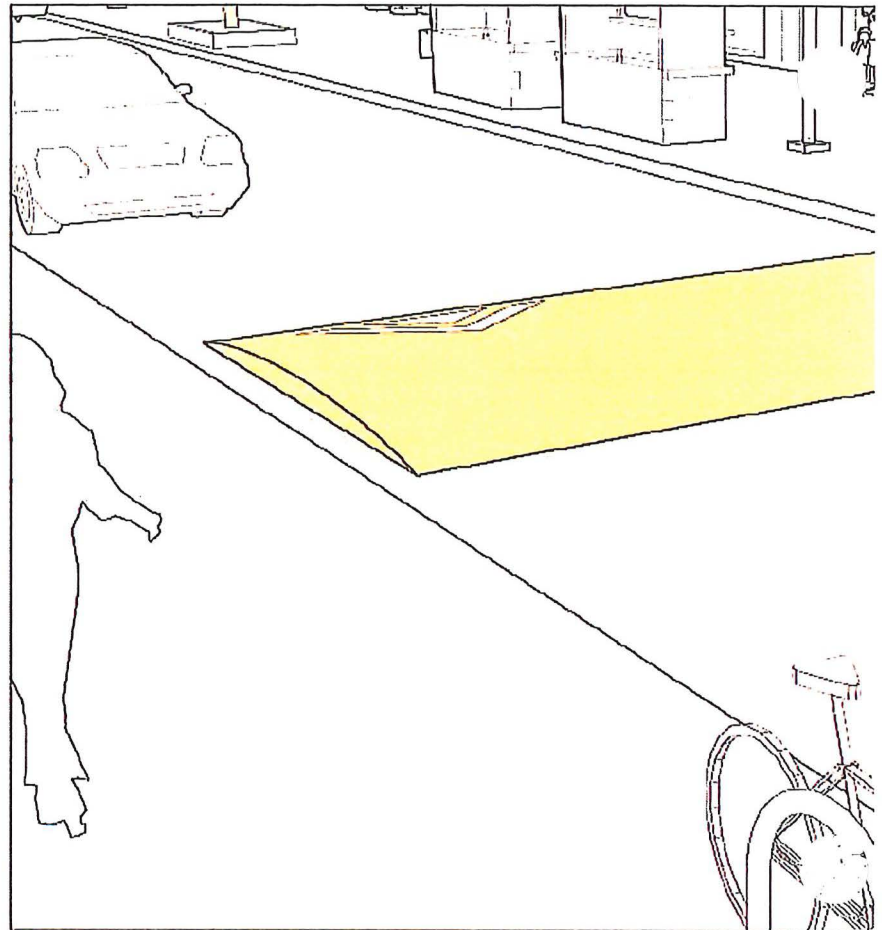
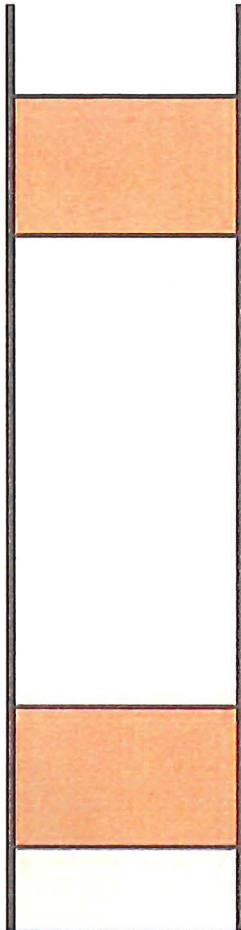
Learn more about traffic calming measures, besides police enforcement, that help slow traffic and increase safety. Sources: [Global Designing Cities Initiative](#) & [SMATS Traffic Calming Measures](#)

About

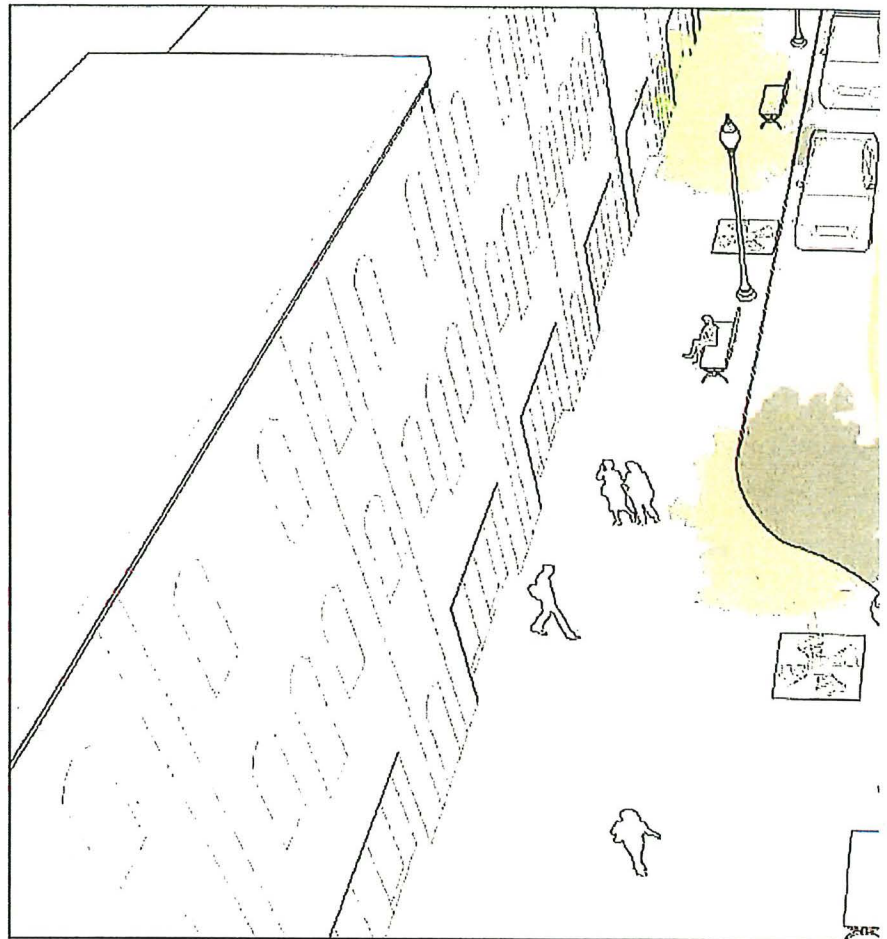
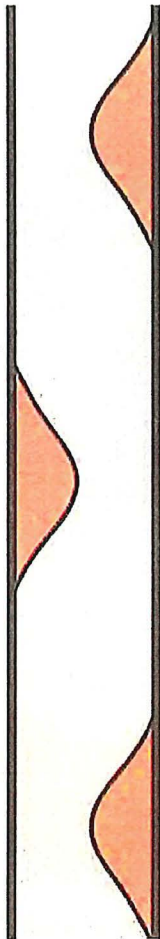
- Ended on Jun 30, 2023
- 1 participant
- 5 phases
- Share



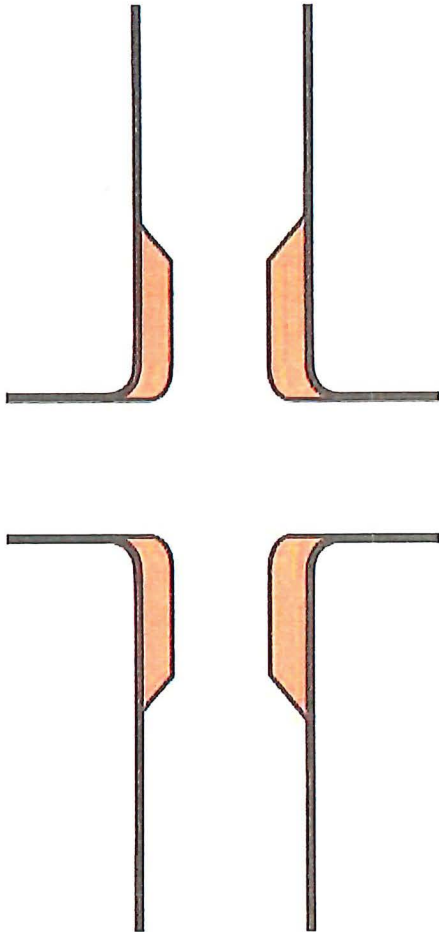
Traffic Circles Add a round center island to intersections. Drivers must slow down and change directions to navigate. These circles require drivers to slow down and pay attention to their surroundings in order to maneuver around them. Traffic circles create pedestrian crossing and landscaping opportunities, making them ideal for busier residential roads with traffic cut-through and higher speeds. Traffic circles are NOT roundabouts.



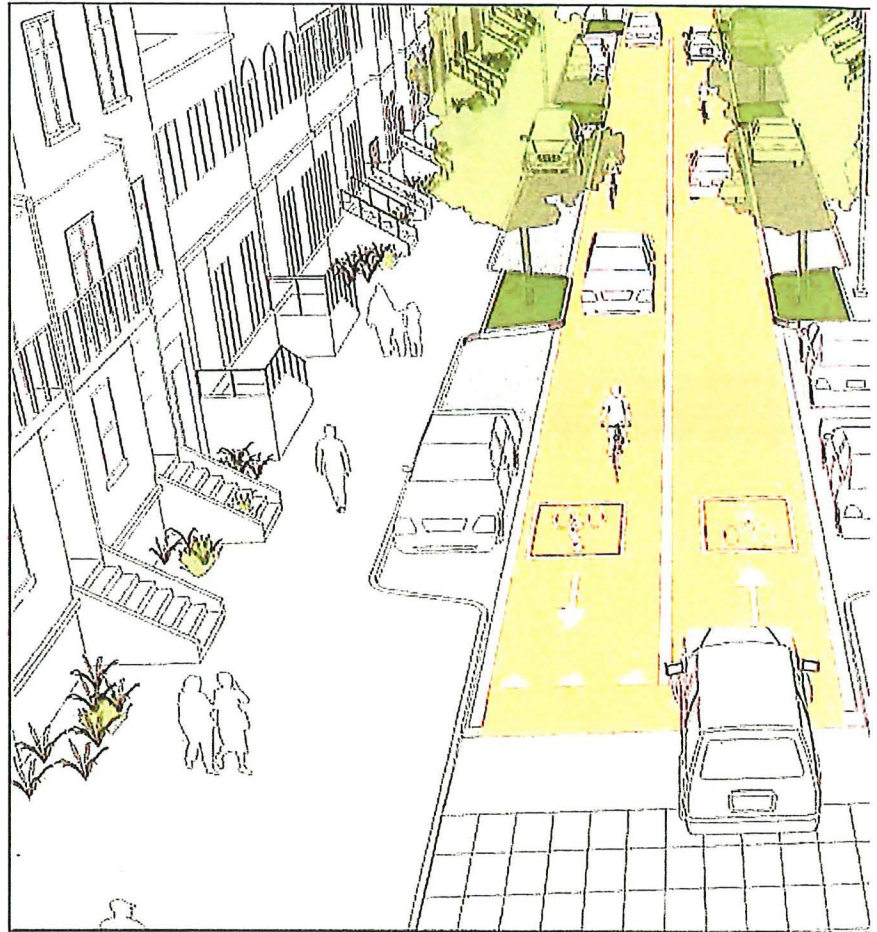
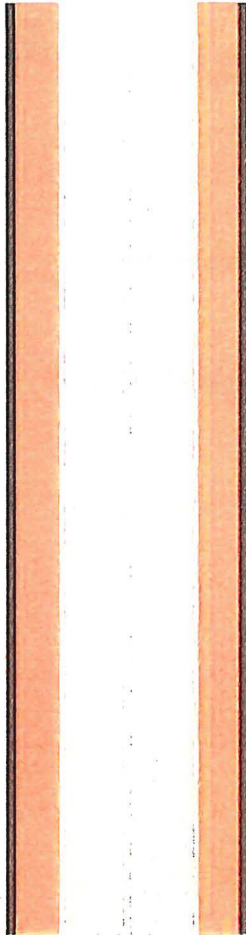
Speed Bumps/Humps/Tables Rounded, raised areas of pavement that require drivers to reduce their speed in order to maintain comfort and prevent vehicle damage. Speed bumps/humps can reduce the average speed by 10-25% between humps.



Chicanes Pairs of bump outs that introduce curves into otherwise straight roads and encourage people to drive 10-30 percent slower as they weave through them. This requires motorists to steer back and forth in order to navigate the road, causing speed reductions and more cautious driving. Chicanes work best on low volume roadways with lower speed limits, making them ideal for residential neighborhoods.



Bump Outs Strategically narrow streets and intersections to encourage people to slow down. Additionally, bump outs reduce pedestrian crossing distances. Check out the intersection of Paint Street and Second Street to see these in person.



Lane narrowing can be accomplished through widening of sidewalks, creating bicycle lanes, landscaping, or inserting raised medians in the center of the roadway. Narrow lanes encourage driver alertness, and cause motorists to slow down in order to increase driving comfort. Narrowed lanes also contribute to residential areas by providing more room for pedestrian activity and greener streets.

MOST ORDERS SHIP WITHIN 24 HOURS
951-291-0957 (TEL:951-291-0957)

River Bend Town Council
Oct. 10, 2024
Work Session Minutes
Page 40 of 43

19



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SKU: CSPD001-025

25mph Flashing Speed Limit Sign

\$899.99

Shipping Weight: 12.00 pounds

Quantity In Basket: None

SHEETING OPTIONS:

- ☐ Engineer Grade
- ☐ Diamond Grade + \$50.00

ITEM 6

CONFIGURATION OPTIONS:

☐ Standard Battery & Solar Panel (Timer Included)

River Bend Town Council
Oct. 10, 2024
Work Session Minutes
Page 41 of 43

Qty

-	1	+
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[ADD TO CART](#)[ADD TO WISH LIST](#)

DESCRIPTION

+

Our Solar LED Flashing Speed Limit Sign (MPH) is a bright and energy efficient traffic sign that is built for durability and will increase driver awareness wherever it is placed! Made to MUTCD specifications and includes a 5W solar panel, junction box (with built-in rechargeable battery), MPH sign and mounting brackets. An ideal addition to school zones, shopping centers and other high-risk areas!

Product Specifications:

- **TYPE:** 25mph Solar Traffic Safety Sign
 - **CODE:** CSPD001-025
 - **MUTCD CODE:** R2-1
 - **SOLAR PANEL:** 12V, 5W monocrystalline silicone
 - **BATTERY:** Lithium battery 12V/7200mAh
 - **BATTERY SPAN:** 3-5 years
 - **WORKING TIME:** After one full charge, 5-7 consecutive days
 - **WORKING MODE:** 24/7 or Dusk to Dawn
 - **OPTIONAL:** Timer activation (+\$100)
 - **VISIBLE DISTANCE:** >2500 feet
 - **DIMENSIONS:**
 - **PRODUCTS:** 18" (W) x 24" (H) inches (rectangle)
 - **SHIPPING:** 26" (W) x 26" (H) x 6" (D) inches
 - **WEIGHT:** 10lbs (without junction box)
 - **SIGN COLOR:** White
 - **LED LIGHT COLOR:** White
 - **REFLECTIVE SHEETING:**
 - **STANDARD:** Engineer grade reflective sheeting
 - **OPTION:** Diamond grade
 - **MUTCD COMPLIANT**
 - **OTHER SPEEDS AVAILABLE**
 - **WARRANTY:** 3 Year Full Warranty
- *STANDARD HARDWARE: FITS 3" to 4" DIAMETER POSTS*

INCLUDES:

- Solar panel + Junction box -holds motherboard and rechargeable battery
- Sign
- Mounting hardware

ITEM 6

The CSPD001-020 adheres to the MUTCD standards found within MUTCD guidelines Section 2A.07 for Retro-reflectivity and Illumination

- Illumination of a sign by Light emitting diodes (LEDs)
- Sign Element to be Illuminated: (1) Symbol or word message (2) Portions of the sign border
- LED's are placed within 1 border unit of border
- LED's are same color as sign background
- LED's are within 1/4" in width
- LED's flashing at a rate of 50 times per minute
- Background of sign is standard 3M reflective engineering grade material

DOWNLOAD PRODUCT SHEET (<http://ledlighting-solutions.com/PDF/CSPD001-025.pdf>).

DOWNLOAD INSTALL INSTRUCTIONS (http://ledlighting-solutions.com/PDF/Sign_Install_Instructions.pdf).

REVIEWS

DOCUMENTS

(https://ledlighting-solutions.com/PDF/Sign_Warranty.pdf).

(https://ledlighting-solutions.com/PDF/Sign_Warranty.pdf).

(https://ledlighting-solutions.com/PDF/Sign_Warranty.pdf).

(https://ledlighting-solutions.com/PDF/Sign_Warranty.pdf).

(https://ledlighting-solutions.com/PDF/Sign_Warranty.pdf).

RELATED PRODUCTS

(https://ledlighting-solutions.com/PDF/Sign_Warranty.pdf).

(https://ledlighting-solutions.com/PDF/Sign_Warranty.pdf).

(https://ledlighting-solutions.com/PDF/Sign_Warranty.pdf).

(https://ledlighting-solutions.com/PDF/Sign_Warranty.pdf).

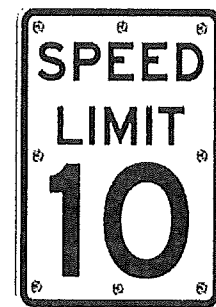
(https://ledlighting-solutions.com/PDF/Sign_Warranty.pdf).

(https://ledlighting-solutions.com/PDF/Sign_Warranty.pdf).

(<https://ledlighting-solutions.com/10mph-speed-limit-sign.html>).

(<https://ledlighting-solutions.com/10mph-speed-limit-sign.html>).

(<https://ledlighting-solutions.com/10mph-speed-limit-sign.html>).



(<https://ledlighting-solutions.com/5mph-speed-limit-sign.html>).

5mph Flashing Speed Limit Sign

(<https://ledlighting-solutions.com/5mph-speed-limit-sign.html>).

(<https://ledlighting-solutions.com/10mph-speed-limit-sign.html>).

(<https://ledlighting-solutions.com/10mph-speed-limit-sign.html>).

(<https://ledlighting-solutions.com/10mph-speed-limit-sign.html>).

(<https://ledlighting-solutions.com/10mph-speed-limit-sign.html>).

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(<https://ledlighting-solutions.com/10mph-speed-limit-sign.html>).

(<https://ledlighting-solutions.com/10mph-speed-limit-sign.html>).

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ITEM 6

\$899.99

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10mph Flashing Speed Limit Sign

[\(https://ledlighting-](https://ledlighting-solutions.com/10mph-speed-limit-sign.html)[solutions.com/10mph-speed-limit-](https://ledlighting-solutions.com/10mph-speed-limit-sign.html)[sign.html](https://ledlighting-solutions.com/10mph-speed-limit-sign.html)

\$899.99

Town Council
Oct. 10, 2024
Work Session Minutes
Page 43 of 43

This speed limit sign is a solar flashing sign that acts as a warning signal to oncoming drivers to be aware of the current speed limit to abide by. Using flashing traffic signage helps avoid and prevent fatal car crashes, severe injury, and vehicle damage. The bright blinking lights intensify and augment visibility at all times (both day and night) and under all weather conditions. Our solar powered LED blinking sign is visible from more than 2500 feet away. Increased visibility ensures increased driver and pedestrian safety. Our solar powered stop sign uniquely combines an aluminum alloy board and a solar board, in order to maximize durability, functionality, and efficiency. Due to the fact that this product is solar powered it has the ability to run and function in any area with adequate sunlight.

[LEDLIGHTING-SOLUTIONS.COM](https://ledlighting-solutions.com)

42410 WINCHESTER RD
TEMECULA, CA 92590

7355 GRAHAM DR
FAIRBURN, GA 30213

951-644-2325 (TEL:951-644-2325).

EMAIL US ([HTTPS://LEDLIGHTING-SOLUTIONS.COM/CONTACT-US.HTML](https://ledlighting-solutions.com/contact-us.html)).

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**River Bend Town Council
Regular Meeting Minutes
October 17, 2024
Town Hall
7:00 p.m.**

Present Council Members: Mayor Pro Tempore Buddy Sheffield
Lisa Benton
Jeff Weaver
Brian Leonard

Absent Council Member: Barbara Maurer

Town Manager: Delane Jackson
Police Chief: Sean Joll
Finance Director: Mandy Gilbert
Town Clerk: Kristie Nobles
Town Attorney: David Baxter

Members of the Public Present: 28

CALL TO ORDER

Mayor Pro Tempore Sheffield called the meeting to order at 7:00 p.m. on Thursday, October 17, 2024, at the River Bend Town Hall with a quorum present.

RECOGNITION OF NEW RESIDENTS

John Nelson – 103 Compass Court – stated that he had recently moved to town from Raleigh, North Carolina and is an engineer.

VOTE – APPROVAL OF AGENDA

Councilman Weaver motioned to approve the agenda as presented. The motion carried unanimously.

ADDRESS TO THE COUNCIL

James Crozier – 33 Pier Pointe – addressed the Council with concerns for the water quality he receives at his home. He also requested that the town do more research on the type of water system the town received bids for.

James Myers – 111 Portside Lane – addressed the Council with concerns regarding the quality and discoloration of the water at his residence.

PUBLIC COMMENT

Rob Clymore – 106 Sextant Court – asked the Council when the test results will be available from the testing. He asked what is being done to verify the Water Treatment Plans cost, to clean and replace the media filter. He asked that a forensic financial audit be completed to make sure this is on the up and up.

Jim Gadwell – 202 Outrigger – stated that he had the brown water problem figured out, to flush the water before use. He asked the Council when will there be a question and answer time and Mayor Pro Tem Sheffield informed him that this was a time for him to express his concerns.

Noreen Fitzgerald – 316 Lochbridge – expressed concerns for the quality of water at her residence and stated she has spent a lot of money on a water filtration system and replacing appliances due to the quality of the water.

CONSENT AGENDA

The Mayor Pro Tem presented the Council with the Consent Agenda. *Councilman Sheffield moved to approve the Consent Agenda as presented. The motion carried unanimously.* Within this motion, the following items were approved:

A. Approve:

*Minutes of the Sept. 12, 2024, Work Session Meeting
Minutes of the Sept. 19, 2024, Regular Council Meeting*

TOWN MANAGER'S REPORT

The Manager gave the following updates:

- There has been a water quality survey posted on the town's website and has had 96 entries.
- The nationwide EPA mandate on the pipe inspections from the meters to the homes has been completed and there are an estimated 12 homes that have galvanized lines that aren't owned by the town.
- The two new police cars that were approved with the FY24-25 Budget are in. They will need to be outfitted with police equipment.
- WTP Grant Supplemental Grant has been completed and it will be December before the approvals are announced.

Police Chief Joll stated that the National Night Out is October 18, 2024, and there are an estimated 45 vendors registered.

ADMINISTRATIVE REPORTS

PARKS & RECREATION – Councilman Weaver

Councilman Weaver stated that Parks and Recreation met on October 2 at 6:30 in the Municipal Building. He stated that the Veterans Day event will be held on November 11, 2024 at 1:00 p.m. at the Municipal Building and that the board has some vacancies along with a volunteer list for anyone who wishes to volunteer without being on the board.

RIVER BEND COMMUNITY ORGANIC GARDEN

Councilman Weaver gave the following report:

The fall garden is comprised of five rows. There is still a lot of activity but it will slow down when the weather gets cold. The garden will be open with limited hours during the winter. Garden volunteers worked 127 hours in September for a YTD total of 1751 hours. The harvest for September totaled 175 pounds. Workdays will continue on alternate Saturdays in October. Volunteers can also sign-up on the daily calendar. The next meeting is scheduled for November 4, 2024 at 1:30 pm in the Town Hall conference room. It is a temporary change due to the election using the Municipal building. Everyone is welcome to attend the meeting and visitors are always welcome at the garden.

CAC – Councilwoman Maurer (absent)

The following report was provided in the agenda and entered into the minutes:

The CAC will be holding a Special Meeting on Oct. 15, 2024, 1:30 PM, to interview a landscape architect as part of the Plantation Median Project \$5,000 allocation to begin the process of rejuvenating the Plantation Median. The CAC plans to participate in National Night Out (NNO)

Oct. 18, 2024. The CAC is gearing up for the Fall Festive Award for October. The banner goes up the week of October 7 and nominations will be open through Oct. 20. The Fall Festive Winners will be announced on Oct. 26, 2024. In addition to the winners, there will be a list of all nominees and a YouTube video of all nominees for the Award available for the community. There will be offering 2 Christmas globe workshops on Nov. 6 and 9, 2024 from 9 AM until noon. These workshops will be held in the Municipal Building. The workshops fill quickly so register early. The CAC will also be hosting the Christmas Festive Award in December. Stay tuned for more details. CAC Volunteers provided 700.50 hours of volunteer hours during the fiscal year 2023/2024. The next regular meeting is scheduled for Wednesday, November 20 at 4 pm. Guests are welcome. Thanks go to CAC Chairwoman Brenda Hall for providing this report.

FINANCE – Councilman Leonard

Financial Report – Finance Director, Mandy Gilbert, presented the financial statement for the month of August to the Council. She stated the total of the Town's Cash and Investments as of September 30, 2024, were \$2,603,222 and Ad Valorem Tax Collections for FY24-25 were \$94,974 and Vehicle Ad Valorem Tax Collections were \$24,717.

VOTE – Purchase Water Treatment Media

Councilman Leonard motioned to proceed with the purchase and installation of new Birm media. The motion carried unanimously.

Councilman Leonard motioned to implement treatment strategies as recommended by the state in an attempt to improve our treatment process and measure their effectiveness before we take further action. The motion carried unanimously.

VOTE – Capital Project Ordinance Amendment

Councilman Leonard motioned to approve the Capital Project Ordinance Amendment as presented. The motion carried unanimously. (see attached)

ENVIRONMENTAL AND WATERWAYS – Councilman Leonard

Councilman Leonard presented the following report:

Chairman Hall called the meeting to order at 7:03 PM. There was a quorum of members present. There were no visitors. The minutes for the August 2024 meeting were approved. Councilman Leonard gave a council update. Old Business: Ongoing concerns about the alligator weed in Plantation Canal.

EWAB will have a table at the River Bend NNO event. New Business: The walking path by the dog park and lake is overgrown and needs cutting. Several channel markers were repaired or replaced. Volunteer Hours: 8 There will not be a meeting in November due to the election.

The next meeting will be on December 2nd at 7 PM in the small conference room in the municipal building. The public is welcome to attend. The meeting adjourned at 7:23 PM

PUBLIC SAFETY – Councilwoman Benton

Councilwoman Benton gave the following report:

Community Watch met on October 16 at 7:00 pm at the Municipal Building. Community Watch is in need of volunteers and will be assisting with the National Night Out.

VOTE – Surplus Property Resolution

Councilwoman Benton motioned to approve the Surplus Property Resolution as presented. The motion carried unanimously. (see attached)

MAYOR'S REPORT

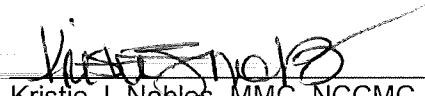
Mayor Pro Tem Sheffield read the following report prepared by Mayor Kirkland prior to his passing.

MUNICIPAL RECOVERY FROM HURRICANE DAMAGE

Yesterday I attended the quarterly board meeting of the Highway 17-264 Association as the Town's representative. One of the DOT presentations to the board was from Mr. Cox, the Deputy Chief Engineer of DOT. He reported at length on the division's response to restore transportation to the Southport municipality following Hurricane Debby. He reported that every road that provides vehicular access to Southport was compromised and there was no vehicular access to the town. DOT has a survey team and response resources to move to impacted sites, but they need to have vehicular access to make the survey visit and, in this case, there was no access for vehicles. Some roads had bridges destroyed by the hurricane. Others had large drainage pipes washed out. The DOT "ferry division" was engaged to transport the DOT emergency teams to the site and make the evaluation and schedule for the necessary rebuild of the destroyed infrastructure. The DOT forces and contract workers are restoring the damaged roadway infrastructure as scheduled by the plan developed as quickly as possible following the event. Mr. Cox's concluding remarks were to express appreciation to the Ferry Division for their assistance and to say the hurricane was a learning experience that will serve DOT well for future emergencies. It is obvious that the extent of the localized damage from this hurricane has created a very large cost that was not planned but must be met. Mr. Cox did not address that aspect of the project and most likely it is not yet a cost that has been totaled.

ADJOURNMENT

There being no further business, *Councilman Leonard moved to adjourn. The motion carried unanimously.* The meeting was adjourned at 8:06 p.m.


Kristie J. Nobles, MMC, NCCMC
Town Clerk



**TOWN OF RIVER BEND
WASTEWATER TREATMENT PLANT CAPITAL PROJECTS FUND ORDINANCE
AMENDMENT #3**

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina, that the Wastewater Treatment Plant Capital Projects Fund Ordinance as last amended on August 8, 2024, be amended as follows:

Section 1. The following amounts are hereby appropriated for the operation of a Town Capital Projects Fund for the enhancement of the Wastewater Treatment Plant:

CAPITAL PROJECTS FUND

Revenues:

State Fiscal Recovery Fund Grant	9,108,500
----------------------------------	-----------

Expenditures:

Wetlands Mitigation	54,000
Engineering/Administration	851,500
Construction	8,203,000
	9,108,500

Section 2. It is estimated that revenues in the amounts indicated in the foregoing schedule will be available to support the foregoing appropriations.

Section 3. The Finance Officer is hereby authorized to maintain an appropriate Fund Chart of Accounts.

Section 4. Copies of this 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.

Section 5. The capital projects funds are appropriated pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina; therefore, appropriations do not lapse at the end of the fiscal year and are available for the duration of the project, estimated to be eighteen months, unless subsequently amended by Council action.

Adopted this 17th day of October, 2024.



Morris T. Sheffield, Mayor Pro Tempore

Attest:



Kristie J. Nobles, Town Clerk, MMC, NCCMC

**Resolution Approving Conveyance of Personal Property to
A Nonprofit Organization
Pursuant to G.S. 160A-280**

WHEREAS, the Town of River Bend owns nonperishable food and supplies; and

WHEREAS, North Carolina General Statute § 160A-280 authorizes a city or county to convey personal property for nonmonetary consideration to a nonprofit corporation if the governing board deems the property to be surplus, obsolete, or unused; and

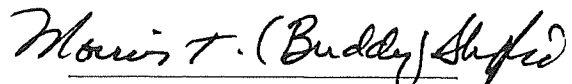
WHEREAS, the Town of River Bend has determined that the personal property described above is surplus, obsolete, or unused; and

WHEREAS, the Town of River Bend finds that the public will benefit from the conveyance of the property described above by supplying Hurricane Helene relief.

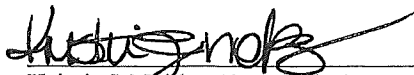
THEREFORE, THE TOWN OF RIVER BEND TOWN COUNCIL RESOLVES THAT:

1. The Town Manager of River Bend is authorized to execute all documents necessary to convey title to the food and supplies described above to Mt. Olive Baptist Church of Bolivia, Inc. 2919 Galloway Road, Bolivia NC 28422.
2. The consideration for the conveyance is to supply Hurricane Helene relief.
3. In accordance with the notice requirements of N.C.G.S. § 160A-280, public notice of this resolution was given by posting on town's web page and bulletin board beginning on October 11, 2024.

Adopted this the 17th day of October, 2024


Morris T. "Buddy" Sheffield, Mayor Pro-Tem

ATTEST:


Kristie J. Nobles, Town Clerk

**River Bend Town Council
Work Session Minutes
November 14, 2024
Town Hall
7:00 p.m.**

Present Council Members: Mayor Pro Tempore Buddy Sheffield
Lisa Benton
Brian Leonard
Barbara Maurer
Jeff Weaver

Town Manager: Delane Jackson
Town Clerk: Kristie Nobles
Town Attorney: Trey Ferguson
Police Chief: Sean Joll
Finance Director: Mandy Gilbert
Public Works Director: Brandon Mills

Members of the Public Present: 12

CALL TO ORDER

Mayor Pro Tempore Sheffield called the meeting to order at 7:00 p.m. on Thursday, November 14, 2024, at the River Bend Town Hall with a quorum present.

VOTE – Additions / Deletions of Agenda

Councilwoman Benton motioned to amend the agenda by adding Closed Session under NCGS§143-318.11(a)(3) after item 7, to consult with the town attorney. The motion carried unanimously.

VOTE – Approval of Agenda

Councilwoman Benton motioned to accept the agenda as amended. The motion carried unanimously.

Discussion –Update on Water Treatment Project

The Manager introduced Brandon Mills, Public Works Director, and he gave an update on the town's water treatment process. He stated that he has made some adjustments to how the water is treated. After a discussion between the Council, Brandon and the Town Manager it was decided to replace the Birm media at a cost of around \$60,000.

Councilman Weaver motioned authorize the Town Manager and Public Works Director to replace the media in the Water Treatment Plant. The motion carried unanimously.

VOTE – Designated Agent Resolution for BRIC Application

The Manager stated that the presented resolution is a requirement for the BRIC application.

Councilman Leonard motioned to adopt the resolution appointing the Town Manager as the designated agent for the BRIC application as presented. The motion carried unanimously. (see attached)

At this time the Town Manager gave an update on 4 grant applications that the town has either been awarded or is applying for.

Discussion – Speed Limit on Lakemere

The Manager stated that the River Bend Police Department had conducted a speed survey in the Lakemere area. Police Chief Joll stated that the survey includes recommendations for the Council to consider, including reducing the speed limit to 15 mph.

Councilman Leonard motioned to reduce the speed limit on Lakemere to 15 mph. The motion carried unanimously.

Discussion – Christmas Tree

Councilman Weaver presented the Council with a quote for a 14 ft artificial Christmas tree. He stated that this tree would benefit the town for many years to come and is easily assembled.

Councilman Weaver motioned approve the purchase of an artificial panel tree using funds from the Governing Body Department in the amount not to exceed \$9,000. The motion carried unanimously.

Discussion – Hazard Mitigation Plan Update

The Town Manager stated that the Hazard Mitigation Plan is updated every 5 years and is currently being updated.

REVIEW – Agenda for the November 21, 2024, Council Meeting

The Council reviewed the agenda for the November 21, 2024, Council Meeting.

CLOSED SESSION

Councilman Leonard motioned to go into Closed Session under NCSG §143-318.11(a)(3) to consult with our attorney. The Council entered Closed Session at 8:24 p.m.

OPEN SESSION

Councilman Sheffield motioned to return to Open Session at 8:45 p.m. The motion carried unanimously.

ADJOURNMENT/RECESS

There being no further business, *Councilwoman Maurer moved to adjourn. The motion carried unanimously.* The meeting was adjourned at 8:45 p.m.



Kristie J. Nobles, MMC, NCCMC
Town Clerk

**RESOLUTION
DESIGNATION OF APPLICANT'S AGENT
North Carolina Division of Emergency Management**

Organization Name (thereafter named Organization) Town of River Bend	Disaster Number
Applicant's State Cognizant Agency for Single Audit purposes (If Cognizant Agency is not assigned, please indicate): N/A	
Applicant's Fiscal Year (FY) Start:	Month: July Day: 01
Applicant's Federal Employer's Identification Number:	56 - 1271141
Applicant's Federal Information Processing Standards (FIPS) Number: 3-704-9	
PRIMARY AGENT	SECONDARY AGENT
Agent's Name Delane Jackson	Agent's Name Amanda Gilbert
Organization Town of River Bend	Organization Town of River Bend
Official Position Town Manager	Official Position Finance Director
Mailing Address 45 Shoreline Drive	Mailing Address 45 Shoreline Drive
City, State, Zip New Bern, NC 28562	City, State, Zip New Bern, NC 28562
Daytime Telephone 252-638-3870	Daytime Telephone 252-638-3870
Facsimile Number	Facsimile Number
Pager or Cellular Number	Pager or Cellular Number

BE IT RESOLVED BY the governing body of the Organization (a public entity duly organized under the laws of the State of North Carolina) that the above-named Primary and Secondary Agents are hereby authorized to execute and file applications for federal and/or state assistance on behalf of the Organization for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act, (Public Law 93-288 as amended) or as otherwise available. BE IT FURTHER RESOLVED that the above-named agents are authorized to represent and act for the Organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to such disaster assistance required by the grant agreements and the assurances printed on the reverse side hereof. BE IT FINALLY RESOLVED THAT the above-named agents are authorized to act severally.

PASSED AND APPROVED this 14 day of November, 20 24

GOVERNING BODY	CERTIFYING OFFICIAL
Name and Title Morris T. Sheffield, Mayor Pro Tem	Name Kristie J. Nobles
Name and Title	Official Position Town Clerk
Name and Title	Daytime Telephone 252-638-3870

CERTIFICATION

I Kristie J. Nobles, (name) duly appointed and Town of River Bend Council (title) of the Governing Body, do hereby certify that the above is true and correct copy of a resolution passes and approved by the Governing Body of (organization) on the 14 day of November, 20 24

Date: 11/14/2024

Signature:

Kristie J. Nobles
Rev. 06/02



APPLICANT ASSURANCES

The applicant hereby assures and certifies that it will comply with the FEMA regulations, policies, guidelines and requirements including OMB's Circulars No. A-95 and A-102, and FMC 74-4, as they relate to the application, acceptance and use of Federal funds for this Federally assisted project. Also, the Applicant gives assurance and certifies with respect to and as a condition for the grant that:

1. It possesses legal authority to apply for the grant, and to finance and construct the proposed facilities; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with the provisions of Executive Order 11988, relating to Floodplain Management and Executive Order 11990, relating to Protection of Wetlands.
3. It will have sufficient funds available to meet the non-Federal share of the cost for construction projects. Sufficient funds will be available when construction is completed to assure effective operation and maintenance of the facility for the purpose constructed.
4. It will not enter into a construction contract(s) for the project or undertake other activities until the conditions of the grant program(s) have been met.
5. It will provide and maintain competent and adequate architectural engineering supervision and inspection at the construction site to insure that the completed work conforms with the approved plans and specifications; that it will furnish progress reports and such other information as the Federal grantor agency may need.
6. It will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by the applicable Federal, State and local agencies for the maintenance and operation of such facilities.
7. It will give the grantor agency and the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
8. It will require the facility to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by the Physically Handicapped," Number A117.1-1961, as modified (41 CFR 101-17-7031). The applicant will be responsible for conducting inspections to insure compliance with these specifications by the contractor.
9. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the approving Federal agency that funds have been approved and will see that work on the project will be prosecuted to completion with reasonable diligence.
10. It will not dispose of or encumber its title or other interests in the site and facilities during the period of Federal interest or while the Government holds bonds, whichever is the longer.
11. It agrees to comply with Section 311, P.L. 93-288 and with Title VI of the Civil Rights Act of 1964 (P.L. 83-352) and in accordance with Title VI of the Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. If any real property or structure is provided or improved with the aid of Federal financial assistance extended to the Applicant, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.
12. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
13. It will comply with the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and Federally assisted programs.
14. It will comply with all requirements imposed by the Federal grantor agency concerning special requirements of law, program requirements, and other administrative requirements approved in accordance with OMB Circular A-102, P.L. 93-288 as amended, and applicable Federal Regulations.
15. It will comply with the provisions of the Hatch Act which limit the political activity of employees.
16. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of State and local governments.
17. (To the best of his/her knowledge and belief) the disaster relief work described on each Federal Emergency Management Agency (FEMA) Project Application for which Federal Financial assistance is requested is eligible in accordance with the criteria contained in 44 Code of Federal Regulations, Part 206, and applicable FEMA Handbooks.
18. The emergency or disaster relief work therein described for which Federal Assistance is requested hereunder does not or will not duplicate benefits received for the same loss from another source.
19. It will (1) provide without cost to the United States all lands, easements and rights-of-way necessary for accomplishments of the approved work; (2) hold and save the United States free from damages due to the approved work or Federal funding.
20. This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, reimbursements, advances, contracts, property, discounts of other Federal financial assistance extended after the date hereof to the Applicant by FEMA, that such Federal Financial assistance will be extended in reliance on the representations and agreements made in this assurance and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear on the reverse as authorized to sign this assurance on behalf of the applicant.
21. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1973. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Director, Federal Emergency Management Agency as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
22. It will comply with the insurance requirements of Section 314 PL 93-288, to obtain and maintain any other insurance as may be reasonable, adequate and necessary to protect against further loss to any property which was replaced, restored, repaired, or constructed with this assistance.
23. It will defer funding of any projects involving flexible funding until FEMA makes a favorable environmental clearance, if this is required.
24. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
25. It will, for any repairs or construction financed herewith, comply with applicable standards of safety, decency and sanitation and in conformity with applicable codes, specifications and standards, and, will evaluate the natural hazards in areas in which the proceeds of the grant or loan are to be used and take appropriate action to mitigate such hazards, including safe land use and construction practices.

STATE ASSURANCES

The State agrees to take any necessary action within State capabilities to require compliance with these assurances and agreements by the applicant or to assume responsibility to the Federal government for any deficiencies not resolved to the satisfaction of the Regional Director.

**River Bend Town Council
Regular Meeting Minutes
November 21, 2024
Town Hall
7:00 p.m.**

Present Council Members: Mayor Pro Tempore Buddy Sheffield
Lisa Benton
Jeff Weaver
Brian Leonard
Barbara Maurer

Town Manager: Delane Jackson
Police Chief: Sean Joll
Finance Director: Mandy Gilbert
Town Clerk: Kristie Nobles
Town Attorney: David Baxter

Members of the Public Present: 11

CALL TO ORDER

Mayor Pro Tempore Sheffield called the meeting to order at 7:00 p.m. on Thursday, November 21, 2024, at the River Bend Town Hall with a quorum present.

VOTE – APPROVAL OF AGENDA

Councilwoman Maurer motioned to approve the agenda as presented. The motion carried unanimously.

PUBLIC COMMENT

Eugene Roth – 111 Knollwood – stated that he is in the process of establishing a business association for the Town of River Bend to bring attention to the businesses within the town.

James Crozier – 33 Pier Pointe – thanked the Council for taking a major step in replacing the Birm media. He stated that he is concerned with flushing the system specifically at the dead ends.

CONSENT AGENDA

The Mayor Pro Tem presented the Council with the Consent Agenda. *Councilman Leonard moved to approve the Consent Agenda as presented. The motion carried unanimously.* Within this motion, the following items were approved:

A. Approve:

*Minutes of the October 10, 2024, Work Session Meeting
Minutes of the October 17, 2024, Regular Council Meeting*

TOWN MANAGER'S REPORT

The Manager gave the following updates:

- The December council meetings are earlier in the month, due to the holidays.
- The auditors will be at the next meeting to give their annual report.
- The shred event was a successful event with 130 cars and 4,900 pounds of documents shredded. The Town Clerk thanked Community Watch for assisting with the event.

Police Chief Joll reminded the citizens of River Bend, that the holidays are around the corner and to lock their doors.

ADMINISTRATIVE REPORTS

PUBLIC SAFETY – Councilwoman Benton

Councilwoman Benton stated that Community Watch has volunteered over 700 hours so far this year and expressed gratitude to the police department for the purchase of a tent to use at events. She stated that Officer Royston is the liaison for the police department to Community Watch and Community Watch is currently accepting applications for volunteers.

PARKS & RECREATION – Councilman Weaver

Councilman Weaver stated that Parks and Recreation met on November 6 at 6:30 in the Municipal Building. He stated that the board has some vacancies along with a volunteer list for anyone who wishes to volunteer without being on the board.

RIVER BEND COMMUNITY ORGANIC GARDEN

Councilman Weaver gave the following report:

The fall planting was very successful. The sweet potato harvest had an excellent yield. Garlic was planted; it will be harvested late next spring. The workdays were very productive. The daily sign-up calendar is so successful that it will be used all year. Workdays will continue to be scheduled on alternate Saturdays. Starting hours will be later as the weather gets colder. Gardeners worked a year-to-date total of 1891 hours. Planning for the 2025 garden is underway. The next meeting is scheduled for December 7, 2024, at 1:30 pm in the Municipal building. Everyone is welcome to participate in monthly garden volunteer meetings and to visit the garden.

CAC – Councilwoman Maurer

The following report was provided in the agenda and entered into the minutes:

The Community Appearance Commission participated in National Night Out. They reported “great interaction” and feedback from attendees.

The CAC hosted two very successful Christmas globe workshops. 31 attendees made one globe for themselves and one for the town. The town now has over 150 globe decorations, all made by previous and current workshop participants. River Bend residents and visitors will be able to enjoy the festive lights this holiday season.

The third annual Fall Festive Award had sixteen nominations and two winners. Addresses were posted for residents who wanted to drive around to see the homes and a You Tube video was posted to view the homes. Information was also posted on the CAC Facebook page. Nominations for the third annual Christmas Festive Award will begin on Dec 5. Winners will be announced on December 20. Last year was an overwhelming success and this year promises to be even better. People are already starting to decorate. CAC and P&R are discussing a viewing tour for the community. Look for information on both Facebook pages. A Special Meeting was held on November 14 to interview a landscape designer as part of the Plantation Median Project. The CAC voted to recommend that Elena Hebert be hired to develop a design for the first (test) section of Plantation median. The town hired her for a previous landscaping project. The Christmas tree lighting is scheduled for December 6th. The town just purchased an artificial tree that may not be delivered by the 6th. If not, the lighting date may be moved to the following week. Look for further announcements. This year, the CAC planted and maintained three perennial gardens in the pathways around the playground and one raised bed behind the dog park. Three of the four have done well in spite of drought and deer. The gardens draw pollinators and are an attractive addition to the town’s gardens. The regular meeting was held on Wednesday, November 20. Any business

not already reported here will be added to next month's report. The next meeting is scheduled for Wednesday, January 15, 2025.

FINANCE – Councilman Leonard

Financial Report – Finance Director, Mandy Gilbert, presented the financial statement for the month of October to the Council. She stated the total of the Town's Cash and Investments as of October 31, 2024, were \$2,658,865 and Ad Valorem Tax Collections for FY24-25 were \$141,227 and Vehicle Ad Valorem Tax Collections were \$34,059.

VOTE – Budget Amendment

Councilman Leonard then called on the Town Manager to review Budget Amendment 24-B-02. The Town Manager stated that the proposed budget amendment would transfer funds for several reasons. He stated that the amendment would change the part-time Public Works position to a full-time position and forgo the part-time finance position at this time. It would also approve a new full-time position for Public Works to handle the lawn and landscaping duties since the contractor has submitted his resignation. Additionally, the amendment would also fund the purchase of the new Birm media approved by Council at the November work session.

Councilman Leonard motioned to approve the Budget Amendment as presented. The motion carried unanimously. (see attached)

PLANNING BOARD – Councilman Sheffield

Councilman Sheffield presented the following report:

The regular meeting of the Planning Board was held on Nov. 7th at 6:00 pm in the Municipal Building. A quorum was present, as were the town manager and a few citizens. The meeting was called to order. The usual reports were given. Nobody chose to make a public comment. Manager Jackson gave an in-depth explanation of the NC Public Records Law as it applies to River Bend Advisory Boards, specifically the Planning board. Then, he informed the board that it is time to update the Town's Comprehensive Plan. This is a kind of "wish list" where things are outlined that the Planning Board would like to see accomplished for the town. It is a state requirement and figures into things like state grants but does not obligate the town to do anything proposed in the Plan unless those things are subsequently ordered by the town Council. Manager Jackson told the board that he has heard nothing new from the Developers of the Davis property on Old Pollocksville Rd. since they submitted a preliminary plan several months ago. The board took no action. The meeting was adjourned. The next meeting is set for December 5th. All interested citizens are invited to attend.

MAYOR'S REPORT

Mayor Pro Tem Sheffield read the following report and stated that the following report is not a disclaimer by the Town, that he is only one councilperson.

According to Harry Truman, being a public servant is "like being a jackass in a hailstorm. You just have to stand there and take it." I am usually fine with that. I am not, by nature, a confrontational person. However, there is a limit to what this jackass will stand and take. At the last council meeting in October, someone suggested that members of our town government stand to profit from the town's projects and developments. He used the phrase, "follow the money.". There is a term to describe that suggestion which I cannot use in a meeting like this, but let's just say it shares my initials.

I have been to a lot of places and done a lot of things in my life. The government of River Bend is the most upright, honest and transparent organization I have ever been involved with. If it were not, I would not be a part of it. I have been on the council for nine years and I make a whopping 200 dollars a month. You are welcome to follow that money. You will find that it's just

about enough to pay the tax on my Social Security. Nobody up here is in this for money, legal or otherwise.

There is a small but vocal contingent in this town who, based on their public statements, apparently believe that the town government is corrupt, and that there are secret meetings with developers leading to council members taking payoffs. These individuals seem to feel they need to rise up like concerned citizens in some kind of movie of the week and fight city hall. There's only one problem. None of that is true. And so, these people spend their time like Don Quixote, fighting dragons that don't exist. It does not serve the town, and it doesn't do them any good either.

Maybe there is a general mistrust of government. That's not hard to imagine in a world where the Pentagon recently announced it can't account for three quarters of a trillion dollars of its budget. Maybe people project that mistrust onto their local government. Maybe you moved here from a place where your town could not be trusted. River Bend is not that place.

A frustration of this job is knowing that there are big improvements that could be made that would make River Bend better for everybody and that those improvements are very difficult, if not impossible, given the limited resources we have to work with. When I first became a council member, I could see things that needed to be done and I asked the man who was town manager back then, "Can't we get a grant for that?" He told me that the median income of River Bend residents was too high for us to ever get a grant. We now have a different manager who has taken on that formula and beaten it like a rented mule. We do get grants, and great things are on the horizon for River Bend. But we live in a push-button world and patience is in short supply.

Please stand up and tell us what's bothering you. Tell us, "I'd rather you spent money on this instead of that." That's what we're here for. You have the right to free speech, and I will fight for that right to my dying breath. But, as the old saying goes, your right to swing your arm ends at your neighbor's nose. If anyone has any evidence whatsoever of wrongdoing by our staff or government, please bring it out and we will fight the corruption together. Otherwise, please keep the baseless innuendo to yourself.

At this time, Councilman Leonard thanked everyone who voted in the most recent election.

ADJOURNMENT

There being no further business, *Councilman Leonard moved to adjourn. The motion carried unanimously.* The meeting was adjourned at 7:32 p.m.



Kristie J. Nobles, MMC, NCCMC
Town Clerk



TOWN OF RIVER BEND
BUDGET ORDINANCE AMENDMENT 24-B-02
FISCAL YEAR 2024 - 2025

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina that the 2024-2025 Budget Ordinance as last amended on July 18, 2024, be amended as follows:

Summary

General Fund	2,455,307
General Capital Reserve Fund	89,007
Law Enforcement Separation Allowance Fund	515
Water Fund	716,406
Water Capital Reserve Fund	20,215
Sewer Fund	711,406
Sewer Capital Reserve Fund	25,250
Total	4,018,106

Section 1. General Fund

Anticipated Revenues

AD VALOREM Taxes 2023-2024	980,165
AD VALOREM Tax-Motor Vehicle	104,400
Animal Licenses	1,500
Sales Tax 1% Article 39	205,910
Sales Tax 1/2% Article 40	121,885
Sales Tax 1/2% Article 42	102,881
Sales Tax Article 44	14,636
Sales Tax Hold Harmless Distribution	112,233
Solid Waste Disposal Tax	2,200
Powell Bill Allocation	101,000
Beer and Wine Tax	13,225
Video Programming Sales Tax	47,041
Utilities Franchise Tax	116,156
Telecommunications Sales Tax	6,779
Court Refunds	500
Zoning Permits	7,000
Federal Grant	23,364
Miscellaneous	15,000
Interest- Powell Bill Investments	50
Interest-General Fund Investments	44,533
Contributions	900
Wildwood Storage Rents	18,144
Rents & Concessions	18,000
Sale of Fixed Assets	0
Transfer From Capital Reserve Fund	72,650
Appropriated Fund Balance	325,155
Total	2,455,307

Section 1. General Fund (continued)

Authorized Expenditures

Governing Body	69,500
Administration	331,200
Finance	148,972
Tax Listing	14,700
Legal Services	49,000
Elections	600
Police	867,795
Public Buildings	84,500
Emergency Services	5,800
Animal Control	22,555
Street Maintenance	246,385
Public Works	218,738
Leaf & Limb and Solid Waste	87,500
Stormwater Management	58,031
Wetlands and Waterways	2,900
Planning & Zoning	60,000
Recreation & Special Events	11,000
Parks & Community Appearance	66,331
Contingency	23,043
Transfer To General Capital Reserve Fund	86,757
Transfer To L.E.S.A. Fund	0
Total	<u>2,455,307</u>

Section 2. General Capital Reserve Fund

Anticipated Revenues

Contributions from General Fund	86,757
Interest Revenue	<u>2,250</u>
Total	89,007

Authorized Expenditures

Transfer to General Fund	72,650
Future Procurement	<u>16,357</u>
	89,007

Section 3. Law Enforcement Separation Allowance Fund

Anticipated Revenues:

Contributions from General Fund	0
Interest Revenue	<u>515</u>
Total	515

Authorized Expenditures:

Separation Allowance	0
Future LEOSSA Payments	<u>515</u>
Total	515

Section 6. **Sewer Fund**

Anticipated Revenues:

Utility Usage Charges, Classes 1 & 2	260,280
Utility Usage Charges, Classes 3 & 4	40,743
Utility Usage Charges, Class 5	25,677
Utility Usage Charges, Class 8	10,825
Utility Customer Base Charges	297,179
Taps & Connection Fees	1,250
Late payment Fees	8,251
Interest Revenue	8,760
Sale of Capital Asset	0
Appropriated Fund Balance	58,441
Total	<u>711,406</u>

Authorized Expenditures:

Administration & Finance [2]	490,618
Operations and Maintenance	195,788
Transfer to Fund Balance for Capital Outlay	0
Transfer to Sewer Capital Reserve Fund	25,000
Total	<u>711,406</u>

[2] Portion of department for bond debt service: 116,309

Section 7. **Sewer Capital Reserve**

Anticipated Revenues:

Contributions From Sewer Operations Fund	25,000
Interest Revenue	250
Total	<u>25,250</u>

Authorized Expenditures:

Future Expansion & Debt Service	25,250
---------------------------------	--------

Section 8. **Levy of Taxes**

There is hereby levied a tax at the rate of twenty-four cents (\$0.24) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2024, for the purpose of raising the revenue listed as "Ad Valorem Taxes 2024-2025" in the General Fund Section 1 of this ordinance. This rate is based on a valuation of \$410,950,000 for purposes of taxation of real and personal property with an estimated rate of collection of 99.38%. The estimated collection rate is based on the fiscal year 2022-2023 collection rate of 99.38% 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 \$43,500,000 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 2024-2025, 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 3.7% 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 2024-2025 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 21st day of November, 2024.



Morris T. "Buddy" Sheffield, Mayor Pro Tempore

Attest:



Kristie J. Nobles, Town Clerk, MMC, NCCMC

**River Bend Town Council
Work Session Minutes
December 5, 2024
Town Hall
7:00 p.m.**

Present Council Members: Mayor Pro Tempore Buddy Sheffield
Lisa Benton
Brian Leonard
Barbara Maurer
Jeff Weaver

Town Manager: Delane Jackson
Town Clerk: Kristie Nobles
Police Chief: Sean Joll
Finance Director: Mandy Gilbert

Members of the Public Present: 9

CALL TO ORDER

Mayor Pro Tempore Sheffield called the meeting to order at 7:00 p.m. on Thursday, December 5, 2024, at the River Bend Town Hall with a quorum present.

VOTE – Additions / Deletions of Agenda

Councilwoman Maurer motioned to amend the agenda by adding Sewer AIA Contract Amendment as item #13. The motion carried unanimously.

VOTE – Approval of Agenda

Councilwoman Maurer motioned to accept the agenda as amended. The motion carried unanimously.

SPECIAL PRESENTATION – Audit Presentation for Fiscal Year 2023-2024

Mr. Austin Eubanks, CPA with Thompson, Price, Scott, Adams & Co., P.A. gave an audit presentation via zoom and stated that the River Bend staff was pleasant and cooperative. He said that his firm has issued an unmodified opinion on River Bend's FY 2023-2024 audit, which is the best rating an auditor can give.

VOTE – ACCEPT AUDIT REPORT

Councilman Leonard motioned to accept the Fiscal Year 2023-2024 Audit Report presented. The motion carried unanimously.

VOTE – Award Engineering Services Agreement for Water Treatment Plant Project

The Manager stated that the town advertised an RFQ for engineering services for construction of the town's water treatment plant. He stated that there was only one response, and the selection committee recommends awarding the contract for engineering services to Rivers and Associates.

Councilman Weaver motioned to award the contract for engineering services to Rivers & Associates, Inc. of Greenville, NC as presented. The motion carried unanimously.

Councilman Weaver motioned to approve the Water Treatment Plant Capital Project Fund Ordinance Amendment as presented. The motion carried unanimously.

Discussion – Appointment of Mayor Pro Tempore

The Council agreed that Councilman Buddy Sheffield would continue to serve as Mayor Pro Tempore and a vote would be at the next meeting.

Discussion – 2025 Town Council Meeting Schedule

The Manager stated that the 2025 Council Meeting Schedule is included in the agenda, and the Council would adopt it at the next meeting. After a discussion with the Council, it was agreed that the Work Session Meetings time would change to 5:00 p.m.

Discussion – 2025 Employee Holiday Schedule

The Manager stated that the 2025 Employee Holiday Schedule is included in the agenda, and the Council would adopt it at the next meeting.

Discussion – Mayor and Town Council Responsibility Chart

The Manager reviewed the Mayor and Town Council Responsibility Chart. All interested parties agreed to appointments as liaisons to the Advisory Boards and other assignments.

Discussion – Council Code of Ethics

The Manager stated that the Code of Ethics was included in the agenda package with a couple of minor changes. All agreed to the proposed changes.

DISCUSSION – Eastern Carolina Council Representative Appointment

The Town Manager stated that Mrs. Patty Leonard currently serves as the Town's representative to the Eastern Carolina Council, and she would continue as the representative if the Council chose to appoint her.

Discussion – Pickle Ball Court

Councilwoman Maurer stated that she wanted to have a discussion with Council regarding constructing a pickle ball court in town. Councilman Leonard stated that he did not want to rush into making a decision and allocating funds tonight. Councilman Weaver stated that he would like to get quotes and specifications.

Councilman Leonard motioned to authorize the Town Manager to get plans and specifications to build at least one pickle ball court and to investigate pricing thereof. The motion carried unanimously.

VOTE – Policy on Pornography as required by NCGS § 143-805

The Manager stated the State of North Carolina has passed NCGS§143-805, which requires local governments to adopt the presented resolution prohibiting pornography.

Councilwoman Benton motioned to approve the resolution prohibiting pornography as presented. The motion carried unanimously. (see attached)

Councilwoman Benton motioned to approve the amendment to Article 5, Section 10 of the human resources policy as presented. The motion carried unanimously. (see attached)

VOTE – Donation of Land

The Manager stated that the owners of a small piece of land in between the Dollar General and the Shell Station would like to donate that piece of property to the Town, with the town paying the closing cost.

Councilwoman Maurer motioned to accept the land donation of property identified by Craven County PIN as 8-206-00B as presented. The motion carried unanimously.

VOTE – Sewer AIA Project

The Manager stated that the following amendments are needed to hire Municipal Engineering to incorporate an Asset Management Plan into their current contract for the Asset Inventory and Analysis Project.

Councilman Leonard motioned to approve Amendment #1 to the Sewer AIA as presented. (see attached)

Councilman Leonard motioned to approve the Sewer AIA Grant Project Ordinance as presented. (see attached)

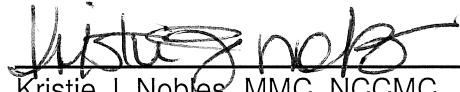
Councilman Leonard motioned to approve Budget Ordinance Amendment # 24-B-03 as presented. (see attached)

REVIEW – Agenda for the December 12, 2024, Council Meeting

The Council reviewed the agenda for the December 12, 2024, Council Meeting.

ADJOURNMENT/RECESS

There being no further business, *Councilwoman Maurer moved to adjourn. The motion carried unanimously.* The meeting was adjourned at 8:07 p.m.



Kristie J. Nobles, MMC, NCCMC
Town Clerk

TOWN OF RIVER BEND

RESOLUTION

PROHIBITING VIEWING OF PORNOGRAPHY ON TOWN NETWORKS AND DEVICES

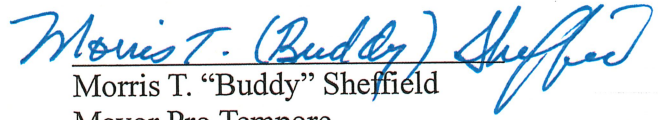
WHEREAS, NCGS §143-805 requires all public agencies to adopt a policy governing the use of its network and devices owned, leased, maintained, or otherwise controlled by the Town of River Bend; and

WHEREAS, the Town of River Bend prohibits the viewing of pornography by its employees on the Town's network or devices owned or maintained by the Town.

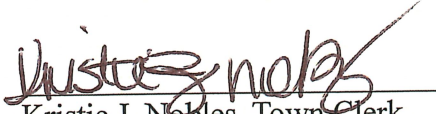
NOW, THEREFORE, be it resolved that the following policies shall apply in the Town of River Bend:

1. No employees of the Town of River Bend shall view pornography on any computer network owned, leased, maintained, or otherwise controlled by the Town, whether on a Town owned and maintained device, or a privately owned or controlled device.
2. No employee, elected official, or appointee of the Town shall view pornography on a device owned, leased, or maintained or otherwise controlled by the Town.
3. Each year, and no later than August 1, the Town shall report information required in NCGS §143-805 to the State Chief Information Officer.
4. This policy shall not apply to investigation, law enforcement training, or actions related to law enforcement purpose; identifying potential security or cyber security threats, establishing, testing, and maintaining firewalls, protocols, and otherwise implementation of this policy; or other exceptions as specifically set forth in NCGS §143-805(d).
5. The terms used herein shall be defined as set forth in NCGS §143-805(g).
6. Any employee, elected official, or appointee of the Town who has saved pornography to a device owned, leased, maintained or otherwise controlled by the Town shall remove, delete or uninstall the pornography no later than January 1, 2025.
7. Any employee of the Town who violates any provision of this policy shall be subject to disciplinary action under the Town's personnel policy.
8. Any appointee of the Town who violates the provision of this policy shall be subject to removal by the Town Council.
9. Any elected official who violates any provision of this policy shall be subject to censure proceedings.

BE IT FURTHER RESOLVED that this Resolution shall become effective on the date of its adoption. This the 5th day of December, 2024.


Morris T. "Buddy" Sheffield
Mayor Pro Tempore

ATTEST:


Kristie J. Nobles, Town Clerk

Yellow = Add

Gray = Delete

Section 10. Internet Acceptable Use Policy

Internet and computer network access is available to authorized employees of Town of River Bend. The goal of the Town in providing this access is to promote performance by facilitating research, resource sharing, innovation, and communication as outlined in the policy. Internet service and e-mail are considered Town property and are provided solely to facilitate official Town business. Every employee has a general obligation, particularly with respect to use of Internet and e-mail, to enhance the public image of the Town.

As a condition of providing Internet access to its employees, the Town of River Bend places certain restrictions on workplace use of the Internet. This Section is designed to apprise employees of the permitted uses of Internet access provided by Town, and the restrictions placed on such use. Additional conditions and requirements may exist outside this policy for an employee that is allowed use of the Internet and/or e-mail.

Permitted Uses. Town of River Bend encourages employee use of the Internet to:

- A. Perform research and acquire information related to or designed to facilitate the performance of regular assigned duties;
- B. Communicate with fellow employees regarding matters within an employee's assigned duties;
- C. Transfer files and other information pertaining to matters within an employee's assigned duties; and
- D. Facilitate performance of any task or project in a manner approved by an employee's supervisor.

Prohibited Activities. The following uses of Internet access provided by Town are expressly prohibited (this list is intended to be for purposes of illustration only, and is not an exhaustive list of all prohibited uses):

- A. Copying, disseminating, or printing of copyrighted materials (including articles and software) in violation of copyright laws;
- B. Downloading unauthorized software or any software not registered to the Town;
- C. Sending, receiving, printing, or otherwise disseminating proprietary data or confidential information in violation of federal law, state law, Town policy, or proprietary agreements;
- D. Using offensive or harassing statements or language including disparagement of others based on their race, national origin, sex, age, disability, or religious or political beliefs;
- E. Sending, viewing, or soliciting sexually oriented messages or images;
- F. Operating a business, soliciting money for personal gain, or searching for other employment;
- G. Sending chain letters, gambling, or engaging in any other activity in violation of local, state, or federal law;

- H. Gaining access to the Internet by using any access-control mechanism not assigned to the particular user, or permitting another person to have access to the Internet by using the employee's assigned access-control mechanism;
- I. Gaining or attempting to gain unauthorized access to any computers, computer networks, databases, data, or electronically stored information;
- J. Using, transmitting, changing, or deleting another user's files or software without permission;
- K. Introducing destructive software or programs such as computer viruses, Trojan horses, or worms, into any computer, computer system, or network; or
- L. Using access for personal use unrelated to assigned duties.

Electronic Mail. As part of the Internet Access provided by Town of River Bend, employees may be given e-mail capabilities. Town encourages the use of e-mail for any purpose identified as a permitted use in this policy. However, e-mail accounts are provided by Town solely for official use. E-mail may not be used in connection with or in furtherance of any prohibited activity identified in this policy or for personal use.

The following specific restrictions apply to the use of e-mail provided by Town to its employees:

- A. Employees shall not use e-mail accounts provided by Town to subscribe to, submit messages to, or read messages from Internet Mailing Lists, Discussion Groups, or News Groups that are of purely personal interest and not related to the Town's business; or
- B. All e-mail transmissions using e-mail access provided by Town must contain the first and last name of the sender; or
- C. Unauthorized password protection or encryption is prohibited. Passwords or encryption keys must be made available to the Town so that the Town can have access to any transmissions or stored data at any time.

World Wide Web. As part of the Internet access provided by Town of River Bend, employees may have access to the vast resources of the World Wide Web. In addition to the restrictions and prohibitions generally outlined in this policy, the following restrictions apply to use of the World Wide Web:

- A. Employees using Internet access provided by Town may not access any service for which there is a fee or conduct any purchase without prior authorization from the Town or the employee's supervisor;
- B. Employees may not use Internet access provided by Town to maintain personal Websites, Web pages, or social media pages;
- C. Employees should use any storage access with which they may be provided for Town-related files only; duplicative, outdated, or unnecessary files should be deleted when possible.
- D. No employees of the Town shall view pornography on any computer network owned, leased, maintained, or otherwise controlled by the Town, whether on a Town owned and maintained device, or a privately owned or controlled device. No

employee of the Town shall view pornography on a device owned, leased, or maintained or otherwise controlled by the Town.

Sub-Section (D) shall not apply to investigation, law enforcement training, or actions related to law enforcement purpose; identifying potential security or cyber security threats, establishing, testing, and maintaining firewalls, protocols, and otherwise implementation of this policy; or other exceptions as specifically set forth in NCGS §143-805(d) and the terms used herein shall be defined as set forth in NCGS §143-805(g).

Any employee of the Town who has saved pornography to a device owned, leased, maintained or otherwise controlled by the Town shall remove, delete or uninstall the pornography no later than January 1, 2025.

Social Media. Employees are allowed to have personal social network sites and micro-blog accounts. However, these sites must remain personal in nature and be used to share personal opinions or non-work related information, and employees should be mindful that they represent the Town of River Bend even in their time off of work.

Employees should never use their government e-mail account or work contact information in conjunction with personal social networking sites, nor should they disseminate confidential job or personnel information. Employees shall not use the logo of the Town or any of its departments in conjunction with personal social network or micro-blog accounts.

Employees should refrain from blogging and updating social media sites during on-duty hours even if using a personal electronic device not connected to the Town's internet service. Doing so reveals a lack of attention to the duties that are the subject of the employee's position.

Reports of inappropriate use of social media will be investigated and disciplinary action may be taken.

Audits. Employees of Town of River Bend should be aware that e-mail and Internet activity on access provided by Town and any stored data on systems and equipment provided by Town are subject to auditing and inspection by the Town. Employees should be aware that they have no right or legitimate expectation to privacy with respect to data stored on computer networks, systems, or other electronic devices provided by Town, or any data received or transmitted by means of Internet access or e-mail provided by the Town. Electronic auditing may be implemented within all Town networks that connect to the Internet or other publicly accessible networks to support identification, termination, and prosecution of unauthorized activity. These electronic audit mechanisms may be capable of recording:

- A. Access to the system, including successful and failed log-in attempts, and log-outs.
- B. Inbound and outbound file transfers.
- C. Terminal connections (telnet) to and from external systems.
- D. Sent and received e-mail messages.

- E. Web sites visited, including uniform resource locator (URL) of pages retrieved.
- F. Date, time, and user associated with each event.

Supervisory Responsibility. All Town department heads and other Town employees with supervisory responsibilities shall be responsible for ensuring appropriate Internet use for all employees under their direction.

Virus Protection. All employees of the Town of River Bend with e-mail or Internet access must exercise caution to avoid the introduction of computer viruses or other destructive files or programs into their computers or the network. Precautions which must be taken include the following:

- A. Employees should not download e-mail attachments from unknown senders.
- B. Employees must exercise caution when downloading files from the Internet (either via the World Wide Web or FTP). When downloading files other than those from an official government server look for a statement at the site saying that its files have been checked by an antivirus program. If the files have not been checked, or if an employee is not sure, then he or she should either download the file to a removable drive and have it scanned with anti-virus software, or not download from the site.
- C. Before uploading or sending any file or program which has been transferred by removable drive from a computer outside the Town network, employees must take reasonable precautions to ensure that the disk, file, or program is free of any virus or other destructive file or program.

Violations of Policy. Disciplinary action for violation of this policy will be in accordance with the provisions of Article IX. Remedial action may also include counseling, changes in work assignments, or other measures designed to prevent future misconduct. The measure of discipline will correspond to the gravity of the offense as weighed by its potential effect on the Town and fellow employees.



**TOWN OF RIVER BEND
GRANT PROJECT ORDINANCE
SEWER ASSET INVENTORY AND ASSESSMENT PROGRAM
AMENDMENT #1**

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance be amended as follows:

Section 1. The project authorized is the Asset Inventory and Assessment (AIA) project described in the work statement contained in the Grant Agreement between this unit and the North Carolina Environmental Quality Wastewater Reserve. This project is more familiarly known as the River Bend 2022 Sewer AIA Project.

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant documents, the rules and regulations of the NC Environmental Quality Wastewater Reserve and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete this project:

Division of Water Infrastructure Grant	150,000
Operating Transfer from Sewer Fund	5,000
Total	155,000

Section 4. The following amounts are appropriated for the project:

Project Management	10,000
Administration	5,000
Engineering Services	140,000
Total	155,000

Section 5. The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the grant agreement and federal and state regulations.

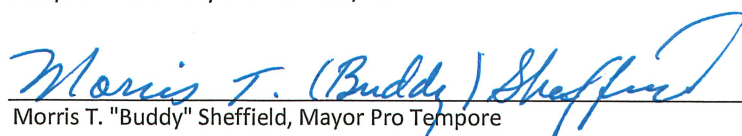
Section 6. Funds may be advanced from the Sewer Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7. The Finance Officer is directed to report annually on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

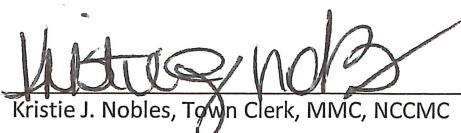
Section 8. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this Council.

Section 9. Copies of this 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 5th day of December, 2024.


Morris T. "Buddy" Sheffield, Mayor Pro Tempore

Attest:


Kristie J. Nobles, Town Clerk, MMC, NCCMC



**TOWN OF RIVER BEND
WATER TREATMENT PLANT CAPITAL PROJECTS FUND ORDINANCE
AMENDMENT #2**

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina, that the Water Treatment Plant Capital Projects Fund Ordinance as last amended on July 18, 2024, be amended as follows:

Section 1. The following amounts are hereby appropriated for the operation of a Town Capital Projects Fund for the construction of a new Water Treatment Plant:

CAPITAL PROJECTS FUND

Revenues:

State of North Carolina Grant	9,252,105
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Appropriations:

Land Acquisition	169,600
Administration	85,000
Engineering	1,392,000
Construction	7,605,505
	<u>9,252,105</u>

Section 2. It is estimated that revenues in the amounts indicated in the foregoing schedule will be available to support the foregoing appropriations.

Section 3. The Finance Officer is hereby authorized to maintain an appropriate Fund Chart of Accounts.

Section 4. Copies of this 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.

Section 5. The capital projects funds are appropriated pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina; therefore, appropriations do not lapse at the end of the fiscal year and are available for the duration of the project, estimated to be eighteen months, unless subsequently amended by Council action.

Adopted this 5th day of December, 2024.


Morris T. "Buddy" Sheffield, Mayor Pro Tempore

Attest:


Kristie J. Nobles, Town Clerk, MMC/NCCMC



TOWN OF RIVER BEND
BUDGET ORDINANCE AMENDMENT 24-B-03
FISCAL YEAR 2024 - 2025

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina that the 2024-2025 Budget Ordinance as last amended on November 21, 2024, be amended as follows:

Summary

General Fund	2,455,307
General Capital Reserve Fund	89,007
Law Enforcement Separation Allowance Fund	515
Water Fund	716,406
Water Capital Reserve Fund	20,215
Sewer Fund	711,406
Sewer Capital Reserve Fund	25,250
Total	<u>4,018,106</u>

Section 1. General Fund

Anticipated Revenues

AD VALOREM Taxes 2023-2024	980,165
AD VALOREM Tax-Motor Vehicle	104,400
Animal Licenses	1,500
Sales Tax 1% Article 39	205,910
Sales Tax 1/2% Article 40	121,885
Sales Tax 1/2% Article 42	102,881
Sales Tax Article 44	14,636
Sales Tax Hold Harmless Distribution	112,233
Solid Waste Disposal Tax	2,200
Powell Bill Allocation	101,000
Beer and Wine Tax	13,225
Video Programming Sales Tax	47,041
Utilities Franchise Tax	116,156
Telecommunications Sales Tax	6,779
Court Refunds	500
Zoning Permits	7,000
Federal Grant	23,364
Miscellaneous	15,000
Interest- Powell Bill Investments	50
Interest-General Fund Investments	44,533
Contributions	900
Wildwood Storage Rents	18,144
Rents & Concessions	18,000
Sale of Fixed Assets	0
Transfer From Capital Reserve Fund	72,650
Appropriated Fund Balance	<u>325,155</u>
Total	<u>2,455,307</u>

Section 1. **General Fund (continued)**

Authorized Expenditures

Governing Body	69,500
Administration	331,200
Finance	148,972
Tax Listing	14,700
Legal Services	49,000
Elections	600
Police	867,795
Public Buildings	84,500
Emergency Services	5,800
Animal Control	22,555
Street Maintenance	246,385
Public Works	218,738
Leaf & Limb and Solid Waste	87,500
Stormwater Management	58,031
Wetlands and Waterways	2,900
Planning & Zoning	60,000
Recreation & Special Events	11,000
Parks & Community Appearance	66,331
Contingency	23,043
Transfer To General Capital Reserve Fund	86,757
Transfer To L.E.S.A. Fund	0
Total	<u>2,455,307</u>

Section 2. **General Capital Reserve Fund**

Anticipated Revenues

Contributions from General Fund	86,757
Interest Revenue	<u>2,250</u>
Total	<u>89,007</u>

Authorized Expenditures

Transfer to General Fund	72,650
Future Procurement	<u>16,357</u>
	<u>89,007</u>

Section 3. **Law Enforcement Separation Allowance Fund**

Anticipated Revenues:

Contributions from General Fund	0
Interest Revenue	<u>515</u>
Total	<u>515</u>

Authorized Expenditures:

Separation Allowance	0
Future LEOSA Payments	<u>515</u>
Total	<u>515</u>

Section 4. **Water Fund**

Anticipated Revenues

Utility Usage Charges, Classes 1 & 2	202,039
Utility Usage Charges, Classes 3 & 4	19,024
Utility Usage Charges, Class 5	11,651
Utility Usage Charges, Class 8	5,326
Utility Customer Base Charges	280,228
Hydrant Availability Fee	19,215
Taps & Connections Fees	1,250
Nonpayment Fees	10,500
Late payment Fees	7,774
Interest Revenue	4,260
Sale of Capital Asset	0
Appropriated Fund Balance	155,139
Total	716,406

Authorized Expenditures

Administration & Finance [1]	495,618
Operations and Maintenance	200,788
Transfer To Fund Balance for Capital Outlay	0
Transfer To Water Capital Reserve Fund	20,000
Total	716,406

[1] Portion of department for bond debt service: 134,691

Section 5. **Water Capital Reserve Fund**

Anticipated Revenues

Contributions From Water Operations Fund	20,000
Interest Revenue	215
Total	20,215

Authorized Expenditures

Future Expansion & Debt Service	20,215
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Section 8. **Levy of Taxes**

There is hereby levied a tax at the rate of twenty-four cents (\$0.24) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2024, for the purpose of raising the revenue listed as "Ad Valorem Taxes 2024-2025" in the General Fund Section 1 of this ordinance. This rate is based on a valuation of \$410,950,000 for purposes of taxation of real and personal property with an estimated rate of collection of 99.38%. The estimated collection rate is based on the fiscal year 2022-2023 collection rate of 99.38% 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 \$43,500,000 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 2024-2025, 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 3.7% 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 2024-2025 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 5th day of December, 2024.



Morris T. "Buddy" Sheffield, Mayor Pro Tempore

Attest:



Kristie J. Nobles, Town Clerk, MMC, NCCMC

**River Bend Town Council
Regular Meeting Minutes
December 12, 2024
Town Hall
7:00 p.m.**

Present Council Members: Mayor Pro Tempore Buddy Sheffield
Lisa Benton
Brian Leonard
Barbara Maurer
Jeff Weaver

Town Manager: Delane Jackson
Finance Director: Mandy Gilbert
Police Chief: Sean Joll
Town Clerk: Kristie Nobles
Town Attorney: Trey Ferguson

Members of the Public Present: 25

CALL TO ORDER

Mayor Pro Tempore Sheffield called the meeting to order at 7:00 p.m. on Thursday, December 12, 2024 at the River Bend Town Hall with a quorum present.

VOTE – Approval of Agenda

Councilwoman Maurer motioned to accept the agenda as presented. The motion carried unanimously.

PUBLIC COMMENTS

No Public Comments

CONSENT AGENDA

The Mayor Pro Tem presented the Council with the Consent Agenda. *Councilman Leonard moved to approve the Consent Agenda as presented. The motion carried unanimously.* Within this motion, the following items were approved:

- A. Approve:
 - Minutes of the November 14, 2024 Work Session*
 - Minutes of the November 21, 2024 Regular Council Meeting*
 - Minutes of the December 5, 2024 Work Session*
 - Minutes of the August 15, 2024 Closed Session*
 - Minutes of the September 12, 2024 Closed Session*
 - Minutes of the November 14, 2024 Closed Session*

ADMINISTRATIVE REPORTS

PARKS & RECREATION – Councilman Weaver

Councilman Weaver stated that the Annual Christmas Tree Lighting Event was a huge success and that Parks and Recreation and CAC have teamed up for a Tinsel Train – Holley Trolley event on December 20, 2024.

RIVER BEND COMMUNITY ORGANIC GARDEN

Councilman Weaver gave the following report from the RBCOG November meeting:
The fall harvest so far totaled ninety-seven pounds. Total harvest for the year to date is 2748 pounds. Interfaith Refugee Ministries has received 316 pounds (11%) of produce and herbs.

Gardeners worked a total of 100 hours in November, with a year-to-date total of 1908 hours. The daily sign-up calendar will be used throughout the winter. Weekend workdays will not be scheduled in December. Planning has started for a spring plant sale. The next meeting is scheduled for January 6, 2025 at 1:30 pm in the Municipal building. Guests are always welcome.

CAC – Councilwoman Maurer

Councilwoman Maurer presented the following report from the CAC December meeting..

If you are enjoying the Christmas lights at town entrance, thank the CAC members and citizens who created them in the CAC workshops. Nominations for the third annual Christmas Festive Award began on Dec 5. Winners will be announced on December 20. In conjunction with Parks & Rec, there will be a Tinsel Train comprised of golf carts and a shuttle bus for community members who want to view the nominated and other decorated homes in River Bend. If you don't have a golf cart and want to ride on the shuttle, be sure to sign up. Seats will go fast. Check the CAC or Parks Facebook pages for more information. The CAC has some exciting plans for 2025. Watch for announcements on their Facebook page and in the town's weekly e-news. They are still looking for board members. Please consider applying to this active and creative advisory board. The next meeting is scheduled for Wednesday, January 15, 2025. The new liaison will be Councilwoman Benton.

At this time Councilwoman Maurer thanked the town council, employees, volunteers, town residents and the CAC advisory board for their support throughout her term as councilwoman. Mayor Pro Tem Sheffield thanked Councilwoman Maurer for her willingness to serve the town over the years.

FINANCE – Councilman Leonard

Financial Report – Finance Director, Mandy Gilbert, presented the financial statement for the month of November to the Council. She stated the total of the Town's Cash and Investments as of November 30, 2024, were \$2,538,429 and Ad Valorem Tax Collections for FY24-25 were \$182,545 and Vehicle Ad Valorem Tax Collections were \$34,059.

ENVIRONMENTAL AND WATERWAYS ADVISORY BOARD – Councilman Leonard

Councilman Leonard provided the following report from the EWAB November meeting:

Vice Chairman Ackiss called the meeting to order at 7:00 PM. There was a quorum of members present. There were no visitors. The minutes for the October 2024 meeting were approved. Councilman Leonard gave a council update and answered members questions. Old Business: NNO went well several visitors to the table. Weeds from the walking trail have been cleaned up. Still work to provide fishing line recycling containers. New Business: There was no new business, Volunteer Hours: 8 The next meeting will be on January 6th, 2025 at 7 PM in the small conference room in the municipal building. The public is welcome to attend. The meeting adjourned at 7:27 PM.

ADJOURNMENT SINE DIE

There being no further business, Councilman Leonard moved to adjourn sine die. The meeting adjourned at 7:08 p.m.


Kristie J. Nobles, CMC
Town Clerk

**River Bend Town Council
Regular Meeting Minutes
December 12, 2024
Town Hall
7:00 p.m.**

Present Council Members: Mayor Bledsoe
Buddy Sheffield
Lisa Benton
Brian Leonard
Kathy Noonan
Jeff Weaver

Town Manager: Delane Jackson
Finance Director: Mandy Gilbert
Police Chief: Sean Joll
Town Clerk: Kristie Nobles
Town Attorney: Trey Ferguson

Members of the Public Present: 25

CALL TO ORDER

Mayor Pro Tempore Sheffield called the meeting to order at 7:10 p.m. on December 12, 2024 at the Town Hall Meeting Room with a quorum present.

ADMINISTRATION OF OATHS OF OFFICE TO COUNCIL MEMBERS

At 7:10 p.m., Mayor Pro Tempore Sheffield told the audience that the Town Clerk would administer the oaths. The Clerk proceeded to swear in Mayor Bledsoe and Council members Brian Leonard, Lisa Benton and Kathy Noonan.

APPOINTMENT OF MAYOR PRO TEM

Councilman Leonard moved to appoint Councilman Morris "Buddy" Sheffield to be the Mayor Pro Tempore. The motion carried unanimously.

ADOPTION OF 2025 TOWN MEETING SCHEDULE

Councilwoman Benton motioned to adopt the 2025 River Bend Town Council Meeting Schedule as presented. The motion carried unanimously.

ADOPTION OF 2025 EMPLOYEE HOLIDAY SCHEDULE

Councilman Weaver moved to adopt the 2025 River Bend Employee Holiday Schedule as presented. The motion carried unanimously.

ADOPTION OF MAYOR/COUNCIL RESPONSIBILITIES CHART

Councilwoman Benton moved to adopt the Mayor-Council Responsibilities Chart as presented. The motion carried unanimously. (see attached)

ADOPTION OF COUNCIL CODE OF ETHICS POLICY

Councilwoman Noonan moved to adopt the Council Code of Ethics Policy as presented. The motion carried unanimously. (see attached)

APPOINTMENT OF ECC REPRESENTATIVE

Councilman Weaver motioned to approve Patty Leonard as the Town's ECC Representative. The motion carried unanimously.

ADJOURNMENT

There being no further business, Councilman Sheffield moved to adjourn. The meeting adjourned at 7:20 p.m.



Kristie J. Nobles, CMC
Town Clerk

Mayor and Town Council Responsibilities Last Updated 12/12/24

MAYOR	FINANCE & HUMAN RESOURCES	PUBLIC SAFETY	PARKS & RECREATION	ENVIRONMENT	PLANNING	CAC
Mayor: Mark Bledsoe	Liaison: Brian Leonard Backup: Lisa Benton	Liaison: Kathy Noonan Backup: Buddy Sheffield	Liaison: Jeff Weaver Backup: Kathy Noonan	Liaison: Brian Leonard Backup: Jeff Weaver	Liaison: Buddy Sheffield Backup: Lisa Benton	Liaison Lisa Benton Backup: Brian Leonard
Pro Tem: Buddy Sheffield	Backup: Lisa Benton	Backup: Buddy Sheffield	Backup: Kathy Noonan	Backup: Jeff Weaver	Backup: Lisa Benton	Backup: Brian Leonard
Serves as official head of Town for purpose of serving civil process and receiving all Town correspondence. Signs official documents approved by Council. Liaison with municipal, county, state governments & private sector. Presides over Town meetings. Town spokesman and media representative. Represents Town for ceremonial purposes. Representative to New Bern Metropolitan Planning Organization's Technical Advisory Committee (TAC). Representative to Highway 17/64 Association	Liaison for financial operations of the Town. Serves as Chair of Town's Audit Committee. Works with staff concerning technology and Human Resource Policy issues.	Liaison with the Community Watch group. Liaison with Coastal Environmental Partnership.	Liaison with Parks & Recreation Advisory Board. Works with volunteers on Fourth of July and other special events.	Liaison with Environment and Waterways Advisory Board (EWAB) Works with staff concerning environmental issues. Liaison with ABC Board	Liaison with Planning Board. Liaison with Board of Adjustment. Alternate to New Bern Metropolitan Planning Organization's TAC.	Liaison with Community Appearance Commission (CAC)

Code of Ethics for the
Town Council of
The Town of River Bend, North Carolina

PREAMBLE

WHEREAS, the Constitution of North Carolina, Article 1, Section 35, reminds us that a “frequent recurrence to fundamental principles is absolutely necessary to preserve the blessings of liberty,” and

WHEREAS, a spirit of honesty and forthrightness is reflected in North Carolina’s state motto, *Esse quam videri*, “To be rather than to seem,” and

WHEREAS, Section 160A-86 of the North Carolina General Statutes requires local governing boards and councils to adopt a code of ethics, and

WHEREAS, as public officials we are charged with upholding the trust of the citizens of this town, and with obeying the law, and

NOW THEREFORE, in recognition of our blessings and obligations as citizens of the State of North Carolina and as public officials representing the citizens of the Town of River Bend, and acting pursuant to the requirements of Section 160A-86 of the North Carolina General Statutes, we the Town Council do hereby adopt the following General Principles of Code of Ethics to guide the Town Council in its lawful decision-making.

GENERAL PRINCIPLES UNDERLYING THE CODE OF ETHICS

- The stability and proper operation of democratic representative government depend upon public confidence in the integrity of the government and upon responsible exercise of the trust conferred by the people upon their elected officials.
- Governmental decisions and policy must be made and implemented through proper channels and processes of the governmental structure.
- Council members must be able to act in a manner that maintains their integrity and independence, yet is responsive to the interests and needs of those they represent.
- Council members must always remain aware that at various times they play different roles:
 - As advocates, who strive to advance the legitimate needs of their citizens.
 - As legislators, who balance the public interest and private rights in considering and enacting ordinances, orders, and resolutions.

- As decision-makers, who arrive at fair and impartial quasi-judicial and administrative determinations.
- Council members must know how to distinguish among these roles, to determine when each role is appropriate, and to act accordingly.
- Council members must be aware of their obligation to conform their behavior to standards of ethical conduct that warrant the trust of the constituents. Each official must find within his or her own conscience the touchstone by which to determine what conduct is appropriate.

CODE OF ETHICS

The purpose of this Code of Ethics is to establish guidelines for ethical standards of conduct for the Town Council and to help to determine what conduct is appropriate in particular cases. It should not be considered a substitute for the law or for a council member's best judgment.

Section 1. Council members should obey all laws applicable to their official actions as members of the Council. Council members should be guided by the spirit as well as the letter of the law in whatever they do.

At the same time, council members should feel free to assert policy positions and opinions without fear of reprisal from fellow board members or citizens. To declare that a council member is behaving unethically because of disagreeing with that council member on a question of policy (and not because of the council member's behavior) is unfair, irresponsible, and itself unethical.

Council members should endeavor to keep up to date, through the council's attorney and other sources, about new or ongoing legal or ethical issues they may face in their official positions. This educational function is in addition to the day-to-day legal advice the council may receive concerning specific situations that arise.

Section 2. Council members should act with integrity and independence from improper influence as they exercise the duties of their offices. Characteristics and behaviors consistent with this standard include the following:

- Adhering firmly to a code of sound values.
- Behaving consistently and with respect toward everyone with whom they interact.
- Exhibiting trustworthiness.
- Living as if they are on duty as elected officials regardless of where they are or what they are doing.
- Using their best independent judgment to pursue the common good as they see it, presenting their opinion to all in a reasonable, forthright, consistent manner.
- Remaining incorruptible, self-governing, and unaffected by improper influence while at the same time being able to consider the opinions and ideas of others.

- Disclosing contacts and information about issues that they receive outside of public meetings and refraining from seeking or receiving information about quasi-judicial matters outside of the quasi-judicial proceedings themselves.
- Treating other council members and the public with respect and honoring the opinions of others even while the council members disagree with those opinions.
- Not reaching conclusions on issues until all sides have been heard.
- Showing respect for their offices and not behaving in ways that reflect poorly on those offices.
- Recognizing that they are a part of a larger group and acting accordingly.
- Recognizing that individual council members are not generally allowed to act on behalf of the council but may only do so if the council specifically authorizes it, and that the council must take official action as a body.
- Avoiding conflicts of interest.
- Practicing civility with fellow Council members and the public.

Section 3.a. Council members should avoid impropriety in the exercise of their official duties. Their official actions should be above reproach. Although opinions may vary about what behavior is inappropriate, this council will consider impropriety in terms of whether a reasonable person who is aware of all of the relevant facts and circumstances surrounding the council member's action would conclude that the action was inappropriate.

Section 3.b. If a council member believes that his or her actions, while legal and ethical, may be misunderstood, the member should seek the advice of the council's attorney and should consider publicly disclosing the facts of the situation and the steps taken to resolve it.

Section 4. Council members should faithfully perform the duties of their offices. They should act as especially responsible citizens whom others can trust and respect. They should set a good example for others in the community, keeping in mind that trust and respect must continually be earned.

Council members should faithfully attend and prepare for meetings. They should carefully analyze all credible information properly submitted to them, mindful of the need not to engage in communications outside the meeting in quasi-judicial matters. They should demand full accountability from those over whom the council has authority.

Council members should be willing to bear their fair share of the council's workload. To the extent appropriate, they should be willing to put the council's interests ahead of their own.

Section 5. Council members should conduct the affairs of the council in an open and public manner. They should comply with all applicable laws governing open meetings and public records, recognizing that doing so is an important way to be worthy of the public's trust. They should also remember that local government records belong to the public and not to council members or their employees.

In order to ensure strict compliance with the laws concerning openness, council members should make clear that an environment of transparency and candor is to be maintained at all times in the government unit. They should prohibit unjustified delay in fulfilling public record requests. They should take deliberate steps to make certain that any closed sessions held by the council are lawfully conducted and that such sessions do not stray from the purpose for which they are called. Further, they shall ensure that discussions conducted in closed session shall remain confidential until such time that the Council decides which details to officially releases thereof, in accordance with law.

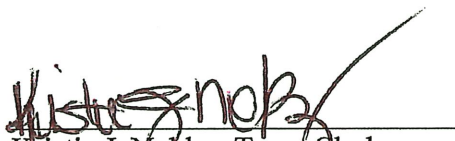
The Mayor and members of this Council do hereby accept and pledge to conduct themselves in accordance with this Code.

This document is to be reviewed by and presented to the Council for adoption following any change in the membership of the Council.

Adopted this 12th day of December, 2024 by the River Bend Town Council.


Mark Bledsoe, Mayor

ATTEST:


Kristie J. Nobles, Town Clerk



Originally adopted 8-12-2010
Re-adopted 12-15-2022
Re-adopted 9-14-2023
Re-adopted 12-12-2024