



TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562

T 252.638.3870
F 252.638.2580

www.riverbendnc.org

RIVER BEND TOWN COUNCIL PROPOSED AGENDA Regular Meeting May 15, 2025 River Bend Town Hall – 45 Shoreline Drive 5:00 p.m.

Pledge: Sheffield

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

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

6. Public Hearings - NONE

7. Consent Agenda

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

A. Approve:

*Minutes of April 10, 2025 Work Council Meeting
Minutes of April 17, 2025 Regular Council Meeting
Minutes of April 28, 2025 Budget Workshop Meeting
Minutes of May 1, 2025 Budget Workshop Meeting
Minutes of May 6, 2025 Budget Workshop Meeting
Minutes of May 8, 2025 Budget Workshop Meeting*

8. Town Manager's Report – Delane Jackson

- A. Birm Media Update Memo
- B. Presentation – Draft FY 25-26 Budget Message & Budget Ordinance

Departmental Activity Reports

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

Administrative Reports:

9. Finance – Councilman Leonard
 - A. Financial Report - Finance Director
 - B. **VOTE** – Budget Amendment for #24-B-04
 - C. **VOTE** – Wastewater Treatment Plant Capital Project Fund Ordinance Amendment #4
 - D. **VOTE** – Award Contract for Wastewater Treatment Plant Enhancements, Phase I
10. Environment & Waterways – Councilman Leonard
 - A. EWAB Report
11. Planning Board – Councilman Sheffield
 - A. Planning Board Report
12. Parks & Recreation – Councilman Weaver
 - A. Parks and Rec Report
 - B. Organic Garden Report
13. CAC – Councilwoman Benton
 - A. CAC Report
14. Mayor's Report
15. Adjournment

**River Bend Town Council
Work Session Minutes
April 10, 2025
Town Hall
5:00 p.m.**

Present Council Members: Mayor Mark Bledsoe
Lisa Benton
Brian Leonard
Kathy Noonan
Jeff Weaver
Buddy Sheffield

Town Manager: Delane Jackson
Town Clerk: Kristie Nobles
Finance Director: Mandy Gilbert
Town Attorney: Trey Ferguson

Members of the Public Present: 9

CALL TO ORDER

Mayor Bledsoe called the meeting to order at 5:00 p.m. on Thursday, April 10, 2025, at the River Bend Town Hall with a quorum present.

VOTE – Agenda - Addition / Deletion

Councilwoman Noonan motioned to amend the agenda by moving item 6 above item 2. The motion carried unanimously.

VOTE – Approval of Agenda

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

Discussion – CAC Median Project Recommendation

Councilwoman Benton stated that the Community Appearance Commission “CAC” recommendation for the Plantation Drive Median was included in the agenda package. She also stated that CAC has scheduled a Special Meeting with Elena Ruth Designs on April 22 and this meeting will be a question-and-answer session for the public input. Councilwoman Benton stated that she wanted to make sure that the public knew that no one has suggested removing the median.

At this time, Councilwoman Benton asked to be excused from the meeting due to a family emergency.

VOTE – Benton Excusal

Councilman Leonard motioned to excuse Councilman Benton due to a family emergency. The motion carried unanimously. Councilwoman Benton left at 5:05 p.m.

Discussion – Sponsorship policy

The Town Manager stated that the revised draft of the proposed Sponsorship Policy was included in the agenda. The Council agreed to vote on the draft policy at the next meeting.

Discussion– Authorized Agent Resolution for Phase II Water and Wastewater Grants

The Town Manager stated that the two attached resolutions are a part of the grant application process and are required for the Phase II water and wastewater grant applications.

VOTE– Authorized Agent Resolution for Phase II Water Grant

Councilman Weaver motioned to approve the Authorized Agent Resolution for the Phase II Water Grant as presented. The motion carried unanimously. (see attached)

VOTE– Authorized Agent Resolution for Phase II Wastewater Grant

Councilman Weaver motioned to approve the Authorized Agent Resolution for the Phase II Wastewater Grant as presented. The motion carried unanimously. (see attached)

Discussion – Craven-Pamlico Regional Library Funding Request

Councilman Leonard stated that the Council has received a request for funding from the Craven-Pamlico Regional Library. He stated that he has invited Katherine Clowers, Regional Director, to the next Council meeting to answer any questions the Council may have regarding this request.

Discussion – Engineering Contract Amendment for the Water Treatment Grant

The Town Manager stated that at the recent Special Meeting the Council approved the development of a Benefit Cost Analyst (BCA) for the Water Treatment Project. He stated that he has researched how other municipalities handle hiring a consultant for a BCA. He said that the municipalities he spoke with were allowing the town's engineer to provide for a BCA through their engineering contract. He stated that Rivers and Associates are revising their Engineer Services Agreement to submit to the Town, and it will include hiring a BCA.

The Mayor asked the Town Manager to update the Council on the three-bid minimum requirement on infrastructure / construction projects that is being discussed at the state level. The Town Manager stated that the state representative for Fuquay Varina has requested that the three-bid minimum requirement to open bids be waived for them. He stated that it seems to be an ongoing issue with many towns across the state not receiving the three-bid minimum requirement for these types of projects. He stated that the requirement is currently being reviewed and there may be some minimum bid requirement changes in the future.

Councilman Sheffield asked the Town Manager for an update on the Pickleball Court bids. The Town Manager stated that it is scheduled to be rebid due to not receiving any bids at the first bid opening.

REVIEW – Agenda for the April 17, 2025, Council Meeting

The Council reviewed the agenda for the April 17, 2025, Council Meeting.

ADJOURNMENT/RECESS

There being no further business, *Councilman Sheffield moved to adjourn. The motion carried unanimously.* The meeting was adjourned at 5:25 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 Drinking Water System Improvements Phase II, 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.

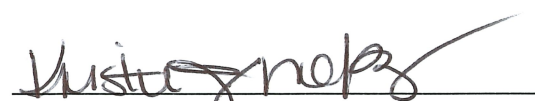
That the **Authorized Representative**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents 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 the 10th day of April 2025 at River Bend, North Carolina.


Mark Bledsoe, 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 10th day of April, 2025; 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 10th day of April 2025.



(Signature of Recording Officer)

Town Clerk, MMC

(Title of Recording Officer)

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 Wastewater Treatment Improvements Phase II, 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 the 10th day of April 2025 at River Bend, North Carolina.


Mark Bledsoe, 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 10th day of April, 2025; 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 10th day of April 2025.



(Signature of Recording Officer)

Town Clerk, MMC

(Title of Recording Officer)

**River Bend Town Council
Regular Meeting Minutes
April 17, 2025
Town Hall
5:00 p.m.**

Present Council Members:

Mayor Mark 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: David Baxter

Members of the Public Present: 33

CALL TO ORDER

Mayor Bledsoe called the meeting to order at 5:00 p.m. on Thursday, April 17, 2025, 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 COMMENTS

There were 6 people who addressed the Council. They voiced their concerns regarding the level of water in the Lakemere Lake and repairs needed on the gates.

CONSENT AGENDA

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

- A. Approve:
 - Minutes of March 13, 2025 Work Council Meeting*
 - Minutes of March 20, 2025 Regular Council Meeting*

SPECIAL PRESENTATIONS

CAC Median Project – Councilwoman Benton introduced CAC chairperson Brenda Hall to the Council and thanked the CAC for all the work they have put into this project. Mrs. Hall gave a brief background on the project and stated that the CAC had been working on the median project for 2 years, she then introduced Elena Herbert with Elena Ruth Designs. Ms. Herbert then presented a PowerPoint presentation of the CAC's recommendation for the median along a portion of Plantation Drive.

Craven-Pamlico Regional Library – Councilman Leonard introduced Katherine Clowers, Regional Director with the Craven-Pamlico Regional Library. Ms. Clowers then presented the Council with a request for funding in the amount of \$2,920. She stated that any funding would be accepted but most municipalities are donating \$1 per resident to help cover the library's operational expenses.

The Council expressed gratitude to Ms. Clowers for collaborating with the Red Caboose Community Library to bring the book / tech mobile and other events to the town. The Council took no action at this time.

TOWN MANAGER'S REPORT

The Manager gave the following updates:

- The Pickleball Court bid proposal was re-bid and did not receive any bids at this bid opening either.
- The Phase I WWTP re-bid opening was today, and 1 bid was submitted which was 4 million dollars over budget.
- The BIRM media replacement project is complete.
- The Town has received the revised Preliminary Subdivision Plat from Ellis Development, and it will be distributed to the Planning Board at their next meeting.
- The first Budget Workshop is April 28.
- The Town Manager stated that he agrees that the Lakemere gates are defective and need repair and stated that he had already planned to address that issue.

ADMINISTRATIVE REPORTS

CAC – Councilwoman Benton

Councilwoman Benton stated that CAC has a Special Meeting scheduled for April 22 at 4:00 and this will be a question-and-answer session with Elena Ruth Designs regarding the Plantation Drive Median Project.

Councilwoman Benton stated that the Council has discussed and revised the proposed Sponsorship Policy over the past few months and the final draft is included in the agenda package.

VOTE – Sponsorship Policy

Councilwoman Benton motioned to approve the Sponsorship Policy as presented. The motion carried unanimously. (see attached)

FINANCE – Councilman Leonard

Financial Report – Finance Director, Mandy Gilbert, presented the financial statement for the month of March to the Council. She stated the total of the Town's Cash and Investments as of March 31, 2025, were \$3,158,707 and Ad Valorem Tax Collections for FY24-25 were \$970,070 and Vehicle Ad Valorem Tax Collections were \$79,648.

ENVIRONMENTAL & WATERWAYS – Councilman Leonard

Councilman Leonard provided the following report from the April meeting.

Chairman Hall called the meeting to order at 7:00 PM. There was a quorum of members present. There were no visitors. The minutes for the January 2025 meeting were approved. Councilman Leonard gave a council update and answered members questions. Old Business: Still working to provide fishing line recycling containers, EWAB will make and install the containers. Alligator weed in ponds in several areas was discussed. Question about the volunteer shirts was asked, Councilman Leonard to follow up on this. New Business: Discussion about having a canal clean up in conjunction with local Scouts. Volunteer Hours: 7 The next meeting will be on May 5, 2025, at 7 PM in the small conference room in the municipal building. The public is welcome to attend. The meeting adjourned at 7:33 PM

PLANNING BOARD – Councilman Sheffield

Councilman Sheffield provided the following report from the April meeting.

The Planning Board met on April 3rd at 6:00 pm in the municipal building. Chairman Lippert called the meeting to order. There was no public comment. The usual reports were given. The only order of business was a discussion of the town's Comprehensive Plan, which is due to be revised every 5 years. Allison McCollum, the board secretary who is also the town's assistant zoning manager, had created a draft of the new plan. Board members were given copies to take home and study to be prepared to make suggestions for the plan at the next meeting. If the usual schedule is followed that meeting will be May 1st. As always, all citizens are invited to attend the board meetings.

PARKS & RECREATION – Councilman Weaver

Councilman Weaver provided the following report from the March meeting.

Easter Egg Hunt is planned for this Saturday, April 19, 2 PM at the River Bend Country Club. This will be our first off-site event. As part of Mental Health Awareness Month and to promote wellness in our community, P&R has planned a Yoga in the Park event on May 17 at 9 AM at Town Commons and a Community Fun Run on May 31 beginning at 10 AM. Given the success of the last bingo night, P&R is planning another night on June 13 and a Music in the Park event on June 22. Food Truck Friday was also very popular and P&R is planning future evenings featuring local trucks. Additionally, P&R will soon begin planning for the Independence Day celebration in collaboration with Town Staff. This is one of the biggest events of the year and volunteers are always needed. The Advisory Board meets the first Wednesday of every month at 6:30 PM and everyone is welcome. You can find more information on the Town's website.

RIVER BEND COMMUNITY ORGANIC GARDEN

Councilman Weaver gave the following report from the March meeting:

Gardeners worked 113 hours in March. They harvested 28 pounds of greens. Spring planting started in February and will continue until May. Work schedules include a daily calendar and twice monthly workdays. The primary task is planting vegetables and herbs. The spring plant sale is scheduled for April 26 from 8 am to 1 pm. Plants, garden crafts and baked goods will be available. Garden tours will be offered. The next meeting is scheduled for May 5, 2025 at 1:30 pm in the Municipal building. Guests are always welcome at the meetings and in the garden.

CLOSED SESSION

Councilman Leonard motioned to go into Closed Session under NCSG §143-318.11(a)(6). The Council entered Closed Session at 6:20 p.m.

OPEN SESSION

Councilman Leonard motioned to return to Open Session at 6:34 p.m. The motion carried unanimously.

VOTE – Town Manager Merit Pay

Councilman Leonard motioned to allocate enough funding from the Governing Board's discretionary funds to be combined with the remaining merit pay funding to equal \$10,000. The motion carried unanimously.

Councilman Leonard motioned to award \$5,000 in merit pay to the Town Manager and authorize the Town Manager to award the remaining \$5,000 to staff at his discretion. The motion carried unanimously.

ADJOURNMENT

There being no further business, *Councilman Sheffield moved to adjourn. The motion carried unanimously.* The meeting adjourned at 6:37 p.m.

Kristie J. Nobles, MMC
Town Clerk

TOWN OF RIVER BEND POLICY ON DONATIONS AND SPONSORSHIPS

Statement of Policy

The Town of River Bend (hereinafter “Town”) will allow donations to be made to the Town.

In allowing sponsorships, the Town will seek sponsors that further its mission by providing monetary or in-kind support for Town programs or services. The Town recognizes that the public trust and perception of its impartiality may be damaged by sponsorships that are aesthetically displeasing, politically oriented, or offensive to segments of its citizenry. When the Town loses public trust and public perception of impartiality, its ability to govern effectively in the interest of its citizens is impaired. Therefore, the Town permits private sponsorship of government programs or services in limited circumstances as a means to generate funds for improving or expanding those programs and services. The Town maintains its sponsorship program as a nonpublic forum and exercises sole discretion over who is eligible to become a sponsor according to the terms of this policy.

Whenever possible, sponsorships should be linked to specific Town-related activities, events, programs, or publications. The Town will neither seek nor accept sponsors that manufacture products or take positions inconsistent with local, state, or federal law or with Town policies, positions, or resolutions. The establishment of a sponsorship agreement does not constitute an endorsement by the Town of the sponsor’s organization, products, or services.

Definition of Terms

“Donation” is a voluntary monetary or in-kind contribution with no expectation of promotional benefits or sponsorship.

“Sponsorship” is the right of an external entity (for-profit or not-for-profit) to associate its name, products, or services with the Town’s programs, services, properties, or name. Sponsorship is a business relationship in which the Town and the external entity exchange goods and/or services for the public display of a message on the Town’s property acknowledging private support.

The use of a private event space for a Town activity, event, program, or publication, as allowed by § 3.05.005 of the Town’s Ordinances, and subsequent designation of that private event space as the location for an activity, event, program, or publication in promotional materials is not in and of itself a sponsorship. For example, an advisory board event held at a restaurant and advertised as being held at said restaurant shall not be considered a sponsorship of that advisory board event. However, to the extent promotional materials for a Town activity, event, program or publication identifies the provider of a private space as a “partner,” “co-sponsor,” or similar status, that designation would be considered a sponsorship for the purposes of this Policy.

Authority Structure for Review and Approval

The Town possesses sole and final decision-making authority for determining the appropriateness of a sponsorship relationship and/or an offer of a donation and reserves the right to refuse any offer of sponsorship or donation.

Sponsorship agreement proposals and donations offers will be reviewed according to the following procedures and guidelines:

- All sponsorship agreement proposals and donation offers shall be approved in consultation with the Town Manager or his/her designee.
- Sponsorship agreement proposals or donation offers projected to generate \$1,000 or less shall (in actual monetary benefit of estimated in-kind benefit) require the written approval of the Town Manager, who shall inform the Town Council.
- Sponsorship agreement proposals or donations offers projected to generate more than \$1,000 (in actual monetary benefit of estimated in-kind benefit) shall require the written approval of the Town Council.

In the discretion of the Town Manager, any proposed sponsorship agreement or donation offer may be referred to the Town Council for its approval.

Criteria for Sponsorship Proposal Review

Proposals for sponsorship of Town programs or services shall be reviewed on the basis of a draft memorandum of understanding that clearly outlines the forms of support offered by the sponsor and the recognition to be given by the Town. The Town Manager may develop and implement a form that entities may use to submit this draft memorandum of understanding. A memorandum of understanding shall be created for each sponsorship relationship. It shall detail the following information, at a minimum:

- Activities, products, and services of the private entity and its subsidiaries;
- Benefits to be given to the proposed sponsor by the Town, and the estimated monetary value of those benefits;
- Benefits to be given to the Town by the proposed sponsor and the estimated monetary value of those benefits;
- Prominence of the proposed public recognition of support;
- Content of the proposed public recognition of support;
- Duration of the proposed public recognition of support; and
- Conditions under which the sponsorship agreement will be terminated.

The Town recognizes that entering into a sponsorship agreement with an external entity does not constitute an endorsement of the entity or its services and products but does imply an affiliation. Such affiliation can affect the reputation of the Town among its citizens and its ability to govern effectively. Therefore, any proposal for sponsorship of a Town program or service in which the involvement of an outside entity compromises the public's perception of the Town's neutrality or its ability to act in the public interest will be rejected.

The Town shall consider the following criteria before entering into a sponsorship agreement:

- Extent and prominence of the public display of sponsorship;
- Aesthetic characteristics of the public display of sponsorship;
- Importance of the sponsorship to the mission of the Town;
- Level of support provided by the sponsor;
- Inconsistencies between Town policies and the known policies or practices of the potential sponsor; and
- Other factors that might undermine public confidence in the Town's impartiality or interfere with the efficient delivery of Town services or operations, including, but not limited to, current or potential conflicts of interest between the sponsor and Town employees, officials, or affiliates; and the potential for the sponsorship to tarnish the Town's standing among its citizens or otherwise impair the ability of the Town to govern its citizens.

Permissible Sponsors and Message Content

Sponsorships on Town property are maintained as a nonpublic forum. The Town intends to preserve its rights and discretion to exercise full editorial control over the placement, content, appearance, and wording of sponsorship affiliations and messages. The Town may make distinctions on the appropriateness of sponsors on the basis of subject matter of a potential sponsorship recognition message. The Town will not deny sponsorship opportunities on the basis of the potential sponsor's viewpoint. Sponsorship from an organization that is engaged in any of the following activities, that has a mission supporting any of the following subject matters, or that, in the sole discretion and judgment of the Town Manager, is deemed to be unsuitable for and contrary to community standards of appropriateness for government publications, shall be prohibited on any Town property:

- Promotion of the sale or consumption of alcoholic beverages, or promotion of establishments that are licensed to sell and primarily do sell alcoholic beverages, including bars; provided, however, that food service establishments or places of lodging may be authorized only when the sale of alcohol is incidental to providing food service or lodging;

- Promotion of the sale or consumption of tobacco products;
- Promotion of the sale of birth control products or services;
- Commentary, advocacy, or promotion of issues, candidates, and campaigns pertaining to political elections;
- Depiction in any form of profanity or obscenity, or promotion of sexually oriented products, activities, or materials;
- Promotion of the sale or use of firearms, explosives, or other weapons, or glorification of violent acts; and
- Promotion or depiction of illegal products, or glorification of illegal products, activities, or materials.

Permissible Recognition Messages

Sponsorship recognition messages may identify the sponsor but should not promote or endorse the organization or its products or services. Statements that advocate, contain price information or an indication of associated savings or value, request a response, or contain comparative or qualitative descriptions of products, services, or organizations will not be accepted. Only the following content will be deemed appropriate:

- The legally recognized name of the advertising organization;
- The advertiser's organizational slogan if it identifies rather than promotes the organization or its products or services;
- The advertiser's product or service line, described in brief, generic, objective terms. Generally, only one product or service line may be identified; and
- Brief contact information for the advertiser's organization, such as phone number, address, or Internet website. Contact information must be stated in a manner that avoids an implication of urging the reader to action.

The Town will not make any statements that directly or indirectly advocate or endorse a sponsor's organization, products, or services.

No materials or communications, including, but not limited to, print, video, Internet, broadcast, or display items developed to promote or communicate the sponsorship using the Town's name, marks, or logo, may be issued without written approval from the Town Manager.

- Adopted April 17, 2025

LSS: 172732

**River Bend Town Council
Budget Workshop Minutes
April 28, 2025
River Bend Town Hall
4:00 P.M.**

Present Council Members: Mayor Mark Bledsoe
Brian Leonard
Kathy Noonan
Buddy Sheffield
Jeff Weaver
Lisa Benton

Town Manager: Delane Jackson
Finance Director: Mandy Gilbert

Members of the Public Present 8

The Mayor called the meeting to order at 4 p.m. and noted that a quorum was present. However, Lisa Benton and Jeff Weaver were not present. The Town Manager stated that Lisa had notified him that she is on the way. The Mayor read aloud NCGS 143-318.17 and asked everyone to avoid disrupting the meeting. The Council agreed to pause for public comments/questions after items # 4, 10 and 14 on the agenda. The Mayor then recognized the Town Manager.

The Manager then began discussions of the Proposed Budget for FY2025-2026, which included a PowerPoint presentation. Lisa and Jeff arrived during this part, at approximately 4:05. The Manager presented the Council's priorities and vision statement, which were approved at the January 16, 2025 budget kick-off meeting. The Manager noted the "Fundamentals of Budgeting 101" slides. He also noted the slide that outlined his 10 main goals during budget preparation. He stated that he felt his recommended budget accomplishes 9 of 10 goals.

The Manager began to follow the advertised agenda and presented details related to employee compensation and staffing levels, followed by the capital improvement plans, utility and fuel prices, the vehicle replacement plan, IT and various budget-related topics. During the vehicle replacement plan item, the Manager recommended transitioning to a 7-year replacement schedule for police vehicles, since the town had assigned each officer a take home car. He also stated that a spare car is incorporated into the plan. He also noted that this year's CIP included funding for future road and park projects. That was followed by a detailed discussion of the following departments: governing board, administration, finance, tax listing, legal services, elections, street maintenance, storm water, public works and public buildings.

There was some discussion about the COLA and inflation and the rising costs of many items/services in the budget. There was some discussion about the fund balance in the

general fund. There was also some discussion about the proposed 2-cent tax rate increase and a new \$10 vehicle tag fee. The Council discussed the possibility of a 4-cent tax rate increase. There was also some discussion about what to do if the interim leaf and limb contractor did not sign the contract for next year. The Manager stated that he did not have an answer to that question. During public input, Don Fogle voiced his opposition to the CAC's median recommendation and stated his support for construction of a pickleball court. Patty Leonard stated that she did not mind a tax rate increase as long as it was being used for salaries, buildings, infrastructure and things like that. Barry Gasparro of the Lakemere Landowner's Association offered a suggestion about ways to repair the flood control gates there.

The Manager ended the session with a slide that showed a summary of the departments that had been discussed and asked if there were any questions.

Councilman Sheffield motioned to recess the meeting until May 1, 2025 at 4 p.m. The motion was unanimously approved. The meeting recessed at 6:41 p.m.

Delane Jackson, Town Manager

**River Bend Town Council
Budget Workshop Minutes
May 1, 2025
River Bend Town Hall
4:00 P.M.**

Present Council Members:

Mayor Mark Bledsoe
Brian Leonard
Kathy Noonan
Buddy Sheffield
Jeff Weaver
Lisa Benton

Town Manager: Delane Jackson
Finance Director: Mandy Gilbert
Police Chief: Sean Joll

Members of the Public Present: 8

The Mayor called the meeting back to order at 4:00 p.m. The Council agreed to pause for public comments/questions after items 18, 21 and 24 on the agenda and limit public comments to 3 minutes. The meeting began with a presentation from the Police Chief about the River Bend PD and the PD's budget for next year and a report of their activities during 2024.

That was followed by a detailed discussion of the following departments: recreation and special events, parks and CAC, emergency services, animal control, wetlands and waterways, leaf and limb, planning and zoning, general fund revenues and fund balance. There was some discussion about possibly combining the Animal Control Department with the Public Works Department. During public comments, Don Fogle recommended keeping Animal Control separate for record-keeping purposes.

During the revenue discussions, the Manager stated that the local sales tax revenues had been better than anticipated thus far in FY24-25. There was a discussion about Powell Bill revenue and how that impacted the town's ability to fund street paving. There was also a discussion about how the town's tax rate was lower than every taxing unit in Craven County except Trent Woods. All Council members except Buddy Sheffield agreed with increasing the tax rate from the Manager's recommended rate of 26¢ to 28¢. There was discussion about implementation of a new vehicle registration fee of \$10 per vehicle and how that revenue could assist with street paving. Everyone agreed to the new vehicle fee.

The Manager ended the session with several slides that showed the recent history and projections for fund balance. He noted the fund balance projection for FY ending 2025 is 59% and the projection for FY ending 2026 is 81%. He stated that these are only an in-house projection and not the same as the audited fund balance figures. He ended his presentation by saying that he was done with general fund related departments and in the absence of Council action, he intended to move forward as discussed.

With no further questions, Councilman Sheffield motioned to recess the meeting until May 6, 2025 at 4:00 p.m. The motion was unanimously approved. The meeting recessed at 5:25 p.m.

Delane Jackson, Town Manager

**River Bend Town Council
Budget Workshop Minutes
May 6, 2025
River Bend Town Hall
4:00 P.M.**

Present Council Members:

Mayor Mark Bledsoe
Brian Leonard
Kathy Noonan
Buddy Sheffield
Jeff Weaver
Lisa Benton

Town Manager: Delane Jackson
Public Works Director: Brandon Mills
Finance Director: Mandy Gilbert

Members of the Public Present: 3

The Mayor called the meeting back to order at 4:00 p.m. and recognized the Town Manager. The Manager began discussions by presenting the Council with several slides related to the agreed upon changes for a tax rate of 28¢, as was discussed during the previous workshop. The Manager stated that his recommendation is to use the additional revenue from the increased tax rate to reduce the amount of fund balance appropriation and not increase spending. All agreed with that recommendation.

The Manager also stated that Public Works Director Brandon Mills was present to answer any questions related to water or sewer operations. The Manager stated that the town had just today received the results from recently completed water system test and deferred to Brandon for a summary. Brandon said that all the test results were good and he specifically discussed the iron and manganese results. The Council discussed ways of possibly sharing the results with the public. Brandon also discussed the upcoming water line flushing schedule, which will include unidirectional flushing this year.

The Manager then discussed the proposed budgets for the enterprise funds. The Manager followed the advertised agenda and presented details related to water and sewer funds cash levels, all water and sewer fund departments, water and sewer capital improvement plans, the utility rate model and revenues for the water and sewer funds. The new wastewater treatment plant and water plant projects, and how they impacted the budget, was also discussed. During slide #28, the Manager pointed out that the town's reserve capacity at the wastewater treatment plant had increased slightly due to lower usage and the plant was currently operating at about 31% of its capacity. The Manager stated that there had been some misinformation circulated about the plant's lack of reserve capacity in the past. He stated that information was inaccurate then and that the plant's reserve capacity was even more now than it was then. During the public input, Richard Taylor suggested using various techniques to inform the residents of the upcoming flushing plan.

The Manager presented slides from the water and sewer rate model and stated that his proposal contained no changes to the rates. He showed what impact the future projections had on the water and sewer cash reserves and said those reserves needed to be monitored closely over the

next few years for the need for possible rate hikes. He pointed out that there had only been 2 years with utility rate increases since 2017.

The Manager suggested changing the start time for the next budget workshop since most of the major budget items had already been agreed upon. With no further questions, Councilman Sheffield motioned to recess the meeting until May 8, 2025 at 4:45 p.m. The motion was unanimously approved. The meeting recessed at 5:20 p.m.

Delane Jackson, Town Manager

**River Bend Town Council
Budget Workshop Minutes
May 8, 2025
River Bend Town Hall
4:45 P.M.**

Present Council Members: Mayor Mark Bledsoe
Brian Leonard
Kathy Noonan
Buddy Sheffield
Jeff Weaver
Lisa Benton

Town Manager: Delane Jackson

Members of the Public Present 3

The Mayor called the meeting back to order at 4:45 p.m. The Mayor recognized the Town Manager.

The Manager began by following the budget workshop agenda as scheduled and presented a PowerPoint presentation showing how the 28¢ tax rate would impact revenues for the town and what impact it would have on various properties. The Manager also presented the proposed fee schedule and utility rates and fees and stated that there were no changes recommended except the new \$10 vehicle registration fee. The Manager stated that he was now finished with his budget presentation.

The Manager asked if any more changes were needed. There were none. He stated that he could present his draft budget message at the May 15 Council meeting, as has been done in the past, and thus avoid the need for the scheduled May 15 budget workshop. The Council agreed to cancel the May 15 budget workshop.

Councilman Sheffield motioned to adjourn the budget workshops. The motion was unanimously approved. The meeting adjourned at 4:53 p.m.

Delane Jackson, Town Manager

**TOWN OF RIVER BEND****45 Shoreline Drive
River Bend, NC 28562**T 252.638.3870
F 252.638.2580www.riverbendnc.org

TO: Mayor and Town Council

FROM: Town Manager

RE: Water Quality

DATE: May 12, 2025

As we have previously discussed, the Birm media replacement project was fully completed on March 27, 2025. I believe the project was a success. Here is a direct quote from Brandon about the project.

"I believe the water Birm media replacement project has been a success. Since the installation, we've seen a noticeable reduction in iron and manganese levels in our finished drinking water. Overall, the water quality has improved".

We are required by the State to do testing for inorganics and secondary monitoring every 3 years. Those samples are taken and sent to a certified lab for testing. The lab results are then sent to the State and back to the town. Manganese and Iron levels were a part of that test. They are secondary constituents. We took the samples on April 29. The results were received on May 6 and are attached. All the test parameters were good, but I want to bring your attention specifically to the results for Manganese and Iron. They are well below the allowable limits and are highlighted.

The new Birm addresses our water quality issues before it goes to the distribution system. Now, onto our efforts to address water quality within the pipes in the distribution system. As we have discussed in the past, and upon recommendation by the State, a unidirectional flushing regiment has been identified as an effective means to address this issue. Our regular system-wide flushing is scheduled to take place in May. Brandon has talked to the State about techniques for unidirectional flushing. He has been developing a plan to implement it during the May flushing. He will take before and after tests throughout the distribution system as part of the flushing in order to determine how successful the unidirectional flushing was. I do not expect this single, initial unidirectional flushing to completely solve the distribution system issue. We will likely utilize this technique multiple times in the future.



Environmental Chemists, Inc.

6602 Windmill Way, Wilmington, NC 28405 • 910.392.0223 Lab • 910.392.4424 Fax
 710 Bowsertown Road, Manteo, NC 27954 • 252.473.5702 Lab/Fax
 255-A Wilmington Highway, Jacksonville, NC 28540 • 910.347.5843 Lab/Fax

ANALYTICAL & CONSULTING CHEMISTS

info@environmentalchemists.com

INORGANIC CHEMICAL ANALYSIS

Water System ID #: 04-25-113

County: Craven

Name of Water System: Town of River Bend

Sample Type: Entry Point

Location: Well 3

Facility ID: P03

Sample Point: 302

Collection Date:

Collection Time:

4/29/2025

8:25:00 AM

Collected by: Brandon Mills

Mail Results to (water system representative)

Phone Number: 252-638-3870

Brandon Mills, ORC

Fax Number: 252-636-1545

45 Shoreline Drive

Responsible Person's email: wrdsupl@riverbendnc.org

New Bern

NC

28562

CustomerID: 12110004

LABORATORY ID #: 37729

☐ SAMPLE UNSATISFACTORY☐ RESAMPLE REQUIRED

CONTAM CODE	CONTAMINANT	METHOD CODE	REQUIRED REPORTING LIMIT	QUANTIFIED RESULTS	ANALYSES BEGUN	ANALYSES COMPLETED	ALLOWABLE LIMITS
1005	Arsenic	EPA 200.8	0.005	<0.005 mg/L	05/01/2025 09:50	5/2/2025 9:51	0.01
1010	Barium	EPA 200.8	0.4	<0.400 mg/L	05/01/2025 09:50	5/2/2025 9:53	2
1015	Cadmium	EPA 200.8	0.001	<0.001 mg/L	05/01/2025 09:50	5/2/2025 9:51	0.005
1020	Chromium	EPA 200.8	0.02	<0.020 mg/L	05/01/2025 09:50	5/2/2025 9:51	0.1
1024	Cyanide	EPA 335.4	0.05	< 0.050 mg/L	04/30/2025 12:37	5/1/2025 9:22	0.2
1025	Fluoride	SM 4500 F C	0.1	0.2 mg/L	04/30/2025 10:00	4/30/2025 15:30	4
1028	Iron	EPA 200.7	0.06	<0.060 mg/L	04/30/2025 10:30	5/1/2025 13:47	0.3
1032	Manganese	EPA 200.8	0.01	0.031 mg/L	05/01/2025 09:50	5/2/2025 9:51	0.05
1035	Mercury	EPA 245.1	0.0004	<0.0004 mg/L	05/02/2025 13:06	5/6/2025 9:38	0.002
1036	Nickel	EPA 200.8	0.1	<0.100 mg/L	05/01/2025 09:50	5/2/2025 9:51	
1045	Selenium	EPA 200.8	0.01	<0.010 mg/L	05/01/2025 09:50	5/2/2025 9:51	
1052	Sodium	EPA 200.7	0.5	5.50 mg/L	04/30/2025 10:30	5/1/2025 13:47	
1055	Sulfate	EPA 300.0	15	<15 mg/L	04/30/2025 09:14	4/30/2025 15:56	250
1074	Antimony	EPA 200.8	0.003	<0.003 mg/L	05/01/2025 09:50	5/2/2025 9:53	0.003
1075	Beryllium	EPA 200.8	0.002	<0.002 mg/L	05/01/2025 09:50	5/2/2025 9:51	0.002
1085	Thallium	EPA 200.8	0.001	<0.001 mg/L	05/01/2025 09:50	5/2/2025 9:53	0.002
1925	pH	SM 4500 H B	6.5	7.6 units	05/01/2025 08:50	5/1/2025 11:18	8.5

Note: Except for Iron, Manganese and Sulfate, if result exceeds allowable limit, the laboratory must fax analytical results to the within 48 hours.

Comment:

Reviewed by: Bonnie Sanders



Environmental Chemists, Inc.

6602 Windmill Way, Wilmington, NC 28405 • 910.392.0223 Lab • 910.392.4424 Fax
 710 Bowsertown Road, Manteo, NC 27954 • 252.473.5702 Lab/Fax
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ANALYTICAL & CONSULTING CHEMISTS

info@environmentalchemists.com

INORGANIC CHEMICAL ANALYSIS

Water System ID #: 04-25-113County: CravenName of Water System: Town of River BendSample Type: Entry PointLocation: Well 1Facility ID: P01Sample Point: 301

Collection Date: Collection Time:

4/29/20258:35:00 AMCollected by: Brandon Mills

Mail Results to (water system representative)

Phone Number: 252-638-3870

Brandon Mills, ORC

Fax Number: 252-636-1545

45 Shoreline Drive

Responsible Person's email: wrdsupt@riverbendnc.org

New Bern

NC

28562

CustomerID: 12110004

LABORATORY ID #: 37729

☐ SAMPLE UNSATISFACTORY☐ RESAMPLE REQUIRED

CONTAM CODE	CONTAMINANT	METHOD CODE	REQUIRED REPORTING LIMIT	QUANTIFIED RESULTS	ANALYSES BEGUN	ANALYSES COMPLETED	ALLOWABLE LIMITS
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1015	Cadmium	EPA 200.8	0.001	<0.001 mg/L	05/01/2025 09:50	5/2/2025 9:53	0.005
1020	Chromium	EPA 200.8	0.02	<0.020 mg/L	05/01/2025 09:50	5/2/2025 9:53	0.1
1024	Cyanide	EPA 335.4	0.05	< 0.050 mg/L	04/30/2025 12:36	5/1/2025 9:22	0.2
1025	Fluoride	SM 4500 F C	0.1	0.2 mg/L	04/30/2025 10:00	4/30/2025 15:30	4
1028	Iron	EPA 200.7	0.06	<0.060 mg/L	05/01/2025 10:21	5/2/2025 14:56	0.3
1032	Manganese	EPA 200.8	0.01	0.034 mg/L	05/01/2025 09:50	5/2/2025 9:53	0.05
1035	Mercury	EPA 245.1	0.0004	<0.0004 mg/L	05/02/2025 13:06	5/6/2025 9:38	0.002
1036	Nickel	EPA 200.8	0.1	<0.100 mg/L	05/01/2025 09:50	5/2/2025 9:53	
1045	Selenium	EPA 200.8	0.01	<0.010 mg/L	05/01/2025 09:50	5/2/2025 9:53	
1052	Sodium	EPA 200.7	0.5	8.09 mg/L	05/01/2025 10:21	5/2/2025 14:56	
1055	Sulfate	EPA 300.0	15	<15 mg/L	04/30/2025 09:14	4/30/2025 15:56	250
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Note: Except for Iron, Manganese and Sulfate, if result exceeds allowable limit, the laboratory must fax analytical results to the within 48 hours.

Comment:

Reviewed by: Bonnie Sanders



RIVER BEND POLICE DEPARTMENT



MONTHLY ACTIVITY REPORT

2025

	ACTIVITIES	2025 February	March	2025 April	% of Total Calls	% Change Last 2 Mos.
1	ALARMS / 911 UNKNOWN / DISTURBANCE / SHOTS FIRED (0)	5	7	7	0.51%	0.00%
2	ANIMAL COMPLAINTS	3	5	7	0.51%	40.00%
3	ARRESTS	1	1	2	0.15%	100.00%
4	ASSAULTS / ALL OTHER VIOLENT CRIME	3	1	2	0.15%	100.00%
5	ASSIST CITIZENS / LOCK OUT / QUALITY OF LIFE ISSUES	17	30	26	1.91%	-13.00%
6	ASSIST EMS / FD / FIRST RESPONDERS / MED ASSIST	34	29	31	2.28%	7.00%
7	ASSIST MOTORISTS / FOOT PATROLS / ALL OTHER	46	40	52	3.82%	30.00%
8	ASSIST OTHER AGENCIES	1	3	2	0.15%	-33.00%
9	B & E BUSINESS / RESIDENCE / VEHICLE	2	0	0	0.00%	0.00%
10	CRIM. SUMM. / SUBPOENAS / WARRANTS / CIVIL COMPLAINT	8	8	4	0.29%	-50.00%
11	DOMESTICS	0	3	1	0.07%	-67.00%
12	FIRES / ALARM	1	4	2	0.15%	-50.00%
13	IDENTITY THEFT / FRAUD	1	3	1	0.07%	-67.00%
14	INVOLUNTARY COMMITMENTS	0	1	0	0.00%	-100.00%
15	JUVENILE COMPLAINTS	1	1	2	0.15%	100.00%
16	LARCENIES	1	0	1	0.07%	0.00%
17	LITTERING	0	0	1	0.07%	0.00%
18	LOUD MUSIC / NOISE COMPLAINTS	0	1	0	0.00%	-100.00%
19	DEATH / MISSING PERSON / RUNAWAY / SUICIDE(A)	4	2	0	0.00%	-100.00%
20	PROPERTY DAMAGE / VANDALISM	0	0	1	0.07%	0.00%
21	RESIDENTIAL / BUSINESS CHECKS / COMMUNITY WATCH	1550	1,848	1,112	81.76%	-40.00%
22	ROADWAY DEBRIS / OBSTRUCTIONS	0	0	0	0.00%	0.00%
23	ROBBERIES	0	0	0	0.00%	0.00%
24	SOLICITING VIOLATIONS	0	0	2	0.15%	0.00%
25	SUSPICIOUS PERSONS / VEHICLES / FIELD INTERVIEW	7	8	6	0.44%	-25.00%
26	TOWN ORDINANCE CITATIONS	0	1	4	0.29%	300.00%
27	TOWN ORDINANCE VIOLATIONS	2	1	5	0.37%	400.00%
28	TRAFFIC ACCIDENTS	3	2	2	0.15%	0.00%
29	TRAFFIC STOPS	25	37	60	4.41%	62.00%
30	TRAFFIC COMPLAINTS-RADAR	5	2	9	0.66%	350.00%
31	DWI	0	1	0	0.00%	-100.00%
32	CHECKPOINTS	0	1	0	0.00%	-100.00%
33	DRUG VIOLATIONS	0	0	0	0.00%	0.00%
34	WELFARE CHECKS	5	6	0	0.00%	-100.00%
35	CASE ASSIST / PW / VEHICLE MAINTENANCE / MEETING	8	5	5	0.37%	0.00%
36	CASE FOLLOW UPS / SPECIAL OPERATION / TRAINING	23	12	12	0.88%	0.00%
37	TRESPASSING	0	0	1	0.07%	0.00%
38	OVERDOSE	0	0	0	0.00%	0.00%
39	TOTAL	1756	2063	1360	100.00%	-34.00%

Traffic Violations

- 13 State Citations
- 15 Total State Charges
- State Warnings
- 4 Town Citations
- 1 Town Warnings

Community Watch Checks

- 54 100 Pirates
- 67 100 Plantation
- 54 200 Lakemere
- 65 200 Rockledge
- 45 Piner Estates

Phone Calls Answered (638-1108)

- 147 Incoming Calls

The data being presented in this report is a representation of the original call as it was dispatched.

Chief of Police
Sean Christian Joll



TOWN OF RIVER BEND
POLICE DEPARTMENT

45 Shoreline Drive
River Bend, NC 28562

T 252.638.1108
F 252.636.1545

www.riverbendnc.org

#9PMROUTINE

The 9 o'clock Lock Your Doors program is a community safety initiative promoted by many police departments and neighborhood watch groups. Its importance lies in its role as a simple, daily reminder to reduce crime of opportunity, particularly thefts from vehicles and homes.

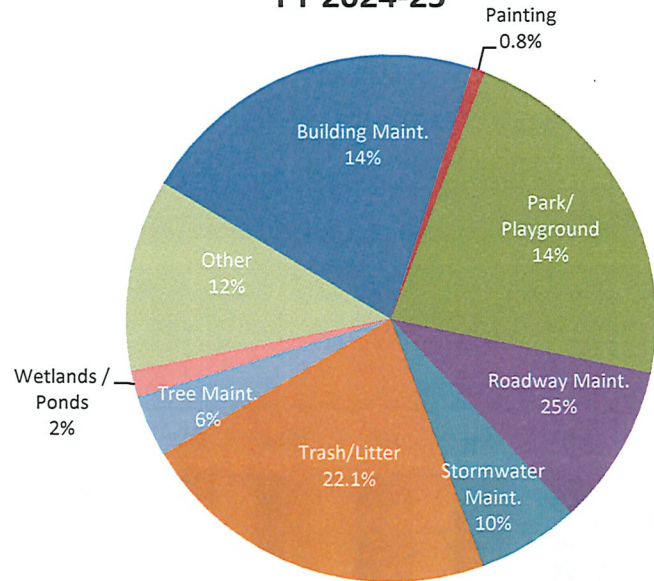
Key Points of Importance:

1. **Crime Prevention:** Many thefts occur because of unlocked cars or homes. The program encourages people to secure their property every night, especially around 9 PM, which is a common time for such crimes.
2. **Routine Building:** Creating a consistent habit of checking locks, turning on exterior lights, and securing valuables can significantly reduce the chances of being targeted.
3. **Community Awareness:** The program fosters a culture of vigilance and responsibility, often accompanied by reminders on social media or community alerts.
4. **Support for Law Enforcement:** When residents take basic precautions, police can focus on more serious crimes rather than preventable thefts.

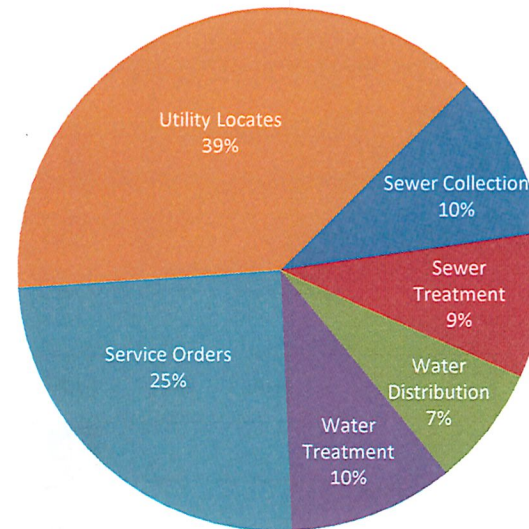
I would kindly ask that you help us make our community safer by making this your nightly routine.

Sean C. Joll
Chief of Police

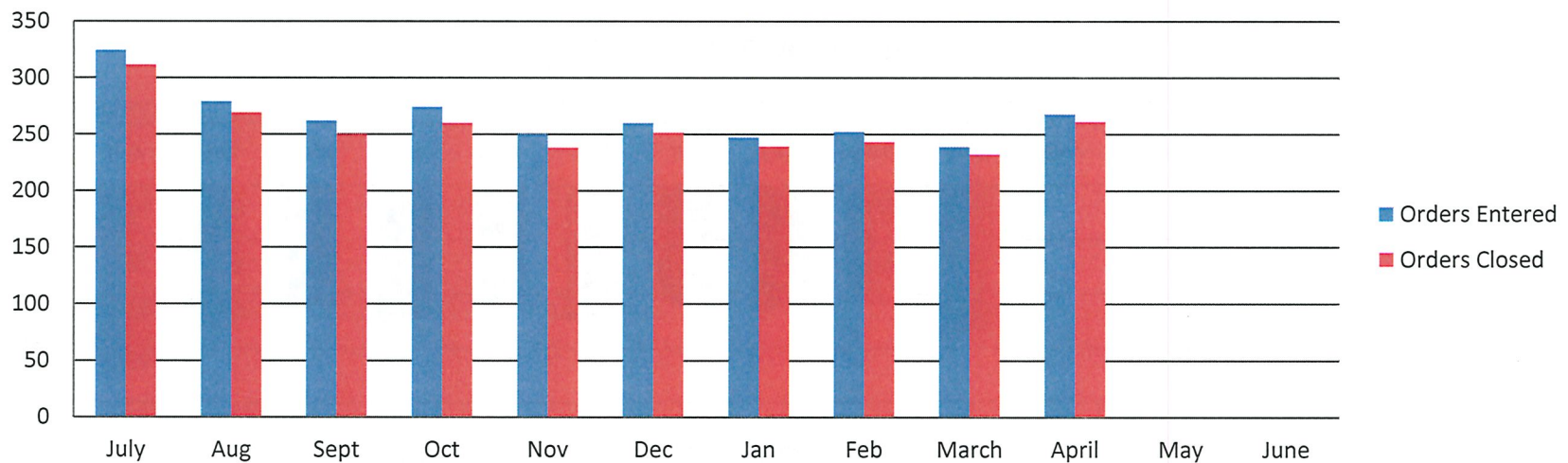
**Public Works Work Orders
FY 2024-25**



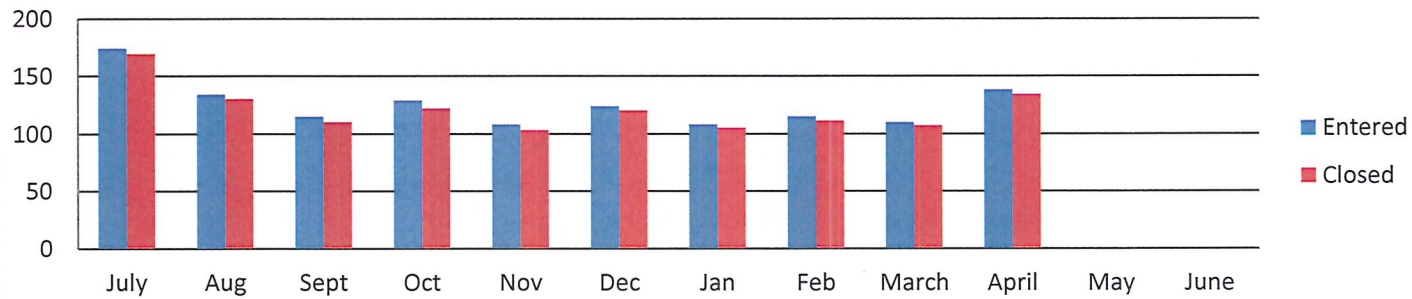
**Water Resources Work Orders
FY 2024-25**



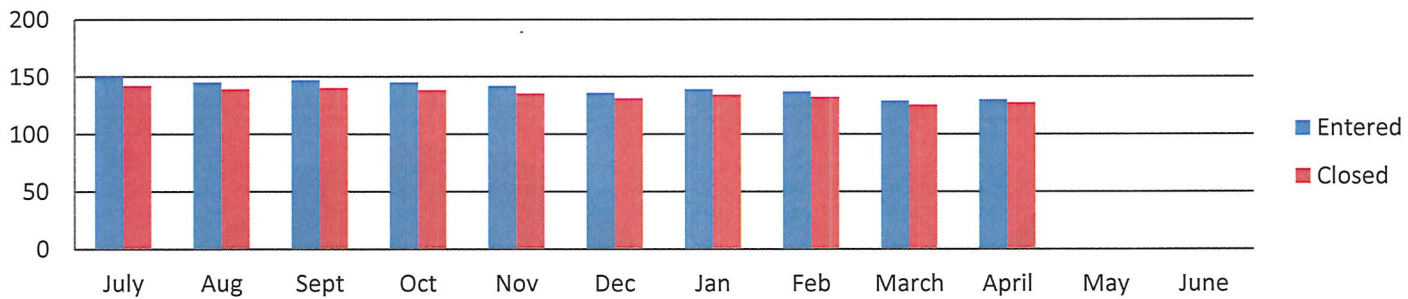
Total Work Orders - FY 2024-25



Water Resources - Work Orders



Public Works - Work Orders





Public Works

Orders Entered	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD	Pending
Building Maintenance	31	30	30	29	30	29	31	30	29	30			299	0
Painting	1	3	2	1	2	0	1	0	0	1			11	0
Park/Playground	35	31	33	30	31	32	30	32	31	30			315	1
Roadway Maintenance	19	17	15	13	8	11	13	15	14	13			138	0
Stormwater Maintenance	10	7	12	10	12	9	8	6	5	8			87	0
Trash/Litter	31	31	30	33	31	33	31	28	31	30			309	0
Tree Maintenance	9	8	6	5	4	2	4	8	6	1			53	1
Wetlands / Ponds	3	4	3	4	2	1	1	1	1	3			23	0
Other	11	14	16	20	22	19	20	17	12	14			165	1
TOTAL	150	145	147	145	142	136	139	137	129	130	0	0	1400	3
Orders Closed	142	139	140	138	135	131	134	132	125	127			1343	

Water Resources

Orders Entered	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD	Pending
Sewer Collection	16	15	13	14	12	8	10	12	10	18			128	1
Sewer Treatment	15	14	12	11	12	10	9	10	9	11			113	1
Water Distribution	12	10	9	12	10	12	10	6	7	5			93	0
Water Treatment	13	11	10	14	13	12	15	14	12	14			128	2
Service Orders	20	18	30	35	30	35	40	30	26	45			309	0
Utility Locates	98	66	41	43	31	47	24	43	46	45			484	0
TOTAL	174	134	115	129	108	124	108	115	110	138	0	0	1255	4
Orders Closed	169	130	110	122	103	120	105	111	107	134			1211	

TOTAL	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD
Orders Entered	324	279	262	274	250	260	247	252	239	268	0	0	2655
Orders Closed	311	269	250	260	238	251	239	243	232	261	0	0	2554



MONTHLY ZONING REPORT

MONTH YEAR

Activity	Monthly	YTD Total
Permit Applications Received	7	75
Permits Issued	7	75
Fees Collected	552.60	4699.20
Violations Noted During Weekly Patrol	20	87
Complaints Received From Citizens	2	8
Notice Of Violations Initiated *see details below	10	70
Remedial Actions Taken By Town	0	0

Detail Summary		
Address	Violation	Date Cited
99 Shoreline	Sign violation	2-Apr
250 Pirates	Debris	9-Apr
253 Pirates	Trailer	9-Apr
4954 S. US 17 Hwy	Accessory building w/o permit	11-Apr
302 Carriage House	Disrepair; grass	23-Apr
311 Channel Run	RV	23-Apr
405 Plantation	Trailer	23-Apr
402 Plantation	Fence w/o permit	23-Apr
318 Old Pollocksville	Tree preservation	23-Apr
Gentry Cove	Grass	29-Apr

Town of River Bend



Monthly Financial Report

This monthly report is provided as an oversight/management tool for the Town Council of the Town of River Bend. For ease of reporting, and in order to be consistent with the categories used in the annual budget process, this report summarizes the revenue and expenses in each of the three operational areas of the Town. Anyone interested in more detail, or further explanation of the contents of this report, is encouraged to contact Finance Officer Mandy Gilbert.

Notes

The cash balances shown on page one are the amount of cash in each specific accounting fund. These funds are deposited in separate investment accounts. Pooled cash accounts used for operating funds but accounted for, in our internal systems, as individual accounts. Interest attributable to each account is allocated based upon the total rate of return of the account(s).

The FY Budget columns represents the original and current budget. As the fiscal year goes on and unforeseen expenses or revenues occur, we need to adjust the budget. The Council does this by formal amendment during a Council meeting. *Asterisked lines represent those budget items that have been amended since adoption.

Because this is an annual budget, it is important to note that many lines shown in this report will vary, some significantly, from month to month, and in different times of the year. In many instances, capital payments for current fiscal year projects are made early in the fiscal year and the majority of our ad valorem tax receipts occur in the middle of the fiscal year. This is another reason to maintain an adequate fund balance.



Visit our web site <http://www.riverbendnc.org/finance.html> to view the Financial Dashboard. These dashboards are designed to give the user a quick overview of the status of revenues and expenditures in each of the Town's three major funds as reported in the Monthly Financial Report.



Fund Cash Balances

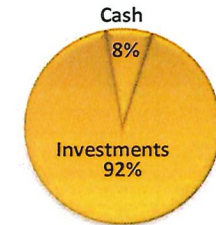
Cash Balances	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1 General Fund*	1,228,219	1,093,672	1,165,107	1,151,955	1,060,936	1,497,909	1,455,934	1,549,270	1,542,991	1,479,521		
2 Powell Bill	-	-	54,542	54,542	54,543	109,085	109,086	109,087	-	-		
3 General Capital Reserve	115,788	116,301	116,786	117,258	117,701	118,147	118,578	118,966	119,394	119,808		
4 Stormwater AIA Project	-	-	-	-	-	-	(60,000)	(60,000)	(60,000)	-		
5 Law Enforcement Separation Allowance	51,855	52,085	52,302	52,514	52,712	52,912	53,105	53,279	53,470	53,656		
6 Water Fund*	537,780	572,687	566,785	600,153	592,353	617,104	557,862	599,300	592,639	614,446		
7 Water Capital Reserve Fund	21,363	21,458	21,547	21,634	21,716	21,798	21,878	21,949	22,028	22,105		
8 Water AIA Grant Project	-	-	-	-	-	-	-	-	-	-		
9 Water Treatment Plant Capital Project	(170,926)	(171,566)	(171,566)	(171,566)	(171,566)	(171,566)	(1,966)	(1,966)	28,314	(1,966)		
10 Water Treatment Improvement Project	-	-	-	-	-	-	(5,000)	(5,000)	(5,000)	(5,000)		
11 Sewer Fund*	755,848	780,999	774,165	808,717	786,280	810,678	807,209	843,695	843,964	871,444		
12 Sewer Capital Reserve Fund	25,108	25,220	25,325	25,427	25,523	25,620	25,714	25,798	25,891	25,980		
13 Sewer AIA Grant Project	-	-	-	-	-	-	-	-	-	5,000		
14 WWTP Capital Projects Fund	(1,088)	20,039	(1,770)	(1,770)	(1,770)	(1,088)	(1,208)	(1,208)	(4,984)	(1,973)		
Total Cash and Investments	2,563,947	2,510,894	2,603,222	2,658,865	2,538,429	3,080,599	3,081,190	3,253,170	3,158,707	3,183,021		
Truist Cash Accounts	256,552	193,268	370,279	416,883	287,988	508,591	386,355	356,464	292,720	248,119	0	0

*These operating funds have equity in the Truist pooled accounts.

In order to obtain more favorable interest rates, the Town deposits funds in the North Carolina Capital Management Trust. We move funds between our cash accounts and these investment accounts to accommodate cash flow for our payables and as revenues are received in order to maintain an adequate amount of cash for operational needs while attempting to minimize bank fees and maximize interest revenue. Based upon historical cash flow and current encumbrances, our staff anticipates the level of cash needed to meet our obligations without having to make an inordinate number of transfers between accounts.

On the table above, the term cash includes those funds we hold in accounts in our designated banking institution (currently Truist). We have two accounts with Truist, a Money Market account that pays a competitive rate of interest, and an operating (checking) account from and to which we make all regular payments and deposits.

The table below shows the balances of each fund account we have in NCCMT at the end of the month. The chart to the right shows how our funds are apportioned between operating cash and investments.



Investments in NCCMT	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1 General Fund	1,084,896	1,012,596	961,623	904,499	941,933	1,214,956	1,293,414	1,402,664	1,389,696	1,394,513		
2 Powell Bill	-	-	-	-	-	-	-	-	-	-		
3 Capital Reserve (General Fund)	115,788	116,301	116,786	117,258	117,701	118,147	118,578	118,966	119,394	119,808		
4 Law Enforcement Separation Allowance	51,855	52,085	52,302	52,514	52,712	52,912	53,105	53,279	53,471	53,656		
5 Water Fund	395,194	436,003	422,763	456,482	450,200	472,445	465,562	514,103	502,837	530,546		
6 Water Capital Reserve Fund	21,363	21,458	21,547	21,634	21,716	21,798	21,878	21,949	22,028	22,105		
7 Sewer Fund	613,190	653,963	632,598	664,166	640,656	666,128	716,585	759,946	752,669	788,293		
8 Sewer Capital Reserve Fund	25,108	25,220	25,325	25,427	25,523	25,620	25,714	25,798	25,891	25,980		
Total Investments	2,307,395	2,317,626	2,232,944	2,241,982	2,250,441	2,572,007	2,694,835	2,896,706	2,865,986	2,934,902	0	0



General Fund

Revenue	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date		PY
	Original	Current													Total	% Budget	% Budget
1 Ad Valorem Taxes	980,165	980,165	1,662	13,208	80,104	46,254	41,318	496,514	83,952	181,728	25,352	8,437			978,527	99.8%	104.7%
2 Ad Valorem Taxes - Vehicle	104,400	104,400	-	13,648	11,069	9,342	-	16,937	9,882	9,584	9,185	11,770			91,419	87.6%	93.6%
3 Animal Licenses	1,500	1,500	70	40	10	40	120	-	610	540	590	160			2,180	145.3%	102.0%
4 Local Gov't Sales Tax*	431,000	445,312	36,474	45,078	47,502	43,360	43,911	36,212	40,238	44,829	47,683	38,614			423,901	95.2%	85.2%
5 Hold Harmless Distribution	112,233	112,233	8,770	11,635	12,469	11,720	11,508	11,126	11,539	11,666	12,901	9,651			112,984	100.7%	89.3%
6 Solid Waste Disposal Tax	2,200	2,200	-	542	-	-	576	-	-	548	-	-			1,665	75.7%	79.2%
7 Powell Bill Fund Appropriation	-	-	-	-	-	-	-	-	-	-	-	-			-	0.0%	0.0%
8 Powell Bill Allocation	101,000	101,000	-	-	54,542	-	-	54,542	-	-	-	-			109,083	108.0%	100.0%
9 Beer & Wine Tax	13,225	13,225	-	-	-	-	-	-	-	-	-	-			-	0.0%	0.0%
10 Video Programming Tax	47,041	47,041	-	-	11,349	-	-	12,247	-	-	11,021	-			34,616	73.6%	72.5%
11 Utilities Franchise Tax	116,156	116,156	-	-	25,708	-	-	37,370	-	-	31,352	-			94,430	81.3%	73.1%
12 Telecommunications Tax	6,779	6,779	-	-	1,683	-	-	1,900	-	-	1,751	-			5,334	78.7%	85.3%
13 Court Cost Fees	500	500	27	45	68	68	27	29	27	14	23	9			335	66.9%	84.9%
14 Zoning Permits	7,000	7,000	222	108	571	1,575	362	272	182	519	316	519			4,647	66.4%	160.3%
15 Federal Grants*	-	23,364	-	6,185	-	-	-	-	-	-	-	-			6,185	26.5%	0.0%
16 State Grants	-	-	-	-	-	-	-	-	-	-	-	-			-	0.0%	0.0%
17 Federal Disaster Assistance	-	-	-	-	-	-	-	-	-	-	-	-			-	0.0%	#DIV/0!
18 State Disaster Assistance	-	-	-	-	-	-	-	-	-	-	-	-			-	0.0%	0.0%
19 Miscellaneous	15,000	15,000	358	971	85	72	1,795	360	542	1,472	329	1,081			7,065	47.1%	156.3%
20 Insurance Settlements	-	-	-	-	-	2,916	-	-	-	-	-	-			2,916	#DIV/0!	#DIV/0!
21 Interest - Powell Bill	50	50	-	-	0	0	0	0	1	1	1	-			4	7.7%	0.7%
22 Interest - Investments	44,533	44,533	5,087	4,701	4,027	3,878	3,434	4,023	4,460	4,250	5,032	4,817			43,708	98.1%	144.0%
23 Contributions	900	900	660	-	-	9	-	-	-	-	-	-			668	74.3%	71.1%
24 Wildwood Storage Rents	18,144	18,144	1,610	1,636	1,627	1,638	1,617	1,623	1,617	1,617	1,638	1,648			16,271	89.7%	91.3%
25 Rents & Concessions	18,000	18,000	2,020	1,640	1,720	1,680	1,760	1,960	2,100	1,860	1,880	1,760			18,380	102.1%	95.6%
26 Sale of Capital Assets	-	-	-	-	-	-	-	-	-	-	-	-			-	0.0%	100.0%
27 Sales Tax Refund Revenue	-	-	-	-	-	-	-	-	-	-	-	-			-	0.0%	0.0%
28 Trans. from Capital Reserve	72,650	72,650	72,650	-	-	-	-	-	-	-	-	-			72,650	100.0%	100.0%
29 Trans. from L.E.S.A. Fund	-	-	-	-	-	-	-	-	-	-	-	-			-	0.0%	0.0%
31 Appropriated Fund Balance*	321,524	325,155	-	-	-	-	-	-	-	-	-	-			-	0.0%	0.0%
Total	2,414,000	2,455,307	129,610	99,437	252,534	122,552	106,428	675,114	155,148	258,628	149,053	78,466	0	0	2,026,970	82.6%	87.2%

*Astericked lines represent those budget items that have been amended since Original Budget adoption.

#DIV/0! indicates revenue was received, but not budgeted for this line item.



General Fund

Expenditures	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date		PY
	Original	Current													Total	% Exp	
1 Governing Body	69,500	69,500	7,551	(873)	4,376	(828)	842	13,839	(236)	14,697	4,658	5,951			49,978	71.9%	42.1%
2 Administration	331,200	331,200	39,126	20,193	29,687	33,340	18,898	43,116	18,970	19,734	25,851	37,657			286,574	86.5%	83.9%
3 Finance*	156,500	148,972	15,912	9,092	11,561	20,553	10,088	9,931	9,756	9,247	9,174	13,860			119,175	80.0%	88.6%
4 Tax Listing	14,700	14,700	-	468	1,060	693	413	4,403	2,064	2,048	487	361			11,996	81.6%	92.5%
5 Legal Services	49,000	49,000	814	2,224	2,375	1,733	1,430	1,671	869	3,361	2,512	1,075			18,063	36.9%	72.8%
6 Elections	600	600	-	-	-	-	-	-	491	-	-	-			491	81.8%	0.0%
7 Public Buildings*	108,000	84,500	9,610	12,214	6,725	7,021	3,055	3,949	4,657	4,841	3,007	5,851			60,929	72.1%	69.5%
8 Police*	840,800	867,795	67,932	101,919	51,735	114,025	53,610	72,469	73,619	53,821	51,360	75,374			715,864	82.5%	71.5%
9 Emergency Management	5,800	5,800	2,100	16	16	1,386	343	16	16	61	16	1,366			5,336	92.0%	98.3%
10 Animal Control*	18,000	22,555	1,894	1,409	1,579	2,410	1,540	1,367	1,398	1,391	1,386	2,226			16,600	73.6%	79.1%
11 Street Maintenance*	235,000	246,385	11,075	10,421	3,958	8,700	3,890	4,157	5,103	3,691	133,664	7,541			192,200	78.0%	84.5%
12 Public Works*	203,000	218,738	17,632	16,147	16,282	24,162	16,134	16,422	15,757	16,699	17,043	16,153			172,431	78.8%	82.9%
13 Leaf & Limb, Solid Waste	87,500	87,500	8,766	6,538	8,713	1,649	296	20,709	10,206	5,578	251	26,026			88,732	101.4%	89.6%
14 Stormwater Management*	51,200	58,031	2,856	2,149	2,403	3,465	2,826	2,050	11,847	2,086	2,079	3,339			35,100	60.5%	62.5%
15 Waterways & Wetlands	2,900	2,900	50	-	9	140	-	-	134	41	-	-			375	12.9%	25.4%
16 Planning & Zoning	60,000	60,000	5,520	3,826	3,834	6,794	3,906	3,795	3,868	3,869	3,942	6,869			46,224	77.0%	80.5%
17 Recreation & Special Events	11,000	11,000	856	-	520	58	115	695	253	175	60	682			3,415	31.0%	30.9%
18 Parks*	59,500	66,331	3,912	3,314	3,237	4,443	3,434	3,824	3,855	2,608	3,355	4,836			36,819	55.5%	73.5%
19 Transfers	86,757	86,757	86,757	-	-	-	-	-	-	-	-	-			86,757	100.0%	100.0%
20 Contingency	23,043	23,043	-	-	-	-	-	-	-	-	-	-			-	0.0%	0.0%
Total	2,414,000	2,455,307	282,363	189,058	148,069	229,746	120,821	202,412	162,628	143,948	258,845	209,167	0	0	1,947,056	79.3%	77.0%

Capital / Debt (included above)	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Exp
1 Capital Outlay*	264,754	255,254	-	47,434	-	47,434	-	-	-	-	130,168	-	-	-	225,036	88.2%
2 Debt Service - Principle	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
3 Debt Service - Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%

*Astericked lines represent those budget departments that have been amended since Original Budget adoption.



Water Fund

Revenue	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date		PY
	Original	Current													Total	% Col	% Col
Base Charge	280,228	280,228	46,614	283	46,827	378	46,585	198	46,881	164	46,975	381			235,286	84.0%	83.6%
Consumption	238,040	238,040	47,308	167	42,159	110	38,260	68	41,581	73	38,836	171			208,732	87.7%	85.7%
Other, incl. transfers	23,784	23,784	1,836	6,170	1,760	5,887	8,261	4,733	1,982	6,627	1,932	4,898			44,087	185.4%	210.2%
Hydrant Fee	19,215	19,215	19,215	(153)	-	(262)	-	(104)	-	(66)	-	-			18,629	97.0%	100.1%
Appropriated Fund Bal.*	92,733	155,139	-	-	-	-	-	-	-	-	-	-			-	0.0%	0.0%
Total	654,000	716,406	114,973	6,467	90,746	6,114	93,106	4,894	90,444	6,797	87,743	5,449	0	0	506,735	70.7%	87.2%

Expenses	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date		PY
	Original	Current													Total	% Exp	% Exp
Admin & Finance*	507,000	495,618	46,288	26,810	26,486	35,116	31,657	35,178	25,491	25,572	24,972	38,052			315,623	63.7%	60.6%
Supply & Treatment*	69,000	142,788	5,092	3,683	6,240	4,984	2,979	8,142	60,390	3,708	5,041	3,230			103,492	72.5%	43.0%
Distribution	58,000	58,000	31,698	174	715	118	292	829	997	412	2,089	554			37,878	65.3%	92.9%
Transfers / Contingency	20,000	20,000	20,000	-	-	-	-	-	-	-	-	-			20,000	100.0%	0.0%
Total	654,000	716,406	103,079	30,667	33,442	40,218	34,928	44,149	86,878	29,692	32,102	41,837	0	0	476,992	66.6%	58.7%

Capital (included above)	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Exp
Capital Outlay*	2,500	73,500	-	-	-	-	-	-	54,432	-	1,137	611			56,180	76.4%

Cash Balances

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Water Fund	537,780	572,687	566,785	600,153	592,353	617,104	557,862	599,300	592,639	614,446		
Water Capital Reserve Fund	21,363	21,458	21,547	21,634	21,716	21,798	21,878	21,949	22,028	22,105		

Water Produced

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
Limit														
Total Gallons	9,722,000	8,194,000	8,904,000	11,510,000	9,999,000	10,160,000	9,738,000	8,394,000	9,551,000	9,328,000			95,500,000	
Average daily gallons	925,000*	313,613	264,323	296,800	371,290	333,300	327,742	314,129	299,786	308,097	310,933	0	0	314,001

* This is the permitted daily limit.



Sewer Fund

Revenue	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date		PY
	Original	Current													Total	% Col	% Col
Base Charge	297,179	297,179	49,204	353	49,504	447	49,146	314	49,433	225	49,569	464			248,658	83.7%	83.6%
Consumption	337,525	337,525	61,256	279	57,924	158	53,071	149	58,439	93	53,692	104			285,165	84.5%	82.8%
Other, incl. transfers	18,261	18,261	2,806	4,143	2,635	4,883	2,522	3,814	2,456	3,619	2,723	4,524			34,125	186.9%	261.2%
Appropriated Fund Bal.*	67,035	58,441	-	-	-	-	-	-	-	-	-	-			-	0.0%	0.0%
Total	720,000	711,406	113,266	4,775	110,062	5,488	104,739	4,277	110,328	3,937	105,984	5,092	0	0	567,948	79.8%	94.1%

Expenses	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date		PY
	Original	Current													Total	% Exp	% Exp
Admin & Finance*	502,000	490,618	51,282	26,849	27,922	36,659	31,393	41,192	27,994	27,145	26,247	33,938			330,620	67.4%	63.4%
Collection*	58,000	55,788	5,560	3,189	2,563	3,754	2,865	1,050	1,908	1,914	1,126	141			24,070	43.1%	57.4%
Treatment	135,000	135,000	5,990	5,886	12,789	8,975	15,557	8,261	6,471	13,168	6,474	18,260			101,831	75.4%	74.1%
Transfers / Contingency*	25,000	30,000	25,000	-	-	-	-	-	-	-	-	5,000			30,000	100.0%	0.0%
Total	720,000	711,406	87,832	35,924	43,274	49,389	49,815	50,502	36,373	42,226	33,847	57,339	0	0	486,521	68.4%	64.5%

Capital (included above)	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Exp
Capital Outlay	2,500	2,500	-	-	-	-	-	-	-	-	-	-			-	0.0%

Cash Balances

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Sewer Fund	755,848	780,999	774,165	808,717	786,280	810,678	807,209	843,695	843,964	871,444		
Sewer Capital Reserve Fund	25,108	25,220	25,325	25,427	25,523	25,620	25,714	25,798	25,891	25,980		

Wastewater Treated		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Limit														
Total Gallons		2,885,000	3,420,000	3,032,000	3,286,000	3,269,000	3,424,000	3,505,000	2,682,000	2,834,000	2,653,000			30,990,000	
Average daily gallons	330,000*	93,065	110,323	101,067	106,000	108,967	110,452	113,065	95,786	91,419	88,433	0	0	101,857	

* This is the permitted daily limit.



**TOWN OF RIVER BEND
BUDGET ORDINANCE AMENDMENT 24-B-04
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 December 5, 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	731,736
Water Capital Reserve Fund	20,215
Sewer Fund	724,636
Sewer Capital Reserve Fund	25,250
Total	4,046,666

Section 1.

General Fund

**24-B-04
PROPOSED
CHANGES**

Anticipated Revenues

AD VALOREM Taxes 2024-2025	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

0

Section 1. General Fund (continued)**24-B-04
PROPOSED
CHANGES**

Authorized Expenditures

Governing Body	69,500	
Administration (salaries and benefits)	333,200	2,000
Finance (salaries and benefits)	150,172	1,200
Tax Listing	14,700	
Legal Services (transfer to other depts.)	36,225	(12,775)
Elections	600	
Police	867,795	
Public Buildings	84,500	
Emergency Services	5,800	
Animal Control (salaries and benefits)	23,505	950
Street Maintenance (salaries and benefits)	248,760	2,375
Public Works (salaries and benefits)	222,063	3,325
Leaf & Limb and Solid Waste (fees for remainder of fiscal year)	97,075	9,575
Stormwater Management (transfer to other depts.)	49,956	(8,075)
Wetlands and Waterways	2,900	
Planning & Zoning	60,000	
Recreation & Special Events	11,000	
Parks & Community Appearance (salaries and benefits)	67,756	1,425
Contingency	23,043	
Transfer To General Capital Reserve Fund	86,757	
Transfer To L.E.S.A. Fund	0	
Total	2,455,307	0

Section 2. General Capital Reserve Fund

Anticipated Revenues

Contributions from General Fund	86,757
Interest Revenue	2,250
Total	89,007

Authorized Expenditures

Transfer to General Fund	72,650
Future Procurement	16,357
Total	89,007

Section 3. Law Enforcement Separation Allowance Fund

Anticipated Revenues:

Contributions from General Fund	0
Interest Revenue	515
Total	515

Authorized Expenditures:

Separation Allowance	0
Future LEOSSA Payments	515
Total	515

Section 4. Water Fund**24-B-04
PROPOSED
CHANGES**

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	
<i>Taps & Connections Fees (recognize revenue earned)</i>	4,050	2,800
Nonpayment Fees	10,500	
Late payment Fees	7,774	
<i>Interest Revenue (recognize revenue earned)</i>	16,790	12,530
Sale of Capital Asset	0	
Appropriated Fund Balance	155,139	
Total	731,736	15,330

Authorized Expenditures

<i>Administration & Finance [1] (salaries and benefits & correct labor alloc)</i>	510,948	15,330
Operations and Maintenance	200,788	
Transfer To Fund Balance for Capital Outlay	0	
Transfer To Water Capital Reserve Fund	20,000	
Total	731,736	15,330

[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**24-B-04
PROPOSED
CHANGES**

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 <i>(recognize revenue earned)</i>	21,990	13,230
Sale of Capital Asset	0	
Appropriated Fund Balance	58,441	
Total	724,636	13,230

Authorized Expenditures:

Administration & Finance [2] <i>(salaries and benefits & correct labor alloc)</i>	503,848	13,230
Operations and Maintenance	190,788	
Transfer to Fund Balance for Capital Outlay	0	
Transfer to Sewer Capital Reserve Fund	25,000	
Transfer to Sewer AIA Grant Project	5,000	
Total	724,636	13,230

[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	25,250

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 15th day of May, 2025.

Mark Bledsoe, Mayor

Attest:

Kristie J. Nobles, Town Clerk, MMC, NCCMC



**TOWN OF RIVER BEND
WASTEWATER TREATMENT PLANT CAPITAL PROJECTS FUND ORDINANCE
AMENDMENT #4**

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 October 17, 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:

<u>CAPITAL PROJECTS FUND</u>		
<u>Revenues:</u>		<u>Changes</u>
State Fiscal Recovery Fund Grant	9,108,500	
<i>State Direct Appropriation</i>	<u>5,112,650</u>	<u>5,112,650</u>
	14,221,150	5,112,650
<u>Expenditures:</u>		
Wetlands Mitigation	54,000	
Engineering/Administration	851,500	
<i>Construction</i>	<u>12,733,000</u>	<u>4,530,000</u>
<i>Contingencies</i>	<u>582,650</u>	<u>582,650</u>
	14,221,150	5,112,650

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 15th day of May, 2025.

Mark Bledsoe, Mayor

Attest:

Kristie J. Nobles, Town Clerk, MMC, NCCMC

TOWN OF RIVER BEND
RESOLUTION OF TENTATIVE AWARD

WHEREAS, the Town of River Bend, North Carolina has received bids, pursuant to duly advertisement of notice therefore, for construction of the Wastewater Treatment Plant Enhancements Phase I, and

WHEREAS, Rivers and Associates, Inc. in its role as consulting engineers for the project, have reviewed the bids; and

WHEREAS, State Utility Contractors, Inc. was the lowest bidder for the project, in the total bid amount of \$12,733,000.00; and

WHEREAS, the consulting engineers recommend **TENTATIVE AWARD** to the lowest bidder.

NOW, THEREFORE, BE IT RESOLVED that **TENTATIVE AWARD** is made to the lowest bidder in the Total Bid Amount of \$12,733,000.00

Name of Contractor	Amount
1.State Utility Contractors, Inc.	\$12,733,000.00

BE IT FURTHER RESOLVED that such **TENTATIVE AWARD** is contingent upon the approval of the North Carolina Department of Environmental Quality.

Adopted this the 15th day of May, 2025

Mark Bledsoe, Mayor

(Seal)

Attest:

Kristie Nobles, Town Clerk



ENGINEERS

PLANNERS

SURVEYORS

LANDSCAPE ARCHITECTS

May 1, 2025

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

SUBJECT: Town of River Bend
 Wastewater Treatment Plant Enhancements – Phase I
 Tentative Recommendation of Award
 Rivers Project No. 2022129

Dear Mr. Jackson,

An initial advertisement for this contract was published in Greater Diversity, The Sun Journal, and online at Construct Connect plan room, and both Rivers and Associates, Inc. and the Town of River Bend's websites. Additionally, the advertisement was e-mailed directly to ten (10) contractors. Three (3) contractors requested and were provided plans and specifications for the project.

The initial bid opening was held on Thursday, April 3rd, 2025 at 2:00 P.M. at the Town of River Bend Town Hall. Unfortunately, the project did not meet the required three bid minimum to publicly open bids. A second bid date was scheduled for April 17th, 2025 at the same time and location. Ultimately, only one (1) bid was received from State Utility Contractors, Inc. The bid was subsequently opened and read aloud.

The bids received is as follows:

<u>Bidder</u>	<u>Base Bid Price</u>	<u>Base Bid Less Deduct Alternates</u>
State Utility Contractors, Inc.	\$13,787,000.00	\$12,752,000.00

The Bid Schedule included one (1) add alternate item to remove and dispose of the existing blowers and air piping from within the building in which they are currently housed. The Contractor listed a bid amount to perform this work of \$10,000.00 which would be added to the final bid price. The new blowers to be installed as part of this project are located on an exterior pad. Therefore, if the Town accepts this add alternate as part of this contract, it would free up the blower building to be used for other purposes.

The Bid Schedule also included a number of alternates for various treatment equipment such as the positive displacement blowers, preliminary treatment unit, etc. For these items, bidders were instructed to list a base bid price and an alternate price for a specific equipment manufacturer. This method gives the Town flexibility to select the alternate manufacturer and associated price for major equipment items. However, there was only one (1) instance where the base bid and alternate price differed. Bid Item 17a and 17b were for the Positive Displacement Blower Package System. The base bid price was \$384,000.00 (Gardner Denver), and the alternate bid price was \$488,000.00 (Atlas Copco).

Following the bid opening, it was determined that Atlas Copco mistakenly included the price for Dissolved Oxygen sensors and associated electrical/controls in their bid price. These sensors and controls are not within the scope of the Phase I improvements. The attached Memorandum of Negotiation documents a negotiated change of equipment cost and supply. Given that 1) State Utility Contractors, Inc. was the sole and apparent low bidder, 2) the funds required to construct the project exceed the available funds originally budgeted for the project, 3) the Town and Apparent Low Bidder are allowed to negotiate a modified scope and price, and 4) Atlas Copco participated in the original project design, the Engineer recommends the Owner accept the revised Atlas Copco price of \$355,000.00. This reduces the overall project cost by \$29,000.00.

The final type of Alternate included in the Bid Schedule were three (3) deduct alternates. These were added to the bid document via Addendum. These items include equipment, materials and labor that could potentially be removed from the contract in order to reduce the overall cost. These items of equipment are not absolutely required at this time to maintain overall treatment functionality, nor would their removal affect the Town's ability to meet their discharge permit limits. Rather, they are beneficial modifications that would provide improved operational capability and additional service life to the treatment plant. The deduct alternates included (1) the influent flow meter and vault, the package preliminary treatment unit, piping, electrical and associated equipment; (2) rehabilitation of the surge dosing tank and replacement of the new surge dosing pumps, including piping, electrical and associated equipment; and (3) the reaeration basin, non-potable water system, effluent flow meter, piping, electrical and associated equipment. Accepting all three of the deduct alternatives would result in a savings of \$1,035,000.00 from the base bid price as outlined above. If these items are removed from this contract, they can be added to the scope of the future Phase II improvements.

River Bend WWTP Enhancements – Phase I
Tentative Recommendation of Award
May 1, 2025

Page 3

Enclosed with this letter is a copy of the certified Bid Tabulation, the Memorandum of Negotiation, and a copy of the Contractor's Qualification data as outlined in Article 3 of the Instructions to Bidders. Based on the Bid Tabulation and the qualification information provided, Rivers and Associates recommends that the Town make *tentative* award of the Contract to State Utility Contractors, Inc. on the basis of the following items:

Base Bid Less Deduct Alternatives	\$12,752,000.00
Less Savings from Memo of Negotiation*	(\$29,000.00)
<u>Plus Add Alternate Item</u>	<u>\$10,000.00</u>
Total Amount Recommended for Award	\$12,733,000.00

* Refer to attached Memorandum of Negotiation relative to Bid Item 17a – Positive Displacement Blower Package System (Treatment Units #1-2, EQ Basin & Reaeration Basin) – Base Bid.

The Total Amount Recommended for Award exceeds the funding amount of \$9,108,500 previously awarded by the Division of Water Infrastructure (SRP-W-ARP-0241). As such, this recommendation of *tentative* award is contingent upon the Town securing and/or reallocating additional funding to cover the difference, including 5% contingencies.

Total Amount Recommended for Award	\$12,733,000.00
Plus 5% Contingencies	\$636,650.00
Plus Technical Services	<u>\$851,500.00</u>
Total	\$14,221,150.00
Less SRP-W-ARP-0241 Funding Amount	<u>(\$9,108,500.00)</u>
Additional Funding Required	\$5,112,650.00

If you have any questions or concerns regarding this project, please call Mr. Greg Churchill, P.E. or myself at (252) 752-4135. Thank you for this opportunity to serve the Town of River Bend. We look forward to assisting you during the construction phase of the project.

Sincerely,



Kevin Cooper, P.E.
Project Engineer

Enclosures

cc: Gregory J. Churchill, P.E., Rivers and Associates (w/o enclosures)
Rivers File 2021031-C (w/ enclosures)

EWAB May 5th, 2025

Chairman Hall called the meeting to order at 7:00 PM.

There was a quorum of members present.

There were no visitors.

The minutes for the April 7th, 2025, meeting were approved.

Councilman Leonard gave a council update and answered members questions.

Old Business:

Still working to provide fishing line recycling containers, EWAB will make and install the containers.

Updated information on having waterways clean up including local Scouts.

New Business: Councilman Leonard asked EWAB to conduct a sounding of the waterways.

Discussion about purchasing tee shirts for EWAB members.

Volunteer Hours: 9

The next meeting will be on July 7th, 2025, at 7 PM in the small conference room in the municipal building.

The public is welcome to attend.

The meeting adjourned at 7:33 PM

River Bend Planning Board report May 2025

The Planning Board met on May 1st at 6:00 pm in the Community building. Chairman Lippert called the meeting to order. There was no public comment. The usual reports were given.

Board members were given a copies of the proposed Aare Creek development plans to study. Manager Jackson gave a slide presentation summarizing the newly submitted plans. The plans are for the construction of 132 new homes on lots averaging 18 thousand square feet. Brian Ketchem, vice president of operations for Ellis Development was on hand to answer questions. Robert Davis, who still owns the approximately 73 acres on Old Pollocksville Road was also present.

Board members asked a few questions, which Mr. Ketchem answered. Nobody in the audience had any comments. The complete plans for the development are available to the public in the Town Hall board room.

Under new business there was discussion of the town's fence ordinance with particular focus on corner properties and what constitutes a front yard in those situations.

The board was instructed to be ready to vote on the two items discussed at the meeting at the next meeting, which is set for June 5th. As always, all citizens are invited to attend.

River Bend Community Organic Garden (RBCOG)**Monthly Report for Town Council – 5/7/25****April Activity**

Spring planting is complete. Garden workdays take place twice monthly. A daily work schedule is updated monthly. Gardeners labored 268 hours in March.

The spring plant sale was very successful. Garden tours were conducted and several visitors expressed interest in volunteering. Unsold plants will be donated to the Master Gardeners who are holding their plant sale on May 17..

The next meeting is scheduled for June 2, 2025 at 1:30 pm in the Municipal building. Guests are always welcome at the meetings and in the garden.

bjm-5/5/25