



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

Pledge: Castranova

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

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

A. Approve:

Minutes of the December 15, 2022 Regular Council Meeting

7. FY 23-24 Budget Kick – Off Presentation – Delane Jackson
8. Town Manager’s Report – Delane Jackson

Activity Reports

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

Administrative Reports:

9. Planning Board – Councilman Sheffield
 - A. Planning Board Report
10. Parks & Recreation – Councilman Castranova
 - A. Parks and Rec Report
 - i. Parks and Recreation Advisory Board Appointments
 - B. Organic Garden Report
 - C. Library Report
11. CAC – Councilwoman Maurer
 - A. CAC Report
 - B. VOTE – Irving “Bud” Van Slyke Resolution

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

13. Mayor’s Report – Mayor Kirkland

14. Public Comment

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

15. Adjournment

ITEM 3

**River Bend Town Council
Regular Meeting Minutes
December 15, 2022
Town Hall
7:00 p.m.**

Present Council Members: Mayor John Kirkland
Buddy Sheffield
Don Fogle
Barbara Maurer
Bud Van Slyke
Brian Leonard

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

Members of the Public Present: 25

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, December 15, 2022 at the River Bend Town Hall with a quorum present.

ADDITIONS/DELETIONS TO AGENDA

Vote – Addition to Agenda – Councilman Leonard moved to add Parks and Recreation Advisory Board appointment as item 11B and Councilman Sheffield moved to add an Announcement to item 6B. The motions carried unanimously.

VOTE – Approval of Agenda

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

ADDRESSES TO THE COUNCIL

Mr. James Castranova presented Councilman Fogle and Councilman Van Slyke with gifts baskets from the River Bend Community Action Group and expressed gratitude for their service to the Town of River Bend.

CONSENT AGENDA

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

- A. Approve:
- Minutes of the November 10, 2022 Work Session*
 - Minutes of the November 17, 2022 Regular Council Meeting*
 - Minutes of the December 8, 2022 Work Session*
 - Minutes of the May 10, 2018 Closed Session*
 - Minutes of the August 13, 2020 Closed Session*
 - Minutes of the October 8, 2020 Closed Session*
 - Minutes of the November 12, 2020 Closed Session*
 - Minutes of the February 18, 2021 Closed Session*
 - Minutes of the May 13, 2021 Closed Session*
 - Minutes of the June 17, 2021 Closed Session*

Minutes of the July 15, 2021 Closed Session
Minutes of the August 18, 2022 Closed Session
Minutes of the September 15, 2022 Closed Session
Minutes of the October 13, 2022 Closed Session

TOWN MANAGER'S REPORT

The Manager gave the following updates on Town projects:

- Construction on the Public Works Building is underway; the site has been graded and prepared for the concrete slab.
- The Water Meter Replacement Project has begun and as of today, 4 of the 6 zones have been completed and 594 meters have been replaced.
- Toys for Tots donations had decreased until this week with 8 bicycles and 6 boxes of toys donated.

Police Chief Joll presented his report and stated that there were numerous vehicles broken into and one vehicle was stolen. He expressed the importance of locking vehicles and not leaving packages on doorsteps.

ADMINISTRATIVE REPORTS

PUBLIC SAFETY – Councilman Fogle

Councilman Fogle presented the following reports.

CERT

The CERT meeting for November and December was cancelled. The next meeting is scheduled for January 2023. Check the Town calendar for updates. CERT is always looking for new members. Contact Chief Joll or Mary Holihan for more information.

COMMUNITY WATCH

Community Watch did not meet in November. The next meeting is scheduled for February 15, 2023 at 7:00 p.m. Community Watch is always looking for new members. Contact Chief Joll or Egon Lippert for more information.

Councilman Fogle stated that it has been an honor and a privilege to serve on the Town Council for the past 4 years and he is grateful for the support from the community. The Mayor stated that Councilman Fogle was also the assigned representative to The Coastal Environmental Partnership and was always present and active. The Mayor expressed gratitude and thankfulness to Councilman Fogle.

CAC – Councilwoman Maurer

Councilwoman Maurer presented the following report.

Community Appearance Commission (CAC)

The CAC did not meet in December. Two new advisory board members, Christine Soler and Claudia Christie-Ashmore are already active, helping with the Christmas Festive homes award. The recent resignation of Nancy Del'Aria left a vacancy. Applicant in waiting Maggie Bramwell was appointed by the Council at the Work Session on December 8. We thank Nancy for her years of service. Over one hundred twenty globe lights created by the CAC, members of Parks & Rec and community members were installed on both sides of the front entrance of town by employees of Public Works. Check out the colorful and festive holiday display. The Christmas/Hanukah Festive Award competition is taking place. Winners will be announced on December 21 and an award banner will be placed on the properties of the winners. Future competitions for yard beautification and holiday festive yards will be announced when they get closer to the dates. The next meeting is January 18, 2023. Best wishes for a Happy Holiday Season, Merry Christmas, Happy Hanukah and a healthy, Happy New Year.

FINANCE – Councilman Van Slyke

Financial Report – Finance Director, Mandy Gilbert presented to the Council the financial statement for the month of November. She stated the total of the Town's Cash and Investments as of November 30, 2022 are \$4,203,937 and Ad valorem tax collections for FY22-23 were \$118,274 and Vehicle Ad valorem tax collections were \$34,465.

VOTE – WWTP Capital Project Fund Ordinance #1

Councilman Van Slyke motioned to approve the Wastewater Treatment Plant Capital Project Fund Ordinance #1 as presented. The motion carried unanimously. (see attached)

Councilman Van Slyke stated that it has been an honor to serve the people of the Town of River Bend over the past 20 years. He stated that 17.5 of those years were in finance and he is looking forward to retirement.

ENVIRONMENTAL AND WATERWAYS ADVISORY BOARD – Councilman Leonard

Councilman Leonard stated there was not an EWAB meeting in December but EWAB will meet on January 2, 2023.

Parks & Recreation

Councilman Leonard stated that he did not attend the December 7th Parks and Recreation meeting, but Councilwoman Maurer provided some notes. The regular meeting of the Parks & Recreation Advisory Board was held on December 7. Both members were present as were four guests. A review of the Christmas tree lighting event was very positive, particularly considering the brief preparation time and short staff. Some recommendations were made for next year's event. Invitations to attend the December meeting were sent to the five applicants from last month. One person withdrew their application. The other four did not attend. David Ross, passed "*to recommend to the Town Council that David Ross be appointed to the Parks & Recreation Advisory Board.*" Following discussion, a motion was made and passed to continue to research playground equipment and to look for possible grant opportunities. When information has been compiled it will be presented to the Town Manager and the Council. Activity ideas were decided and voted on for the next four months.

VOTE – Advisory Board Appointment – Parks and Recreation – David Ross

Councilman Leonard motioned to appoint David Ross to the Parks and Recreation Advisory Board for the appropriate term. The motion carried unanimously.

River Bend Community Organic Garden (RBCOG)

The regular meeting took place on December 5 with eight members present. A garden workday with a large turnout of volunteers accomplished a lot of tasks. Twelve to fifteen students from the NB high School Green Team participate in two sessions a month where they learn about aspects of growing crops organically. The bees are doing well. Plans are in progressing for the spring garden. An assistant dean from Craven Community College requested information and assistance in developing a community garden at the college. Workshops will resume on February 21 with Garden Roundtable #7. Refreshments will be offered at the conclusion of the session. The next meeting is scheduled for January 2, 2023 at 1:30 pm. The members of the River Bend Community Organic Garden send their best wishes for a happy, healthy holiday season to the Council, town staff and residents of River Bend.

Red Caboose Library (RCL)

The board met on December 1, 2022. The library is providing wrapped children's books for Mrs. Santa to give out after the Christmas tree lighting on December 2. Plans are being made for the Volunteer Appreciation luncheon on Wednesday, January 11 or 18 at 12:30 pm. The date will be confirmed after checking room availability in the Municipal Building. The board voted to change

their meeting day to the second Thursday of the month at 2pm. Room availability was checked before the vote. The next meeting is scheduled for January 12, 2023 at 2 pm.

MAYOR'S REPORT

The Mayor presented the following report.

The November month calls us to be thankful as a nation and a people for the blessings that we enjoy day by day. We accept these gifts pretty much without consideration that we have so much that we considered the norm while much of the world would look on our norm as a luxury. In River Bend some of those gifts for most homes are:

1. Warm and comfortable homes
2. Monetary incomes that allow providing for basic needs
3. A Town well maintained street system and utilities
4. A professional Town staff that maintains these systems in good repair
5. That Staff also files reports to N C State Agencies that are required. Submittal of these reports avoids penalties that would be levied if these reports were not filed in a timely fashion.

Giving

December quickly follows and this month places emphasis on sharing and providing support for less fortunate persons and families in the broad Craven County community. I have witnessed the Town Hall support of the Marine Corps Reserve "Toys for Tots" collection and the collection of food in support of the RCS mission for a number of years. It is always impressive how generous our citizens are in support of these non-profit agencies whose mission is to assist families with basic needs.

We are truly blessed and need to think of others who are not so fortunate. Then consider how we may act to relieve in a small way some other persons who will not be able to enjoy holiday celebrations that we can take for granted. Thanks to all of you in River Bend who will have once again provided generously for these needs.

The passing of Carmen Weisser prompted me to recall some of the many pleasant contacts that I had enjoyed with the Weissers over the years. It has been an honor to have driven the July Fourth Grand Marshals over several years and when driving down Shoreline Drive you could count on seeing Carmen and Helmut waving small US flags, this even before they became US citizens. It was a special pleasure when in 2015, the Town Council selected the Weissers as Grand Marshals and I was pleased to be their driver. The following document is the speech that Helmut delivered to the crowd assembled at Town Hall on that date:

Honored Guests, Dear River Benders,

It's my pleasure and privilege to address you on this important day of our nation. First of all I would like to thank all the volunteers who did spend so many hours to make this celebration a success. My wife Carmen -everybody knows Carmen-and myself, we did live in so many countries and places around the world and made River Bend our home. That means something! But let me start from beginning. More than 30 years ago, we just finished an assignment in Taiwan and got the offer to work in USA for 3 years - in a small city called New Bern. We were excited to get the opportunity to live in this great nation. As the assignment was limited to 3 years only and the following assignment in China was already outlined we did go out to rent a place for that short time. We found a nice place here in River Bend and Carmen and I liked it here from the first day on. River Bend was at that time a small Town of 600 citizen only. Everybody was friendly. When cars were passing by the driver waved and greeted. And we did so too. Three years passed by and our new assignment in China got pushed out due to political turmoil's and unrest. The 3 years expanded to 10. But there was another problem what we faced -a good problem. We still liked it here so much and we had so many friends in the area. Should we give up that all again? During one of our Sunday walks with the dogs I did feel that Carmen was for the first time not excited to move again. So we came to the common agreement to hold our living space in River Bend and commute between China and River Bend.

It was a long trip that lasted from house to house more than 40 hours. But we could handle that burden. After another 7 years in China, the next assignments were in Utah, Tennessee and Minnesota. That was already a big relief and so much closer to home. A few years ago I got retired and we had to ask ourselves again, where should we live after retirement. Going back to Germany, to another place in Europe or staying here in the great state of North Carolina? River Bend did win this election with 100%. Coming back to River Bend I had to reset my life. And just to give you an example how the difference was between Carmen and myself. At my first 4th of July celebration after a long time away we walked down Shoreline Drive. And so many people called, "Hi Carmen, Hi Carmen!". After listening to it for a while I just made the comment, "and I am the husband and pay all the bills!". But I caught up fast. Volunteering and supporting USO, being a boardmember of Carolina East Foundation and Craven Community College Foundation and a few more organizations brought me back in contact with many old and new friends. Five years ago we decided in living here we should also be citizens of this great nation. Going thru all the application and approval steps there was one of the final questions: "Are you willing to defend the United States against all enemies"? Now I have to add on that Carmen is still an active fencer, and she told clear and loud, "Yes, my foil is always located at the backdoor and I will use it to defend my Country whenever needed". That was so convincing that the immigration officer said with a big smile: "Welcome, we need people like you"! Now in meantime, we -or at least Carmen-are living here in River Bend for more than 30 years already...and still counting! River Bend is a very good place-it is a great place and we have to do everything to preserve it.

With my final remarks I want to thank:

- All the volunteers here and around this great nation for all the service they are giving to our country.*
- A special thanks to our Rhems Fire Department and first responders who are on duty whenever needed.*
- To our elected Town Leaders: Mayor, Councilwomen and Councilmen; to our County Commissioner's and State Delegates who spend so many hours in their capacity to represent us.*
- To our Police Department who holds River Bend safe and sound*
- And as a sparkling end to honor our armed forces who are represented here by the Marine Corps, Color Guard and the many Veterans.*

Have fun and enjoy the rest of the day.

"God bless you all and the United States of America". Thank You!

ADJOURNMENT SINE DIE

There being no further business, Councilman Sheffield **moved to adjourn sine die.** The meeting adjourned at 7:35 p.m.

Kristie J. Nobles, CMC
Town Clerk

**River Bend Town Council
Regular Meeting Minutes
December 15, 2022
Town Hall
7:00 p.m.**

Present Council Members: Mayor John Kirkland
Buddy Sheffield
Barbara Maurer
Brian Leonard
Jeff Weaver
James Castranova

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

Members of the Public Present: 25

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:40 p.m. on Thursday, December 15, 2022 at the Town Hall Meeting Room with a quorum present.

ADMINISTRATION OF OATHS OF OFFICE TO COUNCIL MEMBERS

At 7:40 p.m., Mayor Kirkland told the audience that the Town Clerk would administer the oaths. The Clerk proceeded to swear in Council members Buddy Sheffield, Barbara Maurer, Jeff Weaver and James Castranova.

APPOINTMENT OF MAYOR PRO TEM

Councilman Leonard moved to appoint Councilman Morris "Buddy" Sheffield to be the Mayor Pro Tem. The motion carried unanimously.

Councilman Leonard stated that he would like the Work Session meetings time to be changed to 6:00 p.m. He stated he felt 6:00 p.m. could accommodate the residents of River Bend that are not able to attend with the meetings currently at 5:00 p.m. With a consensus of the Council, it was agreed to change the Work Session to 6:00 p.m.

ADOPTION OF 2023 TOWN MEETING SCHEDULE

Councilman Leonard motioned to change the time of the Work Session to 6:00 p.m. and adopt the 2023 River Bend Town Council Meeting Schedule as modified. The motion carried unanimously.

ADOPTION OF 2023 EMPLOYEE HOLIDAY SCHEDULE

Councilwoman Maurer moved to adopt the 2023 River Bend Employee Holiday Schedule as presented. The motion carried unanimously.

ADOPTION OF MAYOR/COUNCIL RESPONSIBILITIES CHART

Councilman Weaver moved to adopt the Mayor-Council Responsibilities Chart as presented. The motion carried unanimously. (see attached)

ADOPTION OF COUNCIL CODE OF ETHICS POLICY

Councilman Castranova moved to adopt the Council Code of Ethics Policy as presented. The motion carried unanimously. (see attached)

PUBLIC COMMENT

Linda Klopf – 103 Randomwood – expressed gratitude to the Councilmembers who spoke in support of locating the Red Caboose Library a permanent location at the work session meeting.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield **moved to adjourn.** The meeting adjourned at 7:56 p.m.

Kristie J. Nobles, CMC
Town Clerk

ITEM 6



**TOWN OF RIVER BEND
WASTEWATER TREATMENT PLANT CAPITAL PROJECTS FUND ORDINANCE
AMENDMENT #1**

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina, that the Wastewater Treatment Plant Capital Projects Fund Ordinance be amended as follows:

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

CAPITAL PROJECTS FUND

Revenues:

State Fiscal Recovery Fund Grant 9,108,500

Expenditures:

Wetlands Mitigation	54,000
Engineering/Administration	651,000
Construction	8,403,500
	<hr/>
	9,108,500


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

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

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

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

Adopted this 15th day of December, 2022.



John R. Kirkland, Mayor



Attest:



Kristie J. Nobles, Town Clerk

Mayor and Town Council Responsibilities Last Updated 12/15/22

MAYOR	FINANCE & HUMAN RESOURCES	PUBLIC SAFETY	PARKS & RECREATION	ENVIRONMENT	PLANNING	CAC
Mayor: John R. Kirkland	Liaison: Brian Leonard	Liaison: Jeff Weaver	Liaison: James Castranova	Liaison: Brian Leonard	Liaison: Buddy Sheffield	Liaison Barbara Maurer
Pro Tem: Buddy Sheffield	Backup: Barbara Maurer	Backup: Buddy Sheffield	Backup: Barbara Maurer	Backup: Jeff Weaver	Backup: Barbara Maurer	Backup: James Castranova
Serves as official head of Town for purpose of serving civil process and receiving all Town correspondence. Signs official documents approved by Council. Liaison with municipal, county, state governments & private sector. Presides over Town meetings. Town spokesman and media representative. Represents Town for ceremonial purposes. Representative to New Bern Metropolitan Planning Organization	Liaison for financial operations of the Town. Serves as Chair of Town's Audit Committee. Works with staff concerning technology and Human Resource Policy issues.	Liaison with the Community Watch group. Liaison with the Community Emergency Response Team (CERT). Liaison with Coastal Environmental Partnership.	Liaison with Parks & Recreation Advisory Board. Works with volunteers on Fourth of July and other special events.	Liaison with Environment and Waterways Advisory Board (EWAB) . Works with staff concerning environmental issues. Liaison with ABC Board	Liaison with Planning Board. Liaison with Board of Adjustment. Alternate to New Bern Metropolitan Planning Organization.	Liaison with Community Appearance Commission (CAC)

Code of Ethics for the
Town Council of
The Town of River Bend, North Carolina

PREAMBLE

WHEREAS, the Constitution of North Carolina, Article 1, Section 35, reminds us that a “frequent recurrence to fundamental principles is absolutely necessary to preserve the blessings of liberty,” and

WHEREAS, a spirit of honesty and forthrightness is reflected in North Carolina’s state motto, *Esse quam videri*, “To be rather than to seem,” and

WHEREAS, Section 160A-86 of the North Carolina General Statutes requires local governing boards and councils to adopt a code of ethics, and

WHEREAS, as public officials we are charged with upholding the trust of the citizens of this town, and with obeying the law, and

NOW THEREFORE, in recognition of our blessings and obligations as citizens of the State of North Carolina and as public officials representing the citizens of the Town of River Bend, and acting pursuant to the requirements of Section 160A-86 of the North Carolina General Statutes, we the Town Council do hereby adopt the following General Principles of Code of Ethics to guide the Town Council in its lawful decision-making.

GENERAL PRINCIPLES UNDERLYING THE CODE OF ETHICS

- The stability and proper operation of democratic representative government depend upon public confidence in the integrity of the government and upon responsible exercise of the trust conferred by the people upon their elected officials.
- Governmental decisions and policy must be made and implemented through proper channels and processes of the governmental structure.
- Council members must be able to act in a manner that maintains their integrity and independence, yet is responsive to the interests and needs of those they represent.
- Council members must always remain aware that at various times they play different roles:
 - As advocates, who strive to advance the legitimate needs of their citizens.
 - As legislators, who balance the public interest and private rights in considering and enacting ordinances, orders, and resolutions.

- As decision-makers, who arrive at fair and impartial quasi-judicial and administrative determinations.
- Council members must know how to distinguish among these roles, to determine when each role is appropriate, and to act accordingly.
- Council members must be aware of their obligation to conform their behavior to standards of ethical conduct that warrant the trust of the constituents. Each official must find within his or her own conscience the touchstone by which to determine what conduct is appropriate.

CODE OF ETHICS

The purpose of this Code of Ethics is to establish guidelines for ethical standards of conduct for the Town Council and to help to determine what conduct is appropriate in particular cases. It should not be considered a substitute for the law or for a council member's best judgment.

Section 1. Council members should obey all laws applicable to their official actions as members of the Council. Council members should be guided by the spirit as well as the letter of the law in whatever they do.

At the same time, council members should feel free to assert policy positions and opinions without fear of reprisal from fellow board members or citizens. To declare that a council member is behaving unethically because of disagreeing with that council member on a question of policy (and not because of the council member's behavior) is unfair, irresponsible, and itself unethical.

Council members should endeavor to keep up to date, through the council's attorney and other sources, about new or ongoing legal or ethical issues they may face in their official positions. This educational function is in addition to the day-to-day legal advice the council may receive concerning specific situations that arise.

Section 2. Council members should act with integrity and independence from improper influence as they exercise the duties of their offices. Characteristics and behaviors consistent with this standard include the following:

- Adhering firmly to a code of sound values.
- Behaving consistently and with respect toward everyone with whom they interact.
- Exhibiting trustworthiness.
- Living as if they are on duty as elected officials regardless of where they are or what they are doing.
- Using their best independent judgment to pursue the common good as they see it, presenting their opinion to all in a reasonable, forthright, consistent manner.
- Remaining incorruptible, self-governing, and unaffected by improper influence while at the same time being able to consider the opinions and ideas of others.

- Disclosing contacts and information about issues that they receive outside of public meetings and refraining from seeking or receiving information about quasi-judicial matters outside of the quasi-judicial proceedings themselves.
- Treating other council members and the public with respect and honoring the opinions of others even while the council members disagree with those opinions.
- Not reaching conclusions on issues until all sides have been heard.
- Showing respect for their offices and not behaving in ways that reflect poorly on those offices.
- Recognizing that they are a part of a larger group and acting accordingly.
- Recognizing that individual council members are not generally allowed to act on behalf of the council but may only do so if the council specifically authorizes it, and that the council must take official action as a body.
- Avoiding conflicts of interest.

Section 3.a. Council members should avoid impropriety in the exercise of their official duties. Their official actions should be above reproach. Although opinions may vary about what behavior is inappropriate, this council will consider impropriety in terms of whether a reasonable person who is aware of all of the relevant facts and circumstances surrounding the council member's action would conclude that the action was inappropriate.

Section 3.b. If a council member believes that his or her actions, while legal and ethical, may be misunderstood, the member should seek the advice of the council's attorney and should consider publicly disclosing the facts of the situation and the steps taken to resolve it.

Section 4. Council members should faithfully perform the duties of their offices. They should act as especially responsible citizens whom others can trust and respect. They should set a good example for others in the community, keeping in mind that trust and respect must continually be earned.

Council members should faithfully attend and prepare for meetings. They should carefully analyze all credible information properly submitted to them, mindful of the need not to engage in communications outside the meeting in quasi-judicial matters. They should demand full accountability from those over whom the council has authority.

Council members should be willing to bear their fair share of the council's workload. To the extent appropriate, they should be willing to put the council's interests ahead of their own.

Section 5. Council members should conduct the affairs of the council in an open and public manner. They should comply with all applicable laws governing open meetings and public records, recognizing that doing so is an important way to be worthy of the public's trust. They should also remember that local government records belong to the public and not to council members or their employees.

In order to ensure strict compliance with the laws concerning openness, council members should make clear that an environment of transparency and candor is to be maintained at all times in the government unit. They should prohibit unjustified delay in fulfilling public record requests. They should take deliberate steps to make certain that any closed sessions held by the council are lawfully conducted and that such sessions do not stray from the purpose for which they are called.

The Mayor and members of this Council do hereby accept and pledge to conduct themselves in accordance with this Code.

This document is to be reviewed by and presented to the Council for adoption following any change in the membership of the Council.

Adopted this 15th day of December, 2022 by the River Bend Town Council.



John R. Kirkland, Mayor

ATTEST:



Kristie J. Nobles, Town Clerk



Originally adopted 8-12-2010
Re-adopted 12-15-2022



Town of River Bend Fiscal Year 2023-24



January 19, 2023

Town of River Bend

Fiscal Year 2023-2024

Budget Kick-Off

AGENDA

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



Please Turn Off Your
Cell Phones

Comments From Mayor- John Kirkland



The Council's work in developing the annual budget is the most important work that the Council performs on an annual basis. The development of the budget under the Council-Manager form of government has specific direction in General Statute. In that direction the Manager is designated as the Budget Officer. In that role he prepares a proposed budget and presents it to the Council for consideration and revision as they may direct.

The Council holds a public hearing on the agreed to budget. This hearing is scheduled for the June work session and public comments are received. The schedule then is to vote on the adoption of the FY 2023-2024 budget at the June Council Meeting. This approach meets all the mandates of General Statutes. This process has worked well for a number of years and should be followed again this year.

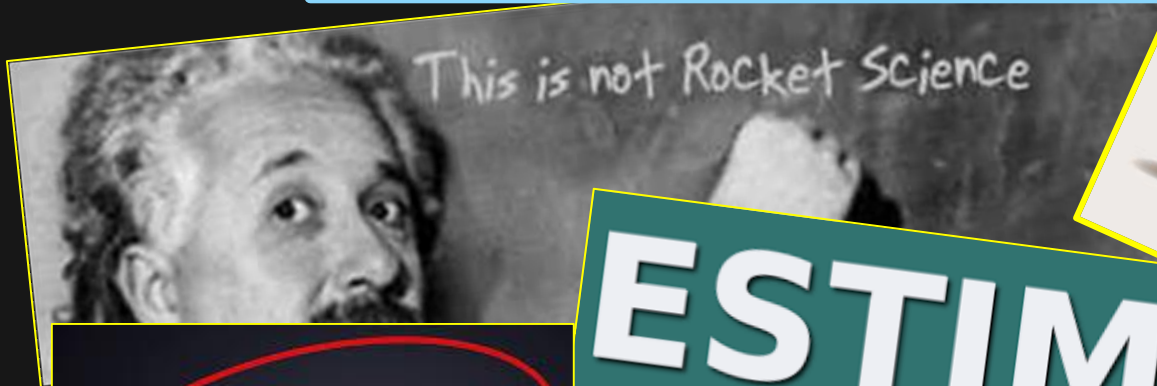
John Kirkland, Mayor

Comments from Manager/Budget Officer



Budgets are predictions and are subject to change especially as long as the General Assembly is in session.

All of these are components of our budget process

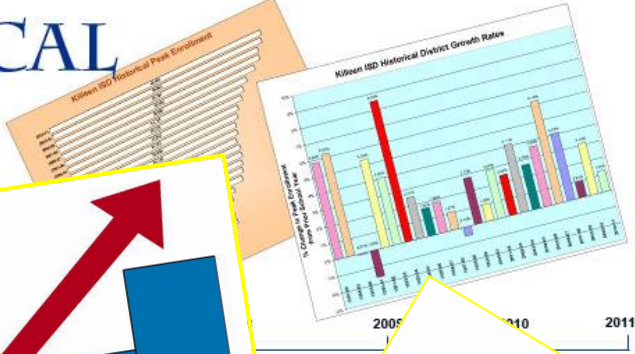


AVERAGE

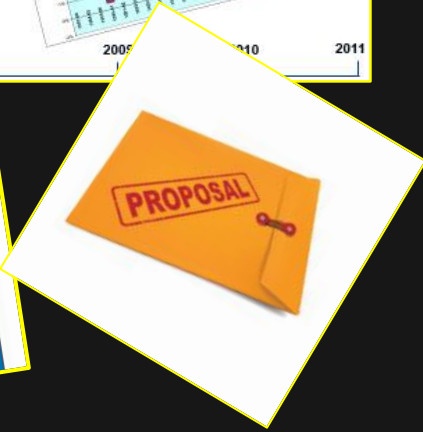
ESTIMATE

Predictions

**HISTORICAL
DATA**



Forecast



INDUCTIVE REASONING
AND CONJECTURE

Comments from Federal Reserve Chair, Jerome Powell

The screenshot shows the official website of the Board of Governors of the Federal Reserve System. At the top, the text reads: "Board of Governors of the Federal Reserve System" followed by the mission statement: "The Federal Reserve, the central bank of the United States, provides the nation with a safe, flexible, and stable monetary and financial system." Below this is a navigation menu with categories: "About the Fed", "News & Events", "Monetary Policy", "Supervision & Regulation", "Financial Stability", "Payment Systems", "Economic Research", "Data", and "Consumers & Communities". The main content area shows a breadcrumb trail: "Home > News & Events > Speeches". The title of the page is "Speech" with a PDF download icon. The date is "November 30, 2022" and the title of the speech is "Inflation and the Labor Market" by "Chair Jerome H. Powell".

For purposes of this discussion, I will focus my comments on core Personal Consumption Expenditures (PCE) inflation, which omits the food and energy inflation components, which have been lower recently but are quite volatile. Our inflation goal is for total inflation, of course, as food and energy prices matter a great deal for household budgets. But core inflation often gives a more accurate indicator of where overall inflation is headed. Twelve-month core PCE inflation stands at 5.0 percent in our October estimate, approximately where it stood last December when policy tightening was in its early stages. Over 2022, core inflation rose a few tenths above 5 percent and fell a few tenths below, but it mainly moved sideways. So when will inflation come down?

I could answer this question by pointing to the inflation forecasts of private-sector forecasters or of Federal Open Market's Committee (FOMC) participants, which broadly show a significant decline over the next year. But forecasts have been predicting just such a decline for more than a year, while inflation has moved stubbornly sideways. **The truth is that the path ahead for inflation remains highly uncertain. For now, let's put aside the forecasts** and look instead to the macroeconomic conditions we think we need to see to bring inflation down to 2 percent over time.

IMF cuts global growth forecast for next year, warns 'the worst is yet to come'

PUBLISHED TUE, OCT 11 2022·9:00 AM EDT | UPDATED TUE, OCT 11 2022·2:47 PM EDT



Hannah Ward-Glenton
@HANNAHSWG

SHARE    

The International Monetary Fund [predicts global growth will slow to 2.7%](#) next year, 0.2 percentage point lower [than its July forecast](#), and anticipates 2023 will feel like a recession for millions around the world.

Aside from the global financial crisis and the peak of the [Covid-19 pandemic](#), this is “the weakest growth profile since 2001,” the IMF said in its World Economic Outlook published Tuesday. Its GDP estimate for this year remained steady at 3.2%, which was down from the 6% seen in 2021.

“The worst is yet to come, and for many people 2023 will feel like a recession,” the report said, echoing [warnings from the United Nations](#), the [World Bank](#) and [many global CEOs](#).

Craven County Re-appraisal

One of the major components that will impact this year's budget process and subsequent budgets is the reappraisal of real property in Craven County. In general, due to an increase in the housing market, property values are expected to increase since the last reappraisal, which was conducted in 2016.

By N.C. law, Counties are responsible for setting the tax value of real property. They must reappraise that value at least once every 8 years. It can be done more frequently but it cannot be done less frequently. In 2011 Craven County decided to transition from an 8-year schedule to a 6-year schedule with a reappraisal in 2016, then move to a 4-year schedule thereafter. That would have resulted in a reappraisal in 2020. However, following Hurricane Florence in 2018, the County decided to delay the reappraisal until 2021. Then they delayed it until 2022. Then they delayed it until 2023. Now, 2023 has arrived and the reappraisal is in progress.

To understand the property valuation process you must recognize that our overall property value includes 3 types of property. They are basically:

1. Real Property- Buildings, homes and land (88%)
2. Personal Property- Automobiles, boats, RV's and business equipment (11%)
3. Public Services Companies- Equipment/system of utilities (1%)

While it can fluctuate from year-to-year, the percentage following each type of property represents the percentage of the overall tax base that property currently represents.

Craven County Re-appraisal

Following the 2023 reappraisal, the next reappraisal will occur in 5 years in 2028. Then it will convert to a 4-year schedule with the next one taking place in 2032. It is important to remember that once the value of a particular real property is determined, it is locked-in for the entirety of the reappraisal schedule, except for adjustments due to a change in the condition of the property. For example, a new addition, which may increase the value, or storm damage, which may lower the value, as happened to many homes in River Bend following Hurricane Florence.

An increase or decrease in the market value of a particular property between appraisals does not effect the tax value of the property. That means for tax purposes, the value does not fluctuate from year-to-year. It is locked-in except for reappraisal years or as described above due to changes or due to a little-known, state-mandated reappraisal statute.

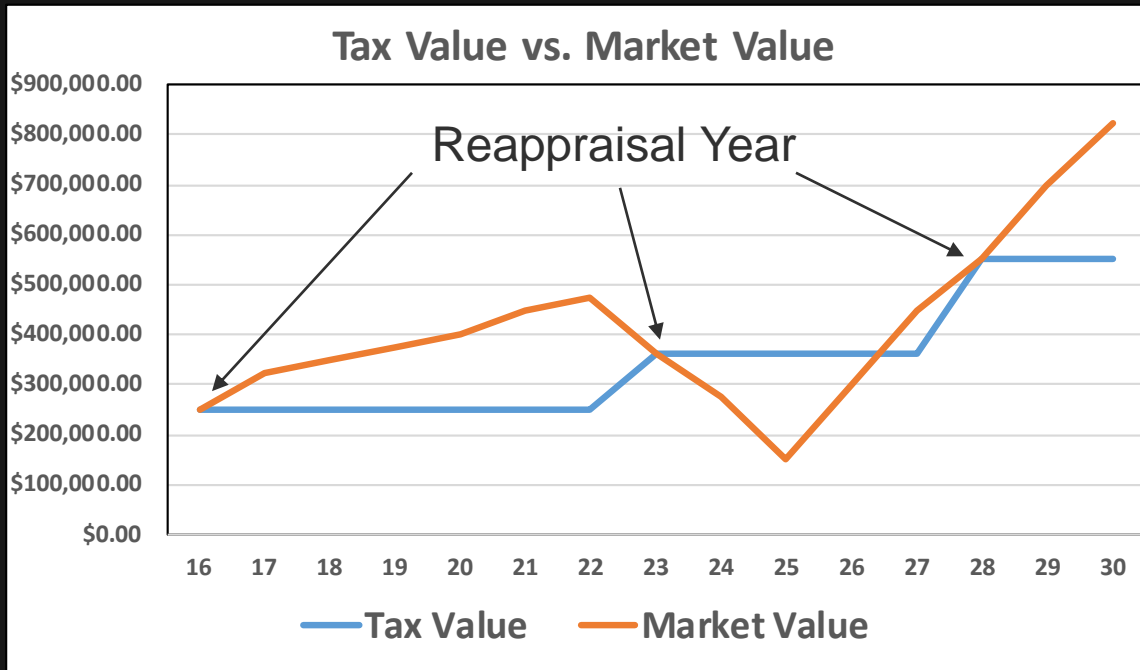
The comments above refer to a particular property. For the overall value of property in either of the three categories, it is subject to change based on new construction/demolition of real property or sales/purchases of personal property. For example, any new home constructed in town adds to the overall value of our real property. Likewise, as new boats, campers or vehicles are purchased and others are sold, their overall value may increase. (Since 10/14:N21- D11=10+D&R6=+16)(Avg. 2/yr. If V=\$2,000,000 then TR= \$5,200/yr.)

Craven County plans to publish the new property values on February 27, 2023

For the current year the values for each of the 3 property value categories in River Bend are:

1. Real Property	\$ 279,561,921
2. Personal Property	\$ 36,395,601
3. Public Service	\$ 2,234,560
TOTAL	\$ 318,192,082

In 2014 , the total was \$ 341,425,554 (-\$23,233,472)

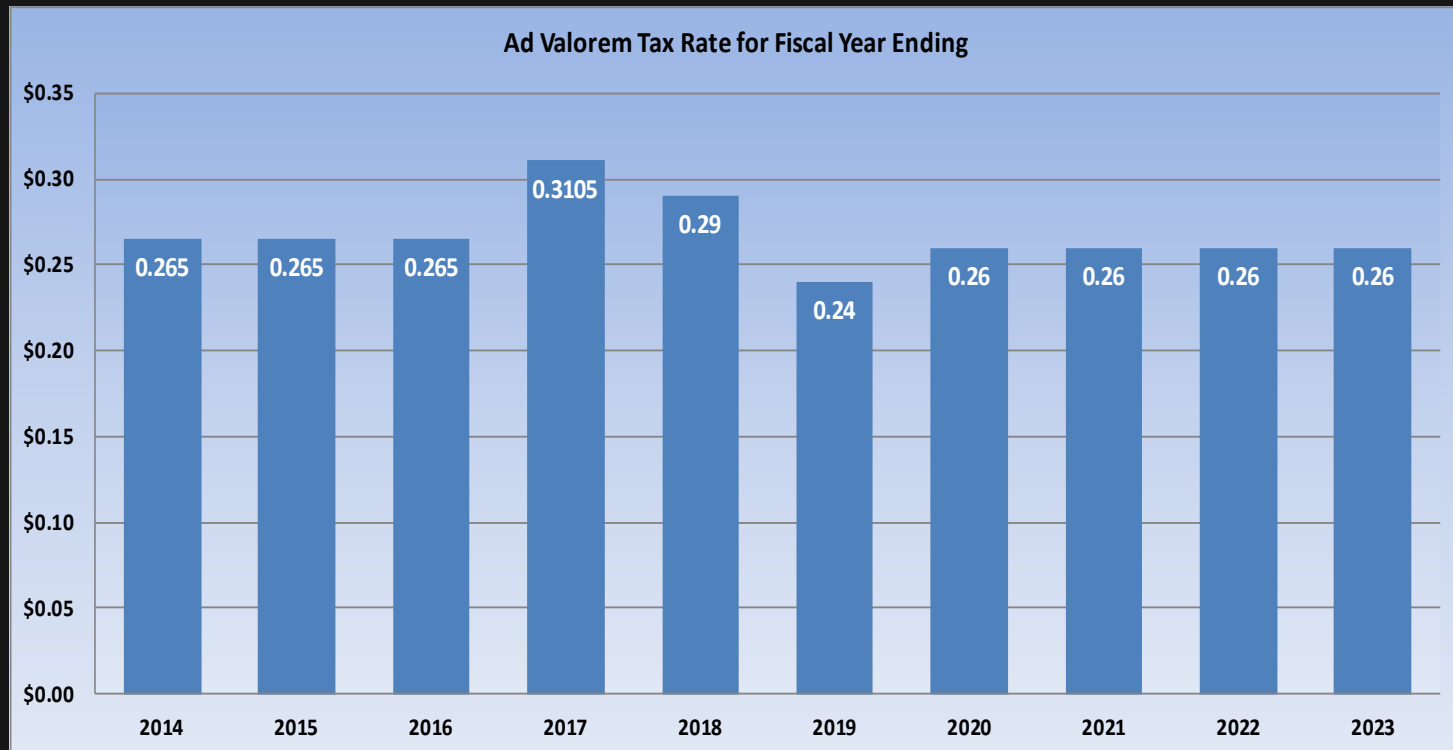


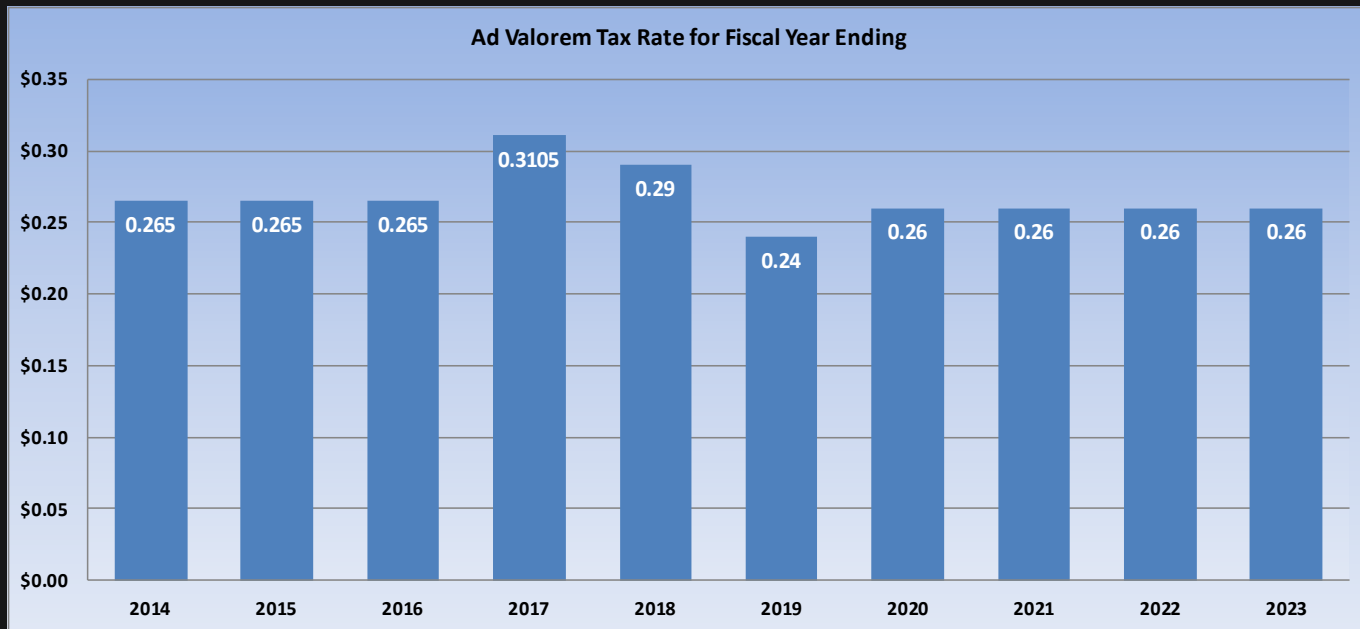
This graph depicts a hypothetical home with no improvements or damages during the reappraisal process (on Craven’s actual reappraisal schedule). A reappraisal occurred in 2016. The lines intersect there with the same value. The lines intersect again in 2023 and 2028 with the same Tax value. Otherwise, the tax value line (blue) stays at the same level regardless of what the orange line does during the reappraisal process. Without other growth, the blue line being consistent will limit our revenue stream. The orange line being inconsistent could raise our expenditures during those growth periods. Summary- We are stuck with property values for multiple years while the costs of other things are subject to change during those same years.

Our last reappraisal occurred in 2016. In N.C., taxing units are required to ***publish*** a revenue-neutral tax rate following a reappraisal. For FY2016-2017, we adopted a tax rate of 31.05¢, which was slightly less than revenue-neutral. That year, our tax rate went from 26.5¢ to 31.05¢.

The following year, the rate was reduced to 29¢. Then it dropped to 24¢ in 2019. Then it was raised to 26¢ in 2020, where it has remained for FY's 2021, 2022 and 2023 (current).

The years depicted on this chart are for fiscal years, not calendar years



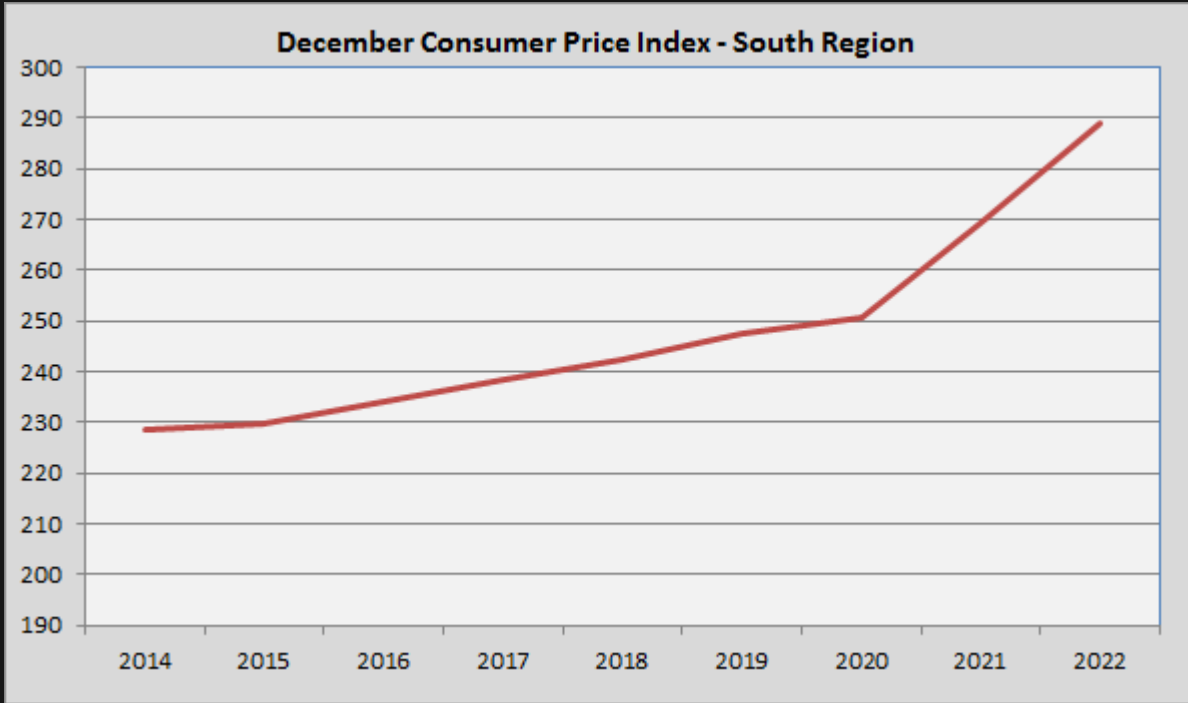


The increase in the tax rate in 2017 was revenue-neutral (Actually, a little less than revenue neutral, so technically it was a decrease in levy). Then the rate was reduced below the revenue-neutral rate for the next 2 years. Then it increased in 2020 but still at a rate below the rate for 2014. We all know what has happened to prices for almost everything since 2014. Our costs for personnel, gas, insurance, paper, asphalt, pipe, electricity, automobiles, equipment, IT service, L&L service, tires, etc. have gone up. The consumer price index* for that period alone (July, 2013- November, 2022) has increased 27.45%. For that same period, our tax rate has remained basically unchanged. During this time period, our tax collection rate averaged slightly over 99%. Yes, nearly 100%!

* source- [inflationdata.com](https://www.inflationdata.com)

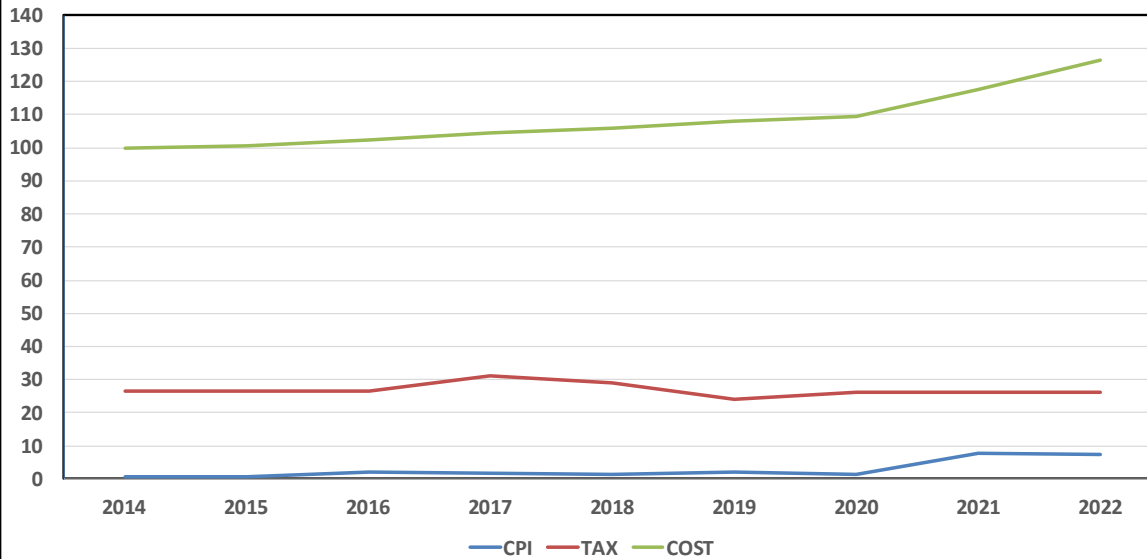
Year	Annual	Change
2002	174.60	2.5%
2003	177.50	1.7%
2004	183.30	3.3%
2005	190.10	3.7%
2006	194.80	2.5%
2007	203.46	4.4%
2008	203.50	0.0%
2009	209.48	2.9%
2010	212.49	1.4%
2011	219.47	3.3%
2012	223.11	1.7%
2013	227.08	1.8%
2014	228.45	0.6%
2015	229.58	0.5%
2016	234.20	2.0%
2017	238.51	1.8%
2018	242.15	1.5%
2019	247.29	2.1%
2020	250.69	1.4%
2021	269.26	7.4%
*2022	288.99	7.3%

South Region
 Not seasonally Adjusted
 All Items
 * December except for 2022



The charts shows the CPI data since 2002. The graph shows the change in CPI since 2014. All years except 2022 are December values. 2022 reflects the November data, which was the latest data when this chart was created. Our COLA is tied to CPI. Since 2014 CPI alone has increased 17.3%, exclusive of 2022. When you include the YTD total for 2022, that increase is 24.6% and we still have another month to go.

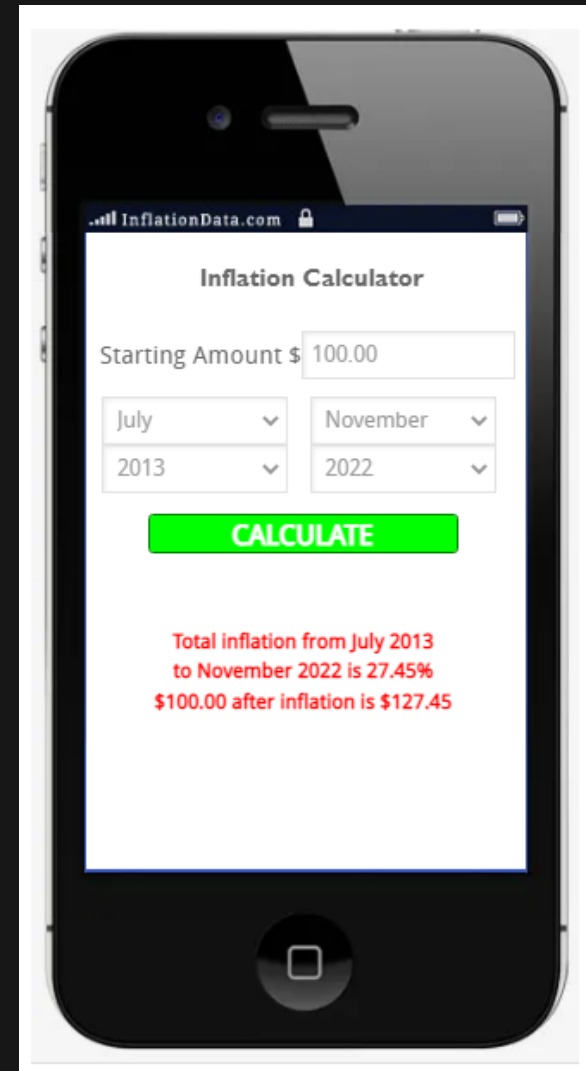
Inflation vs. Tax Rate vs. Cost

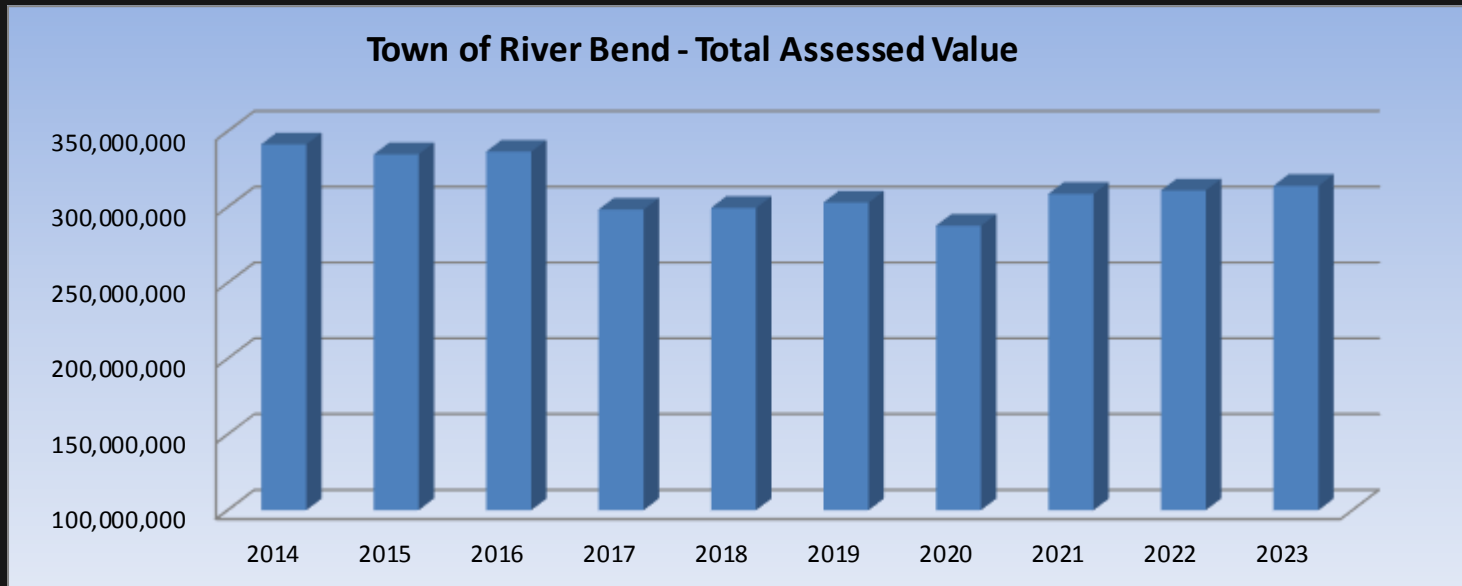


This graph depicts the three variables: CPI rate, tax rate and costs. The green lines reflects the change in an item that cost \$100.00 in 2014. Today, that same item would cost \$127.45.

A previous graph shows that the tax rate (red line) in 2014 was 26.5¢ and in 2022 it is 26.0¢, which is a reduction of 1.89%

The CPI (blue line) remained relatively flat until 2021.





One of the 3 main components in determining our tax revenue is tax base or the value of all taxable property. The others are tax rate, which we have discussed and tax levy, which is the total amount we bill as property tax.

As previously discussed, during the same time frame, the property value has decreased by over \$23,000,000 or -6.8%. In 2014 it was \$341,425,554. Currently it is \$318,192,082.

That means, we would have to realize a \$23,000,000+ increase in property value during reappraisal just to get back to the tax base we had in 2014.

Cash Balances	FY14-15	July	Aug	Sept	Oct
General Fund		1,255,286	1,191,894	1,116,475	1,139,190
Powell Bill*		0	0	45,759	45,759
Capital Reserve*		257,552	257,555	257,557	257,559
Law Enforcement Separation Allowance*		94,397	94,398	94,398	86,203
Water Fund		554,137	599,906	604,576	637,225
Water Capital Reserve Fund (CIF)*		87,478	87,479	87,480	87,481
Sewer Fund		479,545	488,747	471,281	484,973
Sewer Capital Reserve Fund (CIF)*		6,875	6,875	6,875	6,875
Total Cash and Investments		2,735,270	2,726,854	2,684,401	2,745,265

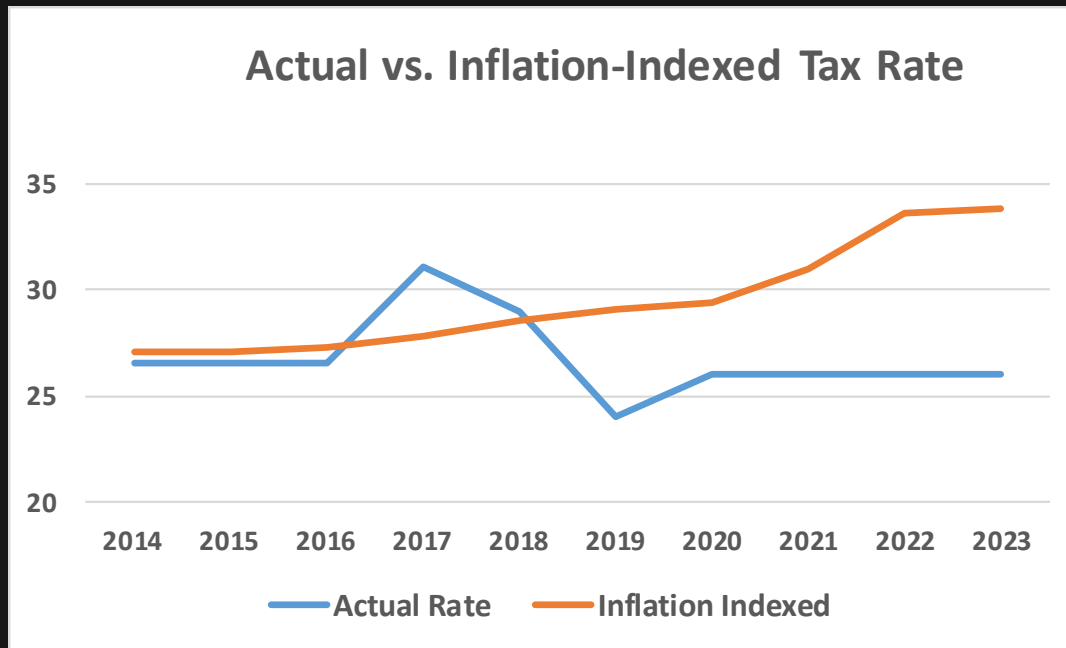
Cash Balances	FY22-23	July	Aug	Sept	Oct	Nov
1 General Fund*		1,106,249	975,227	982,837	1,011,384	959,557
2 Powell Bill		-	-	45,742	45,742	45,743
3 General Capital Reserve		120,893	121,112	121,354	100,154	100,444
4 ARPA Grant Fund*		482,297	108	108	108	109
5 ASADRA Capital Projects		-	-	-	-	3,600
6 Public Works Capital Projects Fund		407,086	851,709	1,885,324	1,890,030	1,889,464
7 Law Enforcement Separation Allowance*		35,526	35,590	35,661	35,750	35,854
8 Water Fund*		711,452	757,072	491,466	531,521	521,614
9 Water Capital Reserve Fund (CIF)		245,404	245,849	1,213	1,216	1,220
10 Sewer Fund*		1,092,813	1,125,729	631,562	655,272	646,276
11 Sewer Capital Reserve Fund (CIF)		11,280	11,301	57	57	57
Total Cash and Investments		4,212,999	4,123,697	4,195,324	4,271,235	4,203,937

We have been looking at the time frame of 2014-2022. When I was hired in October, 2014 the C&I total was \$2,745,265. As of November, 2022 the C&I total was \$4,203,937.

That is an increase of \$1,458,672. Note that almost \$1,000,000 of that 2022 amount is ARPA grant money.

Deduct that, and we have a \$458,672 increase.

During this same time frame we have funded several projects and currently have several in the works. We have been able to realize a growth in the C&I due to operational efficiencies, surpluses, grants and other factors. It is not prudent to expect that to be a long-term, sustainable business model.



This chart shows the difference in our actual tax rate compared to what the tax rate would have to be to keep pace with inflation over the course of a fiscal year. In FY 2014 our actual rate was 26.5¢. During that same year, the inflation rate was 1.99%. Therefore to keep pace with inflation, our tax rate would have to be 27.03¢. Between the fiscal years of 2014 and 2023 (up to November data) our tax rate would have needed to increase to 33.77¢ to simply keep pace with inflation during that same time period. However, in order for this system to work, the property value would have to remain the same through that time period. As previously discussed, the value has decreased 6.8%, which means the tax rate would have to increase even more to keep pace with inflation in order to make up for the reduction in tax value. In 2017 the rate increased to a revenue-neutral rate based on a 11.34% reduction in property value.

Why am I telling you all of this? There are 5 main reasons:

1. Since 2014, we have been tightening our budget belts and holding the line on taxes, while the price for basically everything that is necessary for us to operate has increased. We cannot continue to operate in FY23-24 on FY13-14 tax rates, unless we make substantial changes in our services. We have literally been doing more with less.

2. The property value for FY 2023-2024 will be in place for the next 5 years until 2028. It will not change again until FY 2028-2029, except as discussed previously. It could also increase due to growth.

3. As stated earlier, we are required by law to publish a revenue-neutral tax rate. We are not required to adopt a revenue-neutral tax rate.

4. I have already heard speculation about a lowering of the property tax rate in FY22-23. Since our population has remained basically unchanged since 2010 and there has been no substantial new development in town to increase the total assessed value for all of town, I do not anticipate presenting a budget with a lower or even a revenue-neutral tax rate. Revenue-neutral does not allow funding to cover increased costs already incurred.

5. Since 2014, we have dipped into fund balance to fund major projects. We have also changed our policy and raised our fund balance target amount. Without growth in the overall tax value, or a reduction in our costs, we cannot lower taxes, provide the same services and increase fund balance simultaneously.

Town of River Bend, NC Financial and Budgetary Policies



Effective May 17, 2018

Financial and Budgetary Policies

I. Introduction

The Town of River Bend maintains comprehensive financial policies covering a broad range of the elements of the Town's financial plans and financial systems that underlay the management of overall financial resources. These policies have major objectives to be achieved that include:

1. To link long-term financial planning with short-term daily operations and decision-making.
2. To maintain and improve the Town's financial position.
3. To maintain and improve the Town's credit ratings by meeting or exceeding the requirements of rating agencies through sound financial policies.
4. To maintain and increase investor confidence in the Town and to provide credibility to the citizens of the Town regarding financial operations.
5. To comply with the North Carolina Budget and Fiscal Control Act and the policies of the North Carolina Local Government Commission (the "LGC").
6. To effectively conduct asset-liability management of the Town's balance sheet.

II. Operating Budget

1. The Town's Annual Budget Ordinance will be balanced in accordance with the Local Government Budget and Fiscal Control Act (G.S. 159-8(a)).
2. The Town's Annual Budget Ordinance will be adopted, by fund and department, by each July 1 (G.S. 159-13(a)).
3. In order to force a higher level of planning throughout all levels of Town government, the annual budget process will focus on future needs through a Capital Improvements Plan, as discussed later in this document.
4. The annual budget process will consist of a series of public meetings where Council and staff discuss needs in relation to the Town's mission statement, and Council's adopted priorities.

III. Revenue Policy

1. Ad Valorem Tax – As provided by the North Carolina Budget and Fiscal Control Act, estimated revenue from the Ad Valorem Tax levy will be budgeted as follows:

Assessed valuation will be provided by the Craven County Tax Assessor

Some North Carolina Law Concerning Budget Preparation

NCGS 160A-148 Powers and Duties of Manager

(5) He shall prepare and submit the annual budget and capital program to the Council

Manager's
Role

159.11 Budget and Fiscal Control Act

- (a)..... the budget shall be balanced.
- (b) The budget, together with a budget message, shall be submitted to the governing board no later than June 1.

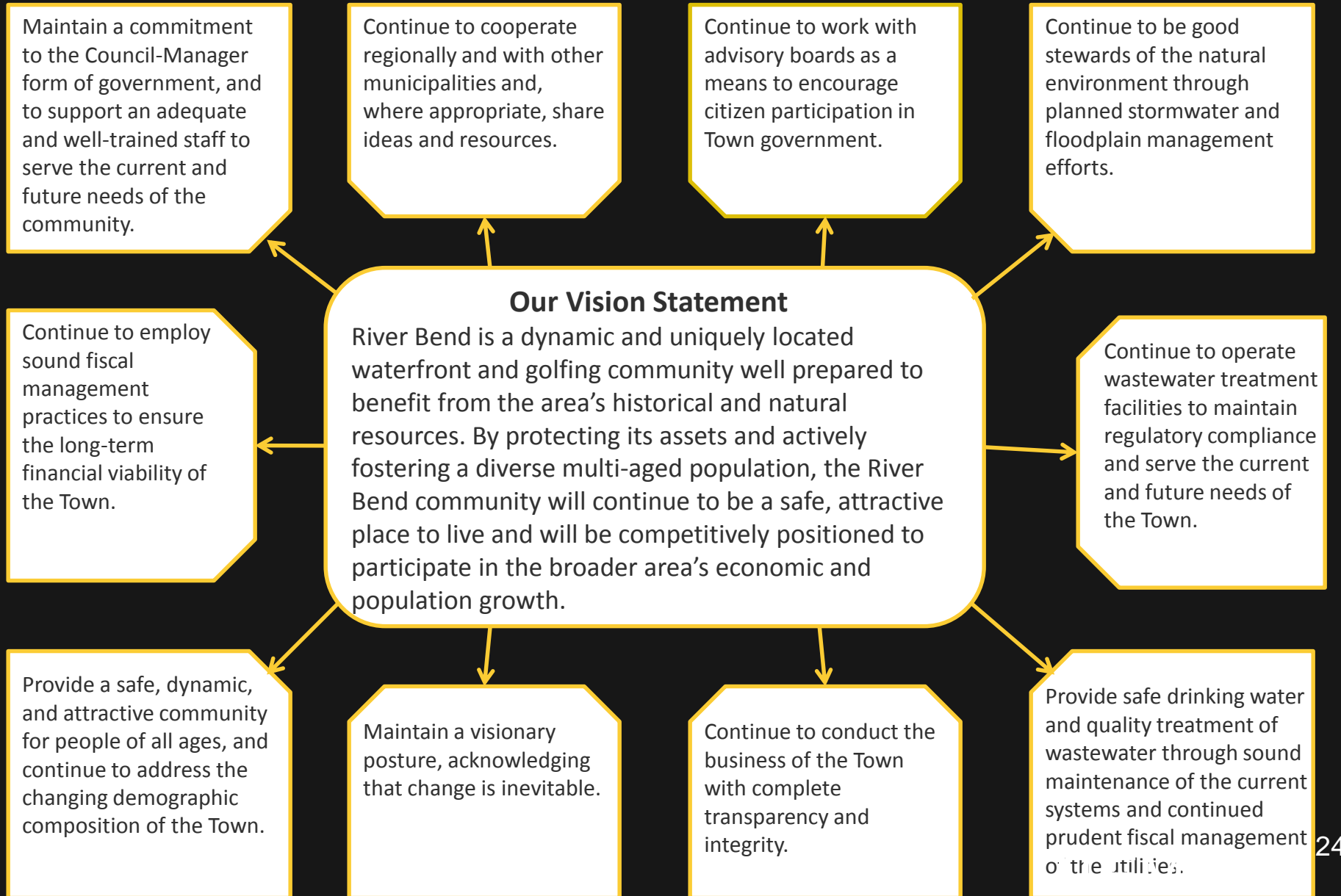
Council's
Role

159-13

- (a) Not earlier than 10 days after the day the budget is presented to the board and not later than July 1, the governing board shall adopt a budget ordinance making appropriations and levying taxes for the budget year in such sums as the board may consider sufficient and proper, whether greater or less than the sums recommended in the budget.

Town of River Bend

Mayor and Town Council Priorities as approved for Fiscal Year 2022-23



Proposed Budget Workshop Calendar

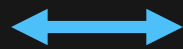
2023 APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						



2023 MAY

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			



= NCLM Conference in Concord



= scheduled workshop date



= extra workshop date if necessary

Other Important Proposed Budget Dates

2023 MAY

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

www.free-printable-calendar.com

May 26- Budget Message &
Proposed Budget Released

June 8 - Budget Public Hearing

These dates are subject to change but the budget must be adopted by July 1

2023 JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

www.free-printable-calendar.com

June 15- Budget Adoption

Proposed Agenda Items

APRIL 27, 2023

EMPLOYEE COMPENSATION AND BENEFITS

- Pay Plan Review
- Retirement / 401K / LESA
- Cost of Living Adjustment (COLA)

LABOR ALLOCATIONS AMONG DEPARTMENTS & FUNDS

- Staffing Projections
- Allocation Table

CAPITAL IMPROVEMENT PLANS

- General Fund
- Vehicle Replacement Plan
- Information Technology Replacement Plan

ELECTRIC UTILITIES AND FUEL PRICES

GENERAL FUND DEPARTMENTS

GOVERNING BODY

- Association Dues, Training, Contributions

ADMINISTRATION

- Property and Liability Insurance, Training, Association Dues

FINANCE

- Information Technology

TAX LISTING

- County Provided Services, Collection Projections, Fees

LEGAL SERVICES

- Attorney

ELECTIONS

STREET MAINTENANCE

- Roadway Improvement Plan

STORM WATER MAINTENANCE

- Prioritized Drainage Concerns
- Scheduled Maintenance

PUBLIC WORKS

- Capital Outlay

PUBLIC BUILDINGS

- Mowing and Landscaping Contract
- Building Maintenance

MAY 4, 2023

GENERAL FUND DEPARTMENTS CONTINUED

POLICE

- Community Watch, Fuel, LESA, Capital Outlay

RECREATION AND SPECIAL EVENTS

- July 4th Plans, Recreation Programs

PARKS AND CAC

- Parks, Community Appearance Commission Projects, Community Organic Garden

EMERGENCY SERVICES

- Contingency Funding
- Community Emergency Response Team (CERT)

ANIMAL CONTROL

WETLANDS & WATERWAYS

- Pond and Canal Maintenance
- Environment and Waterways Advisory Board

LEAF & LIMB AND SOLID WASTE

- Contract Costs

PLANNING AND ZONING

GENERAL FUND—REVENUE/ EXPENSE

GENERAL FUND—FUND BALANCE

MAY 9, 2023

ENTERPRISE FUND DEPARTMENTS

WATER AND SEWER FUND CASH LEVELS

- Debt Service
- Capital Reserve Funds
- Capital Improvement Plan/ Water and Sewer

continued

WATER FUND DEPARTMENTS

- Administration
- Water Supply & Treatment
- Water Distribution

SEWER FUND DEPARTMENTS

- Administration
- Sewer Collection
- Sewer Treatment

UTILITY FINANCIAL MODEL

- Rate History
- Consumption Trends
- Revenue & Expense—Cash Balances
- Rate Scenarios

WATER AND SEWER— REVENUE/EXPENSE

MAY 11, 2023

TAX RATES, UTILITY RATES AND OTHER FEES

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

MAY 16, 2023

MEET IF NECESSARY

MAY 18, 2023

OVERVIEW

DRAFT-BUDGET MESSAGE, ORDINANCE and SCHEDULE OF FEES



Proposed Budget Brochure

Our Budget Preparation Process

The Town of River Bend employs a progressive and transparent budget development process that allows for significant participation from elected officials, advisory boards, staff, and the public. This tentative schedule of budget workshops outlines the dates of these sessions and the proposed topics to be discussed during each session.

While the Town Council and staff do their best to adhere to the printed schedule, there are times when deviation is necessary in order to accommodate adequate discussion of items scheduled for consideration. So, if time or information does not allow for complete discussion of a scheduled item, that item may be taken up at the beginning of the next session.

The Fiscal Year 2023-24 Budget Public Hearing is Tentatively set for Thursday, June 15, 2023 at 7:00 p.m. in the Town Hall Meeting Room.

Documents pertaining to the Fiscal Year 2023-24 budget preparation will be posted on the Town’s webpage prior to each budget workshop. All budget related documents shall remain as draft and subject to change until the Budget Ordinance is officially adopted by the Town Council.

Mayor and Town Council

Priorities for Fiscal Year 2023-24

“It’s all about resources”

Continue to provide a safe, dynamic, and attractive community for people of all ages, and continue to address the changing demographic composition of the Town.

Continue to provide safe drinking water and quality treatment of wastewater through maintenance of the current systems and continued prudent fiscal management of the utilities.

Continue to operate wastewater treatment facilities to maintain regulatory compliance and serve the current and future needs of the Town.

Continue to work with advisory boards as a means to encourage citizen participation in Town government.

Continue to be good stewards of the natural environment through planned stormwater and floodplain management efforts.

Continue to cooperate regionally and with other municipalities and, where appropriate, share ideas and resources.

Maintain a commitment to the Council—Manager form of government, and to support an adequate and well-trained staff to serve the current and future needs of the community.

Continue to employ sound fiscal management practices to ensure the long-term financial viability of the Town.

Maintain a visionary posture, acknowledging that change is inevitable.

Town of River Bend



Fiscal Year 2023-24 Budget Preparation Workshops

All Budget Workshops will begin at 4:00 p.m. in the Town Hall Meeting Room.

Dates & times are tentative and may change if necessary.

Town of River Bend
45 Shoreline Drive
River Bend, NC 28562
252-638-3870

On the Internet at: www.riverbendnc.org

Public Comments



Mayor & Council Comments



Town of River Bend

Fiscal Year 2022-2023 Budget Kick Off



All budget work sessions are open to the public and allow opportunity for public input. Come join us!



ITEM 7



RIVER BEND POLICE DEPARTMENT



MONTHLY ACTIVITY REPORT

2022

	ACTIVITIES	2022	2022	2022	% of Total Calls	% Change Last 2 Mos.
		October	November	December		
1	ALARMS / 911 UNKNOWN / DISTURBANCE / SHOTS FIRED	9	10	8	0.24%	-20.00%
2	ANIMAL COMPLAINTS	9	7	8	0.24%	14.00%
3	ARRESTS	4	4	1	0.03%	-75.00%
4	ASSAULTS / ALL OTHER VIOLENT CRIME	3	3	4	0.12%	33.00%
5	ASSIST CITIZENS / LOCK OUT / QUALITY OF LIFE ISSUES	15	15	21	0.64%	40.00%
6	ASSIST EMS / FD / FIRST RESPONDERS / MED ASSIST	27	30	34	1.04%	13.00%
7	ASSIST MOTORISTS / FOOT PATROLS / ALL OTHER	139	213	180	5.49%	-15.00%
8	ASSIST OTHER AGENCIES	0	0	4	0.12%	0.00%
9	B & E BUSINESS / RESIDENCE / VEHICLE	0	1	17	0.52%	1600.00%
10	CRIM. SUMM. / SUBPOENAS / WARRANTS / CIVIL COMPLAINT	3	2	2	0.06%	0.00%
11	DOMESTICS	2	8	3	0.09%	-63.00%
12	FIRES / ALARM	0	2	2	0.06%	0.00%
13	IDENTITY THEFT / FRAUD	1	2	3	0.09%	50.00%
14	INVOLUNTARY COMMITMENTS	1	1	2	0.06%	100.00%
15	JUVENILE COMPLAINTS	1	0	0	0.00%	0.00%
16	LARCENIES	2	3	2	0.06%	-33.00%
17	LITTERING	0	0	0	0.00%	0.00%
18	LOUD MUSIC / NOISE COMPLAINTS	1	0	0	0.00%	0.00%
19	DEATH / MISSING PERSON / RUNAWAY / SUICIDE(A)	2	4	1	0.03%	-75.00%
20	PROPERTY DAMAGE / VANDALISM	3	0	3	0.09%	0.00%
21	RESIDENTIAL / BUSINESS CHECKS / COMMUNITY WATCH	1489	2349	2,868	87.55%	22.00%
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	0	0.00%	0.00%
25	SUSPICIOUS PERSONS / VEHICLES / FIELD INTERVIEW	15	10	4	0.12%	-60.00%
26	TOWN ORDINANCE CITATIONS	2	1	0	0.00%	-100.00%
27	TOWN ORDINANCE VIOLATIONS	2	1	2	0.06%	100.00%
28	TRAFFIC ACCIDENTS	6	4	1	0.03%	-75.00%
29	TRAFFIC STOPS	135	109	80	2.44%	-27.00%
30	TRAFFIC COMPLAINTS-RADAR	6	12	10	0.31%	-17.00%
31	DWI	0	0	0	0.00%	0.00%
32	CHECKPOINTS	0	3	0	0.00%	-100.00%
33	DRUG VIOLATIONS	2	0	0	0.00%	0.00%
34	WELFARE CHECKS	2	4	9	0.27%	125.00%
35	CASE ASSIST / PW / VEHICLE MAINTENANCE / MEETING	4	6	3	0.09%	-50.00%
36	CASE FOLLOW UPS / SPECIAL OPERATION / TRAINING	16	9	4	0.12%	-56.00%
37	TRESPASSING	0	2	0	0.00%	-100.00%
38	OVERDOSE	3	1	0	0.00%	-100.00%
39	TOTAL	1904	2816	3276	100.00%	16.00%

Traffic Violations

- 25 State Citations
- 27 Total State Charges
- 2 State Warnings
- Town Citations
- Town Warnings

Community Watch Checks

- 158 100 Pirates
- 176 100 Plantation
- 158 200 Lakemere
- 169 200 Rockledge
- 118 Piner Estates

Phone Calls Answered (638-1108)

334 Incoming Calls



RIVER BEND POLICE DEPARTMENT



YEARLY ACTIVITY REPORT

	ACTIVITIES	2021	2022	% of Calls	% Change
1	ALARMS / 911 UNKOWN / DISTURBANCE / SHOTS FIRED	104	110	0.53%	6.00%
2	ANIMAL COMPLAINTS	56	65	0.31%	16.00%
3	ARRESTS	19	25	0.12%	32.00%
4	ASSAULTS / ALL OTHER VIOLENT CRIME	18	27	0.13%	50.00%
5	ASSIST CITIZENS / LOCK OUT / QUALITY OF LIFE ISSUES	99	178	0.86%	80.00%
6	ASSIST EMS / FD / FIRST RESPONDERS / MED ASSIST	302	297	1.43%	-2.00%
7	ASSIST MOTORISTS / BIKE PATROLS / ALL OTHER	799	1441	6.93%	80.00%
8	ASSIST OTHER AGENCIES	25	18	0.09%	-28.00%
9	B & E BUSINESS / RESIDENCE / VEHICLE	5	22	0.11%	340.00%
10	CRIM. SUMM. / SUBPOENAS / WARRANTS / CIVIL COMPLAINT	24	31	0.15%	29.00%
11	DOMESTICS	18	29	0.14%	61.00%
12	FIRES / ALARM	17	23	0.11%	35.00%
13	IDENTITY THEFT / FRAUD	26	20	0.10%	-23.00%
14	INVOLUNTARY COMMITMENTS	20	13	0.06%	-35.00%
15	JUVENILE COMPLAINTS	7	7	0.03%	0.00%
16	LARCENIES	22	15	0.07%	-32.00%
17	LITTERING	1	4	0.02%	300.00%
18	LOUD MUSIC / NOISE COMPLAINTS	5	6	0.03%	20.00%
19	DEATH / MISSING PERSON / RUNAWAY / SUICIDE(A)	14	16	0.08%	14.00%
20	PROPERTY DAMAGE/VANDALISM	13	21	0.10%	62.00%
21	RESIDENTIAL / BUSINESS CHECKS / COMMUNITY WATCH	10742	16869	81.08%	57.00%
22	ROADWAY DEBRIS / OBSTRUCTIONS	0	1	0.00%	0.00%
23	ROBBERIES	0	0	0.00%	0.00%
24	SOLICITING VIOLATIONS	8	3	0.01%	-63.00%
25	SUSPICIOUS PERSONS / VEHICLES / FIELD INTERVIEW	154	148	0.71%	-4.00%
26	TOWN ORDINANCE CITATIONS	1	14	0.07%	1300.00%
27	TOWN ORDINANCE VIOLATIONS	29	31	0.15%	7.00%
28	TRAFFIC ACCIDENTS	26	30	0.14%	15.00%
29	TRAFFIC STOPS	301	1029	4.95%	242.00%
30	TRAFFIC COMPLAINTS-RADAR	95	79	0.38%	-17.00%
31	DWI	4	4	0.02%	0.00%
32	CHECKPOINTS	12	10	0.05%	-17.00%
33	DRUG VIOLATIONS	13	14	0.07%	8.00%
34	WELFARE CHECKS	66	52	0.25%	-21.00%
35	CASE ASSIST / PW / VEHICLE MAINTENANCE / MEETING	73	49	0.24%	-33.00%
36	CASE FOLLOW UPS / SPECIAL OPERATION / TRAINING	98	85	0.41%	-13.00%
37	TRESPASSING	7	10	0.05%	43.00%
38	OVERDOSE	9	10	0.05%	11.00%
39	TOTAL	13,232	20,806	100.00%	57.00%

Traffic Violations

346 State Citations
 364 Total State Charges
 18 State Warnings
 21 Town Citations
 2 Town Warnings

Community Watch Checks

1,031 100 Pirates
 1,198 100 Plantation
 1,006 200 Lakemere
 1,152 200 Rockledge
 174 Piner Estates

Phone Calls Answered (638-1108)

2,572 Calls Answered



TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562

T 252.638.3870

F 252.638.2580

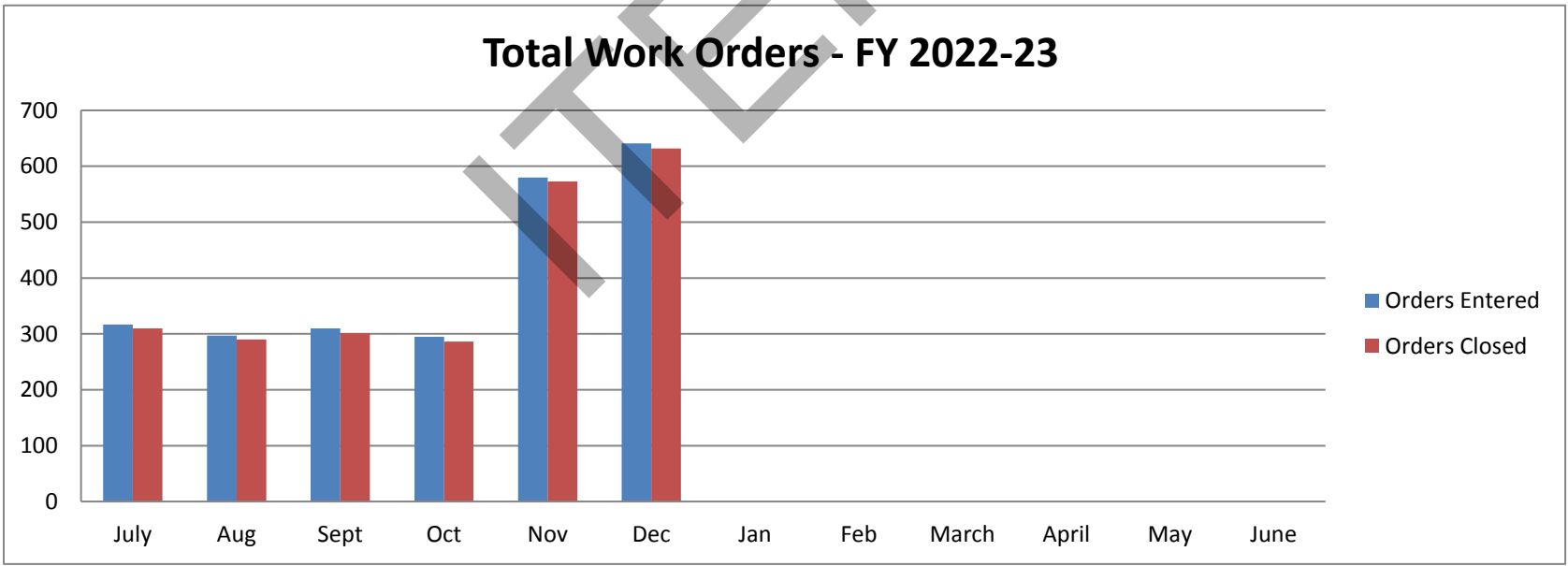
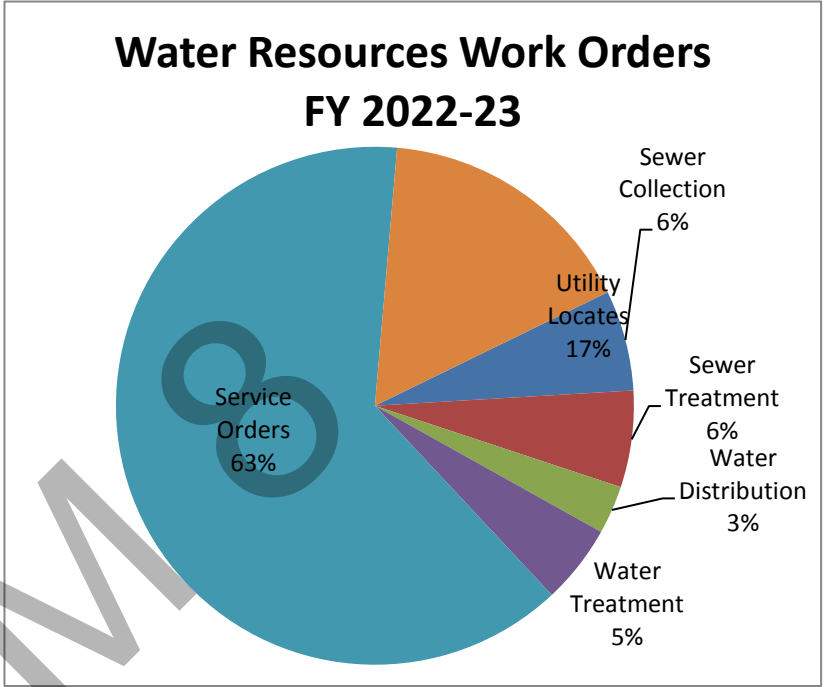
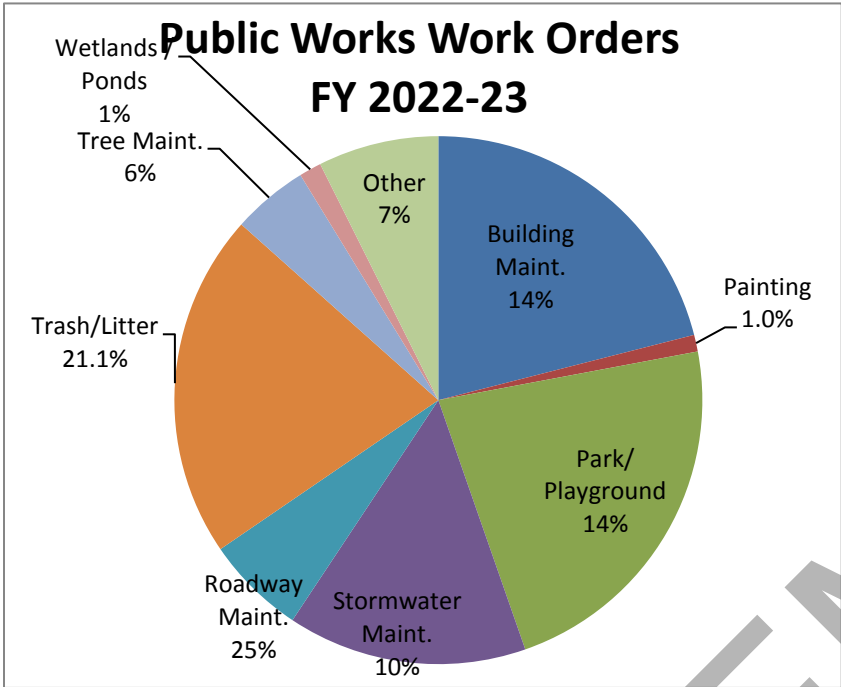
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December 2022 Monthly Report Brandon Mills, Director of Public Works

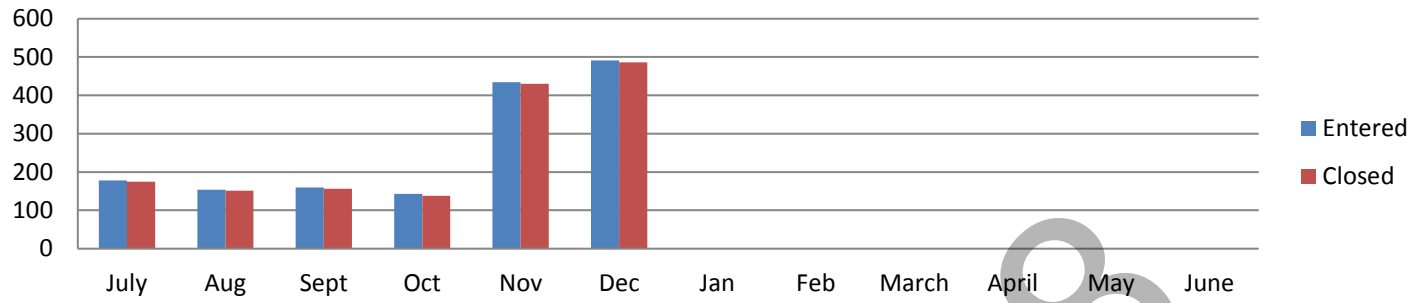
I hope that everyone had a great Christmas and New Year's. The holidays are always a wonderful time of year to spend with family, friends, to reflect on the past year, and to look forward to what this year may bring. In December, Public Works cleaned and replaces several street signs. There are still a few on our list to clean / replace. We will get this done as time allows. We have had several trees blow down during a couple of the wind storms we had this month. Our backhoe has proven invaluable with the many tasks. I would like to thank the Council again for getting us this backhoe. Our backhoe have saved us much time and allowed us to accomplish many tasks quicker and more efficiently. Scheduling work has become easier because I do not have to plan around renting a machine. Public Works also replaced a couple of doors at our Water Treatment facilities. We still have to paint them but the doors look good and I would like to thank my team for a job well done.

Water Resources this month repaired a couple of water leaks. With assistance from Public Works, the repairs were all done with staff, and did not require any outside help. It is extremely nice to have qualified staff in both departments. All chlorine tubing was replaced in our chlorination rooms at our Water Treatment Plants as well as the Wastewater Plant. This is something we do at least twice a year to prevent any leaks from occurring. Chlorine is very corrosive. Therefore, when leaks occur they can cause quick damage to electrical systems, as well as any other components that can become corroded. I personally would like to thank both departments for a job well done over this past year.

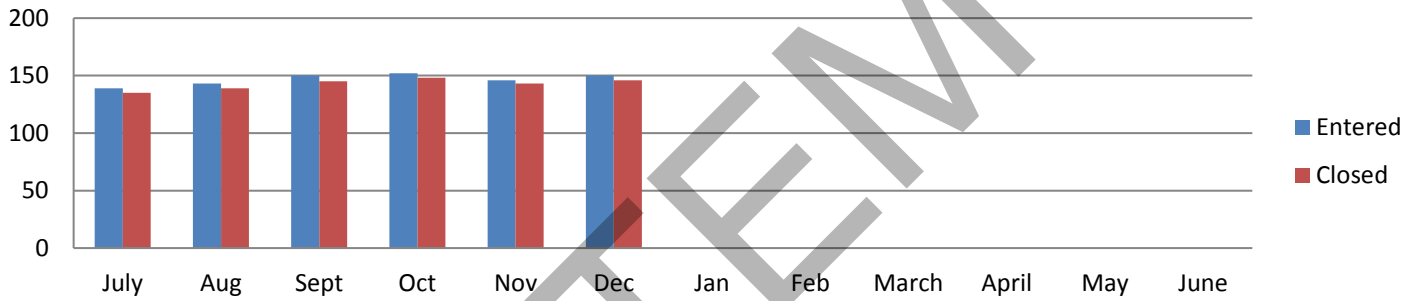
If you have any questions concerning the Water Resources/Public Works Department, please call us at 638-3540, Monday-Friday, 8am-4pm. After hour's water and sewer, emergencies can be reported by dialing the Town Hall at 638-3870. You will be instructed to the dial "9" and follow the directions to contact the on call duty operator. You will then be asked to enter your phone number at the sound of the tone. After entering your phone number, the automated system will inform you that your page has been sent. Please, be patient and our utility systems operator will return your call. If you do not receive a call back within ten minutes, please notify the Police Department at 638-1108, and they will get in contact with the on-call utility systems operator.



Water Resources - Work Orders



Public Works - Work Orders





MONTHLY ZONING REPORT

MONTH YEAR

Activity	Monthly	YTD Total
Permit Applications Received	4	42
Permits Issued	4	42
Fees Collected	232.00	5110.80
Violations Noted During Weekly Patrol	5	39
Complaints Received From Citizens	1	8
Notice Of Violations Initiated *see details below	6	41
Remedial Actions Taken By Town	0	0

Detail Summary		
Address	Violation	Date Cited
260 Shoreline	Barking dogs; unregistered dogs	5-Dec
104 Channel Run	Boat	6-Dec
324 Barbara Drive	Debris; junk vehicle	7-Dec
111 Stillwater	Trailer	7-Dec
305 Lochbridge	Cars in grass	12-Dec
17A Masters Court	Short-term rental	12-Dec

Planning Board Report, January 2023

The regular meeting of the Planning Board was held on January 5th at 6:00 pm in the Community Building. A quorum was present. Councilman Sheffield was ill and did not attend. Councilperson Maurer graciously covered the meeting on his behalf.

There was only one item on the agenda, the ongoing effort to create a conditional zoning ordinance at the request of the Town Council. Manager Jackson and Assistant Zoning Administrator McCollum presented a draft document they had created which relied heavily on the ordinance in place in the Town of Havelock. Changes specific to River Bend had been highlighted.

There was much discussion. Ultimately the board was not ready to recommend the ordinance to the Council for passage. They highlighted certain areas of concern and suggested that the document be reviewed by the Town Attorney.

The next meeting is scheduled for February 2nd at 6:00pm. All interested parties are encouraged to attend.

TOWN OF RIVER BEND

Parks and Recreation Advisory Board

Special Meeting Minutes – January 11, 2023, 6:00 PM, Municipal Building

Members Present: David Ross

Members Absent: None (note: there are currently 6 vacancies on the board)

Others: Council Liaison-James Castranova

Visitors: Claudia Ashmore, Keenan Castranova, Nancy Fogle, Krystan Howard, Barbara Maurer, Kathy Noonan

The meeting was called to order at 6:00 PM by David Ross, de facto Chairperson

Applications for advisory board members; there are four applications, all applicants were present and interviewed by Chairperson.

Three people were recommended for advisory board appointment:

- Keenan Castranova
- Krystan Howard
- Kathy Noonan

Next meeting will be Wednesday, February 1, 2023 at 7:00p.m. at the Municipal Building.

Meeting adjourned by David Ross at 6:30 p.m.

Submitted By David Ross

RECEIVED

NOV 03 2022 JB

TOWN OF RIVER BEND



TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28582
T 252.638.3870
F 252.638.2580
www.riverbendnc.org

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NOV 05 2021

TOWN OF RIVER BEND

REQUEST FOR APPOINTMENT TO BOARDS OR COMMISSIONS

Parks and Rec.

BOARD/COMMISSION FOR WHICH YOU ARE APPLYING

Krysten Howard

howardhacienda2021@yahoo.com

NAME

E-MAIL ADDRESS

4 Pier Point

517-518-2378

STREET ADDRESS

PHONE #

If you listed a post office box, do you live in the Town of River Bend? Yes No n/a

PLEASE LIST ANY EDUCATION, SPECIAL SKILLS, OR EXPERIENCE YOU HAVE THAT WOULD BE OF USE TO THE TOWN COUNCIL IN CONSIDERING YOUR APPLICATION (Please include any committees you have belonged to and offices held that would be helpful in considering your application):

I have been employed as a Contracted Internation Teacher for the last 5 years, working with individual, small group, large classroom and families. This work has included Creation, Monitoring and Marketing of all scheduled lessons, programs and activities. I remain contracted under this program as well as holding separate contracts for as a Title 1 At-Risk Teacher and an English Second Language Educator.

Previously, I worked as a Renovation and Restoration Marketing Specialist and Property Manager for 8 years. During this time, I was actively involved with Community Outreach and Marketing, working to bring interest to local activities and events to several different communities and in many different areas of interest, to include Fundraising, Charity, and Traditional event planning such as Color Runs, Lighted Christmas Parades, Classic Car Shows, Toys for Tots, Food Drives, etc.,

My internship for my M.S. Psychology, was done at a Community Non-Profit, which required individual marketing of programs and events. While completing this work, I worked with both other members, directors and in individual and family counseling sessions.

Outside of work, I enjoy being with our family and enjoy the outdoors. You can usually find me cooking, baking, painting, sculpting, fishing, biking and enjoying any other activity that helps our children enjoy the area we chose to call home.

We returned to the area mid-2020, and hope to participate in any way I can to build memories for not only our children but, others that make them want to bring their own families home as they grow.

IF YOU NOW SERVE OR HAVE SERVED ON ANY TOWN COMMITTEES, PLEASE LIST DATES:

n/a

This information will be used by the Town Council in making appointments to Boards and Commissions, and in the event you are appointed, it may be used as a news release to identify you to the community. This form will be retained by the Town for one year after its submission. If after one year, you have not been appointed and wish to be considered for future appointments, you must resubmit your application.

Verified by PDFfiller

Krysten Howard, 11/1/21

SIGNATURE

DATE



RECEIVED
NOV 03 2022
TOWN OF RIVER BEND

TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562
T 252.638.3870
F 252.638.2580
www.riverbendnc.org

REQUEST FOR APPOINTMENT TO BOARDS OR COMMISSIONS

PARKS AND RECREATION
BOARD/COMMISSION FOR WHICH YOU ARE APPLYING

KEENAN CASTRANOVA kaycastra@gmail.com
NAME E-MAIL ADDRESS

110 VIRGINIA COURT (619) 315-3228
STREET ADDRESS PHONE #

If you listed a post office box, do you live in the Town of River Bend? Yes No

PLEASE LIST ANY EDUCATION, SPECIAL SKILLS, OR EXPERIENCE YOU HAVE THAT WOULD BE OF USE TO THE TOWN COUNCIL IN CONSIDERING YOUR APPLICATION (Please include any committees you have belonged to and offices held that would be helpful in considering your application):

- Vice-President of River Bend Community Action Group (2022-Present)
- Organized the First Annual House Halloween Decorating Contest for RBCAG in 2022.
- Creative and collaborative.

IF YOU NOW SERVE OR HAVE SERVED ON ANY TOWN COMMITTEES, PLEASE LIST DATES:

This information will be used by the Town Council in making appointments to Boards and Commissions, and in the event you are appointed, it may be used as a news release to identify you to the community. This form will be retained by the Town for two years after its submission. If after two years, you have not been appointed and wish to be considered for future appointments, you must resubmit your application.

[Signature] 11.3.22
SIGNATURE DATE



RECEIVED

TOWN OF RIVER BEND

NOV 02 2022 *AB*

TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562

T 252.638.3870
F 252.638.2580

www.riverbendnc.org

REQUEST FOR APPOINTMENT TO BOARDS OR COMMISSIONS

Parks and Recreation

BOARD/COMMISSION FOR WHICH YOU ARE APPLYING

Kathy Noonan

NAME

Kathynoonan75@gmail.com

E-MAIL ADDRESS

112 Massachusetts Rd.

STREET ADDRESS

315-335-6964

PHONE #

If you listed a post office box, do you live in the Town of River Bend? Yes No

PLEASE LIST ANY EDUCATION, SPECIAL SKILLS, OR EXPERIENCE YOU HAVE THAT WOULD BE OF USE TO THE TOWN COUNCIL IN CONSIDERING YOUR APPLICATION (Please include any committees you have belonged to and offices held that would be helpful in considering your application):

current Secretary / Treasurer of River Bend Community Action Group

I catered for 20+ years and am very skilled at organizing events.

I enjoy people and love the River Bend Community.

IF YOU NOW SERVE OR HAVE SERVED ON ANY TOWN COMMITTEES, PLEASE LIST DATES:

This information will be used by the Town Council in making appointments to Boards and Commissions, and in the event you are appointed, it may be used as a news release to identify you to the community. This form will be retained by the Town for two years after its submission. If after two years, you have not been appointed and wish to be considered for future appointments, you must resubmit your application.

Kathy Noonan
SIGNATURE

11/3/22
DATE

Town of River Bend Resolution
Recognizing Irving "Bud" Van Slyke, Jr.

Whereas, "Bud" Van Slyke began his service to the Town of River Bend on December 15, 1999 when he was appointed by Town Council to serve as a member of the town's Planning Board, where he later served as Chairman, and

Whereas, "Bud" was originally appointed to the River Bend Town Council on April 20, 2005 to fill a vacancy on the Town Council, and

Whereas, "Bud" was elected thereafter by the people and continuously served as a member of the Town Council until December 15, 2022, and

Whereas, "Bud" was originally appointed by his fellow Council members to serve as Mayor Pro Tem on June 16, 2011 and was repeatedly re-appointed and continuously served in that capacity until December 15, 2022, and

Whereas, "Bud" was originally appointed by his fellow Council members as Finance Officer on May 12, 2005 and continuously served in that capacity until November 17, 2022, and

Whereas, "Bud" has volunteered to serve the community in numerous capacities over the years, and

Whereas, "Bud" has been a loyal servant of the citizens of the Town of River Bend for more than 23 years and served with the highest degree of ethics, integrity, and dedication, and

Whereas, the Town Council wishes to recognize "Bud" for his service and express the town's gratitude for his service;

Now, therefore be it resolved, by the River Bend Town Council that January 25, 2023 is declared as Bud Van Slyke Day in River Bend and that all citizens are invited to a reception in his honor at 3 p.m. in Town Hall.

Adopted this the 19th day of January, 2023

John R. Kirkland, Mayor

ATTEST:

Kristie J. Nobles, Town Clerk, CMC



River Bend Honors Bud VanSlyke



Please join us to honor Bud for his many years of service to River Bend and to wish him the best!

*Wednesday, January 25, 2023
3:00pm
Town Hall*

All Of River Bend Is Invited!

Town of River Bend



Monthly Financial Report

Printed 1/13/2023

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.

The acronym CIF used in this report is our Capital Improvement Fund(s) for water and wastewater. These funds are, by resolution of the Town Council, reserved for expenses related to expansion of these systems, or retirement of debt. The Water CIF receives revenue in the form of annual Hydrant Fee payments.

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

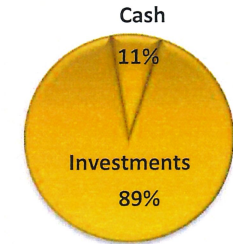
Cash Balances		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	General Fund*	1,106,249	975,227	982,837	1,011,384	959,557	1,200,673						
2	Powell Bill	-	-	45,742	45,742	45,743	91,485						
3	General Capital Reserve	120,893	121,112	121,354	100,154	100,444	100,778						
4	ARPA Grant Fund*	482,297	108	108	108	109	109						
5	ASADRA Capital Projects	-	-	-	-	3,600	-						
6	Public Works Capital Projects Fund	407,086	851,709	1,885,324	1,890,030	1,889,464	1,709,194						
7	Law Enforcement Separation Allowance*	35,526	35,590	35,661	35,750	35,854	35,973						
8	Water Fund*	711,452	757,072	491,466	531,521	521,614	551,190						
9	Water Capital Reserve Fund (CIF)	245,404	245,849	1,213	1,216	1,220	1,224						
10	Sewer Fund*	1,092,813	1,125,729	631,562	655,272	646,276	685,864						
11	Sewer Capital Reserve Fund (CIF)	11,280	11,301	57	57	57	57						
Total Cash and Investments		4,212,999	4,123,697	4,195,324	4,271,235	4,203,937	4,376,546	-	-	-	-	-	-
Truist Cash Accounts		798,787	259,065	322,564	410,311	387,874	487,135	-	-	-	-	-	-

*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	964,712	884,840	886,603	888,816	841,260	1,000,148						
2	Powell Bill	-	-	-	-	-	-						
3	Capital Reserve (General Fund)	120,893	121,112	121,354	100,154	100,444	100,778						
4	ARPA Grant Fund	108	108	108	108	109	109						
5	Public Works Capital Projects Fund	407,213	851,709	1,885,324	1,890,030	1,889,464	1,709,194						
6	Law Enforcement Separation Allowance	35,526	35,590	35,661	35,750	35,854	35,973						
7	Water Fund	623,857	672,517	403,449	404,456	405,754	447,156						
8	Water Capital Reserve Fund (CIF)	245,404	245,849	1,213	1,216	1,220	1,224						
9	Sewer Fund	1,005,219	1,041,606	538,990	540,335	541,901	594,771						
10	Sewer Capital Reserve Fund (CIF)	11,280	11,301	57	57	57	57						
Total Investments		3,414,212	3,864,632	3,872,760	3,860,924	3,816,063	3,889,411	-	-	-	-	-	-

Town of River Bend
Financial Report
Fiscal Year 2022 - 2023



General Fund

Revenue	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	Total	% Budget
	Original	Current															
1 Ad Valorem Taxes	721,710	721,710	-	97	34,611	54,058	29,509	376,763								495,036.83	68.6%
2 Ad Valorem Taxes - Vehicle	92,300	92,300	-	8,812	18	10,076	15,560	-								34,465.18	37.3%
3 Animal Licenses	2,000	2,000	100	70	100	177	20	30								497.00	24.9%
4 Local Gov't Sales Tax	380,222	380,222	37,988	35,382	37,856	36,018	35,997	36,353								219,593.66	57.8%
5 Hold Harmless Distribution	99,000	99,000	9,266	9,205	10,114	9,809	10,006	9,559								57,959.83	58.5%
6 Solid Waste Disposal Tax	2,200	2,200	-	505	-	-	545	-								1,050.44	47.7%
7 Powell Bill Fund Appropriation	-	-	-	-	-	-	-	-								-	0.0%
8 Powell Bill Allocation	91,000	91,000	-	-	45,742	-	-	45,742								91,483.61	100.5%
9 Beer & Wine Tax	13,225	13,225	-	-	-	-	-	-								-	0.0%
10 Video Programming Tax	50,743	50,743	-	-	12,883	-	-	12,369								25,252.55	49.8%
11 Utilities Franchise Tax	108,963	108,963	-	-	23,003	-	-	30,320								53,323.68	48.9%
12 Telecommunications Tax	8,140	8,140	-	-	1,844	-	-	2,113								3,957.55	48.6%
13 Court Cost Fees	500	500	23	45	14	23	77	36								216.00	43.2%
14 Zoning Permits	5,000	5,000	343	1,420	1,840	460	1,017	282								5,310.80	106.2%
15 Federal Grants*	-	22,170	-	-	-	6,885	13,244	-								20,129.42	90.8%
16 State Grants*	-	250,000	-	-	-	-	-	-								-	0.0%
17 Federal Disaster Assistance	-	-	-	-	-	-	-	-								-	0.0%
18 State Disaster Assistance	-	-	-	-	-	-	-	-								-	0.0%
19 Miscellaneous	10,000	10,000	1,010	1,866	1,500	1,027	1,534	6,075								13,011.78	130.1%
20 Insurance Settlements	-	-	-	1,693	-	664	-	-								2,356.81	#DIV/0!
21 Interest - Powell Bill	50	50	-	-	0	0	0	0								1.24	2.5%
22 Interest - Investments	500	500	1,336	1,628	1,764	2,213	2,444	2,889								12,273.16	2454.6%
23 Contributions	421	421	1,035	0	-	-	4	4								1,043.08	247.8%
24 Wildwood Storage Rents	18,144	18,144	1,577	1,680	1,724	1,699	1,208	1,525								9,413.27	51.9%
25 Rents & Concessions	18,000	18,000	1,860	1,840	2,020	1,240	1,500	1,800								10,260.00	57.0%
26 Sale of Capital Assets	15,000	15,000	-	-	-	-	-	-								-	0.0%
27 Sales Tax Refund Revenue	-	-	-	-	-	-	-	-								-	0.0%
28 Trans. from Capital Reserve*	33,000	72,787	33,000	-	-	21,492	-	-								54,492.00	74.9%
29 Trans. from ARPA Fund	-	-	-	482,189	-	-	-	-								482,189.23	#DIV/0!
30 Trans. from L.E.S.A. Fund	-	-	-	-	-	-	-	-								-	0.0%
31 Appropriated Fund Balance*	200,813	291,394	-	-	-	-	-	-								-	0.0%
Total	1,870,931	2,273,469	87,537	546,432	175,033	145,840	112,664	525,811	-	-	-	-	-	-	-	1,593,317.12	70.1%

*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.

Town of River Bend
Financial Report
Fiscal Year 2022 - 2023



General Fund

Expenditures	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	Total	% Exp
	Original	Current															
	1 Governing Body	30,400	30,400	7,666	-783	4,505	-768	404	5,349								16,373
2 Administration*	279,600	296,800	35,532	25,566	23,908	19,282	38,435	25,366								168,089	56.6%
3 Finance*	119,000	133,800	10,647	8,468	8,340	8,497	15,654	12,791								64,397	48.1%
4 Tax Listing	11,600	11,600	-	306	346	844	856	3,032								5,385	46.4%
5 Legal Services	24,000	24,000	1,624	3,293	3,198	1,359	1,794	655								11,922	49.7%
6 Elections	1,000	1,000	-	-	-	-	-	-								-	0.0%
7 Public Buildings	102,300	102,300	7,882	10,383	6,711	5,694	4,128	2,236								37,034	36.2%
8 Police*	587,200	664,443	66,342	48,694	43,074	84,023	72,791	43,428								358,352	53.9%
9 Emergency Management	3,700	3,700	365	1,954	15	72	15	15								2,435	65.8%
10 Animal Control	14,600	14,600	1,662	921	929	940	1,313	1,071								6,836	46.8%
11 Street Maintenance	193,000	193,000	4,202	7,023	2,342	2,464	3,631	2,429								22,091	11.4%
12 Public Works	177,500	177,500	17,299	8,631	11,553	15,703	13,593	12,464								79,243	44.6%
13 Leaf & Limb, Solid Waste	51,000	51,000	4,034	332	4,066	619	8,602	3,721								21,374	41.9%
14 Stormwater Management*	43,100	311,395	2,444	3,576	3,778	1,450	76,997	9,237								97,483	31.3%
15 Waterways & Wetlands	2,900	2,900	-	-	33	-	-	-								33	1.1%
16 Planning & Zoning*	51,300	54,800	5,812	3,882	3,537	3,703	6,896	3,562								27,392	50.0%
17 Recreation & Special Events	7,600	7,600	1,121	179	262	-	304	-								1,865	24.5%
18 Parks*	79,700	101,200	2,930	25,332	2,943	3,151	29,637	3,551								67,545	66.7%
19 Transfers	73,500	73,500	73,500	482,189	-	-	-	-								555,689	756.0%
20 Contingency	17,931	17,931	-	-	-	-	-	-								-	0.0%
Total	1,870,931	2,273,469	243,064	629,945	119,540	147,031	275,050	128,908	-	-	-	-	-	-	-	1,543,538	67.9%

Capital / Debt (included above)	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	Total	% Exp
	Original	Current															
	1 Capital Outlay*	172,500	228,035	-	22,975	-	38,760	26,371	7,890								95,996
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		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date		
	Fiscal Year Budget														Total	% Col	
	Original	Current															
1	Base Charge	277,253	277,253	45,982	334	46,082	338	46,068	266							139,071	50.2%
2	Consumption	236,560	236,560	47,061	232	46,810	136	47,070	230							141,538	59.8%
3	Other, incl. transfers	19,892	19,892	849	4,437	1,316	3,248	765	4,023							14,637	73.6%
4	Hydrant Fee	20,130	20,130	20,130	-	-	-	-	-							20,130	100.0%
5	Appropriated Fund Bal.*	40,665	330,197	-	-	-	-	-	-							-	0.0%
Total		594,500	884,032	114,022	5,003	94,208	3,722	93,902	4,519	-	-	-	-	-	-	315,376	35.7%

	Expenses		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date		
	Fiscal Year Budget														Total	% Exp	
	Original	Current															
1	Admin & Finance*	467,000	485,741	46,918	22,831	21,859	21,592	45,242	29,729							188,170	38.7%
2	Supply & Treatment	75,000	75,000	868	2,691	4,662	2,950	5,301	2,172							18,644	24.9%
3	Distribution	49,000	49,000	30,702	671	784	221	381	31							32,790	66.9%
4	Transfers / Contingency*	3,500	274,291	-	-	270,791	-	-	0							270,791	98.7%
Total		594,500	884,032	78,488	26,193	298,095	24,763	50,924	31,933	-	-	-	-	-	-	510,396	57.7%

	Capital		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date		
	Fiscal Year Budget														Total	% Exp	
	Original	Current															
1	Capital Outlay*	13,000	16,825	-	-	-	-	2,325	-							2,325.00	13.8%

Cash Balances		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	Water Fund	711,452	757,072	491,466	531,521	521,614	551,190						
2	Water Capital Reserve Fund (CIF)	245,404	245,849	1,213	1,216	1,220	1,224						

	Water Produced	FY20-21	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date
			Limit												
1	Total Gallons		8,488,000	8,573,000	8,445,000	9,070,000	7,554,000	8,705,000							50,835,000
2	Average daily gallons		925,000*	273,806	276,548	281,500	292,581	251,800	280,806						276,174

* 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		
		Original	Current													Total	% Col	
		1	Base Charge													294,601	294,601	48,732
2	Consumption	316,810	316,810	61,798	634	64,039	298	63,280	49								190,098	60.0%
3	Other, incl. transfers	9,901	9,901	1,314	3,079	1,998	2,932	1,532	3,200								14,055	142.0%
4	Appropriated Fund Bal.*	48,188	565,827	-	-	-	-	-	-								-	0.0%
	Total	669,500	1,187,139	111,844	4,109	114,890	3,697	113,638	3,614	-	-	-	-	-	-	-	351,793	29.6%

	Expenses	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date		
		Original	Current													Total	% Exp	
		1	Admin & Finance*													455,000	468,025	44,707
2	Collection	75,000	75,000	5,399	1,055	15,499	811	2,246	696								25,705	34.3%
3	Treatment	136,000	136,000	10,840	7,305	4,251	15,545	4,005	6,081								48,028	35.3%
4	Transfers / Contingency*	3,500	508,114	-	-	504,614	-	-	-								504,614	99.3%
	Total	669,500	1,187,139	60,946	31,693	547,589	39,405	54,246	35,148	-	-	-	-	-	-	-	769,027	64.8%

	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	
		1	Capital Outlay*													42,000	45,825	-

Cash Balances

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1 Sewer Fund	1,092,813	1,125,729	631,562	655,272	646,276	685,864						
2 Sewer Capital Reserve Fund (CIF)	11,280	11,301	57	57	57	57						

Wastewater Treated

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date
1 Total Gallons	3,694,000	3,156,000	3,180,000	3,418,000	3,667,000	3,101,000							20,216,000
2 Average daily gallons	330,000*	119,161	101,806	106,000	110,258	100,032							109,915

* This is the permitted daily limit.

2022 YEAR END THANKS TO TOWN STAFF

As the year 2022 draws to a close it is appropriate to recognize the superior performance of the River Bend Town Staff.

Looking first at the Town Manager's position. The Town in 2023 begins the 21st year operating under the Town's General Assembly authorized "Council-Manager" form of governance. In that period we have had the service of four different Managers. Our current Manager Delane Jackson is in his ninth year serving the Town. He is also the longest serving of the several managers. The Manager is responsible for supervising all staff members.

Recently he saw three key members of the Town Hall staff reach retirement age and opted to enter that phase of their life. The longest serving of the three was Margaret Theis who as Finance Administrator had served for 25 years. Next in length of service was Kathleen De Young who had served for 20 years as Deputy Clerk. Ann Katsuyoshi had served as Town Clerk for 18 years. These three positions are all very critical to the Town's day to day operations. Manager Jackson advertised for candidates to fill the vacant positions, conducted interviews and hired qualified persons to fill each of the three positions. Mrs. Kristie Nobles as Town Clerk, Mrs. Jennifer Barrow as Deputy Town Clerk and Mrs. Mandy Gilbert as Finance Director. Mrs. Gilbert was formally the Finance Assistant. Mrs. Rebekah Pearce was hired as Finance Assistant. These newly hired employees have quickly gained the detailed understanding of the positions that they serve.

The preceding addresses the changes that have occurred in the Town Hall staff. Now to the dedicated personnel who serve in the Police Department and the Public Works/Water Resources Department. These persons provide critical service every day to all citizens. These individuals respond to the routine of day to day operations and also the emergency events that come with little or no notice. All of these persons deserve our thanks for the service that you perform and keep our Town operating.

The leaders of these two departments are Police Chief Sean Joll, and Public Works Director Brandon Mills. The members of the Police Department are: Sergeant Stephen Fell, and Officers Michael DeStefano, Andrew Borner, Chase Adams and Derius Johnson. Members of Public Works/Water Resources Department are: Public Works Director Brandon Mills. Staff members are James Jones, Mike Steffa, Doug Becker, Juquan Jarvis, and Andrew Brooks.

To all Town staff members: Thank you for the quality contribution that you bring to work each day and often is performed without notice. Please accept a sincere "Thank You" for your service every day. It is that service that makes River Bend the fine community that more than 3,000 persons call home.

THANK YOU

Town of River Bend

Public Comment Policy

Overview- In 2005, the North Carolina General Assembly, through the passage of NCGS 160A-81.1, required that each municipality in North Carolina provide a period for public comment at least once per month at a regular meeting of the council. The General Assembly gave councils the authority to adopt rules governing the conduct of the public comment period. The Town of River Bend recognizes the importance of receiving comments from the public. The purpose of the public comment period is to give the public an opportunity to express their views, comments or opinions to the council. It is a time for the council to listen to the public. The following rules have been established to maintain order and decorum during the public comment period. Furthermore, these rules are designed to ensure fairness to each speaker by establishing rules in advance that will be applied equally to each speaker.

I. Public Comment Period

The public comment period shall be reserved as an item of business on the agenda for the council's regular session, which is currently held on the 3rd Thursday of each month. All comments to the council during the public comment period shall be subject to the following guidelines:

1. Prior to the start of the public comment period, persons wishing to address the council will register on a sign-up sheet stationed by the meeting room door. Prior to beginning the public comment period, the Mayor will collect the sign-up sheet and recognize speakers in the order that they registered. Speakers will address the council from the lectern and will be asked to provide their name and address for the record.
2. Each speaker shall be limited to a maximum time of three (3) minutes. Each speaker will only be allowed to speak once during the public comment period. A staff member shall serve as time keeper and will promptly announce when the speakers time has expired.
3. No time may be yielded or transferred from one speaker to another. In order to avoid repetition and delay, groups of people supporting the same position are encouraged to designate a spokesperson for the group.
4. The public comment period is not intended to require the council and/or any staff to answer any impromptu questions. The council will not take action on an item presented during the public comment session. Upon completion of the public comment session and when appropriate, the council may refer inquires made during the public comment session to the Town Manager or an appropriate staff member. If necessary, the item may be added to the agenda of a future meeting, thereby providing the staff an opportunity to research the item and provide data to the council for consideration and review.
5. Speakers will address comments to the entire council as a whole and not one individual member. Discussions between speakers and members of the audience will not be permitted during the public comment period.

6. Speakers who have prepared written remarks are encouraged to leave a copy of such remarks with the Town Clerk. Speakers who have materials that they want distributed to the council related to the item they plan to discuss during the public comment period, shall provide eight (8) copies of those documents to the Town Clerk prior to the start of the meeting. The Clerk shall distribute the copies to the Council, Attorney, and Town Manager and retain one copy for the record.

7. Speakers shall be courteous in their language and presentation. Profanity or other inappropriate language or gestures will not be tolerated.

8. In order to provide for the maintenance of order and decorum in the conduct of the meeting, the Mayor may declare "out-of-order" any person who fails to comply with this policy. The Mayor shall caution any such person to abide by the provisions of this policy. Refusal to do so shall be grounds for removal of the speaker from the meeting.

- Adopted June 18, 2015

ITEM 14