



**RIVER BEND TOWN COUNCIL  
AGENDA  
Regular Meeting  
June 15, 2023  
River Bend Town Hall – 45 Shoreline Drive  
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 - None
5. Public Hearings - None
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 May 11, 2023 Work Council Meeting  
Minutes of the May 18, 2023 Regular Council Meeting*

**B. Advisory Board Appointments and Reappointments**

PLANNING BOARD: Reappoint Keith Boulware and Kathleen Flemming to terms beginning July 1, 2023 and ending on June 30, 2025;

PARKS AND RECREATION: Reappoint Rebekah Royston to terms beginning July 1, 2023 and ending on June 30, 2025; and Appoint Amy Hendee to a term beginning June 15, 2023 and ending on June 30, 2024, and appoint Laurie LaMotte and Richard LaMotte to terms beginning June 15, 2023 and ending on June 30, 2025;

CAC: Appoint Donna Perry to a term beginning June 15, 2023 and ending on June 30, 2025;

ENVIRONMENT AND WATERWAYS ADVISORY BOARD: Reappoint R. Karl Lichty, Jon Hall and Paige Ackiss to terms beginning July 1, 2023 and ending on June 30, 2025;

BOARD OF ADJUSTMENT: Reappoint Chris Barta, Patty Leonard and David Zinni to terms beginning July 1, 2023 and ending on June 30, 2026;

AUDIT COMMITTEE: Reappoint Brian Leonard, Mandy Gilbert, Delane Jackson and Janice Westgate to terms beginning July 1, 2023 and ending on June 30, 2025;

**7. 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:**

8. Public Safety – Councilman Weaver
  - A. Community Watch
  - B. **VOTE** – Restart Discussions on Draft Conditional Zoning Ordinance
9. Parks & Recreation – Councilman Weaver
  - A. Parks and Rec Report
  - B. Organic Garden Report
  - C. Library Report
10. CAC – Councilwoman Maurer
  - A. CAC Report
11. Finance – Councilman Leonard
  - A. Financial Report - Finance Director
  - B. **VOTE** – FY 2023-2024 Budget Ordinance
12. Environment And Waterways – Councilman Leonard
  - A. EWAB Report
13. Planning Board – Councilman Sheffield
  - A. Planning Board Report
14. DISCUSSION / **VOTE** – Matters Related to Tree Preservation Ordinance – Castranova
15. Mayor’s Report – Mayor Kirkland
16. 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.*
17. CLOSED SESSION – NCGS §143-318.11(a)(3)
18. Adjournment

**River Bend Town Council  
Work Session Minutes  
May 11, 2023  
Town Hall  
7:00 p.m.**

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

Town Manager: Delane Jackson  
Finance Director: Mandy Gilbert  
Town Clerk: Kristie Nobles  
Town Attorney: Dave Baxter

Members of the Public Present: 16

**CALL TO ORDER**

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, May 11, 2023 at the River Bend Town Hall with a quorum present.

**ADDITIONS/DELETIONS TO AGENDA**

**VOTE – Addition to Agenda**

Councilman Leonard motioned to add item 7, discussion about the monument for Mr. Frank Efirid and move item 7 to item 8. The motion carried unanimously.

**VOTE – Approval of Agenda**

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

**Discussion – Draft Red Caboose Library Contract**

The Manager stated that at the direction of the Council the Town Attorney has created a draft contract for the Red Caboose Library and the Town of River Bend. The Manager stated that in the absence of Linda Klopf, Gloria Kelly with the Red Caboose Library was present to answer any questions the Council may have. The Town Attorney stated that the contract lists the Red Caboose Library but there is no such corporation or registered entity as the Red Caboose Library. He stated he has concerns about entering into a contract with an unregistered entity. Councilman Weaver asked if the Red Caboose Library could create an LLC and the Town Attorney stated that they could, but it is not a requirement for the contract. He stated that creating the LLC would hold people responsible for the contract, not just an unaffiliated group of people. Councilman Sheffield stated that the library does not meet until the following week and then they can review the contract. The Manager stated that the budget starts on July 1 and the Council could adopt the contract at any time. Councilman Weaver stated that an entity would need to be finalized or agreed upon before finalizing the contract and the Town Attorney agreed. Councilwoman Maurer asked if the Red Caboose agreed to the contract, but in the future found a permanent location, would they be allowed to become a part of the Parks and Recreation Advisory Board again. The Town Attorney stated that the contractual relationship would not prevent them from requesting that. The Manager asked Gloria Kelly if she knew of any questions or concerns, and she stated that she did not know of any.

### **Discussion – Lead and Copper Rule Update**

The Manager stated that the Environmental Protection Agency has issued lead and copper requirements. He stated that the Town will have to access every water meter in Town to check for lead or copper lines. He stated that if they find lead lines, it will have to be replaced and if there are copper lines downstream from the lead it will have to be replaced also. The Manager stated that he is completing the application for a principal forgiveness grant to cover the cost of the assessment.

### **Discussion – Leaf and Limb**

The Manager stated that there was a rash of leaf and limb violations this month. He stated that the current leaf and limb rules were adopted by the previous Council, and he wants to confirm that the current Council agrees to the rules. Councilwoman Maurer stated that she would like to change the schedule to allow placement of debris 7 days prior to pick up. The Manager stated that the Council can revise the schedule when the schedule is proposed.

### **Discussion –Rezoning Procedure**

The Manager stated that there is a scheduled public hearing on the rezoning of the lot described by Craven County PIN 8-206-083 on May 18, 2023. He asked the Council if they would like to vote on the rezoning at that meeting or postpone the vote until a later meeting. With the consensus of Council, the vote will be postponed to a later meeting.

### **Discussion – March 9, 2023 Council Minutes**

The Manager stated that the March 9, 2023, Council Minutes were removed from the consent agenda at the April 20, 2023, Council meeting. He stated that the minutes in question and the transcript are included in the agenda package today. The Manager asked the Council for direction on whether to add to the minutes to the May 18 consent agenda. Councilman Leonard stated that minutes are not required to be a verbatim transcript of the meeting. The Manager agreed and stated there is no requirement for the minutes to be verbatim, but actions such as motions and votes are required to be in the minutes. Councilwoman Maurer stated that she feels what was in the minutes was an accurate depiction of what was said. Councilman Leonard stated that he felt that an apology was due to staff for accusations that they put words in people's mouth. Councilman Castranova stated that he didn't feel any of that language in the minutes is necessary and it is a departure from what is normally captured in the minutes. He stated he felt he was targeted with that level of detail. He stated it wasn't exactly accurate and because it did not reflect an actual vote of the Council it should be removed. He stated he did not accuse the staff of anything and he resents that accusation. Councilman Leonard stated that Councilman Castranova said that the minutes were not an accurate representation of what he said, but the transcript showed that it was an exact representation of what he said. Councilman Castranova stated that if they print the exact dialogue then it should be printed exactly the way it was spoken, but none of that is necessary, and to include that is only an attempt to portray him as a hypocrite and a fraud. Councilman Weaver stated that the details in the minutes are included because of Councilman Castranova's continuing threats of legal actions, so they are trying to capture these issues and if that is the case it is documented. He stated that Councilman Castranova keeps accusing everyone of defamatory behavior and malicious statements. Councilman Castranova stated that the letter that Councilman Weaver wrote that is apart of the record contains untrue statements. Councilman Castranova stated that the letter is a misrepresentation of the truth, and it is a defamatory statement and Councilman Weaver knew it when he wrote the letter. Councilwoman Maurer stated that what was written in the minutes is a depiction of what was actually said, it was recorded, and it was determined that it is accurate. Councilman Castranova stated that it was not exactly accurate. Councilman Weaver stated that it stated in the minutes that Councilman Castranova said, "it is perfectly legal" and he stated he did not say that. It was then transcribed, and he said, "it is perfectly legal" .. Councilman Castranova stated that he objects to the way the minutes were actually wrote. He stated that the level of detail is a complete departure from the level of detail in other minutes regarding statements made by Council members that do not affect an actual vote. Councilman Castranova stated that he is being

targeted again and it improperly betrays him of being a hypocrite when he has not been a hypocrite and he feels it needs to be stricken. Councilman Leonard suggested that the Council vote to accept the minutes and note Councilman Castranova's objection. The Manager stated that the Council can add the March 9, 2023, Council meeting minutes to the consent agenda for the May 18 meeting and if Councilman Castranova does not approve of that he can vote nay.

**VOTE – March 9, 2023 Council Minutes**

Councilwoman Maurer motioned to add the March 9, 2023, Council Minutes to the consent agenda for the May 18 meeting. The motion passed with 4 ayes and 1 nay with Councilman Castranova voting nay.

**DISCUSSION – Frank Efird Monument**

The Mayor stated that Mr. Frank Efird was the original developer of the Town of River Bend. He stated that he has received a quote for a monument in recognition of Mr. Frank Efird to be displayed at Town Hall. After a brief discussion regarding the size and layout of the monument the Mayor stated that it will be added to the agenda for next week's meeting.

Councilman Weaver stated that regarding the March 9 Council Minutes, the letter stated that Councilman Castranova was "cautioned" not "counseled". Councilman Castranova asked Councilman Weaver to read the entire sentence and Councilman Weaver stated that the letter said "Councilman Castranova has been cautioned in the past about his personal attacks against members of this body due to differing viewpoints and his inflammatory behavior that has caused unnecessary disruption between the members of our community." Councilman Castranova asked Councilman Weaver when was he cautioned by the body and Councilman Weaver stated that he would send him the meeting videos that are on the website. Councilman Castranova asked if it was an official action of the Council that cautioned him and Councilman Weaver replied "no", but Councilman Castranova is claiming that he is being targeted and there is a fundamental difference in feeling targeted and being targeted. Councilman Castranova asked Councilman Weaver to explain how he was cautioned and what the personal attacks were. The Mayor stated that they needed to have a private discussion. Councilman Leonard asked to move on to the next item on the agenda.

**REVIEW – Agenda for the May 18, 2023 Council Meeting**

The Council reviewed the agenda for the May 18, 2023, Council Meeting.

**ADJOURNMENT/RECESS**

There being no further business, Councilman Sheffield moved to adjourn. The motion carried unanimously. The meeting adjourned at 7:42 p.m.

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Kristie J. Nobles, CMC  
Town Clerk

**River Bend Town Council  
Regular Meeting Minutes  
May 18, 2023  
Town Hall  
7:00 p.m.**

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

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

Members of the Public Present: 68

**CALL TO ORDER**

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, May 18, 2023, at the River Bend Town Hall with a quorum present.

**RECOGNITION OF NEW RESIDENTS**

Miranda Gavalis – introduced herself and her daughter who is working on her eagle scout.  
Tina Cliff – introduced herself and stated she is a real estate agent, and this is her first meeting.  
Dave Archer – introduced himself and stated he is from Delaware.  
Marvin Coleman – introduced himself and stated he is from Newton / Hickory, North Carolina.  
Dustin Huckfeldt – introduced himself and stated he is from Nebraska.

**VOTE – Approval of Agenda**

Councilman Castranova motioned to adopt the agenda as presented. The motion carried unanimously.

**ADDRESSES THE COUNCIL**

David Ross – Parks and Recreation – extended an invitation to all River Bend residents to the 4<sup>th</sup> of July event that will take place on July 4 starting at 10:30 a.m. He stated that volunteers are needed and to sign up for the parade at Town Hall or on the website.

**PUBLIC HEARING – Proposed Rezoning Craven County PIN #8-206-083**

Councilman Sheffield moved to open the Public Hearing on the proposed rezoning of the parcel described by Craven County Parcel Identification Number #8-206-083. The motion carried unanimously.

At this time the Mayor indicated that those who signed up to speak would be called in the order in which they signed up. There were 7 people who addressed the Council. Those who opposed the proposed rezoning of the property were Art Seaman, Cecil Broome, Frank Broadhurst, Marvin Jackson, Susan Scott, and Joe Routh. Those in favor of the proposed rezoning of the property were Jay Ammon.

Councilman Sheffield moved to close the Public Hearing. The motion carried unanimously.  
At this time the Mayor called for a 3 minute recess.

### **CONSENT AGENDA**

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

A. Approve:

*Minutes of the March 9, 2023 Work Council Meeting*  
*Minutes of the April 13, 2023 Work Council Meeting*  
*Minutes of the April 20, 2023 Regular Council Meeting*  
*Minutes of the May 2, 2023 Budget Workshop*  
*Minutes of the May 4, 2023 Budget Workshop*  
*Minutes of the May 9, 2023 Budget Workshop*  
*Minutes of the May 11, 2023 Budget Workshop*

### **TOWN MANAGER'S REPORT**

The Manager gave the following updates:

- The Public Works building is under construction and the roof is almost complete on the main building. It is scheduled to be completed by December 2023.
- The Manager has completed the documents for the \$100,000 grant that the Town received for a water supply study.
- The Golden Leaf Grant has been closed-out for the drainage improvements that were completed in the Channel Run area.
- The Audit Contract is completed but needs the proper signatures.
- The Budget Message is on the town's webpage and the public hearing will be on June 8, 2023 at 7:00 p.m. at Town Hall.

### **ADMINISTRATIVE REPORTS**

#### **PARKS & RECREATION – COUNCILMAN WEAVER**

##### Parks & Recreation

Councilman Weaver stated that the Parks and Recreation Advisory Board had a special meeting on May 17, 2023, to discuss and finalize the July 4 plans and they need volunteers. The board has extended an invitation to anyone who would like to assist with a special project accessing the parks and recreational areas and submitting their recommendations.

##### Organic Garden

Councilman Weaver stated that the Organic Garden had a successful workday in April and he stated that the bees are very active and have outgrown their hive.

##### Red Caboose Library (RCL)

Councilman Weaver stated that the library had a special meeting on May 17, at 2:00 p.m. He stated that the Book / Tech Mobile would be at the Municipal Building on Friday May 19<sup>th</sup>, at 2:00 p.m. through 5:00 p.m.

#### **CAC – Councilwoman Maurer**

Councilwoman Maurer presented the following report.

The CAC did not meet in May. The Beautification awards for May were awarded to yards located at 300 Pirates Road and 2A Mulberry. You can find the entire list of nominees on the town's website and in the weekly River Bend E-News. Nominations for the June award will begin on June 1<sup>st</sup>. You can obtain nomination forms from the town website, a QR code that will be printed in upcoming announcements, or by email, cac.riverbend@gmail.com. The next step in the Plantation Drive median project is for the Council to discuss the proposal and offer direction. Other

plans and programs will be presented at later dates. There currently are three vacancies on the Community Appearance Commission. This is an active group with diverse interests. Members may work on one or all of the projects. If you are interested, contact Chairwoman Brenda Hall to find out more about joining the board or volunteering for a project. The next meeting is scheduled for July 19, 2023 at 4 pm in the Municipal Building.

#### **FINANCE – COUNCILMAN LEONARD**

Financial Report – Finance Director, Mandy Gilbert, presented to the Council the financial statement for the month of April. She stated the total of the Town's Cash and Investments as of April 30, 2023, were \$3,770,857 and Ad valorem tax collections for FY22-23 were \$723,635 and Vehicle Ad valorem tax collections were \$77,219.

#### **PRESENTATION OF DRAFT FY23-24 BUDGET MESSAGE AND ORDINANCE**

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

#### **VOTE – BUDGET PUBLIC HEARING**

Councilman Leonard motioned to schedule a Public Hearing on the proposed FY2023-2024 Town Budget on June 8, 2023, at 7:00 p.m. at Town Hall. The motion carried unanimously.

#### **ENVIRONMENTAL AND WATERWAYS – COUNCILMAN LEONARD**

Councilman Leonard presented the following report:

Chairman Ackiss opened the EWAB meeting Monday April 3<sup>rd</sup> 2023 at 7 PM in the small conference room in the municipal building. There was a quorum. There were no visitors. The minutes from February 6<sup>th</sup>, 2023, were approved. Councilman Leonard gave a council updated.

Old business: Canal bulkhead inspections will start on Wednesday 19 April 2024.

New Business: Questions about mosquito control, Councilman Leonard will check with the manager. Some discussion about storm water swales being inspected and cleaned as needed.

Volunteer hours: 10. Next meeting will be on May 1<sup>st</sup> 2023 at 7 PM in the small conference room in the municipal building. Chairman Ackiss adjourned the meeting at 7:34 PM.

#### **PUBLIC SAFETY – COUNCILMAN WEAVER**

CERT - Councilman Weaver stated that CERT had recently disbanded until further notice. He thanked all the CERT volunteers for their time served.

Community Watch – Councilman Weaver stated that Community Watch will meet on June 21 and they are looking for volunteers to help with traffic control for the July 4 Celebration.

#### **MAYOR'S REPORT**

The Mayor presented the following report.

It is worth a repeat to post this monthly Mayor's Report addressing the importance of the Town's budget and the work that the Town Council puts into its development.

The following steps are followed in budget development:

1. The Town Manager as the budget officer (a N.C. General Assembly Statute position mandate) is responsible for preparing a balanced budget and presenting it to the Council. The draft is reviewed with the Manager. Each line item is reviewed with the Manager in a number of budget workshops. These meetings are advertised and are open to the public.
2. During the workshops the Manager responds to questions that individual Council members may ask on any line item presented.



3. After the several workshops are completed, a public hearing is scheduled and advertised. At this hearing citizens may offer comments to the Council on the details of the budget.
4. Following the hearing the Council will vote to formally adopt the FY 2023-2024 River Bend budget.

With the adopted budget in place the Manager is responsible for the execution of approved expenditures without further Council input. During the course of the budget year if a need arises the Manager will prepare a budget amendment to address the need and the Council will vote on approval at a scheduled Council Meeting. I have frequently told the Council that the effort that they spend developing the budget is the most demanding and important task that they address each year. It also is a demanding effort on the part of the Town Manager, Finance Director and the staff. Our Town is fortunate to have a Council and Staff that understand this responsibility and each year has developed a balanced budget and maintained a reserve that has met unanticipated emergency purchases. Thanks to the Manager, Finance Director, Council and Town Staff for this demanding service.

**PUBLIC COMMENT**

No Public Comments.

**ADJOURNMENT/RECESS**

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

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Kristie J. Nobles, CMC  
Town Clerk



# **Town of River Bend**

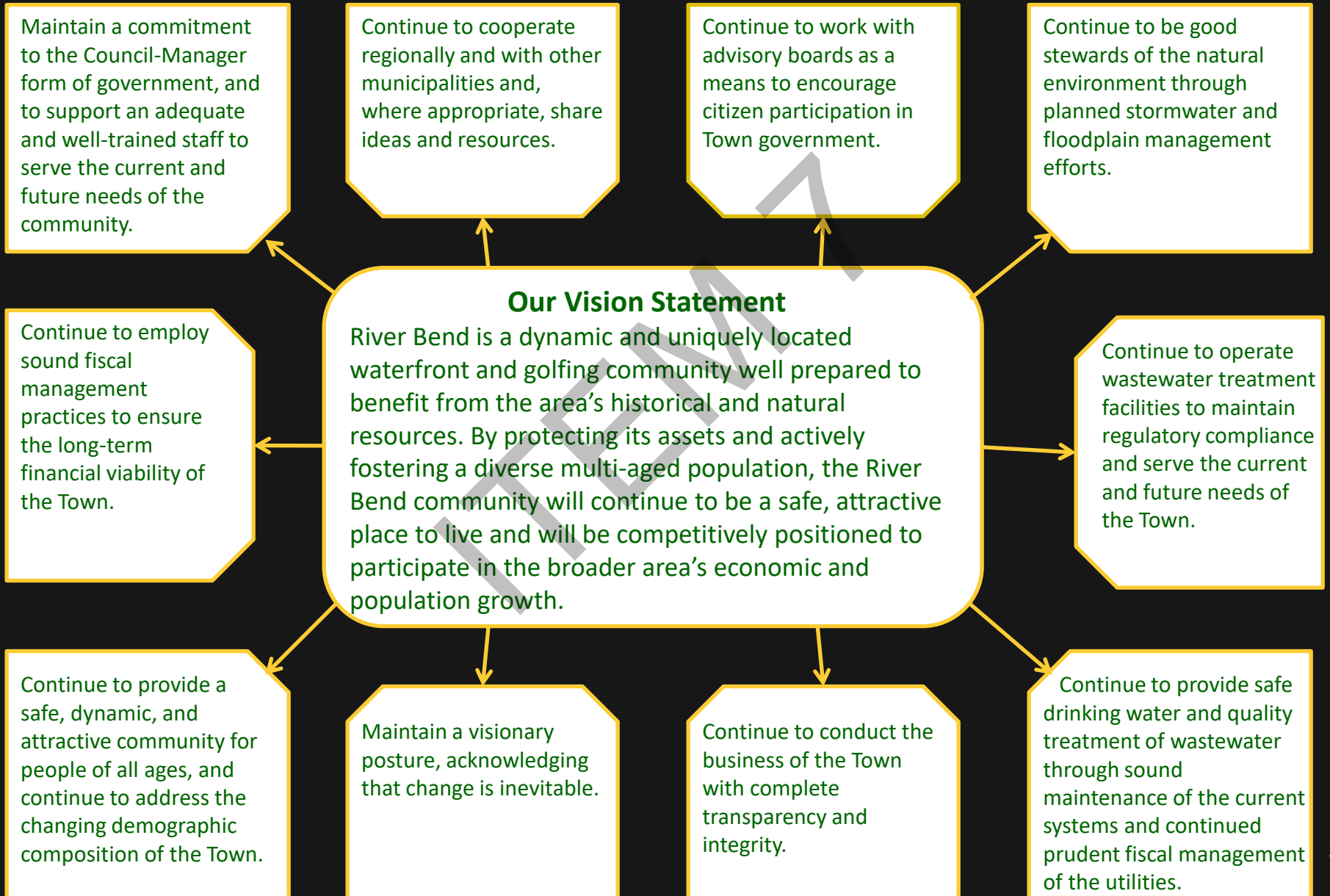
**Fiscal Year  
2023-2024**

**Proposed Budget Summary**

**June 15, 2023**

# Town of River Bend

## Mayor and Town Council Priorities for Fiscal Year 2023-24



# FY 23-24 Budget Calendar

January 19- Budget Kick-Off Meeting

## Budget Workshops 2023

May 2

May 4

May 9

May 11

May 18- Draft Budget Message and Proposed Budget Ordinance presented to Council.

May 23- Budget Message and Proposed Budget Ordinance released to public.

June 8- Public Hearing on Proposed Budget

June 15- Adoption of Budget Ordinance (hopefully)

July 1- Fiscal Year 2023-2024 Begins

# Budget Material was provided on Town's Webpage



Town of  
**River Bend, NC**

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## Finance

[Budget Preparation FY23-24](#)

[FY2022-2023 Town Budget](#)

[FY2021-2022](#)

[FY2020-2021](#)

[FY2019-2020](#)

[Adopted Budgets](#)

[Annual Comprehensive  
Financial Reports \(Which  
Includes Audit Report\)](#)

[Home](#) > [Departments](#) > [Finance](#) >

## Budget Preparation FY23-24

[Fiscal Year 2023-24 Budget Preparation Workshops](#)

[Budget Kickoff January 19, 2023](#)

[Budget Meeting May 2, 2023](#)

[Budget Meeting May 4, 2023](#)

[Budget Meeting May 9, 2023](#)

[Budget Meeting May 11, 2023](#)

[FY 2023-24 Budget Message and Ordinance](#)

**Click [HERE](#) for Public Hearing Information**

## General Fund Summary

- Represents a 5.36% reduction in spending over FY23 (-\$122,170)
- Lowers tax rate to 24¢ (-2¢ vs. FY23)
- Maintains all current programs and services
- Adds 1 FT and 2 PT staff positions
- No increase in any rates or fees
- Provides funding for LESA at \$12,200
- Provides 4.4% COLA for all employees
- Provides \$173,000 for street paving program (+\$33,000 vs. FY23)
- Maintains very conservative revenue estimates
- Includes funding for landscaping, new police vehicle, stormwater projects and more...
- Includes \$198,597 appropriation from fund balance (-\$92,797 vs. FY23)
- Includes \$36,000 in discretionary funding for Governing Board approved projects
- Includes \$10,800 funding for advisory boards and organizations
- Includes \$5,000 in contract funding for Red Caboose Library
- Includes new property revaluation amount of \$430,780,000 (+\$113,544,188 vs. FY23)

# Street Maintenance

Miscellaneous Patch & Striping \$20,000

Pave Plantation Drive  
west of Shoreline  
\$111,500

P&P Pinewood Drive from  
Virginia Court to Rockledge  
Road- \$41,500

P&P= Patch and Pave

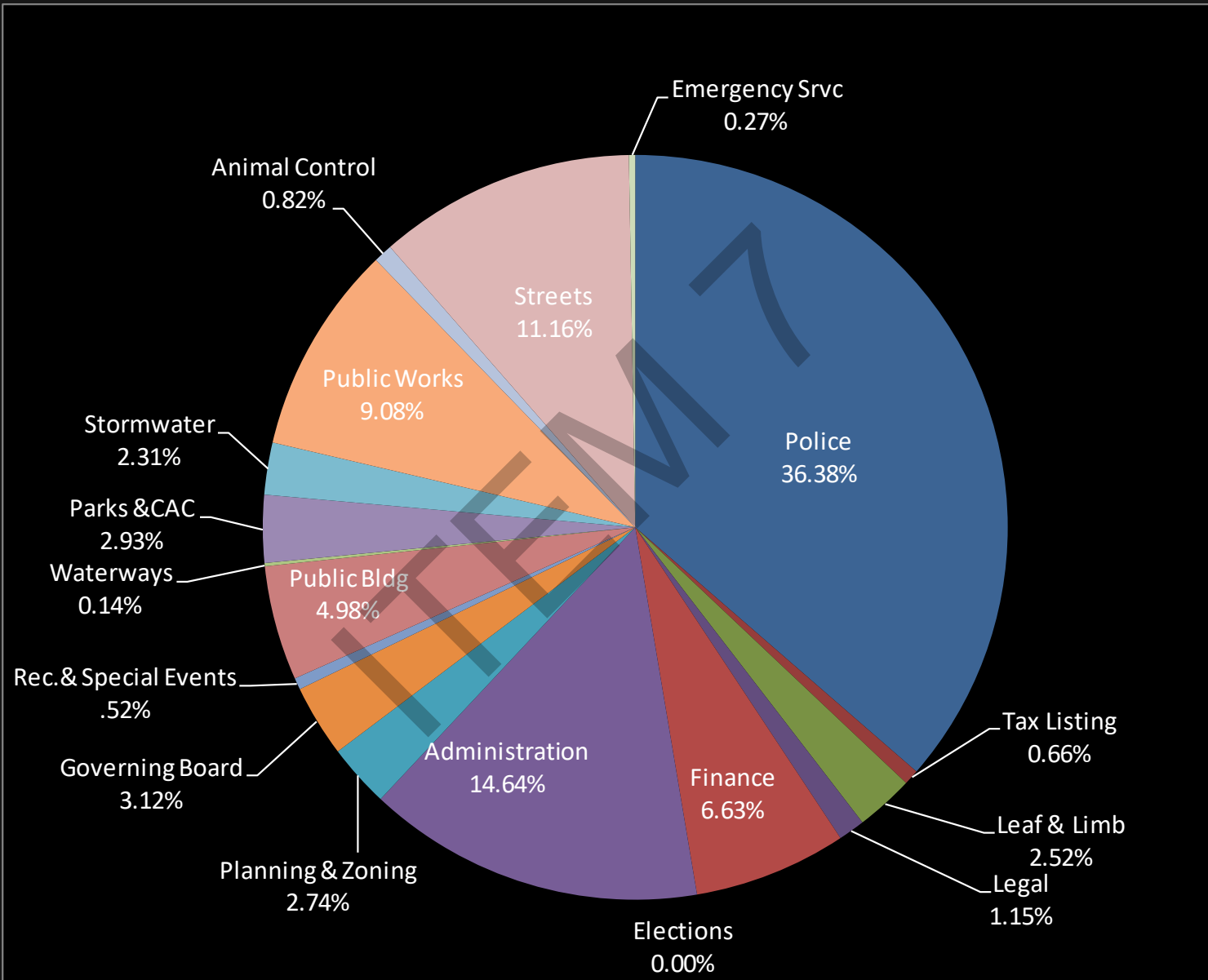
TOTAL Budgeted Amount including  
engineering- \$179,700



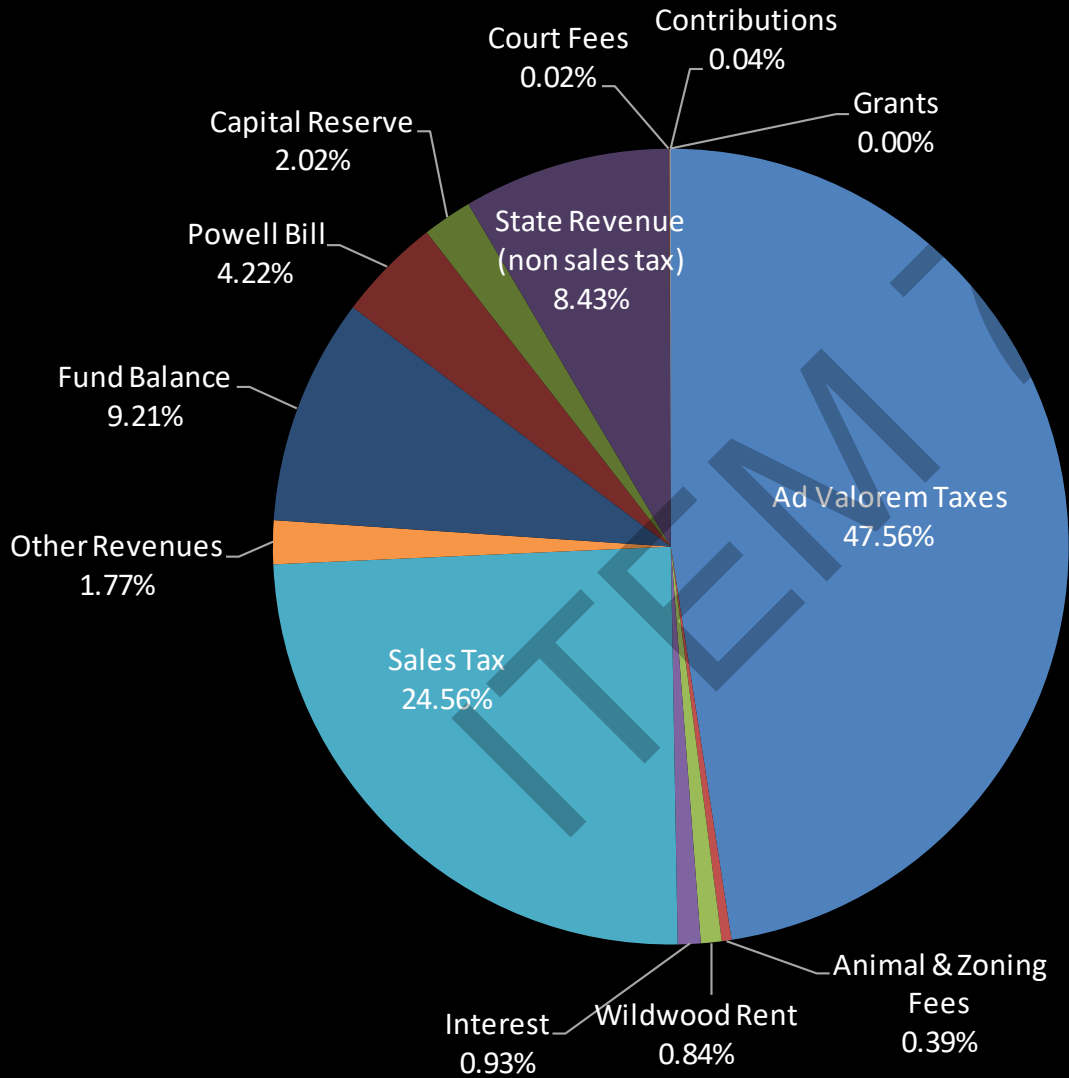
# General Fund Expenditure Summary

General Fund Expenditure Summary					Change v. prior year		
	19-20	20-21	21-22	22-23	23-24	%	\$
Department Name	Actual	Actual	Actual	Current Budget	Proposed		
Governing Body	21,105	20,319	23,790	30,400	65,000	113.82%	34,600
Administration*	243,271	255,935	271,051	296,800	304,500	2.59%	7,700
Finance*	1,060,513	130,443	175,220	133,800	138,000	3.14%	4,200
Tax Listing	9,737	10,461	10,655	11,600	13,700	18.10%	2,100
Legal Services*	14,283	16,000	22,125	29,092	24,000	-17.50%	-5,092
Elections	2,571	-	-	1,000	-	-100.00%	-1,000
Police*	568,989	565,654	516,846	677,943	757,000	11.66%	79,057
Public Buildings	102,918	170,305	109,703	102,300	103,600	1.27%	1,300
Emergency Services	42,425	4,463	3,002	3,700	5,700	54.05%	2,000
Animal Control	11,663	11,418	5,022	14,600	17,100	17.12%	2,500
Street Maintenance	145,054	188,123	158,900	193,000	232,200	20.31%	39,200
Public Works	155,071	155,553	129,268	177,500	189,000	6.48%	11,500
Leaf & Limb and Solid Waste	33,163	49,223	38,701	51,000	52,384	2.71%	1,384
Stormwater Management*	29,924	204,998	7,429	311,395	47,000	-84.91%	-264,395
Wetlands & Waterways	733	70,946	543	2,900	2,900	0.00%	0
Planning & Zoning*	51,740	45,776	45,769	54,800	57,000	4.02%	2,200
Recreation & Special Events	1,998	2,805	6,912	7,600	10,500	38.16%	2,900
Parks & CAC*	77,712	39,225	38,004	101,200	61,000	-39.72%	-40,200
NCORR Recovery Grant	86,601	99,002	-	-	-	0.00%	0
<b>Department Expenditure Total</b>	<b>2,659,472</b>	<b>2,040,649</b>	<b>1,562,942</b>	<b>2,200,630</b>	<b>2,080,585</b>	<b>-5.46%</b>	<b>-120,045</b>
Contingency (1% per policy)	11,509	5,968	17,666	17,931	20,807	16.04%	2,876
Transfer to Capital Reserve	-	60,000	107,000	60,000	55,000	-8.33%	-5,000
Transfer to Capital Project Fund	1,040,100	73,500	482,189		-		
* department amended since adoption as of 03/10/2023							
<b>TOTAL</b>	<b>3,711,081</b>	<b>2,180,117</b>	<b>2,169,797</b>	<b>2,278,561</b>	<b>2,156,391</b>	<b>-5.36%</b>	<b>-122,170</b>

# General Fund Expenditure Summary

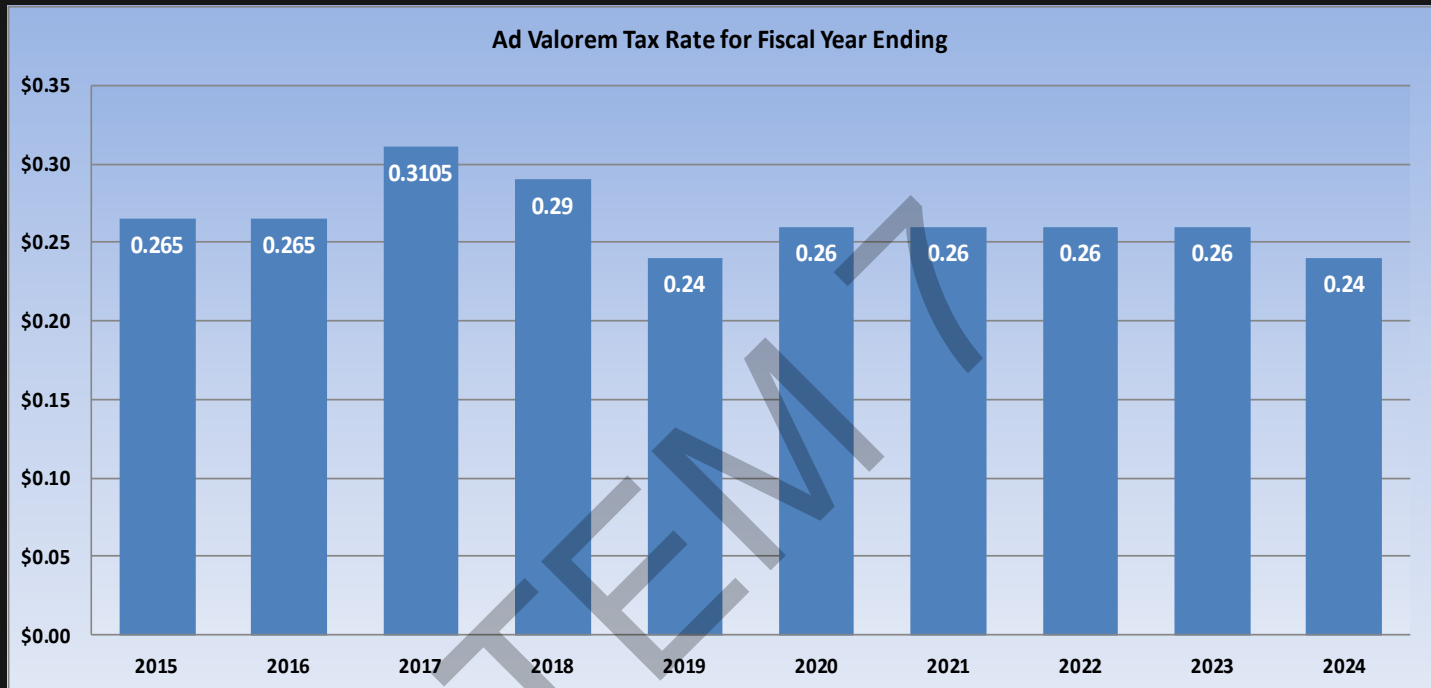


# General Fund Revenue Summary



Note that 52.44% of our revenue stream comes from sources other than ad valorem tax.

# General Fund Revenue Summary



This chart shows the 10-year tax rate history in River Bend. 2023 was a property revaluation year in Craven County. The town's property value increased to \$430,780,000 which was an increase of \$113,544,188 over the previous year. The tax rate drops by 2¢ to 24¢.

# General Fund Revenue Summary

Department	Cents per Hundred
Governing Body	0.723
Administration	3.389
Finance	1.536
Tax Listing	0.152
Legal	0.267
Elections	0.000
Police	8.425
Public Buildings	1.153
Emergency Services	0.063
Animal Control	0.190
Street Maintenance	2.584
Public Works	2.104
Leaf and Limb/Solid Waste	0.583
Stormwater Management	0.523
Wetlands and Waterways	0.032
Planning and Zoning	0.634
Recreation and Special Events	0.117
Parks and CAC	0.679
Contingency	0.232
Transfer to Cap. Res.	0.612
<b>Tax Rate</b>	<b>0.24</b>

This table shows how much of the tax rate goes to fund each area.

For example, the street maintenance budget requires 2.584¢ in taxes to operate.

# Enterprise Funds

These funds operate as a business by having all revenues and expenditures accounted for separately from other functions and by having user fees established to fund the cost of operations. Tax revenue does not support these operations.

➤ Water Fund

➤ Sewer Fund

# Water – System “Snapshot”

Three groundwater wells with a combined capacity of 925,000 gallons per day.

Two elevated storage tanks with a combined capacity of 400,000 gallons.

In 2022 we treated 99,059,000 gallons of water (average of 277,464 gallons per day).

Water is transmitted to 1,473 users through 19 miles of pipe ranging in size from two to 8 inches in diameter.

There are 108 hydrants located throughout the system in order to give the fire department ample access to water for their work.



# Sewer – System “Snapshot”

Currently serving 970 users.

Transmitted via approximately 11 miles gravity and force main pipes.

Eight lift stations pressurize portions of the system so the waste is efficiently moved to our treatment facility on Gull Pointe Drive.

Treatment plant permitted capacity of 330,000 gallons per day and discharges treated effluent to the Trent River.

In 2022, we treated 40,121,000 gallons of wastewater (average of 109,893 gallons per day).





# Enterprise Fund Summary

- Represents a 2.98% increase in spending over last year
- No fee or rate increase
- Maintains all current programs and services
- Includes all CIP projects scheduled for this year
- Provides \$13,600 funding equipment purchases
- Funds all employee compensation costs as discussed in General Fund
- Provides funding of \$269,566 for debt service
- Includes \$28,404 for water tank maintenance contract
- Includes \$90,603 of appropriated fund balance in Water Fund
- No vehicle purchases
- Includes \$18,256 of fund balance appropriation in Sewer Fund
- Anticipates start of WWTP project

## Comparison of water and sewer funds current vs. proposed

	Current	Proposed	Change %	Change \$	Bond Debt Service
These figures include transfers to capital reserves					
<b>Water</b>	\$613,241	\$655,335	6.86%	\$42,094	\$141,157
<b>Sewer</b>	\$682,525	\$679,035	-0.51%	-\$3,490	\$121,893
<b>Total</b>	\$1,295,766	\$1,334,370	2.98%	\$38,604	\$263,050

# Enterprise Fund Debt



For every dollar proposed to be spent in the Enterprise Fund, about 20 cents goes toward retirement of debt for the purchase of the water and sewer systems.

## Debt as a Percentage of Total Expense in FY 23-24

**Water = 25% ( \$141,157 )**

**Sewer = 19% ( \$121,893 )**

**TOTAL \$263,050**

**Both mature in 2027**

<b>Current Rates</b>		
<b>Water</b>		
Customer		\$4.80
Demand		\$10.44
Use(0-4,000 gallons)		\$4.22
4,001-20,000		\$4.50
20001+		\$4.55
<b>Sewer</b>		
Customer		\$7.35
Demand		\$16.83
Use		\$9.30
<b>Charges for 3,000 gallons usage</b>		
<b>Water</b>		
Base		\$15.24
Use		\$12.66
<b>Sewer</b>		
Base		\$24.18
Use		\$27.90
<b>Monthly</b>		\$79.98
<b>Per-Bill</b>	( two months)	\$159.96
<b>Charge for various gallons usage per month for water and sewer combined</b>		
	0	\$39.42
	1000	\$52.94
	2000	\$66.46
	4000	\$93.50
	5000	\$108.42

No changes to water or sewer rates. Average water use in 2022 was 3,241 gallons per customer per month.

Assessed Value	Annual Bill at 0.24
95,000	\$228
125,000	\$300
244,807	\$588
190,000	\$456
200,000	\$480
250,000	\$600
300,000	\$720
350,000	\$840
400,000	\$960
500,000	\$1,200
600,000	\$1,440

Q.- On average, what does it cost per day for water, sewer and property taxes in River Bend ?

A.- On average, for \$4.24 per day you receive water, sewer, police, animal control, planning, parks, street lights, street maintenance, leaf & limb removal, and many other services. AKA-the essentials.

Average home value in River Bend



Annual Costs	
Water/Sewer Fees (3,000 gal/month)	\$ 960
Real Estate Tax (\$244,807 home)	\$ 588
<b>TOTAL</b>	<b>\$ 1,547</b>
Average Per Day Cost for water/sewer/tax	\$ 4.24

For comparison, the tasty, yet non-essential items shown here were purchased at the local Shell Fuel Market on May 30, 2023 at a cost of \$4.68, which is 44¢ more than the per day cost for water, sewer and property taxes for the average resident in River Bend



# Summary

General Fund	\$2,156,391
Water Fund	\$ 655,335
Sewer Fund	<u>\$ 679,035</u>
Total Operating Budget \$3,490,761	

## Closing Remarks

- The budget process in River Bend is an open, public, transparent and team effort.
- Thanks to the entire staff, Mayor and Town Council for their role in this process.
- Thanks also to the members of the public who attended the budget work sessions this year. We had discussion, debate and a few laughs along the way. The average number of public in attendance was 2.





# RIVER BEND POLICE DEPARTMENT



## MONTHLY ACTIVITY REPORT

2023

	ACTIVITIES	2023	2023	2023	% of Total Calls	% Change Last 2 Mos.
		March	April	May		
1	ALARMS / 911 UNKNOWN / DISTURBANCE / SHOTS FIRED	11	6	7	0.30%	17.00%
2	ANIMAL COMPLAINTS	5	7	5	0.21%	-29.00%
3	ARRESTS	5	1	2	0.09%	100.00%
4	ASSAULTS / ALL OTHER VIOLENT CRIME	2	1	0	0.00%	-100.00%
5	ASSIST CITIZENS / LOCK OUT / QUALITY OF LIFE ISSUES	17	9	9	0.38%	0.00%
6	ASSIST EMS / FD / FIRST RESPONDERS / MED ASSIST	34	21	24	1.02%	14.00%
7	ASSIST MOTORISTS / FOOT PATROLS / ALL OTHER	177	125	138	5.87%	10.00%
8	ASSIST OTHER AGENCIES	1	1	3	0.13%	200.00%
9	B & E BUSINESS / RESIDENCE / VEHICLE	0	0	2	0.09%	0.00%
10	CRIM. SUMM. / SUBPOENAS / WARRANTS / CIVIL COMPLAINT	7	3	2	0.09%	-33.00%
11	DOMESTICS	4	1	0	0.00%	-100.00%
12	FIRES / ALARM	2	1	0	0.00%	-100.00%
13	IDENTITY THEFT / FRAUD	1	1	0	0.00%	-100.00%
14	INVOLUNTARY COMMITMENTS	1	0	1	0.04%	0.00%
15	JUVENILE COMPLAINTS	1	0	1	0.04%	0.00%
16	LARCENIES	2	0	0	0.00%	0.00%
17	LITTERING	0	0	0	0.00%	0.00%
18	LOUD MUSIC / NOISE COMPLAINTS	1	1	0	0.00%	-100.00%
19	DEATH / MISSING PERSON / RUNAWAY / SUICIDE(A)	2	3	5	0.21%	67.00%
20	PROPERTY DAMAGE / VANDALISM	3	1	1	0.04%	0.00%
21	RESIDENTIAL / BUSINESS CHECKS / COMMUNITY WATCH	2326	2012	2,028	86.33%	1.00%
22	ROADWAY DEBRIS / OBSTRUCTIONS	0	0	0	0.00%	0.00%
23	ROBBERIES	0	0	0	0.00%	0.00%
24	SOLICITING VIOLATIONS	0	1	0	0.00%	-100.00%
25	SUSPICIOUS PERSONS / VEHICLES / FIELD INTERVIEW	12	6	10	0.43%	67.00%
26	TOWN ORDINANCE CITATIONS	0	1	2	0.09%	100.00%
27	TOWN ORDINANCE VIOLATIONS	2	2	3	0.13%	50.00%
28	TRAFFIC ACCIDENTS	4	1	1	0.04%	0.00%
29	TRAFFIC STOPS	125	59	72	3.07%	22.00%
30	TRAFFIC COMPLAINTS-RADAR	11	3	2	0.09%	-33.00%
31	DWI	0	2	0	0.00%	-100.00%
32	CHECKPOINTS	2	2	0	0.00%	-100.00%
33	DRUG VIOLATIONS	1	1	0	0.00%	-100.00%
34	WELFARE CHECKS	5	6	11	0.47%	83.00%
35	CASE ASSIST / PW / VEHICLE MAINTENANCE / MEETING	3	1	2	0.09%	100.00%
36	CASE FOLLOW UPS / SPECIAL OPERATION / TRAINING	5	20	17	0.72%	-15.00%
37	TRESPASSING	0	3	1	0.04%	-67.00%
38	OVERDOSE	0	1	0	0.00%	-100.00%
39	<b>TOTAL</b>	<b>2772</b>	<b>2303</b>	<b>2349</b>	<b>100.00%</b>	<b>2.00%</b>

Traffic Violations

- 21 State Citations
- 21 Total State Charges
- State Warnings
- 14 Town Citations
- Town Warnings

Community Watch Checks

- 106 100 Pirates
- 113 100 Plantation
- 107 200 Lakemere
- 116 200 Rockledge
- 92 Piner Estates

Phone Calls Answered (638-1108)

- 229 Incoming Calls



**TOWN OF RIVER BEND**

45 Shoreline Drive  
River Bend, NC 28562

T 252.638.3870

F 252.638.2580

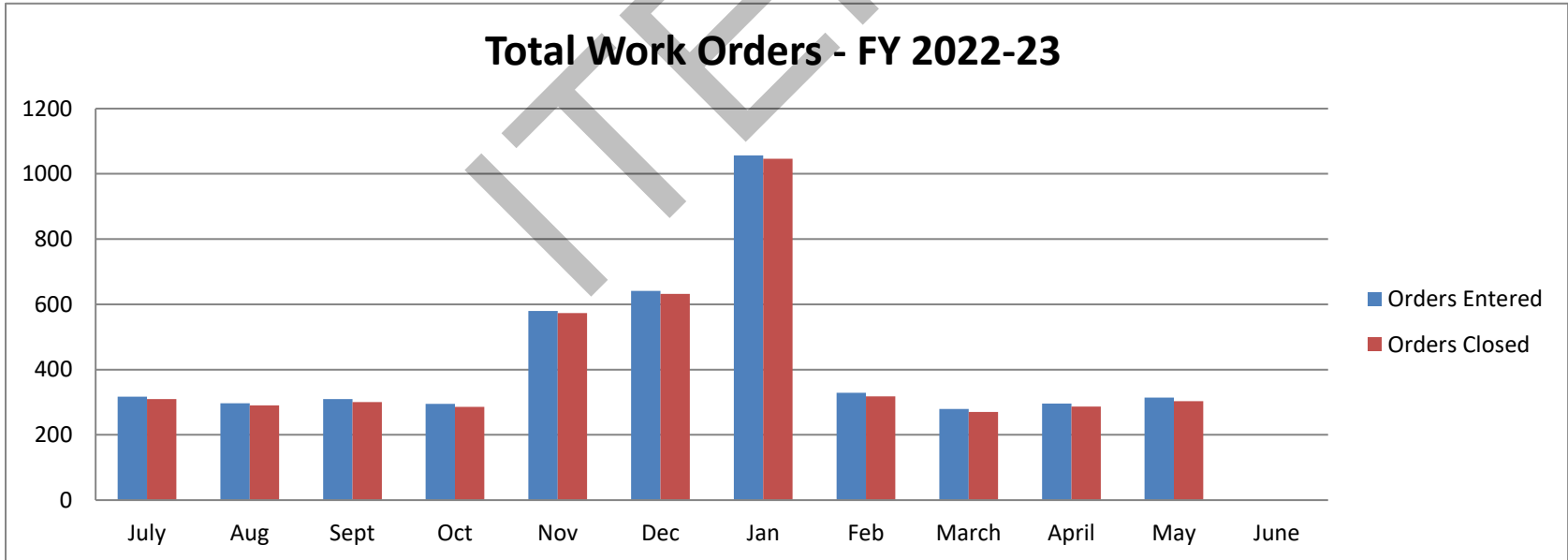
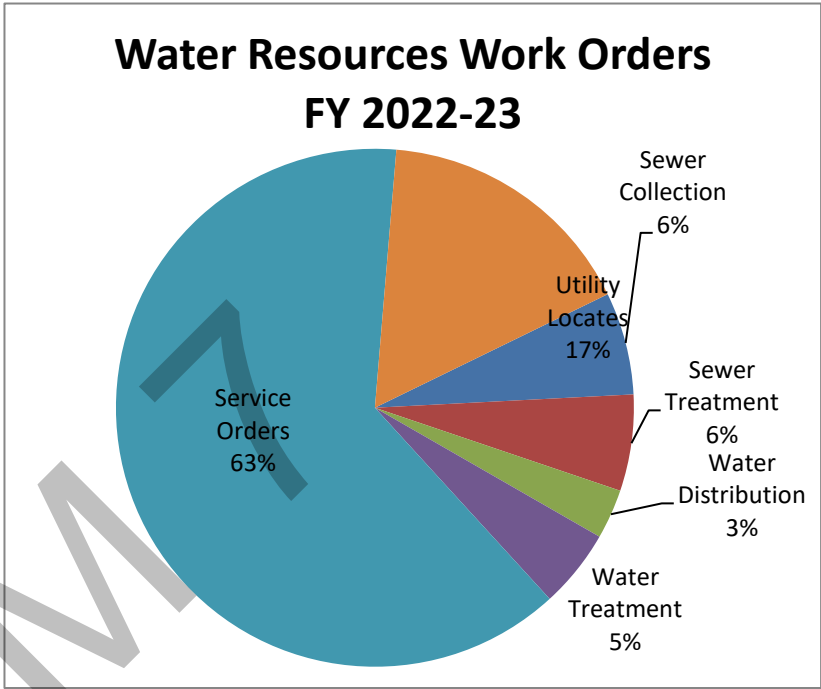
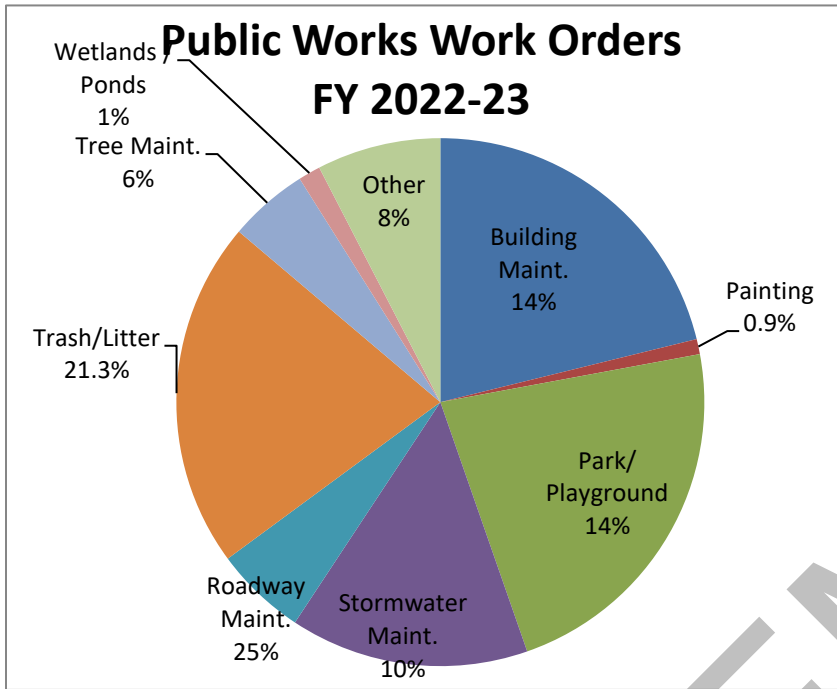
[www.riverbendnc.org](http://www.riverbendnc.org)

## **May 2023 Monthly Report Brandon Mills, Director of Public Works**

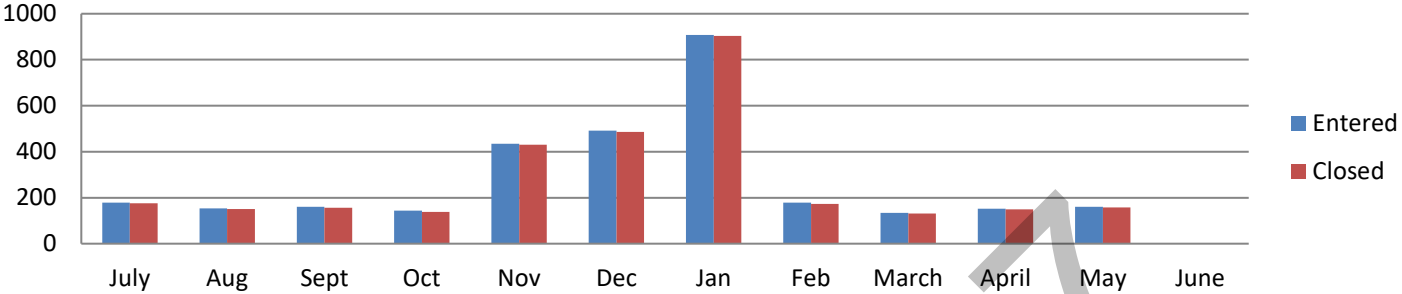
Public Works has replaced several street signs this month. We replace signs as needed and try our best to replace them before they become too faded to be legible. Limbs and brush have been trimmed away from several intersections around town to improve visibility for motorists. We also routinely keep all intersections, and right of ways trimmed. Public Works has also begun adding mulch to the kiddy playground. I have ordered enough to add to all the playgrounds around town. This mulch not only beautifies the playgrounds, but also acts as a buffer from the hard ground in the event someone falls while playing.

Water Resources has been busy with utility locates for the installation of Metronet system. Locating our utilities is essential to prevent damage to our systems and minimize service interruptions. As a reminder if you see paint marks in your yard, yellow is for gas, blue for water, green for wastewater, orange for telephone/cable, and red for power. We had to pull one lift station pump from Lochbridge Drive due to it burning up. A back up pump was installed, and parts to rebuild the burnt-up pump have been ordered. We will repair the pump and reinstall it when the parts come in.

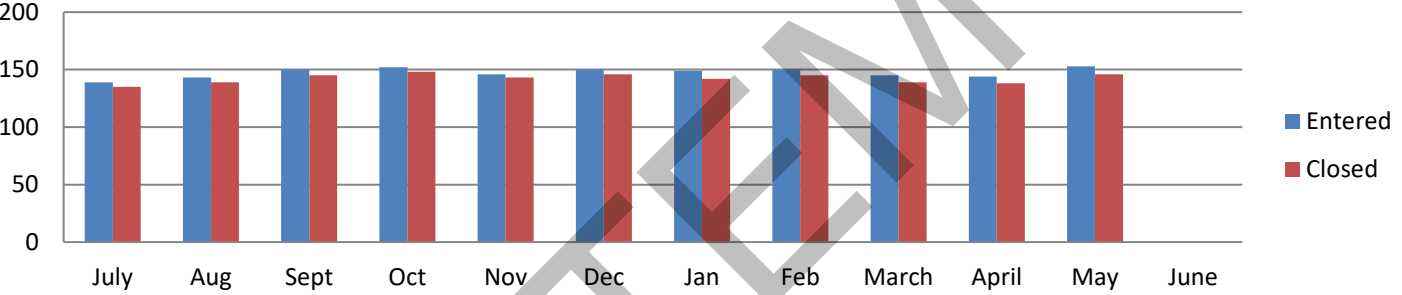
If you have any questions concerning the Water Resources/Public Works Department, please call us at 638-3540, Monday-Friday, 8am-4pm. After hours water and sewer, emergencies can be reported by dialing the Town Hall at 638-3870. You will be instructed to dial "9" and follow the directions to contact 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



Town of River Bend  
 FY 2022-2023  
 Work Order Report



**Public Works**

Orders Entered													YTD	Pending
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June		
Building Maintenance	31	30	29	30	31	34	33	31	31	31	32		343	0
Painting	2	1	0	1	2	3	2	0	1	2	1		15	1
Park/Playground	32	34	36	34	32	31	33	35	33	32	34		366	3
Roadway Maintenance	17	19	22	24	22	25	21	24	20	23	20		237	0
Stormwater Maintenance	8	7	9	12	10	8	7	6	8	7	9		91	1
Trash/Litter	30	33	31	30	31	31	32	31	32	31	33		345	0
Tree Maintenance	8	6	8	7	5	7	9	8	7	6	8		79	0
Wetlands / Ponds	2	2	1	2	3	2	1	2	1	2	4		22	1
Other	9	11	14	12	10	9	11	13	12	10	12		123	1
<b>TOTAL</b>	139	143	150	152	146	150	149	150	145	144	153	0	1621	7
Orders Closed	135	139	145	148	143	146	142	145	139	138	146		1566	

**Water Resources**

Orders Entered													YTD	Pending
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June		
Sewer Collection	13	15	16	18	17	19	18	17	20	22	23		198	2
Sewer Treatment	16	17	15	14	15	17	16	15	20	21	20		186	0
Water Distribution	9	8	7	6	8	9	7	8	9	11	14		96	1
Water Treatment	10	12	13	14	13	15	13	14	15	16	17		152	1
Service Orders	84	62	67	47	341	387	811	81	20	30	22		1952	0
Utility Locates	46	40	42	44	40	44	42	44	50	52	65		509	0
<b>TOTAL</b>	178	154	160	143	434	491	907	179	134	152	161	0	3093	4
Orders Closed	175	151	156	138	430	486	904	173	131	149	157		3050	

TOTAL	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD
Orders Entered	317	297	310	295	580	641	1056	329	279	296	314	0	4714
Orders Closed	310	290	301	286	573	632	1046	318	270	287	303	0	4616



# MONTHLY ZONING REPORT

MONTH  YEAR

Activity	Monthly	YTD Total
Permit Applications Received	11	74
Permits Issued	11	74
Fees Collected	1150.80	7777.20
Violations Noted During Weekly Patrol	7	74
Complaints Received From Citizens	0	10
Notice Of Violations Initiated *see details below	7	77
Remedial Actions Taken By Town	0	0

Detail Summary		
Address	Violation	Date Cited
125 Pirates	Grass	3-May
130 Pirates	Grass	12-May
702 Plantation	Trailer & Boat	12-May
709 Plantation	Vehicles in grass	12-May
103 Outrigger	Weeds; overgrowth	12-May
101 Outrigger	RV; trailer; possible home occupation	12-May
106 Outrigger	Possible home occupation	12-May

## **Liaison Report to Town Council – 6/15/23**

### **Community Appearance Commission**

The CAC did not meet in June.

The closing date for the Beautification awards for June is today. The awards will be announced in the next few days.

The Fourth of July Festive Award announcement will include information about how to decorate for the Award Competition. The competition will include residence doorways, mailboxes and front yards.

The Plantation Drive median project is on hold until the CAC receives direction from the Council.

There currently are three vacancies on the Community Appearance Commission. This is an active group with diverse interests. Members may work on one or all of the projects. If you are interested, contact Chairwoman Brenda Hall to find out more about joining the board or volunteering for a project.

The next meeting is scheduled for July 19, 2023 at 4 pm in the Municipal Building.

ITEM 10

# Town of River Bend



## Monthly Financial Report

Printed 6/10/2023



*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

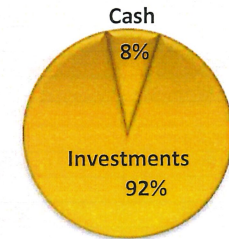
Cash Balances		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	General Fund*	1,106,249	975,227	982,837	1,011,384	959,557	1,200,673	1,260,006	1,283,217	1,136,944	1,107,485	1,238,985	
2	Powell Bill	-	-	45,742	45,742	45,743	91,485	91,486	91,486	-	-	-	
3	General Capital Reserve	120,893	121,112	121,354	100,154	100,444	100,778	101,139	101,486	83,545	83,870	84,223	
4	ARPA Grant Fund*	482,297	108	108	108	109	109	109	110	110	111	-	
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	1,713,090	1,718,964	1,519,679	1,174,045	1,177,315	
7	Law Enforcement Separation Allowance*	35,526	35,590	35,661	35,750	35,854	35,973	36,102	36,225	36,366	36,507	36,661	
8	Water Fund*	711,452	757,072	491,466	531,521	521,614	551,190	554,050	584,761	587,718	622,276	489,818	
9	Water Capital Reserve Fund (CIF)	245,404	245,849	1,213	1,216	1,220	1,224	1,228	1,233	1,237	1,242	1,247	
10	Sewer Fund*	1,092,813	1,125,729	631,562	655,272	646,276	685,864	695,895	726,471	724,806	776,001	662,340	
11	Sewer Capital Reserve Fund (CIF)	11,280	11,301	57	57	57	57	57	58	58	58	58	
12	WWTP Capital Projects Fund*	-	-	-	-	-	-	(2,200)	(15,000)	(15,950)	-30,738	-38,619	
<b>Total Cash and Investments</b>		<b>4,212,999</b>	<b>4,123,697</b>	<b>4,195,324</b>	<b>4,271,235</b>	<b>4,203,937</b>	<b>4,376,546</b>	<b>4,450,963</b>	<b>4,529,010</b>	<b>4,074,513</b>	<b>3,770,857</b>	<b>3,652,028</b>	-
<b>Truist Cash Accounts</b>		<b>798,787</b>	<b>259,065</b>	<b>322,564</b>	<b>410,311</b>	<b>387,874</b>	<b>487,135</b>	<b>449,841</b>	<b>382,892</b>	<b>255,616</b>	<b>287,108</b>	<b>302,171</b>	-

\*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	1,103,734	1,174,659	1,072,208	960,559	1,078,309	
2	Powell Bill	-	-	-	-	-	-	-	-	-	-	-	
3	Capital Reserve (General Fund)	120,893	121,112	121,354	100,154	100,444	100,778	101,139	101,486	83,545	83,870	84,223	
4	ARPA Grant Fund	108	108	108	108	109	109	109	110	110	111	-	
5	Public Works Capital Projects Fund	407,213	851,709	1,885,324	1,890,030	1,889,464	1,709,194	1,713,090	1,718,964	1,519,679	1,174,045	1,177,315	
6	Law Enforcement Separation Allowance	35,526	35,590	35,661	35,750	35,854	35,973	36,102	36,226	36,366	36,508	36,662	
7	Water Fund	623,857	672,517	403,449	404,456	405,754	447,156	448,759	476,861	479,732	538,971	400,598	
8	Water Capital Reserve Fund (CIF)	245,404	245,849	1,213	1,216	1,220	1,224	1,228	1,233	1,237	1,242	1,247	
9	Sewer Fund	1,005,219	1,041,606	538,990	540,335	541,901	594,771	596,903	636,523	625,961	688,386	571,444	
10	Sewer Capital Reserve Fund (CIF)	11,280	11,301	57	57	57	57	57	58	58	58	58	
<b>Total Investments</b>		<b>3,414,212</b>	<b>3,864,632</b>	<b>3,872,760</b>	<b>3,860,924</b>	<b>3,816,063</b>	<b>3,889,411</b>	<b>4,001,122</b>	<b>4,146,118</b>	<b>3,818,896</b>	<b>3,483,750</b>	<b>3,349,856</b>	-

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	120,792	87,518	15,384	4,904	2,271		725,905.86	100.6%	
2 Ad Valorem Taxes - Vehicle	92,300	92,300	-	8,812	18	10,076	15,560	-	14,454	-	16,749	11,551	8,361		85,580.20	92.7%	
3 Animal Licenses	2,000	2,000	100	70	100	177	20	30	420	360	710	180	400		2,567.00	128.4%	
4 Local Gov't Sales Tax	380,222	380,222	37,988	35,382	37,856	36,018	35,997	36,353	33,133	30,807	38,029	34,038	24,567		380,166.46	100.0%	
5 Hold Harmless Distribution	99,000	99,000	9,266	9,205	10,114	9,809	10,006	9,559	9,605	9,592	10,941	8,900	7,832		104,830.50	105.9%	
6 Solid Waste Disposal Tax	2,200	2,200	-	505	-	-	545	-	-	654	-	-	554		2,258.52	102.7%	
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	-	-	-	-	-	-	-	-	-	-	13,121		13,121.11	99.2%	
10 Video Programming Tax	50,743	50,743	-	-	12,883	-	-	12,369	-	-	12,297	-	-		37,549.61	74.0%	
11 Utilities Franchise Tax	108,963	108,963	-	-	23,003	-	-	30,320	-	-	26,416	-	-		79,739.89	73.2%	
12 Telecommunications Tax	8,140	8,140	-	-	1,844	-	-	2,113	-	-	2,048	-	-		6,005.20	73.8%	
13 Court Cost Fees	500	500	23	45	14	23	77	36	32	27	86	46	81		487.35	97.5%	
14 Zoning Permits	5,000	5,000	343	1,420	1,840	460	1,017	232	272	348	1,094	452	323		7,799.20	156.0%	
15 Federal Grants*	-	22,170	-	-	-	6,885	13,244	-	-	-	-	-	-		20,129.42	90.8%	
16 State Grants*	-	250,000	-	-	-	-	-	-	-	75,000	-	-	175,000		250,000.00	100.0%	
17 Federal Disaster Assistance	-	-	-	-	-	-	-	-	-	-	-	-	5,092		5,091.88	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	1,477	380	1,861	437	4,315		21,481.34	214.8%	
20 Insurance Settlements	-	-	-	1,693	-	664	-	-	-	-	-	-	-		2,356.81	#DIV/0!	
21 Interest - Powell Bill	50	50	-	-	0	0	0	0	1	1	-	-	-		2.72	5.4%	
22 Interest - Investments	500	500	1,336	1,628	1,764	2,213	2,444	2,889	3,587	3,926	4,254	3,901	4,140		32,080.59	6416.1%	
23 Contributions	421	421	1,035	0	-	-	4	4	0	-	-	-	-		1,043.32	247.8%	
24 Wildwood Storage Rents	18,144	18,144	1,577	1,680	1,684	1,699	1,651	1,525	1,645	1,583	1,624	1,696	1,671		18,036.28	99.4%	
25 Rents & Concessions	18,000	18,000	1,860	1,840	2,020	1,240	1,500	1,800	1,500	1,720	1,600	1,860	1,440		18,380.00	102.1%	
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	-	-	-	-	18,295	-	-		72,787.00	100.0%	
29 Trans. from ARPA Fund	-	-	-	-	-	-	-	-	-	-	-	-	-		-	0.0%	
30 Trans. from L.E.S.A. Fund	-	-	-	-	-	-	-	-	-	-	-	-	-		-	0.0%	
31 Appropriated Fund Balance*	200,813	291,394	-	-	-	-	-	-	-	-	-	-	-		-	0.0%	
<b>Total</b>	<b>1,870,931</b>	<b>2,273,469</b>	<b>87,537</b>	<b>64,243</b>	<b>174,993</b>	<b>145,840</b>	<b>113,107</b>	<b>525,811</b>	<b>186,918</b>	<b>211,915</b>	<b>151,388</b>	<b>67,966</b>	<b>249,166</b>	<b>-</b>	<b>1,978,883.87</b>	<b>87.0%</b>	

\*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	% Exp
	Original	Current														
																Total
1 Governing Body	30,400	30,400	7,666	-783	4,505	-768	404	5,349	935	839	4,266	-783	-219		21,411	70.4%
2 Administration*	279,600	296,800	35,532	25,566	23,908	19,282	38,435	25,366	16,991	16,576	21,321	16,414	25,560		264,953	89.3%
3 Finance*	119,000	133,800	10,647	8,468	8,340	8,497	15,654	12,791	8,000	12,362	8,097	8,199	12,133		113,187	84.6%
4 Tax Listing	11,600	11,600	-	306	346	844	856	3,032	2,502	875	726	428	311		10,227	88.2%
5 Legal Services	24,000	24,000	1,624	3,293	3,198	1,359	1,794	655	836	2,129	2,876	4,522	-		22,285	92.9%
6 Elections	1,000	1,000	-	-	-	-	-	-	-	477	-	-	-		477	47.7%
7 Public Buildings	102,300	102,300	7,882	10,383	6,711	5,694	4,128	2,236	3,009	2,367	2,680	2,664	12,595		60,348	59.0%
8 Police*	587,200	664,443	66,342	48,694	43,074	84,023	72,791	43,428	46,956	55,499	39,163	40,915	52,478		593,363	89.3%
9 Emergency Management	3,700	3,700	365	1,954	15	72	15	15	254	15	16	16	16		2,753	74.4%
10 Animal Control	14,600	14,600	1,662	921	929	940	1,313	1,071	956	1,132	763	953	1,452		12,091	82.8%
11 Street Maintenance	193,000	193,000	4,202	7,023	2,342	2,464	3,631	2,429	2,522	149,154	2,040	2,388	5,879		184,074	95.4%
12 Public Works	177,500	177,500	17,299	8,631	11,553	15,703	13,593	12,464	12,644	13,089	15,203	10,061	14,366		144,606	81.5%
13 Leaf & Limb, Solid Waste	51,000	51,000	4,034	332	4,066	619	8,602	3,721	7,562	8,888	197	195	193		38,411	75.3%
14 Stormwater Management*	43,100	311,395	2,444	3,576	3,778	1,450	76,997	2,136	1,366	91,425	114,414	1,392	2,177		301,157	96.7%
15 Waterways & Wetlands	2,900	2,900	-	-	33	-	-	-	-	-	-	-	891		924	31.8%
16 Planning & Zoning*	51,300	54,800	5,812	3,882	3,537	3,703	6,896	3,562	4,582	4,022	2,972	3,489	6,177		48,635	88.8%
17 Recreation & Special Events	7,600	7,600	1,121	179	262	-	304	-	-	-	641	100	346		2,952	38.8%
18 Parks*	79,700	101,200	2,930	25,332	2,943	3,151	29,637	3,551	3,032	2,860	2,982	3,016	5,298		84,733	83.7%
19 Transfers	73,500	73,500	73,500	-	-	-	-	-	-	-	-	-	-		73,500	100.0%
20 Contingency	17,931	17,931	-	-	-	-	-	-	-	-	-	-	-		-	0.0%
<b>Total</b>	<b>1,870,931</b>	<b>2,273,469</b>	<b>243,064</b>	<b>147,756</b>	<b>119,540</b>	<b>147,031</b>	<b>275,050</b>	<b>121,807</b>	<b>112,147</b>	<b>361,708</b>	<b>218,358</b>	<b>93,971</b>	<b>139,654</b>	<b>-</b>	<b>1,980,086</b>	<b>87.1%</b>

Capital / Debt (included above)	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	% Exp
	Original	Current														
																Total
1 Capital Outlay*	172,500	249,535	-	22,975	-	38,760	26,371	789	2,207	151,501	-	125	-		242,727	97.3%
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**

	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current														
1 Base Charge	277,253	277,253	45,982	334	46,082	338	46,068	266	46,135	256	46,737	-36	45,979		278,142	100.3%
2 Consumption	236,560	236,560	47,061	232	46,810	136	47,070	230	37,816	59	43,312	236	34,757		257,718	108.9%
3 Other, incl. transfers	19,892	19,892	849	4,437	1,316	3,248	765	4,023	1,642	4,824	1,850	6,928	2,169		32,050	161.1%
4 Hydrant Fee	20,130	20,130	20,130	-	-	-	-	-	(98)	-	-	-	-		20,032	99.5%
5 Appropriated Fund Bal.*	40,665	330,197	-	-	-	-	-	-	-	-	-	-	-		-	0.0%
<b>Total</b>	<b>594,500</b>	<b>884,032</b>	<b>114,022</b>	<b>5,003</b>	<b>94,208</b>	<b>3,722</b>	<b>93,902</b>	<b>4,519</b>	<b>85,495</b>	<b>5,139</b>	<b>91,899</b>	<b>7,128</b>	<b>82,905</b>	<b>-</b>	<b>587,942</b>	<b>66.5%</b>

	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current														
1 Admin & Finance*	467,000	485,741	46,918	22,831	21,859	21,592	45,242	29,729	22,323	21,503	20,361	27,302	157,716		437,376	90.0%
2 Supply & Treatment	75,000	75,000	868	2,691	4,662	2,950	5,301	2,172	5,614	2,211	1,086	3,396	1,324		32,276	43.0%
3 Distribution	49,000	49,000	30,702	671	784	221	381	31	1,135	2,458	674	4,698	4,264		46,019	93.9%
4 Transfers / Contingency*	3,500	274,291	-	-	270,791	-	-	-	-	-	-	-	-		270,791	98.7%
<b>Total</b>	<b>594,500</b>	<b>884,032</b>	<b>78,488</b>	<b>26,193</b>	<b>298,095</b>	<b>24,763</b>	<b>50,924</b>	<b>31,933</b>	<b>29,073</b>	<b>26,172</b>	<b>22,121</b>	<b>35,396</b>	<b>163,305</b>	<b>-</b>	<b>786,462</b>	<b>89.0%</b>

	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current														
1 Capital Outlay*	13,000	16,825	-	-	-	-	2,325	-	-	-	-	94	-		2,418.75	14.4%

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	554,050	584,761	587,718	622,276	489,818	
2 Water Capital Reserve Fund (CIF)			245,404	245,849	1,213	1,216	1,220	1,224	1,228	1,233	1,237	1,242	1,247	

	Limit	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date
		1 Total Gallons		8,488,000	8,573,000	8,445,000	9,070,000	7,554,000	8,705,000	9,010,000	8,348,000	9,036,000	10,132,000	9,536,000
2 Average daily gallons	925,000*	273,806	276,548	281,500	292,581	251,800	280,806	290,645	298,143	291,484	337,733	307,613		289,333

\* 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
1	Base Charge	294,601	294,601	48,732	397	48,853	467	48,826	365	48,938	365	49,756	-96	48,895		295,498	100.3%
2	Consumption	316,810	316,810	61,798	634	64,039	298	63,280	49	52,203	130	59,070	264	48,965		350,730	110.7%
3	Other, incl. transfers	9,901	9,901	1,314	3,079	1,998	2,932	1,532	3,200	2,124	3,623	2,438	5,220	2,759		30,219	305.2%
4	Appropriated Fund Bal.*	48,188	565,827	-	-	-	-	-	-	-	-	-	-	-		-	0.0%
<b>Total</b>		<b>669,500</b>	<b>1,187,139</b>	<b>111,844</b>	<b>4,109</b>	<b>114,890</b>	<b>3,697</b>	<b>113,638</b>	<b>3,614</b>	<b>103,265</b>	<b>4,118</b>	<b>111,264</b>	<b>5,388</b>	<b>100,618</b>	<b>-</b>	<b>676,447</b>	<b>57.0%</b>

Expenses		Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
		Original	Current														Total
1	Admin & Finance*	455,000	468,025	44,707	23,332	23,225	23,050	47,995	28,371	22,243	23,367	21,383	22,042	147,152		426,867	91.2%
2	Collection	75,000	75,000	5,399	1,055	15,499	811	2,246	696	3,154	942	634	127	1,710		32,273	43.0%
3	Treatment	136,000	136,000	10,840	7,305	4,251	15,545	4,005	6,081	16,237	5,711	14,859	2,825	8,087		95,747	70.4%
4	Transfers / Contingency*	3,500	508,114	-	-	504,614	-	-	-	-	-	-	-	-		504,614	99.3%
<b>Total</b>		<b>669,500</b>	<b>1,187,139</b>	<b>60,946</b>	<b>31,693</b>	<b>547,589</b>	<b>39,405</b>	<b>54,246</b>	<b>35,148</b>	<b>41,635</b>	<b>30,019</b>	<b>36,876</b>	<b>24,994</b>	<b>156,949</b>	<b>-</b>	<b>1,059,501</b>	<b>89.2%</b>

Capital (included above)		Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
		Original	Current														Total
1	Capital Outlay*	42,000	45,825	-	-	13,870	-	2,325	-	-	-	-	94	-		16,289	35.5%

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	695,895	726,471	724,806	776,001	662,340	
2	Sewer Capital Reserve Fund (CIF)	11,280	11,301	57	57	57	57	57	58	58	58	58	

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	3,265,000	3,107,000	3,000,000	3,134,000	3,159,000		35,881,000
2	Average daily gallons	<b>330,000*</b>	119,161	101,806	106,000	110,258	122,233	100,032	105,323	110,964	96,774	104,467	101,903	107,175

\* This is the permitted daily limit.



**TOWN OF RIVER BEND  
ANNUAL OPERATING BUDGET ORDINANCE  
FISCAL YEAR 2023 - 2024**

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina that the following anticipated fund revenues and departmental expenditures, together with certain fees and schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of the Town government and its activities for the fiscal year beginning July 1, 2023 and ending June 30, 2024:

**Summary**

General Fund	2,156,391
General Capital Reserve Fund	56,900
Law Enforcement Separation Allowance Fund	12,685
Water Fund	655,335
Water Capital Reserve Fund	10
Sewer Fund	679,035
Sewer Capital Reserve Fund	1
Total	3,560,357

**Section 1. General Fund**

Anticipated Revenues

AD VALOREM Taxes 2023-2024	935,566
AD VALOREM Tax-Motor Vehicle	90,000
Animal Licenses	1,500
Sales Tax 1% Article 39	195,868
Sales Tax 1/2% Article 40	114,635
Sales Tax 1/2% Article 42	97,901
Sales Tax Article 44	13,090
Sales Tax Hold Harmless Distribution	108,195
Solid Waste Disposal Tax	2,200
Powell Bill Allocation	91,000
Beer and Wine Tax	13,225
Video Programming Sales Tax	49,621
Utilities Franchise Tax	112,169
Telecommunications Sales Tax	6,725
Court Refunds	500
Zoning Permits	7,000
Miscellaneous	15,000
Interest- Powell Bill Investments	50
Interest-General Fund Investments	20,000
Contributions	901
Wildwood Storage Rents	18,144
Rents & Concessions	18,000
Sale of Fixed Assets	3,000
Transfer From Capital Reserve Fund	43,504
Appropriated Fund Balance	198,597
Total	2,156,391

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

Authorized Expenditures

Governing Body	65,000
Administration	304,500
Finance	138,000
Tax Listing	13,700
Legal Services	24,000
Elections	0
Police	744,800
Public Buildings	103,600
Emergency Services	5,700
Animal Control	17,100
Street Maintenance	232,200
Public Works	189,000
Leaf & Limb and Solid Waste	52,384
Stormwater Management	47,000
Wetlands and Waterways	2,900
Planning & Zoning	57,000
Recreation & Special Events	10,500
Parks & Community Appearance	61,000
Contingency	20,807
Transfer To General Capital Reserve Fund	55,000
Transfer To L.E.S.A. Fund	12,200
Total	<u>2,156,391</u>

**Section 2.**            **General Capital Reserve Fund**

Anticipated Revenues

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

Authorized Expenditures

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

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

Anticipated Revenues:

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

Authorized Expenditures:

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



**Section 4.            Water Fund**

Anticipated Revenues

Utility Usage Charges, Classes 1 & 2	210,591
Utility Usage Charges, Classes 3 & 4	12,428
Utility Usage Charges, Class 5	15,002
Utility Usage Charges, Class 8	4,644
Utility Customer Base Charges	278,811
Hydrant Availability Fee	19,764
Taps & Connections Fees	1,250
Nonpayment Fees	10,500
Late payment Fees	7,822
Interest Revenue	3,488
Sale of Capital Asset	0
Appropriated Fund Balance	91,035
Total	<hr/> 655,335

Authorized Expenditures

Administration & Finance [1]	491,335
Operations and Maintenance	140,500
Transfer To Fund Balance for Capital Outlay	23,500
Transfer To Water Capital Reserve Fund	0
Total	<hr/> 655,335

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

**Section 5.            Water Capital Reserve Fund**

Anticipated Revenues

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

Authorized Expenditures

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

Anticipated Revenues:

Utility Usage Charges, Classes 1 & 2	267,170
Utility Usage Charges, Classes 3 & 4	36,679
Utility Usage Charges, Class 5	28,142
Utility Usage Charges, Class 8	16,833
Utility Customer Base Charges	296,108
Taps & Connection Fees	1,250
Late payment Fees	8,384
Interest Revenue	5,836
Sale of Capital Asset	0
Appropriated Fund Balance	18,633
Total	<hr/> 679,035

Authorized Expenditures:

Administration & Finance [2]	482,735
Operations and Maintenance	192,800
Transfer to Fund Balance for Capital Outlay	3,500
Transfer to Sewer Capital Reserve Fund	0
Total	<hr/> 679,035

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

**Section 7. Sewer Capital Reserve**

Anticipated Revenues:

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

Authorized Expenditures:

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

There is hereby levied a tax at the rate of twenty-four cents (\$0.24) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2023, for the purpose of raising the revenue listed as "Ad Valorem Taxes 2023-2024" in the General Fund Section 1 of this ordinance. This rate is based on a valuation of \$393,280,000 for purposes of taxation of real and personal property with an estimated rate of collection of 99.12%. The estimated collection rate is based on the fiscal year 2021-2022 collection rate of 99.12% by Craven County who has been contracted to collect real and personal property taxes for the Town of River Bend. Also included is a valuation of \$37,500,000 for purposes of taxation of motor vehicles with a collection rate of 100% by the North Carolina Vehicle Tax System.

**Section 9.**            **Fees and Charges**

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

**Section 10.**           **Special Authorization of the Budget Officer**

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

**Section 11.**           **Classification and Pay Plan**

Cost of Living Adjustment (COLA) for all Town employees shall be 4.4% and shall begin the first payroll in the new fiscal year. The Town Manager is hereby authorized to grant merit increases to Town employees, when earned, per the approved Pay Plan.

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

This ordinance shall be the basis of the financial plan for the Town of River Bend municipal government during the 2023-2024 fiscal year. The Budget Officer shall administer the Annual Operating Budget and shall ensure the operating staff and officials are provided with guidance and sufficient details to implement their appropriate portion of the budget.

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

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

Adopted this 15th day of June, 2023.

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John R. Kirkland, Mayor

Attest:

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Kristie J. Nobles, Town Clerk, CMC

**Town of River Bend**  
**Schedule of Rates and Fees**  
**(Attachment A to Budget Ordinance)**  
 Effective July 1, 2023

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

**GENERAL FUND**

**Administrative**

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

**Public Safety**

<b>Pet License Fee</b>	\$10.00
<b>Golf Cart Registration Fee</b>	\$10.00

**Nuisance Abatement Administrative Fee**

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

**Parks**

**Town Hall Pavilion Use**

Up to 25 attendants	No charge
26 - 100 attendants	\$25
Over 100 attendants	\$50

**Planning and Zoning**

**Special Exception Use Permit**

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

**Variance**

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

**Appeal to Board of Adjustment**

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

**Residential Application**

Based on amount of project as follows:

Base Fee \$30

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

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

**Residential Flood Plain Application with Zoning Permit**

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

**Commercial Application**

Based on amount of project as follows:

Base Fee \$50

\$4 for every \$1,000 of project value after first \$1,000 and up to \$100,000; plus,

\$2 for every \$1,000 above \$100,000 (All values rounded up to nearest \$1,000)

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

**Commercial Flood Plain Application with Zoning Permit**

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

**Residential Flood Plain Application without Zoning Permit**

Based on amount of project as follows:

Base Fee      \$30

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

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

**Commercial Flood Plain Application without Zoning Permit**

Based on amount of project as follows:

Base Fee      \$50

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

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

**Engineering Review**

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

**Zoning Amendment Request (Map or Text)**

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

**Sign Permit**

\$30

**Tree Harvest Permit**

\$50

**Zoning and Subdivision Ordinances**

\$25 per set

**Wildwood Storage Rental Rates**

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

## ENTERPRISE FUNDS

### Water and Sewer - Rates and Fees

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



## **Special Charges**

<b>Service Call - 2 hour minimum</b>	\$35 per hour - signed by customer to initiate work outside of scheduled work hours of 7:00 a.m. - 4:00 p.m. on weekdays and 7:00 a.m. - 3:00 p.m. on weekends
<b>Meter Testing Charge</b>	\$25 - no charge if meter defective
<b>Returned Check Processing Charge</b>	\$25, as allowed by G.S. §25-3-506
<b>Late Payment Charge</b>	10% of amount overdue per month or part of month beginning 30 days after billing date
<b>Irrigation Connection Inspection</b>	\$20

(1) Residential customer deposit may apply. Please refer to Water Resources Department Policy Manual.

(2) Base charges do not include any usage.

(3) The published Initial Connection (Tap) charges are based on the historic River Bend average cost that has been experienced in making connections. There will be cases when, because of the local depth of the service main pipe to which the connection is to be made, or other site specific differences from the norm, the published connection fee will not cover the actual cost of the tap. When the Water Resources Superintendent encounters such conditions, he shall notify the applicant requesting the tap that the cost may exceed the published fee. In those cases, a record of cost associated with the specific tap will be accounted for and if the total cost exceeds the published fee, then the applicant shall pay a fee equal to the actual cost. Initial connection charges are based upon the size of the meter and charged as shown in the appropriate Class above.

(4) The necessary equipment will be provided to the resident at cost. The resident is responsible for installing the irrigation meter on the resident's side of the regular water meter. After installation, the work will be inspected by a Water Resources Department employee.

EWAB May 1, 2023

EWAB met on Monday May 1<sup>st</sup>, 2023, at 7 PM in the small conference room in the Municipal building.

Chairman Ackiss call the meeting to order at 7 PM, there was a quorum.

The minutes from the April 3<sup>rd</sup>, 2023, meeting were read and approved.

Councilman Leonard gave a council report.

Old business: updates on stormwater management, mosquitoes and the bulkhead inspections.

New Business: Chairman Ackiss noted that some of the channel markers are missing or damaged, he will report to the town manager for action.

Volunteer Hours: 16

The next meeting will be on Monday 5 June 2023 at 7 PM in the small conference room in the municipal building. Visitors are always welcome.

The meeting adjourned at 7:35 PM.

ITEM 12

FOR DISCUSSION AND POSSIBLE ACTION

Whether the 100 acres is “grandfathered in” from complying with River Bend’s Tree Preservation and/or Tree Harvesting ordinances.

What provisions of the town’s Tree Preservation and/or Tree Harvesting ordinances are enforceable regarding clearcutting the 100-acre parcel.

Whether it is a triable issue of fact if the property owner wants to clearcut the land “in an effort solely to market or make the property available for development.”

Who has standing to file a lawsuit against the town and property owner to stop the clearcutting.

Whether the property owner’s alleged promise to provide a 50-foot buffer zone is legally enforceable against the owner.

Whether the Town Council can impose a moratorium on tree harvesting pending the town attorney’s written opinion.

Whether the town can require the owner of the 100 acres to indemnify the town against any lawsuits related to the granting of a tree harvesting permit.

ITEM 14

## TREE PRESERVATION

### § 15.02.235 GENERALLY.

Preservation of trees is in the public interest and is necessary to conserve energy, retard stormwater runoff, aid in noise, glare and heat abatement, safeguard and enhance property values, protect public and private investment, contribute to the preservation of an area or a site's unique sense of place, provide visual buffering and enhance town beautification efforts which contribute to the quality of life of a given area, and to prevent the indiscriminate removal of significant trees and facilitate their replacement in certain developments and areas within the town.

### § 15.02.236 TREE PRESERVATION AND REPLACEMENT IN NEW NON-RESIDENTIAL DEVELOPMENTS AND RESIDENTIAL SUBDIVISIONS.

- A. No person shall engage in Timber Harvesting within the planning jurisdiction of the town, without first obtaining a zoning permit from the Zoning Administrator who will see to it that there is no wholesale removal of trees from a site in an effort solely to market or make the property available for development without providing an opportunity to incorporate existing vegetation in the development.

*Added 09/19/2007, Amended 04/16/2009*

- B. The Town of River Bend shall require all non-residential developments or residential subdivisions in excess of 1 acre, or individual non-developed lots, approved and/or developed after the effective date of §§ 15.02.235 et seq., to provide for the preservation or replacement of Regulated Trees on the subject site.
- C. The following minimum standards shall be applied in determining the required extent of tree preservation or replacement. If required, replacement trees shall be designated and listed as suitable for the area by the N.C. Cooperative Extension.

*Amended 04/16/2009*

1. The total number of Regulated Trees to be retained shall be at least 30 trees per acre.
2. If there are less than 30 Regulated Trees per acre on the site, then the owner shall be responsible for planting a number of trees equal to the difference on the site. All replacement trees must equal at least 6.25 inches in circumference, measured at 24 inches above the ground which are distributed throughout the individual lots within that acre.

*Amended 04/16/2009*

3. In the event a lot or tract is developed prior to the owner having obtained site plan approval by the Zoning Administrator and Planning Board, then the owner shall be required to plant 30 new trees per acre, each with a minimum of 6.25 inches in circumference, measured 24 inches above ground.

*Amended 04/16/2009*

- D. Regulated Trees that are retained may be used to fulfill some of the planting requirements of street, yard, parking facilities or buffering, provided they are not damaged by construction activities or the intended use of the property.

Penalty, see § 1.01.999

**§ 15.02.237 SITE PLANS.**

A. *Site plans generally.*

1. All non-residential developments shall be required to submit to the Zoning Administrator a site plan as part of the development approval process.
2. The site plan shall include the following information.
  - a) Name, address, and telephone number of the owner, address of development site; name address and telephone number of the applicant if contractor or agent of the property owner.
  - b) The existing site conditions and location of trees to be removed.
  - c) The dimensions of the parcel to be developed, together with the existing and/or proposed locations of structures and improvements, existing and/or proposed utility services, roadways, bikeways, walkways and parking areas.
  - d) The location, caliper and species of all Regulated Trees to be retained, or new trees to be planted in accordance with the provisions of this subchapter.
  - e) Any proposed grade changes which might adversely affect or endanger any Regulated Trees to be retained with a statement of how the tree is to be protected and maintained.

B. *Death or removal of new, retained or regulated trees.*

1. If any new, retained, or Regulated Tree shown on the approved site plan dies or is removed by the developer, within 1 year after the issuance of the certificate of zoning compliance or the granting of the final plat approval, it shall be replaced by planting a new tree having a minimum of 6.25 inches in circumference, measured at 24 inches above ground.

*Amended 04/16/2009*
2. In residential subdivisions, replacement of dead trees within the established 1 year period shall be the responsibility of the owner, regardless of whether or not the new, retained, or Regulated Trees are on public or private property. However, the planting of the replacement tree by the owner shall be restricted to those areas in the development reserved for usable open space. In the event the property in a residential subdivision is sold and a subsequent owner removes a regulated or required tree or the tree dies the owner who initially planted the tree shall not be required to replace the tree.
3. No certificate of occupancy/compliance for any non-residential development shall be issued, and no final plat approval for any residential subdivision in excess of 1 acre shall be granted until the property owner or developer has complied with the minimum standards.

Penalty, see § 1.01.999

**§ 15.02.238 PROCEDURE FOR TREE REMOVAL PERMIT.**

- A. This section does not apply to Timber Harvesting, which is covered in § 15.02.239 of this subchapter. Permits granted under this section shall expire after a period of 180 days.  
*Amended 09/17/2007 and 04/16/2009*
- B. No person, directly or indirectly, shall remove any Regulated Tree from public property or individual non-developed lots, without first obtaining a tree removal permit.
- C. Applications for tree removal shall include the following information:
1. Name and address of the owner of the site, address of development site; name, address and telephone number of applicant if contractor or agent of the property owner;
  2. Description of Regulated Tree(s), including species, size and reason for removal; and
  3. If required, a site plan showing existing site conditions and location of tree(s) to be removed.
- D. No tree removal permit shall be issued unless 1 or more of the following criteria are met:
1. The Regulated Tree is dead, severely diseased, injured or in danger of falling close to existing or proposed structures;
  2. The Regulated Tree is causing disruption to existing utility service or causing drainage or passage problems upon the right-of-way;
  3. The Regulated Tree is posing an identifiable threat to pedestrian or vehicular safety;
  4. The Regulated Tree violates state or local safety standards;
  5. Removal of the Regulated Tree is necessary to enhance or benefit the health or condition of adjacent trees or property; and
  6. The Regulated Tree restricts the allowable use of the property.
- E. Prior to removal, all Regulated Trees which are to be removed shall be marked by the Zoning Administrator at 54 inches and at the base of the tree. A pre-removal assessment shall be documented by the Zoning Administrator.  
*Amended 04/16/2009*
- F. Within thirty (30) days of removing Regulated Trees pursuant to a permit granted under this section, the permittee shall contact the Zoning Administrator to schedule a follow up inspection. The Zoning Administrator shall document the follow up assessment.  
*Amended 04/16/2009*

Penalty, see § 1.01.999

**§ 15.02.239 THINNING OR CLEARCUTTING.**

- A. No person shall engage in the Timber Harvesting of any site within the planning jurisdiction of the town without first obtaining a Timber Harvesting Zoning Permit from the Zoning Administrator.

B. Timber Harvesting Zoning Permits shall be subjected to the following requirements:

*Amended 09/19/2007 and 04/16/2009*

1.

- a) For tracts of land that are 5 acres or less in size, the owner shall retain a minimum 25-foot tree/vegetation buffer along all property lines, except those adjoining other lands devoted to recognized timber management as evidenced by a "Forest Management Plan" which was prepared by a forester registered in the State of North Carolina and on file with the Tax Office of Craven County, North Carolina.

*Amended 09/19/2007 and 04/16/2009*

- b) For tracts of land that are greater than 5 acres in size, the owner/developer shall retain a minimum 50-foot tree/vegetation buffer along all property lines that abut a residential use or residential zoning district. A 25-foot tree/vegetation buffer shall be retained along all other property lines, except those adjoining other lands devoted to recognized timber management as evidenced by a "Forest Management Plan" which was prepared by a forester registered in the state of North Carolina and on file with the Tax Office of Craven County, North Carolina.

*Amended 04/16/2009*

- c) To the extent practicable, retained trees shall be evenly distributed throughout the buffer area. The buffer area shall also consist of naturally growing understory (underbrush) vegetation that has the effect of providing additional buffering. To the extent practicable, the understory (underbrush) vegetation shall remain in an undisturbed state, to allow for the removal of selected trees in the designated buffer area.

*Amended 04/16/2009*

- d) Prior to harvest, the boundary buffer area must be delineated and marked with flagging or paint and observed by the Zoning Administrator prior to harvest. Trees that are to be harvested from the buffer area should be painted at a height of 54 inches and at the base of the tree. In the event that the basal area (total area of trees calculated using the diameter at breast height, 54 inches above the ground on the uphill side of the tree including the bark) within a proposed property buffer area is less than 60 square feet per acre in trees greater than 5.6 inches dbh (17.59 inches circumference breast height) (a standard size for a marketable tree) prior to harvest, then no trees may be removed from the buffer area. A pre-harvest assessment shall be documented by the Zoning Administrator.

*Amended 04/16/2009*

- e) After harvest, the buffer area shall contain a minimum of 60 square feet of basal area (total area of trees calculated using the diameter at breast height – 54 inches above the ground on the uphill side of the tree – including the bark) per acre in trees greater than 5.6 inches dbh (17.59 circumference breast height), that are well distributed throughout the buffer area. If no trees are harvested from the property buffer area, then no collection of post-harvest data will be required.

*Amended 04/16/2009*

f) In order to ensure compliance with this section, the stocking in the buffer shall be determined by establishing sample plot systematically (every 300 feet of buffer lineal distance). Each plot will be rectangular in shape being 25 feet wide for tracts less than 5 acres and 50 feet wide for tracts greater than 5 acres(perpendicular from the property boundary to the edge of the buffer area), and 100 feet in length. All trees at least 17.59 inches in circumference, measured at 54 inches above ground within the plot will be measured. The sum of the basal areas of the measured trees will be expanded to per acre basis and should exceed 60 square feet per acre in 90% of the plots. If a plot falls within a non-stocked area such as a roadway leaving the property or in a stream, the plot should be moved to eliminate inclusion of areas void of trees. Plot installation and measurement are the responsibility of the permittee and must meet the approval of the Zoning Administrator.

*Amended 04/16/2009*

g) The permittee shall be responsible for the collection and documentation of any post-harvest data necessary to evaluate compliance with this section. The permittee shall submit to the Zoning Administrator a written certification signed by a registered forester that the timber harvest complied with this section.

*Amended 04/16/2009*

h)

Sample Calculation – 25 foot buffer					
	Number of Residual Basal Trees	DBH Class (Inches)	CBH Class (Inches)	Basal Area per Tree* (Sq. Feet)	Total Basal Area (Sq. Feet)
	3	6	18.85	0.1963	0.5890
	3	7	21.99	0.2673	0.8018
	2	8	25.13	0.3491	0.6981
	1	11	34.56	0.6600	0.6600
	1	14	43.98	1.0690	1.0690
<b>Total in Plot</b>	<b>10</b>				<b>3.8179</b>
<b>Total per Acre</b>	<b>174</b>				<b>66.52</b>

*Amended 04/16/2009*



**How to calculate Basal Area in the 25 foot buffer:**

*Amended 04/16/2009*

- In the example shown in this chart, there are three (3) six (6) inch (dbh) trees in the 25 foot by 100 foot buffer sample plot. The total basal areas of these trees is determined by multiplying the square of the radius (half the diameter) by  $\pi$  (3.14159) and dividing this result by 144 (to convert square inches to square feet).
- 3 squared = 9, and 9 times 3.14159 = 28.274. Converting this to square feet (28.274/144) = .1963 square feet per tree.
- Next multiply the total number of 6 inch trees (3) by .1963 to determine the total basal area of 6 inch trees in the sample plot.
- Perform this same series of calculations for each tree size in the sample plot and add the total basal areas to determine the total number of square feet of basal areas in the sample plot. In this example, there are a total of 3.8179 square feet.
- Next, divide the total basal area of the trees measured (3.8179) by the total number of square feet in the plot (2,500) to get the basal area per square foot.
- The last calculation is multiplying this number by the number of square feet in an acre (43,560) to reveal the total basal area per acre in the same plot.
- If using the CBH (Caliber Breast Height), you will need to determine the diameter (divide the circumference by  $\pi$ ) before beginning the calculation.
- Note: This data will be gathered and summarized by the Timber Harvest Permit Holder, certified by a registered forester, and presented to the Zoning Administrator, when the harvest is complete.

**Sample Calculation – 50 foot buffer**

	Number of Residual Basal Trees	DBH Class (Inches)	CBH Class (Inches)	Basal Area per Tree* (Sq. Feet)	Total Basal Area (Sq. Feet)
	4	6	18.85	0.1963	0.7854
	6	7	21.99	0.2673	1.6035
	4	8	25.13	0.3491	1.3963
	3	11	34.56	0.6600	1.9799
	1	14	43.98	1.0690	1.0690
<b>Total in Plot</b>	<b>18</b>				<b>6.8340</b>
<b>Total per Acre</b>	<b>157</b>				<b>59.54</b>

**How to calculate Basal Area in the 50 foot buffer:**

Amended 04/16/2009

- In the example shown in this chart, there are three (3) six (6) inch (dbh) trees in the 25 foot by 100 foot buffer sample plot. The total basal areas of these trees is determined by multiplying the square of the radius (half the diameter) by  $\pi$  (3.14159) and dividing this result by 144 (to convert square inches to square feet).
- So  $3^2 = 9$ , and  $9 \times 3.14159 = 28.274$ . Converting this to square feet ( $28.274/144$ ) = .1963 square feet per tree.
- Next multiply the total number of 6 inch trees (3) by .1963 to determine the total basal area of 6 inch trees in the sample plot.
- Perform this same series of calculations for each tree size in the sample plot and add the total basal areas to determine the total number of square feet of basal areas in the sample plot. In this example, there are a total of 3.8179 square feet.
- Next, divide the total basal area of the trees measured (3.8179) by the total number of square feet in the plot (2,500) to get the basal area per square foot.
- The last calculation is multiplying this number by the number of square feet in an acre (43,560) to reveal the total basal area per acre in the same plot.
- If using the CBH (Caliber Breast Height), you will need to determine the diameter (divide the circumference by  $\pi$ ) before beginning the calculation.
- Note: This data will be gathered and summarized by the Timber Harvest Permit Holder, certified by a registered forester, and presented to the Zoning Administrator, when the harvest is complete.

2. The following procedure must be followed when applying for a Timber Harvest Zoning Permit:
  - a) The application must be accompanied by a Timber Harvest Plan that contains the following information at a minimum:
  - b) A map of the property showing property boundaries and the timber harvest boundaries, the planned location of log decks and loading areas, haul roads, any streams or bodies of water subject to protection under the Forest Practice Guidelines Related to Water Quality or the Neuse River Basin Protection Rules, special management zones (25 foot buffer zones, streamside buffers, etc.)
  - c) A brief statement outlining the silvicultural objectives of the harvesting operation.
  - d) The property owners name, address, and phone number, the timber buyer's name, address, and phone number, and the timber buyer's supervising representative's name, address, and phone number.
  - e) Post-harvest reforestation plans (if applicable).
  - f) The planned dates of the harvest.

- g) A certificate of General Liability Insurance covering all harvesting and hauling operations.
  - h) A refundable performance deposit in the amount of \$30.00 per harvest acre.
3. Pre-Permit Inspection - The Zoning Administrator or an authorized representative will accompany the party responsible for supervising the harvest on an inspection of the harvest area and note and document the following preparations prior to the issuance of a permit:
- a) Using the Timber Harvest Plan - Ensure that all property lines within the harvest area are clearly marked and delineated with flagging or paint.
  - b) All buffer zones including boundary buffers and stream side buffers are clearly marked and delineated with flagging or paint.
  - c) Log deck and loading areas are reviewed and agreed upon to minimize the visual impact along public roads and adjacent properties.
  - d) Trees selected for harvest in boundary buffer areas are marked with paint at 4.5 feet and at ground level. Paint marks should face the buffer boundary.
  - e) Review the plan to ensure log trucks can safely enter and exit the property from public roads. Ensure that the plan calls for reasonable fire prevention readiness, removal of trash and waste petroleum products on a daily basis, and reasonable security to minimize trespass and vandalism. Entry points for log trucks have adequate site distance and warning signs are posted, equipment is equipped with fire extinguishers and is cleaned of accumulated forest litter daily, logging personnel should remain at the site at least 30 minutes after equipment is shut down, a trash barrel is available on the log deck and is emptied daily, parked equipment is secured with locks and all hydraulic energy is relieved prior to leaving the job site.
  - f) Accumulated natural debris (limbs, tops, and butts) in the deck area will be re-deposited and thinly spread across the harvest area prior to the completion of the harvest. (No deck piles or debris.)
4. Active Harvest Inspection: During the period of actual harvest, the Zoning Administrator or designated representative should frequently monitor the operation and insure that all the terms agreed upon during the Pre-Permit Inspection are being implemented. If violations are discovered and not corrected, the Timber Harvest Permit may be suspended until the infraction is corrected.
5. Post-Harvest Inspection: At the end of the harvest operation, the Zoning Administrator or designated representative should accompany the buyer's supervising representative on a final inspection of the site to ensure compliance with all of the terms agreed upon in the Pre-Permit Inspection and to review the property buffer plot data for compliance. If infractions are noted, the buyer should have a period of 30 days to correct these infractions to the satisfaction of the Zoning Administrator. If the infractions are not corrected, the Town of River Bend will retain the performance deposit and use this money for mitigation as they deem appropriate. If the harvest was conducted in compliance with the Pre-Harvest Inspection, then the performance deposit will be refunded to the permittee.
- C. In the event a tract of land proposed for timber harvesting is located adjacent to a developed tract of land that already has a buffer in place that meets the standards for buffering, the Zoning

Administrator may waive all or part of the buffering requirement along the property line abutting the development if he finds that:

*Amended 09/19/2007*

1. The adjoining property buffer is established to a degree that it completely excludes all visual contact between uses and creates a strong impression of spatial separation; and
2. Adequate legal mechanisms are in place to ensure the preservation of the buffer for the life of the development. If, however, an owner of timberland which abuts a developed tract of land decides to develop his property after timber harvesting the same, but before new growth forms a suitable buffer between the 2 tracts of land, the forest owner/developer must provide an acceptable buffer, along the line of his property adjoining the developed tract of land.

#### **§ 15.02.240 PROTECTION OF REGULATED TREES.**

A.

1. The Town of River Bend recognizes the importance of adequately protecting trees during the construction phase of developments. To this end, no excavation or other subsurface disturbances may be undertaken within the critical root zone of a Regulated Tree. The critical root zone is defined as the ground area around a tree trunk with a radius (in feet) that is twice the diameter of the Regulated Tree (in inches) measured at breast height (e.g., a 10 inch diameter tree requires a 20 foot radius of protection). The critical root zone shall be marked by a barrier fence.

2. In cases, such as utility extension, sidewalk installation, or other site improvements, where it is neither prudent nor possible to avoid land disturbance activity in the critical root zone area, the developer shall, upon consultation with the Zoning Administrator, be responsible for providing the town with a root disturbance mitigation plan which shall outline a specific course of action for minimizing damage to a Regulated Tree's root system.

- B. If space that would otherwise be devoted to parking cannot be so used because of the requirements of division (A) above and, as a result, the parking requirements set forth in §§ 15.02.080 et seq. cannot be satisfied, the number of required spaces may be reduced by the number of spaces lost up to a maximum of 15% of the required spaces.

Penalty, see § 1.01.999

#### **§ 15.02.241 REQUIRED TREES ALONG DEDICATED RESIDENTIAL STREETS.**

- A. Along both sides of all newly created residential streets with respect to which an offer of dedication is required to be made by this subchapter the developer shall either plant or retain sufficient trees so that, between the paved portion of the street and a line running parallel to and 20 feet from the right of way, there is for every 30 feet of street frontage at least an

average of 1 canopy tree that has or will have when fully mature a trunk at least 12 inches in diameter.

- B. When trees are planted by the developer pursuant to this subchapter, the developer shall choose trees that have a minimum 6.25 inch circumference at 24 inches off the ground at the time of planting and meet the standards set forth in § 15.02.235 et seq.

*Amend 04/16/2009*

Penalty, see § 1.01.999

#### **§ 15.02.242 PLANTINGS.**

For purposes of this subchapter, the term **PLANTING** shall mean any live plant material such as trees, shrubs, ground cover and grass used in spaces void of any impervious material or building structure, areas left in their natural state, or areas where mulch is used as ground cover. Planting has an important impact on better control of flood problems, soil erosion, air and noise pollution and making the town a healthier, safer and more aesthetically pleasing place in which to live and work.

#### **§ 15.02.243 COMPLIANCE WITH PLANTING REQUIREMENTS.**

- A. A planting plan on all commercial, office and institutional, industrial, multi-family, planned unit developments, and non-residential uses in a residential district shall be required. A minimum of 20% of the total area shall be planted.
- B. Planting plans shall be prepared by a landscape architect licensed in the State of North Carolina. Planting plans shall be drawn at the same scale as the site plan or larger. The planting plan may be found on the site plan.
- C. All areas that call for grass planting on a planting plan shall be planted in accordance with generally accepted practices.
- D. All planting plans shall provide the following general information:
  - 1. Approximate locations of all required plant material to be planted on the site; and
  - 2. Information on the quantity, species, and caliper of all trees to be planted or retained on the site.

*Amended 04/16/2009*

- E. Regarding certificate of zoning compliance, see § 15.02.170. Amended 04/16/2009

Penalty, see § 1.01.999

## **IT'S JUNE IN RIVER BEND**

June comes every year and every year in North Carolina municipalities must prepare and adopt a budget for the following fiscal year. This process begins with a Budget Workshop meeting of the Council in January. At that Workshop the Council members and Town Manager develop an outline of issues that need to be addressed in the annual budget for the next fiscal year.

Thus begins the development of supporting material for the new budget by the Manager and the Town Department Heads and Staff. The Manager begins to assemble material that he will need to present a draft budget document to members of the Town Council when Budget Work Session Meetings begin in May. At dedicated meetings the Manager and appropriate Department Heads work with the Council in the development of a specific and detailed budget that will be presented for public information. The Council will vote to adopt the budget at its scheduled June meeting.

The Manager and Staff spend many hours in the budget preparation and the members of Town Council also spend considerable time in meetings dedicated to completing this document which will guide the fiscal direction of the Town July 2023 thru June 2024.

For many years the Government Finance Officers organization recognized River Bend for superior development and execution of the Town's budget. We can all be proud of the work that the Council, Manager and Town Staff put developing this mandated annual fiscal budget and then review its performance month-by-month.

# **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 3<sup>rd</sup> 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 16



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

**§ 143-318.11. Closed sessions.**

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

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

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

- (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.
- (7) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.
- (8) To formulate plans by a local board of education relating to emergency response to incidents of school violence or to formulate and adopt the school safety components of school improvement plans by a local board of education or a school improvement team.
- (9) To discuss and take action regarding plans to protect public safety as it relates to existing or potential terrorist activity and to receive briefings by staff members, legal counsel, or law enforcement or emergency service officials concerning actions taken or to be taken to respond to such activity.
- (10) To view a recording released pursuant to G.S. 132-1.4A.

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

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

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