

**River Bend Town Council
Work Session Minutes
June 8, 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
Town Clerk: Kristie Nobles
Town Attorney: Dave Baxter

Members of the Public Present: 33

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, June 8, 2023, at the River Bend Town Hall with a quorum present.

ADDITIONS/DELETIONS TO AGENDA

Councilman Castranova stated that he would like to add to the agenda a discussion and a possible motion on the issue of tree harvesting on the 100 acres. He stated he would specifically like to ask the Town Attorney to provide a written opinion regarding whether the 100 acres is grandfathered in from complying with the Tree Preservation Ordinance and what provisions are enforceable. The Mayor asked if Councilman Castranova had any documents for the Council and he stated that he had provided a handout that was on the table (near the door). The Mayor stated that the agenda is provided two days in advance so the Council can review the documents. Councilman Castranova stated that he did not have time and is following the rules for adding to the agenda as posted.

VOTE – Addition to Agenda

The Mayor recognized Councilman Castranova's request as a motion and called for a vote. The motion failed with 2 ayes and 3 nays with Leonard, Maurer, and Sheffield voting nay.

VOTE – Approval of Agenda

Councilman Weaver motioned to accept the agenda as presented. The motion passed with 4 ayes and 1 nay with Castranova voting nay.

PUBLIC HEARING – Proposed FY2023-2024 Budget

Councilman Leonard moved to open the Public Hearing to discuss the proposed FY2023-2024 Budget. The motion carried unanimously.

He then invited anyone who wished to address the proposed FY2023-2024 budget to step to the podium to be heard.

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

VOTE – Efird Monument

Councilman Castranova motioned to approve the purchase of the Efird monument as presented. The motion carried unanimously.

VOTE – Budget Amendment 22-B-06

Councilman Leonard motioned to approve Budget Amendment 22-B-06 as presented. The motion carried unanimously. (see attached)

Discussion – Ammon Rezoning Request

The Manager stated that Mr. Jay Ammon with Spectrum Homes has submitted a rezoning request and the Planning Board has approved the request. He then presented the PowerPoint that was presented to the Planning Board but included some additional information. The Manager stated that Mr. Ammon is in attendance to answer any questions the Council may have. The Council had a brief discussion with Mr. Ammon regarding the rezoning request and his future plans for the property. Councilman Leonard then thanked Mr. Ammon for attending the meeting and answering the questions.

VOTE – FY23-24 Leaf and Limb Schedule

Councilwoman Maurer motioned to approve the FY23-24 Leaf and Limb Schedule as presented. The motion carried unanimously.

Discussion – Advisory Board Appointments

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

Councilman Leonard stated that the Environmental Waterways Advisory Board has three positions available for reappointment. Karl Lichty, Jon Hall, and Paige Ackiss all agree to be reappointed with Paige Ackiss serving as chair.

Councilwoman Maurer stated that the Community Appearance Commission has three positions available but those are vacant. She stated that there is one application on file for Donna Perry. She stated that the CAC members have agreed to appoint her since she served previously. The Council agreed.

Councilman Weaver stated that the Parks and Recreation Advisory Board has three positions available for reappointment with two of those vacant. He stated that Rebekah Royston agreed to be reappointed. He also stated that there are three vacancies in total on the board and three applications on file that the Parks and Recreation Advisory Board has approved. The Council agreed to appoint those as a part of the consent agenda at the next meeting. Those applicants are Richard and Laurie LaMotte and Amy Hendee.

Councilman Sheffield stated that the Planning Board has three positions available for reappointment. Keith Boulware and Kathleen Fleming agree to be reappointed and Kelly Latimer did not wish to be reappointed. He also stated that Kelly Forrest is a Craven County ETJ appointed member and she has resigned.

Councilman Sheffield stated that the Board of Adjustment has three positions available for reappointment. Chris Barta, Patty Leonard, and alternate member David Zinni agree to be reappointed.

Discussion – Conditional Zoning

Councilman Weaver stated that with the recent rezoning request he felt that Conditional Zoning should be discussed even though the Council voted to table the ordinance in January. He stated that without conditional zoning the Council does not have any authority or any power to say we

want these things or we won't rezone the property. He stated that if the Council did that now under the traditional zoning, which the town will keep, they would be violating North Carolina laws. He also stated that the Town Attorney has provided his opinion and he wanted to get the other Council members' opinion on whether they would like to discuss Conditional Zoning at the next Council meeting. Councilman Leonard stated that he agreed with Councilman Weaver and felt it is a valuable tool for the Town to have. Councilman Castranova stated that an item was included in the Attorney's Opinion that he thought was being removed. Councilman Weaver stated that the provided ordinance is the same from when the Council voted to table the topic. Councilman Leonard stated that when the Council discusses the ordinance, changes can be requested then. Councilman Weaver stated that he would have it added to the next meetings agenda for discussion. Councilman Sheffield asked the Town Attorney

Discussion – New Zoning District

Councilman Sheffield stated that he would like for the Council to discuss finding an alternative zoning for multi-family other than PDR-MF. He stated that the only multi family zoning that the Town of River Bend has is PDR-MF and he feels that zone requirements are very lenient on what the town would allow.

VOTE – New Zoning District

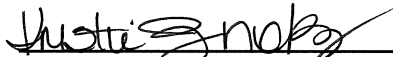
Councilman Sheffield motioned to direct the staff to look into additional zoning districts. The motion carried unanimously.

REVIEW – Agenda for the June 15, 2023 Council Meeting

The Council reviewed the agenda for the June 15, 2023, Council Meeting.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield moved to adjourn. The motion carried unanimously. The meeting adjourned at 8:42 p.m.



Kristie J. Nobles, CMC, NCCMC
Town Clerk



**TOWN OF RIVER BEND
 BUDGET ORDINANCE AMENDMENT 22-B-06
 FISCAL YEAR 2022 - 2023**

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina that the 2022-2023 Budget Ordinance as last amended on January 12, 2023, be amended as follows:

Summary

General Fund	2,278,561
General Capital Reserve Fund	99,847
Law Enforcement Separation Allowance Fund	13,525
Water Fund	884,032
Water Capital Reserve Fund	245,260
Sewer Fund	1,187,139
Sewer Capital Reserve Fund	11,273
Total	<u>4,719,637</u>

Section 1. General Fund

Anticipated Revenues

AD VALOREM Taxes 2022-2023	721,710
AD VALOREM Tax-Motor Vehicle	92,300
Animal Licenses	2,000
Sales Tax 1% Article 39	177,124
Sales Tax 1/2% Article 40	102,899
Sales Tax 1/2% Article 42	88,586
Sales Tax Article 44	11,613
Sales Tax Hold Harmless Distribution	99,000
Solid Waste Disposal Tax	2,200
Powell Bill Allocation	91,000
Beer and Wine Tax	13,225
Video Programming Sales Tax	50,743
Utilities Franchise Tax	108,963
Telecommunications Sales Tax	8,140
Court Refunds	500
Zoning Permits	5,000
Federal Grant (Byrne Justice Assistance Grant)	22,170
Federal Disaster Assistance	5,092
State Grant (Golden LEAF Foundation Grant)	250,000
Miscellaneous	10,000
Interest- Powell Bill Investments	50
Interest-General Fund Investments	500
Contributions	421
Wildwood Storage Rents	18,144
Rents & Concessions	18,000
Sale of Fixed Assets	15,000
Transfer From Capital Reserve Fund	72,787
Appropriated Fund Balance	<u>291,394</u>
Total	2,278,561

Section 1. General Fund (continued)

Authorized Expenditures

Governing Body	27,000
Administration	296,800
Finance	133,800
Tax Listing	11,600
Legal Services	32,350
Elections	550
Police	664,443
Public Buildings	97,800
Emergency Services	3,700
Animal Control	14,600
Street Maintenance	193,000
Public Works	177,500
Leaf & Limb and Solid Waste	56,092
Stormwater Management	311,395
Wetlands and Waterways	2,900
Planning & Zoning	54,800
Recreation & Special Events	7,600
Parks & Community Appearance	101,200
Contingency	17,931
Transfer To General Capital Reserve Fund	60,000
Transfer To L.E.S.A. Fund	13,500
Total	<u>2,278,561</u>

Section 2. General Capital Reserve Fund

Anticipated Revenues

Contributions from General Fund	60,000
Interest Revenue	60
Appropriated Fund Balance	39,787
Total	<u>99,847</u>

Authorized Expenditures

Transfer to General Fund	72,787
Future Procurement	27,060
Total	<u>99,847</u>

Section 3. Law Enforcement Separation Allowance Fund

Anticipated Revenues:

Contributions from General Fund	13,500
Interest Revenue	25
Total	<u>13,525</u>

Authorized Expenditures:

Separation Allowance	0
Future LEOSSA Payments	13,525
Total	<u>13,525</u>

Section 4. Water Fund

Anticipated Revenues

Utility Usage Charges, Classes 1 & 2	209,332
Utility Usage Charges, Classes 3 & 4	10,525
Utility Usage Charges, Class 5	13,183
Utility Usage Charges, Class 8	3,519
Utility Customer Base Charges	277,253
Hydrant Availability Fee	20,130
Taps & Connections Fees	1,250
Nonpayment Fees	10,500
Late payment Fees	7,707
Interest Revenue	435
Sale of Capital Asset	0
Appropriated Fund Balance	330,197
Total	<u>884,032</u>

Authorized Expenditures

Administration & Finance [1]	485,741
Operations and Maintenance	124,000
Transfer To Fund Balance for Capital Outlay	3,500
Transfer To Water Capital Reserve Fund	0
Transfer to PW Capital Projects Fund	270,791
Total	<u>884,032</u>

[1] Portion of department for bond debt service: 152,932

Section 5. Water Capital Reserve Fund

Anticipated Revenues

Contributions From Water Operations Fund	0
Interest Revenue	172
Appropriated Fund Balance	245,088
Total	<u>245,260</u>

Authorized Expenditures

Future Expansion & Debt Service	172
Transfer to PW Capital Projects Fund	245,088
Total	<u>245,260</u>

Section 6. Sewer Fund

Anticipated Revenues:

Utility Usage Charges, Classes 1 & 2	257,727
Utility Usage Charges, Classes 3 & 4	23,194
Utility Usage Charges, Class 5	29,053
Utility Usage Charges, Class 8	6,836
Utility Customer Base Charges	294,601
Taps & Connection Fees	1,250
Late payment Fees	7,948
Interest Revenue	703
Sale of Capital Asset	0
Appropriated Fund Balance	565,827
Total	<u>1,187,139</u>

Authorized Expenditures:

Administration & Finance [2]	468,025
Operations and Maintenance	211,000
Transfer to Fund Balance for Capital Outlay	3,500
Transfer to Sewer Capital Reserve Fund	0
Transfer to PW Capital Projects Fund	504,614
Total	<u>1,187,139</u>

[2] Portion of department for bond debt service: 126,434

Section 7. Sewer Capital Reserve

Anticipated Revenues:

Contributions From Sewer Operations Fund	0
Interest Revenue	8
Appropriated Fund Balance	11,265
Total	<u>11,273</u>

Authorized Expenditures:

Future Expansion & Debt Service	8
Transfer to PW Capital Projects Fund	11,265
Total	<u>11,273</u>

Section 8. Levy of Taxes

There is hereby levied a tax at the rate of twenty-six cents (\$0.26) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2022, for the purpose of raising the revenue listed as "Ad Valorem Taxes 2022-2023" in the General Fund Section 1 of this ordinance. This rate is based on a valuation of \$278,500,000 for purposes of taxation of real and personal property with an estimated rate of collection of 99.67%. The estimated collection rate is based on the fiscal year 2020-2021 collection rate of 99.67% by Craven County who has been contracted to collect real and personal property taxes for the Town of River Bend. Also included is a valuation of \$35,500,000 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 2022-2023, 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 5.0% 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 2022-2023 fiscal year. The Budget Officer shall administer the Annual Operating Budget and shall ensure the operating staff and officials are provided with guidance and sufficient details to implement their appropriate portion of the budget.

Section 13. Copies of this Budget Ordinance

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

Adopted this 8th day of June, 2023



John F. Kirkland, Mayor

Attest:



Kristie J. Nobles, Town Clerk, CMC