

**River Bend Town Council  
Regular Meeting Minutes  
June 15, 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: 24

**CALL TO ORDER**

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, June 15, 2023, at the River Bend Town Hall with a quorum present.

**VOTE – Approval of Agenda**

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

**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 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;

## **TOWN MANAGER'S REPORT**

The Manager gave the following updates:

- Metronet has been working diligently around the town installing fiber optic cable to bring internet services to the town.
- The July Council Work Session meeting has been canceled.
- At this time the Manager presented a PowerPoint on the proposed Fiscal Year 2023-2024 Budget.

## **ADMINISTRATIVE REPORTS**

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

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.

### **VOTE – Restart Discussions on Draft Conditional Zoning Ordinance**

Councilman Weaver motioned to restart discussion on the Draft Conditional Zoning Ordinance at the August 10 Work Session. The motion passed with four ayes and one nay with Castranova voting nay.

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

#### Parks & Recreation

Councilman Weaver stated that the Parks and Recreation Advisory Board has canceled the June 17, Father's Day BBQ Event and they are currently needing volunteers for the July 4 Celebration. He also stated that the Parks and Recreation Advisory Board had a special meeting and recommended Richard LaMotte, Laurie LaMotte and Amy Hendee for appointment to the advisory board.

#### Organic Garden

Councilman Weaver stated that the Organic Garden had a workday on June 9 and there was a lot of volunteers and the summer vegetables were planted.

#### Red Caboose Library (RCL)

Councilman Weaver stated that the Book / Tech Mobile would be at the Municipal Building on Friday June 16, 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 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. She stated that the winners for this award are 105 Plantation and 307 North Carolina. 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.

### **FINANCE – COUNCILMAN LEONARD**

Financial Report – Finance Director, Mandy Gilbert, presented to the Council the financial statement for the month of May. She stated the total of the Town's Cash and Investments as of May 31, 2023, were \$3,652,028 and Ad valorem tax collections for FY22-23 were \$725,905 and Vehicle Ad valorem tax collections were \$85,580.

**VOTE – FY2023-2024 Budget Ordinance**

Councilman Leonard motioned to adopt the Fiscal Year 2023-2024 Budget Ordinance and Schedule of Rates and Fees as presented. The motion carried unanimously. (see attached)

**ENVIRONMENTAL AND WATERWAYS – COUNCILMAN LEONARD**

Councilman Leonard presented the following report:

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 was 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.

**PLANNING BOARD – COUNCILMAN SHEFFIELD**

Councilman Sheffield stated that the Planning Board met on June 1, 2023, for the main purpose to adopt a Public Comment Policy. He stated the July meeting is canceled and the next meeting is scheduled for August 3, 2023.

**DISCUSSION – Matters Related to Tree Preservation Ordinance**

Councilman Castranova stated that he had questions regarding the Town's Tree Preservation Ordinance but most of his questions had been answered. He stated that in the ordinance it states that there should not be any clear cutting if it is solely to make the land marketable or available for development. He asked the Town Attorney to explain who determines this and is it the Town's Managers sole discretion and what factors should go into that. The Town Attorney stated that this ordinance is in the Zoning Ordinance and the Town Manager is the Zoning Administrator, so he makes those decisions. He also stated that if there are any pending applications or site plan documentation submitted it should be considered. Councilman Castranova asked if a rezoning application had been requested but not submitted, should that be taken into consideration and the Town Attorney stated that it could be taken into consideration but would not be a definitive decision relating to the ordinance. Councilman Castranova asked the attorney if there was a way to challenge the Zoning Administrators decision and the attorney stated yes, it could be appealed to the Town's Board of Adjustment. Councilman Castranova then asked who could sue and the Town Attorney stated that the adjacent property owners and community organizations may have a standing to sue. Councilman Leonard asked for clarity, that the property being discussed is not clear cutting but tree harvesting where trees were specifically planted on a tree farm for that use. The Town Attorney stated that if you are referring to the Davis property on Old Pollocksville Road, it is forestry use in a present use value program and has a timber management plan. Councilman Sheffield asked the Town Attorney if the Town Manager asked for his opinion on this issue and the Town Attorney stated yes. Councilman Sheffield then asked if the Town Attorney gave the Town Manager an opinion and the Town Attorney responded "yes". Councilman Sheffield then asked if the Town Manager went by the advice of the Town Attorney and the Town Attorney responded "yes".

**MAYOR'S REPORT**

The Mayor presented the following report.

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.

**PUBLIC COMMENT**

No Public Comments.

**CLOSED SESSION**

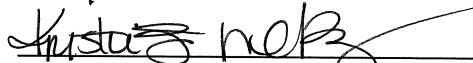
Councilman Sheffield moved to go into a Closed Session under NCSG §143-318.11(a)(3). The motion carried unanimously. The Council entered Closed Session at 8:03 p.m.

**OPEN SESSION**

Councilman Sheffield moved to return to Open Session at 8:19 p.m. The motion carried unanimously.

**ADJOURNMENT/RECESS**

There being no further business, Councilman Sheffield **moved to adjourn**. The meeting adjourned at 8:19 p.m.

  
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Kristie J. Nobles, CMC, NSCMC  
Town Clerk



**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	<u>3,560,357</u>

**Section 1. General Fund**

Anticipated Revenues

AD VALOREM Taxes 2023-2024	935,566
AD VALOREM Tax-Motor Vehicle	90,000
Animal Licenses	1,500
Sales Tax 1% Article 39	195,868
Sales Tax 1/2% Article 40	114,635
Sales Tax 1/2% Article 42	97,901
Sales Tax Article 44	13,090
Sales Tax Hold Harmless Distribution	108,195
Solid Waste Disposal Tax	2,200
Powell Bill Allocation	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	<u>198,597</u>
Total	<u>2,156,391</u>

**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
<b>Total</b>	<b>655,335</b>

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
<b>Total</b>	<b>655,335</b>

[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
<b>Total</b>	<b>10</b>

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	<u>679,035</u>

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	<u>679,035</u>

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

**Section 7. Sewer Capital Reserve**

Anticipated Revenues:

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

Authorized Expenditures:

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

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

**Section 9. Fees and Charges**

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

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

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

**Section 11. Classification and Pay Plan**

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

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

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

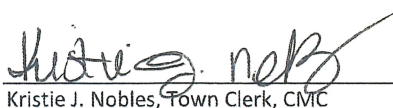
**Section 13. Copies of this Budget Ordinance**

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

Adopted this 15th day of June, 2023.

  
John R. Kirkland, Mayor

Attest:

  
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**

	<b>Water</b>	<b>Sewer</b>
<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.