



TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562

T 252.638.3870
F 252.638.2580

www.riverbendinc.org

RIVER BEND TOWN COUNCIL PROPOSED AGENDA

Work Session Meeting

January 11, 2024

River Bend Town Hall – 45 Shoreline Drive

7:00 p.m.

1. **VOTE** – Agenda: Additions / Deletions / Adoption
2. **VOTE** – Ethics Training Resolution - Jackson
3. **VOTE** – Budget Amendment – Jackson
4. Budget Kick-off (next week) - Jackson
5. Discussion – Grant Application Resolution - Jackson
6. Discussion – 1999 Stormwater Drainage Master Plan – Leonard
7. Discussion – CAC Median Recommendation- Maurer
8. REVIEW AGENDA – Nobles
9. CLOSED SESSION – 143-318.11(a)(3)(5)

Pledge: Leonard

Town of River Bend

Fiscal Year 2024-2025

Budget Kick-Off

AGENDA

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





**RIVER BEND TOWN COUNCIL
PROPOSED AGENDA
Regular Meeting
January 18, 2024
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.**

Pledge: Leonard

1. Call to Order (Mayor Kirkland Presiding)
2. Recognition of New Residents
3. Additions / Deletions / Adoption to Agenda
4. Addresses to the Council
 - A. Edwin Vargas – Budget
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 December 7, 2023, Work Session Meeting
Minutes of the December 14, 2023, Regular Council Meeting*

7. FY 24-25 Budget Kick – Off Presentation – Delane Jackson
8. Town Manager's Report – Delane Jackson

Activity Reports

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

Administrative Reports:

9. Planning Board – Councilman Sheffield
 - A. Planning Board Report
10. Public Safety – Councilwoman Benton
 - A. Community Watch
11. Parks & Recreation – Councilman Weaver
 - A. Parks and Recreation Report
 - i. **VOTE** - Parks and Recreation Appointment
 - B. Organic Garden Report

12. CAC – Councilwoman Maurer
 - A. CAC Report
 - B. **VOTE** - CAC Median Revision

13. Finance – Councilman Leonard
 - A. Financial Report - Finance Director
 - B. **VOTE** – Grant Application Resolution
 - C. **VOTE** – Budget Priorities and Budget Calendar

14. Mayor’s Report – Mayor Kirkland

15. 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.

16. CLOSED SESSION – 143-318.11(a)(3)(5)

17. Adjournment

ITEM 3



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RIVER BEND TOWN COUNCIL PROPOSED AGENDA

Work Session Meeting

February 8, 2024

River Bend Town Hall – 45 Shoreline Drive

7:00 p.m.

1. **VOTE** – Agenda: Additions / Deletions / Adoption
2. Discussion – FY 23-24 Audit Contract - Gilbert
3. **VOTE** – Capital Project Budget Amendment - Jackson
4. **VOTE** – Budget Amendment - Jackson
5. **VOTE** – Capital Project Ordinance for Water Treatment Plant - Jackson
6. Discussion – Site Evaluation Report for Water Treatment Plant - Jackson
7. Discussion – Lighting for Walking Trail - Weaver
8. REVIEW AGENDA – Nobles
9. **CLOSED SESSION** – NCGS § 143-318.11(a)(3)(5) –To Discuss the Acquisition of Real Property located at 509 Old Pollocksville Road, Owned by Weldon Brown, Jr. and Naqueldon Brown for the Location of a New Water Treatment Facility.

Pledge: Leonard



**RIVER BEND TOWN COUNCIL
PROPOSED AGENDA
Regular Meeting
February 15, 2024
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.**

Pledge: Leonard

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

Edwin Vargas – 5 Year Plan Budgets Adopted, Idea for Council, Financial spreadsheet

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 January 11, 2024 Work Session Meeting
Minutes of the January 18, 2024 Regular Council Meeting*

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. Environment And Waterways – Councilman Leonard
 - A. EWAB Report
9. Parks & Recreation – Councilman Weaver
 - A. Parks and Rec Report
 - B. Organic Garden Report
 - C. **VOTE** – Walking Trail Lighting
10. CAC – Councilwoman Maurer
 - A. CAC Report

11. Finance – Councilman Leonard
 - A. Financial Report - Finance Director
 - B. **VOTE** – FY 23-24 Audit Contract

12. Mayor's Report – Mayor Kirkland

13. 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.

14. **CLOSED SESSION** – NCGS § 143-318.11(a)(3)(5) –To Discuss the Acquisition of Real Property located at 509 Old Pollocksville Road, Owned by Weldon Brown, Jr. and Naqueldon Brown for the Location of a New Water Treatment Facility.

15. Adjournment

ITEM 3



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RIVER BEND TOWN COUNCIL PROPOSED AGENDA

Work Session Meeting

March 14, 2024

River Bend Town Hall – 45 Shoreline Drive

7:00 p.m.

1. **VOTE** – Agenda: Additions / Deletions / Adoption
2. Discussion – Cruddy Can Solid Waste Removal - Weaver
3. Discussion – Town Council Rules of Procedure Amendment - Leonard
4. Discussion – Wastewater Treatment Plant Grant Funding - Jackson
5. Discussion – Town Park Rules - Weaver
6. REVIEW AGENDA – Nobles
7. **CLOSED SESSION** – NCGS § 143-318.11(a)(3)(5) –To Discuss the Acquisition of Real Property located at 403 Old Pollocksville Road, Owned by Robert Davis and Kimberly Dow for use as Water Treatment Facility.

Pledge: Sheffield



**RIVER BEND TOWN COUNCIL
PROPOSED AGENDA
Regular Meeting
March 21, 2024
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.**

Pledge: Sheffield

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

Edwin Vargas – Bicycle & Pedestrian Plan 2018 Discussion on Future of Plan 2028 Forward

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 February 8, 2024, Work Session Meeting
Minutes of the February 15, 2024, Regular Council Meeting*

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. Finance – Councilman Leonard
 - A. Financial Report - Finance Director
 - B. **VOTE** – Town Council Rules of Procedure Amendment
9. Planning Board – Councilman Sheffield
 - A. Planning Board Report

10. Public Safety – Councilwoman Benton
 - A. Community Watch
11. Parks & Recreation – Councilwoman Benton (alternate for Weaver)
 - A. Parks and Rec Report
 - B. Organic Garden Report
 - C. **VOTE** – Town Park Rules
12. CAC – Councilwoman Maurer
 - A. CAC Report
13. Mayor’s Report – Mayor Kirkland
14. Public Comment

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

15. Adjournment



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RIVER BEND TOWN COUNCIL PROPOSED AGENDA

Work Session Meeting

April 11, 2024

River Bend Town Hall – 45 Shoreline Drive

7:00 p.m.

1. **VOTE** – Agenda: Additions / Deletions / Adoption
2. **DISCUSSION** – Water Capital Improvement Plan - Jackson
3. **DISCUSSION** – Sewer Capital Improvement Plan - Jackson
4. **DISCUSSION** – Asset Management Plan - Jackson
5. **DISCUSSION** – Volunteer Banquet Date - Jackson
6. **DISCUSSION** – Town Hall Painting Project - Jackson
7. **REVIEW AGENDA** – Barrow
8. **CLOSED SESSION** – NCGS § 143-318.11(a)(3)

Pledge: Weaver



**RIVER BEND TOWN COUNCIL
PROPOSED AGENDA
Regular Meeting
April 18, 2024
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.**

Pledge: Weaver

1. Call to Order (Mayor Kirkland Presiding)
2. Recognition of New Residents
3. Additions / Deletions / Adoption to Agenda
4. Addresses to the Council – None
5. Special Presentation – Solid Waste Collection in River Bend
 - A. Cruddy Cans Presentation
 - B. GFL Presentation
6. 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.

7. Public Hearings – None
8. 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 March 14, 2024, Work Session Meeting
Minutes of the March 21, 2024, Regular Council Meeting*

9. 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:

10. Finance – Councilman Leonard
 - A. Financial Report - Finance Director
 - B. **VOTE** – Budget Amendment # 23-B-06

11. Environment And Waterways – Councilman Leonard
 - A. EWAB Report

12. Planning Board – Councilman Sheffield
 - A. Planning Board Report
 - B. Board of Adjustment Report

13. Public Safety – Councilwoman Benton
 - A. Community Watch

14. Parks & Recreation – Councilman Weaver
 - A. Parks and Rec Report
 - B. Organic Garden Report

15. CAC – Councilwoman Maurer
 - A. CAC Report

16. Mayor's Report – Mayor Kirkland

17. **CLOSED SESSION** – NCGS § 143-318.11(a)(3)

18. Adjournment

ITEM 3

Town of River Bend

Fiscal Year 2024-2025 Budget Workshop

Date-April 30

AGENDA

- 1. Employee Compensation and Benefits**
- 2. Labor Allocations**
- 3. Capital Improvement Plans**
- 4. Utility and Fuel Prices**
- 5. Governing Body**
- 6. Administration**
- 7. Finance**
- 8. Tax Listing**
- 9. Legal Services**
- 10. Elections**
- 11. Street Maintenance**
- 12. Storm Water**
- 13. Public Works**
- 14. Public Buildings**

Town of River Bend

Fiscal Year 2024-2025 Budget Workshop

May 2, 2024

- 15. Police**
- 16. Recreation and Special Events**
- 17. Parks and CAC**
- 18. Emergency Services**
- 19. Animal Control**
- 20. Wetlands & Waterways**
- 21. Leaf & Limb**
- 22. Planning and Zoning**
- 23. General Fund- Revenue/Expense**
- 24. General Fund- Fund Balance**

Town of River Bend

Fiscal Year 2024-2025 Budget Workshop

May 7, 2024

- 25. Water and Sewer Fund Cash Levels**
- 26. Water Fund Departments**
- 27. Sewer Fund Departments**
- 28. Utility Financial Model**
- 29. Water and Sewer Revenue/Expense**



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RIVER BEND TOWN COUNCIL PROPOSED AGENDA

Work Session Meeting

May 9, 2024

River Bend Town Hall – 45 Shoreline Drive

7:00 p.m.

1. **VOTE** – Agenda: Additions / Deletions / Adoption
2. FY24-25 – Budget Workshop Session IV - Jackson
3. **VOTE** – Budget Amendment 23-B-07 - Jackson
4. **VOTE** – FY24-25 Leaf & Limb Schedule - Jackson
5. Discussion – Parks & Recreation Survey Results / Recommendation Project - Weaver
6. Discussion – Parks & Recreation Social Media Request – Weaver
7. Discussion – Parks & Recreation Father's Day Event – Weaver
8. Discussion – Parks & Recreation July 4 Celebration Change of Venue Request - Weaver
9. REVIEW AGENDA – Nobles
10. **CLOSED SESSION** – NCGS § 143-318.11(a)(3)

Pledge: Benton

Town of River Bend

Fiscal Year 2024-2025 Budget Workshop

May 9, 2024

30. Tax Rates, Utility Rates, and Other Fees

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



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**RIVER BEND TOWN COUNCIL
PROPOSED AGENDA
Regular Meeting
May 16, 2024
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.**

Pledge: Benton

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

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

6. Public Hearings – None
7. Consent Agenda

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A. Approve:

*Minutes of the April 11, 2024, Work Session Meeting
Minutes of the April 18, 2024, Regular Council Meeting
Minutes of the April 30, 2024, Budget Meeting
Minutes of the May 2, 2024, Budget Meeting
Minutes of the May 7, 2024, Budget Meeting
Minutes of the May 9, 2024, Budget Meeting*

8. Town Manager's Report – Delane Jackson

Activity Reports

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

Administrative Reports:

9. CAC – Councilwoman Maurer
 - A. CAC Report
 - B. **VOTE** – CAC Social Media Request

10. Finance – Councilwoman Maurer for Councilman Leonard
 - A. Financial Report - Finance Director
 - B. **VOTE** – Amended & Restated Library Services Agreement
 - C. **VOTE** - Library Space Agreement
 - D. Presentation – Draft FY24-25 Budget Message & Budget Ordinance

11. Environment And Waterways – Councilman Weaver for Councilman Leonard
 - A. EWAB Report

12. Public Safety – Councilwoman Benton
 - A. Community Watch

13. Parks & Recreation – Councilman Weaver
 - A. Parks and Rec Report
 - B. Organic Garden Report

14. Mayor’s Report – Mayor Kirkland

15. Adjournment



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RIVER BEND TOWN COUNCIL PROPOSED AGENDA

Work Session Meeting

June 13, 2024

River Bend Town Hall – 45 Shoreline Drive

7:00 p.m.

1. **VOTE** – Agenda: Additions / Deletions / Adoption
2. PUBLIC HEARING – Proposed 2024-2025 Budget
3. **VOTE** – Budget Amendment - Jackson
4. Discussion – Advisory Board Appointments - Jackson
5. Discussion – Off-site Town Sponsored Functions - Weaver
6. Discussion – Brunch Law Resolution - Benton
7. Discussion – Financial & Budgetary Policy Update - Jackson
8. Discussion – Stormwater Grant Documents - Jackson
9. REVIEW AGENDA – Nobles

Pledge: Leonard



**RIVER BEND TOWN COUNCIL
PROPOSED AGENDA
Regular Meeting
June 20, 2024
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.**

Pledge: Leonard

1. Call to Order (Mayor Kirkland Presiding)
2. Recognition of New Residents
3. Additions / Deletions / Adoption to Agenda
4. Addresses to the Council
 - A. Edwin Vargas – FY24-25 Budget Ordinance

5. Public Comment

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

6. Public Hearings – None

7. Consent Agenda

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A. Approve:

*Minutes of the May 9, 2024, Work Session Meeting
Minutes of the May 16, 2024, Regular Council Meeting
Minutes of the April 13, 2023 Closed Session Meeting
Minutes of the April 20, 2023 Closed Session Meeting
Minutes of the June 15, 2023 Closed Session Meeting
Minutes of the July 20, 2023 Closed Session Meeting
Minutes of the October 19, 2023 Closed Session Meeting
Minutes of the November 9, 2023 Closed Session Meeting
Minutes of the November 16, 2023 Closed Session Meeting
Minutes of the December 7, 2023 Closed Session Meeting
Minutes of the January 11, 2024 Closed Session Meeting
Minutes of the January 18, 2024 Closed Session Meeting
Minutes of the February 8, 2024 Closed Session Meeting
Minutes of the February 15, 2024 Closed Session Meeting
Minutes of the March 14, 2024 Closed Session Meeting
Minutes of the April 11, 2024 Closed Session Meeting
Minutes of the April 18, 2024 Closed Session Meeting
Minutes of the May 16, 2024 Closed Session Meeting*

B. Advisory Board Reappointments

PLANNING BOARD: Reappoint Egon Lippert, Robert Kohn and Linda Cummings to terms beginning July 1, 2024, and ending on June 30, 2026;

PARKS AND RECREATION: Reappoint Annie Craddock, Victoria Stuppy and Amy Hendee to terms beginning July 1, 2024, and ending on June 30, 2026;

CAC: Reappoint Brenda Hall and Pat Lineback to a term beginning July 1, 2024, and ending on June 30, 2026;

ENVIRONMENT AND WATERWAYS ADVISORY BOARD: Reappoint Patty Leonard, James Stevens and Raymond Jaklitsch to terms beginning July 1, 2024, and ending on June 30, 2026;

BOARD OF ADJUSTMENT: Reappoint Paige Ackiss, Cinda Hill and Jon Hall to terms beginning July 1, 2024, and ending on June 30, 2026;

8. Town Manager's Report – Delane Jackson
 - Activity Reports
 - A. Monthly Police Report by Chief Joll
 - B. Monthly Water Resources Report by Director of Public Works Mills
 - C. Monthly Work Order Report by Director of Public Works Mills
 - D. Monthly Zoning Report by Assistant Zoning Administrator McCollum

Administrative Reports:

9. Parks & Recreation – Councilman Weaver
 - A. Parks and Rec Report
 - B. Organic Garden Report
10. CAC – Councilwoman Maurer
 - A. CAC Report
11. Finance – Councilman Leonard
 - A. Financial Report - Finance Director
 - B. **VOTE** – FY24-25 Budget Ordinance
 - C. **VOTE** – Financial & Budgetary Policies Amendment
12. Environment And Waterways – Councilman Leonard
 - A. EWAB Report
 - B. **VOTE** – Stormwater Grant Resolution
 - C. **VOTE** - Advisory Board Appointment
13. Brunch Law Ordinance Amendment – Councilwomen Benton
 - A. **VOTE** – Chapter 11 Code of Ordinance Amendment
14. Mayor's Report – Mayor Kirkland
15. Adjournment




TOWN OF RIVER BEND

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I hereby call a special meeting of the River Bend Town Council. The River Bend Town Council will meet in special session on Thursday, July 18, 2024 at 5:00 p.m. at Town Hall, located at 45 Shoreline Drive. The purpose of the meeting is to discuss the town's proposed waste water treatment plant project. The meeting is open to the public.



John Kirkland, Mayor

July 11, 2024
Date



TOWN OF RIVER BEND

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PUBLIC NOTICE

The River Bend Town Council will conduct a Special Meeting on Thursday, July 18, 2024 at 5:00 p.m. at Town Hall, located at 45 Shoreline Drive. The purpose of the meeting is to discuss the town's proposed wastewater treatment plant project. The meeting is open to the public.

AGENDA

1. Call to Order- Mayor
2. Presentation of Wastewater Treatment Plant Project- Jackson
3. Council Discussion and Consideration of Project Options
4. Adjourn



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RIVER BEND TOWN COUNCIL PROPOSED AGENDA

Work Session Meeting

August 8, 2024

River Bend Town Hall – 45 Shoreline Drive

7:00 p.m.

1. **VOTE** – Agenda: Additions / Deletions / Adoption
2. **VOTE** – RFQ for Stormwater Management Grant Project - Jackson
3. **VOTE** – Value Engineering Contract Amendment for WWTP Project Ordinance – Jackson
4. **VOTE** – WWTP Project Ordinance Amendment - Jackson
5. Discussion – Award Street Paving Bid - Jackson
6. Discussion – Vehicle Take Home for Police Department - Jackson
7. Discussion – Advisory Board Ordinance Amendment – Offsite Meetings - Jackson
8. Discussion – Town of River Bend Facebook Page – Benton
9. REVIEW AGENDA – Nobles

Pledge: Sheffield



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**RIVER BEND TOWN COUNCIL
PROPOSED AGENDA
Regular Meeting
August 15, 2024
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.**

Pledge: Sheffield

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

A. NONE

5. Public Comment

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

6. Public Hearings – None

7. Consent Agenda

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A. Approve:

*Minutes of the July 18, 2024, Special Council Meeting
Minutes of the July 18, 2024, Regular Council Meeting*

8. Town Manager's Report – Delane Jackson

Activity Reports

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



TOWN OF RIVER BEND

**45 Shoreline Drive
River Bend, NC 28562**

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PUBLIC NOTICE

The River Bend Town Council will conduct a Special Meeting on September 9, 2024 at 3:00 p.m. at Town Hall, located at 45 Shoreline Drive. The purpose of the meeting is to discuss the town's proposed wastewater treatment plant project. The meeting is open to the public.

AGENDA

1. Call to Order- Mayor
2. Update on Funding Status for the Project- Jackson
3. Discussion with Engineer about Project Calendar and Design-
Greg Churchill, Rivers and Associates
4. Vote- Plan on WWTP Design Scope
5. Adjourn



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**RIVER BEND TOWN COUNCIL
PROPOSED AGENDA**

Work Session Meeting
September 12, 2024
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.

1. **VOTE** – Agenda: Additions / Deletions / Adoption
2. **VOTE** – Water Treatment Grant Resolution - Jackson
3. **DISCUSSION** – 2024 Roadway Evaluation Survey - Jackson
4. **DISCUSSION** – Advisory Board Ordinance for Offsite Events - Jackson
5. **DISCUSSION** – Advisory Board Ordinance, Liaison Role - Weaver
6. **DISCUSSION** – Pickleball Court - Weaver
7. **DISCUSSION** – Social Media Policy - Jackson
8. **REVIEW AGENDA** – Nobles
9. **CLOSED SESSION** - NCGS§ 143-318.11(a)(6)
10. **ADJOURNMENT**

Pledge: Weaver



**RIVER BEND TOWN COUNCIL
PROPOSED AGENDA
Regular Meeting
September 19, 2024
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.**

Pledge: Weaver

1. Call to Order (Mayor Kirkland Presiding)
2. Recognition of New Residents
3. Additions / Deletions / Adoption to Agenda
4. Addresses to the Council
 - A. James Myers – Water Quality

5. Public Comment

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

6. Public Hearings – None

7. Consent Agenda

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

A. Approve:

*Minutes of the August 8, 2024, Work Session Meeting
Minutes of the August 15, 2024, Regular Council Meeting
Minutes of the September 10, 2024, Council Special Meeting*

8. Town Manager's Report – Delane Jackson

Activity Reports

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

Administrative Reports:

9. CAC – Councilwoman Maurer
 - A. CAC Report

10. Finance – Councilman Leonard
 - A. Financial Report - Finance Director
 - B. **VOTE** – 2024 Roadway Evaluation Survey
 - C. **VOTE** – Update to Capital Improvement Plan for Water Fund

11. Planning Board – Councilman Sheffield
 - A. Planning Board Report

12. Public Safety – Councilwoman Benton
 - A. Community Watch
 - B. **VOTE** – Social Media Resolution

13. Parks & Recreation – Councilman Weaver
 - A. Parks and Rec Report
 - B. Organic Garden Report
 - C. **VOTE** – Amendment to Chapter 3.05 – Boards and Commissions

14. Mayor’s Report – Mayor Kirkland

15. Adjournment

ITEM 3



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**RIVER BEND TOWN COUNCIL
PROPOSED AGENDA**

Work Session Meeting
October 10, 2024
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.

1. **VOTE** – Agenda: Additions / Deletions / Adoption
2. **VOTE** – Office of Mayor Vacancy - Jackson
3. Discussion – Water Treatment Process - Jackson
4. **VOTE** – WWTP Engineering Services Agreement Amendment - Jackson
5. Discussion – Chapter 3.05 – Boards and Commissions Amendment - Maurer
6. Discussion – Canebrake Traffic Control Devices - Jackson
7. REVIEW AGENDA – Nobles
8. ADJOURNMENT

Pledge: Benton

ITEM 1



**RIVER BEND TOWN COUNCIL
PROPOSED AGENDA
Regular Meeting
October 17, 2024
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.**

Pledge: Benton

1. Call to Order (Mayor Pro Tempore Sheffield Presiding)
2. Recognition of New Residents
3. Additions / Deletions / Adoption to Agenda
4. Addresses to the Council
 - A. James Crozier – 33 Pier Pointe – Water & Water Quality
 - B. James Myers – 111 Portside Lane – Water Quality / Test Results

5. Public Comment

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

6. Public Hearings – None

7. Consent Agenda

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

A. Approve:

*Minutes of the Sept. 12, 2024, Work Session Meeting
Minutes of the Sept. 19, 2024, Regular Council Meeting*

8. Town Manager's Report – Delane Jackson

Activity Reports

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

Administrative Reports:

9. Parks & Recreation – Councilman Weaver
 - A. Parks and Rec Report
 - B. Organic Garden Report

10. CAC – Councilwoman Maurer
 - A. CAC Report

11. Finance – Councilman Leonard
 - A. Financial Report - Finance Director
 - B. **VOTE** – Purchase Water Treatment Media
 - C. **VOTE** – Capital Project Ordinance Amendment

12. Environment And Waterways – Councilman Leonard
 - A. EWAB Report

13. Public Safety – Councilwoman Benton
 - A. Community Watch
 - B. **VOTE** – Surplus Property Resolution

14. Mayor's Report

15. Adjournment

ITEM 3



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**RIVER BEND TOWN COUNCIL
PROPOSED AGENDA**

Work Session Meeting
November 14, 2024
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.

1. **VOTE** – Agenda: Additions / Deletions / Adoption
2. Discussion – Update on Water Treatment Project – Mills
3. **VOTE** – Designated Agent Resolution for BRIC Application - Jackson
4. Discussion – Speed Limit on Lakemere - Joll
5. Discussion – Christmas Tree - Weaver
6. Discussion – Hazard Mitigation Plan Update – Jackson
7. REVIEW AGENDA – Nobles
8. ADJOURNMENT

Pledge: Leonard

ITEM 1



**RIVER BEND TOWN COUNCIL
PROPOSED AGENDA
Regular Meeting
November 21, 2024
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.**

Pledge: Leonard

1. Call to Order (Mayor Pro Tempore Sheffield Presiding)
2. Recognition of New Residents
3. Additions / Deletions / Adoption to Agenda
4. Addresses to the Council - None
5. Public Comment

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

6. Public Hearings – None
7. Consent Agenda

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

A. Approve:

*Minutes of the October 10, 2024, Work Session Meeting
Minutes of the October 17, 2024, Regular Council Meeting*

8. Town Manager's Report – Delane Jackson
 - Activity Reports*
 - A. *Monthly Police Report* by Chief Joll
 - B. *Monthly Water Resources Report* by Director of Public Works Mills
 - C. *Monthly Work Order Report* by Director of Public Works Mills
 - D. *Monthly Zoning Report* by Assistant Zoning Administrator McCollum

Administrative Reports:

9. Public Safety – Councilwoman Benton
 - A. Community Watch

10. Parks & Recreation – Councilman Weaver
 - A. Parks & Recreation Report
 - B. Organic Garden Report
11. CAC – Councilwoman Maurer
 - A. CAC Report
12. Finance – Councilman Leonard
 - A. Financial Report - Finance Director
 - B. **VOTE** – Budget Amendment – Birm Media
13. Planning Board – Councilman Sheffield
 - A. Planning Board Report
14. Mayor Pro Tempore's Report
15. Adjournment

ITEM 3



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RIVER BEND TOWN COUNCIL PROPOSED AGENDA

Work Session Meeting
December 5, 2024
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.

1. **VOTE** – Agenda: Additions / Deletions / Adoption
2. SPECIAL PRESENTATION – Audit Presentation for Fiscal Year 2023-2024 by Austin Eubanks of Thompson, Price, Scott, Adams & Co., P.A. via Zoom - Gilbert
3. **VOTE** – Award Engineering Services Agreement for Water Treatment Plant Project - Jackson
4. DISCUSSION – Appointment of Mayor Pro Tempore - Jackson
5. DISCUSSION – Adoption of 2025 Town Council Meeting Schedule - Jackson
6. DISCUSSION – Adoption of 2025 Employee Holiday Schedule - Jackson
7. DISCUSSION – Mayor and Town Council Responsibility Chart – Jackson
8. DISCUSSION – Council Code of Ethics – Jackson
9. DISCUSSION – Appointment of ECC Representative – Jackson
10. DISCUSSION – Pickle Ball Court - Maurer
11. **VOTE** – Policy on Pornography as required by NCGS § 143-805 – Jackson
 - a. Resolution
 - b. Human Resources Policy Amendment
12. **VOTE** – Accept Land Donation - Jackson
13. REVIEW AGENDA – Nobles
14. ADJOURNMENT

Pledge: Maurer



**RIVER BEND TOWN COUNCIL
PROPOSED AGENDA
Regular Meeting
December 12, 2024
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.**

Pledge: Maurer

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

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

6. Public Hearings - NONE
7. Consent Agenda

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

A. Approve:

*Minutes of the November 14, 2024 Work Session
Minutes of the November 21, 2024 Regular Council Meeting
Minutes of the December 5, 2024 Work Session
Minutes of the August 15, 2024 Closed Session
Minutes of the September 12, 2024 Closed Session
Minutes of the November 14, 2024 Closed Session*

8. Town Manager's Report – Delane Jackson
 - Activity Reports*
 - A. *Monthly Police Report* by Chief Joll
 - B. *Monthly Water Resources Report* by Director of Public Works Mills
 - C. *Monthly Work Order Report* by Director of Public Works Mills
 - D. *Monthly Zoning Report* by Assistant Zoning Administrator McCollum

Administrative Reports:

9. Parks & Recreation – Councilman Weaver
 - A. Parks and Rec Report
 - B. Organic Garden Report

- 10. CAC – Councilwoman Maurer
 - A. CAC Report
- 11. Finance – Councilman Leonard
 - A. Financial Report - Finance Director
- 12. Environment And Waterways – Councilman Leonard
 - A. EWAB Report
- 13. Adjournment Sine Die

- 14. Call to Order (Mayor Pro Tempore Sheffield Presiding)
- 15. Installation of Mayor and Council Member - Town Clerk
- 16. **VOTE** – Appointment of Mayor Pro Tempore
- 17. **VOTE** – Adoption of 2025 Town Council Meeting Schedule
- 18. **VOTE** – Adoption of 2025 Employee Holiday Schedule
- 19. **VOTE** – Mayor and Town Council Responsibility Chart
- 20. **VOTE** - Council Code of Ethics
- 21. **VOTE** – Appointment of ECC Representative
- 22. Adjournment

