



**TOWN OF RICHLANDS BOARD OF ALDERMEN
REGULAR MEETING AGENDA
302 S. Wilmington Street, Richlands, NC 28574
September 8, 2026
6:00 p.m.**

A. CALL TO ORDER

1. Invocation
2. Pledge of Allegiance

B. ADOPTION OF AGENDA (ACTION)

C. ADOPTION OF MINUTES (ACTION)

- 1) 4-23-26 Special Called Meeting Minutes **(ACTION)**
- 2) 7-27-26 Special Called Meeting Minutes **(ACTION)**
- 3) 8-11-26 Regular Meeting Minutes **(ACTION)**
- 4) 8-18-26 Reconvened Meeting Minutes **(ACTION)**

D. INFORMAL PUBLIC COMMENTS (REVIEW)

Public Comments are limited to 3 minutes each speaker and cannot be transferred to another speaker. The purpose of Public Comments is to provide attendees with an opportunity to speak on Town matters. It is not meant to be a dialogue exchange between speakers, the Board of Aldermen and others in the audience. The Board and/or staff will follow up as promptly as possible if necessary.

E. SPECIAL PRESENTATION – Mayor McKinley and Board of Aldermen

F. OLD BUSINESS – Mary Ann Jarman – Amendment of Parking Schedule

G. NEW BUSINESS

1. Traffic Code Update – Prohibiting Large Trucks on select streets downtown **(REVIEW)**
2. Planning Board Appointments **(ACTION)**

H. DEPARTMENTAL MONTHLY REPORTS

- Police Activity Logs – August 2026 **(REVIEW)**
- Finance – August 2026 Budget vs. Actual Reports **(REVIEW)**
- Zoning/Code Enforcement **PROVIDED AT THE MEETING)**



- Public Works (**PROVIDED AT THE MEETING**)

I. ADMINISTRATOR'S REPORT

- Updates/Additional Information (**REVIEW**)

J. BOARD MEMBER CONCERNS AND COMMITTEE UPDATES IF APPLICABLE

K. ADJOURN

NOTES:

- 1) If there are any questions, concerns, or requests for information regarding any agenda items or other Town matters, please contact staff in advance of the Board meeting, if possible, to allow us enough time to thoroughly research issues if necessary.
- 2) Items marked with (**ACTION**) are items that will require Board approval. Items marked with (**REVIEW**) are for the Board's review only. Items marked with (**ACTION and/or REVIEW**) do not require Board approval but the Board may choose to act on the item.

TOWN OF RICHLANDS
NORTH CAROLINA

Office of the
Town Clerk
(910) 324-3301
(910) 324-2324 fax
townclerk@richlandsnc.gov



Mailing Address:
P.O. Box 245
Richlands, N.C. 28574

The Richlands Board of Aldermen met in a Special Called Meeting on April 23, 2026, at 6:30 p.m. at the Richlands Town Hall. Present for the meeting were:

Mayor Pro-Tem Tom Brown
Alderman Marilyn Bunce
Alderman Kent Painter

Alderman Paul Conner
Alderman Alice Betts

Absent: Mayor McKinley D. Smith

Also present were:

Chris Roberson, Town Manager
Isa Flores, Town Clerk
Anthony Horne, Police Chief

Keith Fountain, Town Attorney
Johnathan Jarman, Public Works Director

A. CALL TO ORDER

Mayor Pro-Tem Tom Brown called the meeting to order at 6:30 p.m.

1. Invocation- Mayor Pro-Tem Tom Brown
2. Pledge of Allegiance-Mayor Pro-Tem Tom Brown

B. ADOPTION OF AGENDA:

Chris Roberson, Town Administrator, presented the agenda to the Board.

A **motion** was made by Alderman Paul Conner, seconded by Alderman Alice Betts, to adopt the agenda as presented. The **motion** was unanimously carried.

C. CLOSED SESSION TO DISCUSS PERSONNEL MATTERS (N.C.G.S. 143.11(6):

Alderman Paul Conner made a **motion** to move into a Closed Session to discuss personnel matters. Alderman Kent Painter seconded the **motion**. The **motion** was unanimously carried.

Alderman Paul Conner made a **motion** to go out of closed session. Alderman Marilyn Bunce seconded the **motion**. The **motion** was unanimously carried.

Upon return of Board members and staff, Alderman Paul Conner made a **motion** to go back into open session. Alderman Kent Painter seconded the **motion**. The **motion** was unanimously carried.

No Action Taken

D. ADJOURNMENT

Alderman Paul Conner made a **motion** to adjourn. Alderman Kent Painter seconded the **motion**. The **motion** was unanimously carried.

Respectfully Submitted,

Mayor McKinley D. Smith

Attest Isa Flores, Town Clerk

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The Richlands Board of Aldermen met in a Special Called meeting on July 27, 2026, at 6:15 p.m. at the Richlands Town Hall. Present for the meeting were:

Mayor McKinley D. Smith
Alderman Paul Conner
Alderman Alice Betts

Alderman Tom Brown
Alderman Marilyn Bunce
Alderman Kent Painter

Also present were:

Chris Roberson, Town Administrator
Patricia Allen, Town Clerk

Keith Fountain, Town Attorney
Johnathan Jarman, Public Works Director

There were 0 citizens present.

A. CALL TO ORDER:

Mayor McKinley Smith called the meeting to order at 6:10 p.m.

1. **INVOCATION** – Mayor McKinley Smith
2. **PLEDGE OF ALLEGIENCE** – Alderman Paul Conner

B. ADOPTION OF AGENDA:

Chris Roberson, Town Administrator, presented the agenda to the Board.

A **motion** was made by Alderman Marilyn Bunce, seconded by Alderman Tom Brown, to adopt the agenda as presented. The motion was unanimously carried.

C. CLOSED SESSION FOR PERSONNEL (NCGS 143-318.11(a)(6))

Alderman Paul Conner made a motion to enter an open session at 6:13 p.m., seconded by Tom Brown. Motion unanimously carried.

The board of Alderman returned from the open session at 6:48 p.m. Alderman Paul Conner made a motion to enter open session. Motion was seconded by Tom Brown. Motion unanimously carried.

D. NEW BUSINESS

- A) Administrator Chris Roberson discussed the need for authorization on purchases of over \$5000.00 even if it is in the Budget Ordinance.
- B) Alderman Paul Conner made a motion to appoint Fonte Nailer as the Interim Police Chief effective July 30, 2026. The motion was seconded by Alderman Kent Painter. Motion was unanimously carried.
- C) Alderman Paul Conner made a motion to adopt the Amended Position Schedule. The motion was seconded by Tom Brown. The motion was unanimously carried.
- D) Administrator Chris Roberson discussed the advertisement for the Chief's position.

He also mentioned the new pre-audit procedure used in the office for all purchases and the purchase requisition form that was created to make sure all purchases go through Finance and are approved by the Town Administrator.

The Town has a new auditing firm for the 2026-2027 fiscal year.

The Abatement mowing contract needs to be reviewed.

E. ADJOURNMENT

A **motion** was made by Alderman Paul Conner to adjourn the July 27, 2026, Special Called meeting. Alderman Tom Brown seconded the motion to adjourn the meeting. The motion was unanimously carried.

Respectfully Submitted,

Mayor McKinley D. Smith

Attest Patricia Allen, Town Clerk

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NORTH CAROLINA

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The Richlands Board of Aldermen met in Regular Session on August 11, 2026, at 6:00 p.m. at the Richlands Town Hall. Present for the meeting were:

Mayor McKinley D. Smith
Alderman Paul Conner
Alderman Alice Betts

Alderman Tom Brown
Alderman Marilyn Bunce

Absent: Alderman Kent Painter
Keith Fountain, Town Attorney

Also present were:

Chris Roberson, Town Administrator
Patricia Allen, Town Clerk
Fonte Nailer, Interim Police Chief

Kyle Fountain, (Stand in) Town Attorney
Johnathan Jarman, Public Works Director

There were 24 citizens present.

A. CALL TO ORDER:

Mayor McKinley Smith called the meeting to order at 6:00 p.m.

INVOCATION –Mayor McKinley Smith

PLEDGE OF ALLEGIENCE – Alderman Paul Conner

B. ADOPTION OF AGENDA:

Chris Roberson, Town Administrator, presented the agenda to the Board.

A **motion** was made by Alderman Brown, seconded by Alderman Marilyn Bunce to adopt the agenda as presented. The motion was unanimously carried.

C. ADOPTION OF MINUTES:

An announcement was made by Administrator Chris Roberson that the minutes from the July 14, 2026, Regular meeting as well as the minutes of the July 27, 2026 Special Call meeting are forthcoming due to unforeseen circumstances with the Town server.

D. INFORMAL PUBLIC COMMENTS

There were no public comments

E. NEW BUSINESS

Administrator Chris Roberson presented a proposal created by ONWASA seeking Federal funding and would like the Town's support. ONWASA provided a letter for local elected officials to review and sign showing support for the funding.

A motion was made by Alderman Marilyn Bunce for the Town of Richlands to support the proposal presented, seconded by Alderman Alice Betts. The motion was unanimously carried.

Administrator Chris Roberson introduced Interim Chief Nailer as Chief Horne's temporary replacement. Patricia Allen (Town Clerk) administered the Oath to Chief Nailer. Administrator Chris Roberson stated that the position has been posted, and applications will be accepted to fill the position. This will include the consideration of Interim Chief Nailer remaining in the position. Interim Chief Nailer introduced Officer Campfield as a new Officer at the Richlands Police Department.

Administrator Chris Roberson mentioned the Surplus Resolution as it pertains to Retired Chief Horne being able to purchase his duty weapon. He would like to further discuss the matter in the August 18th meeting.

F. DEPARTMENTAL MONTHLY REPORTS

Police- The Board of Alderman was provided with a monthly report

Finance- Nothing to report

Code Enforcement- The Board of Alderman was provided with a monthly report

Public Works- Nothing to report

G. ADMINISTRATOR'S REPORT

Administrator Chris Roberson provided an explanation as to how the Town server was destroyed by lightning and the effects it had on the staff's ability to do their jobs. He stated that steps were taken immediately to repair the system and to recover data lost in the strike. An insurance claim was filed and a "strike team" was sent out to evaluate the extent of the damages. He feels it is necessary to discuss options when replacing the server that may prevent such an extensive loss if damage were to occur later.

H. BOARD MEMBER CONCERNS AND UPDATES

Alderman Marilyn Bunce wanted to remind everyone that the Backpack Program would be at the Piggly Wiggly Friday August 14, 2026, from 7:00 a.m. until 6:00 p.m. Alderman Bunce stated the program has packed up to 175 backpacks every week for students to have food over the weekends once school has started.

I. ADJOURN

Alderman Marilyn Bunce made a motion to recess the August 11, 2026, meeting until August 18, 2026, at 6:00 p.m. Alderman Alice Betts seconded the motion to RECESS the meeting. The motion was unanimously carried.

Respectfully Submitted,

Mayor McKinley D. Smith

Attest Patricia Allen, Town Clerk

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NORTH CAROLINA

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The Richlands Board of Aldermen met in Reconvened Session on August 18, 2026, at 6:00 p.m. at the Richlands Town Hall. Present for the meeting were:

Mayor McKinley D. Smith
Alderman Paul Conner
Alderman Alice Betts

Alderman Tom Brown
Alderman Marilyn Bunce
Alderman Kent Painter

Absent:

Town Attorney Keith Fountain

Also present were:

Chris Roberson, Town Manager
Patricia Allen, Town Clerk
Fonte Nailer, Interim Police Chief

Kyle Fountain, (Stand in) Town Attorney
Johnathan Jarman, Public Works Director
Isa Flores-Finance Director

There was 1 citizen present.

A. RECONVENE

Mayor McKinley Smith called the meeting to order at 6:00 p.m.

B. ADOPTION OF AMENDED AGENDA:

Chris Roberson, Town Manager, presented the amended agenda to the Board.

Alderman Marilyn Bunce made a **motion** to adopt the amended agenda as presented; Alderman Kent Painter seconded the **motion**. The **motion** was unanimously carried.

C. ADOPTION OF MINUTES:

Alderman Tom Brown made a **motion** to adopt the July 14, 2026 Regular Meeting Minutes. Alderman Marilyn Bunce seconded the **motion**. The **motion** was unanimously carried.

D. NEW BUSINESS

1. Town Manager Chris Roberson presented a resolution authorizing emergency/exigent procurement which says a severe lightning strike destroyed the Town's sole network server and several other essential components severely limiting our operational capabilities and essential municipal services. Town Manager Chris Roberson asks that the Board of Alderman declares that an emergency exists and the Town Manager may get necessary equipment and materials needed.

Alderman Paul Conner made a **motion** to adopt the Emergency/Exigent Procurement Resolution presented. Alderman Alice Betts seconded the **motion**. The **motion** was unanimously carried.

2. Town Manager Chris Roberson talked about the damages that occurred to Town equipment due to the lightning strike and how he has worked with the NCLM, IPM and the "Strike Team" to evaluate the damages and the best way to make the repairs necessary to move forward as quickly and efficiently as possible. IPM has been "holding on" to our files until the Town has a plan of action. He stated that the claim with the insurance company has been processed and a check has been issued for the repairs. A new server with back up capabilities will give us the room to grow with increased security and faster repair time if disaster were to strike again. Town Manager Chris Roberson introduced IPM representatives to explain the process after the lighting strike and options for moving forward with a new server. The IPM representative explained that the server the Town currently uses needs an upgrade. He also says that repairing the server would be more expensive down the road because a typical warranty is only 4-5 years.

Alderman Tom Brown made a **motion** to purchase the server presented by IPM. Alderman Alice Betts seconded the **motion**. The **motion** was unanimously carried.

3. Town Manager Chris Roberson provided a Budget Amendment for the replacement of the damaged server.

Alderman Kent Painter made a **motion** to adopt the Budget Amendment to replace the server. Alderman Tom Brown seconded the **motion**. The **motion** was unanimously carried.

4. Town Manager Chris Roberson made a resolution declaring certain property of the Town to be surplus. The resolution is referencing a Glock Model 45 that belonged to Chief Horne while he was employed with the Richlands Police Department. The resolution also says that Glock Model 45 is awarded to Retired Chief Anthony Horne at the price of \$1.00 (one dollar).

Alderman Tom Brown made a **motion** to adopt the resolution allowing Chief Horne to buy his duty weapon for \$1.00. Alderman Marilyn Bunce seconded the **motion**. The **motion** was unanimously carried.

E. BOARD MEMBER COMMENTS OR CONCERNS

Alderman Marilyn Bunce asked about a Police schedule and if it would be available in the agenda each month. Town Manager Chris Roberson said that it would be available but Chief Nailer prefers it to be given to them personally.

F. ADJOURN

Alderman Marilyn Bunce made a **motion** to adjourn the August 18, 2026 meeting. Alderman Alice Betts seconded the **motion** to adjourn the meeting. The **motion** was unanimously carried.

Respectfully Submitted,

Mayor McKinley D. Smith

Attest Patricia Allen, Town Clerk

**TOWN OF RICHLANDS
BOARD OF ALDERMEN**



Agenda Item
F1

Meeting Date:

8-Sep-26

Presenter:

Town Manager

ITEM TO BE CONSIDERED

Title:

No Thru Traffic Streets - Downtown

Brief Summary:

Preliminary Streets for "no through trucks": East & West Foy, Elizabeth St from Wilmington to New St, New St from Wilmington St to Academy St, Academy from New St to 258, Church St, Railroad St, Nicholson St, Onslow St, Trenton St, Cox St, Pete Jones, Woodson St, Sylvester St from 258 to East Point, East Point St. DOT also mentioned that traffic on Franck Street was a concern based on that last TAC meeting. They requested that I clarify and prepare a plan for what we would like to see done coming into Town via NCDOT maintained roads. All internal streets will be addressed by our Town Traffic Code which will need to be amended once the Board agrees on the streets.

If the Board approves of the agenda item as presented, the following motion(s) is (are) suggested:

By consensus, agree on the streets that you want no through trucks, request the Town Manager to amend the Traffic Code accordingly while submitting the overall plan to NCDOT for their recommendation.

BACKGROUND

Originating Department

Administration

Attachments:

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____

Staff Contact:

Town Manager

REVIEWED BY

Town Manager

☒

Clerk to the Board

Attorney

Finance Officer

ACTION TAKEN

Motion by: _____

Carried: _____

Second by: _____

Ayes: _____

Nays: _____

**TOWN OF RICHLANDS
BOARD OF ALDERMEN**



Agenda Item
F2

Meeting Date:

8-Sep-26

Presenter:

Town Manager

ITEM TO BE CONSIDERED

Title:

Planning Board Appointments

Brief Summary:

I have revised the appointment dates to better stagger the terms as per our ordinances and simplified the month and date of reappointment so that all are done in the same month. John Tripp and Jason Smith currently have unexpired terms but have agreed to serve until their revised terms are up. Kent Painter is not seeking reappointment to his seat. We have received applications from Billy Spencer and Lelio Jerry Pierre to fill this seat. All other members who have seats that have expired have submitted applications to extend their terms.

If the Board approves of the agenda item as presented, the following motion(s) is (are) suggested:

By motion, select an applicant from the two individuals who have submitted applications for the seat that will be vacated by Kent Painter.

BACKGROUND

Originating Department

Administration

Attachments:

1 Planing Board Revised Term Limits

2 Planning Board Applications

3

4

5

Staff Contact:

Town Manager

REVIEWED BY

Town Manager

X

Attorney

Clerk to the Board

Finance Officer

ACTION TAKEN

Motion by: _____

Carried: _____

Second by: _____

Ayes: _____

Nays: _____

Richlands Planning Board & Zoning Board of Adjustment

Effective 8-18-26

Updated: August 18, 2026

Daniel Gray (ETJ) 389-5156
132 Turtle Shell Road (PO Box 128)

PB Term Expires: **06/19/2029**
BOA Term Expires: **06/19/2029**

VACANT (ETJ) ***_****
TBD – Awaiting County Appointment

PB Term Expires: **06/19/2029**
BOA Term Expires: **06/19/2029**

Marilyn Bunce 330-0940
303 East Foy St

PB Term Expires: **06/19/2028**
BOA Term Expires: **06/19/2028**

Kent Painter ***_****
TBD -Awaiting Town Board Appointment

PB Term Expires: **6/19/2028**
BOA Term Expires: **6/19/2028**

John Tripp 358-0693/324-4360
102 Nan St

PB Term Expires: **6/19/2027**
BOA Term Expires: **6/19/2027**

Melissa Kepes 330-0914/324-9981
200 N Wilmington St

PB Term Expires: **6/19/2028**
BOA Term Expires: **6/19/2028**

Jason Smith 910-750-1565
227 Maidstone Dr

PB Term Expires: **6/19/2027**
BOA Term Expires: **6/19/2027**

Joshua Roberts (BOA Alternate) 995-7831
111 Brookhaven Dr

BOA Term Expires: **10/08/2022**

Evan Jarman (BOA Alternate) 330-6937
104 E Hargett St

BOA Term Expires: **10/08/2022**

**TOWN OF RICHLANDS
CITIZEN PARTICIPATION APPLICATION
ADVISORY BOARDS AND COMMITTEES**

If you are a Town of Richlands resident, at least 18 years of age, and willing to volunteer your time and expertise to your community, please complete this application and return to:

Town of Richlands
PO Box 245
Richlands, NC 28574

Phone: (910) 324-3301
Fax: (910) 324-2324
Email: administrator@richlandsnc.gov

I would like to be considered for an appointment to: Richlands Planning Board

Name: WILLIAM E. SPENCER JR Home Address 105 Rand St

City: Richlands Zip Code: 28574

Phone: (H) 910 384-6164 (W) _____ Email: wesencer0902@email.campbell.edu

Place of Employment: Retired Job Title: _____

Describe your current position and duties: _____

Education: B.S. Business Administration Master of Divinity

Please describe background or abilities that qualify you for service on this board: Extensive leadership positions, Resident of Richlands since 1984.

What boards/committees are you presently serving on, if any? None

List any boards or committees you have served on in the past: Richlands Board of Alderman

List ANY businesses or corporations of which you are a stakeholder or have a personal interest: None

Is ANY family member employed by the Town of Richlands or to an organization affiliated with the board or committee to which you are seeking membership? NO If yes, please list: _____

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain:

NO

**TOWN OF RICHLANDS
CITIZEN PARTICIPATION APPLICATION
ADVISORY BOARDS AND COMMITTEES**

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PO Box 245
Richlands, NC 28574

Phone: (910) 324-3301
Fax: (910) 324-2324
Email: administrator@richlandsnc.gov

I would like to be considered for an appointment to: BOA
Name: Melissa S. Kepes Email: melissakepes@gmail.com
City: Richlands Zip Code: 28574
Phone: (H) NA (W) 910-330-0914 Home Address: 200 N. Wilmington St.
Place of Employment: Ray Properties, Inc Job Title: Broker
Describe your current position and duties: Commercial Real Estate Broker,
- commercial real estate sales, leasing, consulting
Education: BBA - Campbell University

Please describe background or abilities that qualify you for service on this board: 40 yrs. real estate
experience, CCIM (Certified Commercial Investment Member), past president Jacksonville Board
of Realtors, past vice chair Onslow County Planning Board, vice chair Jacksonville Onslow Econ. Dev.
What boards/committees are you presently serving on, if any? 3x President, Richlands Rotary
Jacksonville Board of Realtors -
Prof. Stds. Comm, JOED Vice chair, First Christian Church - Deacon Board Vice Chair

List any boards or committees you have served on in the past: Onslow County Home Builders, BOD,
Gum Branches II HOA, BOD, Richlands Chamber of Commerce, BOD,

List ANY businesses or corporations of which you are a stakeholder or have a personal interest: _____
Melissa Kepes Real Estate Inc.

Is ANY family member employed by the Town of Richlands or to an organization affiliated with the board or committee to which you are seeking membership? NO If yes, please list: _____

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain:

NO

**TOWN OF RICHLANDS
CITIZEN PARTICIPATION APPLICATION
ADVISORY BOARDS AND COMMITTEES**

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Richlands, NC 28574

Phone: (910) 324-3301
Fax: (910) 324-2324
Email: administrator@richlandsnc.gov

I would like to be considered for an appointment to:

Richlands Planning Board & Zoning Board

Name: Daniel Gray

Home Address 132 Turtleshell Road (POB 128)

City: Richlands

Zip Code: 28574

Phone: (H) (910) 389-5156 (W) (910) 581-0467 Email: RdgRdg50@yahoo.com

Place of Employment: Onslow County Schools Job Title: Fac. Mgt Cord.

Describe your current position and duties: Oversee 43 sites, maintained with growth. Working with contractors (with all trades)

Education: high school, some college

Please describe background or abilities that qualify you for service on this board: Currently serve as chairman on both boards for over the past 10 yrs

What boards/committees are you presently serving on, if any? Richlands Planning Board

Richlands Zoning Board of Adjustments

List any boards or committees you have served on in the past: Richlands Chamber

Richlands Rotary

List ANY businesses or corporations of which you are a stakeholder or have a personal interest: N/A

Is ANY family member employed by the Town of Richlands or to an organization affiliated with the board or committee to which you are seeking membership? NO If yes, please list: _____

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain:

NO

**TOWN OF RICHLANDS
CITIZEN PARTICIPATION APPLICATION
ADVISORY BOARDS AND COMMITTEES**

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Town of Richlands
PO Box 245
Richlands, NC 28574

Phone: (910) 324-3301
Fax: (910) 324-2324
Email: administrator@richlandsnc.gov

I would like to be considered for an appointment to: Planning Board + Board of Adjustment

Name: Marilyn Bunce Home Address: 303 E. Fay St.

City: Richlands Zip Code: 28574

Phone: (H) 910-330-0940 (W) _____ Email: _____

Place of Employment: N/A Job Title: _____

Describe your current position and duties: _____

Education: HS + some professional training

Please describe background or abilities that qualify you for service on this board: prior service

What boards/committees are you presently serving on, if any? County Planning Board

List any boards or committees you have served on in the past: OC HBA, Boardman,
Co. Bd of Adj.

List **ANY** businesses or corporations of which you are a stakeholder or have a personal interest: N/A

Is **ANY** family member employed by the Town of Richlands or to an organization affiliated with the board or committee to which you are seeking membership? NO If yes, please list: _____

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain:

NO

Applying
For
Planning
Board

**TOWN OF RICHLANDS
CITIZEN PARTICIPATION APPLICATION
ADVISORY BOARDS AND COMMITTEES**

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Richlands, NC 28574

Phone: (910) 324-3301
Fax: (910) 324-2324
Email: administrator@richlandsnc.gov

I would like to be considered for an appointment to:

Planning Board Member

Name: Lellio Jerry Pierre

Home Address 209 Bond Street

City: Richlands

Zip Code: 28574

Phone: (H) 910-467-4372 (W) _____

Email: JLPierre35@gmail.com

Place of Employment: Retired USMC cis of Feb 2006 Job Title: Aviation Maintenance Data Analyst/operation support

Describe your current position and duties: Responsible for tracking, managing, and analyzing maintenance operational data to ensure equipment readiness, safety & efficiency.

Education: Bachelor of Science aeronautics & master of science Strategic leadership

Please describe background or abilities that qualify you for service on this board: Data tracking and Analysis, Process improvement, attention to details, cross team coordination

What boards/committees are you presently serving on, if any? None at this time

List any boards or committees you have served on in the past: none

List **ANY** businesses or corporations of which you are a stakeholder or have a personal interest: N/A

Is **ANY** family member employed by the Town of Richlands or to an organization affiliated with the board or committee to which you are seeking membership? N/A If yes, please list: _____

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain:

N/A

NOTE: I've been attending the Town Council meetings on Tuesdays

MEMORANDUM

DATE: September 8, 2026

TO: The Board of Alderman /Town Manager/ Directors

FROM: Interim Chief of Police

SUBJECT: Departmental Operations and Status Report

1. Leadership Transition & Administration

- **Retirement & Turnover:** Chief Horne officially retired on Wednesday, July 29, 2026. A formal Agency Head Turnover was successfully conducted, and I assumed command as Interim Chief on Thursday, July 30, 2026. Former Chief Horne has requested to be awarded his duty firearm upon retirement.
- **Security & Administrative Updates:** Former Chief Horne has been administratively separated from all local, state, and federal computer access databases. Additionally, current best practice procedures have been implemented across the department for public safety maintenance, office supply procurement, and labor management.

2. Personnel, Recruitment, & Training

- **New Hire - Officer Campfield Status:** Officer Campfield was sworn in on July 24, 2026. Her uniforms have been fitted, purchased, and delivered. She commenced her field training program on August 3, 2026, and has completed over 200 hours. She has successfully progressed through training.
- **Applicant Pipeline:** A new applicant is currently in the active pipeline, finalizing their required medical evaluations. After results are received and accepted, the applicant will complete firearms qualification and required documents will be submitted NC Criminal Justice Training and Standards Commission for approval.
- **Internal Alignment:** I held a comprehensive departmental personnel meeting to formally introduce Officer Campfield, introducing myself as the Interim Chief, and addressing core operational objectives and expectations moving forward.
- **Training Opportunity** – I have enrolled two Richlands Police Officers in a two-day training program. Integrating Communications and Tactics training or ICAT. This is an evidence-based approach to use-of-force training, ICAT provides first responding police officers with the tools, skills, and options they need to defuse a range of critical incidents.

3. Fleet Maintenance & Scheduling

- **Operations:** Officers are aware of staffing / scheduling challenges and have committed to assisting with training new hire and taking on new responsibilities.
- **Fleet Readiness:** Preventative maintenance has been performed on a patrol vehicle ensuring continuous operational readiness.

4. Community Engagement & External Affairs

- **Saunders and Sanders Family Parade:** On Saturday, August 8, 2026, the department participated in the DOT-approved **Saunders and Sanders Family Parade**. Officer P. Saldana, Officer M. Campfield, and OCSO Deputy Holloman provided security and escort support from start to finish, engaging positively with attendees and taking photos with local families.
- **Jacksonville Police Lieutenant XY Brown:** On Monday August 24, at 11:00 AM Officer M. Campfield and I attended Lt. James XY Browns' celebration of life at River of Life Church in Jacksonville. I also attended the procession and burial at Coastal Carolina State Veterans Cemetery.
- **External Agency Liaison:** The department is currently coordinating with the Bronx Homicide Bureau regarding an Out of State Witness request for an officer to provide upcoming testimony. An out-of-state travel agreement has been drafted requesting the agency to fully provide or reimburse us for overtime, travel, lodging, meals and per diem during the days the officer is requested to testify in court. We are awaiting response from the Bureau.

Activity Log Event Summary (Cumulative Totals)

Richlands Police Department

(08/01/2026 - 08/31/2026)

<No Event Type Specified>	2	911 Hang-Up	1
Adminstration Run	24	Alarm Activation	7
Animal Complaint	3	Arrest	10
Assist Citizen	20	Assist EMS	6
Assist Fire	1	Assist Other Agency	30
Assist Other RPD Officer	5	Bank Escort	2
Business Check	677	Business Walk Through	26
Call for Service	363	Careless & Reckless	3
Child Abuse	1	Citation	107
Cite & Release	1	Civil Problem	4
Crash	6	Death	1
Domestic Dispute	5	DWI	1
DWLR	18	Follow up Investigation	2
Foot Patrol	2	Fraud	2
FTO Training	5	Incident Report	22
Inspection Violation	2	Juvenile Problems	2
Larceny	3	Lighting Violation	51
Lost/Stolen Property	2	Loud Muffler	4
Mandatory In-Service Training	1	Move Over Law Violation	1
No Insurance	7	NOL	9
Open Door/Windows	1	Patrol Zone 1	31
Patrol Zone 2	29	Patrol Zone 3	29
Patrol Zone 4	32	Patrol Zone 5	37
Patrol Zone 6	35	Possession of Drug Paraphernalia	1
Possession of Marijuana	1	Registration Violation	50
Revoked Plate	3	Safe Movement Violation	10
Seatbelt	4	Selective Traffic Enforcement	52
Special Assignment	5	Speeding	77
Stoplight/Sign	9	Supplement to report	13
Suspicious Vehicle/Person/Incident	18	Towed Vehicle	1
Transport to Jail	8	Unlock Car	3
Vehicle Check After Shift	20	Vehicle Check Before Shift	21
Vehicle Searches	3	Vehicle Stop	262

Activity Log Event Summary (Cumulative Totals)

Richlands Police Department

(08/01/2026 - 08/31/2026)

Verbal Warnings	136	Warning Citation	20
Warrant	9	Window Tint Violation	12

Total Number Of Events: 2,371

**Town of Richlands Code Enforcement
August 2026 Monthly Report**

Notice of Violation Letters

- Kimberly Horne - Lighting Ordinance
- Liberty Christian Academy – change of use permit
- K&L sign permit – 111 N Wilmington St
- 115 New St verbal warning – grass clippings Resolved
- 205 W Hargett St – grass clippings Resolved
- 406 N Wilmington St – grass Resolved
- 108 Dukes Lake Circle – grass Resolved
- 105 Amberwine – easement Resolved
- 104 Woods Run Circle - grass clippings Resolved
- 109 Woods Run Circle – grass Resolved
- 103 Amberwine – easement Resolved
- 315 E Frank St – grass Resolved
- 204 E Hargett St – grass Resolved
- 106 E Hargett St – grass Resolved
- 304 Barrister Ln - zoning permit
- 105 N Academy St – grass clippings Resolved
- 301 E Foy St – grass clippings
- 508 Hargett St – grass Resolved
- 108 E Hargett St – Fence permit
- 106 E Point – Dilapidated house Demolished
- 125 Pembury Way – grass Resolved
- 134 Annie Rd – grass Resolved
- 127 Pembury Way – grass Resolved
- 8300 Richlands Hwy – grass Resolved
- Dollar General – sign permit
- 109 Elizabeth St – grass and Derelict vehicle
- 106 E Point zoning permit
- 106 Dreadnaught – zoning permit
- Fire Station parking issue
- 110 N Squires Run – zoning permit
- 112 N Squires Run – zoning permit
- 105 N Squires Run – zoning permit
- 109 N Squires Run - zoning permit
- 107 N Squires Run – zoning permit
- 105 Pembury Way – grass clippings Resolved
- 402 E Hargett St -grass Resolved
- 106 Trenton St – grass Resolved
- 119 Pembury Way -grass clippings Resolved
- 224 Maidstone Dr – grass Resolved

- Waller Tire for oil change and door repair
- 205-C Wilmington St – zoning permit
- 110 Wilmington St – grass Resolved
- 111 Esquire Dr – Derelict vehicle
- 201 Wilmington St – grass Resolved
- 110 Wilmington St - Banners removed
- 128 Pembury Way – grass Resolved
- 107 Esquire Dr – grass
- 105 Esquire Dr – grass
- 118 Woods Run Circle – Home Business
- 105 E Point St- grass
- 111 New St – grass clippings
- 106 Wilmington St – grass
- 8200 Richlands Hwy – Ditch
- 108 Wilmington St – grass
- 101 E point St – grass
- Tinas Kitchen – Itinerant merchant permit
- 112 Brookhaven Dr – grass
- 209 N Wilmington St – grass
- 207 N Wilmington St – grass
- 105 E Foy St – grass
- 105 Esquire Rd – grass
- 111 Airleigh Pl – grass
- 102 Airleigh Pl – refuse
- 114 Annie Rd – grass clippings
- Grounds for Adventure- Itinerant merchant permit
- The Filled Croissant – Itinerant merchant permit
- No Rules food Truck- Itinerant merchant permit
- Funnel of love – Itinerant merchant permit
- 175 N squires Run Ln – grass
- 307 Dillard Ln – grass clippings
- 100 Dillard Ln - grass clippings
- 107 Airleigh Pl - grass
- 108 S Onslow St - Refuse

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TOWN OF RICHLANDS
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 8 / 26

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10 General

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
5000							
5100 Governing Body							
416	Elected Officials	0.00	0.00	12,008.00	12,008.00	12,008.00	%
421	FICA	0.00	0.00	920.00	920.00	920.00	%
511	Professional Services	0.00	9,800.00	36,600.00	36,600.00	26,800.00	27 %
512	Contractual services	464.10	464.10	9,720.00	9,720.00	9,255.90	5 %
513	Staff development & travel	0.00	0.00	2,500.00	2,500.00	2,500.00	%
525	Property & Liability Insurance	0.00	62,596.16	62,600.00	62,600.00	3.84	100 %
534	Dues & subscriptions	0.00	4,745.00	5,500.00	5,500.00	755.00	86 %
579	Miscellaneous Expense	88.00	88.00	3,000.00	3,000.00	2,912.00	3 %
Account Total:		552.10	77,693.26	132,848.00	132,848.00	55,154.74	58 %
5210 Administration							
411	Full-time regular wages	23,631.22	52,951.10	318,000.00	318,000.00	265,048.90	17 %
421	FICA	1,807.76	4,050.70	24,327.00	24,327.00	20,276.30	17 %
423	LGERS Pension	3,568.30	7,995.58	48,018.00	48,018.00	40,022.42	17 %
424	401K	1,181.56	2,647.56	15,764.00	15,764.00	13,116.44	17 %
425	Health & Life Insurance	4,748.63	8,679.01	41,900.00	41,900.00	33,220.99	21 %
512	Contractual services	47.70	3,400.56	16,500.00	17,700.00	14,299.44	19 %
513	Staff development & travel	200.00	972.56	7,601.00	7,601.00	6,628.44	13 %
515	Advertising	304.80	304.80	2,000.00	2,000.00	1,695.20	15 %
523	Maint & Rep - Equipment	1,596.57	1,596.57	2,500.00	2,500.00	903.43	64 %
524	Maint & Rep - Vehicles	184.95	300.01	500.00	500.00	199.99	60 %
526	Utilities & Communication	1,386.22	2,049.10	13,000.00	13,000.00	10,950.90	16 %
534	Dues & subscriptions	0.00	190.00	1,700.00	1,700.00	1,510.00	11 %
535	Postage & Printing	0.00	109.34	600.00	600.00	490.66	18 %
537	Collection Fee	0.00	240.03	10,000.00	10,000.00	9,759.97	2 %
551	Supplies	154.47	826.62	3,000.00	3,000.00	2,173.38	28 %
561	Capital Outlay	16,166.67	24,082.65	42,000.00	59,274.00	35,191.35	41 %
564	Debt Service Principle	0.00	0.00	9,297.00	9,297.00	9,297.00	%
565	Debt Service - Interest	0.00	0.00	1,370.00	1,370.00	1,370.00	%
579	Miscellaneous Expense	60.00	60.00	1,000.00	1,000.00	940.00	6 %
581	Operation Santa Donations	0.00	0.00	2,000.00	2,000.00	2,000.00	%
Account Total:		55,038.85	110,456.19	561,077.00	579,551.00	469,094.81	19 %
5310 Public Safety							
411	Full-time regular wages	26,045.11	54,438.39	384,300.00	384,300.00	329,861.61	14 %
412	Part-time regular wages	1,040.40	1,040.40	5,000.00	5,000.00	3,959.60	21 %
414	Separation Allowance	1,500.24	1,831.69	270.00	270.00	-1,561.69	678 %
421	FICA	2,131.76	4,338.81	29,500.00	29,500.00	25,161.19	15 %
423	LGERS Pension	4,453.71	9,308.99	65,800.00	65,800.00	56,491.01	14 %
424	401K	1,302.27	2,721.97	19,500.00	19,500.00	16,778.03	14 %
425	Health & Life Insurance	2,409.55	6,387.20	66,240.00	66,240.00	59,852.80	10 %
511	Professional Services	0.00	0.00	100.00	100.00	100.00	%
512	Contractual services	2,965.70	6,373.40	24,500.00	25,700.00	19,326.60	25 %
513	Staff development & travel	0.00	0.00	1,500.00	1,500.00	1,500.00	%
514	Uniforms	0.00	868.91	2,000.00	2,000.00	1,131.09	43 %
523	Maint & Rep - Equipment	352.57	352.57	1,000.00	1,000.00	647.43	35 %
524	Maint & Rep - Vehicles	74.95	979.90	12,600.00	12,600.00	11,620.10	8 %
526	Utilities & Communication	1,662.75	2,325.62	17,000.00	17,000.00	14,674.38	14 %
534	Dues & subscriptions	0.00	0.00	200.00	200.00	200.00	%

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TOWN OF RICHLANDS
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 8 / 26

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10 General

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
535	Postage & Printing	0.00	109.33	500.00	500.00	390.67	22 %
551	Supplies	1,978.01	3,613.55	16,000.00	16,000.00	12,386.45	23 %
561	Capital Outlay	16,166.67	16,166.67	0.00	17,273.00	1,106.33	94 %
564	Debt Service Principle	0.00	0.00	13,496.00	13,496.00	13,496.00	%
565	Debt Service - Interest	0.00	0.00	1,660.00	1,660.00	1,660.00	%
573	Governing Board Projects	0.00	0.00	200.00	200.00	200.00	%
579	Miscellaneous Expense	0.00	125.00	2,000.00	2,000.00	1,875.00	6 %
601	NC State - Forfeiture	0.00	0.00	3,100.00	3,100.00	3,100.00	%
602	Fed US Treasury - Forfeiture	0.00	0.00	556.00	556.00	556.00	%
603	Fed DOJ - Forfeiture	0.00	0.00	5,520.00	5,520.00	5,520.00	%
	Account Total:	62,083.69	110,982.40	672,542.00	691,015.00	580,032.60	16 %
5400	Fire						
512	Contractual services	0.00	35,250.00	141,000.00	141,000.00	105,750.00	25 %
	Account Total:	0.00	35,250.00	141,000.00	141,000.00	105,750.00	25 %
5620	Code Enforcement						
512	Contractual services	0.00	15,000.00	15,000.00	15,000.00	0.00	100 %
	Account Total:	0.00	15,000.00	15,000.00	15,000.00	0.00	100 %
5720	Buildings & Grounds						
512	Contractual services	280.00	1,630.00	26,000.00	26,000.00	24,370.00	6 %
521	Maint & Rep - Infrastructure	0.00	0.00	5,000.00	5,000.00	5,000.00	%
522	Maint & Rep - Buildings	0.00	375.00	10,000.00	10,000.00	9,625.00	4 %
526	Utilities & Communication	656.73	1,115.73	9,000.00	9,000.00	7,884.27	12 %
551	Supplies	-124.39	425.61	1,000.00	1,000.00	574.39	43 %
579	Miscellaneous Expense	14.00	14.00	200.00	200.00	186.00	7 %
	Account Total:	826.34	3,560.34	51,200.00	51,200.00	47,639.66	7 %
5740	Streets						
411	Full-time regular wages	17,053.60	38,278.21	238,000.00	238,000.00	199,721.79	16 %
421	FICA	1,304.60	2,928.29	17,600.00	17,600.00	14,671.71	17 %
423	LGERS Pension	2,575.08	5,779.98	35,000.00	35,000.00	29,220.02	17 %
424	401K	852.68	1,913.91	11,500.00	11,500.00	9,586.09	17 %
425	Health & Life Insurance	3,182.12	6,364.24	37,900.00	37,900.00	31,535.76	17 %
511	Professional Services	0.00	0.00	500.00	500.00	500.00	%
512	Contractual services	1,330.72	1,603.41	37,000.00	38,200.00	36,596.59	4 %
513	Staff development & travel	0.00	0.00	500.00	500.00	500.00	%
514	Uniforms	0.00	704.80	2,500.00	2,500.00	1,795.20	28 %
515	Advertising	110.15	110.15	500.00	500.00	389.85	22 %
522	Maint & Rep - Buildings	0.00	0.00	100.00	100.00	100.00	%
523	Maint & Rep - Equipment	49.82	620.56	4,500.00	4,500.00	3,879.44	14 %
524	Maint & Rep - Vehicles	655.00	655.00	9,000.00	9,000.00	8,345.00	7 %
526	Utilities & Communication	10,221.79	14,102.02	45,000.00	45,000.00	30,897.98	31 %
535	Postage & Printing	0.00	109.33	500.00	500.00	390.67	22 %
551	Supplies	1,074.39	2,345.60	11,500.00	11,500.00	9,154.40	20 %
561	Capital Outlay	16,166.66	16,166.66	37,200.00	54,473.00	38,306.34	30 %
564	Debt Service Principle	0.00	0.00	27,087.00	27,087.00	27,087.00	%
565	Debt Service - Interest	0.00	0.00	3,077.00	3,077.00	3,077.00	%
572	Powell Bill Expenses	0.00	2,214.90	90,000.00	90,000.00	87,785.10	2 %
576	Landfill Tipping Fees	774.25	774.25	59,000.00	59,000.00	58,225.75	1 %

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TOWN OF RICHLANDS
Statement of Expenditure - Budget vs. Actual Report
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10 General

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
579	Miscellaneous Expense	0.00	0.00	4,000.00	4,000.00	4,000.00	%
	Account Total:	55,350.86	94,671.31	671,964.00	690,437.00	595,765.69	14 %
5750	Solid Waste						
512	Contractual services	10,210.78	10,210.78	132,000.00	132,000.00	121,789.22	8 %
	Account Total:	10,210.78	10,210.78	132,000.00	132,000.00	121,789.22	8 %
	Account Group Total:	184,062.62	457,824.28	2,377,631.00	2,433,051.00	1,975,226.72	19 %
	Fund Total:	184,062.62	457,824.28	2,377,631.00	2,433,051.00	1,975,226.72	19 %

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TOWN OF RICHLANDS
Statement of Expenditure - Budget vs. Actual Report
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32 Rural Transformation Grant

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
5000							
5720	Buildings & Grounds						
563	Construction	49,773.49	49,773.49	90,982.00	90,982.00	41,208.51	55 %
577	Contingencies	0.00	4,869.44	33,000.00	33,000.00	28,130.56	15 %
	Account Total:	49,773.49	54,642.93	123,982.00	123,982.00	69,339.07	44 %
	Account Group Total:	49,773.49	54,642.93	123,982.00	123,982.00	69,339.07	44 %
	Fund Total:	49,773.49	54,642.93	123,982.00	123,982.00	69,339.07	44 %
	Grand Total:	233,836.11	0.00				
			512,467.21	2,501,613.00	2,557,033.00	2,044,565.79	20 %

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TOWN OF RICHLANDS
Financial Summary Report
For the Accounting Period: 8 / 26

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10 General

Account		Expended		Committed	Budget	Variance	% Committed
Object	Description	Current YTD	Encumber YTD				
Revenue							
*TAX REVENUES				24,096.95	994,085.00	-969,988.05	2 %
*INTERGOVERNMENTAL				164,686.99	886,500.00	-721,813.01	19 %
*INVESTMENT INCOME				3,106.89	35,100.00	-31,993.11	9 %
*SALES OF SERVICE				47,593.15	339,800.00	-292,206.85	14 %
*FEES & FINES				4,149.00	16,800.00	-12,651.00	25 %
*GRANTS & DONATIONS					2,000.00	-2,000.00	0 %
*MISCELLANEOUS				15,550.86	133,766.00	-118,215.14	12 %
*TRANSFERS & APPROPRIATIONS					25,000.00	-25,000.00	0 %
Total Revenue				259,183.84	2,433,051.00	-2,173,867.16	11 %
Expenses							
Governing Body		77,693.26		77,693.26	132,848.00	-55,154.74	58 %
Administration		91,755.96	18,700.23	110,456.19	579,551.00	-469,094.81	19 %
Public Safety		94,565.73	16,416.67	110,982.40	691,015.00	-580,032.60	16 %
Fire		35,250.00		35,250.00	141,000.00	-105,750.00	25 %
Code Enforcement		4,650.00	10,350.00	15,000.00	15,000.00		100 %
Buildings & Grounds		3,560.34		3,560.34	51,200.00	-47,639.66	7 %
Streets		77,695.54	16,975.77	94,671.31	690,437.00	-595,765.69	14 %
Solid Waste		10,210.78		10,210.78	132,000.00	-121,789.22	8 %
Total Expenses		395,381.61	62,442.67	457,824.28	2,433,051.00	-1,975,226.72	19 %
Net Income				-198,640.44			

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TOWN OF RICHLANDS
Financial Summary Report
For the Accounting Period: 8 / 26

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32 Rural Transformation Grant

Account		Expended		Committed	Budget	Variance	% Committed				
Object	Description	Current YTD	Encumber YTD								
Revenue											
*GRANTS & DONATIONS					90,982.00	-90,982.00	0 %				
*TRANSFERS & APPROPRIATIONS					33,000.00	-33,000.00	0 %				
Total Revenue					123,982.00	-123,982.00	0 %				
Expenses											
Buildings & Grounds					49,773.49	4,869.44	54,642.93	123,982.00	-69,339.07	44 %	
Total Expenses					49,773.49	4,869.44	54,642.93	123,982.00	-69,339.07	44 %	
Net Income											

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TOWN OF RICHLANDS
Statement of Revenue Budget vs Actuals
For the Accounting Period: 8 / 26

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10 General

Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
4100 *TAX REVENUES					
4111 Ad valorem tax - CY	2.28	1,218.65	870,685.00	869,466.35	0 %
4112 Ad valorem tax - PY	1,767.64	1,767.64	10,000.00	8,232.36	18 %
4113 Interest & Penalties	366.78	437.28	4,000.00	3,562.72	11 %
4120 Vehicle Property Tax	8,901.75	20,673.38	109,400.00	88,726.62	19 %
Account Group Total:	11,038.45	24,096.95	994,085.00	969,988.05	2 %
4200 *INTERGOVERNMENTAL					
4210 ABC Revenue	3,500.00	3,500.00	25,000.00	21,500.00	14 %
4221 Fire District tax	64,064.92	64,064.92	64,000.00	-64.92	100 %
4231 NCDOR - Beer & Wine Tax	0.00	0.00	9,500.00	9,500.00	0 %
4232 NCDOR - Local option sales tax	49,454.69	97,106.68	555,000.00	457,893.32	17 %
4234 NCDOR - Utility Franchise taxes	0.00	0.00	128,000.00	128,000.00	0 %
4235 NCDOR - Video Programming	0.00	0.00	15,000.00	15,000.00	0 %
4271 Police Confiscations	0.00	15.39	0.00	-15.39	** %
4280 Powell Bill aid	0.00	0.00	90,000.00	90,000.00	0 %
Account Group Total:	117,019.61	164,686.99	886,500.00	721,813.01	19 %
4300 *INVESTMENT INCOME					
4311 Interest Earnings	0.00	3,098.94	35,000.00	31,901.06	9 %
4312 Interest Earnings - Powell bill	0.00	7.95	100.00	92.05	8 %
Account Group Total:	0.00	3,106.89	35,100.00	31,993.11	9 %
4400 *SALES OF SERVICE					
4431 Rents	1,550.00	3,730.00	23,000.00	19,270.00	16 %
4432 GTE Lease	900.00	900.00	10,800.00	9,900.00	8 %
4433 Rent - ONWASA	2,916.67	5,833.34	35,000.00	29,166.66	17 %
4451 Trash Collection	19,335.08	37,129.81	271,000.00	233,870.19	14 %
Account Group Total:	24,701.75	47,593.15	339,800.00	292,206.85	14 %
4500 *FEES & FINES					
4512 Employee Agreement Reimbursements	100.00	200.00	3,300.00	3,100.00	6 %
4531 Civil fines & court cost	396.00	549.00	3,000.00	2,451.00	18 %
4542 Ordinance Violation fee/Assmt	0.00	0.00	500.00	500.00	0 %
4543 Building Permits	1,950.00	3,400.00	10,000.00	6,600.00	34 %
Account Group Total:	2,446.00	4,149.00	16,800.00	12,651.00	25 %
4600 *GRANTS & DONATIONS					
4642 Operation Santa Donations	0.00	0.00	2,000.00	2,000.00	0 %
Account Group Total:	0.00	0.00	2,000.00	2,000.00	0 %
4700 *MISCELLANEOUS					
4710 Debt Proceeds	0.00	0.00	70,000.00	70,000.00	0 %
4740 Insurance Recovery	0.00	0.00	30,420.00	30,420.00	0 %
4790 Miscellaneous Revenues	15,273.86	15,550.86	33,346.00	17,795.14	47 %
Account Group Total:	15,273.86	15,550.86	133,766.00	118,215.14	12 %
4900 *TRANSFERS & APPROPRIATIONS					
4999 Appropriation from fund balance	0.00	0.00	25,000.00	25,000.00	0 %
Account Group Total:	0.00	0.00	25,000.00	25,000.00	0 %

09/03/26
11:32:50

TOWN OF RICHLANDS
Statement of Revenue Budget vs Actuals
For the Accounting Period: 8 / 26

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10 General

Account	Received			Revenue	% Received
	Current Month	Received YTD	Estimated Revenue	To Be Received	
Fund Total:	170,479.67	259,183.84	2,433,051.00	2,173,867.16	11 %

09/03/26
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TOWN OF RICHLANDS
Statement of Revenue Budget vs Actuals
For the Accounting Period: 8 / 26

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32 Rural Transformation Grant

Account	Received		Estimated Revenue	Revenue	%
	Current Month	Received YTD		To Be Received	Received
4600 *GRANTS & DONATIONS					
4612 Rural Transformation Grant	0.00	0.00	90,982.00	90,982.00	0 %
Account Group Total:	0.00	0.00	90,982.00	90,982.00	0 %
4900 *TRANSFERS & APPROPRIATIONS					
4910 Transfer from General Fund	0.00	0.00	33,000.00	33,000.00	0 %
Account Group Total:	0.00	0.00	33,000.00	33,000.00	0 %
Fund Total:	0.00	0.00	123,982.00	123,982.00	0 %
Grand Total:	170,479.67	259,183.84	2,557,033.00	2,297,849.16	10 %



Town Manager's Report for September 8, 2026 Board Meeting

Grants

- Work continues for the Venters Park Project. This project should be complete by the end of September weather permitting. There should be only one payment request and reimbursement request from Commerce on this project and then closeout.

Planning/Zoning/Development/Economic Development

- Zaxbys and Cookout are well underway with completion dates towards the end of the year or first of next year. There is no additional information on the start date for the WaWa. Sheetz is most likely going to be an end of year or first of next year completion date also
- The Ellis Development Group mixed-use development proposal behind the commercial outparcels where Sheetz is being built will be going before the Planning Board on 9/21/26 for a text amendment as well as map amendment. There are two special use permits on the agenda for the September Planning Board meeting.
- I am meeting with the new Economic Development Director with the Onslow Coastal Alliance (the old JOED) on 9/10/26 to discuss development issues in Town including the restaurant and hotel properties, the Sylvester Heights development and to discuss marketing options for the Town.
- The Code Enforcement Report is included in the agenda packets.

Personnel

- It is my understanding that we have one police officer that is in the Training and Standards phase of his recruitment. We do not have a time frame as to how long this will take or when he may be able to begin employment.
- Applications for the Chief of Police have been submitted in good numbers and I am in the preliminary phase of reviewing their resumes and supporting documentation.
- Fonte Nailer is currently serving as Interim Police Chief until a permanent chief is selected.
- We are currently advertising for the Maintenance Worker II position in Public Works

Finance

- The Audit is dominating much of the Finance Director's time and some of mine. They plan to come in the week of 9/8/26 for their field discoveries. During this time, a good majority of staff's time will be allocated to assisting the auditors with their field visit.

Utilities/Public Works

- We have submitted a project for NCDOT TAP funding for this round. There are two TAP projects that are already approved and underway. These projects address pedestrian connectivity within the Town including sidewalk, crosswalk and ADA improvements.

Building/Grounds/Assets

- The lightning strike at Town Hall took a great deal of time to work through the month of August of course.

General/Upcoming Events

- Revive Downtown Richlands is having its Halloween Hustle 5K run on October 10th in conjunction with Farmer's Day.

Information Technology/Website

- The website upgrade is in its very last stages and each of you and staff received an email offering input on the site. The last day for this input was 9/4/26 COB. Once all input is received, it will be compiled, provided to the website developer and soon thereafter the new site will be replacing the old site.

Meetings Attended Since Last Report

- Met with NC DOT on the No Through Truck issue for downtown and TAP funding requests.

Miscellaneous

- Worked on routine day-to-day and long-term administrative-related Town matters.