

Commission Members

Sharon C. Bryant
Jimmy Dillahunt
Sarah Proctor
Leander Morgan
Steve Strickland
Julius Parham
Tabari Wallace



Chair

Beth Walker

Co-Chair

Kip Peregoy

Executive Director

Zeb Hough

Ex-Officio Members

Rick Prill

Barbara Best

Hazel Royal

The Redevelopment Commission

June 12, 2024, 6 P.M.

City Hall, Court Room

300 Pollock Street

1. Call to order and Welcome.
2. Roll Call.
3. Mission Statement and Guiding Principles
4. Consider Approving the Agenda.
5. Consider Approving Minutes (May)
6. Consider Approving Closed Session Minutes
7. Public Comment
8. Presentation of the New Bern Housing Authority
9. Presentation of agreement for Grant writing Services
10. Consider accepting Bid for Surveying work on West A Street Project
11. New Business:
12. Staff Report:
 - a. Monthly activity Review
 - b. Financial update
 - c. Eubanks Update
13. Closed Session
14. Adjourn.

INDIVIDUALS WITH DISABILITIES REQUIRING SPECIAL ASSISTANCE SHOULD
CALL (252) 639-2931 NO LATER THAN 3 P.M. THE DATE OF THE MEETING.

REDEVELOPMENT COMMISSION OF NEW BERN

MISSION AND GUIDING PRINCIPLES

"The New Bern Redevelopment Commission: Leading the way for community transformation and improvement by directly addressing community needs in the vital areas of public health, infrastructure, housing and economic development. The Commission is committed to an accountable, transparent and publicly driven process."

1. PAST, PRESENT, FUTURE (EQUAL TIME)
2. RESPECT OTHER'S OPINIONS
3. LISTEN TO BUILD CONSENSUS
4. SHARE ACCURATE INFORMATION, PUBLIC PERCEPTION
5. STAY FOCUSED, BE ACTION-ORIENTED
6. BELIEVE



Everything Comes Together Here

INDIVIDUALS WITH DISABILITIES REQUIRING SPECIAL ASSISTANCE SHOULD
CALL (252) 639-2931 NO LATER THAN 3 P.M. THE DATE OF THE MEETING.

AGENDA ITEM COVER SHEET

Agenda Item Title: Consider Approving the Agenda

Date of Meeting: <u>6/12/2024</u>	Presenter: Beth Walker
Department: Redevelopment Commission	Person Submitting Item: Zeb Hough

Explanation of Item:	<ul style="list-style-type: none">a. The Meeting agenda has been prepared by staffb. Submitted to the commission prior to the meetingc. Posted at City Hall and the Website
Actions Needed by Board:	The Commission, having had a chance to review may amend or approve the agenda as prepared
Backup Attached:	N/A
Is item time sensitive? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Additional Notes:

AGENDA ITEM COVER SHEET

Agenda Item Title: Consider Approving the Minutes

Date of Meeting: <u>6/12/2024</u>	Presenter: Beth Walker
Department: Redevelopment Commission	Person Submitting Item: Zeb Hough

Explanation of Item:	<ul style="list-style-type: none">a. The Meeting minutes have been prepared by staffb. Submitted to the commission prior to the meetingc. Posted at City Hall and the Website with the agenda
Actions Needed by Board:	The Commission, having had a chance to review may amend or approve the Minutes as prepared
Backup Attached:	N/A
Is item time sensitive? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Additional Notes:

Commission Members

Sharon C. Bryant
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Zeb Hough

Ex-Officio Members

Rick Prill

Barbara Best

Hazel Royal

**City of New Bern
Redevelopment Commission Meeting
300 Pollock Street- City Hall
April 10, 2024
Minutes**

Members Present: Leander Morgan, Sharon Bryant, Kip Peregoy, Steve Strickland, Jimmy Dillahunt Sr, Sarah Proctor,

Ex-Officio Members Present:

None

Members Excused (E)/Absent (A):

Beth Walker (A)

Julius Parham (A)

Tabari Wallace (A)

Staff Present:

Zeb Hough, Executive Director

Jaimee Bullock, Assistant City Attorney

Time: 6:00 PM

****1. Call to Order****

The meeting was called to order at 6:00 PM by the Vice Chair, Kip Peregoy

****2. Roll Call****

Executive Director Zeb Hough conducted a roll call and established that a quorum was present. Members present included Sarah Proctor, Kip Peregoy, Steve Strickland, Jimmy Dillahunt Sr, Leander Morgan Jr., and Sharon Bryant. Members absent were Tabari Wallace, and Julius Parham. Staff present included Zeb Hough, Executive Director and Jaimee Bullock, Assistant City Attorney.

****3. Recitation of Mission Statement and Guiding Principles****

Steven Strickland carried out the recitation of the mission statement and the commission read the guiding principles.

****4. Approval of the Agenda****

Item number three on the agenda was to consider approving the agenda. Kip Peregoy made the motion to approve, and Jimmy Dillahunt seconded the motion. The vote was called, and the motion carried.

****5. Approval of Minutes from April Meeting****

Consideration for approving minutes from the March meeting was presented as item number four. Sarah Proctor made the motion for approval, and Sharon Bryant seconded the motion. The motion was carried without objection.

****6. Public Comment****

There were no public comments.

****7. New Business. ****

Executive Director, Zeb Hough shared an update on the houses on Walt Bellamy. Alderman Aster appropriated \$547,000 to the 3 tiny houses on Walt Bellamy Drive. The total allocated cost (expenses + encumbrances) is \$429,385.44, leaving \$117,614.56 of available funds. Alderman Aster was told that the houses were complete and therefore allocated the remaining funds to another project. There was a change order that needed to be issued for a total of \$8,300. Since the funds have already been reallocated, the \$8,300 is unfunded. Hough stated that these charges would need to be fund out of the commission's general, but that they would be recouped at the time of purchase. The Commission discussed the update, noting that the change orders were included in the original budget. Several commissioners asked questions pertaining to the change orders. There was no action required for this update.

Vice Chair Kip Peregoy also gave an update on the West A street project. The Project team met and discussed the project. The lot sizes, kind of homes, and timeline were among the topics discussed. The team put together a request for proposals, which the staff sent out to local surveyors for them to submit bids. As soon as the bids are received, the project team will review and come back to the commission with recommendations. The commission discussed the project, asking the project team to consider a variety of different options. Vice Chair Peregoy affirmed that the team would explore the options once the surveying work was complete. There was no further action taken on this item.

Commissioner Jimmy Dillahunt Sr. asked the commission to consider having the staff request public works clean up the lots owned by the redevelopment commission on First avenue. After some discussion, directions were given to staff to put out a request for proposals to have the lots on First Avenue surveyed so that the property lines could be determined. Staff will work with the commission to put together the request before the June meeting.

Commissioner Leander Morgan Jr. shared his gratitude with the commission for community partnerships. The Duffy field Pheonix group did a neighborhood clean up event on Saturday May 4, 2024. The event was well attended. Commissioner Morgan urged his fellow commissioners to make these kinds of events a priority at which to be present. Last, Commissioner Morgan asked the commission to consider giving staff direction to see what the details of the project going on in the redevelopment boundary area that has the roads closed and report back to the commission. The commission agreed to the request and staff will look into the matter and report back to the commission.

****8. Staff Report****

Executive Director Zeb Hough provided a report on the events of the past month. Mr. Hough also presented a financial report, noting the fund balance of the commission as of April 30, 2024, was \$360,095.60. Mr. Hough shared that the only step left on the conveyance of the wellness center was to file a signed deed. He would be working in the coming week to get that deed recorded. A brief discussion followed his report. No action was taken.

****9. Close Session****

There was no need for a closed session.

****14. Adjournment****

Commissioner Sarah Proctor made the motion to adjourn, and it was seconded by Sharon Bryant. A roll call vote was held, and there were no objections. The meeting was adjourned at 6:58 P.M. The next meeting is scheduled for June 12, 2024, at 6:00 P.M.

Date approved: _____

Kip Peregoy, Vice Chair

Attest: _____
Zeb Hough, Executive Director

AGENDA ITEM COVER SHEET

Agenda Item Title: Consider Approving Sealed Minutes

Date of Meeting: <u>6/12/2024</u>	Presenter: Beth Walker
Department: Redevelopment Commission	Person Submitting Item: Zeb Hough

Explanation of Item:	<ul style="list-style-type: none">a. The sealed Meeting minutes have been prepared by staffb. Reviewed by the commission prior to the meetingc. And sealed
Actions Needed by Board:	The Commission, having had a chance to review may make a motion to amend or approve the Minutes as prepared. In addition, the commission may consider adopting a protocol for the unsealing of sealed minutes.
Backup Attached:	N/A
Is item time sensitive? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Additional Notes:

AGENDA ITEM COVER SHEET

Agenda Item Title: Consider a presentation for the purchase of the Walt Bellamy Houses.

Date of Meeting: <u>6/12/2024</u>	Presenter: The New Bern Housing Authority
Department: Redevelopment Commission	Person Submitting Item: Zeb Hough

Explanation of Item:	<p>The New Bern Housing Authority would like to present a proposal to purchase the Walt Bellamy houses to replace rental units from the Trent Court development.</p> <p>The interim executive director Reginal Barner will present the proposal.</p>
Actions Needed by Board:	<p>The Commission may consider and discuss the proposal as given by Mr. Barner.</p> <p>If the Redevelopment Commission is in favor of this proposal, the housing authority will present the purchase agreement to its board, seek formal HUD and FEMA approval, and can execute an agreement by August.</p> <p>This agreement would then go to the New Bern governing board for final approval and closing.</p> <p>The Commission may also consider empowering the chair and staff to negotiate and execute the agreement as well.</p> <p>Finally, the commission may find the agreement unfavorable and decline to review this proposal further.</p>
Backup Attached:	N/A
Is item time sensitive? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Additional Notes:

AGENDA ITEM COVER SHEET

Agenda Item Title: Consider a proposal to enter into an agreement for grant services

Date of Meeting: <u>6/12/2024</u>	Presenter: Margaret Shields
Department: Redevelopment Commission	Person Submitting Item: Zeb Hough

Explanation of Item:	Fund Development Inc. is presenting a proposal to enter into a formal agreement with the Redevelopment Commission to provide grant services for funding development projects.
Actions Needed by Board:	<p>The Commission may consider and discuss the proposal as given by Ms. Shields.</p> <p>If the Redevelopment Commission is in favor of this proposal, the chair and Ms. Shields can be empowered to execute an agreement.</p> <p>The Commission may also consider empowering the chair and staff to negotiate an agreement and present it at the Commission's next meeting.</p> <p>Finally, the commission may find the agreement unfavorable and decline to review this proposal further.</p>
Backup Attached:	Draft Grant Agreement
Is item time sensitive? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Additional Notes:

NORTH CAROLINA

CRAVEN COUNTY

**INDEPENDENT
CONTRACTOR AGREEMENT**

THIS INDEPENDENT CONTRACTOR AGREEMENT (“Agreement”) is made and entered into this the ____ day of June, 2024, by and between the REDEVELOPMENT COMMISSION, a North Carolina municipal corporation, and FUND DEVELOPMENT, LLC (“Contractor”), a North Carolina limited liability company, collectively referred to as the “Parties.”

WITNESSETH:

THAT WHEREAS, Contractor is in the business of providing grant research and writing services; and

WHEREAS, City desires to engage Contractor to research and write grants for flood relief and mitigation, and economic and community development, and Contractor desires to provide such services to the City upon the terms and conditions contained herein; and

WHEREAS, the Parties hereto desire to reduce their agreement to writing.

NOW, THEREFORE, in consideration of the premises and the mutual covenants and agreements contained herein, the Parties hereby agree as follows:

1. Scope of Work. Contractor shall provide the following services to the City:

1.1. Contractor agrees to research and supply a list of appropriate grants pertaining to prioritized projects/programs relating to the City of New Bern and its economic development programs and initiatives. Contractor will provide this list to the City within 60 days of the date of this Agreement (“Research Report”). The Grant Writer will invoice the City of New Bern for hours worked to accomplish said research.

1.2. From the Research Report, Contractor and the City’s Community and Economic Development Manager will prioritize the foundations and grants to pursue. Contractor will then be responsible for writing a minimum number of grants mutually agreed upon by the Contractor and the City Manager.

1.3. Contractor will submit all Requests for Proposals (“RFPs”) and/or grants to the Community and Economic Development Manager, or a designated City employee for review. A maximum of seven (7) days will be allowed for said review and approval. The Community and

Economic Development Manager, the Director of Development Services or the Department Director of the department for which the grant is being written must approve all grants that are written and submitted.

1.4. Funds received from grants shall be sent directly to the City by grantors and funding entities. Contractor shall not at any time have control or custody of any funds due the City.

2. Payment for Services Rendered.

2.1. For services rendered pursuant to Section 1.1, City agrees to pay Contractor the sum of eighty Dollars (\$85.00) per hour with the total amount for the research phase not to exceed Five-Thousand Dollars (\$5,000.00). Upon completion of the Research Report and submission to the City, Contractor shall submit an invoice to the City which shall be paid in full within thirty (30) days.

2.2. For services rendered pursuant to Section 1.2, Contractor shall submit a monthly invoice reflecting the hours spent on each grant. City agrees to pay Contractor the sum of eighty Dollars (\$80.00) per hour with the total amount for each grant not to exceed Five-Thousand Dollars (\$5,000.00). The City shall pay each monthly invoice in full within thirty (30) days.

3. Term.

3.1. This Agreement shall commence immediately and shall continue until the scope of work is complete, and in no event later than January 31, 2024.

3.2. Either Party may terminate this Agreement upon thirty (30) days' prior written notice which may be sent by mail or email to:

Contractor: Fund Development, LLC
Margaret D. Shields, CFRE, President
2347 Chinquapin Road
New Bern, NC 28562
funddevelopment8@msn.com

Commission: Redevelopment Commission
Beth Walker, Commission Chair
300 Pollock Street
Post Office Box 1129
New Bern, NC 28560

4. **Independent Contractor.** The Parties intend that the relationship between them created under this Agreement is that of an independent contractor only. Contractor is not to be considered an agent or employee of the City for any purpose, and the City is interested only in the results obtained under this Agreement; the manner and means of performing the services are subject to the Contractor's sole control. Contractor shall be responsible for all state, federal, and local taxes, including estimated taxes, social security, disability insurance, if any, and any other similar form of payments, as well as all employment reporting, for the Contractor and any of the Contractor's employees or agents.

5. **Records.** Contractor shall keep full and complete records of all services provided under this Agreement and shall make copies of such records available to the City upon request.

6. **Miscellaneous.**

6.1. This Agreement is personal to each of the Parties hereto and neither Party may assign or delegate any rights or obligations hereunder without first obtaining written consent of the other Party.

6.2. No right or remedy conferred upon or reserved by any of the parties to this Agreement is intended to be exclusive of any other right or remedy, and each and every right and remedy shall be cumulative and in addition to any other right or remedy given hereunder or now or hereafter legally existing upon the occurrence of any event of default hereunder. Failure of any Party hereto to insist at any time upon the strict observance or performance of any of the provisions of this Agreement or to exercise any right or remedy shall not be construed to be a waiver or relinquishment thereof. Every right and remedy given by this Agreement to the Parties hereto may be exercised from time to time and as often as may be deemed expedient by the Parties hereto, as the case may be.

6.3. The captions and headings throughout this Agreement are for convenience and reference only, and the words contained therein shall in no way be held or deemed to define, limit, describe, explain, modify, exemplify or add to the interpretation, construction or meaning of any provision of or the scope or intent of this Agreement nor in any way affect the Agreement.

6.4. This Agreement shall be deemed to have been made and shall be construed and interpreted in accordance with the laws of the State of North Carolina.

6.5. In the event any one or more of the provisions contained in this Agreement or any application thereof shall be found to be invalid, illegal or unenforceable in any respect, the validity, legality or enforceability of the remaining provisions of this Agreement and application thereof shall not in any way be affected or impaired thereby.

6.6. This Agreement constitutes the entire agreement of the Parties hereto and supersedes all prior agreements or understandings, whether written or oral, between or among such Parties relating to the subject matter of this Agreement. This Agreement may be amended, modified or supplemented as contemplated herein.

6.7. Wherever possible, each provision of this Agreement will be interpreted so that it is valid under the applicable law. If any provision of this Agreement is to any extent invalid under the applicable law, that provision will still be effective to the extent it remains valid. The remainder of this Agreement also will continue to be valid, and the entire Agreement will continue to be valid in other jurisdictions.

IN WITNESS WHEREOF, City has caused this document to be properly executed by its City Manager, and Contractor has caused this document to be properly executed, all on the day and year first above written.

FUND DEVELOPMENT, LLC

By: _____
Margaret Davis Shields, Manager/President

REDEVELOPMENT COMMISSION

By: _____
Beth Walker, Chair

Affordable Housing

<u>Granting Organization</u>	<u>Due Date</u>
Bank of America	Next: June 21
Wells Fargo Foundation	Specified date not listed, rolling
Duke Health (Level 1)	Next: May 15
Duke Health (Level 2)	Next: November 30 Elements: July 31 Leading Edge: 5/15
HUD GRRP Grant	Comprehensive: 6/12
T-Mobile Hometown Grants	Next: June 30

Grant Opportunities

Notes

Two Cycles per Year: Jan 22-Feb 16 and May 27-June 21

Must register and submit grant interest form prior to applying

Up to \$15,000, four cycle due dates 3/31, 5/15, 9/30, 12/31

More than \$15,000, two cycle due dates 4/31 and 11/30

recapitalization, Leading Edge: For ambitious retrofit activities, Comprehensive: for highest needed climate resistance and utility efficiency upgrades

Four due dates per year: March 31, June 30, Sept 31, Dec 31; Must be shovel ready project

AGENDA ITEM COVER SHEET

Agenda Item Title: Discuss and Consider accepting a Bid for work for the W. A Street project

Date of Meeting: <u>6/12/2024</u>	Presenter: Kip Peregoy
Department: Redevelopment Commission	Person Submitting Item: Zeb Hough

Explanation of Item:	<p>The West A street project team of the Redevelopment Commission sent out a request for bids for surveyor and site work on the project.</p> <p>Two very different bids came back. They differ in scope and price.</p>
Actions Needed by Board:	<p>The Commission may consider and discuss the bids, careful to consider the desired scope of work and the costs the commission is willing to invest in this project.</p> <p>If the Redevelopment Commission is in favor of any of the bids, the chair and/ or staff can be empowered to execute a contract and work can continue.</p> <p>The commission may find the submitted bids are unfavorable and decline them both. The Commission should then give the project team guidance on next steps.</p>
Backup Attached:	Two (2) Bids submitted
Is item time sensitive? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Additional Notes:

Zeb Hough

Sent: Friday, May 17, 2024 11:34 AM
To: Marvin Williams

RE: Request for Proposal

May 17, 2024

To Whom it may concern :

The Redevelopment Commission of the City of New Bern is seeking proposals for survey work on its ownership of 710 and 708 West A Street in New Bern. The contiguous parcels will be combined to create a housing development site. I've attached a scope of work for you to base your proposal. I've enclosed a site map and the scope of the requested work with this correspondence.

If you are interested in bidding on the proposed project, please provide a detailed bid and return the bid to my office by noon on May 30th, 2024. The bids will be reviewed based on the total lump sum price for all proposed work on this date and time.

If you have any questions about the scope of the proposed work or would like to schedule a time to review the site, please contact me at (252)639-7591.

Please return your proposal to:

Zeb Hough, Executive Director, Redevelopment Commission
PO Box 1129
New Bern NC, 28560

Best Regards,
Zeb Hough

Scope of Work

Surveying

- Survey perimeter of 710 and 708 West A Street
- Set stakes and irons at property corners
- Flag property lines at a 25' interval
- Locate all existing utility connections (water, sewer, electricity)
- Locate all major trees (12' diameter or larger)

Mapping

- Create a recombination map unifying 708 and 710 West A Street into one parcel suitable for recording.
- Create a working map of the combined parcels showing the utility locations and the tree locations
- Create a subdivision map of the combined parcels, not to exceed 6 lots, for subdivision review by the City and recordation.

Bundle Proposal

Re: **Redevelopment Commission**
B708 – 710 West A St.
New Bern, NC 28560

May 29, 2024

We are pleased to offer this proposal to provide Land Survey services for the above referenced property.

PROPOSED SERVICES

- 1 Day Utility & survey Marks

Fee: \$ 1,400.00

- 3 Days in field – Boundary / Flag Property Lines / As Built / Trees

Fee: \$ 4,200.00

- 4 days Survey Office Work (NEED TO BUILD BOUNDARY – Both Parcels have quit claim deeds, established boundary line agreements, recombination Plat to abandon boundary line between parcels and create subdivision plat with (6) lots facing Road.

Fee: \$ 2,880.00

Total Fee for Proposed Services = \$ 8,480.00

****All proposals are good for a 6-month period, if contract has not been sent and signed after this period, prices will be revised*****

***** Prices on proposal are a bundle quote, if not all subitems are needed, please contact ECLS GLOBAL INC to specify what items will be needed*****

OPTIONAL SERVICES

- Preparation of Final As-Built survey showing all site improvements above ground, sign & sealed by NC Professional Land Surveyor. (Only 1 Final As-Built included)

Fee: \$ N/A

- ECLS Global can locate underground utilities that may be present on-site, prior to construction, and prepare an exhibit of utilities found upon request only.

Fee: \$ 195.00 P/H (4 HRS MIN.)

Note: Additional staking / re-staking of disturbed points or Utility marking will be performed at the rate of \$175 per hour (4 HRS MIN.) and additional office-time required will be billed at the rate of \$90 per hour.

Note: **Weekend work fee \$275 Hr (4hr min).**

Note: Site must be ready for Surveyor to perform duties, if upon arrival project is not ready and not in conditions to perform task, there will be a (4 HRS MIN) billed at \$175 per HR Rate.

Note: ECLS, Inc. acknowledges all addendums associated with this project.

SCHEDULE

The Firm's services shall be performed as expeditiously as is consistent with professional skill and care and the orderly progress of the project. The following is the expected schedule for completion of work on this project: We can begin work on this project within 3 days of notice to proceed and the delivery of electronic and hard copy plans.

OTHER ITEMS

DUNS number: **079899800**

Tax ID number: **47-4420967**

NAICS codes: **541330, 541340, 541360, 541370, 561990**

SBA Concern: **SDVOSB**

CONCLUSION

We appreciate this opportunity to propose our services. We are eager to pursue this project further. If this proposal is acceptable, please sign below and return one copy to our office.

Sincerely,

ECLS Global, Inc.

Shawn T. Rumberger, PLS

ACCEPTANCE

By: _____

Date: _____



AVOLIS ENGINEERING, P.A.

P.O. Box 15564 · New Bern, NC 28561 · 252.633.0068 · Corp. C-0706

April 29, 2024

Mr. Zeb Hough
Executive Director for Redevelopment Commission
City of New Bern
PO Box 1129
New Bern, NC 28563

Re: Boundary/Recombination Plat/Subdivision Plat, Parcel #8-006-104 & #8-006-105

Dear Mr. Hough:


We appreciate you contacting us to provide a proposal for the above-referenced project. Our scope of work consists of providing a boundary survey and plats for the 708 and 710 West A Street properties as a part of the City's revitalization efforts.

Our proposed surveying efforts consist of the following:

- Provide all plats on NAD83 State Plane Grid and NAVD88 datum.
- Research deed information and existing surveys of the area.
- Thorough search for all existing monumentation.
- Set all missing corners.
- Locate all site features as needed for the boundary and subdivision maps.
- Complete all work in accordance with State standards.
- Provide survey maps in Autocad format, paper and digital copies.
- Survey perimeter of 708 & 710 West A Streets.
- Set stakes and irons at property corners.
- Flag property lines at 25' intervals.
- Locate all utility connections.
- Locate all major trees, > 12" diameter.
- Create a recombination map for 708 and 710 West A Street.
- Create a working map with utility locations and tree locations.
- Create a subdivision map for review and recordation not to exceed six lots.

Our proposed fee for the boundary/subdivision scope of services is \$16,900.
Should you have any questions, please do not hesitate to give me a call.

Sincerely,



Joseph C. Avolis, PE, PLS
President

~ Established 1989 ~

AGENDA ITEM COVER SHEET

Agenda Item Title: New Business

Date of Meeting: <u>6/12/2024</u>	Presenter: Beth Walker
Department: Redevelopment Commission	Person Submitting Item: Zeb Hough

Explanation of Item:	New Business may include any discussion or new inquiries by the Commission.
Actions Needed by Board:	The Commission may consider and discuss any new business and give guidance to the staff.
Backup Attached:	
Is item time sensitive? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Additional Notes:

AGENDA ITEM COVER SHEET

Agenda Item Title: Staff Report

Date of Meeting: <u>6/12/2024</u>	Presenter: Zeb Hough
Department: Redevelopment Commission	Person Submitting Item: Zeb Hough

Explanation of Item:	Monthly review of Activity Financial Report Other updates
Actions Needed by Board:	The Commission may consider and discuss the staff's report and give guidance to the staff.
Backup Attached:	
Is item time sensitive? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Additional Notes:

Agenda Item Title: Staff Report

Date of Meeting: 6/12/2024	Presenter: Zeb Hough
Department: Redevelopment Commission	Person Submitting Item: Zeb Hough

Explanation of Item:	Monthly review of Activity Financial Report Other updates
Actions Needed by Board:	The Commission may consider and discuss the staff’s report and give guidance to the staff.
Backup Attached:	
Is item time sensitive? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Additional Notes:

Commission Members

Sarah Proctor
Leander Morgan
Julius Parham
Steve Strickland
Sharon Bryant
Tabari Wallace
Jimmy Dillahunt Sr.



**Redevelopment Commission of
The City of New Bern**
303 First Street, P.O. Box 1129
New Bern, NC 28563-1129
(252) 639-7587

Chair

Beth Walker

Co-Chair

Kip Peregoy

Executive Director

Zeb Hough

Ex-Officio Members

Rick Prill

Hazel Royal

Barbara Best

**June 12, 2024
May Staff Report**

Community Outreach:

The month of May was busy for the Redevelopment Commission. The staff met with several developers to discuss the work of the RDC. In addition, the staff met with two potential grocery stores to discuss what would be necessary to bring access to fresh produce to the RDBA. Finally, the staff continued to meet with citizens interested in home ownership and purchasing. A special thanks is owed to the commissioners who participated in the Duffy Field litter pick up.

Walt Bellamy Update:

The staff continued to work with potential purchasers towards a request for purchase. In addition, the staff made referral to community resources for citizen interested in these homes so they could procure finances.

Wellness Update:

Attached is the recorded special warranty deed conveying the Third Avenue parcel from the RDC to CarolinaEast. Also attached is an affidavit to correct the scrivener's error in the original from the CONB to RDC.

In short, the Clinic is now officially property of Carolina East health system and construction can begin! This is exciting news and will be very impactful for the community.

Eubanks Update:

Commissioner Sarah Proctor teamed up with staff and CDBG consultants this month. The discussion was fruitful in that it recapped the journey of this property to date. The consultants gave staff and Commissioner Proctor a lot to think about. Staff has asked Commissioner Proctor to share her thoughts with the commission currently.

Looking ahead:

The next redevelopment meeting is scheduled for July 10, 2024. The staff has asked the Chair to address the commission concerning the summer calendar.

Respectfully,

A handwritten signature in black ink, appearing to read "Zeb Hough", written over a faint horizontal line.

Zeb Hough, Executive Director
Redevelopment Commission of New Bern

Redevelopment Commission Monthly Financial Report
As of May 31, 2024

Org	Object	Project Description	Fund Balance	2024 Budget	2024 Actual Expenses as of 5-31-24	Expense Detail	PO Total	CHECK # /PO #	VDR NAME/ITEM DESC	COMMENTS	Budget Balance
2116	30100	Fund Balance Unassigned	363,233.65	-	-						351,663.37
21167030	71190	Other Professional Services		25,320.00	10,264.64		686.50		Staples		14,368.86
		** \$10,000 of 21167030-71190 is for Public Works to do maintenance							Chick-Fil-a	Employee mileage reimbursement	
					811.59				P-card	Insurance Premium for RDC	
					202.74				P-card		
					155.44				P-card		
					686.50				248281		
					31.45				P-card		
					76.92				248319		
					3,300.00				IMEC Group, LLC	Reimburse for items purchased for Housing Authority Mtg	
					2,500.00				248404	1002 Wait Bellamy Drive	
					2,500.00				248404	1004 Wait Bellamy Drive	
									248404	1006 Wait Bellamy Drive	
							686.50	Req	SIA Group	Requisition has been entered but not released	
21167030	72310	Utilities		4,100.00	1,103.99						2,996.01
					32.10				CNB Utilities	RECORD 7/15 UTILITY INVOICE	
					129.07				JE	UT DFT 9/05/23 Post 9/06/23	
					168.03				JE	UT DFT 10/05/23 Post 10/06/23	
					141.07				JE	UT DFT 11/05/23 Post 11/07/23	
					94.41				JE	UT DFT 12/05/23 Post 12/06/23	
					90.38				JE	UT DFT 1/05/24 Post 1/09/24	
					89.97				JE	UT DFT 2/05/24 Post 2/06/24	
					91.32				JE	UT DFT 3/05/24 Post 3/06/24	
					135.41				JE	UT DFT 4/05/24 Post 4/08/24	
					132.23				JE	UT DFT 5/05/24 Post 5/07/24	
21167030	72790	Advertising		1,700.00	1,122.40						577.60
					230.00				Paxton Media Group	Ad No. 70751931	
					437.00				Paxton Media Group	Ad No. 70721313 & 70721322	
					455.40				Paxton Media Group	Ad No. 70874119 & 70874197	
21167030	74910	Other Supplies & Materials		1,700.00	201.65						1,498.35
					36.75				P-Card	Office Supplies	
					145.69				P-Card	Food for Health & Wellness Clinic meeting	
					6.21				P-Card	Food for Health & Wellness Clinic meeting	
					13.00				P-Card	Food for Health & Wellness Clinic meeting	
21167030	75520	Land & Structures		-	-				Poppy's Bites & Barrels		0.00

RDC Funds

Total Budget McCotter House (Wellness Center)	350,000.00	350,000.00									0.00
11112160	75590	19001 Other Structures & Impr		116,666.00	116,666.00						0.00
					315.00				ENVIRO ASSESSMENTS E	Asbestos Inspection for 908 BI	
					5,083.34				243490	Asbestos Abatement 908 Bloomfi	
					3,752.31				JE	908 Bloomfield Demo 2.27.23	
					479.06				JE	910/914 Bloomfield 2.27.23	
					2,697.33				239918	RDC property purchase: 910 & 914 Bloomfield Street	
					104,338.96				248130	Development of a convenient care clinic	
11112160	75590	29001 Other Structures & Impr		116,667.00	116,667.00						0.00
					315.00				242144	Asbestos Inspection for 908 BI	
					5,083.33				243490	Asbestos Abatement 908 Bloomfi	

ARPA Funds

Redevelopment Commission Monthly Financial Report
As of May 31, 2024

11112160	75590	59001 Other Structures & Impr	116,667.00	116,667.00	3,752.31 479.07 2,697.33 104,339.96	JE JE 239918 248130	Public Works abatement Public Works abatement DAVIS HARTMAN WRIGHT Carolina East Physicians	908 Bloomfield Demo 2.27.23 910/914 Bloomfield 2.27.23 RDC property purchase: 910 & 914 Bloomfield Street Development of a convenient care clinic	0.00
					242144 243490 JE JE 239918 248130	ENVIRO ASSESSMENTS E ENVIRO ASSESSMENTS E Public Works abatement Public Works abatement DAVIS HARTMAN WRIGHT Carolina East Physicians	Asbestos Inspection for 908 BI Asbestos Abatement 908 Bloomfi 908 Bloomfield Demo 2.27.23 910/914 Bloomfield 2.27.23 RDC property purchase: 910 & 914 Bloomfield Street Development of a convenient care clinic		
11112160	76450	39023 Affordable Housing	429,385.44	427,025.00	525.00 34,820.00 47,170.00 45,470.00 62,500.00 45,077.00 40,385.00 1,500.00 57,980.00 46,845.00 44,753.00	245990 246391 246391 246391 246817 246817 246817 247228 248404 248404 248404 20232227 20241257	Three Guys Signs Inc IMEC Group, LLC IMEC Group, LLC IMEC Group, LLC IMEC Group, LLC IMEC Group, LLC IMEC Group, LLC Inner Banks Appraisals IMEC Group, LLC IMEC Group, LLC IMEC Group, LLC Chance & Associates Inc Three Guys Signs Inc	RDC Project Sign 1002 Walt Bellamy Drive 1004 Walt Bellamy Drive 1006 Walt Bellamy Drive 1002 Walt Bellamy Drive 1004 Walt Bellamy Drive 1006 Walt Bellamy Drive Appraisals for 1002, 1004 & 1006 Walt Bellamy Drive 1002 Walt Bellamy Drive 1004 Walt Bellamy Drive 1006 Walt Bellamy Drive Management Services RDC Project Sign	0.00
		Walt Bellamy project			2,325.00 35.44				

Redevelopment Commission Monthly Financial Report
As of May 31, 2024

Org	Object	Project Description	Fund Balance	2024 Budget	2024 Actual Expenses as of 5-31-24	Expense Detail	PO Total	CHECK # /PO #	VDR NAME/ITEM DESC	COMMENTS	Budget Balance
2116	30100	Fund Balance Unassigned	363,233.65	-	-						351,663.37
21167030	71190	Other Professional Services		25,320.00	10,264.64		686.50				14,368.86
		** \$10,000 of 21167030-71190 is for Public Works to do maintenance									
					811.59	P-card			Staples	Employee mileage reimbursement	
					202.74	P-card			Chick-fil-a	Insurance Premium for RDC	
					155.44	P-card			Zeb Hough		
					686.50	248281			SIA Group		
					31.45	P-card			Domino's		
					76.92	248319			Zeb Hough	Reimburse for items purchased for Housing Authority Mtg	
					3,300.00	248404			IMEC Group, LLC	1002 Walt Bellamy Drive	
					2,500.00	248404			IMEC Group, LLC	1004 Walt Bellamy Drive	
					2,500.00	248404			IMEC Group, LLC	1006 Walt Bellamy Drive	
						Req	686.50		SIA Group	Requisition has been entered but not released	
21167030	72310	Utilities		4,100.00	1,103.99						2,996.01
					32.10	JE			CNB Utilities	RECORD 7/15 UTILITY INVOICE	
					129.07	JE			CNB Utilities	UT DFT 9/05/23 Post 9/06/23	
					168.03	JE			CNB Utilities	UT DFT 10/05/23 Post 10/06/23	
					141.07	JE			CNB Utilities	UT DFT 11/05/23 Post 11/07/23	
					94.41	JE			CNB Utilities	UT DFT 12/05/23 Post 12/06/23	
					90.38	JE			CNB Utilities	UT DFT 1/05/24 Post 1/09/24	
					89.97	JE			CNB Utilities	UT DFT 2/05/24 Post 2/06/24	
					91.32	JE			CNB Utilities	UT DFT 3/05/24 Post 3/06/24	
					135.41	JE			CNB Utilities	UT DFT 4/05/24 Post 4/08/24	
					132.23	JE			CNB Utilities	UT DFT 5/05/24 Post 5/07/24	
21167030	72790	Advertising		1,700.00	1,122.40						577.60
					230.00	245264			Paxton Media Group	Ad No. 70751931	
					437.00	244942			Paxton Media Group	Ad No. 70721313 & 70721322	
					455.40	247678			Paxton Media Group	Ad No. 7087419 & 70874197	
21167030	74910	Other Supplies & Materials		1,700.00	201.65						1,498.35
					36.75	P-Card			Staples	Office Supplies	
					145.69	P-Card			Chick-Fil-A	Food for Health & Wellness Clinic meeting	
					6.21	P-Card			Chick-Fil-A	Food for Health & Wellness Clinic meeting	
					13.00	P-Card			Poppy's Bites & Barrels	Food for Health & Wellness Clinic meeting	
21167030	75520	Land & Structures		-	-						0.00

RDC Funds

Total Budget McCortter House (Wellness Center)											
11112160	75590	19001 Other Structures & Impr	350,000.00	350,000.00	116,666.00						0.00
					315.00	242144			ENVIRO ASSESSMENTS E	Asbestos Inspection for 908 BI	0.00
					5,083.34	243490			ENVIRO ASSESSMENTS E	Asbestos Abatement 908 Bloomfi	
					3,752.31	JE			Public Works abatement	908 Bloomfield Demo 2.27.23	
					479.06	JE			Public Works abatement	910/914 Bloomfield 2.27.23	
					2,697.33	239918			DAVIS HARTMAN WRIGHT	RDC property purchase: 910 & 914 Bloomfield Street	
					104,338.96	248130			Carolina East Physicians	Development of a convenient care clinic	
11112160	75590	29001 Other Structures & Impr	116,667.00	116,667.00	315.00	242144			ENVIRO ASSESSMENTS E	Asbestos Inspection for 908 BI	0.00
					5,083.33	243490			ENVIRO ASSESSMENTS E	Asbestos Abatement 908 Bloomfi	

ARPA Funds

Redevelopment Commission Monthly Financial Report As of May 31, 2024

11112160	75590	59001	Other Structures & Impr	116,667.00	116,667.00	3,752.31 479.07 2,697.33 104,339.96	JE JE 239918 248130	Public Works abatement Public Works abatement DAVIS HARTMAN WRIGHT Carolina East Physicians	908 Bloomfield Demo 2.27.23 910/914 Bloomfield 2.27.23 RDC property purchase: 910 & 914 Bloomfield Street Development of a convenient care clinic	0.00
						315.00 5,083.33 3,752.31 479.06 2,697.34 104,339.96	242144 243490 JE JE 239918 248130	ENVIRO ASSESSMENTS E ENVIRO ASSESSMENTS E Public Works abatement Public Works abatement DAVIS HARTMAN WRIGHT Carolina East Physicians	Asbestos Inspection for 908 BI Asbestos Abatement 908 Bloomfi 908 Bloomfield Demo 2.27.23 910/914 Bloomfield 2.27.23 RDC property purchase: 910 & 914 Bloomfield Street Development of a convenient care clinic	
11112160	76450	39023	Affordable Housing	429,385.44	427,025.00	525.00 34,820.00 47,170.00 45,470.00 62,500.00 45,077.00 40,385.00 1,500.00 57,980.00 46,845.00 44,753.00	245990 246391 246391 246391 246817 246817 246817 247228 248404 248404 248404 2023227 20241257	Three Guys Signs Inc IMEC Group, LLC IMEC Group, LLC IMEC Group, LLC IMEC Group, LLC IMEC Group, LLC IMEC Group, LLC Inner Banks Appraisals IMEC Group, LLC IMEC Group, LLC IMEC Group, LLC Chance & Associates Inc Three Guys Signs Inc	RDC Project Sign 1002 Wait Bellamy Drive 1004 Wait Bellamy Drive 1006 Wait Bellamy Drive 1002 Wait Bellamy Drive 1004 Wait Bellamy Drive 1006 Wait Bellamy Drive Appraisals for 1002, 1004 & 1006 Wait Bellamy Drive 1002 Wait Bellamy Drive 1004 Wait Bellamy Drive 1006 Wait Bellamy Drive Management Services RDC Project Sign	0.00
			Wait Bellamy project							

10/11/24 (2)



Doc No: 10127122
Kind: DEED Page 1 of 3
Recorded: 06/06/2024, 10:21:25 AM
Fee: \$26.00 Revenue Tax: \$0.00
Craven County, North Carolina
Michelle L. Toth Register of Deeds
Bk 3801 Pg 81

STATE OF NORTH CAROLINA

COUNTY OF CRAVEN

SPECIAL WARRANTY DEED

Excise Tax: \$0.00
Tax Parcel ID No. 8-012-29000

Prepared (without title search) by and return to:

Jaimee Bullock
Davis Hartman Wright LLP
209 Pollock Street
New Bern, North Carolina 28560

THIS DEED, made this the 30th day of May, 2024, by and between

GRANTOR: **Redevelopment Commission of the City of New Bern**, a North Carolina body politic and corporate, in favor of

GRANTEE: **CarolinaEast Health System**, a North Carolina hospital authority, Post Office Box 12157, New Bern, North Carolina 28561

WITNESSETH:

For valuable consideration from Grantee to Grantor, the receipt and sufficiency of which is hereby acknowledged, Grantor hereby gives, grants, bargains, sells and conveys unto Grantee in fee simple, subject to the exceptions and reservations hereinafter provided, if any, the following described property, located in the County of Craven, State of North Carolina, and more particularly described as follows:

All that certain tract of parcel of land in Number Eight (8) Township, Craven County, North Carolina, and being more particularly described as follows:

Beginning at an iron rod set in the western right-of-way Third Avenue, said point being North 05°59'05" East 23 feet from the northwest corner of Third Avenue and Elm Street; thence North 84°39'29" West 78.64 feet along and with the northern right-of-way line of Elm Street to an iron rod set; thence North 05°38'00" East 247 feet to a point; thence in an easterly direction parallel with the northern right-of-way line of Elm Street to point in the western right-of-way line of Third Avenue; thence along and with the western right-of-way line of Third Avenue South to the point and place of beginning. This being

a portion of Tract 2 as described in the survey entitled, "Recombination Plat of the Proposed Stanley White Recreation Center" prepared by Avolis Engineering, P.A., dated June 27, 2022, of record in Map Book J at Page 19B in the Craven County Registry, reference to which is hereby made for a more perfect description.

Said property having been previously conveyed to Grantor by instrument recorded in Book 3794 at Page 96 in the Office of the Register of Deeds of Craven County, North Carolina.

TO HAVE AND TO HOLD unto Grantee, together with all privileges and appurtenances thereunto belonging, in fee simple, subject to the exceptions and reservations hereinafter and hereinabove provided, if any.

And Grantor hereby warrants that Grantor has done nothing to impair the title as received by Grantor and that Grantor will forever warrant and defend the title against the lawful claims of all persons claiming by, through or under Grantor.


This conveyance is made subject to the following exceptions and reservations:

- 1) All such road, railroad, public utility and similar easements or rights-of-way, if any, as may serve, cross, encroach upon, or otherwise affect the property herein conveyed;
- 2) All such zoning ordinances and other governmental regulations, if any, as may apply to the property herein conveyed;
- 3) All matters which would be revealed by a current and accurate survey of the property herein conveyed;
- 4) All easements, rights-of-way and restrictions of record, if any; and
- 5) The property herein is conveyed for as long as the property is used as a health care facility. A health care facility means any one or more buildings, structures, additions, extensions, improvements, or other facilities which furnish health care and/or wellness services. In the event the property ceases to be used as a health care facility, title shall immediately revert back to the Grantor in fee simple.

All references to Grantor and Grantee as used herein shall include the parties as well as their successors and assigns, and shall include the singular, plural, masculine, feminine or neuter as required by context.

IN WITNESS WHEREOF, Grantor has executed this instrument as of the day and year first above written.

REDEVELOPMENT COMMISSION OF THE
CITY OF NEW BERN



Beth Walker, Chairman (SEAL)



Kip Perigo, Vice Chairman (SEAL)

State of North Carolina
County of Craven

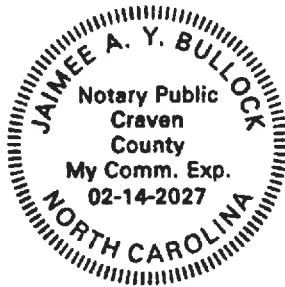
I, Jaimee A.Y. Bullock, a Notary Public for the state and county aforesaid, do hereby certify that on 30 day of May, 2024, before me personally appeared **Beth Walker**, with whom I am personally acquainted, who, being by me duly sworn, says that she is the Chairman of the Redevelopment Commission of the City of New Bern and that **Kip Peregoy** is the Vice Chairman of the Redevelopment Commission of the City of New Bern, a North Carolina body corporate and politic and that by the authority duly given and as the act of said public body, the foregoing instrument was signed in its name by its Chairman for the purposes therein expressed, and attested by Kip Peregoy as its Vice Chairman.

Date: 5/30/2024

Jaimee A.Y. Bullock
Jaimee A.Y. Bullock, Notary Public
Notary's Printed or Typed Name

(Official Seal)

My commission expires: 02/14/2027



11/22/24

Doc No: 10127121
Kind: AFFT Page 1 of 2
Recorded: 06/06/2024, 10:21:24 AM
Fee: \$26.00 Revenue Tax: \$0.00
CRAVEN County, North Carolina
Michelle L. Toth Register of Deeds
Bk 3801 Pg 79

**CORRECTIVE NOTICE OR SCRIVENER'S AFFIDAVIT FOR
NOTICE OF TYPOGRAPHICAL OR MINOR ERROR**
[N.C.G.S. 47-36.1(a)]

Prepared by: Jaimee Bullock

Each undersigned Affiant, jointly and severally, being first duly sworn, hereby swears or affirms that the
quitclaim deed (name or type of instrument) recorded on
April 1, 2024 (date) in Book 3794, Page 96, Craven County Registry, by
and between City of New Bern and Redevelopment Commission of City of New Bern
(original parties)
contained typographical or minor error(s); and this Affidavit is made to give notice of the below corrective information:

A call was inadvertently omitted from the legal description. The legal description should read as set forth in Exhibit A attached hereto and incorporated by reference herein.

Affiant is knowledgeable of the agreement and the intention of the parties in this regard. Affiant is the (check one)

- ☒ Drafter or preparer of the previously recorded instrument
☐ Closing attorney for transaction involving the previously recorded instrument
☐ Attorney for grantor/mortgagor named above in the previously recorded instrument
☐ Owner of the property described in the previously recorded instrument
☐ Other (Explain: _____)

A copy of the previously recorded instrument (in part or in whole) () is / (✓) is not attached.

Jaimee Bullock
Signature of Affiant
Print or Type Name: Jaimee Bullock

Signature of Affiant
Print or Type Name: _____

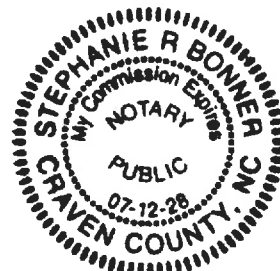
State of NC County of Craven

Signed and sworn to (or affirmed) before me, this the 30 day
of May, 2024

My Commission Expires:

7/12/28
Stephanie R Bonner
Notary Public
Stephanie R Bonner
Notary's Printed or Typed Name

(Affix Official/Notarial Seal)



August 31, 2018

EXHIBIT A

All that certain tract of parcel of land in Number Eight (8) Township, Craven County, North Carolina, and being more particularly described as follows:

Beginning at an iron rod set in the western right-of-way Third Avenue, said point being North 05°59'05" East 23 feet from the northwest corner of Third Avenue and Elm Street; thence North 84°39'29" West 78.64 feet along and with the northern right-of-way line of Elm Street to an iron rod set; thence North 05°38'00" East 247 feet to a point; thence in an easterly direction parallel with the northern right-of-way line of Elm Street to point in the western right-of-way line of Third Avenue; thence along and with the western right-of-way line of Third Avenue South to the point and place of beginning. This being a portion of Tract 2 as described in the survey entitled, "Recombination Plat of the Proposed Stanley White Recreation Center" prepared by Avolis Engineering, P.A., dated June 27, 2022, of record in Map Book J at Page 19B in the Craven County Registry, reference to which is hereby made for a more perfect description.

4/22/24

Doc No: 10127121
Kind: AFFT Page 1 of 2
Recorded: 06/06/2024, 10:21:24 AM
Fee: \$26.00 Revenue Tax: \$0.00
CRAVEN County, North Carolina
Michelle L. Toth Register of Deeds
Bk 3801 Pg 79

**CORRECTIVE NOTICE OR SCRIVENER'S AFFIDAVIT FOR
NOTICE OF TYPOGRAPHICAL OR MINOR ERROR**
[N.C.G.S. 47-36.1(a)]

Prepared by: Jaimee Bullock

Each undersigned Affiant, jointly and severally, being first duly sworn, hereby swears or affirms that the
quitclaim deed (name or type of instrument) recorded on
April 1, 2024 (date) in Book 3794, Page 96, Craven County Registry, by
and between City of New Bern and Redevelopment Commission of City of New Bern
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contained typographical or minor error(s); and this Affidavit is made to give notice of the below corrective information:

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- ☒ Drafter or preparer of the previously recorded instrument
☐ Closing attorney for transaction involving the previously recorded instrument
☐ Attorney for grantor/mortgagor named above in the previously recorded instrument
☐ Owner of the property described in the previously recorded instrument
☐ Other (Explain: _____)

A copy of the previously recorded instrument (in part or in whole) ☐ is / ☒ is not attached.

Jaimee Bullock
Signature of Affiant
Print or Type Name: Jaimee Bullock

Signature of Affiant
Print or Type Name: _____

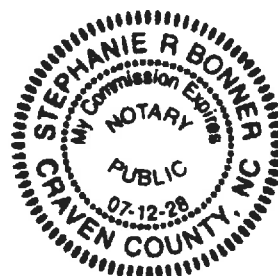
State of NC County of Craven

Signed and sworn to (or affirmed) before me, this the 30 day
of may, 2024

My Commission Expires:

7/12/28
Stephanie R Bonner
Notary Public
Stephanie R Bonner
Notary's Printed or Typed Name

(Affix Official/Notarial Seal)



August 31, 2018

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INDIVIDUALS WITH DISABILITIES REQUIRING SPECIAL ASSISTANCE SHOULD
CALL (252) 639-2931 NO LATER THAN 3 P.M. THE DATE OF THE MEETING.