CITY OF NEW BERN BOARD OF ALDERMEN MEETING MAY 14, 2019 – 6:00 P.M. CITY HALL COURTROOM 300 POLLOCK STREET

- 1. Meeting opened by Mayor Dana E. Outlaw. Prayer Coordinated by Alderman Aster. Pledge of Allegiance.
- Roll Call.
- 3. Request and Petition of Citizens.

Consent Agenda

- 4. Consider Approving a Proclamation for Older Americans Month.
- 5. Consider Adopting a Resolution to Close Specific Streets for the Dodge City Duffyfield Community Luncheon.
- 6. Consider Adopting a Resolution to Call for a Public Hearing on Financing the CityMarket-Workforce Development Center Project.
- 7. Consider Adopting a Resolution to Call for a Public Hearing on Financing Roadway Improvement Projects.
- 8. Approve Minutes.

- 9. Presentation on Juneteenth Celebration.
- 10. Presentation on Utility Pre-Pay System.
- 11. Presentation on Kidsville 2.0.
- 12. Presentation on Stormwater.
- 13. Presentation on New Bern's Fire Rating from the NC Department of Insurance.
- 14. Presentation on Fire Department's Five-Year Capital Plan.
- 15. Conduct a Public Hearing on the Proposed Budget for FY2019-20.
- 16. Conduct a Public Hearing on the Consideration of an Ordinance Amendment Changing the City's Election Method from Nonpartisan with Runoff to a Nonpartisan Plurality Method.

- 17. Consider Adopting an Ordinance to Amend Section 66-85 of Chapter 66 for City-Sponsored Events.
- 18. Consider Adopting an Ordinance for the Demolition of 1412 Washington Street.
- 19. Consider Adopting an Ordinance for the Demolition of 915 Sampson Street.
- 20. Consider Adopting a Resolution Authorizing the Filing of an Application with the Local Government Commission for Approval of Financing the City Market-Workforce Development Center Project.
- 21. Consider Adopting a Resolution Authorizing the Filing of an Application with the Local Government Commission for Approval of Financing Roadway Improvements.
- 22. Appointment(s).
- 23. Attorney's Report.
- 24. City Manager's Report.
- 25. New Business.
- 26. Closed Session.
- 27. Adjourn.

Aldermen

Sabrina Bengel Jameesha Harris Robert V. Aster Johnnie Ray Kinsey Barbara J. Best Jeffrey T. Odham



300 Pollock Street, P.O. Box 1129 New Bern, NC 28563-1129 (252) 636-4000 Dana E. Outlaw Mayor

Mark A. Stephens City Manager

Memo to: Mayor and Board of Aldermen

From: Mark A. Stephens, City Manager 4/14/19

Date: May 10, 2019

Re: May 14, 2019 Agenda Explanations

- 1. Meeting opened by Mayor Dana E. Outlaw. Prayer Coordinated by Alderman Aster. Pledge of Allegiance.
- 2. Roll Call.
- 3. Request and Petition of Citizens.

This section of the Agenda is titled Requests and Petitions of Citizens. This is an opportunity for public comment, and we thank you for coming to the Board of Aldermen meeting tonight to share your views. We value all citizen input.

Speaker comments are limited to a maximum of 4 minutes during the public comment period. At the conclusion of 4 minutes, each speaker shall leave the podium. Comments will be directed to the full board, not to an individual board member or staff member. Although the board is interested in hearing your comments, speakers should not expect any comments, action or deliberation from the board on any issue raised during the public comment period.

In the board's discretion, it may refer issues to the appropriate city officials or staff for further investigation. If an organized group is present to speak on a common issue, please designate one person to present the group's comment, which shall be limited to a maximum of 4 minutes.

Consent Agenda

4. Consider Approving a Proclamation for Older Americans Month.

The Administration for Community Living leads the observance of Older Americans Month. Sheila O'Neill, an advocate and service coordinator for residents of the Meadows Apartments, has requested a proclamation recognizing the month of May as a time to observe older Americans.

5. Consider Adopting a Resolution to Close Specific Streets for the Dodge City – Duffyfield Community Luncheon.

(Ward 1) Barbara Sampson, has requested the 1000-1100 blocks of K Street and 900-1000 blocks of Sampson Street be closed on May 25, 2019 from 9 a.m. until 2 p.m. for a Dodge City-Duffyfield community luncheon. A memo from Foster Hughes, Director of Parks and Recreation, is attached along with the questionnaire/application, and a map of the location.

6. Consider Adopting a Resolution to Call for a Public Hearing on Financing the City-Market Workforce Development Center Project.

(Ward 1) As part of the City's match for the EDA grant for the City Market-Workforce Development Training Center Project (also known as the "VOLT Center"), the Board approved funding in the amount of \$619,407. The match will be financed through debt proceeds. Because the debt involves improvements to real property, the borrowing must be approved by the Local Government Commission ("LGC") and a public hearing must be held. The hearing will be scheduled for May 28, 2019. A memo from J.R. Sabatelli, Director of Finance, is attached.

7. Consider Adopting a Resolution to Call for a Public Hearing on Financing Roadway Improvement Projects.

(Wards 5 and 6) To fund roadway improvements to Oaks Road and a portion of Trent Road, the City will utilize proceeds from debt financing. Because the debt involves improvements to real property, the borrowing must be approved by the LGC and a public hearing must be held. The hearing will be scheduled for May 28, 2019. A memo from Mr. Sabatelli is attached.

8. Approve Minutes.

Minutes from the April 23, 2019 regular meeting and April 30, 2019 budget work session are provided for review and approval.

9. Presentation on Juneteenth Celebration.

Talina Massey will be in attendance to discuss plans for an upcoming Juneteenth Celebration

10. Presentation on Utility Pre-Pay System.

Staff and a representative from Exceleron will be in attendance to provide an overview and demonstration of the new prepay system for utility customers.

11. Presentation on Kidsville 2.0.

(Ward 2) Foster Hughes, Director of Parks and Recreation, will share a PowerPoint presentation on the new design for Kidsville. He will also discuss fundraising efforts and volunteer opportunities to help build the playground.

12. Presentation on Stormwater.

Matt Montanye, Director of Public Works, will provide an update on stormwater-related projects and programs.

13. Presentation on New Bern's Fire Rating from the NC Department of Insurance.

The New Bern Fire Rescue Department was recently awarded a Class 2 rating through the NC Department of Insurance effective June 1, 2019. Fire Chief Bobby Boyd will share a PowerPoint presentation to review the process and criteria for the rating, as well as the eligibility for reduced insurance premiums for the City's citizens.

14. Presentation on Fire Department's Five-Year Capital Plan.

As a follow-up to a discussion during the budget workshop, Chief Boyd will provide a detailed update on the Fire Department's five-year capital plan. The review will provide information on the replacement of equipment and vehicles, as well as a new fire station project.

15. Conduct a Public Hearing on the Proposed Budget for FY2019-20.

The recommended budget for FY2019-20 was distributed to the Board on April 23, 2019, at which time the highlights were reviewed by the City Manager. The budget has been made available for public inspection in the City Clerk's office, at the New Bern-Craven County Library, and on the City's website. A budget workshop was conducted on April 30th, which was open to the public. Approval of the budget will be considered at an upcoming Board meeting.

16. Conduct a Public Hearing on the Consideration of an Ordinance Amendment Changing the City's Election Method from Nonpartisan with Runoff to a Nonpartisan Plurality Method.

At the April 23, 2019 meeting, a public hearing was called to receive comments on an ordinance amendment to change the City's election method from nonpartisan with runoff to a nonpartisan plurality method beginning with an election to be held in November 2021. After conducting the public hearing, no further action is needed at this meeting. The passage of the ordinance amendment will be considered at the May 28, 2019 meeting.

17. Consider Adopting an Ordinance to Amend Section 66-85 of Chapter 66 for City-Sponsored Events.

A representative from the Greater Duffyfield Residents Council appeared before the Board at its April 23, 2019 meeting to request that this year's Duffyfest be held in June instead of May. Duffest is a city-sponsored event listed in Section 66-85 of the City's Code of Ordinances. The Board is asked to consider adopting an ordinance amendment to allow this change in schedule. Once the 2019 event is held, a new ordinance amendment will be presented to change the month of the event back to May.

18. Consider Adopting an Ordinance for the Demolition of 1412 Washington Street.

(Ward 5) Staff is seeking to demolish a singlewide mobile home located at 1412 Washington Street. The mobile home has been without electrical service since January 9, 2013 due to multiple minimum code violations. A hearing was held before the Chief Building Inspector on April 11, 2019, and a dilapidated order was issued to vacate, repair or demolish the dwelling within 30 days. On April 24, 2019, the dwelling was further damaged by fire. To date, no permits have been applied for, and the structure remains noncompliant and unsafe. A memo from Jeff Ruggieri, Director of Development Services, is attached along with photos of the subject property and a list of chronological events.

19. Consider Adopting an Ordinance for the Demolition of 915 Sampson Street.

(Ward 1) On February 4, 2016, a minimum-housing violation letter was sent to the owners of the single-family structure located at 915 Sampson Street. Interior and exterior inspection of the 1945 structure revealed multiple minimum-housing violations, including broken windows and structural instability. A hearing was held before the Chief Building Inspector on April 9, 2019, and the owners were given 30 days to bring the property into compliance. To date, no permits have been applied for, and the structure remains noncompliant and unsafe. A memo from Mr. Ruggieri is attached along with photos of the subject property and a list of chronological events.

20. Consider Adopting a Resolution Authorizing the Filing of an Application with the Local Government Commission for Approval of Financing the City Market-Workforce Development Center Project.

(Ward 1) The Board previously approved matching funds for the EDA grant for the City Market-Workforce Development Center Project. Those funds will be secured through debt financing. Because the financing involves real property, approval is required from the LGC. The proposed resolution authorizes the filing of an application with the LGC, and it is anticipated the application will be considered at the LGC's June 4, 2019 meeting. A memo from Mr. Sabatelli is attached.

21. Consider Adopting a Resolution Authorizing the Filing of an Application with the Local Government Commission for Approval of Financing Roadway Improvements.

(Wards 5 and 6) The City will utilize proceeds from debt financing to fund roadway improvements to Oaks Road and a portion of Trent Road. Because the debt involves improvements to real property, approval is required from the LGC. The proposed resolution authorizes the filing of an application with the LGC, and it is anticipated the LGC will consider the application at its June 4, 2019 meeting. A memo from Mr. Sabatelli is attached.

22. Appointment(s).

- (a) Carol Williams' second term on the Planning and Zoning Board has expired, and she is ineligible for reappointment. Alderwoman Harris is requested to make a new appointment to fill this vacancy. The new appointee shall serve a three-year term.
- (b) Rose Williams' appointment on the New Bern Appearance Commission expired February 8, 2019. She is eligible for reappointment, or a new appointment can be made to allow others an opportunity to serve. Mayor Outlaw is asked to make an appointment to serve a three-year term. The ordinance provides appointees shall be residents of the City's planning and zoning jurisdiction and shall, when possible, have had special training or experience in a design field such as architecture, landscape design, horticulture, city planning, or a closelyrelated field.
- (c) Mattie Tatum's appointment on the New Bern Appearance Commission will expire February 22, 2019. She is eligible for reappointment, or a new appointment can be made to allow others an opportunity to serve. Alderman Bengel is asked to make an appointment to serve a three-year term. The ordinance provides appointees shall be residents of the City's planning and zoning jurisdiction and shall, when possible, have had special training or experience in a design field such as architecture, landscape design, horticulture, city planning, or a closely-related field.

- (d) Anne Schout resigned from her seat as an alternate on the Board of Adjustment effective March 1, 2019. Alderman Kinsey is asked to make an appointment to fill the remainder of Mrs. Schout's term, which will expire on November 12, 2021.
- (e) David Griffith's term on the Historic Preservation Commission will expire May 15, 2019. He has served two consecutive terms and is not eligible for reappointment. Mayor Outlaw is asked to make an appointment to fill this seat. The new appointee will serve a three-year a term.
- (f) Jim Bisbee's term on the Historic Preservation Commission will expire May 15, 2019, and he is eligible for reappointment. Alderman Aster is asked to consider reappointing Mr. Bisbee or make a new appointment to fill this seat. The appointee will serve a three-year a term.
- 23. Attorney's Report.
- 24. City Manager's Report.
- 25. New Business.
- 26. Closed Session.
- 27. Adjourn.

AGENDA ITEM COVER SHEET

Agenda item title: Consider Appro	oving a Proclamation for Old	ler Americans Month
Date of Meeting/Work Session	May 14, 2019 V	Vard # if applicable
Department Clerk	Person submitting item	Brenda Blanco
Call for Public Hearing	Date of Public Hearing	
Explanation of the item:		
Sheila O'Neill, an advocate and ser requested a proclamation observi	rvice coordinator for residering Older Americans Month	nts of the Meadows Apartments, in May.
Actions needed by Board:		
Consider approving proclamation		
Is item time sensitive?Yes	<u> </u>	
Will there be advocates/opponer	nts at the meeting?No	<u> </u>
Backup attached:		
Proclamation		
Cost of Agenda Item		
If this item requires an expendituthe Finance Director?		nd are funds available and certified by
Additional notes:		



MAYOR'S OFFICE PROCLAMATION

- WHEREAS, New Bern includes a growing number of older Americans who enrich our community through their diverse life experiences; and
- WHEREAS, New Bern is committed to strengthening our community by connecting with and supporting older adults, their families, and caregivers and acknowledging their many valuable contributions to society; and
- WHEREAS, the City of New Bern recognizes the importance of bringing together all generations and engaging in activities that promote physical, mental, and emotional well-being for the benefit of all; and
- WHEREAS, the City can enhance the lives of older Americans in our community by:
 - promoting home- and community-based services that support independent living;
 - · involving older adults in community events and other activities; and
 - providing opportunities for older adults to work, volunteer, learn, lead, and mentor.
- NOW, THEREFORE, I, Dana E. Outlaw, Mayor of the City of New Bern, North Carolina, on behalf of the New Bern Board of Aldermen, do hereby proclaim the month of May to be

Older Americans Month

in the City of New Bern. I urge every resident to take time during the month of May to recognize older adults and the people who serve them as essential and valuable members of our community.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of New Bern this the 14th day of May in the year of our Lord Two Thousand and Nineteen.



Dana E. Outlaw, Mayor

City Hall • New Bern, NC 28563 • (252) 636-4000

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OAM Home Materials Activity Ideas Resources

History

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Home / Older Americans Month 2019

Older Americans Month 2019

Every May, the Administration for Community Living leads our nation's observance of Older Americans Month. The 2019 theme, *Connect, Create, Contribute*, encourages older adults and their communities to:

- Connect with friends, family, and services that support participation.
- Create by engaging in activities that promote learning, health, and personal enrichment.
- Contribute time, talent, and life experience to benefit others.

Communities that encourage the contributions of older adults are stronger! By engaging and supporting all community members, we recognize that older adults play a key role in the vitality of our neighborhoods, networks, and lives.

This webpage will include suggestions, resources, and material to celebrate older Americans and the communities of which they are a vital part. Everyone benefits when everyone can participate. We encourage you to connect, create, and contribute for stronger and more diverse communities this May, and throughout the year.



PROCLAMATION TEMPLATE

Support from a mayor or governor can raise community awareness about Older Americans Month. Use this template to request public recognition by your local government officials. In addition to filling in placeholder information, edit the content to be as relevant as possible to your community.

Older Americans Month 2019

A PROCLAMATION

Whereas, [community, area, or organization] includes a growing number of older Americans who enrich our community through their diverse life experiences; and

Whereas, [community, area, or organization] is committed to strengthening our community by connecting with and supporting older adults, their families, and caregivers and acknowledging their many valuable contributions to society; and

Whereas, [community, area, or organization] recognizes the importance of bringing together all generations and engaging in activities that promote physical, mental, and emotional well-being for the benefit of all; and

Whereas, [community, area, or organization] can enhance the lives of older Americans in our community by:

- promoting home- and community-based services that support independent living;
- involving older adults in community events and other activities; and
- providing opportunities for older adults to work, volunteer, learn, lead, and mentor.

Now, therefore, [I/we] of [city/town, state] do hereby proclaim May 2019 to be Older Americans Month. [I/we] urge every resident to take time during this month to recognize older adults and the people who serve them as essential and valuable members of our community.

Dated this [day] day of [month], 2019 [Name of person/entity approving proclamation] [Seal, if applicable]

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting Resolution to close specific streets to vehicle traffic from 9:00 a.m. until 2:00 p.m. Saturday, May 25, 2019 for Dodge City-Duffyfield Community Luncheon 1000-1100 blocks of K Street beginning at Green Street and ending at Main Street and the 900-1000 blocks of Street beginning at Green Street and ending Eubanks Street.

Date of Meeting 5/14/2019	Ward # if applicable <u>Ward 1</u> If multiple, list:
Department Parks & Recreation	Person Submitting Item: Mr. Foster Hughes
Call for Public Hearing No	Date of Public Hearing
Explanation of Item:	
Barbara Sampson, Event Coordinator	r has requested to close specific streets to vehicle traffic unity Luncheon on Saturday, May 25, 2019 from 9:00 a.m. until
Actions Needed by Board:	
Adopt the Resolution.	
Will there be advocates/opponent Backup Attached: Resolution Memo Event Application Map	its at the meeting? <u>Select</u>
Cost of Agenda Item: N/A	
	ure, has it been budgeted and are funds available and : <u>Select</u>
Additional notes:	



Aldermen

Sabrina Bengel Jameesha Harris Bobby Aster Johnnie Ray Kinsey Barbara J. Best Jeffrey T. Odham

PARKS & RECREATION Family, fitness and fun come trgether here.

Foster Hughes, CPRE Director of Parks & Recreation



Dana E. Outlaw Mayor

Mark A. Stephens
City Manager

Memo To: Mayor and Board of Aldermen

From: Foster Hughes, CPRE Director of Parks and Recreation

Re: Adopt the Resolution to close specific streets to vehicle traffic the 1000-1100

blocks of K Street beginning at Green Street and ending at Main Street and the 900-1000 blocks of Sampson Street beginning at Green Street and ending at Eubanks Street for Dodge City Duffyfield Community Luncheon on May 25, 2019

from 9:00 a.m. until 2:00 p.m.

Background Information:

Barbara Sampson, Event Coordinator has requested to close specific streets to vehicle traffic the 1000-1100 blocks of K Street beginning at Green Street and ending at Main Street and the 900-1000 blocks of Sampson Street beginning at Green Street and ending at Eubanks Street for Dodge City-Duffyfield Community Luncheon on Saturday, May 25, 2019 from 9:00 a.m. until 2:00 p.m.

Recommendation:

The Parks and Recreation Department recommends approval and request the Board adopt a Resolution approving the request.

If you have any questions concerning this matter, please call

RESOLUTION

THAT WHEREAS, Dodge City-Duffyfield Community has scheduled its first luncheon and requested that specific streets be closed to vehicular traffic from 9:00 a.m. until 2:00 p.m. May 25, 2019. Those streets are the 1000-1100 blocks of K Street beginning at Green Street and ending at Main Street and the 900-1000 blocks of Sampson Street beginning at Green Street and ending at Eubanks Street; and

WHEREAS, the Director of Parks and Recreation of the City of New Bern recommends the streets be closed as requested.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN:

That the 1000-1100 blocks of K Street beginning Green Street and ending at Main Street and the 900-1000 blocks of Sampson Street beginning at Green Street and ending at Eubanks Street be closed to vehicular traffic from 9:00 a.m. until 2:00 p.m. on Saturday, May 25, 2019 for the Dodge City-Duffyfield Community Luncheon.

ADOPTED THIS 14th DAY OF MAY 2019.

	DANA E. OUTLAW, MAYOR	_
BRENDA E. BLANCO, CITY CLERK	_	

New Bern Parks, Recreation, & Cultural Resources Pre-Event or Permit Questionnaire

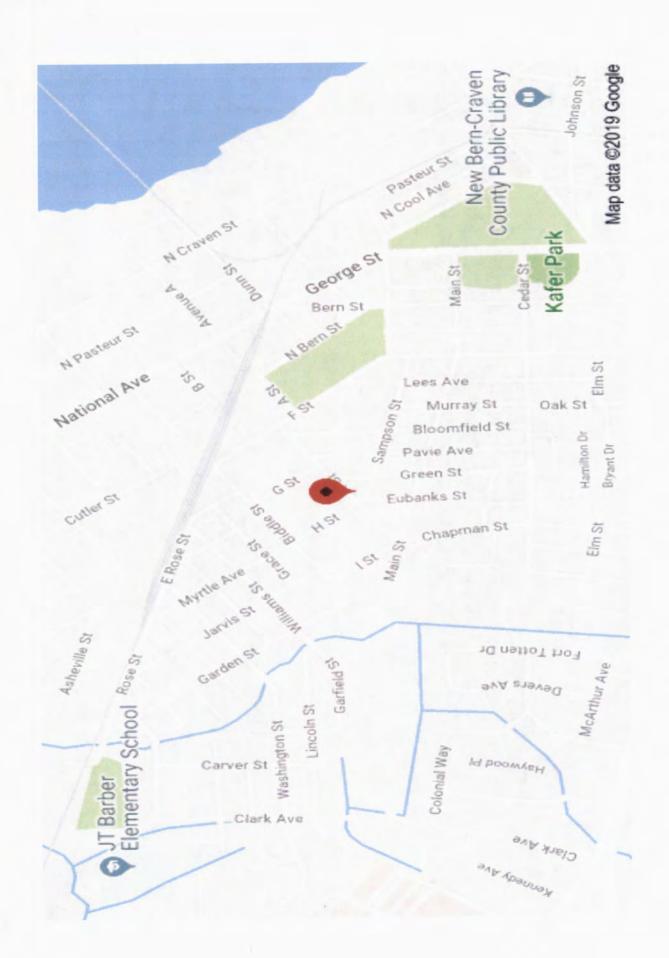


Thank you for choosing New Bern Parks & Recreation for your event or permit. The purpose of this form is to obtain information <u>before</u> the application or permit process is requested. All requests are to be returned to Parks & Recreation Administration; requests include, but not limited to parks, open spaces, ball fields, streets, festivals, parades, road races and rallies.

If requesting the use of a recreation center, complete and return to the facility of choice (contact facility at bottom of page); approval of application is at the discretion of the Center Supervisor.

Please note: When requesting the use of City facilities for event purposes, allow for a minimum of 60 days prior to the requested event date for consideration; for permits, allow for a minimum of 30 days prior to the requested permit date for consideration. Completing a pre-event or permit questionnaire does not guarantee approval.

	9 a p . c o c o	8-1-1-2
Name: BETTY SAM SON	Today	's Date: 05/0//9
Name: BETTY SAM SON Address: 1038 SAM SON ST.	City:	NEW BEEN
State: <u>//</u> Zip: <u>28560</u>	Telephone: (252) 617- /	608_Cell:
E-mail address: <u>Cr8nspiceOug</u>	hoo, com	
Facility Requested (check one):Stanley	White Rec. Center	West New Bern Rec. Center
George St. Park Spray Ground New		
Other (example: Open Space/Ball Field	//Street): Gean Sampson	EUBANK/SAM/SON & H&K STREETS
Date of Event: <u>May 25, 2019</u>	Hours: From: 9:	30 A.M. TO: 4.00 D.M.
Purpose of Event: 10 RAING THE RES	IDENTS (PAST/PRESENT	TOGETHER TO CELEBRATE OUR HERITAGE
		ide dates & times: NOT SURE AT THIS TIME *
Are you requesting closure and/or use of Sta	te-owned streets/bridges in	the City limits of New Bern?Y*V_N
returned to NCDOT. If you require this form, please let o attached the following: a map of the route: along with a	ur office know and we will supply o certificate of insurance naming th	e roads/bridges. A Special Event Form must be completed and ne for you. Once the NCDOT Special Events Form is complete, e City of New Bern and NCDOT as an additional insured.
Is event for fundraising purposes?Yes	No (If yes, please provide n	on-profit or not-for-profit organization name and tax I.D.
Number) Organization Name:	ID #:	
Projected Attendance: 250 Will you be	charging admission?	YesNo (If yes, state how much \$)
Note: Security may be required at the organizers	expense, given the attendance	e and projected nature of the event.
Recreation Center:	please check the	area(s) you are requesting
Meeting RoomKitchenMulti	-purpose RoomGame	RoomFitness RoomGymnasium
Park Name:	Please check the a	rea(s) you are requesting.
ShelterOpen Space	StageGazebo	Other:
Electricity?YesNo (Check one		
Bethe R. Donnor		05/VI)/9 (Date)
Signature	Title (if applicable)	(Ďate)



"Dodge City-Duffyfield Community Luncheon"

Purpose: Luncheon reunion for those of us who grew up in Dodge City-Duffyfield

Date: Saturday May 25, 2019 Same day as the New Bernian Ball/Memorial Day Weekend

Time: 11a.m-1p.m.

Location: The Big Field beside the Sampsons' homewhere we played baseball

Cost: \$10/person Deadline: 4/30/19

Menu: Smithfield's BBQ + Desserts

Contacts: Carolyn Sampson jahabe77@aol.com
P.O.Box 87131, Fayetteville, NC 28304 910-433-2360

Barbara Sampson barbarasampson1957@gmail.com
R149 Craven Terrace, New Bern, NC 28560 252-288-5987

Marcia Sampson Beasley marcia3426@yahoo.com
12009 Dawn Vista Drive, Riverview, FL 33564 813-431-9717

Sharon "Boptina" C. Bryant rage.926sb@gmail.com
2011 Waters Street, New Bern, NC 28560 252-675-7306

Donald Guion guiondonaldduck@gmail.com 302-382-1570

Please send or give the \$10 to one of the above in person, by mail, or by Cash app (to Marcia). Please make checks out to name of contact person and write "For Duffyfield Day." Receipts available upon request.

This is a pilot for bigger events in the future. If anyone wishes to assist or has any suggestions, please send one of the contact persons a message. Success depends on your financial support. Let's prove we can come together for more than a tragedy. Leave all the negativity behind and come out and fellowship in the neighborhood where we grew up and with the people who share our bond.

SPREAD THE WORD!!!!!

AGENDA ITEM COVER SHEET

Agenda Item Title

Consider Adopting Resolution to Call for Public Hearing on Financing Workforce Development Center Project

Date of Meeting 05/14/2019	Ward # if applicable N/A
Department Finance	Person Submitting Item: JR Sabatelli, CPA, Director of Finance
Call for Public Hearing Ves No	Date of Public Hearing 5/28/2019
Explanation of Item:	
A public hearing is required pursuant proposed financing of the City Market	to GS 160A-20 for citizen comment regarding the :-Workforce Development project.
Actions Needed by Board: Adopt Resolution calling for public he	aring on May 28, 2019
Is item time sensitive? Yes No	
Backup Attached:	
Memo and Resolution	
Cost of Agenda Item: not to exceed \$619,	407
If this item requires an expenditure certified by the Finance Director:	, has it been budgeted and are funds available and Yes No
Additional notes:	



Office of the Director of Finance

TO:

City Manager, Honorable Mayor and Members of the Board of Aldermen

FROM:

Joseph R. Sabatelli, CPA – Director of Finance

DATE:

April 25, 2019

RE:

Call for Public Hearing on City Market-Workforce Development Center Project

Financing

Background Information

On June 26, 2018, the Board approved additional funding for the City Market-Workforce Development Training Center Project in the amount of \$619,407 to be paid through debt proceeds. This funding was part of the City of New Bern's match of the EDA grant for this project.

Request for Proposals were sent to banks on April 25, 2019 for an amount not to exceed \$619,407.

Because this refinance involves improvements to real property, the borrowing must be approved by the Local Government Commission. As a result, a public hearing is required pursuant to G.S 160A-20. Attached is a resolution calling for a public hearing to be held at its next meeting on May 28, 2019 for comments on said financing.

Requested Action

It is recommended that the Board adopt the enclosed resolution at its meeting to be held on May 14, 2019.

RESOLUTION BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN

WHEREAS, the City of New Bern is required to hold a public hearing to receive public comments on financing contracts authorized under G.S. 160A-20 involving real property and contracts extending five or more years which requires approval by the Local Government Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN:

That a public hearing will be conducted by the Board of Aldermen of the City of New Bern at 6:00 p.m., or as soon thereafter as the matter may be reached, on the 28th day of May, 2019, in the City Hall Courtroom in said City for public discussion on a request to enter into a financing agreement for the the City Market – Workforce Development Training Center Project.

ADOPTED THIS THE 14TH DAY OF MAY, 2019.

	DANA E. OUTLAW, MAYOR	
BRENDA E. BLANCO, CITY CLERK		

AGENDA ITEM COVER SHEET

Consider Adopting Resolution to Call for Public Hearing on Financing Roadway Improvements

Agenda Item Title:

Date of Meeting $05/14/2019$	Ward # if applicable N/A	
Department Finance	Person Submitting Item: JR Sabatelli, CPA, Director of Finance	
Call for Public Hearing ✓ Yes No	Date of Public Hearing 5/28/2019	
Explanation of Item:		
A public hearing is required pursuant to GS 160A-20 for citizen comment regarding the proposed financing of the Trent Road/MLK improvements project and Oaks Road improvements project.		
Actions Needed by Board:		
Adopt Resolution calling for public he	aring on May 28, 2019	
Is item time sensitive? ✓ Yes □ N	0	
Will there be advocates/opponents at the meeting? ☐ Yes ✔ No		
Backup Attached:		
Memo and Resolution		
Cost of Agenda Item: not to exceed \$1,60		
If this item requires an expenditure certified by the Finance Director:	, has it been budgeted and are funds available and ☑Yes ☐No	
Additional notes:		



Office of the Director of Finance

TO:

City Manager, Honorable Mayor and Members of the Board of Aldermen

FROM:

Joseph R. Sabatelli, CPA – Director of Finance

DATE:

April 25, 2019

RE:

Call for Public Hearing on Trent Road/MLK and Oaks Road Improvements

Projects Financing

Background Information

The Board of Alderman approved an amendment to the 2017 Roadway Improvements Capital Project Fund on September 26, 2017 for \$1,460,000 for roadway improvements to Trent Road and Dr MLK Jr Blvd, of which \$800,000 was to be paid through proceeds from debt. Additionally, on June 12, 2018 the Board authorized an \$800,000 amendment to this project fund to include improvements to Oaks Road to be paid through debt.

Request for Proposals were sent to banks on April 25, 2019 for an amount not to exceed \$1,600,000.

Because this refinance involves improvements to real property, the borrowing must be approved by the Local Government Commission. As a result, a public hearing is required pursuant to G.S 160A-20. Attached is a resolution calling for a public hearing to be held at its next meeting on May 28, 2019 for comments on said financing.

Requested Action

It is recommended that the Board adopt the enclosed resolution at its meeting to be held on May 14, 2019.

RESOLUTION BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN

WHEREAS, the City of New Bern is required to hold a public hearing to receive public comments on financing contracts authorized under G.S. 160A-20 involving real property and contracts extending five or more years which requires approval by the Local Government Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN:

That a public hearing will be conducted by the Board of Aldermen of the City of New Bern at 6:00 p.m., or as soon thereafter as the matter may be reached, on the 28th day of May, 2019, in the City Hall Courtroom in said City for public discussion on a request to enter into a financing agreement for the Trent Road/MLK Improvements project and Oaks Road Improvements project.

ADOPTED THIS THE 14TH DAY OF MAY, 2019.

	DANA E. OUTLAW, MAYOR	_
BRENDA E. BLANCO, CITY CLERK		

DRAFT

City of New Bern Board of Aldermen Meeting April 23, 2019 – 6:00 P.M. City Hall Courtroom 300 Pollock Street

1. Meeting opened by Mayor Outlaw. Prayer by Carol Williams, a New Bern citizen. Pledge of Allegiance.

2. Roll Call.

Present: Mayor Outlaw, Alderman Sabrina Bengel, Alderwoman Jameesha Harris, Alderman Robert Aster, Alderman Barbara Best, Alderman Johnny Ray Kinsey, and Alderman Jeffrey Odham. Absent: None. A quorum was present.

Also Present: Mark Stephens, City Manager; Michael Scott Davis, City Attorney; and Brenda Blanco, City Clerk.

Motion to Amend the Agenda: Alderman Bengel made a motion to amend the agenda to add an Item 6(a) to discuss recycling, seconded by Alderman Aster. The motion carried unanimously 7-0.

Consent Agenda

3. Consider Adopting a Resolution Calling for a Public Hearing on the Proposed Budget for Fiscal Year 2019-20.

Budget workshops are scheduled for April 30th and May 1st beginning at 1 p.m. on both days. Following those workshops, a public hearing will be held as required by state statute. The proposed date of the hearing is May 14, 2019.

4. Consider Approving a Proclamation for MumFest 2019.

Charlene Harvell, Promotions Coordinator with Swiss Bear, requested a proclamation in honor of MumFest 2019. This represents the festival's 39th year.

5. Consider Approving a Proclamation for the 2019 National Day of Prayer.

In conjunction with the 68th Annual National Day of Prayer, Tharesa Lee requested a proclamation observing May 2, 2019 as a day of prayer in New Bern.

6. Approve Minutes.

Minutes from the May 4, 2019 special meeting and May 9, 2019 regular meeting were provided for review and approval.

Alderman Odham made a motion to approve Items 3-6 of the Consent Agenda, seconded by Alderwoman Harris. The motion carried unanimously 7-0.

6(a). Discussion on Recycling

Alderman Bengel said Craven County announced yesterday that it would eliminate recycling curbside service, following a vote taken by its Board a week earlier. At her request, Mr. Stephens explained the County has been offering curbside recycling service and charging a fee of \$36 a year to each property owner's tax bill. Recycling has somewhat dried up with respect to being a revenue generator for the recyclers. There are several different options for the City: 1) do nothing; this will yield an additional estimated cost of \$75,000.00 to \$100,000.00, which equates to approximately a \$.50 per customer increase in solid waste fees; 2) continue the current weekly service at the \$6.00 amount quoted to the County, which would increase the City's solid waste fee from \$14.75 to roughly \$20.75; 3) offer a monthly service with a 95-gallon cart, which would equate to a \$4.57 raise to the customer. bringing the solid waste fee to about \$19.37. Mr. Stephens explained all of these options in some depth. He recommended the Board submit the service out for bid and weigh the options once responses are received. He expressed a desire to confer with the City Attorney on the possibility of joining forces with other Craven County municipalities to seek bids to serve them as a group. The County plans to terminate the service at the end of June, which creates a tight timeline for seeking bids.

At Alderman Odham's request, Norma Yanez of Waste Industries described the items accepted for recycling and explained which ones actually are processed. She explained the market for recyclables and noted a lot of glass goes to the landfill.

Alderman Odham expressed concern about the City entering into a contract and the possibility of the County backtracking its decision. He suggested those with a vested interest contact their County Commissioner to express their opinion in a timely manner. If the City decides to offer recycling, Alderman Best favored Mr. Stephens' suggestion of examining a group effort with other municipalities. For the record, Alderman Bengel stated there were 100 counties in North Carolina, but only 8 of those had recycling programs. Although she agreed with Alderman Odham's recommendation, she suggested the City still investigate its options. Additional discussion took place.

Alderwoman Harris made a motion to allow a citizen to make a public comment, second by Alderman Bengel. The motion carried unanimously 7-0.

Braeden Welsh of 1311 Bray Avenue stated New Bern was lagging behind in terms of green initiatives. He suggested the City view its options and consider an advisory board to address the recycling issue and look at other ways to have a cleaner city.

Margaret Hix of 411 Johnson Street, formerly of Colorado, described how that state handled recycling. She stated a private company picked up both trash and recycling and billed the residents for the services.

By a unanimous show of hands, the Board expressed consensus to have Mr. Stephens seek bids, noting the need to have adequate information for future consideration.

7. City Manager's Presentation of Fiscal Year 2019-20 Budget.

A copy of the proposed budget for Fiscal Year 2019-2020 was provided for each Board member. Mr. Stephens pointed out the Schedule of Fees was included in the proposed budget, although it had historically been provided at a later time. He shared a PowerPoint presentation spotlighting significant areas within the budget.

After concerns were voiced about drainage needs and the budget's lack of provision for an elevator, the Board expressed a unanimous consensus for Mr. Stephens to issue a Request for Qualifications for an architectural engineer to review the project, make a recommendation for locating an elevator in City Hall, and provide an estimated cost. With respect to drainage, Mr. Stephens suggested the Board wait to see how things play out with FEMA and the USDA. A budget amendment may be needed in the future to address drainage, and fund balance would be utilized if the Board wanted to go beyond what FEMA or the USDA would provide. Mr. Stephens suggested Matt Montanye, Director of Public Works, provide an update on stormwater improvements at the next Board meeting.

8. Conduct a Public Hearing and Consider Adopting an Ordinance to Annex Property at 846 Highway 55 West.

Othella Clarence Best and Shelia Best petitioned for their property at 846 NC Highway 55 West to be annexed into the city limits, and the Board accepted the petition at its April 9, 2019 meeting. The property was further identified as Tax Parcel ID 8-222-169. The Board was asked to conduct a public hearing on the request and then consider adopting an ordinance to annex the property.

Mayor Outlaw opened the public hearing, but no one came forward to speak. Alderman Aster made a motion to close the public hearing, seconded by Alderman Bengel. The motion carried unanimously 7-0.

Alderman Best made a motion to adopt an ordinance to annex property at 846 NC Highway 55 West, seconded by Alderman Odham. Upon a roll-call vote, the motion carried unanimously 7-0.

9. Discussion of Duffest 2019.

Duffest, a city-sponsored event, is held annually in May. This year, the Duffyfield Residents Council ("Council") desires to have the event in June so that it coincides with activities planned for a Juneteenth celebration. Carol Williams of 2906 Moore Avenue spoke on behalf of the Council. She shared information about the event and the desire to change the date for this year only. She also requested a stipend of \$3,000. A discussion about the request followed, during which Alderman Best

stated if the City could help fund the New Year's Eve event then she did not see why it could not help sponsor Duffest.

Alderwoman Harris made a motion to donate \$1,500 to the Greater Duffyfield Residents Council for the festival. The motion died for lack of a second. Alderman Aster asked whether the City provided funds for any other city-sponsored events, and Mr. Stephens explained the City only provided in-kind services. Alderman Bengel noted there was a time in the past when financial assistance was provided. Alderman Aster expressed concern about the possibility of other city-sponsored events seeking funding. He then suggested the Board use its discretionary funds to cover the \$1,500. Mayor Outlaw offered his discretionary fund balance of \$1,000, Alderman Aster offered his remaining balance that was shy of \$400, and Alderwoman Harris stated she would make up the difference from her available balance.

10. Consider Adopting a Resolution Approving a Substantial Amendment to the 2018 CDBG Program.

At its March 26, 2019 meeting, the Board adopted a resolution approving a substantial amendment to the FY2018 CDBG program. After that, staff realized the adoption of the amendment was sought too early and should have been delayed until a public hearing was held at Development Services' office. That public hearing was conducted on April 9, 2019, and no questions or comments were received. The Board was asked to again consider adopting the resolution approving the substantial amendment, which authorizes reallocation of funds to be used to construct up to four units of affordable housing that will be available for rent.

Alderman Kinsey made a motion to adopt a resolution approving a substantial amendment to the 2018 CDBG program, seconded by Alderman Best. Upon a roll-call vote, the motion carried unanimously 7-0.

11. Consider Adopting a Resolution Indicating Intent to Consider an Ordinance Amending the Election Method from Nonpartisan with Runoff to a Nonpartisan Plurality Method and Calling for a Public Hearing on the Proposed Change.

As recently directed by the Board, the City Attorney drafted a resolution to change the municipal election method from a nonpartisan election with a runoff to a nonpartisan plurality method. Since North Carolina has a state statute that authorizes municipalities to amend their charters to change the election method from one of the four basic options (all of which are in odd years), the Board can proceed with a charter amendment by following the statute, or by seeking a local bill from the General Assembly. The Board also has the option to call for a special election to submit the ordinance to a vote. Presuming the Board wanted to amend the charter consistent with the statutory authority, a resolution was prepared to indicate that intent. Additionally, the resolution calls for a public hearing to be held on May 14, 2019.

Alderman Bengel made a motion to adopt a resolution indicating intent to consider an ordinance amending the election method from nonpartisan with runoff to a nonpartisan plurality method beginning with an election to be held in November 2021 and calling for a public hearing on the proposed change, seconded by Alderwoman Harris. Prior to the Board casting its votes, Alderman Odham stated that eight times in the history of New Bern, a candidate had been elected in a November runoff. Alderman Bengel said there were 552 municipalities in North Carolina, and New Bern was the only municipality to hold an October election with a November runoff. Only 12 of the 552 municipalities hold a nonpartisan election with a runoff. Additional discussion followed. Alderman Bengel made a motion to call the question, seconded by Alderwoman Harris. Upon a roll-call vote on the motion to adopt the resolution, the motion carried 5-2 with Aldermen Odham and Kinsey voting against it.

12. Consider Adopting a Budget Ordinance Amendment for the FY2018-19 Operating Budget.

This budget ordinance amendment recognizes \$17,500 from the Governors Highway Safety Grant to purchase a police patrol vehicle. It also amends the FY2019 budget to advance repayment of the installment purchase debt for the ERP Phase I project.

Alderman Aster made a motion to adopt a budget ordinance amendment for the FY2018-19 operating budget, seconded by Alderwoman Harris. Upon a roll-call vote, the motion carried unanimously 7-0.

13. Discussion of Water Resources Capital Item.

The FY2018-19 budget included \$60,000 in Water Resources to convert the ammonia system at the water treatment plant from a gas to a liquid system. This figure included \$20,000 for materials and \$40,000 for installation and transition. Staff determined they could complete the conversion without utilizing outside assistance, which would save \$40,000. It was requested that the Board authorize staff to implement a budget revision to allow for the \$40,000 to be spent on the installation of a much-needed generator at the Industrial Park tank. The estimated cost for installing the generator was \$53,000. The additional \$13,000 needed for the generator could be taken from the amount budgeted for the installation of a generator at the Cove City standpipe.

Dalton Gaskins, Water Treatment Plant Manager, explained the need for a generator at the Industrial Park site.

(Alderman Best momentarily stepped out of the room at 8:01 p.m., returning at 8:04 p.m.)

(Alderman Kinsey momentarily stepped out of the room at 8:05 p.m.)

Alderman Odham made a motion to provide staff the consent to purchase the generator for the Industrial Park with capital funds and authorize staff to proceed with a budget revision, seconded by Alderwoman Harris.

(Alderman Kinsey returned to the room at 8:08 p.m.)

Upon a roll-call vote, the motion carried unanimously 7-0.

14. Appointment(s).

Alderwoman Harris made a motion to reappoint Mike Markham to the Friends of the Firemen's Museum Board, seconded by Alderman Odham. The motion carried unanimously 7-0. Mr. Markham will serve a three-year term to expire on April 22, 2022.

15. Attorney's Report.

The City Attorney announced an ordinance would be on the next agenda to change the date for the 2019 Duffest event. Although it is a one-time change, the ordinance must be revised to reflect that and then later changed back.

16. City Manager's Report.

Mr. Stephens provided a status report on the Munis project.

17. New Business.

Alderman Best

Thanks was expressed to Shirley Crawford of United Way of Coastal Carolina and to employees of Moen for the installation of a newborn learning trail at the Pleasant Hill Park.

A spring cleanup will be held in Duffyfield on May 2-4, 2019. More information can be obtained by contacting Anne Schout with the Duffyfield Phoenix Project.

Alderman Kinsey

Alderman Kinsey made a motion to rescind the appointment of Anne Schout to the Planning and Zoning Board, seconded by Alderman Odham. The motion carried unanimously.

Alderman Aster

Thanks was expressed to Mr. Montanye for conducting a citizen meeting last night regarding the construction of Old Airport Road.

Alderwoman Harris

She and Mayor Outlaw spoke with Michelle at Preservation Management regarding the concerns expressed by residents of Craven Terrace, but have not received a response from her. Mr. Stephens announced staff from Inspections is scheduled to meet at Craven Terrace at 2 p.m. tomorrow. Following that, staff will provide a report of their findings, which will be shared with the entire Board by email. After the information is available, Aldermen Best, Kinsey and Harris will meet to discuss the findings.

Thanks was expressed to Development Services and Margaret Shields, a grant writer, for working on the grant for a chess park.

Alderman Bengel

The Historic Downtown Residents Association ("HDRA') asked the board for a street closure at its last meeting, but requested the wrong date of Saturday, April 27th. To rectify that, Alderman Bengel made a motion to close Change Street on Sunday, April 28, 2019, for a HDRA neighborhood gathering, seconded by Alderwoman Harris. The motion carried unanimously 7-0.

Fellow board members were reminded that the revised noise ordinance would envelope the entire City, and she encouraged them to provide input. A decibel reader is available through Human Resources should anyone desire to test noise levels.

The PepsiCo Board of Directors and stockholders will be in town next week.

18. Closed Session.

Alderman Odham made a motion to go into closed session to discuss a personnel issue pursuant to NCGS §143-310.11(a)(6) and real property pursuant to NCGS §143-310.11(a)(5) and §143-310.11(a)(3), seconded by Alderman Kinsey. The motion carried unanimously 7-0, time being 8:20 p.m.

19. Adjourn.

Alderman Kinsey made a motion to adjourn, seconded by Alderman Odham. The motion carried unanimously 7-0, time being 9:35 p.m.

The attached documents are incorporated herewith and are hereby made a part of these minutes.

NOTE: For additional details and information on the Board of Aldermen meetings, please visit the City of New Bern's website at www.newbernnc.gov. Video and audio recordings of the meeting have been archived.

Minutes approved: May 14, 2019		
	Dana E. Outlaw, Mayor	—
Brenda E. Blanco, City Clerk	<u> </u>	

DRAFT

City of New Bern Board of Aldermen Budget Work Session April 30, 2019 & May 1, 2019 – 1:00 P.M. Daily City Hall Courtroom 300 Pollock Street

Mayor Outlaw opened the meeting with prayer at 1:01 p.m. The Pledge of allegiance was recited, followed by a roll call.

Board Members in Attendance: Mayor Dana Outlaw; Alderman Sabrina Bengel, Alderwoman Jameesha Harris (arrived at 1:09 p.m.), Alderman Robert Aster, Alderman Johnnie Ray Kinsey (arrived at 1:49 p.m.), and Alderman Jeffrey Odham. Absent: Alderman Barbara Best. A quorum was present.

Also in Attendance: Mark Stephens, City Manager; Brenda Blanco, City Clerk; and Joseph R. Sabatelli, Director of Finance.

1. Discussion of Recommended FY 2019-20 Budget:

A brief discussion ensued about the review process to be followed during this meeting. It was noted the Departments Heads previously reviewed the highlights of their budget at the retreat earlier in the year. A question was posed about lack of funding in the budget for an elevator at City Hall. If an elevator is pursued next year, Mr. Stephens explained a project fund would be established and the cost would not necessarily appear in the recommended budget. He stated that could be discussed under Public Works' budget or at any point in the workshop.

2. Opening comments from City Manager

Mr. Stephens pointed out the Board was presented with a balanced budget.

(Alderman Bengel very briefly stepped out of the room at 1:06 p.m., returning at 1:06 p.m. The meeting ceased for lack of a quorum and resumed upon her return.)

Highlights of the budget were reviewed, which included:

- Funding for employee raises;
- A revenue-neutral tax rate increase for stormwater;
- Funding for the wholesale electric rate increase; a retail electric rate increase was not passed on to customers;
- Departmental requests were \$5 million over revenue projections; requests were incorporated to the extent possible; and
- Revenue projections were slightly down; although sales tax revenue increased, ad valorem taxes decreased because of damages to property from Hurricane Florence.

3. General Fund (unless otherwise noted)

a) General Government:

Governing Board (page 8)

No significant changes other than travel and training. Funding was provided to replace the Board's aging iPads. The travel and training request included some detail for each Board member.

(Alderwoman Harris arrived at 1:09 p.m.)

(Alderwoman Harris momentarily stepped out of the room at 1:12 p.m.)

Mr. Stephens described the use of advertising funds and its unpredictability. The need to continue membership with the Eastern Carolina Council of Government was questioned.

General Administration (page 19)

Questions were answered about the position summary, dues and subscriptions and service and maintenance contract.

(Alderwoman Harris returned to the room at 1:21 p.m.)

Legal (page 26)

An increase was not requested for the upcoming year.

Elections (page 28)

Elections will not be held in the upcoming year, so there is no budget for this.

Special Appropriations (page 30)

In part, this includes a \$1,000 in discretionary funds for all Board members, as well as an appropriation for the public library and funds for community development.

PEG (page 32)

This budget decreased and is, in essence, revenue neutral. The use of the PEG channel versus social media was discussed.

Information Technology (page 34)

Personnel remains the same. The budget is slightly less due to lower projected maintenance costs and infrastructure changes. The need for additional electronic peripherals has grown.

Interfund Transfers & Transfer Supports (page 174)

This provides \$50,000 for the Grants Fund, \$10,000 for Public-Private Partnerships, \$25,000 to the Metropolitan Planning Organization ("MPO") and \$35,000 to the

Solid Waste Fund. Alderman Bengel asked that in the future detail be listed at the bottom of the page.

Contingency (page 175)

Mr. Stephens explained the use of contingency funds.

Municipal Service District Fund [Other Funds] (page 415)

This fund has a self-imposed tax rate, and monies are used for projects within the Downtown District. The decrease is reflective of an anticipated decrease in tax values due to Hurricane Florence.

b) Development Services

Development Services (page 43)

This budget is relatively flat, and the department is fully staffed. Notably, \$45,000 is allocated for demolition of blighted properties, \$30,000 as seed money for the Redevelopment Commission, and \$50,000 to pursue a community-rating system. The future of developing a fund for the Redevelopment Commission was briefly discussed.

(Alderman Kinsey arrived at 1:49 p.m.)

A brief discussion ensued on how staff handles neglected and blighted homes.

Community Development Fund [Other Funds] (page 363)

This fund was not reviewed in detail.

Public-Private Partnerships Fund [Other Funds] (page 429)

This fund was not reviewed in detail.

MPO Plan Grant [Other Funds] (page 403)

This fund was not reviewed in detail.

c) Finance

Accounting (page 57)

This budget includes Finance Administration and Accounting. It is relatively flat.

Purchasing/Warehouse (page 63)

Personnel is increased, but temporary help services is reduced. A long-time temporary employee has been hired into a permanent position. Kale Road's rent has decreased because of the debt service decreasing.

Utility Business Office – Electric Fund (page 311)

Personnel includes an uptick for overtime expenses. Funds are provided for a van that will serve as a mobile shop for meter technicians in the field. The budget provides for credit card fees to be absorbed by the City. In the future, there will be

a need to determine if the City desires to absorb those fees under the impending new system.

d) Fire (page 69)

This, too, is a relatively flat budget. There is additional debt service attributed to capital items purchased in the previous year's budget. Staff positions were increased in the current year, which is evident by the increase of personnel costs. A project fund for a new fire station will be created at the appropriate time. Noting it takes a year to order and manufacture, Alderman Aster suggested funds be included for the purchase of a new fire truck to replace the oldest engine or quint.

(Alderman Kinsey momentarily stepped out of the room at 2:11 p.m.)

Mr. Sabatelli stated it was conceivable to finance a new engine or quint for longer than five years, although it would require approval from the Local Government Commission. Bobby Boyd, Fire Chief, voiced a concern about the amount of time it takes to get parts and repair an apparatus. When asked about the need for an engine or quint, Chief Boyd stated the department currently needed an engine.

(Alderman Kinsey returned to the room at 2:15 p.m.)

Chief Boyd stated three apparatuses would need to be replaced in the next five years. Alderman Odham asked if the Board could be provided with a net present valuation on all of the Fire Department's fleet, and the Board expressed consensus to proceed with obtaining this information.

e) Human Resources (page 79)

Debt service increased for the Munis software. Personnel and operating expenses are relatively the same.

Employees' Benefit Insurance Fund [Other Funds] (page 377)

This fund was not reviewed in detail.

f) Police (page 111)

Funds are requested for the replacement of 10 vehicles and associated equipment. This includes an additional vehicle for Animal Control ("AC"), the need of which was discussed. Alderman Odham suggested if an AC vehicle is purchased, that the number of cruisers to be purchased be reduced by two vehicles. The budget provides \$465,640 for vehicle purchases and a fleet camera system, and the Board expressed consensus that Chief Summers have the flexibility to determine which vehicles to purchase as long as he stayed within that amount. As a result, Mr. Stephens noted the budget would be reduced by \$57,191, the amount requested for a new AC vehicle.

Emergency 911 Support (page 126)

This budget is rather nil.

Parking (page 130)

This budget is reduced from last year, mainly due to capital outlay. Revenue generated from parking fines goes into the General Fund. The Municipal Service District's contribution for the parking employees is reduced by those fines.

E911 Emergency Telephone System [Other Funds] (page 369)

This is for supplies and materials for Public Safety Answering Point ("PSAP"). State 911 distributions are received to cover a portion of this budget.

Equitable Sharing US Dept. of Justice [Other Funds] (page 383)

This money is spent primarily toward special investigations.

Equitable Sharing US Dept. of Treasury [Other Funds] (page 391)

This budget is zeroed out for FY2019-20.

Police Special Revenue Fund [Other Funds] (page 421)

These funds are used mainly to investigate drug activity.

g) Parks and Recreation

Administration (page 89)

The slight uptick is primarily due to moving a position from Facilities. Funds are provided to update the Master Plan and to provide new programs and special events.

(Mayor Outlaw stepped out at 2:41 p.m., returning at 2:41 p.m. Mayor Pro Tem Odham presided over the meeting.)

Income from any of the special events is placed in the General Fund, according to Mr. Stephens. With respect to facilitating the concert series, the City will front the cost for a new stage until FEMA compensates the City for the loss of the previous stage.

Parks & Grounds (page 95)

This budget decreased slightly due to a reduction in capital outlay. Funds are provided for the replacement of two quad-cab dump-bed trucks and a pick-up truck. The intent for next year is to incorporate additional preservation projects for the cemeteries.

(Alderman Aster stepped out of the room momentarily at 2:47 p.m., returning at 2:49 p.m.)

Alderwoman Harris expressed a potential need for an additional dog park that would be free to use.

Facilities (page 101)

Two full-time positions were moved to Administration. Some of the reduction in the budget can be attributed to the fact that Stanley White Recreation Center is currently out of operation.

Alderwoman Harris made a motion to take a five-minute break, seconded by Alderman Bengel. The motion carried unanimously 6-0, time being 2:55 p.m.

The meeting resumed at 3:04 p.m.

h) Public Works

Administration (page 135)

A position from the Streets Division has been moved to Administration. Operating expenses represent a small decrease.

Insurance (page 142)

This covers the liability and property insurance. The budget remains flat.

Garage (page 145)

The budget increased, which is in part due to the position of Heavy Equipment Manager being moved from the Streets Division to the Garage. The new facility is operable and working out well. The old garage facility may be utilized by Craven Community College for another workforce development program.

Public Buildings (page 151)

The budget includes \$130,000 for the purchase of a 100-ft. boom lift. The Mayor expressed concern about the size of the lift and the possibility of being too large for all tasks. Mr. Stephens stated the City currently owns a small scissor lift. The 100-ft. boom would be used for changing lights at ballfields, decorating at Christmas and for the New Year's Eve event, etc.

Streets (page 157)

The decline in personnel services is attributed to the transfer of three positions to other divisions. Notably, operating expenses include \$500,000 for resurfacing and street improvements, \$450,000 for street lighting, and \$85,000 for sidewalk and curbing projects.

Stormwater Maintenance (page 163)

The stormwater utility was eliminated, and Stormwater Maintenance was placed in the Public Works budget, as previously directed by the Board. Any funds remaining in the stormwater fund as of June 30, 2019 will be transferred to the General Fund. According to Mr. Sabatelli, those funds may only be spent on stormwater-related activities. Given the fact that so much money is budgeted in stormwater and the fee has been eliminated, any restricted funds will be eaten up next fiscal year. This transition of funds will be revealed in the City's annual audit.

Stormwater Fund (page 329)

This fund was not reviewed in detail.

Solid Waste Fund (page 343)

Both the residential and commercial refuse contracts expire on June 30, 2022. The County's recycling decision will not impact the City's budget, unless the City decides to offer services that differ from the monthly service that will be offered by the County. In preparation of next year's budget, Alderman Odham suggested staff research the cost to provide this service internally. Alderman Aster also suggested staff research the cost of pursuing a municipal contract independent of the County. These options were discussed. Mr. Stephens said staff would approach Waste Industries about maintaining the service of and providing a quote for the 17-gallon totes for the next year and a half for City customers, and then, if desired, rebid the recycle with the trash service at the end of that timeframe.

4. Water Fund

Water Operating Fund (page 177)

The divisions of Water Resources Admin, Water Treatment and Water Distribution, were briefly reviewed, as well as debt service, shared services, interfund transfers, and contingency.

Water Capital Reserve Fund [Other Funds] (page 449)

This fund was not reviewed in detail.

5. Sewer Fund

Sewer Operating Fund (page 223)

The primary source of revenue is from services provided to the City's customer base. Highlights from Sewer Treatment and Sewer Collection System Maintenance were reviewed. The goal is to rehabilitate two sanitary sewer lift stations each year, and the cost to do so is reflected in Sewer Collection System Maintenance. Also briefly reviewed were debt services, shared services, interfund transfers, and contingency were all briefly reviewed.

Sewer Capital Reserve Fund [Other Funds] (page 439)

This fund was not reviewed in detail.

Sewer Debt Service Reserve Fund [Other Funds] (page 445)

This fund was not reviewed in detail.

(Alderwoman Harris momentarily stepped out of the room at 3:53 p.m.)

6. Electric Fund

Department of Public Utilities - Electric (page 259)

A wholesale electric rate increase was passed down this year and was absorbed into the budget. Mr. Stephens announced another rate increase is projected to happen around January 2020.

(Alderwoman Harris returned to the room at 3:56 p.m.)

In looking at a resiliency plan, Alderman Bengel stated she would like to look at the possibility of placing utilities underground. Mr. Stephens cautioned this would be very expensive, but he would certainly be in favor of obtaining any grant funds that may be available to cover the expense.

Highlights of the Electric divisions were reviewed, including proposed capital purchases. The increase in Administration's salary is due in part to the Director's position being vacant for some time, as well as other vacancies and a reclassification. Also briefly reviewed were debt service, shared services, interfund transfers, and contingency.

Rate Stabilization Fund [Other Funds] (page 435)

This fund was not reviewed in detail.

In summary, the Board expressed a desire for cost information on an elevator for City Hall and the addition of a fire truck. Alderman Bengel also asked for information on the amount of insurance funds expected for the repair of City Hall, as she would like to begin a project to improve City Hall. Considering the age of the building, Alderman Aster suggested City Hall be evaluated for additional smoke detectors and fire monitoring. Alderman Bengel reiterated a previous concern regarding the need for security cameras at City Hall. Should available funds be identified, Alderwoman Harris expressed a desire for an employee appreciation event, noting the employees' hard work and dedication during Hurricane Florence.

7. Public Comment on Above Sections.

Mayor Outlaw opened the floor for public comment. However, no one from the public was in attendance.

8. Adjourn.

Alderman Kinsey made a motion to recess. The motion failed for lack of a second. Alderman Aster made a motion to adjourn and not convene on May 1st since the discussion of business had been concluded, seconded by Alderwoman Harris. The motion carried unanimously, time being 4:18 p.m.

The Recommended Budget for FY2019-20 is attached hereto and made a part of these minutes.

NOTE: For additional details and information on the Board of Aldermen meetings, please visit the City of New Bern's website at www.newbernnc.gov. Video and audio recordings of the meeting have been archived.

Minutes approved: May 14, 2019		
	Dana E. Outlaw, Mayor	
Brenda F. Blanco. City Clerk		

AGENDA ITEM COVER SHEET

Agenda item title: Presentation of	on Juneteenth Celebration	
Date of Meeting/Work Session _	May 14, 2019 Wa	rd # if applicable
Department Clerk	Person submitting item _	Brenda Blanco
Call for Public Hearing No	Date of Public Hearing _	
Explanation of the item:		
Talina Massey will be in attendand	ce to discuss plans for an upco	ming Juneteenth Celebration
Actions needed by Board:		
Informational only		
Is item time sensitive? No		
Will there be advocates/oppone	nts at the meeting?No_	
Backup attached:		
None		
Cost of Agenda Item		
If this item requires an expendit the Finance Director?		are funds available and certified by
Additional notes:		

AGENDA ITEM COVER SHEET

Presentation and Discussion of Prepay System for Utility Customers

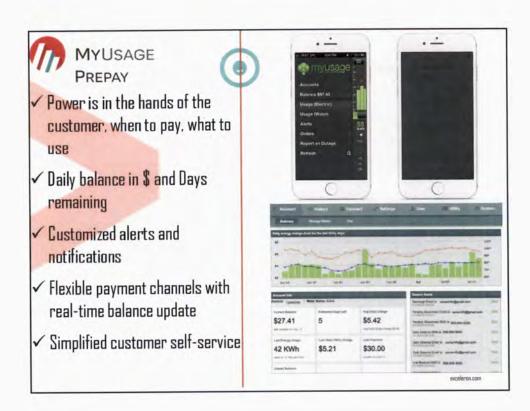
Agenda Item Title:

Date of Meeting 05/14/2019	Ward # if applicable N/A
Department Finance	Person Submitting Item: Joseph R. Sabatelli, Director of Finance
Call for Public Hearing Yes No	Date of Public Hearing
Explanation of Item:	
A representative from Exceleron will be provide an overview and demonstration	be on hand with Utility Business Office team members to on of the new prepay system for utility customers.
Actions Needed by Board: None	
Is item time sensitive? Yes N	
Will there be advocates/opponents	at the meeting? Yes MO
Backup Attached: None	
Cost of Agenda Item: N/A	
If this item requires an expenditure certified by the Finance Director :	, has it been budgeted and are funds available and Yes No
Additional notes:	



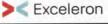
Prepay Facts

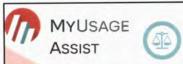
- •10-15% of customers will signup for prepay
- Half of all prepay customers never experience a disconnect
- 80% of customers that receive a pending disconnect alert never get disconnected
- Average time from disconnect to reconnect 5-15 minutes for 90% of the customers
- Disconnects and reconnects done remotely via the software Proprietary and Confidential Information Exceleron



How Does MyUsage™ Work?

- Customer's account is created in MyUsage
- Account is activated when balance is > minimum balance required (\$50 minimum)
- Usage charges are calculated and applied to the prepaid balance daily
- Prepaid balance triggers alerts based on customer preferences
- Customer can choose the method and frequency of alerts/communications
- · Disconnect triggered by negative balance
- Meter reconnected when balance is reestablished





- ✓ Automated arrearage management plans
 - Unpaid/unbilled balances
 - · Credit for every payment made
 - Customer can monitor progress or catchup
 - 25% Recovery rate on every payment
 - Automatically stops when repayment is complete



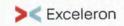
Other Charges

- •Non-metered charges are pro-rated and charged on a daily basis
 - Fixed monthly fees
 - Water, Sewer and Electric Base Charges
 - Solid Waste
 - Security lights



Disconnects / Reconnects

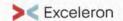
- Disconnects restricted to normal business hours (no weekends, holidays, etc.)
- Reconnects happen anytime once credit balance is re-established (payment made)





Inbound Consumer Services

- •Consumers can access their account information at their convenience
 - On the Internet www.myusage.com
 - Over the Phone through 24-Hour Service IVR via a toll free number
 - •877-707-7017
 - · Via myusage mobile app



Two Way Texting

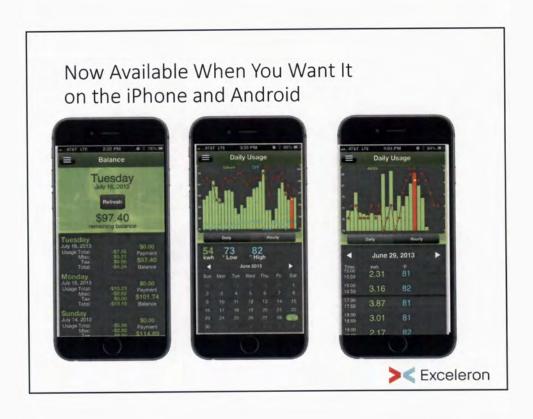
•BAL – Request current balance

MyUsage.com: Your current balance for account 3112111101 is \$425.08. Reply HELP for help, Reply STOP to cancel.



















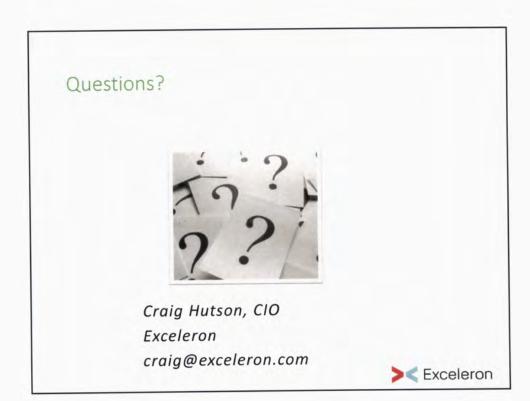
Usage Monitor

- •Provides non-prepaid customers web access to daily usage information
- Easy web sign-up via MyUsage.com
- Email alerts available for daily usage and high usage events

>< Exceleron

Free for all non-prepaid customers





AGENDA ITEM COVER SHEET

Agenda Item Title:Kidsville 2.0 Update

Data of Marshing May 14 2019	Ward # if applicable $\frac{\lambda}{Ward y}$
Date of Meeting May 14, 2019	
Department Parks & Recreation	Person Submitting Item: Foster Hughes
Call for Public Hearing ☐ Yes ✔ No	Date of Public Hearing
Explanation of Item:	
Through a powerpoint presentation, v fundraising efforts to date, along with	ve will introduce the kidsville 2.0 design and discuss volunteer opportunities for the upcoming build.
Actions Needed by Board:	
<u>-</u>	
Information only.	
Is item time sensitive? Yes N	o
Will there be advocates/opponents	at the meeting? Yes No
Backup Attached:	
Power Point presentation	
Cost of Agenda Item:	
If this item requires an expenditure certified by the Finance Director :	, has it been budgeted and are funds available and Yes No
Additional notes:	



Aldermen

Sabrina Bengel Jameesha Harris Bobby Aster Johnnie Ray Kinsey Barbara J. Best Jeffrey T. Odham

PARKS & RECREATION Family, fitness and fun come together here.

Foster Hughes, CPRE
Director of Parks & Recreation



Dana E. Outlaw Mayor

Mark A. Stephens City Manager

Memo To:

Mayor and Board of Aldermen

From:

Foster Hughes, CPRE, Director Parks and Recreation (



Re:

Kidsville 2.0 Update

Background Information:

We will present the Kidsville 2.0 design and provide an update on fundraising to date, as well as volunteer opportunities in preparation for the Community build.

Recommendation:

Information only.

If you have any questions concerning this matter, please let me know.





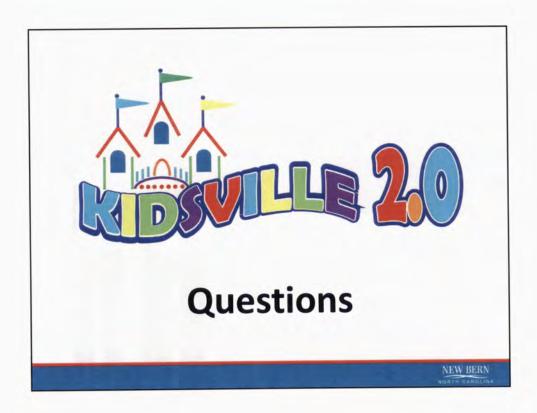
Fundraising to date:

Phased Approach (if fundraising goal is not met):

Estimated Construction Date:

Volunteer Opportunities:





AGENDA ITEM COVER SHEET

Agenda Item Title:

Presentation to the Board for update on stormwater related projects	s and programs.
Date of Meeting 5/14/2019 Ward # if applicable Multiple If multiple, list:	<u>Wards</u>
Department Public Works Person Submitting Item: Matt	Montanye
Call for Public Hearing Select Date of Public Hearing	
Explanation of Item: Presentation to the Board for update on stormwater related project	s and programs.
Actions Needed by Board: None.	
Is item time sensitive? No Will there be advocates/opponents at the meeting? No	
Backup Attached:	
None.	
Cost of Agenda Item: N/A If this item requires an expenditure, has it been budgeted and are	e funds available and
certified by the Finance Director : <u>Select</u> Additional notes:	





City of New Bern Public Works Department Stormwater Update May 14, 2019

Stormwater Update

Update for the Board of Aldermen on Stormwater related projects:

- 1. N.C. Works Program
- 2. USDA Funded Projects
- 3. FEMA Funded Projects
- 4. Staff's Focus on Ditch Maintenance
- 5. \$1 Million Ditch Maintenance
- 6. Misc. Funded Stormwater Projects





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1

NC Works Program

The NC Works Program is a federally-funded program where staff employed through the NC Works program are assigned to municipalities to assist on Hurricane-related tasks.

Request: (October 2018)

Public Works / Stormwater
 Parks and Recreation
 Accounting
 5 employees
 8 employees
 1 employee

Received:

Public Works / Stormwater
 2 employees (April 29th)

Parks and Recreation 0 employees
 Accounting 0 employees

2

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USDA Funded Projects

In December 2018, the City of New Bern requested assistance from the Emergency Watershed Protection Program (EWPP)

- January 15, 2019 staff performed site visits to 10 locations that we felt could be eligible through this program.
- · March 12, 2019

...we have had a lot of changes to the program. However, the City of New Bern now has 5 sites that will be sent to the Engineers for Disaster Reports. This is the process where the contracted engineer designs the site specific repairs to the damage and includes estimated funding to perform the repair.

· May 13, 2019 - Engineer Site Visits / Design / Cost Estimates

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3

^{*} Additional Staff expected in the coming weeks

USDA Funded Projects

Projects Meeting the requirements:

- Clean-up of the Renny's Creek Outfall
- Trent Road/Red Robin Road Outfall
 - Bank Stabilization / Bank Reconstruction
- Clean-up Wilson Creek Outfall (Red Robin / Chelsea Road)
- 4. Clean-up Pembroke Outfall (Leaf and Limb Facility)
- Clean-up Wilson Creek Outfall (Kings Row)

Projects NOT Meeting the requirements:

- 1. Clean-up Glenburnie Park Outfall
- Bulkhead replacement in Tryon Village
- Water Street Bank Stabilization
- 4. East Rose Street Outfall Pipe Replacement
- Clean-up Duffyfield Canal

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Completed

Completed

Completed Completed

FEMA Funded Projects

Hurricane Florence Related:

1. Neuse Avenue Pipe Replacement

3. Tram Road Pipe Repair

Jack Smith Creek Wetlands

Trent Road Pipe Replacement

- Bank Stabilization (Wash out)
- Reconstruction Overflow Bern
- Clean out of the drainage way leading to the Pumps
- Drainage Ditch Clearing (80 Miles of Drainage Ditches)
 - o Sampling of 20% with FEMA representatives
 - o Detailed project scope
 - o Submitted to FEMA May 2019

FEMA Funded Projects

Items Under Review for Mitigation Projects Consideration:

- 1. East Rose Street Pump Station:
 - o Headwall and Pipe Replacement
- 2. Biddle Street Pond:
 - o Generator
 - o Increase Outfall Under RR Tracks
- 3. Various Retaining Walls:
 - o Tryon Village (Repair/Replace)
 - Red Robin (New)
 - Waters Street (Repair/Replace)
- 4. Other Items:
 - o North Hills New floodgates
 - o East Rose- New floodgates
 - Yarmouth Culvert Expansion

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Stormwater Projects

FY-19 \$1.5 Million Funded for Stormwater Projects

	Cedar Street Drainage Improvements	\$ 39,160
	Neuse Blvd. Drainage Improvements	\$ 115,452
	Cardinal Drive Drainage Improvements	\$ 56,790
	Johnson Street Infrastructure Improvements	\$ 161,951
	Hancock Street Infrastructure Improvements	\$ 62,837
	Middle Street Infrastructure Improvements	\$ 178,810
٠	Spencer Avenue Infrastructure Improvements	\$ 196,670
	King Street Infrastructure Improvements	\$ 161,951
		\$ 973,621

Remaining Balance

\$ 526,379

7

Stormwater Projects

Current & Future Planned Projects

	Elizabeth Avenue Pipe Replacement	Quotes Received
	N. First Avenue Drainage Improvements	\$ 13,500
	Goldsboro Street Drainage Improvements	\$ 10,000
•	Tatum Drive Drainage Improvements	\$ 27,850
	Harvard Way Drainage Improvements	\$ 27,850
	Union Point Park Drainage Improvements	\$ 41,375
	Roanoke Avenue Pipe Replacement	Out for Bids
	Laura Lane Pipe Installation	Out for Bids
	Brice's Crossing Infrastructure Improvements	Investigating
	214 Metcalf Street Infrastructure Improvements	Investigating
	(2) Stormwater Pump Station Improvements	Investigating

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\$1 Million Ditch Maintenance Project

Preliminary Pricing:

- Type 1 \$10-\$15 / LF
 - Easy Access (Right-of-way)No Clearing Required
- Type 2 \$20-\$30 / LF
 - o Off Road
 - o Minor Clearing
- Type 3 \$40-\$50 / LF
 - Heavily WoodedClearing Required
- Average Cost \$30 / LF
 Estimated Project Length 6.25 Miles

NEW BERN
NORTH GAPOLINA

\$1 Million Ditch Maintenance Project

Moving Forward:

- · Identify 6.25 miles
 - Allowable Activities on Blue-line Streams
- · Bid Project:
 - o Proper Procurement Policies
 - o Remain FEMA Eligible
- Timeline: 30-45 Days

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Stormwater Maintenance Division Staff: Stormwater Superintendent Lead Equipment Operator II Lead Equipment Operator I Equipment Operator 1 Senior Maintenance Worker Inmate Labor (1-3) 7 Total 2 * Asphalt Crew 2 * Concrete Crew 1 Leaf & Limb 1 Litter Crew Leader 3 Litter Crew Inmates NC Works Total 18 (14-15 daily) NEW BERN

Stormwater Maintenance Division

Stormwater Superintendent:

- Investigating of stormwater-related service calls
- Managing Stormwater Projects
- · Managing Staff

Equipment Operator:

- · Minor Stormwater Repairs
- · Trapping Program

Other Employees:

DITCH MAINTENANCE!!

10

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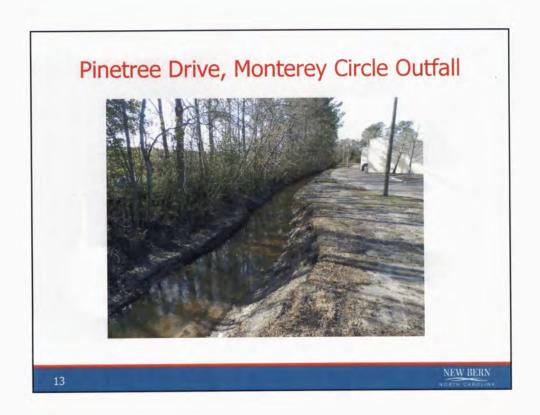
Colony Drive

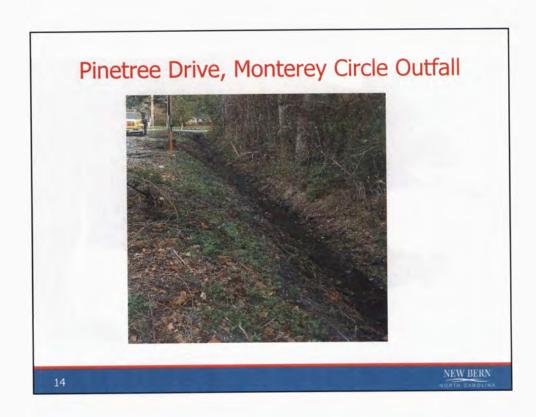


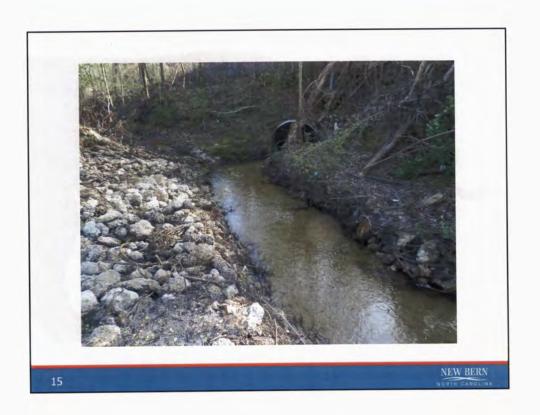


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Questions and Answers

Matt Montanye Director of Public Works

montanyem@newbernnc.gov 252-639-7501

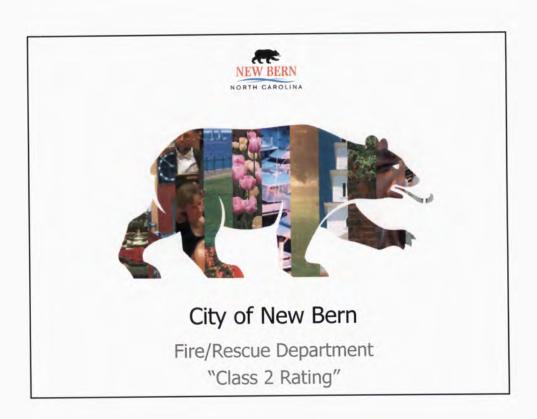
16

AGENDA ITEM COVER SHEET

New Bern's Response Rating "Class 2" Results Expounded

Agenda Item Title:

Date of Meeting May 14, 2019	Ward # if applicable N/A
Department Fire	Person Submitting Item: Robert Boyd
Call for Public Hearing Yes V	O Date of Public Hearing
Explanation of Item:	
Carolina Department of Insurance. The presentation explains the process and idenartment can protect our community.	FD) was recently awarded a "Class 2" rating through the North new rating will be affective on June 1, 2019. The attached dentifies the criterion used to determine how well our fire The overall score dictates our level of fire protection and qualifies to be eligible to receive reduced insurance premium rates.
Actions Needed by Board:	
No action needed	
To them hims consisting?	No
Is item time sensitive? Yes	
Will there be advocates/opponents	s at the meeting? Yes YNO
Backup Attached:	
PowerPoint presentation	
Cost of Agenda Item: None	
_	re, has it been budgeted and are funds available and
Additional notes:	
No funding needed	



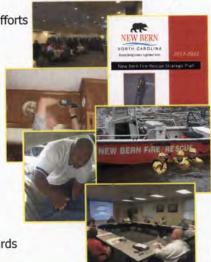
City of New Bern's Fire Protection Rating The New Bern community received a class 2 rating due to teamwork and accomplishments (Bottom 2% of the nation and state). North Carolina Fire District Ratings | ASS | ASS | Class | Clas

City of New Bern's Fire Protection Rating

Since our last inspection, we have worked on efforts to provide a better service to our community.

Efforts such as:

- · Developed a strategic plan
- · Peer review of operations
- · Community surveys
- · Increased training
- · Implemented Emergency Dispatch
- · Community risk reduction programs
- · Pre-plans of commercial properties
- Hydrant maintenance
- Service testing of hose/apparatus
- Equipment purchases
- Improved NFPA 1710/1221 baseline standards
- Community partnerships.



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North Carolina Department of Insurance Response Rating













- The primary responsibility for the N.C. Dept. of Insurance's response rating is the inspection of all fire departments. The criterion dictates a minimum level of fire protection and qualifies home owners and commercial properties to be eligible to receive reduced insurance premium rates.
- The fire rating determines how well our fire department can protect and serve the community.
- Fire insurance rating, is a score from 1 to 10 that indicates how well-protected your community is by the fire department. A lower number is better: 1 is the best possible rating, while a 10 means the fire department did not meet the ISO's minimum requirements.

Inspection Criteria to a Fire Rating Score



Emergency Communications: includes emergency reporting, Tele-communicators and dispatching systems.

Fire Department: includes equipment, staffing, training, geographic distribution of fire companies/fire stations, operational considerations, and community risk reduction.

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Inspection Criteria to a Fire Rating Score Continued



Water Supply: including inspection and flow testing of hydrants, alternative water supply operations, and a careful evaluation of the amount of available water compared with the amount needed to suppress fires up to 3,500 G.P.M.

Community Risk Reduction: community efforts to reduce the risk of fire, including fire prevention codes and enforcement, public fire safety education, and fire investigation programs.

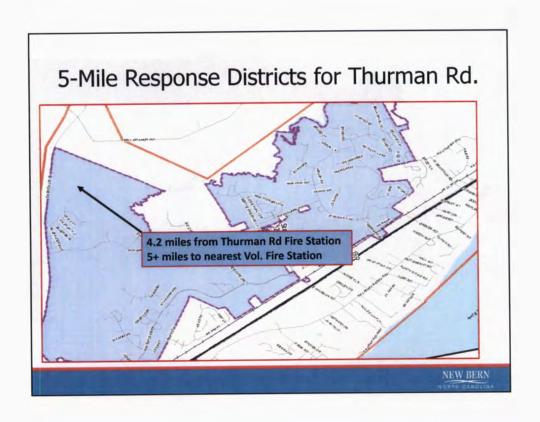
Rating Weight Factors



- 50% comes from the quality of your local fire department
- 40% comes from availability and quality of city's water supply.
- 10% comes from the quality of the area's emergency communications systems (911).
- An extra 5.5% comes from community outreach, including fire prevention and safety courses.
- Any area that is more than 5 driving miles from the nearest fire station is automatically rated a 10.
 - One response area is out of 5 miles and under contract (two other areas are at 4 plus miles)

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5-Mile Response Districts For HQ & Eliz. Ave. 5 miles from Elizabeth Ave Fire Station Currently under Contract 4.9 miles from Elizabeth Ave. Fire Station 3.9 miles to entrance from Rhems Fire Station 3.6 miles to entrance from West of New Bern Fire Station



	Overall S		
FSRS Feature	Earned Credit	Credit Available	
Emergency Communications			
414. Credit for Emergency Reporting	2.40	3	
422. Credit for Tele-communicators	2.74	4	
432. Credit for Dispatch Circuits	2.85	3	
Fire Department			
513. Credit for Engine Companies	6.00	6	
523. Credit for Reserve Pumpers	0.50	0.50	
532. Credit for Pump Capacity	3.00	3	
549. Credit for Ladder Service	4.00	4	
553. Credit for Reserve Ladder and Service Trucks	0.00	0.50	
561. Credit for Deployment Analysis	5.16	10	
571. Credit for Company Personnel	10.00	15	
581. Credit for Training	7.35	9.2	
730. Credit for Operational Considerations	2	2	
Water Supply			_
616. Credit for Supply System	23.79	30	
621. Credit for Hydrants	2.25		
631. Credit for Inspection and Flow Testing	7.00	7	
640. Credit for Water Supply	33.04	40	
Divergence	-1.32	-	
1050. Community Risk Reduction	4.52	5.50	
Total Credit	82.24	105.50	

Areas Where We Excelled

- Increased internal training among fire personnel and external training with mutual aid departments
- Community Risk Programs (garnished 4.5 out of 5.5 bonus points)
- · Hydrant maintenance
- · Hiring new Fire Inspector
- · Pre-plans of commercial properties
- Service testing of hose/apparatus
- Adopted NFPA 1221 and 1710 baseline standards and developed plan to obtain benchmark
 - NFPA 1221 (Communication Standards)
 - NFPA 1710 (Response Times Standards)
- · Community partnerships

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Areas for Improvement

Fire Department

- Deployment analysis (Distribution and number of fire stations)
- Personnel (number of firefighters we have available on any given structure fire)

Communications

- Personnel (number of tele-communicators we have available to address the volume of 911 calls)
- Continue to make efforts towards meeting NFPA 1221 call handling times

Water Supply

- Continue to work on hydrant distribution
- Continue to develop loops in our system. Jordan's group does a fantastic job ensuring we incorporate loops whenever a new large project comes on board (i.e. the 43 connector will allow us to connect Highways 43, 55, and 17)

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AGENDA ITEM COVER SHEET

Agenda Item Title:

Presentation on Fire Department 5-year Capital Plan

Date of Meeting May 14, 2019	Ward # if applicable N/A
Department Fire	Person Submitting Item: Robert Boyd
Call for Public Hearing ☐ Yes ✓ No	Date of Public Hearing
Explanation of Item:	
Provide Board of Aldermen a detailed Documents answer the board's quest replaced.	I update of the fire department's 5-year capital plan. ions about purchase options for apparatus needing to be
Actions Needed by Board: Informative updates to provide the Bocapital budget needs.	pard data towards deciding the fire department's FY 20
Is item time sensitive? Yes N	o
Will there be advocates/opponents	at the meeting? Yes VNo
Backup Attached:	
Five year capital plan summary, desc expenditures/operational impact, app increase in cost and resale value of a	cription/justification for equipment/vehicles/projects, paratus cost/depreciation, prepay discounts, annual apparatus documents are attached.
Cost of Agenda Item: None	
If this item requires an expenditure certified by the Finance Director :	e, has it been budgeted and are funds available and Yes No
Additional notes:	

Department	Name: Fir	Department Name: Fire Department				nt Division:	on:					Dept. No 5010	0
DESCRIPTION	Z	FUNDING SOURCE		2020		2021	2022	22	2023		2024	TOTALB	TOTAL BUDGET IMPACT
Equipment:													
1 Wildland Firefighting Unit	hting Unit	75190	\$	10,000.00								\$	10,000.00
$\overline{}$	oment	75190			45	35,000.00						\$	35,000.00
_	SE	75190			\$	15,000.00						\$	15,000.00
$\overline{}$	or	75190					\$ 8	80,000,00				\$	80,000.00
_		75190						30,000,00				\$	30,000.00
	pment	75190								35,000.00		\$	35,000.00
		75190							\$ 45,0	45,000.00		-	45,000.00
8 Traffic Control Lights	ights	75190								\$	169,000.00	\$	169,000.00
						1		and the same		0000	45000000		and one other
		TOTAL EQUIPMENT	S	10,000.00	4.5	50,000.00	\$ 11	110,000.00	0'08 \$	\$0,000,00	169,000,00	4 7	419,000.01
Vehicles:												1	2000 10
1 Fire Service Vehicle	icle	75210	\$	65,000.00						-		\$	65,000.00
2 Fire Engine/Pumper	nper	75210	\$	549,833.00								\$	549,833.00
3 Tower/Rescue Apparatus	Apparatus	75210			\$ 1	1,273,097.00						s +	1,273,097.00
4 Service Vehicle		75210					\$	39,500.00				\$	39,500.00
5 Rescue/Support Truck	t Truck	75210							\$ 300,0	300,000,000			300,000.00
6 Engine Pumper/Quint	/Quint	75210									750,000	\$ 00	750,000.00
		TOTAL VEHICLES	157	614,833,00	5 1	1,273,097.00	55	39,500.00	\$ 300,0	300,000,000	750,000.00	\$ 0	2,977,430.00
Other Capital Projects:	cts:							-		-		-	
1 Fire Station 4		75410			٠٠	96,000.00	\$	00.000,09	\$ 1,776,000.00	\$ 000.000	140,000.00	\$ \$	2,072,000.00
												\$	r
		TOTAL PROJECTS	vs.	7	5	96,000.00	S	00'000'09	\$ 1,776,000.00	\$ 00.000	140,000.00	\$ 0	2,072,000.00
										4 00 00			O OCK OOK T
		TOTAL CAPITAL	5	624,833.00	5 1	1,419,097.00	5	\$ 00.005,602		\$ 00.000,act,2	1,059,000.00	4 0	3,400,430,00

		DESCRIPTION	DESCRIPTION AND JUSTIFICATION
Project Title	Fiscal	Detail Description	Justification
Fire Service Vehicle	2020	2020 Wildland/Service Vehicle and related Equipment	Current vehicle is 12 years old and cost to maintain continues to increase. Replacement vehicle will serve a dual purpose to assist with pulling Task force 10's gooseneck trailer with loader and carry a wildland firefighting skid unit as part of our Wildland Urban Interface Program.
Wildland Firefighting Skid Unit	2020	2020 Wildland Firefighting Skid Unit as part of our Wildland Urban Interface Program	Developments within the City Of New Bern are building residential properties close to or within wildland areas. This unit will allow us to access areas an apparatus cannot reach. We can begin mitigation while waiting on NC Forest Service to arrive on scene (NCFS response times can be long).
Pumper	2020	Pumper Engine and related equipment	Existing Pumper is 18 years old with over 10,000 operational hours. We are spending almost \$13,000 annually and approximately \$73,000 in additional repairs are needed. According to NFPA 1911, the engine has reached the end of its service life to be a first due apparatus.
New Fire Station 2021-2024	2021-	According to New Bern Fire Rescue's Strategic Plan, we will improve service delivery by determining the strategic location and design of fire service facilities.	According to the NFPA, the fire department's suppression resources shall provide for the arrival of a Fire Engine Company within a 4-minute response time 90% of the time. Call volume has increased 30% and the area has seen a 33% growth in commercial property in 2018. There are many areas reaching the 5-mile response district limits. To maintain a 4-minute response time and ensure our citizens receive equitable service, the City of New Bern needs to place a Fire Station and Engine Company in the proposed location along the Highway 43 Corridor.
Extrication Equipment	2021	Extrication equipment for removing victims from vehicles and entrapment which would be placed at Headquarters Station on Engine 1. All other extrication tools would then be rotated onto other apparatus until no longer serviceable or replacement parts are unavailable.	Our current set of extrication equipment is over 15 years old which includes a pump motor that loses compression and power. Repair costs run approximately \$700 annually. Doctors emphasize the importance of the "Golden Hour," which starts at the time of an incident and ends when the person receives care from the hospital. Updated extrication tools will enable us to provide faster and more efficient medical care than we currently do.

		DESCRIPTIO	DESCRIPTION AND JUSTIFICATION
Project Title	Fiscal	Detail Description	Justification
Thermal Imaging Cameras	2021	Thermal imaging camera technology can emergency incident in which normal visi reduced. This technology can assist firefi sizing up the fire to identify the location from the exterior and develop a better p mitigation. The fire attack team can imm direct water to the seat of the fire. Searc rescue crews can improve the chances o lost victims.	help at any We currently have two cameras over ten years old. One is out of service and beyond bility is repair and the other one will cost half the price of a new to repair. of the fire solut of service and beyond billing to the other one will cost half the price of a new to repair. of the fire solut of service and beyond the other one will cost half the price of a new to repair.
Tower/Rescue Apparatus	2021	Tower/Rescue Apparatus and related equipment	Existing Tower/Rescue apparatus is 21 years old with over 13,000 operational hours. We are spending almost \$17,000 annually and approximately \$70,000 in additional repairs will be needed in order to keep apparatus in compliance. According to NFPA 1911, the tower has reached it's end of service life to be a first due apparatus.
SCBA	2022	NFPA and OSHA standards specify minimum requirements for breathing air quality for emergency services organizations that provide personnel with respiratory protection devices. A breathing air system is a complete assembly of equipment to compress, store, and deliver breathing air for the filling of respirator breathing air cylinders.	Unit is over 20 years old and is costing over \$4,000 annually to maintain. According to OSHA and NFPA, unit is coming to end of life as front line compressor
SCBA Units (5)	2022	Recommend purchasing five (5) Self Contained Breathing Apparatus (SCBA).	SCBA is the firefighter's number one safety device and are used daily to protect them from hazardous conditions. The units are needed due to department growth and wear on older units.
Service Truck	2022	Purchase a 3/4 ton service vehicle to replace a 2012 Ford F-250	Purchase a 3/4 ton service vehicle to replace a 2012 Current vehicle is over 10 years old and costs to maintain continue to rise. Maintenance Ford F-250

		DESCRIE IIO	DESCRIPTION AND JUSTIFICATION
Project Title	Fiscal	Detail Description	Justification
Extrication Equipment	2023	Extrication equipment for removing victims from vehicles and entrapment which would be placed at Elizabeth Ave. Station on Engine 3. All other extrication tools would then be rotated onto other apparatus until no longer serviceable or replacements parts are unavailable.	Our current set of extrication equipment is over 15 years old which includes a pump motor that loses compression and power. Repair costs run approximately \$700 annually. Doctors emphasize the importance of the "Golden Hour," which starts at the time of an incident and ends when the person receives care from the hospital. Updated extrication tools will enable us to provide faster and more efficient medical care than we currently do today.
Rescue Support Truck	2023	Replace our 1993 International Support/Rescue apparatus. This proposed purchase is for a new Heavy/Rescue apparatus with a 4-person cab and storage for rescue and incident support. The expected useful service life is 20-25 years. The apparatus will be placed at Headquarters and will respond to all large incidents.	Truck-1 has been in service for 30 years and has excessive miles and hours. Repairs and maintenance in the last 12 months amounted to \$5,828.61. Due to its limited storage space, we now have to carry many of the rescue tools/equipment on pumpers. Changes in the fire service requires departments to carry massive amounts of equipment. This new apparatus will enable the Fire Department to have equipment/tools in a centralized location; thereby making operations more streamlined and efficient.
Boat Motors	2023	Replace motors on marine firefighting/rescue boat	Boat motors were purchased in 2006 and have over 1,000 hours. Maintenance and repair costs spent thus far is over half the cost of replacement motors.
Pumper/Quint	2024	Quint/Engine and Related Equipment	Apparatus will be placed in new Fire Station as Engine/Truck Company as station is over 2.5 miles from Headquarters Fire Station.
Traffic Control Devices	2024	Install traffic control devices in high traffic areas (i.e. Dr Martin Luther King Jr. Boulevard, South Glenburnie Road) to assist emergency vehicles and provide for a safer traffic environment.	Traffic signal pre-emptions is a type of system that allows normal operations of traffic lights to be pre-empted to assist emergency vehicles. The system manipulates traffic signals in the path of an emergency vehicle by stopping conflicting traffic and allowing the emergency traffic right-of-way; thereby helping to reduce response times and enhance safety. Currently, response along Dr. Martin Luther King Jr. Boulevard, South Glenburnie Road and the Highway 70 Corridor in James City, is very congested and response times are affected by the large volume of traffic. Installing traffic pre-emption devices will assist in reducing response times and increase safety factors.

EXPENDITUR	ES AND OPER	EXPENDITURES AND OPERATIONAL IMPACT	LCT.		
Fire Station Project Ex	roject Expendi	tures (Estimate	(p		
Activity	FY 20	FY 21	FY 22	FY 23	FY 24
Land Acquisition	\$0.00				
Preliminary Design/Engineering/Arch. Services		\$96,000.00			
Clear/Grade/Site Prep			\$60,000.00		
Ruilding/Litility Construction				\$1,776,000.00	
Furniture/PPF/Faulpment/Hardware/Software					\$140,000.00

Estimated Project Cost: \$2,072,000.00

Activity	FY 20	FY 21	FY 22	FY 23	FY 24
Salaries and Benefits (15 Firefighters)					\$737,045.00
Materials and Supplies					\$1,500.00
Waterias and Juppines					\$14,500.00
Uniforms (annually)					\$3,500.00
Annual NEDA/OCHA Required Physicals (annually)					\$4,500.00
Descensed Protective Facility (every 3-5 years)					\$45,000.00

Estimated impact for operational budget:

\$806,045.00

		אוראואין	AFFANALUS COST AIND DEI NECIATION				
ASSET TAG	DESCRIPTION	METHOD	COST	DEPRECIATION	VALUE	AMOUNT	
		-				-	
V0368	1993 SUTPHEN PUMPER C-1	SL	75,517.00	75,517.00	1		
V0389	1993 Hackney Emer Supp Veh C-2	SL	103,702.00	103,702.00	T.		
70602	1998 SUTPHEN PUMPER C-11	SL	268,631.00	268,631.00	1	r	
V0604	1999 SUTPHEN Tower/Rescue	SL	679,402.00	679,402.00			
V0718	2002 SUTPHEN PUMPER C-18	SL	297,474.00	297,474.00	4		
V0864	2006 Sutphen Pumper/Quint	SL	564,594.00	326,994.72	237,599.28	28,229.76	20.00 years
V1027	2014 SUTPHEN Pumper/Quint	SL	756,632.92	98,782.72	657,850.20	25,221.12	30.00 years
	Draft Commander Mobile Pump C10	SL	77,456.00	18,395.61	59,060.39	3,872.76	
	*** TOTAL FOR CLASS 39 TRUCKS:	(S:	2,823,408.92	1,868,899.05	954,509.87	57,323.64	

#Prepay Discount Cost (2.33%) \$12,829.45			
\$549.833.77 (2.33%) \$12,829.45		Estimated Annual *NFPA Required Update Estimated Cost Increase Cost Increase	Est. Resale Value
273/,4/4.00	45 (5%) \$27,491.68	(5-8%) \$27,491.68 to \$43,986.70	\$35,000
Tower \$679,402.00 \$1,273,096.86 (2.52%) \$32,092.65 (5%) \$63,65	65 (5%) \$63,654.84	(5-8%) \$63,654.84 to \$101,847.74	\$45,000

NOTE: Prepay discount is applied if entire amount is paid up front. Other discount options are available upon request.

NOTE: NFPA updates occur every five years, which typically requires manufacturers to have an approximate increase of 5-8% in cost. The next update is scheduled for July of 2020.

AGENDA ITEM COVER SHEET

Agenda Item Title:

Conduct a Public Hearing on the Proposed Fisca	l Year 2019/20 Budget
•	applicable N/A
Department Finance Person Su	Ibmitting Item: JR Sabatelli, CPA Director of Finance
Call for Public Hearing Yes No Date	of Public Hearing
Explanation of Item: A public hearing must be held on the proposed by	oudget for Fiscal Year 2019/20
Actions Needed by Board: Conduct a public hearing on the proposed budge	et for Fiscal Year 2019/20
Is item time sensitive? ✓ Yes ☐ No	
Will there be advocates/opponents at the mee	ting? Yes No
Backup Attached: Memo	
Cost of Agenda Item:	

If this item requires an expenditure, has it been budgeted and are funds available and

certified by the Finance Director : \square Yes \square No

Additional notes:



Office of the Director of Finance

TO: City Manager, Honorable Mayor and Members of the Board of Aldermen

FROM: JR Sabatelli, CPA – Director of Finance

DATE: April 24, 2019

RE: Conduct Public Hearing on Proposed FY2019-20 Budget

Background

At its meeting on April 23, 2019, the Board of Aldermen adopted a resolution calling for a public hearing to be held on May 14, 2019 on the proposed budget for FY2019-20.

The proposed budget was delivered to the Board on April 23, 2019 and made available for public inspection on April 24, 2019 at the City Clerk's office and the New Bern Craven County Library. The budget was also available on the City's website on April 24, 2019.

Requested Action

It is recommended that the Board conduct a public hearing on the proposed FY2019-20 budget at its meeting on May 14, 2019.

AGENDA ITEM COVER SHEET

Agenda item title: Conduct a Public Hearing on the Consideration of an Ordinance Amendment Changing the City's Election Method from Nonpartisan with Runoff to a Nonpartisan Plurality Method

Date of Meeting/Work Session	May 14, 2019	_ Ward # if applicable	
Department Clerk	Person submitting it	tem <u>Brenda Blanco</u>	
Call for Public HearingNo	Date of Public Hear	ring	
Explanation of the item:			
The Board voted 5-2 at its April 23, an ordinance amending the City's eplurality method beginning with an passage of the ordinance amendments.	election method from no n election to be held in I	onpartisan with a runoff to November 2021. The Board	a nonpartisan
Actions needed by Board:			
Conduct a public hearing to receive	e comments from the p	oublic.	
Is item time sensitive? No	_		
Will there be advocates/opponen	ts at the meeting?	Unknown	
Backup attached:			
Copy of legal notice			
Cost of Agenda Item			
If this item requires an expenditu the Finance Director?		ed and are funds available a	and certified by
Additional notes:			

Page

: 1 of 1

04/25/2019 09:01:35

16982577

Order Number : 15501729

PO Number

: 89029 City of New Bern - Legals : ACCOUNTS PAYABLE Customer

Contact Address1

; PO Box 1129

Address2 New Bern NC 28563 City St Zip (252) 639-2717 Phone (252) 636-4108 Fax

Printed By Entered By : Gwen Landry : Gwen Landry

Keywords Notes Zones

Board of Aldermen 5/14/19

Ad Number

Ad Key Salesperson

: GL - Gwen Landry New Bern Sun Journal

Publication Classifieds Section Classifieds **Sub Section**

: 015 Legal Notices Category : 04/30/2019-04/30/2019 Dates Run

Days

: 2 x 2.11, 19 lines Size

Words : 124 : L1 Ad Rate : 115.71 Ad Price **Amount Pald** : 0.00 : 115.71 **Amount Due**

STATE OF NORTH CAROLINA **COUNTY OF CRAVEN**

NOTICE OF PUBLIC HEARING

TAKE NOTICE THAT the Board of Aldermen of the City of New Bern will conduct a public hearing on May 14, 2019, in the City Hall Courtroom located at 300 Pollock Street in the City of New Bern at 6:00 p.m., or as soon thereafter as the matter may be reached, to consider amending the Charter of the City of New Bern to change the method of election from the nonpartisan election and runoff method to the nonpartisan plurality method as authorized by N.C.G.S. § 160A-101(7)b. All interested parties will be given an opportunity to be heard.

This the 30th day of April, 2019.

BRENDA E. BLANCO, CITY CLERK

April 30, 2019 (adv)

AGENDA ITEM COVER SHEET

Agenda item title:		
Ordinance amending Section 66	, City Sponsored Events	
Date of Meeting/Work Session	May 14, 2019	Ward # if applicable
Department _ City Attorney	Person submitting ite	mScott Davis
Call for Public Hearing	Date of Public Hearin	g
Explanation of the item:		
Amendment to change the mor	nth of Duffest from May to	o June
Actions needed by Board:		
Adopt ordinance amendment		
Is item time sensitive?Yes	_	
Will there be advocates/opponer	its at the meeting?	
Backup attached:		
Ordinance		
Cost of Agenda Item		
If this item requires an expendituthe Finance Director?		and are funds available and certified by
Additional notes:		

AN ORDINANCE TO AMEND SECTION 66-85 "DEFINITIONS" OF CHAPTER 66 "STREETS, SIDEWALKS AND OTHER PUBLIC PLACES" OF THE CODE OF ORDINANCES OF THE CITY OF NEW BERN

THAT WHEREAS, the Director of Parks and Recreation of the City of New Bern recommends that an amendment be made to Section 66-85 "Definitions" of Chapter 66 "Streets, Sidewalks and Other Public Places" of the Code of Ordinances of the City of New Bern; and

WHEREAS, the Board of Aldermen of the City of New Bern deems it advisable and in the public interest to effect said revision to Section 66-85 "Definitions" of Chapter 66 "Streets, Sidewalks and Other Public Places" of the Code of Ordinances of the City of New Bern.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN:

SECTION 1. That Section 66-85 "Definitions" of Chapter 66 "Streets, Sidewalks and Other Public Places" of the Code of Ordinances of the City of New Bern be and the same is hereby amended by deleting the definition of *City-sponsored event* and inserting in its stead the following:

"City-sponsored event means the following events:

Name of Event

Month of Event

D M C1 Saturate	November-December
Beary Merry Christmas	
Christmas Parade	December
City's New Year's Eve Celebration	December
Martin Luther King, Jr. Parade	January
Shriners Parade	January
Neuse River Senior Games	April
Duffest	June
Antique Car Show	May
Twin Rivers YMCA 5K & 10K	May
Neuse River Days	June
Vision Forward	August
MS Bike Tour	September
Crop Walk	October
MumFest	October
Bridge Run	March
Ghost Walk	October
Library Book Sale (2 times per year)	March/October
National Night Out	August
Relay for Life	April
George Washington's Southern Tour	April"

SECTION 2. This ordinance shall	be effective from and after the date of its adoption.
ADOPTED THIS 14th DAY OF M.	AY, 2019.
	DANA E. OUTLAW, MAYOR
BRENDA E. BLANCO, CITY CLERK	

AGENDA ITEM COVER SHEET

Agenda Item Title: Consider Adopting an Ordinance for the Demolition of 1412 Washington Street **Date of Meeting** 5/14/2019 Ward # if applicable Ward 5 If multiple, list: Person Submitting Item: Jeff Ruggieri **Department** Develop. Services **Date of Public Hearing** Call for Public Hearing No. **Explanation of Item:** Staff is seeking approval of an ordinance to demolish the structure located at 1412 Washington Street. Actions Needed by Board: Consider Adopting a Resolution Approving a Demolition Ordinance for structure located at 1412 Washington Street. Is item time sensitive? Y / NWill there be advocates/opponents at the meeting? Select... Backup Attached: memo, cost est, chrono, location maps, pictures Cost of Agenda Item: 1000 If this item requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director: Yes **Additional notes:**



300 Pollock Street, P.O. Box 1129 New Bern, NC 28563 (252)636-4000

MEMORANDUM

TO: Mayor Dana Outlaw, City of New Bern Board of Aldermen

FROM: Jeff Ruggieri, Director Development Services

DATE: May 3, 2019

SUBJECT: Demolition of the Dwelling Located at 1412 Washington Street

Staff is seeking approval of an ordinance to demolish a singlewide mobile home located at 1412 Washington Street.

Due to multiple minimum code violations, the mobile home has been without power since 1-09-2013. A hearing before the Chief Building Inspector was held on 4-11-2019. A dilapidated order was issued to vacate, repair or demolish the dwelling within 30 days. On 4-24-2019, a fire was reported at the dwelling causing further damage. To date no permits have been applied for, and the structure remains unsafe and non-compliant.

A complete list of chronological events related to the property, as well as pictures, are attached.

Prepared by and return to:

Michael Scott Davis DAVIS HARTMAN WRIGHT PLLC 209 Pollock Street New Bern, NC 28560

AN ORDINANCE TO ORDER THE DEMOLITION OF A DWELLING UNFIT FOR HUMAN HABITATION LOCATED AT 1412 WASHINGTON STREET IN THE CITY OF NEW BERN, NORTH CAROLINA

THAT WHEREAS, the City of New Bern properly served James Day, III and spouse, if any, and Michael Sheppard and spouse, if any ("Owners"), on March 20, 2019 and March 12, 2019 respectively, pursuant to Section 38-30 of the Code of Ordinances for the City of New Bern, complaining and alleging that the mobile home ("dwelling") owned by Michael Sheppard and spouse, if any, affixed to the real property located at 1412 Washington Street owned by James Day, III and spouse, if any, in the City of New Bern, North Carolina (Craven County parcel identification number 8-020-137) is unfit for human habitation; and

WHEREAS, the Owners of the real property and dwelling located at 1412 Washington Street in the City of New Bern, North Carolina ("Subject Property") were ordered to remove or demolish the dwelling located on the Subject Property and clear the debris therefrom, or to repair, alter, or improve said dwelling to comply with the minimum standards established by Chapter 38 of the Code of the City of New Bern by May 11, 2019; and

WHEREAS, the Owners have been given a reasonable opportunity to comply with the aforementioned Order of the Building Inspector; and

WHEREAS, the Owners have failed to remove or demolish the dwelling and clear the debris therefrom, or to repair, alter or improve said dwelling to comply with the minimum standards established by Chapter 38 of the Code of the City of New Bern, as directed in said Order.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN:

Section 1. That the Building Inspector of the City of New Bern is ordered to remove or demolish the dwelling located on the Subject Property at 1412 Washington Street in the City of New Bern, North Carolina, more particularly described as follows:

SEE EXHIBIT A ATTACHED HERETO.

Section 2. That the Building Inspector of the City of New Bern is ordered to sell the materials of the dwelling that are salvageable and shall credit the proceeds of the sale against the cost of the removal or demolition, and any balance remaining shall be deposited with the Clerk of Superior Court of Craven County, shall be secured in a manner directed by the court, and shall be disbursed by the court to the persons found to be entitled thereto by final order or decree of the court.

Section 3. That this ordinance shall be in full force and effect from and after its adoption.

ADOPTED THIS 14th DAY OF MAY, 2019.

	DANA E. OUTLAW, MAYOR	
BRENDA E. BLANCO, CITY CLERK		

EXHIBIT A

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

Being those certain three lots located on the north side of Washington Street and east of Lark Street in the western portion of the City of New Bern, and in that subdivision known as Larksville, as appear on map of said subdivision registered in the Office of the Register of Deeds of Craven County in Book 153 at Page 300, and recorded in Map Book 1 at Page 159, Office of the Register of Deeds of Craven County, and being lots in the above cited subdivision shown and identified as lots 122, 123 and 124. Reference is made to said map as fully as if incorporated herein.

Being three of the lots in a deed dated January 30, 1974 from Kennedy W. Ward and wife, Audrey P. Ward, and recorded in Book 828 at Page 881, Craven County Registry, to Sydney F. C. Barnwell and wife.

It being the same tract of land described in a deed recorded in Book 1091, Page 754, Craven County Registry, to which reference is hereby made.



300 Pollock Street, P.O. Box 1129 New Bern, NC 28563 (252)639-2941 MEMORANDUM

TO: Michael Scott Davis, City Attorney

FROM: Nancy Riegelsperger, Building Inspector

DATE: 5/1/2019

RE: 1412 Washington Street

I am requesting an ordinance on the above referenced property.

Here is the owner's information. Enclosed are the service verifications, chronological order, quotes, a map, the Complaint and the Order. This property has been thru the minimum housing process, and the Order of the Building Inspector expired on 5-11-19.

Owners are:

James Day III, property Owner Michael Sheppard, S.W. Trailer Owner

Can we put it on the May 14, 2019 agenda for the Board of Alderman's meeting please? If you have any questions, feel free to call me at 252-639-2947. Thanks Nancy

Cc; Jeff Ruggieri

CHRONOLOGICAL ORDER OF EVENTS

1412 WASHINGTON STREET

Prepared on 4-30-19 By Nancy R

DATE

EVENTS

5-13-10	A complaint letter sent to Greg Mc Coy from a neighbor wanting the SW Trailers
	removed from that area. Blighted.
5-14-10	GIS printout shows Willie Newkirk as the owner knowing him I called and met on site at 3
	pm to do a MH Inspection. No Violations.
1-9-13	Electrical problems exists power pulled from the pole.
5-7-15	MHCR submitted. KB inspected the dwelling and denied power he referred the case for
	further action under MH code. Photos taken.
6-17-15	GIS info showed James Day III now owns the property.
6-18-15	MH letter sent cert. & reg. mail. Good service
12-14-15	2 nd complaint ref. trailers sent to Mr. Montanye (PW)
5-9-16	MHCR submitted. KB inspected the dwelling and denied power he referred the case for
	further action under pedestal requires to be reset or replaced.
7-20-17	Service change inspection requested. Failed did not meet the MH standards. Broken
	windows, no screens, tape in elec box, exterior lgts broken.
7-11-18	Email from Alderwomen Best. Ref: a status update.
8-6-18	GIS info show the same owner as 2015. Title opinion requested.
8-22-18	Title opinion received.
9-7-18	Email from alderwomen Best. Requesting an update. Ready to set a hearing.
9-12-18	HURRICANE STRUCK.
3-12-18	Complaint/ Lis Pendens file at the courthouse. Reg & certified copies were mailed and
3-12-19	posted on dwelling. hrg set for 4-11-19. Certified copy & reg copy for James Day III were
	return insufficient address. Michael Sheppard: Good service. James's mailing were
	corrected and sent again on 3-18-19 Good service.
3-12-19	Email from alderwomen Best. Requesting an update. Set a hearing for 4-11-19, 9am.
3-12-19	Email from PD inquiring about the same address.
3-12-19	I received a phone call from the owner of the trailer who told me he was in a wheelchair
3-14-15	and could not do a lot of work. He use to work for Dallas Cherry and Dumar. He thought
	they might help him. He stated he would be there for the hearing.
4-10-19	I got some information that the occupants were using a bucket for a toilet.
	The hearing was held. No one was present for the owners. Matt and I were there to
4-11-19	represent the City. A dilapidated 30-day order was issued to vacate, repair or demolish
4.45.40	the dwelling. The order of the Building Inspector was filed at the Courthouse and sent reg.& certified
4-16-19	
4.24.40	mail. Good Service The order was posted and I spoke to Mr. Sheppard we discussed the order and what he
4-24-19	
4.0440 :	must do. We talked for just a min and I left.
4-2419 at	A fire occurred and was reported.
15:55	I spoke with the Fire Investigator with information on the conversation yesterday. An
4-25-19	onsite visit w/photo taken showing the damages. Occupant/owner was injured and was
	onsite visit w/pnoto taken showing the damages. Occupant/owner was injured and was

CHRONOLOGICAL ORDER OF EVENTS

1412 WASHINGTON STREET

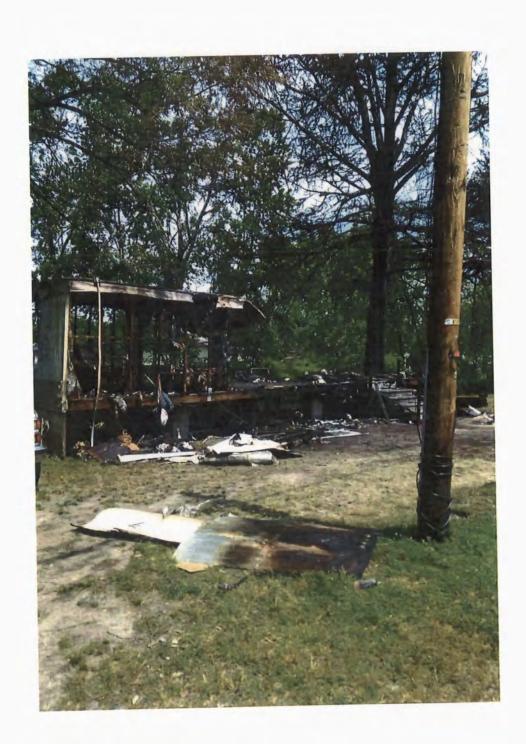
Prepared on 4-30-19 By Nancy R

DATE	<u>EVENTS</u>
	taken to CEMC
4-30-19	A quote to demolish the structure was requested and received. The cost for PW is \$1000.00. No asbestos required. SW trailer ¾ of the home is burned.
4-30-19	Ordinance request is being prepared.

Quate to Demo 1412 washington St no asbestos (Burned SW Trailer)



Craven County GIS



NORTH CAROLINA CITY OF NEW BERN

ZO10 APR 16 A 8:47

BEFORE THE BUILDING
INSPECTOR OF THE CITY OF NEW BERN
FILE # 19 M 213

THE CITY OF NEW BERN,
Plaintiff

-VS-

JAMES DAY III,
SPOUSE OF JAMES DAY III; if any,
MICHAEL SHEPPARD,
SPOUSE OF MICHAEL SHPPARD; if any,
Defendant

ORDER OF THE BUILDING
INSPECTOR OF THE
CITY OF NEW BERN



THIS MATTER came on to be heard and was heard before the undersigned Building Inspector of the City of New Bern, at a hearing in the office of the Building Inspector of the City of New Bern on the 9th day of April, 2019; and

UPON HEARING evidence and testimony in this matter, the Building Inspector of the City of New Bern found the following facts:

- 1. Nancy J. Riegelsperger, Building Inspector and Matt Boswell, Chief Building Inspector appeared on behalf of the City of New Bern.
- 2. The following were properly notified but not present JAMES DAY III, SPOUSE OF JAMES DAY III; if any, MICHAEL SHEPPARD, SPOUSE OF MICHAEL SHEPPARD; if any.
- 3. JAMES DAY III, SPOUSE OF JAMES DAY III; if any, MICHAEL SHEPPARD, SPOUSE OF MICHAEL SHPPARD; if any own the real/single wide Manufactured home on the property located at 1412 Washington Street, New Bern, North Carolina, and further identified by Craven County Tax Identification number 8-020-137.
- The dwelling located at 1412 Washington Street, New Bern, North Carolina does not meet the Minimum housing standard set forth in Chapter 38 of the City of New Bern's Ordinance due to deterioration and defects, increasing the hazard of fire, accidents, or other calamities.

- 5. The dwelling is presently occupied. The occupants must vacate immediately, close and secure the structure.
- 6. It is the opinion of the Inspections Department of the City of New Bern that the dwelling cannot be repaired, altered, or improved to comply with the minimum standards established by Chapter 38 of the Code of the City of New Bern at a cost less than seventy-five (75%) percent of the value, and, therefore, it is a dilapidated dwellings as defined by Chapter 38 of the Code of the City of New Bern. As a result, thereof, no one shall reside in or occupy said dwellings.
- 7. The aforesaid dwelling occupants must vacate immediately, close, secure structure, must repair, alter, improve **OR** demolish and remove same to comply with the minimum standards established by Chapter 38 of the Code of the City of New Bern.
- 8. If the Subject dwellings requires work to be performed by subcontractors to bring it into compliance with the minimum standards established by Chapter 38 of the Code of the City of New Bern; such as electrical, plumbing, heating and air conditioning all must be performed by persons licensed by the State of North Carolina and shall be inspected as required by law. Electrical service will only be provided with a temporary service pole or a generator with city noise restrictions applying.
- 9. After finding the aforementioned facts, the Building Inspector ordered that the Owners shall:
- a. Repair, alter, improve, or remove/demolish said dwelling to comply with the minimum standards, established by Chapter 38 of the Code of the City of New Bern no later than May 1 \$\cdot 2019\$
 - b. Ensure all permits are obtained prior to work beginning.
- e. Ensure that lead paint on the exterior of said dwellings are abated in compliance with the regulations enforced by the Craven County Health Department.
 - f. Property and structure (s) to be brought into compliance with Article XVI of the Appendix A of the Land Use Ordinance of the City of New Bern, which is commonalty, called the Flood Plain Ordinance.
 - g. Shall be assessed a civil penalty as required by the City Code Section 38-5 as follows:
 - The sum of \$500.00 for failure to comply with this Order within 31 days of May!, 2019.
 - An additional sum of \$1,000.00 (for a total sum of \$1,500.00) for failure to comply with this Order within 61 days of May 1, 2019
 - An additional sum of \$1,500.00 (for a total sum of \$3,000.00) for failure comply with this Order within 91 days of May 11,2019

An additional sum of \$2,000.00 (\$5,000.00 plus \$2,000.00 per month) for each additional 30-days or fraction thereof for continuing failure to comply with this Order.

THIS 16th DAY OF APRIL 2019

NANCY J. RIEGELSPERGER BUILDING INSPECTOR CITY OF NEW BERN

252-639-2947

CERTIFICATE OF SERVICE

RE: 1412 Washington Street

I hereby certify that on the 16th day of April, 2018, I served a copy of the foregoing **ORDER OF THE BUILDING INSPECTOR** upon the following persons by depositing a true and correct copy thereof in an
envelope with proper postage affixed thereto for mailing by certified mail, return receipt requested, and also by
placing a true and correct copy thereof in another envelope with proper postage affixed thereto for mailing by
regular first class mail, and depositing said envelopes in a regular depository for the United States mail at New
Bern, North Carolina, addressed as follows:

James Day III, 220 Russell Street Havelock NC 28532

Spouse of James Day III, if any 220 Russell Street Havelock NC 28532

Michael Sheppard 1412 Washington Street New Bern NC 28560

Spouse of Michael Sheppard, if any 1412 Washington Street New Bern NC 28560

> Nancy Riegelsperger Building Inspector City of New Bern

U.S. Postal Service" CERTIFIED MAIL® RECEIF Domestic Wail Only	For delivery information, visit our website at we entitled Mail Fee dra Services & Fees (check tox, add fee as appropriate) Return Receipt (mardospy) Return Receipt (mardospy) Gratine Americal Delivery \$ Add (signature Receipted Delivery \$ Add (signature Receipted Delivery \$ ostage	Spouse of James Day III 220 Russell Street Havelock NC 28532 MH ord 1412 wash
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NORTH CAROLINA CRAVEN COUNTY

FILED

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THE CITY OF NEW BERNEY, C.S.C. Plaintiff

·VS-BY_____Q

JAMES DAY III,

SPOUSE OF JAMES DAY III; if any

MICHAEL SHEPPARD,

SPOUSE OF MICHAEL SHEPPARD; if any,

Defendant

FILE# 19M 213

BEFORE THE BUILDING INSPECTOR OF THE CITY OF NEW BERN

COMPLAINT - (DWELLING
UNFIT FOR HUMAN HABITATION)
AND
NOTICE OF HEARING/NOTICE OF LIS
PENDENS

Copy

THE CITY OF NEW BERN ALLEGES AND SAYS THAT:

- 1. In accordance with North Carolina General Statutes Section 160A, Article 19, Part 6, and Section 38-29 of the Code of the City of New Bern, the undersigned Building Inspector for the City of New Bern has done a preliminary investigation to determine if the dwelling identified is unfit for human habitation.
- 2. The preliminary investigation has disclosed that there is a basis for believing that the dwelling bearing postal enumeration 1412 Washington Street and further identified as Map 8-020-137 New Bern, North Carolina, is unfit for human habitation.
- 3. A hearing will be held on the 11th day of April 2019, at 9 a.m. in the office of the City Building Inspector at 303 First Street, New Bern, NC
- 4. You have the right to file an answer to this Complaint with the Building Inspector in person at the hearing or by writing to the Building Inspector of the City of New Bern, PO Box 1129, New Bern, North Carolina, 28563-1129.
- 5. You have the right to appear at the above-scheduled hearing, in person or otherwise, and give testimony.

6. Upon information and belief, Michael Sheppard and Spouse; if any may have an

ownership interest or contract interest in the subject property, as the owner of the trailer and are

therefore included in this complaint.

Following the hearing, the undersigned Building Inspector may issue an order to

repair, alter or improve the dwelling, to vacate and close the dwelling, or to remove or demolish the

dwelling and clear the debris therefrom, as appears appropriate. At the expiration of the Order of the

Building Inspector shall be assessed a civil penalty as required by the City Code Section 38-5 as

follows:

7.

The sum of \$500.00 for failure to comply with this Order within 31 days to 60 days

- An additional sum of \$1,000.00 (for a total sum of \$1,500.00) for failure to comply

with this Order within 61 days 90 days

- An additional sum of \$1,500.00 (for a total sum of \$3,000.00) for failure to comply

with this Order within 91 days to 120 days

- An additional sum of \$2,000.00 (for a total sum of \$5,000.00) for failure to comply

with this Order within 121 days and

- An additional sum of \$2,000.00 (\$5,000.00 plus \$2,000.00 per month) for each

additional 30-days or fraction thereof for continuing failure to comply with this Order.

Date: 3-12-19

Nancy J. Riegelsperger

Building Inspector City of New Bern

(252) 639-2947

CERTIFICATE OF SERVICE

RE: 1412 Washington Street, New Bern NC

I hereby certify that on the 12th day of March, 2019 I served a copy of the foregoing Complaint and Notice of Hearing/Notice of Lis Pendens upon the following persons by depositing a true and correct copy thereof in an envelope with proper postage affixed thereto for mailing by certified mail, return receipt requested, and also by placing a true and correct copy thereof in another envelope with proper postage affixed thereto for mailing by regular first class mail, and depositing said envelopes in a regular depository for the United States mail at New Bern, North Carolina, addressed as follows:

JAMES DAY III, 220 Russell Street Havelock, NC 28532

SPOUSE OF JAMES DAY III; if any 220 Russell Street Havelock, NC 28532

MICHAEL SHEPPARD, 1412 Washington Street New Bern NC 28560

SPOUSE OF MICHAEL SHEPPARD; if any, 1412 Washington Street New Bern NC 28560

Nancy Riegelsperger
Building Inspector
City of New Bern

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Get Updates ✓

Text & Email Updates

Tracking History

March 13, 2019, 2:30 pm

Delivered, Left with Individual NEW BERN, NC 28560

Your item was delivered to an individual at the address at 2:30 pm on March 13, 2019 in NEW BERN, NC 28560.

March 13, 2019, 9:19 am

Arrived at Unit

NEW BERN, NC 28562

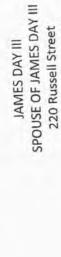


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Inspections Department

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Inspections Department

300 Pollock St., P.O. Box 1129 New Bern, NC 28563-1129

CITY OF NEW BERN



CERTIFICATE OF SERVICE

RE: 1412 Washington Street, New Bern NC

I hereby certify that on the 18th March 2019. I served a copy of the foregoing MH Complaint upon the following persons by depositing a true and correct copy thereof in an envelope with proper postage affixed thereto for mailing by certified mail, return receipt requested; and also by placing a true and correct copy thereof in another envelope with proper postage affixed thereto for mailing by regular first class mail, and depositing said envelopes in a regular depository for the United States mail at New Bern, North Carolina, addressed as follows:

James Day III and the Spouse of James Day III; if any 220 Russell Street Havelock NC 28532

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Nancy J. Riegelsperger Building Inspector City of New Bern

Everything comes together here.

142 Wash MH Compared NEW BERN

300 Pollock St., P.O. Box 1129 New Bern, NC 28563-1129 CITY OF NEW BERN

Inspections Department

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AGENDA ITEM COVER SHEET

Agenda Item Title: Consider Adopting an Ordinance Approving the Demolition of 915 Meadows Street Date of Meeting 5/14/2019Ward # if applicable Ward 1 If multiple, list: Person Submitting Item: Jeff Ruggieri **Department** Develop. Services Date of Public Hearing Call for Public Hearing No **Explanation of Item:** Staff is seeking approval of an ordinance to demolish the structure located at 915 Sampson Street. Actions Needed by Board: Consider Adopting a Resolution Approving a Demolition Ordinance for structure located at 915 SampsonStreet. Is item time sensitive? $\frac{Y/N}{}$ Will there be advocates/opponents at the meeting? Select... Backup Attached: memo, cost est, chrono, location maps, pictures Cost of Agenda Item: 7500 If this item requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director: Yes Additional notes:



New Bern, NC 28563 (252)636-4000

MEMORANDUM

Mayor Dana Outlaw, City of New Bern Board of Aldermen TO:

Jeff Ruggieri, Director Development Services FROM:

DATE: May 3, 2019

SUBJECT: Demolition of the Dwelling Located at 915 Sampson Street

Staff is seeking approval of an ordinance to demolish the structure located at 915 Sampson Street.

The single-family structure was built in 1945. A minimum housing violation letter was sent to the owners on 2-04-2016. Interior and exterior inspection of the structure noted multiple minimum housing violations present including missing siding, broken windows and structural instability.

A hearing before the Chief Building Inspector was held on 4-09-2019. The owners were given 30 days to bring the property into compliance. To date no permits have been applied for and the structure remains unsafe and non-compliant.

A complete list of chronological events related to the property as well as pictures are attached.

Prepared by and return to:

Michael Scott Davis DAVIS HARTMAN WRIGHT PLLC 209 Pollock Street New Bern, NC 28560

AN ORDINANCE TO ORDER THE DEMOLITION OF A DWELLING UNFIT FOR HUMAN HABITATION LOCATED AT 915 SAMPSON STREET IN THE CITY OF NEW BERN, NORTH CAROLINA

THAT WHEREAS, the City of New Bern properly served Bridgette Miller and spouse, if any, Melva C. Perry and spouse, if any, Melvin G. Perry, Jr. and spouse, if any, and Ivette Perry Jones and spouse, if any, the heirs of Melvin Gray Perry ("Owners"), on March 12, 2019, pursuant to Section 38-30 of the Code of Ordinances for the City of New Bern, complaining and alleging that the dwelling owned by Owners located at 915 Sampson Street in the City of New Bern, North Carolina (Craven County parcel identification number 8-006-337) is unfit for human habitation; and

WHEREAS, the Owners of the certain dwelling located at 915 Sampson Street in the City of New Bern, North Carolina ("Subject Property") were ordered to remove or demolish the dwelling located on the Subject Property and clear the debris therefrom, or to repair, alter, or improve said dwelling to comply with the minimum standards established by Chapter 38 of the Code of the City of New Bern by May 9, 2019; and

WHEREAS, the Owners have been given a reasonable opportunity to comply with the aforementioned Order of the Building Inspector; and

WHEREAS, the Owners have failed to remove or demolish the dwelling and clear the debris therefrom, or to repair, alter or improve said dwelling to comply with the minimum standards established by Chapter 38 of the Code of the City of New Bern, as directed in said Order.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN:

Section 1. That the Building Inspector of the City of New Bern is ordered to remove or demolish the dwelling located on the Subject Property at 915 Sampson Street in the City of New Bern, North Carolina, more particularly described as follows:

SEE EXHIBIT A ATTACHED HERETO.

Section 2. That the Building Inspector of the City of New Bern is ordered to sell the materials of the dwelling that are salvageable and shall credit the proceeds of the sale against the cost of the removal or demolition, and any balance remaining shall be deposited with the Clerk of Superior Court of Craven County, shall be secured in a manner directed by the court, and shall be disbursed by the court to the persons found to be entitled thereto by final order or decree of the court.

Section 3. That this ordinance shall be in full force and effect from and after its adoption.

ADOPTED THIS 14th DAY OF MAY, 2019.

	DANA E. OUTLAW, MAYOR
BRENDA E. BLANCO, CITY CLERK	

EXHIBIT A

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

Lying and being in the Village of "Farmville" or "Pavie Town" in said City of New Bern at the South East corner of Lee's Avenue and North Street: Beginning at the South-East corner of Lee's Avenue and North Street and running Southwardly with Lee's Avenue fifty-three feet to Kit Bryan's line; thence Eastwardly with said Bryan's line twenty-three feet and ten inches; thence running Northwardly fifty-one feet to a point on the South side of North Street thirty-six feet from the beginning corner; thence running Westwardly with North Street thirty-six feet to the beginning; being a part of the lot or land conveyed by Alice Kinsey nee Spikes and her husband Ganus C. Kinsey to said Violet Ann Wallace party of the first part by deed bearing date July 15, 1890, recorded in the records of Craven County Book No. 103 of deeds, Pages 445 & 446, together with all the buildings and improvements belonging to the same.



300 Pollock Street, P.O. Box 1129 New Bern, NC 28563 (252)639-2941 MEMORANDUM

TO: Michael Scott Davis, City Attorney

FROM: Nancy Riegelsperger, Building Inspector

DATE: 5/1/2019

RE: 915 Sampson Street

I am requesting an ordinance on the above referenced property.

Here is the owner's information. Enclosed are the service verifications, chronological order, quotes, a map, the Complaint and the Order. This property has been thru the minimum housing process, and the Order of the Building Inspector expired on 5-9-19.

Owners are:

MELVIN GRAY PERRY HRS

BRIDGETTE MILLER,

SPOUSE OF BRIDGETTE; if any

MELVIA C. PERRY,

SPOUSE OF MELVA C PERRY; if any,

MELVIN G. PERRY JR.

SPOUSE OF MELVIN G. PERRY; if any,

IVETTE PERRY JONES,

SPOUSE OF IVETTE PERRY JONES; if any,

CRAVEN COUNTY, JACK VEIT

CITY OF NEW BERN, MARK STEPHANS,

Can we put it on the May 14, 2019 agenda for the Board of Alderman's meeting please? If you have any questions, feel free to call me at 252-639-2947. Thanks Nancy

Cc; Jeff Ruggieri

Everything comes together here.

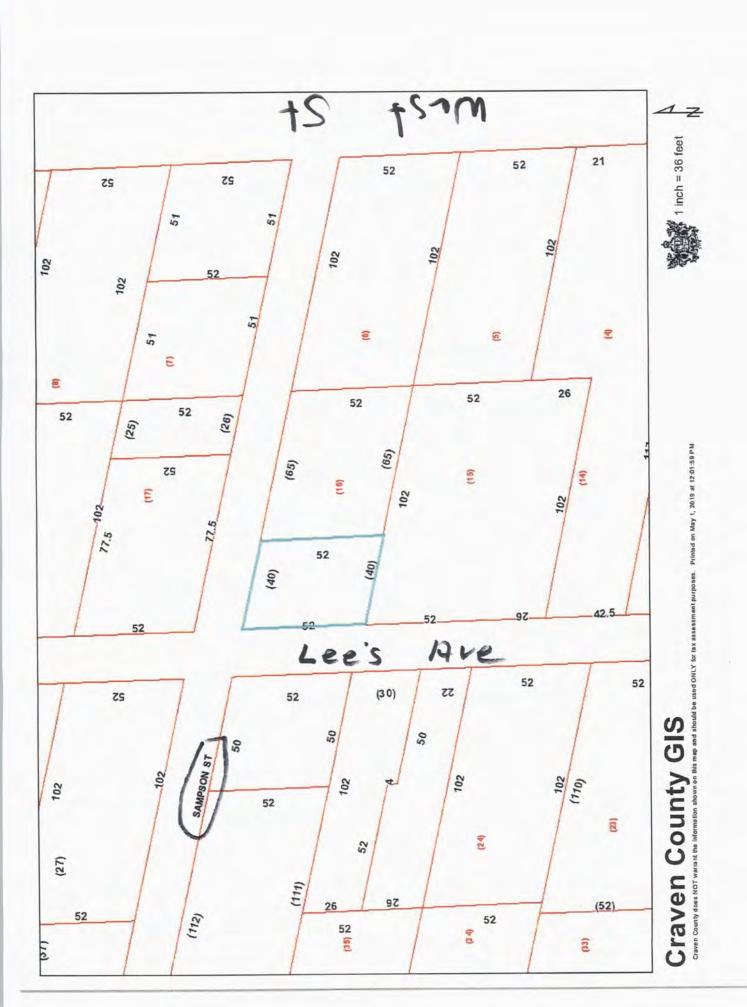
CHRONOLOGICAL ORDER OF EVENTS

915 Sampson Street Prepared on 5-1-19 By Nancy R

DATE EVENTS

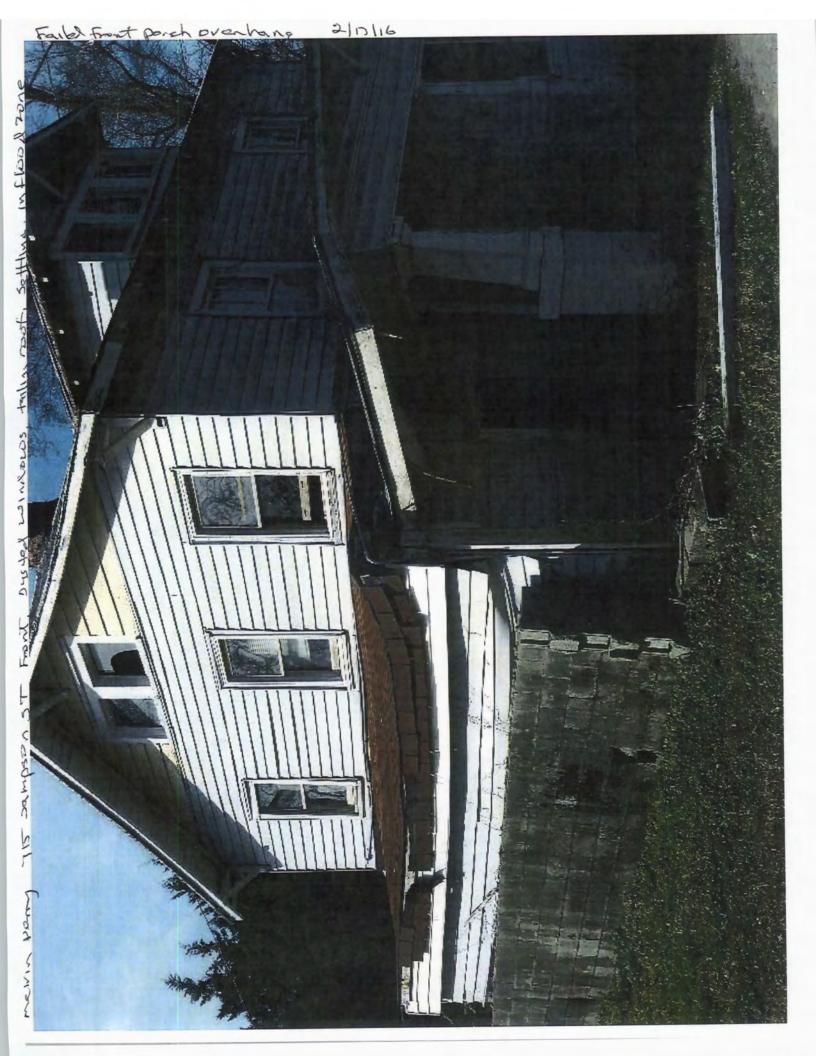
2-4-16	MH Letter sent to owner Melvin Gray Perry. Letter sent regular & certified Mail. The
	certified mail was Returned unclaimed regular was served. Good Service.
2-17-16	Interior inspection completed with violations present. House is leaning, unsecured,
	partially missing siding, roof failing, and more violations not listed in a dilapidated status.
	Photos taken.
9-7-17	No repairs have been made. Title opinion requested and received.
3-23-18	Notice of hearing/Complaint/Lis Pendens filed at the courthouse and mailed regular and
	certified mail to the owner. NO SERVICE. Owner diseased.
7-3-18	All heirs and address have been located.
8-16-18	Notice of Cancellation and Complaint/Lis Pendens filed at the courthouse. Complaint
	was mailed regular and certified mail to the heirs. A copy was posted. Good Service.
	hearing set for 9-13-18
9-13-18	Hurricane hit the City of New Bern Hearing was not held.
3-12-19	Amended Complaint/Lis Pendens filed at the courthouse. Complaint was mailed regular
	and certified mail to the heirs. A copy was posted. Good Service. hearing set for 4-9-19
4-9-19	The hearing was held without owners represented all were properly notified. Matt and I
	were present to represent the City. A 30 day dilapidated order was issued.
4-4-16-19	The order of the Building Inspector was filed at the courthouse, posted, and mailed to
	the heir's certified and regular mail. Good Service.
4-29-19	Paperwork being prepared for demo ordinance. Set for 5-14-19
5-9-19	Expiration of the Order. Work not completed.

Quote to Demolish by PW #7500 plus the Cost of the asbestos testing And/IF needs Abatement.





No back pond loor





NORTH CAROLINA CITY OF NEW BERN 7010 APR 15 A 8 48

BEFORE THE BUILDING
INSPECTOR OF THE CITY OF NEW BERN

FILE # 18 M 333

THE CITY OF NEW BERN,

Plaintiff

-VS-

MELVIN GRAY PERRY HRS
BRIDGETTE MILLER,
SPOUSE OF BRIDGETTE; if any
MELVIA C. PERRY,
SPOUSE OF MELVA C PERRY; if any,
MELVIN G. PERRY JR.
SPOUSE OF MELVIN G. PERRY; if any,
IVETTE PERRY JONES,
SPOUSE OF IVETTE PERRY JONES; if any,
CRAVEN COUNTY, JACK VEIT
CITY OF NEW BERN, MARK STEPHANS,
Defendant

ORDER OF THE BUILDING
INSPECTOR OF THE
CITY OF NEW BERN

THIS MATTER came on to be heard and was heard before the undersigned Building Inspector of the City of New Bern, at a hearing in the office of the Building Inspector of the City of New Bern on the 9th day of April, 2019; and

UPON HEARING evidence and testimony in this matter, the Building Inspector of the City of New Bern found the following facts:

- 1. Nancy J. Riegelsperger, Building Inspector and Matt Boswell, Chief Building Inspector appeared on behalf of the City of New Bern.
- 2. The following were properly notified but not present: MELVIN GRAY PERRY HRS, BRIDGETTE MILLER, SPOUSE OF BRIDGETTE; if any, MELVIA C. PERRY, SPOUSE OF MELVA C PERRY; if any, MELVIN G. PERRY JR., SPOUSE OF MELVIN G. PERRY; if any, IVETTE PERRY JONES, SPOUSE OF IVETTE PERRY JONES; if any, CRAVEN COUNTY MANAGER c/o AREY GRADY III, CITY OF NEW BERN, MARK STEPHANS,
- 3. MELVIN GRAY PERRY HRS, BRIDGETTE MILLER, SPOUSE OF BRIDGETTE; if any, MELVIA C. PERRY, SPOUSE OF MELVA C PERRY; if any, MELVIN G. PERRY JR., SPOUSE

OF MELVIN G. PERRY; if any, IVETTE PERRY JONES, SPOUSE OF IVETTE PERRY JONES; if any, own the real property located at 915 Sampson Street, New Bern, North Carolina, and further identified by Craven County Tax Identification number 8-006-337.

- The dwelling located at 915 Sampson Street, New Bern, North Carolina does not meet the Minimum housing standard set forth in Chapter 38 of the City of New Bern's Ordinance due to deterioration and defects, increasing the hazard of fire, accidents, or other calamities.
- 5. The dwelling is presently vacant.
- 6. It is the opinion of the Inspections Department of the City of New Bern that the dwelling cannot be repaired, altered, or improved to comply with the minimum standards established by Chapter 38 of the Code of the City of New Bern at a cost less than seventy-five (75%) percent of the value, and, therefore, it is a **dilapidated** dwellings as defined by Chapter 38 of the Code of the City of New Bern. As a result, thereof, no one shall reside in or occupy said dwellings.
- 7. The aforesaid dwelling must remain vacated, closed and secured, must be repaired, altered, improved **OR** demolished/removed to comply with the minimum standards established by Chapter 38 of the Code of the City of New Bern.
- 8. The Subject dwellings requires work to be performed by subcontractors to bring it into compliance with the minimum standards established by Chapter 38 of the Code of the City of New Bern. All work such as electrical, plumbing, heating and air conditioning must be performed by persons licensed by the State of North Carolina to perform such work, and shall be inspected as required by law. Electrical service will only be provided with a temporary service pole or a generator with city noise restrictions applying.
- 9. After finding the aforementioned facts, the Building Inspector ordered that the Owners shall:
- a. Repair, alter, improve, or remove/demolish said dwelling to comply with the minimum standards, established by Chapter 38 of the Code of the City of New Bern no later than May 9, 2019
 - b. Ensure all permits are obtained prior to work beginning.
- c. Ensure that all mechanical work be performed by persons licensed by the State of North Carolina to perform such work, and that all such work is inspected as required by law.
- d. Ensure that lead paint on the exterior of said dwellings are abated in compliance with the regulations enforced by the Craven County Health Department.

- e. Property and structure (s) to be brought into compliance with Article XVI of the Appendix A of the Land Use Ordinance of the City of New Bern, which is commonalty, called the Flood Plain Ordinance.
 - f. Shall be assessed a civil penalty as required by the City Code Section 38-5 as follows:
 - The sum of \$500.00 for failure to comply with this Order within 31 days of May 9, 2019.
 - An additional sum of \$1,000.00 (for a total sum of \$1,500.00) for failure to comply with this Order within 61 days of May 9, 2019
 - An additional sum of \$1,500.00 (for a total sum of \$3,000.00) for failure comply with this Order within 91 days of May 9, 2019
 - An additional sum of \$2,000.00 (for a total sum of \$5,000.00) for failure to comply with this Order within 121 days of May 9, 2019 and
 - An additional sum of \$2,000.00 (\$5,000.00 plus \$2,000.00 per month) for each additional 30-days or fraction thereof for continuing failure to comply with this Order.

THIS 16th DAY OF APRIL 2019

NANCY J. RIEGELSPERGER BUILDING INSPECTOR CITY OF NEW BERN 252-639-2947

CERTIFICATE OF SERVICE

RE: 915 Sampson Street, New Bern NC

I hereby certify that on the 16th day of April, 2018, I served a copy of the foregoing **ORDER OF THE BUILDING INSPECTOR** upon the following persons by depositing a true and correct copy thereof in an envelope with proper postage affixed thereto for mailing by certified mail, return receipt requested, and also by placing a true and correct copy thereof in another envelope with proper postage affixed thereto for mailing by regular first class mail, and depositing said envelopes in a regular depository for the United States mail at New Bern, North Carolina, addressed as follows:

BRIDGETTE MILLER, 119 Moses Griffin Lane New Bern NC 28562

SPOUSE OF BRIDGETTE; if any 119 Moses Griffin Lane New Bern NC 28562

MELVA C. PERRY, 199 Avenue B Apt 4 A New York NY 100009

SPOUSE OF MELVA C PERRY; if any, 199 Avenue B Apt 4 A New York NY 100009

MELVIN G. PERRY JR. 3000 Bronx Park E Apt 12 E Bronx NY 10467-6711 SPOUSE OF MELVIN G. PERRY; if any, 3000 Bronx Park E Apt 12 E
Bronx NY 10467-6711

IVETTE PERRY JONES, 147 Stonebridge Trl Havelock NC 28532

Craven County Manager, C/o Arey Grady III PO Drawer 889 New Bern NC 28560

I further certify that on the 16TH day of April 2019, I personally delivered a copy of the foregoing Complaint Lis Pendens, Notice of Hearing to the following person at the addresses indicated:

CITY MANAGER, MARK STEPHANS

Nancy Riegelsperg Building Inspector City of New Bern

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EIPT

FAQs > (https://www.usps.com/faqs/uspstracking-faqs.htm)

Track Another Package +

Tracking Number: 70180680000041219810

Remove X

Your item was delivered to an individual at the address at 2:32 pm on April 19, 2019 in BRONX, NY 10467.

⊘ Delivered

April 19, 2019 at 2:32 pm Delivered, Left with Individual BRONX, NY 10467

Get Updates ✓

Text & Email Updates

/

Tracking History

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April 19, 2019, 2:32 pm Delivered, Left with Individual BRONX, NY 10467

Your item was delivered to an individual at the address at 2:32 pm on April 19, 2019 in BRONX, NY 10467.

April 19, 2019

In Transit to Next Facility

April 18, 2019, 7:49 pm

Departed USPS Regional Facility NEW YORK NY DISTRIBUTION CENTER

April 18, 2019, 3:34 pm

Arrived at USPS Regional Facility
NEW YORK NY DISTRIBUTION CENTER

April 17, 2019, 1:04 am

Arrived at USPS Regional Facility

FAQs > (https://www.usps.com/faqs/uspstracking-faqs.htm)

Track Another Package +

Tracking Number: 70180680000041219834

Remove X

Your item was delivered to an individual at the address at 2:32 pm on April 19, 2019 in BRONX, NY 10467.

⊘ Delivered

April 19, 2019 at 2:32 pm Delivered, Left with Individual BRONX, NY 10467

Get Updates ∨

Text & Email Updates

April 19, 2019, 2:32 pm

Tracking History

Delivered, Left with Individual BRONX, NY 10467

Your item was delivered to an individual at the address at 2:32 pm on April 19, 2019 in BRONX, NY 10467.

April 19, 2019

In Transit to Next Facility

April 18, 2019, 7:49 pm

Departed USPS Regional Facility
NEW YORK NY DISTRIBUTION CENTER

April 18, 2019, 3:34 pm

Arrived at USPS Regional Facility
NEW YORK NY DISTRIBUTION CENTER

April 17, 2019, 1:04 am

Arrived at USPS Regional Facility

FAQs > (https://www.usps.com/faqs/uspstracking-faqs.htm)

Track Another Package +

Tracking Number: 70180680000041219841

Remove X

Expected Delivery on

THURSDAY

8:00pm

Oblivered

April 18, 2019 at 11:36 am Delivered, Left with Individual HAVELOCK, NC 28532

Get Updates V

Text & Email Updates

Tracking History

April 18, 2019, 11:36 am

Delivered, Left with Individual

HAVELOCK, NC 28532

Your item was delivered to an individual at the address at 11:36 am on April 18, 2019 in HAVELOCK, NC 28532.

April 18, 2019, 9:01 am

Out for Delivery HAVELOCK, NC 28532

April 18, 2019, 8:51 am Sorting Complete

HAVELOCK, NC 28532

FAQs > (https://www.usps.com/faqs/uspstracking-faqs.htm)

Track Another Package +

Tracking Number: 70180680000041219889

Remove X

Expected Delivery on

WEDNESDAY

17 APRIL 2019 (i)

by

8:00pm @

⊘ Delivered

April 17, 2019 at 1:02 pm Delivered, Left with Individual NEW BERN, NC 28562

Get Updates ✓

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Text & Email Updates

Tracking History

April 17, 2019, 1:02 pm

Delivered, Left with Individual NEW BERN, NC 28562

Your item was delivered to an individual at the address at 1:02 pm on April 17, 2019 in NEW BERN, NC 28562.

April 17, 2019, 9:50 am

Out for Delivery

NEW BERN, NC 28562

April 17, 2019, 9:40 am

Sorting Complete NEW BERN, NC 28562

FAQs > (https://www.usps.com/faqs/uspstracking-faqs.htm)

Track Another Package +

Tracking Number: 70180680000041219858

Remove X

Expected Delivery on

THURSDAY

18 APRIL 8:00pm (i)

⊘ Delivered

April 18, 2019 at 11:36 am Delivered, Left with Individual HAVELOCK, NC 28532

Get Updates ✓

Text & Email Updates

Tracking History

April 18, 2019, 11:36 am

Delivered, Left with Individual HAVELOCK, NC 28532

Your item was delivered to an individual at the address at 11:36 am on April 18, 2019 in HAVELOCK, NC 28532.

April 18, 2019, 9:01 am

Out for Delivery HAVELOCK, NC 28532

April 18, 2019, 8:51 am

Sorting Complete

HAVELOCK, NC 28532

Track Another Package +

Tracking Number: 70180680000041219872

Remove X

Expected Delivery on

WEDNESDAY

8:00pm (i)

⊘ Delivered

April 17, 2019 at 1:02 pm Delivered, Left with Individual **NEW BERN, NC 28562**

Get Updates V

Text & Email Updates

Tracking History

April 17, 2019, 1:02 pm

Delivered, Left with Individual **NEW BERN, NC 28562**

Your item was delivered to an individual at the address at 1:02 pm on April 17, 2019 in NEW BERN, NC 28562.

April 17, 2019, 9:50 am

Out for Delivery

NEW BERN, NC 28562

April 17, 2019, 9:40 am

Sorting Complete NEW BERN, NC 28562

FAQs > (https://www.usps.com/faqs/uspstracking-faqs.htm)

Track Another Package +

Tracking Number: 70180680000041219902

Remove X

The delivery status of your item has not been updated as of April 19, 2019, 11:07 pm. We apologize that it may arrive later than expected.

Alert

April 19, 2019 at 11:07 pm Awaiting Delivery Scan

Get Updates V

Text & Email Updates

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Tracking History

April 19, 2019, 11:07 pm

Awaiting Delivery Scan

The delivery status of your item has not been updated as of April 19, 2019, 11:07 pm. We apologize that it may arrive later than expected.

April 19, 2019, 9:07 am

Out for Delivery NEW YORK, NY 10009

April 19, 2019, 8:57 am

Sorting Complete NEW YORK, NY 10009

April 19, 2019, 7:10 am

Arrived at Unit

NEW YORK, NY 10009

FAQs > (https://www.usps.com/faqs/uspstracking-faqs.htm)

Track Another Package +

Tracking Number: 70180680000041222261

Remove X

The delivery status of your item has not been updated as of April 19, 2019, 11:07 pm. We apologize that it may arrive later than expected.

Alert

April 19, 2019 at 11:07 pm Awaiting Delivery Scan

Get Updates ✓

Text & Email Updates

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Tracking History

April 19, 2019, 11:07 pm

Awaiting Delivery Scan

The delivery status of your item has not been updated as of April 19, 2019, 11:07 pm. We apologize that it may arrive later than expected.

April 19, 2019, 9:07 am Out for Delivery NEW YORK, NY 10009

April 19, 2019, 8:57 am Sorting Complete NEW YORK, NY 10009

April 19, 2019, 7:10 am Arrived at Unit NEW YORK, NY 10009

FAQs > (https://www.usps.com/faqs/uspstracking-faqs.htm)

Track Another Package +

Tracking Number: 70180680000041219896

Remove X

Your item has been delivered and is available at a PO Box at 10:42 am on April 18, 2019 in NEW BERN, NC 28563.

⊘ Delivered

April 18, 2019 at 10:42 am Delivered, PO Box NEW BERN, NC 28563

Get Updates ✓

Text & Email Updates

Tracking History

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April 18, 2019, 10:42 am Delivered, PO Box

NEW BERN, NC 28563

Your item has been delivered and is available at a PO Box at 10:42 am on April 18, 2019 in NEW BERN, NC 28563.

April 17, 2019, 9:59 am Available for Pickup NEW BERN, NC 28563

April 17, 2019, 9:53 am Arrived at Unit NEW BERN, NC 28560

April 17, 2019, 9:50 am Out for Delivery NEW BERN, NC 28562

FILED

NORTH CAROLINA CRAVEN COUNTY

2019 MAR 12 A 11: 08

CRAVEN COUNTY C.S.C.

FILE# 18 M 333

THE CITY OF NEW BERNBY Plaintiff

-VS-

MELVIN GRAY PERRY HRS
BRIDGETTE MILLER,
SPOUSE OF BRIDGETTE; if any
MELVIA C. PERRY,
SPOUSE OF MELVA C PERRY; if any,
MELVIN G. PERRY JR.
SPOUSE OF MELVIN G. PERRY; if any,
IVETTE PERRY JONES,
SPOUSE OF IVETTE PERRY JONES; if any,
CRAVEN COUNTY, JACK VEIT
CITY OF NEW BERN, MARK STEPHANS,
Defendants

BEFORE THE BUILDING INSPECTOR

OF THE CITY OF NEW BERN

COMPLAINT - (DWELLING
UNFIT FOR HUMAN HABITATION)
AND
NOTICE OF HEARING/
NOTICE OF LIS PENDENS
AMENDMENT



THE CITY OF NEW BERN ALLEGES AND SAYS THAT:

- 1. The original Complaint and Notice of Hearing/Notice of Lis Pendens was filed on 16th Day of August 2018. A hearing was set to be held on September 13, 2018; however, due to inclement weather conditions and the closure of all governmental offices the hearing was not held. Thus, this Amended Complaint is being filed to notify all interested parties of a new hearing date.
- 2. In accordance with North Carolina General Statutes Section 160A, Article 19, Part 6, and Section 38-29 of the Code of the City of New Bern, the undersigned Building Inspector for the City of New Bern has done a preliminary investigation to determine if the dwelling identified as 915 Sampson Street Tax Map Designation 8-006-337 is unfit for human habitation.

3. The preliminary investigation has disclosed that there is a basis for believing that the dwelling bearing postal enumeration 915 Sampson Street, New Bern, North Carolina, is unfit for human habitation.

4. Therefore, a hearing to be held on the 9th day of April 2019 at 3:00 p.m. in the office of the City Building Inspector 303 First Street.

5. You have the right to file an answer to this Complaint with the Building Inspector in person at the hearing or by writing to the Building Inspector of the City of New Bern, PO Box 1129, New Bern, North Carolina, 28563-1129, (252-639-2947).

6. You have the right to appear at the above-scheduled hearing, in person or otherwise, and give testimony.

7. Shall be assessed a civil penalty as required by the City Code Section 38-5 as follows:

The sum of \$500.00 for failure to comply with this Order within 31 days to 60 days

- An additional sum of \$1,000.00 (for a total sum of \$1,500.00) for failure to comply with this Order within 61 days 90 days

- An additional sum of \$1,500.00 (for a total sum of \$3,000.00) for failure to comply with this Order within 91 days to 120 days

- An additional sum of \$2,000.00 (for a total sum of \$5,000.00) for failure to comply with this Order within 121 days and

- An additional sum of \$2,000.00 (\$5,000.00 plus \$2,000.00 per month) for each additional 30-days or fraction thereof for continuing failure to comply with this Order.

This 12th Day of March 2019

NANCY J. RIEGELSPERGE

Building Inspector City of New Bern (252-639-2947)

CERTIFICATE OF SERVICE

RE: 915 SampsouStreet, New Bern NC

I hereby certify that on the 12th day of March, 2019, I served a copy of the foregoing AMENDED Complaint and Notice of Hearing/Notice of Lis Pendens upon the following persons by depositing a true and correct copy thereof in an envelope with proper postage affixed thereto for mailing by certified mail, return receipt requested, and also by placing a true and correct copy thereof in another envelope with proper postage affixed thereto for mailing by regular first class mail, and depositing said envelopes in a regular depository for the United States mail at New Bern, North Carolina, addressed as follows:

BRIDGETTE MILLER, 119 Moses Griffin Lane New Bern NC 28562

SPOUSE OF BRIDGETTE; if any 119 Moses Griffin Lane New Bern NC 28562

MELVA C. PERRY, 199 Avenue B Apt 4 A New York NY 100009

SPOUSE OF MELVA C PERRY; if any, 199 Avenue B Apt 4 A New York NY 100009

MELVIN G. PERRY JR. 3000 Bronx Park E Apt 12 E Bronx NY 10467-6711

SPOUSE OF MELVIN G. PERRY; if any, 3000 Bronx Park E Apt 12 E Bronx NY 10467-6711

IVETTE PERRY JONES, 147 Stonebridge Trl Havelock NC 28532

SPOUSE OF IVETTE PERRY JONES; if any, 147 Stonebridge Trl Havelock NC 28532

CRAVEN COUNTY, MANAGER JACK VEIT PO Box 1128 NEW BERN NC 28560

I further certify that on the 12TH day of March 2019, I personally delivered a copy of the foregoing Complaint Lis Pendens, Notice of Hearing to the following person at the addresses indicated:

CITY MANAGER, MARK STEPHANS, CITY OF NEW BERN, at CITY HALL

Nancy Riegelsperger Building Inspector City of New Bern

USPS Tracking[®]

FAQs > (https://www.usps.com/faqs/uspstracking-faqs.htm)

Track Another Package +

Tracking Number: 70173380000083212126

Remove X

Your item was delivered to an individual at the address at 4:16 pm on March 16, 2019 in BRONX, NY 10467.

Delivered

March 16, 2019 at 4:16 pm Delivered, Left with Individual **BRONX, NY 10467**

Get Updates ✓

Text & Email Updates

Tracking History

March 16, 2019, 4:16 pm

Delivered, Left with Individual

BRONX, NY 10467

Your item was delivered to an individual at the address at 4:16 pm on March 16, 2019 in BRONX, NY 10467.

March 16, 2019

In Transit to Next Facility

March 15, 2019, 11:23 am Departed USPS Regional Facility NEW YORK NY DISTRIBUTION CENTER

USPS Tracking[®]

FAQs > (https://www.usps.com/faqs/uspstracking-faqs.htm)

Track Another Package +

Tracking Number: 70173380000083212102

Remove X

Expected Delivery on

THURSDAY

14 MARCH 8:00pm (i)



March 14, 2019 at 11:49 am Delivered, Left with Individual HAVELOCK, NC 28532

Get Updates ∨

Text & Email Updates

Tracking History

March 14, 2019, 11:49 am

Delivered, Left with Individual HAVELOCK, NC 28532

Your item was delivered to an individual at the address at 11:49 am on March 14, 2019 in HAVELOCK, NC 28532.

March 14, 2019, 8:22 am Out for Delivery

HAVELOCK, NC 28532

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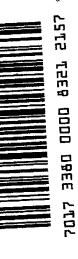
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300 Pollock St., P.O. Box 1129 CITY OF NEW BERN New Bern, NC 28563-1129

Inspections Department



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CITY OF NEW BERN

NEW BERN

Inspections Department

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FAQs > (https://www.usps.com/faqs/uspstracking-faqs.htm)

Track Another Package +

Tracking Number: 70173380000083212119

Remove X

Expected Delivery on

THURSDAY

14 MARCH by 8:00pm (i)



March 14, 2019 at 11:50 am Delivered, Left with Individual HAVELOCK, NC 28532

Get Updates ✓

Text & Email Updates

Tracking History

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March 14, 2019, 11:50 am

Delivered, Left with Individual HAVELOCK, NC 28532

Your item was delivered to an individual at the address at 11:50 am on March 14, 2019 in HAVELOCK, NC 28532.

March 14, 2019, 8:22 am

Out for Delivery HAVELOCK, NC 28532

USPS Tracking[®]

FAQs > (https://www.usps.com/faqs/uspstracking-faqs.htm)

Track Another Package +

Tracking Number: 70173380000083212133

Remove X

Your item was delivered to an individual at the address at 4:16 pm on March 16, 2019 in BRONX, NY 10467.

Delivered

March 16, 2019 at 4:16 pm Delivered, Left with Individual **BRONX, NY 10467**

Get Updates ✓

Text & Email Updates

Tracking History

March 16, 2019, 4:16 pm

Delivered, Left with Individual

BRONX. NY 10467

Your item was delivered to an individual at the address at 4:16 pm on March 16, 2019 in BRONX, NY 10467.

March 16, 2019

In Transit to Next Facility

March 15, 2019, 11:23 am Departed USPS Regional Facility NEW YORK NY DISTRIBUTION CENTER

Feedback

March 15, 2019, 12:56 am
Arrived at USPS Regional Facility
NEW YORK NY DISTRIBUTION CENTER

March 13, 2019, 12:46 am
Arrived at USPS Regional Facility
CHARLOTTE NC DISTRIBUTION CENTER

Product Information

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See Less ∧

Can't find what you're looking for?

Go to our FAQs section to find answers to your tracking questions.

FAQs (https://www.usps.com/faqs/uspstracking-faqs.htm)

USPS Tracking®

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Tracking Number: 7018068000004121998

This is a reminder to arrange for redelivery of your

Delivery Attempt

Reminder to Schedule Redelivery of your item

Get Updates ∨

Text & Email Updates

Tracking History

Reminder to Schedule Redelivery of your item This is a reminder to arrange for redelivery of your iter

March 26, 2019, 9:56 am Available for Pickup NEW YORK, NY 10009

March 22, 2019, 12:28 pm Notice Left (No Authorized Recipient Available) NEW YORK, NY 10009

March 16, 2019, 10:57 am Out for Delivery NEW YORK, NY 10009

Inspections Department

300 Pollock St., P.O. Box 1129 CITY OF NEW BERN New Bern, NC 28563-1129

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USPS Tracking[®]

FAQs > (https://www.usps.com/faqs/uspstracking-faqs.htm)

Track Another Package +

Tracking Number: 70180680000041220007

Remove X

The delivery status of your item has not been updated as of March 17, 2019, 12:57 am. We apologize that it may arrive later than expected.

Alert

March 17, 2019 at 12:57 am Awaiting Delivery Scan

Get Updates ✓

reedback

Text & Email Updates

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Tracking History

March 17, 2019, 12:57 am

Awaiting Delivery Scan

The delivery status of your item has not been updated as of March 17, 2019, 12:57 am. We apologize that it may arrive later than expected.

March 16, 2019

In Transit to Next Facility

March 16, 2019, 10:57 am Out for Delivery NEW YORK, NY 10009

March 16, 2019, 10:47 am Sorting Complete NORTH CAROLINA CRAVEN COUNTY

FILE# 18M 333

THE CITY OF NEW BERN;

Plaintiff

-VS-

MELVIN GRAY PERRY HRS
BRIDGETTE MILLER,
SPOUSE OF BRIDGETTE; if any
MELVIA C. PERRY,
SPOUSE OF MELVA C PERRY; if any,
MELVIN G. PERRY JR.
SPOUSE OF MELVIN G. PERRY; if any,
IVETTE PERRY JONES,
SPOUSE OF IVETTE PERRY JONES; if any,
CRAVEN COUNTY, JACK VEIT
CITY OF NEW BERN, MARK STEPHANS,
Defendant

THE BUILDING INSPECTOR
OF THE CITY OF NEW BERN

COMPLAINT - (DWELLINGUNFIT FOR HUMAN HABITATION) AND NOTICE OF HEARING/NOTICE OF LIS PENDENS

THE CITY OF NEW BERN ALLEGES AND SAYS THAT:

- 1. In accordance with North Carolina General Statutes Section 160A, Article 19, Part 6, and Section 38-29 of the Code of the City of New Bern, the undersigned Building Inspector for the City of New Bern has done a preliminary investigation to determine if the dwelling identified is unfit for human habitation.
- 2. The preliminary investigation has disclosed that there is a basis for believing that the dwelling bearing postal enumeration 915 Sampson Street and further identified as Map 8-06-337 New Bern, North Carolina, is unfit for human habitation.
- 3. A hearing will be held on the 13th day of September, 2018, at 9 a.m. In the office of the City Building Inspector at 303 First Street, New Bern, NC

- 4. You have the right to file an answer to this Complaint with the Building Inspector in person at the hearing or by writing to the Building Inspector of the City of New Bern, PO Box 1129, New Bern, North Carolina, 28563-1129.
- 5. You have the right to appear at the above-scheduled hearing, in person or otherwise, and give testimony.
- 6. Upon information and belief BRIDGETTE MILLER, SPOUSE OF BRIDGETTE; if any MELVIA C. PERRY, SPOUSE OF MELVA C PERRY; if any, MELVIN G. PERRY JR. SPOUSE OF MELVIN G. PERRY; if any, IVETTE PERRY JONES, SPOUSE OF IVETTE PERRY JONES; if any may have an ownership interest or contract interest in the subject property, CRAVEN COUNTY, CITY OF NEW BERN has interest due to un paid taxes.
- 7. Following the hearing, the undersigned Building Inspector may issue an order to repair, alter or improve the dwelling, to vacate and close the dwelling, or to remove or demolish the dwelling and clear the debris therefrom, as appears appropriate. At the expiration of the Order of the Building Inspector shall be assessed a civil penalty as required by the City Code Section 38-5 as follows:
 - The sum of \$500.00 for failure to comply with this Order within 31 days to 60 days
- An additional sum of \$1,000.00 (for a total sum of \$1,500.00) for failure to comply with this Order within 61 days 90 days
- An additional sum of \$1,500.00 (for a total sum of \$3,000.00) for failure to comply with this Order within 91 days to 120 days
- An additional sum of \$2,000.00 (for a total sum of \$5,000.00) for failure to comply with this Order within 121 days and
- An additional sum of \$2,000.00 (\$5,000.00 plus \$2,000.00 per month) for each additional 30-days or fraction thereof for continuing failure to comply with this Order.

DATE: 8-16-18

Nancy J. Riegelsperger Building Inspector City of New Bern (252) 639-2947

CERTIFICATE OF SERVICE

RE: 915 Sampson Street

I hereby certify that on the 16th day of August, 2018, I served a copy of the foregoing Complaint and Notice of Hearing/Notice of Lis Pendens upon the following persons by depositing a true and correct copy thereof in an envelope with proper postage affixed thereto for mailing by certified mail, return receipt requested, and also by placing a true and correct copy thereof in another envelope with proper postage affixed thereto for mailing by regular first class mail, and depositing said envelopes in a regular depository for the United States mail at New Bern, North Carolina, addressed as follows:

BRIDGETTE MILLER, 119 Moses Griffin Lane New Bern NC 28562

SPOUSE OF BRIDGETTE; if any 119 Moses Griffin Lane
New Bern NC 28562

MELVA C. PERRY, 199 Avenue B Apt 4 A New York NY 100009

SPOUSE OF IVETTE PERRY JONES; if any, 147 Stonebridge Trl Havelock NC 28532

CRAVEN COUNTY, MANAGER JACK VEIT PO Box 1128 NEW BERN NC 28560 SPOUSE OF MELVA C PERRY; if any, 199 Avenue B Apt 4 A New York NY 100009

MELVIN G. PERRY JR. 3000 Bronx Park E Apt 12 E Bronx NY 10467-6711

SPOUSE OF MELVIN G. PERRY; if any, 3000 Bronx Park E Apt 12 E Bronx NY 10467-6711

IVETTE PERRY JONES, 147 Stonebridge Trl Havelock NC 28532

I further certify that on the 16TH day of August 2018, I personally delivered a copy of the foregoing Complaint Lis Pendens, Notice of Hearing to the following person at the addresses indicated:

CITY MANAGER, MARK STEPHANS,

CITY OF NEW BERN CITY HALL

Vancy Riegelsperger Building Inspector City of New Bern

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300 Pollock St, P.O. Box 1129 CITY OF NEW BERN New Bern, NC 28563-1129



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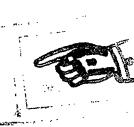
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2ND NOTICE JIST NOTICE NAME

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NEW BERN

300 Pollock St., PO. Box 1129 New Bern, NC 28563-1929 CITY OF NEW BERN

SPOUSE OF BRIDGETTE; if any 119 Moses Griffin Lane New Bern NC 28562

NAME

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2ND NOTICE **1ST NOTICE** RETURN-

BRIDGETTE MILLER,

ALERT: PAYMENT TRANSACTIONS ON SOME APPLICATIONS WILL BE TEMPORARILY UNAVAI...

USPS Tracking[®]

FAQs > (https://www.usps.com/faqs/uspstracking-faqs.htm)

Track Another Package +

Tracking Number: 70180680000041222025

Remove X

Expected Delivery on

MONDAY

20 AUGUST 2018 (1)

See Product Information ✓

⊘ Delivered

August 20, 2018 at 3:02 pm Delivered, Left with Individual BRONX, NY 10467

Tracking History

August 20, 2018, 3:02 pm
Delivered, Left with Individual
BRONX, NY 10467
Your item was delivered to an individual at the address at 3:02 pm on August 20, 2018 in BRONX, NY 10467.

August 20, 2018, 9:10 am Out for Delivery BRONX, NY 10467

August 20, 2018, 9:00 am Sorting Complete BRONX, NY 10467 August 20, 2018, 7:18 am Arrived at Unit BRONX, NY 10467

August 19, 2018, 2:10 pm
Departed USPS Regional Facility
NEW YORK NY DISTRIBUTION CENTER

August 19, 2018, 12:03 pm

Arrived at USPS Regional Facility
NEW YORK NY DISTRIBUTION CENTER

August 18, 2018, 1:28 am
Arrived at USPS Regional Facility
CHARLOTTE NC DISTRIBUTION CENTER

Product Information

See Less ∧

Can't find what you're looking for?

Go to our FAQs section to find answers to your tracking questions.

FAQs (https://www.usps.com/faqs/uspstracking-faqs.htm)

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USPS Tracking®

FAQs > (https://www.usps.com/faqs/uspstracking-faqs.htm)

Track Another Package +

Tracking Number: 70180680000041222018

Remove X

Expected Delivery on

MONDAY

20 AUGUST 2018 (i)

See Product Information ✓

⊘ Delivered

August 20, 2018 at 3:02 pm Delivered, Left with Individual BRONX, NY 10467

Tracking History

August 20, 2018, 3:02 pm
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August 19, 2018, 12:03 pm

Arrived at USPS Regional Facility

NEW YORK NY DISTRIBUTION CENTER

August 18, 2018, 1:28 am
Arrived at USPS Regional Facility
CHARLOTTE NC DISTRIBUTION CENTER

Product Information

See Less ∧

Can't find what you're looking for?

Go to our FAQs section to find answers to your tracking questions.

FAQs (https://www.usps.com/faqs/uspstracking-faqs.htm)

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STATE OF NORTH CAROLINA CRAVEN COUNTY

THE CITY OF NEW BERN,
Plaintiff
-VS-

MELVIN GRAY PERRY,
SPOUSE OF MELVIN GRAY PERRY; if any'
CRAVEN COUNTY,
CITY OF NEW BERN,
Defendant

CITY OF NEW BERN

DEFORE THE BUILDING
INSPECTOR OF THE CITY OF NEW BERN

NOTICE TO CANCEL COMPLAINT / LIS PENDENS-(DWELLING UNFIT FOR HUMAN HABITATION)

THIS MATTER, on March 23^{rd} 2018 a Complaint lis Penden ,/Notice of Hearing was filed. A hearing was to be held for 915 Sampson Street, within the City limits of New Bern on 20^{TH} APRIL 2018 in the Office of the Building Inspector.

It was later found that all parties were not properly notified and serviced.
 IT IS, THEREFORE, ORDERED THAT the Lis Pending/ Notice of hearing be cancelled.

DATE: August 16, 2018

NANCY J. RIEGELSPERGER BUILDING INSPECTOR CITY OF NEW BERN NORTH CAROLINA CRAVEN COUNTY

FILED

FILE# 18 M 187

THE CITY OF NEW BERN,

BEFORE THE BUILDING INSPECTOR
OF THE CITY OF NEW BERN

-VS-

MELVIN GRAY PERRY,
SPOUSE OF MELVIN GRAY PERRY; if any,
CRAVEN COUNTY,
CITY OF NEW BERN

Defendant

COMPLAINT - (DWELLING UNFIT FOR HUMAN HABITATION) AND

NOTICE OF HEARING/NOTICE OF LIS PENDENS



THE CITY OF NEW BERN ALLEGES AND SAYS THAT:

- 1. In accordance with North Carolina General Statutes Section 160A, Article 19, Part 6, and Section 38-29 of the Code of the City of New Bern, the undersigned Building Inspector for the City of New Bern has done a preliminary investigation to determine if the dwelling identified is unfit for human habitation.
- 2. The preliminary investigation has disclosed that there is a basis for believing that the dwelling bearing postal enumeration 915 Sampson Street and further identified as Map 8-006-337 New Bern, North Carolina, is unfit for human habitation.
- 3. A hearing will be held on the 20th day of April 2018, at 1 p.m. In the office of the City Building Inspector at 303 First Street, New Bern, NC
- 4. You have the right to file an answer to this Complaint with the Building Inspector in person at the hearing or by writing to the Building Inspector of the City of New Bern, PO Box 1129, New Bern, North Carolina, 28563-1129.

5. You have the right to appear at the above-scheduled hearing, in person or otherwise,

and give testimony.

6. Upon information and belief Craven County Tax Office and the City of New Bern

Tax Office may have an interest or contract interest in the subject property, due to unpaid taxes

and are therefore included in this complaint.

7. Following the hearing, the undersigned Building Inspector may issue an order to

repair, alter or improve the dwelling, to vacate and close the dwelling, or to remove or demolish the

dwelling and clear the debris therefrom, as appears appropriate. At the expiration of the Order of the

Building Inspector shall be assessed a civil penalty as required by the City Code Section 38-5 as

follows:

- The sum of \$500.00 for failure to comply with this Order within 31 days to 60 days

An additional sum of \$1,000.00 (for a total sum of \$1,500.00) for failure to comply

with this Order within 61 days 90 days

- An additional sum of \$1,500.00 (for a total sum of \$3,000.00) for failure to comply

with this Order within 91 days to 120 days

- An additional sum of \$2,000.00 (for a total sum of \$5,000.00) for failure to comply

with this Order within 121 days and

- An additional sum of \$2,000.00 (\$5,000.00 plus \$2,000.00 per month) for each

additional 30-days or fraction thereof for continuing failure to comply with this Order.

DATE: 3-23-2018

Nancy J. Riegelsperger

Building Inspector

City of New Bern

(252) 639-2947

CERTIFICATE OF SERVICE

RE: 915 Sampson Street

I hereby certify that on the 23th day of March, 2018, I served a copy of the foregoing Complaint and Notice of Hearing/Notice of Lis Pendens upon the following persons by depositing a true and correct copy thereof in an envelope with proper postage affixed thereto for mailing by certified mail, return receipt requested, and also by placing a true and correct copy thereof in another envelope with proper postage affixed thereto for mailing by regular first class mail, and depositing said envelopes in a regular depository for the United States mail at New Bern, North Carolina, addressed as follows:

MELVIN GRAY PERRY, 445 Fox Chase Village New Bern NC 28562

SPOUSE OF MELVIN GRAY PERRY; if any, 445 Fox Chase Village New Bern NC 28562

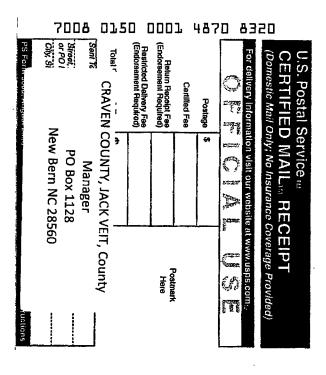
CRAVEN COUNTY, JACK VEIT, County Manager PO Box 1128 New Bern NC 28560

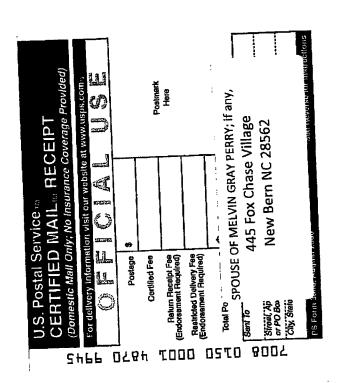
I further certify that on the 23rd day of March 2018, I personally delivered a copy of the foregoing Complaint and Notice of Hearing/Notice of Lis Pendens by hand delivering a copy to the following persons addressed as follows:

CITY OF NEW BERN, MARK STEPHANS, City Manager

Nancy Riegelsperger
Building Inspector
City of New Bern

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New Bern, NC 28563-1129

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AGENDA ITEM COVER SHEET

Consider Adopting a Resolution Authorizing Filing of Application with LGC for Approval of Workforce Development Center Project

Date of Meeting 05/14/2019	Ward # if applicable N/A
Department Finance	Person Submitting Item: Joseph R. Sabatelli, CPA, Director of Finance
Call for Public Hearing Yes No	Date of Public Hearing
Explanation of Item:	
In order to proceed with financing the resolution must be approved authorized Commission for approval of a financing	City Market-Workforce Development Center project, a ing the filing of an application with the Local Government ag agreement.
Actions Needed by Board: Adopt Resolution Authorizing Filing of	f Application with LGC for Approval of Financing Project
Is item time sensitive? Yes Now Will there be advocates/opponents	
Backup Attached:	
Memo from Director of Finance Resolution	
Cost of Agenda Item: \$1,250	
If this item requires an expenditure certified by the Finance Director:	, has it been budgeted and are funds available and Yes No
Additional notes:	



Office of the Director of Finance

TO: City Manager, Honorable Mayor and Members of the Board of Aldermen

FROM: Joseph R. Sabatelli, CPA – Director of Finance

DATE: May 3, 2019

RE: Resolution Approving Submission of Application to LGC for City Market-

Workforce Development Center Project Financing

Background

Pursuant to the Board's previous approval of the City Market-Workforce Development Center Project, it is now necessary to submit an application to the North Carolina Local Government Commission (LGC) for its approval of the financing. This is required because the financing involves real property. Part of the approval process is the adoption of a resolution authorized by N.C. General Statute 160A-20.

We anticipate obtaining LGC approval at their June 4, 2019 meeting and closing on the loan shortly thereafter.

Requested Action

It is recommended that the Board adopt the Resolution authorizing the filing of an application for approval of a financing agreement authorized by N.C. General Statute 160A-20 at its meeting on May 14, 2019.

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20

WHEREAS, the City of New Bern, North Carolina desires to finance its City Market-Workforce Development Center Project (the "Project"). The project includes the redevelopment of a City owned parcel into a workforce development training center, makerspace for entrepreneurs, and commissary. This financing will be refunded through an installment loan with Branch Banking and Trust Company (BB&T) at 2.78% interest for a 10-year period; and

WHEREAS, the City of New Bern, North Carolina desires to finance the Project by use of an installment contract authorized under North Carolina General Statue 160A, Article 3, Section 20; and

WHEREAS, the City of New Bern, North Carolina desired to begin making purchases prior to finalization of the financing agreement and adopted a Declaration of Official Intent to Reimburse on June 26, 2018 for the project; and

WHEREAS, findings of fact by this governing body must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute 159, Article 8, Section 151 prior to approval of the proposed contract;

NOW, THEREFORE, BE IT RESOLVED that the Board of Aldermen of the City of New Bern, North Carolina, meeting in regular session on the 14th day of May 2019, make the following findings of fact:

- 1. The proposed contract is necessary because the city is renovating and repurposing an old facility into a workforce development center, makerspace for entrepreneurs and commissary, and will be part of a match to an EDA Grant.
- 2. The proposed contract is preferable to a bond issue for the same purpose because the cost to issue general obligation bonds would be greater. The cost of the proposed Project exceeds the amount that can be prudently raised from currently available appropriations and unappropriated fund balances, and the City does not have any non-voted bonds that could be issued pursuant to Article V, Section 4, of the North Carolina Constitution (the "two-thirds limitation") to fund the project.
- The sums to fall due under the contract are adequate to complete the Project and are not excessive for the proposed purpose based upon engineering estimates.

- 4. The City of New Bern's debt management procedures and policies are good because the City carries out policies in strict compliance with the law and will continue to provide adequate debt management as directed by the Local Government Commission.
- 5. No increases in ad valorem taxes will be necessary to meet debt obligations.
- 6. The City of New Bern is not in default in any of its debt service obligations.
- 7. The attorney for the City of New Bern has rendered an opinion that the proposed project is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.
- 8. The probable net revenues of the project to be financed will be sufficient to meet the sums to fall due under the proposed contract.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Director of Finance is hereby authorized to act on behalf of the City of New Bern in filing an application with the North Carolina Local Government Commission for approval of the Project and the proposed financing contract and other actions not inconsistent with this resolution.

This resolution is effective upon its adoption this 14th day of May, 2019.

The motion to adopt th	nis resolution was made by Alderman	
	seconded by Alderman	and
passed by a vote of to)	
	DANA E. OUTLAW, MAYOR	
ATTEST:		
BRENDA E. BLANCO, CITY C	LERK	

AGENDA ITEM COVER SHEET

Agenda	Item	Title:
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Consider Adopting a Resolution Authorizing Filing of Application with LGC for Approval of Financing Roadway Improvements

Date of Meeting 05/14/2019	Ward # if applicable N/A
Department Finance	Person Submitting Item: Joseph R. Sabatelli, CPA, Director of Finance
Call for Public Hearing Yes V No	Date of Public Hearing
Explanation of Item:	
improvements project, a resolution m	Trent Road/MLK improvements project and Oaks Road ust be approved authorizing the filing of an application ion for approval of a financing agreement.
Actions Needed by Board: Adopt Resolution Authorizing Filing o Project	f Application with LGC for Approval of Financing the
Is item time sensitive? Ves N	0
Will there be advocates/opponents	at the meeting? Yes INO
Backup Attached:	
Memo from Director of Finance Resolution	
Cost of Agenda Item: \$1,250	
If this item requires an expenditure certified by the Finance Director:	e, has it been budgeted and are funds available and Yes No
Additional notes:	



Office of the Director of Finance

TO: City Manager, Honorable Mayor and Members of the Board of Aldermen

FROM: Joseph R. Sabatelli, CPA – Director of Finance

DATE: May 5, 2019

RE: Resolution Approving Submission of Application to LGC for Roadway

Improvements Projects

Background

Pursuant to the Board's previous approval of the 2017 Roadway Improvements Capital Project Fund and the Trent Road and Dr. MLK Jr Blvd projects, it is now necessary to submit an application to the North Carolina Local Government Commission (LGC) for its approval of the financing. This is required because the financing involves real property. Part of the approval process is the adoption of a resolution authorized by N.C. General Statute 160A-20.

We anticipate obtaining LGC approval at their June 4, 2019 meeting and closing on the loan shortly thereafter.

Requested Action

It is recommended that the Board adopt the Resolution authorizing the filing of an application for approval of a financing agreement authorized by N.C. General Statute 160A-20 at its meeting on May 14, 2019.

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20

WHEREAS, the City of New Bern, North Carolina desires to finance its roadway improvements projects (the "Project"). The roadway improvements projects will include the widening, repairs, improvements and resurfacing of a stretch of Oaks Road as well as a section of Trent Road. This financing will be refunded through an installment loan with Branch Banking and Trust Company (BB&T) at 2.78% interest for a 10-year period; and

WHEREAS, the City of New Bern, North Carolina desires to finance the Project by use of an installment contract authorized under North Carolina General Statue 160A, Article 3, Section 20; and

WHEREAS, the City of New Bern, North Carolina desired to begin making purchases prior to finalization of the financing agreement and adopted Declarations of Official Intent to Reimburse on July 11, 2017, September 26, 2017 and June 12, 2018 for the roadway improvements projects; and

WHEREAS, findings of fact by this governing body must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute 159, Article 8, Section 151 prior to approval of the proposed contract;

NOW, THEREFORE, BE IT RESOLVED that the Board of Aldermen of the City of New Bern, North Carolina, meeting in regular session on the 14th day of May 2019, make the following findings of fact:

- The proposed contract is necessary because the city is in need of roadway improvements on Oaks Road and Trent Road.
- 2. The proposed contract is preferable to a bond issue for the same purpose because the cost to issue general obligation bonds would be greater. The cost of the proposed Project exceeds the amount that can be prudently raised from currently available appropriations and unappropriated fund balances, and the City does not have any non-voted bonds that could be issued pursuant to Article V, Section 4, of the North Carolina Constitution (the "two-thirds limitation") to fund the project.
- 3. The sums to fall due under the contract are adequate to complete the Project and are not excessive for the proposed purpose based upon engineering estimates.

- 4. The City of New Bern's debt management procedures and policies are good because the City carries out policies in strict compliance with the law and will continue to provide adequate debt management as directed by the Local Government Commission.
- 5. No increases in ad valorem taxes will be necessary to meet debt obligations.
- 6. The City of New Bern is not in default in any of its debt service obligations.
- 7. The attorney for the City of New Bern has rendered an opinion that the proposed project is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.
- 8. The probable net revenues of the project to be financed will be sufficient to meet the sums to fall due under the proposed contract.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Director of Finance is hereby authorized to act on behalf of the City of New Bern in filing an application with the North Carolina Local Government Commission for approval of the Project and the proposed financing contract and other actions not inconsistent with this resolution.

This resolution is effective upon its adoption this 14th day of May, 2019.

The motion to adopt this resolution was made by Alderman ________ and ______ and passed by a vote of ______ to _____.

DANA E. OUTLAW, MAYOR

ATTEST:

BRENDA E. BLANCO, CITY CLERK



Development Services 303 First Street, P.O. Box 1129 New Bern, NC 28563 (252)639-7581

TO

Alderwoman Harris

FROM:

Morgan Potts, AICP

DATE:

February 7, 2019

SUBJECT: Planning and Zoning Board Appointment

Dear Alderwoman Harris:

Carol Williams' second term on Planning and Zoning Board has ended and is not eligible for reappointment at this time due to term limits. You are requested to nominate an appointee whose term will conclude June 30, 2021. Ms. Williams may continue to serve until an appointment has been made.

The duties of the Planning and Zoning Board are to conduct studies and make recommendations to the Board of Aldermen on matters concerning plans, goals and objectives relating to the growth, development and redevelopment of the City and the surrounding extra-territorial planning area. In addition, the Board makes recommendations on proposed conditional use permits, zoning and rezoning requests, subdivision plan approvals, and changes to the Land Use Ordinance.

The Land Use Ordinance requires that all Planning and Zoning Board members have demonstrated special interest, experience or education in banking, economics, environmental and land use policy, housing or other industry. Members must be able and willing to commit the necessary time and energy to carry out the responsibilities required for the office and must regularly attend meetings lasting 1-3 hours each month.

To appoint a person of your choosing, please provide the contact information to the City Clerk for inclusion on the Board's next meeting agenda. If you have anyone in mind or have any other questions or need information, please contact me at 639-7583.

Ald as as

Morgan/Potts, AICh

Aldermen

Sabrina Bengel Jameesha Harris Robert V. Aster Johnnie Ray Kinsey Barbara J. Best Jeffrey T. Odham



300 Pollock Street, P.O. Box 1129 New Bern, NC 28563-1129 (252) 636-4000 Dana E. Outlaw Mayor

Mark A. Stephens City Manager

Memorandum

TO:

Mayor Dana Outlaw

FROM:

Brenda Blanco, City Clerk

DATE:

February 8, 2019

SUBJECT:

Appointment to New Bern Appearance Commission

Rose Williams' appointment on the Appearance Commission expires today. She is eligible for reappointment, or a new appointment can be made to allow others an opportunity to serve. The appointee will serve a three-year term.

Appointees shall be residents of the City's planning and zoning jurisdiction and shall, when possible, have had special training or experience in a design field such as architecture, landscape design, horticulture, city planning, or a closely-related field. Members of the Appearance Commission serve a three-year term.

This commission is overseen by the Parks and Recreation Department. Please feel free to reach out to Foster Hughes, Director of Parks and Recreation, regarding any questions about the Commission.

/beb

Aldermen

Sabrina Bengel Jameesha Harris Robert V. Aster Johnnie Ray Kinsey Barbara J. Best Jeffrey T. Odham



300 Pollock Street, P.O. Box 1129 New Bern, NC 28563-1129 (252) 636-4000 Dana E. Outlaw Mayor

Mark A. Stephens City Manager

Memorandum

TO: Alderman Sabrina Bengel

FROM: Brenda Blanco, City Clerk

DATE: February 8, 2019

SUBJECT: Appointment to New Bern Appearance Commission

Mattie Tatum's appointment on the Appearance Commission will expire February 22, 2019. She is eligible for reappointment, or a new appointment can be made to allow others an opportunity to serve. The appointee will serve a three-year term.

Appointees shall be residents of the City's planning and zoning jurisdiction and shall, when possible, have had special training or experience in a design field such as architecture, landscape design, horticulture, city planning, or a closely-related field. Members of the Appearance Commission serve a three-year term.

This commission is overseen by the Parks and Recreation Department. Please feel free to reach out to Foster Hughes, Director of Parks and Recreation, regarding any questions about the Commission.

/beb

Aldermen

Sabrina Bengel Jameesha Harris Robert V. Aster Johnnie Ray Kinsey Barbara J. Best Jeffrey T. Odham



300 Pollock Street, P.O. Box 1129 New Bern, NC 28563-1129 (252) 636-4000 Dana E. Outlaw Mayor

Mark A. Stephens City Manager

Memorandum

TO: Alderman Johnnie Ray Kinsey

FROM: Brenda Blanco, City Clerk

DATE: March 15, 2019

SUBJECT: Appointment to Board of Adjustment

On November 13, 2018, you appointed Anne Schout to an alternate seat on the Board of Adjustment. Mrs. Schout has tendered a resignation effective March 1, 2019. You are requested to appoint someone to fill the remainder of her seat, which will expire on November 12, 2021.

/beb



Development Services 303 First Street, P.O. Box 1129 New Bern, NC 28563 (252)639-7581

TO: Mayor Dana Outlaw

FROM: Morgan Potts, AICP

City Planner

DATE: May 9, 2019

SUBJECT: Historic Preservation Commission Appointment

Mayor Outlaw:

Commissioner and Chairman David Griffith's term on the HPC will expire on May 15, 2019. He has served two consecutive terms with distinction, and is not eligible for reappointment at this time. He has served the Commission in a leadership capacity for many years, and is to be commended for his six years of committed service to New Bern. You are requested to nominate a replacement to fill this important vacancy on the Historic Preservation Commission. The new appointee will serve a 3-year term. To aid in the selection process, the City Clerk maintains a file of interested applicants and their resumes.

The Historic Preservation Commission is a "quasi-judicial" administrative board consisting of nine members. The Commission's major responsibilities are to monitor and protect the City's valuable historic and cultural resources. Appointees must have demonstrated special interest, experience or education in history, architecture, archeology or similarly-related fields. The Historic Preservation Commission meets twice each month; first in an informal design review at 5:30 p.m. on the first Wednesday of the month and second in a full regular meeting on the third Wednesday of the month at 5:30 p.m. Members must be able and willing to commit the necessary time and energy to carry out the responsibilities required for the position and must attend approximately two-hour meetings twice a month and as otherwise needed. It is strongly recommended that whoever is appointed have a strong background in, and familiarity with New Bern's Historic Districts and is capable of allotting the necessary time and effort to historic preservation.

To nominate the person of your choice, please provide their contact information to the City Clerk at the time the appointment is made. If you have questions or need additional information, please contact me at 639-7583.



Development Services 303 First Street, P.O. Box 1129 New Bern, NC 28563 (252)639-7581

TO: Alderman Robert Aster

FROM: Morgan Potts, AICP

City Planner

DATE: May 9, 2019

SUBJECT: Historic Preservation Commission Appointment

Alderman Aster:

Commissioner Jim Bisbee's term of office on the Historic Preservation Commission will end on May 15, 2019, and he is eligible for reappointment should you choose to reappoint him. Mr. Bisbee or a new appointee shall serve a three-year term. To aid in the selection process, the City Clerk maintains a file of interested applicants and their resumes.

The Historic Preservation Commission is a "quasi-judicial" administrative board consisting of nine members. The Commission's major responsibilities are to monitor and protect the City's valuable historic and cultural resources. Appointees must have demonstrated special interest, experience or education in history, architecture, archeology or similarly related fields. The Historic Preservation Commission meets twice each month; first in an informal design review at 5:30 p.m. on the first Wednesday of the month and second in a full regular meeting on the third Wednesday of the month at 5:30 p.m. Members must be able and willing to commit the necessary time and energy to carry out the responsibilities required for the position and must attend approximately two hour meetings twice a month and as otherwise needed. It is strongly recommended that whoever is appointed have a strong background in, and familiarity with New Bern's Historic Districts and is capable of allotting the necessary time and effort to historic preservation.

To nominate the person of your choice, please provide the contact information to the City Clerk at the time the appointment is made. If you have questions or need additional information, please contact me at 639-7583.