

**CITY OF NEW BERN
BOARD OF ALDERMEN MEETING
APRIL 25, 2023 – 6:00 P.M.
CITY HALL COURTROOM
300 POLLOCK STREET**

1. Meeting opened by Mayor Odham. Prayer Coordinated by Alderman Royal. Pledge of Allegiance.
2. Roll Call.
3. Approve Agenda.

Consent Agenda

4. Consider Approving a Proclamation Designating April as Second Chance Month.
5. Consider Adopting a Resolution to Close the 300 Block of Middle Street for New Bern Preservation Foundation's Sunday Supper with Bill Smith and Friends.
6. Approve Minutes.

7. Conduct a Public Hearing on the 2023 Community Development Block Grant ("CDBG") Program Annual Action Plan.
8. City Manager's Overview of the Fiscal Year 2023-2024 Budget.
9. Consider Adopting a Resolution Authorizing the Execution of a Contract with TRC Engineers, Inc. for Environmental Consulting Services to be Performed Under the Brownfields Assessment Grant Program.
10. Consider Adopting a Resolution to Approve a Consolidated Lease with Craven Community College for the VOLT Center.
11. Consider Adopting an Ordinance to Amend Section 66-85 City-Sponsored Events.
12. Consider Adopting a Budget Ordinance Amendment for FY 2022-23.
13. Discussion of Redevelopment Commission's Recommendation to Accept ARP Funds to Develop Affordable Housing at 203 and 207 Jones Street.
14. Discussion of Potential Location for Pepsi Museum.
15. Appointment(s).
16. Attorney's Report.

17. City Manager's Report.
18. New Business.
19. Closed Session.
20. Adjourn.

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

Aldermen

Rick Prill
Hazel B. Royal
Robert V. Aster
Johnnie Ray Kinsey
Barbara J. Best
Robert Brinson, Jr.



Jeffrey T. Odham
Mayor
Foster Hughes
City Manager
Brenda E. Blanco
City Clerk
Kimberly A Ostrom
Director of Finance

Memo to: Mayor and Board of Aldermen

From: Foster Hughes, City Manager

Date: April 20, 2023

Re: April 25, 2023 Agenda Explanations

1. **Meeting opened by Mayor Jeffrey T. Odham. Prayer Coordinated by Alderman Royal. Pledge of Allegiance.**
2. **Roll Call.**
3. **Approve Agenda.**

Consent Agenda

4. **Consider Approving a Proclamation Designating April as Second Chance Month.**

Deedra Durocher, Vice President of Tried by Fire, has requested a proclamation designating April as Second Chance Month. The designation focuses on community-based strategies for supporting and enhancing reentry initiatives for North Carolina women released from incarceration.

5. **Consider Adopting a Resolution to Close the 300 Block of Middle Street for New Bern Preservation Foundation's Sunday Supper with Bill Smith and Friends.**

(Ward 1) On behalf of the New Bern Preservation Foundation, Cathy Alix has requested the 300 block of Middle Street be closed to vehicular traffic from 1:30 p.m. to 10 p.m. on May 21, 2023 for a fundraising supper. In the event of inclement weather, the fundraiser will be moved to the Harrison Center. A memo from Kari Warren, Director of Parks and Recreation, is attached.

6. **Approve Minutes.**

Draft minutes from the April 11, 2023 meeting are provided for review and approval.

7. Conduct a Public Hearing on the 2023 Community Development Block Grant (“CDBG”) Program Annual Action Plan.

HUD requires Entitlement Cities to submit an annual Action Plan detailing the intended use of CDBG funding. New Bern's allocation for program year 2023 is \$294,122. Staff received public comments on February 20, 2023, which have been added to the plan, along with goals intended to address priority needs. The draft plan was made available on the City's website, in the Office of Development Services, the City Clerk's office, and at the New Bern-Craven County Public Library. The \$294,122 is proposed for the following uses: \$58,824 for administration (staff salaries, planning activities, and market studies), \$70,500 to demolish up to three structures in low-moderate income areas, \$24,000 for Catholic Charities to provide rent and utility assistance for homelessness prevention, \$20,000 for staff salaries at My Sister's House, \$35,000 for improvements to the Omega Center, \$50,000 for The Village youth center to acquire adjacent properties for expanded outdoor play space, and \$35,798 to construct an outdoor, half-court basketball court in the Sunnyside community. After conducting the public hearing, no additional action is needed at this meeting. The plan will be presented for adoption at a future meeting. A memo from D'Aja Fulmore, Community Development Block Grant Coordinator, is attached.

8. City Manager's Overview of the Fiscal Year 2023-2024 Budget.

The City Manager will provide an overview of the budget for Fiscal Year 2023-24.

9. Consider Adopting a Resolution Authorizing the Execution of a Contract with TRC Engineers, Inc. for Environmental Consulting Services to be Performed Under the Brownfields Assessment Grant Program.

The Environmental Protection Agency selected New Bern to receive a Brownfields Assessment Grant to perform environmental assessments of properties and conceptual planning efforts for property redevelopment/remediation. The Brownfields sites have potentially been impacted by hazardous substances and petroleum. A Request for Qualifications (“RFQ”) was issued seeking an individual or firm to provide Environmental Consulting Services for the Brownfields Assessment Project. Six qualified responses were received and evaluated, and TRC Engineers, Inc. received the highest score. Staff recommends the City Manager be authorized to negotiate and execute a contract with TRC Engineers. A memo from Chris Seaberg, Community and Economic Development Manager, is attached.

10. Consider Adopting a Resolution to Approve a Consolidated Lease with Craven Community College for the VOLT Center.

(Ward 1) Craven Community College has requested to lease the entire VOLT Center campus and to consolidate its existing leases into one lease with a 20-year

term. The initial lease was entered into in 2017 with two subsequent leases in 2020 and one in 2021. Representatives from the college will be on hand to answer any questions.

11. Consider Adopting an Ordinance to Amend Section 66-85 City-Sponsored Events.

Organizers of Juneteenth of New Bern have requested the happening be added to the list of city-sponsored events. Services sought from the City include barricades, staff and equipment for set up, public safety to include Police and Fire presence, a fireworks permit, fire engine pumper, use of the mobile stage and bleachers, trash cans and trash removal, installation of banners, water tank, and electrical access for a total cost of \$6,943.

12. Consider Adopting a Budget Ordinance Amendment for FY 2022-23.

This budget amendment appropriates \$30,000 in the General Fund for the service and maintenance of the Fire Department's ladder one truck, the cost of which exceeded available funds in the department's Garage Repair & Maintenance budgeted line. Additionally, the General Fund is also amended to appropriate \$31,577 to Parks and Recreation's facilities division to cover project expenses for the Pleasant Hill Community Center. Further amendments are needed to cover increased costs for fuel, utilities, and the correction of billing for streetlights. Those amendments will include transfers from respective fund balances in the following amounts: General Fund \$273,300, Water Fund \$50,700, Sewer Fund \$308,200, Electric Fund \$73,400, and Solid Waste Fund \$19,700. A memo from Kim Ostrom, Director of Finance, is attached.

13. Discussion of Redevelopment Commission's Recommendation to Accept ARP Funds to Develop Affordable Housing at 203 and 207 Jones Street.

(Ward 1) As discussed at the January 10, 2023 meeting, Alderman desires to use some of his American Rescue Plan ("ARP") funds to develop small, affordable housing at 203 and 207 Jones Street. The Redevelopment Commission's housing work group reviewed the proposal and discussed the details at the Redevelopment Commission's meeting on April 12, 2023. The Commission unanimously voted to support a recommendation that the Board of Alderman consider authorizing the use of the ARP funds to develop affordable housing at the proposed Jones Street location. The property is owned by the Redevelopment Commission. A memo from Catrecia Bowman, Executive Director of the Commission, is attached along with a draft budget, potential house plans, a survey of the existing properties, and a proposed survey showing the realignment of the properties.

14. Discussion of Potential Location for Pepsi Museum.

During the Board's meeting on April 11, 2023, representatives from Bradham's Legacy made a presentation requesting approval for the City to apply for a Rural Transformation Grant for a Pepsi Museum. At that time, representatives did not

think the location of the museum was required for the grant application. However, it became evident to the Grant Writer that the location was a requirement and must be determined before applying for the grant. There are three potential locations owned by the City: vacant lot at the corner of South Front and Hancock Streets, 408 Hancock Street, or 925 Broad Street (Old Days Inn site).

15. **Appointment(s).**
16. **Attorney's Report.**
17. **City Manager's Report.**
18. **New Business.**
19. **Closed Session.**
20. **Adjourn.**

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

AGENDA ITEM COVER SHEET

Agenda Item Title:

Proclamation for Second Chance Month

Date of Meeting: 4/25/2023	Ward # if applicable:
Department: City Clerk	Person Submitting Item: Brenda Blanco
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing:

Explanation of Item:	Deedra Durocher, Vice President of Tried by Fire, has requested a proclamation designating April as Second Chance Month.
Actions Needed by Board:	Consider approving the proclamation
Backup Attached:	Proclamation
Is item time sensitive? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Cost of Agenda Item: \$0
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes:



MAYOR'S OFFICE P R O C L A M A T I O N

- WHEREAS,** nearly all incarcerated women will eventually leave prison or jail and return to their communities in eastern North Carolina, including Craven County; and
- WHEREAS,** formerly incarcerated women face many unique and challenging barriers as well as additional stigma in securing employment, housing, transportation, and health care, particularly if they do not have a viable residential address; and
- WHEREAS,** many incarcerated women are also mothers who may face additional challenges to restore relationships with their children as they work toward providing them a better future; and
- WHEREAS,** providing safe and supportive temporary housing to formerly incarcerated women, with referrals to opportunities for them to be productive members of society, benefits their families and communities in many ways, including improving public safety, reducing crime and recidivism; and
- WHEREAS,** efforts are underway at the federal, state, and local levels to establish programs and policies focused on removing the barriers that prevent formerly incarcerated women from pursuing healthy and productive lives; and
- WHEREAS,** partnerships have been established with state and local human service agencies, nonprofits, faith-based groups, local reentry councils, employers, and educational institutions, among others, to allow referrals of formerly incarcerated women to programs, services, and resources aimed at assisting them with a personal transitional plan designed to increase their chances for a successful reentry; and
- WHEREAS,** community-based strategies for supporting and enhancing reentry initiatives across North Carolina have proven to be effective for addressing the multiple challenges faced by justice-involved women and their families; and
- WHEREAS,** Tried By Fire, Inc. has constructed My Sister's House at 524 Roundtree Street as the first transitional home for post-incarcerated women in Eastern North Carolina while also contributing to the revitalization of the historic Duffyfield neighborhood, and a ribbon cutting was scheduled with the Chamber of Commerce on Friday, April 21, 2023 at 11 a.m., and a house dedication and open house on Saturday, April 22, 2023 from 1 p.m. to 4 p.m.

NOW THEREFORE, I, Jeffrey T. Odham, Mayor of the City of New Bern, on behalf of the New Bern Board of Aldermen do hereby proclaim April as

"SECOND CHANCE MONTH"

in the City of New Bern and recommend its observance to all citizens.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of New Bern this the 25th day of April in the Year of Our Lord Two Thousand and Twenty-Three.

JEFFREY T. ODHAM, MAYOR

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution to close a specific street for New Bern Preservation Foundation Sunday Supper with Bill Smith and Friends.

Date of Meeting: 4/25/2023	Ward # if applicable: Ward 1
Department: Parks & Recreation	Person Submitting Item: Kari Warren, Director of Parks & Recreation
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing: N/A

Explanation of Item:	New Bern Preservation Foundation has made a request to close the 300 block of Middle Street to vehicular traffic for New Bern Preservation Foundation Sunday Supper with Bill Smith and Friends fundraiser on May 21, 2023, from 1:30 p.m. until 10:00 p.m. In case of inclement weather, the fundraiser will be moved inside the Harrison Center, per the event organizer.
Actions Needed by Board:	Adopt the Resolution
Backup Attached:	Resolution – Memo – Application – Map – Downtown Merchant's Letter
Is item time sensitive? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Cost of Agenda Item: N/A
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes:

Aldermen

Rick Prill
Hazel B. Royal
Bobby Aster
Johnnie Ray Kinsey
Barbara J. Best
Robert Brinson, Jr.



Kari Warren, CPRP
Director of Parks & Recreation

Jeffrey T. Odham
Mayor

Foster Hughes
City Manager
Brenda E. Blanco
City Clerk
Kimberly A. Ostrom
Director of Finance



Date: April 12, 2023

Memo To: Mayor and Board of Aldermen

From: Kari Warren, CPRP *hw*
Director of Parks and Recreation

Re: New Bern Preservation Foundation Fundraiser.

Background Information:

New Bern Preservation Foundation has made a request to close the 300 block of Middle Street to vehicular traffic for New Bern Preservation Foundation Sunday Supper with Bill Smith and Friends fundraiser on May 21, 2023, from 1:30 p.m. until 10:00 p.m. In case of inclement weather, the fundraiser will be moved inside the Harrison Center, per the event organizer.

This request has not been reviewed by the Downtown Business Council; however, the organizer has completed the petition of signatures. The Downtown Business Council meetings are held on the last Thursday of each month. This street closure is on their April 27 meeting agenda.

Recommendation:

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

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

1307 Country Club Rd
New Bern, NC 28562
Office 252 639-2901
Fax 252 636-4138

RESOLUTION

THAT WHEREAS, New Bern Preservation Foundation has requested that the 300 block of Middle Street be closed to vehicular traffic from 1:30 p.m. until 10:00 p.m. on Sunday, May 21, 2023, for a fundraising event; 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 300 block of Middle Street be closed to vehicular traffic from 1:30 p.m. until 10:00 p.m. on May 21, 2023, for New Bern Preservation Foundation Sunday Supper with Bill Smith and Friends fundraiser.

ADOPTED THIS 25TH DAY OF APRIL 2023.

JEFFREY T. ODHAM, MAYOR

BRENDA E. BLANCO, CITY CLERK

RECEIVED

MAR 22 2023

BY: ND

CITY OF NEW BERNMay 21
Sunday**APPLICATION FOR PUBLIC ASSEMBLY, PARADE & SPECIAL EVENTS IN CITY PARKS**

This application is hereby made for a permit to hold a Public Assembly and/or Parade as described in the City of New Bern Code of Ordinances (Sec. 66-85; 66-86; and 66-87) – Public Assemblies and Parades. This application along with attachments must be presented at least **60 days prior** to the event date.

Festival – A concert, fair, festival, exhibit, athletic event, promotion, community event, block party, or similar event.

Parade – A march, ceremony, pageant, procession or other similar activities consisting of persons, animals, vehicles or things, or any combination thereof, that disrupts the normal flow of traffic upon any public street.

Public Assembly – A festival or demonstration which is reasonably anticipated to obstruct the normal flow of traffic upon any public street and that is collected together in one place; or a festival in any city-controlled park.

Name of Event/Activity: Sunday Supper with Bill Smith & Friends

Organization Name: New Bern Preservation Foundation

Responsible Contact: Cathy Alix

Address: 520 Metcalf St.

City: New Bern State: NC Zip code: 28560

Phone: 202.557.4895 Alternate Phone: n/a

Email: alixcathy@aol.com

Type of Event: ☐ Demonstration ☒ Festival ☐ Parade

Date of Event: May 21, 2023 Proposed Rain Date: n/a - will move inside @ Harrison Cntr

Event Set up time: 1:30 pm Event Tear Down Completed Time: 10 pm

Event Start Time: 4:30 pm Event End Time: 7:30 pm

What is the specific location and/or route of the proposed event? (Attach additional information if needed)

300 Block of Middle Street (in front of Harrison Center)
Address - 313 Middle St.

Note: A detailed map of the proposed route as well as a specific list of streets is required. The specific location of the Public Assembly must include the aerial overview with location marked. **Festivals/Events require detailed aerial map with complete layout.**

What is the purpose of this event? Please be detailed in your description - (Attach additional information if needed)

Fundraising event for New Bern Preservation Foundation
celebrating May as the Preservation month

Estimated attendance: 108; Attendance not to exceed: 185

*Note: If more than 1,000 in attendance is expected 1) **Proof of Crowd Manager Training Certification is required.** Training is available at the following link: http://www.newbernnc.gov/departments/fire_department/crowd_manager_training.php 2) **Public Safety Plan is required.** Information must be submitted with application. For additional info, please contact the Fire Marshall at 252-639-2931.

Tents # _____ Sizes _____ Provide additional info as needed (Note: Tents 700 sq. ft. or bigger must be inspected by Fire Marshall.)

How will you handle trash generated from the event?

We are requesting # _____ trash cans.

☒ We will provide our own bags & dispose of any trash generated ourselves.

☐ We request that City Staff dispose of all trash generated. We understand additional fees will be charged for this service, including the cost of labor, and materials (bags, etc.) used.

Street
Closing

Are you requesting any City of New Bern Street Closures?

☒ Yes*

☐ No

*Any street closures require approval of the Board of Aldermen. Street closures must be received at least 60 days in advance for consideration. Street closures require barricades. A fee of \$5.00 per barricade must be paid 48 business hours prior to the event.

*What Street(s) are you requesting to close? Be specific: 300 Block of Middle Street

Are you requesting any State Road or Bridge closures?

☐ Yes*

☒ No

*If yes, a 90 day notice and application is required by the NCDOT for in order to consider state roads or bridges. For additional information, please call NCDOT Office at 252-439-2816. The State Road/Bridge Closure permit must be attached to this application.

If this event includes the use of floats, vehicles, placards, loud speakers, or mechanical devices of any type, please provide a detailed explanation of their use, purpose and number.

Will Inflatables or other Play features be part of this event?

☐ Yes

☒ No (Additional insurance may be required)

Will Food Vendors or Commercial/Non-Profit vendors be part of this event?

☐ Yes

☒ No

(If you answered YES, Additional Fees apply. A detailed list of all vendors is required.)

The following items are required and must be attached at the time of Application:

- ☐ A detailed map – including the location, route with beginning and ending point and street names included.
- ☐ Petition of Signatures – of business/residents affected – If roads are closed.

The following items are required within two (2) business days of the event or event shall be cancelled:

- ☐ Certificate of Insurance – Listing the City of New Bern, PO Box 1129, New Bern, NC as "Additional Insured".
- ☐ List of all food/commercial/non-profit vendors.
- ☐ Payment in full of applicable fees and charges.

I attest that I am authorized on behalf of this group/organization to request the permit for the activities prescribed herein. I understand that this application must be submitted with full details and attachments. I understand that additional fees and charges may be incurred. Those charges include set-up tear down time for staff, rental of barricades, Public Safety, Trash collection, damages, etc. I further understand that failure to provide the requested information within the specified timelines shall result in application being denied. I agree to indemnify and hold harmless the City of New Bern, its departments, agents, employees, officials and volunteers for any injury, illness or damage to person or property during this activity.

The following items must be submitted with Application:

- ☐ Completed & Signed Application
- ☐ Detailed maps of parade route and/or festival layout
- ☐ Petition of signatures (if road closure is requested)
- ☐ Proof of Crowd Manager training & Public Safety Plan (if attendance is 1,000 or more)

Total Anticipated Charges

Barricades: # _____

\$ _____

Trash Collection:

\$ _____

City Staff: # _____

\$ _____

Vendor Fees # _____

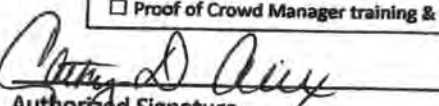
\$ _____

Park/Facility Rental:

\$ _____

Total Due: \$

\$


Authorized Signature

3-21-23
Date

All documents have been provided and this application is recommended for approval

Administrative Support Supervisor

Date

This application has been approved.

Director of Parks & Recreation

Date

- ☐ Have HOA's been notified? ☐ Yes ☐ No Spoke with: _____
- ☐ Approved by Department Date: _____ Staff Initials: _____
- ☐ Submitted for Board Approval Date: _____ Staff Initials: _____
- ☐ All Paperwork collected Date: _____ Staff Initials: _____
- ☐ All fees collected \$ _____ Date: _____ Staff Initials: _____

City Sponsored Event

☐ Yes ☐ No

Updated 6-3-2019

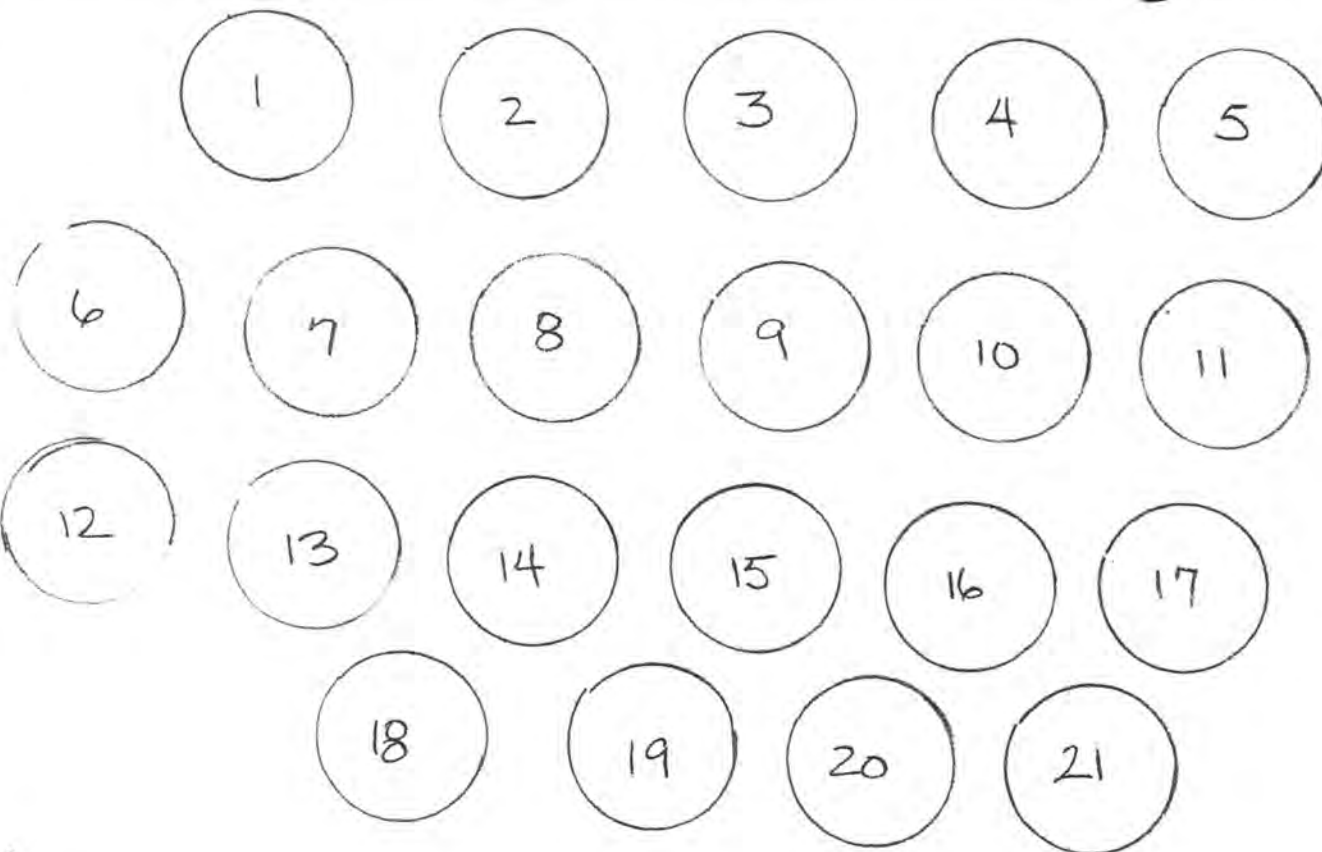
Guest Entry

HARRISON CENTER

Guest Entry

BROAD STREET

POLLACK STREET



Wine/Beer
Service

Possible
Entertainment

Wine/Beer
Service

NBPF
Sunday Supper w/ Bill Smith
& Friends
Sunday, May 21, 2023

Sunday Supper with Bill Smith & Friends

300 block of Middle Street

Legend

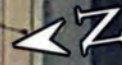
300 Middle St

© 2014 Google

Google Earth

300 Middle St

200 ft





Sunday Supper
with
Bill Smith
and Friends

Sunday, May 21, 2023
313 Middle Street

(in front of Harrison Center)

Please sign acknowledging closure of the 300 block of Middle St.
Sunday, May 21 from 1-8pm - Thank You!

* (Closed on Sundays)

- | | |
|---|---|
| ✓ 1. M C Drip I.V. & 9. Bay Leaf (Closed) | |
| ✓ 2. Mary H Haveland Chelsea & 10. Community Artist (Closed) | |
| ✓ 3. Valerie's Piquette Cafe & 11. C. 703 - (Closed) | |
| ✓ 4. Q/Bals. Kins Hot (Keep Hot) & 12. Nick Sparks - (Closed) | |
| * 5. CR Francis Architects - (Closed) | 13. Bay Leaf => (Closed) |
| * 6. Brother Chera (Closed) | ✓ 14. Harrison Center - (Hosting event) |
| * 7. Rob Duma (Closed) | 15. Natural Food Store - (no giant IL) |
| * 8. Crave Arts (Closed) | 16. |

AGENDA ITEM COVER SHEET

Agenda Item Title:

Conduct a Public Hearing on the 2023 Community Development Block Grant (CDBG)
Draft Annual Action Plan.

Date of Meeting: 4/25/2023	Ward # if applicable:
Department: Development Services	Person Submitting Item: D'Aja Fulmore, Community Development Coordinator
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing: 4/25/2023

Explanation of Item:	Conduct a Public Hearing on the CDBG 2023 Draft Annual Action Plan. A presentation will include a summary of the actions, activities, and specific resources that will be used to address the priority needs and goals identified in the Strategic Plan section of the Consolidated Plan.
Actions Needed by Board:	Conduct a Public Hearing
Backup Attached:	Memo, Draft Plan, PowerPoint Presentation
Is item time sensitive? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Cost of Agenda Item:
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes: A Resolution to adopt the 2023 Annual Action Plan will be presented at the May 9, 2023 meeting for the Board of Aldermen to consider; this will allow the City to receive the CDBG funding allocation.



MEMORANDUM

TO: Mayor Odham and Board of Aldermen

FROM: D'Aja Fulmore, Community Development Coordinator

DATE: April 13, 2023

SUBJECT: Conduct a Public hearing on the Community Development Block Grant (CDBG) 2023 Annual Action Plan Draft.

Background Information:

Each year, the U.S. Department of Housing and Urban Development (HUD) requires Entitlement Cities submit their Annual Action Plan as an application for funding under the program. The Annual Action Plan provides a summary of the actions, activities, and the specific federal and non-federal resources that will be used to address the priority needs and specific goals identified in the Strategic Plan section of the Consolidated Plan for the 2023-2024 year.

For the 2023 program year, the City of New Bern will receive a \$294,122 Entitlement Fund allocation for eligible community development activities to benefit low-moderate income areas and households. City staff conducted a public hearing on February 20, 2023 in the Development Services Conference Room to receive public comment on priority community needs.

Of the \$294,122 in Entitlement Funds, 20% may be used for Planning and Administration. The city is proposing \$58,824 be used towards Administration, which includes staff salaries, planning activities and market studies. \$70,500 is proposed for demolition and clearance projects for up to 3 structures in low-moderate income areas. \$24,000 is proposed for Catholic Charities to receive to provide rent and utility assistance for homelessness prevention. \$20,000 is proposed for My Sister's House to receive for additional agency staff salaries. \$35,000 is proposed for the Omega Center to receive for the improvement of the facility. \$50,000 is proposed for The Village, a youth center, for the acquisition of 2

adjacent properties to expand the facility's outdoor play space. Lastly, \$35,798 is proposed to be used towards the construction of an outdoor, half-court basketball court for the Sunnyside community.

To comply with CDBG regulations, the City's Citizen Participation Plan requires that a public hearing be conducted to provide citizens a final opportunity to comment on the contents of the draft Annual Action Plan. Comments from the public will be summarized and added to the plan which will be submitted to HUD for review and approval.

Development Services staff will provide a presentation of the plan.

Recommendation:

That the Board Conduct a Public Hearing to receive comment on the 2023 Draft Annual Action Plan for the Community Development Block Grant (CDBG) Entitlement Cities Program.

If you have any questions or need additional information, please contact D'Aja Fulmore at 252-639-7586

CITY OF NEW BERN

303 First Street, New Bern, NC 28560

FY 2023 Annual Action Plan

*For Submission to HUD for the
Community Development Block Grant (CDBG) Program*

May 15, 2023

Mayor:

Jeffrey T. Odham

City Manager:

Foster Hughes



NEW BERN

CITY OF NEW BERN



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Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of New Bern, North Carolina is a Federal entitlement community under the U.S. Department of Housing & Urban Development's (HUD) Community Development Block Grant (CDBG) Program. In compliance with the HUD regulations, the City of New Bern has prepared this FY 2023 Annual Action Plan for the period of July 1, 2023 through June 30, 2024. This Annual Action Plan is a strategic plan for the implementation of the City's Federal Programs for housing, community, and economic development within the City of New Bern. This is the fifth Annual Action Plan under the City's FY 2019-2023 Five-Year Consolidated Plan.

The FY 2023 Annual Action Plan is a collaborative effort of the City of New Bern, the community at large, social service agencies, housing providers, community development agencies, and economic development groups. The planning process was accomplished through public meetings, statistical data, review of the City's Comprehensive Plan, and other community plans.

Available Funds:

During the FY 2023 Program Year, the City of New Bern will receive the following Federal funds:

- **CDBG:** \$294,122.00
- **Total:** \$294,122.00

FY 2023 CDBG Programs Budget:

The City of New Bern proposes to undertake the following activities with the FY 2023 CDBG Funds:

- **CD-23-01 General Administration** - \$58,824.00
- **CD-23-02 Demolition/Clearance** - \$70,500.00
- **CD-23-03 Catholic Charities** - \$24,000.00
- **CD-23-04 My Sister's House** - \$20,000.00
- **CD-23-05 Omega Center Facility Improvements** - \$35,000.00

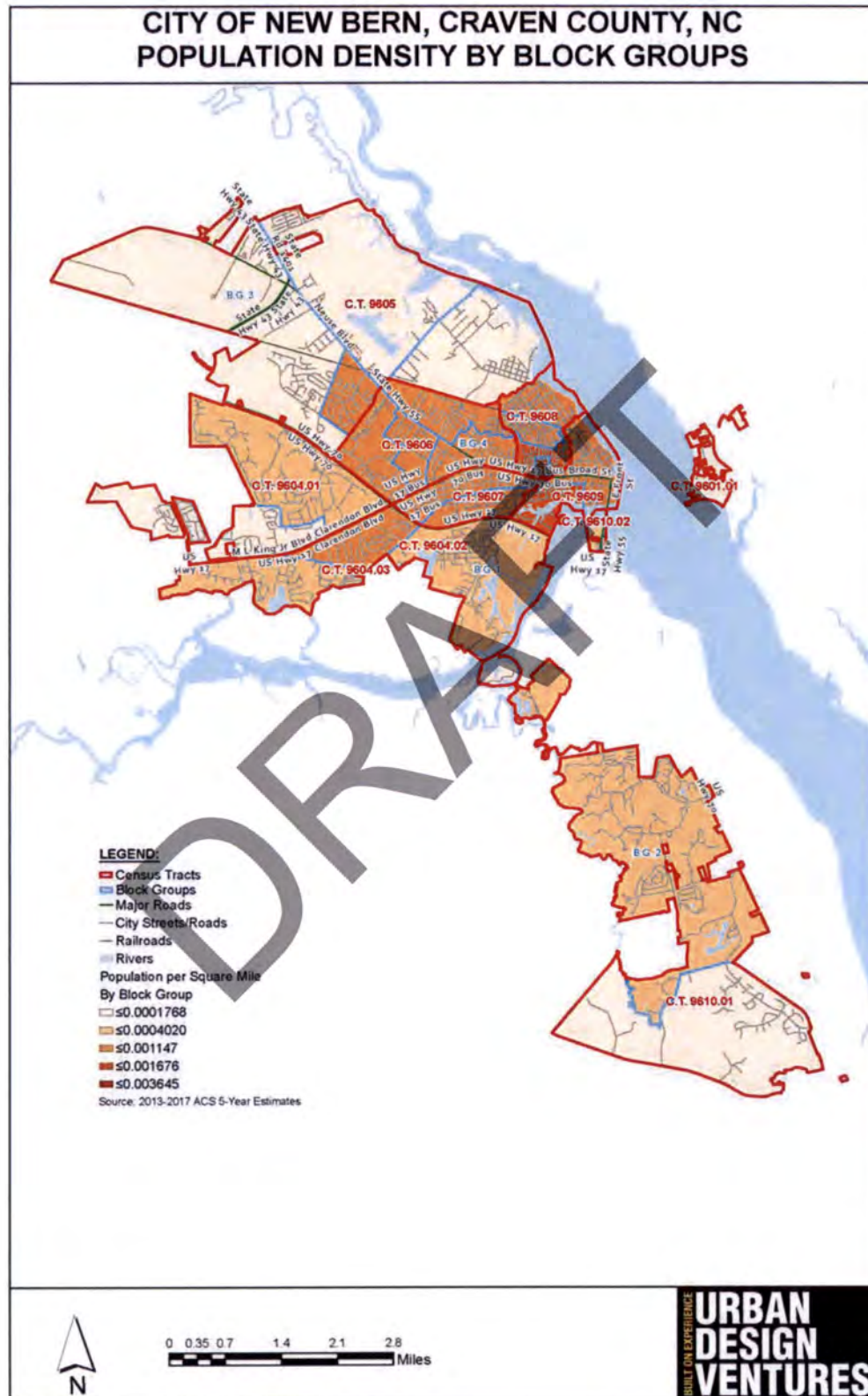
- **CD-23-06 The Village – Acquisition & Development of Playground** - \$50,000.00
- **CD-23-07 Sunnyside Area ½ Basketball Court Installation** - \$35,798.00

Maps

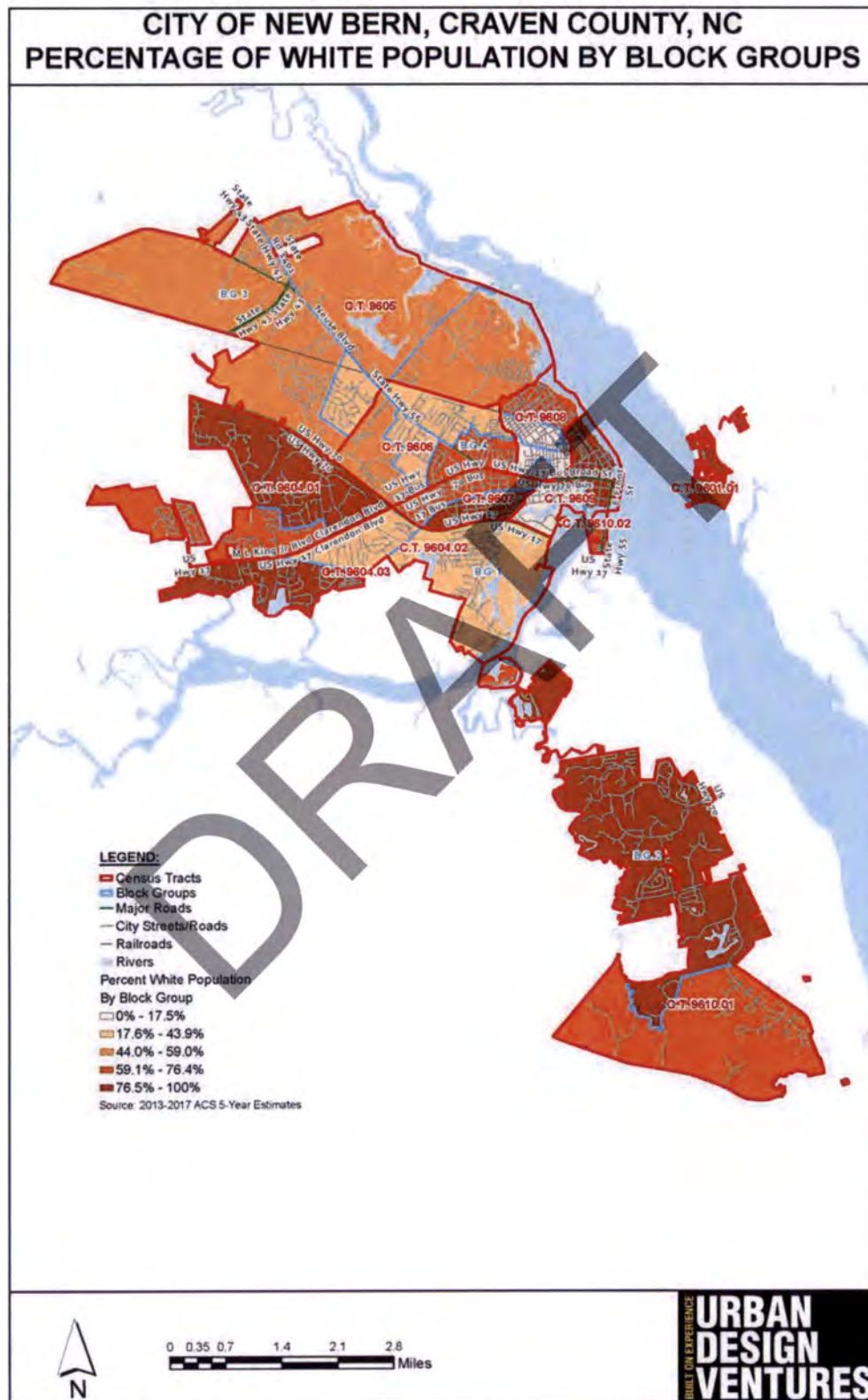
The following maps which illustrate the demographic characteristics of the City of New Bern:

- Percent White Population by Block Group
- Percent Minority Population by Block Group
- Number of People Aged 65+ by Block Group
- Percent Population Age 65+ by Block Group
- Population Density by Block Group
- Housing Density by Block Group
- Percent Owner-Occupied Housing Units by Block Group
- Percent Renter-Occupied Housing Units by Block Group
- Percent Vacant Housing Units by Block Group
- Low/Moderate Income Percentage by Block Group
- Low/Moderate Income and High Minority Concentration by Block Group

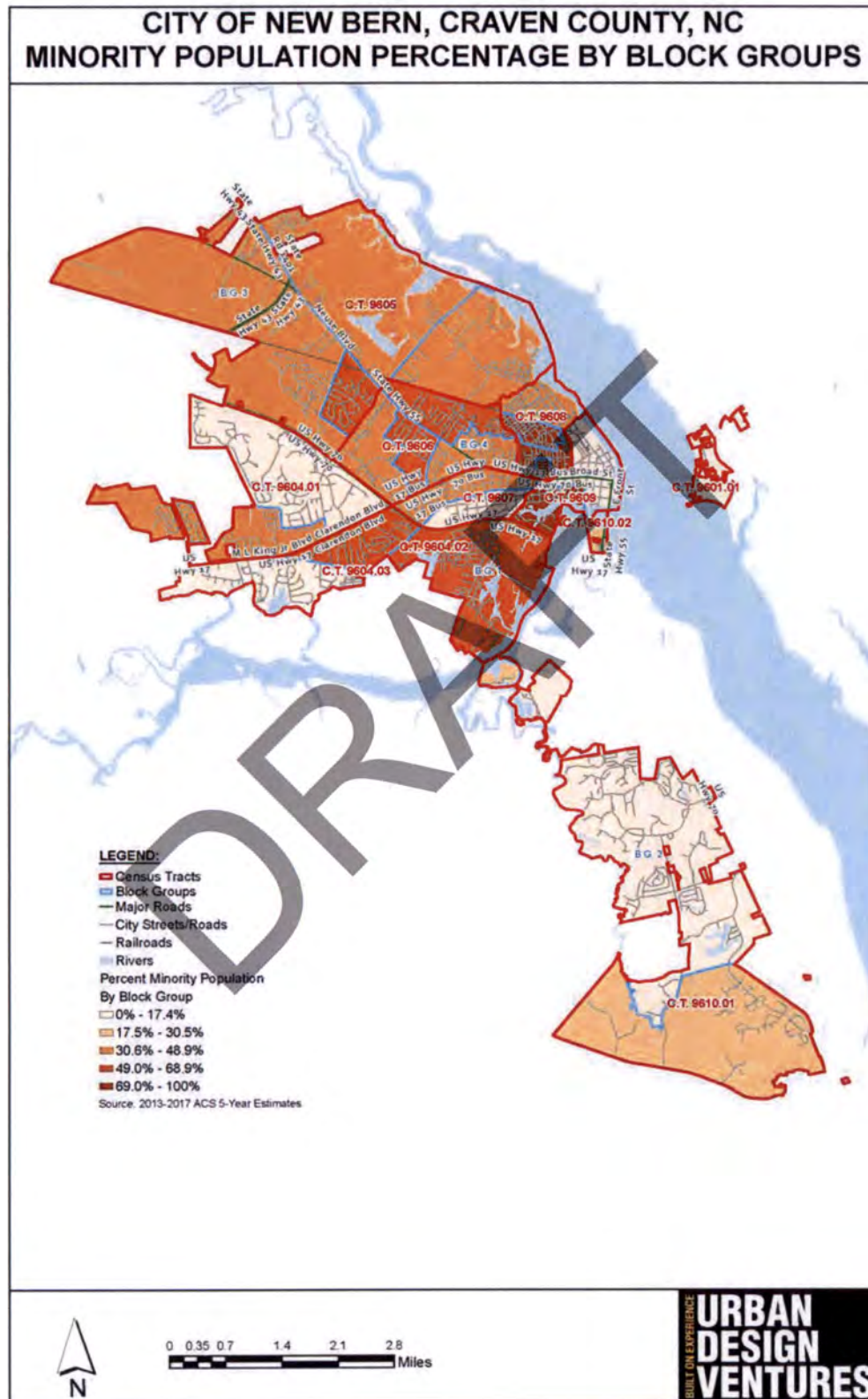
Population Density by Block Group



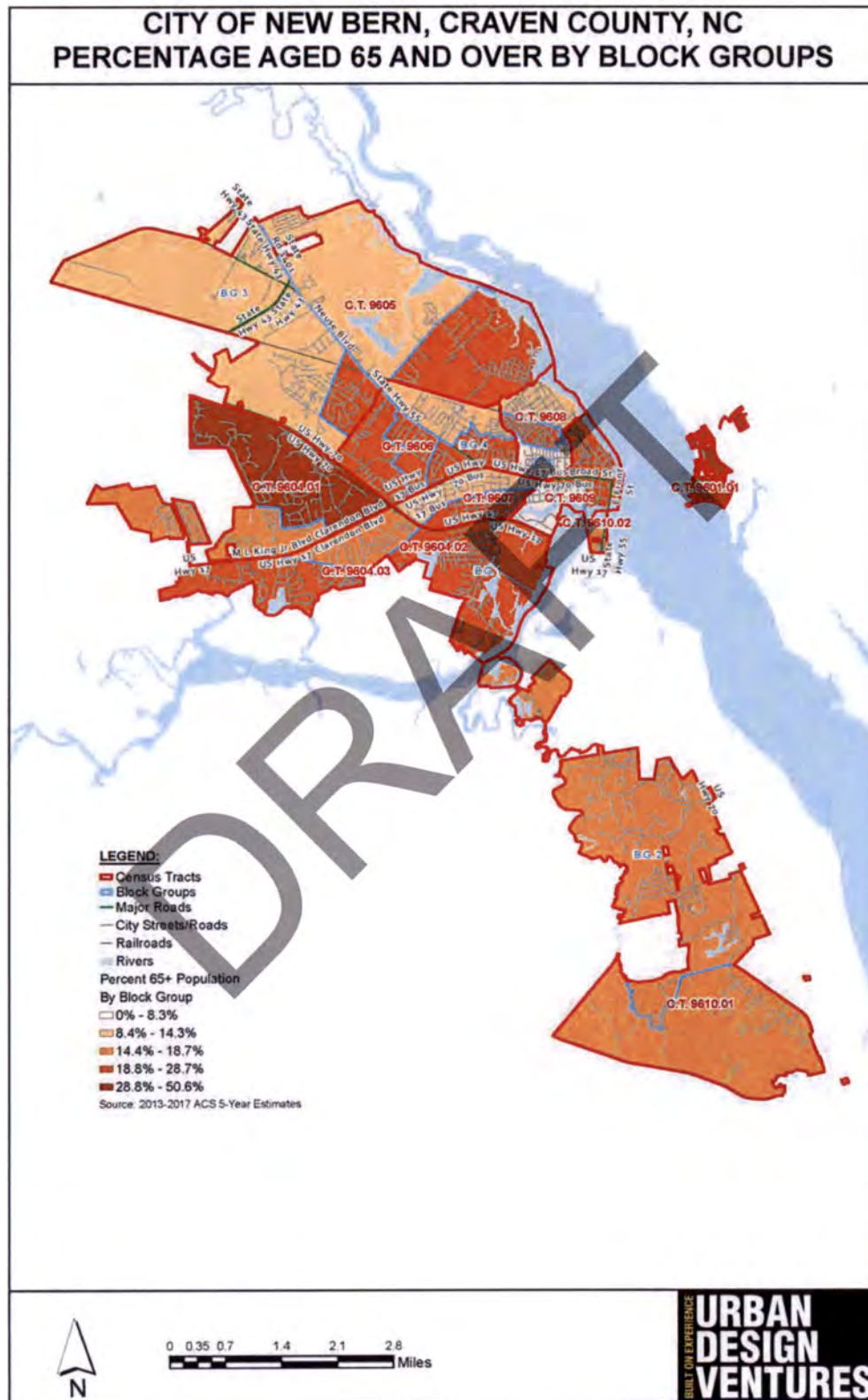
Percent White Population by Block Group



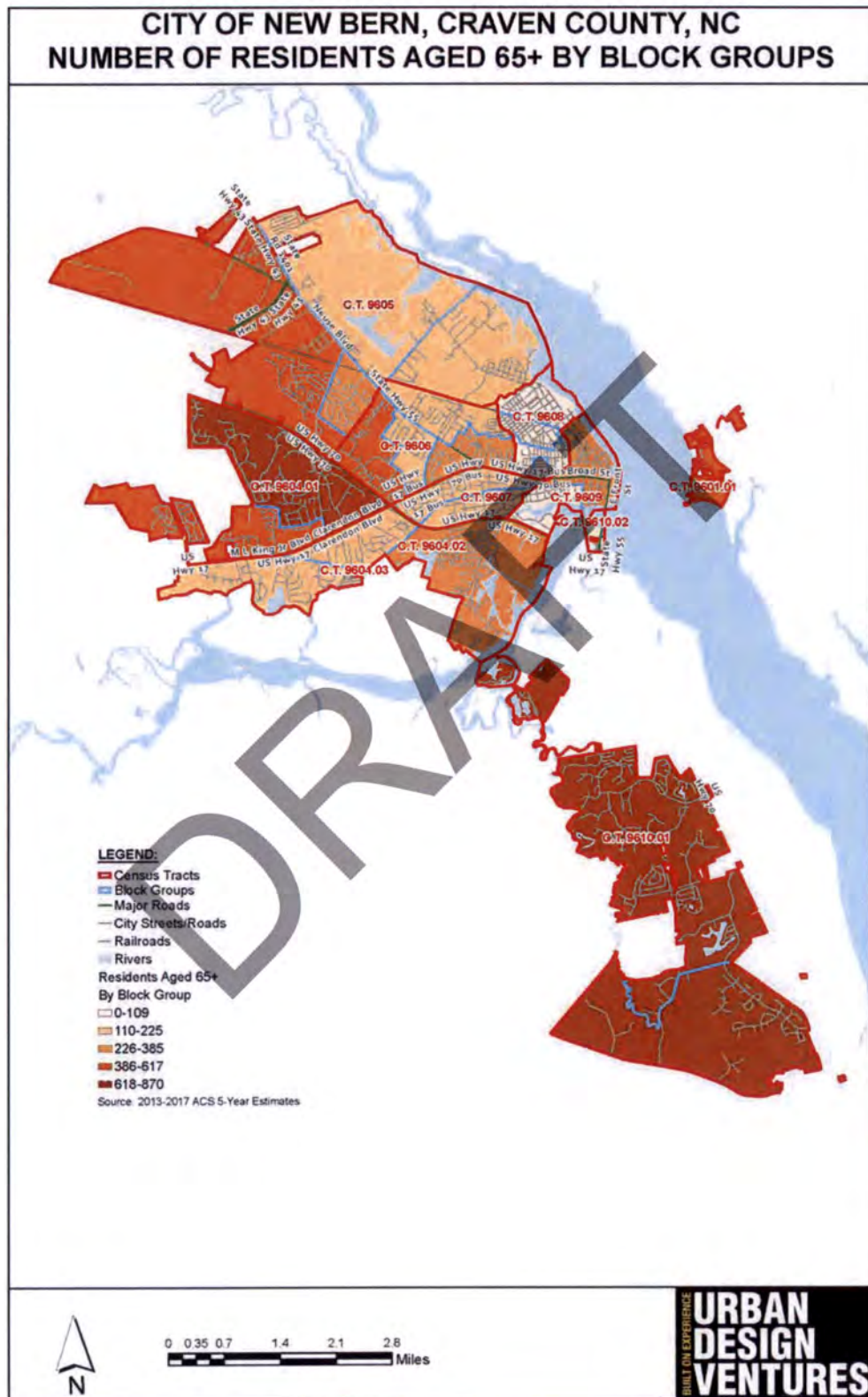
Percent Minority Population by Block Group



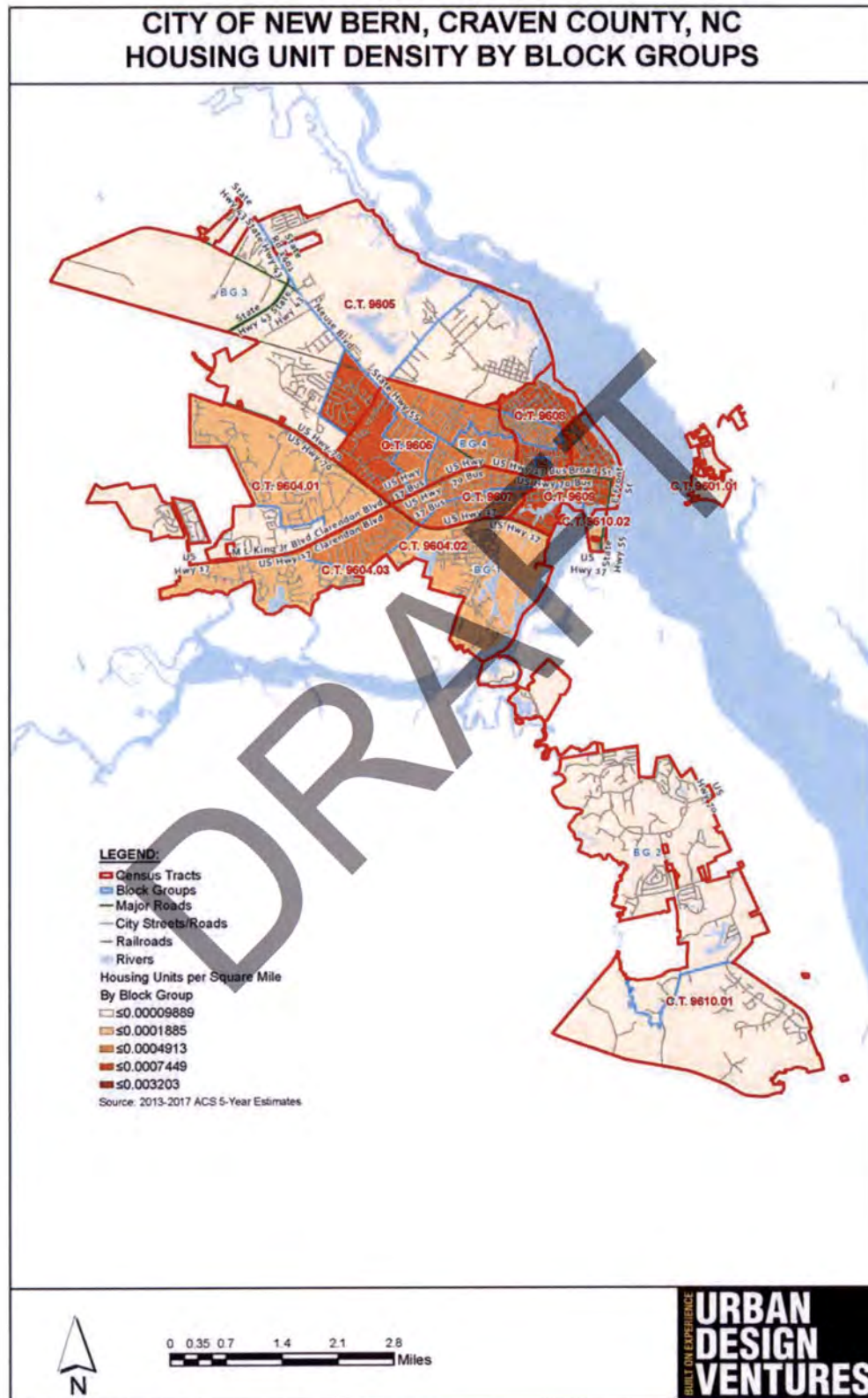
Percent Population Age 65+ by Block Group



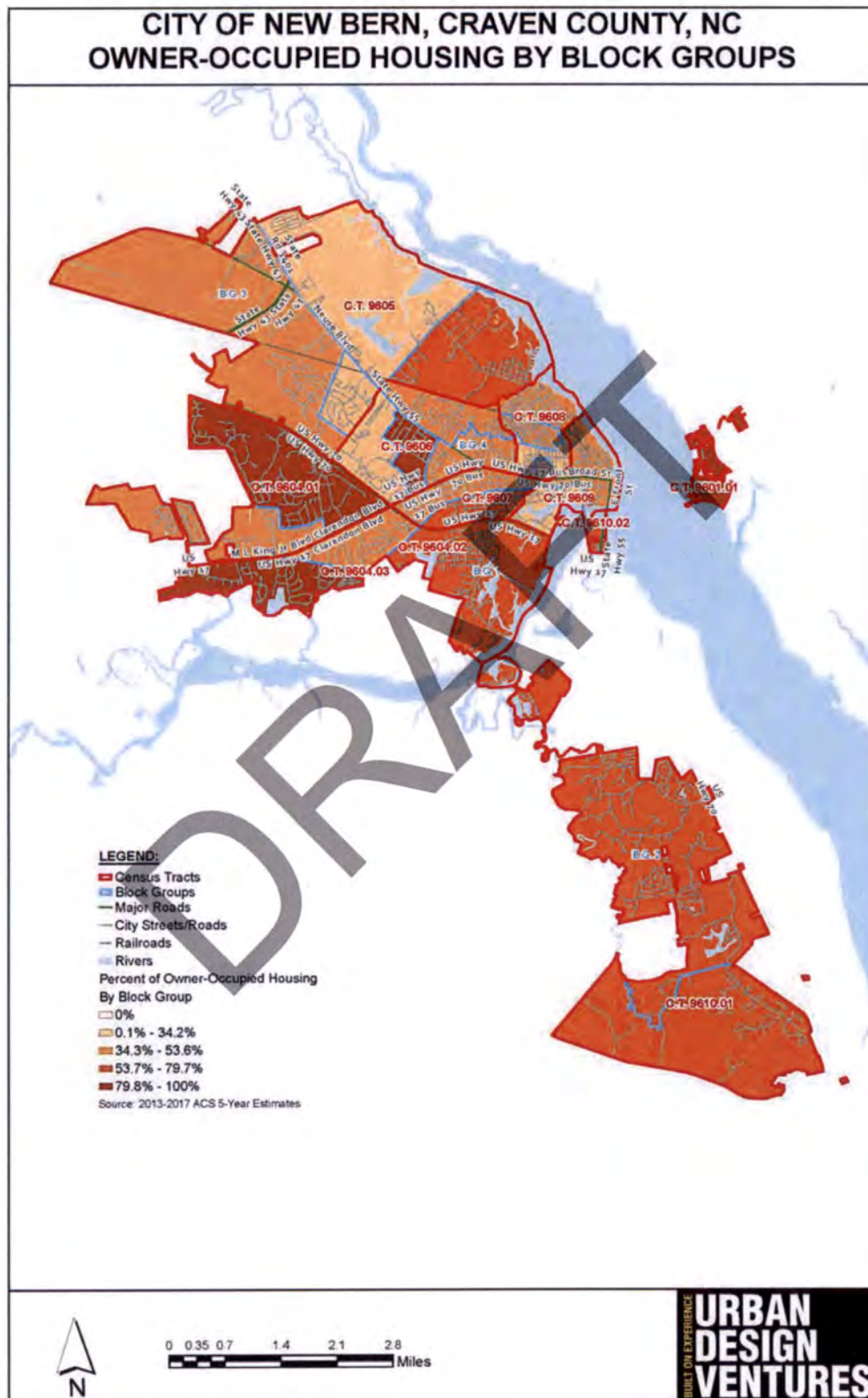
Population Age 65+ by Block Group



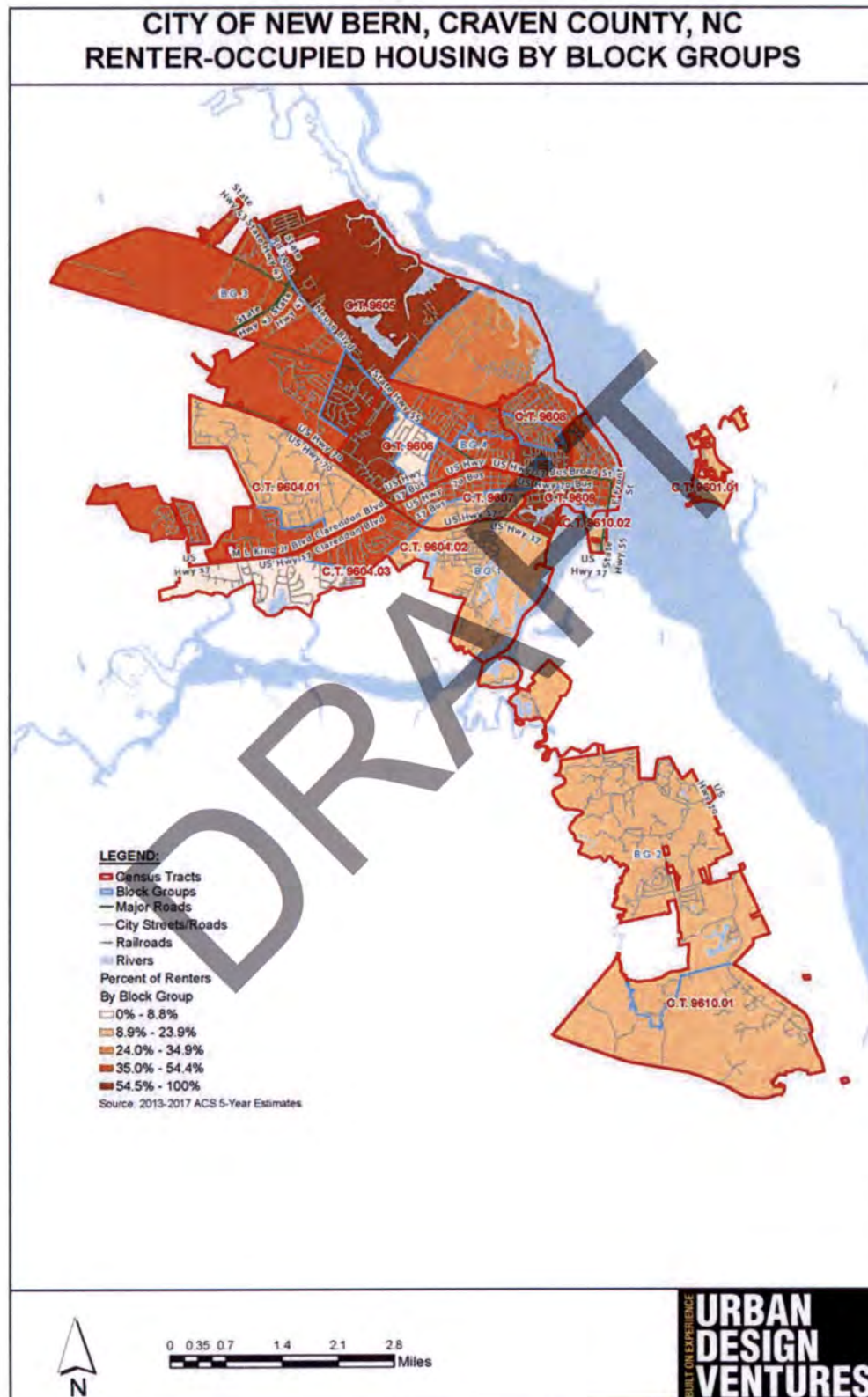
Housing Density by Block Group



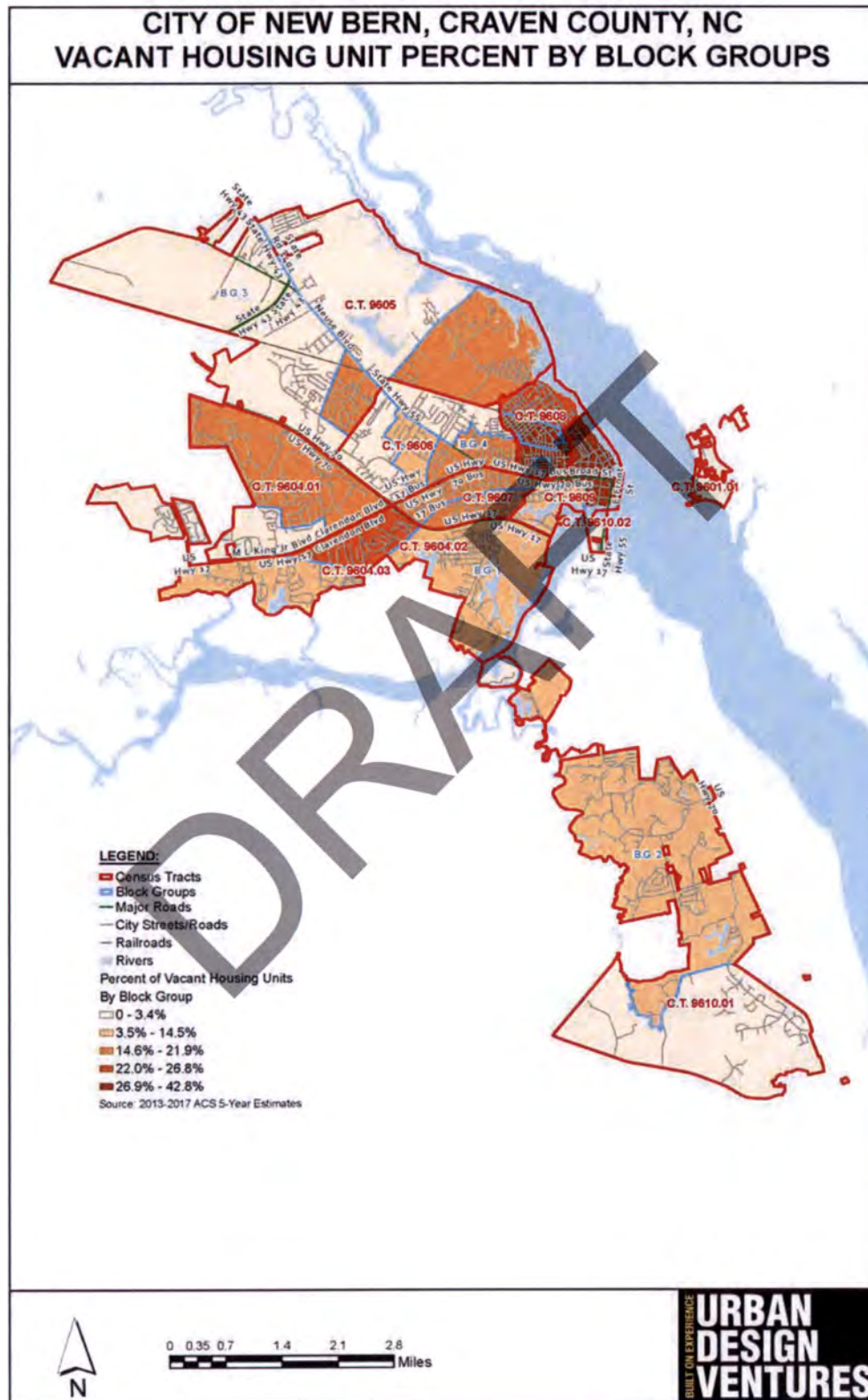
Percent Owner-Occupied Housing Units by Block Group



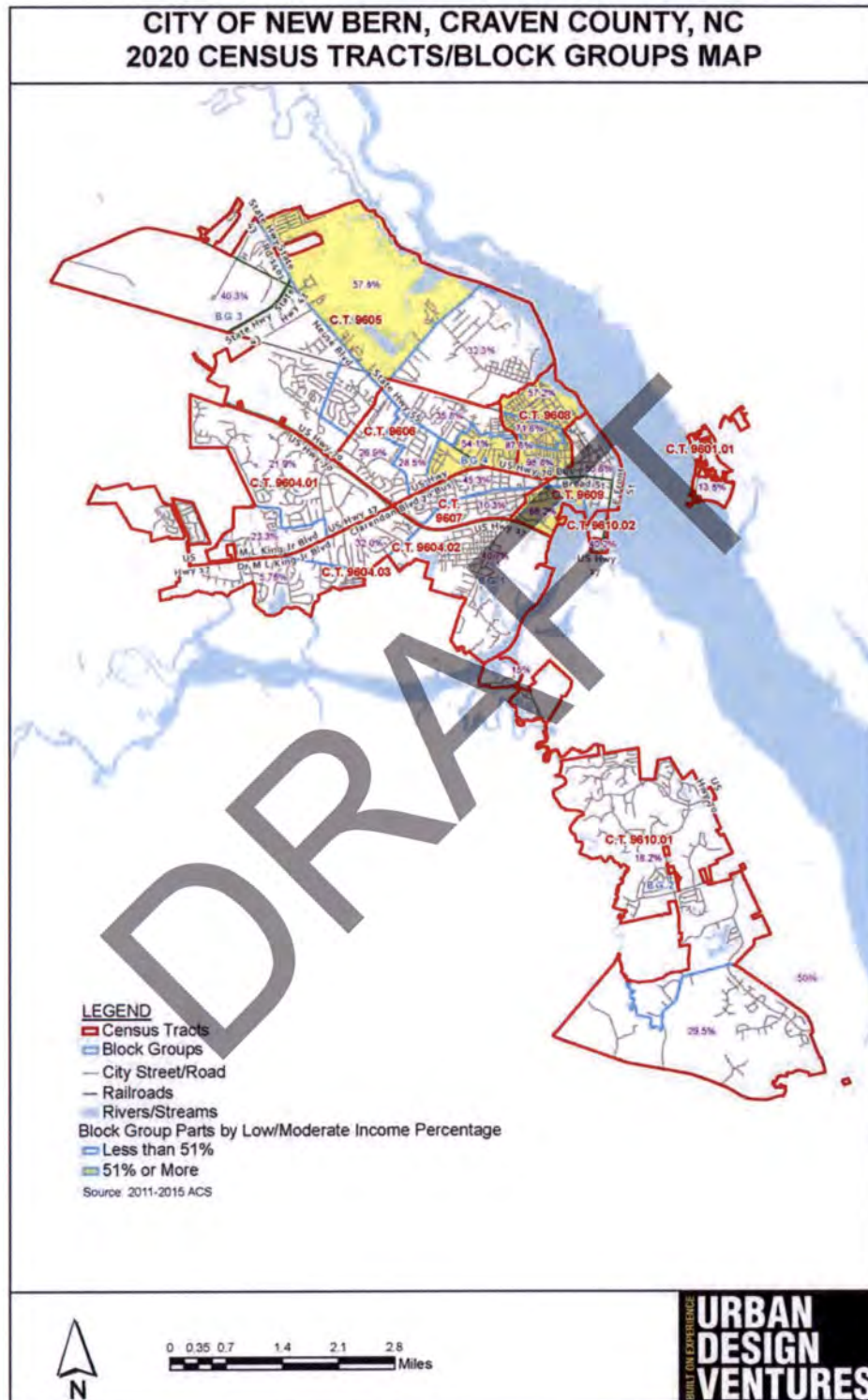
Percent Renter-Occupied Housing Units by Block Group



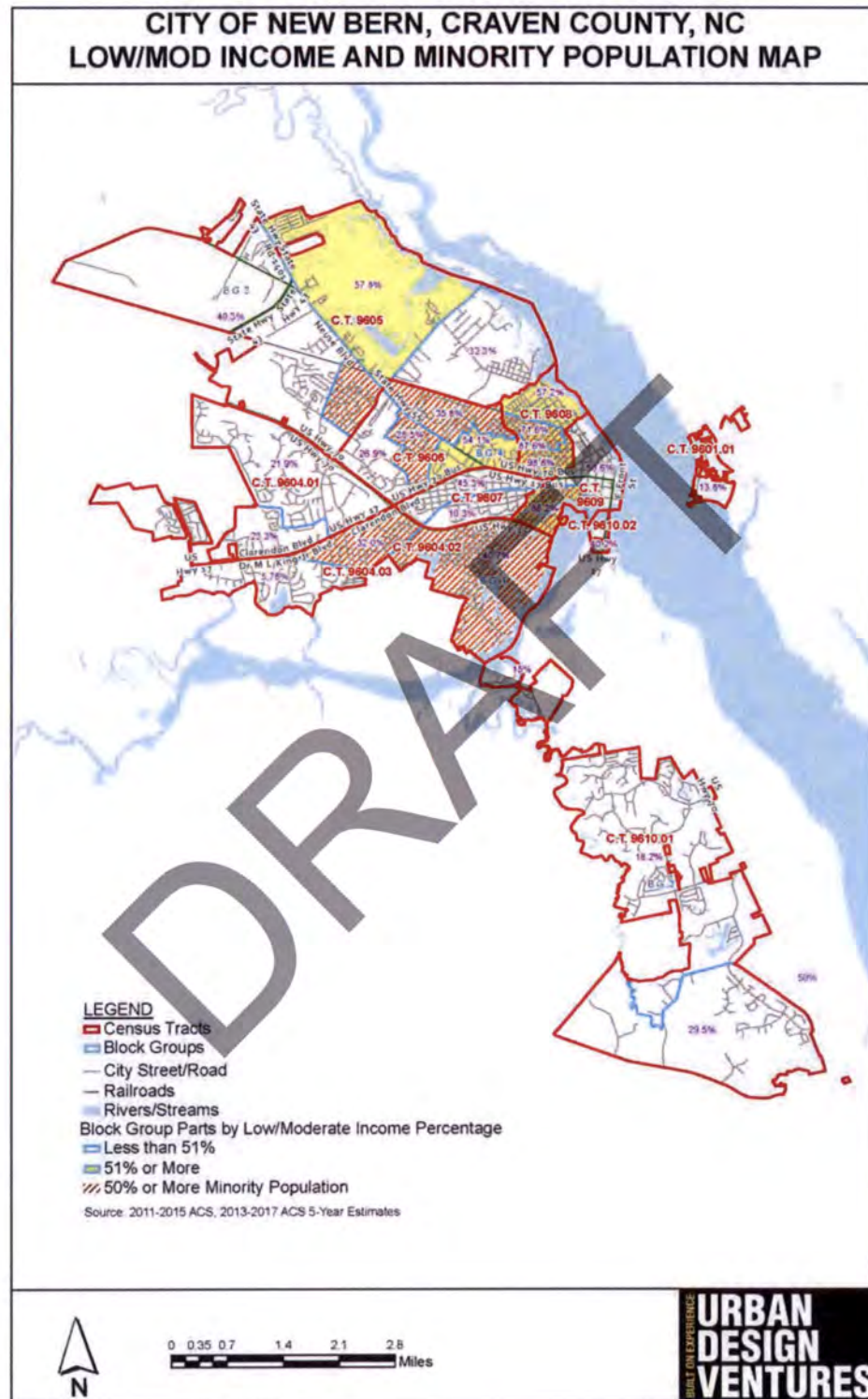
Percent Vacant Housing Units by Block Group



Low/Moderate Income Percentage by Block Group



Low/Moderate Income Percentage w/ Minority Overlay by Block Group



2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

This is the City of New Bern's fourth Five Year Consolidated Plan as an entitlement community. The "Vision" of this Five Year Consolidated Plan is to serve as a consolidated planning document, an application, and a strategic plan for the City of New Bern. As part of the Five Year Consolidated Plan, the community must develop goals and objectives. The following strategies with subsequent goals and priorities have been identified for the City of New Bern for the period of FY 2019 through FY 2023 for the use of Community Development Block Grant (CDBG) funds:

HOUSING STRATEGY - HSS

Goal:

Improve, preserve, and expand the supply of affordable housing for low- and moderate-income persons and families living in the City of New Bern.

Objectives:

- **HSS-1 Homeownership** - Promote and assist in developing homeownership opportunities for low- and moderate-income persons & families.
- **HSS-2 Housing Construction** - Promote and assist in the development of affordable housing, both rental and sales housing.
- **HSS-3 Housing Rehabilitation** - Promote and assist in the preservation of existing owner and renter occupied housing stock in the City.
- **HSS-4 Fair Housing** - Affirmatively further fair housing by promoting fair housing choice throughout the City of New Bern.

HOMELESS STRATEGY - HOM

Goal:

Improve the living conditions and services for homeless persons and families in the City of New Bern and eliminate unfair housing practices that may lead to homelessness.

Objectives:

- **HOM-1 Housing** - Promote and assist in developing housing opportunities for homeless persons and families, and those who are at-risk of becoming homeless.

- **HOM-2 Operations/Support** - Promote and assist in program support services for the homeless.
- **HOM-3 Homeless Prevention** - Promote and assist in anti-eviction and prevention of unfair housing practices which may contribute to homelessness.
- **HOM-4 Rapid Rehousing** - Promote and assist in providing housing options for residents of the City of New Bern displaced by natural disasters or evictions.

SPECIAL NEEDS STRATEGY - SNS

Goal:

Improve, preserve, and expand facilities for persons with special needs and the disabled in the City of New Bern.

Objectives:

- **SNS-1 Housing** - Promote and assist to increase the supply of affordable, decent, safe, sound, and accessible housing for the elderly, persons with disabilities, and persons with other special needs through rehabilitation of existing housing and new construction of accessible housing.
- **SNS-2 Social Services** - Promote and assist in supporting social service programs and facilities for the elderly, persons with disabilities, and persons with other special needs.
- **SNS-3 Accessibility** - Promote and assist in making accessibility improvements to owner occupied housing through rehabilitation and improve renter occupied housing by promoting reasonable accommodations for the physically disabled.

COMMUNITY DEVELOPMENT STRATEGY - CDS

Goal:

Improve, preserve, and create new public and community facilities, infrastructure, and public services to ensure the quality of life for all residents of the City of New Bern.

Objectives:

- **CDS-1 Infrastructure** - Improve the City's infrastructure through reconstruction and new construction of streets, walks, curbs, ADA ramps, retaining walls, sewer, water, storm water management, bridges, bike trails, green infrastructure, etc.
- **CDS-2 Community Facilities** - Improve the City's parks, recreational centers, community centers, and public community facilities through rehabilitation and new construction.

- **CDS-3 Public Services** - Improve and increase public safety programs for the youth, the elderly, disabled, and target income population, including food programs and social/welfare programs throughout the City.
- **CDS-4 Public Transit** - Promote the development of additional bus routes, bus shelters, and improve public transportation for low- and moderate-income persons.
- **CDS-5 Clearance** - Remove and eliminate slum and blighting conditions through demolition of vacant and abandoned structures throughout the City.
- **CDS-6 Architectural Barriers** - Remove architectural barriers and make public and community facilities accessible to the physically disabled.
- **CDS-7 Public Safety** - Improve public safety through upgrades to facilities, purchase of new equipment, fire fighting and prevention, crime prevention, community policing, and ability to respond to emergency situations.

ECONOMIC DEVELOPMENT STRATEGY - EDS

Goal:

Increase and promote job creation, job retention, self-sufficiency, education, job training, technical assistance, and economic empowerment of low- and moderate-income residents of the City of New Bern.

Objectives:

- **EDS-1 Employment** - Support and encourage new job creation, job retention, employment, and job training services.
- **EDS-2 Financial Assistance** - Support business and commercial growth through expansion and new development with technical assistance and low interest loan programs.
- **EDS-3 Redevelopment Program** - Plan and promote the development and redevelopment of vacant commercial and industrial sites, and facilities, and the revitalization efforts in the Greater Five Points Redevelopment Area and other residential neighborhoods.

ADMINISTRATION, PLANNING, AND MANAGEMENT STRATEGY - APM

Goal:

Provide sound and professional planning, administration, oversight and management of Federal, state, and local funded programs.

Objectives:

- **APM-1 Overall Coordination** - Provide program management and oversight for the successful administration of Federal, state, and local funded programs, including planning

services for special studies, environmental clearance, fair housing, performance evaluation, monitoring; and compliance with all Federal, state, and local laws and regulations.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Each year, the City of New Bern prepares and submits its CAPER to HUD within ninety (90) days after the start of the new program year. The FY 2021 CAPER is the most recent CAPER to be completed by the City of New Bern. The CAPER was approved by HUD. The City obligated 100% of its CDBG funds for the benefit of low- and moderate-income persons. The City expended \$30,619.32 for public service activities, which was below the 15% public services cap. The City obligated \$53,753.00.00, which met the 20% administrative cap. The City's drawdown ratio was 1.47, which is below the 1.5 HUD requirement.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The Annual Action Plan has many components to gather citizen participation which includes: citizen participation plan; citizen participation process; Consultation Process; and the development of the annual action plan. Each component of this plan principally serves the needs of the low- and moderate-income population in the City.

The City developed the plan based on citizen input, the information obtained from agencies/organizations, and meetings with other City staff and departments. A "draft plan" and budget are annually prepared and placed on public display for a 30-day review and comment period. This is advertised in a local newspaper of general circulation in the City, with the times, dates, and locations where the plan may be examined. A public hearing on the plan was also advertised and conducted. Citizen, agency, and organization comments were either incorporated into the plan or if not included, the reason why the comments were not accepted are included in the plan.

The City of New Bern held a needs public hearing on Monday, February 20, 2023 at 6:00 PM. The public hearing was able to be attended in person. This hearing provided residents, agencies, and organizations with the opportunity to discuss the City's CDBG Program and to provide suggestions for future priorities and activities. The City of New Bern advertised the public needs hearing in the "Sun Journal" on Friday, February 3, 2023.

The Second Public Hearing Notice was published on Thursday, April 6, 2023 in the "Sun Journal" and the Second Public Hearing was held on Tuesday, April 25, 2023 at 6:00 PM. During the Second

Public Hearing, the residents were given the opportunity to comment on the draft version of the FY 2023 Annual Action Plan.

The "FY 2023 Annual Action Plan" was on display for a 30-day period beginning Friday, April 7, 2023 and ending Monday, May 8, 2023. The availability for review of the "draft plan" was advertised in the local newspapers and the plan was on display at the City of New Bern's website https://www.newbernncc.gov/departments/development_services/index.php.

Schedule:

The following schedule was used in the preparation of the FY 2023 Action Plan:

- **Publish Notice of Needs Hearing** – Friday, February 3, 2023
- **First Public Hearing** – Monday, February 20, 2023 at 6:00 PM in the Development Services Office and virtually
- **Publish Notice of Display of Draft and Public Hearing in the Newspaper** – Thursday, April 06, 2023
- **Annual Action Plan on Display** – Friday, April 7, 2023
- **Second Public Hearing** – Tuesday, April 25, 2023 at 6:00 PM in the City Hall Courtroom
- **End of Annual Action Plan on Display** – Monday, May 8, 2023
- **Board of Aldermen Adopts FY 2023 Annual Action Plan** – Tuesday, May 9, 2023
- **Submission of Annual Action Plan to HUD on or before** – May 15, 2023

A more detailed analysis and description of the citizen participation process is contained in Section PR-15 Citizen Participation.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

A public hearing was held to seek input from interested residents and community organizations for the FY 2023 funds on Monday, February 20, 2023 at 6:00 PM at the Development Services Office and virtually. The City of New Bern advertised in the "Sun Journal" on Friday, February 3, 2023. There was a total of fifteen (15) persons in attendance including one (1) City staff members.

The FY 2023 Annual Action Plan was placed on public display on Friday, April 7, 2023 and a Second Public Hearing was held in the City Hall Courtroom, 300 Pollock Street, New Bern, NC 28560 on Tuesday, April 25, 2023 at 6:00 PM. A newspaper notice announcing that these documents were placed on public display was published on Thursday, April 6, 2023 in the "Sun Journal," a newspaper of general circulation in the area. Comments that were received at the Second Public Hearing are included in the Citizen Participation Section of the Annual Action Plan, which also includes the newspaper ads, sign-in sheets, agendas, and summaries of the meeting minutes.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments and suggestions that were received have been accepted and incorporated into the planning documents.

7. Summary

The FY 2023 Annual Action Plan for the City of New Bern includes the City's CDBG Program and outlines which activities the City will undertake during the program year beginning July 1, 2023 and ending June 30, 2024. This is the City's fifth year of the FY 2019-2023 Five-Year Consolidated Plan.

During the FY 2023 Program Year, the City of New Bern, North Carolina anticipates the following Federal financial resources:

- CDBG: \$294,122.00
- Total: \$294,122.00

During the FY 2023 CDBG, the City of New Bern proposes to address the following strategies from its Five-Year Consolidated Plan:

- Homeless Strategy
- Community Development Strategy; and
- Administration, Planning, and Management Strategy

A "draft" of the FY 2023 Annual Action Plan was placed on public display on the City's website at https://www.newbernnc.gov/departments/development_services/index.php. The display period started on Friday, April 7, 2023 through Monday, May 8, 2023 for a 30-day display period. In addition, the City put the draft Plan on its website (https://www.newbernnc.gov/departments/development_services/index.php). The Final Public Hearing was held on Tuesday, April 25, 2023 at 6:00 PM in the Craven Community College, Orringer Auditorium before the Board of Alderman to discuss the proposed activities and solicit resident comments. Upon completion of the 30-day comment period, the City of New Bern submitted the FY 2023 Annual Action Plan to the U.S. Department of Housing and Urban Development Greensboro Office on or before Monday, May 15, 2023.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	New Bern	Development Services Department
CDBG Administrator	New Bern	Development Services Department

Table 1 – Responsible Agencies

Narrative (optional)

The City's Development Services Department is the Lead Agency that maintains and administers the City's CDBG funds and responsibilities. The City prepares the Five-Year Consolidated Plans, Annual Action Plans, Environmental Review Records (ERR's), the Consolidated Annual Performance and Evaluation Reports (CAPER), monitoring, pay requests, contracting, IDIS, and oversight of the programs on a day to day basis. In addition, the City of New Bern has retained the services of a private planning consulting firm to assist the City on an as needed basis.

Consolidated Plan Public Contact Information

Ms. D'Aja Fulmore
 Community Development Coordinator
 City of New Bern's Development Services Department
 Economic and Community Development Office
 303 First Street, PO Box 1129, New Bern, NC 28563
 Phone: (252) 639-7586
 Fax: (252) 636-2146
 Email: fulmored@newbernnc.gov
 Website: <http://www.newbernnc.gov>

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**1. Introduction**

While preparing the FY 2023 Annual Action Plan, the City of New Bern consulted with the Housing Authority of the City of New Bern, Twin Rivers Opportunities, Inc., social services and housing agencies, and member organizations of Region 13 of the North Carolina Balance of State Continuum of Care.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The City of New Bern works with the following agencies to enhance coordination:

- **The Housing Authority of the City of New Bern** – Improvements to public housing communities.
- **Twin Rivers Opportunities, Inc.** – Section 8 Housing Choice Vouchers.
- **Social Services Agencies** – funds to improve services to low and moderate income persons.
- **Housing Providers** – funds to rehabilitate and develop affordable housing and provide housing options for low- and moderate-income households.
- **Community and Economic Development Agencies** – funds to improve services to low and moderate income persons.

As part of the CDBG application planning process, local agencies/organizations are invited to submit proposals for CDBG funds for eligible activities. These groups participate in the planning process by attending the public hearings, consultation via phone and/or email, and submission of funding applications.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The leadership of Region 13 is responsible for acting as a member of the Balance of State CoC Steering Committee, the Coordinated Entry lead for the Region, the Point-in-Time and Housing Inventory Count lead for the region, and reviewing projects and processing state ESG grants for the regional geography.

Currently, Religious Community Services conducts its own referrals for services, and receives information from other agencies, shelters, police departments, hospitals, and churches. Once referred, Religious Community Services places Veterans first in their Emergency Shelters, and

follows up by filling beds with other families or individuals. All referrals to Religious Community Services through other entities are required to check with the local police department first. Religious Community Services has recently opened a Veterans transitional shelter in the area to complement its family emergency and transitional housing shelters.

The Point in Time Counts for Sheltered and Unsheltered homeless persons are completed on a designated date twice a year in the months of January and July. The results of the counts are available to the public on the North Carolina Balance of State CoC website.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

ESG – Coastal Women’s Shelter and Religious Community Services receives ESG funds from the state. ESG funds for member counties and cities in the North Carolina Balance of State CoC are administered through the North Carolina Department of Health and Human Services Division of Aging and Adult Services. The CoC is consulted by NCDHHS regarding past program performance and involvement of ESG applicants. The CoC provides input on ESG applications and rates, ranks and reviews projects. This includes homeless service providers, Community Action Partnerships (CAPs), local/county/state governments, Housing & Redevelopment Authorities, and domestic violence, aging, mental health, and faith-based organizations.

Develop Performance Standards and Evaluate Outcomes – The North Carolina Balance of State CoC’s written standards focus on a Housing First Model and follow the best practices of that model. The written standards utilize several strategies to increase the number of people who exit Emergency Shelter, Transitional Housing, and Rapid Re-housing to Permanent Housing destinations. Evaluations of these standards will be based on the length-of-time homeless measure of an individual or family who resides in emergency shelter, transitional housing, or rapid re-housing. The CoC seeks to make progress on the turnover rate of individuals and families, the targeting of individuals and families based on risk, and the number of positive exits into Permanent Housing.

HMIS – Throughout different times of the year, the CoC and the HMIS Lead work together to assess data quality throughout the CoC. This includes working on the Annual Homeless Assessment Report (AHAR), the Point In Time (PIT) count, project reviews/ranking, and working with individuals programs while completing their Annual Performance Reports (APRs). The system ensures data quality by requiring many of the universal data elements upon enrolling a participant into a program. Additionally, the system has an alert system with exit date reminders. The work flow of data entry has been updated to improve data quality. The HMIS Lead supports users through the staffing of a Help Desk and ongoing training opportunities. Agency users are able to run self-reports to assess their program’s data quality. CoC-funded organizations are motivated

to provide good data quality, because the CoC has moved toward a data-driven project review and ranking system. Projects with poor data quality are more likely to show poor outcomes, which can impact their funding.

2. Describe Agencies, groups, organizations, and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

1.	Agency/Group/Organization	City of New Bern
	Agency/Group/Organization Type	Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The City of New Bern was the lead entity on the Five Year Consolidated Plan. The City reviewed its program and funded activities that met the goals and objectives as outlined in the City's Five Year Consolidated Plan.
2.	Agency/Group/Organization	New Bern Housing Authority
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Non-Homeless Special Needs Anti-poverty Strategy Lead-based Paint Strategy Community Development Strategy

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Housing Authority of the City of New Bern was contacted to determine the housing needs of its very low-income clients. The City reviewed its program and funded activities that met the goals and objectives as outlined in the City's Five Year Consolidated Plan to address these housing needs.
3.	Agency/Group/Organization	Habitat for Humanity of Craven County
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Habitat for Humanity was contacted to determine the housing needs of its very low-income clients.
4.	Agency/Group/Organization	TWIN RIVERS OPPORTUNITIES, INC
	Agency/Group/Organization Type	Housing PHA Services - Housing

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Twin Rivers Opportunities, Inc. was contacted to determine the housing needs of its very low-income clients.
5.	Agency/Group/Organization	Religious Community Services
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services - Victims Publicly Funded Institution/System of Care
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Religious Community Services was contacted to determine the needs of the community.
6.	Agency/Group/Organization	City of New Bern Redevelopment Commission
	Agency/Group/Organization Type	Services-Housing Redevelopment Authority
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Members of the City of New Bern Redevelopment Commission was contacted to determine the housing needs of its very low-income clients.
7.	Agency/Group/Organization	CRAVEN COUNTY
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Other government - County Regional organization Planning organization

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Craven County was contacted to determine the needs of the community.
8.	Agency/Group/Organization	My Sister's House
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Anti-poverty Strategy Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	My Sister's House was contacted to determine the needs in the City. My Sister's House submitted an application and was funded.
9.	Agency/Group/Organization	The Village
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Village was contacted to determine the needs of the youth in the City. The Village submitted an application and was funded.

10.	Agency/Group/Organization	North Carolina Department of Health and Human Services
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Health Services-Education Publicly Funded Institution/System of Care Other government - State Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy Non-Homeless Special Needs Anti-poverty Strategy Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	NCDHHS was contacted for health and lead-based paint statistics and information.
11.	Agency/Group/Organization	CenturyLink
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide
	What section of the Plan was addressed by Consultation?	Broadband Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	CenturyLink was contacted to determine the broadband access needs of the community.
12.	Agency/Group/Organization	Spectrum
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide
	What section of the Plan was addressed by Consultation?	Broadband Strategy

How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Spectrum was contacted to determine the broadband access needs of the community.
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Table 2 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting

All agency types were consulted and contacted during the planning process.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	North Carolina Balance of State Continuum of Care	The City of New Bern is located in Region 13 of the North Carolina Balance of State Continuum of Care. The goals of the City and the Consortium of Care are complementary.
Annual and Five Year Capital Plans	The Housing Authority of the City of New Bern	The Housing Authority of the City of New Bern is the lead agency providing public housing assistance in the City of New Bern. The goals of the City and the Housing Authority are complementary.
FY 2019-2023 Five Year Consolidated Plan	City of New Bern, NC	The FY 2022 Annual Action Plan adopts the goals of the FY 2019-2023 Five Year Consolidated Plan. The activities undertaken during this program year will fall under one of the goals outlined in the Five Year Consolidated Plan.
Greater Five Points Transformation Plan	City of New Bern Redevelopment Commission	They are incorporated in the Five Year Consolidated Plan and the Annual Action Plans.
The New Bern Gateway Renaissance Plan	City of New Bern Redevelopment Commission	They are incorporated in the Five Year Consolidated Plan and the Annual Action Plans.
Emergency Management Plan	Craven County Emergency Manager	They are incorporated in the Five Year Consolidated Plan and the Annual Action Plans.
State Broadband Plan	North Carolina Department of Information Technology	They are incorporated in the Five Year Consolidated Plan and the Annual Action Plans.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The City of New Bern's Department of Development Services' Economic and Community Development Office is the administrating agency for the CDBG program. Close coordination is maintained with other City departments such as the Public Works, Parks & Recreation, Public Utilities, Administration, Police and Fire Departments, the City of New Bern Housing Authority, Twin Rivers Opportunities, Inc., and the City of New Bern Redevelopment Commission, as well as County departments such as the Eastern Carolina Council, Craven County Economic Development, Craven County Schools, and the North Carolina Balance of State Continuum of Care. Coordination with various non-profit organizations, such as the Coastal Women's Shelter, Religious Community Services of New Bern, Interfaith Refugee Ministries, and NCWorks helped aid the planning process and develop priorities. The City works closely with the Craven County Commissioners and County staff to address projects and activities that extend beyond the City limits. The City and the County agencies have a good working relationship.

DRAFT

AP-12 Participation – 91.105, 91.200(c)

- 1. Summary of citizen participation process/Efforts made to broaden citizen participation**
Summarize citizen participation process and how it impacted goal-setting

This Annual Action Plan was developed in accordance with the City's Citizen Participation Plan. The City of New Bern advertised for a needs hearing in "The Sun Journal" on Thursday April 6, 2023. On Tuesday, April 25, 2023 at 6:00 pm, the City of New Bern held both an in person and a virtual public needs hearing.

A "draft" of the FY 2023 Annual Action Plan was placed on public display on the City's website at (https://www.newbernnc.gov/departments/development_services/index.php). The display period started on Friday, April 7, 2023 and ended on Monday, May 8, 2023 for a 30-day display period. A second public hearing was held on Tuesday, April 25, 2023 at 6:00 PM to discuss the proposed activities and solicit resident comments. Upon completion of the public comment period, the City of New Bern submitted the FY 2023 Annual Action Plan to the U.S. Department of Housing and Urban Development on or before Monday, May 15, 2023.

Citizen Participation Outreach

#	Mode of Outreach	Target of Outreach	Summary of Response / Attendance	Summary of Comments Received	Summary of Comments Not Accepted and Reasons	URL (If applicable)
1.	Newspaper Ad #1	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies / Organizations	None.	None.	None.	Not Applicable.

#	Mode of Outreach	Target of Outreach	Summary of Response / Attendance	Summary of Comments Received	Summary of Comments Not Accepted and Reasons	URL (If applicable)
2.	Public Meeting #1	Minorities Persons with disabilities Non-targeted /broad community Residents of Public and Assisted Housing Agencies / Organizations	The City held a public needs hearing on Monday, February 20, 2023 at 6:00 pm. There was a total of fifteen (15) attendees in addition to the one (1) City staff member. See meeting summary comments and agendas for the Public Hearings in the Exhibit Section.	See the Public Hearing comments in the Exhibit section of the FY 2023 Annual Action Plan.	All comments were accepted.	Not Applicable.
3.	Internet Outreach	Minorities Persons with disabilities Non-targeted /broad community Residents of Public and Assisted Housing Agencies / Organizations	None.	None.	None.	https://www.newbernnc.gov/departments/development_service/index.php

4.	Newspaper Ad #2	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies / Organizations	None.	None.	None.	Not Applicable.
5.	Public Hearing #2	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Social Services and Housing Agencies	The City held its Second Public Hearing on Tuesday, April 25, 2023 at 6:00 pm to discuss the Draft FY 2023 Annual Action Plan.	See the Second Public Hearing comments in the Appendix section of the FY 2023 Annual Action Plan.	None.	https://www.newbernnc.gov/departments/development_services/index.php

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The following financial resources are identified for the FY 2023 Annual Action Plan to address the priority needs and goals/strategies identified in the City of New Bern's FY 2019-2023 Five-Year Consolidated Plan.

The City of New Bern is receiving \$294,122.00 in CDBG funds for the FY 2023 program year. The program year goes from July 1, 2023 through June 30, 2024. These funds will be used to address the following strategies:

- Homeless Strategy;
- Community Development Strategy; and
- Administration, Planning, and Management Strategy

The accomplishments of these projects/activities will be reported in the FY 2023 Consolidated Annual Performance and Evaluation Report (CAPER).

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Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public federal	Acquisition						Seven (7) projects/activities were funded based on the FY 2023 CDBG allocation.
		Admin and Planning						
		Economic Development						
		Housing						
		Public Improvements						
		Public Services	\$294,122.00	\$0.00	\$0.00	\$294,122.00	\$0.00	

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Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

In addition to the entitlement funds, the City of New Bern anticipates the following Federal resources may be available to local non-profit organizations to undertake the housing strategies identified in the Five Year Consolidated Plan.

- Supportive Housing Program
- Low-Income Housing Tax Credit Program (LIHTC)
- Section 8 Rental Assistance Program
- Public Housing Capital Fund Program
- Rental Assistance Demonstration (RAD)

Private and non-Federal resources that may be available to the City of New Bern in FY 2023 to address needs identified in the FY 2019-2023 Five Year Consolidated Plan are listed below.

- **EDA Workforce Development Grant** – The United States Economic Development Administration fields a competitive application for workforce development funding.
- **Golden LEAF Funding** – This North Carolina grant supports workforce development in rural areas of the state of North Carolina that were once dependent on agriculture and tobacco farming.
- **Tobacco Trust Fund Grant** – The North Carolina Tobacco Trust Fund (NCTTFC) was created to assist current and former tobacco farmers, former quota holders, persons engaged in tobacco-related business, and individuals displaced from tobacco-related employment that were affected by the major tobacco settlement in 1998. These funds are used for projects that support employment for these groups.
- **Federal Home Loan Bank Affordable Housing Program (AHP)** – Congress has mandated that ten (10%) of the Federal Home Loan Bank's profits be allocated to provide affordable housing. The FHLB encourages its members to work with public agencies and non-profit housing development organizations in creating highly leveraged affordable housing initiatives. Both sales and rental housing are eligible.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City of New Bern owns 118 vacant lots in the Greater Five Points Area. The City intends to build affordable housing on these lots. The lots are scattered throughout the Area. Some are buildable and meet the zoning requirements, others are not and will be transferred by sale or donation to adjacent property owners.

Discussion

Not Applicable.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1.	HOM-3 Homeless Prevention	2019	2023	Homeless	Low- and Moderate-Income Areas	Homeless	CDBG: \$24,000	Homelessness Prevention: 32 Persons Assisted
2.	CDS-2 Community Facilities	2019	2023	Non-Housing Community Development	Greater Five Points Low- and Moderate-Income Areas	Community Development	CDBG: \$120,798	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1,110 Persons Assisted Other: 3 Other
3.	CDS-3 Public Services	2019	2023	Non-Housing Community Development	Greater Five Points Low- and Moderate-Income Areas	Community Development	CDBG: \$20,000	Public service activities for Low/Moderate Income Housing Benefit: 8 Persons Assisted
4.	CDS-5 Clearance	2019	2023	Non-Housing Community Development	Greater Five Points Low- and Moderate-Income Areas	Community Development	CDBG: \$70,500	Buildings Demolished: 3 Buildings

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5.	APM-1 Overall Coordination	2019	2023	Administration	Greater Five Points Low- and Moderate-Income Areas	Administration, Planning, and Management	CDBG: \$58,824	Other: 1 Other

Table 5 – Goals Summary

Goal Descriptions

1.	Goal Name	HOM-3 Homeless Prevention
	Goal Description	Promote and assist in anti-eviction and prevention of unfair housing practices which may contribute to homelessness.
2.	Goal Name	CDS-2 Community Facilities
	Goal Description	Improve the City's parks, recreational centers, community centers, and public community facilities through rehabilitation and new construction.
3.	Goal Name	CDS-3 Public Services
	Goal Description	Improve and increase public safety programs for the youth, the elderly, disabled, and target income population, including food programs and social/welfare programs throughout the City.
4.	Goal Name	CDS-5 Clearance
	Goal Description	Remove and eliminate slum and blighting conditions through demolition of vacant and abandoned structures throughout the City.
5.	Goal Name	APM-1 Overall Coordination
	Goal Description	Provide program management and oversight for the successful administration of Federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing, performance evaluation, monitoring; and compliance with all Federal, state, and local laws and regulations.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

During the FY 2023 Annual Action Plan, the City of New Bern is not funding any affordable housing projects/activities with CDBG funds. Not Applicable.

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Projects

AP-35 Projects – 91.220(d)

Introduction

The FY 2023 Annual Action Plan outlines the needs, resources, priorities and proposed activities of the City of New Bern to be undertaken with the FY 2023 Community Development Block Grant (CDBG). The City of New Bern has participated in CDBG as an Entitlement recipient since 2014.

The City's Development Services Department is the Lead Agency that maintains and administers New Bern CDBG funds and responsibilities, including completion of the Annual Action Plan. The planning process actively encouraged participation of City housing and community service organizations, including the Housing Authority of the City of New Bern, Twin Rivers Opportunities, Inc., affordable housing providers, service agencies that assist the low- and moderate-income and principally low- and moderate-income clientele, advocates, and others.

The City of New Bern encourages citizens to provide input and participate in planning, implementation and assessment of the CDBG program. The FY 2023 Annual Action Plan was developed through public hearings, the use of existing data from previously approved plans and studies, consultation with local non-profit agencies, and discussions with other City of New Bern departments. For-profit, non-profit, community and faith-based organizations were engaged throughout the year to assess City needs and priorities.

The City of New Bern proposes to undertake the following activities with FY 2023 CDBG funds:

Projects

#	Project Name
1.	Administration
2.	Demolition/Clearance
3.	Catholic Charities
4.	My Sister's House
5.	Omega Center Facility Improvements
6.	The Village – Acquisition & Development of Playground
7.	Sunnyside Area ½ Basketball Court Installation

Table 6 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The City of New Bern has allocated its CDBG funds based on principally benefiting Low/Mod income persons; or an activity in which predominantly low- and moderate-income areas or which has a presumed benefit; or an activity with an income requirement of low- and moderate-income persons. All allocated funding has been utilized in a timely manner and within budget.

Many of the obstacles to addressing underserved needs are outside of the City's control. The largest obstacle is the lack of local, state, and federal resources available to the City of New Bern to adequately address these needs. This reduction in funds, combined with increasing numbers of individuals in need of housing, social service, homeless, or infrastructure support, unfortunately means that the City of New Bern is at a disadvantage in addressing underserved needs in the community. However, the City of New Bern maintains close cooperation with the County, the Housing Authority, housing providers, economic development agencies, and social service providers, to address any underserved needs in the City.

The proposed activities and projects for FY 2023 are located in areas of the City with the highest percentages of low- and moderate-income persons, and those block groups with a higher than average percentage of minority persons. The following census tracts and block groups have at least 51% of the households with low- and moderate-incomes:

- C.T. 9605, B.G. 2
- C.T. 9606, B.G. 4
- C.T. 9608, B.G. 1
- C.T. 9608, B.G. 2
- C.T. 9608, B.G. 3
- C.T. 9608, B.G. 4
- C.T. 9609, B.G. 2

AP-38 Project Summary

Introduction

The City of New Bern proposes to undertake the following activities with the FY 2023 CDBG funds:

Project Summary Information

1.	Project Name	Administration
	Target Area	Low- and Moderate-Income Areas
	Goals Supported	APM-1 Overall Coordination
	Needs Addressed	Administration, Planning, and Management Priority
	Funding	CDBG: \$58,824.00
	Description	Overall program administration of the CDBG Programs, including: staff salaries, wages, and benefits; related costs to administer the programs including supplies, materials, mailings, duplications, etc.; monitoring and oversight; advertising and public hearing costs; market studies; planning activities and the preparation of the Annual Action Plan, Environmental Review Record, Consolidated Annual Performance and Evaluation Report, Fair Housing, etc.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	1 Organization
	Location Description	Citywide
	Planned Activities	The Matrix Code is 21A General Program Administration.
2.	Project Name	Demolition/Clearance
	Target Area	Low- and Moderate-Income Areas
	Goals Supported	CDS-5 Clearance
	Needs Addressed	Community Development Priority
	Funding	CDBG: \$70,500.00
	Description	Demolition of vacant substandard structures to remove slums and blight on a spot basis in the City.
	Target Date	6/30/2024

	Estimate the number and type of families that will benefit from the proposed activities	3 Structures
	Location Description	Citywide
	Planned Activities	The National Objective is Slum and Blight Removal on a Spot Basis (SBS). The HUD Matrix Code is 04, Clearance and Demolition.
3.	Project Name	Catholic Charities
	Target Area	Low- and Moderate-Income Areas
	Goals Supported	HOM-3 Homeless Prevention
	Needs Addressed	Homeless Priority
	Funding	CDBG: \$24,000.00
	Description	CDBG funds will be used to pay for rent and utility assistance to low-moderate income households to prevent homelessness.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	32 Households
	Location Description	Citywide
	Planned Activities	The National Objective is Low/Mod Income Housing (LMH). The HUD Matrix Code is 05Q Subsistence Payments.
4.	Project Name	My Sister's House
	Target Area	Greater Five Points
	Goals Supported	CDS-3 Public Services
	Needs Addressed	Community Development Priority
	Funding	CDBG: \$20,000.00
	Description	CDBG funds will be used to pay for additional staff salaries for two (2) residential aides to be added to agency.
	Target Date	6/30/2024

	Estimate the number and type of families that will benefit from the proposed activities	8 persons
	Location Description	524 Roundtree St, New Bern, NC 28560
	Planned Activities	The National Objective is Low/Mod Limited Clientele (LMC). The HUD Matrix Code is 05Z Other Public Services Not Listed in 03T and 05A-05Y
5.	Project Name	Omega Center Facility Improvements
	Target Area	Greater Five Points
	Goals Supported	CDS-2 Community Facilities
	Needs Addressed	Community Development Priority
	Funding	CDBG: \$35,000.00
	Description	CDBG funds will be used to pay for the cost for ADA compliant bathroom stalls (total of 12) and improvements to the fire suppressant system.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	30 persons 1 Public Facility
	Location Description	Census Tract 9608, Block Group 1 and 4 800 Cedar Street, New Bern, NC 28560
	Planned Activities	The national objective is Low/Mod Income Area Benefit (LMA). The project matrix code is 03E, Neighborhood Facilities.
6.	Project Name	The Village – Acquisition & Development of Playground
	Target Area	Greater Five Points
	Goals Supported	CDS-2 Community Facilities
	Needs Addressed	Community Development Priority
	Funding	CDBG: \$50,000.00

7.	Description	CDBG funds will be used to pay for the cost for the acquisition of the two (2) adjacent properties to expanded the facility's outdoor play space by installing a playground and fencing in the property.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	75 persons 1 public facility
	Location Description	1046 Broad Street, New Bern, NC 28560
	Planned Activities	The national objective is Low/Mod Limited Clientele (LMC). The project matrix code is 05D Youth Services
	Project Name	Sunnyside Area ½ Basketball Court Installation
	Target Area	Low- and Moderate-Income Areas
	Goals Supported	CDS-2 Community Facilities
	Needs Addressed	Community Development Priority
	Funding	CDBG: \$35,798.00
	Description	CDBG funds will be used to pay for the cost for the construction of an outdoor, half-court basketball court for neighborhood use. The proposed site is City owned and is adjacent to the existing neighborhood park.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	1 Public Facility 1,005 persons
	Location Description	Census Tract 9608, Block Group 2 1805 National Avenue, New Bern, NC 28560
	Planned Activities	The national objective is Low/Mod Income Area Benefit (LMA). The project matrix codes is 03F Parks, Recreational Facilities.

Table 7 – Project Summary

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The following information provides a profile of the population, age, and racial/ethnic composition of the City of New Bern. This information was obtained from the U.S. Census Bureau American Factfinder website, <http://data.census.gov>. The 2017-2021 American Community Survey 5-Year Estimates (ACS) were used to analyze the social, economic, housing, and general demographic characteristics of the City of New Bern. The Decennial Census and 5-year estimates are the most recent data available for the City. The 2010 Decennial Census data and 2005-2010 ACS data is included when necessary.

Population

Key points are:

- The City's population was 29,524 in the 2010 ACS
- The City's population was 31,058 according to the 2017-2021 ACS (a 5.2% increase)

Age

Key points are:

- Median age in New Bern is 40.5 years of age
- Youth under age 18 account for 21.8% of the total population

Race/Ethnicity

Composition from the 2017-2021 American Community Survey:

- 55.6% of population is White
- 33.1% of population is Black or African American
- 5.2% of population is Asian
- 1.9% of population is Two or More Races
- 7.7% is Hispanic or Latino

Income Profile

The current Median Income for a family of four (4) in Craven County, North Carolina Metropolitan Statistical Area (MSA) is \$75,000 according to HUD's FY 2022 Income Limits. The following is a summary of income statistics for the City of New Bern:

- At the time of the 2017-2021 American Community Survey, the median household income in the City of New Bern was \$45,829 which was lower than the State of North Carolina (\$61,972).
- 39.5% of households have earnings received from Social Security income.
- 25.6% of households have earnings, received from retirement income.

- 8.9% of households have earnings received from public assistance.
- 39.5% of female-headed households with children were living in poverty.
- 30.5% of all youth under 18 years of age were living in poverty.

Low/Mod Income Profile

The low- and moderate-income profile for City of New Bern is a measurement of the area's needs. The City of New Bern has an overall low- and moderate-income percentage of 40.67%.

Economic Profile

The following illustrates the economic profile for the City of New Bern as of the 2017-2021 American Community Survey:

- 35.5% of the employed civilian population had occupations classified as management, business, science and arts.
- 18.0% of the employed civilian population had occupations classified as sales and office.
- 24.2% were in the service sector.
- Natural resources, construction, maintenance, production, transportation and material moving occupations represented 22.3% of those employed.
- 18.5% of workers were considered in the government class of employment.

According to the U.S. Labor Department, the preliminary unemployment rate for the City of New Bern in January of 2023 was 4.0%. New Bern's unemployment rate was higher than the January 2023 rates of the State of North Carolina (3.8%) and the national percentage of 3.4%.

Geographic Distribution

Target Area	Percentage of Funds
Low- and Moderate-Income Areas	64%
Greater Five Points	36%

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The proposed activities and projects for FY 2023 are located in areas of the City with the highest percentages of low- and moderate-income persons, and those block groups with a higher than average percentage of minority persons. The following census tracts and block groups have at least 51% of the households with low- and moderate-incomes:

- C.T. 9605, B.G. 2
- C.T. 9606, B.G. 4
- C.T. 9608, B.G. 1

- C.T. 9608, B.G. 2
- C.T. 9608, B.G. 3
- C.T. 9608, B.G. 4
- C.T. 9609, B.G. 2

The total amount of FY 2023 CDBG funds available is \$294,122 of which 20.0% (\$58,824) is for administration and 80.0% (\$235,298) is allocated for project activities. Approximately 70% (\$164,798) will principally benefit low- and moderate-income persons, while 30% (\$70,500) will be used for slum and blight removal.

Discussion

The geographic locations and the public benefit for the FY 2023 CDBG Activities are as follows:

- **General Administration** - 303 First Street, New Bern, NC 28560
- **Demolition/Clearance** - Citywide; To be determined.; Slum and Blight Removal on a Spot Basis (SBS)
- **Catholic Charities** - Citywide; Low/Mod Income Clientele Benefit (LMC)
- **My Sister's House** - 524 Roundtree St, New Bern, NC 28560; Low/Mod Income Clientele Benefit (LMC)
- **Omega Center Facility Improvements** - Census Tract 9608, Block Group 1 and 4; 800 Cedar Street, New Bern, NC 28560; Low/Mod Income Clientele Benefit (LMC)
- **The Village - Acquisition & Development of Playground** - 1046 Broad Street, New Bern, NC 28560; Low/Mod Income Clientele Benefit (LMC)
- **Sunnyside Area ½ Basketball Court Installation** - C.T. 9608, B.G. 1; Census Tract 9608, Block Group 2; 1805 National Avenue, New Bern, NC 28560; Low/Mod Income Areas (LMA)

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City of New Bern is not utilizing its CDBG funds to support housing activities during this program year.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total:	0

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total:	0

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

During this program year the City is not funding any affordable housing projects/activities with CDBG funds.

AP-60 Public Housing – 91.220(h)

Introduction

The Housing Authority of the City of New Bern's mission is:

- Providing affordable housing opportunities in a safe environment
- Revitalizing and maintaining neighborhoods
- Providing opportunities for low and moderate-income homeownership
- Forming effective partnerships to maximize housing, social, and economic opportunities
- Continuing its partnership with the City of New Bern for the revitalization of communities
- Pursuing funding for the development of affordable housing for the residents of New Bern

The Housing Authority of the City of New Bern is not rated as a "troubled" agency by HUD.

The Housing Authority of the City of New Bern owns and professionally manages family communities and elderly/disabled rental apartments. NBHA had one (1) public housing development: Trent Court. NBHA had also previously owned a second property: Craven Terrace. This property was sold. Before Hurricane Florence hit the City, NBHA had a total of 218 public housing units, with 11 accessible units. After Hurricane Florence caused flooding in many of the units in Trent Court, the Housing Authority was left with 110 units, of which 4 are accessible. NBHA also owns and manages Section 8 Housing for elderly residents in New Bern Towers. There are 106 units in New Bern Towers. The waiting list remains open.

Twin Rivers Opportunities, Inc. assists families who wish to live in privately owned housing and receive rental subsidy through the Housing Choice Voucher Program instead of NBHA. Twin Rivers Opportunities, Inc. administers 998, 36 of which are for residents that were displaced from Trent Court. There are currently 689 households on the waiting list for Housing Choice Vouchers and the waiting list is open.

Actions planned during the next year to address the needs to public housing

During this program year the Housing Authority will continue to maintain its 110 units. The Housing Authority is continuing to look for more buildable sites for affordable housing and to continue to promote its self-sufficiency programming for its residents.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

According to the Annual Plan for 2023, NBHA's progress in meeting their mission and goals states that NBHA set the goal of cooperating with the City of New Bern and other neighborhood partners to promote neighborhood revitalization and economic development in designated areas of the City, as evidenced by the resident input in the development of the Gateway Renaissance Plan and Greater Five Points Transformation Plan. New Bern Towers has an active resident council that expresses needs for both the New Bern Towers community and the public housing under the Housing Authority of the City of New Bern

as a whole. Trent Court formerly had an active resident council, but Hurricane Florence caused the council to disband, and the residents of Trent Court have struggled to restore it.

The Housing Authority of the City of New Bern does not support any homeownership initiatives. NBHA previously held homeownership classes in Trent Court and Craven Terrace, and these classes had active participation. However, these classes have ceased since Craven Terrace was sold.

Twin Rivers Opportunities, Inc. runs the Family Self-Sufficiency (FSS) Program. The program gives Section 8 voucher holders the opportunity to set and reach goals that they set for themselves and their families, as well as save a significant amount of money. Section 8 voucher holders may also use their vouchers to realize the American dream of becoming a homeowner. Both of these opportunities are available to Section 8 holders who choose to become participants in Section 8's Family Self-Sufficiency Program. There are two parts to the program. The first part of the program is the Self-Sufficiency program where participants have the opportunity to work towards and meet goals that they set for their families as well as save money that will become theirs when they have completed their goals. The second part of the program is the Homeownership Program. In this part of the program, a Section 8 participant can choose to use his or her Section 8 voucher to assist with the purchase and payment of a home.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The Housing Authority of the City of New Bern is not designated as a troubled housing authority.

Discussion

The Housing Authority of the City of New Bern is continuing to meet its goals by securing funding through RAD and CNI for the revitalization of the Greater Five Points area. The Housing Authority will also continue to apply for funding for additional affordable housing.

Trent Court, one the Housing Authority's public housing communities, was severely affected by Hurricane Florence. The residents displaced by the Hurricane have been given Section 8 Housing Choice Vouchers. Twin Rivers Opportunities, Inc., will ensure the placement of these residents.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The North Carolina Coalition to End Homelessness is collaborative applicant for the North Carolina Balance of State Continuum of Care. The 79 counties covered by the Continuum of Care are divided into 13 regions. The City of New Bern falls under the purview of Region 13 of the CoC, which is known as the Housing Alliance of Coastal Carolina (HACC) and includes Carteret, Craven, Jones, Onslow, and Pamlico Counties.

The leadership of Region 13 is responsible for acting as a member of the Balance of State CoC Steering Committee, the Coordinated Entry lead for the Region, the Point-in-Time and Housing Inventory Count lead for the region, and reviewing projects and processing state ESG grants for the regional geography.

The City of New Bern works closely with the homeless service providers within the City to identify and resolve issues of homelessness within the community. The Department of Development Services partners with statewide entities, as well as the local service providers including Religious Community Services, Coastal Women's Shelter, and Reviving Lives Ministries.

The 2022 Point-In-Time Count revealed that 26 homeless individuals resided in Craven County. There was no data available for the City of New Bern specifically. All 26 of the homeless persons counted were recorded in Emergency Shelter. The 2023 Point-In-Time Count was completed in January 2023 but the data is still being analyzed.

The following shelters were open in the City of New Bern during FY 2023.

- Religious Community Services - Emergency Crisis Shelter
- Religious Community Services - Families in Transition
- Religious Community Services - Veterans Transition Shelter
- Women's Coastal Shelter - Domestic Violence Shelter
- Reviving Lives Ministries - Addiction Recover Shelter

The FY 2023 CoC awards have not yet been announced.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including: Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The Point-In-Time Count for Craven County in 2022 counted a total of 26 homeless persons and 23 homeless households. Of these, only 0 persons were unsheltered. There were no persons in transitional housing, and 26 persons that were housed in emergency shelter. There was one (1) homeless family with children, and no chronically homeless families with children. There was three (3) unaccompanied youth that were homeless in 2022. Of the 26 homeless people counted, two (2) were considered chronically

homeless. There were five (5) homeless Veterans and one (1) of the homeless Veterans was considered chronically homeless. This indicates a need for greater outreach and shelter/housing options for these special needs groups.

Families with children – The Point-In-Time count for 2017 counted 4 homeless households with children in Craven County, for a total of 15 persons. Numbers were lower in 2018 at 4 homeless households and 9 persons. County breakdowns were unavailable for 2019. The numbers were lower in 2020, at 1 homeless household with 3 persons. In 2020, there was 1 homeless household with 3 persons.

Veterans and their families – There are large numbers of Veterans and support systems because of the nearby military base in Havelock. The NCWorks Career Center works both employment and housing issues for homeless Veterans. Homeless Veterans often require additional services, with mental health services being the most commonly cited need. The number of homeless Veterans in Craven County has decreased from 4 in 2017, to 4 in 2018, and 2 in 2020. County breakdowns were unavailable for 2019 and 2022.

Unaccompanied youth – Teens aging out of foster care, and young adults in the 18-24 transition stage can be hard to locate. Many of them are staying with friends and family temporarily and are technically homeless. Unaccompanied youth may also move between different shelters. There were 2 unaccompanied youth counted in the 2017 Point-In-Time count, 5 unaccompanied youth counted in 2018, 1 unaccompanied youth counted in 2020, and 3 unacc for Craven County. County breakdowns were unavailable for 2019.

According to the NC Balance of State CoC Application for 2019, the CoC restructured its board to greater represent the diverse groups that make up the homeless population. The CoC utilizes Coordinated Entry to track the various subpopulations and divides them up into 13 local referral zones across the 79 counties that the CoC serves. Much of the area served by the CoC is rural, and the CoC creates advertisements and hotlines to target these subpopulations and allow them to access the Coordinated Entry process.

Addressing the emergency shelter and transitional housing needs of homeless persons

The 2022 Point-In-Time Count saw a return to typical levels for homelessness in Craven County following Hurricane Florence. Though many of the barriers to emergency housing in the City of New Bern and Craven County had been removed in response to Hurricane Florence, it remains a challenge to rapidly re-house families. The Point-In-Time count for 2016 counted 3 homeless households with children in Craven County, for a total of 8 persons. There were 4 homeless households with children in Craven County, for a total of 15 persons. Numbers were lower in 2018 at 4 homeless households and 9 persons. County breakdowns were unavailable for 2019. In 2020, there was 1 homeless household with 3 persons. There were 21 homeless persons counted overall, and all 21 homeless persons counted were in emergency shelters. In 2022, there was 1 homeless household with 4 persons. There were 26 homeless persons counted overall, and all 26 homeless persons counted were in emergency shelters.

Religious Community Services provides much of the shelter space for individuals and families in the County while also partnering with Craven Community College for job training and Craven-Pamlico Re-Entry to

assist ex-offenders with housing, transportation, and vocational skills. NCWorks provides job training and assists in housing homeless veterans. Coastal Women's Shelter partners with local landlords to provide stable housing and keep children of families experiencing domestic violence in the same schools to assist these children in maintaining stability. Crossroads is the major mental health provider in the area, but the need for mental health care far surpasses the amount of assistance that Crossroads can provide. Religious Community Services has the following emergency shelter beds for homeless populations:

- **Homeless Families** – 4 beds
- **Homeless Women** – 6 beds
- **Homeless Veterans** – 5 beds

The Coastal Women's Shelter prioritizes providing safe, affordable housing for victims of domestic violence. The shelter has 19 total beds, 3 of which are infant cribs. The Coastal Women's Shelter will work with trusted landlords to place people in housing, but there is a shortage of trusted landlords.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The North Carolina Balance of State CoC's written standards focus on a Housing First model and follow the best practices of that model. The written standards utilize several strategies to increase the number of people who exist Emergency Shelter, Transitional Housing, and Rapid Re-housing to Permanent Housing destinations. Evaluations of these standards will be based on the length-of-time homeless of an individual or family in Emergency Shelter, Transitional Housing, or Rapid Re-Housing. The CoC will seek to make progress on the turnover rate of individuals and families, the targeting of individuals and families based on risk, and the number of positive exits into Permanent Housing.

The CoC Steering Committee has approved written standards that conform to best practices for Street Outreach, Emergency Shelter, Transitional Housing, Prevention and Rapid Rehousing, Permanent Supportive Housing, and Coordinated Entry Programs on September 6, 2016. There are additional policies for follow-ups to those that have exited Rapid Re-Housing, Anti-Discrimination, and Emergency Transfers based on the Violence Against Women Act (VAWA). The Balance of State CoC provides additional guidance to rural Continuums of Care.

The number of homeless Veterans in Craven County has decreased from 11 in 2016, to 4 in 2017, 2 in 2020, and went up slightly to 5 in 2022. In addition to housing, there is a need for wrap around services for veterans. These services largely include mental health care and recovery systems for those with addictions. There are a number of instances of PTSD in the area due to the presence of the military base.

Crossroads provides addiction counseling for Veterans, but they are limited to three (3) day emergency shelter stays. Volunteers will transport Veterans with addictions to Crossroads for these services. Twin Rivers Opportunities, Inc. received VASH vouchers for Veterans.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Discharge policies at local hospitals are designed to prevent those leaving the hospitals from being referred to Religious Community Services. Religious Community Services supports homeless in the community through operating emergency shelters and food and clothing services for those in need. By providing other supportive services, Religious Community Services intends to assist people who may be extremely low income and help feed and clothe them so that other family income may go to rent.

Local services such as Craven-Pamlico Re-Entry Council, Children's Developmental Services Agency, and Carolina East Health work with various populations that are at-risk of becoming homeless. Wraparound services are necessary to prevent homelessness and encourage self-sufficiency. Discharge policies are also put in place to direct low-income individuals who are at risk of homelessness to services that may assist them. There is a need for additional caseworkers to expand these services.

Discussion

Not Applicable.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Eastern North Carolina lags behind the urban centers of the state economically. As a result, low- and moderate-income people have less income, and housing affordability is a greater issue in the area for all residents. Residents in protected classes can face even more housing affordability challenges, particularly when they cannot prove discrimination.

The most common fair housing complaint in the City of New Bern, as is the case nationally, is on the basis of disability. In Eastern North Carolina, there have been multiple instances of residents that faced evictions because landlords were unwilling to provide reasonable accommodations.

Transportation is a common barrier to affordable housing in the area. The local public transit system is unreliable. To access services and employment, residents must live near service providers and employers.

One of the major barriers to affordable housing in the City of New Bern is that cases go largely unreported. Though there are likely more instances of discrimination in the area, very few complaints are filed and little data is available on the types of complaints.

Hurricane Florence has also affected access to fair housing in the region. Many affordable housing units were destroyed in the Hurricane. This has resulted in the relocation of low- and moderate-income people. Following these relocations, people often find themselves farther away from the services.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The Housing Authority of the City of New Bern provides reasonable accommodations for its residents upon request. There is a need for additional accessibility improvements, which the City will undertake over the course of the Five Year Consolidated Plan.

The City of New Bern is going to continue to partner with CARTS, the local transit agency, to improve services and transit-related infrastructure. CARTS has adopted a strategic transit plan to increase ridership, which the City will support with supplemental infrastructure projects.

To address the issue of unreported complaints, the City will conduct education and outreach on fair housing so that residents can know their rights and be aware of the instances when those rights are violated.

Discussion:

The City of New Bern proposes to undertake the following activities during the FY 2023 Program Year to affirmatively further fair housing:

- The City of New Bern will continue to work with the New Bern Housing Authority and Twin River Opportunities, Inc. to address issues of accessible housing.
- The City continues to work with Twin Rivers Opportunities, Inc. to mitigate the concentration of minority households and Section 8 Voucher holders.
- The City of New Bern continues to collaborate with Twin Rivers Opportunities, Inc. to implement strategies to provide consistent communication about the Section 8 Housing Choice Voucher program.
- The City of New Bern will partner with local agencies and groups to raise Fair Housing awareness and conduct fair housing trainings. Past groups that have conducted trainings include Legal Aid of North Carolina and the North Carolina Housing Coalition.

DRAFT

AP-85 Other Actions – 91.220(k)

Introduction:

The City of New Bern has developed the following actions which address the obstacles to meeting underserved needs, fosters affordable housing, reduces lead-based paint hazards, reduces the number of families living in poverty, develops institutional structures, and enhances coordination between public and private housing and social service agencies.

Actions planned to address obstacles to meeting underserved needs

Despite efforts made by the City of New Bern and social service providers, a number of significant obstacles remain to meeting underserved needs. With funding resources being scarce, funding becomes the greatest obstacle for the City of New Bern to meet its underserved needs. Insufficient funding lessens the ability to fund many worthwhile public service programs, activities, and agencies. Through its planning efforts, the City will use its limited resources to address the City of New Bern's greatest needs and improve the quality of life for its residents. The following obstacles need to be overcome in order to meet underserved needs:

- Lack of decent, safe, sound, and affordable owner and renter housing.
- High cost of construction and rehabilitation work, exacerbated by Hurricane Florence.
- Aging in place population who need accessibility improvements.
- Need major rehabilitation of the City's aging housing stock.
- The increasing number of vacant and abandoned properties, exacerbated by Hurricane Florence.
- Low wages in the service and retail sector job market.
- Displaced residents from Hurricane Florence.
- Continued social pressures due to the recovery from Hurricane Florence.

Actions planned to foster and maintain affordable housing

To foster and maintain affordable housing, the City proposes the following Five-Year Goals and Strategies:

- **HSS-1 Homeownership** - Promote and assist in developing homeownership opportunities for low- and moderate-income persons & families.
- **HSS-2 Housing Construction** - Promote and assist in the development of affordable housing, both rental and sales housing.
- **HSS-3 Housing Rehabilitation** - Promote and assist in the preservation of existing owner and renter occupied housing stock in the City.
- **HSS-4 Fair Housing** - Affirmatively further fair housing by promoting fair housing choice throughout the City of New Bern.

The City will partner with the Housing Authority of the City of New Bern, Twin Rivers Opportunities, Inc. and other fair housing agencies to promote fair housing in the city, through fair housing trainings, education, and promotions.

The City of New Bern will continue to work with the City's Human Rights Commission during this program year to again provide education and outreach.

Actions planned to reduce lead-based paint hazards

According to the 2017-2021 American Community Survey, 34.7% of the housing units in the City of New Bern were built before 1980 and are therefore at risk for containing lead-based paint. According to the North Carolina Department of Health and Human Services' 2019 Lead Surveillance Report, 2,335 children (ages birth-6 years) were tested in Craven County for elevated blood lead levels. Of those tested, seven (7) had a blood lead level of 5-9 µg/dL or greater. With 0.2% of children tested having blood lead levels greater than 5 µg/dL, Craven County compares favorably to the rest of North Carolina, which averages 0.3% of children tested having blood lead levels greater than 5 µg/dL.

The revised Federal Lead-Based Paint Regulations published on September 15, 1999 (24 CFR Part 35) have had a significant impact on many activities – rehabilitation, tenant based rental assistance, and property acquisition – supported by the CDBG program. The City of New Bern will comply with Title 24, Part 35: Lead-Based Paint Poisoning Prevention in Certain Residential Structures (Current Rule).

The City of New Bern reviewed the Blood Lead Level Screening Plan provided through the North Carolina Department of Health and Human Services – North Carolina Childhood Lead Poisoning Prevention Program (CLPPP). Additionally, the City reviewed the Blood Lead Level testing data provided through the Center for Disease Control and Prevention – Childhood Lead Poisoning Prevention Program.

If the City of New Bern will ensure that the following will be done in conjunction with its Housing Rehabilitation activities:

- Applicants for rehabilitation funding receive the required lead-based paint information and understand their responsibilities.
- Staff properly determines whether proposed projects are exempt from some or all lead-based paint requirements.
- The level of federal rehabilitation assistance is properly calculated and the applicable lead-based paint requirements determined.
- Properly qualified personnel perform risk management, paint testing, lead hazard reduction, and clearance services when required.
- Required lead hazard reduction work and protective measures are incorporated into project rehabilitation specifications.
- Risk assessment, paint testing, lead hazard reduction, and clearance work are performed in accordance with the applicable standards established in 24 CFR Part 35.

- Required notices regarding lead-based paint evaluation, presumption, and hazard reduction are provided to occupants and documented.
- Program documents establish the rental property owner's responsibility to perform and document ongoing lead-based paint maintenance activities, when applicable.
- Program staff monitors owner compliance with ongoing lead-based paint maintenance activities, when applicable.

In addition, in conjunction with its Housing Rehabilitation activities, the City will to ensure that:

- Applicants for rehabilitation funding receive the required lead-based paint information and understand their responsibilities.
- Staff properly determines whether proposed projects are exempt from some or all lead-based paint safety requirements.
- The level of federal rehabilitation assistance is properly calculated and the applicable lead-based paint requirements determined.

Actions planned to reduce the number of poverty-level families

According to the 2017-2021 American Community Survey, 19.1% of all people in the City of New Bern have incomes below the poverty level. Additionally, 39.5% of female headed households with children with no husband present live in poverty. Individuals living on the threshold of poverty were faced with a collection of obstacles that prevent them from escaping their situation. Some may need adequate affordable housing, job skills training, day care for children, treatment for medical or substance abuse issues or they may be children and adults with educational needs.

The City allocates its Community Development Block Grant program to improve the living environments of low to moderate-income persons, specifically improving the lives of low- to moderate-income youth in order to break the cycle of poverty.

During this program year, the City of New Bern will fund the following activities to address the needs of individuals and households who live in poverty:

- **CD-23-03 Catholic Charities** - CDBG funds will be used to pay for rent and utility assistance to low-moderate income households to prevent homelessness.
- **CD-23-04 My Sister's House** - CDBG funds will be used to pay for additional staff salaries for two (2) residential aides to be added to agency.
- **CD-23-05 Omega Center Facility Improvements** - CDBG funds will be used to pay for the cost for ADA compliant bathroom stalls (total of 12) and improvements to the fire suppressant system.
- **CD-23-06 The Village - Acquisition & Development of Playground** - CDBG funds will be used to pay for the cost for the acquisition of the two (2) adjacent properties to expanded the facility's outdoor play space by installing a playground and fencing in the property.

Actions planned to develop institutional structure

The City of New Bern works with the following agencies to enhance coordination:

- **City of New Bern - Development Services** - oversees the CDBG program.
- **Housing Authority of the City of New Bern** - oversees the improvements to public housing communities.
- **Twin Rivers Opportunities, Inc.** - oversees the Section 8 Housing Choice Voucher Program and the development of scattered site affordable housing.
- **Social Services Agencies** - the City provides funds to address the needs of low- and moderate-income persons.
- **Housing Providers** - the City provides funds to rehabilitate and develop affordable housing for low- and moderate-income families and individuals.
- **North Carolina Balance of State CoC** - oversees the Continuum of Care Network for 79 counties including Craven County. For planning purposes, the CoC is divided into thirteen (13) regions. Craven County is located in Region 13.

As part of the CDBG application planning process, local agencies, and organization are invited to submit proposals for CDBG funds for eligible activities.

The Development Services Department continues to look for gaps in the institutional structure. Maintaining and enhancing communication amongst all community and economic development stakeholders, is essential in addressing the needs identified in the City of New Bern's Five-Year Consolidated Plan.

Actions planned to enhance coordination between public and private housing and social service agencies

Public Institutions: The City will act as a clearinghouse and facilitator for many of the activities described in the annual action plan. As the local unit of government, the City is empowered to apply for and administer certain types of grants. Support from the City, expressed as a certification of consistency or some other instrument, may be all that is required for some activities. Other activities will involve the more direct participation of the City for funding, acquisition of land or buildings, or in convening meetings of various agencies to iron out differences or strategies on how to seize opportunities. The City will continue to administer the CDBG program.

The Housing Authority of the City of New Bern administers public housing. Twin Rivers Opportunities, Inc. administers Section 8 Rental Assistance Programs in the City. This Authority is responsible for the management and maintenance of public housing units. The Housing Authority will continue in its efforts to modernize these public housing units in order to provide decent, affordable housing in the City.

Non-Profit Organizations: Non-profit housing agencies play a role in the implementation of this plan. Through the construction of new housing, and the rehabilitation of existing units, these agencies access

financing sources such as the Low Income Housing Tax Credit, Greenleaf Funding, and charitable contributions that increase the supply of affordable housing. While some groups focus on the rehabilitation of single units for resale to first time homebuyers, others have attempted to create assisted rental developments. In the future, the union of such groups with social service agencies that serve specific special needs populations will address the Five Year Consolidated Plan strategy for creation of supportive housing and affordable housing opportunities.

Non-profit educational institutions provide an important partnership for the City. Craven Community College is currently partnering with the City of New Bern on the construction of the VOLT Center. Craven Community College will provide job and vocational training at the center, which is located in the Greater Five Points Redevelopment Area.

Social service agencies are a link between the provision of housing and the population it is intended to serve. The agencies work directly with providers of services to persons with special needs including: mental health, mental retardation, elderly, drug and alcohol addiction and families that are at-risk of becoming homeless. Although these agencies cannot provide housing, they can direct housing efforts where needed and are integral in the planning of housing and services for target populations. Emergency shelters, including the Religious Community Services and Coastal Women's Shelter, will continue to provide shelter for the homeless.

Private Industry: Several lending institutions cooperate with the City to provide funding for downtown improvements. Those lending institutions play an important role by providing financing that would not otherwise be available. Additionally, the private businesses located in the area contributed to the Hurricane cleanup in Downtown New Bern.

Discussion:

Monitoring:

The Monitoring Plan represents the City of New Bern's strategy for overseeing the activities of entities that carry out CDBG assisted activities. The Monitoring Plan identifies the following:

- The organizations to be monitored
- The issues to be explored and the methodology to be utilized in conducting the monitoring
- Identification of the specific Development Services staff members that will assume responsibility for monitoring
- The follow-up measures to be followed in communicating the results of the monitoring to affected organizations and the methods that will be utilized to obtain feedback from affected organizations

The CDBG monitoring will be carried out at two (2) separate levels. First, the City will conduct an internal monitoring to review the homeowner rehab program and to ensure that the CDBG Program is being administered in accordance with CDBG and other federal regulatory and statutory requirements. Second,

the City will conduct an external monitoring to review the activities of its sub-recipients.

The purpose of the City's monitoring efforts is:

- to identify and correct issues that prevent the City from achieving full compliance with the regulatory requirements of the CDBG Program and other Federal requirements before deficiencies lead to HUD monitoring findings, and
- to learn more about the strengths and weaknesses of the various organizations that plays a role in the City's CDBG program and to use this knowledge as the basis for structuring future CDBG activities.

DRAFT

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

The City of New Bern receives an annual allocation of CDBG funds. Since the City receives this federal allocation, the questions below have been completed, as they are applicable.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

- | | |
|--|---------------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | \$0.00 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | \$0.00 |
| 3. The amount of surplus funds from urban renewal settlements | \$0.00 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan | \$0.00 |
| 5. The amount of income from float-funded activities | \$0.00 |
| Total Program Income | \$0.00 |

Other CDBG Requirements

- | | |
|---|---------------|
| 1. The amount of urgent need activities | \$0.00 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 70.00% |

CDBG Percentages:

- **Administrative Percentage:** 20.0%
- **Public Service Percentage:** 15.0%
- **Low and Moderate-Income Percentage:** 70.0%
- **Slum and Blight Activities:** 30.0%



Development Services
2023 CDBG Annual Action Plan
April 25, 2023

1

Definition/Purpose

- **Annual Action Plan (AAP):** concise summary of the actions, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified by the Consolidated Plan
- **Purpose:** Each year, the U.S. Department of Housing and Urban Development (HUD) requires Entitlement Cities submit their Annual Action Plan as an application for funding under the program

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CDBG Low-Mod Target Areas

PLACEHOLDER

NEW BERN
NORTH CAROLINA

3

Census Blocks

- Placeholder

NEW BERN
NORTH CAROLINA

4



5



6

CDBG 2023 Allocation

- 2023 HUD Entitlement Cities allocation
 - **\$294,122**
 - Increase of \$24,336 from 2022 allocation of \$269,786
 - Expected CDBG increases as lobbying continues

Highlights from Plan

- **The City of New Bern has an overall low-moderate income percentage of 40.67%**
 - CDBG staff held a Community Needs Hearing on Monday, February 20, 2023 at Development Services.
 - **Youth services** was listed as a top community need.
 - The 2022 Point-In-Time County revealed 26 homeless individuals resided in Craven County.

Homeless Strategy- HOM

In alignment with the Five-Year Consolidated Plan

- **Goal:** Improve the living conditions and services for homeless persons and families in the City of New Bern and eliminate unfair housing practices that may lead to homelessness
 - **Objective-HOM 2-** Promote and assist in program support services for the homeless

Community Development Strategy- CDS

- **Goal:** Improve, preserve, and create new public and community facilities, infrastructure, and public services to ensure the quality of life for all residents of the City of New Bern
 - **Objective CDS-2- Community Facilities:** *Improve the City's parks, recreational centers, community centers, and public community facilities through rehabilitation and new construction*

CDBG Eligibility

- Placeholder

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2023 Projects

1.	Project Name	Administration
	Target Area	Low- and Moderate-Income Areas
	Goals Supported	APM-1 Overall Coordination
	Needs Addressed	Administration, Planning, and Management Priority
	Funding	CDBG: \$58,824.00
	Description	Overall program administration of the CDBG Programs, including: staff salaries, wages, and benefits; related costs to administer the programs including supplies, materials, mailings, duplications, etc.; monitoring and oversight; advertising and public hearing costs; market studies; planning activities and the preparation of the Annual Action Plan, Environmental Review Record, Consolidated Annual Performance and Evaluation Report, Fair Housing, etc.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	1 Organization
	Location Description	Citywide
	Planned Activities	The Matrix Code is 21A General Program Administration.

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2023 Projects

2.	Project Name	Demolition/Clearance
	Target Area	Low-and Moderate-Income Areas
	Goals Supported	CDS-5 Clearance
	Needs Addressed	Community Development Priority
	Funding	CDBG: \$70,500.00
	Description	Demolition of vacant substandard structures to remove slum and blight on a spot basis in the City.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Up to 3 structures
	Location Description	Citywide
	Planned Activities	The National Objective is Slum and Blight Removal on a Spot Basis (SBS). The HUD Matrix Code is 04, Clearance and Demolition

NEW BERN
NORTH CAROLINA

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2023 Projects

3.	Project Name	Catholic Charities
	Target Area	Low and Moderate-Income Area
	Goals Supported	HOM-3 Homeless Prevention
	Needs Addressed	Homeless Priority
	Funding	CDBG: \$24,000
	Description	CDBG funds will be used to pay for rent and utility assistance to low-moderate income households to prevent homelessness.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	32 Households Location Description: Citywide The National Objective is Low/Mod Income Housing (LMH). The HUD Matrix Code is 05Q Subsistence Payments.
	Location Description	
	Planned Activity	

NEW BERN
NORTH CAROLINA

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2023 Projects

4.	Project Name	My Sister's House
	Target Area	Greater Five Points
	Goals Supported	CDS-3 Public Services
	Needs Addressed	Community Development Priority
	Funding	CDBG: \$20,000
	Description	CDBG funds will be used as supplemental funding to pay for additional staff salaries for two (2) residential aides to be added to agency.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	8 Persons
	Location Description	524 Roundtree Street, New Bern, NC 28560
	Planned Activities	National objective is Low/Mod Limited Clientele (LMC).

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NORTH CAROLINA

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2023 Projects

5.	Project Name	Omega Center Facility Improvements
	Target Area	Greater Five Points
	Goals Supported	CDS-2 Community Facilities
	Needs Addressed	Community Development Priority
	Funding	CDBG: \$35,000
	Description	CDBG funds will be used to pay for the cost of ADA compliant bathroom stalls (total of 12) and support improvements to the fire suppressant system.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	30 Persons
	Location Description	800 Cedar Street, New Bern, NC 28560
	Planned Activities	National Objective is Low/Mod Income Area Benefit (LMA).

NEW BERN
NORTH CAROLINA

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2023 Projects

6.	Project Name	The Village- Acquisition & Development of Playground
	Target Area	Greater Five Points
	Goals Supported	CDS-2 Community Facilities
	Needs Addressed	Community Development Priority
	Funding	CDBG: \$50,000
	Description	CDBG funds will be used to pay for the cost for the acquisition of the two (2) adjacent properties to expand the facility's outdoor play space by installing a playground and fencing in the property.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	75 Persons 1 Public Facility
	Location Description	1046 Broad Street, New Bern, NC 28560
	Planned Activities	National objective is Low/Mod Limited Clientele (LMC).

NEW BERN
NORTH CAROLINA

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2023 Projects

7.	Project Name	Sunnyside Area ½ Basketball Court Installation
	Target Area	Low-and-Moderate Income Areas
	Goals Supported	CDS-2 Community Facilities
	Needs Addressed	Community Development Priority
	Funding	CDBG: \$35,798.00
	Description	CDBG funds will be used to pay for the cost for the construction of an outdoor, half-court basketball court for neighborhood use. The proposed site is City-owned and is adjacent to the existing neighborhood park.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	1 Public Facility 1,005 persons
	Location Description	1805 National Avenue, New Bern, NC 28560
	Planned Activities	National objective is Low/Mod Income Area Benefit (LMA).

NEW BERN
NORTH CAROLINA

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Proposed 2023 CDBG Activity Summary

The City of New Bern proposes to undertake the following activities with the FY 2023 CDBG Funds:

• General Administration:	\$58,824.00
• Demolition/Clearance:	\$70,500.00
• Catholic Charities:	\$24,000.00
• My Sister's House:	\$20,000.00
• Omega Center Improvements:	\$35,000.00
• The Village: Acquisition/Playground:	\$50,000.00
• Sunnyside Basketball Court:	\$35,798.00
• Total Entitlement Fund Budget:	\$294,122.00

AGENDA ITEM COVER SHEET

Agenda Item Title:

City Manager's Overview of the FY 2023-24 Budget

Date of Meeting: 4/25/2023	Ward # if applicable:
Department: Administration	Person Submitting Item: Foster Hughes
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing:

Explanation of Item:	The City Manager will provide an overview of the FY24 budget
Actions Needed by Board:	Receive the information
Backup Attached:	
Is item time sensitive? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Cost of Agenda Item:
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes:

Aldermen
Rick Prill
Hazel B. Royal
Robert V. Aster
Johnnie Ray Kinsey
Barbara J. Best
Robert Brinson, Jr.



Jeffrey T. Odham
Mayor
Foster Hughes
City Manager
Brenda E. Blanco
City Clerk
Kimberly A. Ostrom
Director of Finance

TO: Mayor and Board of Aldermen
FROM: Foster Hughes, City Manager
DATE: April 19, 2023
RE: Overview of the FY 2023-24 Operating Budget

Background

An overview of the FY24 budget will be provided in preparation of the workshops scheduled for May 2 & 3, 2023.

The FY24 proposed budget will be distributed to the board on May 9, 2023. A public hearing will be scheduled for May 23, 2023. Our goal is for the board to approve the budget on June 13, 2023.

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution Authorizing the City Manager to negotiate and execute a contract with TRC Engineers, Inc. for environmental consulting services.

Date of Meeting: 4/25/2023	Ward # if applicable: N/A
Department: Development Services	Person Submitting Item: Chris Seaberg, Community & Economic Development Manager
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing:

Explanation of Item:	Submittals were received in response to a Request for Qualifications (RFQ) seeking an individual or firm to provide Environmental Consulting Services for the Brownfields Assessment project. TRC Engineers, Inc. was selected as the highest ranking of the six qualified responses evaluated by a four-member review committee representing various City departments.
Actions Needed by Board:	Adopt resolution
Backup Attached:	Memo, Resolution, RFQ Advertisement, RFQ Scoresheet, TRC RFQ Submittal
Is item time sensitive? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Cost of Agenda Item:
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes:



MEMORANDUM

TO: Mayor Odham and Board of Aldermen

FROM: Christopher Seaberg, Community and Economic Development Manager

DATE: April 13, 2023

SUBJECT: Consider Adopting a Resolution Authorizing the City Manager to Negotiate and Execute a Contract with TRC Engineers, Inc. for environmental consulting services.

In August 2022, The EPA selected the City of New Bern as a grantee to receive a Brownfields Assessment Grant to perform environmental assessments of properties and conceptual planning efforts for property redevelopment/remediation. This federal funding is dedicated to the assessment of Brownfields sites potentially impacted by hazardous substances and petroleum and will be used to develop a brownfields site inventory and database, conduct Phase I and Phase II Environmental Site Assessments (ESAs), prepare related work documents, plan for potential site response, clean-up and redevelopment actions, and other associated grant activities, such as program administration and community engagement.

The City publicly advertised a Request for Qualifications (RFQ) on February 23, 2023 seeking an individual or firm to provide Environmental Consulting Services for this Brownfields Assessment project. Submittals were received on March 23, 2023. The City received six qualified responses. Each respondent was evaluated using the "Evaluation Criteria & Selection" published in the RFQ. A four-member review committee represented various City departments and the total scores are displayed below:

Firm	Total Score
TRC Engineers, Inc.	385
Mid-Atlantic Associates, Inc.	372
Terracon Consultants, Inc.	339
Stantec Consulting Services, Inc.	326
GEI Consultants of North Carolina, P.C.	313
Froehling & Robertson	302

The final rankings resulted in TRC Engineers, Inc. with 385 out of an available 400 points. Staff recommends the Board consider approving a Resolution Authorizing the City Manager to enter negotiations and execute a Contract with TRC Engineers, Inc., and furthermore if negotiations fail to proceed to the next highest ranked respondent until a mutually agreeable contract is approved for Environmental Consulting Services for this Brownfields Assessment project.

If you have any questions or need additional information, please contact Christopher Seaberg at 252-639-7580.

RESOLUTION

THAT WHEREAS, a Request for Qualifications ("RFQ") for Environmental Consulting Services Brownfields Assessments was publicly advertised on February 23, 2023, and submittals were received on March 23, 2023; and

WHEREAS, the following six submittals were received and scored:

TRC Engineers, Inc.	385
Mid-Atlantic Associates, Inc.	372
Terracon Consultants, Inc.	339
Stantec Consulting Services, Inc.	326
GEI Consultants of NC, P.C.	313
Froehling & Robertson	302

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

That the City Manager is hereby authorized to negotiate and execute a contract with the highest-ranking firm, TRC Engineers, Inc., for Environmental Consulting Services for the Brownfields Assessment Grant on behalf of the City of New Bern.

ADOPTED THIS 25th DAY OF APRIL 2023.

JEFFREY T. ODHAM, MAYOR

BRENDA E. BLANCO, CITY CLERK

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution to approve a Consolidated Lease with Craven Community College for the VOLT Center

Date of Meeting: 4/25/2023	Ward # if applicable: 1
Department: Administration	Person Submitting Item: Foster Hughes
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing:

Explanation of Item:	Craven Community College has requested to lease the entire VOLT Center campus and to consolidate its existing leases for areas of the campus.
Actions Needed by Board:	Consider approval
Backup Attached:	
Is item time sensitive? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Cost of Agenda Item:
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes:

Aldermen

Rick Prill
Hazel B. Royal
Robert V. Aster
Johnnie Ray Kinsey
Barbara J. Best
Robert Brinson, Jr.



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

Jeffrey T. Odham
Mayor

Foster Hughes
City Manager

Brenda E. Blanco
City Clerk

Kimberly A. Ostrom
Director of Finance

To: Mayor and Board of Aldermen

From: Foster Hughes, City Manager

Date: April 21, 2023

Subject: Volt Center Lease

Background Information:

In 2017, the City of New Bern entered into a lease agreement with Craven Community College in partnership on the Volt Center project. The initial lease included the main building and parking areas. As the needs of the Community College grew, additional buildings on the campus were requested and subsequently, additional leases were entered into in June, 2020, August, 2020, and October, 2021.

The Craven Community College has made a request to lease the entire campus and all buildings, and to consolidate the previous agreements into one 20 year lease.

Representatives from Craven Community College will attend the meeting to answer any questions the board may have.

Recommendation:

Consider approving the lease.

RESOLUTION

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

That the Lease Agreement by and between the City of New Bern and The Trustees of Craven Community College, a copy of which is attached hereto and incorporated herein by reference, be and the same is hereby approved, and the Mayor and City Clerk are hereby authorized and directed to execute the same in duplicate originals for and on behalf of the City.

ADOPTED THIS 25th DAY OF APRIL, 2023.

JEFFREY T. ODHAM, MAYOR

BRENDA E. BLANCO, CITY CLERK

NORTH CAROLINA

CRAVEN COUNTY

**AMENDED, RESTATED, AND
CONSOLIDATED LEASE AGREEMENT**

THIS AMENDED, RESTATED, AND CONSOLIDATED LEASE AGREEMENT ("Lease"), dated April 25, 2023, for convenience of reference, is made by and between the CITY OF NEW BERN ("Lessor"), a North Carolina municipal corporation, and THE TRUSTEES OF CRAVEN COMMUNITY COLLEGE ("Lessee"), collectively referred to as the "Parties."

WITNESSETH:

THAT WHEREAS, the Lessor owns the real property in the City of New Bern located at First Street, Rhem Street, and Park Avenue, said parcels being identified by Craven County Tax Parcel Numbers 8-011-153-C, 8-010-014, 8-010-013, 8-010-012, 8-010-011, 8-010-011-A, 8-011-153-B, and 8-011-309, collectively referred to herein as the "Subject Property"; and

WHEREAS, the Parties entered into the following lease agreements for real property constituting portions of the Subject Property (the leases collectively referred to as the "Existing Leases"):

- (a) Amended and Restated Lease Agreement dated September 12, 2017 (Tax Parcel Number 8-011-153-C);
- (b) Lease Agreement dated June 9, 2020 (Tax Parcels 8-010-014, 8-010-013, 8-010-012, 8-010-011, and 8-010-011-A)
- (c) Lease Agreement dated August 11, 2020 (Tax Parcel Number 8-011-153-B);
- (d) Lease Agreement dated October 1, 2021 (Tax Parcel Number 8-010-153-C); and

WHEREAS, the Parties desire to amend the Existing Leases, and for convenience of reference and administration, further desire to restate the Existing Leases with such amendments as provided herein; and

WHEREAS, the Lessor has agreed that the Lessee may lease the Subject Property more specifically described herein as the "Premises" for use as a workforce development center and other activities as generally described hereafter, subject to the terms and conditions established herein; and

WHEREAS, the Lessor has determined that the Premises will not be needed by the Lessor for the term of the Lease; and

WHEREAS, the Parties have agreed upon the terms of a Lease and wish to reduce their agreement to writing.

NOW, THEREFORE, the Lessor does hereby let and lease unto said Lessee, and said Lessee does hereby accept as tenant of said Lessor, the Premises, for the term and upon the conditions hereinafter set forth:

1. **INCORPORATION OF RECITALS.** The foregoing WHEREAS paragraphs are incorporated herein as part of the terms and conditions of this Lease.

2. **THE PREMISES.** In consideration of the obligation of Lessee to pay rent as herein provided and in consideration of the other terms, covenants, and conditions hereof, Lessor hereby demises and leases the Subject Property and all improvements located thereon (the "Premises") to Lessee, and Lessee hereby leases the Premises from Lessor.

3. **CONDITIONS OF PREMISES AND TENANT UPFIT.** To the extent any of the Premises are not already in Lessee's possession under the Existing Leases, Lessor shall deliver the Premises to Lessee "as-is." Lessee shall provide all upfitting at its sole cost and expense, which shall be performed in a workman-like manner with such work to be done in accordance with the requirements of local ordinances and public authorities having jurisdiction thereof, specifically including the North Carolina Building Code and the Craven County Health Department.

4. **TERM.** The term of this Lease shall commence on June 01, 2023 and shall continue through midnight on May 31, 2043, unless sooner terminated or extended in accordance with the terms hereof. The Parties, by written instrument, may agree to an extension of the lease term prior to the termination of this Lease.

Notwithstanding the foregoing, Lessee may terminate this Lease at any time after the second anniversary of the Commencement Date upon ninety (90) days' advance written notice to Lessor.

5. **RENT.** As rent for the said Premises, the Lessee agrees to maintain the Premises, as set forth herein, and to pay the sum of ONE DOLLAR (\$1.00) per annum during the term of this Lease, the first such payment to be made contemporaneously with the execution of this Lease, each subsequent annual payment to be made on or before the anniversary date of this Lease; provided that Lessee shall have the option of paying rent for the entire Term at any time in lieu of paying rent annually.

6. **PERMITTED USES.** Lessee may use the Premises for the conduct of College educational programs and a small business accelerator program, including, but not limited to, workforce development and those other uses described in the Existing Leases (hereafter defined), consistent with North Carolina Community College System Policies, Craven Community College Board of Trustees Policies, and College Procedures, and for no other purposes without Lessor's prior written consent.

7. **PROHIBITED USES.** Lessee shall not cause or permit any waste to occur in the Premises and shall not overload the floor, or any mechanical, electrical, plumbing or utility systems serving the Premises. Lessee shall keep the Premises, and every part thereof, in a clean and wholesome condition, free from any objectionable activities or nuisances. Some of Lessee's educational programs require the use of potentially hazardous materials such as fuel for engines operated on the Premises; however, Lessee agrees not to permit any Hazardous Material (as defined hereinafter) to be installed, brought, kept, used, stored or discharged upon the Premises in violation of any State, Federal or local environmental laws regulating Lessee's use and occupancy of the Premises. Lessee shall indemnify Lessor for any losses, damages, liability, claim, or expenses (including reasonable attorneys' fees) resulting from a breach of the aforesaid agreement or resulting from the exercise of Lessee's rights to store or use any Hazardous Material in accordance with the provisions of this paragraph. For purposes hereof, the term "Hazardous Material" shall include, without limitation, any substances defined as "hazardous wastes," "hazardous substances," "hazardous materials," or "toxic substances" by the Resource Conservation and Recovery Act of 1976, as amended from time to time, or the regulations promulgated thereunder, the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended from time to time, or the regulations promulgated thereunder, the Toxic Substances Control Act, as amended from time to time, or the regulations promulgated thereunder, or any other federal, state or local statute, law, ordinance, code, rule, regulation, order, decree or other requirement or any governmental authority having jurisdiction over the Premises which regulates or imposes liability or standards of conduct concerning any hazardous, toxic, or dangerous waste, substance or material, as now or at any time hereafter in effect. Without limiting the generality of the foregoing, the term "Hazardous Material" shall include dry cleaning solvents and petroleum products outside sealed containers. Notwithstanding the above, Lessee shall not be responsible for any claim, demand, cost, damage, injury, loss, liability or

change based on or arising out of the presence of any Hazardous Materials or conditions on or about the Premises which existed prior to Lessee's occupancy or which was not expressly caused by Lessee, its agents, employees or representatives.

8. **UTILITIES.** All applications and connections for utility services required by Lessee in conjunction with Lessee's use and occupancy of the Premises shall be made in the name of Lessee only, and Lessee shall be solely responsible for obtaining such services and for the payment of all charges for such services as they become due. Such utility services include, but are not limited to, sewer, water, gas, electricity, and telephone services.

9. **REPAIR AND MAINTENANCE.** Lessor shall keep the foundation, exterior walls (except plate glass and exterior doors), roof, gutters, downspouts, and foundation walls of the Premises, and all interior and exterior water, sewer, electrical and gas systems serving the Premises in good repair, except that Lessor shall not be required to make any repairs occasioned by the act or neglect of Lessee or its employees or agents. For purposes of this Section 9, Lessor's obligation to maintain all interior water, sewer, electrical and gas systems serving the Premises in good repair shall be limited to such portions of the water, sewer, electrical and gas systems located within the walls, floors and ceilings of the structures located on the Premises. In the event that the Premises become in need of repairs required to be made by Lessor hereunder, Lessee shall give prompt written notice to Lessor; and Lessor shall not in any way be responsible for failure to make any such repairs until thirty (30) days shall have passed after its receipt of such written notice (provided, however, that in the event the repair cannot, with reasonable diligence, be completed within such thirty (30) day period, Lessor shall have a reasonable time thereafter to complete such repair so long as Lessor promptly commences and diligently pursues such repair to completion). Should the Premises require an emergency repair, Lessee shall contact the City Manager or Public Works Director by telephone, and Lessor shall take immediate action to address such emergency repair unless Lessee is advised by the City Manager or Public Works Director that Lessor is unable to take immediate action in which case Lessee may take all reasonable steps to resolve such emergency repair at Lessor's expense.

Except for the foregoing Lessor responsibilities, Lessee shall perform all other repairs and maintenance necessary to maintain the Premises, including, but not limited to, needed repairs and replacements to all exterior and interior items unless such items are the responsibility of Lessor as set forth above, including the HVAC system. Lessee shall perform all preventative

maintenance and repairs to the Premises, including without limitation all repairs and replacements to all interior items, to the ceiling, to the lighting system, to all doors and door opening mechanisms, and to all water, sewer, and electrical facilities located within the Premises, unless such items are the responsibility of Lessor as set forth above. Lessee shall promptly replace any cracked or broken plate glass or window glass used in any interior and exterior windows and doors in the Premises. Lessee shall maintain the grounds, driveways, parking areas, and perimeter fence and gate on the Subject Property and any other property over which Lessee has access rights in good condition and repair, and maintain adequate lighting in such areas, all consistent with Lessee's maintenance standards for its other facilities. Lessee's obligations include the removal of snow and ice from walkways, driveways, and parking lots in the area surrounding the Premises consistent with Lessee's practices for its other public parking areas.

10. CARE OF PREMISES BY LESSEE. Lessee shall keep the inside and outside of all glass in the doors and windows of the Premises clean; shall keep clean all exterior surfaces of the Premises which are not Lessor's responsibility; shall not place or maintain any structures or other articles on the sidewalk or street adjacent to the Premises or elsewhere on the exterior thereof without Lessor's written consent; shall maintain the Premises at its own expense in a clean, orderly and sanitary condition and free of insects, rodents, vermin and other pests; shall not permit undue accumulations of garbage, trash, rubbish and other refuse, and shall keep such refuse in proper containers on the exterior of the Premises in the areas designated therefor by Lessor; and shall maintain temperatures within the Premises sufficient (and open taps to reduce pressure as needed) to prevent the freezing and bursting of water and sewer pipes serving the Premises. All repairs and replacements shall be of quality and class at least equal to the quality and class of the Premises at the time of entry by Lessee.

11. ALTERATIONS AND IMPROVEMENTS. Lessee may only make changes, alterations or improvements to the Premises with the prior written consent of Lessor, which consent shall not be unreasonably withheld, conditioned or delayed. If approved by Lessor, such work shall be done in accordance with the requirements of local ordinances and public authorities having jurisdiction thereof. Lessee shall make no such change, alteration or improvement which substantially affects the structural integrity of the Premises or substantially

decreases the value of the Premises. All changes, alterations or improvements to the Premises shall remain for the benefit of Lessor unless otherwise provided in a writing signed by Lessor.

12. CASUALTY AND LIABILITY INSURANCE. Lessee, at its sole cost and expense, shall maintain for the benefit of Lessor and Lessee, general liability insurance protecting Lessor and Lessee against any claim or claims for damage arising by reason of injury, death or damage occasioned in, upon or adjacent to the Premises, and products liability, such insurance to protect Lessor and Lessee jointly and severally to the combined limit of One Million and No/100 Dollars (\$1,000,000.00) for injury to or death of any one (1) or more persons by the same accident or for damage to property of other persons. Each policy effecting such coverage shall designate Lessor, Lessor's mortgagee, if any, as additional insureds as their respective interests may appear, and shall contain a clause that the insurer will not cancel or materially modify the insurance coverage without first giving Lessor a minimum of thirty (30) days' advance written notice. Further, each such policy shall be carried with a reputable insurance company authorized to do business in North Carolina and reasonably approved by Lessor, and a certificate of insurance shall be provided to Lessor. In the event Lessee at any time shall fail to maintain such insurance or shall fail to pay any and all premiums therefor, Lessor shall have the right and option to effect such insurance and pay any and all premiums therefor; and, in the event of any such payment, Lessee, on the rental date next succeeding the date on which Lessee receives notice of such payment having been made, shall pay to Lessor a sum equal to the amount which was so paid for such insurance premiums, it being expressly understood that Lessor shall have no obligation whatsoever hereunder to effect such insurance or to make such premium payments to cure the default of Lessee.

Lessor shall keep all improvements upon the property of which the Premises are a part insured to the extent of not less than One Hundred percent (100%) of the replacement cost thereof in such amount as may be agreed upon by Lessor and Lessee prior to the commencement of each lease year against loss or damage by fire, with extended coverage. Each such policy shall be carried with a reputable insurance company authorized to do business in North Carolina. Lessee shall reimburse Lessor for the reasonable cost of such insurance within thirty (30) days after receipt of notice from Lessor with supporting information as to the amount due.

13. DAMAGE OR DESTRUCTION. In the event the Premises shall be totally or partially damaged or destroyed by fire, flood, act of God or other casualty, the duties, rights and obligations of Lessor and Lessee shall be as follows:

(a) If the Premises shall be damaged or destroyed so as to render the Premises untenable, Lessor or Lessee may, at either party's election, terminate this Lease by written notice to the other party not more than thirty (30) days after the occurrence of such damage or destruction. Untenable shall mean that the improvements upon property of which the Premises are a part shall be damaged or destroyed by fire, the elements, or other casualty to the extent of one-half (1/2) of the replacement cost thereof as determined by the final adjustment of the insurance claim related thereto.

(b) If the Premises are not rendered untenable by such damage or destruction, this Lease shall remain in full force and effect and Lessor shall promptly commence the required repair or restoration using such insurance proceeds as are available and prosecute the work of repair to completion with reasonable speed and diligence. Lessee shall during any period of repair and restoration continue to operate on the Premises to the extent reasonably practical.

14. DEFAULT. If Lessor or Lessee shall fail to perform or comply with any of the agreements or covenants of this Lease and if such nonperformance shall continue for a period of ten (10) days after receipt of notice thereof, or, if such performance cannot be reasonably had within the ten (10) day period, such party shall not in good faith have commenced performance within the ten (10) day period and shall not diligently proceed to the completion of such performance, such event shall constitute a default under this Lease.

15. REMEDIES. Upon the occurrence of any default, each party shall have all of the rights and remedies that are available under the laws of the State of North Carolina, including, but not limited to the termination of this Lease.

16. SIGNAGE. Lessee may implement a program for common signage for the Subject Property, which may include sign face(s) to identify Lessee's operations, the design of which shall be similar to Lessee's other signage at its existing facilities. Once the common signage is installed on the Premises, Lessee shall be responsible for the cost of any replacement signage necessitated by Lessee.

17. ASSIGNMENT OR SUBLETTING. Lessee shall not assign this Lease nor sublet any part of the Premises without written consent of the Lessor, except Lessee may sublease or assign any part of the Premises in connection with a small business accelerator program or similar program without the prior written consent of the Lessor.

18. **QUIET POSSESSION.** Lessor agrees that Lessee shall, upon paying the rent and performing the covenants of this Lease, quietly have, hold and enjoy the Premises during the term of this Lease. Lessor acknowledges that Lessee's operations on the Premises may extend beyond customary "business hours" and that Lessee and its invitees will need access to the Premises "around the clock"; therefore, Lessee's access to and use of the Premises shall not be limited by Lessor.

19. **SURRENDER OF POSSESSION.** Upon expiration of the term of this Lease, Lessee shall surrender the Premises to Lessor in as good condition as the same are at the beginning of the lease term, reasonable wear and tear and casualty excepted. Notwithstanding the foregoing, in the event Lessee modifies the buildings on the Premises, Lessee shall not be required to return the buildings to their original layout upon surrender of the Premises.

20. **FIXTURES.** Lessee shall have the right to install in the Premises such fixtures or equipment deemed necessary by Lessee for the conduct of Lessee's operations. So long as Lessee is not in default of the terms of this Lease, all fixtures and equipment installed by Lessee shall remain the property of Lessee and Lessee shall have the right to remove such equipment at any time up to and including the expiration date of this Lease or sooner termination of this Lease for any reason; provided, however, Lessee shall give Lessor ten (10) days' written notice prior to removal of a fixture that has been affixed to the foundation or structural systems of the Premises if the removal would damage in any way the Premises. Lessee shall be responsible for the cost of repairing any damage to the Premises which is caused by such removal. Any fixtures installed by Lessee shall automatically become the property of the Lessor, with Lessee remaining liable for any indebtedness thereon, if such fixtures are not removed by Lessee within a reasonable time after the expiration date of this Lease or sooner termination of this Lease for any reason.

21. **NOTICES.** All notices required to be given with respect to any matter pertaining to this Lease shall be sent by certified mail, return receipt requested, or other nationally recognized overnight courier and shall be deemed delivered upon receipt or refusal if addressed to Lessee or to Lessor at the following addresses:

Lessor
City of New Bern
Attn: Director of Public Works
P.O. Box 1129
New Bern, N.C. 28560

Lessee
Craven Community College
Attn: President
800 College Court
New Bern, N.C. 28562

Either Lessor or Lessee may change the address to which notices are to be sent to them by giving written notice of such change of address to the other party as herein provided.

22. INDEMNIFICATION/LIMITATION OF LIABILITY. To the extent allowed by law, and as limited by the laws of North Carolina, including the North Carolina Tort Claims Act, the Defense of State Employees Act, and the Excess Liability Policy administered through the North Carolina Department of Insurance, subject to the availability of appropriations and in proportion to and to the extent that such liability for injury or damages is caused by or results from the negligent acts or omissions of Lessee, its officers, agents, contractors, or employees, Lessee shall indemnify Lessor and save it harmless from and against any and all liability for injury or damage to person or property arising from or out of any occurrence in, upon, or at the Premises, or the occupancy or use by Lessee of the Premises, unless the same is caused by the negligence or willful misconduct of Lessor. To the extent allowed by law, and as limited by all state and federal laws, subject to the availability of appropriations and in proportion to and to the extent that such liability for injury or damages is caused by or results from the negligent acts or omissions of Lessor, its agents, contractors, or employees, Lessor shall indemnify Lessee and save it harmless from and against any and all liability for injury or damage to person or property arising from or out of any occurrence in, upon, or at the Subject Property, unless the same is caused by the negligence or willful misconduct of Lessee.

23. MEMORANDUM OF LEASE. This Lease shall not be recorded, but Lessor and Lessee, at either's request, shall execute a memorandum of lease for recording purposes which shall contain only the information required by Section 47-118 of the North Carolina General Statutes.

24. ENTIRE AGREEMENT. This Lease contains the entire agreement between the Parties with respect to the Premises, and cannot be changed or terminated except by written instrument subsequently executed by the parties hereto.

25. **BINDING EFFECT.** All the terms and conditions of this Lease shall be binding upon and shall apply and inure to the benefit of the parties hereto.

26. **CONSTRUCTION OF LEASE.** In construing and interpreting this lease, the following rules shall apply:

(a) This lease shall be construed with equal weight for the rights of both parties, the terms hereof having been determined by fair negotiations with due consideration for the rights and requirements of both parties.

(b) Pronouns used in this lease importing any specific gender shall be interpreted to refer to corporations, partnerships, men and women, as the identity of the parties hereto, or the parties herein referred to, may require.

(c) Pronouns, verbs and/or other words used in this lease importing the singular number shall be interpreted as plural, and plural words as singular, as the identity of the parties hereto, or the parties or objects herein referred to, may require.

(d) Paragraph headings appearing in this lease are for purposes of easy reference and shall be considered a part of this lease and shall in no way modify, amend, or affect the provisions thereof.

27. **GOVERNING LAW.** This Lease shall be construed and interpreted in accordance with the laws of the State of North Carolina.

28. **COMPLIANCE WITH NONDISCRIMINATION LAWS.** Lessee agrees to comply with all applicable federal, state, and local laws prohibiting discrimination.

29. **COVENANT OF USE.** Lessor acquired a grant from the U.S. Department of Commerce Economic Development Administration (the "EDA") to assist in the completion of certain work by Lessor in the Premises described in the September 12, 2017 Amended and Restated Lease Agreement for Tax Parcel Number 8-011-153-C (the "EDA Grant"). The EDA Grant required the execution and recording of a Covenant of Use, Purpose and Ownership (the "Covenant") in favor of the EDA. The Covenant is recorded in Book 3518, Page 1982 in the office of the Register of Deeds of Craven County, and the portion of the Premises described in the September 12, 2017 Lease are subject to the terms of the Covenant which, among other things, restrict the use of the Premises to the purposes specified in the EDA Grant. Lessee agrees to comply with the terms of the Covenant.

30. SUPERSEDES PRIOR AGREEMENTS. The Subject Property is currently subject to the following Lease Agreements between Lessor and Lessee (the "Existing Leases"): Craven County Tax Parcel Number 8-011-153-C includes 205 First Street (the "Workforce Development Center," Lease Agreement dated September 12, 2017), 209 First Street (the "Makerspace," Lease Agreement dated March 1, 2020), and 213 First Street (the "Volt Kitchen," Lease Agreement dated October 1, 2021); Craven County Tax Parcel Numbers 8-010-014, 8-010-013, 8-010-012, 8-010-011, and 8-010-011-A include 106 and 114-120 Rhem Street (the "Garage," Lease Agreement dated June 9, 2020); and Craven County Tax Parcel Number 8-011-153-B includes 128 Rhem Street (the "Simulator," Lease Agreement dated August 11, 2020). This Amended, Restated, and Consolidated Lease Agreement supersedes and replaces the Existing Leases. It is then intention of the parties that this Lease includes the entire Subject Property and all improvements thereon, including but not limited to the Premises described in the Existing Leases and 106 Rhem Street, which the Lessee intends to use as a heavy equipment construction lab.

[SIGNATURE PAGE FOLLOWS]

IN TESTIMONY WHEREOF, the City has caused this instrument to be executed as its act and deed by the Mayor, and its corporate seal to be hereunto affixed, and attested by its City Clerk, all by the authority of its Board of Aldermen; and the Chair of the Board of Trustees of Craven Community College has executed or caused this document to be duly executed, all as of the day and year first above written.

LESSOR:

CITY OF NEW BERN

By: _____
JEFFREY T. ODHAM, MAYOR

ATTEST:

Brenda E. Blanco, City Clerk

(CORPORATE SEAL)

LESSEE:

**THE TRUSTEES OF CRAVEN COMMUNITY
COLLEGE**

By: _____
_____, Chair

[SEAL]

NORTH CAROLINA
CRAVEN COUNTY

I, _____, a notary public in and for said county and state, do hereby certify that on the ____ day of April 2023, before me personally appeared JEFFREY T. ODHAM with whom I am personally acquainted, who, being by me duly sworn, says that he is the Mayor and that BRENDA E. BLANCO is the City Clerk of the City of New Bern, the municipal corporation described in and which executed the foregoing instrument; that she knows the common seal of said municipal corporation; that the seal affixed to the foregoing instrument is said common seal; that the name of the municipal corporation was subscribed thereto by the said Mayor; that the said common seal was affixed, all by order of the Board of Aldermen of said municipal corporation; and that the said instrument is the act and deed of said municipal corporation.

WITNESS my hand and notarial seal, this the ____ day of April, 2023.

NOTARY PUBLIC

My Commission Expires:

NORTH CAROLINA
CRAVEN COUNTY

I certify that the following person personally appeared before me this day, acknowledging to me that he signed the foregoing document for the purpose(s) stated therein, in the capacity indicated therein: _____.

Date: _____

Signature of Notary Public

Notary's printed or typed name

My Commission Expires:

AGENDA ITEM COVER SHEET

Agenda Item Title:

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

Date of Meeting: 4/25/2023	Ward # if applicable:
Department: Administration	Person Submitting Item: Foster Hughes, City Manager
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing:

Explanation of Item:	Juneteenth of New Bern has made a request to be considered a City-Sponsored event. This event is scheduled for Saturday, June 17, 2023.
Actions Needed by Board:	Consider approving the request to accept Juneteenth as a new City-Sponsored event and update the ordinance.
Backup Attached:	City Sponsored Events, Memo, Resolution, Special Event Application, List of requested in-kind services.
Is item time sensitive? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Cost of Agenda Item:
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes:

Aldermen

Rick Prill
Hazel B. Royal
Robert V. Aster
Johnnie Ray Kinsey
Barbara J. Best
Robert Brinson, Jr.



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

Jeffrey T. Odham
Mayor

Foster Hughes
City Manager
Brenda E. Blanco
City Clerk
Kimberly A. Ostrom
Director of Finance

To: Mayor and Board of Aldermen

From: Foster Hughes, City Manager

Date: April 19, 2023

Subject: Consider Adopting an Ordinance of Amend Section 66-85 for City-Sponsored Events.

Background Information:

A request has been received from Juneteenth of New Bern to have Juneteenth (June) listed as a City-Sponsored event. If approved as a City-Sponsored event, the estimated in-kind contribution would be \$6,943.00. Please see attachment of requested services for details.

Recommendation:

Consider approving the request to accept Juneteenth as a new City-Sponsored event and update the ordinance.

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 Board of Aldermen of the City of New Bern deems it advisable and in the public interest to effect certain amendments to 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:

<u>Name of Event</u>	<u>Month of Event</u>
Beary Merry Christmas	November-December
Christmas Parade	December
Black History Month Parade	February
Shiners Parade	January
Neuse River Senior Games	April
Duffest	June
Antique Car Show	May
Twin Rivers YMCA 5K & 10K	May
MS Bike Tour	September
Crop Walk	October
MumFest	October
Bridge Run	March
Ghost Walk	October
Library Book Sale (2 times per year)	March/October
Juneteenth	June

Section 2. That this ordinance shall be in full force and effect from and after its adoption and publication as required by law.

ADOPTED THIS 25th DAY OF APRIL, 2023.

JEFFREY T. ODHAM, MAYOR

BRENDA E. BLANCO, CITY CLERK

Sec. 66-85. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Alcoholic beverage means any beverage containing at least one-half of one percent alcohol by volume including, but not limited to, malt beverages, unfortified wine, fortified wine, spirituous liquor, and mixed beverages.

Appeals official means the city manager, or his designee.

City-sponsored event means the following events:

City-sponsored event means the following events:

Name of Event	Month of Event
Beary Merry Christmas	November-December
Christmas Parade	December
Black History Parade	February
Shriners Parade	January
Neuse River Senior Games	April
Dufffest	June
Antique Car Show	May
Twin Rivers YMCA 5K & 10K	May
MS Bike Tour	September
Crop Walk	October
MumFest	October
Bridge Run	March
Ghost Walk	October
Library Book Sale (2 times per year)	March/October
<u>Juneteenth</u>	<u>June</u>

Demonstration means a public display of sentiment for or against a person or cause, including protesting.

Event application means the application requesting to conduct a non-First Amendment protected public assembly or parade.

Event committee means the committee responsible for issuing or denying permits for non-First Amendment protected public assemblies, and shall be comprised of a representative from each city department, a representative of the county convention center, and a representative from the county tourism development authority. The city's director of parks and recreation shall serve as the chair of the event committee.

Festival means a concert, fair, festival, exhibit, athletic event, promotion, community event, block party, or similar event.

Parade means a march, ceremony, pageant, procession or other similar activity consisting of persons, animals, vehicles or things, or any combination thereof, that disrupts the normal flow of traffic upon any public street. A funeral procession is not a parade.

Permit application means the application requesting to conduct a First Amendment protected public assembly or parade.

Permit official means the city's director of parks and recreation who is responsible for issuing or denying permits for First Amendment protected public assemblies.

Public assembly means:

- (1) A festival or demonstration which is reasonably anticipated to obstruct the normal flow of traffic upon any public street and that is collected together in one place; or
- (2) A festival in any city-controlled park.

Public assembly alcohol permit means a public assembly permit issued for an event pursuant to section 66-86(g).

(Ord. No. 2008-18, § 2, 4-10-08; Ord. No. 2012-136, § 1, 2-14-12; Ord. No. 2012-143, § 1, 2-28-12; Ord. No. 2014-281, § 1, 11-25-2014 ; Ord. No. 15-008, § 1, 4-14-15 ; Ord. No. 17-041, § 1, 11-4-17 ; Ord. No. 18-029, § 1, 5-8-18 ; Ord. No. 19-012 , § 1, 5-14-19)

RECEIVED

APR 01 2023

CITY OF NEW BERN**BY: APPLICATION FOR PUBLIC ASSEMBLY, PARADE & SPECIAL EVENTS IN CITY PARKS**

This application is hereby made for a permit to hold a Public Assembly and/or Parade as described in the City of New Bern Code of Ordinances (Sec. 66-85; 66-86; and 66-87) – Public Assemblies and Parades. This application along with attachments must be presented at least **60 days prior** to the event date.

Festival – A concert, fair, festival, exhibit, athletic event, promotion, community event, block party, or similar event.

Parade – A march, ceremony, pageant, procession or other similar activities consisting of persons, animals, vehicles or things, or any combination thereof, that disrupts the normal flow of traffic upon any public street.

Public Assembly – A festival or demonstration which is reasonably anticipated to obstruct the normal flow of traffic upon any public street and that is collected together in one place; or a festival in any city-controlled park.

Name of Event/Activity: Juneteenth of New Bern 2023 Celebration - Festival and Parade

Organization Name: Juneteenth of New Bern

Responsible Contact: Talina Massey

Address: 202 Trappers Trail

City: New Bern State: NC Zip code: 28560

Phone: 252-497-8838 Alternate Phone: 716-367-9950

Email: juneteenthofnewbern@gmail.com

Type of Event:

☐ Demonstration

☒ Festival

☒ Parade

Date of Event: 06/17/2023

Proposed Rain Date: None

Event Set up time: 0800

Event Tear Down Completed Time: 1800

Event Start Time: 1100

Event End Time: 1600

What is the specific location and/or route of the proposed event? (Attach additional information if needed)

Map attached. Parade to start at Henderson Park, go down 3rd Ave, turn left onto Broad St., proceeding down Broad, then turn left onto RoundTree St. and ending in the CT Big Field

Note: A detailed map of the proposed route as well as a specific list of streets is required. The specific location of the Public Assembly must include the aerial overview with location marked. **Festivals/Events require detailed aerial map with complete layout.**

What is the purpose of this event? Please be detailed in your description - (Attach additional information if needed)

Family fun and community engagement around history, education and awareness.

Estimated attendance: 600; Attendance not to exceed: 1,000

*Note: If more than 1,000 in attendance is expected 1) **Proof of Crowd Manager Training Certification is required.** Training is available at the following link: http://www.newbernnc.gov/departments/fire_department/crowd_manager_training.php 2) **Public Safety Plan is required. Information must be submitted with application.** For additional info, please contact the Fire Marshall at 252-639-2931.

Tents # 40 Sizes 10x10 Provide additional info as needed (Note: Tents 700 sq. ft. or bigger must be inspected by Fire Marshall.

How will you handle trash generated from the event?

We are requesting # 20 trash cans.

☐ We will provide our own bags & dispose of any trash generated ourselves.

☒ We request that City Staff dispose of all trash generated. We understand additional fees will be charged for this service, including the cost of labor, and materials (bags, etc.) used.

Are you requesting any City of New Bern Street Closures?

☒ Yes*

☐ No

*Any street closures require approval of the Board of Aldermen. Street closures must be received **at least 60 days in advance** for consideration. Street closures require barricades. A fee of \$5.00 per barricade must be paid 48 business hours prior to the event.

*What Street(s) are you requesting to close? Be specific: Map attached

Are you requesting any State Road or Bridge closures?

☐ Yes*

☒ No

*If yes, a 90 day notice and application is required by the NCDOT for in order to consider state roads or bridges. For additional information, please call NCDOT Office at 252-439-2816. The State Road/Bridge Closure permit must be attached to this application.

If this event includes the use of floats, vehicles, placards, loud speakers, or mechanical devices of any type, please provide a detailed explanation of their use, purpose and number.

Will Inflatables or other Play features be part of this event?

☒ Yes

☐ No (Additional insurance may be required)

Will Food Vendors or Commercial/Non-Profit vendors be part of this event?

☒ Yes

☐ No

(If you answered YES, Additional Fees apply. A detailed list of all vendors is required.)

The following items are required and must be attached at the time of Application:

☐ A detailed map – including the location, route with beginning and ending point and street names included.

☐ Petition of Signatures – of business/residents affected – If roads are closed.

The following items are required within two (2) business days of the event or event shall be cancelled:

☐ Certificate of Insurance – Listing the City of New Bern, PO Box 1129, New Bern, NC as "Additional Insured".

☐ List of all food/commercial/non-profit vendors.

☐ Payment in full of applicable fees and charges.

I attest that I am authorized on behalf of this group/organization to request the permit for the activities prescribed herein. I understand that this application must be submitted with full details and attachments. I understand that additional fees and charges may be incurred. Those charges include set-up tear down time for staff, rental of barricades, Public Safety, Trash collection, damages, etc. I further understand that failure to provide the requested information within the specified timelines shall result in application being denied. I agree to indemnify and hold harmless the City of New Bern, its departments, agents, employees, officials and volunteers for any injury, illness or damage to person or property during this activity.

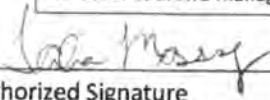
The following items must be submitted with Application:

☐ Completed & Signed Application

☐ Detailed maps of parade route and/or festival layout

☐ Petition of signatures (if road closure is requested)

☐ Proof of Crowd Manager training & Public Safety Plan (if attendance is 1,000 or more)



Authorized Signature

03/31/2023

Date

All documents have been provided and this application is recommended for approval

Administrative Support Supervisor

Date

This application has been approved.

Director of Parks & Recreation

Date

Total Anticipated Charges

Barricades: # _____

\$ _____

Trash Collection:

\$ _____

City Staff:

\$ _____

Vendor Fees

\$ _____

Park/Facility Rental:

\$ _____

Total Due:

\$ _____

• ☐ Have HOA's been notified? ☐ Yes ☐ No Spoke with: _____

• ☐ Approved by Department

Date: _____

Staff Initials: _____

• ☐ Submitted for Board Approval

Date: _____

Staff Initials: _____

• ☐ All Paperwork collected

Date: _____

Staff Initials: _____

• ☐ All fees collected \$ _____

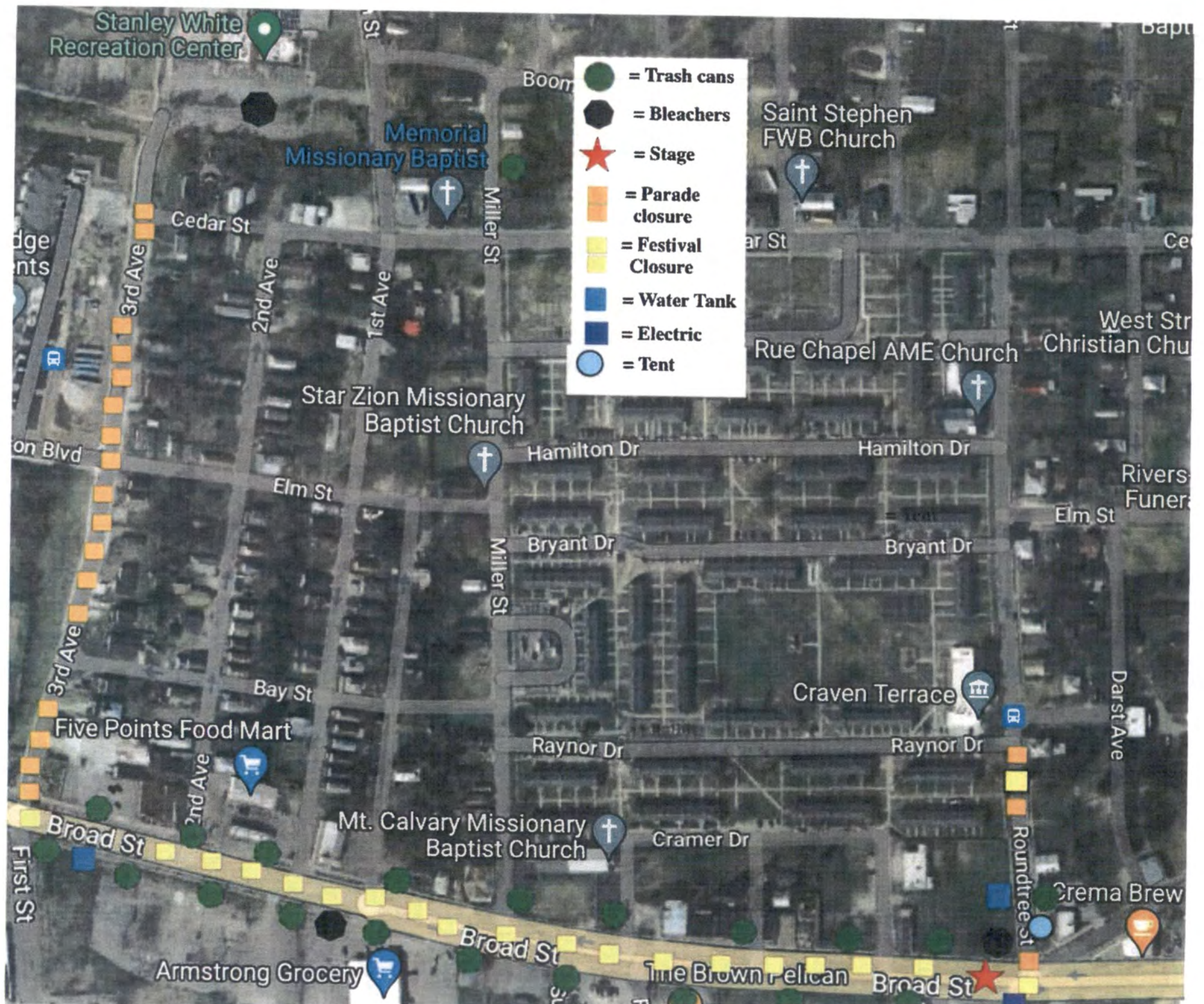
Date: _____









Staff Initials: _____

City Sponsored Event

☐ Yes ☐ No

Updated 6-3-2019



-  = Trash cans
-  = Bleachers
-  = Stage
-  = Parade closure
-  = Festival Closure
-  = Water Tank
-  = Electric
-  = Tent

<juneteenthofnewbern@gmail.com>

Subject: Re: Juneteenth Preparations

Good Afternoon Kari,

Well received. Please find a list of requested items below and advise if there are any potential additional services that can be requested based on other comparable festivals and your past experiences.

Services Requested:

1. Street Closure - Approx. (30) barricades, (4) Person Crew
2. Public Safety - (4) Police Officers from 11 AM to 4 PM, Fire Personnel for Fireworks
3. Mobile Stage
4. (3) Sets of Bleachers ((2) on Broad St. for Parade, (1) in Henderson Park for Fireworks)
5. Tent (for corner of Roundtree and Broad St. for Youth Arts/Colorfest)
6. (1) Police Escort at 11 AM for Parade Kickoff
7. (20) Trashcans (for Broad St.), and disposal assistance

Respectfully,

Talina L. Massey

Owner - Business Savvy, LLC

Chair - Young Urban Professionals of ENC

(252) 497-8838

<https://www.linkedin.com/in/talina-massey-022bb232/>

<https://yup-enc.org/>

<https://calendly.com/businesssavvy/30min>

Juneteenth of New Bern - <http://www.juneteenthofnewbern.com>

CCC Bail Fund - <https://www.cccbailfund.org/>



*"In the bigger scheme of things the universe is not asking us to do something, the universe is asking us to be something.
And that's a whole different thing"*

Kari Greene-Warren

From: Talina Massey <talinamassey@yahoo.com>
Sent: Wednesday, April 5, 2023 2:07 PM
To: Kari Greene-Warren
Cc: Foster Hughes; Juneteenth Of New Bern
Subject: Re: Juneteenth Preparations

Yes. (2) Gray Water Tanks (at each end of Broad St. closures, and (2) Banners hung across the roads ((1) on Country Club Rd and (1) on Broad St near utility office).

Sent from my iPhone

On Apr 5, 2023, at 1:33 PM, Kari Greene-Warren <Greene-WarrenK@newbernnc.gov> wrote:

Good Afternoon,

Thank you for sending this information. Will you need any of the following:

1. Gray water tank for vendors?
2. Banners put across the road?

Kari A. Warren, CPRP, LRT
Director of Parks & Recreation
Office: 252.639.2902
Email: warrenk@newbernnc.gov



From: talinamassey@yahoo.com <talinamassey@yahoo.com>
Sent: Wednesday, April 5, 2023 1:03 PM
To: Kari Greene-Warren <Greene-WarrenK@newbernnc.gov>
Cc: Foster Hughes <hughesf@newbernnc.gov>; Juneteenth Of New Bern

SERVICES REQUESTED						
JUNETEENTH						
Service Requested	Staffing	Cost	Hours	Equipment	Cost	Totals
Street Closure	P&R staff below			Barricades	\$5.00 each	\$150.00
Street Closure				Concrete barricades	0 (no fee)	0
Public Works - Staff & Eqp.	6	\$840.00				\$840.00
Public Safety - Police Escort	1	\$0				\$0.00
Public Safety - Police Officers	4	\$40.00/hr	5			\$800.00
Public Safety - Fireworks - PD	2	\$40.00/hr	3			\$240.00
Public Safety - Fireworks - FD	1			Fireworks Permit	\$125	\$125.00
Public Safety - Fireworks - FD	4	Combined Fee	2	Fire Engine Pumper	\$100/hr	\$200.00
Mobile Stage	2	\$35/hr - \$700	10	Stage	\$2,000.00	\$2,700.00
Bleachers				3 bleachers	\$100.00/each	\$300.00
Trash Cans & Trash Removal	6	\$22/hr	10	Cans	0	\$1,320.00
Banners Installation	2	\$48	1	Equipment		\$48.00
Gray Water Tanks & 110V	2	\$22/hr	5	Tanks		\$220.00
					Total Cost	\$6,943.00

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider adopting an amendment to the FY 2022-23 annual adopted budget

Date of Meeting: 4/25/2023	Ward # if applicable:
Department: Finance	Person Submitting Item: Kim Ostrom, Director of Finance
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing:

Explanation of Item:	General Fund amended by \$334,877; Water Fund amended by \$50,700; Sewer Fund amended by \$308,200; Electric Fund amended by \$73,400; Solid Waste Fund amended by \$19,700.
Actions Needed by Board:	Adopt Ordinance Amendment
Backup Attached:	Memo; Ordinance Amendment
Is item time sensitive? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Cost of Agenda Item:
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes:

Aldermen

Rick Prill
Hazel B. Royal
Robert V. Aster
Johnnie Ray Kinsey
Barbara J. Best
Robert Brinson, Jr.



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

Jeffrey T. Odham
Mayor

Foster Hughes
City Manager
Brenda E. Blanco
City Clerk
Kimberly A. Ostrom
Director of Finance

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

FROM: Kim Ostrom - Director of Finance

DATE: April 14, 2023

RE: Amendment to the FY 2022-23 Operating Budget

Background

The General Fund is amended to appropriate \$30,000 for the service and maintenance cost of the Fire Department's Ladder One truck. The service was provided by Clarke Power Service at a cost of \$29,308.55 which exceeds the available Garage Repair & Maintenance budget.

The General Fund is also amended to appropriate \$31,577 to the Parks & Recreation Facilities division for FY23 Pleasant Hill project expenses.

Lastly, due to the unforeseen increased costs of fuel and utilities, and the electricity billing correction for streetlights, the General Fund is amended by \$273,300, the Water Fund by \$50,700, the Sewer Fund by \$308,200, the Electric Fund by \$73,400, and the Solid Waste Fund by \$19,700 from their respective fund balances.

Requested Action

The Board considers adopting the enclosed budget amendment at its meeting on April 25, 2023.

CITY OF NEW BERN, NORTH CAROLINA
REQUESTED AMENDMENT TO
Fiscal Year 2022-2023

FROM: Kim Ostrom, Director of Finance

Meeting Date: April 25, 2023

EXPLANATION:

The Fire Department's Ladder One truck required repair and maintenance service. The service was provided by Clarke Power Service at a cost of \$29,308.55 which exceeds the available Garage Repair & Maintenance budget. The General Fund is amended to appropriate \$30,000 for the service cost of the Ladder One truck. The General Fund is also amended to appropriate \$31,577 to the Parks & Recreation Facilities division for FY23 Pleasant Hill project expenses. Lastly, due to the unforeseen increased costs of fuel and utilities, and the electricity billing correction for streetlights, the General Fund will be amended by \$273,300, the Water Fund by \$50,700, the Sewer Fund by \$308,200, the Electric Fund by \$73,400 and the Solid Waste Fund by \$19,700 from their respective fund balances.

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN
THAT THE 2022-2023 ANNUAL BUDGET ORDINANCE IS AMENDED AS FOLLOWS:

Section 1 - Appropriations

Schedule A - GENERAL FUND

Increase: Purchasing & Warehouse	1,500
Human Resources	2,300
Police	19,500
Fire	23,700
Parks & Grounds	48,200
Parks & Recreation Facilities	31,577
Planning	3,200
Inspections	3,200
Garage	30,000
Streets	164,100
Stormwater	7,600
	<u>\$ 334,877</u>

Schedule C - WATER FUND

Increase: Water Treatment	7,100
Water Distribution Maintenance	43,600
	<u>\$ 50,700</u>

Schedule D - SEWER FUND

Increase: Sewer Treatment	\$ 279,800
Sewer Collection System Maintenance	28,400
	<u>\$ 308,200</u>

Schedule E - ELECTRIC FUND

Increase: Electric Distribution	\$ 36,500
Electric Power Production	\$ 36,900
	<u>\$ 73,400</u>

Schedule T - SOLID WASTE FUND

Increase: Solid Waste \$ 19,700

Section 2 - Estimated Revenues

Schedule A - GENERAL FUND

Increase: Fund Balance Appropriated \$ 334,877

Schedule C - WATER FUND

Increase: Fund Balance Appropriated \$ 50,700

Schedule D - SEWER FUND

Increase: Fund Balance Appropriated \$ 308,200

Schedule E - ELECTRIC FUND

Decrease: Fund Balance Appropriated \$ 73,400

Schedule T - SOLID WASTE FUND

Increase: Fund Balance Appropriated \$ 19,700

NATURE OF TRANSACTION:

 ADDITIONAL REVENUE AVAILABLE FOR APPROPRIATION

 TRANSFER WITHIN ACCOUNTS OF SAME FUND

 X OTHER: FUND BALANCE APPROPRIATED

APPROVED BY THE BOARD OF ALDERMEN AND
ENTERED ON MINUTES DATED APRIL 25, 2023
AGENDA ITEM NUMBER _____

BRENDA E. BLANCO, CITY CLERK

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider adopting ARP funds for redeveloping 203/207 Jones Street

Date of Meeting: 4/25/2023	Ward # if applicable: Ward 1
Department: Development Services	Person Submitting Item: Catrecia McCoy Bowman
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing: NA

Explanation of Item:	Discussion on Redevelopment Commission recommendation to accept ARP Funds to develop affordable housing at 203/207 Jones Street.
Actions Needed by Board:	Consider allocation of ARP in the amount of \$547,000
Backup Attached:	Memo, draft budget, property survey and potential house plans.
Is item time sensitive? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Cost of Agenda Item: \$547,000
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes:

Commission Members

Sharon C. Bryant
Beth Walker
Sarah Proctor
Leander Morgan
Steve Strickland
Tabari Wallace



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

Chair
Theresa Lee
Co-Chair
Kip Peregoy

Ex-Officio Members

Barbara Best
Rick Prill
Hazel Royal

MEMORANDUM

TO: Mayor Jeffrey T. Odham, City of New Bern Board of Aldermen

FROM: Catrecia McCoy Bowman,
Executive Director, Redevelopment Commission

DATE: April 14, 2023

SUBJECT: Discussion on Redevelopment Commission recommendation to accept ARP Funds to develop affordable housing at 203/207 Jones Street.

The Redevelopment Commission of the City of New Bern supports the recommendation to accept ARP Funds to develop affordable housing at 203 Jones Street (further identified as Craven County Parcel Id Number 8-009-038) and 207 Jones Street (further identified as Craven County Parcel Id Number 8-007-037). The property is owned by the City of New Bern Redevelopment Commission.

The Redevelopment Housing Work group made a proposal for redeveloping the Jones Street property for low to moderate income housing through the allocation of the City's ARP funds.

The action taken in preparation for this proposal consisted of the following:

- Approval of the map combining 203 and 207 Jones Street into one parcel.
- Approval of the modifications of a map subdividing the single Jones Street parcel into 3 lots facing Walt Bellamy Drive (lots will be 42', 42' and 53' wide).
- Reviewing 4 potential house plans and sending them to several contractors for pricing.
- Creating a budget for the project based on the proposal.

At their April 12, 2023, meeting the Redevelopment Commission unanimously approved the recommendation to request the Board of Aldermen to consider authorizing the use of ARP Funds to develop affordable housing at 203/207 Jones Street.

Please contact Catrecia McCoy Bowman @ 252-639-7585 should you have questions or need additional information.

203, 207 Jones Street Project

Draft Budget

Preliminaries

• Survey lot	750	
• Combine lots	350	
• Site plan for City	350	
• House selection	0	
• House specifications	3000	
• Signage	700	5150

Site work

• Lot clearing	4000	
• Silt fence	1500	
• Staking house locations	750	
• Create building pads	5000	11250

House construction

• Permits	2000	
• Building cost (165/sf) (15% contingency)	455400	
• Utility connections	0	
• Access & parking	11000	
• Landscaping	15000	483400

Amenities

• Sidewalks	5000	
• Furniture	0	
• Appliances	20000	25000

Carrying cost

• Sales commissions	7500	
• Landscape maintenance	8100	
• Utilities	3600	
• Insurance	3000	22200

Total **\$547,000**

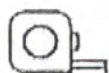
23-2198



> Style > Cottage

23-2198

SPECS



835
sq ft



2
Beds



1
Baths



1
Floors



0
Garages

DESCRIPTION

Select Plan

PDF Set

Select Foundation

Basement

Optional

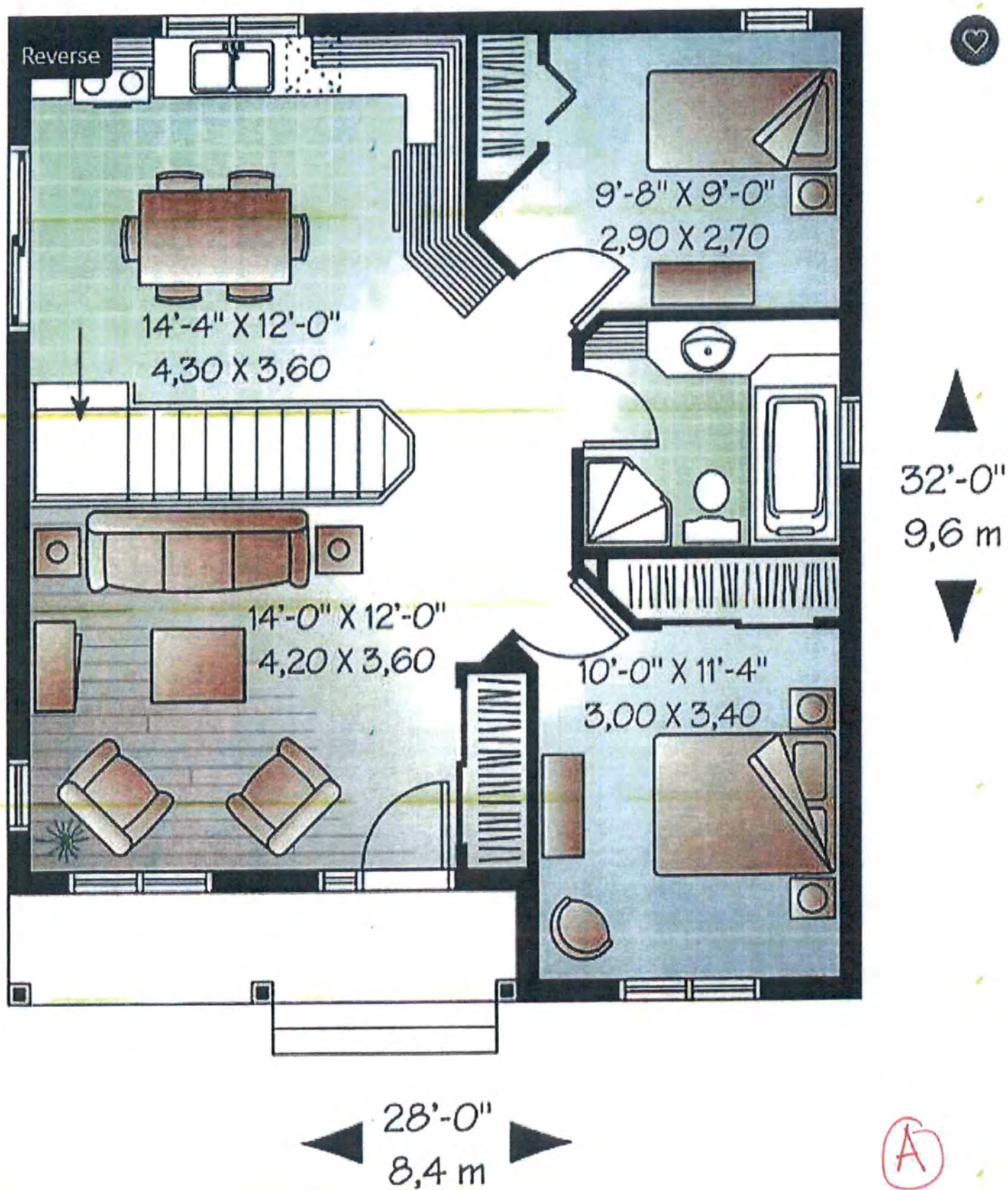
SUBTOTAL

A

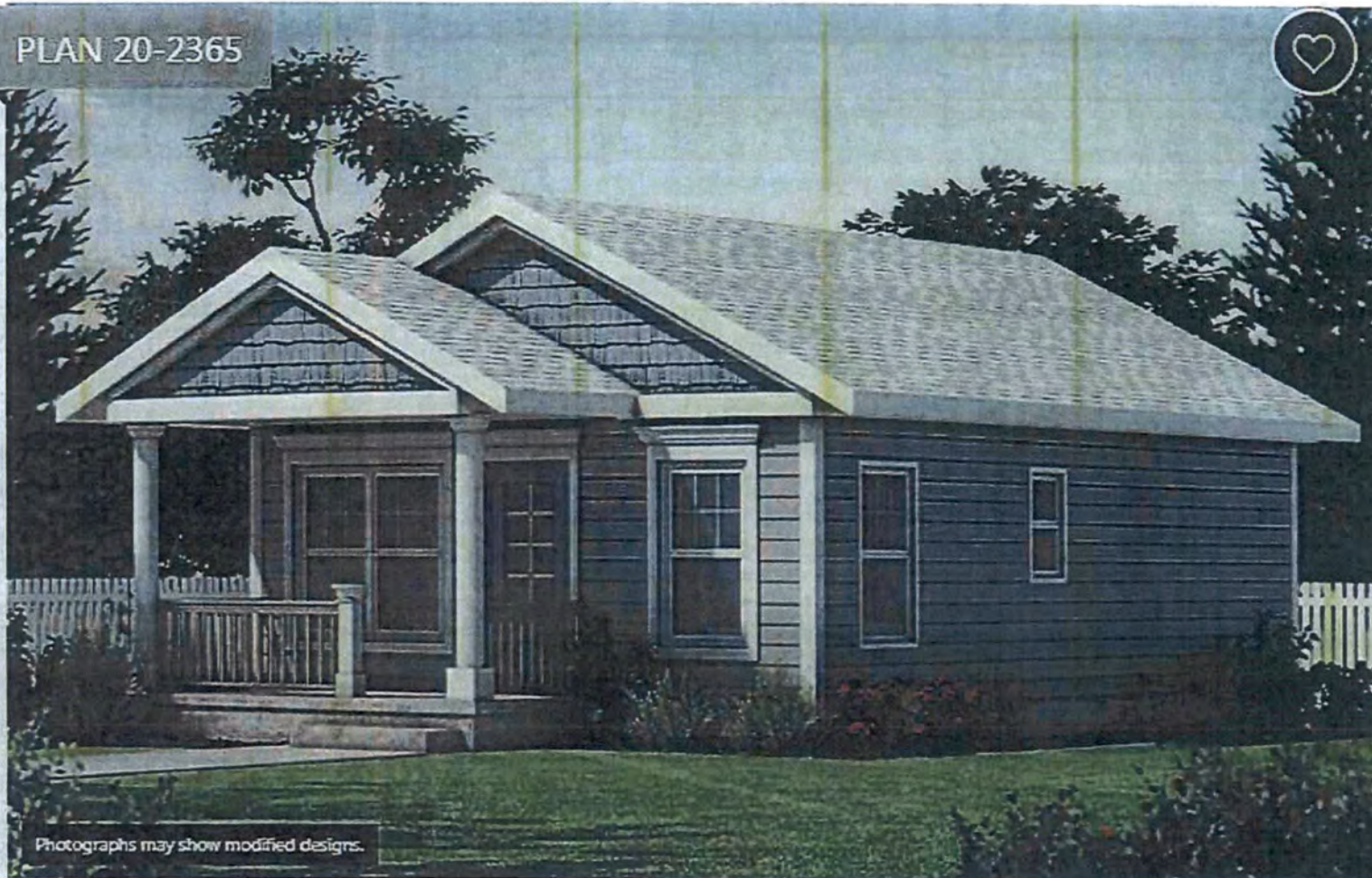
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FLOOR PLANS

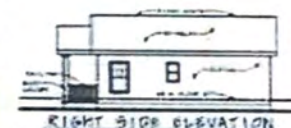
Floor Plan - Main Floor



PLAN 20-2365



Photographs may show modified designs.



Home > Style > Cabin

Plan 20-2365

B

KEY SPECS



800
sq ft



2
Beds



1
Baths



1
Floors



0
Garages

Select Plan Set Options

What's included?

PDF Set - \$859.50



Select Foundation Options

Slab - +\$0.00



Select Framing Options

Wood 2x4 - -\$0.00



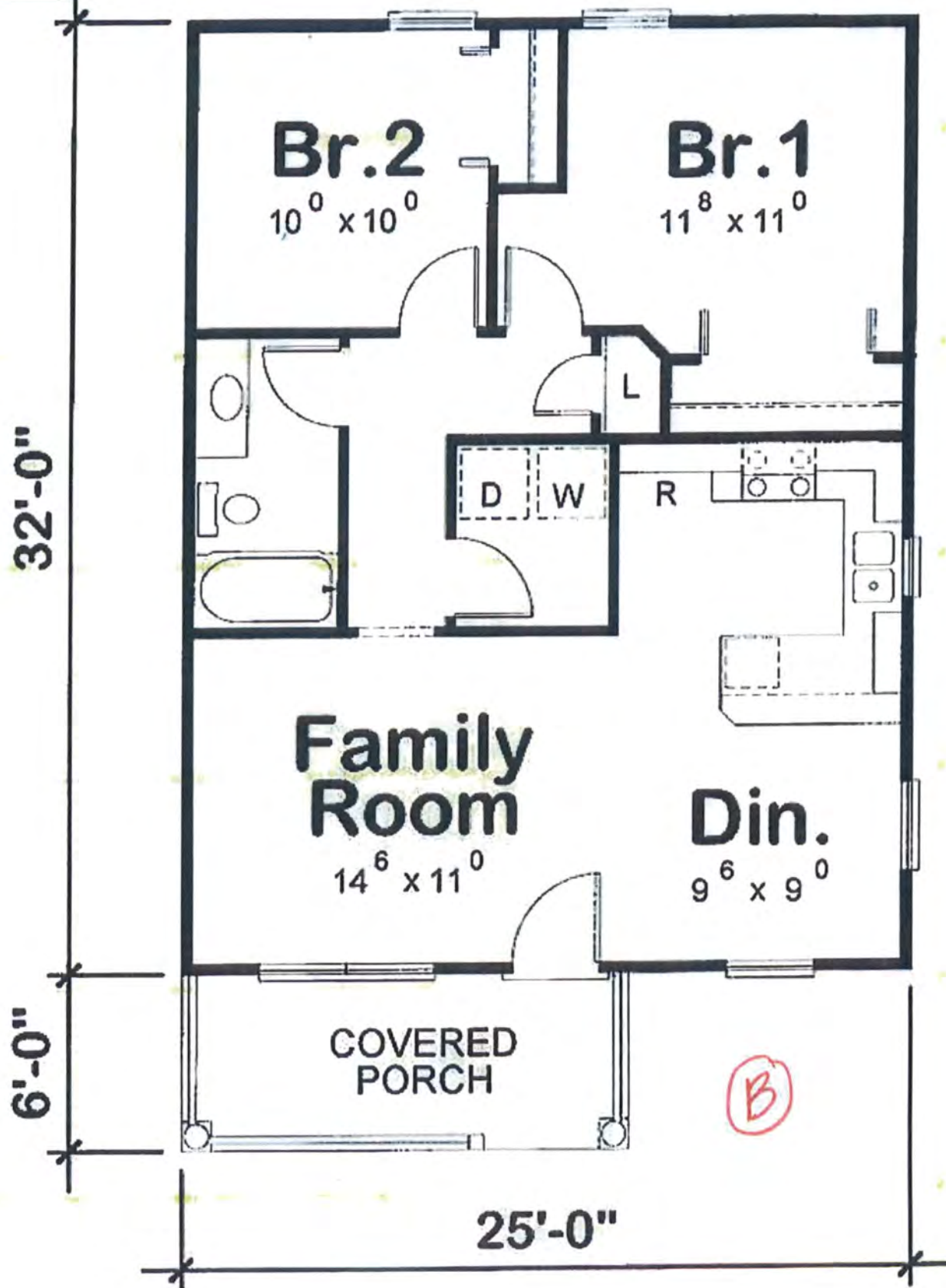
Optional Add-Ons

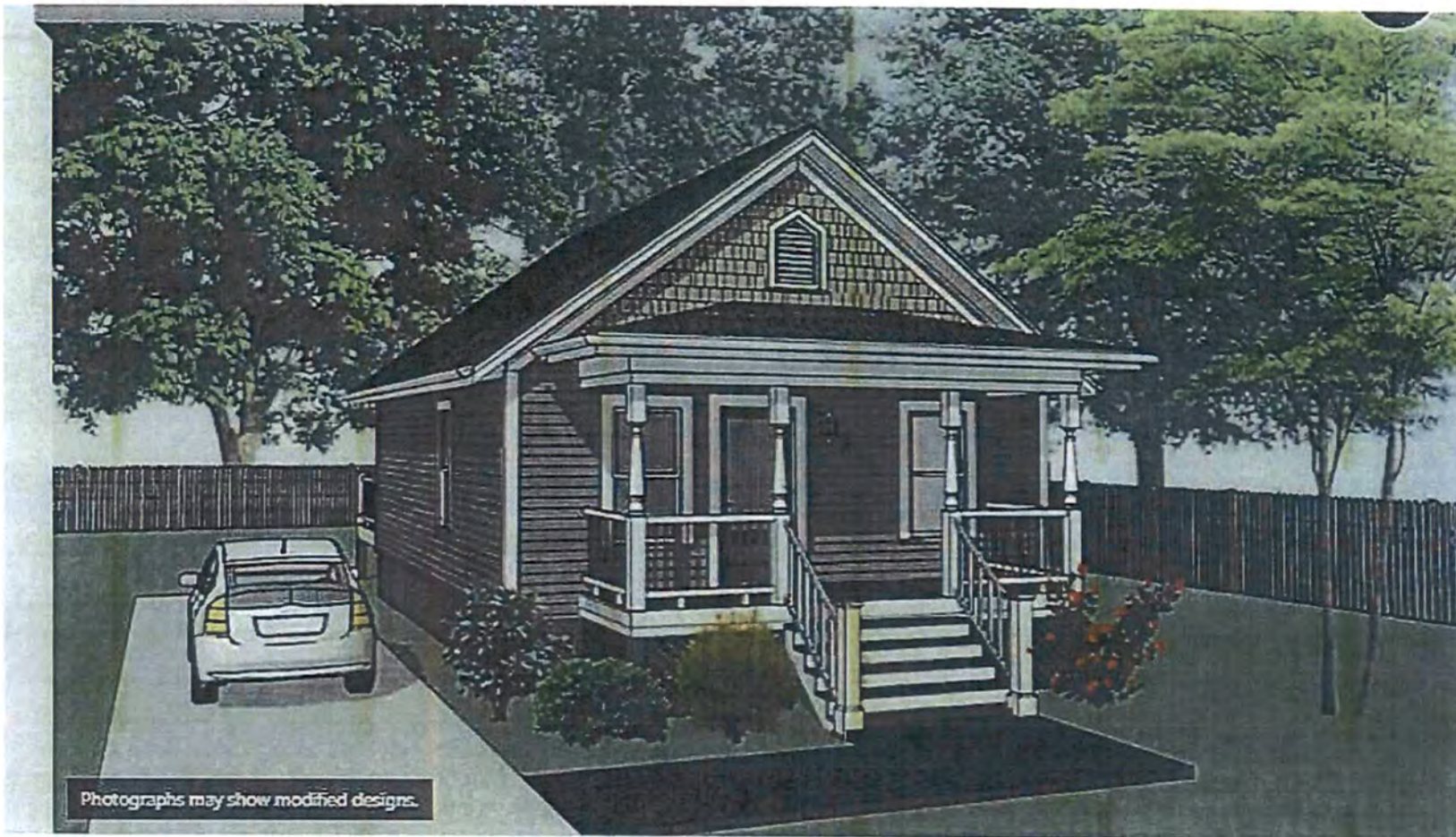


FLOOR PLANS

Floor Plan - Main Floor

Reverse





Photographs may show modified designs.



Floor 1 plan

Home > Style > Cottage

Plan 79-102



KEY SPECS



704
sq ft



2
Beds



1
Baths



1
Floors



0
Garages

Select Plan Set Options

What's included?

PDF Set - \$877.50



Select Foundation Options

Crawlspace - \$0.00



Select Framing Options

Wood 2x4 - \$0.00



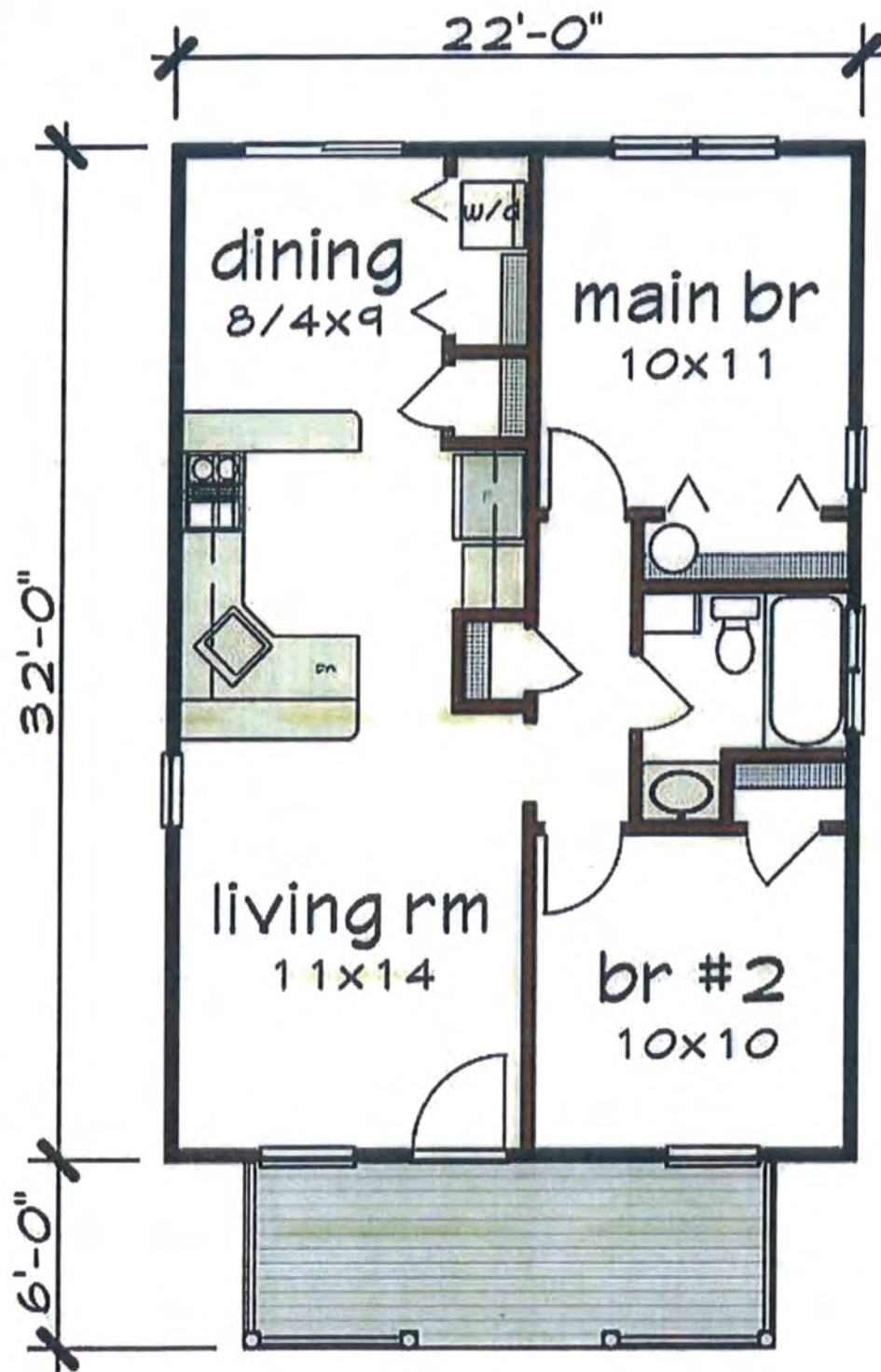
Optional Add-Ons



FLOOR PLANS

Floor Plan - Main Floor

Reverse



(C)

Floor 1 plan

PLAN 21-169



Photographs may show modified designs.



Home > Style > Cottage

Plan 21-169



KEY SPECS



800
sq ft



2
Beds



1
Baths



1
Floors



0
Garages

Select Plan Set Options

What's included?

5 Copy Set - \$967.50



Select Foundation Options

Crawlspace - \$0.00



Optional Add-Ons



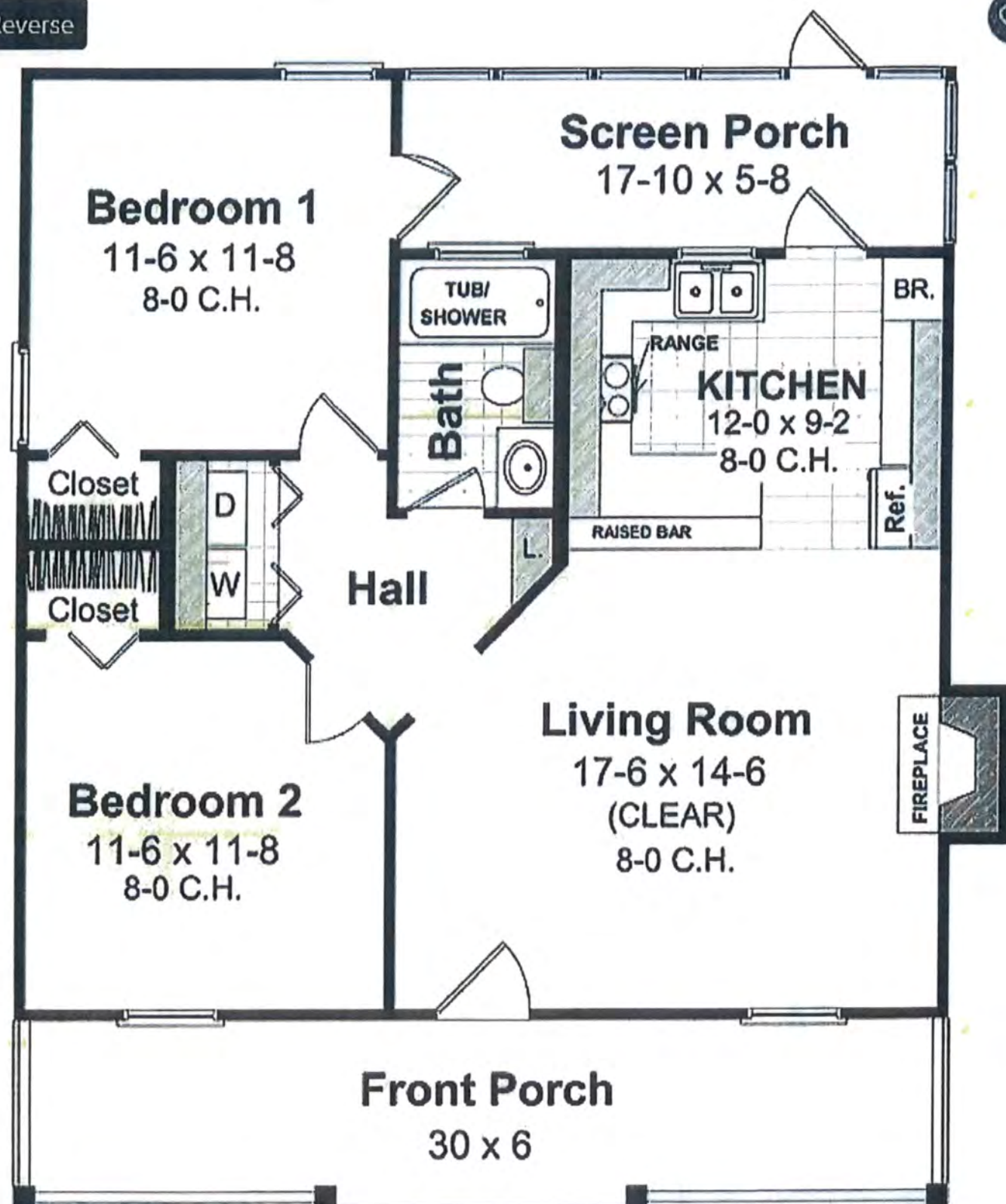
SUBTOTAL

NOW \$967.50

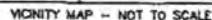
You save \$107.50 (10% savings)

Floor Plan - Main Floor

Reverse



(D)



TOTAL AREA
15,440.68 SQ FT
0.35+ ACRES

N/F
CLINTON CHAPEL
AMEZ CHURCH
[1015 CHURCH STREET]
DB 3379 PG 359
PARCEL ID: 8-009-025

N/F
TERRI JONES
[209 JONES STREET]
DB 3679 PG 1430
PARCEL ID: 8-009-036

N/F
REDEVELOPMENT COMMISSION OF
THE CITY OF NEW BERN
[207 JONES STREET]
DB 3679 PG 1464
PARCEL ID: 8-009-037

N/F
REDEVELOPMENT COMMISSION OF
THE CITY OF NEW BERN
[203 JONES STREET]
DB 3679 PG 1464
PARCEL ID: 8-009-038

ADRIENNE HEIRS
DAWSON BELLAMY DRIVE]
11016 WALT BELLY PG 22
08 1575 129-E
PC F SLD 009-039
PARCEL ID: 8-009-039

WALT BELLAMY DRIVE
50' PUBLIC PAVED R/W

STATE OF NORTH CAROLINA, CRAVEN COUNTY

L. JOSEPH T. CHANCE, PLS L-3888, CERTIFY THAT THIS
MAP WAS DRAWN BY ME FROM AN ACTUAL SURVEY MADE
BY ME (CHECK DESCRIPTION IF RECORDED IN BOOK _____
PAGE _____) THAT BOUNDARIES NOT SURVEYED ARE
CLEARLY INDICATED AS DRAWN FROM THE INFORMATION
FOUND IN BOOK _____ PAGE _____; THAT THE RATIO OF
PRECISION AS CALCULATED IS 1:10,000+; THAT THIS
PLAN WAS PREPARED IN ACCORDANCE WITH C.S. 47-30
(CHECKED, WITNESS MY ORIGINAL SIGNATURE,
REGISTRATION NUMBER _____, THIS THE _____ DAY
OF _____ A.D. 1923.

PROFESSIONAL LAND SURVEYOR. 1-3656

FILED FOR REGISTRATION AT _____ O'CLOCK _____ M
THIS _____ DAY OF _____ 20____
IN PLAT CABINET _____ SLIDE _____

REGISTER OF DEEDS OF CRAWEN COUNTY

STATE OF NORTH CAROLINA
COUNTY OF DAVEN

I, _____, REVIEW OFFICER OF ORANGE COUNTY,
CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION
IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER _____ DATE _____

LEGEND

EXP	EXISTING IRON PIPE
ER	EXISTING IRON ROD
EPK	EXISTING PK NAIL
EWN	EXISTING MAG. NAIL
SMN	SET MAGNETIC NAIL
SR	SET IRON ROD
SPS	NO POINT SET
TPN	TAX PARCEL NUMBER
R/W	RIGHT of WAY
DB	DEED BOOK
PG	PAGE
N/T	NOW or FORMERLY
SO FT	SQUARE FEET

SCALE: 1" = 20'

A horizontal scale bar with alternating black and white segments. The segments are labeled with the numbers 20, 10, 0, 10, and 20 from left to right, representing feet. The total length of the bar is 60 feet.

FIRM LICENSE NO. C-3662

Chance & Associates Inc.
Professional Land Surveying

Joseph T. Chance, PLS
1009 Basil Drive
New Bern, NC 28562

Phone: (252) 636-9540
josephhchance@reagan.com

SDG - To God alone be the glory

DATE: _____

RECOMBINATION SURVEY
for the
CITY of NEW BERN
203 & 207 JONES STREET

TAX PARCEL NO's. 8-009-037 & 8-009-038

CITY of NEW BERN - No. 8 TOWNSHIP - CRAVEN COUNTY - NORTH CAROLINA
MARCH 13, 2023 SCALE: 1" = 20'

JOB NUMBER	044-NBC-012
DWG NUMBER	001
SHEET NUMBER	1 OF 1
PROJECT SURVEYOR	JTC
SURVEYED BY	JTC
DRAWN BY	JTC
FIELD BOOK	059
COMPUTER FILE	203-207

NOTES

1. ALL DISTANCES ARE HORIZONTAL GROUND U.S. SURVEY FEET.
2. NO GRD MONUMENT FOUND WITHIN 2000' OF THIS SURVEY.
3. THE WORD OF TITLE OF THESE PROPERTIES IS
DEED BOOK 3679 PAGE 1484 AT THE
DAVENPORT COUNTY REGISTER OF DEEDS OFFICE.
4. PROPERTY LINES SHOWN AS DASHED HERE NOT SURVEYED.
5. THIS PROPERTY LIES WITHIN THE FOLLOWING FLOOD ZONE:
ZONE X (MINIMAL FLOOD RISK)
CITY OF HENRIS, CHESAPEAKE COMMUNITY NUMBER 370074,
WAP RIVER STORMWATER PANEL 5488, SJPTX K,
EFFECTIVE DATE: JUNE 18, 2020.

SURVEYOR CERTIFICATION

—A. THIS SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

—B. THIS SURVEY IS LOCATED IN A PORTION OF A COUNTY OR MUNICIPALITY THAT IS UNREGULATED AS TO AN ORDINANCE THAT REGULATES PARCELS OF LAND.

--C. ANY ONE OF THE FOLLOWING:

1. THAT THE SURVEY IS OF AN EXISTING PARCEL OR PARCELS OF LAND AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING ONE.

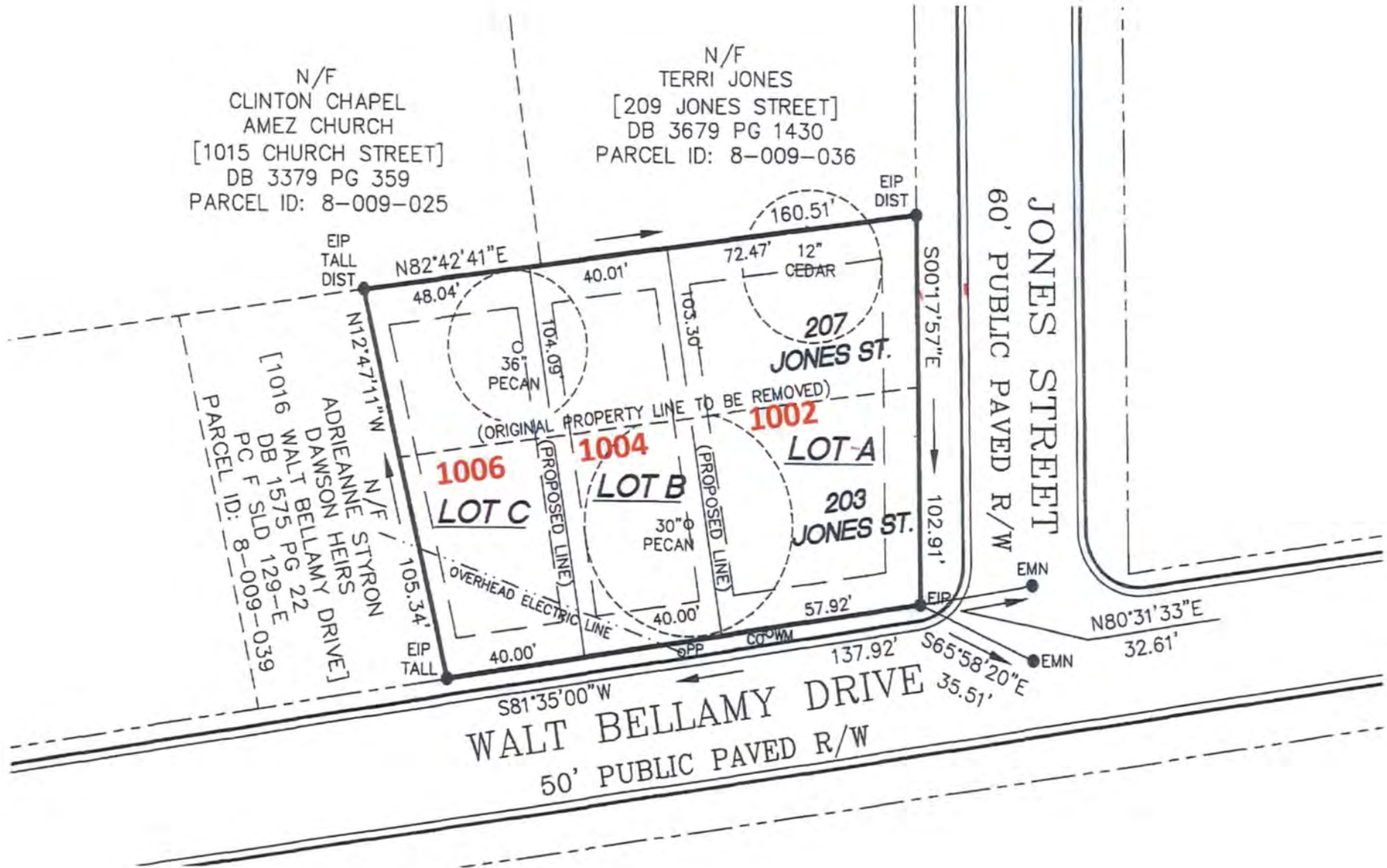
2. THAT THE SURVEY IS OF AN EXISTING BUILDING OR OTHER STRUCTURE, OR NATURAL FEATURE, SUCH AS A WATERCOURSE, OR:

3. THAT THE SURVEY IS A CONTROL SURVEY.

^X—0. THIS SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION.

—E. THE INFORMATION AVAILABLE TO THE SURVEYOR IS SUCH THAT THE SURVEYOR IS UNABLE TO MAKE A DETERMINATION TO THE BEST OF THE SURVEYOR'S PROFESSIONAL ABILITY AS TO PROVISIONS CONTAINED IN (A) THROUGH (D) ABOVE.

N/F
TERRI JONES
[209 JONES STREET]
DB 3679 PG 1430
PARCEL ID: 8-009-036



N/F
CLINTON CHAPEL
AMEZ CHURCH
[1015 CHURCH STREET]
DB 3379 PG 359
PARCEL ID: 8-009-025

N/F
TERRI JONES
[209 JONES STREET]
DB 3679 PG 1430
PARCEL ID: 8-009-036

EIP
TALL
DIST
N12°47'11"W
N/F
ADRIANNE STYRON
[1016 WALT BELLAMY DRIVE]
DAWSON HEIRS
DB 1575 PG 22
PC F SLD 129-E
PARCEL ID: 8-009-039

N82°42'41"E

48.04'

40.01'

72.47'

12" CEDAR

207

JONES ST.

(ORIGINAL PROPERTY LINE TO BE REMOVED)

LOT C

LOT B

LOT-A

203

JONES ST.

OVERHEAD ELECTRIC LINE

40.00'

30" PECAN

40.00'

57.92'

S81°35'00"W

WALT BELLAMY DRIVE
50' PUBLIC PAVED R/W

137.92'

S65°58'20"E

N80°31'33"E

32.61'

JONES STREET
60' PUBLIC PAVED R/W

EIP
DIST

500°17'57"E

102.91'

EMN

EMN

AGENDA ITEM COVER SHEET

Agenda Item Title:

Discussion on potential location for a Pepsi Museum.

Date of Meeting: 4/25/2023	Ward # if applicable:
Department: Administration	Person Submitting Item: Foster Hughes, City Manager
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing:

Explanation of Item:	During the April 11, 2023 Board Meeting, representatives from Bradham's Legacy, LLC made a presentation requesting approval for the City to apply for a Rural Transformation Grant for a Pepsi Museum. At that time, representatives did not think the location of a museum was required for grant purposes. Since that time, the Grant Writer has discovered that the location is required for the grant.
Actions Needed by Board:	Consider a location for the proposed Pepsi Museum.
Backup Attached:	Memo, Resolution, Email, Property Descriptions
Is item time sensitive? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Cost of Agenda Item:
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes:

Aldermen

Rick Prill
Hazel B. Royal
Robert V. Aster
Johnnie Ray Kinsey
Barbara J. Best
Robert Brinson, Jr.



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

Jeffrey T. Odham
Mayor
Foster Hughes
City Manager
Brenda E. Blanco
City Clerk
Kimberly A. Ostrom
Director of Finance

To: Mayor and Board of Aldermen
From: Foster Hughes, City Manager
Date: April 20, 2023
Subject: Discussion on potential location for a Pepsi Museum

Background Information:

During the April 11, 2023 Board Meeting, representatives from Bradham's Legacy, LLC made a presentation requesting approval for the City to apply for a Rural Transformation Grant for a Pepsi Museum. At that time, representatives did not think the location of a museum was required for grant purposes. When the Grant Writer started working on the grant, it became evident that the location was a requirement for the grant. An email from Lynne Harakal is attached as back up.

Before the grant can be applied for, a location must be determined. There are three potential locations that are owned by the City:

- Corner of South Front & Hancock Street
- 408 Hancock Street
- 925 Broad Street (Old Days Inn site)

Recommendation:

Consider a location for the proposed Pepsi museum.

Foster Hughes

From: Lynne Harakal <director@swissbear.org>
Sent: Wednesday, April 19, 2023 4:14 PM
To: Foster Hughes
Subject: Rural Transformation Grant Update

Importance: High

Foster,

The Rural Transformation Grant information made available prior to application stated only that the grant had to be used toward a City owned asset, it did not state that the exact property had to be identified to make application.

After last week's Board of Aldermen meeting when the Board voted to approve the grant application, Margaret Shields began inputting application information and quickly realized that a project address was needed. Margaret let me know immediately and I reached out to Liz Parham the Director of Main Street and the Rural Planning Center for the NC Department of Commerce. She was out of the office last week and when I was able to speak with her this week she confirmed that the application had to be connected to a specific address, and that the property had to be titled to the City of New Bern at the time of application. When asked if the project address could be changed after application was made she stated that an address change COULD cause the grant to be rescinded.

All of this is to inform you that to pursue the final round of the federally funded RTG a city-owned location for the museum must be identified at this time.

I cannot apologize enough for the difficult position this places you in as well as the Aldermen and Mayor. I sincerely wish this information was known before any request was scheduled to be presented before your Board.

Please let me know if I can provide any additional information.

Sincerely,

Lynne Harakal, *Executive Director*
Swiss Bear, Inc.
252-288-9825 (O)
252-626-6280 (C)
director@swissbear.org



As a Main Street America™ Accredited program, Swiss Bear, Inc. is a recognized leading program among the national network of more than 1,200 neighborhoods and communities who share both a commitment to creating high-quality places and to building stronger communities through preservation-based economic development. All Main Street America™ Accredited programs meet a set of National Accreditation Standards of Performance as outlined by the National Main Street Center.



PROPERTY INFO	SALES INFO	TAX INFO	BUILDINGS	EH PERMITS	MISC INFO
<p>TWP-MAP -LOT PARCEL ID: 8-001-C -071 PARCEL REFERENCE #: 40075</p>					
<p>Property Record Card Appraisal PRC Buffer</p>					
<p>Owner: NEW BERN-CITY OF</p>					
<p>Mailing Address: PO BOX 1129 NEW BERN, NC 28563</p>					
<p>Address of Property:</p>					
<p>Subdivision:</p>					
<p>Property Description: TRACT 2 SURVEY FOR NCRR CORRIDOR & PROPERTY NORTH & SOUTH OF</p>					
<p>Assessed Acreage: 0.258</p>					
<p>Deed Book Page: <u>3698.1767</u> Deed Recording Date (m d y): 11 8 2021</p>					
<p>Land Value: \$227,350 Recorded Survey:</p>					
<p>Total Improvement(s) Value: \$0 Life Estate Deed Book & Page:</p>					
<p>Total Assessed Value: \$227,350 Estate File (Will) Year-E-Folder:</p>					
<p>Number of Improvements: 0 Tax Exempt (YES/NO): Yes</p>					
<p>City Name: <u>NEW BERN</u> Fire Tax District:</p>					
<p>Drainage District: Lot Dimension:</p>					
<p>Special District: NEW BERN MUNI(SSD 8) Land Use: INDUSTRIAL - GENERAL</p>					
<p>Craven County does NOT warrant the information shown on this page and should be used ONLY for tax assessment purposes. 4/20/2023</p>					



Parcels	
Identify Layer:	Parcels
FieldName	Value
Parcel ID :	8-002-D -084
Owner Name :	NEW BERN-CITY OF
Mailing Address :	PO BOX 1129
City :	NEW BERN
State :	NC
Zip :	28563
Lot Description :	
Legal Description :	PARCEL 1 SURVEY FOR CITY OF NEW BERN
Deed Book :	0877
Deed Page :	0295
Map Cabinet :	I-102-A
Estate File (Will) Year-E-Folder :	
Tax Exempt :	X
Assessed Acreage :	0.2
Recording Day :	29
Recording Month :	10
Recording Year :	1976
Fire District :	
Special Service District :	
Drainage District :	
Land Use Code :	600
Land Use Description :	SERVICE - GENERAL
Property Address :	408 HANCOCK ST
Sale Date :	
Sale Price :	
Seller :	
Buyer :	
Parcel Reference # :	40133
Life Estate Deed Book :	
Life Estate Deed Page :	
Total Value :	65000
Total Land :	65000
Total Building :	0
Subdivision :	



PARCELS	
Identify Layer:	Parcels
FieldName	Value
Parcel ID :	8-008-202
Owner Name :	NEW BERN-CITY OF
Mailing Address :	PO BOX 1129
City :	NEW BERN
State :	NC
Zip :	28563
Lot Description :	
Legal Description :	BROAD QUEEN & POLLOCK
Deed Book :	3537
Deed Page :	0274
Map Cabinet :	G-62-A
Estate File (Will) Year-E-Folder :	
Tax Exempt :	X
Assessed Acreage :	2.3
Recording Day :	30
Recording Month :	5
Recording Year :	2018
Fire District :	
Special Service District :	
Drainage District :	
Land Use Code :	611
Land Use Description :	SERVICE - GOVERNMENT OWNED - EXEMPT
Property Address :	925 BROAD ST
Sale Date :	5/30/2018
Sale Price :	\$467,000
Seller :	KEPRI HOSPITALITY LLC
Buyer :	NEW BERN-CITY OF
Parcel Reference # :	20838
Life Estate Deed Book :	
Life Estate Deed Page :	
Total Value :	494200
Total Land :	437000
Total Building :	57200
Subdivision :	