

**CITY OF NEW BERN
BOARD OF ALDERMEN MEETING
JUNE 27, 2023 – 6:00 P.M.
CITY HALL COURTROOM
300 POLLOCK STREET**

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

Consent Agenda

4. Consider Adopting a Resolution Calling for a Public Hearing to Rezone Properties on Washington Post Road Identified as Tax Parcel IDs 8-223-003 and 8-223-004.
5. Consider Adopting a Resolution Calling for a Public Hearing to Rezone Property on Oaks Road Identified as Tax Parcel ID 8-031-A-032.
6. Consider Adopting a Resolution Calling for a Public Hearing on the Initial Zoning of Properties Identified as Tax Parcel IDs 7-103-010, 7-103-011, 7-103-017, 7-103-018, 7-103-019, 7-103-020, 7-103-064, 7-103-099, 7-103-12001, 7-103-16001, 7-103-19000, 7-103-202, 7-103-204, 7-103-7002, 7-103-9006, 7-103-9008, 7-103-9009, 7-104-12001, 7-104-12003, 7-104-14009, 7-104-9012, 7-300-2000, 7-RAILRD-NCRR, 8-222-074, 8-222-169, 8-222-25000, 8-222-25001, 7-003-11000, and 7-024-019.
7. Consider Adopting a Resolution to Close a Portion of South Front Street by Palace Point Commons for the July 4th Celebration.
8. Consider Adopting a Resolution to Close Specific Streets for MumFest 2023.
9. Annual Report on Certified Roster of Eligible Firefighters per NCGS §58-86-25.
10. Approve Minutes.

11. Update on FEMA Projects.
12. Consider Adopting a Resolution Authorizing the City Manager to Execute a Contract for the Northwest Interceptor Rehabilitation Phase II Projects.
13. Consider Adopting a Resolution Authorizing the City Manager to Negotiate and Execute a Contract with TRC Engineers for On-Call Engineering Services.

14. Consider Adopting a Resolution Amending the Classification Pay Plan for Fiscal Year 2023-2024.
15. Consider Adopting an Ordinance to Amend the West New Bern Water System Improvements Project Fund.
16. Consider Adopting the Final Budget Ordinance Amendment for Fiscal Year 2022-2023.
17. Appointment(s).
18. Attorney's Report.
19. City Manager's Report.
20. New Business.
21. Closed Session.
22. 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.



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

Memo to: Mayor and Board of Aldermen

From: Foster Hughes, City Manager

Date: June 23, 2023

Re: June 27, 2023 Agenda Explanations

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

Consent Agenda

4. **Consider Adopting a Resolution Calling for a Public Hearing to Rezone Properties on Washington Post Road Identified as Tax Parcel IDs 8-223-003 and 8-223-004.**

(Ward 5) Stars & Stripes 4F, LLC has requested to rezone 20.44+/- acres from R-10A to a Commercial C-3 District. The two parcels, identified as Tax Parcel ID 8-223-003 and 8-223-004, are located on the east side of Washington Post Road at Olivia Road. The Planning and Zoning Board unanimously approved the request at its June 06, 2023 meeting. A public hearing is sought for July 11, 2023. A memo from Jessica Rhue, Director of Development Services, is attached.

5. **Consider Adopting a Resolution Calling for a Public Hearing to Rezone Property on Oaks Road Identified as Tax Parcel ID 8-031-A-032.**

(Ward 5) Jason Sanderson has requested to rezone a 0.92+/- acre parcel from R-10 Residential District to C-4 Neighborhood Business District. The parcel, identified as Tax Parcel ID 8-031-A-032, is located on the north side of Oaks Road near North First Avenue. The Planning and Zoning Board unanimously approved the request at its June 06, 2023 meeting. A public hearing is sought for July 11, 2023. A memo from Mrs. Rhue is attached.

6. **Consider Adopting a Resolution Calling for a Public Hearing on the Initial Zoning of Properties Identified as Tax Parcel IDs 7-103-010, 7-103-011, 7-103-017, 7-103-018, 7-103-019, 7-103-020, 7-103-064, 7-103-099, 7-103-12001, 7-103-16001, 7-103-19000, 7-103-202, 7-103-204, 7-103-7002, 7-103-9006, 7-103-9008, 7-103-9009, 7-104-12001, 7-104-12003, 7-104-14009, 7-104-9012, 7-300-2000, 7-RAILRD-NCRR, 8-222-074, 8-222-169, 8-222-25000, 8-222-25001, 7-003-11000, and 7-024-019.**

(Wards 3 and 5) Staff has identified 29 parcels that were annexed into the City, but were not assigned a zoning designation. Most of the parcels are adjacent to NC Hwy. 55W, Coastal Carolina Regional Airport, and off Highway 70 near Carolina Colours. The parcels were evaluated to determine appropriate zoning. Property owners were notified by mail on May 11, 2023, and several contacted Development Services with questions. No negative feedback was received. The Planning and Zoning Board unanimously approved the initial zoning designations at its June 06, 2023 meeting. A public hearing is sought for July 11, 2023. A memo from Mrs. Rhue is attached.

7. **Consider Adopting a Resolution to Close a Portion of South Front Street by Palace Point Commons for the July 4th Celebration.**

(Ward 1) The Department of Parks and Recreation seeks to close to vehicular traffic the portion of South Front Street by Palace Point Commons from 8:30 p.m. to 9:30 p.m. on July 4, 2023. This will accommodate spectators in that area who are viewing the July 4th fireworks. A memo from Kari Warren, Director of Parks and Recreation, is attached.

8. **Consider Adopting a Resolution to Close Specific Streets for MumFest 2023.**

(Ward 1) Lynne Harakal, Executive Director of Swiss Bear Downtown Development Corp., has requested several street closures to accommodate the 2023 MumFest event slated for October 13-15, 2023. The streets to be closed from 5 p.m. on October 13th until 11 p.m. on October 15th are the 200-400 blocks of Broad Street, 200-300 blocks of East Front Street, 200-300 blocks of Middle Street, 200-300 blocks of Craven Street, and the 300-400 blocks of Pollock Street. In addition, she has requested the 200 blocks of Craven and Pollock Streets have restricted vehicular access from 6 a.m. on October 14th until 7 p.m. on October 15th. Swiss Bear is also requesting use of the city-owned parking lot on the corner of Craven and Pollock Streets from 5 p.m. on October 13th until 11 p.m. on October 15th. A memo from Mrs. Warren is attached along with the event application and a map of the affected areas.

9. **Annual Report on Certified Roster of Eligible Firefighters per NCGS §58-86-25.**

NCGS §58-86-25 provides that eligible fire departments shall annually determine and report to the Governing Board a certified roster of firefighters who have met 36 hours of training in a calendar year. After determining the list to be valid and accurate, the department is to submit the list to the NC State Firefighters'

Association. The attached list identifies the firefighters that met this qualification for 2022. The roster was submitted to the NC Firefighters' Association in January of 2023. Going forward, the roster will be presented to the Governing Board prior to its submission to the state association. A memo from Fire Chief Robert Boyd is attached.

10. Approve Minutes.

Draft minutes from the June 13, 2023 regular meeting are provided for review and approval.

11. Update on FEMA Projects.

Luke Baker, Project Geologist with TRC Companies, will provide an update on the FEMA CAT A and CAT D repairs related to damage from Hurricane Florence. TRC has been the project consultant for the extent of the project. A memo from George Chiles, Director of Public Works, is attached along with a presentation from TRC.

12. Consider Adopting a Resolution Authorizing the City Manager to Execute a Contract for the Northwest Interceptor Rehabilitation Phase II Projects.

(Ward 5) The Northwest Interceptor Rehabilitation Phase II project will repair approximately 2,000 linear feet of the gravity sewer outfall line located between South Glenburnie Road and Trapper's Trail. The concrete pipe has deteriorated to the point the pipe's structural integrity is compromised and is a significant source of infiltration into the sewer system. Bids were received in May, and Insituform Technologies of Chesterfield, Missouri submitted the lowest bid of \$1,244,166.60. Since the City received a \$230,000 grant from the NC ARPA funds, the contract with Insituform will need to be tentatively awarded contingent upon approval by the NC Department of Environmental Quality. A memo from Jordan Hughes, City Engineer, is attached along with a copy of the bid tab.

13. Consider Adopting a Resolution Authorizing the City Manager to Negotiate and Execute a Contract with TRC Engineers for On-Call Engineering Services.

A Request for Qualifications was advertised on May 23, 2023 seeking general on-call engineering services for a period of three years. Experience in design, bidding, construction administration and oversight, mechanical and structural engineering, and construction inspection of projects to include water systems, wastewater systems, stormwater, streets and roads, was sought. After reviewing and ranking the six qualified responses, staff recommends TRC Engineers, Inc. The proposed resolution authorizes the City Manager to negotiate and execute a contract with this firm. The contract will include a provision to extend services for an additional year, if needed. A memo from Chris Seaberg, Community and Economic Development Manager, is attached.

14. Consider Adopting a Resolution Amending the Classification Pay Plan for Fiscal Year 2023-2024.

In response to the Board's approval of a 3% cost-of-living adjustment ("COLA"), the FY2023-24 Classification Pay Plan needs to be revised to reflect this change. Adjusting the salary ranges to include the approved COLA with support efforts to improve employee retention and ensure that salaries remain competitive with comparable-sized municipalities. A memo from Sonya Hayes, Director of Human Resources, is attached.

15. Consider Adopting an Ordinance to Amend the West New Bern Water System Improvements Project Fund.

This ordinance amends the West New Bern Water System Improvements Project Fund by \$88,500. Funds will be transferred from the Water Fund to the project fund to cover additional engineering costs. A memo from Kim Ostrom, Director of Finance, is attached.

16. Consider Adopting the Final Budget Ordinance Amendment for Fiscal Year 2022-2023.

A final budget ordinance is adopted annually to revise the current year's budget to ensure that all projected expenditures have sufficient budget and to realign the revenues to equal the appropriations. A memo from Mrs. Ostrom is attached.

17. Appointment(s).

- a) Alderman Royal is requested to make an appointment to fill the seat held by Peter Dillon on the Board of Adjustment. Mr. Dillon resigned due to relocating out of state. The new appointee will fill the remainder of his term which expires on June 30, 2025.
- b) Mike Duffy and Kathleen Marty's terms on the Board of Adjustment will expire June 30, 2023. The Board is asked to consider reappointing both individuals or make new appointments to serve for three-year terms. This appointment is open to the Mayor or any Alderman.
- c) Dr. Ruth Cox's term on the Historic Preservation Commission will expire June 30, 2023, and she is ineligible for reappointment. Alderman Royal is asked to make a new appointment to fill Seat 2 for a three-year term.
- d) Gregory Rusch's term on the Historic Preservation Commission will expire June 30, 2023, and he has requested to continue serving. Alderman Best is asked to consider this reappointment or to make a new appointment for a three-year term.
- e) Raymond Layton's term on the Planning and Zoning Board will expire June 30, 2023, and he is ineligible for reappointment. Alderman Kinsey is asked to make a new appointment to fill Seat 4 for a three-year term.
- f) Pat Dougherty's term on the Planning and Zoning Board will expire June 30, 2023, and he is ineligible for reappointment. Alderman Brinson is asked to make a new appointment to fill Seat 6 for a three-year term.

- g) Isaiah Daniels, Karen May, and Lesley Hunter's terms on the Police Civil Service Board will expire June 30, 2023. Terms on this board are for a two-year period, and appointees are ineligible to serve consecutive terms. Appointments to this Board are open to any member of the Board of Aldermen.
- h) Tharesa Lee has resigned from the Redevelopment Commission effective July 5, 2023, which is before her term expiration on August 14, 2023. Tabari Wallace's term will also expire on August 14, 2023. The Board is asked to consider the reappointment of Mr. Wallace, identify candidates to fill Mrs. Lee's seat, and plan to discuss these seats at the first meeting in August. Appointments to this Board are open to the Mayor or any Alderman.

18. Attorney's Report.

19. City Manager's Report.

20. New Business.

21. Closed Session.

22. 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:

Consider Adopting a Resolution Calling for a Public Hearing to Rezone Properties on Washington Post Road Identified as Tax Parcel IDs 8-223-003 and 8-223-004.

Date of Meeting: June 27, 2023	Ward # if applicable: Ward 5
Department: Development Services	Person Submitting Item: Jessica Rhue, Director of Development Services
Call for Public Hearing: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Date of Public Hearing: 7/11/2023

Explanation of Item:	Stars & Stripes 4F, LLC has applied for a zoning map amendment to rezone 20.44 +/- acres, known as Tax Parcels 8-223-003 and 8-223-004 from R-10A Residential to C-3 Commercial.
Actions Needed by Board:	Adopt Resolution
Backup Attached:	Memo, Resolution, Map
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 Jeffrey Odham, City of New Bern Board of Aldermen

FROM: Jessica Rhue, Director Development Services

DATE: June 16, 2023

SUBJECT: Consider Adopting a Resolution Calling for a Public Hearing to Rezone Properties on Washington Post Road Identified as Tax Parcel IDs 8-223-003 and 8-223-004.

Stars & Stripes 4F, LLC. has applied for a zoning map amendment to rezone 20.44 +/- acres, known as Tax Parcels 8-223-003 and 8-223-004 from Residential (R-10A) to Commercial (C-3). The parcel is located on the east side of Washington Post Road as it intersects with Olivia Road (see map).

The proposed rezoning site is 20.44 +/- acres in size. The property has road frontage on both Washington Post Road and Olivia Road. There is a mix of single-family site-built and manufactured housing as well as agricultural and forested land within a half mile of the site. City of New Bern water and sewer services, as well as electrical service are available to the subject property.

The Planning and Zoning Board unanimously recommended approval of this application at their June 6, 2023, meeting and recommend approval of the request.

Please contact Jessica Rhue at 639-7587 should you have questions or need additional information.

RESOLUTION

WHEREAS, the Board of Aldermen of the City of New Bern desires to call for a public hearing to receive public comments on a request to rezone two parcels, totaling 20.44 +/- acres, from R-10A Residential to C-3 Commercial District. The properties are further identified as Craven County Parcel Identification Numbers 8-223-003 and 8-223-004.

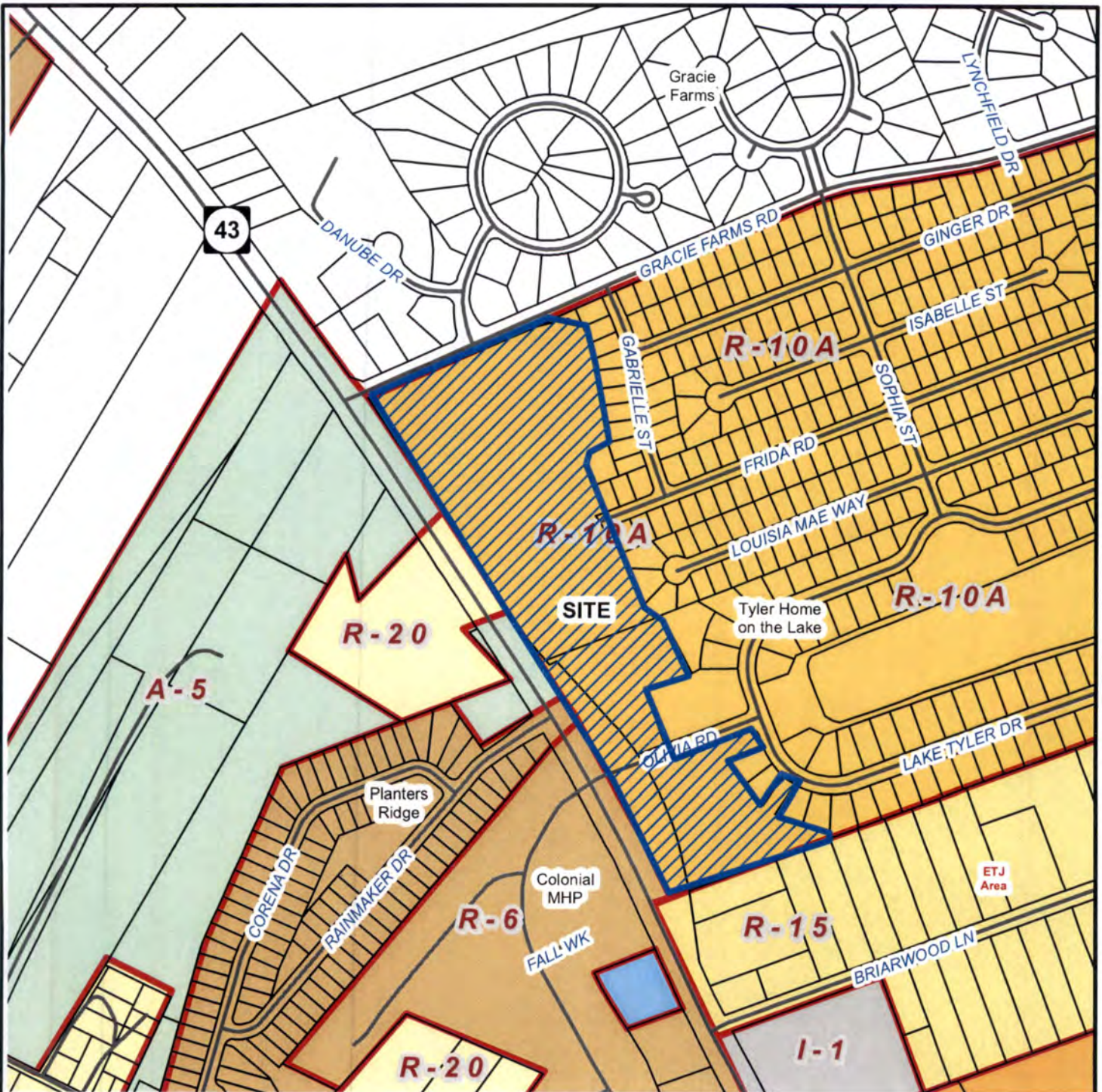
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN:

That a public hearing will be conducted by the Board of Aldermen of the City of New Bern at 6:00 p.m. on Tuesday, July 11, 2023 in the in the City Hall Courtroom, or as soon thereafter as the matter may be reached, in order that all interested parties may be given an opportunity to be heard on a request to rezone two parcels, totaling 20.44 +/- acres, from R-10A Residential to C-3 Commercial District. The properties are further identified as Craven County Parcel Identification Numbers 8-223-003 and 8-223-004.

ADOPTED THIS THE 27th DAY OF JUNE 2023.

JEFFREY T. ODHAM, MAYOR

BRENDA E. BLANCO, CITY CLERK



REZONING CASE: Washington Post & Olyvia Rds. - Approx. 22.44 Acres: PIDs: 8-223-003; 004

Location: North side of Washington Post Rd at Tyler Home on the Lake Subdivision

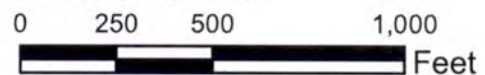


Existing Zone: R-10A
Proposed Zone: R-8

Zoning Boundaries

N CITY of NEW BERN
Development
Services

Scale: 1 = 500 ft



AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution Calling for a Public Hearing to Rezone Property on Oaks Road Identified as Tax Parcel ID 8-031-A-032.

Date of Meeting: June 27, 2023	Ward # if applicable: Ward 5
Department: Development Services	Person Submitting Item: Jessica Rhue, Director of Development Services
Call for Public Hearing: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Date of Public Hearing: 7/11/2023

Explanation of Item:	Jason Sanderson applied for a zoning map amendment to rezone 0.92 +/- acres, known as Tax Parcel 8-031-A-032 from R-10 Residential to C-4 Neighborhood Business.
Actions Needed by Board:	Adopt Resolution
Backup Attached:	Memo, Resolution, Map
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 Jeffrey Odham, City of New Bern Board of Aldermen

FROM: Jessica Rhue, Director Development Services

DATE: June 16, 2023

SUBJECT: Consider Adopting a Resolution Calling for a Public Hearing to Rezone Property on Oaks Road Identified as Tax Parcel ID 8-031-A-032.

Jason Sanderson has applied for a zoning map amendment to rezone 0.92 +/- acres, known as Tax Parcels 8-031-A-032 from Residential (R-10) to Neighborhood Business (C-4). The parcel is located on the north side of Oaks Road near its intersection with North First Avenue (see map).

The proposed rezoning site is 0.92 +/- acres in size. The property has road frontage on Oaks Road and is and has an existing church on site. There is a mix of single-family homes, commercial developments, and an industrial boat manufacturer within a half mile of the site. City of New Bern water and sewer services, as well as electrical service are available to the subject property.

The Planning and Zoning Board unanimously recommended approval of this application at their June 6, 2023, meeting and recommend approval of the request.

Please contact Jessica Rhue at 639-7587 should you have questions or need additional information.

RESOLUTION

WHEREAS, the Board of Aldermen of the City of New Bern desires to call for a public hearing to receive public comments on a request to rezone one parcel, totaling 0.92 +/- acres, from R-10 Residential to C-4 Neighborhood Business. The property is further identified as Craven County Parcel Identification Number 8-031-A-032.

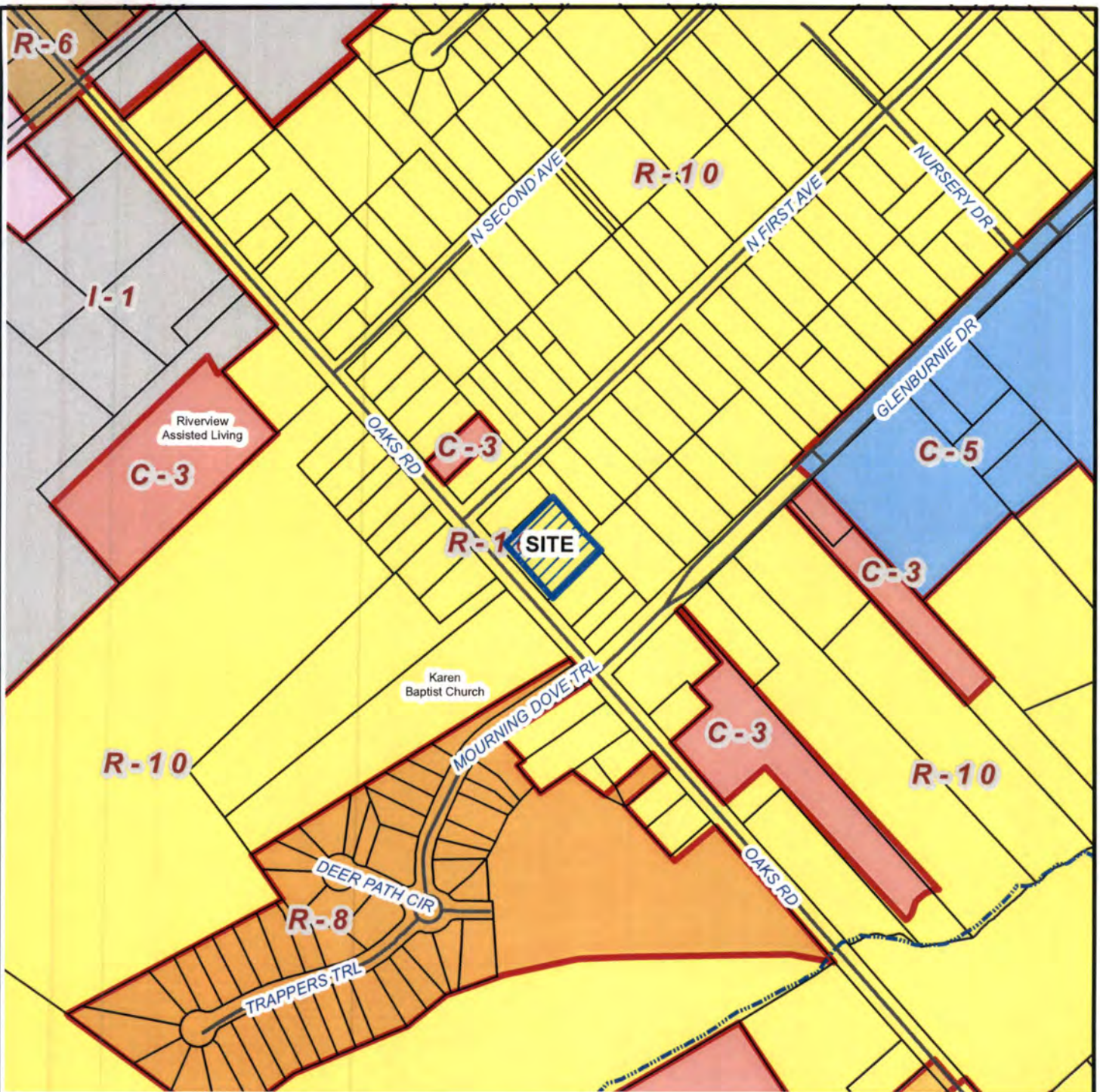
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN:

That a public hearing will be conducted by the Board of Aldermen of the City of New Bern at 6:00 p.m. on Tuesday, July 11, 2023 in the in the City Hall Courtroom, or as soon thereafter as the matter may be reached, in order that all interested parties may be given an opportunity to be heard on a request to rezone one parcel, totaling 0.92 +/- acres, from R-10 Residential to C-4 Neighborhood Business. The property is further identified as Craven County Parcel Identification Number 8-031-A-032.

ADOPTED THIS THE 27th DAY OF JUNE 2023.

JEFFREY T. ODHAM, MAYOR

BRENDA E. BLANCO, CITY CLERK



REZONING CASE: 3208 Oaks Rd. - Approx. 0.92 Acres: PID: 8-031-A-032

Location: North side of Oaks Road; between N. First Ave, and Glenburnie Dr.



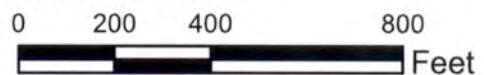
Existing Zone: R-10
Proposed Zone: C-4



Zoning Boundaries

N CITY of NEW BERN
Development
Services

Scale: 1 = 400 ft



AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution Calling for a Public Hearing to Apply Initial Zoning to 29 parcels.

Date of Meeting: 6/27/2023	Ward # if applicable: NA
Department: Development Services	Person Submitting Item: Jessie Rhue, Director of Development Services
Call for Public Hearing: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Date of Public Hearing: 7/11/2023

Explanation of Item:	Staff has identified 29 land parcels within the City's planning jurisdiction that did not receive an initial zoning designation at the time of annexation.
Actions Needed by Board:	Adopt Resolution
Backup Attached:	Memo, Resolution, Maps

Is item time sensitive? ☐ Yes ☐ No

Will there be advocates/opponents at the meeting? ☐ Yes ☐ No

Cost of Agenda Item:

If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? ☐ Yes ☐ No

Additional Notes:



MEMORANDUM

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

FROM: Jessie Rhue, Director of Development Services

DATE: June 16, 2023

SUBJECT: Consider Adopting a Resolution Calling for a Public Hearing to Apply Zoning to 29 Parcels.

The Board of Alderman is requested to call for a public hearing to be held on July 11, 2023, to consider applying zoning to 29 parcels that currently are unzoned. These parcels are located within the City's planning jurisdiction, however, did not receive an initial City zoning designation at the time of annexation. The majority of the unzoned parcels are in the following three areas: four (4) parcels are adjacent to West NC 55 Hwy, fourteen (14) are adjacent to the Coastal Carolina Regional Airport, and five (5) parcels are located off Highway 70 in the Carolina Colours area.

Staff notified all impacted property owners by mail on May 11, 2023 that this process was being initiated and invited them to contact Development Services with questions. Staff received inquiries from several property owners and/or their representatives and the proposed zoning designations were discussed and explained. No negative feedback was received.

Each parcel was evaluated by existing use, development suitability, adjacent zoning districts, and input from property owners (when available) to determine appropriate zoning.

The application of zoning districts as proposed was unanimously recommended for approval by the Planning & Zoning Board at its meeting on June 6, 2023.

The following is a list of the 29 parcels, and their proposed zoning district:

<u>Parcel ID's</u>	<u>Proposed zoning</u>
7-103 -010	A5
7-103 -011	R-10A
7-103 -017	A
7-103 -018	A5
7-103 -019	R-20
7-103 -020	R-20
7-103 -064	R-10A
7-103 -099	A5
7-103 -12001	I-1
7-103 -16001	A5
7-103 -19000	A5
7-103 -202	A5
7-103 -204	A5
7-103 -7002	R-20
7-103 -9006	I-1
7-103 -9008	R-8
7-103 -9009	R-8
7-104 -12001	C-3
7-104 -12003	C-3
7-104 -14009	C-3
7-104 -9012	C-3
7-300 -2000	A-5
7-RAILRD-NCRR	C-3
8-222 -074	R-20
8-222 -169	R-20
8-222 -25000	R-20
8-222 -25001	R-20
7-003 -11000	C-3
7-024 -019	C-3

Please contact Jessie Rhue at 252-639-7587, should you have questions or need additional information.

RESOLUTION

THAT WHEREAS, the Board of Aldermen of the City of New Bern desires to call for a public hearing to receive public comments on the question of assigning initial zoning classifications to twenty-nine (29) properties located within the City of New Bern.

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

That a public hearing will be conducted by the Board of Aldermen of the City of New Bern at 6:00 p.m. on Tuesday, July 11, 2023 in the City Hall Courtroom, or as soon thereafter as the matter may be reached, in order that all interested parties may be given an opportunity to be heard on the question of assigning initial zoning classifications to the following parcels as follows:

Craven County Parcel Identification Number	Address/Location	Proposed Zoning Classification
7-103-010	Brices Creek Rd.	A5
7-103-011	Marion Dr.	R-10A
7-103-017	135 Marion Dr.	A5
7-103-018	1105 Brices Creek Rd.	A5
7-103-019	1109 Brices Creek Rd.	R-20
7-103-020	1111 Brices Creek Rd.	R-20
7-103-064	1248 Brices Creek Rd.	R-10A
7-103-099	Brices Creek Rd.	A5
7-103-12001	Brices Creek Rd./Airport	I-1
7-103-16001	Brices Creek Rd.	A5
7-103-19000	Marion Dr.	A5
7-103-202	151 Marion Dr.	A5
7-103-204	Brices Creek Rd.	A5
7-103-7002	1117 Brices Creek Rd.	R-20
7-103-9006	5 foot strip along Brices Creek	I-1
7-103-9008	5 foot strip along Brices Creek	R-8
7-103-9009	5 foot strip along Brices Creek	R-8
7-104-12001	Waterscape Way/ W Thurman Rd.	C-3
7-104-12003	Waterscape Way/ W Thurman Rd.	C-3
7-104-14009	W Thurman Rd.	C-3
7-104-9012	Waterscape Way	C-3
7-300-2000	Mellen Ct.	A-5
7-RAILRD-NCRR	Taberna Way	C-3
8-222-074	W NC 55 Hwy	R-20

8-222-169	846 W NC 55 Hwy	R-20
8-222-25000	W NC 55 Hwy	R-20
8-222-25001	860 W NC 55 Hwy	R-20
7-003-11000	US 70 W	C-3
7-024-019	Taberna Way	C-3

ADOPTED THIS 27th DAY OF JUNE, 2023.

JEFFREY T. ODHAM, MAYOR

BRENDA E. BLANCO, CITY CLERK

R-15

7-103-099

7-103-018

7-103-019

7-103-020

7-103-16001

7-103-7002

7-103-010

7-103-204

7-103-017

7-103-19000

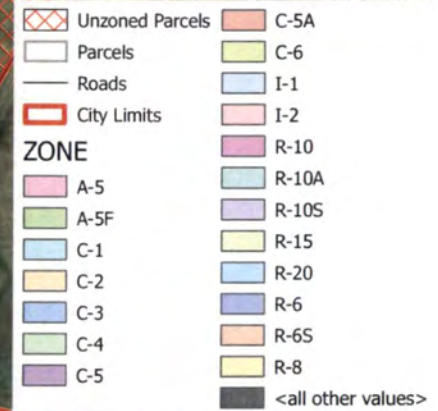
7-103-12001

7-103-064

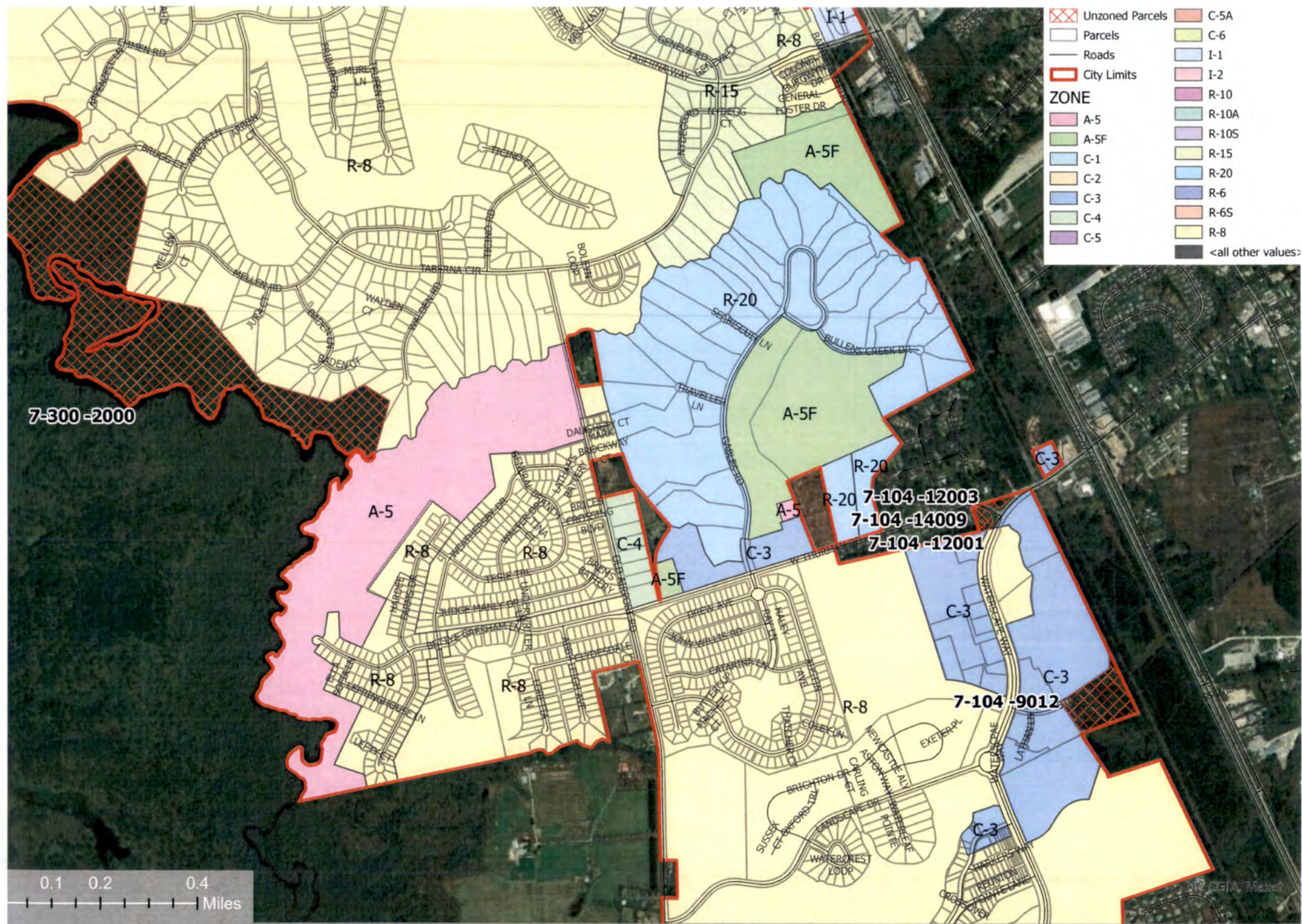
7-103-202

R-10A

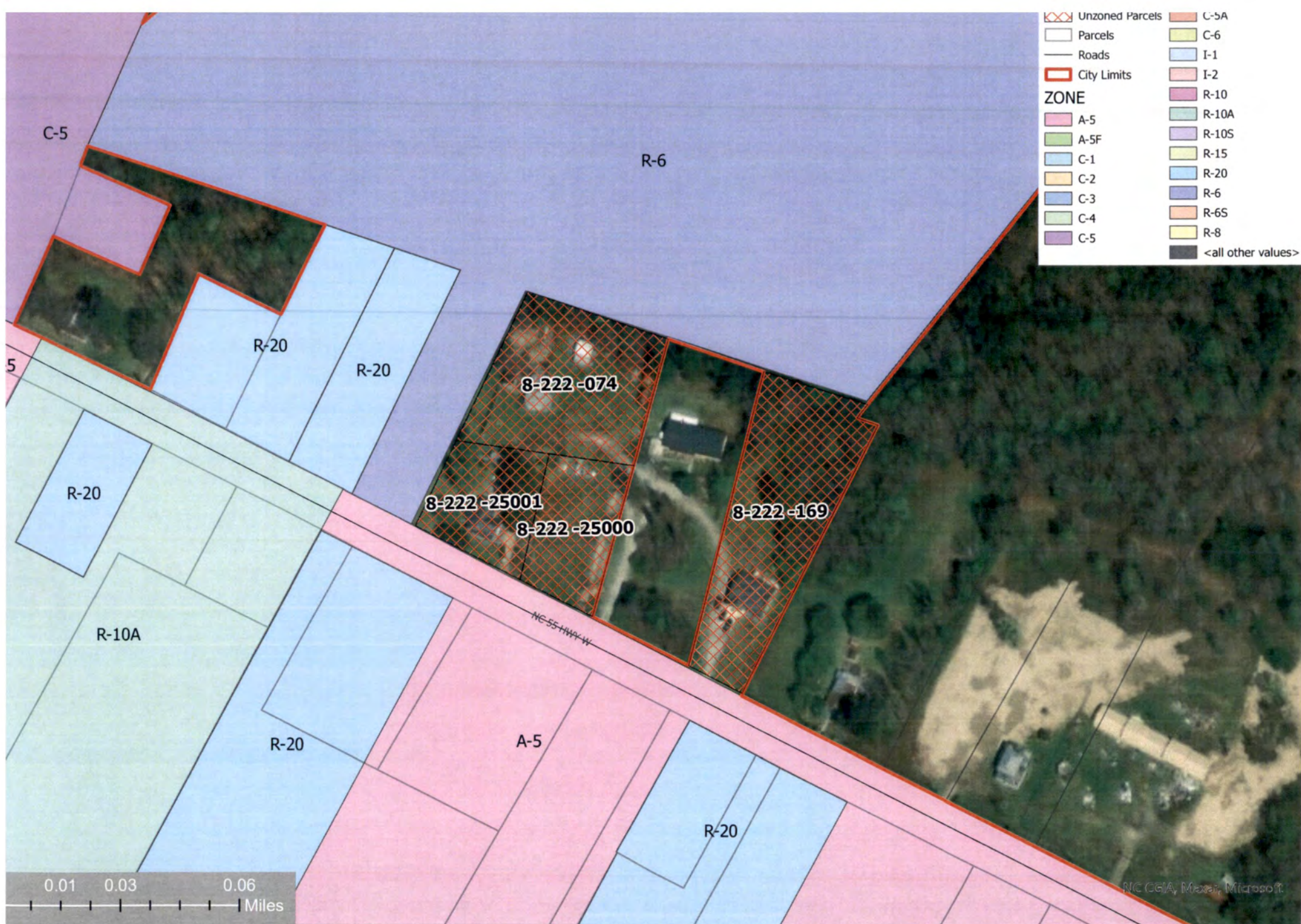
7-103-011



0.05 0.1 0.2
Miles



Parcels Not Zoned



Parcels Not Zoned

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution requesting, a blockage of South Front Street at Palace Point Commons for the viewing of fireworks.

Date of Meeting: 6/27/2023	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:	The City of New Bern Parks and Recreation Department has requested, a blockage of South Front Street at Palace Point Commons at the intersection of Eden and Metcalf Streets and the portion of South Front Street behind Tryon Palace South Lawn be closed to vehicular traffic from 8:30 p.m. until 9:30 p.m. on Tuesday, July 4, 2023, for the viewing of fireworks.
Actions Needed by Board:	Adopt the Resolution
Backup Attached:	Resolution – Memo – Map

Is item time sensitive? ☐Yes ☒No

Will there be advocates/opponents at the meeting? ☐Yes ☒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? ☐Yes ☒No

Additional Notes: N/A

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: June 16, 2023

Memo To: Mayor and Board of Aldermen

From: Kari Warren, CPRP
Director of Parks and Recreation

Re: Street Closure for July 4th Celebration

Background Information:

The City of New Bern Parks and Recreation Department has requested, a blockage of South Front Street at Palace Point Commons at the intersection of Eden and Metcalf Streets and the portion of South Front Street behind Tryon Palace South Lawn be closed to vehicular traffic from 8:30 p.m. until 9:30 p.m. on Tuesday, July 4, 2023, for the viewing of fireworks.

Recommendation:

The Director of Parks and Recreation 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, the City of New Bern Parks and Recreation Department has scheduled its annual 4th of July Celebration and request, a blockage of South Front Street at Palace Point Commons at the intersection of Eden and Metcalf Streets and the portion of South Front Street behind Tryon Palace South Lawn be closed to vehicular traffic from 8:30 p.m. until 9:30 p.m. on Tuesday, July 4, 2023, for the viewing of fireworks.

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 a blockage of South Front Street at Palace Point Commons at the intersection of Eden and Metcalf Streets and the portion of South Front Street behind Tryon Palace South Lawn be closed to vehicular traffic from 8:30 p.m. until 9:30 p.m. on July 4, 2023, for the viewing of fireworks.

ADOPTED THIS 27TH OF JUNE 2023.

JEFFREY T. ODHAM, MAYOR

BRENDA BLANCO, CITY CLERK

July 4th, 2023

Fireworks Viewing

Legend



Google Earth

400 ft



AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution to close specific streets to vehicular traffic as well as the use of City's property for the annual MUMFEST celebration.

Date of Meeting: June 27, 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:	<p>Lynne Harakal, Executive Director of Swiss Bear Downtown Development Corporation has made a request to:</p> <p>Close the following streets to vehicular traffic from 5:00pm on Friday, October 13, 2023, through 11:00pm on Sunday, October 15, 2023: 200-400 blocks of Broad Street, 200-300 blocks of East Front Street, 200-300 blocks of Middle Street, 200-300 blocks of Craven Street, and 300-400 blocks of Pollock Street.</p> <p>Provide limited access to the 200 block of Craven and 200 block of Pollock Streets from 6:00am on Saturday, October 14, 2023, until 7:00 p.m. on Sunday, October 15, 2023.</p> <p>The use of the City's parking lot on the corner of Craven and Pollock Streets from 5:00 p.m. on Friday, October 13, 2023, until 11:00 p.m. on Sunday, October 15, 2023.</p>
Actions Needed by Board:	Adopt the Resolution
Backup Attached:	Resolution – Memo – Map - Application
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 checked="" type="checkbox"/> No

Additional Notes: N/A

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: June 16, 2023

Memo To: Mayor and Board of Aldermen

From: Kari Warren, CPRP
Director of Parks and Recreation

Re: Adopt a Resolution to close specific streets to vehicular traffic for the annual MUMFEST celebration

Background Information:

Lynne Harakal, Executive Director of Swiss Bear Downtown Development Corporation has made a request to:

- 1) Close the following streets to vehicular traffic from 5:00pm on Friday, October 13, 2023, through 11:00pm on Sunday, October 15, 2023: 200-400 blocks of Broad Street, 200-300 blocks of East Front Street, 200-300 blocks of Middle Street, 200-300 blocks of Craven Street, and 300-400 blocks of Pollock Street.
- 2) Provide limited access to the 200 block of Craven and 200 block of Pollock Streets from 6:00am on Saturday, October 14, 2023, until 7:00 p.m. on Sunday, October 15, 2023.
- 3) The use of the City's parking lot on the corner of Craven and Pollock Streets from 5:00 p.m. on Friday, October 13, 2023, until 11:00 p.m. on Sunday, October 15, 2023.

Recommendation:

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

RESOLUTION

THAT WHEREAS, Swiss Bear Downtown Development Corporation is planning their annual MUMFEST and has requested the 200-400 blocks of Broad Street, 200-300 blocks of East Front Street, 200-300 blocks of Middle Street, 200-300 blocks of Craven Street, and 300-400 blocks of Pollock Street be closed to vehicular traffic from 5:00 p.m. on Friday, October 13, 2023, until 11:00 p.m. on Sunday, October 15, 2023; and

WHEREAS, Swiss Bear has also requested limited vehicular access to the 200 block of Craven Street and 200 block of Pollock Street from 6:00 a.m. on Saturday, October 14, 2023, until 7:00 p.m. on Sunday, October 15, 2023; and

WHEREAS, the use of the City's parking lot located on the corner of Craven and Pollock Streets from 5:00 p.m. on Friday, October 13, 2023, until 11:00 p.m. on Sunday, October 15, 2023; and

WHEREAS, the Director of Parks and Recreation of the City of New Bern recommends the above requests be approved.

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

That the 200-400 blocks of Broad Street, 200-300 blocks of East Front Street, 200-300 blocks of Middle Street, 200-300 blocks of Craven Street, and the 300-400 blocks of Pollock Street be closed to vehicular traffic from 5:00 p.m. Friday, October 13, 2023, until 11:00 p.m. on Sunday, October 15, 2023, and

That limited vehicular access to the 200 block of Craven Street and 200 block of Pollock Street shall be from 6:00 a.m. on Saturday, October 14, 2023, until 7:00 p.m. on Sunday, October 15, 2023, for the 2023 MUMFEST event.

Further, use of the City's parking lot on the corner of Craven and Pollock Streets from 5:00 p.m. on Friday, October 13, 2023, until 11:00 p.m. on Sunday, October 15, 2023.

ADOPTED THIS 27th DAY of JUNE 2023.

JEFFREY T. ODHAM, MAYOR

BRENDA E. BLANCO, CITY CLERK

RECEIVED

APR 03 2023

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: MumFest 2023Organization Name: Swiss Bear, Inc.Responsible Contact: Lynne Harakal & Ann Marie ByrdAddress: 316 S. Front StreetCity: New BernState: NCZip code: 28560Phone: 252-626-6280 LynneAlternate Phone: 252-571-5460 Ann MarieEmail: director@swissbear.org OR events@swissbear.org

Type of Event:

☐ Demonstration☒ Festival☐ ParadeDate of Event: Oct 14-15, 2023Proposed Rain Date: n/aEvent Set up time: Oct 13, 5pmEvent Tear Down Completed Time: Oct 15, 8pmEvent Start Time: Oct 14, 10amEvent End Time: Oct 15, 6pm

What is the specific location and/or route of the proposed event? (Attach additional information if needed)
See attached map. We are also requesting use of Bear Plaza and James Reed Lane.

LAWSON CREEK PARK FOR PARKING + SHUTTLE BUSES

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)
A community festival and celebration designed to bring together our local community and encourage tourism.

This is a family-friendly event for the public with about 200 vendors, entertainers and amusements.

Beer garden across from city Hall.Estimated attendance: 100,000; Attendance not to exceed: n/a

*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 # TBD

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.

Oct 13 - Friday

Oct 14 - Sat / Oct 15 Sunday

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: _____

See attached map and narrative. _____

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)

Ann Marie Boyd
Authorized Signature

6-15-23
Date

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

Administrative Support Supervisor

Date

Total Anticipated Charges

Barricades: \$ _____

\$ _____

Trash Collection: \$ _____

\$ _____

City Staff: \$ _____

\$ _____

Vendor Fees \$ _____

\$ _____

Park/Facility Rental: \$ _____

\$ _____

Total Due: \$ _____

This application has been approved.

Harv Warren
Director of Parks & Recreation

6-15-2023
Date

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

• ☒ Approved by DepartmentDate: 6-15-2023Staff Initials: KW• ☐ 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

MUMFEST APPLICATION ATTACHMENT

Street Closure Request for MumFest 2023:

Street Closures

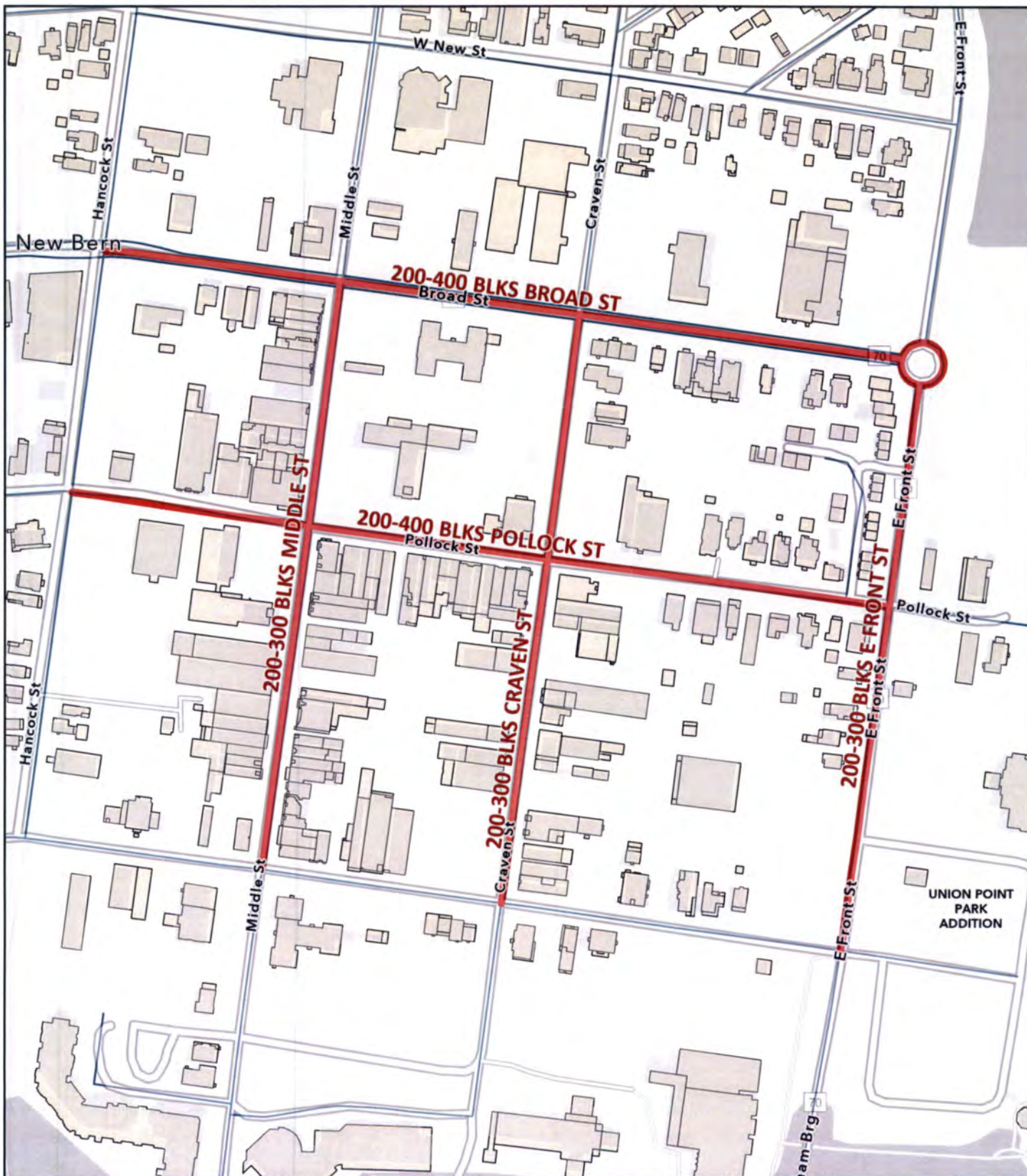
5 pm Friday, 10/13 – 11 pm Sunday, 10/15

- 200-400 blocks of Broad St
- 200-300 blocks of East Front St
- 200-300 blocks of Middle St
- 200-300 block of Craven St
- 300-400 block of Pollock St

Limited Vehicular Access Request

6 am, Saturday 10/14 – 7 pm Sunday, 10/15

- 200 block of Craven St
- 200 block of Pollock St

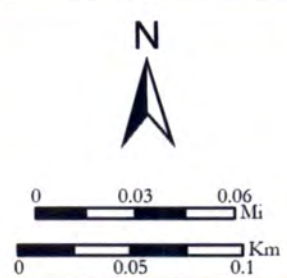


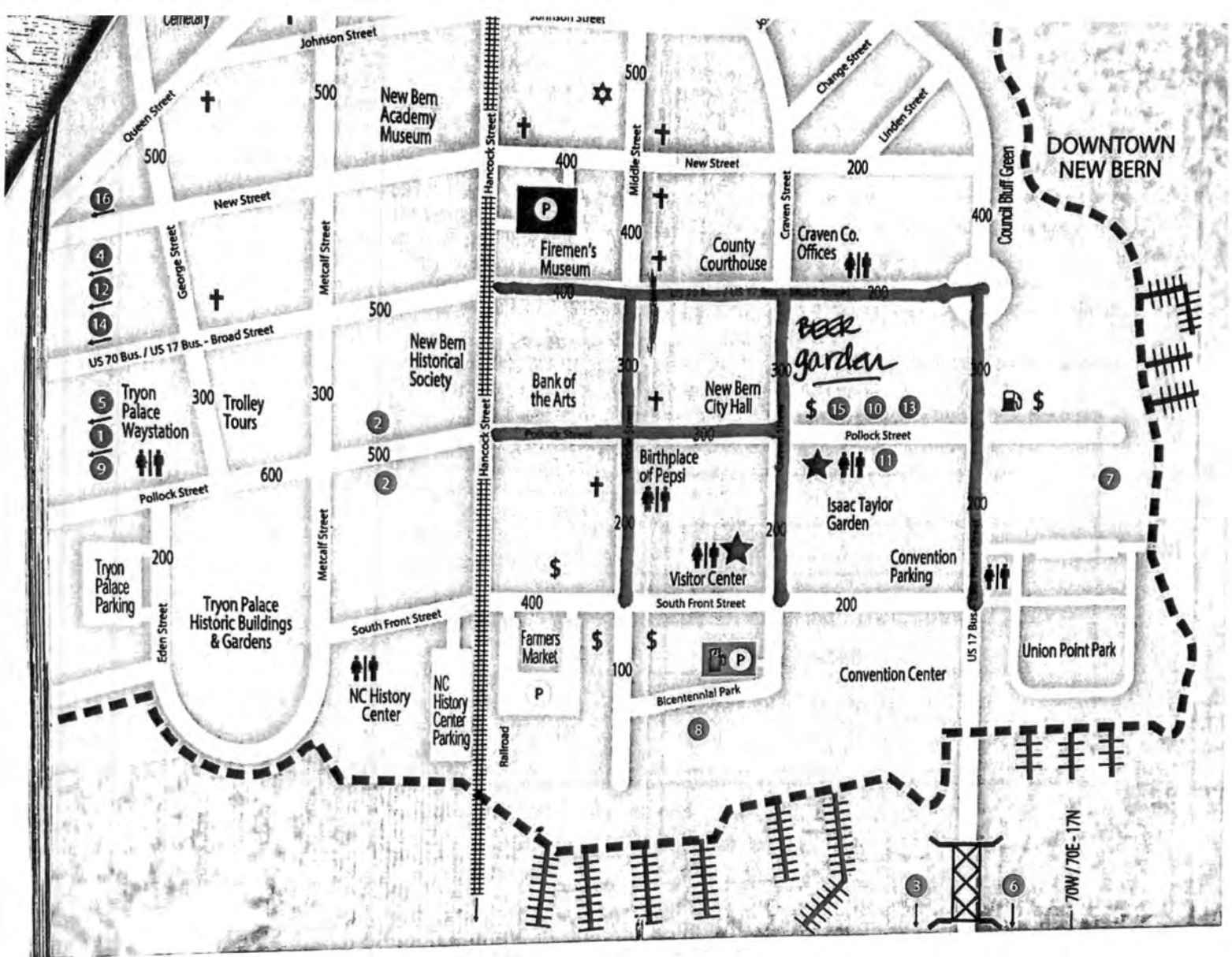
MumFest Street Closures

- 200-400 Blocks of Broad Street
- 200-300 Blocks of Craven Street
- 200-300 Blocks of E Front Street
- 200-400 Blocks of Pollock Street
- 200-300 Blocks of Middle Street

2023

City of New Bern, North Carolina





MUMFEST

AGENDA ITEM COVER SHEET

Agenda Item Title: Annual Report of Certified Roster of Eligible Firefighters

Date of Meeting: 6/27/2023	Ward # if applicable: N/A
Department: Fire	Person Submitting Item: Robert Boyd (Fire Chief)
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing: N/A

Explanation of Item:	Each eligible fire department shall annually determine and report certified roster of names of those firefighters meeting the eligibility to its respective governing board.
Actions Needed by Board:	The roster of firefighters is informational only and no board action is required.
Backup Attached:	See MEMO and Roster of Firefighters

Is the item time sensitive? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Will there be advocates/opponents at the meeting? <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:



Fire-Rescue Chief
Robert M. Boyd, Jr.

NEW BERN

NORTH CAROLINA

FIRE-RESCUE DEPARTMENT

1401 Neuse Boulevard
New Bern, NC 28560
(252) 639-2931

~ Proudly Serving Since 1845 ~

Battalion Chiefs
Ashley Jones - A Shift
William Smith - B Shift
Scott Gladson - C Shift

Division Chiefs
Johnathon Gaskins, Fire Marshal
James McConnell, Training Officer
Dennis Tyndall, Support Services

TO: Mayor and the Board of Alderman
FROM: Robert Boyd, Fire Rescue Chief
DATE: June 27, 2023
SUBJECT: Annual Report of Certified Eligible Firefighters

As part of NCGS 58-86-25, we are required to provide the governing board a roster of the names of those firefighters meeting the eligibility qualifications set by the general statute. The roster of firefighters for 2022 was submitted to the North Carolina Firefighter's Association in January of 2023.

The roster of firefighters is informational only and no board action is required.

Everything comes together here.

NCSFA Active Roster as of 01/02/2023

NAME	PAID/VOLUNTEER (P/V)	CERTIFIED (YES/NO)
Jeremy S. Banks	PAID	YES
Brandon Lee Barnett	PAID	YES
Brandon J. Bersch	PAID	YES
Jeremy L. Blalock	PAID	YES
Robert K. Blalock	PAID	YES
Robert F. Bordeaux	PAID	YES
Robert M. Boyd Jr.	PAID	YES
Kyle T. Brewington	PAID	YES
Parker Brown	Volunteer	Yes
Jason R. Bullock	PAID	YES
Jordan A. Cobb	PAID	YES
Jeffery B. Connor	PAID	YES
Clayton E. Cuthrell	PAID	YES
Will T. Cutler	PAID	YES
Benjamin L. Davies	PAID	YES
Joseph M. Dunn	PAID	YES
Stewart D. Evans	PAID	YES
Joshua C. Forbis	PAID	YES
Nicholas B. Fortier	PAID	YES
Elona Y. Fowler	PAID	YES
Johnathon R. Gaskins	PAID	YES
Erik G. Gawlowski	PAID	YES
Randy S. Gladson	PAID	YES
Barry L. Gohn III	PAID	YES
Raymond B. Hayes	PAID	YES
Tony L. Heckman	PAID	YES
Ethan B. Hewson	PAID	YES
Jacob B. Hicks	Volunteer/Paid as of 9/23	YES
James C. Highsmith	PAID	YES
Jamie C. Hill	PAID	YES
William B. Hill	PAID	YES
Kenneth M. Hofmann	PAID	YES
Richard A. Howard	PAID	YES
Jeromy D. Hudgins	PAID	YES
Jeremy N. Ipock	PAID	YES
Trent A. Jarman	PAID	YES
Stephen J. Jasset, Jr.	PAID	YES
Thomas H. Jeppson	PAID	YES
Steven A. Jerome	PAID	YES
Walton A. Jones	PAID	YES
Glenn P. Kiely	PAID	YES
Ryan P. Kiely	PAID	YES
Jason Larcombe	PAID	YES
Tommy E. Lassitter, Jr.	PAID	YES
Stacey A. Lewis	PAID	YES
Michael C. Mann	PAID	YES
James P. McConnell	PAID	YES
Joshua L. McCormick	PAID	YES
Gary T. McDaniel, Jr.	PAID	YES
Nathan B. McGough	Volunteer/Paid as of 9/23	YES
Kevin P. McKenna	PAID	YES
Hernan Melendez	PAID	YES
Kenneth L. Monroe	PAID	YES
Chase M. Montgomery	PAID	YES
Stephen P. Mooring	PAID	YES
Barkley H. Nobles	PAID	YES
Sean M. Ostmann	PAID	YES
Jack E. Parker III	PAID	YES
Ethan T. Polk	PAID	YES
William M. Price	PAID	YES
Andrew Reeder	Volunteer	Yes
Chase B. Roupp	PAID	YES
John F. Sadler	PAID	YES
Justin L. Sawyer	PAID	YES
William J. Smith	PAID	YES
Douglas L. Soltow, Jr.	PAID	YES
Stanley L. Sutton	PAID	YES
Dennis L. Tyndall	PAID	YES
Christopher E. Wallis	PAID	YES
Patrick C. Wetherington	PAID	YES
Joshua D. Whitford	PAID	YES
Richard C. Woolls	PAID	YES

AGENDA ITEM COVER SHEET

Agenda Item Title:

Update on FEMA Projects related to Hurricane Florence CAT A and CAT D repairs.

Date of Meeting: 6/27/2023	Ward # if applicable: All
Department: Public Works	Person Submitting Item: George Chiles, Director of Public Works
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing: N/A

Explanation of Item:	A presentation to the Board of Aldermen providing status updates related to FEMA Hurricane Florence CAT A and CAT D repairs. Presentation will be conducted by representatives of TRC. TRC has been the project consultants throughout this work.
Actions Needed by Board:	None.
Backup Attached:	Memo and Power Point presentation by TRC.
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: N/A



Public Works Department
P.O. Box 1129, 1004 S. Glenburnie Road
New Bern, N.C. 28563-1129
Phone: (252) 639-7501
Fax: (252) 636-1848

June 15, 2023

TO: Mayor and Board of Aldermen

FROM: George Chiles, Director of Public Works

RE: **Hurricane Florence FEMA CAT A & D Work updates.**

Background Information:

As requested by the Board of Aldermen, updates and status of the Hurricane Florence CAT A and CAT D work will be presented by TRC Companies. TRC has been the consultant for these projects.

Requested Action

No action required at this time.



Hurricane Florence Recovery Update




City of New Bern, North Carolina

June 2023

TRCcompanies.com

Initial Field Assessments

- 2018/2019 - 20% FEMA Inspection for Allowance
- Began in January 2020, through May 2020
 - 1.5 Years from Storm to Start of Assessment
- ~80 miles of Stormwater Infrastructure
 - Based on City-maintained Public Infrastructure
- Two to Four 2-person field crews
 - GIS-based survey app
- Initial inspection for Damages to System (>800 Locations)
 - Category D
 - Small erosions to large culvert repairs
- Second inspection for Debris (>1,100 Locations)
 - Category A
 - Sediment, fallen trees, branches, tires, and more

NEW BERN		City of New Bern Damage Assessment FEMA Category D Feature Report		Geopoint Associates Surveying & GIS
Observation Time: 01/22/2020 11:05 AM		Team Members: Baker, Sadler, Schuppe, Burnette, Meadows		
Weather: Clear, 40s		Wind Speed and Direction: 10.6 mph South		
Drainage Basin: Trent River		Waterway Shape: Rectangular		
Damage Type: Retaining Wall, Stormwater System – Washout		Location Type: Easement		
Width (ft): NA		Depth (ft): NA		
Length (ft): NA		Diameter (in): NA		
Prioritization: High		Material: NA		
Description of Damage: Failing wooden retaining wall. Bowing and broken reinforcing 6"x6" wooden joists. Approximate dimensions of retaining wall are 130'x7'. Soil erosion and sloughing of material above retaining wall. Soil erosion and washout behind the retaining wall. Approximate dimensions of eroded area are 130'x13'x2.5'.				
Method of Repair Notes: Install shoring to protect homes during repair. Remove three rear decks to access work area. Remove retaining wall and install new wooden retaining wall. Back fill material, compact, and install vegetative stabilization. Replace rear decks. Due to proximity of damage to existing residences, mitigation recommended.				
Mitigation Potential: Install temporary shoring to protect homes during mitigation. Remove rear decks to access work area. Replace wooden retaining wall with engineered retaining wall, back fill material, compact, and install vegetative stabilization. Replace rear decks.				
		GPS Location: Start Point: 35.100604, -77.080297 End Point: 35.100453, -77.079900 Location and Access Notes: Located at rear of houses between 2400 and 2403 Richmond Court. Access between residences limited. Three rear decks at addresses near easement and retaining wall.		
				
Photo 1		Photo 2		

Preliminary Engineering

- Meeting with 27 Regulatory Agencies
 - USACE, DEQ, FWL, DOT and more
- Access Constraints / Private Access
- Scopes of Services Required
 - Survey, water resources, structural, civil, geotech
- Review of Public Information
 - Google Earth Aerials
 - Google Streetview
 - Case Study – Red Robin Ln
- Debris Quantification
- Cost Estimation
 - Irregular Process



CEF Part A

City of New Bern - Waters Street Retaining Walls and Stormwater Pipe

Item No.	Item Description Title / Component Description	Div. # or Cost Code	Qty	Units	Unit Price	City Adj Factor	Total Cost
Uncompleted Work Items							
Uncompleted Permanent Items							
COSTS THAT APPLY TO BOTH REPLACEMENT AND PROPOSED HAZARD MITIGATION							
1	Fence, chain link industrial, no barbed wire, galvanized steel, 2" line post, 10' OC, 1-5/8" top rail, 5' - 0" high, includes excavation in concrete	323113202100	130.00	L.F.	\$ 26.07	1.0000	\$ 3,389.10
2	Fence, chain link industrial, double swing gates, 5' high, 12' opening, includes excavation, posts & hardware in concrete	323113205010	1.00	Oprng.	\$ 906.77	1.0000	\$ 906.77
3	Selective clearing and grubbing, 14" to 24" diameter, remove selective trees, on site using chain saws and chipper, excludes stumps	311313203150	2.00	Ea.	\$ 409.77	1.0000	\$ 819.54
4	Selective clearing and grubbing, 1-1/2 C.Y. excavator, 14" to 24" diameter, stump removal on site by hydraulic excavator	311313202100	2.00	Ea.	\$ 133.75	1.0000	\$ 267.50
			0.25	Acre	\$ 1,636.02	1.0000	\$ 409.51
			90.00	L.F.	\$ 47.12	1.0000	\$ 4,240.80
			10.00	L.F.	\$ 16.26	1.0000	\$ 162.60
			100.00	L.F.	\$ 21.76	1.0000	\$ 2,176.00
			90.00	S.F.	\$ 1.56	1.0000	\$ 140.40
			205.00	B.C.Y.	\$ 5.38	1.0000	\$ 1,102.90
			370.00	S.Y.	\$ 0.76	1.0000	\$ 509.20
			27.00	S.Y.	\$ 4.06	1.0000	\$ 109.62
			90.00	L.F.	\$ 201.35	1.0000	\$ 18,121.50
			12.00	Ea.	\$ 16.35	1.0000	\$ 196.20

Debris Removal (FEMA Category A)

- Highest Priority
- Design – April 2020 to August 2020
- Permitting – August 2020 to January 2021
- Bidding – September 2020 to December 2021
- Construction Complete – February 2021 to December 2022
 - Quarry 1: January 2021 to June 2021
 - Jack Smith Creek: March 2021 to December 2021
 - Jimmies Creek: June 2021 to February 2022
 - Trent River: April 2021 to February 2022
 - N. Glenburnie, Riverfront, Rennys Creek: January 2021 to April 2021
 - Brices Creek and Wilson Creek: April 2021 to October 2021
 - Quarry 2: March 2022 to December 2022



Top: Peace Road, Before
Right: Peace Road, After





Quarry 1

Sediment:

711 CY

Vegetative Debris:

68 Tons

Pipe Jetting:

842 LF





Quarry 2

Sediment:

2,235 CY

Vegetative Debris:

304 Tons

Misc. Debris:

21 Tons

In Place Vegetative
Debris:

1,537 LF

Pipe Jetting:

2,078 LF





Jack Smith Creek

Sediment:

1,664 CY

Vegetative Debris:

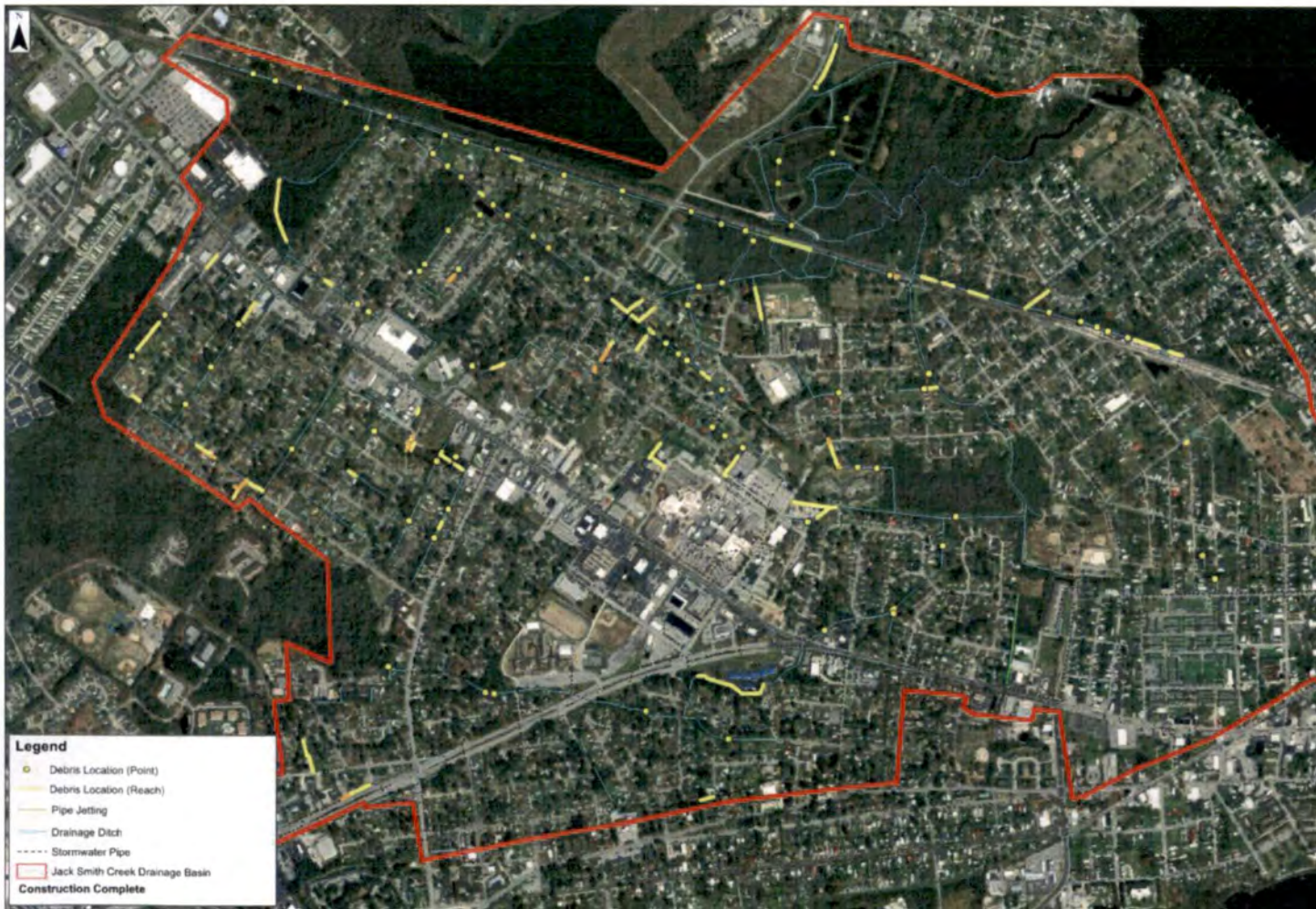
558 Tons

Misc. Debris:

350 Tons

Pipe Jetting:

741 LF



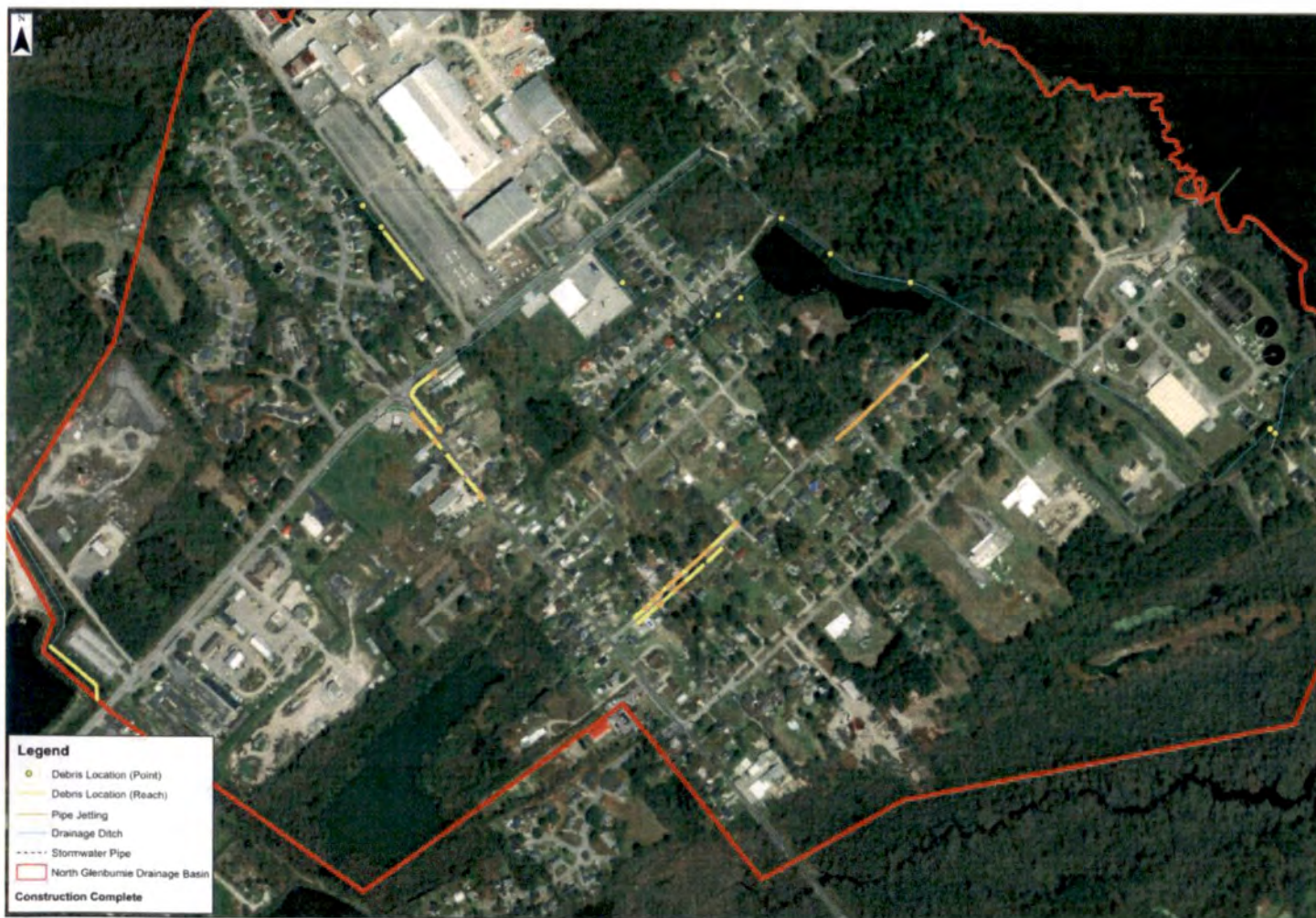


N. Glenburnie

Sediment:
97 CY

Vegetative Debris:
51 Tons

Pipe Jetting:
842 LF





Rennys Creek

Sediment:
34 CY

Vegetative Debris:
304 Tons

In Place Debris
Removal:
1,275 LF

Pipe Jetting:
73 LF





Riverfront

Sediment:
55 CY

Vegetative Debris:
31 Tons

Pipe Jetting:
258 LF





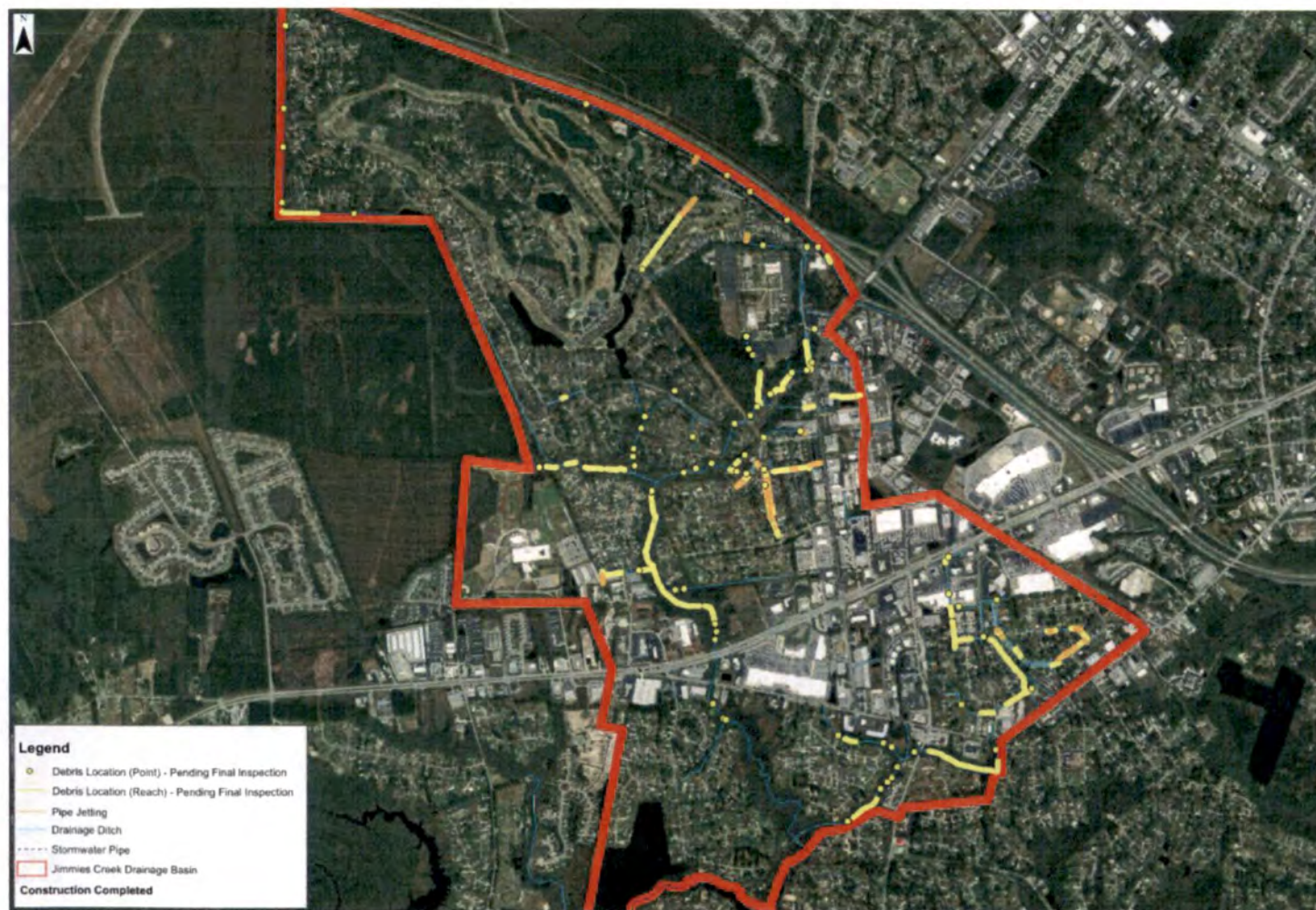
Jimmies Creek

Sediment:
1,620 CY

Vegetative Debris:
104 Tons

In Place Debris
Removal:
11,000 LF

Pipe Jetting:
2,263 LF





Trent River

Sediment:
1,953 CY

Vegetative Debris:
164 Tons

Misc. Debris:
17 Tons

In Place Debris
Removal:
5,520 LF

Pipe Jetting:
1,455 LF





Brices Creek

Sediment:

500 CY

Vegetative Debris:

30 Tons

In Place Debris

Removal:

21,000 LF

Pipe Jetting:

280 LF





Wilson Creek

Sediment:
139 CY

Vegetative Debris:
20 Tons

In Place Debris
Removal:
11,900 LF

Pipe Jetting:
50 LF

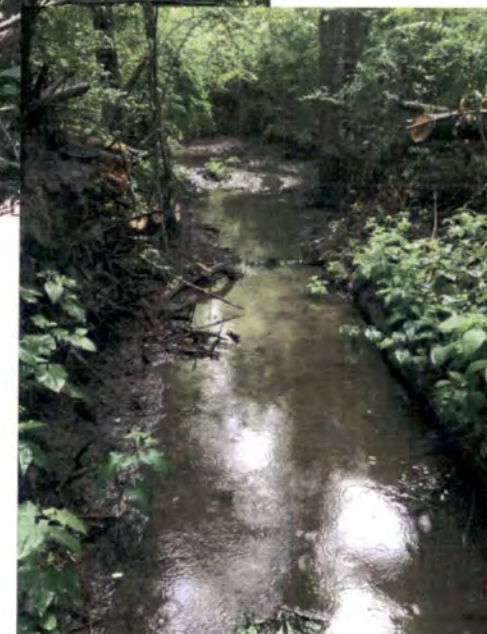


Debris Removal (FEMA Category A)

Total Debris Removed		
Debris	Estimated Quantity	Quantity Performed
Sediment	5,741 Cubic Yards	9,014.65 Cubic Yards
Vegetative Debris Removal	938 Tons	1,353.96 Tons
Miscellaneous Debris	33.25 Tons	461.03 Tons
In-Place Debris Removal	52,825 Linear Feet	52,232 Linear Feet
Pipe Jetting	8,775 Linear Feet	8,528.4 Linear Feet



Top: Taberna Way, Before
Right: Taberna Way, After



Damage Repairs (FEMA Category D)

- Contracted to Begin in Quarry 1 and 2 – September 2021
 - Design Complete: December 2021
 - Permitted: April 2022
 - Construction: June 2022 to December 2022
- Critical Projects
 - Trent Village Retaining Wall
 - Design and Permitting: June 2020 to November 2020
 - Construction: March 2021 to July 2021
 - Waters Street Retaining Wall
 - Design and Permitting: July 2020 to November 2020
 - Red Robin Lane – Trent Road Bank Stabilization
 - Design and Permitting: June 2020 to September 2020



Damage Repairs (FEMA Category D)

- Remaining Basins
 - Contracted to begin in May 2022
 - Designs complete in 6 of 8 Remaining Basins
 - Design completion anticipated by early July.
- Environmental Permitting
 - Due to scale, required to submit outside normal methods
 - Delays at agencies due to existing workload
 - Statutory wait time for permit approval minimum 90 days

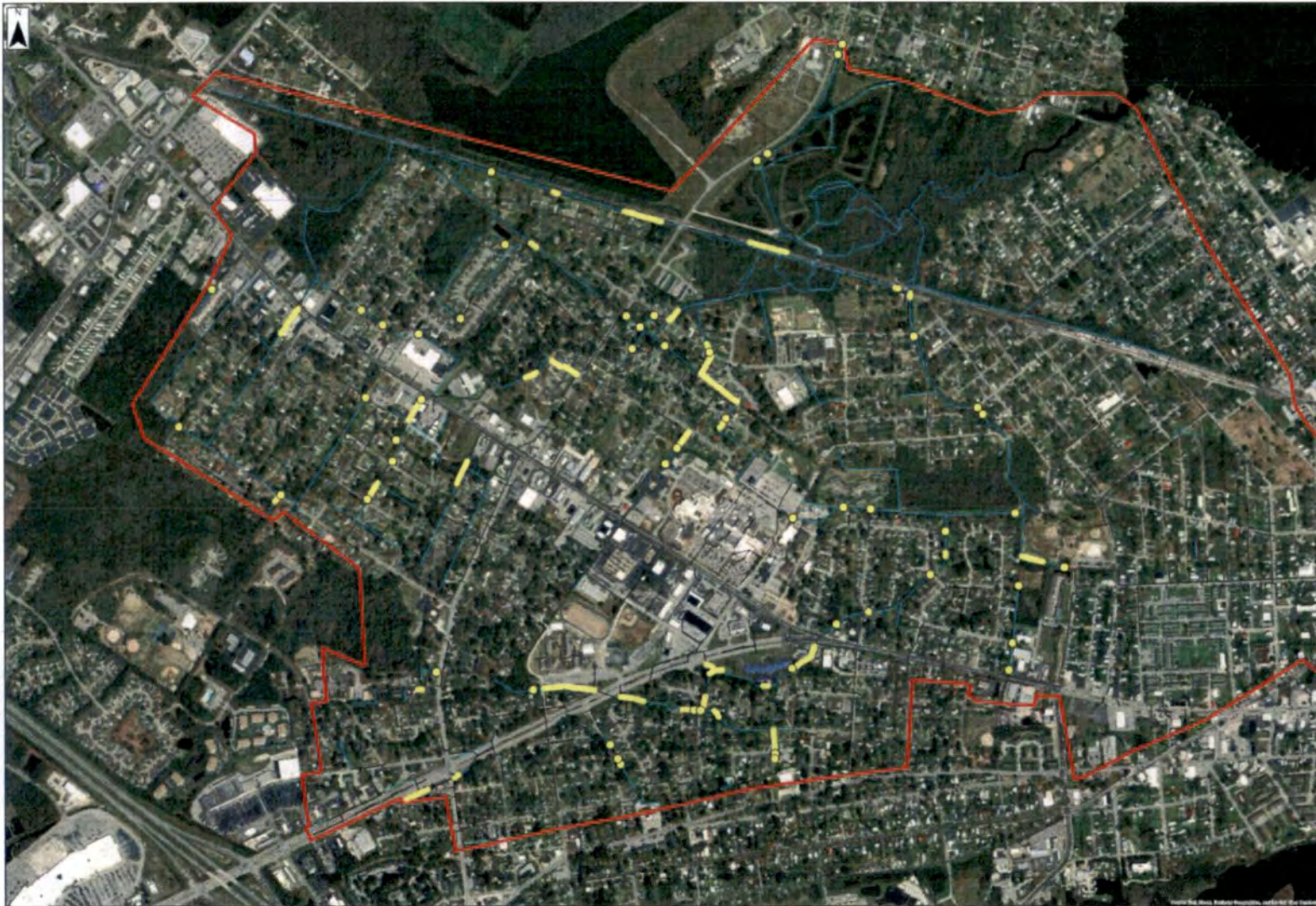




Quarry 1 Damages



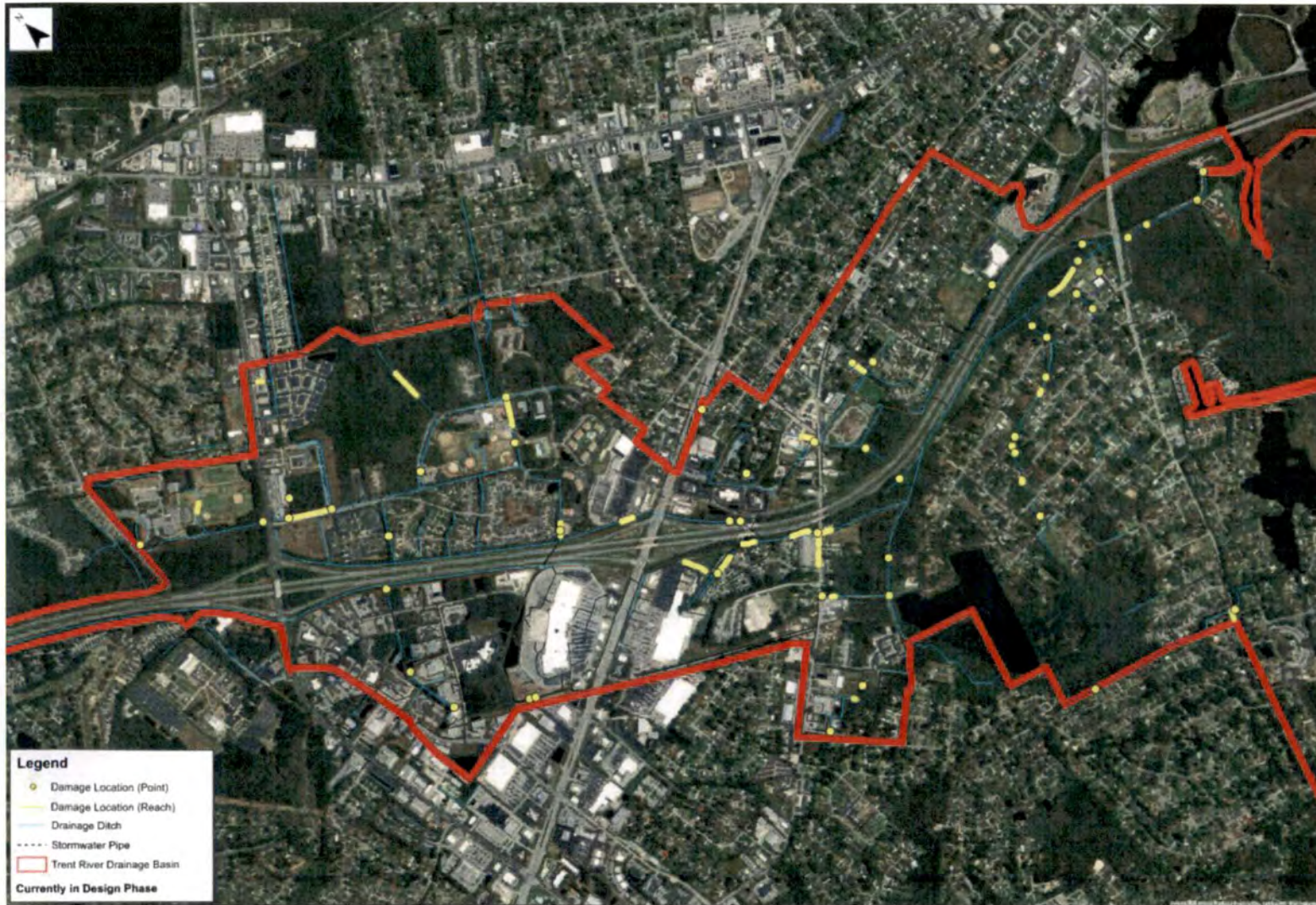
Quarry 2 Damages



Jack Smith Creek Damages



Jimmies Creek Damages



Trent River Damages



North Glenburnie Damages



Riverfront Damages



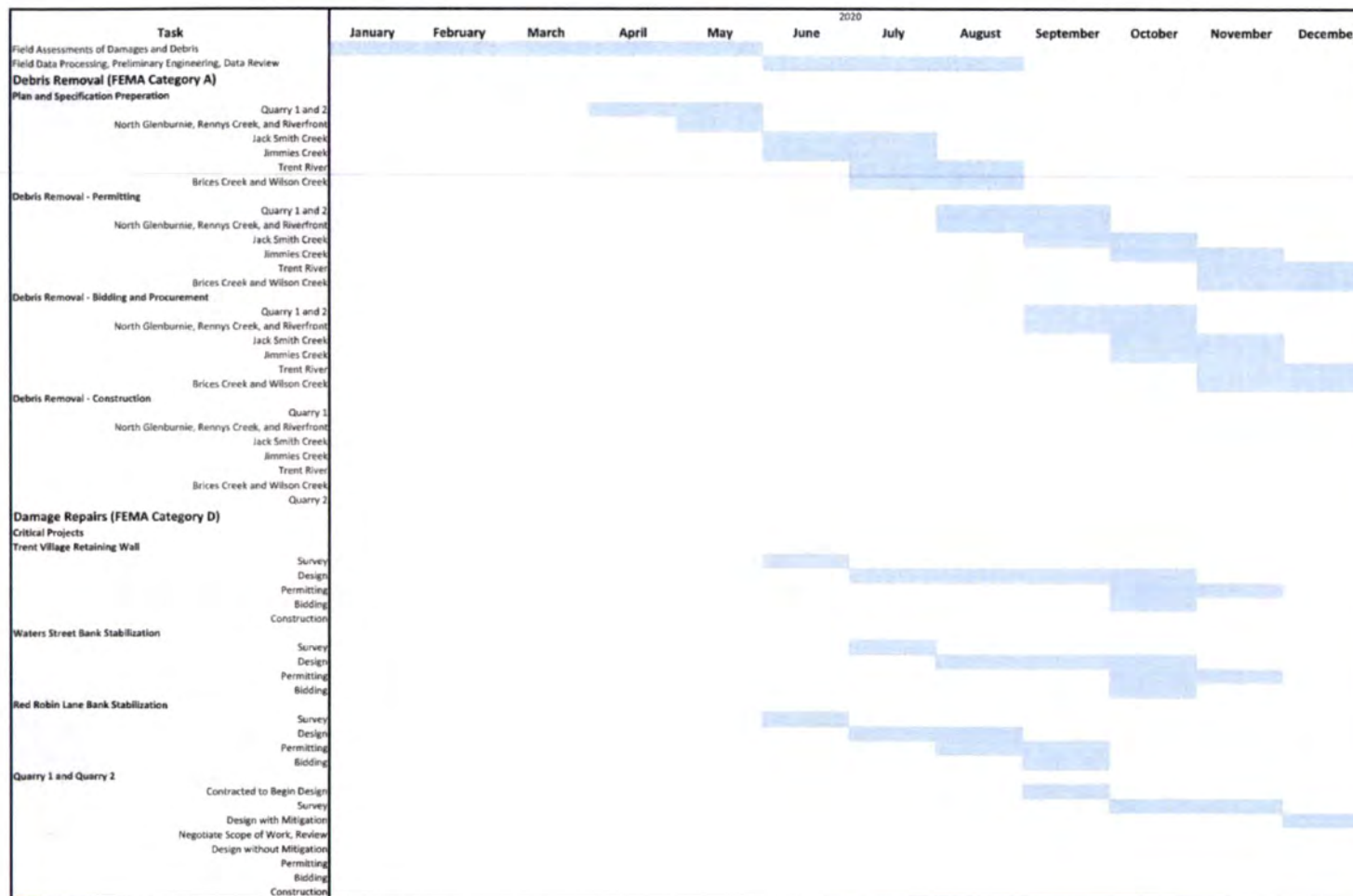
Rennys Creek Damages



Brices Creek Damages

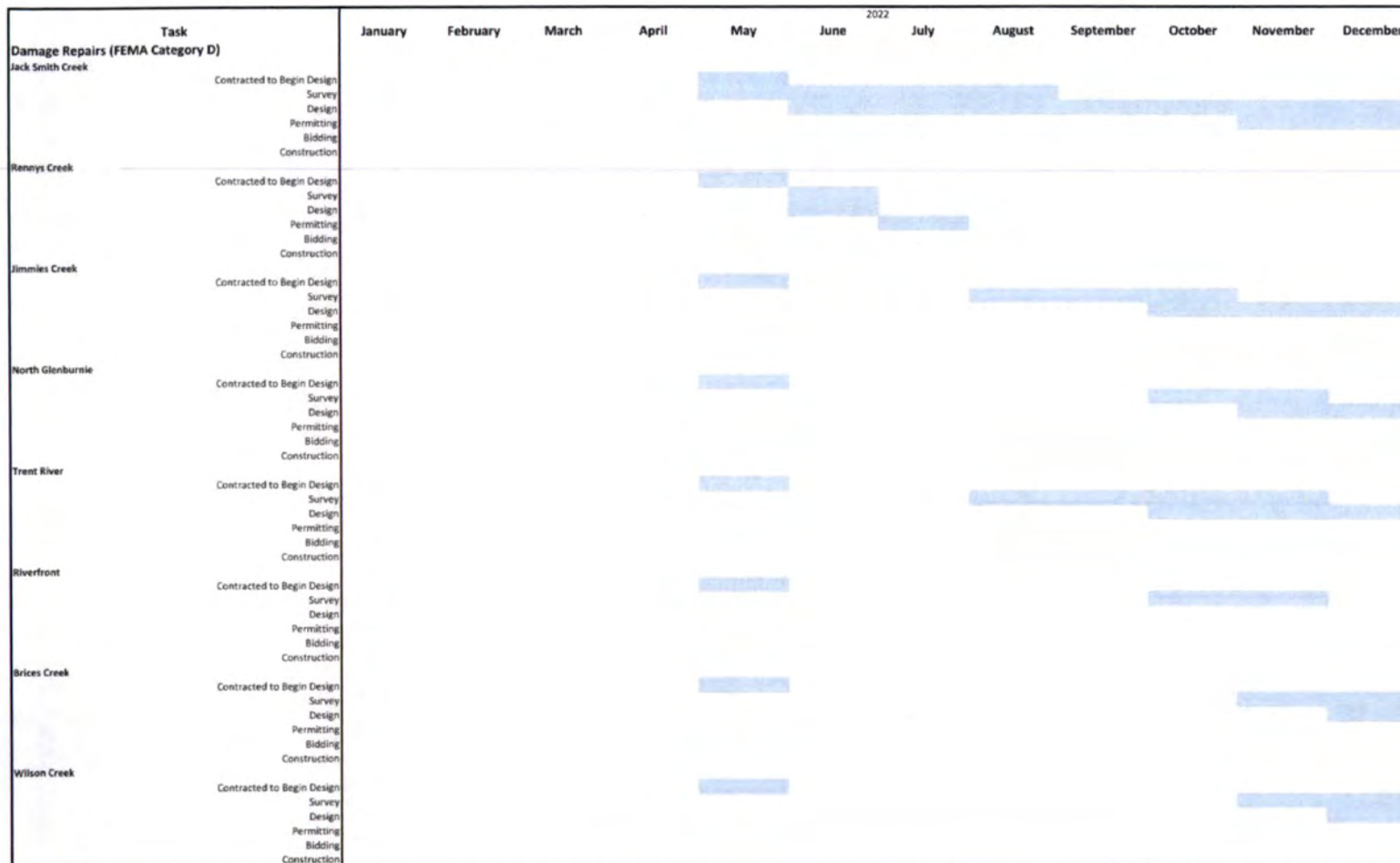


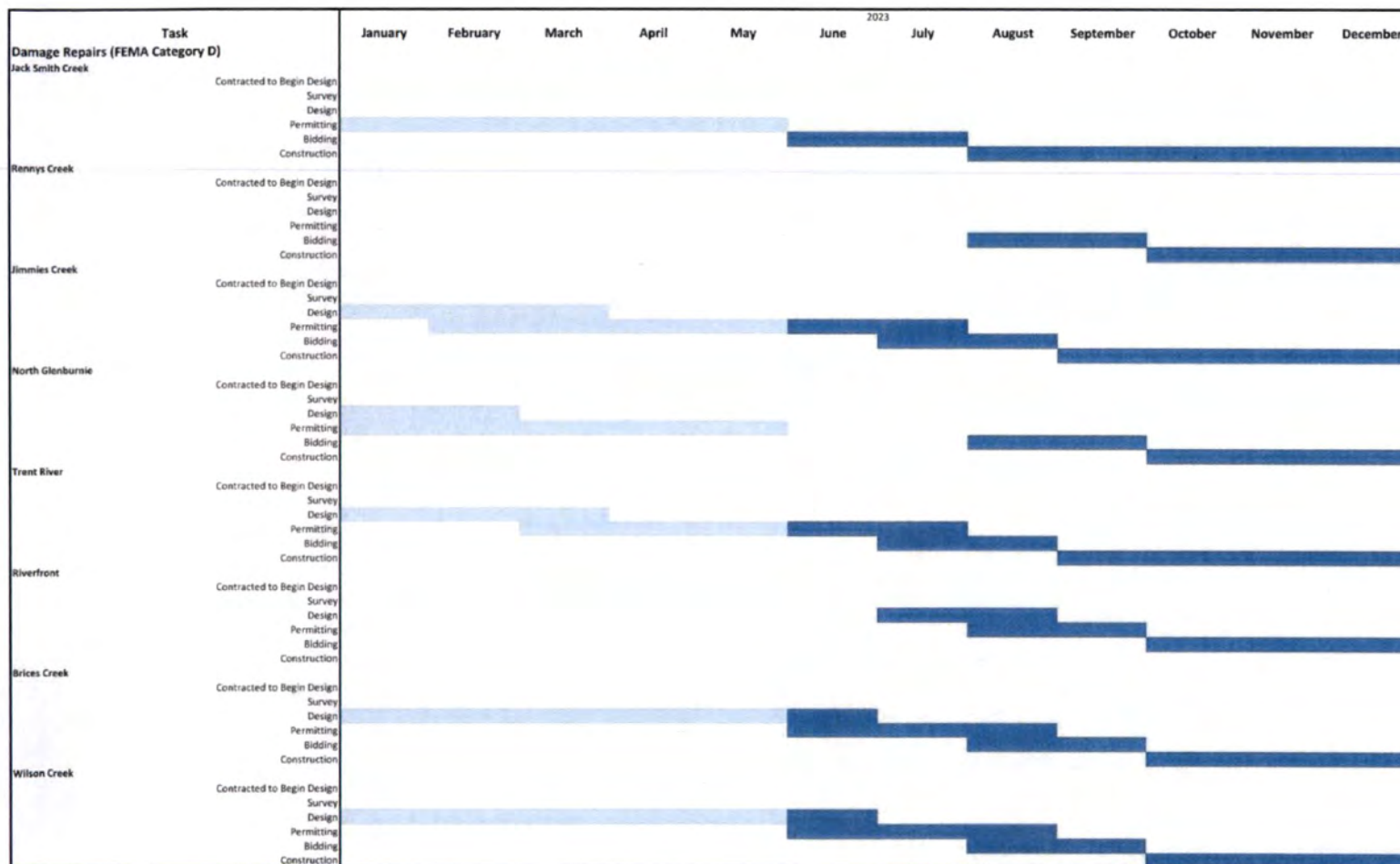
Wilson Creek Damages



Task	2021											
	January	February	March	April	May	June	July	August	September	October	November	December
Field Assessments of Damages and Debris Field Data Processing, Preliminary Engineering, Data Review												
Debris Removal (FEMA Category A)												
Plan and Specification Preparation												
Quarry 1 and 2												
North Glenburnie, Bennis Creek, and Riverfront												
Jack Smith Creek												
Jimmes Creek												
Trent River												
Brices Creek and Wilson Creek												
Debris Removal - Permitting												
Quarry 1 and 2												
North Glenburnie, Bennis Creek, and Riverfront												
Jack Smith Creek												
Jimmes Creek												
Trent River												
Brices Creek and Wilson Creek												
Debris Removal - Bidding and Procurement												
Quarry 1 and 2												
North Glenburnie, Bennis Creek, and Riverfront												
Jack Smith Creek												
Jimmes Creek												
Trent River												
Brices Creek and Wilson Creek												
Debris Removal - Construction												
Quarry 1												
North Glenburnie, Bennis Creek, and Riverfront												
Jack Smith Creek												
Jimmes Creek												
Trent River												
Brices Creek and Wilson Creek												
Quarry 2												
Damage Repairs (FEMA Category D)												
Critical Projects												
Trent Village Retaining Wall												
Survey												
Design												
Permitting												
Bidding												
Construction												
Waters Street Bank Stabilization												
Survey												
Design												
Permitting												
Bidding												
Red Robin Lane Bank Stabilization												
Survey												
Design												
Permitting												
Bidding												
Quarry 1 and Quarry 2												
Contracted to Begin Design												
Survey												
Design with Mitigation												
Negotiate Scope of Work, Review												
Design without Mitigation												
Permitting												
Bidding												
Construction												

Task	2022											
	January	February	March	April	May	June	July	August	September	October	November	December
Field Assessments of Damages and Debris Field Data Processing, Preliminary Engineering, Data Review												
Debris Removal (FEMA Category A)												
Plan and Specification Preparation												
Quarry 1 and 2												
North Glenburnie, Rennys Creek, and Riverfront												
Jack Smith Creek												
Jimmies Creek												
Trent River												
Brices Creek and Wilson Creek												
Debris Removal - Permitting												
Quarry 1 and 2												
North Glenburnie, Rennys Creek, and Riverfront												
Jack Smith Creek												
Jimmies Creek												
Trent River												
Brices Creek and Wilson Creek												
Debris Removal - Bidding and Procurement												
Quarry 1 and 2												
North Glenburnie, Rennys Creek, and Riverfront												
Jack Smith Creek												
Jimmies Creek												
Trent River												
Brices Creek and Wilson Creek												
Debris Removal - Construction												
Quarry 1												
North Glenburnie, Rennys Creek, and Riverfront												
Jack Smith Creek												
Jimmies Creek												
Trent River												
Brices Creek and Wilson Creek												
Quarry 2												
Damage Repairs (FEMA Category D)												
Critical Projects												
Trent Village Retaining Wall												
Survey												
Design												
Permitting												
Bidding												
Construction												
Waters Street Bank Stabilization												
Survey												
Design												
Permitting												
Bidding												
Red Robin Lane Bank Stabilization												
Survey												
Design												
Permitting												
Bidding												
Quarry 1 and Quarry 2												
Contracted to Begin Design												
Survey												
Design with Mitigation												
Negotiate Scope of Work, Review												
Design without Mitigation												
Permitting												
Bidding												
Construction												





Task		January	February	March	April	May	June	July	August	September	October	November	December
Damage Repairs (FEMA Category D)													
Jack Smith Creek	Contracted to Begin Design												
	Survey												
	Design												
	Permitting												
	Bidding												
Renneys Creek	Construction												
	Contracted to Begin Design												
	Survey												
	Design												
	Permitting												
Jimmies Creek	Bidding												
	Construction												
	Contracted to Begin Design												
	Survey												
	Design												
North Glenburnie	Permitting												
	Bidding												
	Construction												
	Contracted to Begin Design												
	Survey												
Trent River	Design												
	Permitting												
	Bidding												
	Construction												
	Contracted to Begin Design												
Riverfront	Survey												
	Design												
	Permitting												
	Bidding												
	Construction												
Brices Creek	Contracted to Begin Design												
	Survey												
	Design												
	Permitting												
	Bidding												
Wilson Creek	Construction												
	Contracted to Begin Design												
	Survey												
	Design												
	Permitting												
	Bidding												
	Construction												
	Contracted to Begin Design												
	Survey												
	Design												

Benefits Realized

- Drainage Capacity Restored
 - Almost double the amount of sediment removed than original estimates
- Access Roads for Continued Maintenance
- Critical Repairs Completed
- End is in Sight!





Questions?



Call Us:

Luke Baker, PG

919.582.7288

Tyrus Clayton, Jr., PE

919.827.0909



Email Us:

lbaker@TRCCompanies.com

tclayton@TRCcompanies.com



Visit Us:

TRCcompanies.com

AGENDA ITEM COVER SHEET

Agenda Item Title:

Adopt resolution authorizing the City Manager to Execute a Contract for the Northwest Interceptor Rehabilitation Phase-II Project

Date of Meeting: 6/27/2023	Ward # if applicable: 5
Department: Public Utilities – Water Resources	Person Submitting Item: Jordan Hughes
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing: N/A

Explanation of Item:	Tentatively awarding construction contract to Insituform Technologies, LLC for the Northwest Interceptor Rehabilitation Phase-II project.
Actions Needed by Board:	Adopt resolution authorizing the City Manager to execute the construction contract with Insituform Technologies, LLC
Backup Attached:	Memo from Jordan Hughes, Certified Bid-Tab, and draft resolution for authorizing the City Manager to execute the construction contract

Is item time sensitive? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Will there be advocates/opponents at the meeting? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Cost of Agenda Item: \$1,244,166.60
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:



Department of Public Utilities
Water Resources
527 NC Highway 55 West, P.O. Box 1129
New Bern, NC 28563-1129
(252) 639-7526

MEMORANDUM

TO: Mayor and Board of Aldermen
FROM: Jordan B. Hughes P.E., City Engineer
DATE: June 12, 2023

SUBJECT: Recommendation to Tentatively Award the Northwest Interceptor Rehabilitation Phase-II Project

Background Information:

The purpose of the Northwest Interceptor Rehabilitation Phase-II project is to repair approximately 2,000 linear feet of the gravity sewer outfall line located between South Glenburnie Road and Trapper's Trail. This section of 36" concrete pipe has deteriorated to a point where the pipe's structural integrity is compromised and is a significant source of infiltration into the sewer system. The proposed rehabilitation project will involve utilizing a Cured in Place Pipe (CIPP) lining system to establish a new pipe structure within the existing pipe without the need for excavation. Utilizing this method of repair will also greatly reduce the anticipated timeframe for implementation.

Bids for the Northwest Interceptor Rehabilitation Phase-II project were opened at 11:00 a.m. on May 12th, 2023. After reviewing the submitted bids, the low bidder for the project is Insituform Technologies, LLC. of Chesterfield, MO with a bid of \$1,244,166.60.

The City has received a \$230,000 grant from the NC ARPA funds that will be utilized to fund a portion of this work. Due to utilization of State funding for this project, the contract will need to be tentatively awarded, contingent upon the approval of the North Carolina Department of Environmental Quality.

Recommendation:

The Department of Public Utilities is recommending that the contract for the Northwest Interceptor Rehabilitation Phase-II project be tentatively awarded to Insituform Technologies, LLC for the amount of \$1,244,166.60.

Attached please find a copy of the certified Bid Tab and a draft resolution for tentatively awarding the contract. Please contact me if there are any questions or if additional information should be required.

RESOLUTION OF TENTATIVE AWARD

THAT WHEREAS, the City of New Bern, North Carolina has received bids, pursuant to duly advertised notice thereof, for construction of the Northwest Interceptor Rehabilitation Phase-II project (NCDEQ project No. SRP-W-ARP-0058); and

WHEREAS, the City Engineer has reviewed the bids; and

WHEREAS, Insituform Technologies, LLC was the lowest bidder for the Northwest Interceptor Rehabilitation Phase-II project, in the total bid amount of \$1,244,166.60; and

WHEREAS, the City Engineer recommends TENTATIVE AWARD to the lowest bidder.

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

Section 1. That a TENTATIVE AWARD is made to Insituform Technologies, LLC in the total bid amount of \$1,244,166.60.

Section 2. That such TENTATIVE AWARD be contingent upon the approval of the North Carolina Department of Environmental Quality.

Section 3. That that upon receiving approval from the North Carolina Department of Environmental Quality, the City Manager is hereby authorized to execute on behalf of the City of New Bern a contract with Insituform Technologies, LLC in the amount of \$1,244,166.60 and any change orders within the budgeted amount for the Northwest Interceptor Rehabilitation Phase-II project.

ADOPTED THIS 27th DAY OF JUNE, 2023.

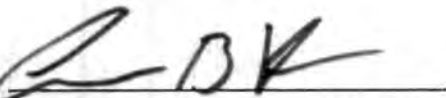
JEFFREY T. ODHAM, MAYOR

BRENDA E. BLANCO, CITY CLERK

**City of New Bern
Certified Bid Tab
Northwest Interceptor Rehabilitation Phase-II Project**

				Insituform Technologies, LLC Chesterfield, MO		SAK Construction O'Fallon, MO	
Item	Qty	Unit	Description	Unit Price	Total Amount	Unit Price	Total Amount
1	1	LS	Mobilization and Bonding (3% Max)	\$32,456.14	\$32,456.14	\$46,000.00	\$46,000.00
2	1	LS	By-Pass Pumping Operation	\$474,629.33	\$474,629.33	\$690,500.00	\$690,500.00
3	2005	LF	36" Cured in Place Lining	\$262.69	\$526,693.45	\$338.00	\$677,690.00
4	2	EA	Rehabilitation of Ex. Manholes (8'-10')	\$12,623.95	\$25,247.90	\$7,020.00	\$14,040.00
5	2	EA	Rehabilitation of Ex. Manholes (10"-12')	\$15,148.74	\$30,297.48	\$8,100.00	\$16,200.00
6	4	EA	Creation of Watertight/Vented Manhole	\$18,817.64	\$75,270.56	\$10,300.00	\$41,200.00
7	1	LS	Erosion & Sedimentation Control	\$24,194.11	\$24,194.11	\$34,400.00	\$34,400.00
8	1	LS	Seeding & Mulching	\$39,248.22	\$39,248.22	\$10,400.00	\$10,400.00
9	1	LS	Tempoary Construction Entrance	\$16,129.41	\$16,129.41	\$13,000.00	\$13,000.00
Total Bid					\$1,244,166.60		\$1,543,430.00

I certify that this is a record of all received bids for the Northwest Interceptor Rehabilitation Phase-II project.



Jordan B. Hughes, P.E. - City Engineer



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 general on-call engineering services.

Date of Meeting: June 27, 2023	Ward # if applicable: NA
Department: Development Services	Person Submitting Item: Chris Seaberg, Community and Economic Development Manager
Call for Public Hearing: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Date of Public Hearing: 7/11/2023

Explanation of Item:	Submittals were received in response to a Request for Qualifications (RFQ) seeking an individual or firm to provide general on-call engineering services as needed for a period of three (3) years with the option to extend an additional year. TRC Engineers, Inc. was selected as the highest ranking of the six qualified responses evaluated by a five (5)-member review committee representing various City departments.
Actions Needed by Board:	Adopt Resolution
Backup Attached:	Memo, Resolution
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: June 27, 2023

SUBJECT: Consider Adopting a Resolution Authorizing the City Manager to Negotiate and Execute a Contract with TRC Engineers, Inc for general on-call engineering services.

The City is looking for professional engineering firms that have experience in design, bidding, construction administration, construction oversight, construction inspection of local government projects to include water systems, wastewater systems, stormwater, streets and roads, mechanical engineering, and structural engineering to assist in the management of the various projects and grants that city staff are working on.

The City publicly advertised a Request for Qualifications (RFQ) on May 23, 2023, seeking an individual or firm to provide General On-Call Engineering Services as needed for a period of three (3) years with the option to extend an additional year if needed. Submittals were received on June 8, 2023. The City received six (6) qualified responses. Each respondent was evaluated using the "Evaluation Criteria & Selection" published in the RFQ. A five-member review committee represented various City departments and the total scores are displayed below:

Firm	Total Score
TRC Engineers, Inc.	469
WithersRavenel, Inc.	459
Johnson, Mirmiran, & Thompson, Inc. (JMT)	447
McAdams/Moffatt & Nichol Team	432
McKim & Creed	419
A. Morton Thomas and Associates, Inc. (AMT)	419

The final rankings resulted in TRC Engineers, Inc. with 469 out of an available 500 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 General On-Call Engineering Services.

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 general on-call engineering services was publicly advertised on May 23, 2023, and submittals were received on June 8, 2023; and

WHEREAS, the following six (6) submittals were received and scored:

TRC Engineers, Inc.	469
WithersRavenel, Inc.	459
Johnson, Mirmiran, & Thompson, Inc. (JMT)	447
McAdams/Moffatt & Nichol Team	432
McKim & Creed	419
A. Morton Thomas and Associates, Inc. (AMT)	419

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 general on-call engineering services for the City of New Bern.

ADOPTED THIS 27TH DAY OF JUNE, 2023.

JEFFREY T. ODHAM, MAYOR

BRENDA E. BLANCO, CITY CLERK

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution Approving the Revised Classification Pay Plan

Date of Meeting: 6/27/2023	Ward # if applicable:
Department: Human Resources	Person Submitting Item: Sonya H. Hayes
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing:

Explanation of Item:	The Classification Pay Plan for FY 2023-2024 was adopted on June 13, 2023. I am requesting that the Board approve the Revised Classification Pay Plan for FY 2023-2024 which incorporates the three percent (3%) COLA approved on June 13, 2023. The Revised Classification Pay Plan will be effective July 1, 2023.
Actions Needed by Board:	Adopt resolution approving the Revised Classification Pay Plan FY 23-24
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:



NEW BERN
NORTH CAROLINA
303 First Street, P.O. Box 1129
New Bern, NC 28563
(252) 639-7571

TO: Mayor and Board of Aldermen

FROM: Sonya H. Hayes
Director of Human Resources

DATE: June 27, 2023

RE: **Revised Classification Pay Plan FY 2023-2024**

Background

The Classification Pay Plan for FY 2023-2024 was adopted by the Board of Aldermen on June 13, 2023. After adopting the resolution to approve the Classification Pay Plan, the Board approved a 3% Cost of Living Adjustment (COLA) for FY 2023-2024.

The proposed Revised Classification Pay Plan for FY 2023-2024 incorporates the three percent (3%) COLA approved by the Board of Aldermen on June 13, 2023. Adjusting the salary ranges by including the approved COLA will support our efforts to ensure that salaries remain competitive with comparable size municipalities and improve employee retention.

Requested Action

We are requesting that the Board of Aldermen consider approving the attached resolution which adopts the Revised Classification Pay Plan effective July 1, 2023.

RESOLUTION

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

Section 1. That the City of New Bern Classification Pay Plan adopted by the Board of Aldermen on June 13, 2023, to be effective as of July 1, 2023, is hereby rescinded.

Section 2. That the City of New Bern Classification Pay Plan, a copy of which is attached hereto and incorporated herein by reference, which incorporates the three percent (3%) COLA approved by the Board of Aldermen on June 13, 2023 ("Classification Pay Plan"), be and the same is hereby approved.

Section 3. The Classification Pay Plan shall be effective as of July 1, 2023.

ADOPTED THIS 27th DAY OF JUNE 2023.

JEFFREY T. ODHAM, MAYOR

BRENDA E. BLANCO, CITY CLERK

City of New Bern
Classification Pay Plan
Fiscal Year 2023 - 24
Effective July 1, 2023
Revised June 27, 2023

Grade	Title	Minimum	Midpoint	Maximum
1		21,308	27,994	34,678
2		22,374	29,393	36,413
3		23,492	30,863	38,233
4		24,667	32,406	40,145
5		25,900	34,027	42,152
6		27,195	35,727	44,260
7	Custodian	28,554	37,513	46,473
8	Accounting Clerk Inventory Control Clerk Lead Custodian Office Assistant II	29,982	39,390	48,797
9	Parks Maintenance Technician Police Service Technician Senior Maintenance Worker Utility Maintenance Worker I Utility Service Specialist	31,482	41,359	51,236
10	Billing Services Representative Equipment Operator I Maintenance Construction Worker Office Assistant III Parks Maintenance Specialist Payment Services Representative Tree Trim Groundworker Utility Service Technician Warehouse Technician	33,056	43,427	53,798
11	Accounting Technician I Bio-Solids Operator Customer Service Representative Engineering Assistant Fire Trainee Irrigation Operator Lead Equipment Operator I Lead Maintenance Worker Maintenance Technician Police Service Technician (Animal Control) Police Service Technician (Property & Evidence) Senior Billing Services Representative Senior Payment Services Representative Tree Trimmer Trainee Utility Control System Operator Utility Maintenance Worker II	34,709	45,599	56,488

Grade	Title	Minimum	Midpoint	Maximum
12	Administrative Assistant Electric Groundworker Electric Meter Technician Equipment Operator II Human Resources Assistant Lead Warehouse Technician Senior Customer Service Representative Wastewater Treatment Plant Operator I Water Treatment Plant Operator I	36,444	47,878	59,313
13	Fire Specialist Police Officer Trainee Police Service Technician/Telecommunicator I Tree Trimmer Utility Locator Utility Maintenance Lead Worker Water Resources Service Technician	38,266	50,272	62,278
14	Accounting Technician II Cross Connection Coordinator Fire Specialist I Laboratory Technician Lead Equipment Operator II Lead Maintenance Technician Metering and Billing Coordinator Parks Crew Leader Police Service Technician/Telecommunicator II Pump Station Mechanic Wastewater Treatment Plant Operator II Water Treatment Plant Operator II	40,180	52,785	65,392
15	Auto Mechanic Billing Services Supervisor Customer Service Supervisor Electric Line Worker 3rd Class Fire Specialist II Human Resources Technician Inflow and Infiltration Technician Load Management Systems Technician Payment Services Supervisor Police Service Technician/Telecommunicator III Senior Water Resources Service Technician Utility Locate Coordinator	42,188	55,424	68,662
16	Electric Svc. Representative Fire Specialist III Heavy Equipment Mechanic Nuisance Abatement Officer Substation Technician I Tree Trim Crew Leader Wastewater Treatment Plant Operator III Water Treatment Plant Operator III	44,298	58,197	72,094
17	Account Services Supervisor Athletic Coordinator Biosolids Supervisor Building and Grounds Maintenance Supervisor Building Inspector I	46,513	61,105	75,699

Grade	Title	Minimum	Midpoint	Maximum
	Electrical Engineer Technician			
	Electrician			
	Facilities Maintenance Crew Supervisor			
	Field Service and Metering Supervisor			
	GIS Technician			
	IT Technician			
	Lead Auto Mechanic			
	Police Officer			
	Pretreatment Coordinator			
	Recreation Program Coordinator			
	Special Events Coordinator			
	Special Projects Coordinator			
	Water/Sewer Crew Supervisor			
18	Accountant	48,838	64,161	79,484
	Administrative Support Supervisor			
	Civilian Unit Supervisor			
	Electric Line Worker 2nd Class			
	Fire Prevention Inspector			
	MPO Planner			
	Planner I			
	Substation Technician II			
	Wastewater Treatment Plant Oper. IV			
	Water Treatment Plant Operator IV			
19	Assistant Fire Marshal	51,280	67,370	83,459
	Athletic Supervisor			
	Building Inspector II			
	Center Supervisor			
	Energy Management Specialist			
	Financial and Budget Analyst			
	Fire Engineer			
	Heavy Equipment Manager			
	Master Police Officer I			
	Minimum Housing and Nuisance Abatement Supervisor			
	Senior IT Technician			
	Utility Control Room Supervisor			
20	Business Assistant/Analyst	53,844	70,738	87,631
	Chief Treatment Plant Operator			
	Deputy Fire Marshal			
	Electric Line Worker 1st Class			
	Fiber Systems Technician			
	Fire Captain			
	IT Infrastructure Analyst			
	IT Systems Analyst			
	Key Accounts Analyst			
	Laboratory Supervisor			
	Master Police Officer II			
	Planner II			
	Project Coordinator			
	Safety Officer			
	Telemetry and Control Technician			
	Treatment Plants Maint. Supervisor			
	Water Resources Service Coordinator			

Grade	Title	Minimum	Midpoint	Maximum
21	Building & Grounds Maintenance Superintendent Building Inspector III Community Development Coordinator Facilities Maintenance Superintendent Fleet Maintenance Superintendent Master Police Officer III Parks Superintendent Purchasing and Warehouse Manager Recreation Superintendent Senior Accountant Stormwater Superintendent Waste Collection Superintendent Water Facilities Maintenance Superintendent Water/Sewer Construction Superintendent	56,536	74,275	92,013
22	City Clerk Planner III Police Sergeant Public Information Officer Utility Coordinator (Electric)	59,364	77,989	96,614
23	Electric Line Crew Leader Land & Community Development Administrator Metropolitan Planning Organization Administrator SCADA/Control Systems Supervisor Senior Financial and Budget Analyst Senior IT Analyst Streets Superintendent	62,331	81,887	101,444
24	Chief Building Inspector City Planner Fire Battalion Chief Fire Division Chief of Training Fire Marshal/Division Chief of Fire Prevention GIS Programmer Analyst Staff Engineer Support Services Division Chief Utility Business Office Manager Utility Maintenance Superintendent Wastewater Treatment Plant Manager Water Treatment Plant Manager	65,447	85,982	106,516
25	Accounting Manager Assistant Director of Development Services Assistant Director of Human Resources Assistant Director of Public Works Community & Economic Development Manager Electric Substation Superintendent GIS Manager Police Lieutenant Utility Business Operations Manager	68,720	90,281	111,841
26	Electric Engineering Manager	72,156	94,795	117,434
27	Deputy Fire Chief/Operations Commander Police Captain	75,764	99,535	123,306

Grade	Title	Minimum	Midpoint	Maximum
28	Executive Director Redevelopment Commission	79,552	104,511	129,471
29	Deputy Chief of Police Electric Distribution Superintendent	83,529	109,737	135,944
30		87,707	115,224	142,742
31	Transmission and Distribution Manager	92,092	120,985	149,879
32	Director of Human Resources Director of Information Technology Director of Parks & Recreation	96,697	127,034	157,373
33	City Engineer Director of Development Services Director of Public Works Director of Water Resources Fire Chief	101,532	133,386	165,242
34	Chief of Police Director of Finance Director of Utilities	106,609	140,055	173,504
35	Assistant City Manager	111,939	147,058	182,179

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting an Ordinance to Amend the West New Bern Water System Improvements Project Fund

Date of Meeting: 6/27/2023	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:	The ordinance amends the West New Bern Water System Improvements Project Fund due to an amendment in the engineering contract.
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 – Finance Director

DATE: June 23, 2023

RE: Amendment to the West New Bern Water System Improvements Project Fund

Background

The West New Bern Water System Improvements Project Fund will be amended in the amount of \$88,500 due to an engineering contract amendment.

Requested Action

It is requested that the Board considers adopting the enclosed budget amendment at its meeting on June 27, 2023.

**AN ORDINANCE TO AMEND THE CAPTIAL PROJECT ORDINANCE
West New Bern Water System Improvements Project Fund**

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

Section 1. That Section 3 of the Drainage Improvements Project Fund Ordinance adopted on December 8, 2015 is hereby amended to recognize additional appropriations.

Increase: Water System Improvements \$88,500

Section 2. That Section 4 of the West New Bern Water System Improvements Project Fund Ordinance adopted on December 8, 2015 is hereby amended to recognize additional revenue from a transfer from the Water Fund.

Increase: Transfer from Water Fund \$88,500

Section 3. This amendment shall become effective upon adoption.

ADOPTED THIS 27TH DAY OF JUNE 2023.

JEFFREY T. ODHAM, MAYOR

BRENDA E. BLANCO, CITY CLERK

AGENDA ITEM COVER SHEET

Agenda Item Title:

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

Date of Meeting: 6/27/2023	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:	Amendment to the FY 2022-23 annual adopted budget
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.



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(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: June 16, 2023

RE: Amendments to the FY 2022-23 Operating Budget

Current

This budget ordinance allows for the budget amendments for Fiscal Year 2022-23 to ensure all projected expenditures have sufficient budget and to realign the revenues to equal the appropriations. The General, Municipal Service District, Water, Sewer, Electric, Solid Waste and Employees' Benefit Insurance Funds are amended to meet projected annual year-end revenues and costs. The amendment to the General Fund also includes an increase to the New Bern Firemen's Museum utilities reimbursement account under Public Buildings in the amount of \$750.

Requested Action

It is requested that the Board consider adopting the attached budget amendment at its meeting on June 27, 2023.

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

FROM: Kim Ostrom, Director of Finance

Meeting Date: 6/27/2023

EXPLANATION:

This budget ordinance allows for the budget amendments for Fiscal Year 2022-23 to ensure all projected expenditures have sufficient budget and to realign the revenues to equal the appropriations. The General, Municipal Service District, Water, Sewer, Electric, Solid Waste and Employees' Benefit Insurance Funds are amended to meet projected annual year-end revenues and costs. The amendment to the General Fund also includes an increase to the New Bern Firemen's Museum utilities reimbursement account under Public Buildings in the amount of \$750.

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:	Accounting	\$	27,000
	Purchasing & Warehouse		25,000
	E911		2,000
	Parking		20,000
	Fire		280,000
	Inspections		25,000
	Garage		623,000
	Public Buildings		30,000
	Transfer to Other Funds		10,000
Decrease:	Elections		(11,000)
	Police		(178,000)
	Parks & Recreation Admin		(75,000)
	Planning		(42,000)
	Public Works Administration		(105,000)
	Streets		(680,000)
		\$	<u>(49,000)</u>

Schedule B - MUNICIPAL SERVICE DISTRICT FUND

Increase:	Municipal Service District	\$	<u>1,200</u>
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Schedule C - WATER FUND

Increase:	Debt Service		1,010
Decrease:	Water Treatment		<u>(1,010)</u>
			<u>-</u>

Schedule D - SEWER FUND

Increase:	Sewer Treatment	\$	135,000
	Sewer Collection System Maintenance		279,000
Decrease:	Transfer to Other Funds		<u>(1,010,000)</u>
		\$	<u>(596,000)</u>

Schedule E - ELECTRIC FUND

Increase: Distribution O & M	\$ 625,000
Decrease: Electric Administration	(100,000)
Electric Power Production	(1,000,000)
Communications Control	(37,000)
Utility Business Office	(75,000)
	<u>\$ (587,000)</u>

Schedule G - EMPLOYEES' BENEFIT INSURANCE FUND

Increase: Employee Benefits	
Health Insurance Claims	\$ 600,000
Transfer to OPEB	100,000
Decrease: Workers Comp Claims	(100,000)
	<u>\$ 600,000</u>

SCHEDULE T - SOLID WASTE FUND

Increase: Solid Waste	<u>\$ 285,000</u>
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Section 2 - Estimated RevenuesSchedule A - GENERAL FUND

Increase: Fire Revenues	\$ 15,000
Parks & Recreation Admin Revenues	55,000
Parks & Grounds Revenues	15,000
Parks & Recreation Facilities Revenues	45,000
Inspections Revenues	300,000
Decrease: Police Revenues	(40,000)
Planning Revenues	(44,000)
Fund Balance Appropriated	(395,000)
	<u>\$ (49,000)</u>

Schedule B - MUNICIPAL SERVICE DISTRICT FUND

Increase: MSD Revenues	<u>\$ 1,200</u>
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Schedule D - SEWER FUND

Decrease: Sewer Revenues	<u>\$ (59,600)</u>
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Schedule E - ELECTRIC FUND

Increase: Fund Balance Appropriated	\$ 2,853,000
Decrease: Electric Revenues	(3,440,000)
	<u>\$ (587,000)</u>

Schedule G - EMPLOYEES' BENEFIT INSURANCE FUND

Increase: Employee Benefits Revenues	\$ 268,000
Fund Balance Appropriated	332,000
	<u>\$ 600,000</u>

SCHEDULE T - SOLID WASTE FUND

Increase: Fund Balance Appropriated	<u>\$ 285,000</u>
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NATURE OF TRANSACTION:

☒ ADDITIONAL REVENUE AVAILABLE FOR APPROPRIATION
☒ TRANSFER WITHIN ACCOUNTS OF SAME FUND
☒ OTHER: Appropriate Fund Balance

APPROVED BY THE BOARD OF ALDERMEN AND
ENTERED ON MINUTES DATED JUNE 27, 2023
AGENDA ITEM NUMBER _____

BRENDA E. BLANCO, CITY CLERK

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

Memorandum

TO: Alderman Hazel Royal
FROM: Brenda Blanco, City Clerk
DATE: June 08, 2023
SUBJECT: Appointment to Board of Adjustment

Peter Dillon has resigned from the Board of Adjustment as he is moving out of state. A new appointment is needed to fill the remainder of his term, which expires on June 30, 2025.

/beb

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

Memorandum

TO: Mayor and Board of Aldermen

FROM: Brenda Blanco, City Clerk

DATE: June 16, 2023

SUBJECT: Appointments to Board of Adjustment

Mike Duffy and Kathleen Marty's terms on the Board of Adjustment will expire June 30, 2023. Both serve as alternates on this board, and both are eligible for reappointment to a three-year term. Appointments/reappointments to these seats can be made by the Mayor or any Alderman.

/beb

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

Memorandum

TO: Alderman Hazel Royal

FROM: Brenda Blanco, City Clerk

DATE: June 16, 2023

SUBJECT: Appointment to Historic Preservation Commission

Dr. Ruth Cox's term on the Historic Preservation Commission will expire June 30, 2023. She is ineligible for reappointment. You are asked to make a new appointment to fill Seat 2 for a three-year term that will expire on June 30, 2026.

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

Memorandum

TO: Alderman Barbara Best

FROM: Brenda Blanco, City Clerk

DATE: June 16, 2023

SUBJECT: Appointment to Historic Preservation Commission

Gregory Rusch's term on the Historic Preservation Commission will expire June 30, 2023. Mr. Rusch is eligible for reappointment and desires to continue serving. You are asked to consider this reappointment or to make a new appointment to fill the next three-year term.

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

Memorandum

TO: Alderman Johnnie Ray Kinsey

FROM: Brenda Blanco, City Clerk

DATE: June 16, 2023

SUBJECT: Appointment to Planning and Zoning Board

Raymond Layton's term on the Planning and Zoning Board will expire June 30, 2023. He is ineligible for reappointment. You are asked to make a new appointment to fill Seat 4 for a three-year term that will expire on June 30, 2026.

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

Memorandum

TO: Alderman Robert Brinson

FROM: Brenda Blanco, City Clerk

DATE: June 16, 2023

SUBJECT: Appointment to Planning and Zoning Board

Pat Dougherty's term on the Planning and Zoning Board will expire June 30, 2023. He is ineligible for reappointment. You are asked to make a new appointment to fill Seat 6 for a three-year term that will expire on June 30, 2026.

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

Memorandum

TO: Mayor and Board of Aldermen

FROM: Brenda Blanco, City Clerk

DATE: June 16, 2023

SUBJECT: Appointments to Police Civil Service Board

Isaiah Daniels, Karen May, and Lesley Hunter's terms on the Police Civil Service Board will expire June 30, 2023. Appointees are ineligible to serve a consecutive term, so you are asked to make new appointments for these seats.

Any person, other than a member of the Board of Aldermen, an elective officer, a member or employee of the Police Department, a person who has served as a volunteer in the Police Department within the previous 36 months, or an employee of the City, shall be eligible to serve on this Board. It is very helpful if appointees have experience in Human Resources, employee supervision, or employment matters.

Additionally, when considering an appointee please bear in mind this Board does not have regularly-scheduled meetings. Meetings are on an as-needed basis and are almost always during normal working hours of 8 a.m. to 5 p.m. For this reason, it is prudent for an appointee to have a flexible schedule that would permit meeting during daytime hours and on relatively short notice.

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

Memorandum

TO: Mayor and Board of Aldermen

FROM: Brenda Blanco, City Clerk

DATE: June 16, 2023

SUBJECT: Appointments to the Redevelopment Commission

Theresa Lee has resigned from the Redevelopment Commission effective July 5, 2023. Her term is scheduled to expire August 14, 2023, so it is desirous for the Board to wait until August to fill the seat. Additionally, Tabari Wallace's term will expire on August 14, 2023. He is eligible for reappointment, if that is your desire. Both seats are for a five-year term.

Brenda Blanco

From: Tharesa Lee <tharesalee@gmail.com>
Sent: Wednesday, June 7, 2023 7:41 PM
To: Brenda Blanco
Subject: Fwd: NBRDC

----- Forwarded message -----

From: **Tharesa Lee** <tharesalee@gmail.com>
Date: Wed, Jun 7, 2023 at 7:14 PM
Subject: NBRDC
To: Jeffrey Odham <odhamj@newbernnc.gov>
CC: Foster Hughes <hughesf@newbernnc.gov>, Jaimee Mosley <jbm@dhwlegal.com>, Julius Parham <jcpj75@yahoo.com>, Kip Peregoy <kperegoy@carolinacolours.com>, Leander "Robbie" Morgan Jr. <leandermorganjr@gmail.com>, Marvin Williams <williamsm@newbernnc.gov>, Sarah P <SProctor102@gmail.com>, Sharon NBRD Bryant <sbryant@tryonpalace.org>, Steve Strickland (smstrickland03@gmail.com) <smstrickland03@gmail.com>, Tabari Wallace <tabari.wallace@dpi.nc.gov>, Unknown <beth@wgarc.com>

Mayor Odham,

It has been my honor and a true privilege to serve the City of New Bern in so many ways, for over 25 as a local government employee, advocate, ambassador and volunteer for many more years. Most recently, Chair of the New Bern Redevelopment Commission, where a robust plan was adopted to revitalize and redevelop/revitalize the Choice Neighborhood boundaries/Greater Five Points community. Though much has been done, there is much more to be done and I'm more hopeful than ever.

I have enjoyed my tenure. As I come upon my 5th year, I believe leaders step aside for other leaders to be molded, mentored and recruited. and allow for other perspectives in this great work.

Effective July 5, I will be resigning from the position of chair and from the Commission itself.

Thank you again for serving this great City. My prayers and thoughts are with you always.

Blessings,
Tharesa Chadwick Lee

--

Tharesa C. Lee, MA, CHC, CF

"Offering A More Excellent Way"

"Leadership is not so much about technique and methods as it is about opening the heart, the inspiration of oneself and of others, human experiences, not processes. Leadership is not a formula or a program, it is a human activity that comes from the heart and considers the hearts of others..... "Dr. Lance Secretan

"All things are possible with God"

"The task always seems impossible, until its done"..Nelson Mandela

"If they don't give you a seat at the table, bring a folding chair." Shirley Chisholm

IOPL FELLOW



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