CITY OF NEW BERN BOARD OF ALDERMEN MEETING JANUARY 23, 2018 – 6:00 P.M. CITY HALL COURTROOM 300 POLLOCK STREET

- 1. Meeting opened by Mayor Dana E. Outlaw. Prayer Coordinated by Alderman Bengel. Pledge of Allegiance.
- 2. Roll Call.

Consent Agenda

- 3. Consider Adopting a Resolution Closing Specific Streets for the Annual Black History Month Parade on February 17, 2018.
- 4. Consider Adopting a Resolution Closing Specific Streets for the Ghent Neighborhood Association Mardi Gras Parade on March 3, 2018.
- 5. Consider Adopting a Resolution Closing Specific Streets for the Great Glow Run on March 10, 2018.
- 6. Consider Adopting a Resolution Closing Specific Streets for the Neuse River Bridge Run on March 24, 2018.
- 7. Consider Approving a Proclamation for International Civitan Clergy Appreciation Week.
- 8. Consider Approving a Proclamation for the Rotary Club District Conference.
- 9. Approve Minutes.

- 10. Consider Adopting a Resolution Approving the Sale of 508 Third Avenue.
- 11. Consider Adopting a Resolution Authorizing the Execution of an Eminent Domain Certification for the Workforce Development Training Center Project.
- 12. Consider Adopting a Resolution Authorizing the Installation of a Street Light on Church Hill Court.
- 13. Consider Adopting a Resolution Approving a Transportation Improvement Project -Municipal Agreement with NC Department of Transportation Under Project 47112.3.1.

- 14. Consider Adopting an Ordinance to Amend the Advanced Metering Infrastructure Demand Side Management ("AMI/DSM") Project Fund.
- 15. Consider Adopting an Ordinance Amending the FY18 Electric, Water and Sewer Funds Operating Budgets.
- 16. Appointment(s).
- 17. Attorney's Report.
- 18. City Manager's Report.
- 19. New Business.
- 20. Closed Session.
- 21. Adjourn.

INDIVIDUALS WITH DISABILITIES REQUIRING SPECIAL ASSISTANCE SHOULD CALL 639-7501 NO LATER THAN 3 P.M. THE DATE OF THE MEETING

Aldermen

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



CITY OF NEW BERN

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

Memo to: Mayor and Board of Aldermen

From: Mark A. Stephens, City Manager

Hall C. The

Date: January 16, 2018

Re: January 23, 2018 Agenda Explanations

- 1. Meeting opened by Mayor Dana E. Outlaw. Prayer Coordinated by Alderman Bengel. Pledge of Allegiance.
- 2. Roll Call.

Consent Agenda

3. Approve Adopting a Resolution Closing Specific Streets for the Annual Black History Month Parade on February 17, 2018.

(Wards 1 and 2) Victor Taylor, Chairman of Vision Forward, has requested streets be closed for the annual Black History Month Parade from 10 a.m. to 2 p.m. on Saturday, February 17, 2018. Streets to be closed to vehicular traffic are the 500 block of Fort Totten Drive, 1300-1800 blocks of Trent Boulevard, 400 block of First Street, 700-1300 blocks of Broad Street and 400-800 blocks of George Street. A copy of the application, map of the route and memo from Foster Hughes, Director of Parks and Recreation, are provided.

4. Consider Adopting a Resolution Closing Specific Streets for the Ghent Neighborhood Association Mardi Gras Parade on March 3, 2018.

(Ward 1) On behalf of the Ghent Neighborhood Association, Michael Genest has requested the 1400-1800 blocks of Spencer Avenue be closed to vehicular traffic on March 3, 2018 from 12 noon to 5 p.m. for the association's annual Mardi Gras Parade and block party. A memo from Mr. Hughes, a copy of the application and a parade map are included in the backup documentation.

Mayor

Dana E. Outlaw

Mark A. Stephens City Manager

5. Consider Adopting a Resolution Closing Specific Streets for the Great Glow Run on March 10, 2018.

(Ward 1) Rachel Cox, Development Manager with Easter Seals UCP, has requested specific streets be closed on March 10, 2018 from 6:30 p.m. until 8:30 p.m. for the annual Great Glow Run. The streets to be closed are the 200-700 blocks of East Front Street, 800 block of North Craven Street, 700-800 blocks of Howard Street, 100-600 blocks of Queen Street, and 600-800 blocks of George Street. This is a fundraiser for Easter Seals and also promotes awareness. A memo from Mr. Hughes is attached.

6. Consider Adopting a Resolution Closing Specific Streets for the Neuse River Bridge Run on March 24, 2018.

(Ward 1) The Neuse River Bridge Run is slated for March 24, 2018. Accordingly, Gary Kenefick, Chairperson for the event, has requested the 200 block of East Front Street be closed from 4 a.m. to 12 noon and the 200 block of South Front Street be closed from 5 a.m. until 12 noon. The organizers also plan to hold a "Super Kids Run" on March 23, 2018 from 4 p.m. to 8 p.m. at Union Point Park, and the Director of Parks and Recreation has authorized the closure of the park streets during this time. A memo from Mr. Hughes is attached.

7. Consider Approving a Proclamation for International Civitan Clergy Appreciation Week.

On behalf of New Bern Civitan Club, Bob Whitley has requested a proclamation recognizing International Civitan Clergy Appreciation Week from January 28 – February 3, 2018.

8. Consider Approving a Proclamation for the Rotary Club District Conference.

Lee Martin Adams with Rotary International District 7720 has requested a proclamation for the club's upcoming district conference. The conference will be held in New Bern on May 4-6, 2018.

9. Approve Minutes.

Minutes from the January 9, 2018 meeting are available for review and approval.

10. Consider Adopting a Resolution Approving the Sale of 508 Third Avenue.

(Ward 2) After receiving an offer in the amount of \$2,500.00 from Tonyah L. Dillahunt, the Board adopted a resolution on December 12, 2017 to initiate the upset bid process for 508 Third Avenue. The offer was advertised, but no additional bids have been received.

The property is a vacant lot owned solely by the City of New Bern, having been acquired in 2011 as part of a CDBG program to realign Third Avenue. The offer represents approximately 62.50% of the tax value, which is \$4,000.00. If the property is sold for the initial offer, the City will receive \$2,308.88 after paying advertising costs of \$191.12. A memo from Brenda Blanco, City Clerk, is provided along with the offer to purchase, maps of the property, and the tax card.

11. Consider Adopting a Resolution Authorizing the Execution of an Eminent Domain Certification for the Workforce Development Training Center Project.

(Ward 3) The Economic Development Administration ("EDA") has requested an owner's certification regarding eminent domain for the Workforce Development Training Center Project (also known as the VOLT). The certification provides that the City has not and will not use any available power of eminent domain for the purpose of advancing the economic interests of private parties in connection with any property comprising the VOLT project. It also certifies that the City does not anticipate it will be required to use eminent domain in connection with the project, but provides that the City will immediately contact the EDA's regional office if an available power of eminent domain may be used. A memo from Jeff Ruggieri, Director of Development Services, is attached.

12. Consider Adopting a Resolution Authorizing the Installation of a Street Light on Church Hill Court.

(Ward 4) Residents have requested additional street lighting in the area of Church Hill Court. The Department of Public Utilities evaluated the area and determined the current lighting met the City's light standard. However, the Police Department recommends additional lighting for public safety. The installation of lights will cost \$1,291.63, and the monthly utility charge for service will be \$8.44. A memo from Carl Toler, Acting Director of Public Utilities, is attached along with other supporting documentation.

13. Consider Adopting a Resolution Approving a Transportation Improvement Project - Municipal Agreement with NC Department of Transportation Under Project 47112.3.1.

(Wards 1 and 3) This item was on the January 9, 2018 agenda, but was tabled until this meeting to allow for additional information to be provided by staff. Jeff Ruggieri, Director of Development Services, is preparing a summary to describe how this agreement is intertwined with the Workforce Development Center on First Street, which is partially funded through an EDA grant. That summary will be provided under separate cover.

As a reminder, the agreement is relative to the First Street Road Diet project. The terms of the agreement provide for NCDOT to design and construct the entirety of the road diet, which will reduce four travel lines to three and will add bike lanes and sidewalks along First Street from Neuse Boulevard to Pembroke Avenue. Upon

completion of the project, the City will reimburse DOT \$260,000.00 of the cost. Additionally, the City will assume maintenance of the sidewalks and will relocate and adjust all City-owned utilities that conflict with the project.

14. Consider Adopting an Ordinance to Amend the Advanced Metering Infrastructure Demand Side Management ("AMI/DSM") Project Fund.

The AMI/DSM project is a multi-year project with a current budget of \$9,050,000. The Department of Utilities has requested an additional \$1,006,000 to cover costs related to adding more customers to the system since the onset of the project. These additional funds will be provided through a transfer of \$610,000 from the Water Fund, \$375,000 from the Electric Fund and \$21,000 from interest earnings. A memo from J.R. Sabatelli, Director of Finance, is attached.

15. Consider Adopting an Ordinance Amending the FY18 Electric, Water and Sewer Funds Operating Budgets.

This budget amendment provides for the transfer of funds referenced in the previous item. It also appropriates \$432,000 from fund balance to Sewer Collection System Maintenance to cover emergency costs related to a sinkhole repair at the Waste Water Treatment Plant and appropriates \$75,224 to the Electric Fund for expenses related to the Slocum Gate Project, which were funded through a reimbursement from NCDOT. A memo from Mr. Sabatelli is attached.

16. Appointment(s).

- a) Two appointments are needed to the New Bern Appearance Commission. Appointees shall be residents of the City's planning and zoning jurisdiction and shall, when possible, have had special training or experience in a design field, such as architecture, landscape design, horticulture, city planning, or a closelyrelated field. Members of the Appearance Commission serve a three-year term.
- b) Victor Taylor represented the Board of Aldermen on the New Bern-Craven County Public Library Board of Trustees. The Board is asked to make an appointment to replace Mr. Taylor. The new appointee shall serve as a trustee for the duration of their term of office. The Library Board meets the first Tuesday of alternate months beginning with February. The meetings begin at 7:30 p.m. and are held at the library. Any Board member who is absent for more than three consecutive meetings during the year will be removed from the Board.

17. Attorney's Report.

- 18. City Manager's Report.
- 19. New Business.

- 20. Closed Session.
- 21. Adjourn.

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution to Clo	ose Specific Streets Annual Black History Month Parade
Date of Meeting 1/9/2018	Ward # if applicable <u>Ward 1</u> If multiple, list:
Department Parks & Recreation	Person Submitting Item: Foster Hughes, CPRE
Call for Public Hearing <u>No</u>	Date of Public Hearing
	ed to close specific streets for Vision Forward's annual Black n. until 2:00 p.m. on Saturday, February 17, 2018.
Is item time sensitive? <u>No</u> Will there be advocates/opponent	ts at the meeting? Select
Backup Attached:	
Resolution Memos Pre-Event Questionnaire Parade, Picket, Demonstration applic Map	ation
Cost of Agenda Item: N/A	
If this item requires an expenditu certified by the Finance Director :	ire, has it been budgeted and are funds available and <u>Select</u>
Additional notes:	



Aldermen

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

Foster Hughes, CPRE Director of Parks & Recreation



Dana E. Outlaw Mayor

Mark A. Stephens City Manager

Memo To: Mayor and Board of Aldermen

From: Foster Hughes, CPRE, Director of Parks & Recreation (71)

Re: Adopt the Resolution to close the 500 block of Fort Totten Drive, 1300-1800 blocks of Trent Boulevard, 400 block of First Street, 700-1300 blocks of Broad Street and 400-800 blocks of George Street to vehicle traffic for Vision Forward's annual Black History Month Parade, from 10:00 a.m. until 2:00 p.m. on Saturday, February 17, 2018.

Background Information:

Victor Taylor, Chairman has requested to close the 500 block of Fort Totten Drive, 1300-1800 blocks of Trent Boulevard, 400 block of First Street, 700-1300 blocks of Broad Street and 400-800 blocks of George Street to vehicle traffic for Vision Forward's annual Black History Month Parade, from 10:00 a.m. until 2:00 p.m. on Saturday, February 17, 2018.

Recommendation:

The Parks and Recreation Director recommends approval and request the Board adopt a Resolution approving to close the 500 block of Fort Totten Drive, 1300-1800 blocks of Trent Boulevard, 400 block of First Street, 700-1300 blocks of Broad Street and 400-800 blocks of George Street to vehicle traffic for Vision Forward's annual Black History Month Parade, from 10:00 a.m. until 2:00 p.m. on Saturday, February 17, 2018.

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

RESOLUTION

THAT WHEREAS, Vision Forward is planning their annual Black History Month Parade and has requested that specific streets be closed to vehicular traffic from 10:00 a.m. until 2:00 p.m. on Saturday, February 17, 2018. Those streets are the 500 block of Fort Totten Drive, 1300-1800 blocks of Trent Boulevard, 400 block of First Street, 700-1300 blocks of Broad Street, and 400-800 blocks of George Street; and

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

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

That the 500 block of Fort Totten Drive, 1300-1800 blocks of Trent Boulevard, 400 block of First Street, 700-1300 blocks of Broad Street and 400-800 blocks of George Street be closed to vehicular traffic from 10:00 a.m. until 2:00 p.m. on February 17, 2018 for Vision Forward's annual Black History Month Parade.

ADOPTED THIS 23RD DAY OF JANUARY 2018.

DANA E. OUTLAW, MAYOR

BRENDA E. BLANCO, CITY CLERK





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

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

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

Address: 2817 Walter DR city: New BERN	
State: NC Zip: <u>38562</u> Telephone: <u>253 (173537</u> Cell:	
E-mail address: <u>VSTAylor 12@ YAhoo. Com</u>	
Facility Requested (check one):Stanley White Rec. CenterWest New Bern Rec. Center	t
George St. Park Spray Ground New Bern Aquatics CenterAthletic FieldCity Park	Closure Closure Eurricadie
Other (example: Open Space/Ball Field/Street):	عل محمل م
Date of Event: 17 Feb 18 Hours: From: 10Am To: 2pm	arrice
Purpose of Event: BLACK History Monsth PARAde	F#28
Is this an ongoing event?YesNo (if yes, please explain, include dates & times:	
Are you requesting closure and/or use of State-owned streets/bridges in the City limits of New Bern?	Y*N
*If yes, a 90-day notice is required by DOT regulation to gain permission to use/close State roads/bridges. A Special Event Form mus returned to NCDOT. If you require this form, please let our office know and we will supply one for you. Once the NCDOT Special Event attached the following: a map of the route: along with a certificate of insurance naming the City of New Bern and NCDOT as an additional sector of the following: a map of the route: along with a certificate of insurance naming the City of New Bern and NCDOT as an additional sector of the following: a map of the route: along with a certificate of insurance naming the City of New Bern and NCDOT as an additional sector of the following: a map of the route: along with a certificate of the sector of the city of New Bern and NCDOT as an additional sector of the following: a map of the route: along with a certificate of the sector of the city of New Bern and NCDOT as an additional sector of the secto	s Form is complete, ional insured.
Number) Organization Name: ID #: ID #:	
Projected Attendance: 50 Will you be charging admission? Yes No (If yes, state how much	ı \$)
	1000
Projected Attendance: 50 Will you be charging admission? Yes No (If yes, state how much	
Projected Attendance: <u>50</u> Will you be charging admission? <u>Yes</u> No (If yes, state how much Note: Security may be required at the organizers expense, given the attendance and projected nature of the event. Recreation Center : please check the area(s) you are requesting Meeting Room Kitchen Multi-purpose Room Game Room Fitness Room <u>Gym</u>	10am-12pm Line UP
Projected Attendance: <u>50</u> Will you be charging admission? <u>Yes</u> No (If yes, state how much Note: Security may be required at the organizers expense, given the attendance and projected nature of the event. Recreation Center : please check the area(s) you are requesting Meeting Room Kitchen Multi-purpose Room Game Room Fitness Room <u>Gym</u>	10am-12pm Line UP
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Projected Attendance: <u>50</u> Will you be charging admission? <u>Yes</u> <u>No</u> (If yes, state how much Note: Security may be required at the organizers expense, given the attendance and projected nature of the event. Recreation Center : please check the area(s) you are requesting Meeting RoomKitchenMulti-purpose RoomGame RoomFitness RoomGym Park Name : Please check the area(s) you are requesting.	10am-12pm Line Up Inasium 12-2pm Narude
Projected Attendance: <u>50</u> Will you be charging admission? <u>Yes</u> <u>No</u> (If yes, state how much Note: Security may be required at the organizers expense, given the attendance and projected nature of the event. Recreation Center : please check the area(s) you are requesting Meeting RoomKitchenMulti-purpose RoomGame RoomFitness RoomGym Park Name : Please check the area(s) you are requesting. ShelterOpen SpaceStageGazeboOther:	10am-12pm Line Up Inasium 12-2pm Narude



CITY OF NEW BERN APPLICATION FOR PERMIT PARADE, PICKET, OR DEMONSTRATION



Application is hereby made for a permit to parade, picket, or demonstrate, as provided in the Ordinance of the City of New Bern entitled "An Ordinance Regulating Parades, Picket Lines, and Group Demonstrations in the City of New Bern", and other applicable sections of law.

Name of Event: Black History Parado Person in charge: Victor J Taylor

1. The purpose for which the application is to parade, picket, or demonstrate, and the reason for such activity is as follows: Black History Month Parade

2. The time requested for such activity is as follows: From: 10 Am To: ______ on the _____ day of Feb _____ 2017. 3. The place of such activity shall be at Trent Rd (Ft totlen Park)

NOTE: A map should be attached if available.

4. Are you requesting a State road or bridge to be closed _____Y*

*(If yes, a 90-day notice is required by DOT regulation to gain permission to close State roads or bridges)

- 5. Projected attendance at such activity is _____; projected not to exceed___
- 6. Minors (under 18 years of age) involved? Yes/No (circle one)....how many? _______
- 7. The principle objective of the activity(describe in detail):

a. <u>PARAde Reconstring Black History Month</u> b. b.

8. If the activity includes the use of floats, vehicles, placards, loudspeakers, or mechanical devices of any type, please explain in full detail their use, purpose, and number:

a will be used in the Parade b. Vehicles Floats

9. Check points: _____

10. Additional comments(if applicable):

11. This application is hereby made by the undersigned, as a representative of the group involved in the activity described, as is filed or petitioned, for issuance of a permit from the Director of Parks and Recreation, under the applicable ordinances as established by the City of New Bern.

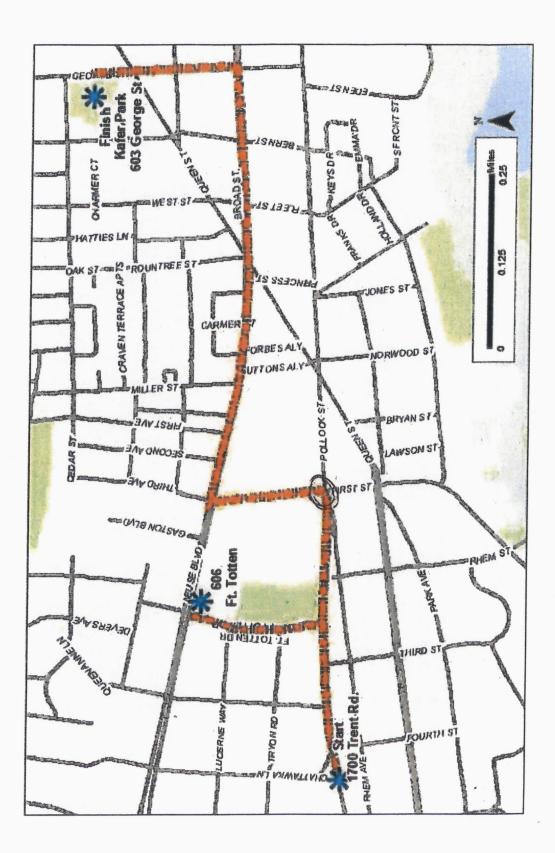
ς,

This21day ofNOU2017(Date)(Month)(Year)	
Name: VISION Forward Group (Victor J. Tra	(lor)
Organization: <u>SAME Above</u>	
Address: 2817 Walter Drive	
New Bern NC 28562	
Telephone #: 252 Lel7 2537	

Please return to:

New Bern Parks & Recreation 1307 Country Club Road New Bern, NC 28562 252-639-2901

REV: 3/2/17



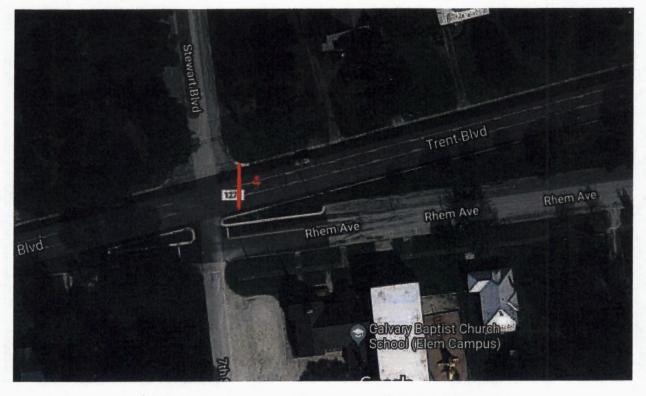
1.8

February 17, 2018

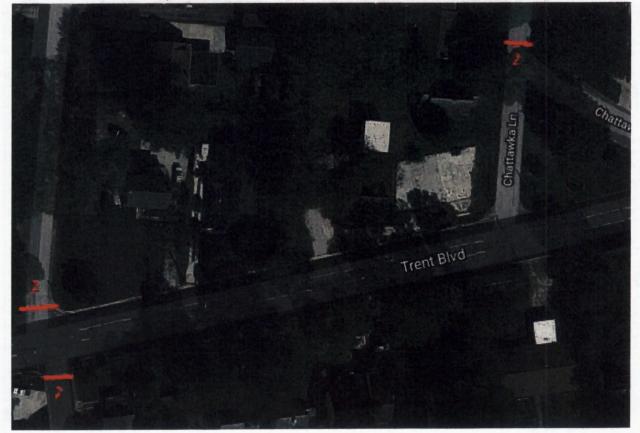
Barricades	Streets
4	Trent Blvd. & Stewart Blvd.
4	Trent Blvd. & 5th Street (2 barricades each on right and left)
2	Trent Blvd. & Chattawka Lane (block off at stop sign vs. folk)
1	Trent Blvd. & Queen Ann Lane
1	Trent Blvd. & 3 rd Street
2	Trent Blvd. & Fort Totten
2	Trent Blvd & 2 nd Street
4	Bear Foot Landing Apartments (2 at each entrance)
1	Trent Blvd & Rhem (at stop sign off Rhem)
2	Neuse Blvd. & 1 st Street (at the intersection East side)
1	Neuse Blvd. & 3 rd Avenue
1	Broad Street & Miller Street
1	Broad Street & Forbes Alley
2	Queen Street & Princess Street
4	Broad Street & Fleet Street (at the intersection on the right and left)
2	Broad Street & Bern Street
2	Broad Street & George Street (at the intersection toward Tryon Palace)
2	George Street & Queen Street
2	George Street & Cedar Street
2	George Street & Main Street
4	George Street & Cypress Street

Total: 46

4 at Trent Blvd. and Stewart Blvd.



4 at Trent Blvd. and 5th St (2 barricades each side) 2 at Trent Blvd. and Chattawka Ln



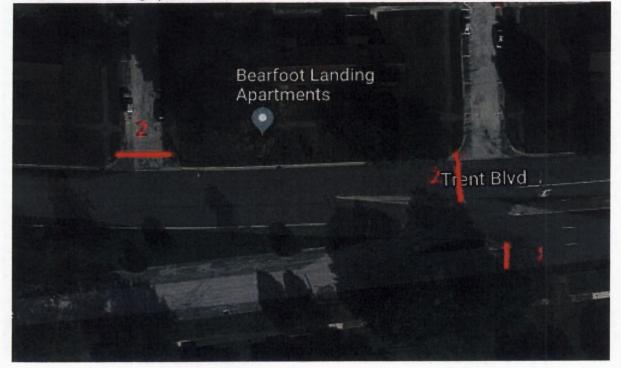
1 at Trent Blvd. and Queen Ann Ln 1 at Trent Blvd. and 3rd St



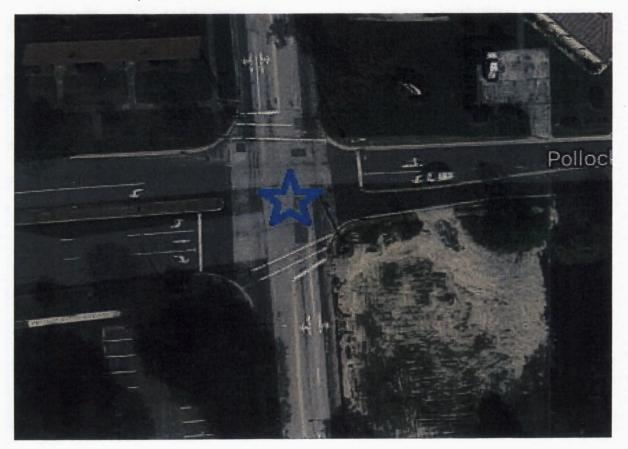
2 at Trent Blvd. and Fort Totten Dr $\,$ 2 at Trent Blvd and 2^{nd} St $\,$



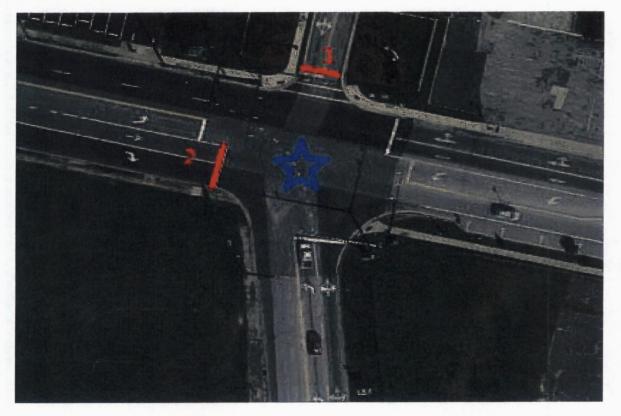
4 at Bear Foot Landing Apartments (2 at each entrance) 1 at Trent Blvd and Rhem St



1 Police Officer with patrol vehicle at Trent Blvd and First St

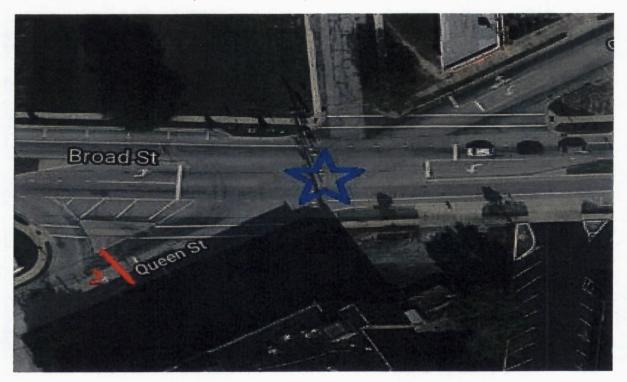


1 patrol officer and 3 barricades at Neuse Blvd and First St (1 at 3rd Ave). The barricades will be put in place once the parade begins.



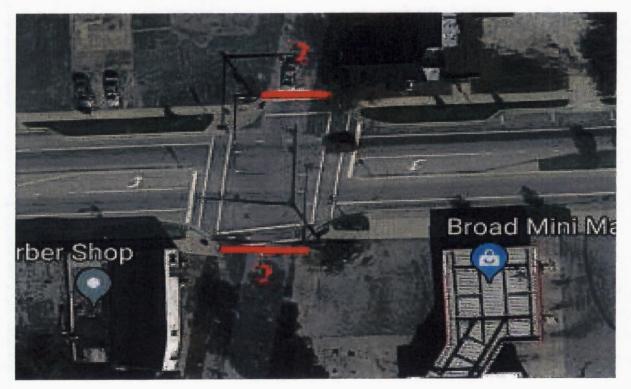
1 at Broad St and Miller St (barricade will be placed up once the parade begins) 1 at Broad St and Forbes Alley



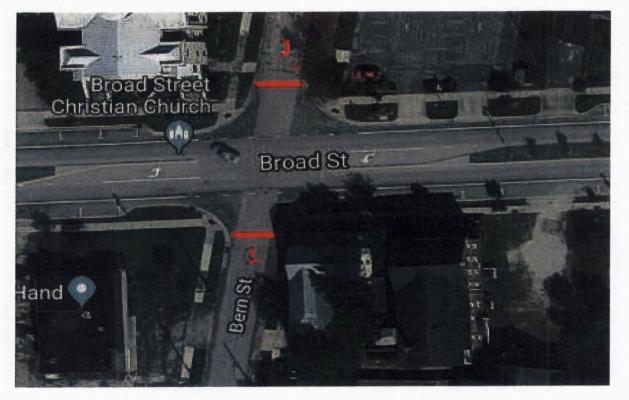


2 at Queen St & Princess St 1 police officer with patrol car at Queen St and Broad St

4 at Broad St and Fleet St (2 on each side)

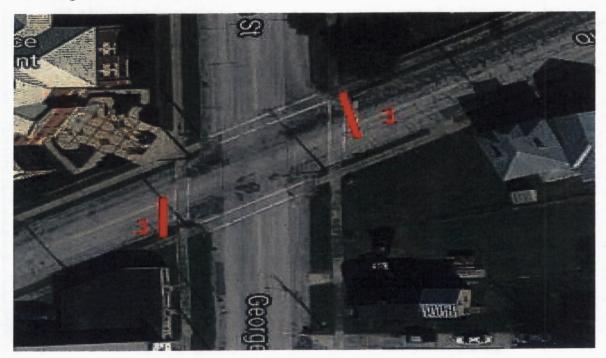


2 at Broad St and Bern St (1 on each side)



2 at Broad St and George St (at the intersection toward Tryon Palace) 1 police officer at the intersection



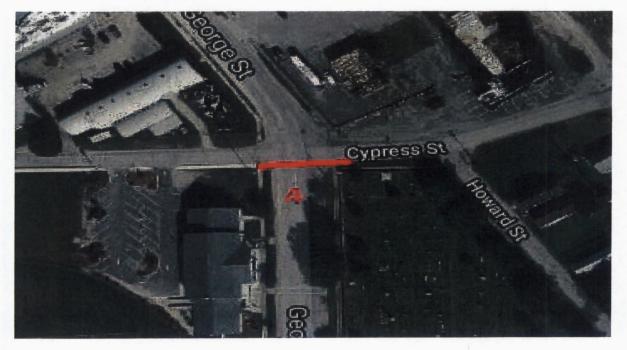


2 at George St & Queen St (1 on each side)

2 at Cedar St and George St 2 at Main St and George St



4 at George St and Cypress St (End of Parade)



Total amount of barricades: 46 Total amount of Officers at intersections: 4 Total amount of Motor Officers: 2

Name: Sat MUBom

Date: 1-3-2018

AGENDA ITEM COVER SHEET

Agenda Item Title:

p.m. Saturday,	March 3, 2018 for Ghent	ecific streets to vehicle traffic from 12:00 p.m. until 5:00 Neighborhood Association Mardi Gras Parade- 1400-1800 nd Street and ending at 7th Street.
Date of Meetin	g 1/23/2018	Ward # if applicable <u>Ward 1</u> If multiple, list:
Department	Parks & Recreation	Person Submitting Item: Mr. Foster Hughes
Call for Public	Hearing <u>No</u>	Date of Public Hearing
Explanation of	Item:	
J. Michael Gene	st, Ghent Neighborhood A	Association President has requested to close specific streets te on Saturday, March 3, 2018 from 12:00 p.m. until 5:00
Actions Neede		
Adopt the Reso	ution.	
Is item time so Will there be a		t the meeting? <u>Select</u>
Backup Attach	ed:	
Resolution		
Memos		
Event application Map	ns	
Cost of Agenda	a Item: N/A	

If this item requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director : <u>Select...</u>

Additional notes:



Aldermen

Sabrina Bengel Jameesha Harris Bobby Aster Johnnie Ray Kinsey Barbara J. Best Jeffrey T. Odham Foster Hughes, CPRE Director of Parks & Recreation



Dana E. Outlaw Mayor

Mark A. Stephens City Manager

Memo To: Mayor and Board of Aldermen

From: Foster Hughes, CPRE, Director of Parks & Recreation

Re: Adopt the Resolution to close specific streets to vehicle traffic 1400-1800 blocks of Spencer Avenue beginning at 2nd Street and ending at 7th Street on Saturday, March 3, 2018 from 12:00 p.m. until 5:00 p.m. for Ghent Neighborhood Association Mardi Gras Parade.

Background Information:

J. Michael Genest, Ghent Neighborhood Association President has requested to close specific streets to vehicle traffic 1400-1800 blocks of Spencer Avenue beginning at 2nd Street and ending at 7th Street on March 3, 2018 from 12:00 p.m. until 5:00 p.m.

Recommendation:

The Parks and Recreation Department recommends approval and request the Board adopt a Resolution approving to close the 1400-1800 blocks of Spencer Avenue for Ghent Neighborhood Association Mardi Gras Parade on March 3, 2018 from 12:00 p.m. until 5:00 p.m.

If you have any questions concerning this matter, please call.

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

RESOLUTION

THAT WHEREAS, Ghent Neighborhood Association has scheduled its annual Mardi Gras Parade and block party. The association has requested specific streets be closed to vehicular traffic from 12:00 p.m. until 5:00 p.m. Saturday, March 3, 2018. Those streets are the 1400-1800 blocks of Spencer Avenue beginning at 2nd Street and ending at 7th Street; and

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

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

That the 1400-1800 blocks of Spencer Avenue beginning at 2nd Street and ending at 7th Street be closed to vehicular traffic from 12:00 p.m. until 5:00 p.m. Saturday, March 3, 2018 for Ghent Neighborhood Association annual Mardi Gras Parade and block party.

ADOPTED THIS 23rd DAY OF JANUARY 2018.

Dana E. Outlaw, Mayor

Brenda E. Blanco, City Clerk



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

Murch 3, 2018 Sat.

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

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

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

Name: J. Michael Genest	······································	_ Today's Date	01/08/2018		
Address: 1412 Spencer Ave		City: <u>New Bern</u>			
State: NC Zip: 28560	Telephone:	(Cell:_919.389.3391		
E-mail address: JMG@DHWLEGAL.C	ОМ				
Facility Requested (check one): _	Stanley White Rec. Cente	erWest N	ew Bern Rec. Center		
George St. Park Spray Grour	ad New Bern Aquatics Co	enter <u>×</u> Ath	letic FieldCity Park	c	
× Other (example: Open Space	e/Ball Field/Street): Spencer Av	e	<u></u>		
Date of Event: March 3, 2018	Hours: From	n: Noon	To: <u>5:00 PM</u>		
Purpose of Event: Neighborhood party	(
Is this an ongoing event?Ye	s 🔟 No (if yes, please exp	olain, include dat	es & times:		
Are you requesting closure and/or	use of State-owned streets/b	ridges in the City	/ limits of New Bern?	Y*	N
*If yes, a 90-day notice is required by DOT and returned to NCDOT. If you require this complete, attached the following: a map of insured.	form, please let our office know and	we will supply one t	or you. Once the NCDOT Spe	cial Events Fo	orm is
Is event for fundraising purposes?	YesNo (If yes, please	provide non-profit a	r not-for-profit organization nam	ne and tax I.D	۱.
number) Organization Name:	ID #:				
Projected Attendance: V	Vill you be charging admissio	n?Yes'	No (If yes, state how mi	uch \$)
Note: Security may be required at the	organizers expense, given the a	ttendance and pro	jected nature of the event.		
Recreation Center:	please ch	eck the area(s)	you are requesting		
Meeting RoomKitchen	Multi-purpose Room	Game Room	Fitness Room	Gymnasiu	m
Park Name:	Please chec	k the area(s) yo	u are requesting.	8	Shelter
Open SpaceStage	Gazebo	Other:			
Electricity?YesNo (Check one) Water?Y	esNo	(Check one)		
anthet	President, Ghent Neighbor	hood Assoc.	01/08/2018	_	
Signature	Title (if applicable)		(Date)		



CITY OF NEW BERN APPLICATION FOR PERMIT PARADE, PICKET, OR DEMONSTRATION

Application is hereby made for a permit to parade, picket, or demonstrate, as provided in the Ordinance of the City of New Bern entitled "An Ordinance Regulating Parades, Picket Lines, and Group Demonstrations in the City of New Bern", and other applicable sections of law.

Name of Event: Ghent Mardi Gras /Person in charge: Pam Sewell

- 1. The purpose for which the application is to parade, picket, or demonstrate, and the reason for such activity is as follows: Ghent Neighborhood Annual Mardi Gras Parade
- 2. The time requested for such activity is as follows:

		•		2018
From: 12 Noon	To: 5:00 PM	on the 3rd	day of March	r

3. The place of such activity shall be at Spencer Ave. New Bern, See attached route map

NOTE: A map should be attached if available.

4. Are you requesting a State road or bridge to be closed _____Y* ____N

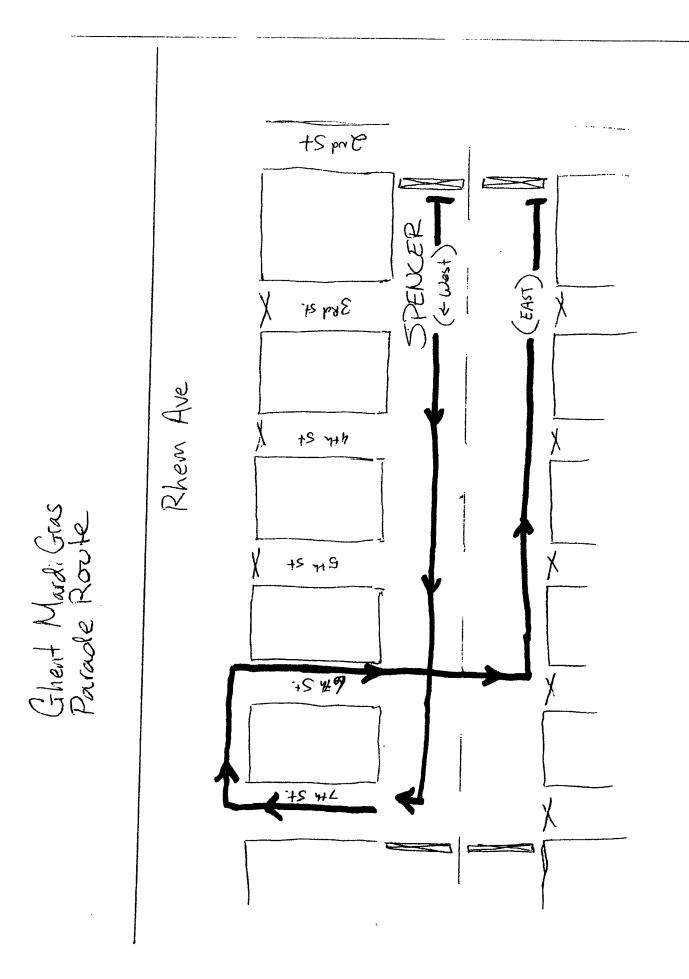
- *(If yes, a 90-day notice is required by DOT regulation to gain permission to close State roads or bridges)
- 6. Minors (under 18 years of age) involved? (Yes No (circle one)....how many? >50_____.
- 7. The principle objective of the activity(describe in detail):
- a. Neighborhood Parade / Block Party
- b.
- 8. If the activity includes the use of floats, vehicles, placards, loudspeakers, or mechanical devices of any type, please explain in full detail their use, purpose, and number:
- a. Yes, see attached proposal
- b.

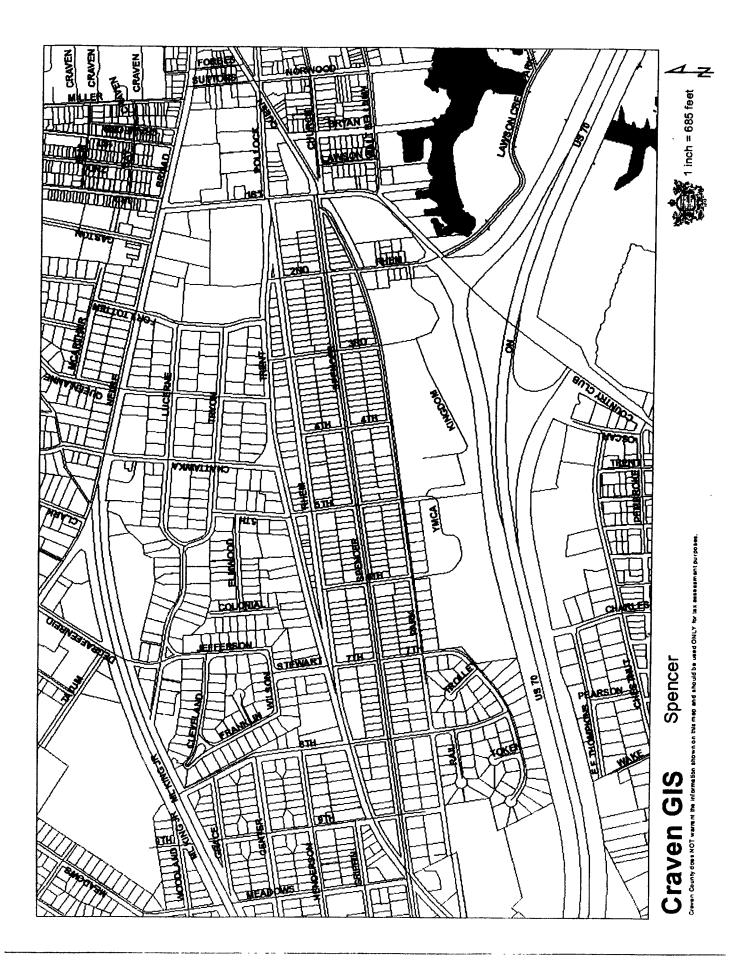
9. Check points: _		
– 10. Additional com	ments(if applicable):	
activity describ Recreation, une	ed, as is filed or petitioned, for issuance of the applicable ordinances as established by the stablished of the stablished by the stablished of the stablis	
rhis 8th	day of January	_ 2018
(date)	(month)	(year)
Name: J. Micl	nael Genest	-
Gho Drganization:	ent Neighborhood Association	
Address: 1410	Spencer Ave	
New	Bern NC 28560	
Telephone #: (91	9)389-3391	
lease return to:		
ew Bern Parks & Red 620 National Avenue		

•

New Bern, NC 28560 252-639-2901

REV: 1/7/14





AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting Resolution to close specific streets to vehicle traffic from 6:30 p.m. until 8:30 p.m. Saturday, March 10, 2018 for the Great Glow Run Easter Seal UCP: 700-800 blocks of Howard Street, 600-800 blocks of George Street, 100-600 blocks of Queen Street, 800 block of North Craven Street, and the 200-700 blocks of East Front Street.

Date of Meeting 1/23/2018	Ward # if applicable <u>Ward 1</u> If multiple, list:
Department Parks & Recreation	Person Submitting Item: Mr. Foster Hughes
Call for Public Hearing No	Date of Public Hearing
Explanation of Item:	
	Easter Seal UCP has requested to close specific streets to on Saturday, March 10, 2018 from 6:30 pm. until 8:30 p.m.

Actions Needed by Board:

Adopt the Resolution.

Is item time sensitive? No

Will there be advocates/opponents at the meeting? Select...

Backup Attached:

Resolution Memos Event applications Map			
	 	<u></u> ,	

Cost of Agenda Item	N/A
---------------------	-----

If this item requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director : <u>Select...</u>

Additional notes:



Aldermen

Sabrina Bengel Jameesha Harris Bobby Aster Johnnie Ray Kinsey Barbara J. Best Jeffrey T. Odham Foster Hughes, CPRE Director of Parks & Recreation



Dana E. Outlaw Mayor

Mark A. Stephens City Manager

Memo to: Mayor and Board of Aldermen

From: Foster Hughes, CPRE, Director of Parks & Recreation

Re: Adopt the Resolution to close specific streets to vehicle traffic the 200-700 blocks of East Front Street, 800 block of North Craven Street, 700-800 blocks of Howard Street, 100-600 blocks of Queen Street, and 600-800 blocks of George Street, for Easter Seal UCP, Great Glow Run on March 10, 2018 from 6:30 p.m. until 8:30 p.m.

Background Information:

Rachel Cox, Development Manager of Easter Seal UCP has requested to close specific streets to vehicle traffic the 200-700 blocks of East Front Street, 800 block of North Craven Street, 700-800 blocks of Howard Street, 100-600 blocks of Queen Street, and 600-800 blocks of George Street, for Easter Seal UCP, Great Glow Run on March 10, 2018 from 6:30 p.m. until 8:30 p.m.

Recommendation:

The Parks and Recreation Department recommends approval and request the Board adopt a Resolution approving to close the 200-700 blocks of East Front Street, 800 block of North Craven Street, 700-800 blocks of Howard Street, 100-600 blocks of Queen Street, and 600-800 blocks of George Street, for Easter Seal UCP, Great Glow Run on March 10, 2018 from 6:30 p.m. until 8:30 p.m.

If you have any questions concerning this matter, please call.

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

RESOLUTION

WHEREAS, Easter Seals UCP has scheduled its annual Great Glow Run and requested that specific streets be closed to vehicular traffic from 6:30 p.m. until 8:30 p.m. Saturday, March 10, 2018. Those streets are the 200-700 blocks of East Front Street, 800 block of North Craven Street, 700-800 blocks of Howard Street, 100-600 blocks of Queen Street, and 600-800 blocks of George Street; and

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

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

That the 200-700 blocks of East Front Street, 800 block of North Craven Street, 700-800 blocks of Howard Street, 100-600 blocks of Queen Street and 600-800 blocks of George Street be closed to vehicular traffic from 6:30 p.m. until 8:30 p.m. on Saturday, March 10, 2018 for the annual Great Glow Run.

ADOPTED THIS 23RD DAY OF JANUARY 2018.

Dana E. Outlaw, Mayor

Brenda E. Blanco, City Clerk

				March 10, 18
4				•
This forn	ILTI DENN FAI	st 60 days prior to e RKS, RECREATION TY AND EVENT AP		RECEIVED MAY 16 2017
Section I:	(Please co	omplete this Event	Package in its entiret	
Date of Application: <u>5</u> 5	17 Date of Reser		TED: 3/10/20	
Time:	Name of C	organization: East	urscals UC	P
Contact Person(s): Rither	Cox Kathy Lewigmail: YC	achel.m.co.	Q Pastersals	ncp. org
Address: <u>Neuse Bl.</u>	vd. City: N	end Bern	st:_NC	zip: 23560
Home Number 98 19 - 81	3-0885 Work Num	ber: 919-218-	520 cell Number:	
DESCRIBE IN DETAIL PURPO	DE OF EVENT: 5K Nie	ght time r	in to rai	se Money and
	BE OF EVENT: 5K nie	Gor ESU	ICP	0
Additional Information:				
otherwise agreed to in wr application is approved. Are you a non-profit/not-f the organization (if different that	iting. The Insurance policy m or profit organization, or repr n above)	ust be secured and a esenting one? X^{-1}	a copy of the certificate	bmission of your application, a onal insured, is required unless a must be presented before the ide your federal ID number and the name of
				y Services Form; you may also view the
Number of persons exped	cted to exceed 100?: <u>X</u> Y	esNo *if yes	s, how many expected	1,000
Admission fee?Ye	esNo* if yes, how n	nuch? <u>550</u> (se	e rule #5)	
Attach a copy of the even restrooms and port-a-joh	it site plan. Include on the m ns, ticket booths, sponsor bo	ap, the stage, other	entertainment, activitie REQUIRED)	s, food and beverage booths,
Will there be vendors?	YesNo *if yes :	see attached vendor req	uirements	
Will there be music? $\underline{\times}$	YesNo What form	n? (Live or recorded)	recorded	
Are you requesting peri alcoholic beverages use.)	nission to have/serve alco	hol beverages?	YesNo (*if y	es, see attached requirements for
**Will there be amusement application is approved, naming mechanical rides, Etc;	nt devices?Yes the City of New Bern as an addition	No * If yes, these infant insured; also, provide in	e devices require proof of ge name of company and type (neral liability insurance <u>before</u> the of amusement rides (bounce house,
Facility Requested (check on	e):Stanley White Re	creation Center	West New Bern Recre	ation CenterCRC
Other Please	name:			
Indoor facility area requested	(check all that apply)			
Meeting Room	Kitchen	Multi-Purpose Room		
Game Room	Fitness Area	Gym	Other:	
SUMMARY OF ANTICIPATED	USAGE:			

Facility/Sp <u>ac</u> e	Day(s) of the Week (Monday-Sunday)	Beginning Date	Ending Date	Set-up/ Start Time	Takedown/ End Time	Total Hours
Enture Park	Solur bar	3/10/18	3/4/18	4:000	10:00	6
	7					

For facility directory and amenities, please go to <u>www.newbern-nc.org</u> or call: 252-639-2901

REV: 5/5/16/16

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J-16-17 Rec Desk



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To: Potential Event Applicants

FROM: New Bern Parks & Recreation

RE: Vendor Fees

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Vendor fees, for both City sponsored and non-City sponsored events are:

\$25.00: non-food vendor service fee. \$35.00: food vendor service fee

For required Sanitation Permits, contact The Craven County Health Department at: 252-636-4920.

Please complete the form below to list vendors and appropriate vendor fees, if additional space is needed, please attach a separate list. Submit this form along with your fee for requested City services (if applicable) at least 10 days prior to your event.

The schedule of fees and events ordinance can be viewed on the City's website at: <u>www.newbern-nc.org</u>, go to "quick menu", then Fee Schedule.

	Type of Vendor		Amount of	Amount of	
	_		Vendor	Inspection	Total Fee
Vendor Name	Food	Non-food	Fee	Fee	Due
1					
2					
3					
4					
5					
6					
7				· · · · · · · · · · · · · · · · · · ·	
8					
9					
10					
11					
12				·····	
13					
14					
15					
Total # of Vendors & Fees					

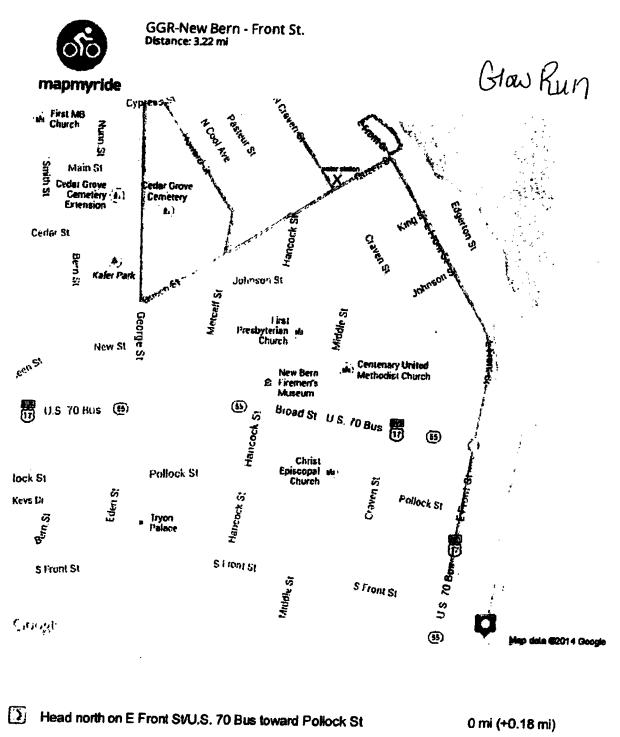
Thank you,

New Bern Parks & Recreation Department

- 24. Uniformed security officers from the New Bern Police Dept. may be required during your event. The applicant will be responsible for scheduling official security and for taking such measures as needed to protect City property while in their possession. Upon acceptance of this agreement, documentation of an official security agreement must be presented to the Administrative Office of The Parks and Recreation Department no later than ten business days prior to the event.
- 25. Where applicable and prior to use, a member of the organization that is renting a facility will be provided a tour, with a facility supervisor or designee and note pre-event facility condition on an approved checklist. After the event, the same people will tour the facility and, (if applicable) a written damage report will be submitted to the renter, outlining the charges due for damage recovery.
- 26. Food/drinks in designated areas only.
- 27. No posters, signs, decorations, etc. may be attached by any means (including tape) to the walls of the facility.
- 28. Curtains in facilities cannot be moved or changed. Banners, decorations, etc. cannot be attached to the curtains with pins, glue or any other way. Nails, pins, tacks, glue etc. may not be used to secure scenery or decoration to floors, walls, etc.
- 29. Only Center personnel will be allowed in mechanical areas and control rooms
- Center supervisor/or designee has discretion to deny or restrict use of rooms, areas, gymnasium or equipment that are deemed to be subject to possible use during rental activity.
- 31. For the use of indoor facilities, maximum of 10 hours per rental per day, including set-up and clean-up.
- 32. No street shoes will be allowed on the gym floor; participants must wear sneakers/athletic shoes.
- 33. Furniture or heavy objects on the gym floor may be used only by permission of the center supervisor.

The information I have provided on this application is true and complete. If this application is approved, I understand that I may be asked to pay a deposit as well as furnish a certificate of general liability insurance naming the City of New Bern as an additional insured. I agree to provide a notarized financial statement of event to the New Bern Parks and Recreation Department if requested to do so. I understand that a Parks and Recreation sponsored activity has precedence over the above schedule, and I will be notified of any conflicts (should any arise) in the adequate time to reschedule my event. I have read all rules and regulations and understand and promise to abide by all set forth.

Development Monger ______ DATE -----FOR OFFICE USE ONLY------REQUEST APPROVED:__ DATE: CLEANING DEPOSIT: ______ STAFFING NEEDED: _____ YES _____ NO FEE 280 STAFF ASSIGNED: _ REQUEST DENIED: DATE: IF DENIED, STATE REASON: _ Please return completed application to: New Bern Parks & Recreation Gazebo: 40×6= P.O. Box 1129 Stage Richic Aree 1307 Country Club Rd. 6 hrs = 40 New Bern, NC 28562 Telephone: 252-639-2901 Fax: 252-636-4138 (Statting Line) does not include Barricadess (if needed) PARKS & RECREATION Funnily, fitness and fun come sogether here.



Head northwest toward E Front St	0.83 mi (+0.08 mi)
Head southwest toward E Front St	0.91 mi (+0 mi)

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AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting Resolution to close specific streets to vehicle traffic for the Neuse River Bridge Run the 200 block of East Front St. from 4:00 a.m.-12:00 p.m., 200 block South Front St. from 5:00 a.m. until 12:00 noon on Saturday, March 24, 2018, and the Neuse River Bridge "Super Kids Run" will take place at Union Point Park on Friday, March 23, 2018 from 4:00 p.m. until 8:00 p.m.

Date of Meet	ing 1/23/2018	Ward # if applicable <u>Ward 1</u> If multiple, list:
Dependencent	Parks & Pecreation	Person Submitting Item: Mr. Foster Hughes
Department	Parks & Recreation	
Call for Publ	ic Hearing <u>No</u>	Date of Public Hearing
Explanation	of Item:	
		streets be closed to vehicle traffic for the Neuse River Bridge
Actions Nee	ded by Board:	
Adopt the Re	solution	
Is item time	sensitive? No	
Will there be	e advocates/opponent	ts at the meeting? <u>Select</u>
Backup Atta	che <u>d:</u>	
Resolution		

Resolution			
Memo			
Event Applications			
Maps			

Cost of	Agenda	Item:	N/A

If this item requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director : <u>Select...</u>

Additional notes:



Aldermen

Sabrina Bengel Jameesha Harris Bobby Aster Johnnie Ray Kinsey Barbara J. Best Jeffrey T. Odham Foster Hughes, CPRE Director of Parks & Recreation



Dana E. Outlaw Mayor

Mark A. Stephens City Manager

Memo To: Mayor and Board of Aldermen

From: Foster Hughes, CPRE, Director Parks and Recreation



Re: Adopt Resolution to close specific streets to vehicle traffic for the Neuse River Bridge Run on Saturday, March 24, 2018, the 200 block of East Front Street from 4:00 a.m. until 12:00 p.m. and the 200 block of South Front Street from 5:00 a.m. until 12:00 p.m. and the Neuse River Bridge "Super Kids Run" will take place at Union Point Park on Friday, March 23, 2018 from 4:00 p.m. until 8:00 p.m.

Background Information:

Gary Kenefick has requested to close specific streets to vehicle traffic the 200 block of East Front Street from 4:00 a.m. until 12:00 p.m. and the 200 block of South Front Street from 5:00 a.m. until 12:00 p.m. on March 24, 2018 and the Neuse River Bridge "Super Kids Run" will take place at Union Point Park on Friday, March 23, 2018 from 4:00 p.m. until 8:00 p.m.

Recommendation:

The Parks and Recreation Department recommends approval and request the Board adopt a Resolution approving to close the 200 block of East Front Street from 4:00 a.m. until 12:00 p.m. and the 200 block of South Front Street from 5:00 a.m. until 12:00 p.m. for the Neuse River Bridge Run on Saturday, March 24, 2018 and the Neuse River Bridge "Super Kids Run" will take place at Union Point Park on Friday, March 23, 2018 from 4:00 p.m. until 8:00 p.m.

If you have any questions concerning this matter, please call.

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

RESOLUTION

WHEREAS, event organizers have submitted an application requesting Union Point Park be closed on March 23, 2018 from 4 p.m. until 8 p.m. for the Neuse River Bridge "Super Kids Run", and the Director of Parks and Recreation has approved this request; and

WHEREAS, organizers also requested the closure of the 200 block of East Front Street from 4 a.m. until 12 noon and the 200 block of South Front Street from 5 a.m. until 12 noon on March 24, 2018 for the Neuse River Bridge Run.

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

That the 200 block of East Front Street shall be closed to vehicular traffic from 4 a.m. until 12 noon and the 200 block of South Front Street shall be closed to vehicular traffic from 5 a.m. until 12 noon on March 24, 2018 for the Neuse River Bridge Run.

ADOPTED THIS 23RD DAY OF JANUARY, 2018.

DANA E. OUTLAW, MAYOR

Brenda E. Blanco, City Clerk



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March 24, 00

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

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

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

Name: <u>Gary William Kenefick</u>	Today's Date: June 16, 2017				
Address: 1879 Brices Creek Road	City: New Bern				
State: <u>NC</u> Zip: <u>28562</u>	Telephone: 252-617-8705 Cell:				
E-mail address: CTKid1948@yahoo.com					
Facility Requested (check one):S	tanley White Rec. CenterWest New Bern Rec. Center				
George St. Park Spray Ground	_ New Bern Aquatics CenterAthletic FieldCity Park				
X Other (example: Open Space/Bal	Field/Street): Union Point Park				
Date of Event	Hours: From: <u>4 a.m.</u> To: <u>12 p.m.</u>				
Purpose of Event:Neuse River Bridge Ru	n				
ls this an ongoing event?Yes _X	_No (if yes, please explain, include dates & times: Kids Run Fu March 23				
Are you requesting closure and/or use of	of State-owned streets/bridges in the City limits of New Bern? X Y* N				
returned to NCDOT. If you require this form, pleas	$4 \rho m - \sqrt{4}$ tion to gain permission to use/close State roads/bridges. A Special Event Form must be completed and be let our office know and we will supply one for you. Once the NCDOT Special Events Form is complete, with a certificate of insurance naming the City of New Bern and NCDOT as an additional insured.				
Is event for fundraising purposes? X	YesNo (If yes, please provide non-profit or not-for-profit organization name and tax I.D.				
Number) Organization Name: Neuse River	Bridge Run ID #: 20-88665892				
Projected Attendance: 2,000 Will yo	u be charging admission? X Yes No (If yes, state how much \$ <u>\$35-\$75</u>)				
Note: Security may be required at the organ	izers expense, given the attendance and projected nature of the event.				
Recreation Center:	please check the area(s) you are requesting				
Meeting RoomKitchen	Multi-purpose RoomGame RoomFitness RoomGymnasium				
Park Name:	Please check the area(s) you are requesting.				
ShelterOpen Space	eStageGazeboOther:				
Electricity?YesNo (Check	cone) Water? Yes No (Check one)				
Gary William Kenefick	Chairperson, Neuse River Bridge Run 6/16/2017				
Signature	Title (if applicable) (Date)				



CITY OF NEW BERN APPLICATION FOR PERMIT PARADE, PICKET, OR DEMONSTRATION



Application is hereby made for a permit to parade, picket, or demonstrate, as provided in the Ordinance of the City of New Bern entitled "An Ordinance Regulating Parades, Picket Lines, and Group Demonstrations in the City of New Bern", and other applicable sections of law.

Name of Event: NEUSE RIVER BRIDGE RUN /Person in charge: Gary W. Kenefick

1. The purpose for which the application is to parade, picket, or demonstrate, and the reason for such activity is as follows:

Neuse River Bridge Run

2.	The time requested for such activity	is as follows:		
	From: <u>4a.m.</u> To: <u>2p.m.</u>	on the 24th	day of	20/8- 1/K
3.	The place of such activity shall be at	Various City Streets		

NOTE: A map should be attached if available.

4. Are you requesting a State road or bridge to be closed X Y* N

*(If yes, a 90-day notice is required by DOT regulation to gain permission to close State roads or bridges)

- 5. Projected attendance at such activity is 1,500 ; projected not to exceed 2,000
- 6. Minors (under 18 years of age) involved? Yes/No (circle one)....how many? Yes-250

7. The principle objective of the activity(describe in detail):

- a. Fund raising For 8 Non-Profit Organizations
- b.

8. If the activity includes the use of floats, vehicles, placards, loudspeakers, or mechanical devices of any type, please explain in full detail their use, purpose, and number:

a. Loudspeaker at Starting Line at Union Point Park; Loudspeaker at Finish Line in Front of Convention Center

b.

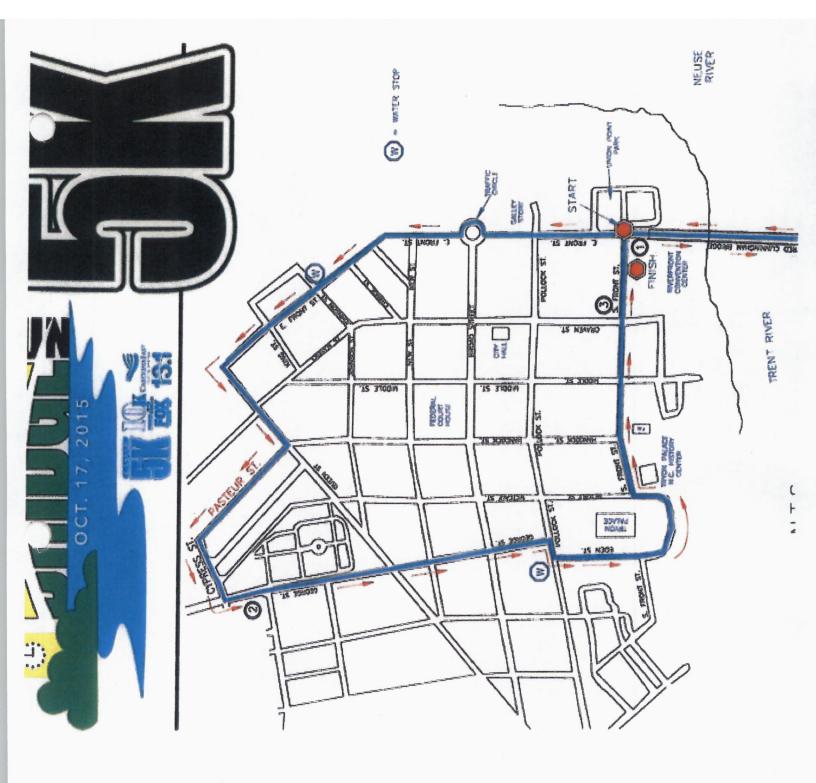
9.	Check	points:

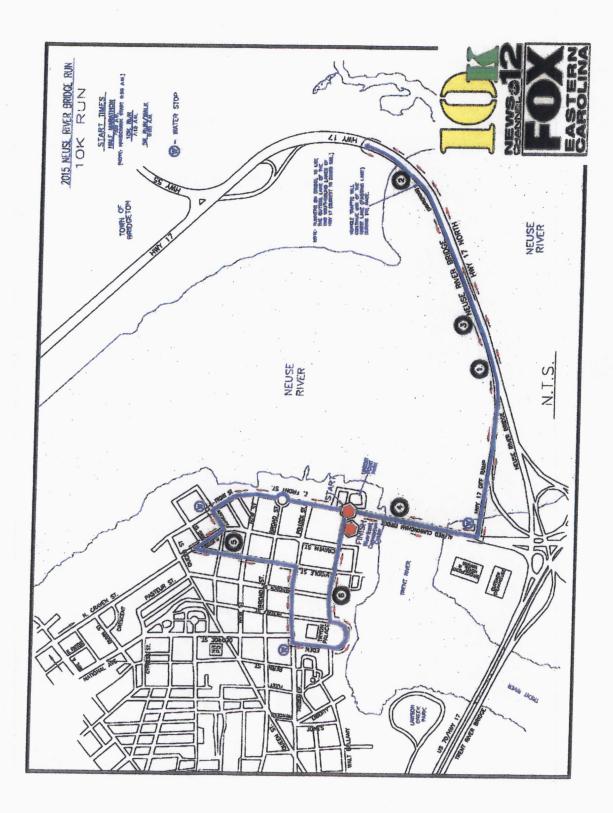
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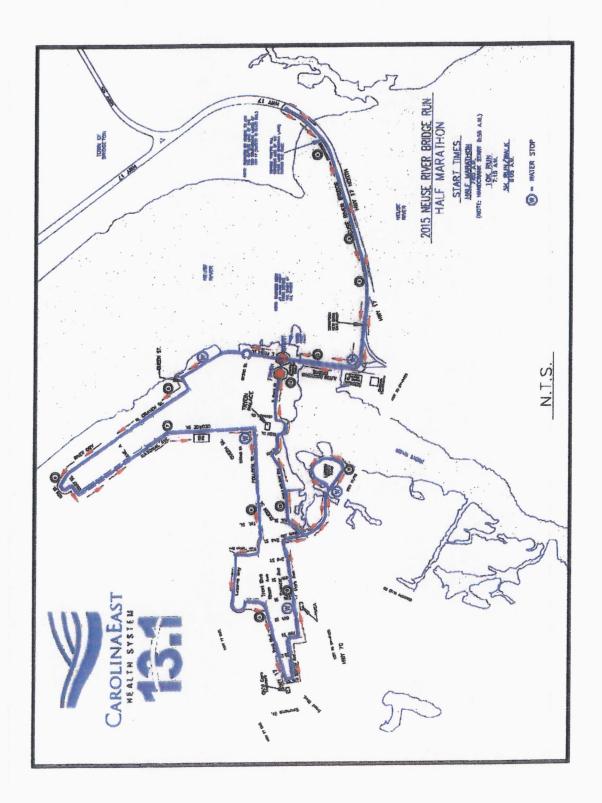
10. Additional comments(if applicable):

11. This application is hereby made by the undersigned, as a representative of the group involved in the activity described, as is filed or petitioned, for issuance of a permit from the Director of Parks and Recreation, under the applicable ordinances as established by the City of New Bern.

This 16th	day of	June		_
(Date)		(Month)	(Year)	
Name: Gary W. Kene	fick			
Organization: <u>Neus</u>	e River Bridge R	un		
Organization. <u></u>				
Address: 1879 Brices	Creek Road			
New Bern, N	NC 28562			
Telephone #: <u>252-61</u>	17-8705			
Please return to:				
New Bern Parks & Rec	creation			
1307 Country Club Ro	ad			
New Bern, NC 28562				
252-639-2901				
REV: 3/2/17				







AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Approving a Proclamation for International Civitan Clergy Appreciation Week

Date of Meeting 01/23/18	Ward # if applicable N/A
Department City Clerk	Person Submitting Item: Brenda Blanco
Call for Public Hearing 🗌 Yes 🗹 No	Date of Public Hearing
Explanation of Item:	

On behalf of New Bern Civitan Club, Bob Whitley has requested a proclamation recognizing International Civitan Clergy Appreciation Week, which is January 28 - February 3, 2018.

Actions Needed by Board:

Consider approving proclamation

Is	item	time	sensitive?		Yes	~	No
----	------	------	------------	--	-----	---	----

Will there be advocates/opponents at the meeting? Yes Vo

Backup Attached:

Proclamation

Cost of Agenda Item: \$0

If this item requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director : \Box Yes \Box No

Additional notes:

City of New Bern Mayor's Office



- WHEREAS, during World War II, four chaplains aboard the sinking troopship USS Dorchester unselfishly gave their lives on February 3, 1943 so others might live; and
- WHEREAS, Civitan Clubs throughout North America have a desire to honor these four chaplains, as well as modern-day clergy of all faiths; and
- WHEREAS, it is the desire of Civitan Clubs to designate a week to promote world brotherhood and religious understanding among all people, regardless of religious persuasion; and
- WHEREAS, this time is used to reflect upon individual religious beliefs and endorse an understanding and acceptance of the rights of others to participate in a religion different from their own.
- **NOW THEREFORE,** I, Dana E. Outlaw, Mayor of the City of New Bern, on behalf of the New Bern Board of Aldermen, do hereby proclaim January 28 February 3, 2018 as

INTERNATIONAL CIVITAN CLERGY APPRECIATION WEEK

and I hereby encourage the citizens of the City of New Bern to join with the New Bern and Tryon Civitan Clubs to show their appreciation and support for the clergy whose efforts make this community a better place in which to live.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of New Bern this 23rd day of January in the Year of Our Lord Two Thousand and Eighteen.

Dana E. Outlaw Mayor

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Approving a Proclamation for the Rotary Club District Conference

Date of Meeting 01/23/18	Ward # if applicable N/A
Department City Clerk	Person Submitting Item: Brenda Blanco
Call for Public Hearing Yes VNo	Date of Public Hearing

Explanation of Item:

Lee Martin Adams with Rotary International District 7720 - USA has requested a proclamation for the club's upcoming district conference in May.

Actions Needed by Board:

Consider approving proclamation

Is item time sensitive? Yes 🗸 No

Will there be advocates/opponents at the meeting? Yes Vo

Backup Attached:

Proclamation

Cost of Agenda Item: \$0

If this item requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director : \Box Yes \Box No

Additional notes:

City of New Bern Mayor's Office



- WHEREAS, Rotary International was founded February 23, 1905 and is celebrating its 113th birthday this year; and
- WHEREAS, there are over 35,000 clubs worldwide and 1.2 million members; in District 7720, there are 41 clubs and almost 1,500 members; and
- WHEREAS, the number one Rotary goal is to eradicate polio; since working on this project for the last 35 years, Rotary has seen the number of countries suffering from polio reduced from 125 to now only 3 countries; and
- WHEREAS, it is a great pleasure that New Bern was selected to host the District 7720 Conference that will take place May 4-6, 2018; this selection was based upon New Bern's historical significance, its charm, and beautiful riverfront location; and
- WHEREAS, Rotarians will gather at the conference to not only conduct business, but also celebrate a successful year, recognize clubs and individual growth in giving to The Rotary Foundation, present the Rotary International Awards, AND COMPLETE A MEAL PACKAGING EVENT WITH Rise Against Hunger; and
- WHEREAS, conference attendees will also enjoy great fun, fellowship, and food as they challenge themselves to continue to do good in the world.
- NOW, THEREFORE, I, Dana E. Outlaw, Mayor of the City of New Bern, do hereby proclaim Rotary Clubs are changing lives around the world, and I encourage all Rotarians attending the District Conference on May 4-6, 2018, to

MAKE A DIFFERENCE!

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of New Bern this the 23rd day of January in the Year of Our Lord Two Thousand and Eighteen.

Dana E. Outlaw, Mayor

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution Approving the Sale of 508 Third Avenue

Date of Meeting 01/23/18	Ward # if applicable Ward 2
Department City Clerk	Person Submitting Item: Brenda Blanco
Call for Public Hearing Yes 🗹 No	Date of Public Hearing

Explanation of Item:

An offer of \$2,500 was advertised as required by law, but no additional bids have been received. The subject property is a vacant lot valued at \$4,000.

Actions Needed by Board:

Consider adopting resolution approving sale

Is item time sensitive? Yes VNO

Will there be advocates/opponents at the meeting? Yes Vo

Backup Attached:

Memo, resolution, quit-claim deed, offer to purchase, property tax card, maps of property

Cost of Agenda Item:

If this item requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director : \Box Yes \Box No

.

Additional notes:

Aldermen

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



CITY OF NEW BERN 300 Pollock Street, P.O. Box 1129 New Bern, NC 28563-1129 (252) 6364000 Dana E. Outlaw Mayor

Mark A. Stephens City Manager

Memorandum

TO: Mayor and Board of Aldermen

FROM: Brenda Blanco, City Clerk (

- DATE: January 16, 2018
- SUBJECT: Offer to Purchase 508 Third Avenue

After receiving an offer of \$2,500.00 from Tonyah L. Dillahunt for the purchase of 508 Garden Street, the Board adopted a resolution on December 12, 2017 to initiate the upset bid process. The offer was duly advertised as required by law, but no additional bids were received.

The property is owned solely by the City of New Bern, having been acquired in 2011 as part of a CDBG program to realign Third Avenue. The offer represents approximately 62.50% of the tax value, which is \$4,000.00. If the property is sold for the initial offer, the City will receive \$2,308.88 after paying advertising costs of \$191.12.

/beb

RESOLUTION

THAT WHEREAS, the City of New Bern has received an offer to purchase a parcel of property owned by the City identified as 508 Third Avenue, and being more particularly described herein; and

WHEREAS, the Board of Aldermen is authorized to sell the property pursuant to North Carolina General Statute §160A-269; and

WHEREAS, the offer to purchase was advertised as required by said statute; and

WHEREAS, the offer to purchase was in the sum of \$2.500.00 by Tonyah L. Dillahunt; that no increased bids were received; and

WHEREAS, the Board of Aldermen deems it advisable and in the best interest of the City to sell the subject property to the successful bidder and to convey the said property by quitclaim deed.

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

Section 1. That the last and highest bid of Tonyah L. Dillahunt in the sum of \$2.500.00 for said parcel identified as 508 Third Avenue, and being more particularly described herein, be and the same is hereby accepted, and the Mayor and the City Clerk be and they are hereby authorized and directed to execute a quitclaim deed to the purchaser for the said property.

<u>Section 2</u>. That a copy of said quitclaim deed is attached hereto and incorporated herein by reference, and the original deed shall be delivered to said purchaser once the same has been executed on behalf of the City, upon payment of the purchase price.

<u>Section 3</u>. That the subject property is more particularly described as follows:

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

All that lot or parcel of land lying and being in Craven County, North Carolina, in the City of New Bern, on the east side of Third Avenue and known and designated as Lot No. 33 of West End, according to a survey and map by E. H. Gochnauer, C.E., together with the dwelling and building situate thereon, plat or plan of which is recorded in the Office of the Register of Deeds of Craven County in Book 187 at Page 2, reference to which is hereby made, and being 508 Third avenue according to the present postal enumerations of the City of New Bern.

Being also that same property conveyed to the City of New Bern by Craven Rental Properties, LLC by Deed recorded November 7, 2012 in Book 3141 at Page 99 of the Craven County Registry.

ADOPTED THIS 23rd DAY OF JANUARY, 2018.

DANA E. OUTLAW, Mayor

BRENDA E. BLANCO, City Clerk

Prepared by and return to:

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

Tax Parcel No. 8-012-A-143 Revenue Stamps: \$0.00

STATE OF NORTH CAROLINA

COUNTY OF CRAVEN

QUITCLAIM DEED

THIS QUITCLAIM DEED, made this 23rd day of January, 2018, by and between the **CITY OF NEW BERN**, a municipal corporation of the State of North Carolina ("Grantor"); to **TONYAH L. DILLAHUNT**, whose mailing address is 1226 Broad Street, ("Grantee");

WITNESSETH:

That said Grantor for and in consideration of the sum of TEN DOLLARS (\$10.00) and other good and valuable consideration to Grantor paid by the Grantee, the receipt of which is hereby acknowledged, has remised and released, and by these presents does remise, release and forever quitclaim unto the Grantee, Grantee's heirs and assigns, the following described property, to wit:

SEE <u>EXHIBIT A</u> ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE.

The property herein conveyed does not include the primary residence of a Grantor.

TO HAVE AND TO HOLD the above described lot or parcel of land and all privileges and appurtenances thereunto belonging to the Grantee, Grantee's heirs and assigns, free and discharged

> DAVIS HARTMAN WRIGHT PLLC Attorneys at Law 209 Pollock Street New Bern, NC 28560

from all right, title, claim or interest of the said Grantor or anyone claiming by, through or under the Grantor.

IN TESTIMONY WHEREOF, the CITY OF NEW BERN has caused this instrument to be executed as its act and deed by its Mayor, attested by its City Clerk, and its seal to be hereunto affixed, all by the authority of its Board of Aldermen, as of the day and year first above written.

CITY OF NEW BERN

(SEAL)

ATTEST:

BRENDA E. BLANCO, City Clerk

STATE OF NORTH CAROLINA

COUNTY OF CRAVEN

I, ______, Notary Public in and for said County and State, do hereby certify that on the _____ day of January, 2018, before me personally appeared DANA E. OUTLAW, with whom I am personally acquainted, who, being by me duly sworn, says that he is the Mayor and that BRENDA E. BLANCO is the City Clerk for the City of New Bern, the municipal corporation described in and which executed the foregoing instrument; that he knows the common seal of said municipal corporation; that the seal affixed to the foregoing instrument is said common seal; that the name of the municipal corporation was subscribed thereto by the said Mayor; that the said common seal was affixed, all by order of the Board of Aldermen of said municipal corporation; and that the said instrument is the act and deed of said municipal corporation.

WITNESS my hand and official seal this the _____ day of January, 2018.

Notary Public

My Commission Expires:

EXHIBIT A

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

All that lot or parcel of land lying and being in Craven County, North Carolina, in the City of New Bern, on the east side of Third Avenue and known and designated as Lot No. 33 of West End, according to a survey and map by E. H. Gochnauer, C.E., together with the dwelling and building situate thereon, plat or plan of which is recorded in the Office of the Register of Deeds of Craven County in Book 187 at Page 2, reference to which is hereby made, and being 508 Third avenue according to the present postal enumerations of the City of New Bern.

Being also that same property conveyed to the City of New Bern by Craven Rental Properties, LLC by Deed recorded November 7, 2012 in Book 3141 at Page 99 of the Craven County Registry.

Subject to restrictive covenants and easements of record.

NORTH CAROLINA

. .

OFFER TO PURCHASE AND CONTRACT

CRAVEN COUNTY

Tonyah L. Dillahunt _____, as Buyer, hereby offers to purchase and CITY OF NEW BERN, as Seller, upon acceptance of said offer, agrees to sell and convey, all of that plot, piece or parcel of land described below (hereafter referred to as the "Property"), upon the following terms and conditions:

1. **REAL PROPERTY:** Located in or near the City of New Bern, Craven County, North Carolina, being known as and more particularly described as:

Street Address: 508 Third Avenue

Subdivision Name: _

Tax Parcel ID No.: 8-012A-143

Plat Reference:

Being all of that property more particularly described in Deed Book <u>3141</u>, Page <u>0099</u> in the Craven County Registry.

- 2. PURCHASE PRICE: The purchase price is \$ 2,500.00 and shall be paid as follows:
- (a) \$ 125.00 , EARNEST MONEY DEPOSIT with this offer by □ cash ♀ bank check □ certified check to be held by Seller until the sale is closed, at which time it will be credited to Buyer, or until this contract is otherwise properly terminated. In the event this offer is not accepted, then all earnest monies shall be refunded to Buyer. In the event of breach of this contract by Seller, all earnest monies shall be refunded to Buyer upon Buyer's request In the event of breach of this contract by Buyer, then all earnest monies shall be forfeited to Seller upon Seller's request, but such forfeiture shall not affect any other remedies available to Seller for such breach.
- (b) \$ 2,375.00 , BALANCE of the purchase price in cash or readily available funds at Closing.

3. CONDITIONS:

- (a) This contract is not subject to Buyer obtaining financing.
- (b) The Property must be in substantially the same or better condition at Closing as on the date of this offer, reasonable wear and tear excepted.
- (c) The Property is being sold subject to all liens and encumbrances of record, if any.
- (d) Other than as provided herein, the Property is being conveyed "as is".
- (e) This contract is subject to the provisions of G.S. \$160A-269. Buyer acknowledges that this contract is subject to certain notice provisions and the rights in others to submit upset bids in accordance therewith.
- (f) Title shall be delivered at Closing by QUITCLAIM DEED

4. SPECIAL ASSESSMENTS: Seller makes no warranty or representation as to any pending or confirmed governmental special assessments for sidewalk, paving, water, sewer, or other improvements on or adjoining the Property, or pending or confirmed owners' association special assessments. Buyer shall take title subject to all pending assessments, if any.

5. PAYMENT OF TAXES: Any ad valorem taxes to which the Property is subject shall be paid in their entirety by Buyer.

6. EXPENSES: Buyer shall be responsible for all costs with respect to any title search, title insurance, recording of the deed and its legal fees. Seller shall pay for preparation of a deed and all other documents necessary to perform Seller's obligations under this agreement, and for any excise tax (revenue stamps) required by law.

7. EVIDENCE OF TITLE: Not Applicable.

8. CLOSING: Closing shall be defined as the date and time of recording of the deed. All parties agree to execute any and all documents and papers necessary in connection with Closing and transfer of title within thirty (30) days of the granting of final approval of the sale by the City of New Bern's Board of Aldermen pursuant to G.S. §160A-269. The deed is to be made to Tonvah L. Dillahunt

9. POSSESSION: Unless otherwise provided herein, possession shall be delivered at Closing.

10. PROPERTY INSPECTION, APPRAISAL, INVESTIGATION:

(a) This contract is not subject to inspection, appraisal or investigation, as the Property is being bought "as is." Seller makes no representation as to water, sewer, conditions, title, access, or fitness for any intended use.

(b) CLOSING SHALL CONSTITUTE ACCEPTANCE OF THE PROPERTY IN ITS THEN EXISTING CONDITION.

11. RIGHT OF ENTRY, RESTORATION AND INDEMNITY: Buyer and Buyer's agents and contractors shall not have the right to enter upon the Property for any purpose without advance written permission of the Seller. If such permission is given, Buyer will indemnify and hold Seller harmless from all loss, damage, claims, suits or costs, which shall arise out of any contract, agreement, or injury to any person or property as a result of any activities of Buyer and Buyer's agents and contractors relating to the Property. This indemnity shall survive this contract and any termination hereof.

12. OTHER PROVISIONS AND CONDITIONS: (ITEMIZE ALL ADDENDA TO THIS CONTRACT AND ATTACH HERETO.): None.

Buyer Initials 70 Seller Initials

13. RISK OF LOSS: The risk of loss or damage by fire or other casualty prior to Closing shall be upon Seller.

14. ASSIGNMENTS: This contract may not be assigned without the written consent of all parties, but if assigned by agreement, then this contract shall be binding on the assignee and the assignee's heirs, successors or assigns (as the case may be).

15. PARTIES: This contract shall be binding upon and shall inure to the benefit of the parties, i.e., Buyer and Seller and their heirs, successors and assigns. As used herein, words in the singular include the plural and the masculine includes the feminine and neuter genders, as appropriate.

16. SURVIVAL: If any provision herein contained which by its nature and effect is required to be observed, kept or performed after the Closing, it shall survive the Closing and remain binding upon and for the benefit of the parties hereto until fully observed, kept or performed.

17. ENTIRE AGREEMENT: This contract contains the entire agreement of the parties and there are no representations, inducements or other provisions other than those expressed herein. All changes, additions or deletions hereto must be in writing and signed by all parties.

18. NOTICE AND EXECUTION: Any notice or communication to be given to a party herein may be given to the party or to such party's agent. This offer shall become a binding contract (the "Effective Date") when signed by both Buyer and Seller and such signing is communicated to the offering party. This contract is executed under seal in signed multiple originals, all of which together constitute one and the same instrument, with a signed original being retained by each party, and the parties adopt the word "SEAL" beside their signatures below.

BUYER:

SELLER

CITY OF NEW BERN

(If an individual)

Tou	Tonyah L. Dillahunt	(SEAL)
Name:	Tonyah L. Dillahunt	
Date:	November 27, 2017	
Address:	1226 Broad St.	
	New Bern, NC 28560	
Phone:	252-636-2357	

By: _____(SEAL) Its: ______ Date: _____

(If a business entity)

By:	(SEAL)
Its:	
Address:	
Phone:	

Buyer Initials <u>TD</u> Seller Initials _____

Craven County Geographic Information System

Craven County does NOT warrant the information shown on this page and should be used ONLY for tax assessment purposes. This report was created by Craven County GIS reporting services on 11/27/2017 9:44:06 AM

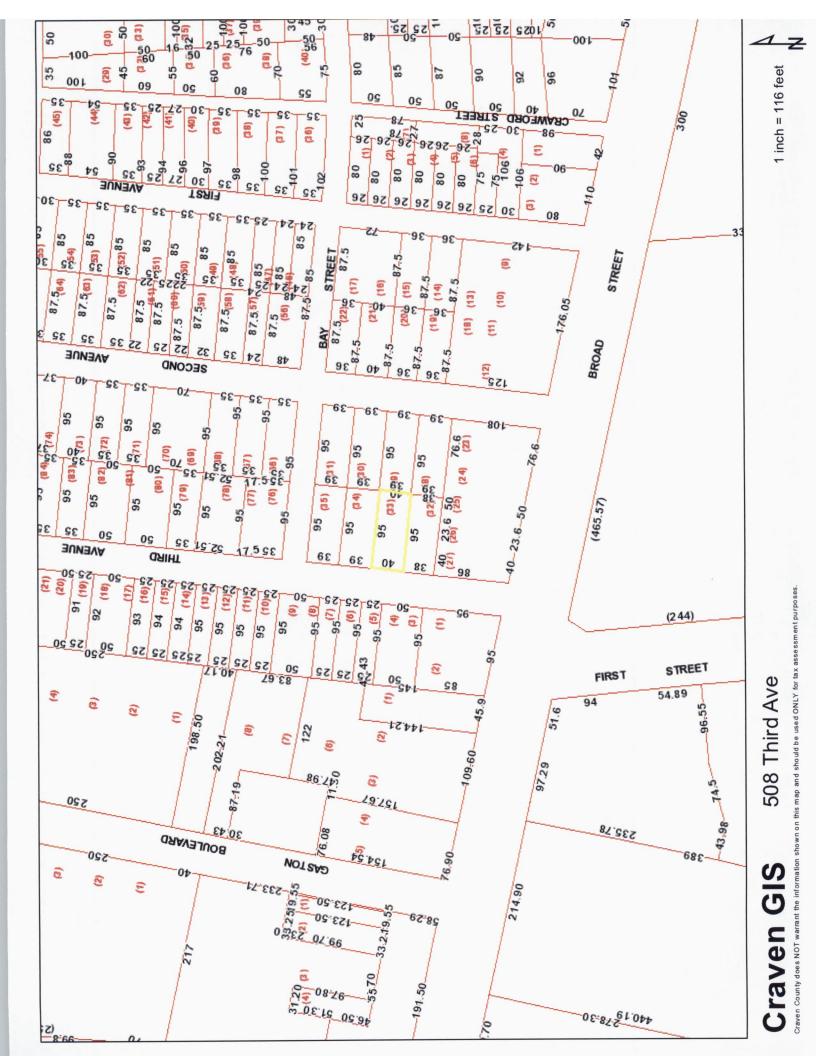
Parcel ID :	8-012-A -143	
Owner :	NEW BERN-CITY OF	
Mailing Address :	PO BOX 1129 NEW BERN NC 28563	
Property Address :	508 THIRD AVE	
Description :	508-510 THIRD AVE; LOT 33 WEST END	1712
Lot Description :	Su	ıbdivision :

Assessed Ac	reage :	0.084	Calculated Acreage :	0.080	
Deed Refere	nce :	3141-0099	Recorded Date :	11 7 2012	
Recorded Su	ırvey :				
Estate Numb	er:				
Land Value :		\$4,000	Tax Exempt :	Yes	
Improvemen	t Value :	\$0	# of Improvements :	0	
Total Value :		\$4,000			
City Name :		NEW BERN	Fire tax District :		
Drainage Dis	strict :		Special District :		
Land use :		VACANT-RESI	DENTIAL TRACT		
		Recei	nt Sales Information		
ALE DATE	Sellers	Name	Buyers Name	Sale Type	Sale Price
/7/2012		N RENTAL RTIES LLC	NEW BERN-CITY OF	STRAIGHT TRANSFER	\$37,000
8/2010	CRARY	, BARBARA S	CRAVEN RENTAL PROPERTIES LLC	MULTI-PARCEL- SALE	\$50,000
18/2006	CRARY	, JOHN H	CRARY, BARBARA S	STRAIGHT TRANSFER	\$0

1/18/2006	CRARY, HAYES G SR	CRARY, JOHN H	STRAIGHT TRANSFER	\$0
5/21/2004	CRARY, HAYES G SR	CRARY, HAYES G SR	MULTI-PARCEL- SALE	\$0

List of Improvements to Site

No improvements listed for this parcel





508 Third Avenue

Ownership:	City of New Bern
Size:	0.08 Acres
Zoning:	R-6
Land Use:	Residential Lot
Flood Hazard:	X (out)
Tax Values	
Land:	\$4,000
Building:	\$0
Total:	\$4,000
Tax ID:	8-012 -A-143

0

1 inch = 50 feet 25 50 100 Feet



AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution Appro the US Department of Commerce, Ec Development Center	oving an Owners Certification Regarding Eminent Domain with onomic Development Administration for the VOLT Workforce
Date of Meeting 1/23/2018	Ward # if applicable <u>Ward 3</u> If multiple, list:
Department Develop. Services	Person Submitting Item: Jeff Ruggieri
Call for Public Hearing <u>No</u>	Date of Public Hearing
Explanation of Item:	
	ration (EDA) has requested the City of New Bern provide an t domain and the VOLT Workforce Development Center.
Actions Needed by Board:	oving an Owners Certification Regarding Eminent Domain with

Consider Adopting a Resolution Approving an Owners Certification Regarding Eminent Domain with the US Department of Commerce, Economic Development Administration for the VOLT Workforce Development Center

Is item time sensitive? Y / N

Will there be advocates/opponents at the meeting? <u>Select...</u>

Backup Attached:

Resolution, Owners Ratification, memo,

Cost of Agenda Item:

If this item requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director : <u>Select...</u>

Additional notes:

Aldermen

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



CITY OF NEW BERN

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

Mark A. Stephens City Manager

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

FROM: Jeff Ruggieri, Director Development Services

DATE: 11-Jan-18

SUBJECT: Owners Ratification Regarding Eminent Domain for Volt Center

The Economic Development Administration (EDA) has requested the City of New Bern provide an owners ratification regarding eminent domain and the VOLT Workforce Development Center.

By approving the agreement, the City agrees to the following:

- The City will not use any available power of eminent domain (including the commencement of eminent domain proceedings) for the purpose of advancing the economic interests of private parties in connection with any property comprising the Volt Center project.
- To the best of knowledge and belief, prior to the Effective Date of this Certification, the City has not exercised any available power of eminent domain (including the commencement of eminent domain proceedings) for the purpose of advancing the economic interests of private parties in connection with any property comprising the Volt Center project.
- The City does not anticipate that it will be required to use an available power of eminent domain in connection with any aspect of this Project.
- If an available power of eminent domain may be used in connection with the Project, the City will immediately contact the EDA regional office.

The City does not anticipate using the power of eminent domain to complete the proposed Volt Center project nor has the City utilized its powers of eminent domain to acquire any parcels contained within the boundary of the proposed Project.

RESOLUTION

THAT WHEREAS, the City of New Bern has made application to the United States Department of Commerce, Economic Development Administration, for the appropriation of funds for renovation of the existing buildings located on real property owned by the City at 205 First Street, to be used as a workforce development training center for Craven Community College ("Project"); and

WHEREAS, the City has acquired a \$549,000 Golden LEAF grant, as well as a \$1,298,250 grant from the Economic Development Administration to fund the necessary renovations for this Project; and

WHEREAS, the Economic Development Administration has requested the City of New Bern to provide the attached Owner's Certification Regarding Eminent Domain regarding this Project; and

WHEREAS, the Board of Aldermen deems it advisable and in the best interest of the City to provide the Owner's Certification Regarding Eminent Domain to the Economic Development Administration in connection with the Project.

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

<u>Section 1</u>. That the Mayor and City Clerk are hereby authorized to execute the attached Owner's Certification Regarding Eminent Domain to be provided to the Economic Development Administration.

ADOPTED THIS 23RD DAY OF JANUARY, 2018.

DANA E. OUTLAW, MAYOR

BRENDA E. BLANCO, CITY CLERK

Owner's Certification Regarding Eminent Domain

Project: Renovation of existing buildings owned by the City of New Bern located on a parcel of land owned by the City at 205 First Street, New Bern, NC, for a workforce development training center for Craven Community College

The City of New Bern ("City") is the owner of the above referenced property, and the City does hereby certify and confirm that:

1. The City will not use any available power of eminent domain (including the commencement of eminent domain proceedings) for the purpose of advancing the economic interests of private parties in connection with any property comprising the Project.

2. To the best of my knowledge and belief, prior to the Effective Date of this Certification, the City has not exercised any available power of eminent domain (including the commencement of eminent domain proceedings) for the purpose of advancing the economic interests of private parties in connection with any property comprising the Project.

3. The City does not anticipate that it will be required to use an available power of eminent domain in connection with any aspect of this Project.

4. If an available power of eminent domain may be used in connection with the Project, the City will immediately contact the EDA regional office.

5. I am authorized to make this certification on behalf of the City, which shall be binding on the City.

This the 23rd day of January, 2018.

CITY OF NEW BERN

Dana E. Outlaw, Mayor

Brenda E. Blanco, City Clerk

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution to Install a Street Light Along Church Hill Court

Date of Meeting 01/23/18	Ward # if applicable Ward 4
Department Electric	Person Submitting Item: Carl Toler
Call for Public Hearing 🗌 Yes 🗹 No	Date of Public Hearing
Explanation of Item:	

Request to install a street light along Church Hill Ct.

Actions Needed by Board:

Approve installation request.

Is item time sensitive? Yes Vo

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

Backup Attached:

We have attached the request, recommendations, maps and cost estimates.

Cost of Agenda Item: Electric- \$1291.63 DPW-\$8.44 per month

If this item requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director : $\Box Yes \checkmark No$

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Additional notes:

Aldermen

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



CITY OF NEW BERN

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

Mark A. Stephens City Manager

TO:	Mark Stephens, City Manager
FROM:	Carl Toler, Interim Director of Utilities
DATE:	January 11, 2018
SUBJECT:	Requests for Additional Street Lighting from Residents

Background Information:

In August of 2010, the Board of Aldermen adopted a new procedure for addressing requests for additional street lighting from residents. This procedure requires that the area of the request be evaluated by Electric Utilities. Also, the existing lighting must comply with or be brought up to the American National Standard Practice for Roadway Lighting.

The Department of Public Utilities has received requests from the residents for additional street lighting infrastructure in the area Church Hill Court. This area was evaluated, and it was determined that it met City's light standard. It was then sent to the New Bern Police Department and it was determined by the New Bern Police Department that this area does need additional light for public safety. The recommendations and cost estimates are included as backup.

Recommendation:

As a result of the staff's evaluation, it is recommended that the Board of Aldermen approve the resolution for the addition of street lights at the areas listed above.

RESOLUTION

THAT WHEREAS, the City of New Bern has adopted the American National Standard Practice for Roadway Lighting as the design standard for new street lighting installations within the City of New Bern; and

WHEREAS, the standard outlines the level of lighting necessary for the safe interaction of pedestrians and vehicles along municipal roadways; and

WHEREAS, it has been determined by the New Bern Police Department that additional street lighting is required along Church Hill Court in the Derby Park neighborhood to enhance public safety.

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

That the Mayor and the City Clerk be and they are hereby authorized and directed to accept the installation and costs to the Departments of Public Utilities and Public Works for additional street lighting infrastructure along Church Hill Court.

ADOPTED THIS 23RD DAY OF JANUARY, 2018.

DANA E. OUTLAW, MAYOR

BRENDA E. BLANCO, CITY CLERK

Street Lighting Request Form

REQ# <u>88</u>

Custome	r	
Name:	Trisha Peed	
Custome	r Address:	
Church H	fill Ct	Apartment #:

Phone Number of Requestor: 252-474-8858

Area of Request:

Cul-de-sac at the end of 213 Church Hill Court at the Townes at Flamingo Oaks

description, etc)

(street address, intersection general

Pole # (if known): <u>N/A</u>

Sent to Police Department Date: <u>12/15/2017</u>

Police Recommendations:

On December 15, 2017, at 9:19pm I rode through the area in question, The Townes at Flamingo Oa rounding the curve you cannot see into the cul-de-sac. I believe due to the curvature of the roadwa from the last light pole# 12329 in not enough to provide sufficient lighting and better lighting shoul addressed. This problem is a safety hazard/security hazard for the citizens living in the town homes motoring public traveling on the street. Lt. Jason Williams

All Items below this must be filled out by an Electric Department E

Electric Department Engineer: Dustin Cayton

Evaluation Results/Recommendation:

This area meets our street lighting standard for the City of New Bern but due to police recommendations for safety hazard/security hazard, I recommend install a 30/6 pole with a 73w least street light on a 12' arm.

Estimate Cost to Electric Department: <u>\$1291.63</u> Public Works: <u>\$8.44.month</u>

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Estimate Cost to

5pr + 414

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NEW BERN ELECTRIC

DATE:1/3/18

W.O.# REQ 88

CUSTOMER:

LOCATION: Church Hill Ct

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LABOR	QUANTITY	REG. HOURS	OT HOURS	RATE	TOTALS
Crew Leader 1st Class 2nd Class 3rd Class Groundworker	1 1 1 1	3 3 3 3 3	0 0 0 0	\$ 46.10 \$ 43.08 \$ 30.38 \$ 26.30 \$ 19.31 TOTAL	\$ 138.30 \$ 129.24 \$ 91.14 \$ 78.90 \$ 57.93 \$ 495.51
EQUIPMENT	QUANTITY	HOURS		RATE	TOTALS
Bucket Truck 50' or Less Line Truck Pole Trailer	1 1 1	3 3 3		\$ 34.25 \$ 43.00 \$ 10.25 TOTAL	\$ 102.75 \$ 129.00 \$ 30.75 \$ 262.50
MATERIAL 30/6 Pole #10 UF 73W LED Street Light 1.25" flex pipe 12' arm	QUANTITY 1 40 1 40 1		PRICE \$ 140.00 \$ 0.57 \$ 187.30 \$ 0.49 \$ 129.01		TOTALS \$ 140.00 \$ 22.80 \$ 187.30 \$ 19.60 \$ 129.01
				TOTAL	\$ 498.71

SUB TOTAL	\$ 1,256.72
7%TAX	\$ 34.91
TOTAL JOB	\$ 1,29 1.63

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Visual - Roadw	ay Tool			www.Visual-3D.com		
Design Information Project Name REC Project Description Chu	2 88			User Name Company Name Your Phone Your Email	Wednesday, January 03, 201 Dustin Cayton City of New Bern 252-639-2826	
Roadway						
Calculation Method	RP-8-2000 200)7 errata	Median			
Road Surface	R3		Width	0 ft		
Road Class	Local		Sidewalk			
Pedestrians	Low		Width	Left: 0 ft	Right: 0 ft	
Roadway Length	1,000 (6 Pole	Locations)	Setback	Left: 0 ft	Right: 0 ft	
Lane Quantity	Left: 1	Right: 1	Bikelane			
Lane Width	Left: 16 ft	Right: 16 ft	Width	Left: 0 ft	Right: 0 ft	
		-	Setback	Left: 0 ft	Right: 0 ft	

Luminaire Information

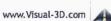
Left Side - Philips Lumec: RFM-72W32LED4K-T-R3S 181.36 ft Configuration: Single Cycle Spacing: Arm Length: 8 ft Setback: 15 ft 0 Orientation: 90 Tilt: Lamp Lumens: 8085 25 ft Mounting Height: False Wattage: 73 Staggered: Light Loss Factor: 0.85 Lamp Count: 1

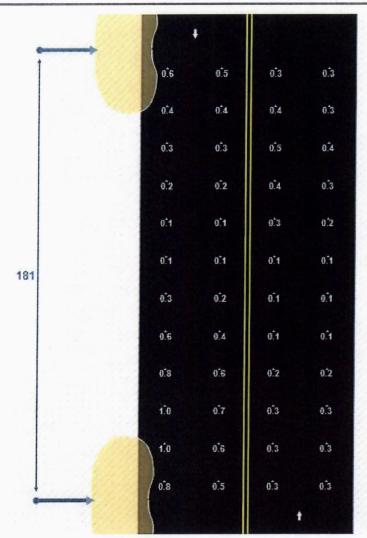
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Visual - Roadway Tool





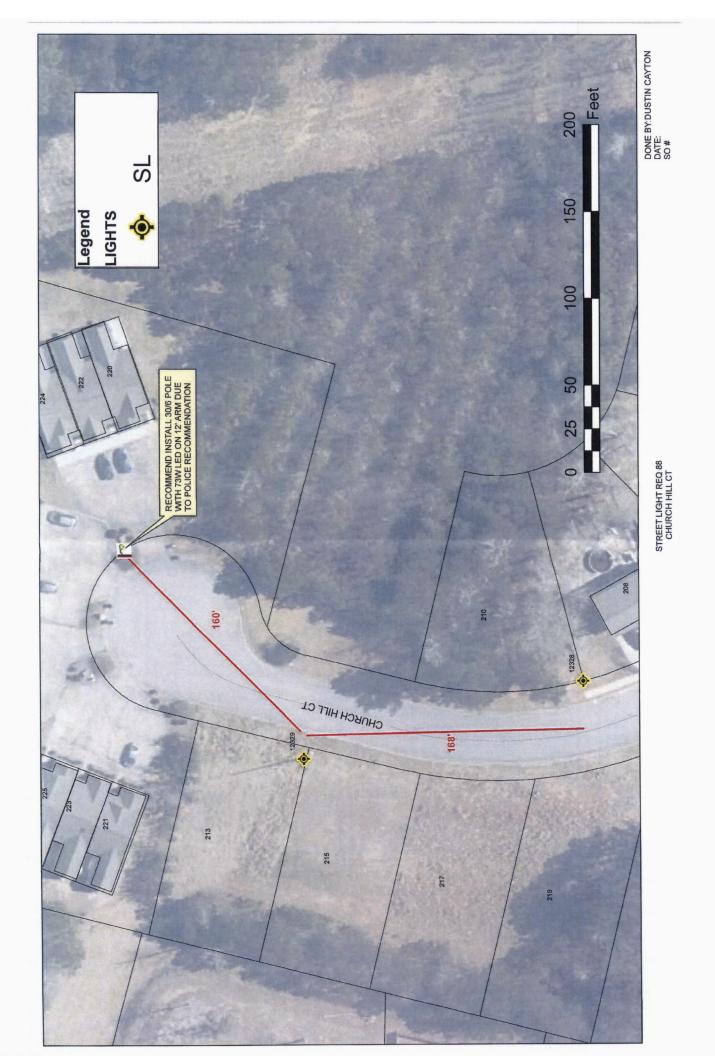
Luminance

Calculation Results

Luminance	Left	Right		Illuminance	Left	Right		Sidewalk	Left	Right	
Average:	0.5	0.3	cd/m ²	Average:	0.8	0.5	fc	Average:			fc
Max:	1	0.5	cd/m ²	Max:	2.1	1.1	fc	Min			fc
Min	0.1	0.1	cd/m ²	Min	0.1	0.1	fc	Ave/Min:			
Ave/Min:	4.1	3.3		Ave/Min:	8.3	5.6		Ev Min:			fc
Max/Min:	9.2	6		Max/Min:	23.2	11.9		Bikelane			
Lv Ratio: STV:	0.3	0.3 4.5						Average:			fc
31 V.	J.Z	4.5						Min			fc
								Ave/Min:			
								Ev Min:			fc

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AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution Approving a Transportation Improvement Project - Municipal Agreement with NC Department of Transportation Under Project 47112.3.1.						
Date of Meeting 1/23/2018	Ward # if applicable <u>Multiple Wards</u> If multiple, list:					
Department Develop. Services	Person Submitting Item: Jeff Ruggieri					
Call for Public Hearing No	Date of Public Hearing					

Explanation of Item:

NCDOT is requesting the City enter into the attached *Transportation Improvement Project* -*Municipal Agreement* for the First Street Road Diet Project. The executed agreement will be the final approval needed before construction can begin.

Actions Needed by Board:

Consider Adopting a Resolution Approving a Transportation Improvement Project - Municipal Agreement with NC Department of Transportation Under Project 47112.3.1.

Is item time sensitive? $\underline{Y / N}$

Will there be advocates/opponents at the meeting? <u>Select...</u>

Backup Attached:

municipal agreement, memo

Cost of Agenda Item: 260,000

If this item requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director : <u>Select...</u>

Additional notes:

Aldermen

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



CITY OF NEW BERN

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

Mark A. Stephens City Manager

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

FROM: Jeff Ruggieri, Director Development Services

DATE: 10/13/17

SUBJECT: Municipal Agreement with NCDOT for First Street Road Diet Project

NCDOT is requesting the City enter into the attached *Transportation Improvement Project -Municipal Agreement* for the First Street Road Diet Project. The executed agreement will be the final approval needed before construction can begin.

The NCDOT responsibilities will be:

 Design and construct the entirety of the road diet project to include reducing four travel lanes to three and adding bike lanes and sidewalks along First Street from Neuse Boulevard to Pembroke Avenue.

The City's responsibility will be:

- 1. Upon Completion of work, reimburse NCDOT \$260,000 towards the cost of the project. The payment will be considered the City's full and complete payment for project completion.
- 2. The City will assume all maintenance responsibilities for the new sidewalks.
- 3. The City agrees to relocate and adjust all municipally owned utilities in conflict with the project.

RESOLUTION

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

That the Transportation Improvement Project – Municipal Agreement under Project 47112.3.1, a copy of which is attached hereto and incorporated by reference, is hereby approved, and the Mayor and City Clerk are authorized to execute same on behalf of the City of New Bern.

ADOPTED THIS THE 9th DAY OF JANUARY, 2018.

DANA E. OUTLAW, MAYOR

BRENDA E. BLANCO, CITY CLERK

NORTH CAROLINA

CRAVEN COUNTY

TRANSPORTATION IMPROVEMENT PROJECT – MUNICIPAL AGREEMENT

DATE: 1/2/2018

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION

AND

TIP #: U-5992 WBS Elements: 47112.1.1 PE 47112.2.1 ROW 47112.3.1 CON

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CITY OF NEW BERN

THIS MUNICIPAL AGREEMENT is made and entered into on the last date executed below, by and between the North Carolina Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the "Department" and the City of New Bern, a local government entity, hereinafter referred to as the "Municipality".

WITNESSETH:

WHEREAS, the Department has plans to make certain street and highway constructions and improvements within the Municipality under Project 47112.3.1, in Craven County; and,

WHEREAS, the Department and the Municipality have agreed that the municipal limits, as of the date of the awarding of the contract for the construction of the above-mentioned project, are to be used in determining the duties, responsibilities, rights and legal obligations of the parties hereto for the purposes of this Agreement; and,

WHEREAS, this Agreement is made under the authority granted to the Department by the North Carolina General Assembly, including but not limited to, the following legislation: General Statutes of North Carolina (NCGS), Section 136-66.1, Section 160A-296 and 297, Section 136-18, and Section 20-169, to participate in the planning and construction of a Project approved by the Board of Transportation for the safe and efficient utilization of transportation systems for the public good; and,

WHEREAS, the parties to this Agreement have approved the construction of said Project with cost participation and responsibilities for the Project as hereinafter set out.

NOW, THEREFORE, the parties hereto, each in consideration of the promises and undertakings of the other as herein provided, do hereby covenant and agree, each with the other, as follows:

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SCOPE OF THE PROJECT

 The Project consists of a road diet on NC 55 (First Street/ Country Club Road) including reducing four travel lanes to three lanes and adding bike lanes and sidewalk from NC 55 (Neuse Boulevard) to Pembroke Avenue.

PLANNING AND DESIGN

 The Department shall prepare the environmental and/or planning document, and obtain any environmental permits needed to construct the Project, and prepare the Project plans and specifications needed to construct the Project. All work shall be done in accordance with departmental standards, specifications, policies and procedures.

RIGHT OF WAY

- The Department shall be responsible for acquiring any needed right of way required for the Project. Acquisition of right of way shall be accomplished in accordance with the policies and procedures set forth in the North Carolina Right of Way Manual.
- 4. It is understood by both parties that all work shall be performed within the existing right of way. However, should it become necessary, the Municipality, at no expense or liability whatsoever to the Department, shall provide any municipal-owned right of way and or construction easements needed for the construction of the project, and remove from said rights of way all obstructions and encroachments of any kind or character.
- 5. Acquisition of any needed right of way shall be performed in accordance with the following state and federal policies and procedures, "Right of Way Acquisition Policy and Land Acquisition Policy, contained in the Federal-Aid Policy Guide, Part 712, Subpart B", and the North Carolina Right of Way Manual (Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970). The Department shall be indemnified and held harmless from any and all damages and claims for damages associated with the acquisition of any construction easements and/or right of way.

UTILITIES

6. The Municipality, without any cost or liability whatsoever to the Department, shall relocate and adjust all municipally-owned utilities in conflict with the Project and shall exercise any rights which it may have under any franchise to effect all necessary changes, adjustments, and relocations of telephone, telegraph, and electric power lines; underground cables, gas lines, and other pipelines or conduits; or any privately- or publicly-owned utilities.

- A. Said work shall be performed in a manner satisfactory to the Department prior to the Department beginning construction of the Project. The Municipality shall make every effort to promptly relocate said utilities in order that the Department will not be delayed in the construction of the Project.
- B. The Municipality shall make all necessary adjustments to house or lot connections or services lying within the right of way or construction limits, whichever is greater, of the Project.
- C. The Department, where necessitated by construction, will make vertical adjustments of two (2) feet or less to the existing manholes, meter boxes, and valve boxes at no expense to the Municipality.
- D. If applicable, the Department shall reimburse the Municipality in accordance with the Municipally Owned Utility Policy of the Department approved by the Board of Transportation.
- E. If the Municipality requests the Department to include the relocation and/or adjustment of municipally owned utilities in its construction contract provisions, the Municipality shall reimburse the Department all costs associated with said relocation. Reimbursement will be based on final project plans and actual costs of relocation. If a request is received from the Municipality, a separate Utility Agreement will be prepared to determine the reimbursement terms and an updated cost estimate.

CONSTRUCTION

7. The Department shall construct, or cause to be constructed, the Project in accordance with the plans and specifications of said Project as filed with, and approved by, the Department. The Department shall administer the construction contract for said Project.

MAINTENANCE

- 8. Upon completion of the Project:
 - A. The Department shall be responsible for all traffic operating controls and devices which shall be established, enforced, and installed and maintained in accordance with the North Carolina General Statutes, the latest edition of the Manual on Uniform Traffic Control Devices for

Agreement ID # 7671

Streets and Highways, the latest edition of the "Policy on Street and Driveway Access to North Carolina Highways", and departmental criteria.

- B. The improvement(s) shall be a part of the State Highway System and owned and maintained by the Department.
- 9. The Municipality, at no expense to the Department, shall assume all maintenance responsibilities for the sidewalk and release the Department from all liability relating to such maintenance.

FUNDING

- 10. The Municipality shall participate in the costs of the Project as follows:
 - A. Upon completion of the work, the Municipality shall reimburse the Department \$260,000 towards the cost of the Project. The payment shall be considered the Municipality's full and complete payment for its participation in the Project.
 - B. Reimbursement to the Department shall be made in one final payment upon completion of the work and within sixty days of invoicing by the Department.
 - C. In the event the Municipality fails for any reason to pay the Department in accordance with the provisions for payment herein above provided, North Carolina General Statute 136-41.3 authorizes the Department to withhold so much of the Municipality's share of funds allocated to said Municipality by the General Statues of North Carolina, Section 136-41.1 until such time as the Department has received payment in full under the reimbursement terms set forth in this Agreement. A late payment penalty and interest shall be charged on any unpaid balance due in accordance with G.S. 147-86.23.

ADDITIONAL PROVISIONS

- 11. It is the policy of the Department not to enter into any agreement with another party that has been debarred by any government agency (Federal or State). The Municipality certifies, by signature of this agreement, that neither it nor its agents or contractors are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal or State Department or Agency.
- 12. To the extent authorized by state and federal claims statutes, each party shall be responsible for its respective actions under the terms of this agreement and save harmless the other party from any claims arising as a result of such actions.

Agreement ID # 7671

- 13. All terms of this Agreement are subject to available departmental funding and fiscal constraints.
- 14. This Agreement contains the entire agreement between the parties and there are no understandings or agreements, verbal or otherwise, regarding this Agreement except as expressly set forth herein.
- 15. The parties hereby acknowledge that the individual executing the Agreement on their behalf is authorized to execute this Agreement on their behalf and to bind the respective entities to the terms contained herein and that he has read this Agreement, conferred with his attorney, and fully understands its contents.
- 16. A copy or facsimile copy of the signature of any party shall be deemed an original with each fully executed copy of the Agreement as binding as an original, and the parties agree that this Agreement can be executed in counterparts, as duplicate originals, with facsimile signatures sufficient to evidence an agreement to be bound by the terms of the Agreement.
- 17. By Executive Order 24, issued by Governor Perdue, and N.C. G.S.§ 133-32, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e., Administration, Commerce, Correction, Crime Control and Public Safety, Cultural Resources, Environment and Natural Resources, Health and Human Services, Juvenile Justice and Delinquency Prevention, Revenue, Transportation, and the Office of the Governor).

IT IS UNDERSTOOD AND AGREED upon that the approval of the Project by the Department is subject to the conditions of this Agreement.

IN WITNESS WHEREOF, this Agreement has been executed, in duplicate, the day and year heretofore set out, on the part of the Department and the Municipality by authority duly given.

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L.S. ATTEST:	CITY OF NEW BERN
BY:	BY:
DATE:	DATE:
Employee of any gift from anyone with a contr business with the State. By execution of any	ohibit the offer to, or acceptance by, any State act with the State, or from any person seeking to do response in this procurement, you attest, for your entire t you are not aware that any such gift has been offered, our organization.
Approved by	_ of the local governing body of the City of New Bern
as attested to by the signature of Clerk of said	governing body on(Date)
	This Agreement has been pre-audited in the manner
	required by the Local Government Budget and
	Fiscal Control Act.
(SEAL)	BY:
	Federal Tax Identification Number
	Remittance Address:
	City of New Bern
	DEPARTMENT OF TRANSPORTATION
	BY:
	DATE:
APPROVED BY BOARD OF TRANSPORTATI	ON ITEM O: (Date)

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting Ordinance to Amend the Advanced Metering Infrastructure/Demand Side Management (AMI/DSM) Project Fund

Date of Meeting 1/23/2018	Ward # if applicable N/A
Department Finance	Person Submitting Item: JR Sabatelli, CPA Director of Finance
Call for Public Hearing 🏾 Yes 🔽	No Date of Public Hearing
Explanation of Item:	
respectively, to cover additional co	0,000 and \$375,000 from the Water and Electric Funds, osts related to the AMI/DSM project. The amendment also nings. The total increase to the project is \$1,006,000.
Actions Needed by Board:	
Adopt the budget ordinance	
	_
Is item time sensitive? Yes 🗸]No
Will there be advocates/opponent	ts at the meeting? Yes 🗹 No
Backup Attached:	
Memo; ordinance	
Cost of Agenda Item:	
If this item requires an expenditu certified by the Finance Director :	rre, has it been budgeted and are funds available and □Yes □No
Additional notes:	



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

- FROM: Joseph R. Sabatelli Director of Finance
- DATE: January 11, 2018

RE: Budget Ordinance Amendment to AMI/DSM Project

Current

The Advance Metering Infrastructure/Demand Side Management project is a multi-year project with a current budget of \$9,050,000. The Department of Utilities is requesting to add \$1,006,000 to cover costs related to additional customers added to system since the onset of the project and the purchase of additional parts needed for radio signal penetration. This will be funded through a transfer from the Water Fund (\$610,000) and Electric Fund (\$375,000). This amendment also recognizes \$21,000 in interest earnings.

Requested Action

The Board considers adopting the enclosed capital project budget amendment for a new project fund total of \$10,056,000 at its meeting on January 23, 2018.

AN ORDINANCE TO AMEND THE CAPITAL PROJECT ORDINANCE ADVANCED METERING INFRASTRUCTURE/DEMAND SIDE MANAGEMENT SYSTEM PROJECT FUND

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

Section 1. That Section 3 of the Advanced Metering Infrastructure/Demand Side Management System Project Fund Ordinance adopted on November 8, 2011 and amended on January 22, 2013, August 12, 2014, November 25, 2014, and January 12, 2016 is hereby amended to recognize additional funds required to complete the project and interest earnings.

Increase:	Transfer from Other Funds	\$985,000
Increase:	Investment Earnings	<u>\$21,000</u>
		<u>\$1,006,000</u>

Section 2. That Section 4 of the Advanced Metering Infrastructure/Demand Side Management System Project Fund Ordinance adopted on November 8, 2011 and amended on January 22, 2013, August 12, 2014, November 25, 2014, and January 12, 2016 is hereby further amended to recognize the additional appropriation to complete the project.

Increase: AMI/DSM Project

<u>\$1,006,000</u>

Section 3. This amendment shall become effective upon adoption.

ADOPTED THIS 23rd DAY OF JANUARY, 2018.

DANA E. OUTLAW, MAYOR

BRENDA E. BLANCO, CITY CLERK

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting Ordinance to Amend the FY2017-18 Electric, Water, and Sewer Funds Operating Budgets

Date of Meeting 1/23/2018	Ward # if applicable N/A
Department Finance	Person Submitting Item: JR Sabatelli, CPA Director of Finance
Call for Public Hearing Yes 🖌 No	Date of Public Hearing

Explanation of Item:

This amendment transfers \$610,000 and \$375,000 from the Water and Electric Funds, respectively, to the AMI/DSM project fund to cover additional costs. The amendment also appropriates \$432,000 to Sewer Collection System Maint. to cover emergency costs related to a sink hole repair at the Waste Water Treatment Plant and will be funded from fund balance. The amendment appropriates \$75,224 for Electric fund expenses related to the Slocum Gate Project funded through a reimbursement from the NCDOT.

Actions Needed by Board:

Adopt the budget ordinance

Is	item	time	sensitive?		Yes	•	No
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Will there be advocates/opponents at the meeting? Yes Vo

Backup Attached:

Memo; ordinance

Cost of Agenda Item: \$1,492,224

If this item requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director : $\Box Yes \Box No$

Additional notes:



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

FROM: JR Sabatelli, CPA – Director of Finance

DATE: January 11, 2018

RE: Amendment to the FY2017-18 Electric, Water, and Sewer Fund Operating Budgets

Water Fund & Electric Fund

The Advance Metering Infrastructure/Demand Side Management project is a multi-year project with a current budget of \$9,050,000. The Department of Utilities is requesting to add \$1,006,000 to cover costs related to additional customers added to system since the onset of the project and the purchase of additional parts needed for radio signal penetration. This will be funded through a transfer from the Water Fund (\$610,000) and Electric Fund (\$375,000), with the remaining \$21,000 covered by interest earned within that project fund.

Sewer Fund

This amendment appropriates \$432,000 to the Sewer Collection System Maint. Organization to cover emergency expenses related to a sink hole repair at the Waste Water Treatment Plant. This amendment will allow for continued normal operations through the remainder of the year. This amount will be funded through appropriated fund balance.

Electric Fund

This amendment appropriates \$75,224 to the Electric Fund Distribution O&M organization for expenses related to the Slocum Gate project. This amount will be reimbursed by the NCDOT.

Requested Action

It is recommended that the Board adopt the enclosed budget amendment at its meeting on January 23, 2018.

CITY OF NEW BERN, NORTH CAROLINA REQUESTED AMENDMENT TO Fiscal Year 2017-2018

FROM: Joseph R. Sabatelli, Director of Finance

Meeting Date: Janua

January 23, 2018

EXPLANATION:

This amendment increases Transfers to Other Funds in the Water and Electric funds in the amounts of \$610,000 and \$375,000 respectively to cover additional costs related to the Advanced Metering Infrasture/Demand Side Management Project. This will be funded by an increase in fund balance appropriated in each fund. This amendment appropriates \$432,000 to the Sewer Collection Systems Maint. organization in the Sewer fund to cover emergency expenses related to a sink hole at the Waste Water Treatement Plant and this will be funded by an increase in fund balance appropriates \$75,224 for Electric fund expenses related to the Slocum Gate Project funded through a reimbursement from the NCDOT.

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN THAT THE 2017-2018 Annual Budget ORDINANCE IS AMENDED AS FOLLOWS:

Section 1 - Appropriations

Schedule C - WATER FUND Increase: Interfund Transfers	\$	610,000
Schedule D - SEWER FUND Increase: Sewer Collection System Maint.	<u>\$</u>	432,000
Schedule E - ELECTRIC FUND		
Increase: Interfund Transfers	\$	375,000
Increase: Distribution O&M	\$	75,224
	\$	450,224
Section 2 - Estimated Revenues		
Schedule C - WATER FUND		
Increase: Fund Balance Appropriated	<u>\$</u>	610,000
Schedule D - SEWER FUND		
Increase: Fund Balance Appropriated	\$	432,000

Schedule E - ELECTRIC FUND

	Fund Balance Appropriated	\$	375,000
Increase:	Charges for Sales & Service	<u>\$</u>	75,224
		\$	450,224

NATURE OF TRANSACTION:

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

APPROVED BY THE BOARD OF ALDERMEN AND ENTERED ON MINUTES DATED JANUARY 23, 2018 AGENDA ITEM NUMBER _____

BRENDA E. BLANCO, CITY CLERK

Aldermen

Sabrina Bengel Jameesha Harris Robert V. Aster Johnnie Ray Kinsey Barbara J. Best Jeffrey T. Odham CITY OF NEW BERN 300 Pollock Street, P.O. Box 1129 New Bern, NC 28563-1129

(252) 636-4000

Dana E. Outlaw Mayor

Mark A. Stephens City Manager

Memorandum

TO: Mayor and Board of Aldermen

FROM: Brenda Blanco, City Clerk

DATE: January 3, 2018

SUBJECT: Appointments to New Bern Appearance Commission

The number of members on the Appearance Commission is being increased from five to seven. As a result, two additional appointments are needed. Appointees shall be residents of the City's planning and zoning jurisdiction and shall, when possible, have had special training or experience in a design field such as architecture, landscape design, horticulture, city planning, or a closely-related field. Members of the Appearance Commission serve a three-year term.

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

/beb

Aldermen

Sabrina Bengel Jameesha Harris Robert V. Aster Johnnie Ray Kinsey Barbara J. Best Jeffrey T. Odham CITY OF NEW BERN 300 Pollock Street, P.O. Box 1129 New Bern, NC 28563-1129

(252) 636-4000

Dana E. Outlaw Mayor

Mark A. Stephens City Manager

Memorandum

TO: Mayor and Board of Aldermen

FROM: Brenda Blanco, City Clerk

DATE: January 3, 2018

SUBJECT: Appointment to New Bern-Craven County Public Library

Victor Taylor represented the Board of Aldermen on the New Bern-Craven County Public Library Board of Trustees. The Board is asked to make an appointment to replace Mr. Taylor. The new appointee shall serve as a trustee for the duration of their term of office. The Library Board meets the first Tuesday of alternate months beginning with February. The meetings begin at 7:30 p.m. and are held at the library. Any Board member who is absent for more than three consecutive meetings during the year will be removed from the Board.

/beb