

City of New Bern
Redevelopment Commission Meeting
December 11, 2019- 6PM
Development Services Conference Room
303 First Street

Members Present: Maria Cho, Chair Theresa Lee, Steve Strickland, Kip Peregoy, Tabari Wallace

Ex-Officio Members Present: Alderwoman Sabrina Bengel

Members Excused (E)/Absent (A): Beth Walker (E), Leander “Robbie” Morgan (E)

Staff Present: Jeff Ruggieri, Director of Development Services; D’Aja Fulmore, Community Development Coordinator; Alice Wilson, GIS Manager

1. Welcome and Call to Order

Chair Theresa Lee called the meeting to order at 6:01pm. A roll call was delivered by Co-Chair Jaimee Bullock.

2. Approval of Minutes

Minutes were presented from the October 23rd meeting with a motion made by Commissioner Peregoy to approve, seconded by Commissioner Strickland. Minutes were presented from the November 13th meeting with a motion made by Commissioner Strickland to approve, seconded by Commissioner Peregoy.

3. CDBG Presentation by Amanda Ohlensehlen of Development Services

Amanda Ohlensehlen, of Development Services, stood to give a presentation on the Duffyfield Stormwater Enhancement Project. Mrs. Ohlensehlen told commissioners that the Community Development Block Grant (CDBG) program had recently been audited by HUD. Mrs. Ohlensehlen explained that the City of New Bern was deemed noncompliant with meeting necessary spending amounts for the annual timeliness test conducted by HUD. Mrs. Ohlensehlen told commissioners that unspent funds would be reallocated towards a new project- the Stormwater Project. Mrs. Ohlensehlen explained that the City must draw down at least \$215,000 by May 2020 and the City is collaborating with a planning firm for the substantial amendment process, which is conducted to be approved by the Board of Aldermen.

Mrs. Ohlensehlen told commissioners that the new project will reduce the risk of flooding and improve public safety and water quality in the community of Duffyfield. Mrs. Ohlensehlen addressed the consistent flooding events that oftentimes happen in Duffyfield during a normal

rain event. Mrs. Ohlensehlen explained that the project will create a pond that will drain into the existing Biddle Street Pond and reduce the pollutant load by 50%. Mrs. Ohlensehlen detailed Phase 1 and Phase 2 of the projects, detailing that Phase 1 is estimated to be \$272,000- focusing on upsizing pumps. Mrs. Ohlensehlen stated that Phase 2 would include acquiring two parcels, making landscaping changes, and rerouting stormwater pipes. Mrs. Ohlensehlen explained that the CDBG funds for the substantial amendment will be used to begin Phase 1. Commissioners discussed the project's impact on rainfall over a 24-hour period, with Mrs. Ohlensehlen emphasizing that the project will not completely prevent major flooding but will alleviate some of the flooding during typical rain events.

HUD Requirements

- 1.5 Timeliness Test
 - A grantee is considered to be in compliance, if 60 days prior to the end of its program year, there is no more than 1.5 times its annual grant remaining in its line-of-credit.
- Test was conducted on May 2, 2019
- Corrective Action:
 - Submit a workout plan to HUD, addressing reason for excess funding and detailing how money will be spent in the future for compliance
 - Complete substantial amendment to reallocate unspent funds from previous program years

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Snapshot of Open CDBG Program Years

FY 2016 Program Year Activities:

• General Administration	=	\$ 7,768.26
• At Risk of Homelessness	=	\$ 15,669.16
• Minor Housing Rehab	=	\$ 76,401.01
• Parks and Recreation	=	\$ 10,000.00
		\$111,838.43

- This leaves the City with an available balance of funds in the amount of \$578,560.43 and an unexpended ratio of 2.46.

FY 2017 Program Year Activities:

• General Administration	=	\$ 44,700.00
• At Risk of Homelessness	=	\$ 25,154.00
• Affordable Housing	=	\$ 18,000.00
• Minor Housing Rehab	=	\$128,000.00
• Capacity Building	=	\$ 10,000.00
		\$225,854.00

- In the process of submitting a drawdown request for \$129,225.58 which will reduce the City's unexpended ratio to 1.51

FY 2018 Program Year Activities:

• General Administration	=	\$ 48,500.00
• At Risk of Homelessness	=	\$ 30,271.00
• Affordable Housing	=	\$ 32,000.00
• Minor Housing Rehab	=	\$100,000.00
• Demolition	=	\$ 32,000.00
		\$242,771.00

- City will be brought into compliance in the next 6 months!

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Contributing Factors to Noncompliance

- Unfilled Staff Position
 - Lack of access to IDIS
 - Inability to set up projects/activities
- Hurricane Florence
 - Shift to resilience planning

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Addressing Noncompliance

- Workout Plan has been Approved By HUD
- Progress reports to be submitted monthly for 1 year
 - *Detailing drawdowns made in IDIS*
- Submission of first progress report due on January 5, 2019

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Urban Design Ventures

- The City contracted with a planning firm specializing in CDBG activities to assist in the process

"The philosophy at Urban Design Ventures is to provide planning, urban design, and architectural services to clients on a personal basis, with great emphasis on client satisfaction.

- Homestead, PA
- Over 70 years of combined experience
- Fields of expertise: Community and Economic Development, Housing, Urban Design, Architecture, Historic Preservation, Financing, and Planning services

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First Substantial Amendment

- Construction of up to 5 homes to address housing need
- Unable to locate Community Based Development Organization (CBDO)
- **Cannot** use CDBG funds for new construction
- Limited amount of City-owned houses for rehab only

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Purpose/Overview Of Project

- Complete a substantial amendment to move unspent funds in housing rehabilitation and public service activities to the stormwater system improvement project in Duffyfield.
 - Reduce the risk of flooding
 - Improve public safety
 - Enhance water quality

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Benefit to the Community

- The Duffyfield Community comprises more than one third of the downtown area within the City of New Bern and experiences frequent flooding events
- Utilize existing vacant city-owned parcels previously acquired through FEMA buy-out grant programs
- Create a retention pond that will drain into the existing Biddle Street Pond:
 - Captures approximately a 60-acre sub-basin of untreated urban run-off and diverts it into the Jack Smith Creek Stormwater Wetlands Project
 - Estimated that this measure will reduce the pollutant load by about 50%
 - Handle 5 to 6 inches of rain over a 24-hour period
- Ultimately reduce flood-related damages and claims in the future

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Substantial Amendment to FY 2016

- Amendments proposed:
 - Public Assistance-At Risk of Homelessness: reduce line item budget amount from \$37,600 to \$37,000
 - Recreational Facilities: Eliminate this line item amount of \$10,000
- ***Duffyfield Stormwater Project: Create a new budget line item in the amount of \$10,600***

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Substantial Amendment to FY 2017

- Amendments proposed:
 - New Construction: Delete the budget line item in the amount of \$16,000
 - Housing Rehab- Minor: Reduce the budget line item in the amount of \$114,756.01 for a revised amount of \$13,243.99.
 - Public Assistance-At Risk of Homelessness: Reduce budget line item in the amount \$2,475.24 for a revised amount \$22,678.76
 - Capacity Building: Delete budget line item in amount of \$10,000
- ***Duffyfield Stormwater Project: Create new budget line item in the amount of \$143,231.25***

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Substantial Amendment to FY 2018

- Amendments proposed:
 - Demolition: Delete the budget item in amount of \$32,000
 - Housing Rehab Minor: Delete budget item in amount of \$100,000
 - Public Assistance-At Risk of Homelessness: Delete the budget item in the amount of \$30,271
 - Affordable Housing: Delete budget line item in amount of \$32,000
- ***Duffyfield Stormwater Project: Create a new budget line item in the amount of \$194,271***

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Pertinent Amendment Details

- Placed on display Friday, Dec 20- Wednesday, Jan 22, 2020
- Submission of Amendment in IDIS- Wednesday, Jan 20, 2020
- HUD Approves Amendment- Thursday, February 13, 2020

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Phase I Biddle Street Pond

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Phase I

- Budget: \$272,000
- Expansion of the existing Biddle Street Pond
- Upsizing the force main underneath the railroad
- Install new upsized pumps at the Biddle Street Pump Station

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Phase II

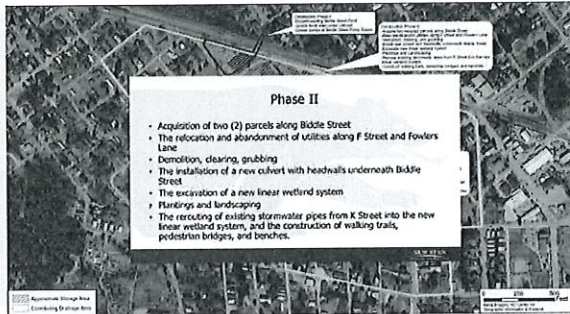
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Phase II

- Acquisition of two (2) parcels along Biddle Street
- The relocation and abandonment of utilities along F Street and Fowlers Lane
- Demolition, clearing, grubbing
- The installation of a new culvert with headwalls underneath Biddle Street
- The excavation of a new linear wetland system
- Plantings and landscaping
- The rerouting of existing stormwater pipes from K Street into the new linear wetland system, and the construction of walking trails, pedestrian bridges, and benches.

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Construction Costs

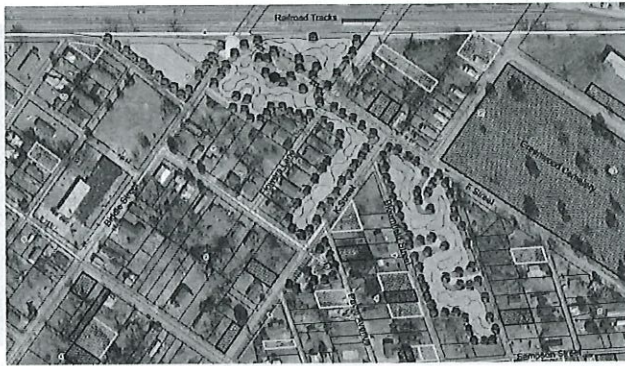
Phase	Item	Total Cost
I	Expand existing Biddle Street Pond	\$85,000
	Install new force main under railroad	\$73,000
	Install new pumps at Biddle Street Pump Station	\$45,000
	SUBTOTAL PHASE I CONSTRUCTION COST ESTIMATE	\$203,000
	Mobilization/Bonds (8%)	\$16,240
	Construction Contingency (10%)	\$20,300
	Design/Permitting/Bidding (10%)	\$20,300
	Construction Administration & Project Closeout (6%)	\$12,180
	TOTAL PHASE I ESTIMATED PROJECT COST	\$272,020
II	Acquire two required parcels along Biddle Street	\$10,000
	Relocate/Abandon utilities along F Street and Fowlers Lane	\$125,000

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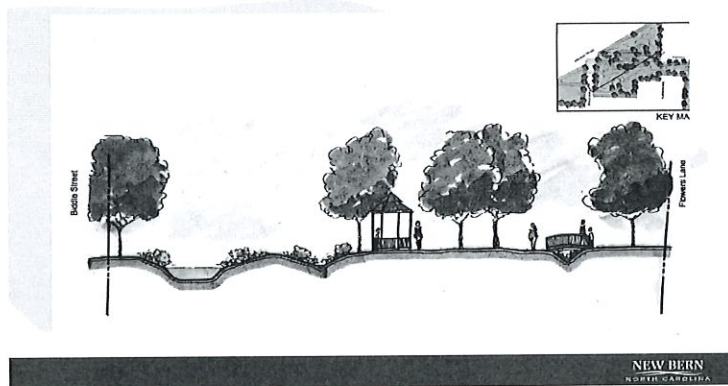
Construction Costs Continued...

I	Demolition, clearing, and grubbing	\$14,000
	Install new culvert with headwalls underneath Biddle Street	\$23,000
	Excavate new linear wetland system	\$245,000
	Plantings and landscaping	\$15,000
	Reroute existing stormwater pipes from K Street into the new linear wetland system	\$14,000
	Construct walking trails, pedestrian bridges, and benches	\$15,000
	SUBTOTAL PHASE I CONSTRUCTION COST ESTIMATE	\$326,000
	Mobilization/Bonds (8%)	\$26,080
	Construction Contingency (10%)	\$32,600
	Design/Permitting/Bidding (10%)	\$32,600
II	Construction Administration & Project Closeout (6%)	\$19,560
	TOTAL PHASE I ESTIMATED PROJECT COST	\$436,840
	Acquire two required parcels along F Street	\$40,000
	Demolition, clearing, and grubbing	\$14,000
	Install new culvert with headwalls underneath K Street	\$33,000
	Excavate new linear wetland system	\$245,000
	Plantings and landscaping	\$15,000
	Reroute existing stormwater pipes from K Street into the new linear wetland system	\$14,000
	Construct walking trails, pedestrian bridges, and benches	\$15,000
	SUBTOTAL PHASE II CONSTRUCTION COST ESTIMATE	\$396,000
	Mobilization/Bonds (8%)	\$31,680
	Construction Contingency (10%)	\$39,600
	Design/Permitting/Bidding (10%)	\$39,600
	Construction Administration & Project Closeout (6%)	\$23,760
	TOTAL PHASE II ESTIMATED PROJECT COST	\$530,640
III	Construct new playground and street parking	\$100,000
	SUBTOTAL PHASE III CONSTRUCTION COST ESTIMATE	\$100,000
	Mobilization/Bonds (8%)	\$8,000
	Construction Contingency (10%)	\$10,000
	Design/Permitting/Bidding (10%)	\$10,000
	Construction Administration & Project Closeout (6%)	\$6,000
	TOTAL PHASE III ESTIMATED PROJECT COST	\$134,000
	TOTAL PROJECT ESTIMATED PROJECT COST	\$1,101,480

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68 **4. Board Discussion on 2020 Meeting Calendar**

69 Chair Lee opened the discussion for the Commission's 2020 Meeting Calendar. Co-Chair Jaimee
 70 Bullock expressed the need to consider outstanding projects before reducing meeting
 71 occurrences to once a month. Commissioner Peregoy made a motion to meet the 2nd Wednesday
 72 of every month and to informally hold the 4th Wednesday open if the Commission decides a
 73 meeting is necessary. The motion was seconded by Commissioner Strickland and approved
 74 unanimously by the Commission.

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76 **5. Public Comment**

77 Chair Lee opened the floor for public comment. No comments were received.

78 **6. Update by Commissioner Strickland**

79 Commissioner Strickland told commissioners that he and Jeff Ruggieri, of Development
 80 Services, have been in conversation with a developer who is interested in working with the
 81 Commission on some projects. Commissioner Strickland told commissioners that the developer
 82 is very 'socially-conscious' and interested in developing 5-6 houses a year within the
 83 redevelopment boundary. Alderwoman Sabrina Bengel inquired about the developer's location.
 84 Commissioner Peregoy responded, stating that the developer is from Raleigh, NC. Co-Chair

Bullock asked if the developers are aware of the importance of maintaining neighborhood integrity. Commissioner Strickland responded yes. Chair Lee guided commissioners to view previous projects conducted by the developer. Commissioner Maria Cho asked if the developers have any sources of funding that they recommend. Commissioner Strickland explained that the developers work with investors who look for specific social projects and assured the Commission that the developers would be awesome to work with.

7. New Business

Before closing, Co-Chair Bullock led commissioners to briefly discuss community concerns about the 3rd Avenue extension. Commissioners discussed different opinions while Mr. Ruggieri provided commissioners with maps of the 3rd Avenue and Queen Street area. As commissioners continued to deliberate, attention shifted to a closer examination of Queen Street, with commissioners validating the possibility of it becoming an area to focus on for redevelopment and economic boom.

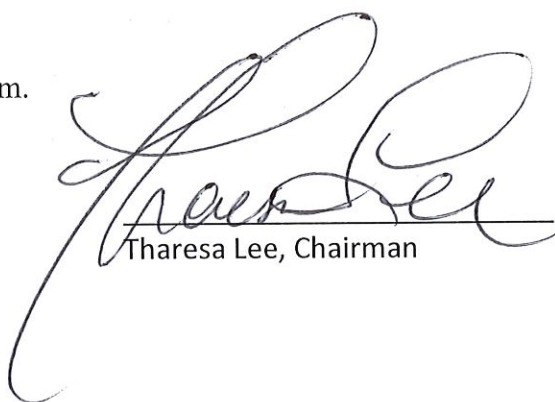
8. Adjournment

Chair Theresa Lee adjourned the meeting at 7:20pm.

Date approved: 6.10.2020

Attest: D'Aja Fulmore

D'Aja Fulmore, Recording Secretary


Theresa Lee, Chairman