

City of New Bern
Redevelopment Commission Meeting

July 12, 2023

300 Pollock Street- City Hall

Members Present: Beth Walker, Sharon Bryant, Sarah Proctor, Steve Strickland, Julius Parham, Tabari Wallace

Ex-Officio Members Present: Alderman Rick Prill.

Members Excused (E)/Absent (A): Kip Peregoy (E)

Staff Present:

Marvin Williams, Assistant City Manager

Zeb Hough, Redevelopment Commission Consultant

Jaimee Mosely Bullock, Attorney

1. Call to Order and Welcome

Staff called meeting to order and called the roll. Beth Walker was nominated to act as chair by Tabari Wallace and the nomination was seconded by Sharon Bryant. With no other nominees, the motion was unanimously carried (6-0). Naming Beth Walker acting chair.

2. Approval of Agenda

Acting Chair Walker introduced the agenda for approval and Julius Parham made a motion to approve the agenda. This motion was seconded by Tabari Wallace and unanimously carried (6-0).

3. Guiding Principle

Julius Parham read the guiding principles.

4. Public Comments

No public comments were received.

5. Presentation by Habitat for Humanity of Craven County about the following development

Tracy Lilly, the executive director with Craven County Habitat gave a presentation with an overview of the need of the community for housing. The work of Habitat for Humanity. She laid out the request for the donation of 911 Eubanks as a habitat home. She also made the request for parcels across the street and explained the reasoning behind cluster development.

The commission had several questions pertaining to finance and business model, the cliental, and the request details. The commission requested that the Habitat consider pay a nominal amount for the additional clusters. Discussion followed with the commission.

Staff was directed to make a recommendation to the City of New Bern to pursue the “sliver” parcel that is owned by the county and city. Direction was also given to provide drafts for potential deed covenants the commission would impose on the parcels. And to begin working on the draft documents for adoption of a resolution for the August meeting.

6. Presentation on the purchase of 1101 Main St - PID 8-007-004.

Kurtis Stewart made a presentation on the Main Street parcel currently owned by the City. Through his presentation, he expressed that his intention was to develop the area and this specific parcel would be developed for owner occupied housing. Mr. Stewart indicated that he currently owns several other parcels and plans to develop the whole area.

Kurtis requested that the commission consider giving the City of New Bern an endorsement for approve his purchase of this parcel.

Several questions were discussed to see if the commission was allowed to give an endorsement at this meeting. Due to the existing policy, the item was tabled until later in the meeting.

7. Presentation on the draft of the RDC Rules of Procedure.

Assistant City Attorney Mosely presented a detailed summary of a draft document entitled Rule of Procedure for the Redevelopment Commission of New Bern. This document was prepared to outline the commission’s customs, authority, policies, and procedures. Included in this presentation was an outline of the appendixes attached to the rules of procedure.

Assistant City Attorney Mosely requested that the commission not adopt the document, rather review, and give staff feedback so that it could be presented to the commission at the August meeting.

Commissioners discussed the document and asked several questions. Consensus was established for the commission to take the document and give feedback to staff.

8. Consider adopting a resolution approving the demolition of homes on West A Street

Beth Walker introduced the agenda item. She reminded the commission that the demolition of the properties listed have been discussed and reviewed. The resolution is in line with the overall redevelopment plan. Discussion ensued pertaining to the viability of the properties.

A motion was made to adopt the resolution to demolition properties by Julius Parham to adopt the resolution approving the demolition of homes on West A Street including any required asbestos testing. The motion was seconded by Steven Strickland. The roll was called by staff and the motion carried unanimously (6-0). Further discussion was had, and the commissioners came to consensus that the no further action was required.

9. Consider adopting a resolution adding properties owned by the Redevelopment Commission to the existing Property & Liability policy.

Since the demolition of the Bloomfield structure, the opportunity has risen to add all of the properties owned by the redevelopment commission to the existing property and liability policy. Beth Walker gave an overview of the situation, and discussion ensued with the commission to define what direction would be given to staff.

After discussion, the commission gave staff direction to obtain quotes from the SIA group for liability insurance on the empty lots and property insurance for those parcels the commission has an interest in with a structure included.

Further, the commission asked to see a year-to-date budget with actual expenses. Consensus was made and a motion was made to table the agenda item until the August meeting by Julius Parham and was seconded by Tabari Wallace. A voice vote was conducted, and the motion was carried.

10. Conduct discussion on the need for a strategic planning session, set a date and who will lead the session.

Beth Walker shared with the commission that a strategic planning meeting. Asked staff to send out a doodle poll with dates and times. Additionally, the commission requested that staff investigate the availability of a host presenter for the meeting.

Discussion was had by the commissioners regarding possibilities and consensus was reached that staff would follow up with date and times for a potential meeting along with a list of potential facilitators to be discussed by the commission.

Sarah Proctor queried as to whether the individual who was contracted once before planned on returning to give the presentation that was previously planned, staff was given direction to reach out and see if they would be interested in returning.

Julius Parham asked about having a representative from another municipality that is having success in redevelopment come and give a presentation. The commission gave staff direction to follow up and recommendations.

Beth Walker suggested that staff aim towards the September or October meeting for the planning meeting.

11. Conduct discussion on the need to elect a chair and vice chair at the August meeting. Establish the process to be followed.

Beth Walker introduced the agenda item. She indicated that the commission had previously voted to wait on nominating a chair and vice chair until the august meeting.

Further, she indicated that the commission needed to agree on a procedure to elect a chair and vice chair.

The commission discussed several ways of electing the new chair and vice chair officers. Ultimately, the commission asked staff to develop a ballot based on nominees made by the commission via email. The direction was for staff to have a conversation and ensure all nominated individuals were willing to serve. consensus was established to move in this direction. Staff was directed to send an email establishing a nomination for chair and vice chair. Due dates were established for ballots to be developed by the 28th for a one-year term for both offices.

12. Discussion on converting the Work groups into Project groups

Sarah Proctor introduced this agenda item. A discussion was held to request whether to keep the working group model or to dissolve the work group model and pursue a project group model.

A discussion followed by the commissioners weighing the pros and cons of the discussion. The idea of the project group originated in the three-on-three conversations with the mayor and staff. The assistant city manager, Marvin reminded the commission on the details of how the project groups would look and where they originated. The inclination of the body was direct staff to research and to draft an outline of what project groups could potentially look like. Consensus was reached that the commission would wait until the table this item until after the strategic planning meeting.

13. Tabled issue

Jaimee Mosley brought to the commission that they had table agenda item number six was left unaddressed. The commission decided that pursuant to the current policy no further action was needed.

14. Adjournment:

Beth Walker asked each of the commissioners if there was any further business to be addressed. Hearing none, a motion to adjourn was made by Steven Strickland and seconded by Julius Parham. Motion carried unanimously (6-0). The meeting was adjourned at 7:25 pm.

Date approved: _____

8/9/23

Zeb Hough, Interim Executive Director

Attest: _____

D'Aja Fulmore, Recording Secretary