

*Commission Members*

Stephanie Lovick  
Beth Walker  
Jay Tripp  
Leander Morgan  
Steve Strickland  
Julius Parham  
Tabari Wallace



Redevelopment Commission of  
The City of New Bern  
Meeting Agenda  
January 11, 2023 – 6:00 PM  
City Hall Courtroom, 300 Pollock Street

*Chair*

Tharesa Lee

*Co-Chair*

Kip Peregoy

*Executive Director*

Catrechia McCoy Bowman

*Ex-Officio Members*

Rick Prill  
Barbara Best  
Hazel Royal

1. Call To Order and Welcome
2. Roll Call
3. Approve the Agenda
4. Guiding Principles
5. Public Comments (limit 4 minutes)
6. Approval of Minutes
  - December 14, 2022
  - Amended minutes for November 9, 2022
7. Consider approving the Amended 2023 Redevelopment Commission Meeting Schedule
8. Presentation by Mark Roberts regarding his interest in purchasing 837 Pavie St, a City and County owned parcel
9. Consider adopting a resolution approving the sale of property located at 827 Cedar Street to Mr. William Richardson for the bid amount of \$1,140.00
10. Consider adopting a resolution to approve the execution of a contract with Ed Munford, Owner of The Third Property and Estate Investment Group to remodel the home located at 911 Eubanks Street
11. Consider adopting a resolution for the demolition of the structures located at 910 and 914 Bloomfield Street
12. Finance Report
13. Consider adopting a resolution authorizing the Executive Director to approve expenditures up to \$1,000.00
14. Executive Director's Report
15. Working Group Reports from: Housing, Neighborhood, Health, and Wellness
16. New Business
17. Closed Session
18. Adjourn

INDIVIDUALS WITH DISABILITIES REQUIRING SPECIAL ASSISTANCE SHOULD CALL 252-639-7585 NO LATER THAN 3 P.M. THE DATE OF THE MEETING.

*"The New Bern Redevelopment Commission: Leading the way for community transformation and improvement by directly addressing community needs in the vital areas of public health, infrastructure, housing, and economic development. The Commission is committed to an accountable, transparent, and publicly driven process."*

## 6. Approval of Minutes

- December 14, 2022
- Amended minutes for November 9, 2022

**City Of New Bern**  
**Redevelopment Commission Meeting**  
**December 14, 2022**  
**303 First Street- Development Services**

**1. Welcome & Call to Order, Roll Call, Guiding Principles**

Meeting called to order by Chair Lee, Tharesa Lee at 6:05 PM and began with a reading of the Commission's guiding principles.

Kip Peregoy, Vice Chair took the roll call at 6:05 PM

The following persons were **present**:

1. Stephanie Lovick
2. Kip Peregoy
3. Beth Walker
4. Leander "Robbie" Morgan Jr.
5. Steve Strickland
6. Tabari Wallace
7. Tharesa Lee

The following persons were **absent or excused**:

1. Julian "Jay" Tripp - absent
2. Julius Parham - excused

*Vice-Chair confirmed quorum.*

The following Ex Officio members were **present**:

1. Alderman Hazel Royal
2. Alderman Rick Prill

The following staff were **present**:

1. Catrecia McCoy Bowman, Executive Director
2. Marvin Williams, Assistant City Manager
3. D'Aja Filmore, CDBG Coordinator
4. Jaimee Mosley, Counselor-At-Law

**2. Public Comment**

There was a call for public comments by Chairperson Tharesa. – no public comments received.

**3. Approval Of Minutes**

There was a call to order by the Chairperson to approve the meeting minutes of the previous meeting on November 9<sup>th</sup>, 2022, the minutes were approved with correction noted by Vice Chair, Kip Peregoy. Motion made to address the following - correction on the minutes Avolis not Atlas.

#### Regular Board Meeting

A motion to approve the minutes with the noted correction was made by Co-Chair Peregoy and seconded by Commissioner Leander Morgan. The motion unanimously carried (7-0).

#### Strategic Planning Session (no quorum)

A motion to approve the minutes of the November 30, 2022, planning session was made by Co-Chair Peregoy and seconded by Commissioner Beth Walker. The motion unanimously carried (7-0).

#### **4. Discussion Of RDC'S Plan For 203 And 207 Jones Street**

Commissioner Walker explained that these properties were acquired for the development of quality housing stock. Commissioner Walker stated that the housing work group met and recommends that Mr. Frey's offer to purchase be rejected by the Commission due to the Commission's current investment in the properties. Commissioner Walker stated that the housing work group would be willing to help Mr. Frey find another property in the area.

Commissioner Morgan expressed his support for Mr. Frey's proposal and stated that the

Commission has not started any projects in the area and Mr. Frey is someone who has already invested in the community. Commissioner Morgan told the Commission that it would show good faith to honor Mr. Frey's request.

Commission Morgan asked the housing work group if there is a current plan in place for the properties. Commissioner Strickland expressed that the future use of the properties is being finalized through a partnership.

Alderwoman Hazel Royal inquired about the housing work group's process of making their decision and bringing it to the Commission. Chair Lee explained how the housing work group was developed and Commissioner Walker explained that the group continuously reports to the Commission.

Types of Commissioners review photos, illustration and offer to purchase. Commissioners adopt A resolution to initiate the upset bid process. 203 and 207 Jones St. Commissioners determine If the plan can.

Action noted by Attorney Jamie Commissioners discussed taking the following actions, choose to initiate the upset bid process, or reject the existing offer to purchase.

Discussion of presentation. Made. Regarding Jones St on November 9th meeting. As well as discussion of. No. Potential funding. 4 Jones St to create. Small houses within the next couple of months.

Commissioner Beth Walker explained the Housing Work Group recommendation regarding Mr. Peter Frey to purchase the two parcels located at 203 and 207 Jones Street. Beth Walker explained the recommendation by the Housing Work Group that the two parcels located at 203 and 207 Jones Street should not be sold. It was deemed that the presentation did not support the "highest and most efficient use of the parcel."

Commissioner Walker announced that the housing work group has been reviewing the land use plan and the recommendation to replace the two existing lots with three individual single-family homes.

Commissioner Wallace discussion info about demo, cost, and housing plan.

Commissioner Strickland reintegrated Commissioner Walker comments and the Housing Work Group decision to enter partnership for highest and best use. So, the housing workgroup recommended that the Redevelopment Commission reject the existing offer to purchase. We do not believe that it will provide the highest and best use of the land being that it would be a single home that's residence versus the three homes that we are planning to put there.

Commissioner Morgan interjects and continues to state his concerns about the recommendation was the housing deemed dilapidated prior to demolition and voices his concerns about the potential change in use of the Jones property.

Commissioner Morgan has continued to support Mr. Frey in his business investment to provide commercial and residential investment within the redevelopment boundaries. According to Commissioner Morgan's final comment, it is evident that the development is moving forward based on what he has seen in the past from Mr. Frey.

Commissioner Peregoy explained how the housing work group began to move forward. The first step was to prepare site plans for all the properties we have acquired, including this one. An area larger than a single block. Currently, we are working on site plans for all our accumulated properties. By fully utilizing this single-family house. In my opinion, this financial backing is almost certain to be real and will come into play. As far as planning is concerned, all this should be finalized in January. We'll be able to present it to them at their January meeting, hopefully.

Commissioner Walker discusses the expiration of funding and the timeliness of the process.

Commissioner Morgan asserts that this situation could have been a win-win situation for both the commercial and residential sectors.

Theresa Lee, Chair, thanked everyone for their comments and reaffirmed the Housing Work Group's decision to reject the offer to purchase."

Peter Frey's representative, George Tosato speaks on his behalf regarding his dismay with the Housing Work Group's recommendations.

Alderman Royal expressed her concerns by mentioning a "partnership" and stating that the Commission is a part of the partnership. My impression is that there's a lot of vagueness here. To gain an understanding of how a project was underway four months ago and still couldn't be presented to the Commission, she expressed that her goal was to gain an understanding of the process.

As Commissioner Beth points out, the Housing Work Group has done a lot, the monthly meetings aren't secret - reports are given each month.

Alderman Prill notes the concerns I have previously expressed regarding the proposal for rental housing instead of homeownership. As a result, the Redevelopment Commission will become a housing management agency. It concerns me that the Redevelopment Commission doesn't have the capabilities to become a housing management agency. As a result, I caution you against taking that path - not be making the most informed decision taking that route.

Chair Theresa explained that she understands the concerns and expectations surrounding the Redevelopment rentals, affordable workforce housing, and other types of affordable housing in that community. This community seeks to combine both rental and homeownership. Moreover, they should indicate that they have reviewed the data and researched.

Mr. George Tosanto's response to Mr. Frey's recommendation, expressed concerns and request for a revote. - Based on our conversations with the Commission, there are no plans for those two properties. So, I would like you to reconsider your heart. I'd like to hear all the votes again if you can reconsider that. I know you're going to put restrictions, will follow whatever regulations you have as far as building. But I hope that you really consider this a viable option that will show some good faith the Community and have somebody who's a homeowner that's willing to still. Purchase property in the area and build a home

Kurtis Stewart discusses his attempt in the past to acquire the Jones Street process from the City/County.

Attorney Jamie explains that you have two options. There are two ways you can proceed with the office purchase: accept the bid or initiate the upset bid process. Legally, you cannot sell this property to Mr. Frey today. The statute forbids it. That's not allowed. Alternatively, you can initiate the process by voting. As a result, the highest bidder will be allowed to bid. This is option one. The second option is to adopt the recommendation of the Housing Work Group and reject any statement made by Mr Frey today. To clarify the procedural history, this property was purchased last year as part of the financial investment you've already made. The house was short sold by a private individual. A private individual has completed through the closing process and decided to deed the property for plots. This is because, as indicated, the two lots will be transferred to the Commission for free increase. There is some financial investment on your part.

Co-Chair Peregoy made a motion to reject Mr. Frey's offer, per the recommendation of the housing work group. This motion was seconded by Commissioner Strickland. The motion carried (4-3).

#### **5. Consider Resolution Authorizing Payment for Full Asbestos Inspection At 908 Bloomfield Street**

Attorney Jamie summarizes at your last meeting, you voted to conduct this test. For Public Works to fulfill its duties, we need an estimate of what that test would cost. We need to authorize payment so that the invoice, therefore, is included in the \$945 amount. The purpose of this resolution is to authorize payment. The testing processes. The abatement amount will be included in the budget amendment request submitted to the Board of Aldermen in January.

Co-Chair Peregoy made a motion to approve an invoice in the amount of \$945 for asbestos testing at 908 Bloomfield Street. The motion was seconded by Commissioner Wallace.

The motion unanimously carried (7-0).

#### **6. Approve Resolution Authorizing ED To Approve Invoices Up To \$1,000.00.**

Chairperson Tharesa moved to table item until January. Commissioner Tabari Wallace asked why this item was tabled rather than approved now. The Chairperson explained that the item would be tabled until after the board's recommendation and after the upcoming alderman meeting in January when the budget ordinance amendment approving the transfer of funds is voted upon

The attorney provided additional information regarding transfer compliance requirements and the legality of the process. In addition, Attorney Jamie has added a few facts that may help clarify why. We have an annual budget that is part of the city's budget, so technically you are your own entity. You are, however, subject to the city's financing and financial systems in terms of financing and local government laws. You can look at your various accounts from January to June 30, 2022

A motion to table this item this agenda item until the January meeting was made by Commissioner Wallace and seconded by Co-Chair Peregoy. The motion unanimously carried (7-0).

**7. Authorized Payment to UF Strategies LLC And Discussion of Tentatively Rescheduling In January 2023 (Wednesday Or Saturday)**

Discussion as the board members reviewed the supporting documents of the invoice which authorizes payment of \$905 to UF Strategies LLC. and discussion of. tentatively scheduled rescheduling in January. 2023.

Chairperson Theresa discussed the importance of having a quorum.

Commissioner Wallace and Commissioner Strickland expressed his concern about having sessions during the weekday as committed to work obligations.

As a result of work obligations, Commissioner Wallace and Commissioner Strickland expressed their concerns about having sessions during the weekday.

According to Commissioner Wallace, the board previously where the board voted that Saturday would be the most convenient time for the meeting.

As part of Commissioner Theresa's discussion, the ED should coordinate with UF Strategies to reschedule the Strategic Planning Session on January 11th, 25<sup>th</sup> February 4th, 2023.

Commissioner Walker made a motion to approve a payment to UF Strategies LLC in the amount of \$905. This motion was seconded by Co-Chair Peregoy. The motion unanimously carried (7-0).

**8. Report From the Executive Director**

Mrs. Catrechia McCoy Bowman, Executive Director of the Redevelopment Commission, provided the Commission a 30-day report. Mrs. Bowman also stated that she has met with various aldermen and City staff. Mrs. Bowman explained that the next 90 days will be more intentional and geared towards developing a plan of action to address issues and foster partnerships.

**9. Proposed Budget Ordinance Amendment**

Chairperson, Theresa Lee led the discussion of the Bloomfield and Eubanks properties and pending projects that require a proposed budget ordinance amendment. The Chair asserted that the process and policies holding us accountable make us better stewards, and everyone should keep an eye on tax money. Regardless of whether we agree or disagree it is part of his father's process. The city, county, state, and federal governments need to partner with the community. We don't often consider patience to be work, but it is a virtue. The commissioners discussed the decision-making process.

Commissioner Wallace asked are we really talking about a quarter of \$1,000,000 on a 1300 square foot house.

Commissioner Walker begins to examine CDBG funding allocations for 2020 and 2021.

Commissioner Strickland presented the scenario of the potential CBDG allocation and the money we've already spent. He also listed the pros and cons of walking away from the property right now. CDBG money remains unused, and we lose a lot of money on the property. Commissioner Strickland also advised the Executive Director to provide a detailed accounting of expenditures presented to the entire board supporting the request for a \$55,000 budget transfer.

Commissioner Walker provides a brief overview of Eubanks' property bid that was awarded to Mr. Munford.

Attorney Mosley advised on the legality of the budget amendment. The Munford contract will not be signed until the Board of Aldermen approves the budget. This is so that funds can be transferred from the fund balance to project deliverables in January. Thus, amending the budget ordinance, and now starting to check the boxes on some purchasing policy procedures while addressing the \$8000 deficit.

Commissioner Steve Strickland made a motion to adopt the resolution approving the transfer of \$55,000 from the Commission's general fund balance. Co-Chair Peregoy seconded the motion. The motion was unanimously carried (7-0).

#### **10. New Business**

Chair Lee proposed the Strategic Planning Session happen on January 21st, January 28th, or February 4th. Chair Lee told commissioners to check their calendars and reach out to Mrs. Bowman with a response.

#### **11. Adjourn**

Commissioner Strickland Made a Motion to Adjourn. Co-Chair Peregoy Seconded This Motion. The Motion Unanimously Carried (7-0).

This meeting adjourned at 7:40 PM

Date approved: \_\_\_\_\_

\_\_\_\_\_  
Tharesa Lee, Chairman

Attest: \_\_\_\_\_  
Catrecia McCoy Bowman, Executive Director



City of New Bern  
Redevelopment Commission Meeting - Minutes Amended  
November 9, 2022  
303 First Street- Development Services

Members Present: Chair Tharesa Lee, Co-Chair Kip Peregoy, Tabari Wallace, Julius Parham, Leander Morgan, Beth Walker

Ex-Officio Members Present: Alderman Rick Prill

Members Excused (E)/Absent (A): Stephanie Lovick (E), Steve Strickland (E), Julian Tripp (A)

Staff Present: Catrecia Bowman, Executive Director of Redevelopment Commission; Alice Wilson, GIS Manager.

1. Welcome and Call to Order

Chair Lee called this meeting to order at 6:00 PM and began with a reading of the Commission's guiding principles.

2. Public Comment

No public comments were received.

3. Approval of Minutes

Minutes from the October 12, 2022, meeting was presented for review and approval. Co-Chair Kip Peregoy stated that changes needed to be made regarding the attendance of Co-Chair Kip Peregoy, Commissioner Tabari Wallace, and Commissioner Beth Walker.

A motion to approve the minutes with the noted connections was made by Co-Chair Peregoy and seconded by Commissioner Walker.

The motion unanimously carried (6-0).

4. Presentation by Peter Frey request to purchase 203 and 207 Jones Street

Peter Frey of Brewery 99 and George Desoto of Keller Williams stood to give a presentation to the Commission to request to purchase 203 and 207 Jones Street. Mr. Frey told the Commission about his background and time spent in the neighborhood and stated that he is interested in purchasing the properties to build a 1500 square foot home.

Co-Chair Chair Peregoy stated that the properties had been purchased by the Commission to create rental housing in that area, and the Commission currently has a significant amount of money invested in the properties

of interest. Co-Chair Peregoy stated that if the properties were sold, the Commission would want to recoup on the investment.

Commissioner Leander Morgan expressed his support of Mr. Frey's plans. Mr. Desoto of Keller Williams stated that he believes Mr. Frey's purchase would spark more community interest in the area and more people would be willing to buy homes in that community.

Attorney Jaimee Bullock-Mosley explained the Commission's procedures for the conveyance of property. Attorney Bullock-Mosley stated that the housing group will meet to discuss Mr. Frey's presentation and will give a recommendation to the Commission.

#### 5. Adopt a Resolution: Health and Wellness Center Demolition and Concept Plan

Co-Chair Peregoy stated that the site plan for the Health and Wellness Center presented has been developed by Avolis Engineering and includes the demolition of the McCotter House at 908 Bloomfield Street. Chair Lee stated that quotes have been received for the demolition of 908 Bloomfield Street.

Commissioner Tabari Wallace stated that he has received calls from residents asking if the McCotter House could possibly be moved instead of demolished. Commissioner Morgan expressed his concerns of demolishing the building instead of moving the home and possibly making it an asset available for someone in the community. Commissioner Walker explained that the cost of \$400,000 for the renovation of the home never changed and may not be feasible for someone in the community to take on.

Co-Chair Peregoy stated that the Commission recently moved the house at 911 Eubanks Street and the house at 908 Bloomfield Street would likely be difficult to move and cost a great amount of money. Commissioner Morgan stated that if it is not feasible to move the house, it would be best to demolish the home and immediately begin the work on establishing the health center for the community.

Co-Chair Peregoy made a motion to adopt the concept plan for the Health and Wellness center. This motion was seconded by Commissioner Parham.

The motion unanimously carried Tied (6-0).

Commissioner Walker made a motion to adopt the demolition plan with demolition and asbestos testing to be completed by the City of New Bern's Public Works department. The motion was seconded by Commissioner Parham.

The motion unanimously carried. (6-0).

#### 6. Adopt a Resolution Authorizing the Conveyance of 720 Fowlers Ln, 700 Fowlers Ln, 1023 Murray St, 1021 Murray St, 1019 Murray St, 1017 Murray St, 1015 Murray St, 1013 Murray St, 1011 Murray St, 1009 Murray St to the City of New Bern for Completion of the Duffyfield Stormwater Enhancement Project.

Co-Chair Peregoy stated that a request has been received by the City of New Bern for the Commission to transfer ownership of a group of lots along Murray Street for Phase II of the Duffyfield Stormwater Project. Commissioner Leander Morgan told the Commission that he wanted to make sure everyone understood that the requested lots are in a swamp area.

Commissioner Parham made a motion to adopt the resolution for the conveyance authorizing the conveyance of 720 Fowlers Ln, 700 Fowlers Ln, 1023 Murray St, 1021 Murray St, 1019 Murray St, 1017 Murray St, 1015 Murray St, 1013 Murray St, 1011 Murray St, and 1009 Murray St to the City of New Bern.

Co-Chair Peregoy seconded the motion and the motion carried unanimously (6-0).

#### 7. Discussion of housing opportunities in the New Bern Redevelopment Commission boundaries

Co-Chair Peregoy stated that the primary focus of the upcoming Strategic Planning session will need to include discussion on funding for housing opportunities. Chair Lee stated that single family housing was what the community expressed as a major need. Chair Lee stated that the size of homes will also be discussed at the upcoming session.

No questions were presented by commissioners.

#### 8. Report from the Executive Director

Mrs. Catrechia Bowman, executive director of the Redevelopment Commission, provided the Commission a 30day report. Mrs. Bowman stated that she has been attending different meetings regarding grant opportunities and potential partnerships. Mrs. Bowman also stated that she has had meetings with Habitat for Humanity, Duffyfield Phoenix Group, and other action groups in the community.

Mrs. Bowman presented the 2023 Commission Calendar.

A motion to adopt the calendar was made by Co-Chair Peregoy and seconded by Commissioner Parham. The motion carried unanimously (6-0).

#### 9. Working Group Reports

Health and Wellness: Commissioner Wallace expressed that the Health and Wellness group is continuing their discussions with the Craven County Health Department and other partners for the development of programming at the Health and Wellness Center. Commissioner Wallace stated that a change of leadership is taking place within MERCI Clinic. Chair Lee asked Commissioner Wallace if a conversation is currently being held with Carolina East Medical Center and Commissioner Wallace stated that discussions are only being held with Craven County Health Department and other mentioned partners at this time.

Neighborhood: Commissioner Morgan stated that Ms. Anne Shout of the Duffyfield Phoenix Group has scheduled a community cleanup for December 2<sup>nd</sup> and 3<sup>rd</sup>. Commissioner Morgan expressed the desire to partner with this group.

Co-Chair Peregoy made a motion for the Commission to partner on the scheduled neighborhood cleanup and to fund the insurance requirement, not to exceed \$400. This motion was seconded by Commissioner Parham and unanimously carried (6-0).

Housing: Commissioner Walker stated that the house at 911 Eubanks Street is currently ready for rehab and the contractor is willing to negotiate with the Commission. Commissioner Walker stated that the housing group will meet with the contractor next week.

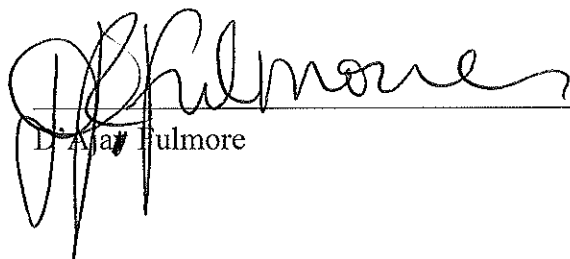
#### 10. Adjournment

Commissioner Parham made a motion to call for a special meeting to discuss strategic planning to be held on November 30, 2022, at 4pm at Development Services. This motion was seconded by Co-Chair Peregoy and unanimously carried (6-0).

A motion to adjourn was made by Commissioner Parham and seconded by Commissioner Walker. The motion unanimously carried (6-0).

This meeting was adjourned at 7:24 pm.

Date approved: \_\_\_\_\_

  
\_\_\_\_\_  
D. Alan Pulmore

\_\_\_\_\_  
Theresa Lee, Chairman

City of New Bern  
Redevelopment Commission Meeting  
November 9, 2022  
303 First Street- Development Services

Members Present: Chair Theresa Lee, Co-Chair Kip Peregoy, Tabari Wallace, Julius Parham, Leander Morgan, Beth Walker

Ex-Officio Members Present: Alderman Rick Prill

Members Excused (E)/Absent (A): Stephanie Lovick (E), Steve Strickland (E), Julian Tripp (A)

Staff Present: Catrecia Bowman, Executive Director of Redevelopment Commission; Alice Wilson, GIS Manager.

1. Welcome and Call to Order

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2. Public Comment

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The motion unanimously carried (6-0).

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Co-Chair ~~Chair~~ Peregoy stated that the properties had been purchased by the Commission to create rental housing in that area, and the Commission ~~currently~~currently has a significant amount of money invested in the

properties of interest. Co-Chair Perego stated that if the properties were sold, the Commission would want to recoup on the investment.

Commissioner Leander Morgan expressed his support of Mr. Frey's plans. Mr. Desoto of Keller Williams stated that he believes Mr. Frey's purchase would spark more community interest in the area and more people would be willing to buy homes in that community.

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Co-Chair Perego made a motion to adopt the concept plan for the Health and Wellness center. This motion was seconded by Commissioner Parham.

The motion unanimously ~~carried~~ carried (6-0).

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The motion unanimously carried. (6-0).

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Co-Chair Peregoy seconded the motion and the motion carried unanimously (6-0).

#### 7. Discussion of housing opportunities in the New Bern Redevelopment Commission boundaries

Co-Chair Peregoy stated that the ~~primary~~-primary focus of the upcoming Strategic Planning session will need to include discussion on ~~financing~~-funding for housing opportunities. Chair Lee stated that single family housing was what the community expressed as a major need. Chair Lee stated that the size of homes will also be discussed at the upcoming session.

No questions were presented by commissioners.

#### 8. Report from the Executive Director

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Mrs. Bowman presented the 2023 Commission Calendar.

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Co-Chair Peregoy made a motion for the Commission to partner on the scheduled neighborhood cleanup and to fund the insurance requirement, not to exceed \$400. This motion was seconded by Commissioner Parham and unanimously ~~ean-ied~~carried (6-0).

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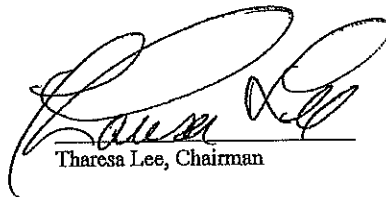
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Commissioner Parham made a motion to call for a special meeting to discuss strategic planning to be held on November 30, 2022, at 4pm at Development Services. This motion was seconded by Co-Chair Peregoy and unanimously carried (6-0).

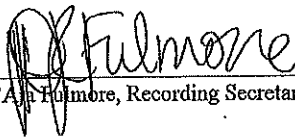
A motion to adjourn was made by Commissioner Parham and seconded by Commissioner Walker. The motion unanimously carried (6-0).

This meeting adjourned at 7:24pm.

Date approved: 12-15-22



Theresa Lee, Chairman

Attest:   
D'Ale Fulmore, Recording Secretary



7. Consider approving the Amended 2023

Redevelopment Commission Meeting Schedule



## **REDEVELOPMENT COMMISSION – NEW LOCATION**

The City of New Bern Commission will meet every second Wednesday of each month at 6:00 p.m. in the City Hall Courtroom at 300 Pollock Street, New Bern, NC 28560 unless otherwise noted.

### **2023 SCHEDULED BOARD MEETINGS**

<b>Agenda Items Deadline</b>	<b>Board Meeting Agenda</b>
January 2nd, 2023	January 11th, 2023
<i>January 11th, 2023 Strategic Planning Session</i>	<i>February 4th, 2023 Strategic Planning Session</i>
February 1st, 2023	February 8th, 2023 (Annual Meeting)
March 1st, 2023	March 8th, 2023
April 3rd, 2023	April 12th, 2023
May 1st, 2023	May 10th, 2023
June 5th, 2023	June 14th, 2023
July 3rd, 2023	July 12th, 2023
August 1st, 2023	August 9th, 2023
September 4th, 2023	September 13th, 2023
October 2nd, 2023	October 11th, 2023
November 1st, 2023	November 8th, 2023
December 4th, 2023	December 13th, 2023

Please contact *Catrechia McCoy Bowman*, Executive Director, Redevelopment Commission at (252) 639-7585 if you have any questions.

8. Presentation by Mark Roberts regarding his interest in purchasing 837 Pavie St, a City and County owned parcel.



## Redevelopment Commission Property for Review



Property  
Site

Current Owner(s): Craven County  
& City of New Bern

Addresses: 837 Pavie Ave.

Acres: 0.064 Ac. Total

Parcel ID: 8-007-097

Current Use: Single Family



1 inch = 40 feet

0 25 50 100 Feet

Imagery 2021

NCCHA, NCCH Board

9. Consider adopting a resolution approving the sale of property located at 827 Cedar Street to Mr. William Richardson for the bid amount of \$1,140.00

## RESOLUTION

WHEREAS, the Redevelopment Commission of the City of New Bern desires to sell the real property located at 827 Cedar Street more particularly identified as Craven County parcel identification number 8-007-363 ("Subject Property"), for use consistent with the Redevelopment Plan; and

WHEREAS, the Redevelopment Commission of the City of New Bern has received an offer to purchase the subject property; and

WHEREAS, the offer to purchase was in the sum of \$1,140.00 by William L. Richardson of 140 Staten Road, New Bern, North Carolina 28562; that no increased bids were received, and the Commission deems it advisable to sell the subject property to the successful bidder for the bid amount of \$1,140.00, and to convey said property by quitclaim deed subject to certain restrictive covenants, conditions and restrictions; and

WHEREAS, Mr. Richardson desires to acquire the subject property in order to expand and enhance the outdoor space of his adjoining property; and

WHEREAS, the Redevelopment Commission deems it advisable and in the public interest to have citizen participation in accomplishing the goals of the Redevelopment Commission. Goal 1 of the Redevelopment Plan is to improve the overall appearance of the redevelopment area community by removing the overgrowth, litter and debris that contribute to visual blight; and

WHEREAS, the Subject Property is not suitable for other forms of redevelopment because it is located in the 100 year flood plain and consists of approximately 0.02 +/- acres; and

WHEREAS, any conveyance of the Subject Property shall be subject to the covenants, conditions and restrictions set forth in Exhibit A attached hereto and incorporated herein by reference; and

WHEREAS, pursuant to North Carolina General Statute §160A-514, the Board of Aldermen of the City of New Bern must find that the proposed sale is consistent with the Redevelopment Plan and approve the sale before the conveyance can be effectuated.

**NOW, THEREFORE, BE IT RESOLVED BY THE REDEVELOPMENT COMMISSION OF THE CITY OF NEW BERN:**

That, based on the foregoing findings, the Redevelopment Commission hereby requests the Board of Aldermen approve the sale of the Subject Property.

This the 11<sup>th</sup> day of January 2023.

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Theresa Lee, Chairperson

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Catrechia McCoy Bowman, Executive Director

**EXHIBIT A**

1. No motor vehicle that is junked, partially wrecked, fails to display a current license plate, fails to display a current North Carolina inspection sticker, or is non-operative, shall be placed or allow to remain on the real property described herein.
2. No stripped, partially wrecked or junked motor vehicle or boats, or parts thereof, shall be permitted to be parked or kept on the real property described herein.
3. No structures shall be erected, placed, or permitted to remain on the real property described herein.



## RESOLUTION

THAT WHEREAS, the Redevelopment Commission of the City of New Bern owns certain real property identified as 827 Cedar Street, Craven County parcel identification number 8-007-363; and

WHEREAS, North Carolina General Statute § 160A-269 and § 160A-514 permit the Commission to sell property by upset bid after receipt of an offer for the property; and

WHEREAS, the Commission has received an offer to purchase the above described property in the amount of \$1,140.00 submitted by William Richardson; and

WHEREAS, William Richardson has paid the required five percent (5%) deposit on the offer; and

WHEREAS, the Redevelopment Commission deems it to be in the public interest and in furtherance of its redevelopment plan to convey its interest in the property subject to certain covenants, conditions and restrictions.

NOW, THEREFORE, BE IT RESOLVED BY REDEVELOPMENT COMMISSION OF THE CITY OF NEW BERN:

Section 1. The Redevelopment Commission of the City of New Bern authorizes the sale of its interest in the property described above through the upset bid procedure of North Carolina General Statute § 160A-269 and § 160A-514.

Section 2. The Redevelopment Commission is authorized to sale its interest in the property subject to to such covenants, conditions and restrictions as the Commission may deem to be in the public interest and in furtherance of the purposes of the redevelopment plan pursuant to North Carolina General Statute § 160A-514; and

Section 3. Said covenants, conditions and restrictions are set forth in Exhibit A attached hereto and incorporated by reference.

Section 4. The City Clerk shall cause a notice of the proposed sale to be published. The notice shall describe the property and the amount of the offer, and shall state the terms under which the offer may be upset.

Section 5. Persons wishing to upset the offer that has been received shall submit a sealed bid with their offer to the office of the City Clerk within ten (10) days after the notice of sale is published. At the conclusion of the 10-day period, the City Clerk shall open the bids, if

any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.

Section 6. If a qualifying higher bid is received, the City Clerk shall cause a new notice of upset bid to be published, and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the Redevelopment Commission.

Section 7. A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first \$1,000.00 of that offer and five percent (5%) of the remainder of that offer.

Section 8. A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in cash, cashier's check or certified check. The Commission will return the deposit on any bid not accepted, and will return the deposit on an offer subject to upset bid if a qualifying higher bid is received. If the Commission accepts the final high bid, the deposit of the final high bidder will be applied to the purchase price at closing, and if the final high bidder is unable to complete the purchase of the property, the deposit shall be forfeited.

Section 9. The terms of the final sale are:

(a) The Redevelopment Commission must approve the final high offer before the sale is closed; and

(b) The Board of Aldermen of the City of New Bern must approve the final sale before the sale is closed; and

(c) The closing may occur within thirty (30) days after approval of the final sale by the Board of Aldermen; and

(d) The conveyance is subject to the restrictive covenants set forth in Exhibit A pursuant to § 160A-512(6).

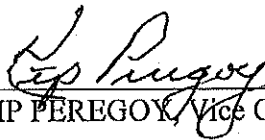
(e) The buyer must pay with cash at the time of closing.

Section 10. The Commission reserves the right to withdraw the property from sale at any time before the final high bid is accepted, and the right to reject all bids at any time, specifically including the initial offer.

Section 11. If no qualifying upset bid is received after the initial public notice, and if the offer set forth above has not been subsequently rejected, the offer set forth above is hereby

accepted, and the appropriate city officials are authorized to execute the instruments necessary to convey the property to William Richardson.

ADOPTED THIS 10<sup>th</sup> DAY OF AUGUST, 2022.

  
KIP PEREGOY, Vice Chair

**EXHIBIT A**

1. No motor vehicle that is junked, partially wrecked, fails to display a current license plate, fails to display a current North Carolina inspection sticker, or is non-operative, shall be placed or allowed to remain on the real property described herein.
2. No stripped, partially wrecked or junked motor vehicles or boats, or parts thereof, shall be permitted to be parked or kept on the real property described herein.
3. No structures shall be erected, placed, or permitted to remain on the real property described herein.

10. Consider adopting a resolution to approve the execution of a contract with Ed Munford, Owner of The Third Property and Estate Investment Group to remodel the home located at 911 Eubanks Street.

**RESOLUTION**

BE IT RESOLVED BY THE REDEVELOPMENT COMMISSION OF THE CITY OF  
NEW BERN:

That the Chairperson and Vice Chairman are hereby authorized to execute a contract, a copy of which is attached hereto and incorporated by reference herein, on behalf of the Redevelopment Commission of the City of New Bern with The Third Property & Estate Investment Group, LLC for the renovation of the structure located at 911 Eubanks Street in the amount of One Hundred Eighty-Six Thousand Dollars (\$186,000.00).

ADOPTED THIS 11<sup>TH</sup> DAY OF JANUARY, 2023.

\_\_\_\_\_  
THARESA LEE, Chairperson

\_\_\_\_\_  
CATRECIA BOWMAN MCCOY, Executive Director

## **AGREEMENT FOR REHABILITATION WORK**

THIS AGREEMENT, is made this \_\_\_\_\_ day of \_\_\_\_\_ 2023, by and between the City of New Bern, a Municipal Corporation, having its principal place of business at City Hall, 300 Pollock Street, New Bern, North Carolina and hereinafter referred to as the Local Public Agency or LPA,

A  
N  
D

**The Third Property Development & Estate Investment Group, LLC,**

A Limited Liability Company conducting business under the laws of the State of North Carolina and having its principal place of business at: **2205 Foxhorn Road, Trent Woods, NC 28562**

Hereinafter referred to as the Contractor.

### **WITNESSETH:**

WHEREAS, the LPA, has solicited and invited bids for the rehabilitation of 911 Eubanks Street, subject to the terms, conditions and provisions of various contract documents for demolition and site clearance, such documents including, but not limited to:

- a. Instructions to Bidders;
- b. General Specifications and Special Conditions;
- c. General and Special Conditions;
- d. Architectural Drawings and Specifications;
- e. The Bid Form;
- f. A Non-Collusion Affidavit for the Prime Bidder;
- g. A Bid Bond;
- h. A Statement of Bidder's Qualifications;
- i. Federal Labor Standards Provisions;
- j. An Asbestos Removal/Abatement Contract or Check List and Asbestos Regulations.

Copies of each of the above referenced documents being attached hereto, made a part of

hereof, marked Exhibit A and collectively referred to herein as the "Contract Documents."

WHEREAS, under and subject to the conditions, provisions, and terms of the aforesaid Contract Documents, the Contractor has submitted a bid for rehabilitation of relocated structure and site development to support its use set forth hereinafter, such bid being accepted by the City of New Bern at a public meeting held on \_\_\_\_\_; and

WHEREAS, the LPA and Contractor desire to enter into this Agreement for the Rehabilitation of 911 Eubanks Street in order to formally adopt, incorporate and affirm those understandings set forth in the aforesaid Contract Documents and to further define the responsibilities of the parties hereto.

NOW, THEREFORE, WITH THE FOREGOING RECITALS BEING INCORPORATED HEREIN, AND WITH THE INTENTION TO BE LEGALLY BOUND HEREBY, THE PARTIES HERETO DO HEREBY AGREE AS FOLLOWS:

I. **THE WORK:**

- A. The work shall consist of rehabilitation of 911 Eubanks Street as set forth hereafter, such rehabilitation work to be in accordance with the Contract Documents and the terms and conditions set forth hereafter.
- B. The site upon which such work shall occur is located at **911 Eubanks Street, City of New Bern, Craven County, North Carolina 28560.**
- C. The Contractor shall furnish all supervision, technical personnel, labor, materials, machinery, tools, equipment and services, including utility and transportation and security services, and perform and complete all work required for such rehabilitation and site development in an efficient and workmanlike manner and in strict compliance with the Contract Documents incorporated herein.



**II. THE CONTRACT PRICE AND PAYMENT:**

- A. In consideration for the rehabilitation work set forth above, the LPA hereby agrees to pay the contractor, upon completion of performance of the contract, subject to the conditions and deductions contained in the Contract Documents, the total sum of One Hundred Eighty Six Thousand Dollars (\$ 186, 000.00).
- B. In addition to the aforesaid sum, the contractor shall receive all salvaged materials from any demolition work referenced above, same to become the property of the Contractor as additional compensation hereunder.
- C. Upon completion of the work, the Contractor shall submit a Notice to the LPA certifying the completion of the Contractor's obligations under the Contract Documents and this Agreement. The LPA, upon receipt of such certification shall inspect the site and, if the LPA is satisfied that the Contractor has complied with the rehabilitation work in conformance with the Contract Documents and this Agreement, shall cause payment to be made to the Contractor as soon thereafter as is practicably possible.

**III. NOTICE TO PROCEED/CONTRACT COMPLETION TIME:**

- A. Pursuant to the Special Conditions for the contract, the Contractor is hereby given Notice to Proceed on the rehabilitation work on the property set forth above such Notice being                     .
- B. The work on the above site shall be fully completed within one hundred twenty (120) consecutive calendar days from the effective date of the aforesaid Notice to Proceed.

C.

**IV. ADDITIONAL DOCUMENTS/PERMITS REQUIRED:**

A. In addition to those documents set forth above, and as may otherwise be required by the Contract Documents, the Contractor shall produce to the LPA, no later than ten (10) days prior to performing work on the above referenced site, the following documents:

1. The performance/payment bonds referenced in the Contract Documents;
2. Certification that the waste disposal facility dump site, which the Contractor will use for the disposal of waste from the site is approved by the State of North Carolina for such purposes;
3. All appropriate Building Permits; Certification of Worker's Compensation Insurance Coverage as set forth in the Contract Documents for all employees of the Contractor and any subcontractor retained by or working in conjunction with the Contractor to perform demolition and site clearance work on the site; and
4. Certification of liability insurance as set forth in the Contract Documents providing personal injury and property loss coverage in those limits set forth therein.

**V. GENERAL PROVISIONS**

A. This Agreement shall be construed in accordance with the laws of the State of North Carolina and any disputes arising thereunder shall be resolved through the Courts of Craven County, North Carolina.

B. The terms of this Agreement are severable. In the event a Court of competent jurisdiction determines that any term, provision or clause contained herein is void or invalid, then the remaining provisions, terms and clauses of this Agreement shall continue in full force and effect.

C. By entry into this Agreement, the parties hereto do hereby affirm, incorporate in and agree to all terms, conditions and provisions contained in the Contract Documents and this Agreement for Rehabilitation of 911 Eubanks Street as if same were set forth at length herein and separately executed by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have set forth their hands and seals the date  
and year first above written.

WITNESS:

CONTRACTOR:

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_

Contractor: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

ATTEST:

CITY OF NEW BERN:

\_\_\_\_\_

\_\_\_\_\_

Foster Hughes,  
City Manager

11. Consider adopting a resolution for the demolition of the structures located at 910 and 914 Bloomfield Street.

**RESOLUTION**

BE IT RESOLVED BY THE REDEVELOPMENT COMMISSION OF THE CITY OF  
NEW BERN:

That the Redevelopment Commission of the City of New Bern hereby authorizes the payment of Four Thousand Three Hundred Twenty-Five Dollars (\$4,325.00) to the City of New Bern for the demolition of structures and subsequent clean-up of the real property located at 910 and 914 Bloomfield Street, more particularly described as Craven County Parcel Identification Number 8-006-319 and 8-006-320.

ADOPTED THIS 11<sup>TH</sup> DAY OF JANUARY, 2023.

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THARESA LEE, Chairperson

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CATRECIA MCCOY BOWMAN, Executive Director

## 12. Finance Report

**REDEVELOPMENT COMMISSION**  
**SUBMITTED BY CATRECIA BOWMAN, EXECUTIVE DIRECTOR**  
**REDEVELOPMENT DEVELOPMENT FINANCE REPORT**  
**January 11, 2023**

**CDBG Budget**

21467106-76440: Housing Rehab: \$52,721.50

21467107-76440: Housing Rehab: \$125,000.00

**RDC Budget**

Org	Object	Description	2023 Available
21167030	75520	Land & Structures	30,713.00
21167030	71190	Other Professional Services	12,640.73



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



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

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

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

FROM: Kim Ostrom - Director of Finance

DATE: December 30, 2022

RE: Amendments to the FY 2022-23 Operating Budget

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#### **Redevelopment Fund**

The Redevelopment Fund is amended to appropriate \$55,000 from fund balance approved by the Redevelopment Commission on December 14, 2022, for the following expenses:

Amount	Vendor	Description
\$8,092	Davis Hartman Wright	910 & 914 Bloomfield Purchase
8,000	Ed Munford, Contractor	911 Eubanks Rehab (\$8,000 from Redevelopment/\$18,600 from CDBG)
15,250	Enviro Assessments	908 Bloomfield Asbestos Abatement
945	Enviro Assessments	908 Bloomfield Asbestos Inspection
17,365	CNB Public Works	908 Bloomfield Demolition
3,025	CNB Public Works	910 Bloomfield Demolition
1,300	CNB Public Works	914 Bloomfield Demolition
<b>\$53,977</b>	<b>Total</b>	

#### **Requested Action**

The Board considers adopting the enclosed budget amendment at its meeting on January 10, 2023.

## 9. Consider Adopting a Resolution

Authorizing the ED to approve expenditures  
up to \$1000.00