

*Commission Members*

Sharon C. Bryant  
Beth Walker  
Sarah Proctor  
Leander Morgan  
Steve Strickland  
Julius Parham  
Tabari Wallace



Redevelopment Commission of  
The City of New Bern  
303 First Street, P.O. Box 1129  
New Bern, NC 28563-1129  
(252) 639-7587

*Chair*

Theresa Lee

*Co-Chair*

Kip Peregoy

*Executive Director*

Catrece McCoy Bowman

*Ex-Officio Members*

Rick Prill

Barbara Best

Hazel Royal

**BOARD MEETING AGENDA  
APRIL 12, 2023 – 6:00 P.M.  
CITY HALL COURTROOM  
300 POLLOCK STREET**

1. Call To Order and Welcome.
2. Roll Call
3. Approve the Agenda
4. Guiding Principles
5. Public Comments (limit 4 minutes)
6. Approve Minutes
  - March 8th, 2023
7. Consider Adopting a Resolution to initiate the upset bid process for 209 Bryan Street.
8. Consider Adopting a Resolution to initiate the upset bid process for 821 West Street.
9. Discussion on 203/207 Jones Street with the Board to have an option to vote on one of the following:
  - Option A: Initiate the upset bid process.
  - Option B: Authorize the initiation of the subdivision process.
10. Executive Director's Report
11. Working Groups Report
  - Health and Wellness Center Work Group
  - Housing Work Group
  - Neighborhood Work Group
12. New Business
13. Closed Session
14. Adjourn.

INDIVIDUALS WITH DISABILITIES REQUIRING SPECIAL ASSISTANCE SHOULD  
CALL (252) 639-2931 NO LATER THAN 3 P.M. THE DATE OF THE MEETING.

*Everything Comes Together Here*

## AGENDA ITEM COVER SHEET



**Agenda Item Title:**

Approve Minutes- March 8, 2023

<b>Date of Meeting:</b> 04/12/2023	<b>Presenter:</b> Tharesa Lee, Chair
<b>Department:</b> Redevelopment Commission	<b>Person Submitting Item:</b> Catrecia McCoy Bowman Executive Director
<b>Call for Public Hearing:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Date of Public Hearing:</b> N/A

<b>Explanation of Item:</b>	Approval of Minutes – March 8, 2023
<b>Actions Needed by Board:</b>	Approve or Table Minutes Motion _____ Seconded _____
<b>Backup Attached:</b>	Yes
<b>Is item time sensitive?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Cost of Agenda Item:</b> Click or tap here to enter text.
<b>If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

**Additional Notes:** Click or tap here to enter text.

**City of New Bern  
Redevelopment Commission Minutes  
Wednesday, March 8, 2023  
City Hall Courtroom, 300 Pollock Street**

**Present:** Tharesa Lee, Chair, Kip Peregoy, Vice-Chair, Beth Walker, Steve Strickland, Tabari Wallace, Julius Parham, Sharon Bryant, Sarah Proctor, and Leander "Robbie" Morgan

**Absent:** Tabari Wallace (E)

**Ex Officio present:** Alderman Barbara Best, Alderman Rick Prill and Alderman Hazel Royal

**Staff present:** Catrecia McCoy Bowman, Executive Director and Attorney Jaimee Bullock Mosley, Assistant Attorney

**1. Call to Order and Welcome**

Chair Lee called the meeting to order at 6:02 pm.

**2. Roll Call**

Vice-Chair Peregoy called roll and informed Chair Lee a quorum was present.

**4. Guiding Principles**

Reading of the Guiding Principles by Commissioners

**5. Approve Agenda**

Chair Lee made a motion to approve the agenda, Vice-Chair Peregoy seconded the motion. The motion was carried unanimously (8-0).

**5. Received Public Comment (limit 4 minutes)**

- Beau Dorsey spoke about the fence missing on Gaston Street, lack of enforcement of trash bins beside the street and questioned the future for the house at 708 West A Street.
- Lela Ruth Cooper spoke about the larger households not having an adequate container to dispose of their trash and the possibility of a clean-up campaign.
- George Tosato spoke on Mr. Frey's behalf and requested that he have another chance.

**6. Approval of Minutes**

Chair Lee asked for a motion to approve the minutes and a request was made to deal with the minutes separately. The request was granted by the Commission.

Vice-Chair Peregoy made a motion to approve the January 11, 2023, minutes, the motion was seconded by Commissioner Bryant. The motion was carried unanimously (8-0).

Commissioner Parham made a motion to approve the February 8, 2023, minutes, the motion was seconded by Commissioner Strickland. The motion was carried unanimously (8-0).

**7. Discussion of Statutory Powers and Limitations of Redevelopment Commission.**

Attorney Mosley discussed the Statutory Powers and Limitations of the Redevelopment Commission.

Alderman Prill asked for clarification with the lots at 203 and 207 Jones Street,

Alderman Royal and Alderman wanted more insight on eminent domain.

**8. Consider adopting a resolution approving a Transfer and Reversion Agreement with the City of New Bern.**

A discussion about the Transfer and Reversion Agreement requirements (60-month development or joint approval mutual modification).

Commission Parham made a motion to approve Transfer and Reversion Agreement, the motion was seconded by Vice-Chair Peregoy. The motion was carried unanimously (8-0).

**9. Consider approving resolution to recommend an initiation of the upset bid process for the property located at 837 Pavie Avenue.**

Vice Chair Peregoy made a motion to approve the initiation of the upset bid process for the property located at 837 Pavie Avenue, Commissioner Strickland seconded the motion. The motion was carried unanimously (8-0).

**10. Presentation by Peter Frey regarding his second bid for 203 Jones Street and 207 Jones Street.**

Peter Frey proposed his plans for the two properties on Jones Street along with a provisional offer. George Tosato outlined Mr. Frey's investment and interest in the two properties at 203 and 207 Jones Street.

**11. Discussion on adopting a surplus list.**

Commissioner Strickland made a motion to accept the properties listed. The motion was seconded by Commissioner Proctor. The motion was carried unanimously (8-0).

**12. Report from the Executive Director.**

The Executive Director thanked the commissioner for the opportunity serve for 6-months on behalf of the RDC.

**13. Report from the Work Groups:**

- **Housing Work Group**

Vice-Chair Peregoy reported that preliminary surveys on the 203 and 207 Jones Street properties. Commissioner Walker discussed the progress at 911 Eubanks Street.

- **Neighborhood Work Group**

Commissioner Leander "Robbie" Morgan, reported about the relationship agencies such as the Department of Correction in their partnership with other organizations with the community cleanup.

- **Health and Wellness Work Group Report**

Commissioner Wallace was absent, no report submitted.

Presentation by Antoinette Boskey at the Resource HUB located on Garden Street. She distributed brochures and updates, provided data and a list of community partnerships working to provide holistic support to the community.

**14. New Business**

- No new business

**15. Closed Session**

At 7:41 pm Chair Lee made a motion according to N.C. Gen. Stat. § 143-318.11 (a). to discuss the acquisition of Real Property, Commissioner Parham seconded the motion. The motion was carried unanimously (8-0).

**16. Adjourn**

A motion to adjourn was made by Commissioner Lee and the motion was unanimously carried (8-0).

The meeting adjourned at 7:56 pm

\_\_\_\_\_  
Date

\_\_\_\_\_  
Theresa Lee, Chair

Attest \_\_\_\_\_  
Catrechia McCoy Bowman, Executive Director

## AGENDA ITEM COVER SHEET

**Agenda Item Title:**

Consider Adopting a Resolution to initiate the upset bid process for 209 Bryan Street.

<b>Date of Meeting:</b> 04/12/2023	<b>Presenter:</b> Tharesa Lee, Chair
<b>Department:</b> Redevelopment Commission	<b>Person Submitting Item:</b> Jaimee Bullock-Mosley Assistant City Attorney
<b>Call for Public Hearing:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Date of Public Hearing:</b> N/A

<b>Explanation of Item:</b>	Adopting a Resolution to initiate the upset bid process for 209 Bryan Street. (Mr. Charles Diggs)
<b>Actions Needed by Board:</b>	Resolution signed if approved. Motion _____ Seconded _____
<b>Backup Attached:</b>	Yes
<b>Is item time sensitive?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Cost of Agenda Item:</b> Click or tap here to enter text.
<b>If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

**Additional Notes:** Click or tap here to enter text.

**Agenda Item Title:**

**RESOLUTION TO REQUEST CONVEYANCE OF REAL PROPERTY TO THE  
REDEVELOPMENT COMMISSION**

THAT WHEREAS, the Redevelopment Commission of the City of New Bern owns certain real property identified as 209 Bryan Street, more particularly identified as Craven County parcel identification number 8-011-177 ("Subject Property");

WHEREAS, the Redevelopment Commission is authorized to impose covenants, restrictions and conditions regarding the use of real property and to prevent a recurrence of blighted areas pursuant to North Carolina General Statute § 160A-512(6); 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 Subject Property in the amount of \$5,650.00 submitted by Charles E. Diggs and Cecelia M. DiCarlo; and

WHEREAS, Charles E. Diggs and Cecelia M. DiCarlo have 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 THE 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 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 Charles E. Diggs and Cecelia M. DiCarlo.

ADOPTED THIS 12th DAY OF APRIL, 2023.

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THARESA LEE, Chairman

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CATRECIA BOWMAN, Executive Director

## EXHIBIT A

1. Construction of a residential dwelling shall begin within twelve (12) months of the closing date. The start of construction is defined as having a completed foundation of the home.
2. In the event that construction has not commenced within twelve (12) months of the closing date, title of the subject property shall revert back to the Redevelopment Commission, unless the Commission and the purchaser shall have agreed in writing on a later date on which the reversion should occur.
3. Any residential dwelling unit not occupied by the owner must be sold or rented to persons of low-to-moderate income.



## MEMORANDUM

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

**FROM:** Catrechia McCoy Bowman,  
Executive Director, Redevelopment Commission

**DATE:** October 11, 2022

**SUBJECT:** Recommendation to the Board of Aldermen to initiate the upset bid process for 209 Bryan Street and 821 West Street by The Redevelopment Commission of the City of New Bern.

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The Redevelopment Commission of the City of New Bern supports the initiation of an upset bid process for the property located within the Redevelopment Commission boundary at 209 Bryan Avenue (further identified as Craven County Parcel Id Number 8-177-209) and 821 West Avenue (further identified as Craven County Parcel Id Number 8-007-225). The property is jointly owned by Craven County and the City of New Bern; therefore, an upset bid initiation is required to offer this property for purchase. The information presented by Charles E. Diggs, Jr for his desired use is consistent with the Redevelopment Plan, which was approved and adopted February 11, 2022, by the Board of Alderman. The Redevelopment plan facilitates rebuilding and rehabilitation in the Redevelopment Commission boundary. The Redevelopment Plan is designed to improve the overall appearance of the redevelopment area community by removing the overgrowth, litter and debris that contributes to visual blight.

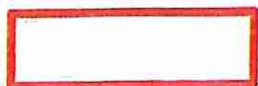
At their August 10, 2022, meeting The Redevelopment Commission unanimously approved the request recommending the Board of Aldermen initiate the upset bid process for 209 Bryan Street and 821 West Street.

Please contact Catrechia McCoy Bowman @ 252-639-7585 should you have questions or need additional information.





## Redevelopment Commission Property for Review



Property  
Site

Current Owner(s): Craven Co. & City of New Bern  
Address: 209 Bryan St  
Acres: 0.106  
Parcel ID: 8-011-177  
Current Use: Vacant



1 inch = 40 feet

0 20 40 80 Feet

Imagery 2021

NCCCA, INC 911 Board



**RESOLUTION TO REQUEST CONVEYANCE OF REAL PROPERTY TO THE  
REDEVELOPMENT COMMISSION**

THAT WHEREAS, the City of New Bern and Craven County own certain real property identified as 209 Bryan Street, more particularly identified as Craven County parcel identification number 8-011-177 ("Subject Property");

WHEREAS, the Subject Property is located within the Redevelopment Area of the City of New Bern; and

WHEREAS, Charles E. Diggs Jr. desires to purchase the Subject Property from the City of New Bern and Craven County; and

WHEREAS, the Redevelopment Commission reviewed Mr. Diggs' intended use of the Subject Property on August 10, 2022, and said use is consistent with the Redevelopment Plan; 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; and

WHEREAS, the Redevelopment Commission is authorized to impose covenants, restrictions and conditions regarding the use of real property and to prevent a recurrence of blighted areas pursuant to North Carolina General Statute § 160A-512(6); and

WHEREAS, the Redevelopment Commission deems it advisable and in the public interest for the conveyance of the Subject Property to occur subject to certain covenants, restrictions and conditions in order to effectuate the purposes of the Redevelopment Plan.

**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 title to the Subject Property described above so that the Redevelopment Commission can subsequently convey the Subject Property with covenants, restrictions, and conditions necessary to effectuate the purposes of the Redevelopment Plan.

This the 10<sup>th</sup> day of August 2022.

  
Kip Perego, Vice Chair

NORTH CAROLINA

OFFER TO PURCHASE AND CONTRACT

CRAVEN COUNTY

Charles E. Diggs, JR & Cecelia M. DiCarlo as Buyer, hereby offers to purchase and **REDEVELOPMENT**  
**COMMISSION OF THE 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: 209 Bryan Street

Subdivision Name: JONES

Tax Parcel ID No.: 8-011-177

Plat Reference: Parcel Reference # 21191

Being all of that property more particularly described in Deed Book 3544, Page 0743, in the Craven County Registry.

2. **PURCHASE PRICE:** The purchase price is \$5650.00 and shall be paid as follows:

(a) \$ 650.00, 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) \$ 5000.00, 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 and §160A-514. 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-514. The deed is to be made to

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 CD cmd 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:

(If an individual)

*Charles E. Diggs, Jr. & Cecelia M. DiCarlo* (SEAL)  
Name: Charles E. Diggs, Jr. & Cecelia M. DiCarlo  
Date: September 29, 2022  
Address: 1910 Flatrock Street  
Winston-Salem, NC 27107  
Phone: 980-833-9337

(If a business entity)

By: \_\_\_\_\_ (SEAL)

Its: \_\_\_\_\_

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

Phone: \_\_\_\_\_

SELLER

REDEVELOPMENT COMMISSION  
OF THE CITY OF NEW BERN

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

Its: \_\_\_\_\_

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

(SEAL)

Buyer Initials cd cmd Seller Initials \_\_\_\_\_

## AGENDA ITEM COVER SHEET



Consider Adopting a Resolution to initiate the upset bid process for 821 West Street.

<b>Date of Meeting:</b> 04/12/2023	<b>Presenters:</b> Tharesa Lee, Chair
<b>Department:</b> Redevelopment Commission	<b>Person Submitting Item:</b> Jaimee Bullock-Mosley Assistant City Attorney
<b>Call for Public Hearing:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Date of Public Hearing:</b> N/A

<b>Explanation of Item:</b>	Consider Adopting a Resolution to initiate the upset bid process for 821 West Street. (Mr. Charles Diggs)
<b>Actions Needed by Board:</b>	Motion _____ Seconded _____
<b>Backup Attached:</b>	Resolution signed if approved.
<b>Is item time sensitive?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Cost of Agenda Item:</b> Click or tap here to enter text.
<b>If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

**Additional Notes:** Discussion, recommendations, and Q/A



**RESOLUTION TO REQUEST CONVEYANCE OF REAL PROPERTY TO THE  
REDEVELOPMENT COMMISSION**

THAT WHEREAS, the Redevelopment Commission of the City of New Bern owns certain real property identified as 821 West Street, more particularly identified as Craven County parcel identification number 8-007-225 ("Subject Property");

WHEREAS, the Redevelopment Commission is authorized to impose covenants, restrictions and conditions regarding the use of real property and to prevent a recurrence of blighted areas pursuant to North Carolina General Statute § 160A-512(6); 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 Subject Property in the amount of \$3,000.00 submitted by Charles E. Diggs and Cecelia M. DiCarlo; and

WHEREAS, Charles E. Diggs and Cecelia M. DiCarlo 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 THE 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 Charles E. Diggs and Cecelia M. DiCarlo.

ADOPTED THIS 12th DAY OF APRIL, 2023.

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THARESA LEE, Chairman

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CATRECIA BOWMAN, Executive Director

## EXHIBIT A

1. Construction of a residential dwelling shall begin within twelve (12) months of the closing date. The start of construction is defined as having a completed foundation of the home.
2. In the event that construction has not commenced within twelve (12) months of the closing date, title of the subject property shall revert back to the Redevelopment Commission, unless the Commission and the purchaser shall have agreed in writing on a later date on which the reversion should occur.
3. Any residential dwelling unit not occupied by the owner must be sold or rented to persons of low-to-moderate income.



## Redevelopment Commission Property for Review



Property  
Site

Current Owner(s): Craven Co. & City of New Bern  
Address: 821 West Street  
Acres: 0.114  
Parcel ID: 8-007-225  
Current Use: Vacant



1 inch = 40 feet

0 20 40 80 Feet

Imagery 2021

NCGGIA, NC911 Board



**RESOLUTION TO REQUEST CONVEYANCE OF REAL PROPERTY TO THE  
REDEVELOPMENT COMMISSION**

THAT WHEREAS, the City of New Bern and Craven County own certain real property identified as 821 West Street, more particularly identified as Craven County parcel identification number 8-007-225 ("Subject Property"); and

WHEREAS, the Subject Property is located within the Redevelopment Area of the City of New Bern; and

WHEREAS, Charles E. Diggs, Jr. desires to purchase the Subject Property from the City of New Bern and Craven County; and

WHEREAS, the Redevelopment Commission reviewed Mr. Diggs's intended use of the Subject Property on August 10, 2022, and said use is consistent with the Redevelopment Plan; 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; and

WHEREAS, the Redevelopment Commission is authorized to impose covenants, restrictions and conditions regarding the use of real property and to prevent a recurrence of blighted areas pursuant to North Carolina General Statute § 160A-512(6); and

WHEREAS, the Redevelopment Commission deems it advisable and in the public interest for the conveyance of the Subject Property to occur subject to certain covenants, restrictions and conditions in order to effectuate the purposes of the Redevelopment Plan.

**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 title to the Subject Property described above so that the Redevelopment Commission can subsequently convey the Subject Property with covenants, restrictions, and conditions necessary to effectuate the purposes of the Redevelopment Plan.

This the 10<sup>th</sup> day of August, 2022.

  
\_\_\_\_\_  
Kip Perego, Vice Chair

NORTH CAROLINA

OFFER TO PURCHASE AND CONTRACT

Craven County

Charles E. Diago, Jr. & Cecelia M. DiCarlo, as Buyer, hereby offers to purchase and **REDEVELOPMENT**  
**COMMISSION OF THE 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: 821 WEST STREET

Subdivision Name: \_\_\_\_\_

Tax Parcel ID No.: 8-007-225

Plat Reference: Parcel Reference 20545

Being all of that property more particularly described in Deed Book 3575, Page 0571 in the Craven County Registry.

2. **PURCHASE PRICE:** The purchase price is \$ 3000.00 and shall be paid as follows:

(a) \$ 500.00, 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) \$ 2500.00, 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 and §160A-514. 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-514. The deed is to be made to

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 CD CM 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:

(If an individual)

Charles E. Digg & Cecelia M. DiCarlo (SEAL)  
Name: Charles E. Digg & Cecelia M. DiCarlo  
Date: September 29, 2022  
Address: 1910 Flat Rock Street  
WINSTON-SALEM, NC 27107  
Phone: 980-833-4337

(If a business entity)

By: \_\_\_\_\_ (SEAL)  
Its: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_

SELLER

REDEVELOPMENT COMMISSION  
OF THE CITY OF NEW BERN

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

(SEAL)

Buyer Initials CD CD Seller Initials \_\_\_\_\_



# AGENDA ITEM COVER SHEET

**Agenda Item Title:**

Discussion on 203/207 Jones Street with the Board to have an option to vote.

<b>Date of Meeting:</b> 04/12/2023	<b>Presenters:</b> Theresa Lee, Chair
<b>Department:</b> Redevelopment Commission	<b>Person Submitting Item:</b> Jaimee Bullock-Mosley Assistant City Attorney
<b>Call for Public Hearing:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Date of Public Hearing:</b> N/A

<b>Explanation of Item:</b>	Discussion on 203/207 Jones Street with the Board to have an option to vote on one of the following: <ul style="list-style-type: none"><li>• Option A: Initiate the upset bid process.</li><li>• Option B: Authorize the initiation of the subdivision process.</li></ul>
<b>Actions Needed by Board:</b>	VOTE on <input type="checkbox"/> Option A or <input type="checkbox"/> Option B
<b>Backup Attached:</b>	If RDC votes on Option B – staff immediately informs Clerk of Court to refund the deposit.
<b>Is item time sensitive?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Cost of Agenda Item:</b> Click or tap here to enter text.
<b>If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

**Additional Notes:** Discussion, recommendations, and Q/A

**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 recombination and/or subdivision of the real property more particularly described as Craven County parcel identification numbers 8-009-038 and 8-009-037, commonly referred to by postal enumerations 203 Jones Street and 207 Jones Street, respectively, in the City of New Bern, consistent with the map attached hereto and incorporated by reference herein.

ADOPTED THIS 12<sup>TH</sup> DAY OF APRIL, 2023.

\_\_\_\_\_  
THARESA LEE, CHAIRPERSON

\_\_\_\_\_  
CATRECIA BOWMAN, EXECUTIVE DIRECTOR

## RESOLUTION

THAT WHEREAS, the Redevelopment Commission of the City of New Bern owns certain real property identified as 203 Jones Street, Craven County parcel identification number 8-009-038; 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 \$8,790.00 submitted by Peter D. Frey; and

WHEREAS, Peter D. Frey 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 subject properties.

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 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. 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 4. 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 5. 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 6. 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 7. 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 8. 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 9. 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 10. 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 Peter D. Frey.

ADOPTED THIS 12<sup>th</sup> DAY OF APRIL, 2023.

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THARESA LEE, Chairman

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CATRECIA BOWMAN, Executive Director

## RESOLUTION

THAT WHEREAS, the Redevelopment Commission of the City of New Bern owns certain real property identified as 207 Jones Street, Craven County parcel identification 8-009-037; 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 \$5,625.00 submitted by Peter D. Frey; and

WHEREAS, Peter D. Frey 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 subject properties.

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 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. 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 4. 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 5. 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 6. 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 7. 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 8. 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 9. 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 10. 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 Peter D. Frey.

ADOPTED THIS 12<sup>th</sup> DAY OF APRIL, 2023.

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THARESA LEE, Chairman

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CATRECIA BOWMAN, Executive Director



## AGENDA ITEM COVER SHEET



**Agenda Item Title:**  
Working Groups Report

<b>Date of Meeting:</b> 04/12/2023	<b>Presenters:</b> Kip Peregoy, WG Chair
<b>Department:</b> Redevelopment Commission	<b>Work Group Item:</b> <input type="checkbox"/> Health and Wellness Center <input checked="" type="checkbox"/> Housing <input type="checkbox"/> Neighborhood
<b>Call for Public Hearing:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Date of Public Hearing:</b> N/A

<b>Explanation of Item:</b>	Monthly Report
<b>Actions Needed by Board:</b>	N/A
<b>Backup Attached:</b>	Monthly Report
<b>Is item time sensitive?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	

<b>Cost of Agenda Item:</b> Click or tap here to enter text.
<b>If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

**Additional Notes:** Click or tap here to enter text.

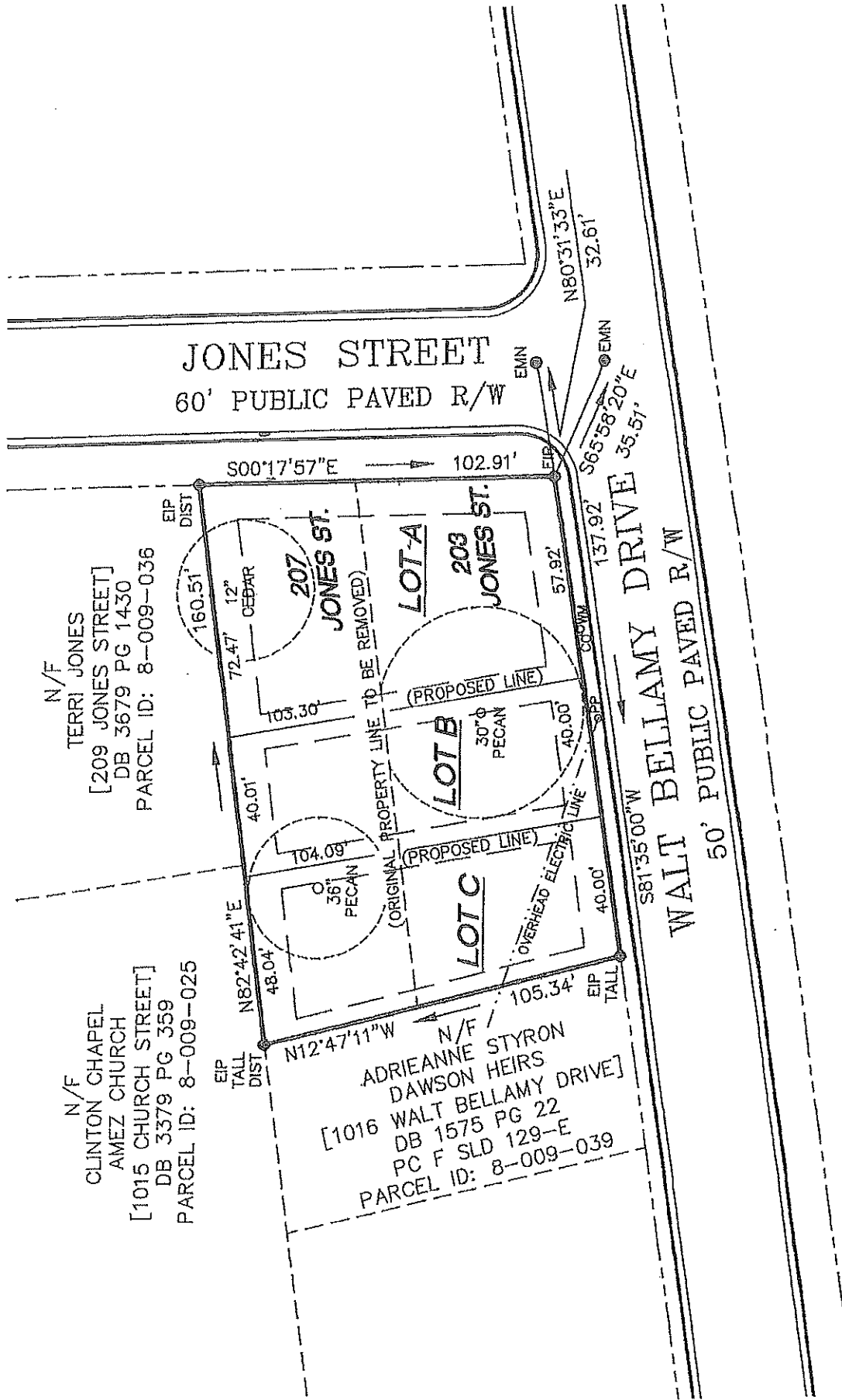
## Housing work Group Meeting Report

March 23, 2023

- The Eubanks house is moving along well. Beth Walker inspects progress weekly. The City has cleared the back of the lot of debris and vegetation.
- We need to discuss the use of CDBG funds with our consultant prior to March 31.
- Discussed the Charles Diggs proposal to purchase 209 Bryan St. and 821 West St. that was originally made in August of 2022. These parcels were just recently conveyed to the RDC. The following recommendations were made:
  - Establish the minimum bid price on the properties at current full tax value.
    - 209 Bryan - \$10,000
    - 821 West - \$8,500
  - Place conditions on the properties.
    - 209 Bryan – construction of a home to begin with 12 months of closing. Start of construction will be defined as having a completed foundation for the home.
    - 821 West – construction of a home to begin within 24 months of closing. Start of construction will be defined as having a completed foundation for the home.
    - Have a reversion clause for non-compliance.
    - Any home not owner occupied must be sold or rented to low or moderate income households.
- We discussed the current Peter Frey proposal and recommend rejection of the proposal.
- We discussed the offer to purchase the Carter property on Pollock and Norwood St. for \$100,000 and recommend that we decline the offer.
- We discussed the status of the property on W. A St. We have recently been conveyed 708 W. A St. with a dilapidated home on it. We recommend that the house be removed. We also recommend that we direct legal staff to seek a Boundary Line Agreement on the property line between 710 W. A St. and 718 W. A St.
- We reviewed progress on the Jones St. property.
  - Approved the map combining 207 and 203 Jones St. into one parcel.
  - Approved with modifications a map subdividing the single Jones St. parcel into 3 lots facing Walt Bellamy Dr. Lots will be 42', 42' and 53' wide.
  - We reviewed 4 potential house plans for the lots, and are sending them to several contractors for pricing.
  - We are revising the budget for the project based on revisions to the plan.
  - We are reviewing all material with Alderman Aster
- We reviewed the floor plan for the Wellness Center created by Beth Walker based on information provide by the Health and Wellness work group. We agreed to forward the plan to the H&W work group to get input from their partners. Once the plan is revised based on the input received, the project will be turned over to the H&W work group for implementation.

[illegible]







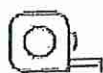
23-2198



> Style > Cottage

23-2198

## SPECS



835  
sq ft



2  
Beds



1  
Baths



1  
Floors



0  
Garages

## DESCRIPTION

Select Plan

PDF Set

Select Foundation

Basement

Optional

SUBTOTAL

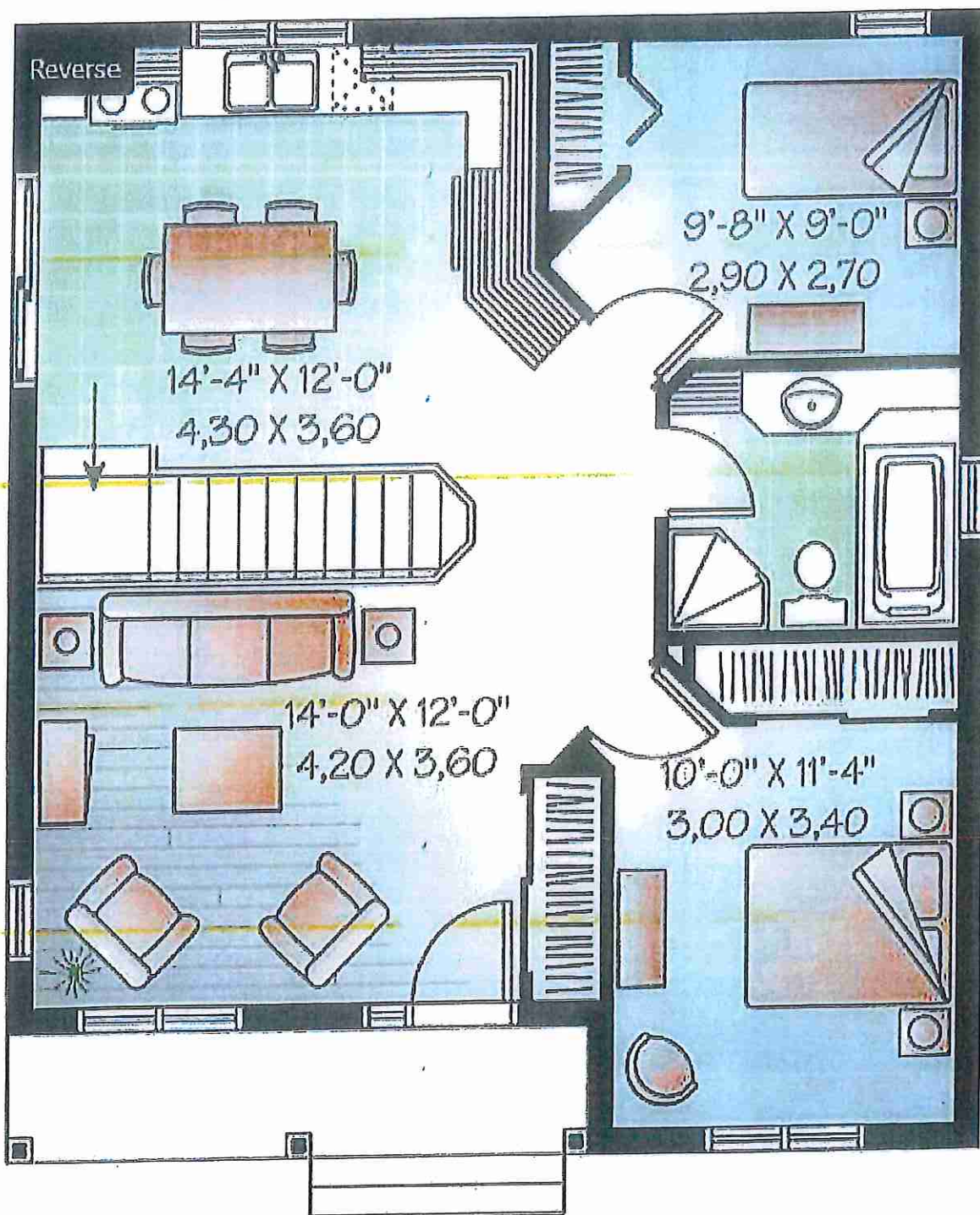


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# FLOOR PLANS

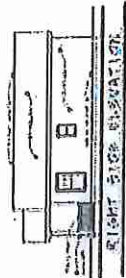
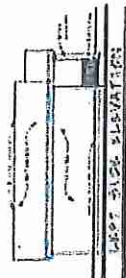
## Floor Plan - Main Floor







PLAN 20-2365



Home > Style > Cabin

Plan 20-2365

### KEY SPECS



800  
sq ft



2  
Beds



1  
Baths



1  
Floors



0  
Garages

Select Plan Set Options What's Included?

PDF Set - \$899.00

Select Foundation Options

Slab - +\$0.00

Select Framing Options

Wood 2x4 - -\$0.00

Optional Add-Ons

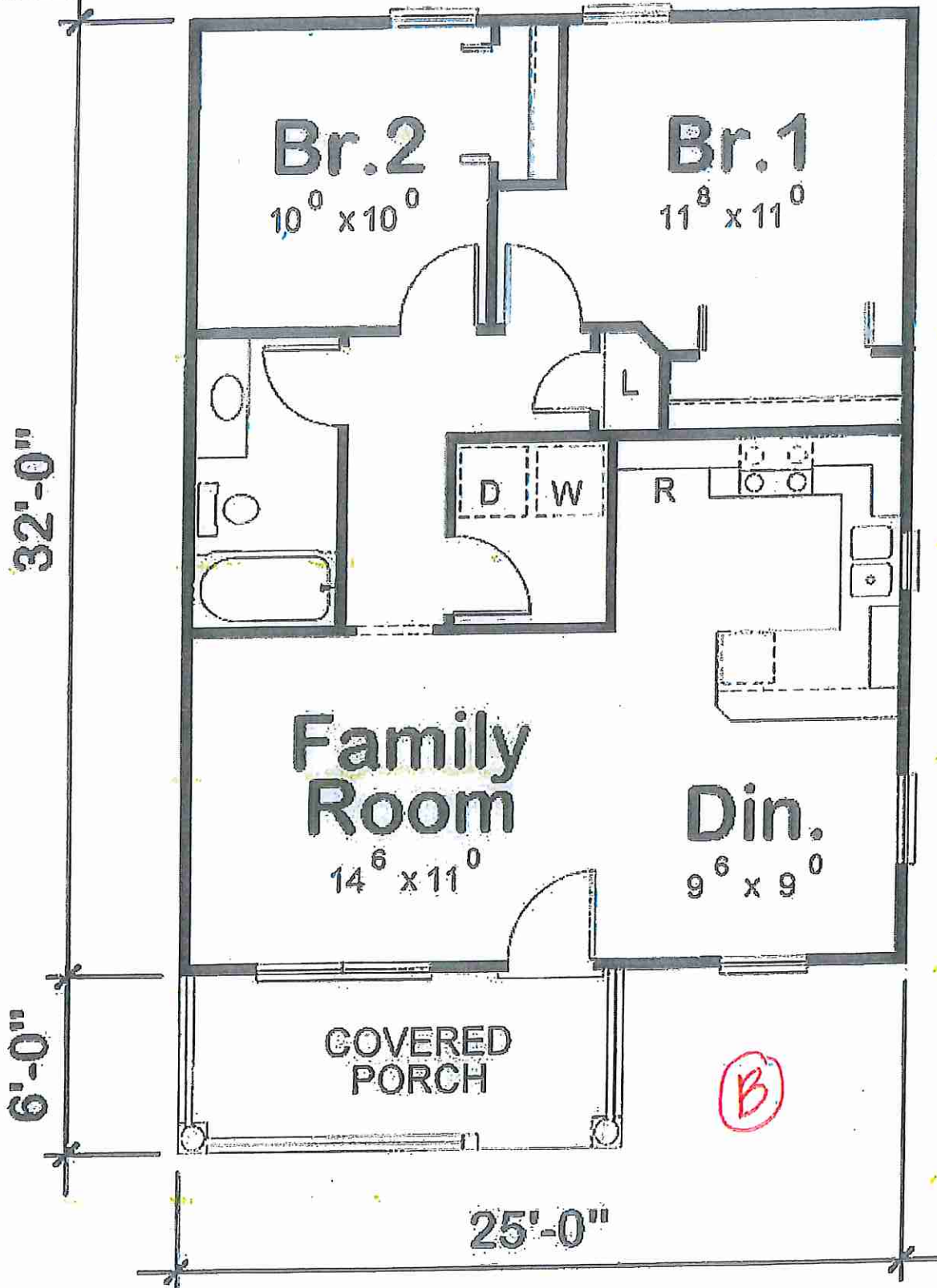


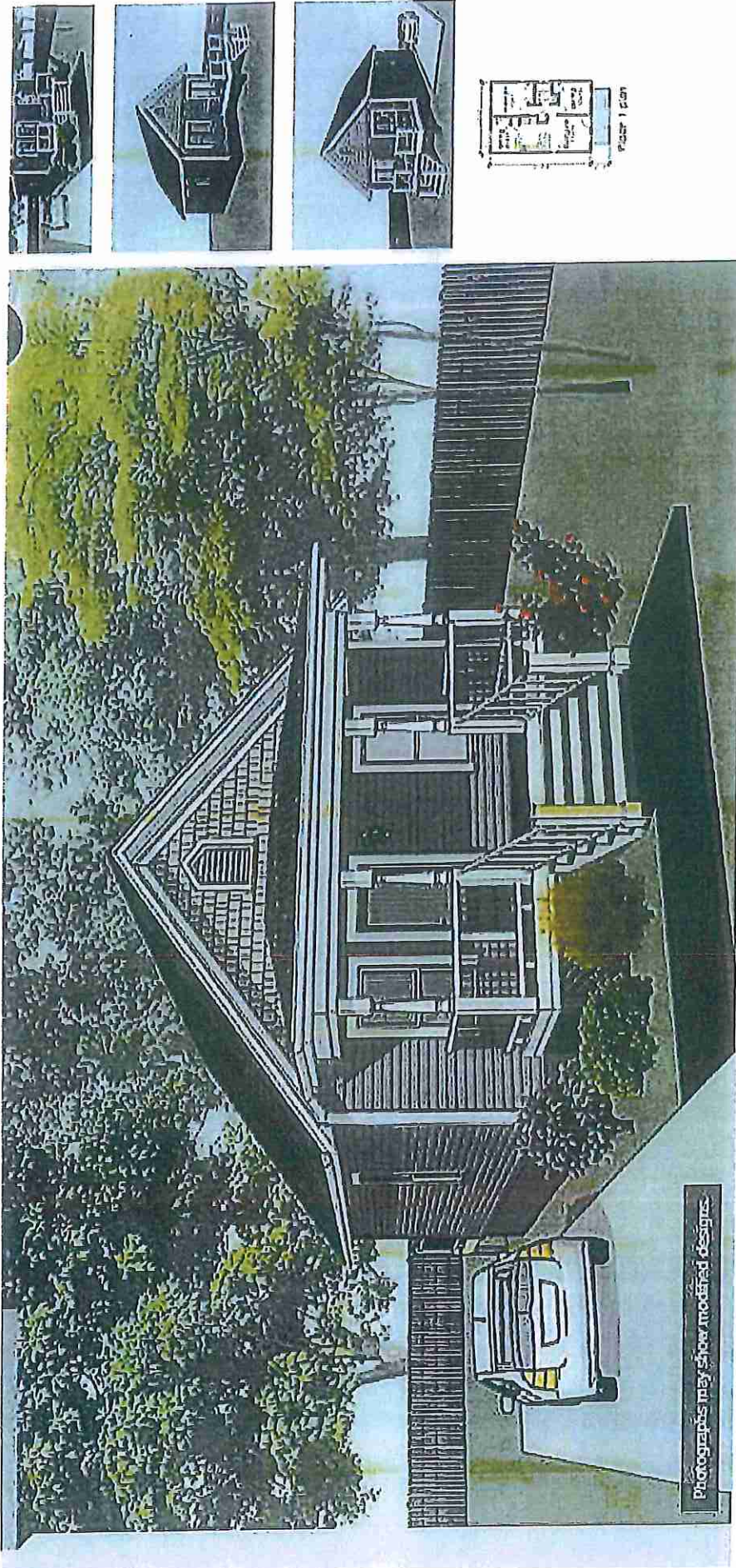


# FLOOR PLANS

## Floor Plan - Main Floor

Reverse





Photographs may show modified designs.

Home > Style > Cottage

## Plan 79-102

### KEY SPECS



704  
sq ft



2  
Beds



1  
Baths



1  
Floors



0  
Garages

### Select Plan Set Options

What's included?

PDF Set - \$877.50

### Select Foundation Options

Crawlpace - ~\$0.00

### Select Framing Options

Wood 2x4 - ~\$0.00

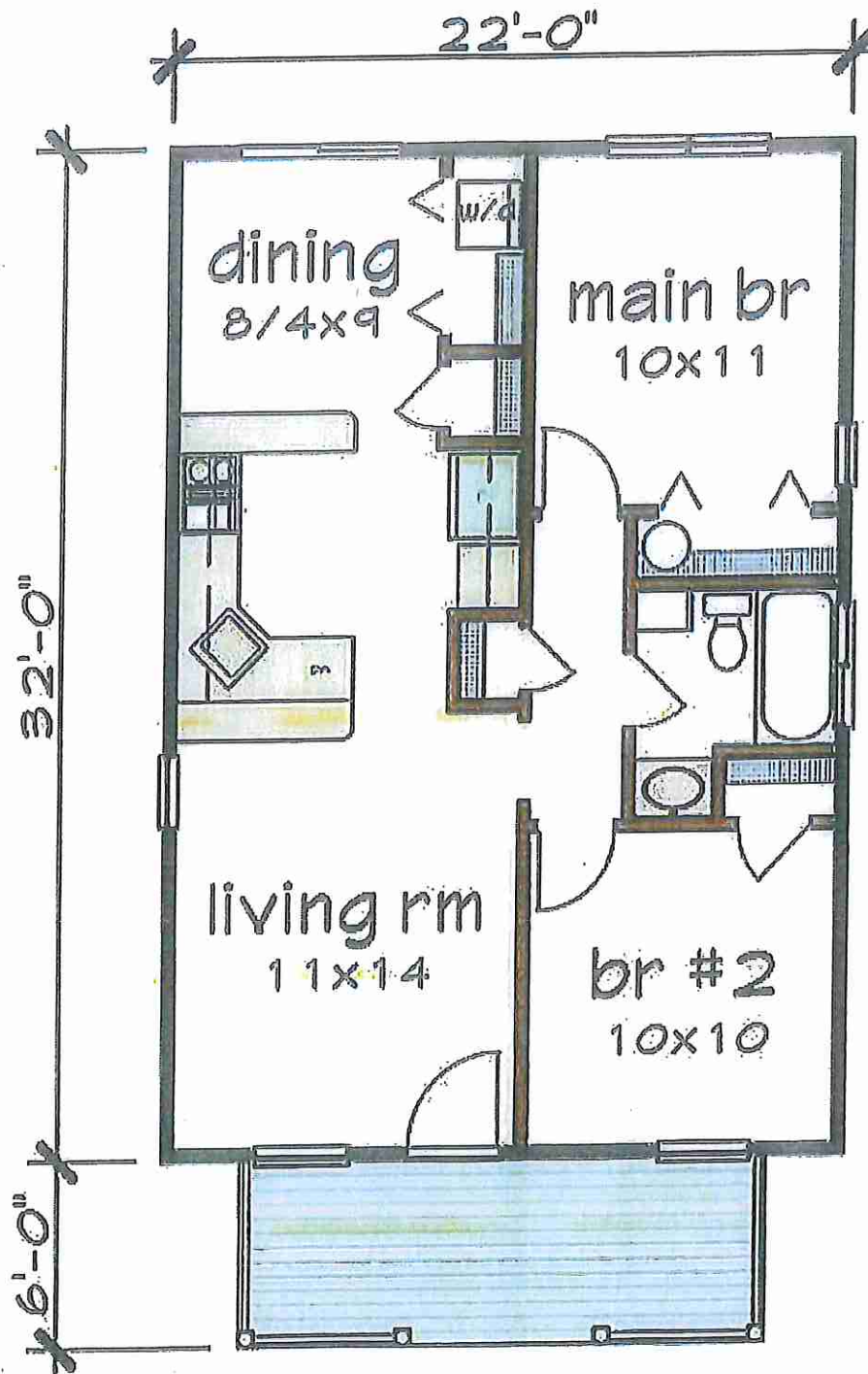
### Optional Add-Ons



# FLOOR PLANS

## Floor Plan - Main Floor

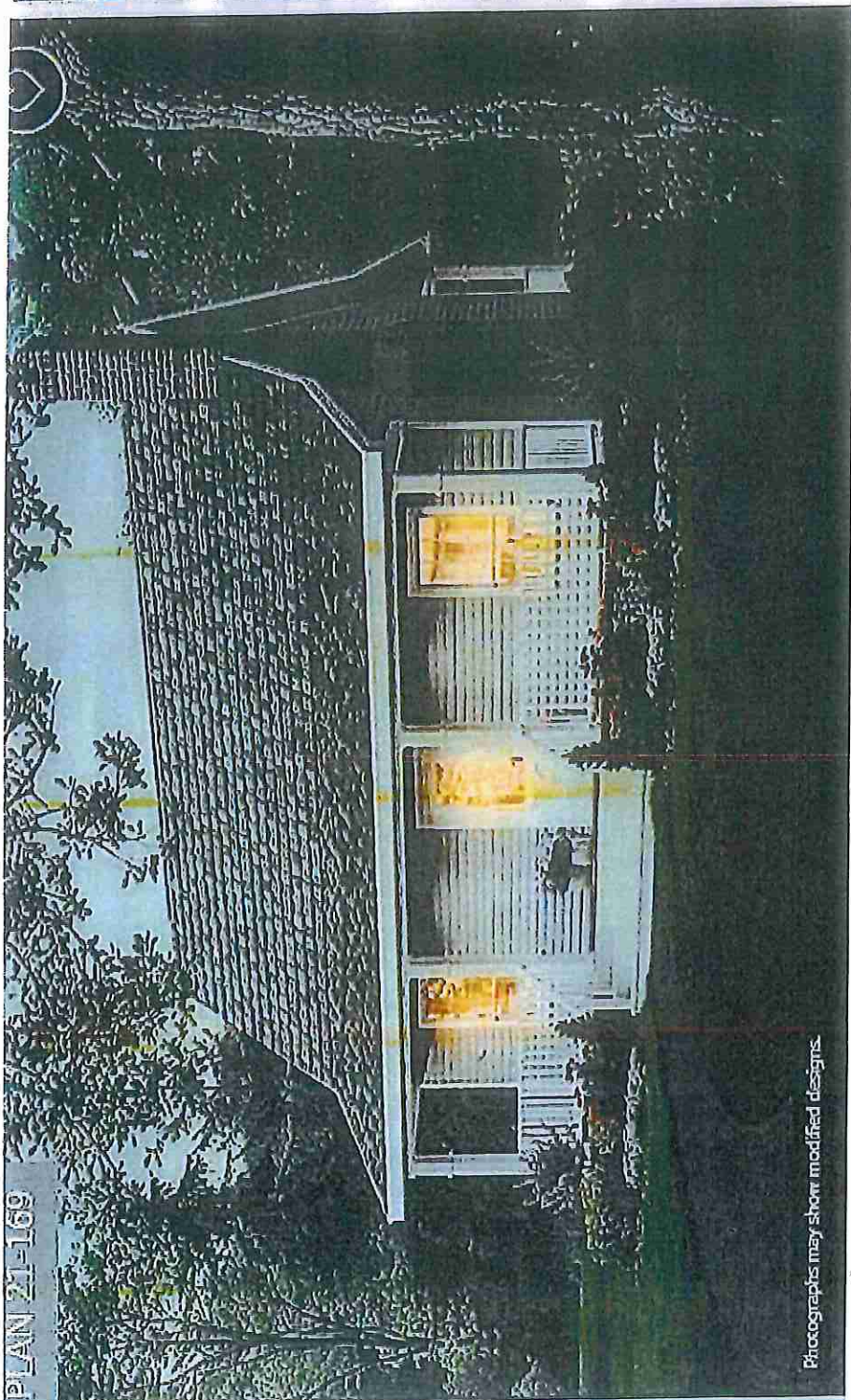
Reverse



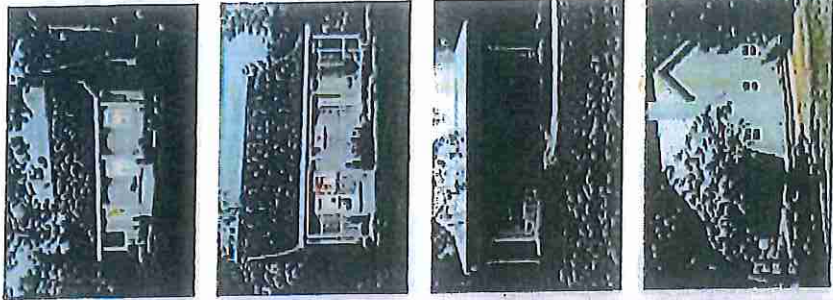
(C)

Floor 1 plan

PLAN 21-169



Photographs may show modified designs.



Home > Style > Cottage

Plan 21-169

KEY SPECS



800 sq ft



2 Beds



1 Baths



1 Floors



0 Garages



Select Plan Set Options

5 Copy Set - \$967.50

Select Foundation Options

Crawlpace - -\$0.00

Optional Add-Ons

SUBTOTAL

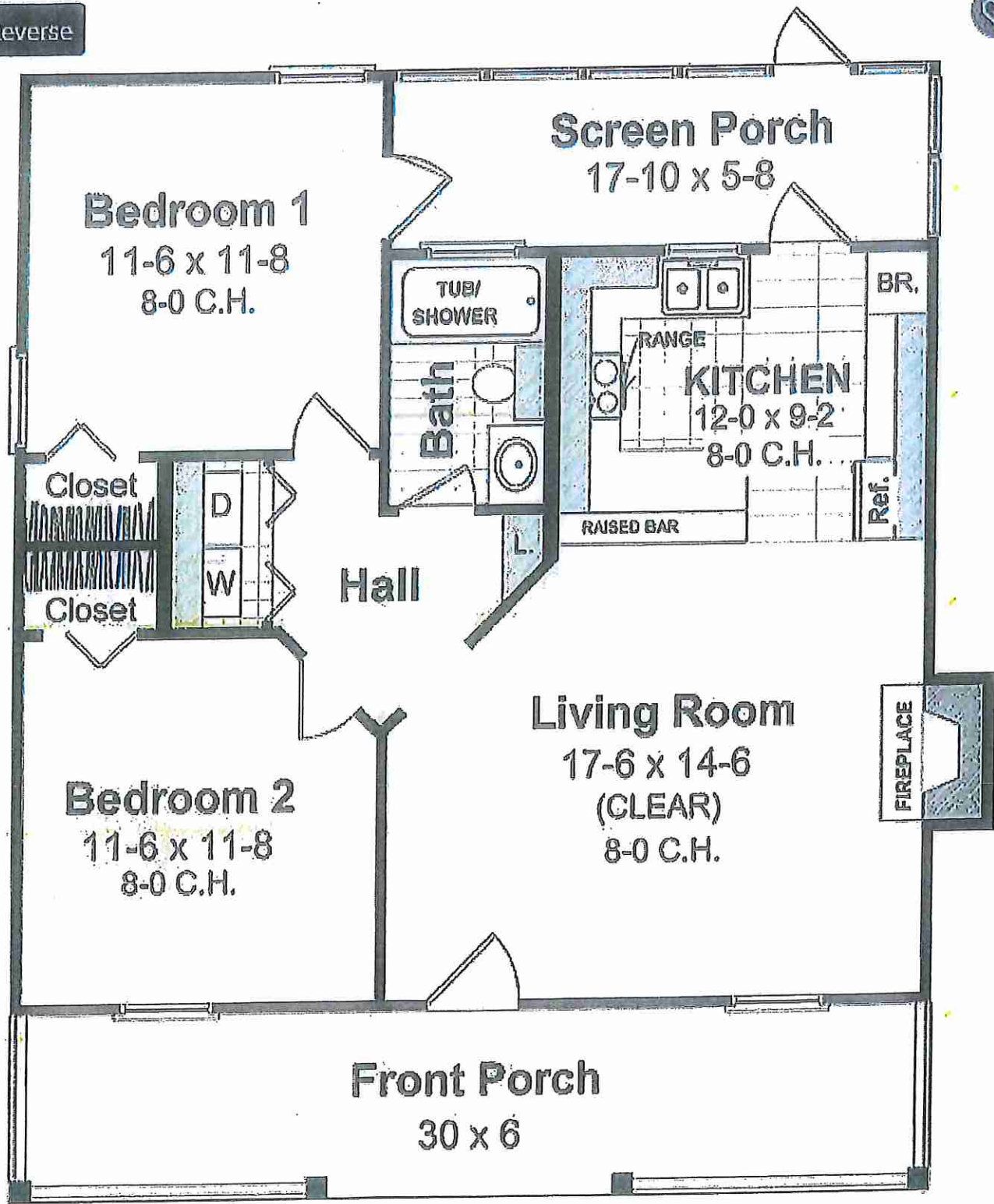
NOW \$967.50

You save \$107.50 (10% savings)



Floor Plan - Main Floor

Reverse



D

## 203, 207 Jones Street Project

### Draft Budget

#### Preliminaries

◦ Survey lot	750	
◦ Combine lots	350	
◦ Site plan for City	350	
◦ House selection	0	
◦ House specifications	3000	
◦ Signage	700	5150

#### Site work

◦ Lot clearing	4000	
◦ Silt fence	1500	
◦ Staking house locations	750	
◦ Create building pads	5000	11250

#### House construction

◦ Permits	2000	
◦ Building cost (165/sf) (15% contingency)	455400	
◦ Utility connections	0	
◦ Access & parking	11000	
◦ Landscaping	15000	483400

#### Amenities

◦ Sidewalks	5000	
◦ Furniture	0	
◦ Appliances	20000	25000

#### Carrying cost

◦ Sales commissions	7500	
◦ Landscape maintenance	8100	
◦ Utilities	3600	
◦ Insurance	3000	22200

**Total**

**\$547,000**



# AGENDA ITEM COVER SHEET



**Agenda Item Title:**  
Working Groups Report

<b>Date of Meeting:</b> 04/12/2023	<b>Presenters:</b> Tabari Wallace, WG Chair
<b>Department:</b> Redevelopment Commission	<b>Work Group Item:</b> <input checked="" type="checkbox"/> Health and Wellness Center <input type="checkbox"/> Housing <input type="checkbox"/> Neighborhood
<b>Call for Public Hearing:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Date of Public Hearing:</b> N/A

<b>Explanation of Item:</b>	Monthly Report
<b>Actions Needed by Board:</b>	N/A
<b>Backup Attached:</b>	Monthly Report
<b>Is item time sensitive?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	

<b>Cost of Agenda Item:</b> Click or tap here to enter text.
<b>If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

**Additional Notes:** Click or tap here to enter text.

**New Bern Redevelopment Commission  
Health and Wellness Work Group Report  
April 12, 2023**

**1. Benchmark Field Trip:**

- 9:00- Visited “Duke’s” Lincoln Community Health Center
- 12:00- Lunch and Tour at NC Central University
- 1:30- Visited C.A.R.E Center

**2. Discuss timeline for the completion of the Health and Wellness Center**

- Time sensitive due to the new budget year beginning in July.

**Next Steps:**

- Health and Wellness Business Plan
- Reconvene Local Partners and complete Partnership Agreements (Letter of Support detailing specific commitments of the Agency)
- Benchmark and Visit the remaining two major Health and Wellness Centers
- Evaluate securing any assistance from the North Carolina General Assembly and NC Health & Human Services Dept.

# AGENDA ITEM COVER SHEET



**Agenda Item Title:**

HEALTH AND WELLNESS CENTER SITE PLANS

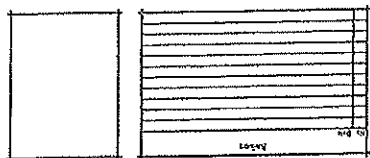
<b>Date of Meeting:</b> 04/12/2023	<b>Presenter:</b>  THE WALKER GROUP
<b>Department:</b>  HOUSING WORK GROUP	<b>Person Submitting Item:</b>  COMMISSIONER WALKER
<b>Call for Public Hearing:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Date of Public Hearing:</b> N/A

<b>Explanation of Item:</b>	908 BLOOMFIELD STREET
<b>Actions Needed by Board:</b>	
<b>Backup Attached:</b>	Yes
<b>Is item time sensitive?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Cost of Agenda Item:</b> Click or tap here to enter text.
<b>If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

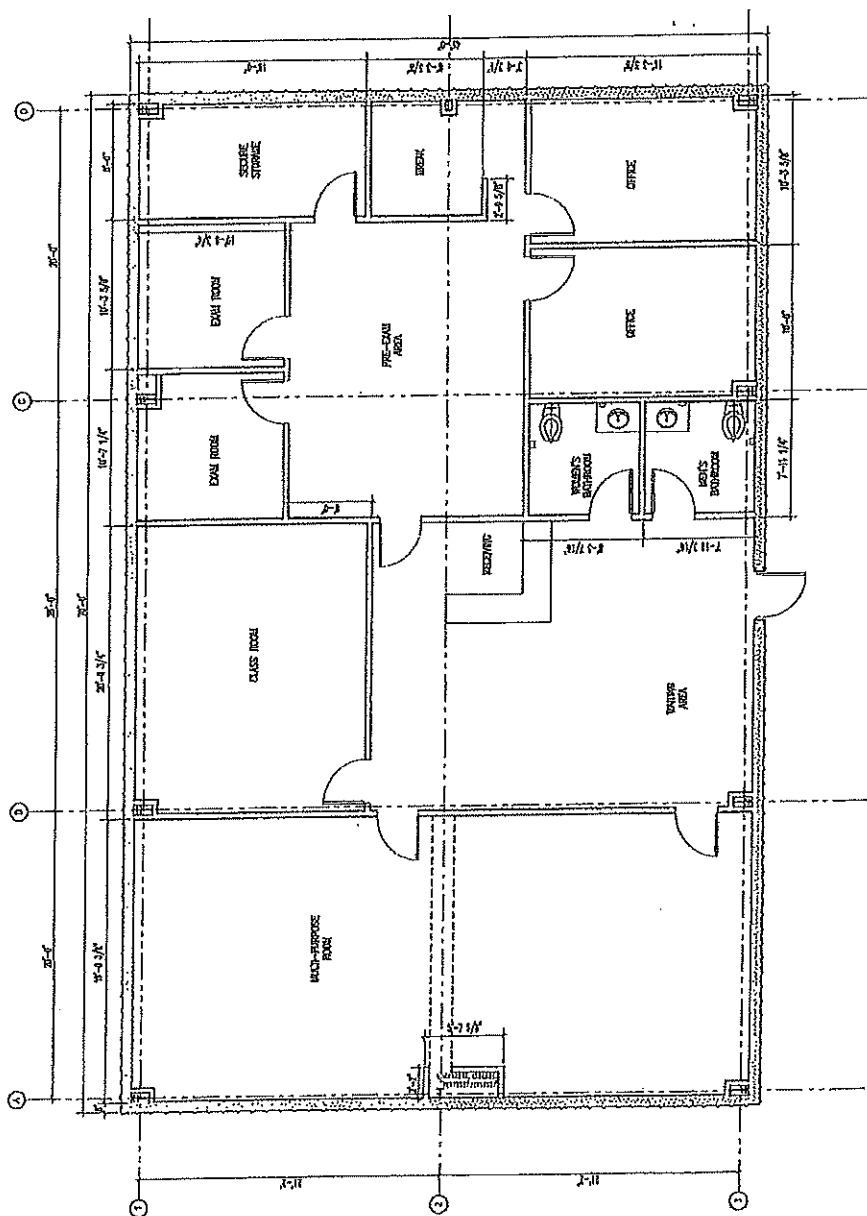


903 BLOOMFIELD ST  
New Bern, NC 28560



Project Name: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Status: **AS NOTED**  
 Owner: \_\_\_\_\_  
 Design: **CBW**  
 Checked: **BBW**  
 Date: **03/22/2023**

FLOOR PLAN



**FLOOR PLAN**

## AGENDA ITEM COVER SHEET



**Agenda Item Title:**  
Working Groups Report

<b>Date of Meeting:</b> 04/12/2023	<b>Presenters:</b> Leander Morgan, WG Chair
<b>Department:</b> Redevelopment Commission	<b>Work Group Item:</b> <input type="checkbox"/> Health and Wellness Center <input type="checkbox"/> Housing <input checked="" type="checkbox"/> Neighborhood
<b>Call for Public Hearing:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Date of Public Hearing:</b> N/A

<b>Explanation of Item:</b>	Monthly Report.
<b>Actions Needed by Board:</b>	Approve and Table
<b>Backup Attached:</b>	Monthly Report
<b>Is item time sensitive?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	

<b>Cost of Agenda Item:</b> Click or tap here to enter text.
<b>If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

**Additional Notes:** Click or tap here to enter text.

## **Neighborhood Work Group Report**

**March 8, 2023 - April 12, 2023**

**Submitted by Leander "Robbie" Morgan**

Work is taking place on Washington Street, Raleigh Street, and Main Street.

There has been a lot of negative talk about Main Street lately. Despite the recent activity, no progress has been made in repairing the street hard surfaces.

The demolition of the McCotter Property has the community talking. There has been a lot of speculation about what is coming next.

I see movement with multiple rehab projects within the community. I would like to congratulate Kurtis Stewart on the acquisition of 831 Eubanks St. He has heard and responded to the people's cry, time and time again. He identified the issues and provided solutions to problematic properties. An extra special personal thank you is also in order.

### **Response To the Accumulation of Trash**

To properly dispose of trash, we need to identify government owned lots where dumpsters are to be placed. We need to coordinate with the City and recommend a same pickup schedule as the regular trash.

Nature waits for no one! The landscape of the Redevelopment Area is ever-changing as well and we're falling behind!

### **Community Meeting**

There will be a "Resiliency Informational Meeting" at the Omega Center on April 26 from 4:00 p.m.-6:00 p.m. Please come out and attend.

Thank you!



## AGENDA ITEM COVER SHEET



**Agenda Item Title:**

Executive Director's Report

<b>Date of Meeting:</b> 04/12/2023	<b>Presenters:</b> Catrecia McCoy Bowman, Executive Director
<b>Department:</b> Redevelopment Commission	<b>Person Submitting Item:</b> Catrecia McCoy Bowman, Executive Director
<b>Call for Public Hearing:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Date of Public Hearing:</b> N/A

<b>Explanation of Item:</b>	Executive Report: <ul style="list-style-type: none"><li>• Priorities</li><li>• Strategic Planning Session</li><li>• 1772 Foundation at May's Meeting (15 mins)</li><li>• Investment Workshop May 24<sup>th</sup> (Breakfast Meeting)</li></ul>
<b>Actions Needed by Board:</b>	Approve and Table
<b>Backup Attached:</b>	Monthly Report
<b>Is item time sensitive?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	

<b>Cost of Agenda Item:</b> Click or tap here to enter text.
<b>If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

**Additional Notes:** Click or tap here to enter text.



**REDEVELOPMENT COMMISSION**  
Catrecia McCoy Bowman, Executive Director  
Submitted for April 12, 2023



**Weekly Report for March 6 – 10, 2023**

- Interacted with the Redevelopment Commission, CDBG and the City to monitor the Eubanks contractor.
- I attended the Zoom meeting for Housing Matters 2 NC.
- Served as a participant on the Housing Finance and Social Learning: Learning from the New Economy project.
- Meeting with nonprofit regarding potential partnership with RDC on Housing and Entrepreneurship Development.
- I met with the Coastal Women's Forum's Director.
- Presented documents to the Commissioners regarding property owners' inquiries regarding potential sales of their properties.
- A discussion was held with the CDBG coordinator regarding expectations of contractors and performance evaluation.
- Served as liaison between the general contractor, the Redevelopment Commission, and the city.
- Obtain closing documents for Cedar Street and follow up on them.
- Information received from two potential private owners seeking to sell their properties.
- To prepare for the presentation, I met with Coastal Women.
- Public comments were presented during the RDC board meeting, and the inspector and nuisance officer were contacted regarding the issues and concerns.
- A surplus listing has been created and approved by the RDC board of Commissioners for publication on the web.

**Weekly Report March 13th - 17th, 2023**

- Inquired about a newly transferred property as it relates following up with nuisance officer.
- Provided information and received directives for the HWG goals and priorities in light of statutes of powers and limitations that lead to housing and self-sufficiency plans.
- Review processes in moving forward with the upset bid process for Jones Street, West Street, and Bryan Street.
- Advised potential buyers to submit a valid bid for recommendation to the governing bidder as advised by the city clerk.
- Explore the concept of recombination and division maps towards creation of a mini subdivision.
- Provide input through and discussion of outreach for the restoration of Henderson Park and Duffyfield Canal.
- Assured finance obligation for Redevelopment Fund for FY24 as a multi-year project.
- Working with the newly elected Commissioner to tour of NBRDC.
- Identify a HUD-certified housing counselor and owner of a first-time home buyer's group and partners.
- Provide updates the website for the NBRDC.
- Provide information to Resource HUD for consideration as a grant applicant.

**Weekly Report for March 20-24, 2023**





- Participated in a two-day grant writing workshop focused on a regional collaboration for anticipated state and federal funding. The event was hosted by Eastern Carolina COG.
- Submitted a request for Habitat to list surplus properties for sale, confirmed a meeting with the Executive Director.
- Maintain contact with the general contractor that is rehabbing 911 Eubanks Street house with guidance from the Commissioners (Architect and Developer)
- Participated in a Historic Preservation meeting regarding the Drybrough Area within the boundaries of the RDC.
- Consulted with the inspector and nuisance officer regarding the three properties located on West A Street.
- Advised and received updates from the NBRDC Chairs - Housing Work Group, Neighborhood Work Group and Health and Wellness Work Group and reminded them to submit their monthly reports.
- Consulted with the Chief Building Officer about the permissible use table.
- Corresponded with the Community and Economic Development Director and discussed CDBG funding expectations and communication techniques within the RDC boundaries.
- In response to the stormwater project, provided recommendations to the City's grant writer.
- Provided and updated list of the properties for public work to put on the lawn maintenance schedule.



#### Weekly Report for March 27-31, 2023



- Contacted new commissioners regarding their work groups.
- The Phoenix Group, the Duffyfield Resident Organization, and the People's Assembly were contacted about participating in the Duffyfield Community Resilience Improvement Project.
- Contacted the Chair of each work group to see how to contribute to the implementation of their vision.
- Assessed the processes for submitting payments from public works.
- Participated in the discussion about Medicaid expansion and legislative changes regarding housing on the Housing Matters 2 podcast.
- Joined the Resiliency Task Force meeting.
- Reviewed the legality of the process of recording minutes for Closed Session meetings.
- Engaged Mr. Mumford, GLC in providing updates on 911 Eubanks St prior to the inspections and pre-construction meeting.
- Discussed Dryborough House Renovations with Preservation Foundation and Redevelopment Commission partnership potential.
- Filed and reviewed back-up documents for 911 Eubanks Street submitted to CDBG.
- Set up a meeting with Tracy Lilly at Habitat for Humanity per RDC Commissioner.
- Reviewed requests from local owners of potential parcels for sale in the RDC area.
- Met with the CEO of Lincoln Community Health Center.
- Ensured that the RDC properties were reviewed and updated for Public Works' maintenance schedule.
- Confirmed a meeting with Twin Rivers Opportunities and an invitation to speak to present on April 14, 2023. The map of the surplus list was reviewed to ensure that there were no parks and that recent conveyances of ten lots were not included on the list.



#### Weekly Report for April 3-6, 2023





- The City Manager and I met to discuss my extended performance evaluation and agenda for April reviewed.
- Met with the director of Habitat for Humanity, facilitated by one of the RDC Commissioners.
- Reviewed Housing Matters 2 NC Podcast - NC House released a budget proposal on April 5, 2023, and the Workforce Housing Act filed on March 29, 2023 - this requires local government by-right to permit multifamily housing in an area zoned for business.
- Met with the director of the FQHA Wellness and Health Center in Durham.
- Met with the Nuisance Officer on a weekly basis (Mondays)
- Continued oversight of the Eubanks Project - monitored by the RDC team which includes the Executive Director, Architect, and Developer.
- Met with GIS Manager regarding the "Lots to Sell," pending publication on the website.
- Responded to email inquiries from local owners regarding purchase.
- Participated in a drive/walk-along in the RDC area with the RDC Commissioner.
- Provided responses from the Workgroup Leaders and RDC Chairs.



Nuisance Abatement reported that as of April 5, 2023, 158 vehicles were removed.

#### Catrechia Notes for April Meeting

Commissioner Julius Parham Resigned on April 6, 2023

As of March 31, 2023, Financial Report (see attached).

Investment Workshop tentatively scheduled for Wednesday, May 24, 2023- TBA

#### Priorities (Top 3)

- Project: 911 Eubanks Street, Subrecipient of CDBG Rehab
- Project: The Health and Wellness Center
- Project: Community Engagement
- Project: CNI Implementation Grant
- Project: Flood Mitigation Program and Stormwater
- Homeownership Opportunities
- Surplus List



#### Upcoming Agenda Items for May 2023 (more to come)

1772 Foundation (15 minutes presentation)



Redevelopment Commission Monthly Financial Report  
As of March 31, 2023

Org	Object	Project Description	Fund Balance	2023 Revised Budget	2023 Actual Expenses as of 2-28-23	Expense Detail	PO Total	CHECK # / PO #	VDR NAME/ITEM DESC	COMMENTS	Budget Balance
2116	30100										354,012.83
21167030	71190	Fund Balance Unassigned	380,662.60								-5,390.27
		Other Professional Services		41,710.00	30,300.27		16,800.00				
				650.40				239790	CA NORTH CAROLINA HOLDINGS INC.	7532642, 7573204	
				21,710.00				240151	DEVELOPMENTAL ASSOCIATES LLC	Developmental Associates	
				22.71				P-card	OLLIES BARGAIN OUTLET	OLLIES BARGAIN OUTLET	
				180.63				P-card	STAPLES	STAPLES	
				21.50				P-card	DOLLAR GENERAL	DOLLAR GENERAL #8872	
				422.00				P-card	CHICK-FIL-A	CHICK-FIL-A #00766	
				505.00				P-card	TARA KENCHEN	MISCELLANEOUS SERVICES, NO. 1	
				70.00				241614	HERALD OFFICE SUPPLY, INC.	BUSINESS CARDS FOR RC DIRECTOR	
				3.03				241562	FAMILY DOLLAR	FAMILY DOLLAR #7066	
				5,000.00				P-card	LEON D. CALDWELL	DEVELOPMENT CONSULTING SERVICE	
				240.00				241615	UNC School of Government	Affordable Housing Seminar	
				42.53				P-card	Craven County tax	913 Green St	
				3.47				P-card	Service fee	913 Green St	
				945.00				242144	ENVIRO ASSESSMENTS EAST INC	Asbestos Inspection for 908 Bloomfield	
							1,550.00	20231610	Total Kenchen	Facilitate strategic planning session for RDC	
							15,250.00	20231423	ENVIRO ASSESSMENTS EAST INC	Asbestos Abatement 908 Bloomfield	
21167030	75520	Land & Structures		55,000.00	8,092.00		8,278.50	239918	DAVIS HARTMAN WRIGHT PLLC TRUSTEE	RDC property purchase: 910 & 914 Bloomfield Street	38,629.50
					8,092.00		8,278.50	20231757	Edward Munford III	RDC Rehab 911 Eubanks St	
21467106	76440	Housing Rehabilitation		107,052.00	99,052.00		0.00				3,000.00
				1,500.00				236365	ENVIRO ASSESSMENTS EAST INC	Asbestos Inspection for 602 Gaston Blvd	
				18,000.00				237592	ELITE STRUCTURAL MOVERS, INC.	HOUSE MOVING SERVICE 602 GASTON TO 911 EUBANKS	
				5,165.00				240191	BRADLEY LOVE	CONSTRUCTION SERVICES, GENERAL	
				-4,542.50				240364	BRADLEY LOVE	CONSTRUCTION SERVICES, GENERAL	
				1,500.00				240364	BRADLEY LOVE	CONSTRUCTION SERVICES, GENERAL	
				2,000.00				240414	ELITE STRUCTURAL MOVERS, INC.	EQUIPMENT RENTAL FOR 911 EUBANK	
				1,100.00				240461	BRADLEY LOVE	CONSTRUCTION SERVICES, GENERAL	
				4,542.50				240953	BRADLEY LOVE	CONSTRUCTION SERVICES, GENERAL	
				-19.50				240953	BRADLEY LOVE	CONSTRUCTION SERVICES, GENERAL	
				8,000.00				241121	ELITE STRUCTURAL MOVERS, INC.	602 GASTON BLVD, 20OCT22	
				43,280.00				242590	Edward Munford III.	RDC Rehab 911 Eubanks Street	
				9,441.50				242840	Edward Munford III	RDC Rehab 911 Eubanks Street	
21467107	76440	Housing Rehabilitation		125,000.00	38,053.50		86,941.50				
				20,000.00				242840	Edward Munford III	RDC Rehab 911 Eubanks Street	
				18,059.50				242840	Edward Munford III	RDC Rehab 911 Eubanks Street	
							86,941.50	20231757	Edward Munford III	RDC Rehab 911 Eubanks St	
11112160	75590	19001 Other Structures & Impr		116,666.00							116,666.00
11112160	75590	29001 Other Structures & Impr		116,667.00							116,667.00
11112160	75590	59001 Other Structures & Impr		116,667.00							116,667.00
		Total Budget ARPA Funds		350,000.00							

RDC Funds

CDBG Funds

ARPA Funds



# AGENDA ITEM COVER SHEET



**Agenda Item Title:**

Closed Session

<b>Date of Meeting:</b> 04/12/2023	<b>Presenters:</b> Tharesa Lee, Chair
<b>Department:</b> Redevelopment Commission	<b>Person Submitting Item:</b>
<b>Call for Public Hearing:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Date of Public Hearing:</b> N/A

<b>Explanation of Item:</b>	Pursuant to NC General Statute § 143-318.11 (a)(5) Closed Sessions; Chair Tharesa Lee made a motion to enter closed session to discuss potential real property acquisition.
<b>Actions Needed by Board:</b>	Counter or Accept or Decline (Closed session minutes)
<b>Backup Attached:</b>	Time opened: _____ Time closed: _____ Time adjourned: _____
<b>Is item time sensitive?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	

<b>Cost of Agenda Item:</b> Click or tap here to enter text.
<b>If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

**Additional Notes:** Click or tap here to enter text.