

**City of New Bern
Board of Aldermen Meeting
January 9, 2018 – 6:00 P.M.
City Hall Courtroom
300 Pollock Street**

1. Meeting opened by Mayor Dana E. Outlaw. Prayer by Alderman Bengel. Pledge of Allegiance.

2. Roll Call.

Present: Mayor Dana Outlaw; Aldermen Sabrina Bengel, Jameesha Harris, Robert Aster, Johnnie Ray Kinsey, Barbara Best, and Jeffrey Odham. Absent: None. A quorum was present.

Also Present: Mark Stephens, City Manager; Kristen Culler, Assistant City Manager; Michael Scott Davis, City Attorney; and Brenda Blanco, City Clerk.

Mayor Outlaw thanked the citizens for their patience with the recent weather and asked the City Manager to provide an update. Mr. Stephens reported very minimal power outages during the snow storm. The majority of the issues and concerns were related to ice and snow on the streets. Temperatures remained below freezing for several days, which made the application of salt treatments ineffective. Due to the inability to pick up trash, excess trash bags may be placed beside trash carts. The vendor will pick up these bags without the requirement of a sticker.

The Mayor welcomed Boy Scout Troop 299.

3. Request and Petition of Citizens.

Buddy Wetherington of 1180 Spring Garden Road thanked the Board for putting the previous Mayor's name back on the fire truck. As a former fireman for the City of New Bern, he described the history of this practice and shared additional history of the Fire Department. He asked the Board to vote in favor of Item 11 on tonight's agenda.

Richard Blythe of 908 Runaway Bay, Trent Woods, also a former fireman for the City, spoke in favor of continuing the tradition of placing a Mayor's name on fire trucks.

Tom Braaten of 4506 Morgan Lane, Trent Woods, spoke with respect to Item 13 on tonight's agenda. He expressed concern with the road diet, citing congestion issues, the need for traffic to merge into one lane, and limited visibility in the curve. He also pointed out First Street is a major entry into the City, especially if the Alfred Cunningham Bridge is inaccessible.

Jan Frey of 1414 Neuse Boulevard thanked the traffic officer who has calmed the traffic on Neuse Boulevard and issued several citations. She asked for street lights to be extended from Broad Street down to Neuse Boulevard in the area of DeGraffenreid Park.

Buddy Bengel of 313 Pollock Street shared a video from Pat McCrory whereby he announced Alderman Bengel is a recipient of The Order of the Long Leaf Pine award. Former Governor McCrory stated he signed this designation over a year ago as one of his last official acts as Governor, and Mr. Bengel has been "hiding" the award until this presentation. Mr. Bengel also read a congratulatory letter from former Governor Beverly Perdue. On behalf of Governor McCrory, the award certificate was presented to Alderman Bengel by Richard Blythe, Tommy Moore, and Alderman Aster, all of whom are former recipients of the Long Leaf Pine award. Alderman Bengel was extended a round of applause.

Consent Agenda

4. Approve Minutes.

Minutes from the December 12, 2017 meeting were provided for review and approval.

Alderman Odham made a motion to approve Item 4 of the Consent Agenda, seconded by Alderman Kinsey. The motion carried unanimously.

5. Recognition of Graduates from Citizens Police Academy.

Graduates of the recent Citizens Police Academy were in attendance to give an overview of their experience. The latest academy marked the 21st session that has been conducted. Police Chief Toussaint Summers introduced Detective Joshua Jensen, who described the purpose of the Police Academy. Class President, Carol Zink of 520 Jimmies Creek Drive, spoke about her experience in the academy. The Mayor and Aldermen extended a handshake of appreciation to the academy participants who were in attendance.

Alderman Bengel suggested a similar academy be considered to teach citizens about City government and review all of the departments.

6. Recognition of 2017 Badge, Faith and Fun Day Coordinators.

Badge, Faith and Fun Day was held on September 16, 2017 at Lawson Creek Park. The event was a free, one-day festival aimed at bringing the community together with the New Bern Police Department in a neutral, fun environment. Event coordinators were recognized, which included the following: Copy and Print Warehouse, Chris Goodgin, Armstrong's Grocery, Piggly Wiggly, Three Guys Signs, Publix, Craven Coffee House, Cotton Funeral Home, the Sun Journal, CTV-

10, KISS-FM 102, Civitans, Boy Scouts of America Troop 299, NBPD Volunteers, Inc., Bender Apparel, Bouncin' Time Rentals, New Bern Sporting Goods, Bear Towne Tents, Pastor Hazel Royal, Father Thomas Tully, Dana Tabbarini, Dr. James Herring, and Minges Bottling Group. The coordinators in attendance were called forward by Sgt. Ben Lewis and extended a handshake of appreciation from the Mayor and Board of Aldermen.

7. Presentation of and Conduct Public Hearing on Recommendations from Master Parking Plan Advisory Committee.

The Master Parking Plan Advisory Committee ("MPPAC") made a presentation before the Board of Aldermen at the Board's work session on November 21, 2017. The presentation included a list of recommendations relative to parking issues in the downtown area. One of these recommendations was for the Board of Aldermen to conduct a hearing for the purpose of obtaining public input on the subject of parking and the proposed recommendations. Prior to receiving public comment, Buddy Bengel and Danny Batten, members of the MPPAC, again shared the presentation that was originally made to the Board in November. Mr. Bengel noted the Committee discussed options for Broad Street, which was a contentious issue. Ultimately, no recommendations were submitted regarding Broad Street.

Mayor Outlaw opened the public hearing, and the following spoke:

- Gerry Hobbins of 229 New Street asked about recommendations for handicapped parking and suggested the diagonal parking at the end of Craven Street be considered for this purpose and that handicapped parking be added to the City's public parking lots. Mr. Stephens pointed out the City does not own the diagonal spaces on Craven Street.
- Mike Duffy of 121 Mourning Dove Trail noted he is relatively new to New Bern and was partly attracted to the area by downtown. Visitors' accessibility to parking is very important. He voiced favor of the recommendations and felt they were needed to continue to improve upon the area and provide for growth.
- John Melling of 1800 Peppercorn Court stated he had read all of the minutes for the MPPAC and reviewed the 2007 and 2015 parking studies. He pointed out the studies identified the core area as Middle, Pollock, Craven and Front Streets. Nowhere in the studies are streets outside of the core area referenced, yet the Committee extended its definition of the core area and suggested two-hour parking in almost the entire downtown with the exception of Broad Street. He felt there are several downtown streets that offer ample parking and should not be restricted to two-hour parking. He agreed there is a problem with employees parking close to their workplace and supports employers discouraging their employees from parking in the core area. He suggested the Chamber inspire employers to encourage employees to utilize the free parking lots. In closing, he expressed support for enforced two-hour parking in the core area, establishing signage as

recommended, and developing the public parking lots into the red, yellow and black bear lots.

- Richard Friend of 3507 Taylor Street also spoke in favor of parking for the disabled. He believes that under the Americans with Disabilities Act, cities are required to meet the same standards as private industries and handicap parking must be provided in the parking lots and on the streets.
- David Blythe of Branches Furniture at 309 Pollock Street thanked the committee for presenting a wonderful plan. He noted it is both a blessing and curse to have a parking issue and asked that the issue of parking be fixed through enforcement and signage. This would not only be a solution to the problem, but would encourage other businesses to locate here, thus increasing the local economy and tax base. He expressed agreement with all of the committee's recommendations, but pointed out a need to look at the free parking to ensure it is adequate for downtown employees.
- Billy Faulkenberry, representing 217 Pollock Street, expressed a desire for on-street parking to be enforced and signage to be addressed. He too commended the committee for addressing the issue and making vital suggestions. With respect to enforcement, he voiced the need for it to be equal across the board without favoritism shown toward those known by the enforcer.
- Kevin Roberts, President of the Chamber of Commerce, stated several years ago, the Chamber encouraged downtown merchants to ask employees to park somewhere other than on the core streets, but it was to no avail.

Alderman Bengel made a motion to close the public hearing, seconded by Alderman Kinsey. The motion carried unanimously, time being 7:25 p.m.

Alderman Bengel suggested parking rates be raised to \$30 a month instead of \$35 and cited concern for employees who pay for their own parking. Residential permits for on-street parking was also discussed, and Dr. Jim Polo of 324 East Front Street described the limitations associated with his property. Alderman Harris suggested leased parking be placed on hold for a year. She pointed out that one has to pay to park at the airport and in other cities, and she further suggested the parking lots become paid lots by implementing a kiosk system. Alderman Best asked if a parking deck had been considered, and Mr. Stephens briefly described the School of Government project as it related to a proposed parking deck on the corner of Craven and Pollock.

Alderman Bengel proposed the following be tried for one year:

- two-hour parking be enforced from 8 a.m. to 4 p.m. Monday through Friday in the area recommended by the Committee;
- revisit the ordinance and exclude all 15-minute parking zones;
- a parking enforcement officer, not a sworn officer;
- increase parking fines to \$25, which is doubled to \$50 if unpaid;

- consider the option for merchants to validate parking tickets for customers who exceed the two-hour parking limit; fines for validated tickets would be waived, reduced or paid by the merchant at a reduced rate;
- enforcement shall include all city-owned leased lots, which include the Morgan’s lot, City Hall lot and Hancock Street lot (behind the Chelsea);
- limit the number of spaces that can be leased;
- increase the lease rate to \$30 a month per space;
- full support for signage recommendations;
- work with residential owners in downtown who do not have parking; and
- a 45-day waiver period shall be initiated at the beginning of enforcement.

Mr. Stephens emphasized some of the spaces in the Morgan’s and Hancock Street lots are privately owned and will not be enforced by the City, as the City can only enforce parking on property it owns. He asked for direction with respect to leased lots and whether to offer leases to those who currently are leasing or open the leases to others. Alderman Bengel further suggested Swiss Bear and the Municipal Service District possibly be given the task of reviewing “Trash Plaza” and developing a plan for the privately-owned portions of that that area.

After additional discussion, it was decided a proposed ordinance would be brought before the Board at their first meeting in February.

8. Presentation of Comprehensive Annual Financial Report and Fiscal Year 2016-17 Audit.

Copies of the Comprehensive Annual Financial Report (“CAFR”) and Auditor’s Discussion and Analysis were previously distributed to the Board. James Bence, CPA, a partner from Mauldin & Jenkins, the firm that performed the City’s audit, reviewed the findings of the CAFR and audit. Notably, the General Fund total fund balance as of June 30, 2017 was 62.3% and unassigned fund balance was 41.1%. During the audit, areas for improvement were noted and two material weaknesses were identified, which required audit adjustments as described on page 19 of the Auditor’s Discussion and Analysis. Mr. Bence reviewed recommendations for improvement (page 20) and discussed requirements for next year’s audit, including the accounting of Other Post-Employment Benefits (“OPEB”).

Concern was expressed that the Board did not receive the CAFR and audit prior to the presentation, thus giving the Board no time to review the content. It was suggested in the future this type of information possibly be reviewed at a work session.

9. Discussion of Potential Lease of 408 Hancock Street.

At the December 12, 2017 meeting, the Board discussed the potential lease of 408 Hancock Street to Community Artist Will, Inc. (“CAW”), a local nonprofit that sells art, offers classes, etc. Their initial offer proposed a base rent of \$1,200 monthly for a three-year term with conditions that the City complete specific alterations to the building. A later discussion evolved around a 5-year lease at a rate of \$500 a

month with the lessee maintaining the interior of the building and the City maintaining the exterior and HVAC system. It was also suggested a public component be included to provide for the nonprofit to work with Craven Arts Council to promote and educate the arts to school-age children, provide programming and space for the City's Parks and Recreation summer youth program, and promote the building as a community arts center.

An ad hoc group consisting of Aldermen Bengel, Harris and Aster was formed on December 12th to meet with Community Artist Will, Craven Arts Council & Gallery, and Foster Hughes, Director of Parks and Recreation. Mr. Hughes reported the recommendation was for Parks and Recreation to manage the building, up fit it at a cost of approximately \$25,000, and lease studio and gallery spaces to artists. Art classes would be offered and events coordinated in and around the building. It was felt this would be a win-win situation for the City as well as the community. Mr. Hughes stated no additional staffing costs are anticipated as the building would not be staffed, but would be manned by the artists. The City would have liability associated with the building, but could consider requiring each artist to carry insurance. Expected rental income of \$21,000-23,000 annually was projected by Mr. Hughes, which is not inclusive of revenue from classes, etc. The leases would likely be for one year, although a shorter six-month lease could be considered. Alderman Bengel suggested whatever studio spaces are leased that a maximum of two spaces be offered for free or at a minimal charge for starting artists.

Alderman Odham questioned the impact this would have on the community arts center adjacent to the former Days Hotel, which also leases booths to artists. Mr. Hughes stated he had not looked at the impact this would pose. Sandy Bruno, on behalf of Community Artist Will, stated the only difference she sees with the other group is they do not offer public outreach or free classes to the community. Mr. Hughes felt the building would yield 14 spaces for lease. Eileen Wroe, Treasurer of CAW, felt the nonprofit had spoken for 13 of those spaces. In response to her comment, concern was expressed about the need to establish fair leasing criteria to anyone, including those outside of CAW.

Mr. Stephens indicated he and Mr. Hughes would confer and come back before the Board with a proposal for keeping the building as city property operated under the Parks and Recreation Department, with that department leasing spaces to artists. Criteria would be created to provide an educational component and outreach to the public in the form of free classes, etc. Mr. Stephens stated it is not advisable to commit 13 spaces to CAW, as that would not be fair to the public. Alderman Bengel requested Craven Arts Council be considered, as they have a need for space as well.

There was a show of five hands to proceed with a refined plan and a budget amendment for necessary improvements at the next Board meeting. Aldermen Kinsey and Odham did not raise their hands in agreement.

10. Discussion of Possible Ordinance Amendment for Cul-de-sac Radius Requirements.

Previous ordinances allowed for a cul-de-sac radius to be 63' in cases where an island is not provided and 80' in cases where a planting island is placed in the center of the cul-de-sac. The Board since adopted Appendix D of the NC Fire Prevention Code, which provides for a recommended cul-de-sac radius of 96'. Some developers have expressed concerns regarding the newly-required size for cul-de-sacs and associated costs. Most land-use ordinances require a public hearing, but this did not since it was within the Fire Code. The intent of the 96' radius was to allow for a fire apparatus to make turnarounds in the cul-de-sac without having to back up, thus reducing response times.

Attorney Davis explained the item in detail noting the City updated and amended its fire prevention and protection code in 2015, which included the adoption of the State Fire Code. There are several appendices to the Fire Code. Appendix D has certain street requirements, which staff began to enforce. Developers referred to the City's land-use ordinance when developing subdivisions and were not consulting the Fire Code for the cul-de-sac requirements set forth in Appendix D. This caused a great deal of confusion. Attorney Davis recommended the Board take action at this meeting to amend the City Code to remove Appendix D of the Fire Code. He and staff will then work together to incorporate the appropriate sections of Appendix D for the Planning and Zoning Board ("P&Z") to consider at their meeting next month. In late February, Mr. Davis will bring back a Land Use Code that incorporates all the appropriate street widths as recommended by P&Z, as well as portions of Appendix D that are important to the City and Fire Chief and which are integrated into the street dimensions. The potential consequences of not removing Appendix D at this time were explained by Mr. Davis. While the Fire Code is mandatory, Appendix D is the only appendix that is voluntary, which allows the City to pick and choose the portion that it desires to adopt.

Alderman Kinsey made a motion to adopt an ordinance to amend Article II Fire Prevention Code of Chapter 30, seconded by Alderman Odham. Upon a roll-call vote, the motion carried unanimously.

11. Consider Adopting a Resolution Approving a Policy for Naming of Fire Apparatus.

Beginning in 1879, New Bern's fire engines were traditionally named for the Mayor seated in office at the time the purchase of an engine was approved. The proposed resolution will establish a policy to carry this tradition forward. The resolution does provide an option for the Mayor to respectfully decline the honor, if so desired. In such event, the apparatus would remain unnamed.

Alderman Aster made a motion to adopt a resolution approving a policy for naming of fire apparatus, seconded by Alderman Bengel. Upon a roll-call vote, the motion carried 5-2 with Mayor Outlaw and Alderman Odham voting against it.

12. Consider Adopting a Resolution Approving an Agreement with East Carolina University for an Internship Training Program.

The City desires to enrich its internship training program through an educational relationship with East Carolina University (“ECU”) and its students by providing appropriate learning experiences to students who are enrolled in ECU’s internship programs. Internship opportunities will be consistent with the City’s existing internship policy.

Alderman Aster made a motion to adopt a resolution approving an agreement with East Carolina University for an internship training program, seconded by Alderman Kinsey. Upon a roll-call vote, the motion carried unanimously.

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

This agreement is for the First Street Road Diet project. The terms of the agreement provide for NCDOT to design and construct the entirety of the road diet, which will reduce four travel lanes to three and will add bike lanes and sidewalks along First Street from Neuse Boulevard to Pembroke Avenue. Upon completion of the project, the City will reimburse DOT \$260,000.00. Additionally, the City will assume maintenance of the sidewalks and will relocate and adjust all City-owned utilities that conflict with the project.

Alderman Aster suggested postponing a vote until January 23, 2018 to allow the new Board members an opportunity to discuss the matter with their constituents. One of the concerns expressed by Alderman Bengel is the agenda package did not reflect that the road diet is part of the EDA grant for the Workforce Development/City Market (also known as the VOLT) project. Mr. Stephens provided details on the connection between the street improvements and the Workforce Development Center. The training center is a \$2.6 million project, of which the City is responsible for \$1.3 million. The City can secure additional grants to meet its matching funds. The initial cost of the road diet was estimated at \$800,000, but it will more likely be \$1 million per Jeff Ruggieri, Director of Development Services. Kim Maxey, MPO Administrator, announced the MPO has been required to hold public hearings and has held the required number of hearings over the last two years.

Alderman Bengel made a motion to table this until the January 23rd meeting to allow time to gather more information and receive an executive summary, seconded by Alderman Aster. The motion carried 6-1 with Alderman Odham voting against it.

14. Consider Adopting a Resolution to Initiate the Upset Bid Process for 1111 Williams Street.

Amanda Hurst has submitted an offer of \$1,000.00 for the purchase of a vacant lot at 1111 Williams Street. The offer represents 25% of the tax value, which is \$4,000.00. The property was acquired by the City and Craven County in March 2008 through tax foreclosure. At the time of foreclosure, taxes were due to the County in the amount of \$3,850.42 and \$3,726.69 to the City. The foreclosure costs totaled \$2,273.83, and the City also incurred \$3,200.00 in demolition costs. If no other bids are received and the property is sold for the initial offer, the County will receive \$528.63 and the City will receive \$471.37. The City will also be reimbursed the cost to advertise the offer.

Alderman Bengel expressed concern with "giving away" property for \$1,000.00 when there is a need for housing. She suggested holding the sale of this property and any other properties until the end of the fiscal year when the Board can review the properties and a redevelopment commission be considered. Alderman Best asked why the City sells the property for such a low amount, and Attorney Davis explained the current policy is to only consider an offer that is at least 25% of the tax value. Mr. Stephens explained the maintenance costs of holding on to properties and noted the goal is to get the property back into the tax base. To be fair to the current bidder, Alderman Harris suggested the resolution be approved since it is already on the agenda and that the Board begin a new process moving forward. Alderman Best agreed. Alderman Odham referred to similar concerns expressed by the prior Governing Board and provided a history on how that Board arrived at a 25% policy.

Alderman Bengel made a motion to decline the offer to purchase 1111 Williams Street. The motion died for lack of a second.

Alderman Odham made a motion to adopt the resolution to initiate the upset bid process for 1111 Williams Street, seconded by Alderman Aster. Upon a roll-call vote, the motion carried 5-2 with Mayor Outlaw and Alderman Bengel voting against it.

15. Consider Adopting a Resolution to Initiate the Upset Bid Process for 1112 Grace Street.

Amanda Hurst has submitted an offer of \$1,000.00 for the purchase of a vacant lot at 1112 Grace Street. The offer represents 25% of the tax value, which is \$4,000.00. The property was acquired by the City and Craven County in March 2008 through tax foreclosure. Foreclosure costs totaled \$2,098.71. At the time of foreclosure, taxes were due in the amount of \$1,810.41 to the County and \$6,849.70 to the City, of which \$4,750.00 represents a demolition lien. If no other bids are received and the property is sold for the initial offer, the County will receive \$543.10 and the City will receive \$456.90. The City will also be reimbursed the cost to advertise the offer.

Alderman Bengel made a motion to decline the offer to purchase 1112 Grace Street. The motion died for lack of a second.

Alderman Odham made a motion to adopt a resolution to initiate the upset bid process for 1112 Grace Street, seconded by Alderman Kinsey. Upon a roll-call vote, the motion carried 5-2 with Mayor Outlaw and Alderman Bengel voting against it.

16. Consider Adopting a Resolution Approving a Code of Ethics for the Board of Aldermen.

NC General Statute §160A-86 requires local governing boards to adopt a resolution or policy approving a code of ethics. The proposed code of ethics is the same as one previously adopted by the City and meets with the City Attorney's approval.

Citing concern that the Board has not yet undergone ethics training and that the proposed document does not reference the inability to accept gifts, Alderman Bengel made a motion to table this item, seconded by Alderman Harris. The motion carried unanimously.

17. Consider Adopting a Resolution Approving Rules of Procedure for the Board of Aldermen.

At its December 12, 2017 meeting, the Board voted to begin its regular meetings at 6 p.m. instead of 7 p.m. As a result, the Board's Rules of Procedure must be amended to reflect this change.

Alderman Odham made a motion to adopt a resolution approving rules of procedure for the Board of Aldermen, seconded by Alderman Kinsey. Upon a roll-call vote, the motion carried unanimously.

18. Consider Adopting an Ordinance Amending Section 2-41 of Chapter 2, Article II, Division 2 Regarding the Board of Aldermen's Regular Meetings.

Similar to the previous item, this amendment will revise the existing ordinance to reflect the change in time from 7 p.m. to 6 p.m. for the Board's regular meetings.

Alderman Aster made a motion to adopt an ordinance amending Section 2-41 of Chapter 2, Article II, Division 2 Regarding the Board of Aldermen's regular meetings, seconded by Alderman Kinsey. Upon a roll-call vote, the motion carried unanimously.

19. Consider Adopting an Amendment to Part IV "Appearance Commission" of Article III, Appendix A of the "Land Use" Ordinance.

The ordinance pertaining to the Appearance Commission currently requires five members be appointed to the commission. To comply with state statute, the

proposed amendment will increase the number of members to seven. All members shall be residents of the City's planning and zoning jurisdiction at the time of appointment.

Alderman Bengel made a motion to adopt an amendment to Part IV "Appearance Commission" of Article III, Appendix A of the "Land Use" Ordinance, seconded by Alderman Aster. Upon a roll-call vote, the motion carried unanimously.

20. Appointment(s).

Alderman Kinsey made a motion to appoint David Pickens to the Friends of New Bern Firemen's Museum, seconded by Alderman Aster. The motion carried unanimously. Alderman Aster resigned on December 18, 2017, and Mr. Pickens will fill the remainder of his term, which expires on April 22, 2018.

21. Attorney's Report.

The City Attorney had nothing to report.

22. City Manager's Report.

Following up on items from the December 12, 2017 meeting, the City Manager indicated that the name of former Mayor Lee Bettis has been replaced on the fire truck. Work on the fire SAFER grant is continuing, and staff is waiting for the date the application is due.

Community Watch signs were replaced in Old Towne. Staff will start assessing the participation of those that are active in the program. Signs will be replaced for active watch groups, but removed from inactive neighborhoods.

Now that the holidays are over, Mr. Stephens asked Alderman Best to let him know when she would like to take a look at the Sunnyside area.

23. New Business.

Alderman Odham

Lowes will be holding a hiring event on January 18, 2018 from 11 a.m. to 6 p.m. The need to select a retreat date was announced. The Board was amenable to two half days: the afternoon of February 2nd beginning at 1 p.m. and the morning of February 3rd beginning at 8 a.m. Mr. Stephens will review possible locations.

Alderman Aster

BBQ and Blue Jeans will be held January 19th at the Convention Center. This is the largest fundraiser for the New Bern Firemen's Museum.

A status of improvements to Old Airport Road was requested. Mr. Stephens replied a consultant has submitted an initial cost for the design, and the City Attorney has worked with DOT on an agreement.

Everyone was asked to agree with holding off on the sale of City-owned property until a redevelopment commission could be viewed.

Alderman Harris

On January 20, 2018 at 1 pm at Broad Street Church, an event pertaining to the Equal Rights Amendment (“ERA”) will be held. The Board of Alderman adopted a resolution in support of the ERA at its previous meeting.

Alderman Bengel

The desire for a class or academy to review and educate citizens on city government was reiterated. Alderman Bengel also suggested a disability commission or committee be formed for the purpose of making suggestions to the Board of Aldermen with respect to the needs of the disabled community.

The passing of Sandy Chamberlin, former Director of the Craven County Convention and Tourism Bureau, was announced.

24. Closed Session.

A closed session was not needed.

25. Adjourn.

Alderman Odham made a motion to adjourn, seconded by Alderman Kinsey. The motion carried unanimously, time being 11:00 p.m.

The attached documents are incorporated herewith and are hereby made a part of these minutes.

NOTE: For additional details and information on the Board of Aldermen meetings, please visit the City of New Bern’s website at www.newbern-nc.org. Video and audio recordings of the meeting have been archived.

Minutes approved: January 23, 2018



Dana E. Outlaw, Mayor



Brenda E. Blanco, City Clerk