



NEW BERN
CITY OF NEW BERN

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Aldermen

Sabrina Bengel
Jameesha Harris
Robert V. Aster
Johnnie Ray Kinsey
Barbara J. Best
Jeffrey T. Odham

Dana E. Outlaw
Mayor
Mark A. Stephens
City Manager
Brenda E. Blanco
City Clerk
Mary M. Hogan
Director of Finance

Memo to: Mayor and Board of Aldermen
From: Mark A. Stephens, City Manager
Date: May 21, 2020
Re: May 26, 2020 Agenda Explanations

- 1. Meeting opened by Mayor Dana E. Outlaw. Prayer Coordinated by Alderman Bengel. Pledge of Allegiance.
- 2. Roll Call.

Consent Agenda

- 3. Consider Adopting a Resolution Calling for a Public Hearing on the Pamlico Sound Regional Hazard Mitigation Plan.

To remain eligible to receive state and federal assistance in the event of a declared disaster, the City will need to adopt the Pamlico Sound Regional Hazard Mitigation Plan. Prior to adoption, a public hearing must be held. It is requested the hearing be scheduled for June 9, 2020. A copy of the plan is not included in this package because of its volume (653 pages), but it can be viewed online at <http://www.pamlicohmp.com/assets/pdf/documents/Pamlico%20Regional%20HMP%20FEMA%20Review%20Draft.pdf>

- 4. Approve Minutes.

Draft minutes from the May 12, 2020 meeting are provided for review and approval.

- 5. Conduct a Public Hearing on the Proposed Budget for Fiscal Year 2020-2021.

At the May 12, 2020 meeting, the City Manager presented the proposed budget for Fiscal Year 2020-2021. A public hearing was called for and advertised as required by statute.

6. Conduct a Public Hearing and Consider Adopting an Amendment to Appendix A, Article XVI “Floodways, Floodplains, Drainage and Erosion” of the Code of Ordinances.

The floodplain maps for New Bern have been updated by FEMA, and the City is required to adopt the maps and accompanying Flood Damage Prevention Ordinance by June 19, 2020. The revised maps are more detailed and reflect a new flood elevation of 9-12 feet. A total of 694 structures will be added to the Special Flood Plain Area. The maps also require special construction methods in two new flood map zones. After conducting the public hearing, the Board is asked to consider adopting an amendment to the Code of Ordinances to incorporate these changes. A memo from Matthew Schelly, City Planner, is attached.

7. Discuss Expiration of Governor’s Executive Order 124 Regarding Termination of Utility Service.

On March 31, 2020 the NC Governor issued Executive Order 124 that, in part, suspended residential utility disconnects for nonpayment from March 31, 2020 through May 31, 2020. Anticipating the expiration of this Order, the City is urging customers to continue making payments to avoid accumulation of large balances. Customers with past-due balances are also encouraged to make payment arrangements to avoid the possibility of disconnection after the expiration of the Order. Educational information and payment arrangement applications have been made available to customers on the City’s website, through social media, and via an automated voice message. A memo from Charles Bauschard, Director of Public Utilities, is attached along with copies of the Executive Order and handouts from the City.

8. Consider Adopting a Resolution to Establish the Stanley White Recreation Center Advisory Committee.

The establishment of an Advisory Committee is proposed for the purpose of advising the Governing Board with respect to the Stanley White Recreation (“SWRC”) facility. The Committee will also help facilitate community engagement regarding the facility design and programs offered. It will serve as a liaison between the City and citizens and will promote alternative funding sources for enhancements to both SWRC and D.E. Henderson Park. The Committee will consist of 10 voting members, who are named in the proposed resolution, and the Committee will dissolve on the day that the newly-constructed SWRC facility is opened to the public.

9. Consider Adopting a Resolution Approving the Sale of 208 Daniels Street.

(Ward 5) This item was tabled from the May 12, 2020 meeting. As a recap, a resolution was adopted on March 10, 2020 to initiate the upset bid process after receiving an offer of \$9,500 from Jimmie Mangol. The offer was advertised, but no upset bids were received. The tax value of the half-acre lot is \$18,000, and the offer represents more than 50% of the value. The property was acquired jointly by

the City and Craven County through tax foreclosure in August 2019. A mobile home is situated on the lot and was damaged during a recent hurricane. If sold, Development Services has confirmed that the mobile home will need to be brought into compliance with the City's Land Use Ordinance. Considering its age and condition, it is not thought to be cost effective for someone to attempt to bring it into compliance. Thus, there are concerns about approving the sale of the property at this time.

10. Consider Adopting a Resolution Approving a Duke Energy Assignment and Assumption of Easement for the Trent Road Substation.

This action will provide the City an easement to operate within the Duke Energy right-of-way, adjacent to the parcel known as the Trent Road Substation. The easement will improve operational efficiencies and boundaries for both parties. A brief memo from Mr. Bauschard is attached.

11. Consider Adopting a Resolution Approving Utility Relocation Agreement R-4463A with the North Carolina Department of Transportation.

The NC Department of Transportation has requested the City relocate some of its overhead and underground electrical utilities to accommodate the construction of the NC 43 Connector from US 70 to US 17 Business. The cost to move the utilities is estimated at \$468,591, which are reimbursable. A memo from Mr. Bauschard is attached.

12. Consider Adopting a Resolution Approving a Sidewalk Easement and Agreement with the Town of Trent Woods.

Trent Woods is finalizing plans for a new sidewalk along Country Club Road. The construction will require easements for portions of the work, including an easement for the city-owned property at 105 Greenside Court. This property is the location of a sanitary sewer pump-station. The sidewalk construction will not affect any of the City's current operations nor impede future operations at this site. A memo from Jordan Hughes, City Engineer, is attached.

13. Appointment(s).

a) Joseph Cannon's term on the Appearance Commission has expired, and he is not interested in reappointment. Terms on the Appearance Commission are three years. When possible, appointees should have special training or experience in a design field, such as architecture, landscape design, horticulture, city planning, or a closely-related field. Based on the last revision of the ordinance pertaining to this Commission, appointments are now made on a rotating basis. The last appointment was made by Alderman Bengel, and this appointment should be made by Alderwoman Harris.

b) Ethel Staten has resigned from her seat on the New Bern-Craven County Library Board effective March 29, 2020. The Board is asked to make an appointment to fill the remainder of Ms. Staten's term, which expires on December 1, 2020.

- 14. Attorney's Report.**
- 15. City Manager's Report.**
- 16. New Business.**
- 17. Closed Session.**
- 18. Adjourn.**