

**CITY OF NEW BERN
BOARD OF ALDERMEN MEETING
MARCH 14, 2023 – 6:00 P.M.
CITY HALL COURTROOM
300 POLLOCK STREET**

1. Meeting opened by Mayor Odham. Prayer Coordinated by Mayor Odham. Pledge of Allegiance.
2. Roll Call.
3. Approve Agenda.
4. Request and Petition of Citizens.

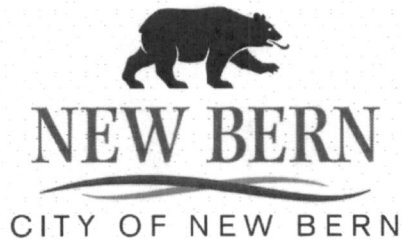
Consent Agenda

5. Consider Adopting a Resolution to Close Specific Streets for the Neuse River Bridge Run.
6. Consider Adopting a Resolution to Close Specific Streets for the Antique Car Show.
7. Consider Adopting a Resolution Calling for a Public Hearing to Rezone Tax Parcel ID 8-044-007.
8. Approve Minutes.

9. Presentation by Craven 100 Alliance.
10. Consider Adopting a Resolution Approving a Lease Agreement with State Employees Credit Union for the ATM in the Parking Lot at 302 Craven Street.
11. Consider Adopting a Budget Ordinance Amendment for Fiscal Year 2022-23.
12. Appointment(s).
13. Attorney's Report.
14. City Manager's Report.
15. New Business.
16. Closed Session.
17. Adjourn.

Aldermen

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



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

Jeffrey T. Odham

Mayor

Foster Hughes

City Manager

Brenda E. Blanco

City Clerk

Kimberly A Ostrom

Director of Finance

Memo to: Mayor and Board of Aldermen

From: Foster Hughes, City Manager

Date: March 08, 2023

Re: March 14, 2023 Agenda Explanations

1. **Meeting opened by Mayor Jeffrey T. Odham. Prayer Coordinated by Mayor Odham. Pledge of Allegiance.**
2. **Roll Call.**
3. **Approve Agenda.**
4. **Request and Petition of Citizens.**

This section of the agenda is titled Requests and Petitions of Citizens. This is an opportunity for public comment, and we thank you for coming to the Board of Aldermen meeting tonight to share your views. We value all citizen input.

Speaker comments are limited to a maximum of 4 minutes during the public comment period. At the conclusion of 4 minutes, each speaker shall leave the podium. Comments will be directed to the full board, not to an individual board member or staff member. Although the board is interested in hearing your comments, speakers should not expect any comments, action, or deliberation from the board on any issue raised during the public comment period.

In the board's discretion, it may refer issues to the appropriate city officials or staff for further investigation. If an organized group is present to speak on a common issue, please designate one person to present the group's comment, which shall be limited to a maximum of 4 minutes.

Consent Agenda

5. Consider Adopting a Resolution to Close Specific Streets for the Neuse River Bridge Run.

(Ward 1) Gary Kenefick, event organizer, has requested to close the 200 blocks of East Front and South Front Streets from 4 a.m. until 1 p.m. on April 29, 2023 for the Neuse River Bridge Run. Additionally, he has sought the use of Union Point Park on April 28, 2022 from 12 p.m. until 9 p.m. for the Super Kids Fun Run. Kari Warren, Director of Parks and Recreation, has authorized the closure of the park for the kids' event. A memo from Mrs. Warren, a copy of the event application, and maps of the route are enclosed.

6. Consider Adopting a Resolution to Close Specific Streets for the Antique Car Show.

(Ward 1) On behalf of the First Capital Chapter of the Antique Automobile Club of America, Michael Wilson has requested the 200-300 blocks of Middle Street, 300-400 blocks of Pollock Street, and the 300 block of Craven Street be closed to vehicular traffic from 4:30 a.m. until 3:30 p.m. on May 13, 2023 for an annual car show. A memo from Mrs. Warren is enclosed along with a copy of the event application and a map of the route.

7. Consider Adopting a Resolution Calling for a Public Hearing to Rezone Tax Parcel ID 8-044-007.

(Ward 2) Price and Poole 2612 Investment Property, LC has requested to rezone 6.83 +/- acres from C-4 Neighborhood District to C-3 Commercial District. The parcel, identified as Tax Parcel ID 8-044-007, is located on the east side of Lowes Boulevard at the intersection of Trent Road. The Planning and Zoning Board unanimously approved the request at its February 07, 2023 meeting. A public hearing is sought for March 28, 2023. A memo from Jessica Rhue, Director of Development Services, is attached.

8. Approve Minutes.

Draft minutes from the February 27, 2023 work session and February 28, 2023 regular meeting are provided for review and approval.

9. Presentation by Craven 100 Alliance.

As requested at the February 27, 2023 work session, Jeff Wood, Director of Craven County Economic Development, will make a presentation on behalf of Craven 100 Alliance ("C1A").

10. Consider Adopting a Resolution Approving a Lease Agreement with State Employees Credit Union for the ATM in the Parking Lot at 302 Craven Street.

(Ward 1) The State Employee's Credit Union has requested renewal of the lease agreement for the ATM currently located in the City's parking lot at 302 Craven Street. This ATM provides a needed service for those who live and work in the downtown area, as well as visitors and tourists. The 12-month lease covers the period of July 1, 2022 through June 20, 2023, at a rate of \$225.00 a month. The lease was tabled in June of 2022 to allow the City time to consider changes to the leased parking lot. The credit union has remitted regular monthly payments during this period of consideration. A memo from George Chiles, Director of Public Works, is attached.

11. Consider Adopting a Budget Ordinance Amendment for Fiscal Year 2022-23.

(Ward 1) During the repointing of City Hall, the contractor has observed the vibration from the activity is causing the glazing on the exterior windows to fail. This amendment appropriates \$60,000 from fund balance to reglaze and paint the windows. A memo from Kim Ostrom, Director of Finance, is attached.

12. Appointment(s).

13. Attorney's Report.

14. City Manager's Report.

15. New Business.

16. Closed Session.

17. Adjourn.

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

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution to close streets for the Neuse River Bridge Run.

Date of Meeting: 3/14/2023	Ward # if applicable: Ward 1
Department: Parks & Recreation	Person Submitting Item: Kari Warren Director of Parks & Recreation
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing: N/A

Explanation of Item:	The event organizer has made a request to close the 200 block of East Front Street and the 200 block of South Front Street to vehicular traffic for the Neuse River Bridge Run from 4:00 a.m. until 1:00 p.m. on Saturday, April 29, 2023 and the "SuperKids Fun Run" will take place at Union Point Park on Friday, April 28, 2023, from 12:00 p.m. until 9:00 p.m.
Actions Needed by Board:	Adopt the Resolution
Backup Attached:	Resolution – Memo – Maps – Road Closure Notification
Is item time sensitive? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Cost of Agenda Item: N/A
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes: N/A

Aldermen

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



Kari Warren, CPRP
Interim Director of Parks & Recreation

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



Date: March 3, 2023
Memo To: Mayor and Board of Aldermen
From: Kari Warren, CPRP *KW*
Director of Parks and Recreation
Re: Neuse River Bridge Run

Background Information:

The event organizer, has made a request to close the 200 block of East Front Street and the 200 block of South Front Street to vehicular traffic for the Neuse River Bridge Run from 4:00 a.m. until 1:00 p.m. on Saturday, April 29, 2023, and the "SuperKids Fun Run" will take place at Union Point Park on Friday, April 28, 2023, from 12:00 p.m. until 9:00 p.m.

This request was reviewed by the Downtown Business Council at its February 23, 2023, monthly meeting. They are supportive of the street closure. An email from Danny Batten stating this is included in the back-up information.

Recommendation:

The Parks and Recreation Department recommends approval and request the Board adopt a Resolution approving the request.

If you have any questions concerning this matter, please call.

1307 Country Club Rd
New Bern, NC 28562
Office 252 639-2901
Fax 252 636-4138

RESOLUTION

THAT WHEREAS, the event organizer has requested Union Point Park be closed to vehicular traffic on Friday, April 28, 2023, from 12:00 p.m. until 9:00 p.m. for the Neuse River Bridge "SuperKids Fun Run", and the Director of Parks and Recreation has approved this request; and

WHEREAS, the organizer also requested the closure of the 200 block of East Front Street and the 200 block of South Front Street from 4:00 a.m. until 1:00 p.m. on Saturday, April 29, 2023, for the Neuse River Bridge Run; and

WHEREAS, the Director of Parks and Recreation of the City of New Bern recommends the streets be closed as requested.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN:

That the 200 block of East Front Street and the 200 block of South Front Street be closed on Saturday, April 29, 2032, from 4:00 a.m. until 1:00 p.m. for the Neuse River Bridge Run.

ADOPTED THIS 14th DAY OF MARCH 2023.

JEFFREY T. ODHAM, MAYOR

BRENDA E. BLANCO, CITY CLERK

RECEIVED

JAN 19 2023

BY: ND

Friday, April 28

Sat. April 29

CITY OF NEW BERN**APPLICATION FOR PUBLIC ASSEMBLY, PARADE & SPECIAL EVENTS IN CITY PARKS**

This application is hereby made for a permit to hold a Public Assembly and/or Parade as described in the City of New Bern Code of Ordinances (Sec. 66-85; 66-86; and 66-87) – Public Assemblies and Parades. This application along with attachments must be presented at least 60 days prior to the event date.

Festival – A concert, fair, festival, exhibit, athletic event, promotion, community event, block party, or similar event.

Parade – A march, ceremony, pageant, procession or other similar activities consisting of persons, animals, vehicles or things, or any combination thereof, that disrupts the normal flow of traffic upon any public street.

Public Assembly – A festival or demonstration which is reasonably anticipated to obstruct the normal flow of traffic upon any public street and that is collected together in one place; or a festival in any city-controlled park.

Name of Event/Activity: Neuse River Bridge RunOrganization Name: Neuse River bridge RunResponsible Contact: Gary KenefickAddress: 1879 Brices Creek RoadCity: New BernState: NCZip code: 28562Phone: 252-617-8705

Alternate Phone: _____

Email: CTKid1948@yahoo.com

Type of Event:

☐ Demonstration☒ Festival☐ ParadeDate of Event: April 28-29, 2023Proposed Rain Date: n/aEvent Set up time: 4/28 noon, 4/29 4 a.m.Event Tear Down Completed Time: 4/8 9 p.m. 4/29 1 p.m. 4/6Event Start Time: 4/28 4 p.m. 4/29 7 a.m.Event End Time: 4/28 9 pm 4/29 1 pm

What is the specific location and/or route of the proposed event? (Attach additional information if needed)

Route Maps are provided

Note: A detailed map of the proposed route as well as a specific list of streets is required. The specific location of the Public Assembly must include the aerial overview with location marked. **Festivals/Events require detailed aerial map with complete layout.**

What is the purpose of this event? Please be detailed in your description - (Attach additional information if needed)

The Neuse River Bridge Run is a fund raising event which raises revenue for six non-profit organizations in our communities

Estimated attendance: 500Attendance not to exceed: 800

*Note: If more than 1,000 in attendance is expected 1) **Proof of Crowd Manager Training Certification is required.** Training is available at the following link: http://www.newbernnc.gov/departments/fire_department/crowd_manager_training.php 2) **Public Safety Plan is required.** Information must be submitted with application. For additional info, please contact the Fire Marshall at 252-639-2931.

Tents # _____ Sizes _____ Provide additional info as needed (Note: Tents 700 sq. ft. or bigger must be inspected by Fire Marshall.)

How will you handle trash generated from the event?

We are requesting # _____ trash cans.

☐ We will provide our own bags & dispose of any trash generated ourselves.

☒ We request that City Staff dispose of all trash generated. We understand additional fees will be charged for this service, including the cost of labor, and materials (bags, etc.) used.

Start x 4pm/9pm Kid Run - 12pm - 9pm - Friday 4/28

4/29 Sat.

4am - 1pm

Setup x

Start x
5K - 8:15a
10K - 7:30a
1/2M. - 7:00a

4/28

street closing

city sponsor

Are you requesting any City of New Bern Street Closures?

☒ Yes*

☐ No

*Any street closures require approval of the Board of Aldermen. Street closures must be received **at least 60 days in advance** for consideration. Street closures require barricades. A fee of **\$5.00 per barricade** must be paid 48 business hours prior to the event.

***What Street(s) are you requesting to close? Be specific:** East Front Street, South Front Street

Are you requesting any State Road or Bridge closures?

☒ Yes*

☐ No

*If yes, a 90 day notice and application is required by the NCDOT for in order to consider state roads or bridges. For additional information, please call NCDOT Office at **252-439-2816**. The State Road/Bridge Closure permit must be attached to this application.

If this event includes the use of floats, vehicles, placards, loud speakers, or mechanical devices of any type, please provide a detailed explanation of their use, purpose and number. NCDOT Form is being submitted

Will Inflatables or other Play features be part of this event?

☐ Yes

☒ No (Additional insurance may be required)

Will Food Vendors or Commercial/Non-Profit vendors be part of this event?

☐ Yes

☒ No

(If you answered YES, Additional Fees apply. A detailed list of all vendors is required.)

The following items are required and must be attached at the time of Application:

☒ A detailed map – including the location, route with beginning and ending point and street names included.

☐ Petition of Signatures – of business/residents affected – If roads are closed.

The following items are required within two (2) business days of the event or event shall be cancelled:

☒ Certificate of Insurance – Listing the City of New Bern, PO Box 1129, New Bern, NC as "Additional Insured".

☐ List of all food/commercial/non-profit vendors.

☐ Payment in full of applicable fees and charges.

I attest that I am authorized on behalf of this group/organization to request the permit for the activities prescribed herein. I understand that this application must be submitted with full details and attachments. I understand that additional fees and charges may be incurred. Those charges include set-up tear down time for staff, rental of barricades, Public Safety, Trash collection, damages, etc. I further understand that failure to provide the requested information within the specified timelines shall result in application being denied. I agree to indemnify and hold harmless the City of New Bern, its departments, agents, employees, officials and volunteers for any injury, illness or damage to person or property during this activity.

The following items must be submitted with Application:

- ☐ Completed & Signed Application
- ☐ Detailed maps of parade route and/or festival layout
- ☐ Petition of signatures (if road closure is requested)
- ☐ Proof of Crowd Manager training & Public Safety Plan (if attendance is 1,000 or more)

Authorized Signature

Date

1/19/2023

All documents have been provided and this application is recommended for approval

Administrative Support Supervisor

Date

This application has been approved.

Hari Warren

Director of Parks & Recreation

Date

3-2-2023

Total Anticipated Charges

Barricades: # _____

\$ _____

Trash Collection:

\$ _____

City Staff:

\$ _____

Vendor Fees

\$ _____

Park/Facility Rental:

\$ _____

Total Due:

\$ 0

☒ Have HOA's been notified? ☒ Yes ☐ No

☒ Approved by Department

☒ Submitted for Board Approval

☐ All Paperwork collected

☒ All fees collected \$ N/A

Date: 3-2-2023

Date: 3-2-2023

Date: _____

Date: _____

Spoke with: Danny Batten

Staff Initials: KW

Staff Initials: KW

Staff Initials: _____

Staff Initials: _____

City Sponsored Event

☒ Yes ☐ No

Updated 6-3-2019

ROAD CLOSURE NOTIFICATION

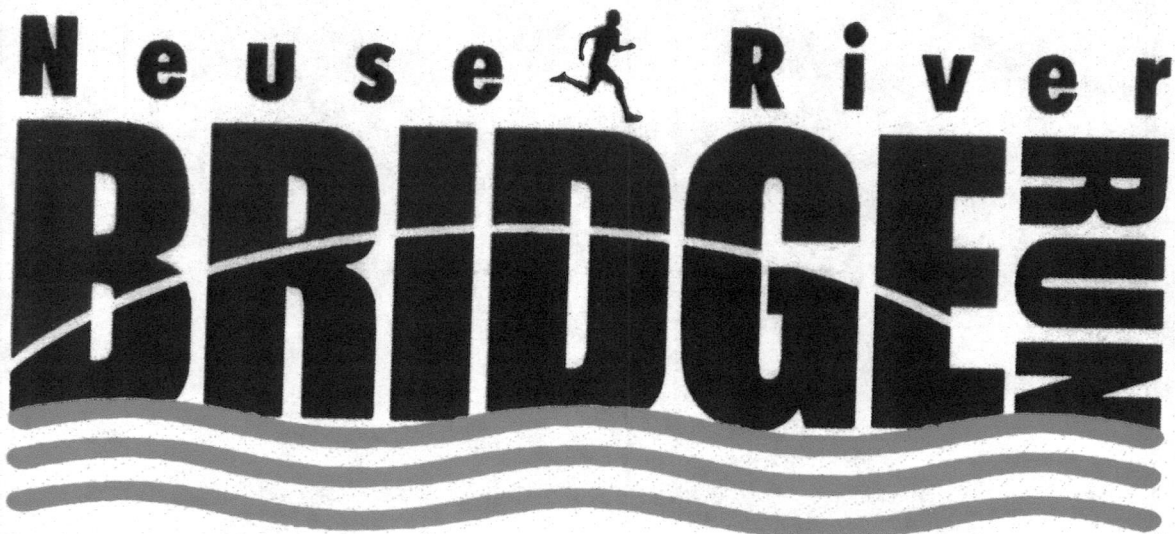
On April 28, 2023 The Neuse River Bridge Run will be held for its sixteenth year. Part of the course is run through New Bern on South and East Front Streets. The 200 block of East Front Street and the 200 block of South Front Street will be closed to motor vehicle traffic from 4:00 a.m. until 1:00 p.m. Barriers at each street intersecting the 200 block of East Front Street and the 200 block of East Front Street will be in place. The New Bern Police Department will be redirecting all traffic away from the course route. As such, only emergency vehicle traffic will be allowed to travel on the 200 blocks of East and South Front Streets during those times. If you need to use your vehicle please consider moving it to an adjacent street.

The Neuse River Bridge Run is an event that raises revenue for a variety of local non-profit organizations that provide support, services and advocacy for our neighbors who need help. This is especially needed after Hurricane Florence as some people are still recovering from that storm.

We apologize for any inconvenience these street closures may cause you. We appreciate your support. If you have any questions please contact the Neuse River bridge Run committee at NeuseRiverBridgeRun@gmail.com.

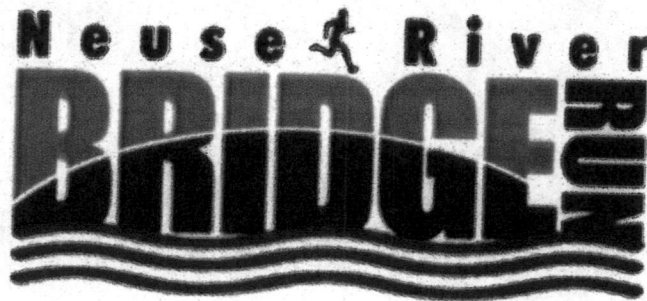
Kind regards,

The Neuse River Bridge Run Committee



<http://www.bridgerun.org>

Neuse River Bridge Run (FB)



2023 SAFETY PLAN

Gary Kenefick
Race Director, Neuse River Bridge Run
P.O. Box 234
New Bern NC 28563
252-617-8705
CTKid1948@yahoo.com

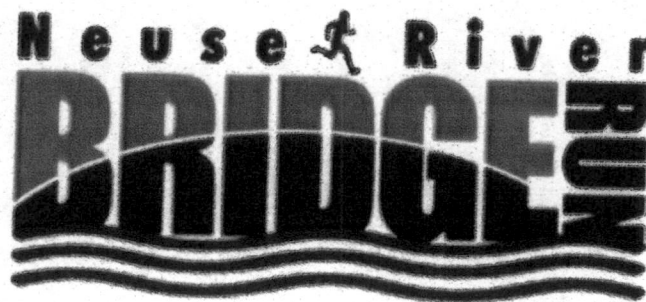


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Page 3 – Key Contacts

Attachments: Routes for 5K, 10K and Half Marathon Races



SAFETY PLAN SUPPORT AND DETAILS

MEDICAL SERVICES:

Carolina East Emergency Medical Services will have an ambulance and certified Emergency Medical Technicians on-site stationed at the start and finish line;

New Bern Police Department will have police personnel stationed at start and finish line, intersections and vehicle and bicycle personnel traveling with runners on the routes

Craven Community College Student Nursing Association will be providing First Aid at the finish line. To include treatment for cuts, scrapes, cramping muscles, etc. They will help with water distribution, and have ice, bandages, wraps, and a covered tent for anyone who needs to sit and be attended to. They will have two registered nurses (instructors) with them and will alert 911 / paramedics if they see anyone in distress.

SAFETY MEASURES:

All highways, on and off ramps, roads and intersections and drawbridge will be closed during the running of the Neuse River Bridge Run.

All running lanes will be marked and routes identified with orange traffic cones which direct runners

Runners will be directed by Volunteers, along with police personnel, at intersections and turns on the route

Water stations – 3 water stations will be located on the 5K route; 4 water stations will be located on the 10K route; 6 water stations will be located on the half marathon route

KEY CONTACTS:

Sergeant Monico Jermal Hargett
New Bern Police Department
252-672-4291
hargettm@newbernnc.gov

Captain Marisa Dellinges, NCEMT – Paramedic
Outreach Coordinator
Carolina East Emergency Medical Services
252-633-8191
mdellinges@carolinaeasthealth.com

Mr. Steve Hamilton
Division Traffic Engineer
NC Department of Transportation
252-439-2816
SHamilton@NCDOT.gov

Mr. Hal R. Pitts
Chief, 5th Coast Guard Division
757-398-6222
Hal.R.Pitts@USCG.mil

Ms. Veronica Mattocks
New Bern Parks and Recreation (includes New Bern DPW)
252-639-2904
MattocksV@NewBern-NC.org

Gary Kenefick
Neuse River Bridge Run Race Director
252-617-8705
CTKid1948@yahoo.com

2023
NEUSE RIVER BRIDGE RUN

5K Run / Walk

Saturday, April 29, 2022
Start Time: 8:15 AM

W = WATER STOP



Neuse River
BRIDGE RUN

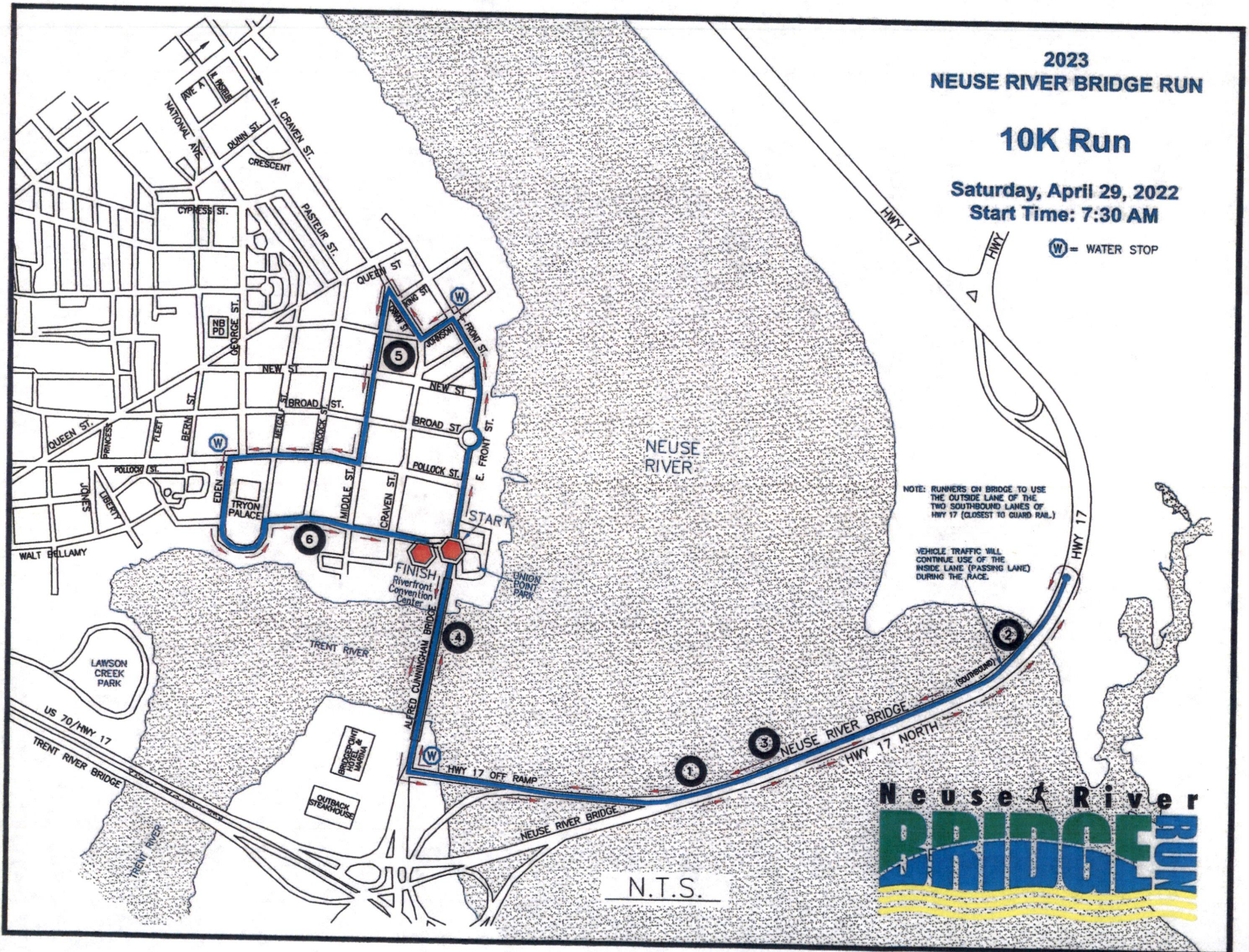
N.T.S.

2023
NEUSE RIVER BRIDGE RUN

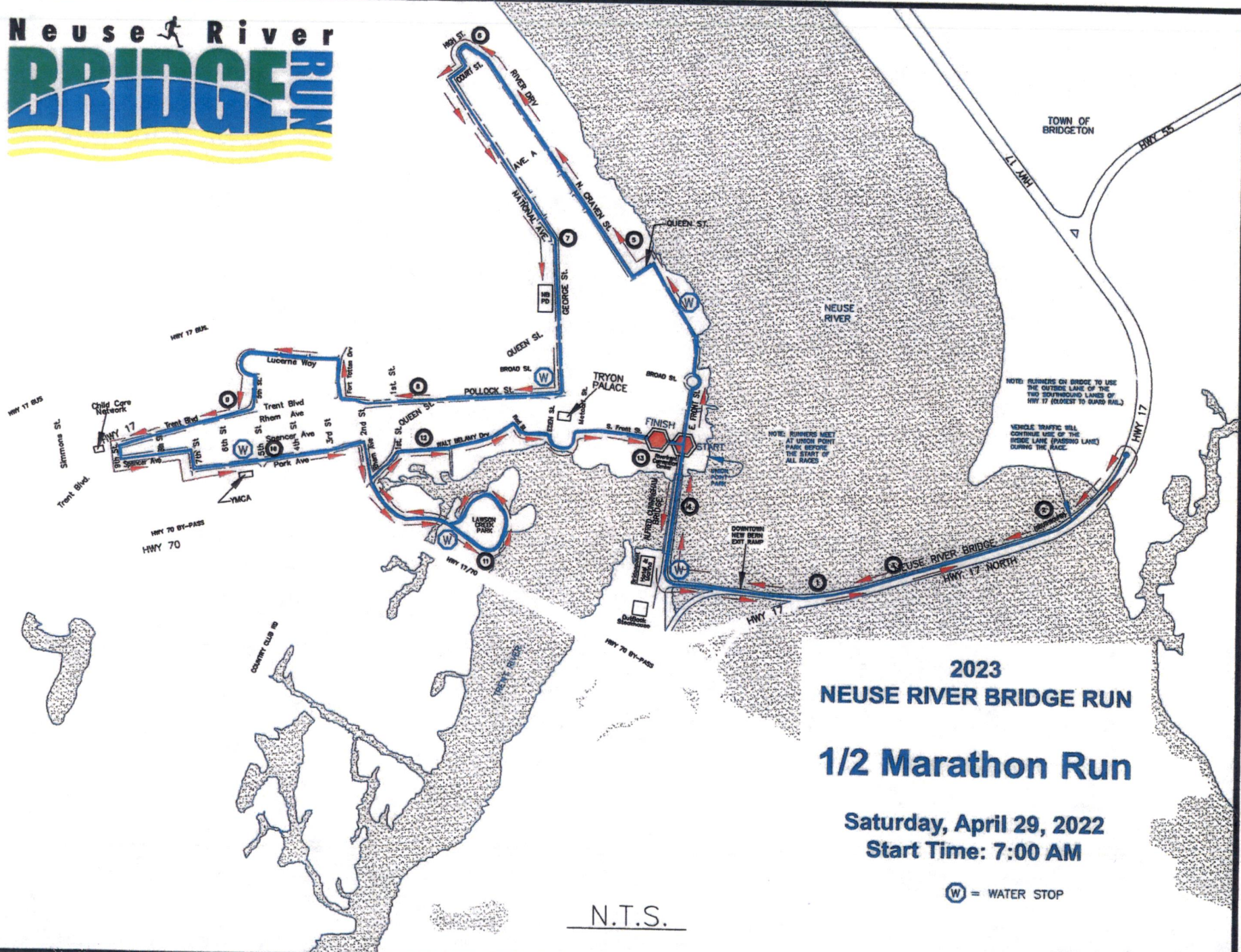
10K Run

Saturday, April 29, 2022
Start Time: 7:30 AM

(W) = WATER STOP



Neuse River BRIDGE RUN



Veronica Mattocks

From: gary kenefick <ctkid1948@yahoo.com>
Sent: Thursday, March 2, 2023 6:07 PM
To: Veronica Mattocks
Subject: Re: Neuse River Bridge Run Route Maps

Miss Veronica,

I'm waiting for our insurance binder so I can send it to them (and you), which is the only delay. They are aware and have reserved the dates but have not made the commitment until they see the insurance binder, which includes them being covered.

I've asked the insurance provider to send the binder to me, which I hope to receive in a day or so. I'll send it to you as well.

Have a wonderful evening.

Gary



Sent from Yahoo Mail. [Get the app](#)

On Thursday, March 2, 2023 at 05:06:23 PM EST, Veronica Mattocks <mattocksv@newbernnc.gov> wrote:

Mr. Gary

Do you have any back-up from DOT as it relates to the bridge closure?

From: gary kenefick <ctkid1948@yahoo.com>
Sent: Thursday, March 2, 2023 1:32 PM
To: Veronica Mattocks <mattocksv@newbernnc.gov>
Subject: Re: Neuse River Bridge Run Route Maps

Miss Veronica,

Let's try this again - route maps reduced.

Gary

Sent from Yahoo Mail. [Get the app](#)

On Thursday, March 2, 2023 at 01:09:27 PM EST, Veronica Mattocks <mattocksv@newbernnc.gov> wrote:

Mr. Gary

The maps image are too large, I can print them however, it is only printing 75% of the image.

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution to close streets for First Capital Antique Automobile Club of America Car Show.

Date of Meeting: 3/14/2023	Ward # if applicable: Ward 1
Department: Parks & Recreation	Person Submitting Item: Kari Warren, Director of Parks & Recreation
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing: N/A

Explanation of Item:	First Capital Antique Automobile Club of America has made a request to close the 200-300 blocks of Middle Street, the 300-400 blocks of Pollock Street, and the 300 block of Craven Street to vehicular traffic for the First Capital Antique Automobile Club of America Car Show on May 13, 2023, from 4:30 a.m. until 3:30 p.m.
Actions Needed by Board:	Adopt the Resolution
Backup Attached:	Resolution – Memo – Application – Map – Downtown Merchant's Letter
Is item time sensitive? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Cost of Agenda Item: N/A
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes:

Aldermen

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



Kari Warren, CPRP
Director of Parks & Recreation

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



Date: March 3, 2023

Memo To: Mayor and Board of Aldermen

From: Kari Warren, CPRP
Director of Parks and Recreation

Re: First Capital Antique Automobile Club of America Car Show.

Background Information:

First Capital Antique Automobile Club of America has made a request to close the 200-300 blocks of Middle Street, the 300-400 blocks of Pollock Street, and the 300 block of Craven Street to vehicular traffic for the First Capital Antique Automobile Club of America Car Show on May 13, 2023, from 4:30 a.m. until 3:30 p.m. If the car show is cancelled due to inclement weather, it will not be rescheduled per the event organizer.

This request was reviewed by the Downtown Business Council at its February 23, 2023, monthly meeting. They are supportive of the street closure. An email from Danny Batten stating this is included in the back-up information.

Recommendation:

The Parks and Recreation Department recommends approval and request the Board adopt a Resolution approving the request.

If you have any questions concerning this matter, please let me know.

1307 Country Club Rd
New Bern, NC 28562
Office 252 639-2901
Fax 252 636-4138

RESOLUTION

THAT WHEREAS, First Capital Antique Automobile Club of America has scheduled its annual car show and requested that the 200-300 blocks of Middle Street, the 300-400 blocks of Pollock Street, and the 300 block of Craven Street be closed to vehicular traffic from 4:30 a.m. until 3:30 p.m. on Saturday, May 13, 2023; and

WHEREAS, the Director of Parks and Recreation of the City of New Bern recommends the streets be closed as requested.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN:

That the 200-300 blocks of Middle Street, the 300-400 blocks of Pollock Street, and the 300 block of Craven Street be closed to vehicular traffic from 4:30 a.m. until 3:30 p.m. on May 13, 2023, for the First Capital Antique Automobile Club of America annual Car Show.

ADOPTED THIS 14TH DAY OF MARCH 2023.

JEFFREY T. ODHAM, MAYOR

BRENDA E. BLANCO, CITY CLERK

RECEIVED

DEC 08 2022

BY: NP**APPLICATION FOR PUBLIC ASSEMBLY, PARADE & SPECIAL EVENTS IN CITY PARKS**

This application is hereby made for a permit to hold a Public Assembly and/or Parade as described in the City of New Bern Code of Ordinances (Sec. 66-85; 66-86; and 66-87) – Public Assemblies and Parades. This application along with attachments must be presented at least **60 days prior** to the event date.

Festival – A concert, fair, festival, exhibit, athletic event, promotion, community event, block party, or similar event.

Parade – A march, ceremony, pageant, procession or other similar activities consisting of persons, animals, vehicles or things, or any combination thereof, that disrupts the normal flow of traffic upon any public street.

Public Assembly – A festival or demonstration which is reasonably anticipated to obstruct the normal flow of traffic upon any public street and that is collected together in one place; or a festival in any city-controlled park.

Name of Event/Activity: ANTIQUE CAR SHOWOrganization Name: 1st CAPITAL CHAPTER AACAResponsible Contact: MICHAEL WILSONAddress: 3907 SIENNA TRAILCity: NEW BERN State: NC Zip code: 28562Phone: 252-571-5635 Alternate Phone: 252-631-3145Email: MIKEWILSON1940@MSN.COMStreet
closure

Type of Event:

☐ Demonstration☐ Festival☐ ParadeDate of Event: 5/13/2023Proposed Rain Date: - 0 -Event Set up time: 4:30 AEvent Tear Down Completed Time: 3:30 PEvent Start Time: 10:00 AEvent End Time: 3:00 P

What is the specific location and/or route of the proposed event? (Attach additional information if needed)

POLLOCK, MIDDLE, CRAVEN STREETS

Note: A detailed map of the proposed route as well as a specific list of streets is required. The specific location of the Public Assembly must include the aerial overview with location marked. **Festivals/Events require detailed aerial map with complete layout.**

What is the purpose of this event? Please be detailed in your description - (Attach additional information if needed)

ANTIQUE/CLASSIC CAR SHOWEstimated attendance: 300; Attendance not to exceed: 500

*Note: If more than 1,000 in attendance is expected 1) **Proof of Crowd Manager Training Certification is required. Training is available at the following link:** http://www.newbernnc.gov/departments/fire_department/crowd_manager_training.php 2) **Public Safety Plan is required. Information must be submitted with application.** For additional info, please contact the Fire Marshall at 252-639-2931.

Tents # — Sizes — Provide additional info as needed (Note: Tents 700 sq. ft. or bigger must be inspected by Fire Marshall.)

How will you handle trash generated from the event?

We are requesting # — trash cans.☒ We will provide our own bags & dispose of any trash generated ourselves.☐ We request that City Staff dispose of all trash generated. We understand additional fees will be charged for this service, including the cost of labor, and materials (bags, etc.) used.

Are you requesting any City of New Bern Street Closures?

☒ Yes*

☐ No

*Any street closures require approval of the Board of Aldermen. Street closures must be received **at least 60 days in advance** for consideration. Street closures require barricades. A fee of **\$5.00 per barricade** must be paid 48 business hours prior to the event.

*What Street(s) are you requesting to close? Be specific:

POLLOCK FROM LANCOCK TO CRAVEN
MIDDLE FROM BROAD TO S FRONT ST
CRAVEN FROM POLLOCK TO BROAD

Are you requesting any State Road or Bridge closures?

☐ Yes*

☒ No

*If yes, a 90 day notice and application is required by the NCDOT for in order to consider state roads or bridges. For additional information, please call NCDOT Office at **252-439-2816**. The State Road/Bridge Closure permit must be attached to this application.

If this event includes the use of floats, vehicles, placards, loud speakers, or mechanical devices of any type, please provide a detailed explanation of their use, purpose and number.

Will Inflatables or other Play features be part of this event?

☐ Yes

☒ No (Additional insurance may be required)

Will Food Vendors or Commercial/Non-Profit vendors be part of this event?

☐ Yes

☒ No

(If you answered YES, Additional Fees apply. A detailed list of all vendors is required.)

The following items are required and must be attached at the time of Application:

- ☐ A detailed map – including the location, route with beginning and ending point and street names included.
- ☐ Petition of Signatures – of business/residents affected – If roads are closed.

The following items are required within **two (2) business days of the event or event shall be cancelled**:

- ☐ Certificate of Insurance – Listing the City of New Bern, PO Box 1129, New Bern, NC as "Additional Insured".
- ☐ List of all food/commercial/non-profit vendors.
- ☐ Payment in full of applicable fees and charges.

I attest that I am authorized on behalf of this group/organization to request the permit for the activities prescribed herein. I understand that this application must be submitted with full details and attachments. I understand that additional fees and charges may be incurred. Those charges include set-up tear down time for staff, rental of barricades, Public Safety, Trash collection, damages, etc. I further understand that failure to provide the requested information within the specified timelines shall result in application being denied. I agree to indemnify and hold harmless the City of New Bern, its departments, agents, employees, officials and volunteers for any injury, illness or damage to person or property during this activity.

The following items must be submitted with Application:

- ☐ Completed & Signed Application
- ☐ Detailed maps of parade route and/or festival layout
- ☐ Petition of signatures (if road closure is requested)
- ☐ Proof of Crowd Manager training & Public Safety Plan (if attendance is 1,000 or more)

Nellechael Wilson
Authorized Signature

11-7-2022
Date

All documents have been provided and this application is recommended for approval

Administrative Support Supervisor

Date

This application has been approved.

Hari Warren
Director of Parks & Recreation

3-2-2023
Date

Total Anticipated Charges

Barricades: # _____
\$ _____

Trash Collection: \$ _____

City Staff: # _____
\$ _____

Vendor Fees # _____
\$ _____

Park/Facility Rental: \$ _____

Total Due: \$ 0

- ☒ Have HOA's been notified? ☒ Yes ☐ No
- ☒ Approved by Department
- ☒ Submitted for Board Approval
- ☐ All Paperwork collected
- ☐ All fees collected \$ _____

Spoke with: Danny Batten
Date: 3-2-23
Date: 3-3-23
Date: _____
Date: _____

Staff Initials: KW
Staff Initials: KW
Staff Initials: _____
Staff Initials: _____

City Sponsored Event

☒ Yes ☐ No

Updated 6-3-2019



Veronica Mattocks

From: Kari Greene-Warren
Sent: Wednesday, March 1, 2023 10:02 AM
To: Veronica Mattocks
Subject: Fwd: Street Closure Approval for Events

Please move forward with getting these two closures completed.

Get [Outlook for iOS](#)

From: Kari Greene-Warren
Sent: Wednesday, March 1, 2023 7:32:12 AM
To: Danny Batten <dannyb@surfwindandfire.com>
Subject: RE: Street Closure Approval for Events

Thank you. I will move forward with the closures.

Kari A. Warren, CPRP, LRT
Director of Parks & Recreation
Office: 252.639.2902
Email: warrenk@newbernnc.gov



From: Danny Batten <dannyb@surfwindandfire.com>
Sent: Tuesday, February 28, 2023 8:28 PM
To: Kari Greene-Warren <Greene-WarrenK@newbernnc.gov>
Subject: Re: Street Closure Approval for Events

Kari,
Yes, both organizations have contacted me and we discussed both events at the Downtown Business Council meeting. These events have taken place in downtown for many years and are strongly supported by the community. I will send a letter to the city manager.

Danny

On Feb 28, 2023, at 4:34 PM, Kari Greene-Warren <Greene-WarrenK@newbernnc.gov> wrote:

Hey Danny,

I hope you are doing well. I am working on two street closure request and I wanted to inquire if the organizers have reached out to the Downtown Business Council to seek written approval?

- Neuse River Bridge Run on April 28-29 – Gary Kenefick
- Antique Car Show on May 13th – Mike Wilson

Thanks,

Kari A. Warren, CPRP, LRT
Director of Parks & Recreation
Office: 252.639.2902
Email: warrenk@newbernnc.gov

<image001.png><image002.png>

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

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AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution Calling for a Public Hearing to Rezone Tax Parcel ID 8-044-007.

Date of Meeting: 3/14/2023	Ward # if applicable: Ward 2
Department: Development Services	Person Submitting Item: Jessica Rhue, Director of Development Services
Call for Public Hearing: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Date of Public Hearing: 3/28/2023

Explanation of Item:	Property owner Price and Poole 2612 Investment Property, LLC is requesting consideration to rezone Tax Parcel ID 8-044-007, totaling 6.83 +/- acres from C-4 to C-3.
Actions Needed by Board:	Adopt Resolution
Backup Attached:	Memo, Resolution, Map
Is item time sensitive? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Cost of Agenda Item:
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes:



MEMORANDUM

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

FROM: Jessica Rhue, Director Development Services

DATE: March 2, 2023

SUBJECT: Consider Adopting a Resolution Calling for a Public Hearing to Rezone Tax Parcel ID 8-044-007.

Price and Poole 2612 Investment Property, LLC. is requesting consideration of a zoning map amendment to rezone 6.83 +/- acres, known as Tax Parcel 8-044-007 from Neighborhood Business (C-4) to Commercial (C-3). The parcel is located on the east side of Lowes Boulevard at its intersection with Trent Road.

The property has road frontage on both Lowes Boulevard and Trent Road. Additionally, there are several commercial structures located on site. There is a mix of single-family and multi-family dwellings, commercial development, and a school within half a mile of the site.

The Planning and Zoning Board unanimously approved this application at their February 7, 2023, meeting and recommend approval of the request.

Please contact Jessica Rhue at 639-7587 should you have questions or need additional information.

RESOLUTION

WHEREAS, the Board of Aldermen of the City of New Bern desires to call for a public hearing to receive public comments on a request to rezone one parcel, totaling 6.83 +/- acres, from C-4 Neighborhood Business to C-3 Commercial District. The property is further identified as Craven County Parcel Identification Number 8-044-007.

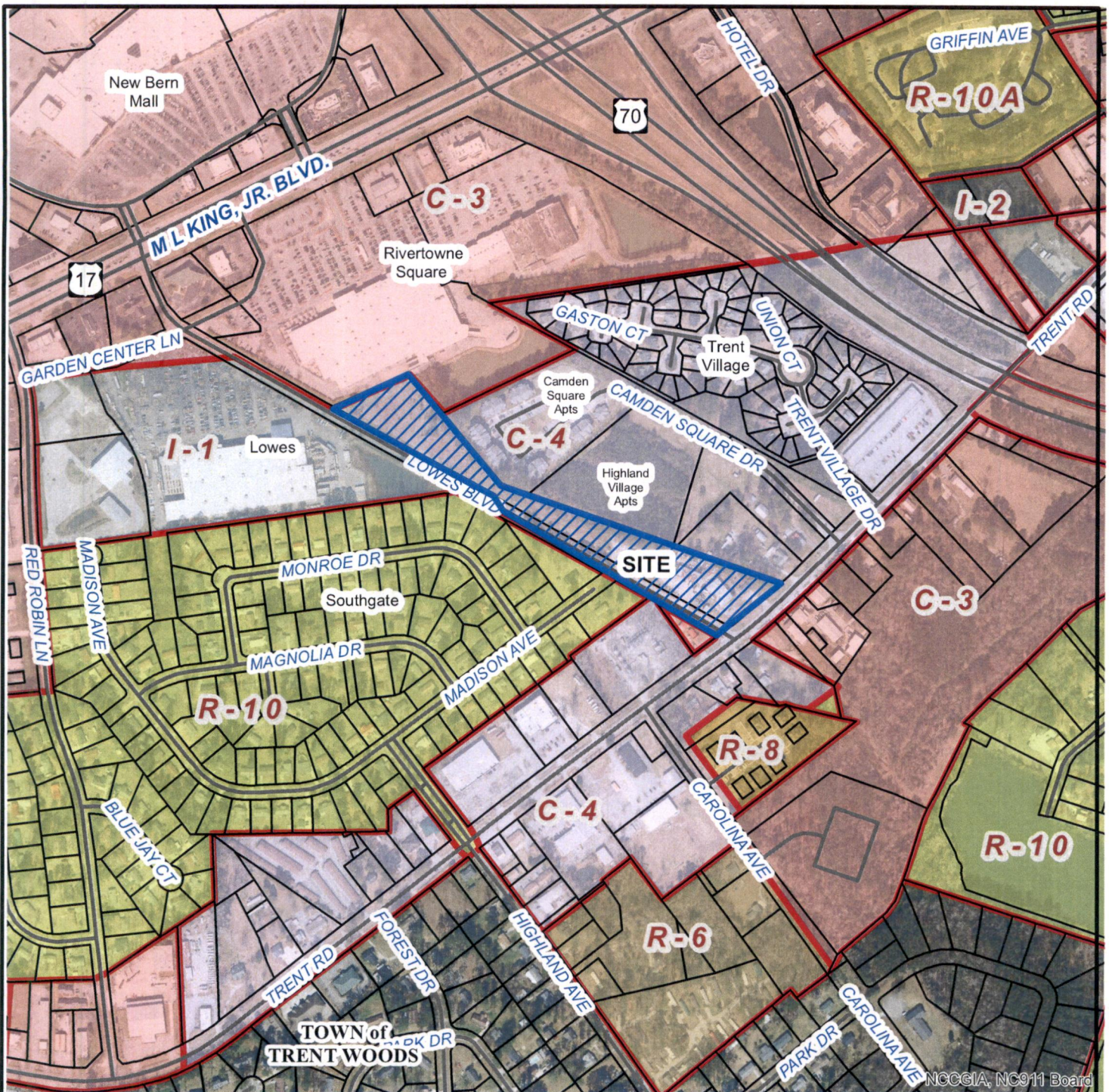
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN:

That a public hearing will be conducted by the Board of Aldermen of the City of New Bern at 6:00 p.m. on Tuesday, March 28, 2023 in the in the City Hall Courtroom, or as soon thereafter as the matter may be reached, in order that all interested parties may be given an opportunity to be heard on a request to rezone one parcel, totaling 6.83 +/- acres, from C-4 Neighborhood Business to C-3 Commercial District. The property is further identified as Craven County Parcel Identification Numbers 8-044-007.

ADOPTED THIS THE 14th DAY OF MARCH 2023.

JEFFREY T. ODHAM, MAYOR

BRENDA E. BLANCO, CITY CLERK



REZONING CASE: 1300 Lowes Blvd. - Approx. 6.83 Acres: PID: 8-044 - 007

LOCATION: Northeast side of Lowes Blvd. and Trent Rd.



Existing Zone: C-4
Proposed Zone: C-3

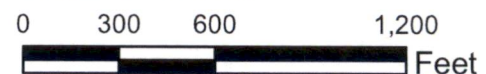


Zoning Boundaries

Imagery Early 2020

N CITY of NEW BERN
Development
Services

Scale: 1 = 600 ft



AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider adopting resolution approving lease agreement with State Employee's Credit Union for ATM in parking lot located at 302 Craven Street (parcel# 8-002-A-220) and owned by the City of New Bern.

Date of Meeting: 3/14/2023	Ward # if applicable: 1
Department: Public Works	Person Submitting Item: George Chiles, Director of Public Works
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing: N/A

Explanation of Item:	Consider adopting resolution approving lease agreement with State Employee's Credit Union for ATM in parking lot located at 302 Craven Street (parcel# 8-002-A-220) and owned by the City of New Bern.
Actions Needed by Board:	Approve resolution.
Backup Attached:	Memo, Resolution, Lease Agreement, SECU Letter of Request, and Map.
Is item time sensitive? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Cost of Agenda Item: N/A
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes:



Public Works Department
P.O. Box 1129, 1004 S. Glenburnie Road
New Bern, N.C. 28563-1129
Phone: (252) 639-7501
Fax: (252) 636-1848

March 8, 2023

Memo to: Mayor and Board of Aldermen

From: George Chiles, Director of Public Works

Re: Consider adopting resolution approving lease agreement with State Employees' Credit Union for ATM located in City of New Bern parking lot at 302 Craven Street (parcel# 8-002-A-220).

Background Information:

The State Employees' Credit Union, a North Carolina non-profit corporation, has requested a renewal of lease agreement between the State Employee's Credit Union and City of New Bern for the ATM that is currently located in City of New Bern parking lot at 302 Craven Street (parcel# 8-002-A-220). The proposed lease agreement would be renewed for a period of twelve (12) months (1 year) effective July 1, 2022, for a sum of \$225.00 per month.

This lease renewal was tabled to allow for consideration of changes to the leased parking in City-owned parking lot at 302 Craven Street.

The State Employees' Credit Union has acted in good faith of the prior lease agreement terms and continues to submit the agreed lease payment of \$225.00 per month.

Recommendation:

It is recommended that the Board of Aldermen consider approving the attached lease agreement.

Enclosures

RESOLUTION

BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN:

That the Lease Agreement dated March 14, 2023, by and between the City of New Bern and State Employees Credit Union, a copy of which is attached hereto and incorporated herein by reference, be and the same is hereby approved, and the Mayor and City Clerk are hereby authorized and directed to execute the same in duplicate for and on behalf of the City.

ADOPTED THIS 14TH DAY OF MARCH 2023.

JEFFREY T. ODHAM, MAYOR

BRENDA E. BLANCO, CITY CLERK

STATE OF NORTH CAROLINA

COUNTY OF CRAVEN

LEASE AGREEMENT

THIS LEASE AGREEMENT is made and entered into this 14th day of March, 2023, by and between the CITY OF NEW BERN ("Lessor"), a North Carolina municipal corporation, and STATE EMPLOYEES' CREDIT UNION ("Lessee"), a North Carolina non-profit corporation.

WITNESSETH:

THAT WHEREAS, the Lessor owns the real property located at 302 Craven Street in City of New Bern, said parcel being identified by Craven County Tax Parcel Number 8-002-A-220 ("Subject Property"); and

WHEREAS, Lessee is a North Carolina non-profit corporation which was chartered for the express purpose of operating a credit union; and

WHEREAS, the Lessor has agreed that the Lessee may lease a portion of the Subject Property for the operation of an automated teller machine, subject to the terms and conditions established herein, said portion being more specifically described in Exhibit A (the "Premises"); and

WHEREAS, the Lessor's Board of Aldermen has determined that the Premises will not be needed by the Lessor for the term of the lease; and

WHEREAS, the parties have agreed upon the terms of a one (1) year lease, and wish to reduce their agreement to writing.

NOW, THEREFORE, subject to the terms and conditions hereinafter set forth, said Lessor does hereby let and lease unto said Lessee, and said Lessee does hereby accept as tenant of said Lessor, the Premises.

TO HAVE AND TO HOLD said Premises, together with all privileges and appurtenances thereunto belonging to it, the said Lessee, its successors and assigns, for the term and upon the conditions hereinafter set forth:

1. The term of this Lease shall be for a period of twelve (12) months commencing at 12:01 a.m. on July 1, 2022, and terminating at midnight on June 30, 2023.

2. During the term of this Lease, the Lessee shall be responsible for maintaining the Premises and all fixtures located thereon so that the Lessor will have no obligation whatsoever with respect to the maintenance or repair of the leased Premises during the term of this Lease; provided, however, that Lessor shall be responsible for maintaining the parking lot surrounding the Premises and ensuring that the ATM is

reasonably accessible. Prior to commencing any repairs to the exterior of the Premises (not to include the ATM), the Lessee shall receive the Lessor's written authorization to proceed with such repairs. All repairs to the exterior of the Premises initiated by the Lessee shall be completed to the Lessor's reasonable satisfaction. At the expiration of the term of this Lease Agreement, Lessee shall be responsible for removing all fixtures from the Premises and restoring the Premises to a condition consistent with the parking lot located on the Subject Property.

3. During the term of this Lease Agreement, Lessee shall maintain comprehensive general liability insurance on an occurrence basis with maximum limits of liability in the amount of Three Hundred Thousand Dollars (\$300,000.00) for property damage, bodily injury, personal injury or death to anyone person; Lessee shall also maintain excess liability coverage with a per occurrence limit of One Million Dollars (\$1,000,000.00); and Lessee shall keep the kiosk structure on the Premises together with the equipment in said building insured against loss or damage by fire or other casualties.

4. If the Premises are wholly or partially destroyed by fire or other casualty, rental shall abate in proportion to the loss of use thereof, and Lessee shall, at its own expense, promptly restore the Premises to substantially the same condition as existed before damage or destruction, whereupon full rental shall resume.

5. As rental for the Premises, Lessee shall pay to Lessor, at the address noted below, and without notice or demand therefore, the sum of Two Hundred Twenty-five Dollars (\$225.00) per month during the term of the lease, payable monthly in advance on the first day of each calendar month. Rental payments shall be made to City of New Bern, P.O. Box 1129, New Bern, NC 28563.

6. The Lessee agrees to utilize the Premises exclusively for the operation of an automated teller machine, and in connection thereto, shall comply with all laws, ordinances, orders, or regulations of any lawful authority having jurisdiction over the premises and the use thereof.

7. The Lessee shall make no substantial modification to the exterior of the improvements located on said Premises without the prior written consent of the Lessor.

8. If the whole of the Premises, or such portion thereof as will make the Premises unsuitable for use contemplated hereby, shall be taken under the power of eminent domain (including any conveyance in lieu thereof), then the term hereof shall cease as of the date possession thereof is taken by the condemnor, and rental shall be accounted for as between Lessor and Lessee as of that date.

9. All applications in connection with necessary utility services on the demised premises shall be made in the name of Lessee only, and Lessee shall be solely liable for utility charges as they become due, including those for electricity, gas, water, sewer, and telephone services.

10. Lessee shall not assign this Lease nor sublet any part of the demised property without written consent of the Lessor.

11. It is expressly understood and agreed that if any monthly installment of rent as herein called for shall remain overdue and unpaid for ten (10) days, Lessor may, at its option, at any time during such default, following notice to Lessee and a ten (10) day cure period, declare this Lease Agreement terminated and canceled and take possession of said Premises, and require the Lessee to remove the structure from the Premises and restore the Premises to their former condition.

12. Lessee shall pay prior to delinquency all taxes and assessments of every kind and nature which may be imposed or assessed upon or with respect to the structure and equipment placed on the Premises by Lessee.

13. Lessee shall be in exclusive control and possession of the Premises, and, except for the gross negligence or willful misconduct of Lessor or its agents or employees, Lessor shall not be liable for any injury or damages to any property or to any person on or about the Premises nor for any injury or damage to any property of Lessee. Except to the extent of the gross negligence or willful misconduct of Lessor or its agents or employees, Lessee shall defend, indemnify and hold harmless the Lessor from and against any claims, damages, or expenses (including reasonable attorney's fees), whether due to damage to the Premises, claims for injuries to persons or property, or administrative or criminal action by governmental authority, where such claims, damages, or expenses result from the gross negligence, willful misconduct or breach of any provision of this Lease Agreement by Lessee, its agents, or employees.

14. If Lessee shall pay the rent and perform and observe all the other covenants and conditions to be performed and observed by it hereunder, Lessee shall at all times during the term hereof have the peaceable and quiet enjoyment of the Premises without interference from Lessor or any person lawfully claiming through Lessor.

15. All notices provided for in this Lease Agreement shall be in writing and shall be deemed to have been given when sent by registered or certified mail addressed to Lessor at:

City Of New Bern
Post Office Box 1129
New Bern, NC 28563

and to Lessee at:

State Employees' Credit Union
Post Office Box 26807
Raleigh, NC 27611

16. This Lease Agreement shall be construed and enforced in accordance with the laws of the State of North Carolina.

17. This Lease Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns.

18. This Lease contains the complete agreement of the parties regarding the terms and conditions of the lease of the Premises, and there are no oral or written conditions, terms, warranties, understandings or other agreements pertaining thereto which have not been incorporated herein. This Lease Agreement may be modified only by written instrument duly executed by both parties or their respective successors in interest.

19. If any provision of this Lease shall be declared invalid or unenforceable, the remainder of the Lease shall continue in full force and effect.

IN TESTIMONY WHEREOF, the CITY OF NEW BERN has caused this instrument to be executed in its corporate name by its Mayor and its corporate seal to be affixed and attested by its City Clerk, all by authority duly given of its Board of Aldermen; and STATE EMPLOYEES' CREDIT UNION has caused this document to be executed by its Senior Vice President and attested by its Secretary, all by authority duly given by its Board of Directors, all as of the day and year first above written; this Agreement being executed in duplicate originals, one of which is retained by each of the parties.

CITY OF NEW BERN

[SEAL]

By: _____
JEFFREY T. ODHAM, MAYOR

ATTEST:

BRENDA E. BLANCO, CITY CLERK

STATE EMPLOYEES' CREDIT UNION

By: _____
SENIOR VICE PRESIDENT

STATE OF NORTH CAROLINA

COUNTY OF CRAVEN

I, _____, a notary public in and for said county and state, do hereby certify that on the _____ day of March, 2023, before me personally appeared JEFFREY T. ODHAM with whom I am personally acquainted, who, being by me duly sworn, says that he is the Mayor and that BRENDA E. BLANCO is the City Clerk of the City of New Bern, the municipal corporation described in and which executed the foregoing instrument; that he knows the common seal of said municipal corporation; that the seal affixed to the foregoing instrument is said common seal; that the name of the municipal corporation was subscribed thereto by the said Mayor; that the said common seal was affixed, all by order of the Board of Aldermen of said municipal corporation; and that the said instrument is the act and deed of said municipal corporation.

WITNESS my hand and notarial seal, this _____ day of March, 2023.

Notary Public

My commission expires:

STATE OF NORTH CAROLINA

COUNTY OF CRAVEN

This is to certify that on the _____ day of _____, 2023, before me personally appeared _____ with whom I am personally acquainted, who, being by me duly sworn, says that he/she is Senior Vice President and _____ is the Secretary of STATE EMPLOYEES' CREDIT UNION, and that the seal affixed to the foregoing instrument is the corporate seal of the said corporation, and that said instrument was signed and sealed by him/her on behalf of the said corporation by its authority duly given, and that said instrument is the act and deed of said corporation.

WITNESS my hand and notarial seal, this _____ day of _____, 2023.

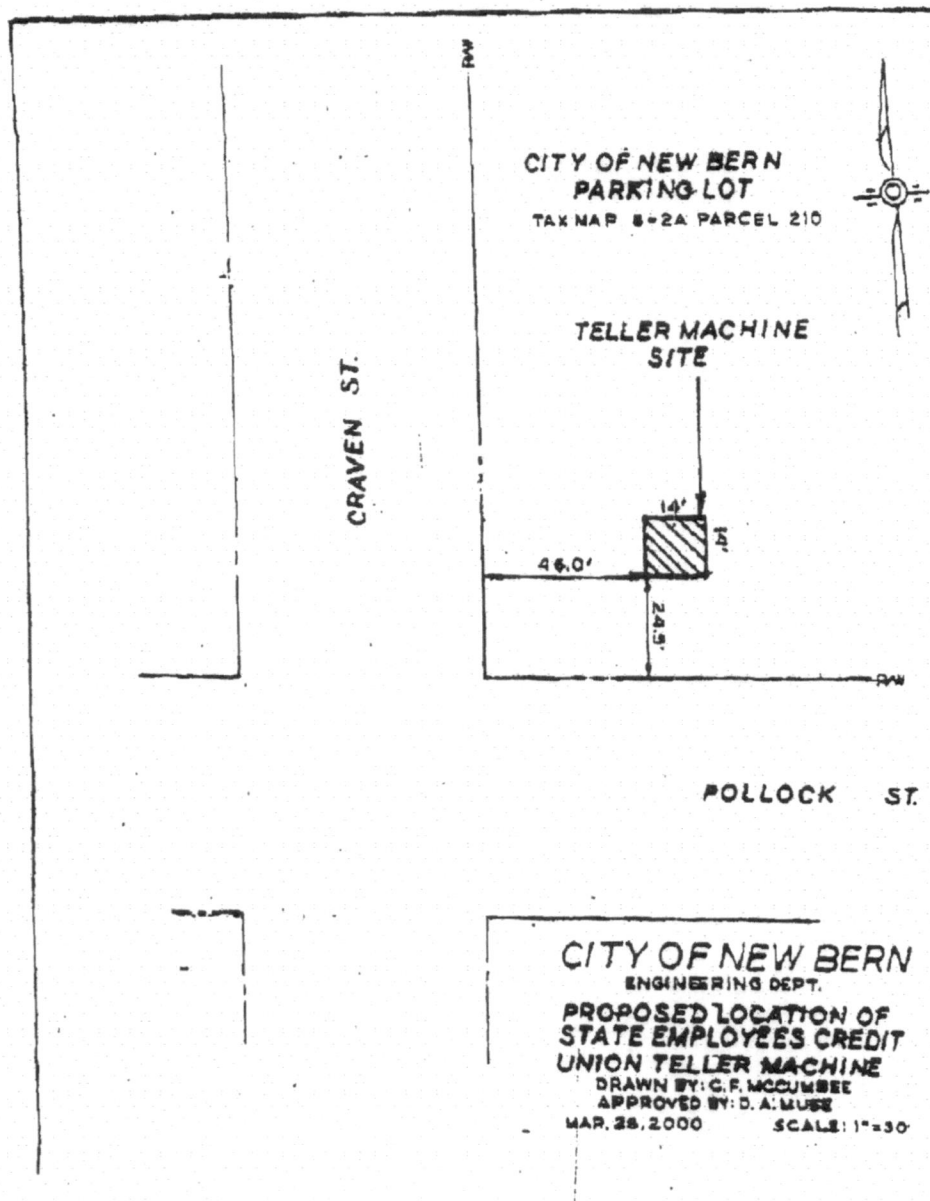
Notary Public

My commission expires:

EXHIBIT A

Commencing at the intersection of the eastern right-of-way line of Craven Street with the northern right-of-way line of Pollock Street; thence in a northerly direction along and with the eastern right-of-way line of Craven Street 24.5 feet; thence in an easterly direction parallel with the northern right-of-way line of Pollock Street 46.0 feet to the point of beginning; thence in a northerly direction parallel with the eastern right-of-way line of Craven Street 14.0 feet; thence in an easterly direction parallel with the northern right-of-way line of Pollock Street 14.0 feet; thence in a southerly direction parallel with the eastern right-of-way line of Craven Street 14.0 feet; thence in a westerly direction parallel with the northern right-of-way line of Pollock Street 14.0 feet to the point of beginning. (See Exhibit B attached hereto.)

EXHIBIT B





Craven County GIS SECU ATM Location

Craven County does NOT warrant the information shown on this map and should be used ONLY for tax assessment purposes.

1 inch = 41 feet



AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider adopting an amendment to the FY 2022-23 annual adopted budget

Date of Meeting: 3/14/2023	Ward # if applicable:
Department: Finance	Person Submitting Item: Kim Ostrom, Director of Finance
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing:

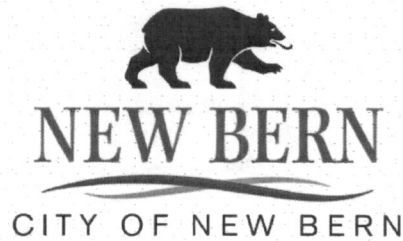
Explanation of Item:	The ordinance amends the General Fund to appropriate \$60,000 for the reglazing and painting of City Hall exterior windows
Actions Needed by Board:	Adopt Ordinance Amendment
Backup Attached:	Memo; Ordinance Amendment
Is item time sensitive? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Cost of Agenda Item:
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes:

Aldermen

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



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

Jeffrey T. Odham
Mayor

Foster Hughes
City Manager

Brenda E. Blanco
City Clerk

Kimberly A. Ostrom
Director of Finance

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

FROM: Kim Ostrom - Director of Finance

DATE: March 7, 2023

RE: Amendment to the FY 2022-23 Operating Budget

Background

The contractor of the City Hall Repointing Project reported that due to the vibration of the repointing activity, the glazing on the City Hall exterior windows have started to fail. The windows need to be reglazed and painted to prevent further damage. The General Fund is amended to appropriate \$60,000 from fund balance for the reglazing and painting of City Hall exterior windows.

Requested Action

The Board considers adopting the enclosed budget amendment at its meeting on March 14, 2023.

CITY OF NEW BERN, NORTH CAROLINA
REQUESTED AMENDMENT TO
Fiscal Year 2022-2023

FROM: Kim Ostrom, Director of Finance

Meeting Date: March 14, 2023

EXPLANATION:

The contractor of the City Hall Repointing Project reported that due to the vibration of the repointing activity, the glazing on the City Hall exterior windows have started to fail. The windows need to be reglazed and painted to prevent further damage. The General Fund is amended to appropriate \$60,000 from fund balance for the reglazing and painting of City Hall exterior windows.

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN
THAT THE 2022-2023 ANNUAL BUDGET ORDINANCE IS AMENDED AS FOLLOWS:

Section 1 - Appropriations

Schedule A - GENERAL FUND

Increase: Administration \$ 60,000

Section 2 - Estimated Revenues

Schedule A - GENERAL FUND

Increase: Fund Balance Appropriated \$ 60,000

NATURE OF TRANSACTION:

 ADDITIONAL REVENUE AVAILABLE FOR APPROPRIATION

 TRANSFER WITHIN ACCOUNTS OF SAME FUND

 X OTHER: FUND BALANCE APPROPRIATED

APPROVED BY THE BOARD OF ALDERMEN AND
ENTERED ON MINUTES DATED MARCH 14, 2023
AGENDA ITEM NUMBER _____

BRENDA E. BLANCO, CITY CLERK