

NEW BERN



NORTH CAROLINA

*Everything comes together here*

# Departmental Monthly Reports

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December 2018

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## Development Services

### Inspections:

Overview	2017 YTD	% Change from Last Year	2018 YTD	December 2018	% Change from Previous Month
Commercial Permits – New Construction	160	-18%	162	8	-56%
Residential Permits – New Single Family	97	8%	143	22	38%
Residential Permits – Additions/Remodels	179	2%	326	54	-40%
Mobile Homes	11	42%	23	4	400%
Signs	39	-22%	38	5	400%
Certificates of Occupancy – Residential	76	22%	115	12	100%
Certificates of Occupancy – Commercial	9	-125%	6	0	100%
Total Permit Valuation	\$94,702,170	-64%	\$63,864,153	\$2,927,727	-24%

### Significant Project Update:

- Finalized City application for HMGP 407 Grant funds. Called and met with multiple residents and property owners regarding the process and necessary documentation and paperwork. Held multiple meetings and phone calls with State Hazard Mitigation office and internally with staff to ensure process went as smoothly as possible. Staff compiled all data and input application request into state grant portal by deadline of December 14<sup>th</sup>.

### Community and Economic Development:

#### **Volt Center/City Market:**

- December 4, 2018 - Grant award presentation by International Paper to the Veteran's Employment Base Camp and Organic Garden for kitchen space occurred at the site with City staff and non-profit representatives.
- December 5, 2018 - Met with grant administrator to discuss details of the project. Sent information to EDA grant administrator for quarterly reports.
- Bi-weekly conference call held on December 7, 2018 with pertinent parties involved in the project, to include the EDA Grant Administrator, architect, Craven Community College staff, city staff and others. The call agenda included discussing status updates and addressing any concerns or follow-up initiatives for the project.
- December 19, 2018 – Volt Center monthly construction meeting held with architect, grant administrator, contractor, city staff and community college.
- Tour conducted of project and discussed details and progress.
- Documentation updated and submitted as needed.
- Coordinated details of the project with contractor, architect and community college, as well as outside vendors.

## Development Services

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### **Workforce Development:**

- Workforce Development monthly meeting held. Continued strategic conversation regarding workforce, marketing, recruitment, industry visits and trends discussed over the phone and through email with Craven Community College Staff and Small Business Center. Discussed future site visits to local businesses and industry partners and relation to other projects and educational opportunities at the college.
- Phone conference with company regarding workforce needs to help connect to resources.

### **Business Recruitment:**

- Planned site visit for potential company looking to locate in New Bern.
- Helped identify office space options in New Bern for relocation/expansion of a company.
- Information/data provided to state staff and site selector.
- Staff held several meetings and phone conferences with retail and commercial developers.
- Staff attended several business functions, chamber events and met with local small businesses to answer questions regarding growth and recovery efforts.
- December 19, 2018 – Met with developers that have established Opportunity Zone Fund about potential New Bern projects.

### **Community Development:**

- Staff met with various community development partners including non-profits that provide services, such as Habitat for Humanity and Promise Place.
- Staff finalized RFP for 5 year Comprehensive Plan and Annual Action Plan for CDBG funds.
- Staff attended and spoke at dedication for new Habitat for Humanity home.
- Continued implementation phase of Minor Housing Repair Program for the year. Working with consultant McDavid and Associates to finalize process and begin construction.
- Prepared minutes and information for Redevelopment Commission.
- Community Development Coordinator Landa Gaskin's last day of employment was December 28, 2018. The position has been opened and advertised.

### **CDBG:**

- **16/17:** Total amount of funding set aside for housing rehabilitation for this funding year is \$76,401.51. Agreement for technical/administration services for rehabilitation with McDavid Associates has been signed to begin rehab for group 4.
- **17/18:** Program year 2017-2018's Consolidated Annual Performance Evaluation Report (CAPER) was submitted to HUD on September 28, 2018. Agreement for technical/administration services for rehabilitation with McDavid Associates has been signed to begin rehab for group 4.
- **18/19:** Grant agreement was signed and returned to HUD for \$242,771. Staff continues planning and implementing the annual CDBG Annual Action Plan. Housing rehabilitation has begun. Consultant, McDavid and Associates has started evaluating homes for the program.

## Development Services

### Hurricane Florence Storm-related activities:

- Finalized City application for HMGP 407 Grant funds. Called and met with multiple residents and property owners regarding the process and necessary documentation and paperwork. Held multiple meetings and phone calls with State Hazard Mitigation office and internally with staff to ensure process went as smoothly as possible. Staff compiled all data and input application request into state grant portal by deadline of December 14<sup>th</sup>. Five properties met criteria for 407 Mitigation for submission:
  - 204 Beech St., New Bern, NC 28560
  - 821 Bloomfield St., New Bern, NC 28560
  - 3207 Nursery Rd., New Bern, NC 28560
  - 1906 Alabama Ave., New Bern, NC 28560
  - 1604 Hazel Ave., New Bern, NC 28560

Staff followed up with state to confirm receipt, but no further feedback was received.

- Staff continuously fielded phone calls and answered questions about HMGP process and future HMGP 404 mitigation grant application. Staff compiled data to develop plans and procedures for handling the application process through consultation with State and FEMA officials.
- 12/3 - Met with grant writer to discuss funding options and plans.
- Met with department heads to identify and develop list of New Bern disaster recovery and resiliency plan projects.
- 12/7 – Met with Michael Ku from FEMA regarding hazard mitigation grant process and application needs.
- Worked on HMGP program activities with State and FEMA-related funds. Met and spoke on the phone with countless homeowners interested in the programs. Relayed questions to the appropriate guiding entities to provide direction.
- 12/11 – Meeting to discuss disaster mitigation grant funding.
- 12/12 – Attended webinar regarding Long-term Recovery Efforts for NC Counties and Cities hosted by NACO and ICMA.
- 12/14 – Meeting with the Golden Leaf Foundation about hurricane recover projects and potential grant funding based on list comprised of New Bern disaster recovery and resiliency plan projects.
- Follow-up with multiple partners and agencies regarding storm recovery and future mitigation.
- Staff coordinated FEMA Community Open House to be held as early in January as possible for residents. The date of January 9, 2019 was the first available date presented by FEMA and a location was secured. The workshop will be comprised of panel experts discussing FEMA's (and SBA's) role in recovery efforts and answer questions. They want to target homeowners to attend. Various divisions of FEMA will be present including: Public Assistance, Individual Assistance, Mitigation, Flood Plain Management and Insurance, Historic Preservation, Disability Integration, and SBA.
- Staff sat down or held phone conferences with multiple homeowners to explain the HMGP process to help connect residents with resources related to Hurricane recovery. Numerous internal staff discussions were held for planning and discussing the implementation of programs.

## Development Services

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### Other:

#### GIS

- Working to create a citywide contour and flood modeling data and visualization tool.
- Completed online Imagery in GIS for analysis and extraction of data class. This was a free class provide through ESRI as a part of our Enterprise License Agreement. Held a GIS Technical Users Group meeting to discuss various aspects of the City's GIS and how to move forward with a variety of projects. Also discussed the migration process for moving the GIS to the Enterprise/Portal setup.
- Held a GIS Technical Users Group and Steering Committee Meeting to discuss citywide GIS goals and projects. Working to move the City's GIS to a true Enterprise and Portal system for better access and mapping capabilities.
- Mapped and published NFIP data for addresses with repetitive losses due to flooding. Focusing on areas with concentrations of structures with FEMA claims over the past ten years, specifically those with multiple losses and those with losses greater than 50% of the home value.
- Mapping and updating information related to the city's parking spaces. Preparing an online map for easier sharing and management of information.

#### Zoning

- Twenty-five land use approvals issued during the month. Staff attended department review meetings.
- Staff met with developers to discuss West New Bern.
- Staff conducted new Board of Adjustment member training
- Staff met with NC Cooperative Extension to discuss issues with trees.
- Staff met with property owners to discuss tree removal

**HPC** – Provided staff support for Historical Preservation Commission's Regular Meeting on December 19, 2018 for the following projects:

- 407 Johnson St.—to include a request to remove a tree in the primary AVC. Approved.
- 704 Broad St.—to include a request to change roofing material from standing seam to asphalt shingles. Approved.
- 710-712 Craven St.—to include a request to change the material of entrance doors and windows in the primary & secondary AVC. Approved w/ Conditions.
- 1110 National Ave. —to include a request to install a 6' wooden privacy fence & gate in the secondary and tertiary AVC's. Approved.
- 702 E. Front St. —to include a foundation increase and installation of a screened porch with roof in the tertiary AVC. Continued.
- 528 E. Front St. —to include the demolition of a non-contributing structure in the secondary AVC. Approved.
- 600 Edgerton Dr.—to include infill construction in the primary, secondary, & tertiary AVC's. Approved.
- 214 New St.—to include the installation of wooden louvered flood vents, the lowering of existing foundation openings, and the installation of louvered wooden crawl space doors in the primary, secondary and tertiary AVC's, and the elevation of an HVAC unit in the primary AVC. Approved.

## Development Services

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- 215 Change St.—to include a request to install wooden louvered flood vents in the primary, secondary and tertiary AVC's and the elevation of an HVAC unit in the secondary AVC. Approved.
- 501 E. Front St. —to include a request to install wooden louvered flood vents in the primary, secondary & tertiary AVC's, wooden louvered crawl space doors, and elevate an HVAC unit in the tertiary AVC, the removal of a door in the secondary AVC, the removal of trees in the secondary AVC. Approved.

## Finance

### Fund Balance Available for Appropriation and Days Cash on Hand:

<b>Fund</b>	<b>As of 06/30/16</b>	<b>As of 06/30/17</b>	<b>As of 6/30/18 *Estimate*</b>	<b><i>Estimate for October 2018*</i></b>	<b><i>Estimate for November 2018*</i></b>
Water (Available)	\$8,497,223	\$6,298,596	\$6,097,210	\$5,863,423	\$5,926,279
Water (Days)	516	340	333	366	364
Sewer (Available)	\$3,422,417	\$4,035,133	\$3,343,179	\$2,997,951	\$2,949,213
Sewer (Days)	227	275	179	184	178
Electric (Available)	\$11,138,265	\$11,039,354	\$13,398,600	\$13,376,248	\$13,648,769
Electric (Days)	130	126	136	142	143
General (Available)	\$16,186,421	\$14,885,387	\$14,449,392	\$8,095,512	\$11,501,431
General %	45.63%	45.47%	35.30%	21.24%	30.17%

\*The actual fund balance and Days Cash on Hand for each fiscal year are determined after the completion of the Comprehensive Annual Financial Report. The amounts above are estimates based on current financial information.

### Significant Issues:

The effects of Hurricane Florence continue to be noticeable in this report. The effects on the policies for days' cash and fund balance percentages are being mitigated due to establishing the Hurricane Florence fund.



## Fire

### Fire Suppression:

<b>Incidents</b>	<b>2017 Total</b>	<b>2018 YTD</b>	<b>Last Month</b>	<b>Current Month</b>
*Number of Incidents	1,603	2,105	144	161
90% Response Time to Incidents	7 minutes 25 seconds	8 minutes 37 seconds	8 minutes 41 seconds	8 minutes 35 seconds
Endangered Property Value	\$21,736,200	\$54,778,190	\$7,754,500	\$6,562,000
Property Losses Due to Fire	\$1,662,990	\$10,772,271	\$700	\$12,050
Percentage of Saved Property Value	92.35%	80.33%	99.99%	99.82%
Overlapping Incidents	163	530	14	26

### Fire Prevention:

<b>Prevention Statistics</b>	<b>2017 Total</b>	<b>2018 YTD</b>	<b>Last Month</b>	<b>Current Month</b>
Fire Investigations	40	33	1	1
Fire Inspections	1,553	1,766	107	146
Permits Issued	92	96	7	6
Child-Passenger Seat Checks	207	143	7	14
People Educated Through Public Fire & Life-Safety Programs	9,476	5,695	327	112

### Narcan:

<b>Statistics</b>	<b>2017 Total</b>	<b>2018 YTD</b>	<b>Last Month</b>	<b>Current Month</b>
Overdose Calls Responded To	78	54	7	7
Instances Narcan Administered	14	9	0	1

### Significant Issues:

- 4 smoke alarms were installed this month (as compared to 24 in November 2017).
- 143 smoke alarms were installed in 2018 (as compared to 204 installed in 2017)
- 1 Captain was promoted to Battalion Chief
- 4 Fire Engineers were promoted to Captain
- 4 Fire Specialist-III's were promoted to Fire Engineer

## Human Resources

### Citywide Vacancies:

Department	Budgeted Positions	Separations During the Month	Positions Filled By External Candidates During the Month	Current Vacancies	Turnover FY17/18	Turnover FY18/19
Administration	12	0	0	3	2	1
Development Services	18	1	0	3	5	3
Finance	39	1	1	3	2	1
Fire	73	0	1	6	3	3
Human Resources	5	0	0	0	1	0
Parks & Recreation	29	0	1	1	3	1
Police	117	0	0	9	13	7
Public Utilities (Electric)	52	1	0	6	8	4
Public Works	47	0	0	5	9	3
Water Resources	77	0	2	2	7	3
Totals:	469*	3	5	38**	53	26

*\*Includes regular and 2 grant-funded positions approved for the fiscal year; does not include seasonal positions.*

*\*\*Current vacancies due to separations from employment, promotions, demotions and transfers.*

### Safety News:

Workers' Compensation	2018	2019
Current Month's Claims	3 OSHA Recordable 0 Lost Time 1 Non-Recordable 0 Denied	3 OSHA Recordable 0 Lost Time 0 Non-Recordable 0 Denied
Year-to-Date Claims	11 Recordable 5 Non-Recordable	11 Recordable 5 Non-Recordable
Current Month Costs	\$105,799.86	\$13,625.18
Year-to-Date Costs	\$467,499.08	\$156,345.32

### Other:

None

## Parks and Recreation

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### **Significant Issues:**

- The Coastal Christmas Flotilla was held on Saturday, December 1<sup>st</sup> with 13 boats participating. Approximately 2,500 attended the event (in the rain). Brian North from News Channel 12 served as MC.
- The first of December, we applied for Tree City USA certification for the 23<sup>rd</sup> year. We look forward to hearing positive comments from the Arbor Day Foundation by February.
- We contracted with Recreation Restoration to repair and paint the playground decks at Henderson Park. Several of the decks were cracked or missing sections of the protective poly coating. The company also recoated the benches at the Fitness Course.
- The Department once again partnered with the Marine Corps to offer Toys for Tots. This year, we helped 300 children have a good Christmas.
- The 1<sup>st</sup> New Year's Eve Block Party was held on Monday, December 31<sup>st</sup>. We estimate 5,500 were in attendance. We have received many positive comments, and we look forward to making this event a New Year's tradition.

## Police

### Crime:

Incidents & Arrests	Current Month Total	2015 Total	2016 Total	2017 Total	2018 YTD
NIBRs* Group A Incidents	214	2,522	2,540	2,536	2,534
NIBRs* Group B Incidents (Arrests)	70	695	723	825	900
Adult Arrests	142	1,538	1,495	1,739	1,698
Juvenile Arrests	2	25	10	10	9
Total Arrests	144	1,563	1,505	1,749	1,707
Police Calls for Service	3,879	41,878	43,949	46,757	45,246
Business Alarms Dispatched	234	1,842	1,382	1,968	1,988
Residential Alarms Dispatched	57	782	777	878	758
Alarm Calls (PD Dispatched)	291	2,624	2,159	2,846	2,746

\*NIBRs = National Incident-Based Reporting System

Monthly and year-to-date totals are subject to change due to reports being submitted/merged after the month for which they were reported and to account for corrections/changes to the original classifications.

Index Crime Report	Current Month Total	2015 Total	2016 Total	2017 Total	2018 YTD
Homicide	0	9	3	4	0
Rape	0	5	11	8	8
Robbery	4	30	50	58	30
Aggravated Assault	7	68	82	93	80
B&E – Residence	13	181	168	160	168
B&E – Business	5	35	27	43	37
Theft from Motor Vehicle	6	157	173	187	111
Larceny	65	867	796	718	782
Motor Vehicle Theft	1	32	30	20	36
Arson	0	3	6	3	3
Total:	101	1,387	1,346	1,294	1,255

Criminal Investigations	Current Month Total	2015 Total	2016 Total	2017 Total	2018 YTD
Cases Assigned	18	141	179	108	168
Cases Closed	2	72	101	45	42

## Police

Crime Analysis		
	<u>December 2018</u>	<u>2018 YTD</u>
Top 5 Calls for Service & Number of Incidents	1) Alarm Business – 231 2) Citizen Assist – 142 3) Veh Crash Property – 136 4) Suspicious Vehicle – 113 5) Security Check Residence – 101	1) Citizen Assist – 2,250 2) Business Alarm – 2,118 3) Suspicious Vehicle – 1,395 4) Veh Crash Property – 1,395 5) Check on Welfare – 1,289
Top 5 Calls for Service by Location and Number of Incidents	1) 3105 M L King Jr Blvd., Wal-Mart (Foot Patrol, Larceny) – 116 2) Middle St. / Pollock St., Downtown (Foot Patrol, Security Check) – 54 3) 1100 Clarks Rd., Magistrates Clarks (Commitment Papers) – 54 4) 3134 M L King Jr Blvd., Mall (Foot Patrol, Security Check) – 42 5) 3410 M L King Jr Blvd., Target (Foot Patrol, Security Check) – 41	
Top 3 Crime Locations for Current Month and Number of Incidents	1) 3105 M L King Jr Blvd., Wal-Mart (Larceny) – 10 2) 3034 M L King Jr Blvd., Belk (Larceny) – 7 3) 3410 M L King Jr Blvd., Target (Larceny) – 5	

\*Excludes officer self-initiated activities and calls at the Police Department that do not divert agency resources.

Cases of Note	
<b>2018-41903 / 2018-17810</b> – Armed Robberies	Kenneth Moore arrested for both robberies. Charges pending on Lee Ann Cruz for her role in the incidents.
<b>2018-42280</b> – Found human skull	Skull found in the woods and has been unofficially identified (name will be held until official confirmation). Cause of death unknown at this time.

## Police

### Personnel:

Extra Duty Hours	2015 Total	2016 Total	2017 Total	2018 YTD
699.93	2,161.00	3,299.0	4,076.75	4,525.01

Overtime in Dollars	Current Month <i>REGULAR/ STORM</i>	2015 Total	2016 Total	2017 Total	2018 YTD <i>REGULAR/ STORM</i>
Office of the Chief	\$0.00 \$0.00	\$8,783.87	\$1,251.97	\$381.11	\$200.97 \$0.00
Operations Division	\$9,302.48 \$155,462.47	\$145,902.95	\$135,511.65	\$118,641.19	\$111,483.90 \$155,462.47
Services Division	\$6,402.47 \$61,901.18	\$62,686.44	\$58,035.21	\$72,063.35	\$90,163.36 \$61,901.18
Investigations Division	\$1,306.85 \$58,537.76	N/A	\$21,689.72	\$45,845.93	\$17,355.89 \$58,537.76
Total:	\$17,011.80 <u>\$275,901.41</u> \$292,913.21	\$217,373.26	\$216,488.55	\$236,931.58	\$219,521.12 <u>\$275,901.41</u> \$495,422.53

### Significant Issues (not noted above):

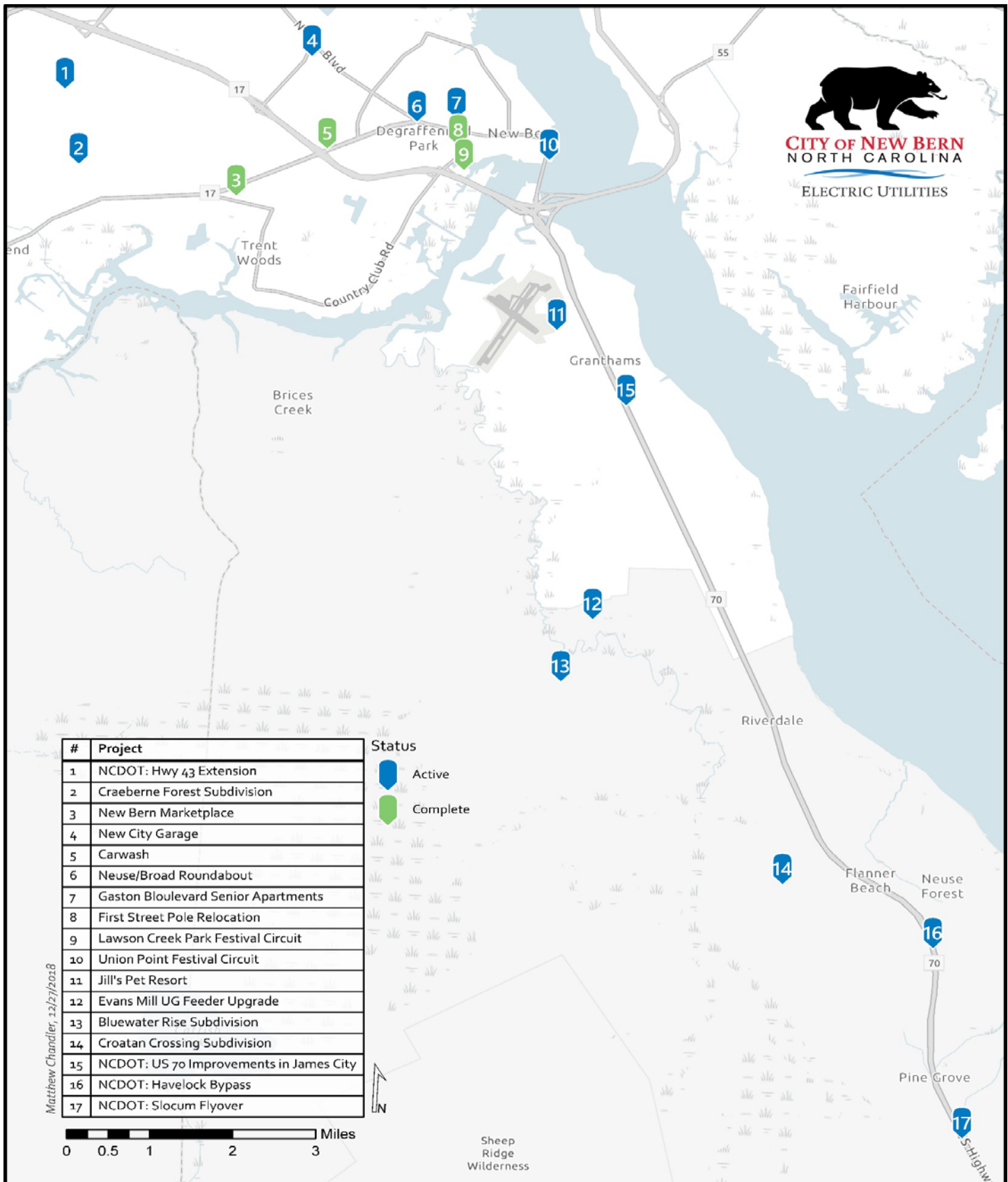
None

## Public Utilities

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- **High-Profile Projects:** Sixteen high profile projects have been identified. A location map is attached to assist with visualizing the project locations. A summarized report is also attached.
- **System Reliability:** A total of 22 interruptions were recorded on the electric system during the month of December. This impacted a total of 215 customers. As a result, customers experienced an average of 0.444 interruptions and were restored in an average of 15.982 minutes. Additional details are provided in the table of “Electric System Outages and Reliability Statistics”. This excludes the failure of the transmission supply outage.
- **Safety:** There were no incidents or accidents this reporting period.
- **Electric and Water Sales:** Graphical trends of revenue and expenses are Included.

## Public Utilities





## Public Utilities

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### Electric Projects and Developments:

- **Bluewater Rise Subdivision** - *New underground residential subdivision.* We will be extending our existing underground primary along Old Airport Road and into the new development. We are working on upgrading our underground line to feeder capacity for this new load. The infrastructure for the first phase of the subdivision has been completed and we are pulling wire and setting transformers on the second and third phases.
- **Watercrest Subdivision** - *This is a new residential section in the Carolina Colours Subdivision.* We are extending the three phase underground primary down Landscape Drive to a three-phase junction box by the entrance to the subdivision. We will install the underground primary from the junction box to feed this subdivision along with transformers, underground secondary, secondary pedestals and streetlights.
- **Croatian Crossing Subdivision** - *Extending single-phase underground primary to feed the next phase of Croatian Crossing Subdivision.* We will install underground secondary, secondary pedestals and transformers at this location. The Stationhouse Road portion of this project has been completed. We are in the planning stages of electric distribution and services for the last section of this subdivision, which is, section one phase four. This section will consist of twenty-seven lots. The developer is currently putting in the grade and curbing. Estimated completion is the end of January.
- **New Bern Market Place** - *This is a new underground commercial complex.* We will be serving the parking lot lights and all of the out parcels including the gas station. The underground infrastructure has been installed and we will proceed as new customers are added.
- **Advanced Metering Infrastructure Project** - *This project involves installing a network of electric and water meters.* We are currently reading 9,758 water meters and 21,304 electric meters with 7,752 disconnect meters; 5,012 two-way load management switches have been installed. Project is on track to be completed by the end of December 2018.

### Water Resources Projects and Developments:

- **Township No. 7 Sewer Improvements – Phase III.** *Sewer system infrastructure improvements for increasing transmission capacity.* Staff is continuing to work with the property owners from whom the City will need a utility easement in order to construct the project and legal documents for the easements are being prepared.
- **West New Bern Water System Improvements** – *Water system infrastructure improvements between the Highways 17 and 55 corridors increasing available domestic and fire flow supplies.* Staff is continuing to work with the property owners from whom the City will need a utility easement in order to construct the project and legal documents for the easements are being prepared.

## Public Utilities

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- **Spencer & Park Water and Sewer Rehabilitation Project** – *Replacement of existing water and sewer infrastructure along Spencer and Park Avenues ahead of planned resurfacing project.* After completing hurricane repairs, the contractor has returned to this project and currently working in the 1900 block of Spencer. The contractor will continue to move along Spencer from east to west as they complete the remaining water, sewer, and storm drain improvements. At this point, the remaining work is scheduled to be complete in the next 60 days.
- **Johnson & King Water, Sewer, and Storm Drain Rehabilitation Project** – *Replacement of existing water, sewer, and storm drain infrastructure along Johnson and King Streets.* At this point, construction for this project has been postponed until the spring of 2019. This delay will allow the contractor to complete other work for the City, which is more urgent. In addition, this will allow some more recovery time for the residents in this area, before a major construction project commences.
- **Repairing Hurricane Damaged Sewer Infrastructure**– *The severe flooding from Hurricane Florence caused heavy infiltration to the sanitary sewer collection system, which damaged several sections of old clay sewer main.* City crews and contractors have been working diligently to repair sewer mains that were damaged during the storm and to-date all work has been completed, with the exception of portions New Street and Metcalf Street. The contractor working in this these is expected to complete all of the sewer repairs in the 600 block of New Street and the 500 block of Metcalf Street, by the end of January. In preparations are being made to repair the asphalt in the areas where the sewer repairs have been made.

## Public Utilities

### Electric System Outages and Reliability Statistics

	Dec 2018	2018 YTD
# of Interruptions	22	447
# of Customers Out	215	9475
Customers Minutes out	198,264	179,736,434
Dec 1, 2018 to Dec 31, 2018		
SAIDI (minutes)	SAIFI (number of interruptions)	CAIDI (minutes) ASAI (percent)
15.982	0.444	35.983 99.9971

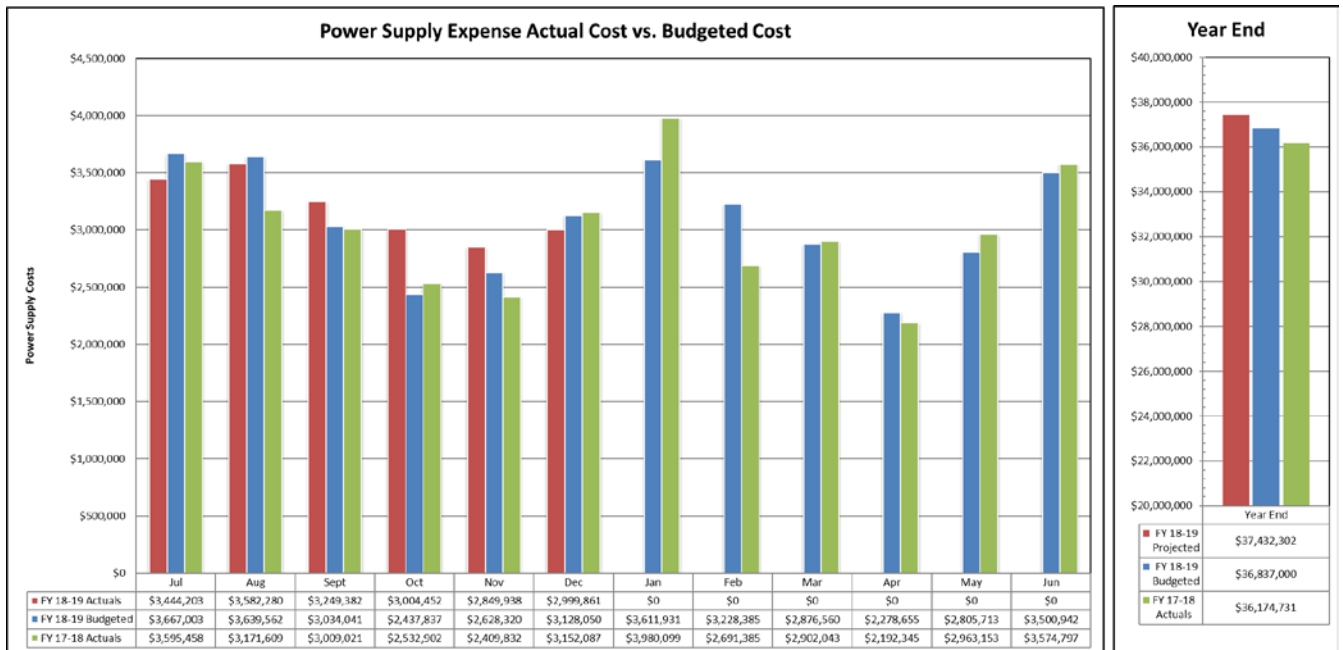
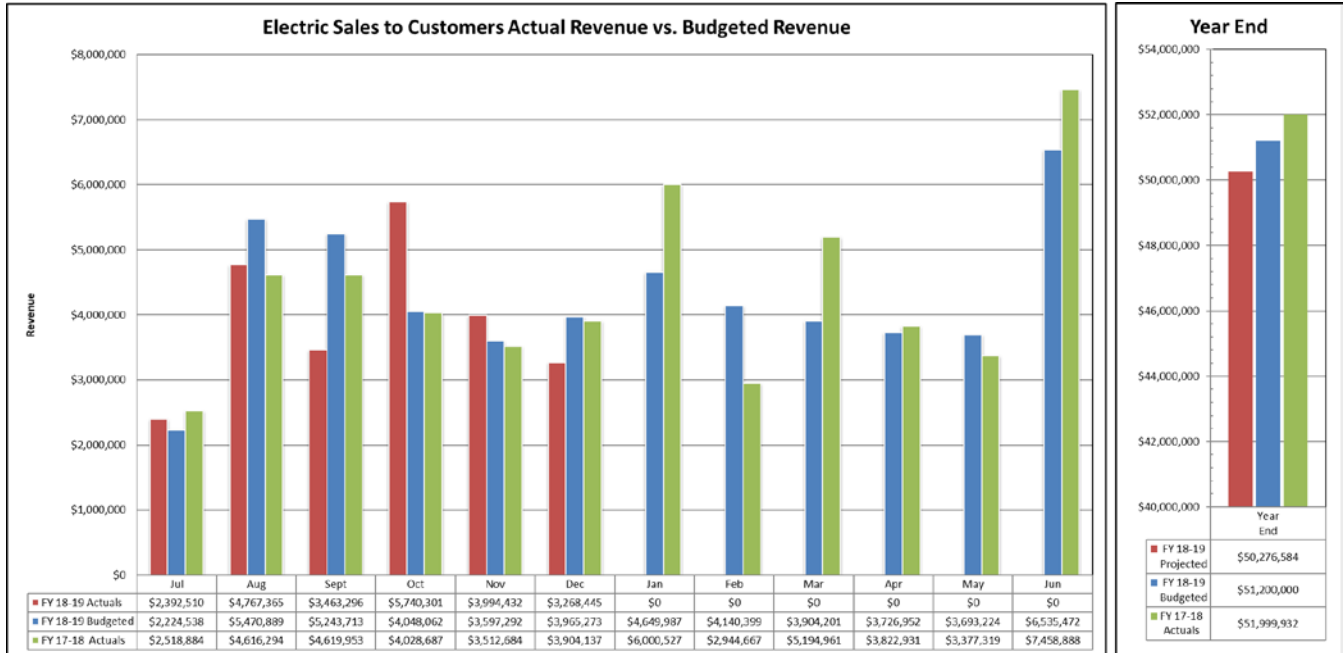
Dec 1, 2017 to Dec 31, 2017		
SAIDI (minutes)	SAIFI (number of interruptions)	CAIDI (minutes) ASAI (percent)
8.968	0.126	71.434 99.9984

Nov-18

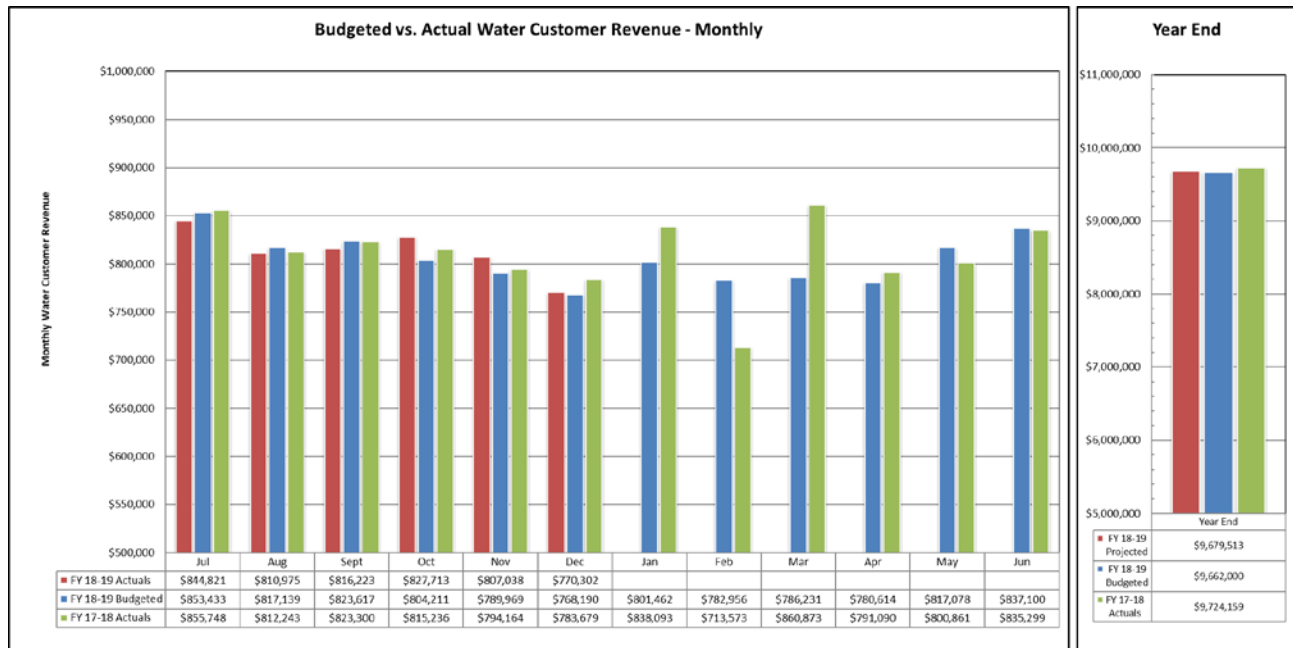
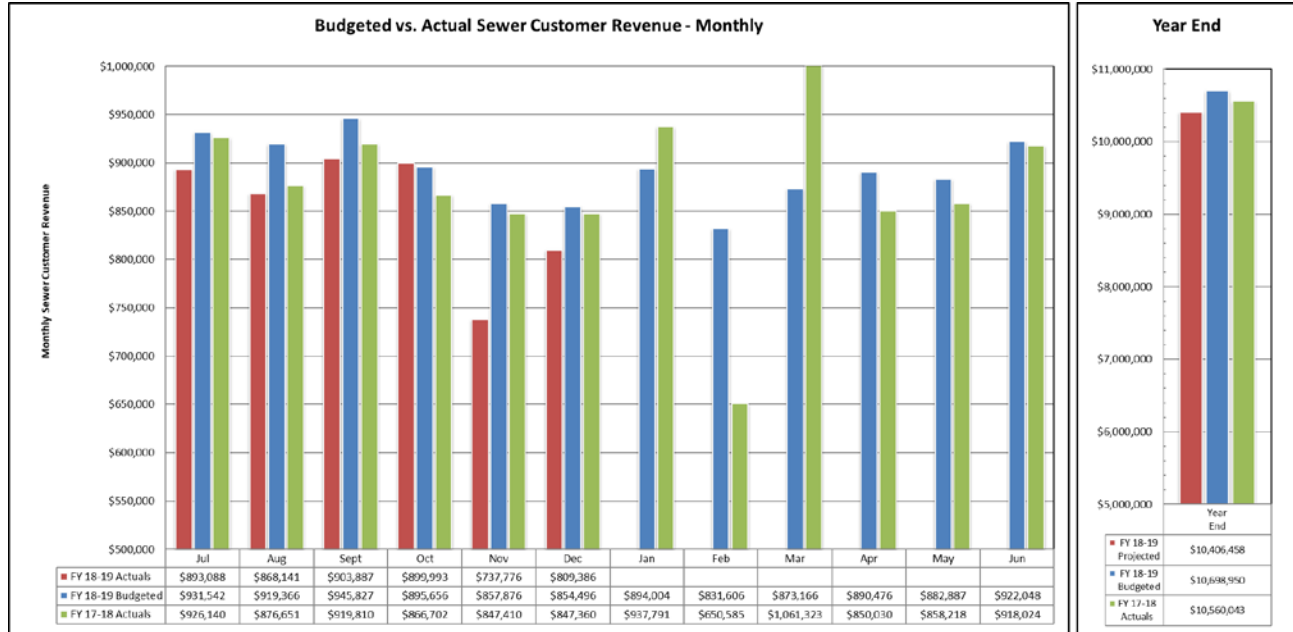
Sched/Unsched	Cause	Substation	Circuit	Total Outages
Unscheduled	Failure of Greater Transmission			1
Unscheduled	Tree			1
Unscheduled	Equipment			6
Unscheduled	Equipment Worn Out			1
Unscheduled	Human			2
Unscheduled	Equipment Damage			3
Unscheduled	Vehicle Accident			1
Unscheduled	Manufacturing Defect			2
Unscheduled	Unknown/Other			5

Total 22

## Public Utilities



# Public Utilities



## Public Works

### Leaf and Limb:

Service Provided (Tons)	FY16-17 YTD	FY17-18 YTD	FY18-19 YTD	December 2018
White Goods Collected	12.38	27.00	3.38	0.00
Brown Goods Collected	3,689.40	3,603.60	1,267.20	310.20
Yard Waste Received	14,530.76	14,518.26	5,862.70	1,178.21
Mulch Dispersed	3,864.30	6,419.37	1,442.87	244.35

### City Garage:

Costs	FY16-17 YTD	FY17-18 YTD	FY18-19 YTD	December 2018
Services Provided by City Garage:				
Vehicles Serviced	1,692	2,007	1,048	150
Total Labor Cost	\$ 52,205.30	\$ 59,457.53	\$ 30,979.90	\$ 4,665.64
Total Parts Cost	\$151,894.04	\$158,265.30	\$ 76,464.73	\$ 8,200.67
Total Cost (Parts + Labor)	\$204,099.34	\$217,722.83	\$107,129.63	\$12,866.31
Services Provided by Contract:				
Vehicles Serviced	542	551	240	26
Total Labor Cost	\$111,212.64	\$103,943.03	\$ 42,590.95	\$3,303.28
Total Parts Cost	\$174,965.06	\$190,999.15	\$ 61,602.85	\$5,092.31
Total Cost (Parts + Labor)	\$283,177.70	\$294,942.18	\$104,193.83	\$8,395.59
Total Services Provided (City Garage & Contract):				
Vehicles Serviced	2,234	2,558	1,288	176
Total Labor Cost	\$160,418.57	\$163,413.50	\$ 73,255.85	\$ 7,968.92
Total Parts Cost	\$327,129.10	\$349,536.84	\$142,067.61	\$13,292.98
Total Cost (Parts + Labor)	\$487,277.04	\$512,950.34	\$211,323.46	\$21,261.90

Cost by Department	FY16-17 Total	FY17-18 YTD	FY18-19 YTD	December 2018
Public Utilities (Electric)	\$ 89,722.68	\$ 77,364.66	\$39,135.27	\$1,271.58
Public Utilities (W&S)	\$106,384.36	\$119,216.35	\$46,375.89	\$4,040.85
Police	\$ 75,648.03	\$ 87,738.96	\$42,107.95	\$6,054.96
Recreation & Parks	\$ 42,286.71	\$ 44,518.24	\$19,582.37	\$3,836.07
Finance	\$ 11,181.78	\$ 14,017.76	\$ 5,208.96	\$ 505.80
Public Works	\$ 96,169.46	\$ 92,786.18	\$30,256.91	\$4,524.65
Fire / Rescue	\$ 63,315.27	\$ 74,337.71	\$26,996.29	\$ 645.88
Human Resources	\$ 619.44	\$ 745.40	\$ 758.97	\$ 0
Development Services	\$ 1,911.96	\$ 2,225.08	\$ 900.85	\$ 382.11

## Public Works

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Significant Issues:

None

## Attendance for Board Appointees

Board of Adjustment			
Appointee	December* Attendance	Meetings Missed in 2018 To Date	Appointed By
Alfred Barfield	N/A	4	Mayor
Richard Parsons	N/A	0	Ward 1
Dorothea White	N/A	0	Ward 2
Vacant	N/A	N/A	Ward 3
Tripp Eure	N/A	0	Ward 4
Jim Morrison	N/A	0	Ward 5
John Riggs	N/A	0	Ward 6
Kenneth "Kip" Peregoy	N/A	1	Mayor Outlaw
Steve Strickland	N/A	0	Mayor Outlaw
Anne Schout	N/A	0	Schaible
Edward Bellis, III	N/A	1	Not Available
Ross Beebe	N/A	1	Not Available

\* A meeting was not held in December.

Community Development Advisory Committee			
Appointee	December* Attendance	Meetings Missed in 2018 To Date	Appointed By
Corinne Corr	N/A	1	Ward 1
Carol Williams	N/A	2	Ward 2
Marshall Williams	N/A	1	Ward 3
Vernon Guion	N/A	2	Ward 4
Dell Simmons	N/A	1	Ward 5
Lindsay Best	N/A	0	Ward 6

Meetings are held quarterly. \*A meeting was not held in December.

Craven County Tourism Development Authority			
Appointee	December Attendance	Meetings Missed in 2018 To Date	Appointed By
Mark Stephens	Present	0	BOA



## Attendance for Board Appointees

Eastern Carolina Council of Government			
Appointee	December* Attendance	Meetings Missed in 2018 To Date	Appointed By
Johnnie Ray Kinsey	N/A	1	Aster

\*Attendance is only *required* at January and June meetings.

Friends of New Bern Firemen's Museum, Inc. Board of Directors			
Appointee	December Attendance	Meetings Missed in 2018 To Date	Appointed By
Nancy Mansfield	P	1	Ward 1
Mike Markham	P	0	Ward 2
David Finn	P	1	Ward 3
Juleon Dove	A	9	Ward 4
Henry Watson	P	1	Ward 5
Carol Zink	P	3	Ward 6
Gary Lingman	P	5	Mayor
Bill Frederick	A	2	Blackiston
David Pickens	P	2	Kinsey
Bobby Aster	P	2	Odham

Historic Preservation Commission			
Appointee	December Attendance	Meetings Missed in 2018 To Date	Appointed By
David Griffith	P	1	Mayor
Joe Anderson	P	0	Ward 1
Dr. Ruth Cox	P	1	Ward 2
Jim Bisbee	A	2	Ward 3
Christian Evans	P	1	Ward 4
James Woods Jr.	P	4	Ward 5
George Brake	P	1	Ward 6
Karin McNair	P	0	Harris
Joe Klotz	P	1	Odham

## Attendance for Board Appointees

Housing Authority of the City of New Bern			
Appointee	December* Attendance	Meetings Missed in 2018 To Date	Appointed By
Steve Strickland	N/A	1	Mayor
Joe Anderson	N/A	1	Mayor
Pete Monte	N/A	1	Mayor
Barbara Lee	N/A	5	Mayor
Rob Overman	N/A	1	Mayor
Molichia Hardy	N/A	4	Mayor
Willie Newkirk, Sr.	N/A	2	Mayor
Bill Frederick	N/A	2	Mayor
Carol Becton	N/A	0	Mayor
Denise Harris-Powell	N/A	3	Mayor
Thomas Hardin	N/A	3	Mayor

\*The meeting on December 17, 2018 was not held as a quorum was not present.

New Bern Appearance Commission			
Appointee	December Attendance	Meetings Missed in 2018 To Date	Appointed By
James Dugan	P	1	Ward 2 - Taylor
Joseph Cannon	P	0	Ward 3 - Mitchell
Rose Williams	P	0	Ward 4 - Kinsey
Maddie Tatum	A	5	Ward 5 - White
Kate Rosenstrauch	P	0	Ward 4 - Kinsey
John Phaup	P	1	Ward 5 - Best
Mike Duffy	P	0	Ward 6 - Odham

\*NOTE: Appointments previously made at-large until recent revision in ordinance to provide for rotating appointments among BOA. Next vacancy to be filled by Mayor.

New Bern Area Metropolitan Planning Organization – Transportation Advisory Committee			
Appointee	December* Attendance	Meetings Missed in 2018 To Date	Appointed By
Jeffrey Odham	N/A	0	Mitchell
Johnnie Ray Kinsey (Alternate)*	N/A	0	White

\*Alternate only *required* when regular appointee is not attendance. A meeting was not held in December. attendance.

## Attendance for Board Appointees

New Bern-Craven County Public Library Board of Trustees			
Appointee	December* Attendance	Meetings Missed in 2018 To Date	Appointed By
Carol Becton	A	3	Odham
Vacant	N/A	N/A	Not Available
Dianne Bucher	P	0	Taylor
Ethel Staten	P	0	Taylor
Sabrina Bengel	P	1	Aster

\* Meetings are held alternate months (February, April, June, August, October and December)

Planning & Zoning Board			
Appointee	December Attendance	Meetings Missed in 2018 To Date	Appointed By
Willie Newkirk, Sr.	A	7	Mayor
Jerry Walker	P	3	Ward 1
Carol Williams	A	3	Ward 2
Gaspar Sonny Aluzzo	P	1	Ward 3
Raymond Layton	P	0	Ward 4
Jeffery Midgett	A	3	Ward 5
Pat Dougherty	A	1	Ward 6

\*A December meeting was not held since a quorum was not present. Instead, an informational session was conducted for the appointees in attendance.

Police Civil Service Board			
Appointee	December* Attendance	Meetings Missed in 2018 To Date	Appointed By
Vacant	N/A	0	N/A
Jon Skinner	N/A	1	Mitchell
Craig Baader	N/A	0	Mitchell
Mark Best	N/A	0	Best
Vacant	N/A	0	N/A

\*Meetings are held for appeals of disciplinary actions only. A meeting was not required in December.

## Attendance for Board Appointees

Redevelopment Commission			
Appointee	December* Attendance	Meetings Missed in 2018 To Date	Appointed By
Jaimee Bullock	N/A	1	Gov. Bd. As Whole
Maria Cho	N/A	0	Gov. Bd. as Whole
Tharesa Lee	N/A	0	Gov. Bd. as Whole
Leander “Robbie” Morgan	N/A	0	Gov. Bd. as Whole
Kip Peregoy	N/A	0	Gov. Bd. as Whole
Steve Strickland	N/A	0	Gov. Bd. as Whole
Beth Walker	N/A	1	Gov. Bd. as Whole
Tabari Wallace	N/A	1	Gov. Bd. as Whole
John Young	N/A	0	Gov. Bd. as Whole

\*A meeting was not held in December.

NOTE: At-large appointments reflect the name of the Governing Board member who made the appointment. All other appointments are specific to the Mayor or a Ward and are noted as such.