

NEW BERN



NORTH CAROLINA

Everything comes together here

Departmental Monthly Reports

November 2018

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Development Services

Inspections:

Overview	2017 YTD	% Change from Last Year	2018 YTD	November 2018	% Change from Previous Month
Commercial Permits – New Construction	160	-18%	154	18	-5%
Residential Permits – New Single Family	97	8%	121	16	-56%
Residential Permits – Additions/Remodels	179	2%	272	90	-38%
Mobile Homes	11	42%	19	0	-100%
Signs	39	-22%	33	1	500%
Certificates of Occupancy – Residential	76	22%	103	6	-37%
Certificates of Occupancy – Commercial	9	-125%	6	2	0%
Total Permit Valuation	\$94,702,170	-64%	\$60,936,426	\$3,838,188	-3.65%

Significant Project Update:

- Staff processed 105 FEMA HMGP buyout applications. A percentage of structures met the criteria for buyout and have been submitted to the the state for consideration.
- November 21, 2018 discussion regarding drainage projects and possible stormwater improvements for long-term resiliency.
- 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.

Community and Economic Development:

Volt Center/City Market:

- Bi-weekly conference calls held on November 5, 2018 and November 19, 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 includes discussing status updates and addresses any concerns or follow-up initiatives for the project.
- November 2, 2018 – Volt Center meeting with Community College
- Sent information to EDA grant administrator for quarterly report.
- Construction meeting held with City Staff, architect, contractor and Craven Community College staff. Details about the project were discussed and concerns addressed. Project progresses and experienced minimal damage from Hurricane Florence. Minor change orders implemented.
- Documentation submitted to the grant administrator related to the project.

Development Services

- Coordinated details of the project with NC DOT and architect regarding First Street roadway improvements.
- Met with PR team from the Community College about the project.

Workforce Development:

- Workforce Development Opportunity monthly meeting held November 1, 2018. Continued strategic conversation regarding workforce, marketing and recruitment and industry visits and trends was discussed over the phone and through email with Craven Community College Staff and Small Business Center.
- Attended ECU Engineering Advisory Committee meeting on November 9, 2018.
- November 26, 2018 CravenWorks planning and committee meeting to discuss workforce related endeavors for multiple partner agencies.

Business Recruitment:

- Attended Canadian Aerospace Summit with Electricities and various economic development partners throughout the region. Met with potential companies with business development opportunities and interest in eastern NC.
- Staff assisted company to identify office space options in New Bern for relocation/expansion of new company for the market.
- Staff participated in a company tour and provided information for site selector.
- Staff held several meetings and phone conferences with retail and commercial developers.
- Staff met with local small businesses to answer questions regarding growth and recovery efforts.

Community Development:

- Staff met with various community development partners including non-profits that provide services, such as Habitat for Humanity and Promise Place.
- Veteran's Employment Base Camp and Organic Garden tour with NC A&T about storm-related issues and ongoing projects.
- Research conducted and started implementation phase of Minor Housing Repair Program for the year. Working with consultant McDavid and Associates to finalize next steps and construction plans.

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.

FEMA/Storm Meetings

- 9/24/18 Volt Center Bi-weekly Conference Call Update – discussed storm impacts
- 10/8/18 – Attended Public Assistance Applicate Briefing sponsored by the NC Emergency Management Department for FEMA.

Development Services

- 10/10/18 – Attended Hospitality and Roundtable Meeting to provide update and information regarding storm recovery.
- 10/12 – 10/13/18 MUM Fest Disaster Recovery Booth – Coordinated FEMA, SBA, Samaritan's Purse, SBP and All Hands and Hearts to allow for registration with FEMA, experts on hand to answer questions, provide resources, counseling and hand out donations to those impacted by the storm. Managed approximately 15-20 volunteers over the course of two days.
- 10/24/18 – Met with SBP leadership to discuss their future plans regarding storm recovery and possible rebuilding efforts in the community.
- 10/30/18 - CDAC Meeting – provided update to committee and resources regarding disaster assistance.
- 11/7/18 – State Emergency Management Hazard Mitigation Grant Program (HMGP) Meeting for Craven, Jones and Pamlico counties
- 11/8/18 – Staff meeting to discuss HMGP programs and plan
- 11/8/18 – FEMA Grants Discussion meeting
- 11/13/18 – Golden Leaf Grants meeting
- 11/16/18 – HMGP Meeting Discussion with McDavid and Associates regarding State application plan
- 11/21/18 – Drainage Discussion and Hazard Mitigation planning amongst staff in Public Works, Development Services and City Hall
- 11/27/18 – HMGP Presentation by the STATE and FEMA
- 11/28/18 – Resiliency Planning Meeting with consultants from the COG
- 11/29/18 – FEMA Meeting Public Assistance
- 11/30/18 – Conference Call with Bonnie Hanchett from FEMA to set up Community Hazard Mitigation Workshop for January 9, 2019. 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.
- 12/3/18 – Meeting with City Grant Writer
- 12/5/18 – Meeting with City Grant Writer
- 12/7/18 – Meeting with Michael Ku from FEMA
- Duration – Multiple meetings with individuals and volunteer organizations were held throughout the months of October through November. Staff assisted many individuals and organizations without setting up formal meeting times. In addition, countless phone calls were received regarding these efforts. Staff sat down with multiple homeowners to explain the HMGP process and connect residents with resources related to Hurricane recovery. Numerous internal staff discussions were held for planning and discussing the implementation of programs.

Other:

GIS

- Working to create a citywide contour and flood modeling data and visualization tool.
- Created an online mapping app for use by Fire's Water Rescue team. This tool let them collect and map information related to real-time water rescues during emergencies.
- Held a GIS Technical Users Group meeting to discuss various aspects of the City's GIS and how to

Development Services

move forward with a variety of projects. Also discussed the migration process from moving the GIS to the Enterprise/Portal setup.

- Spoke at the NC GICC NC Geographic Information Coordinating Council, chaired by the Secretary of State to discuss how we used GIS during Florence, how we used State GIS data, and thought on how the State GICC could help to make things better during other storm events. Invited to speak at the NCGIS Conference early next year.

Zoning

- Eighteen land use approvals issued during the month.
- Staff met with developers to discuss West New Bern.
- Staff met with business owner to discuss Coastal Craftsman relocation.
- Staff met with property owner on West Pleasant Hill Drive to discuss development options.

HPC

- Provided staff support for Historical Preservation Commission's Regular Meeting on November 21, 2018 on the following projects:
- 219 Middle St.—to include a change to the façade in the primary AVC. This is an amendment to an existing COA. APPROVED
- 722 Pollock St.—to include a request to install a wooden 6 foot tall privacy fence in the secondary and tertiary AVC's. Approved
- 215 Pollock St.—to include the elevation of a noncontributing structure, removal of a door and installation of a window, installation of larger windows, dormer modification and a screened porch addition in the tertiary AVC. APPROVED
- 212 New St.—to include the construction of a wooden mechanical platform and the construction of a brick and iron fence in the primary AVC. APPROVED W/ CONDITIONS
- 213 New St. —to include the removal of a door in the secondary AVC and the addition of flood vents in the primary, secondary and tertiary AVC's. VENTS WITHDRAWN, DOOR
- 417 E. Front St.—to include the removal of shrubbery and installation of a metal powder coated fence and reconstruction of a masonry foundation with solid piers and wooden louvers in the primary AVC, removal of a pool in the secondary AVC, replacement of French doors with a single garage door on an accessory structure, and installation of new masonry steps in the primary AVC. APPROVED
- 719 E. Front St.—to include infill construction in the primary, secondary and tertiary AVC'S. APPROVED

Finance

Fund Balance Available for Appropriation and Days Cash on Hand:

Fund	As of 06/30/16	As of 06/30/17	As of 6/30/18 *Estimate*	<i>Estimate for August 2018*</i>	<i>Estimate for September 2018*</i>
Water (Available)	\$8,497,223	\$6,298,596	\$6,097,210	\$5,786,467	\$5,985,196
Water (Days)	516	340	333	372	376
Sewer (Available)	\$3,422,417	\$4,035,133	\$3,343,179	\$2,811,789	\$2,952,545
Sewer (Days)	227	275	179	209	197
Electric (Available)	\$11,138,265	\$11,039,354	\$13,398,600	\$14,426,452	\$13,093,347
Electric (Days)	130	126	136	152	144
General (Available)	\$16,186,421	\$14,885,387	\$14,449,392	\$8,550,306	\$8,670,448
General %	45.63%	45.47%	35.30%	23.01%	22.74%

*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 are starting to be noticeable in this report. The effects on the policies for days cash and fund balance percentage will be mitigated due to establishing the Hurricane Florence fund.

Fire

Fire Suppression:

Incidents	2017 Total	2018 YTD	Last Month	Current Month
*Number of Incidents	1,603	1,800	467	183
90% Response Time to Incidents	7 minutes 25 seconds	8 minutes 43 seconds	8 minutes 04 seconds	9 minutes 41 seconds
Endangered Property Value	\$21,736,200	\$40,461,690	\$930,180	\$4,071,450
Property Losses Due to Fire	\$1,662,990	\$10,759,521	\$571,680	\$170,495
Percentage of Saved Property Value	92.35%	73.41%	38.54%	95.81%
Overlapping Incidents	163	490	327	21

Fire Prevention:

Prevention Statistics	2017 Total	2018 YTD	Last Month	Current Month
Fire Investigations	40	31	3	3
Fire Inspections	1,553	1,513	35	148
Permits Issued	92	83	11	12
Child-Passenger Seat Checks	207	122	6	3
People Educated Through Public Fire & Life-Safety Programs	9,476	5,256	17	2,392

Narcan:

Statistics	2017 Total	2018 YTD	Last Month	Current Month
Overdose Calls Responded To	78	40	6	1
Instances Narcan Administered	14	8	0	0

Significant Issues:

- 3 smoke alarms were installed this month (as compared to 13 in October 2017).
- 3 Fire Specialists started with the fire department on October 22, 2018.

Human Resources

City-Wide 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	2	2	1
Development Services	18	1	0	3	5	2
Finance	39	0	1	2	2	0
Fire	73	1	3	8	3	2
Human Resources	5	0	0	0	1	0
Parks & Recreation	29	1	0	2	3	1
Police	117	0	0	8	13	6
Public Utilities (Electric)	52	0	1	4	8	2
Public Works	47	0	0	4	9	2
Water Resources	77	0	0	4	7	3
Totals:	469*	3	5	37**	53	19

**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	2 OSHA Recordable 2 Lost Time 0 Non-Recordable 1 Denied	1 OSHA Recordable 0 Lost Time 0 Non-Recordable 1 Denied
Year-to-Date Claims	7 Recordable 3 Non-Recordable	5 Recordable 2 Non-Recordable
Current Month Costs	\$25,071.86	\$39,339.78
Year-to-Date Costs	\$550,053.33	\$119,491.03

Other:

None

Parks and Recreation

Significant Issues:

Hurricane Florence

- The Parks staff continued to work on removing storm debris from all parks. By the end of October, all parks were open to the public.
- Boat Launches at Glenburnie Park and Union Point Park are open. The launches at Lawson Creek Park are closed until further notice due to damage to the floating docks.
- West New Bern Recreation Center served as a Disaster Shelter during the month of October. The number of occupants ranged from 150 at the first of the month, to 68 at the end of the month.

MumFest

- The Parks Staff worked to prepared Lawson Creek Park for the MumFest Concert. Staff also decorated downtown with 1,500 mums for the festival.
- During the festival, the Parks staff monitored street trash and port-a-jons.
- Parks and Recreation had a booth at the Festival to promote upcoming events, programs and Martin Marietta Park.
- The annual MumFest 5K was held on Sunday, October 14th. Sixty-five registered for the event, which was double the participants from 2017.

Events

- We hosted a Youth Fishing Derby on Saturday, October 20th at Lawson Creek Park. The Wildlife Resources Commission co-sponsored this event. Forty-five kids participated. After the derby, participants were treated to a hot dog lunch.
- Two date-night movies in the park were scheduled for this month, but both were cancelled due to poor weather.

Police

Crime:

Incidents & Arrests	Current Month Total	2015 Total	2016 Total	2017 Total	2018 YTD
NIBRs* Group A Incidents	152	2,522	2,540	2,536	1,908
NIBRs* Group B Incidents (Arrests)	56	695	723	825	752
Adult Arrests	106	1,538	1,495	1,739	1,398
Juvenile Arrests	0	25	10	10	7
Total Arrests	106	1,563	1,505	1,749	1,405
Police Calls for Service	3,516	41,878	43,949	46,757	37,996
Business Alarms Dispatched	189	1,842	1,382	1,968	1,746
Residential Alarms Dispatched	67	782	777	878	644
Alarm Calls (PD Dispatched)	256	2,624	2,159	2,846	2,390

*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	1	5	11	8	7
Robbery	1	30	50	58	24
Aggravated Assault	7	68	82	93	65
B&E – Residence	13	181	168	160	137
B&E – Business	0	35	27	43	28
Theft from Motor Vehicle	3	157	173	187	92
Larceny	51	867	796	718	641
Motor Vehicle Theft	1	32	30	20	32
Arson	0	3	6	3	3
Total:	77	1,387	1,346	1,294	1,029

Criminal Investigations	Current Month Total	2015 Total	2016 Total	2017 Total	2018 YTD
Cases Assigned	12	141	179	108	142
Cases Closed	10	72	101	45	35

Police

Crime Analysis		
Top 5 Calls for Service & Number of Incidents	<u>October 2018</u>	<u>2018 YTD</u>
	1) Traffic Stop – 386 2) Follow Up Report – 257 3) Alarm Business – 187 4) Citizen Assist – 175 5) Veh Crash – Property – 158	1) Traffic Stop – 4,837 2) Follow Up Report – 2,236 3) Security Check Bus – 2,223 4) Citizen Assist – 1,935 5) Alarm Business – 1,711
Top 5 Calls for Service by Location and Number of Incidents	1) 601 George St. – Police Department (Citizen Assist): 287 2) 1100 Clark Rd. – Magistrates Sheriff Office (Commitment Papers): 52 3) 3105 M L King Jr Blvd. – Walmart (Larceny): 52 4) 5100 County Line Rd. – County (Special Operation): 51 5) 2710 M L King Jr Blvd. – MLK Overpass (TS): 50	
Top 3 Crime Locations for Current Month and Number of Incidents	1) 3105 M L King Jr Blvd. – Walmart (Larceny): 7 2) 3410 M L King Jr Blvd. – Target (Larceny): 5 3) 1225 Pinetree Dr. – West New Bern Rec (Larceny): 3	

Cases of Note	
2018-17415 – Sex Offense, 3127 Elizabeth Ave / HJ MacDonald School	Bus monitor has been arrested in this case and the juvenile suspect will be charged after consultation with District Attorney.
2018-34036 – OPBFP / 325 Middle St / Country Travel and Tours	Case is further investigation. This case has numerous victims, covers multiple jurisdictions and a suspect that is refusing to leave Europe.
2018-36210 – 1 st Degree Rape and Kidnapping / 901 Chapman St / Stanley White	Rudolph Williams has been arrested and charged in this case. \$1mil bond.
2018-36390 – Felony B&E / Assault on Female / 1616 Neuse Blvd	Rudolph Williams has been arrested and charged in this case. \$1mil bond.

Police

Personnel:

Extra-Duty Hours	2015 Total	2016 Total	2017 Total	2018 YTD
345.75	2,161	3,299	4,076.75	3,230.75

Overtime in Dollars	Sep 2018 Total (REGULAR) (STORM)	2015 Total	2016 Total	2017 Total	2018 YTD (REGULAR) (STORM)
Office of the Chief	\$110.21 \$0.00	\$8,783.87	\$1,251.97	\$381.11	\$200.97 \$0.00
Operations Division	\$4,626.96 \$155,462.47	\$145,902.95	\$135,511.65	\$118,641.19	\$88,428.74 \$155,462.47
Services Division	\$9,015.07 \$61,901.18	\$62,686.44	\$58,035.21	\$72,063.35	\$76,534.01 \$61,901.18
Investigations Division	\$2330.00 \$58,537.76	N/A	\$21,689.72	\$45,845.93	\$14,923.17 \$58,537.76
Total:	\$36,524.44 \$275,901.41 \$312,425.85	\$217,373.26	\$216,488.55	\$236,931.58	\$180,403.89 \$275,901.41 \$456,305.30

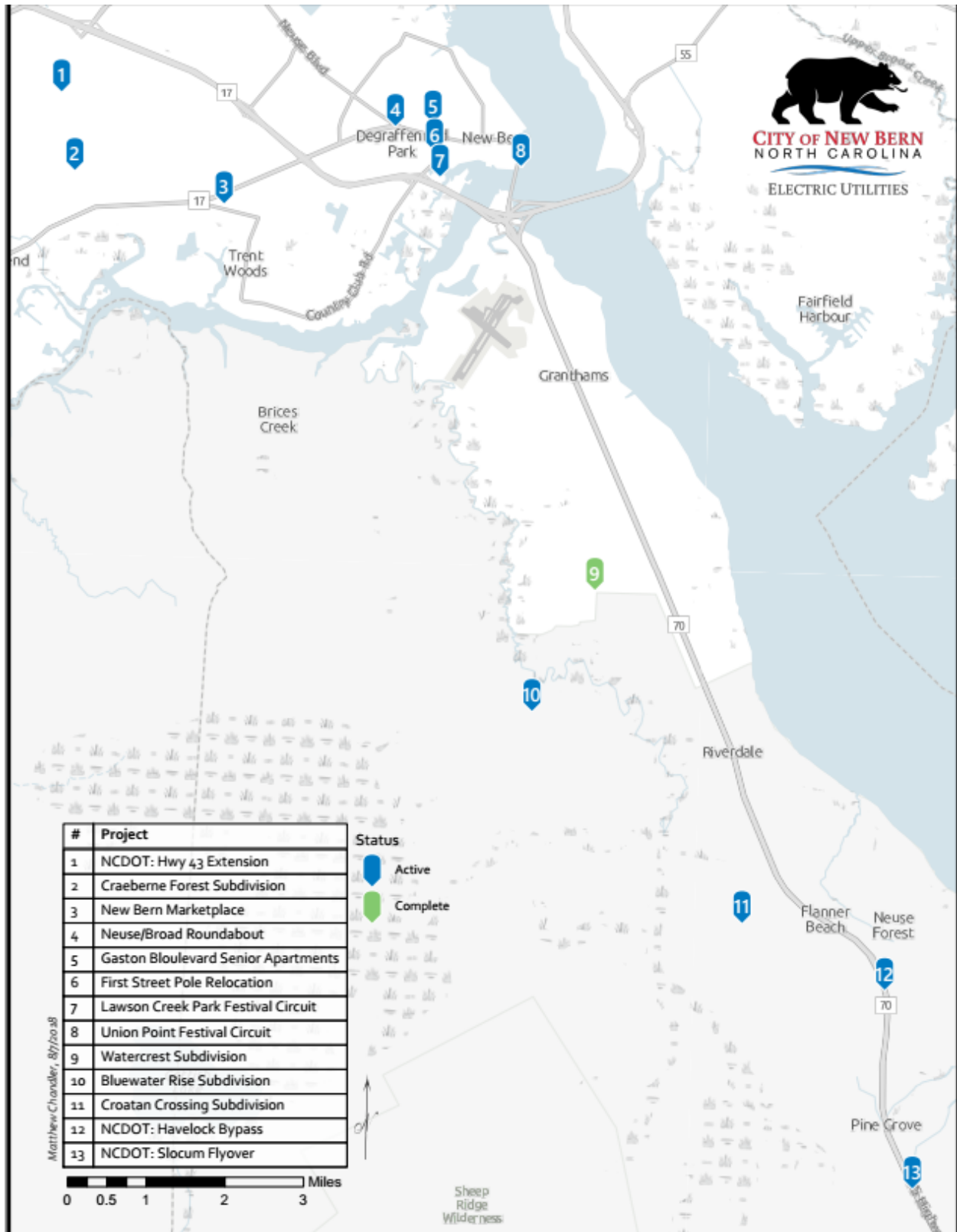
Significant Issues (not noted above):

None

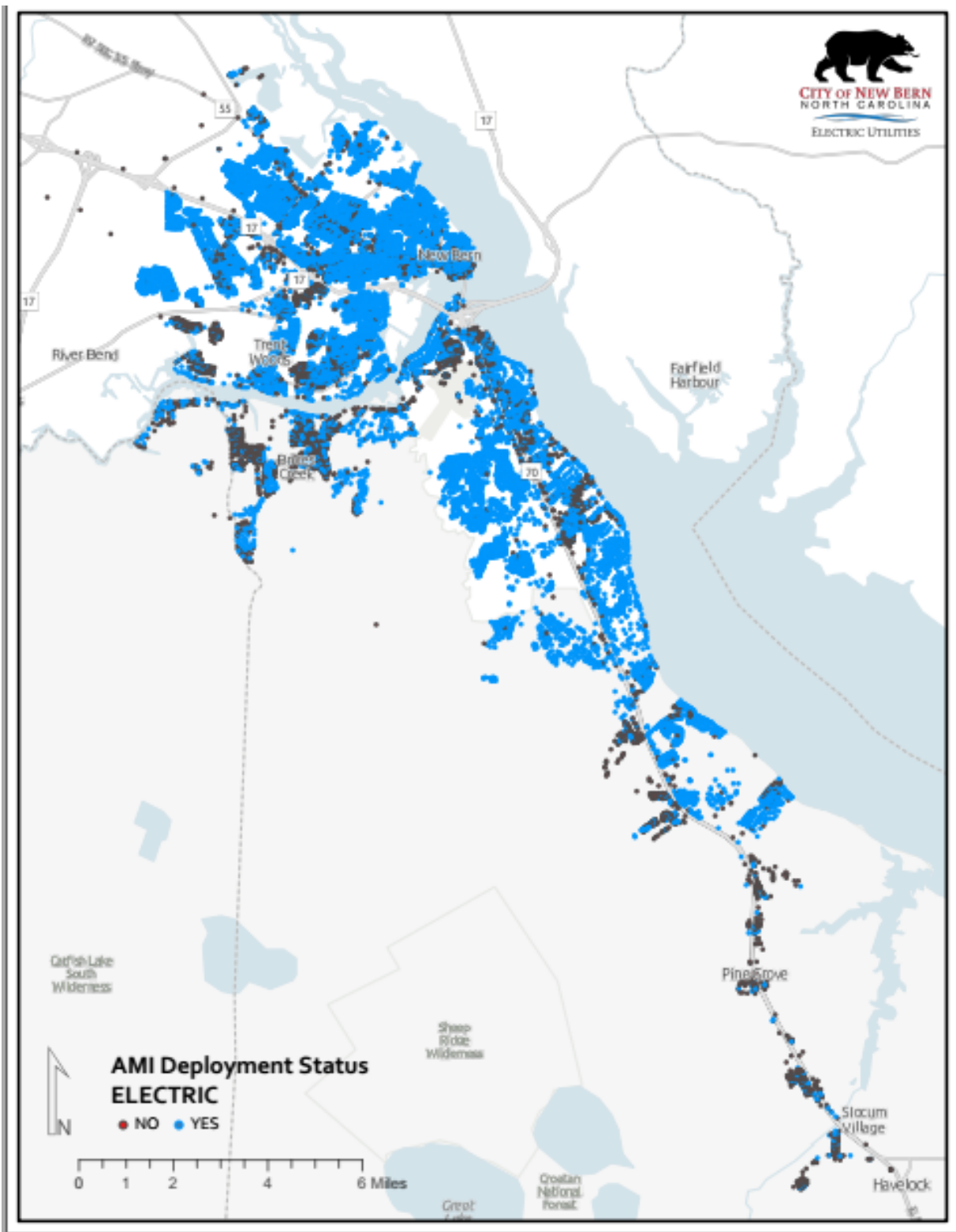
Public Utilities

- **High-Profile Projects:** Thirteen 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 41 interruptions were recorded on the electric system during the month of October. This impacted a total of 11,084 customers. The majority of these events were caused by electrical failure (29). As a result, customers experienced an average of 0.0827 interruptions and were restored in an average of 44.34 minutes. Additional details are provided in the table of “Electric System Outages and Reliability Statistics”.
- **Safety:** There were no incidents or accidents this reporting period.
- **Electric and Water Sales:** Graphical trends of revenue and expenses are Included.
- **Employee Recognition:** The Line Crews are recognized for their continued hard work and dedication in restoring service to our customers in the aftermath of Hurricane Florence and Tropical Storm Michael.

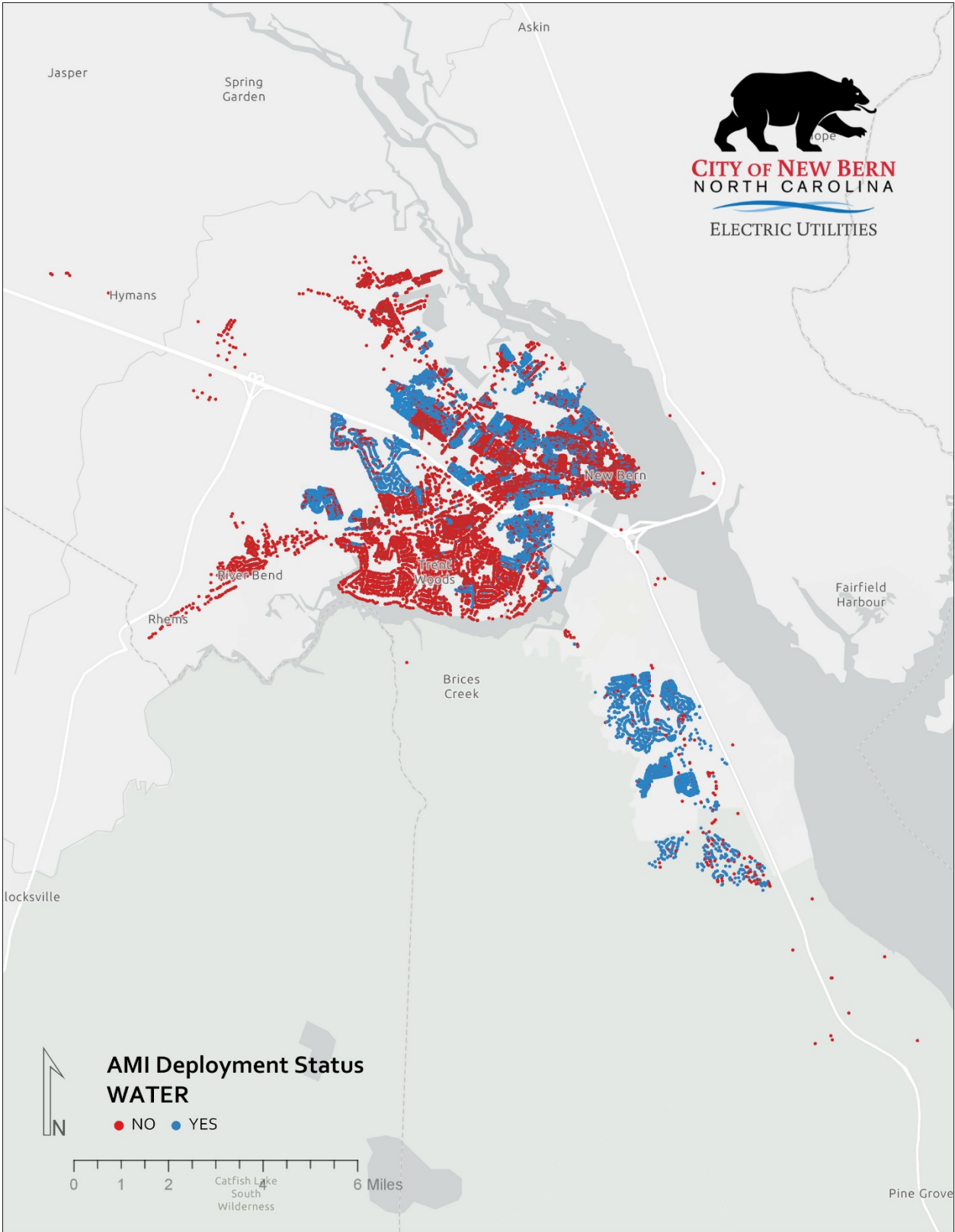
Public Utilities



Public Utilities



Public Utilities



Public Utilities

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 work has begun 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 street lights.
- **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.
- **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; 4,946 two-way load management switches have been installed. Project is on track to be completed by 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.
- **Spencer & Park Water and Sewer Rehabilitation Project** – *Replacement of existing water and sewer infrastructure along Spencer and Park Avenues ahead of planned resurfacing project.* This project has been on hold for the past couple of months as the contractor has been assisting the City with several emergency infrastructure repairs that were necessary due to damage from the hurricane. The contractor should be finishing up the hurricane repairs by mid-November and should be able to resume work on Spencer Avenue by the end of November. The contractor will continue to move along Spencer from east to west as they complete the remaining water, sewer, and storm drain improvements.
- **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

Public Utilities

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.

- **Sewer Outfall Lining Project**— *Lining of deteriorated concrete sewer mains on the outfall between Deaver's Circle and Williams Street.* The bypass operation and pre-cleaning work for this project was completed just before the Hurricane. However, the contractor had to demobilize due to the flooding of the area was able to return in mid-October. Since their return, the lining company has been able to successfully complete all work, which included the lining of 430' of 18" sewer main and 618' of 21" sewer main.

Public Utilities

Electric System Outages and Reliability Statistics

	Oct 2018	2018 YTD
# of Interruptions	41	387
# of Customers Out	11084	120347
Customers Minutes out	27,523,444	192,355,440

Oct 1, 2017 to Oct 31, 2018

SAIDI (minutes)	SAIFI (number of interruptions)	CAIDI (minutes)	ASAI (percent)
14.584	0.0827	44.34	99.9974

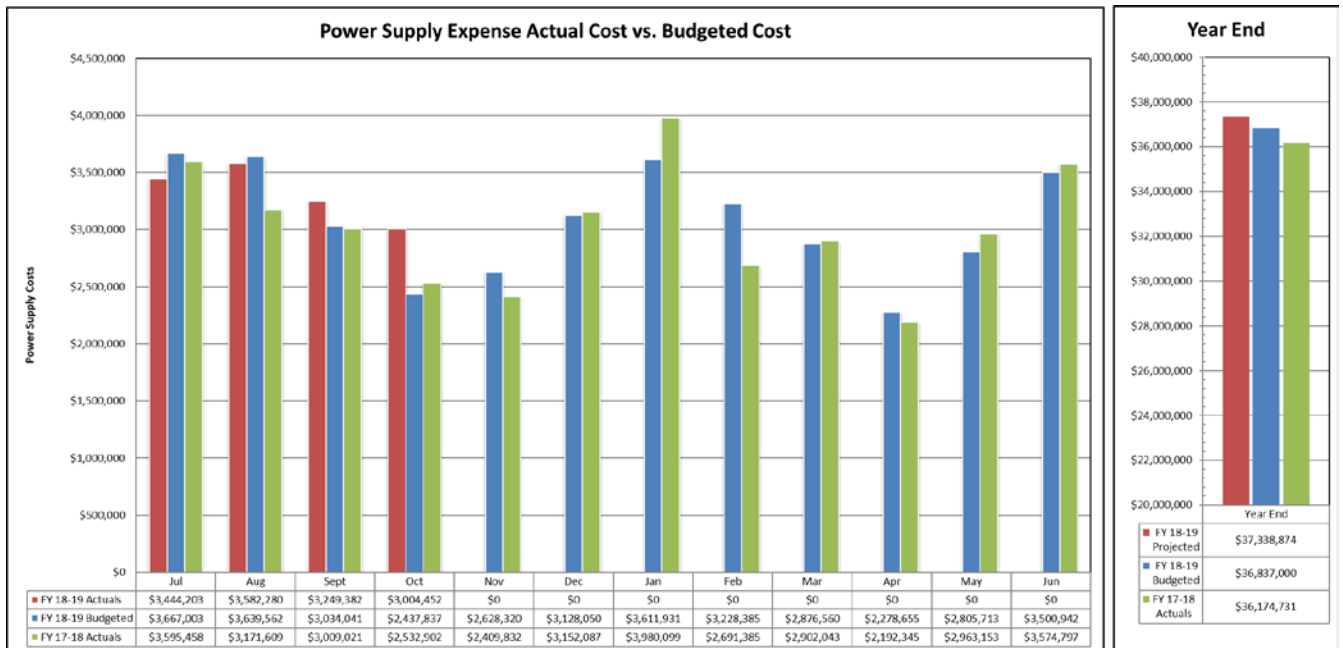
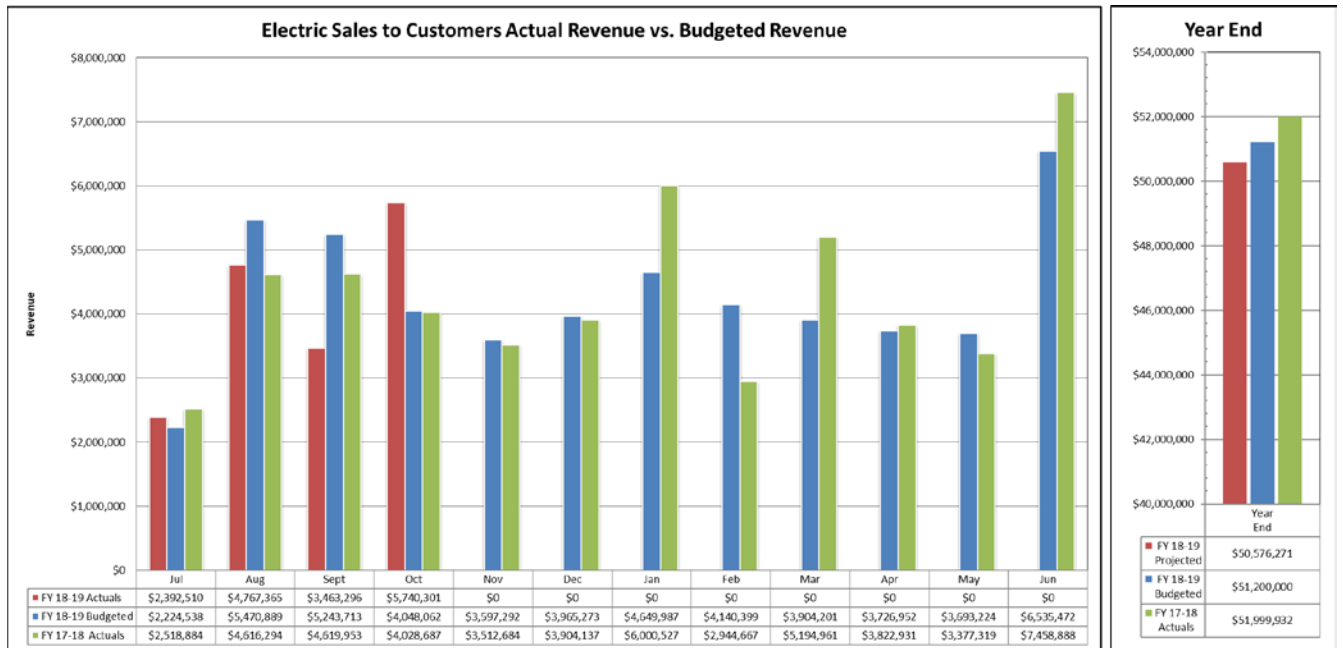
Oct 1, 2016 to Oct 31, 2017

SAIDI (minutes)	SAIFI (number of interruptions)	CAIDI (minutes)	ASAI (percent)
7.152	0.0765	86.523	99.9987

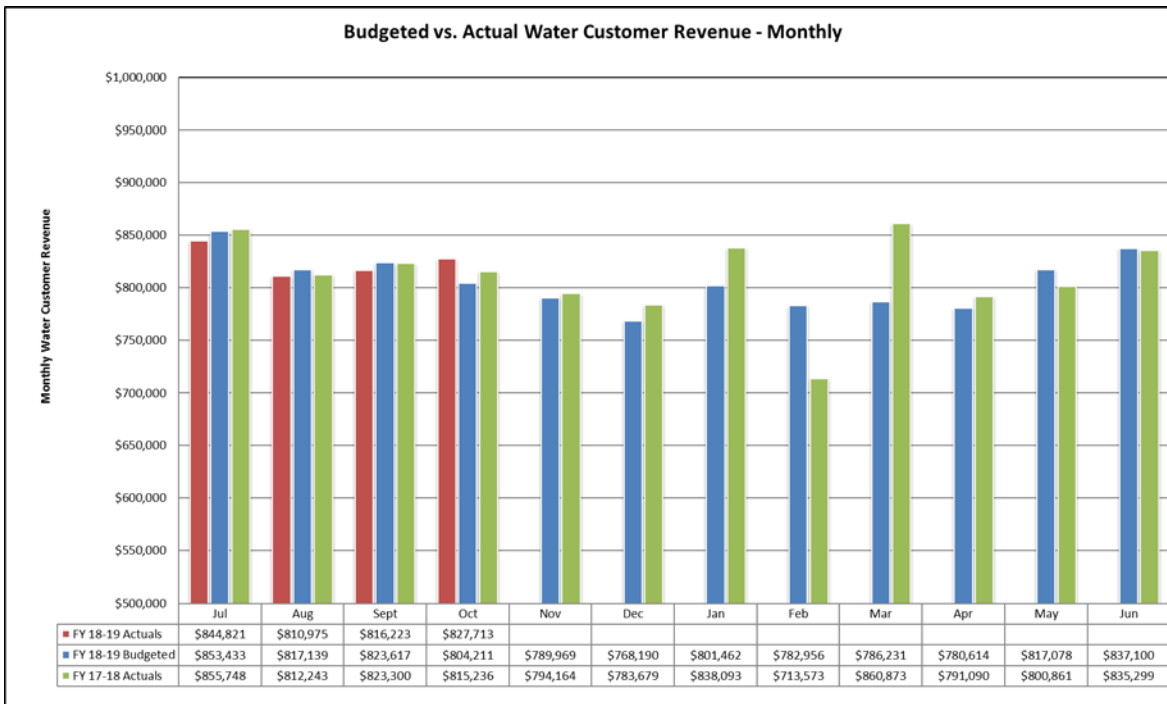
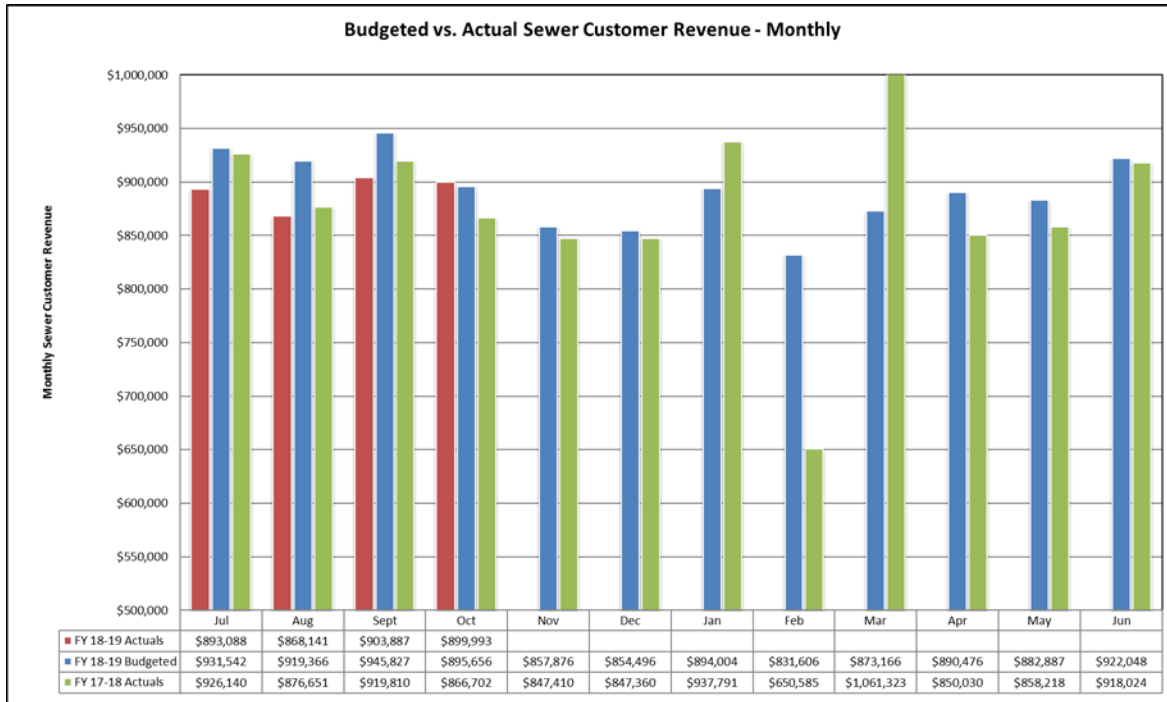
Oct-18

Sched/Unsched	Cause	Substation	Circuit	Total Outages
Unscheduled	Bird			
Scheduled	Repairs			1
Unscheduled	Equipment Worn Out			1
Unscheduled	Storm/Ice			2
Unscheduled	Human			1
Unscheduled	Contact with Foreign Object			1
Unscheduled	Vehicle Accident			2
Unscheduled	Electrical Failure			29
Unscheduled	Unknown/Other			4
Total				41

Public Utilities



Public Utilities



Public Works

Leaf and Limb:

Service Provided (Tons)	FY16-17 YTD	FY17-18 YTD	FY18-19 YTD	October 2018
White Goods Collected	12.38	27.00	3.38	0.00
Brown Goods Collected	3,689.40	3,603.60	877.80	112.20
Yard Waste Received	14,530.76	14,518.26	4,119.68	0.00
Mulch Dispersed	3,864.30	6,419.37	1,070.94	20.25

City Garage:

Costs	FY16-17 YTD	FY17-18 YTD	FY18-19 YTD	October 2018
Services Provided by City Garage:				
Vehicles Serviced	1,692	2,007	686	180
Total Labor Cost	\$ 52,205.30	\$ 59,457.53	\$20,484.24	\$ 5,934.11
Total Parts Cost	\$151,894.04	\$158,265.30	\$51,962.08	\$20,873.80
Total Cost (Parts + Labor)	\$204,099.34	\$217,722.83	\$72,131.32	\$26,807.91
Services Provided by Contract:				
Vehicles Serviced	542	551	182	53
Total Labor Cost	\$111,212.64	\$103,943.03	\$32,927.57	\$11,575.46
Total Parts Cost	\$174,965.06	\$190,999.15	\$46,297.87	\$18,447.63
Total Cost (Parts + Labor)	\$283,177.70	\$294,942.18	\$79,225.47	\$30,023.09
Total Services Provided (City Garage & Contract):				
Vehicles Serviced	2,234	2,558	868	233
Total Labor Cost	\$160,418.57	\$163,413.50	\$ 53,096.81	\$17,509.57
Total Parts Cost	\$327,129.10	\$349,536.84	\$ 98,259.98	\$39,321.43
Total Cost (Parts + Labor)	\$487,277.04	\$512,950.34	\$151,356.79	\$56,831.00

Cost by Department	FY16-17 Total	FY17-18 YTD	FY18-19 YTD	October 2018
Public Utilities (Electric)	\$ 89,722.68	\$ 77,364.66	\$26,815.19	\$14,432.04
Public Utilities (W&S)	\$106,384.36	\$119,216.35	\$36,510.40	\$15,188.81
Police	\$ 75,648.03	\$ 87,738.96	\$26,564.33	\$10,460.22
Recreation & Parks	\$ 42,286.71	\$ 44,518.24	\$13,032.99	\$ 2,876.48
Finance	\$ 11,181.78	\$ 14,017.76	\$ 2,993.97	\$ 732.34
Public Works	\$ 96,169.46	\$ 92,786.18	\$19,771.01	\$ 8,306.46
Fire / Rescue	\$ 63,315.27	\$ 74,337.71	\$24,892.88	\$ 4,834.65
Human Resources	\$ 619.44	\$ 745.40	\$ 523.00	\$ 0
Development Services	\$ 1,911.96	\$ 2,225.08	\$ 253.01	\$ 0

Public Works

Significant Issues:

None

Attendance for Board Appointees

Board of Adjustment			
Appointee	November 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	Kinsey
Edward Bellis, III	N/A	1	Not Available
Ross Beebe	N/A	1	Not Available

* A meeting was not held in November.

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

*Meetings are held quarterly. A meeting was not held in November

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

Attendance for Board Appointees

Eastern Carolina Council of Government			
Appointee	November 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	November 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	A	6	Mayor
Bill Frederick	P	1	Blackiston
David Pickens	P	2	Kinsey
Bobby Aster	P	2	Odham

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

Attendance for Board Appointees

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

New Bern Appearance Commission			
Appointee	November* Attendance	Meetings Missed in 2018 To Date	Appointed By
James Dugan	N/A	1	Ward 2 - Taylor
Joseph Cannon	N/A	0	Ward 3 - Mitchell
Rose Williams	N/A	0	Ward 4 - Kinsey
Mattie Tatum	N/A	4	Ward 5 - White
Kate Rosenstrauch	N/A	0	Ward 4 - Kinsey
John Phaup	N/A	1	Ward 5 - Best
Mike Duffy	N/A	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. A meeting was not held in November.

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

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

Attendance for Board Appointees

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

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

Planning & Zoning Board			
Appointee	November Attendance	Meetings Missed in 2018 To Date	Appointed By
Willie Newkirk, Sr.	P	6	Mayor
Jerry Walker	P	3	Ward 1
Carol Williams	P	2	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

Police Civil Service Board			
Appointee	November* Attendance	Meetings Missed in 2018 To Date	Appointed By
Ronnie Lovick	N/A	0	Bengel
Jon Skinner	N/A	1	Mitchell
Craig Baader	N/A	0	Mitchell
Mark Best	N/A	0	Best
Chip Hughes	N/A	0	Odham

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

Attendance for Board Appointees

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

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.