

NEW BERN



NORTH CAROLINA

*Everything comes together here*

Departmental Monthly  
Reports

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March 2020

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## Development Services

<b>Inspections</b>				
<b>Overview</b>	<b>2019 YTD</b>	<b>2020 YTD</b>	<b>Current Month 2019</b>	<b>% Change from Previous Month</b>
Commercial Permits – New Construction	138	29	11	0%
Residential Permits – New Single Family	198	35	14	63%
Residential Permits – Additions/Remodels	381	69	20	-31%
Mobile Homes	12	2	0	100%
Signs	45	8	3	-80%
Certificates of Occupancy – Residential	155	49	17	-40%
Certificates of Occupancy – Commercial	21	2	2	0%
<b>Total Permit Valuation</b>	<b>\$64,886,307</b>	<b>\$29,378,838</b>	<b>\$4,706,309</b>	<b>-31.12%</b>

### **Community and Economic Development:**

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

- 422 students are enrolled in programs at the Volt Center to date and 228 have completed courses. 58 jobs have been confirmed by students graduating programs. Two meetings held with a non-profit and a for-profit enterprise interested in participating in the City Market and kitchen project.
- Effective March 14, 2020 all schools closed due to COVID19.

#### **Economic and Community Development:**

- Staff attended a video conference call about SBA Economic Injury Disaster Loans.
- Staff attended a webinar with International Economic Development Council about tools for recovery due to COVID-19.
- Staff had a conference call with WRAL.
- Staff responded to requests by developers seeking real estate information.
- Staff spoke to a company relocating to New Bern to supply information.
- Staff has been working on the Duffyfield Stormwater Enhancement Project in collaboration with Urban Design Ventures, a CDBG consulting firm.
- Staff has been preparing for the 2020 Annual Action Plan Process.
- Staff published an ad announcing a public hearing to be held on March 17, 2020. The public hearing was intended to be used to receive public input on the 2020 CDBG allocation and welcome comments on how community members feel funds should be used. Due to the spread of COVID-19, this public hearing was cancelled.
- Staff also submitted the monthly progress report to HUD for the month of February. This report updates HUD on how the City is moving forward in addressing its timeliness issue, which requires that CDBG funds be spent in a timely fashion.

## Development Services

- Staff has been collaborating with Finance to prepare for upcoming draws to be made in the Integrated Data Information System (IDIS), a drawdown and reporting system where the City's CDBG funding can be requested from HUD.
- Staff held a kickoff meeting with Withers Ravenel, a firm that will provide services for the stormwater project.
- Staff attended and volunteered at the Main Street Conference, held at the New Bern Convention Center.
- Staff received requests for home rehabilitation assistance. Staff has been mailing packets with information from other community organizations that can assist residents, as the City's housing rehab program has been suspended at this time.
- Staff attended a special webinar provided by HUD to address COVID-19 and its effect on CDBG Entitlement cities.
- Staff was able to begin the process of drawing down funding in IDIS.
- Staff submitted the Semi-Annual Labor Standards report and submitted the Quarterly Report due to HUD.
- Staff also held a phone conference with Urban Design Ventures, a CDBG consulting firm, regarding the City's submission of the 2020 Annual Action Plan.
- Staff is currently working to host a virtual public hearing to receive information for the 2020 Annual Action Plan process.
- Staff will also remain in close contact with HUD for guidance and updates on all changes to regulations due to the current impact of COVID-19.

### **Resiliency and Recovery Activities:**

- Staff worked on details for DEQ 319 Grant Application and had virtual site visit with DEQ staff.
- Staff had call with Moffatt & Nichol regarding grant application opportunity with NFWF.
- Staff working with Withers Ravenel to move forward with the Duffyfield Stormwater Enhancement Project Phase 1.
- Staff had preliminary call with top respondent for consultant services to implement HMGP program.
- Staff researched the SRF/ASADR grant program for Duffyfield Stormwater Enhancement Project.
- Staff participated in calls with the Southeast Sustainability Director's Network.

### **Other:**

#### **GIS**

- Completed work on the Enterprise Portal setup for our City GIS system. Contracted with GISInc to have a look at the completed system to make sure we were secure and utilizing it to the best capacity. They noted a few items to tweak and worked to complete those tasks.
- Work on updating the new Flood Hazard GIS data for new rollover in June in adoption of new standards, new flood hazards areas and base flood elevations. Completed and published a variety of maps and interactive apps for providing more information – posted on the City's interactive map web page.
- Attended a webinar of the available and ways to use and share data related to the COVID-19 virus. Making sure the data is accurate, live or frequently updated and ways to share within a community.
- Mapped the multiple bus stop locations for food distribution to home bound students. Pushed out to an online map/app with location, times and bus information.
- Provided data and other information to UNCW for submittal to the SeaGrant for funds and help in resiliency. Working along with UNCW professors Halls and Pricope and New Hanover County.

## Development Services

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### **MPO:**

- Staff attended CARTS public meeting – 3/2
- Staff participated on design review call for US 70 upgrades – 3/9
- Staff attended SPOT workshop in Kinston – 3/10
- Staff attended Main Street Conference – 3/10-3-12
- Staff held TCC Meeting – 3/12
- Staff attended NCAMPO meeting via web-conference – 3/13
- Staff participated on Neuse Blvd study design review conference call – 3/23
- Staff attended DERPO TCC meeting – 3/24
- Staff participated on NCDOT Resiliency workgroup call – 3/25
- Staff attended DERPO TAC meeting – 3/30
- Staff participated on NCDOT Great Trails State Plan call – 3/31

### **Zoning:**

- Attended Main Street Conference at the Riverfront Convention Center.
- Prepared documents for March BOA meeting (Solar Farm SUP application).
- Drafted proposed ordinance amendments for “Short Term Rentals”

### **HPC:**

- Staff prepared for the Historic Preservation Commission’s Regular Meeting on March 18, 2020 however the meeting was cancelled items to be continued for next meeting:
  - 100 E. Front St. (Union Point Park) – replace stage with other materials
  - 615 Hancock St. – to include replacing an attic window with louvers in the Tertiary AVC.
  - 715 E Front St. – to revise the approved CoA for this project to allow for elevating the interior of the house while the exterior walls remain, extra wall height is added to the top of the walls, the window and door thresholds, sills, jambs, and headers are modified, and the roof structure and chimney are removed and replaced. This is an after-the-fact application.
  - 520 New St. – to include replacement of a chain link fence with a wood fence and brick piers to match the existing adjacent fencing in the Primary AVC.
  - 244 Middle St. – to include a new location for a previously approved roof-mounted cell structure.
  - 818 E. Front St. (Riverstation) – to include a revision to a previous CoA approval for the use of concrete “hog slats” for a portion of the pier decking.
    - 518 Metcalf St. – to include replacement of existing 1-story rear addition with 1-story construction and replacing the kitchen window with a new doorway and a brick stoop.

## Finance

### **Cash on Hand:**

<b>Fund</b>	<b>As of 6/30/2016</b>	<b>As of 6/30/2017</b>	<b>As of 6/30/2018</b>	<b>As of 6/30/2019 *Estimate*</b>	<b>As of 3/31/2020 *Estimate*</b>
Water Fund Cash on Hand	\$8,497,223	\$6,298,596	\$6,424,708	\$7,411,161	\$10,576,158
Water (Days)	516	340	381	332	383
Sewer Fund Cash on Hand	\$3,422,417	\$4,035,133	\$4,214,328	\$4,531,433	\$12,146,068
Sewer (Days)	227	275	192	188	251
Electric Fund Cash on Hand	\$11,138,265	\$11,039,354	\$18,144,700	\$20,413,279	\$55,708,515
Electric (Days)	130	126	151	138	130
General Fund Cash on Hand	\$16,186,421	\$14,885,387	\$14,236,881	\$18,135,693	\$11,092,292
General Fund Balance %	45.63%	45.47%	39.5%	57%	62%

\*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 above amounts are estimates based on current financial information.

### **Significant Issues:**

None

## Fire

<b>Fire Suppression</b>				
<b>Incidents</b>	<b>2019 Total</b>	<b>2020 YTD</b>	<b>Last Month</b>	<b>Current Month</b>
*Number of Incidents	1,982	416	140	144
90% Response Time to Incidents	9 minutes 59 seconds	9 minutes 50 seconds	9 minutes 15 seconds	9 minutes 49 seconds
Endangered Property Value	\$180,755,380	\$32,877,880	\$11,363,420	\$13,335,660
Property Losses Due to Fire	\$1,765,436	\$197,875	\$87,175	\$4,800
Percentage of Saved Property Value	99.02%	99.40%	99.23%	99.96%
Overlapping Incidents	271	51	20	13

<b>Fire Prevention</b>				
<b>Prevention Statistics</b>	<b>2019 Total</b>	<b>2020 YTD</b>	<b>Last Month</b>	<b>Current Month</b>
Fire Investigations	34*	12	7	3
Fire Inspections	2,131*	600	231	115
Permits Issued	63*	17	0	6
Child-Passenger Seat Checks	201*	26	10	2
People Educated Through Public Fire & Life-Safety Programs	8,515*	1,660	1,585	21
Smoke Alarms Installed	191*	25	12	11

\* Fire Prevention statistics for December were incorrectly reported. The correct December statistics are noted above by the \*.

<b>Narcan</b>				
<b>Statistics</b>	<b>2019 Total</b>	<b>2020 YTD</b>	<b>Last Month</b>	<b>Current Month</b>
Overdose Calls Responded To	100	36	9	7
Instances Narcan Administered	10	2	0	0

**Significant Issues:**

- Relative to the worldwide spread of the Coronavirus (COVID-19), the following procedures were updated/implemented/reported:
  - Changed medical response protocol to mirror state's recommendation
  - Changed daily operations to ensure continuity of operations
  - Developed Incident Action Plan (IAP) for COVID-19 event
  - Daily communications with Emergency Management, Health Department, and local Medical Director
  - Two departmental personnel were quarantined with negative test results and have since returned to work
- Began budget preparations

## Human Resources

City-Wide Vacancies						
Department	Budgeted Positions	Separations During the Month	Positions Filled By External Candidates During the Month	Current Vacancies	Turnover FY18/19	Turnover FY19/20
Administration	11	0	0	0	1	0
Dev. Services	18	0	0	0	4	2
Finance	23***	1	1	5	4	4
Fire	73	0	0	1	4	2
Human Resources	5	0	0	1	0	1
Parks & Recreation	29	0	0	1	2	1
Police	119	0	0	9	17	16
Public Utilities	70***	1	1	9	5	9
Public Works	48*	0	0	1	6	4
Water Resources	78	0	0	4	6	6
Totals:	474*	2	2	31**	49	45

\*Includes regular and 2 grant-funded positions approved for the fiscal year; does not include seasonal positions. Includes additional full-time position in Public Works which was previously classified as seasonal.

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

\*\*\*Utility Billing and Metering moved to Public Utilities.

Safety News		
Workers' Compensation	2019	2020
Current Month's Claims	1 OSHA Recordable 0 Lost Time 0 Non-Recordable 0 Denied	0 OSHA Recordable 0 Lost Time 1 Non-Recordable 0 Denied
Year-to-Date Claims	15 Recordable 5 Non-Recordable	17 Recordable 9 Non-Recordable
Current Month Costs	\$33,385.56	\$106,184.05
Year-to-Date Costs	\$238,567.22	\$492,211.74

**Other:**

None



## Parks and Recreation

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### **Significant Issues:**

- COVID-19. Due to impacts from the pandemic, the West New Bern Recreation Center and Parks and Recreation Admin were closed to the public on March 16. We continue to work with the public through social distancing and virtual meetings. All activities, programs, special events, trips, facility and shelter reservations were cancelled until further notice. On March 24, all basketball courts, playgrounds and shelters were closed until further notice. Staff continues to disinfect facilities, park restrooms and frequently used surfaces on a regular basis. Foster has been participating in twice weekly conference calls with Parks and Recreation Directors across the state to discuss impacts of the pandemic and how our profession will need to adapt to continue engaging the public through new ways such as virtual programming.
- Park Projects. With facilities and certain park amenities being closed, we will begin the following projects:
  - West New Bern Recreation Center - New stucco on exterior, new windows, ADA accessible entrance, new VCT tile, paint, lights and ceiling tiles in meeting space. Gym floors to be refinished. Gym walls to be repainted.
  - Playgrounds - Fort Totten and Pierce playgrounds will be painted with new borders, mulch and amenities added.
  - Union Point Park restrooms to receive new roof and gazebo to be painted.
  - Lawson Creek Park round rail fence will be installed. Speed limit signs will also be installed.

## Police

### Crime:

Incidents & Arrests	Current Month Total	2017 Total	2018 Total	2019 Total	2020 YTD
NIBRS* Group A Incidents	188	2,536	2,534	2,644	623
NIBRS* Group B Incidents (Arrests)	36	825	900	736	150
Adult Arrests	77	1,739	1,698	1,477	308
Juvenile Arrests	1	10	9	3	1
Total Arrests	78	1,749	1,707	1,480	309
Police Calls for Service	3,582	46,757	45,246	45,402	11,235
Business Alarms Dispatched	147	1,988	2,157	1,981	451
Residential Alarms Dispatched	42	758	755	645	151
Alarm Calls (PD Dispatched)	189	2,746	2,912	2,626	602

\*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	2017 Total	2018 Total	2019 Total	2020 YTD
Homicide	-	4	-	2	2
Rape	2	8	8	8	3
Robbery	2	58	30	25	10
Aggravated Assault	10	93	80	87	26
B&E – Residence	9	160	168	177	42
B&E – Business	2	43	37	49	7
Theft from Motor Vehicle	9	187	111	141	47
Larceny	54	718	782	841	180
Motor Vehicle Theft	1	20	36	25	7
Arson	-	3	3	7	-
<b>Total:</b>	89	1,294	1,255	1,360	324

Criminal Investigations	Current Month	2020 YTD	2019 YTD
Cases Assigned	21	76	185
Cases Closed by Arrest	8	19	18
Cases Closed Leads Exhausted	1	9	20
Cases Closed Unfounded	1	3	14

# Police

2020 Cases of Note - February	
Crime	Summary
2020-7682	Waffle House stabbing. Determined to be self-defense and victim/suspect refused to cooperate.
2020-4274	Don Miller Park homicide, 5 suspects taken into custody.
2020-3859	Gunshot victim pending interview due to inconsistencies in story.
2020-6653	Trent Court shooting. Suspect identified pending second interview with uncooperative victim.

Crime Analysis		
	March 2020	2020 YTD
Top 5 Calls for Service & Number of Incidents*	1) Security Check Business – 462 2) Traffic Stop – 369 3) Security Check Residential - 206 4) Citizen Assist - 184 5) Directed Patrols – 158	1) Traffic Stop – 1,300 2) Security Check Business – 1,210 3) Security Check Residential - 820 4) Directed Patrols - 522 5) Follow Up – 512
Top 5 Calls for Service for Current Month by Location* and Number of Incidents	1) 1100 Clarks Rd, Magistrates (Commitment Papers) - 70 2) 724 Oak St (Security Checks) - 65 3) 3105 M L King Jr Blvd, Walmart (Larceny, Trespassing) - 54 4) Green St / Sampson St (Directed Patrols) – 50 5) 1309 Country Club Rd (Security Check Residential) – 35	
Top 3 Crime Locations for Current Month and Number of Incidents	1) 3105 M L King Jr Blvd (Larceny) – 6 2) 1400 Lowes Blvd (Larceny) – 4 3) 3307 M L King Jr Blvd (Larceny) – 2	

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

## Personnel:

Extra Duty Hours						
Current Month 2020	2015	2016	2017	2018	2019	2020 YTD
<b>103.00</b>	2,161.00	3,299.00	4,076.75	4,525.01	4,392.75	<b>671.00</b>

\*City sponsored events/assignments are considered overtime assignments and are not included in extra duty reporting, therefore downtown patrol special assignment totaled 54 hours in September.

Overtime in Dollars	Current Month 2019*	2017 Total	2018 Total	2019 Total	2020 YTD
Office of the Chief		\$381.11	\$200.97	\$180.55	\$0.00
Operations Division		\$118,641.19	\$266,946.37	\$151,599.12	\$20,639.27
Services Division		\$72,063.35	\$152,064.54	\$136,802.31	\$19,748.14
Investigations Division		\$45,845.93	\$75,893.65	\$42,992.18	\$2,861.80
<b>Total:</b>		<b>\$236,931.58</b>	<b>\$495,422.53</b>	<b>\$331,574.16</b>	<b>\$43,249.21</b>

\*Overtime figures for March were not available due to issues with Munis.

**Significant Issues:** None.

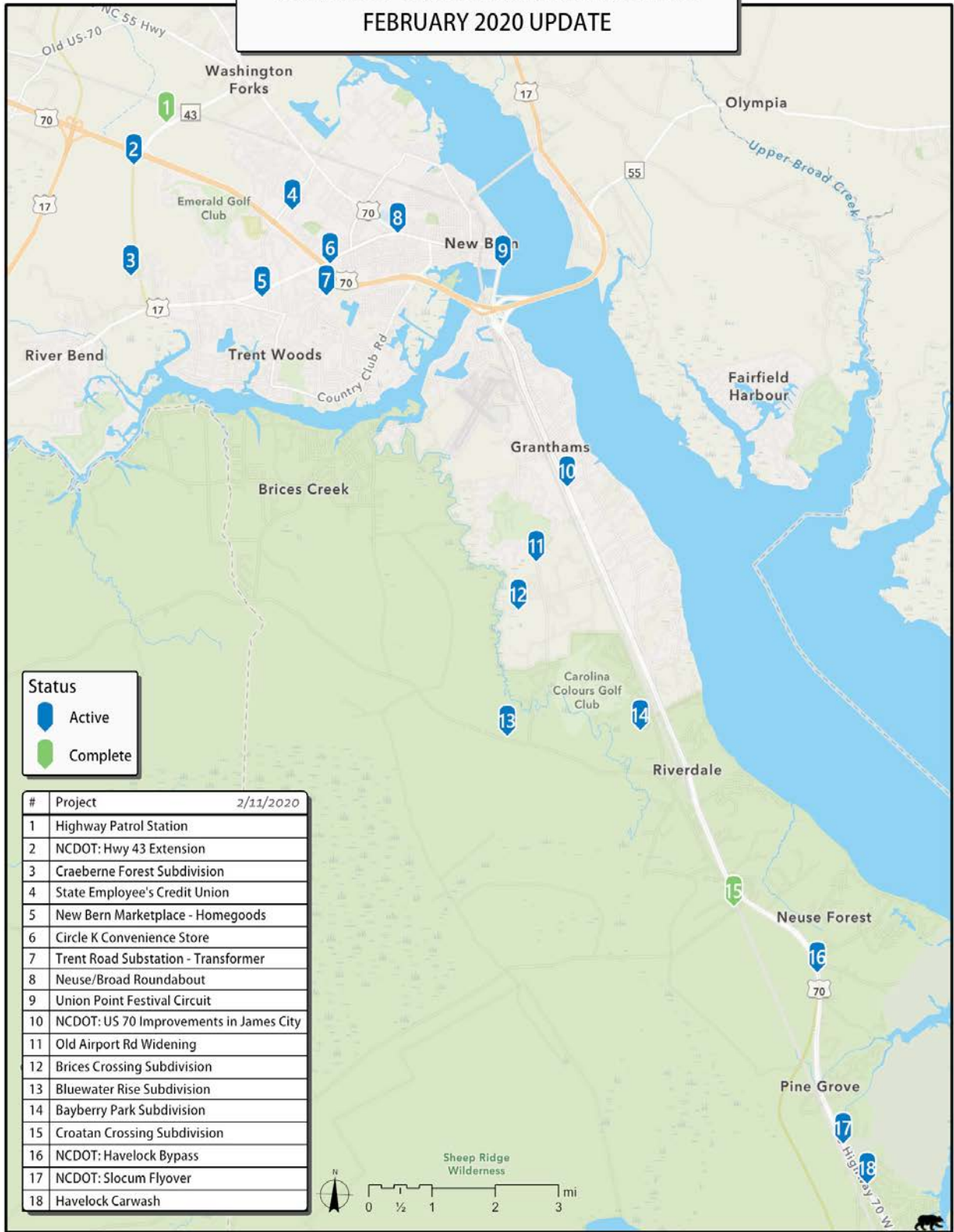
## Public Utilities

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- High-Profile Projects: Twelve high profile projects have been identified for electric utilities. A location map is attached to assist with visualizing the project locations. There are also five high profile water and sewer projects currently underway. An updated summary is included.
- System Reliability: A total of 22 interruptions were recorded on the electric system during the month of March. This impacted a total of 512 customers. As a result, customers experienced an average of 0.0231 interruptions and were restored in an average of 2.101 minutes. Additional details are provided in the table of “Electric System Outages and Reliability Statistics”.
- Safety: One safety incident to report (Billing).
- Electric and Water Sales: Graphical trends of revenue and expenses are Included.

# Public Utilities

## ELECTRIC PROJECTS & DEVELOPMENT FEBRUARY 2020 UPDATE



## Public Utilities

- Advanced Metering Infrastructure Project** - This project involves installing a network of electric and water meters. We are currently reading 11,210 water meters and 23,122 electric meters with 10,110 disconnect meters; 6,042 two-way load management switches have been installed.

Current Customers	Type	Utility	Total AMI Customers	% Complete
22525	Residential/Commercial	Electric	22519	99.97%
6	Large Industrial	Electric	0	0%
18994	Res./Commercial	Water	<b>11,210</b>	60.35%
3,745 AMI Load Management customers with 6,011 switches 39 installed gateways Controlled load management devices: 3,828 air conditioners, 85 electric furnaces, 1,867 heat strips, 2,098 water heaters..				

- Street Lighting** - This project involves the changing out of streetlights, area lights, and security and flood lights throughout the city. The current area of focus for this project is the area between Neuse Boulevard and Martin Luther King Jr. Boulevard.
- Vegetation Management** – Is ongoing throughout the service area. Trees have been removed from Hurricane Dorian. Managing “leaners” before they become a problem.

### High-Profile Electric Projects:

- Bluewater Rise Subdivision.** *New underground residential subdivision.* Construction is following the pace of the developer.
- Croatian Crossing Subdivision.** Construction is following the pace of the developer. This project is 95-98% complete.
- Old Airport Road.** Line construction in progress.
- Trent Road Transformer Replacement** – Planning transformer unloading sometime early April.
- NCDOT.** *This consist of various NCDOT projects.*
  - NC Hwy 43 Extension – Waiting on submission of plans from NCDOT.
  - Neuse Boulevard Roundabout – Waiting on submission of plans from NCDOT.
  - US Hwy 70 – James City – Waiting of submission of final plans from NCDOT.
  - Havelock Bypass – Waiting on submission of final plans from NCDOT.
  - Slocum Flyover – Utility work is 95% complete. Waiting on traffic signal plan from NCDOT. DOT contractor is installing pipe for last two (2) traffic signal locations. This is complete with the exception of signalization.

### High-Profile Water Resources Projects:

- Township No. 7 Sewer Improvements – Phase III.** *Sewer system infrastructure improvements for increasing transmission capacity.* Over the past month, City staff has continued to have discussions with NCDOT engineers and the City’s consultant on the design of the force main tie-ins at Williams Road, which is the only outstanding portion of the design. At this point we have confirmed that a single force main can be utilized to meet the needs of highway project, while creating the extra capacity in the system that was the objective of the TS-7 Phase-III project. The final design for this new configuration is near complete and the project will be ready to submit for permitting in late April or early May, with an anticipated bid date of early July.
- West New Bern Water System Improvements** – *Water system infrastructure improvements between the Highways 17 and 55 corridors increasing available domestic and fire flow supplies.* Final plans have been coordinated with NCDOT for the configuration of the southern portion of

## Public Utilities

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this project and the City has executed the necessary utility construction agreements for the NCDOT portion of the southern work. The final plans are being completed for the remaining portions of the project and survey is being performed on the new elevated storage site.

- **Griffin Avenue Water & Sewer Rehabilitation Project** – *Rehabilitation of the existing water and sewer systems along the western portion of Griffin Avenue and the complete replacement of sewer pump station No. 43 that services this area.* The final engineering and design for this project is complete and the project has been submitted for state permitting. We anticipate some delay with the permitting due the State’s response to COVID-19.
- **Racetrack Road Sewer Lift Station Rehabilitation Project** – *Rehabilitation of the existing sewer pump station No. 29 that services a small area of Racetrack Road, near the railroad crossing.* The necessary permits have been received for this project and the pump station equipment has been ordered. The anticipated bid date for the construction is late-April.
- **NB-7 Facility Improvements Project** – *Rebuild of the NB-7 WWTP office and lab building and enclosure of equipment storage bays for weather protection.* The final engineering and design for the new office/lab building is complete and PW staff has submitted the proposed plans for permitting and contractor pricing. The final scope of the equipment bay enclosures has been completed and will be submitted for contractor pricing in the upcoming weeks. At this point, PW staff is still waiting on final quotes.

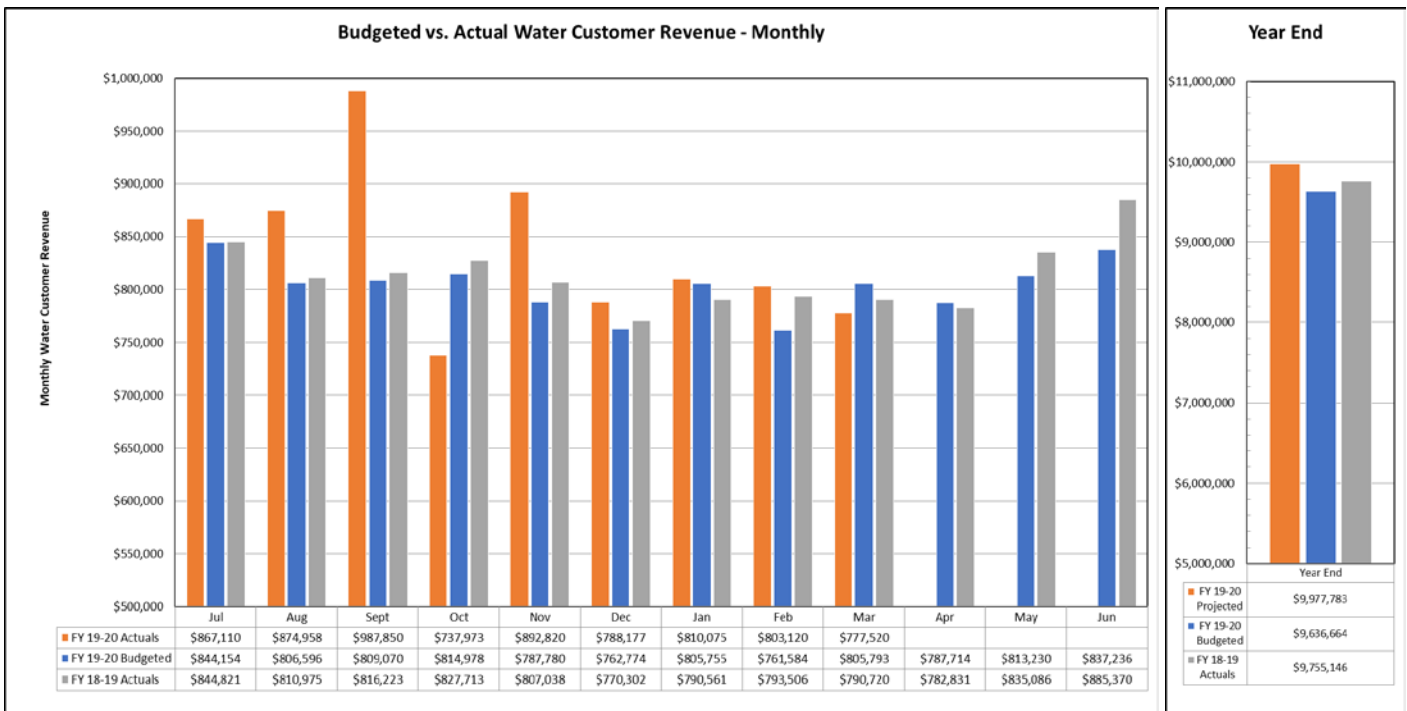
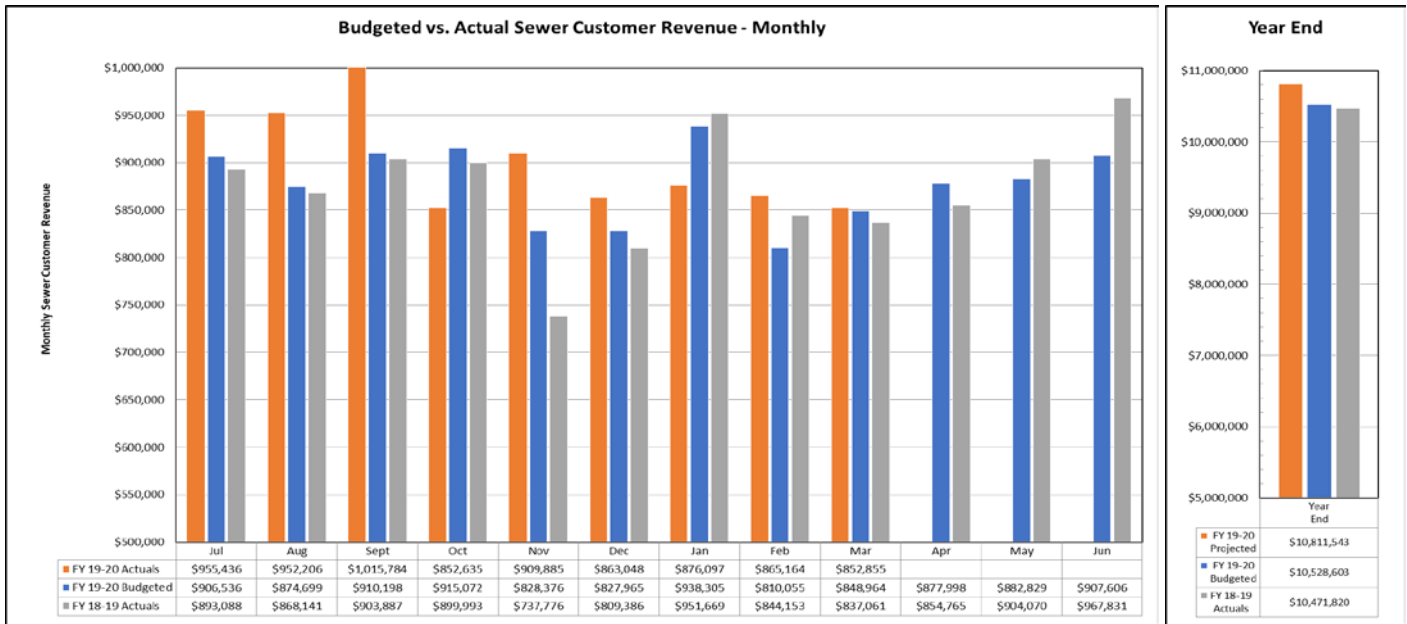
## Public Utilities

<b>Electric System Outages and Reliability Statistics</b>			
	<b>Current Month 2020</b>		<b>2020 YTD</b>
# of Interruptions	22		43
# of Customers out	512		1095
Customers Minutes Out	46,548		97,997
<b>March 1, 2020 to March 31, 2020</b>			
<b>SAIDI (Minutes)</b>	<b>SAIDI (Minutes)</b>	<b>SAIDI (Minutes)</b>	<b>SAIDI (Minutes)</b>
2.101	2.101	2.101	2.101
<b>March 1, 2019 to March 31, 2020</b>			
<b>SAIDI (Minutes)</b>	<b>SAIDI (Minutes)</b>	<b>SAIDI (Minutes)</b>	<b>SAIDI (Minutes)</b>
20.532	20.532	20.532	20.532
<b>March 1, 2018 to March 31, 2019</b>			
<b>SAIDI (Minutes)</b>	<b>SAIDI (Minutes)</b>	<b>SAIDI (Minutes)</b>	<b>SAIDI (Minutes)</b>
15.81	15.81	15.81	15.81

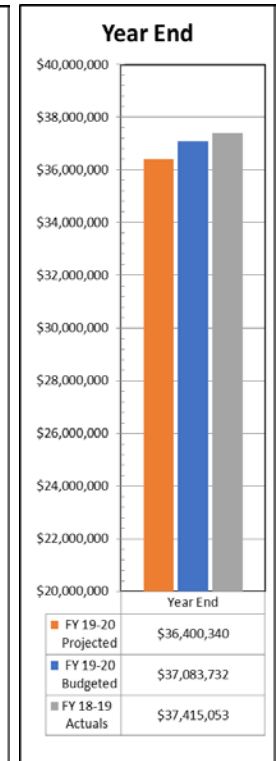
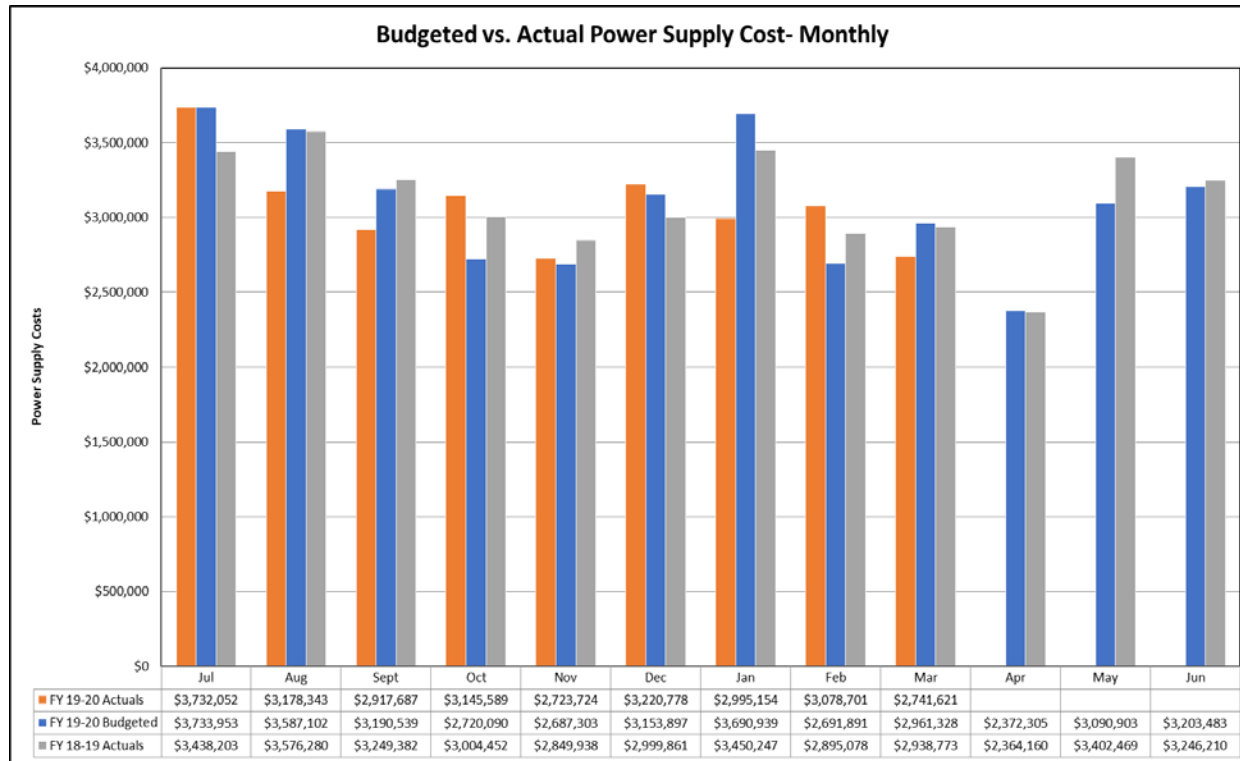
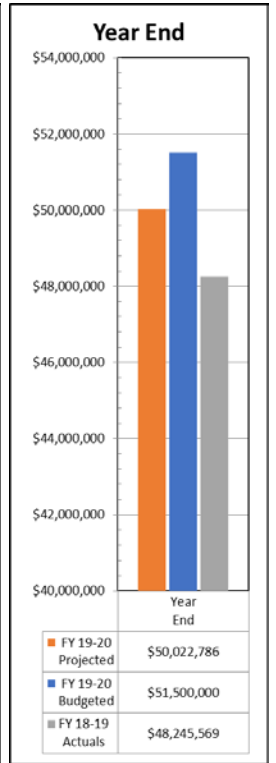
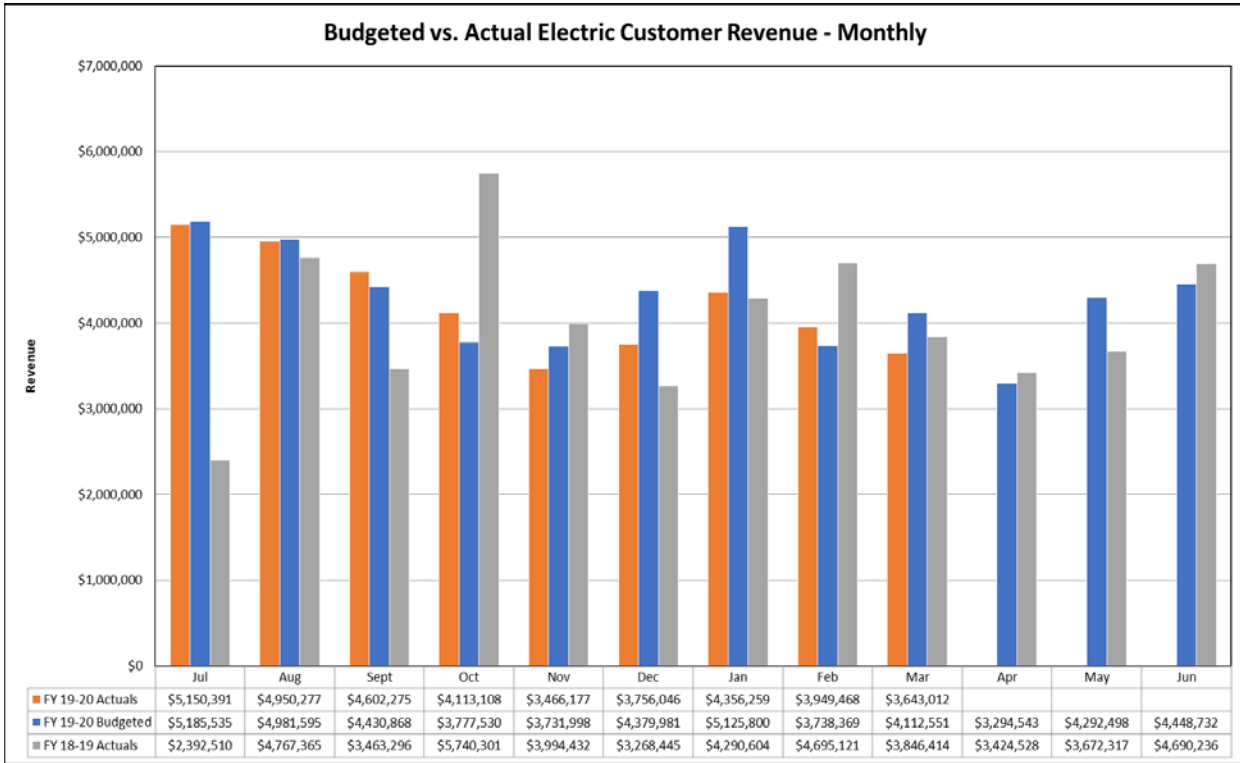
<b>Outages</b>		
<b>Scheduled/Unscheduled</b>	<b>Cause</b>	<b>Total Outages</b>
Unscheduled	Squirrel/Snake/Bird	3
Unscheduled	Equipment Worn Out	2
Unscheduled	Storm	0
Unscheduled	Vine	1
Unscheduled	Manufacturing Defect	3
Unscheduled	Vehicle Accident	1
Unscheduled	Tree	1
Unscheduled	Equipment Damage	3
Scheduled	Repairs	0
Unscheduled	Wind	1
Unscheduled	Unknown/Other	5
Unscheduled	Maintenance	0
Unscheduled	Contact with Foreign Object	0
Unscheduled	Human	1
Unscheduled	Lightning	0
Unscheduled	Failure of Grater Transmission	0
Unscheduled	Equipment Replacement	1
Unscheduled	Non Utility Fire	0
<b>Total</b>		<b>22</b>



# Public Utilities



# Public Utilities



## Public Works

### Leaf and Limb:

Service Provided (Tons)	FY17-18 YTD	FY18-19 YTD	FY19-20 YTD	Current Month 2020
White Goods Collected	27.00	13.50	58.50	4.50
Brown Goods Collected	3,603.60	3,240.60	2,956.80	343.20
Yard Waste Received	14,518.26	13,533.83	11,610.27	1,001.55
Mulch Dispersed	6,419.37	3,616.43	2,622.75	242.74

### City Garage:

Costs	FY17-18 YTD	FY18-19 YTD	FY19-20 YTD	Current Month 2020
Services Provided by City Garage:				
Vehicles Serviced	2,007	2,100	2,377	283
Total Labor Cost	\$ 59,457.53	\$ 66,419.98	\$ 86,674.71	\$12,745.42
Total Parts Cost	\$158,265.30	\$157,426.24	\$168,617.23	\$14,888.68
Total Cost (Parts + Labor)	\$217,722.83	\$223,846.22	\$255,291.95	\$27,634.11
Services Provided by Contract:				
Vehicles Serviced	551	561	390	42
Total Labor Cost	\$103,943.03	\$105,084.08	\$ 92,897.86	\$10,332.19
Total Parts Cost	\$190,999.15	\$149,681.60	\$126,610.10	\$12,421.65
Total Cost (Parts + Labor)	\$294,942.18	\$254,765.68	\$219,507.96	\$22,753.84
Total Services Provided (City Garage & Contract):				
Vehicles Serviced	2,558	2,664	2,809	325
Total Labor Cost	\$163,413.50	\$171,896.06	\$189,534.23	\$23,077.61
Total Parts Cost	\$349,536.84	\$307,400.97	\$285,265.67	\$27,310.33
Total Cost (Parts + Labor)	\$512,950.34	\$479,207.03	\$474,799.91	\$50,387.95

Cost by Department	FY17-18 YTD	FY18-19 YTD	FY19-20 YTD	Current Month 2020
Public Utilities (Electric)	\$ 77,364.66	\$ 69,094.12	\$ 62,245.01	\$ 3,134.60
Public Utilities (W&S)	\$119,216.35	\$111,925.30	\$ 90,046.27	\$13,622.48
Police	\$ 87,738.96	\$101,295.14	\$ 81,925.20	\$11,877.14
Recreation & Parks	\$ 44,518.24	\$ 34,028.25	\$ 34,149.39	\$ 3,021.67
Finance	\$ 14,017.76	\$ 13,589.19	\$ 16,256.84	\$ 1,221.80
Public Works	\$ 92,786.18	\$ 89,933.67	\$135,365.54	\$ 9,560.01
Fire / Rescue	\$ 74,337.71	\$ 56,319.94	\$ 51,294.26	\$ 7,839.30
Human Resources	\$ 745.40	\$ 903.83	\$ 553.32	\$ 0
Development Services	\$ 2,225.08	\$ 2,117.58	\$ 2,964.08	\$ 90.96

**Significant Issues:** None

## Attendance for Board of Appointees

<b>Board of Adjustment</b>			
<b>Appointee</b>	<b>Current Month Attendance*</b>	<b>Meetings Missed in 2020 To Date</b>	<b>Appointed By</b>
Vacant	N/A	N/A	Mayor
Richard Parsons	N/A	0	Ward 1
Dorothea White	N/A	0	Ward 2
Peter Dillon	N/A	0	Ward 3
Vacant	N/A	N/A	Ward 4
Jim Morrison	N/A	0	Ward 5
John Riggs	N/A	1	Ward 6
Kenneth "Kip" Peregoy	N/A	0	Mayor Outlaw
Barbara Sampson	N/A	0	Ward 5
Jonathan Foster (Alternate)	N/A	1	Ward 4
Vacant (Alternate)	N/A	N/A	Not Available
Ross Beebe (Alternate)	N/A	1	Ward 3

\*Meeting was not held in March due to COVID19

<b>Community Development Advisory Committee</b>			
<b>Appointee</b>	<b>Current Month Attendance*</b>	<b>Meetings Missed in 2020 To Date</b>	<b>Appointed By</b>
Corinne Corr	N/A	1	Ward 1
Carol Williams	N/A	0	Ward 2
Marshall Williams	N/A	0	Ward 3
Vernon Guion	N/A	0	Ward 4
Dell Simmons	N/A	1	Ward 5
Lindsay Best	N/A	1	Ward 6

Meetings are held quarterly; \*Meeting not held in March

<b>Craven County Tourism Development Authority</b>			
<b>Appointee</b>	<b>Current Month Attendance</b>	<b>Meetings Missed in 2020 To Date</b>	<b>Appointed By</b>
Mark Stephens	P	0	BOA

<b>Eastern Carolina Council of Government</b>			
<b>Appointee</b>	<b>Current Month Attendance*</b>	<b>Meetings Missed in 2020 To Date</b>	<b>Appointed By</b>
Johnnie Ray Kinsey	N/A	1	Aster

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

## Attendance for Board Appointees

<b>Friends of New Bern Firemen's Museum, Inc. Board of Directors</b>			
<b>Appointee</b>	<b>Current Month Attendance</b>	<b>Meetings Missed in 2020 To Date</b>	<b>Appointed By</b>
George Halyak	P	0	Ward 1
Mike Markham	P	0	Ward 2
David Finn	P	0	Ward 3
Betty Blythe	P	0	Ward 4
Henry Watson	P	1	Ward 5
Carol Zink	P	0	Ward 6
Gary Lingman	A	1	Mayor
William Frederick	P	0	Best
David Pickens	A	1	Odham
Ex-officio Bobby Aster	A	2	Odham

<b>Historic Preservation Commission</b>			
<b>Appointee</b>	<b>Current Month Attendance*</b>	<b>Meetings Missed in 2020 To Date</b>	<b>Appointed By</b>
Tripp Eure	N/A	0	Mayor
Ellen Sheriden	N/A	0	Ward 1
Dr. Ruth Cox	N/A	0	Ward 2
Jim Bisbee	N/A	0	Ward 3
Christian Evans	N/A	0	Ward 4
James Woods Jr.	N/A	0	Ward 5
George Brake	N/A	0	Ward 6
Peggy Broadway	N/A	0	Harris
Joe Klotz	N/A	2	Odham

\*Meeting was not held in March due to COVID19

## Attendance for Board Appointees

<b>Housing Authority of the City of New Bern</b>			
<b>Appointee</b>	<b>Current Month Attendance</b>	<b>Meetings Missed in 2020 To Date</b>	<b>Appointed By</b>
Steve Strickland	P	0	Mayor
Pete Monte	P	0	Mayor
Chris Ormond	P	0	Mayor
Molichia Hardy	A	1	HA Residents
Vacant	N/A	N/A	Mayor
Carol Becton	P	1	Mayor
Denise Harris-Powell	P	2	Mayor

<b>New Bern Appearance Commission</b>			
<b>Appointee</b>	<b>Current Month Attendance</b>	<b>Meetings Missed in 2020 To Date</b>	<b>Appointed By</b>
James Dugan	P	0	Ward 1- Bengel
Joseph Cannon	A	1	Ward 3 - Mitchell
Martha "Molly" Ingram	P	0	Mayor Outlaw
Suzannah Talton	P	0	Ward 1 – Bengel
Kate Rosenstrauch	A	1	Ward 4 - Kinsey
John Phaup	P	0	Ward 5 - Best
Mike Duffy	P	1	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.

<b>New Bern Area Metropolitan Planning Organization – Transportation Advisory Committee</b>			
<b>Appointee</b>	<b>Current Month Attendance*</b>	<b>Meetings Missed in 2020 To Date</b>	<b>Appointed By</b>
Jeffrey Odham	N/A	1	Mitchell
Johnnie Ray Kinsey (Alternate)*	N/A	1	White

\*Alternate only *required* when regular appointee is not attendance. Meeting not held in March due to COVID19.

## Attendance for Board Appointees

<b>New Bern-Craven County Public Library Board of Trustees</b>			
<b>Appointee</b>	<b>Current Month* Attendance</b>	<b>Meetings Missed in 2020 To Date</b>	<b>Appointed By</b>
Carol Becton	N/A	0	Odham
Sam Carter	N/A	0	N/A
Diann Bucher	N/A	0	Bengel
Ethel Staten	N/A	0	Taylor
Sabrina Bengel	N/A	0	Aster

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

<b>Planning &amp; Zoning Board</b>			
<b>Appointee</b>	<b>Current Month Attendance</b>	<b>Meetings Missed in 2020 To Date</b>	<b>Appointed By</b>
Anne Schout	P	0	Mayor
Travis Oakley	P	0	Ward 1
Margie Dunn	P	0	Ward 2
Gasper Sonny Aluzzo	P	0	Ward 3
Raymond Layton	P	0	Ward 4
Marcus Simmons	P	0	Ward 5
Pat Dougherty	P	0	Ward 6

<b>Police Civil Service Board</b>			
<b>Appointee</b>	<b>Current Month Attendance*</b>	<b>Meetings Missed in 2020 To Date</b>	<b>Appointed By</b>
Bobby West	N/A	N/A	Best
Eric Queen	N/A	N/A	Aster
Victor Taylor	N/A	N/A	Kinsey
Mark Best	N/A	N/A	Harris
Kennail Humphrey	N/A	N/A	Bengel

\*Meetings are held for appeals of disciplinary actions only.

## Attendance for Board Appointees

Redevelopment Commission			
Appointee	Current Month Attendance*	Meetings Missed in 2020 To Date	Appointed By
Jaimee Bullock	N/A	0	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	0	Gov. Bd. as Whole
Tabari Wallace	N/A	2	Gov. Bd. as Whole
John Young	N/A	0	Gov. Bd. as Whole

\*\* Meeting was not held in March due to COVID19

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.