CITY OF NEW BERN BOARD OF ALDERMEN MEETING MAY 28, 2019 – 6:00 P.M. CITY HALL COURTROOM 300 POLLOCK STREET

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

Consent Agenda

- 3. Consider Adopting a Resolution to Call for a Public Hearing on Rezoning 2409 Oaks Road.
- 4. Approve Minutes.

- 5. Conduct a Public Hearing and Consider Adopting a Resolution to Finance the City Market-Workforce Development Center Project.
- 6. Conduct a Public Hearing and Consider Adopting a Resolution to Finance Roadway Improvement Projects.
- 7. Update on Stanley White Recreation Center.
- 8. Consider Adopting an Ordinance Amendment Changing the City's Election Method from Nonpartisan with Runoff to a Nonpartisan Plurality Method.
- 9. Consider Adopting a Resolution Approving the 2019 Street-Resurfacing Contract.
- 10. Consider Adopting a Resolution Approving an Audit Contract for Fiscal Year Ending June 30, 2019.
- 11. Consider Adopting an Ordinance to Establish the City Hall Elevator Project Fund.
- 12. Consider Adopting a Resolution Approving a Declaration of Intent to Reimburse the City Hall Elevator Project Fund.
- 13. Consider Adopting a Resolution Approving the Classification Pay Plan for Fiscal Year 2019-20.
- 14. Consider Adopting an Ordinance Amending the Schedule of Fees and Charges.
- 15. Consider Adopting the Budget Ordinance for Fiscal Year 2019-20.

- 16. Consider Adopting a Resolution to Approve the 2018 Local Water Supply Plan.
- 17. Appointment(s).
- 18. Attorney's Report.
- 19. City Manager's Report.
- 20. New Business.
- 21. Closed Session.
- 22. Adjourn.

Aldermen

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



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

Mark A. Stephens City Manager

Memo to: Mayor and Board of Aldermen

From: Mark A. Stephens, City Manager

Date: April 23, 2019

Re: April 28, 2019 Agenda Explanations

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

Consent Agenda

3. Consider Adopting a Resolution to Call for a Public Hearing on Rezoning 2409 Oaks Road.

(Ward 5) Nasr Algaradi, owner of 2409 Oaks Roads, has requested that the ¼-acre parcel be rezoned from R-6S Residential District to C-3 Commercial District. The property is further identified as Tax Parcel ID 8-019-008. The hearing will be held on June 11, 2019 at 6 p.m. A memo from Morgan Potts, City Planner, is attached.

4. Approve Minutes.

Minutes from the April 14, 2019 meeting are attached for review and approval.

5. Conduct a Public Hearing and Consider Adopting a Resolution to Finance the City Market-Workforce Development Center Project.

(Ward 1) As part of the City's match for the EDA grant for the City Market–Workforce Development Training Center Project (also known as the "VOLT Center"), the Board approved funding in the amount of \$619,407. A Request for

Financing Proposal was sent to 17 banks. Upon reviewing the responses, BB&T offered the lowest finance charge for the life of the loan. The proposed financing is for 10 years at an interest rate of 2.78% with loan fees of \$5,900. A memo from J.R. Sabatelli, Director of Finance, is attached.

6. Conduct a Public Hearing and Consider Adopting a Resolution to Finance Roadway Improvement Projects.

(Wards 5 and 6) To fund roadway improvements to Oaks Road and a portion of Trent Road, the City will utilize proceeds from debt financing. A Request for Financing Proposal was sent to 17 banks. Upon reviewing the responses, BB&T again offered the lowest finance charge for the life of the loan. The amount to be financed will not exceed \$1,600,000, and the proposed financing is for 10 years at an interest rate of 2.78% with no loan fees. A memo from Mr. Sabatelli is attached.

7. Update on Stanley White Recreation Center.

(Ward 2) The City contracted with MBF Architects to review and evaluate City-owned buildings that were substantially damaged during Hurricane Florence. The evaluation for Stanley White Recreation Center has been completed. Tripp Eure, Architect with MBF Architects, will discuss the results of the Damage Restoration Evaluation, a copy of which is provided. A brief memo from Foster Hughes, Director of Parks and Recreation, is also attached.

8. Consider Adopting an Ordinance Amendment Changing the City's Election Method from Nonpartisan with Runoff to a Nonpartisan Plurality Method.

At the May 14, 2019 meeting, a public hearing was held to receive comments on an ordinance amendment to change the City's election method from nonpartisan with runoff to a nonpartisan plurality method beginning with an election to be held in November 2021. Now that the hearing has been conducted, the matter is before the Board to consider an actual ordinance amendment to change the election method. The proposed ordinance is attached. Scott Davis, City Attorney, can answer questions that the Board may have on the ordinance or the process.

9. Consider Adopting a Resolution Approving the 2019 Street-Resurfacing Contract.

(Wards 1-5) After seeking bids, six qualified bids were received for the 2019 Street-Resurfacing Contract. Tripp Bro's, Inc. submitted the lowest bid at \$989,450. It is requested the board consider a resolution authorizing the City Manager to execute a contract with this vendor, including all change orders within the budgeted amount. The project is scheduled to begin in the next 30-45 days, and Matt Montanye, Director of Public Works, has provided a memo that lists the streets to be resurfaced.

10. Consider Adopting a Resolution Approving an Audit Contract for Fiscal Year Ending June 30, 2019.

A request for proposal was advertised for services to perform the City's annual audit. Five proposals were received and scored based on costs, qualifications and experience, with more emphasis placed on the latter two factors. Mauldin & Jenkins, LLC received the highest score and is the recommended vendor. Their proposed cost to perform the audit for Fiscal Year Ending June 30, 2019 is \$40,000. The proposal fee is inclusive of one major program. Each additional major program is at a cost of \$5,000 each. The Board is asked to consider approving this contract and authorize the Mayor to execute it on behalf of the City. A memo from Mr. Sabatelli is attached.

11. Consider Adopting an Ordinance to Establish the City Hall Elevator Project Fund.

(Ward 1) At its May 14, 2019 meeting, the Board provided direction to establish a project fund for the City Hall Elevator project. The proposed ordinance establishes the project fund with a budget of \$1,000,000 that will be funded through proceeds from borrowing. A memo from Mr. Sabatelli is attached.

12. Consider Adopting a Resolution Approving a Declaration of Intent to Reimburse the City Hall Elevator Project Fund.

(Ward 1) This resolution relates to the previous item that establishes a City Hall Elevator project fund. Pursuant to IRS regulations, a Declaration of Intent to Reimburse must be adopted prior to or within 60 days of payment of the project expenditures that are to be reimbursed. A memo from Mr. Sabatelli is attached.

13. Consider Adopting a Resolution Approving the Classification Pay Plan for Fiscal Year 2019-20.

Annually, the Board adopts a Classification Pay Plan. In the past, the pay plan was adopted as part of the annual budget ordinance. After conferring with Attorney Davis, it was determined the pay plan should be adopted in the format of a resolution and separate from the budget ordinance. Last year was the first year that the plan was adopted separately. A memo from Mr. Sabatelli is attached.

14. Consider Adopting an Ordinance Amending the Schedule of Fees and Charges.

As part of the budget process, the Board annually adopts an Amended Schedule of Fees and Charges to, in part, identify in one place all of the fees charged by the City. The fees identified in the schedule are included in the revenue projections for Fiscal Year 2019-20 and will be effective July 1, 2019. A memo from Mr. Sabatelli is attached which identifies the sections of the schedule that include changes. A redlined version of the schedule is also provided to reflect the changes.

15. Consider Adopting the Budget Ordinance for Fiscal Year 2019-20.

After presentation and review of the Manager's recommended budget for Fiscal Year 2019-20, holding a budget workshop, and conducting a public hearing, changes expressed by the Board have been incorporated into the final budget ordinance for Fiscal Year 2019-20. A memo from Mr. Sabatelli outlines the changes that were made to the recommended budget.

16. Consider Adopting a Resolution to Approve the 2018 Local Water Supply Plan.

NC General Statute §143-355(1) requires each unit of government that provides public water service to annually prepare and submit a Local Water Supply Plan ("LWSP") to the NC Department of Environmental Quality ("NCDEQ") for review and approval prior to April 1st. NCDEQ has recently completed its review of the information contained in the City of New Bern's 2018 LWSP and has indicated that the plan is complete and contains all of the information needed to satisfy the statutory requirements. The final step of compliance is adoption by the Governing Board. A memo from Jordan Hughes, City Engineer, is attached.

17. Appointment(s).

- (a) Carol Williams' second term on the Planning and Zoning Board has expired, and she is ineligible for reappointment. Alderwoman Harris is requested to make a new appointment to fill this vacancy. The new appointee shall serve a threeyear term.
- (b) Rose Williams' appointment on the New Bern Appearance Commission expired February 8, 2019. She is eligible for reappointment, or a new appointment can be made to allow others an opportunity to serve. Mayor Outlaw is asked to make an appointment to serve a three-year term. The ordinance provides appointees shall be residents of the City's planning and zoning jurisdiction and shall, when possible, have had special training or experience in a design field such as architecture, landscape design, horticulture, city planning, or a closelyrelated field.
- (c) Mattie Tatum's appointment on the New Bern Appearance Commission expired February 22, 2019. She is eligible for reappointment, or a new appointment can be made to allow others an opportunity to serve. Alderman Bengel is asked to make an appointment to serve a three-year term. The ordinance provides appointees shall be residents of the City's planning and zoning jurisdiction and shall, when possible, have had special training or experience in a design field such as architecture, landscape design, horticulture, city planning, or a closelyrelated field.

- (d) Anne Schout resigned from her seat as an alternate on the Board of Adjustment effective March 1, 2019. Alderman Kinsey is asked to make an appointment to fill the remainder of Mrs. Schout's term, which will expire on November 12, 2021.
- (e) David Griffith's term on the Historic Preservation Commission expired May 15, 2019. He has served two consecutive terms and is not eligible for reappointment. Mayor Outlaw is asked to make an appointment to fill this seat. The new appointee will serve a three-year a term.
- (f) Jim Bisbee's term on the Historic Preservation Commission expired May 15, 2019, and he is eligible for and interested in reappointment. Alderman Aster is asked to consider reappointing Mr. Bisbee or make a new appointment to fill this seat. The appointee will serve a three-year a term.
- 18. Attorney's Report.
- 19. City Manager's Report.
- 20. New Business.
- 21. Closed Session.
- 22. Adjourn.

AGENDA ITEM COVER SHEET

Agenda Item Title:

Call for a public hearing to consider amending the official zoning map for 2409 Oaks Road from R-6S to C-3.

Date of Meeting $05/28/2019$	Ward # if applicable Ward 5
Department Development Services	Person Submitting Item: Morgan Potts
Call for Public Hearing 🗹 Yes 🗌 No	Date of Public Hearing 6/11/2019
Explanation of Item:	
The Board of Aldermen must approve	all zoning map amendments.
Actions Needed by Board:	
rezoning 1 parcel, consisting of .25 +/-	oublic hearing to be held on June 11, 2019, to consider - acres from R-6S Residential District to C-3 Commercial The property is further identified as Craven County Parcel
Is item time sensitive? Ves No	כ
Will there be advocates/opponents a	at the meeting?✓Yes □No
Backup Attached:	
Memo, site map, resolution to call for	a public hearing.
Cost of Agenda Item: ⁰	
If this item requires an expenditure, certified by the Finance Director:	has it been budgeted and are funds available and]Yes No
Additional notes:	
The applicant has requested a C-3 Coproperty has historically been utilized	ommercial zoning classification for the parcel. The as a commercial enterprise.



Development Services 303 First Street, P.O. Box 1129 New Bern, NC 28563 (252)639-7581

MEMORANDUM

TO: Mayor Outlaw and Board of Aldermen

FROM: Morgan Potts, AICP

City Planner

DATE: May 17, 2019

SUBJECT: Call for a Public Hearing to consider a rezoning request for Craven County Parcel ID # 8-019-008 from R-6S Residential District to C-3 Commercial District.

Background

The Board of Aldermen is requested to call for a public hearing to be held on June 11, 2019 at 6:00 p.m., or soon thereafter, to consider a request by Nasr Algaradi, to rezone .25 +/- acres from R-6S Residential District to C-3 Commercial District. The property is located at 2409 Oaks Road. The property is further identified as Craven County Parcel ID #8-019-008. The site is located in Ward 5.

Recommendation

Call for a public hearing to be held on June 11, 2019 at 6:00 p.m., to consider a request by Nasr Algaradi, to rezone .25 +/- acres from R-6S Residential District to C-3 Commercial District. The property is further identified as Craven County Parcel ID #8-019-008, and located at 2409 Oaks Road and in Ward 5.

Please contact Morgan Potts at 639-7583 should you have questions or need additional information.

RESOLUTION BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN

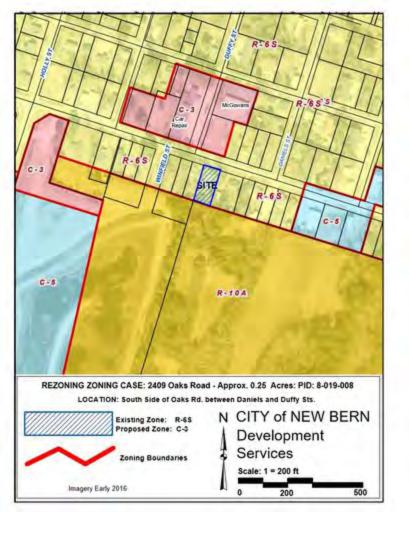
WHEREAS, the Board of Aldermen of the City of New Bern desires to call for a public hearing to receive public comments on a request to rezone .25+/- acres from R-6S Residential District to C-3 Commercial District, located at 2409 Oaks Road. The property is further identified as Craven County Parcel Identification Number 8-019-008.

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

That a public hearing will be conducted by the Board of Aldermen of the City of New Bern at 6:00 PM on Tuesday, June 11, 2019 in the City Hall Courtroom, or as soon thereafter as the matter may be reached, in order that all interested parties may be given an opportunity to be heard on a request to rezone .25+/- acres to from R-6S Residential District to C-3 Commercial District, located at 2409 Oaks Road. The property is further identified as Craven County Parcel Identification Number 8-019-008.

ADOPTED THIS THE 28th DAY OF MAY, 2019.

	DANA E. OUTLAW, MAYOR
BRENDA E. BLANCO, CITY CLERK	



AGENDA ITEM COVER SHEET

Agenda Item Title:

Conduct a Public Hearing and Consider Adopting a Resolution Authorizing the Financing of Workforce Development Center Project

Date of Meeting 5/28/2019	Ward # if applicable N/A	
Department Finance	Person Submitting Item: JR Sabatelli, CPA, Director of Finance	
Call for Public Hearing Yes V No	Date of Public Hearing	
Explanation of Item:		
Development Center Project. Additio	on the proposed financing of the City-Market Workforce nally, a resolution is attached authorizing the financing for a fixed interest rate of 2.78%. The financing term will be	
Actions Needed by Board:		
Open hearing for public comment and adopt resolution authorizing the financing.		
Is item time sensitive? $\checkmark Yes \square Ne$	0	
Will there be advocates/opponents a	at the meeting? Yes No	
Backup Attached:		
Memo; Resolution; Bid Tab		
Cost of Agenda Item:		
If this item requires an expenditure, certified by the Finance Director :	has it been budgeted and are funds available and Yes No	
Additional notes:		



Office of the Director of Finance

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

FROM: Joseph R. Sabatelli, CPA - Director of Finance

DATE: May 16, 2019

RE: Conduct Public Hearing and Authorize Financing of City Market-Workforce

Development Center Project

Public Hearing

The public hearing is to consider the financing contract offered by BB&T in an amount not to exceed \$619,407 to finance the City Market-Workforce Development Center project. A notice of public hearing was published in the Sun Journal newspaper on May 18, 2019 listing the project and the City's desire to obtain financing for the same.

Financing Approval

Requests for financing proposals were sent to 17 banks for an amount to be borrowed not to exceed \$619,407 for the purpose of financing the renovation and repurposing of the City's old warehouse facility as a city market and workforce development Center. The financing is in conjunction with grants and contributions from other agencies. Enclosed is the bid tab showing the proposals received for both a 10-year and 15-year term. The lowest proposed finance charge for the life of the loan includes an interest rate fixed at 2.78% with semi-annual, fixed principal payments over a 10 year period beginning December 2019 and loan fees of \$5,900.

Requested Action

It is requested that the Board conduct a public hearing to receive comments regarding the proposed financing contract with BB&T. Upon conclusion of the public hearing it is recommended that the Board adopt a resolution to enter into an installment contract with BB&T for the financing of these projects.

RESOLUTION APPROVING FINANCING TERMS

WHEREAS, The City of New Bern ("City") has previously determined to undertake a project for City Market-Workforce Development Center Project (the "Project"), and the Director of Finance has now presented a proposal for the financing of such Project.

BE IT, THEREFORE, RESOLVED as follows:

- 1. The City hereby determines to finance the Project through Branch Banking and Trust Company ("BB&T") in accordance with the proposal dated May 3, 2019. The amount financed shall not exceed \$619,407, the annual interest rate (in the absence of default or change in tax status) shall not exceed 2.78%, and the financing term shall not exceed 120 months from closing.
- 2. All financing contracts and all related documents for the closing of the financing (the "Financing Documents") shall be consistent with the foregoing terms. The Mayor and Director of Finance of the City are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution. The Financing Documents shall include a Financing Agreement and a Project Fund Agreement as BB&T may request.
- 3. The Director of Finance is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Director of Finance is authorized to approve changes to any Financing Documents previously signed by City officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Director of Finance shall approve, with the Director of Finance's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.
- 4. The City shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The City hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).
- 5. The City intends that the adoption of this resolution will be a declaration of the City's official intent to reimburse expenditures for the project that is to be financed from the proceeds of the BB&T financing described above. The City intends that funds that have been advanced, or that may be advanced, from the City's general fund, or any other City fund related to the project, for project costs may be reimbursed from the financing proceeds.

are hereby ratified, approved and confirm	ned. All o	rtherance of the purposes of this resolution ther resolutions (or parts thereof) in conflict ent of the conflict. This resolution shall take
Approved this 28th day of May, 20)19.	
	Ву:	DANA E. OUTLAW, MAYOR
BRENDA E. BLANCO, CITY CLERK	-	

(SEAL)

6.

City of New Bern Installment Purchasing Financing - Bid Tabulation Bank Proposals - \$619,407 City Market and Workforce Development Center

Date: May 3, 2019

Amount To Be-Financed:

Not To Exceed -

\$619,407.00

Terms of Financing:

Option #1 10 years Option #2 15 years

Bank		BB&T	CresCom Bank
Interest Rate			
	Option #1	2.78%	4.15%
	Option #2	2.99%	None
Prepayment Per	nalty	None	None
Other Fees		\$5,900.00	\$500.00
Finance Charge Life of Loan			
	Option #1	\$90,402.46	None provided
	Option #2	\$143,532.08	None provided

AGENDA ITEM COVER SHEET

Agenda Item Title:

Conduct a Public Hearing and Consider Adopting a Resolution Authorizing the Financing of Roadway Improvements Projects

Date of Meeting 5/28/2019	Ward # if applicable N/A	
Department Finance	Person Submitting Item: JR Sabatelli, CPA, Director of Finance	
Call for Public Hearing Yes V No	Date of Public Hearing	
Explanation of Item:		
This is a public hearing for comment on the proposed financing of the Roadway Improvements. Additionally, a resolution is attached authorizing the financing for an amount not to exceed \$1,600,000 at a fixed interest rate of 2.78%. The financing term will be 10 years.		
Actions Needed by Board:		
Open hearing for public comment and	I adopt resolution authorizing the financing.	
Is item time sensitive? ✓ Yes ☐ No	0	
Will there be advocates/opponents at the meeting? \BY Yes \BNO		
Backup Attached:		
Memo; Resolution; Bid Tab		
Cost of Agenda Item:		
If this item requires an expenditure, certified by the Finance Director :	has it been budgeted and are funds available and Yes No	
Additional notes:		



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

FROM: Joseph R. Sabatelli, CPA – Director of Finance

DATE: May 16, 2019

RE: Conduct Public Hearing and Authorize Financing of Trent Road/MLK and Oak

Road Improvements Projects

Public Hearing

The public hearing is to consider the financing contract offered by BB&T in an amount not to exceed \$1,600,000 to finance the roadway improvement projects at Trent Road/MLK and Oaks Road. A notice of public hearing was published in the Sun Journal newspaper on May 18, 2019 listing the projects and the City's desire to obtain financing for the same.

Financing Approval

Requests for financing proposals were sent to 17 banks for an amount to be borrowed not to exceed \$1,600,000 for the purpose of financing the roadway improvement projects to Trent Road and Oaks Road. Enclosed is the bid tab showing the proposals received for both a 10-year and 15-year term. The lowest proposed finance charge for the life of the loan includes an interest rate fixed at 2.78% with semi-annual, fixed principal payments over a 10 year period beginning December 2019 and no loan fees.

Requested Action

It is requested that the Board conduct a public hearing to receive comments regarding the proposed financing contract with BB&T. Upon conclusion of the public hearing it is recommended that the Board adopt a resolution to enter into an installment contract with BB&T for the financing of these projects.

RESOLUTION APPROVING FINANCING TERMS

WHEREAS, The City of New Bern ("City") has previously determined to undertake a project for roadway improvements (the "Project"), and the Director of Finance has now presented a proposal for the financing of such Project.

BE IT, THEREFORE, RESOLVED as follows:

- 1. The City hereby determines to finance the Project through Branch Banking and Trust Company ("BB&T") in accordance with the proposal dated May 3, 2019. The amount financed shall not exceed \$1,600,000, the annual interest rate (in the absence of default or change in tax status) shall not exceed 2.78%, and the financing term shall not exceed 120 months from closing.
- 2. All financing contracts and all related documents for the closing of the financing (the "Financing Documents") shall be consistent with the foregoing terms. The Mayor and Director of Finance of the City are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution. The Financing Documents shall include a Financing Agreement and a Project Fund Agreement as BB&T may request.
- 3. The Director of Finance is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Director of Finance is authorized to approve changes to any Financing Documents previously signed by City officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Director of Finance shall approve, with the Director of Finance's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.
- 4. The City shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The City hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).
- 5. The City intends that the adoption of this resolution will be a declaration of the City's official intent to reimburse expenditures for the project that is to be financed from the proceeds of the BB&T financing described above. The City intends that funds that have been advanced, or that may be advanced, from the City's general fund, or any other City fund related to the project, for project costs may be reimbursed from the financing proceeds.

6. All prior actions of City officers in furtherance of the purposes of this
resolution are hereby ratified, approved and confirmed. All other resolutions (or parts
thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict
This resolution shall take effect immediately.
Approved this 28th day of May, 2019.

	By:	
	•	DANA E. OUTLAW, MAYOR
BRENDA E. BLANCO, CITY CLERK		
BREITER E. BERITOG, GITT GEERIC		
(SEAL)		

City of New Bern Installment Purchasing Financing - Bid Tabulation Bank Proposals - \$1,600,000 Roadway Improvements

Date: May 3, 2019

Amount To Be-Financed:

Not To Exceed -

\$1,600,000.00

Terms of Financing:

Option #1 10 years Option #2 15 years

Bank		BB&T	CresCom Bank
Interest Rate	Option #1 Option #2	2.78% 2.99%	4.15% None
Prepayment Pena	alty	None	None
Other Fees		\$0.00	\$2,000.00
Finance Charge	Life of Loan Option #1 Option #2	\$233,520.00 \$370,759.90	None provided None provided

AGENDA ITEM COVER SHEET

Agenda Item Title:

Stanley White Recreation Center Update

Date of Meeting May 28, 2019	Ward # if applicable Ward 2		
Department Parks & Recreation	Person Submitting Item: Foster Hughes		
Call for Public Hearing Yes V No	Date of Public Hearing		
Explanation of Item:			
The City of New Bern recently contracted with MBF Architects to perform a Disaster Recovery Assessment on substantially damaged buildings owned by the City. The Stanley White Recreation Center was one of those buildings. The evaluation was recently completed. Mr. Tripp Eure with MBF Architects will discuss the results of their evaluation of the facility at this meeting			
Actions Needed by Board:			
Information only.			
Is item time sensitive? Yes No	0		
Will there be advocates/opponents at the meeting? ☐ Yes ☐ No			
Backup Attached:			
Stanley White Recreation Center Dan	nage Restoration Evaluation Report.		
Cost of Agenda Item:			
If this item requires an expenditure, certified by the Finance Director:	, has it been budgeted and are funds available and Yes No		
Additional notes:			



Aldermen

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

Family, fitness and fun come together here.

Foster Hughes, CPRE Director of Parks & Recreation



Dana E. Outlaw Mayor

Mark A. Stephens
City Manager

Memo To: Mayor and Board of Aldermen

From: Foster Hughes, CPRE

Director of Parks and Recreation

Re: Stanley White Recreation Center Update

Background Information:

The City of New Bern recently contracted with MBF Architects to conduct a Disaster Recovery Assessment on several substantially damaged buildings owned by the City. Tripp Eure with MBF Architects will discuss the results of the Damage Restoration Evaluation on the Stanley White Recreation Center. The report is attached for your reference.

Recommendation:

Information only.

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



Stanley White Recreation Center Hurricane Florence Damage Restoration Evaluation









In September 2018, the City of New Bern Stanley White Recreation Center sustained substantial damage caused by Hurricane Florence. In February 2019, MBF Architects was retained to assess the damaged building, identify damaged elements and develop a cost opinion to repair and restore the building to its pre-storm condition. Additionally, MBF Architects was tasked with developing a replacement cost estimate for a new recreation center building of the same size, with the same design, elevated above the flood plain and on the same site. Ardurra Group/CTT Engineering assisted MBF Architects in this effort.

Scope of Work

The scope of work for the Stanley White Recreation Center evaluation consists of two assessments.

Estimate Damages to Stanley White Recreation Center Building

- 1. Reconcile two building estimates prepared by different insurance adjusters.
- 2. Identify scope and cost differences.
- 3. Compare the scope of work for building damages to identify missed items in the two estimates and identify any cost items in the estimates believed to be in error.
- 4. Prepare an estimate of the costs for the missing items using RS Means estimating data.
- 5. Prepare a report detailing the review performed for items 1, 2, 3 and 4.

Develop Estimates for a Replacement Stanley White Recreation Center Building

- 1. Prepare and certify the cost to demolish the existing building.
- 2. Prepare and certify the cost to construct a new building including site work and other associated costs that meets current codes, ordinances and regulations.

Stanley White Recreation Center Description

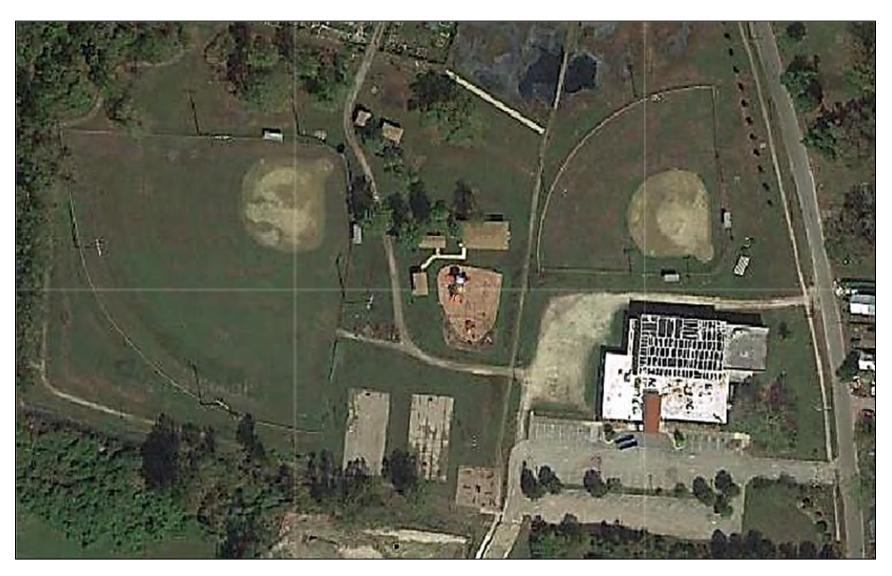
The Stanley White Recreation Center is a conventional load bearing masonry building erected upon a shallow foundation system with concrete slab on grade of approximately 18,057 square feet. The facility consists of a single story. Exterior walls are brick veneer with concrete masonry unit backup. Roofing is a low sloped, built up system. The main entry has a barrel shaped canopy with standing seam metal roofing. Interior work consists of masonry partition walls and interior finishes typical of commercial building types. Plumbing distribution supports typical commercial toilet and locker room facilities. Utility service originates from the Chapman Street right of way via water, sewer and natural gas infrastructure. Mechanical distribution delivers conditioned air via eight single zoned, gas pack units with cooling coils. Two units are accessible from grade with the remaining units being rooftop mounted equipment. Electrical service consists of an 800 amp Main Distribution Panel with 120/208 volt, three phase, four wire distribution. Utility service originates from the Chapman Street right of way via underground primary to an onsite transformer.

Recreation center programming includes a gym with bleacher seating, equipment storage and locker rooms that support athletics, after school programs and community gathering events. These facilities are accompanied by five program spaces accommodating activities requiring exercise equipment, arts and crafts, computer lab and multipurpose uses.

A site plan of the Stanley White Recreation Center complex and a floor plan of the main building are provided on the following pages.

MBFA No: 1907 Page **2** of **28**

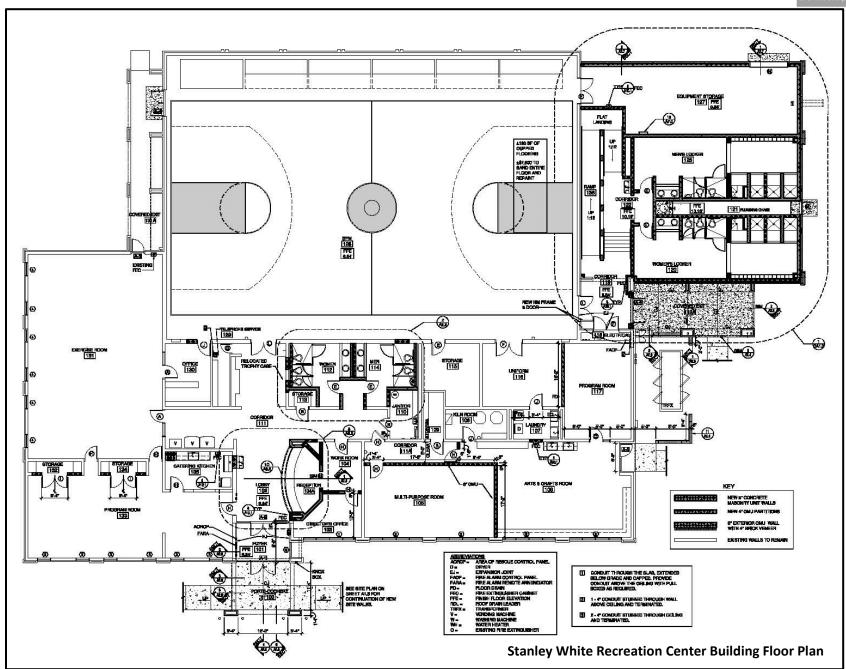




Stanley White Recreation Center Site Plan

MBFA No: 1907





City of New Bern

MBFA No: 1907



Summary of Damages

As a result of Hurricane Florence, the Stanley White Recreation Center campus was flooded entirely to a depth of several feet for a duration of 3 to 5 days depending on the location. The main recreation center building was flooded throughout to a depth of approximately two feet. All building flooring, which includes carpet tile, vinyl composite tile, ceramic tile, Pirelli vinyl tile in the exercise room, maple hardwood gym floor with Vinyl-L vented cove and associated subflooring, and vinyl cove base throughout the remainder of the building require replacement. The bleachers and wall padding in the gym were also damaged by the flood and removed from the building by the City. Interior concrete block walls require cleaning and repainting, and interior and exterior doors require replacement. Built-in millwork, such as the reception desk, laundry cabinetry and shelving in various rooms, require replacement. Kitchen and laundry appliances require replacement along with toilets and partitions in two restrooms. Some acoustic ceiling tiles were damaged due to water leaks and must be replaced. The lower electrical outlets throughout the building were also immersed. This distribution requires replacement, which includes pulling new wiring within walls and ceilings to each outlet. Additional miscellaneous work is required for gym floor striping, decorative paint, specialty repairs in certain rooms and pressure washing.

Insurance Estimates Reconciliation

The Stanley White Recreation Center building repair estimates prepared by the National Flood Insurance Program insurance adjuster and DBI Construction Consultants for the City's private insurer were compared to confirm the quantities used and determine if any items were overlooked during field assessments. Quantities used in the estimates were reconciled and are largely determined to be accurate. However, several damaged building elements were not included in one or both insurance estimates. These are:

- 1. Electrical outlets. Devices and wiring were flooded and require replacement.
- 2. Interior and exterior doors. Hollow metal door frames are filled with grout to interlock with surrounding masonry walls. The grout is porous and experience has taught us that absorbed flood moisture will continuously deteriorate and corrode ferrous metals from within the frame following immersion. Similar forms of internal corrosion caused by accumulated water will affect hollow metal and aluminum door fabrications. All interior and exterior doors, including submerged hardware items, require replacement.
- 3. Kiln Room exhaust duct. The lower duct section near the floor has been submerged and is corroded.
- 4. Ceramic tile. Some flooring finishes have been mistakenly identified as vinyl tile but are actually porcelain tile. Like the vinyl tile, porcelain tile floors are porous and also require replacement because moisture and contaminant retention in mortar beds following immersion.
- 5. Restroom toilets and toilet partitions. These items require removal to replace porcelain tile and to eliminate possibilities for moisture and contaminant retention within fabrications.
- 6. Gym. The original gym floor was maple hardwood, which was not noted on the insurance estimates. Also missing was the presence of asbestos containing floor tile and adhesive underneath the gym floor, which will require special handling during demolition. Additionally, the original bleachers which were damaged by the flood were not included on the insurance estimates.

These additional items are included in the MBF Architects repair estimate.

Repair Estimate

A detailed cost estimate has been prepared for repair of the Stanley White Recreation Center. Quantities are calculated from the original architectural plans or, where needed, based on site measurements. Current unit prices have been obtained from the 2019 R.S. Means cost estimating database. For some items, unit prices from

City of New Bern

MBFA No: 1907 Page **5** of **28**



the DBI repair estimate are used. For some other items, unit prices are based on comparable costs from similar local projects and are considered to be more representative of the eastern North Carolina construction market.

The total estimated repair cost of the Stanley White Recreation Center main building is \$1,504,514. This estimate accounts for damaged element repairs ultimately necessary to restore the building for continued use. It does not include any additional flood protection, such as elevating the building or other means of flood proofing.

The detailed, itemized estimate is attached to this report.

Replacement Estimate

A cost estimate has also been developed for building replacement. The present building has a base flood elevation of about 6.0 feet in compliance with ordinances prevailing at the time of its circa 1975 construction. The finish floor elevation is about 4.0 feet below the base flood elevation required by FEMA, the North Carolina Coastal Area Management Act and City of New Bern ordinances. Estimates include costs of providing fill and foundation elements to elevate the replacement building to a 10.0 foot base flood elevation, and reconstruct the Stanley White Recreation Center with the design and footprint as it was before. The replacement building accounts for current construction standards, building code and ordinance compliance.

A separate estimate has been prepared for demolition of the damaged Stanley White Recreation Center.

Code deficiencies addressed in the replacement cost are:

- 1. The building footprint and appurtenant utilities such as grade accessed mechanical equipment and electrical transformer are elevated, locating critical infrastructure elements above the regulatory flood plain. As such, the replacement building anticipates approximately four feet of imported sand fill generally confined to the footprint perimeter.
- 2. Load bearing masonry walls are observed to have settlement cracks in multiple locations. Interviews with personnel familiar with the history of the Stanley White Recreation Center have confirmed that the presence of these types of deficiencies are more apparent and numerous since the flooding. The building has shallow foundations supported on what appears to be clayey sands and sand clay soil mixtures. These types of masonry fractures are characteristic of differential foundation settlement, or intermittent supporting soils movement. Experience tells us that clayey sands and sand clay soil mixtures are moisture sensitive, and we believe it likely that supporting soils swelled when saturated during flooding, and then contracted as the water table dropped and soils drained to a more normal consistency. As such, the replacement building anticipates a foundation of wood pilings and grade beams, which is the appropriate structural system standard for moisture sensitive supporting soils.
- 3. The Stanley White Recreation Center is classified as a combination Group A-3, community hall use, and Group A-4, gymnasium use, of Type IIIB construction with an Assembly Occupancy. The facility accommodates approximately 560 persons. It was constructed without an automatic sprinkler system in compliance with codes prevailing at the time. The 2018 North Carolina State Building Code requires that Group A-3 and Group A-4 occupancies with an occupant load exceeding 300 persons have automatic sprinkler systems. As such, the replacement building anticipates an automatic sprinkler system for the entirety of the footprint.
- 4. Approximately half of the parking area is elevated, easing the transition from a finish floor elevation above the regulatory flood plain downward to accessible parking. Terracing the grade minimizes the number of steps, or risers, and shortens the length of accessible ramps. Terracing also creates positive surface drainage away from building foundations, minimizing the potential for differential settlement.

City of New Bern

MBFA No: 1907 Page **6** of **28**



- As such, the replacement building anticipates approximately two feet of imported sand fill generally confined to the parking tier closest to the building.
- 5. Approximately half of the parking area accommodates angled parking with a usable stall depth less than fifteen feet in length. City of New Bern ordinance requires a minimum usable parking stall depth of eighteen feet. Enlargement of the usable stall results in expansion of the parking area; however, insufficient land is available at the south property line. As such, the replacement building anticipates adding approximately twenty feet of parking tier width at the adjoining property line to accommodate parking stall and vehicle circulation dimensions required by ordinance, and shifting contiguous constructions accordingly twenty feet to the north, including the baseball diamond illustrated.
- 6. The Stanley White Recreation Center was constructed without stormwater runoff management infrastructure in compliance with codes prevailing at the time. The North Carolina Department of Environmental Quality and North Carolina Coastal Area Management Act currently require the capture and management of the first two inches of stormwater for improvements that create more than 10,000 square feet of disturbed soils and impervious surfaces. Stormwater ponds are best located at the lowest grade relative to the site, and must have an overflow outlet at a high elevation relative to offsite infrastructure to maintain gravity drainage. The stormwater pond location meeting these requirements displaces two outdoor basketball courts. As such, the replacement building anticipates construction of stormwater facilities with drainage piping that relocates the basketball courts and appurtenant graveled walking path to the northeast of the stormwater pond.

The estimated cost to demolish the Stanley White Recreation Center is \$628,101. A detailed, itemized breakdown of the estimate is attached to this report.

The estimated cost of a Stanley White Recreation Center replacement building is \$7,378,548. A detailed, itemized breakdown of the estimate is attached to this report.

Page **7** of **28**





Replacement Stanley White Recreation Center Site Plan

Stanley White Center Damage Photos

Photos showing representative damages in the Stanley White Recreation Center building are included on the following pages.

MBFA No: 1907















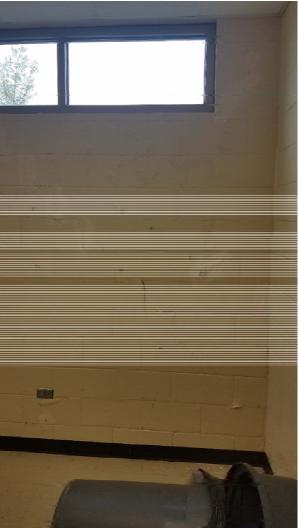


































City of New Bern DR4393 Hurricane Florence

Stanley White Recreation Center Repair Estimate

Stanley White Recreation Center Repair Estimate											
				UNIT							
ITEM	UNIT	QUANTITY		PRICE		COST	REFERENCE	REMARKS			
1 GENERAL											
2 Mold Remediation	SF	8300	\$	6.00			Current cost locally				
3 Asbestos testing & evaluation	EA	1		\$1,000		,	Placeholder; awaiting quote				
4 Termite Treatment	SF	8300	\$	0.50	\$	4,150	Current cost locally				
5 FOYER 101											
6 Selective demolition: VCT floor	SF	133		0.99	\$	131.67	RSM 09 05 05.20 - 0900				
7 Selective demolition: Exterior doors/frames	EA	2	\$	78.00	\$	156.00	RSM 08 05 05.10 - 2000				
8 Selective demolition: Full height window	EA	1	\$	45.00		45.00	RSM 08 05 05.20 - 0240				
9 Vinyl composition tile - 12"x12"	SF	133	\$	4.98	\$	662.34	DBI New Bern cost				
10 Vinyl Cove Base - 4"	LF	45	\$	4.11	\$	184.95	RSM 09 65 19.19 - 8450				
Paint brick walls 0' - 8' (clean + 2 finish coats, roller)	SF	360	\$	1.20	•	432.00	RSM 09 91 23.72 - 2410	Clean wall: \$0.21/SF			
Paint brick walls 8' - 15'	SF	315	\$	1.32	\$	415.80	RSM 09 91 23.72 - 8200				
13 Paint brick walls 15' - 20'	SF	225	\$	1.59	\$	357.75	RSM 09 91 23.72 - 8300				
14 Exterior aluminum doors w/frames	EA	4	\$	1,750.00	\$	7,000.00	0600				
15 Finish hardware - doors	EA	4	\$	2,608.00	\$	10,432.00	RSM 08 71 20.90 - 9000; 08 71 25.10 -				
							2650 & 2700; 08 71 20.36 - 1080				
16 LOBBY 102											
17 Selective demolition: VCT floor	SF	260		0.99		257.40	RSM 09 05 05.20 - 0900				
18 Vinyl Composition Tile - 12"x12"	SF	260	\$	4.98	\$	1,294.80	DBI New Bern cost				
19 Vinyl Cove Base - 4"	LF	67	\$	4.11		275.37	RSM 09 65 19.19 - 8450				
20 Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	532	\$	1.20	\$	638.40	RSM 09 91 23.72 - 2410	Clean wall: \$0.21/SF			
Paint CMU walls 8' - 15'	SF	133	\$	1.32	\$	175.56	RSM 09 91 23.72 - 8200				
22 Interior Door - Type H	EA	1	\$	2,188.23	\$	2,188.23	DBI New Bern cost	Includes finish hardware			
23 DIRECTOR'S OFFICE 103											
24 Selective demolition: Glue down carpet	SF	140	\$	0.50	\$	70.00	RSM 09 05 05.20 - 0400				
25 Selective demolition: Interior doors/frames	EA	1	\$	78.00	\$	78.00	RSM 08 05 05.10 - 2000				
26 Carpet tile	SY	16	\$	47.00	\$	731.11	RSM 09 68 13 - 1180	Commonly used now instead of glue down			
27 Vinyl Cove Base - 4"	LF	51	\$	4.11	\$	209.61	RSM 09 65 19.19 - 8450				
Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	409	\$	1.20	\$	490.80	RSM 09 91 23.72 - 2410	Clean wall: \$0.21/SF			
29 Paint CMU walls 8' - 15'	SF	102	\$	1.32	\$	134.64	RSM 09 91 23.72 - 8200				
30 Interior Door - Type H	EA	1	\$	2,188.23	\$	2,188.23	DBI New Bern cost	Includes finish hardware			
31 WORK ROOM 104 & RECEPTION AREA 104A											
32 Selective demolition: Glue down carpet	SF	238	\$	0.50	\$	119.00	RSM 09 05 05.20 - 0400				
33 Selective demoliton: Cabinetry	LF	16	\$	20.00	\$	320.00	RSM 12 05 05.10				
34 Carpet tile	SF	226	\$	47.00	\$	10,622.00	RSM 09 68 13 - 1180	Commonly used now instead of glue down			
35 Vinyl Cove Base - 4"	LF	85	\$	4.11	\$	349.35	RSM 09 65 19.19 - 8450	•			
Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	680	\$	1.20			RSM 09 91 23.72 - 2410	Clean wall: \$0.21/SF			
37 Paint CMU walls 8' - 15'	SF	170	\$	1.32			RSM 09 91 23.72 - 8200	•			
37 Paint CMU walls 8' - 15'	SF	170	\$	1.32	\$	224.40	RSM 09 91 23.72 - 8200				

City of New Bern



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38	Millwork: Rounded reception desk	LF	16	\$ 411.97	\$	6,591.52	DBI New Bern cost	
39 r	MULTIPURPOSE ROOM 105							
40	Selective demolition: VCT floor	SF	613	0.99	\$	606.87	RSM 09 05 05.20 - 0900	
41	Selective demolition: Interior doors/frames	EA	1	\$ 78.00	\$	78.00	RSM 08 05 05.10 - 2000	
42	Vinyl Composition Tile - 12"x12"	SF	613	\$ 4.98	\$	3,052.74	DBI New Bern cost	
43	Vinyl Cove Base - 4"	LF	98	\$ 4.11	\$	402.78	RSM 09 65 19.19 - 8450	
44	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	787	\$ 1.20	\$	944.40	RSM 09 91 23.72 - 2410	Clean wall: \$0.21/SF
45	Paint CMU walls 8' - 15'	SF	197	\$ 1.32	\$	260.04	RSM 09 91 23.72 - 8200	
46	Interior Door - Type H	EA	1	\$ 2,188.23	\$	2,188.23	DBI New Bern cost	Includes finish hardware
47	ARTS & CRAFTS ROOM 106							
48	Selective demolition: VCT floor	SF	857	0.99	\$	848.43	RSM 09 05 05.20 - 0900	
49	Vinyl Composition Tile - 12"x12'	SF	857	\$ 4.98	\$	4,267.86	DBI New Bern cost	
50	Vinyl Cove Base - 4"	LF	130	\$ 4.11	\$	534.30	RSM 09 65 19.19 - 8450	
51	Exterior aluminum doors w/frames	EA	2	\$ 1,750.00	\$	3,500.00	0600	
52	Finish hardware - doors	EA	2	\$ 2,608.00	\$	5,216.00	RSM 08 71 20.90 - 9000; 08 71 25.10 - 2650 & 2700; 08 71 20.36 - 1080	
53	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	1038	\$ 1.20	\$	1,245.60	RSM 09 91 23.72 - 2410	Clean wall: \$0.21/SF
54	Paint CMU walls 8' - 15'	SF	259	\$ 1.32	\$	341.88	RSM 09 91 23.72 - 8200	
55	Remove & reset sink	EA	1	\$ 400.00	\$	400.00	Current cost locally	
56 L	AUNDRY 107							
57	Selective demolition: Interior doors/frames	EA	1	\$ 78.00	\$	78.00	RSM 08 05 05.10 - 2000	
58	Selective demolition: VCT floor	SF	88	\$ 0.99	\$	87.12	RSM 09 05 05.20 - 0900	
59	Selective demoliton: Cabinetry	LF	7	\$ 20.00	\$	140.00	RSM 12 05 05.10	
60	Selective demolition: Appliances	LS	1	\$ -	\$	-		
61	Vinyl Composition Tile - 12"x12"	SF	88	\$ 4.98	\$	438.24	DBI New Bern cost	
62	Vinyl Cove Base - 4"	LF	37	\$ 4.11	\$	152.07	RSM 09 65 19.19 - 8450	
63	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	293	\$ 1.20	\$	351.60	RSM 09 91 23.72 - 2410	Clean wall: \$0.21/SF
64	Paint CMU walls 8' - 15'	SF	73	\$ 1.32	-	96.36	RSM 09 91 23.72 - 8200	
65	Interior wood door w/frame	EA	1	2,027.23		2,027.23	DBI New Bern cost	Includes finish hardware
66	Lower cabinetry	LF	7	\$ 163.23	\$	1,142.61	DBI New Bern cost	
67	Paint cabinetry	LF	7	\$ 8.38		58.66	DBI New Bern cost	
68	Laminate counter - detach & reset	LF	7	\$ 14.40		100.80	DBI New Bern cost	
69	Front-loading dryer	EA	1	\$ 713.80	-	713.80	DBI New Bern cost	
70	Top-loading washer	EA	1	\$ 834.20	\$	834.20	DBI New Bern cost	
71 k	KILN ROOM 108							
72	Selective demolition: 20"x20" exhaust duct & louver	LF	4	\$ 7.40			RSM 23 05 05.10 - 1400	
73	Selective demolition: VCT floor	SF	120	\$ 0.99	\$	118.80	RSM 09 05 05.20 - 0900	
74	Selective demolition: Built-in shelving	LF	33	\$ -	\$	-		
75	Selective demolition: Interior doors/frames	EA	1	\$ 78.00	\$	78.00	RSM 08 05 05.10 - 2000	



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76	Vinyl Composition Tile - 12"x12"	SF	120	\$ 4.98	\$ 597.60	Current cost locally	
77	Vinyl Cove Base - 4"	LF	44	\$ 4.11	\$ 180.84	RSM 09 65 19.19 - 8450	
78	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	356	\$ 1.20	\$ 427.20	RSM 09 91 23.72 - 2410	Clean wall: \$0.21/SF
79	Paint CMU walls 8' - 15'	SF	89	\$ 1.32	\$ 117.48	RSM 09 91 23.72 - 8200	
80	Built-in shelving	LF	33	\$ 13.82	\$ 456.06	DBI New Bern cost	
81	Paint shelving	LF	33	\$ 3.91	\$ 129.03	DBI New Bern cost	
82	Interior Door - Type J	EA	1	\$ 2,027.23	\$ 2,027.23	DBI New Bern cost	Includes finish hardware
83	20"x20" exhaust duct & louver	LF	4	\$ 69.94	\$ 279.76	Current cost locally	
84 S	TORAGE 109						
85	Selective demolition: VCT floor	SF	63	\$ 0.99	\$ 62.37	RSM 09 05 05.20 - 0900	
86	Vinyl Composition Tile - 12"x12"	SF	63	\$ 4.98	\$ 313.74	DBI New Bern cost	
87	Selective demolition: Built-in shelving	LF	44	\$ -	\$ -		
88	Vinyl Cove Base - 4"	LF	33	\$ 4.11	\$ 135.63	RSM 09 65 19.19 - 8450	
89	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	263	\$ 1.20	\$ 315.60	RSM 09 91 23.72 - 2410	Clean wall: \$0.21/SF
90	Paint CMU walls 8' - 15'	SF	66	\$ 1.32	\$ 87.12	RSM 09 91 23.72 - 8200	
91	Built-in shelving	LF	44	\$ 13.82	\$ 608.08	DBI New Bern cost	
92	Paint shelving	LF	44	\$ 3.91	\$ 172.04	DBI New Bern cost	
93 J	ANITOR 110						
94	Selective demolition: Ceramic tile floor	SF	220	\$ 1.59	\$ 349.80	RSM 09 05 05.20 - 2020	
95	Selective demolition: Built-in shelving	SF	27	\$ -	\$ -		
96	Ceramic tile flooring	SF	462	\$ 8.25	\$ 3,811.50	RSM 09 30 13.10 - 3255	
97	Vinyl Cove Base - 4"	LF	38	\$ 4.11	\$ 156.18	RSM 09 65 19.19 - 8450	
98	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	300	\$ 1.20	\$ 360.00	RSM 09 91 23.72 - 2410	Clean wall: \$0.21/SF
99	Paint CMU walls 8' - 15'	SF	75	\$ 1.32	\$ 99.00	RSM 09 91 23.72 - 8200	
100	50 gal water heater	EA	1	\$ 8,826.00	\$ 8,826.00	4140	
101	Built-in shelving	SF	27	\$ 13.82	\$ 373.14	DBI New Bern cost	
102	Paint shelving	SF	27	\$ 3.91	\$ 105.57	DBI New Bern cost	
103	Remove & reset sink	EA	1	\$ 400.00	\$ 400.00	Current cost locally	
104 C	ORRIDOR 111						
105	Selective demolition: VCT floor	SF	747	0.99	\$ 739.53	RSM 09 05 05.20 - 0900	
106	Selective demolition: Interior doors/frames	EA	1	\$ 74.50	\$ 74.50	RSM 08 05 05.10 - 1999	
107	Vinyl Composition Tile - 12"x12"	SF	747	\$ 4.98	\$ 3,720.06	DBI New Bern cost	
108	Vinyl Cove Base - 4"	LF	179	\$ 4.11	\$ 735.69	RSM 09 65 19.19 - 8450	
109	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	1430	\$ 1.20	\$ 1,716.00	RSM 09 91 23.72 - 2410	Clean wall: \$0.21/SF
110	Paint CMU walls 8' - 15'	SF	358	\$ 1.32	\$ 472.56	RSM 09 91 23.72 - 8200	
111	Interior Door - Type A	EA	1	\$ 2,608.23	\$ 2,608.23	DBI New Bern cost	Includes finish hardware
112	Interior Door - Type B	EA	2	\$ 2,009.27	\$ 4,018.54	DBI New Bern cost	Includes finish hardware
113	Interior Door - Type H	EA	1	\$ 2,168.23	\$ 2,168.23	DBI New Bern cost	Includes finish hardware
114	Interior Door - Type L	EA	1	\$ 6,757.44	\$ 6,757.44	DBI New Bern cost	Includes finish hardware



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115 (ORRIDOR 111A						
116	Selective demolition: VCT floor	SF	125	0.99	\$ 123.75	RSM 09 05 05.20 - 0900	
117	Selective demolition: Interior doors/frames	EA	1	\$ 74.50	\$ 74.50	RSM 08 05 05.10 - 1999	
118	Selective demolition: Trophy case	EA	1	\$ -	\$ -		
118	Vinyl Composition Tile - 12"x12"	SF	125	\$ 4.98	\$ 622.50	DBI New Bern cost	
119	Vinyl Cove Base - 4"	LF	55	\$ 4.11	\$ 226.05	RSM 09 65 19.19 - 8450	
120	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	440	\$ 1.20	\$ 528.00	RSM 09 91 23.72 - 2410	Clean wall: \$0.21/SF
121	Paint CMU walls 8' - 15'	SF	110	\$ 1.32	145.20	RSM 09 91 23.72 - 8200	
122	Interior Door - Type B	EA	2	\$ 2,009.27	\$ 4,018.54	DBI New Bern cost	Includes finish hardware
123	Interior Door - Type H	EA	1	\$ 2,168.23	\$ 2,168.23	DBI New Bern cost	Includes finish hardware
124	Trophy case	EA	1	\$ 4,191.00	\$ 4,191.00	DBI New Bern cost	
125 V	VOMEN'S RESTROOM 112						
126	Selective demolition: Interior doors/frames	EA	1	\$ 78.00	\$ 78.00	RSM 08 05 05.10 - 2000	
127	Selective demolition: Ceramic tile floor	SF	553	\$ 1.47	\$ 812.91	RSM 09 05 05.20 - 2000	
128	Selective demolition: Ceramic tile walls	SF	1442	\$ 1.66	\$ 2,393.72	RSM 09 05 05.30 - 3760	
129	Ceramic tile flooring 12"x12"	SF	553	\$ 32.50	\$ 17,972.50	RSM 09 31 13.10 - 9330	
130	Ceramic tile walls 12"x12"	SF	1442	\$ 11.45	\$ 16,510.90	RSM 09 31 13.10 - 5820	
131	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	270	\$ 1.20	\$ 324.00	RSM 09 91 23.72 - 2410	Clean wall: \$0.21/SF
132	Paint CMU walls 8' - 15'	SF	34	\$ 1.32	\$ 44.88	RSM 09 91 23.72 - 8200	
133	Interior door - Type E	EA	1	\$ 2,166.27	\$ 2,166.27	DBI New Bern cost	Includes finish hardware
134	Toilets	EA	3	\$825.00	\$2,475.00	RSM 22 42 13.13 - 3360	
135	Toilet partitions	EA	2	\$ 870.00	\$ 1,740.00	RSM 10 21 13.13 - 0201	
136	Bathroom accessories	EA	2	\$ -	\$ -		
137 5	TORAGE 113						
138	Selective demolition: VCT floor	SF	28	\$ 0.99	\$ 27.72	RSM 09 05 05.20 - 0900	
139	Selective demolition: Built-in shelving	LF	8	\$ -	\$ -		
140	Vinyl Composition Tile - 12"x12"	SF	28	\$ 4.98	\$ 139.44	DBI New Bern cost	
141	Vinyl Cove Base - 4"	LF	15	\$ 4.11	\$ 61.65	RSM 09 65 19.19 - 8450	
142	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	120	\$ 1.20	\$ 144.00	RSM 09 91 23.72 - 2410	
143	Paint CMU walls 8' - 15'	SF	15	\$ 1.32	\$ 19.80	RSM 09 91 23.72 - 8200	
144	Built-in shelving	LF	8	\$ 13.82	\$ 373.07	DBI New Bern cost	
145	Paint shelving	LF	8	\$ 3.91	\$ 105.57	DBI New Bern cost	
146 N	MEN'S RESTROOM 114						
147	Selective demolition: Interior doors/frames	EA	1	\$ 78.00	\$ 78.00	RSM 08 05 05.10 - 2000	
148	Selective demolition: Ceramic tile floor	SF	553	\$ 1.47	\$ 812.91	RSM 09 05 05.20 - 2000	
149	Selective demolition: Ceramic tile walls	SF	1442	\$ 1.66	\$ 2,393.72	RSM 09 05 05.30 - 3760	
150	Ceramic tile flooring	SF	553	\$ 32.50	\$ 17,972.50	RSM 09 31 13.10 - 9330	
151	Ceramic tile walls	SF	1442	\$ 11.45	16,510.90	RSM 09 31 13.10 - 5820	
152	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	270	\$ 1.20	\$ 324.00	RSM 09 91 23.72 - 2410	



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153	Paint CMU walls 8' - 15'	SF	34	\$ 1.32	\$	44.88	RSM 09 91 23.72 - 8200	
154	Interior door - Type E	EA	1	\$ 2,166.27	\$	2,166.27	DBI New Bern cost	
155	Toilets/Urinal	EA	3	\$ 825.00		\$2,475.00	RSM 22 42 13.13 - 3360	
156	Toilet partitions	EA	2	\$ 870.00	\$	1,740.00	RSM 10 21 13.13 - 0201	
157	Bathroom accessories	EA	2	\$ -	\$	-		
158 S	TORAGE 115							
159	Selective demolition: VCT floor	SF	28	\$ 0.99	\$	27.72	RSM 09 05 05.20 - 0900	
160	Selective demolition: Acoustic ceiling tile	EA	6	\$ 2.64	\$	15.84	RSM 09 05 05.10 - 1200	
161	Vinyl Composition Tile - 12"x12"	SF	28	\$ 4.98	\$	139.44	DBI New Bern cost	
162	Vinyl Cove Base - 4"	LF	53	\$ 4.11	\$	215.78	RSM 09 65 19.19 - 8450	
163	Acoustic ceiling tile 12"x12"	SF	24	\$ 2.94	\$	70.56	DBI New Bern cost	
164	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	444	\$ 1.20		532.80	RSM 09 91 23.72 - 2410	
165	Paint CMU walls 8' - 15'	SF	56	\$ 1.32	\$	73.92	RSM 09 91 23.72 - 8200	
166 L	INIFORM 116							
167	Selective demolition: VCT floor	SF	613	\$ 0.99	\$	606.87	RSM 09 05 05.20 - 0900	
168	Selective demolition: Interior doors/frames	EA	1	\$ 74.50		74.50	RSM 08 05 05.10 - 1999	
169	Vinyl Composition Tile - 12"x12"	SF	613	\$ 4.98	\$	3,052.74	DBI New Bern cost	
170	Vinyl Cove Base - 4"	LF	98	\$ 4.11		402.78	RSM 09 65 19.19 - 8450	
171	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	787	\$ 1.20		944.40	RSM 09 91 23.72 - 2410	
172	Paint CMU walls 8' - 15'	SF	197	\$ 1.32		260.04	RSM 09 91 23.72 - 8200	
173	Interior Door - Type E	EA	1	\$ 2,166.27	\$	2,166.27	DBI New Bern cost	Includes finish hardware
174 P	ROGRAM ROOM 117							
175	Selective demolition: VCT floor	SF	414	\$ 0.99	\$	409.86	RSM 09 05 05.20 - 0900	
176	Selective demolition: Interior doors/frames	EA	1	\$ 74.50		74.50	RSM 08 05 05.10 - 1999	
177	Vinyl Composition Tile - 12"x12"	SF	414	\$ 4.98	\$	2,061.72	DBI New Bern cost	
178	Vinyl Cove Base - 4"	LF	79	\$ 4.11		324.69	RSM 09 65 19.19 - 8450	
179	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	632	\$ 1.20			RSM 09 91 23.72 - 2410	
180	Paint CMU walls 8' - 15'	SF	158	\$ 1.32	-		RSM 09 91 23.72 - 8200	
181	Interior Door - Type E	EA	1	\$ 2,166.27	\$	2,166.27	DBI New Bern cost	Includes finish hardware
182 (YM 128							
183	Selective demolition: Bleachers and gym floor	EA	1	14,890.00			City of New Bern demolition ccost	
184	Selective demolition: Asbestos floor tile/abate	SF	6953	\$	\$		Placeholder; awaiting quote	
185	Solid wood flooring, prefinished, sleepers, 2 layers 3/4" plywood	SF	6953	\$		165,620.46	DBI New Bern cost	
186	Gym floor striping	EA	1	3,326.00		3,326.00	DBI New Bern cost	
187	Vinyl L bracket vented cove	LF	339	\$ 8.96	\$	3,037.44	DBI New Bern cost	
188	Gym wall padding	SF	144	\$ 7.70	\$	1,108.80	DBI New Bern cost	
189	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	2710	\$ 1.20	•	3,252.00	RSM 09 91 23.72 - 2410	
190	Paint CMU walls 8' - 15'	SF	2372	\$ 1.32	\$	3,131.04	RSM 09 91 23.72 - 8200	



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191	Paint CMU walls 15' - 23.5'	SF	2880	\$ 1.59	\$ 4,579.20	RSM 09 91 23.72 - 8300	
192	Decorative paint	HR	32	\$ 65.00	\$ 2,080.00	DBI New Bern cost	
193	Clean AC returns	EA	2	\$ 162.54	\$ 325.08	DBI New Bern cost	
194	Bleachers	Seat	180	\$ 228.00	\$ 41,040.00	RSM 12 63 13.13 - 3000	
195 T	ELEPHONE 129						
196	Selective demolition: VCT floor	SF	70	\$ 0.99	\$ 69.30	RSM 09 05 05.20 - 0900	
197	Selective demolition: Interior doors/frames	EA	1	\$ 74.50	\$ 74.50	RSM 08 05 05.10 - 1999	
198	Selective demolition: Built-in shelving	LF	60	\$ -	\$ -		
199	Vinyl Composition Tile - 12"x12"	SF	70	\$ 4.98	\$ 348.60	DBI New Bern cost	
200	Vinyl Cove Base - 4"	LF	39	\$ 4.11	\$ 160.29	RSM 09 65 19.19 - 8450	
201	Acoustic ceiling tile 12"x12"	SF	16	\$ 2.94	\$ 47.04	DBI New Bern cost	
202	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	313	\$ 1.20	\$ 375.60	RSM 09 91 23.72 - 2410	
203	Paint CMU walls 8' - 15'	SF	78	\$ 1.32	\$ 102.96	RSM 09 91 23.72 - 8200	
204	Interior Door - Type D	EA	1	\$ 1,860.87	\$ 1,860.87	DBI New Bern cost	Includes finish hardware
205	Built-in shelving	LF	60	\$ 10.36	\$ 621.60	DBI New Bern cost	
206	Paint shelving	LF	60	\$ 3.91	\$ 234.60	DBI New Bern cost	
207 (OFFICE 130						
208	Selective demolition: VCT floor	SF	186	\$ 0.99	\$ 184.14	RSM 09 05 05.20 - 0900	
209	Selective demolition: Interior doors/frames	EA	1	\$ 74.50	\$ 74.50	RSM 08 05 05.10 - 1999	
210	Vinyl Composition Tile - 12"x12"	SF	186	\$ 4.98	\$ 926.28	DBI New Bern cost	
211	Vinyl Cove Base - 4"	LF	53	\$ 4.11	\$ 217.83	RSM 09 65 19.19 - 8450	
212	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	422	\$ 1.20	\$ 506.40	RSM 09 91 23.72 - 2410	
213	Paint CMU walls 8' - 15'	SF	105	\$ 1.32	\$ 138.60	RSM 09 91 23.72 - 8200	
214	Interior Door - Type A	EA	1	\$ 2,608.23	\$ 2,608.23	DBI New Bern cost	Includes finish hardware
215 E	XERCISE ROOM 131						
216	Selective demolition: VCT floor	SF	1638	\$ 0.99	\$ 1,621.62	RSM 09 05 05.20 - 0900	
217	Selective demolition: Interior doors/frames	EA	1	\$ 74.50	\$	RSM 08 05 05.10 - 1999	
218	Pirelli Vinyl Flooring	SF	1638	\$ 8.64	\$ 14,152.32	DBI New Bern cost	
219	Vinyl Cove Base - 4"	LF	166	\$ 4.11	\$ 682.26	RSM 09 65 19.19 - 8450	
220	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	1326	\$ 1.20	\$ 1,591.20	RSM 09 91 23.72 - 2410	
221	Paint CMU walls 8' - 15'	SF	331	\$ 1.32	\$	RSM 09 91 23.72 - 8200	
222	Interior Door - Type A	EA	1	\$ 2,608.23	\$ •	DBI New Bern cost	Includes finish hardware
223	Interior Door - Type H	EA	2	\$ 2,168.23	\$ 4,336.46	DBI New Bern cost	Includes finish hardware
224 5	TORAGE 132						
225	Selective demolition: VCT floor	SF	39	\$ 0.99	\$	RSM 09 05 05.20 - 0900	
226	Vinyl Composition Tile - 12"x12"	SF	39	\$ 4.98	\$ 194.22	DBI New Bern cost	
227	Vinyl Cove Base - 4"	LF	31	\$ 4.11	\$ 127.41	RSM 09 65 19.19 - 8450	
228	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	251	\$ 1.20	\$ 301.20	RSM 09 91 23.72 - 2410	
229	Paint CMU walls 8' - 15'	SF	63	\$ 1.32	\$ 83.16	RSM 09 91 23.72 - 8200	



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230 PI	ROGRAM ROOM 133							
231	Selective demolition: VCT floor	SF	1055	\$	0.99	\$ 1,044.45	RSM 09 05 05.20 - 0900	
232	Vinyl Composition Tile - 12"x12"	SF	1055	\$	4.98	\$ 5,253.90	DBI New Bern cost	
233	Vinyl Cove Base - 4"	LF	153	\$	3.53	\$ 540.09	DBI New Bern cost	
234	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	1226	\$	1.20	\$ 1,471.20	RSM 09 91 23.72 - 2410	
235	Paint CMU walls 8' - 15'	SF	307	\$	1.32	\$ 405.24	RSM 09 91 23.72 - 8200	
237	Interior Door - Type I	EA	2	\$	3,673.52	\$ 7,347.04	DBI New Bern cost	
236	Interior Door - Type H	EA	1	\$	2,168.23	\$ 2,168.23	DBI New Bern cost	
237 ST	ORAGE 134							
238	Selective demolition: VCT floor	SF	34	\$	0.99	\$ 33.66	RSM 09 05 05.20 - 0900	
239	Vinyl Composition Tile - 12"x12"	SF	34	\$	4.98	\$ 169.32	DBI New Bern cost	
240	Vinyl Cove Base - 4"	LF	27	\$	4.11	\$ 110.97	RSM 09 65 19.19 - 8450	
241	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	220	\$	1.20	\$ 264.00	RSM 09 91 23.72 - 2410	
242	Paint CMU walls 8' - 15'	SF	55	\$	1.32	\$ 72.60	RSM 09 91 23.72 - 8200	
243 C	ATERING KITCHEN 135							
244	Selective demolition: Ceramic tile floor	SF	164	\$	1.47	\$ 241.08	RSM 09 05 05.20 - 2000	
245	Ceramic tile flooring	SF	164	\$	32.50	\$ 5,330.00	RSM 09 31 13.10 - 9330	
246	Vinyl Cove Base - 4"	LF	51	\$	4.11	\$ 209.61	RSM 09 65 19.19 - 8450	
247	Paint CMU walls 0' - 8' (clean + 2 finish coats, roller)	SF	407	\$	1.20	\$ 488.40	RSM 09 91 23.72 - 2410	
248	Paint CMU walls 8' - 15'	SF	102	\$	1.32	\$ 134.64	RSM 09 91 23.72 - 8200	
249	Interior Door - Type H	EA	1	\$	2,168.23	\$ 2,168.23	DBI New Bern cost	
250	Appliances	EA	1	\$	6,500.00	\$ 6,500.00	DBI New Bern cost	Refrigerator, ice maker, oven/range
251 B	JILDING EXTERIOR							
252	Corridor 119A Exit Exterior aluminum doors w/frames	EA	2	\$	1,750.00	\$ 3,500.00	0600	
253	Corridor 119A Exit Finish hardware - doors	EA	2	\$	2,608.00	\$ 5,216.00	RSM 08 71 20.90 - 9000; 08 71 25.10 -	
							2650; 08 71 25.10 - 2700 ; 08 71 20.36 -	
254	Pressure wash	SF	6938	\$	1.50	\$ 10,407.00	RSM 04 01 30.20 - 0420	
254	Replace exterior louver assemblies	EA	3	\$	69.94	\$	Current cost locally	
255	Test transformer box	HR	1	\$	80.01	\$ 80.01	DBI New Bern cost	
	LLOWANCES							
257	Electrical	EA	1	Ş	30,000.00	\$30,000.00		Replace lower flooded outlets; selective rewiring to reconnect outlets using new wire
SUBTOT	AL UNCOMPLETED PERMANENT WORK					\$ 667,332		
UNCON	IPLETED NON-PERMANENT ITEMS							
M	obilization, 5%					\$ 33,367		
C	ontingency, 10%					\$ 66,733		
SUBTOT	AL NON-PERMANENT ITEMS					\$ 100,100		
TOTAL I	BASE CONSTRUCTION COST					\$ 767,432		



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TOTAL BASE CONSTRUCTION COST	\$ 767,432	
GENERAL REQUIREMENTS and GENERAL CONDITIONS		
Safety and Security, 4%	\$ 30,697	
General Conditions, 4.25%	\$ 32,616	
SUBTOTAL	\$ 830,745	
CONSTRUCTION COST CONTINGENCIES		
Preliminary Engineering Analysis, 10%	\$ 83,074	
Storage Contingencies, 1%	\$ 8,307	
Staging Contingencies, 1%	\$ 8,307	
SUBTOTAL	\$ 930,434	
GENERAL CONTRACTORS OVERHEAD and PROFIT		
GC Overhead, 7.7%	\$ 71,643	
GC Insurance, Payment & Performance Bonds, 3.3%	\$ 30,704	
General Contractor Profit, 8%	\$ 74,435	
SUBTOTAL	\$ 1,107,217	
COST ESCALATION FACTORS		
Cost Escalation to Midpoint of Construction	\$ 45,307	24 months design and construction
SUBTOTAL	\$ 1,152,524	
APPLICANT'S RESERVE FOR CHANGE ORDERS		
Reserve for Change Orders, 4.6%	\$ 53,016	
SUBTOTAL	\$ 1,205,540	
SUBTOTAL CONSTRUCTION COST	\$ 1,205,540	
APPLICANT PROJECT MANAGEMENT AND DESIGN COSTS		
PROJECT MANAGEMENT, 4.9%	\$ 59,071	
DESIGN COSTS, 15.9%	\$ 191,681	
PERMITTING, 1%	\$ 12,055	
INSPECTION, 3%	\$ 36,166	
SUBTOTAL	\$ 298,974	April 2018
TOTAL BUILDING REPAIR COST OPINION	\$ 1,504,514	



Hurricane Florence Disaster Recovery Assessment City of New Bern New Bern, Craven County

MBF Architects, P.A.

MBFA No: 1907

Cost Estimate 1

Stanley White Recreation Center Demolition Cost

May 3, 2019

Out of August Total	40.057	0.5	10 1
Gross Area, Total	18,057	SF	AC Acres
Area of Basement, Exist	0	SF	AL Allowance CF Cubic Feet
Area of First Floor, New	-		
Area of First Floor, Exist	18,057	SF SF	
Area of Second Fir, New	0		
Area of Second Floor, Ex	0	SF	FL Flight of Stairs
Area of Third Floor, New	0	SF	FX Fixture
Area of Third Floor, Exist	0	LF	LF Linear Feet
New Footprint Perimeter	0 0		LS Lump Sum
Lug Footer	0	LF LF	MH Manhour
Strip Footer	0	LF	MO Month SF Square Feet
New Partition Strip Footer New Foundation Wall		LF	
	0		
Foundation Wall Ht to FF	0	LF	SY Square Yard
Basement Wall FI to FI Ht	0	LF	TN Ton
New Column Spread Footers	0	EA	
Existing Exterior Walls to Remain	0	LF	
Exterior Stud Wall	0	LF	
Exterior Masonry Wall	0	LF	
Exterior Wall Demolition	623	LF	
Existing Interior Walls to Remain	0	LF	
Interior Stud Wall	0	LF	
Interior Masonry Wall	0	LF	
Interior Wall Demolition	1,669	LF	
New Exterior Walls	0	LF	
Exterior Stud Wall	0	LF	Duration of Construction 2 Months
Exterior Masonry Wall	0	LF	Target Base Construct Cost \$450,000
	-		
New Interior Walls	0	LF	
New Interior Walls Interior Stud Partition	0 0	LF LF	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition	0 0 0	LF LF	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition	0 0 0	LF LF LF	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition Interior Masonry Partition	0 0 0 0	LF LF LF LF	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition Interior Masonry Partition Interior Masonry to Deck	0 0 0 0	LF LF LF LF	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition Interior Masonry Partition Interior Masonry to Deck Eave Height	0 0 0 0 0 0	LF LF LF LF LF	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition Interior Masonry Partition Interior Masonry to Deck Eave Height Parapet Height	0 0 0 0 0 0 15 3	LF LF LF LF LF LF	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition Interior Masonry Partition Interior Masonry to Deck Eave Height Parapet Height Typ Floor to Floor Height	0 0 0 0 0 0 15 3	LF LF LF LF LF LF LF	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition Interior Masonry Partition Interior Masonry to Deck Eave Height Parapet Height Typ Floor to Floor Height Interior Partition Height	0 0 0 0 0 0 15 3 15	LF LF LF LF LF LF LF	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition Interior Masonry Partition Interior Masonry to Deck Eave Height Parapet Height Typ Floor to Floor Height Interior Partition Height Floor to Floor Height, Basement	0 0 0 0 0 0 15 3 15	LF LF LF LF LF LF LF LF	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition Interior Masonry Partition Interior Masonry to Deck Eave Height Parapet Height Typ Floor to Floor Height Interior Partition Height Floor to Floor Height, Basement New Roof Area	0 0 0 0 0 0 15 3 15 15	LF LF LF LF LF LF LF LF SF	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition Interior Masonry Partition Interior Masonry to Deck Eave Height Parapet Height Typ Floor to Floor Height Interior Partition Height Floor to Floor Height, Basement New Roof Area Existing Roof Area	0 0 0 0 0 0 15 3 15 15 0 0	LF LF LF LF LF LF LF SF SF	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition 2 Hour Stud Partition Interior Masonry Partition Interior Masonry to Deck Eave Height Parapet Height Typ Floor to Floor Height Interior Partition Height Floor to Floor Height, Basement New Roof Area Existing Roof Area New Roof Overhang & Soffit	0 0 0 0 0 0 15 3 15 15 0 0	LF LF LF LF LF LF LF LF LF LF LF LF LF L	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition Interior Masonry Partition Interior Masonry to Deck Eave Height Parapet Height Typ Floor to Floor Height Interior Partition Height Floor to Floor Height, Basement New Roof Area Existing Roof Area New Roof Overhang & Soffit Existing Roof Overhang & Soffit	0 0 0 0 0 0 0 15 3 15 15 0 0 0 18,057	LF LF LF LF LF LF LF LF LF LF LF LF LF L	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition Interior Masonry Partition Interior Masonry to Deck Eave Height Parapet Height Typ Floor to Floor Height Interior Partition Height Floor to Floor Height, Basement New Roof Area Existing Roof Area New Roof Overhang & Soffit Existing Roof Overhang & Soffit New Parapet Coping	0 0 0 0 0 0 15 3 15 15 0 0 18,057	LF LF LF LF LF LF LF LF LF LF LF	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition Interior Masonry Partition Interior Masonry to Deck Eave Height Parapet Height Typ Floor to Floor Height Interior Partition Height Floor to Floor Height, Basement New Roof Area Existing Roof Area New Roof Overhang & Soffit Existing Roof Overhang & Soffit New Parapet Coping Existing Parapet Coping Replacement	0 0 0 0 0 0 15 3 15 15 0 0 0 18,057	LF LF LF LF LF LF LF LF LF LF LF LF	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition Interior Masonry Partition Interior Masonry to Deck Eave Height Parapet Height Typ Floor to Floor Height Interior Partition Height Floor to Floor Height, Basement New Roof Area Existing Roof Area Existing Roof Overhang & Soffit Existing Roof Overhang & Soffit New Parapet Coping Existing Parapet Coping Replacement New Gross Window Area	0 0 0 0 0 0 15 3 15 15 0 0 18,057 0 88 0	LF LF LF LF LF LF SF LF LF LF SF	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition 2 Hour Stud Partition Interior Masonry Partition Interior Masonry to Deck Eave Height Parapet Height Typ Floor to Floor Height Interior Partition Height Floor to Floor Height, Basement New Roof Area Existing Roof Area New Roof Overhang & Soffit Existing Roof Overhang & Soffit New Parapet Coping Existing Parapet Coping Replacement New Gross Window Area Existing Windows to Remain	0 0 0 0 0 0 15 3 15 15 0 0 18,057 0 88 0	LF LF LF LF LF LF SF SF LF LF SF SF	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition Interior Masonry Partition Interior Masonry to Deck Eave Height Parapet Height Typ Floor to Floor Height Interior Partition Height Floor to Floor Height, Basement New Roof Area Existing Roof Area New Roof Overhang & Soffit Existing Roof Overhang & Soffit New Parapet Coping Existing Parapet Coping Replacement New Gross Window Area Existing Windows to Remain New Doors	0 0 0 0 0 0 15 3 15 15 0 0 18,057 0 88 0	LF LF LF LF LF SF LF LF SF EA	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition Interior Masonry Partition Interior Masonry to Deck Eave Height Parapet Height Typ Floor to Floor Height Interior Partition Height Floor to Floor Height, Basement New Roof Area Existing Roof Area Existing Roof Overhang & Soffit Existing Roof Overhang & Soffit New Parapet Coping Existing Parapet Coping Replacement New Gross Window Area Existing Windows to Remain New Doors Existing Doors to Remain	0 0 0 0 0 0 15 3 15 15 0 0 0 18,057 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	LF LF LF LF LF SF LF LF SF AA	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition Interior Masonry Partition Interior Masonry to Deck Eave Height Parapet Height Typ Floor to Floor Height Interior Partition Height Floor to Floor Height, Basement New Roof Area Existing Roof Area New Roof Overhang & Soffit Existing Roof Overhang & Soffit New Parapet Coping Existing Parapet Coping Replacement New Gross Window Area Existing Windows to Remain New Doors Existing Doors to Remain Parking Stalls	0 0 0 0 0 0 15 3 15 15 15 0 0 0 18,057 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	LF LF LF LF LF SF AAA	
New Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition Interior Masonry Partition Interior Masonry to Deck Eave Height Parapet Height Typ Floor to Floor Height Interior Partition Height Floor to Floor Height, Basement New Roof Area Existing Roof Area Existing Roof Overhang & Soffit Existing Roof Overhang & Soffit New Parapet Coping Existing Parapet Coping Replacement New Gross Window Area Existing Windows to Remain New Doors Existing Doors to Remain	0 0 0 0 0 0 15 3 15 15 0 0 0 18,057 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	LF LF LF LF LF SF LF LF SF AA	

Potential Tenant: Demolish Current Recreation Center

Development Concept: Remove Foundations and Furnish a Clean Site

City of New Bern

Page **22** of **28** MBFA No: 1907



Advance Planning (AP, SD, DD, CD or BN)

Section	Description			Qty	Unit	Cost per Unit	Extension	CI
GR	Equip Rental & Tools at	\$1,150	per \$100,000	1	AL	\$5,175.00	\$5,175	
GR	Toilet Facilities (Construction		ps. 4.55,555	2	MO	\$100.00	\$200	
GR	Mobilization at	\$584	per \$100,000	1 1	AL	\$2,628.00	\$2,628	
GR	Demobilization at	\$584	per \$100,000	1 1	AL	\$2,628.00	\$2,628	
GR	Demo Debris Removal at	\$8,430	per \$100,000	1 1	AL	\$37,935.00	\$37,935	
SR.	Contract Closeout at	\$100	per \$100,000	1 1	AL	\$450.00	\$450	
SR	Superintendent (Constructi		per \$ 100,000	2	MO	\$5,300.00	\$10,600	
	Silt Fencing	on Baration,		480	LF	\$6.98	\$3,350	
	Temp Seed & Mulch Const	ruction Limits	(Dress Grading)	6,415	SY	\$0.27	\$1,732	
	Gravel Construction Entran		(Bress crading)	19	CY	\$52.63	\$1,000	
	Exterior Demolition, Remov			8	EA	\$1,090.50	\$8,724	
	Exterior Demolition, Asphal			4,356	SF	\$1.63	\$7,100	
	Exterior Demolition, Demol			1,270	SF	\$10.00	\$12,700	
	Exterior Demolition, Remov		ir Equip	1,270	EA	\$50.00	\$400	
	Building Demolition	re rieating & A	ai Equip	18.057	SF	\$10.00	\$180,570	
	Demolish Lug Footings, 1.7	SE V Soo		47	LF	\$10.00	\$470	
	Demolish Concrete Footing				LF	\$17.25	\$31.343	
		,	and/CV 1 Load par 200 CI	1,817				
	Tip Fees, \$36.40/TN, 10 C'	1 Dump, 1.5 I	ons/cr, i Load per 200 Si	90 7,000	EA SF	\$546.00 \$0.70	\$49,296 \$4,900	
				,				
	Asbestos Assessment			1 1	AL	\$5,000.00	\$5,000	
	Asbestos Flooring Abateme			7,000	SF	\$5.96	\$41,720	
	Site Prep, Demo Stripping				CY	\$3.75	\$5,264	
	Site Prep, Replacement Ba	ckfill to Origina	al Grade (Stripping)	1,404	CY	\$18.00	\$25,265	
3 05 00	Sewer Plug, Demolition			1	LS	\$1,500.00	\$1,500	
					SF	\$24.36	\$439,950	
			В	ase Construction	on Cost		\$439,950]
GC .	General Conditions (Gross	Area, Total)		18,057	SF	\$2.75	\$49,657	
GC .	Building Permits at	\$6	per \$1,000	1	AL	\$2,700.00	\$2,700	
€C	Safety & Security at	4.0%	• ****	1	AL	\$18,000 _	\$18,000	
				General Cor	nditions		\$70,357	
cc	Staging at	1.0%		1	AL	\$4,500	\$4,500	
			Construction	on Cost Conting	gencies	_	\$4,500	
NUD	Overhead at	7 70/		1	Α.	¢24 650 00	C24 CEC	
OHP	Overhead at	7.7%		•	AL	\$34,650.00	\$34,650	
OHP	Bond at	2.3%		1	AL	\$10,350.00	\$10,350	
OHP	Insurance at	0.6%		1	AL	\$2,700.00	\$2,700	
HP	Profit at	3.3%		1	AL	\$14,850.00 _	\$14,850	
			General Contract	or Overhead an	d Profit		\$62,550	
MC	Cost Escalation to Constru	ction Midpoint,	4.0% per Year	3	МО	0.003333333	\$4,500	
OR	Owner Reserve at	3.0%	Change Orders	1	AL	\$13,500.00	\$13,500	
				Construction	on Cost		\$595,357]
ees	Architectural at	3.5%		1	AL	\$20.837.48	\$20.837	
ees	Permitting at	1.0%		1	AL	\$5,953,57	\$5,954	
ees	Inspections at	1.0%		1	AL	\$5,953.57 \$5,953.57	\$5,954	
003	mapooliona at	1.070		-1	AL	φυ,θυυ.υ1 _	φυ,συ4	•
			Project Managen	nent and Desigi	n Costs		\$32,745	J



Hurricane Florence Disaster Recovery Assessment City of New Bern New Bern, Craven County

MBF Architects, P.A.

Months

MBFA No: 1907

Cost Estimate 2 Stanley White Recreation Center Replacement Cost

April 30, 2019

Gross Area, Total Area of Basement Area of First Floor Area of Second Floor Area of Third Floor Footprint Perimeter Lug Footer Strip Footer Partition Strip Footer Foundation Wall Foundation Wall Ht to FF Basement Wall FI to FI Ht Column Spread Footers Exterior Walls Exterior Stud Wall Exterior Stud Wall Interior Walls Interior Stud Partition 1 Hour Stud Partition 2 Hour Stud Partition Interior Masonry Partition Interior Masonry Partition Interior Masonry to Deck Eave Height	18,057 0 18,057 0 0 623 47 576 1,241 576 6 0 0 623 1,669 0 0	\$ \$ \$ \$ \$ \$ \$ \$ £ £ £ £ £ £ £ £ £ £ £ £	AC Acres AL Allowance CF Cubic Feet CY Cubic Feet CY Gubic Yards EA Each FL Flight of Stairs FX Fixture LF Linear Feet LS Lump Sum MH Manhour MO Month SF Square Feet ST Stall SY Square Yard TN Ton
Parapet Height	3 15	LF LF	Duration of Construction 12 Target Base Construct Cost \$5,150,000
Typ Floor to Floor Height Interior Partition Height Floor to Floor Height, Basement Gross Roof Area Roof Overhang & Soffit Parapet Coping Gross Window Area Doors Parking Stalls Construction Limits Property Acreage	15 0 18,057 88 158 681 48 82 6.4	LF LF SF LF SF EA AC AC	Target Base Construct Cost \$5,150,000

Potential Tenant: Replace Current Recreation Center
Development Concept: Elevate Building Above Flood Plain and Terrace back to Grade

City of New Bern

Page **24** of **28** MBFA No: 1907



Advance Planning (AP, SD, DD, CD or BN)

Section	Description	Qty	Unit	Cost per Unit	Extension	Ck'd
GR	Equip Rental & Tools at \$2,800 per \$100,000	1	AL	\$144,200.00	\$144,200	
GR	Toilet Facilities (Construction Duration)	12	MO	\$100.00	\$1,200	
GR	Mobilization at \$584 per \$100,000	1	AL	\$30,076.00	\$30,076	
GR	Demobilization at \$584 per \$100,000	1	AL	\$30,076.00	\$30,076	
GR	Trash Removal at \$1,349 per \$100,000	1	AL	\$69,473.50	\$69,474	
GR	Final Cleaning (Gross Area, Total)	18.057	SF	\$0.41	\$7,403	
GR	Contract Closeout at \$100 per \$100,000	1	AL	\$5,150.00	\$5,150	
GR	Superintendent (Construction Duration)	12	MO	\$5,300.00	\$63,600	
	Gravel Construction Entrance	19	CY	\$52.63	\$1,000	
	Check Dams, Inlet and Outlet Protection	6	EA	\$400.00	\$2,400	
	Velocity Dissipator, 6" Stone Rip Rap per Location	3	EA	\$200.00	\$600	
	Spillway Protection	400	SF	\$4.00	\$1,600	
01 50 10	Silt Fencing	480	LF	\$6.98	\$3,350	
	Temp Seed & Mulch Construction Limits (Dress Grading)	28,970	SY	\$0.27	\$7,822	
	Concrete Accessories (Gross Area, Total)	18,057	SF	\$0.30	\$5,417	
03 30 10	Fiber Reinforced Vapor Barrier (First Floor Area)	18,057	SF	\$0.50	\$9,029	
	Expansion Joint Filler, 0.5 inch by 4 inch	112	LF	\$0.35	\$39	
	Concrete Formwork (Lug Footer)	47	LF	\$25.06	\$1,178	
03 30 30	Concrete Reinforcement (Footprint Perim + Part Strip Footer)	1.864	LF	\$24.15	\$45,016	
	CIP, Lug Footings, 1.7 SF X-Sec (Lug Footer)	47	LF	\$136.00	\$6,392	
	CIP, Concrete Footings, 2'-2" Wide (Strip Foot Perim + Part)	1.817	LF	\$61.00	\$110,837	
	CIP, Concrete Footings, 2'-2" Wide, Retaining Walls	1,875	LF	\$61.00	\$114,375	
	CIP, Slab on Grade, 4 Inch (First Floor)	18,057	SF	\$6.07	\$109,606	
	CIP, Slab on Grade, 4 Inch, Basket Ball Court	2,500	SF	\$6.07	\$15,175	
	CIP, Foundation Wall Grade Beam, 4 SF X-Section	190	LF	\$37.00	\$7,030	
	CIP, Interior Wall Grade Beam, 3 SF X-Section	453	LF	\$28.00	\$12,684	
	Concrete Testing	1	LS	\$500.00	\$500	
	Mortar, Type S	18,057	SF	\$1.06	\$19,140	
	Masonry Sand	18,057	SF	\$0.67	\$12,098	
	Brick Ties	18,057	SF	\$1.04	\$18,779	
04 20 10	Mortar & Masonry Access, Fill Block Core w/ Grout	13,157	SF	\$11.19	\$147,227	
	Concrete Masonry Units (LF Found Wall x Typ Found Ht x 2)	6.912	SF	\$14.51	\$100,293	
	Concrete Masonry Units (LF Ext Mas Wall x Typ FI to FI Ht)	9,345	SF	\$14.51	\$135,596	
04 20 20	Concrete Mason to Deck (LF Int Mas Deck x Typ FI to FI Ht)	25,035	SF	\$14.51	\$363,258	
	Concrete Mason, Retaining Walls	5,642	SF	\$14.51	\$81,865	
04 20 20	Cut Masonry Control Joints (Perimeter/25')*Eave Ht	718	LF	\$8.45	\$6,067	
	Brick Units (LF Ext Wall x Typ FI to FI Ht)	9,345	SF	\$14.50	\$135,503	
04 20 30	Brick Units (LF Ext Wall x Typ Parapet Ht)	1,869	SF	\$14.50	\$27,101	
04 20 30	Brick Units, Retaining Walls (Concrete Masonry Retaining Walls)	8,463	SF	\$14.50	\$122,714	
	Masonry Cleaning (LF Ext Wall x Typ FI to FI)	9,345	SF	\$0.40	\$3,738	
04 50 00	Masonry Cleaning (LF Ext Wall x Parapet Height)	1,869	SF	\$0.40	\$748	
05 00 00	Miscellaneous Metal (Gross Area)	18,057	SF	\$0.48	\$8,667	
05 00 00	Hot Dipped Galvanized Steel Lintels	275	LF	\$25.00	\$6,875	
05 10 10	Structural Steel, First Floor	784	SF	\$6.50	\$5,096	
05 10 10	Structural Steel, Clearstory	420	SF	\$6.50	\$2,730	
05 10 20	Open Web Steel Joists (Gross Roof Area)	18,057	SF	\$5.25	\$94,799	
05 10 30	Steel Decking (Gross Roof Area)	18,057	SF	\$3.50	\$63,200	
05 10 40	Steel Testing	1	LS	\$500.00	\$500	
05 40 10	Non Structural Parapet CF Metal Framing (LF Ext Wall * Parapet Ht)	1,869	SF	\$3.50	\$6,542	
05 40 20	Structural Ceiling and Soffit Framing	422	SF	\$14.57	\$6,149	
05 50 00	Metal Fabrications	1	LS	\$1,000.00	\$1,000	
05 50 00	Metal Fabrications, Pipe Railings	532	LF	\$80.00	\$42,560	
05 50 00	Metal Fabrications, Pipe Bollards, 6"	8	EA	\$405.50	\$3,244	
06 10 10	Framing & Rough Carpentry, Eave Blocking (Roof Overhang)	88	LF	\$12.50	\$1,100	
06 10 10	Framing & Rough Carpentry, Parapet Const (Coping)	158	LF	\$16.36	\$2,585	
06 10 10	Framing & Rough Carpentry, Wood Roof Nailers (Gross Roof Area)	18,057	SF	\$0.80	\$14,446	
	Arch Trimwork, Light Shelves	54	LF	\$50.50	\$2,727	
	Arch Trimwork, Safety Rails	20	EA	\$50.00	\$1,000	
06 40 00	Millwork, Base Cabinet, Wall Cabinet, Wall Shelves	52	LF	\$753.65	\$39,190	



06 40 00	Millwork, Closet Shelf, Closet Rod	62	LF	\$24.54	\$1,521
	Through Wall Flashing (LF Exterior Wall x 2)	1,246	LF	\$4.17	\$5,196
	Dampproofing (LF Ext Mas Wall x Typ FI to FI Ht)	9,345	SF	\$2.75	\$25,699
	Insulation, Rigid (Footprint Perimeter)	623	LF	\$4.00	\$2,492
			SF	\$2.30	
	Insulation, Rigid (LF Ext Wall x Typ FI to FI Ht)	9,345			\$21,494
	Insulation, Rigid (Gross Roof Area)	18,057	SF	\$9.50	\$16,625
	Spray Foam Insulation, Wall/Roof Juncture (Ext Walls)	623	SF	\$5.64	\$3,514
07 22 00	Insulation Fasteners & Plates (Gross Roof Area)	18,057	SF	\$0.25	\$4,514
07 25 00	Ice Guard Underlayment, Clearstory	774	SF	\$2.25	\$1,742
07 26 00	Roof Accessories, Vent Stacks	11	EA	\$25.00	\$275
07 26 00	Roof Accessories, Drains & Overflows	15	EA	\$539.00	\$8,085
	Roof Accessories, Drain & Overflow Downspouts	237	LF	\$30.00	\$7,110
	Roof Accessories, Pitch Pockets	5	EA	\$50.00	\$250
	Roof Accessories, Prefab Box Curb Penetrations	9	EA	\$815.00	\$7,335
		17,283	SF	\$0.65	\$11,234
	2 Ply Vapor Retarder (Roof Area)				
	Modified Cap Sheet (Gross Roof Area)	17,283	SF	\$7.35	\$127,030
	Sheet Metal Roofing, Clearstory	774	SF	\$8.00	\$6,192
	Sheet Metal Roofing, Warranty	1	AL	\$2,000.00	\$2,000
07 62 10	Flash & Sht Mtl, Rubber Membrane Underlay (Parapet Coping)	158	LF	\$7.78	\$1,229
07 62 10	Flash & Sht Mtl, 14" Coping, 0.050 Gauge (Parapet Coping)	158	LF	\$95.64	\$15,111
07 62 20	Flash & Sht Mtl, Gutter and Downspouts (Roof Overhang & Soffit)	88	LF	\$10.42	\$917
07 62 40	Flash & Sht Mtl, Counterflashing	268	LF	\$10.42	\$2,793
	Flash & Sht Mtl, Scuppers	11	EA	\$166.83	\$1,835
	Caulking & Sealants (Gross Area, Total)	18,057	SF	\$0.40	\$7,223
	Caulking & Sealants, CJ/EJ (Cut Masonry Control Joints)	718	LF	\$5.19	\$3,726
		785	SF		
07240	EIFS, Clearstory, Accent			\$9.25	\$7,261
	Hollow Metal Frames (Doors)	38	EA	\$326.87	\$12,421
	Hollow Metal Doors	1	EA	\$225.00	\$225
	Flush Wood Doors (Doors)	37	EA	\$226.28	\$8,372
08 33 20	Overhead Coiling Doors, 10' x 10'	100	SF	\$28.04	\$2,804
08 33 50	Rolling Counter Shutters, 3' x 5'	16	SF	\$174.13	\$2,786
08 41 00	Aluminum Entrance Doors	10	EA	\$1,764.50	\$17,645
08 41 10	Aluminum Storefront Entrance	627	SF	\$95.15	\$59,659
	Aluminum Windows (Windows)	681	SF	\$44.44	\$30,264
	Finish Hardware (Doors)	48	EA	\$383.00	\$18,384
	Panic Hardware	10	EA	\$350.00	\$3,500
	Glass & Glazing (Doors)	48	EA	\$26.00	\$1,248
		627	SF	\$19.80	
	Entrance Glass & Glazing (Aluminum Entrances)				\$12,415
	Insulated Glass & Glazing (Aluminum Windows)	681	SF	\$19.80	\$13,484
	Veneer Plaster System	847	SF	\$4.25	\$3,600
	Acrylic Coating	847	SF	\$6.33	\$5,362
09 29 10	Gypsum Bd, Structural Ceiling & Soffit (Section 05 40 20)	422	SF	\$2.05	\$865
09 30 20	Ceramic Tile Flooring	1,693	SF	\$15.62	\$26,445
09 30 20	Ceramic Tile Wainscoat	2,722	SF	\$15.62	\$42,518
09 30 40	Quarry Tile Flooring	144	SF	\$8.00	\$1,152
09 51 00	Acoustical Tile Ceilings (Gross Floor Area)	10,575	SF	\$2.62	\$27,707
	Rubber Wall Base (LF Ext Wall + (LF Int Wall * 2))	3,961	LF	\$1.25	\$4,951
	Solid Wood Flooring, Finished, Sleepers, 2 Layers .75 Plywood	7.000	SF	\$13.67	\$95,690
	Solid Wood Flooring, Athletic Markings, per Ball Court	1	EA	\$7,500.00	\$7,500
	Resilient Flooring	8,073	SF	\$3.25	\$26,237
	Rubber Tile Flooring	1,568	SF	\$11.00	
		1			\$17,248
09 61 80	•	391	SF	\$3.50	\$1,369
	Stationary Louvers	84	SF	\$69.94	\$5,875
	Int Paint ((LF Ext Wall + (2 x LF Int Wall)) * Int Part Wall Ht)	59,415	SF	\$1.55	\$92,093
	Interior Painting-Metal Deck Ceiling (Gross Roof Area)	7,000	SF	\$1.80	\$12,600
	Exterior Painting-Trim, Doors (Hollow Metal Doors)	1	EA	\$50.00	\$50
10 10 00	Miscellaneous Specialties-Fire Ext Cabinets	7	EA	\$301.00	\$2,107
10 14 00	Signage, Interior (Doors)	48	EA	\$142.58	\$6,844
	Signage, Cast Bronze Plaque	1	EA	\$2,000.00	\$2,000
	Signage, Cast Metal Lettering, 10"	28	EA	\$75.51	\$2,114
	Signage, HC Parking and Steel Post	3	EA	\$380.00	\$1,140
	Toilet Partitions, per Stall	10	ST	\$975.65	\$9,757
	Toilet & Bath Accessories	30	FX	\$204.48	\$6,134
	Toilet & Bath Accessories, Locker Room Bench	12	LF	\$125.00	\$1,500
10 20 00	Tollet & Batti Accessories, Locker (Vooiti Dellott	1 12	LI	Ψ120.00	Ψ1,500

MBFA No: 1907 Page **26** of **28**



10 51 00	Lockers, Full Length	30	EA	\$300.00	\$9,000
	Flag Staff	3	EA	\$600.00	\$1,800
	Residential Kitchen Appliances, Range/Oven	1	EA	\$400.00	\$400
	Residential Kitchen Appliances, Side by Side Refrigerator	i	EA	\$1,200.00	\$1,200
	Residential Appliances, Ventilation Hood	i	EA	\$400.00	\$400
		i	EA		\$849
	Residential Appliances, Heavy Duty Washing Machine	1277		\$849.00	
	Residential Appliances, Heavy Duty Dryer	1	EA	\$899.00	\$899
	Foodservice Equipment, Ice Machine, Stainless Steel Prep Sink	2	EA	\$2,500.00	\$5,000
11 66 00	Athletic Equipment, Basket Ball Goals	4	EA	\$2,500.00	\$10,000
11 66 00	Athletic Equipment, Baseball Bases, per Field	1	EA	\$3,500.00	\$3,500
12 21 00	Window Treatment, Blinds (Windows)	681	SF	\$3.64	\$2,479
12 21 00	Window Treatment, Bluestone Sills (Windows)	681	SF	\$2.18	\$1,485
	Laminate Countertops	59	LF	\$18.00	\$1,062
	Ceiling Fans	2	EA	\$440.38	\$881
	Electric Utilities	140	LF	\$28.00	\$3,920
		90	LF		
	Electrical Sleeves, 4 Inch Diameter			\$5.00	\$450
	Elec Fixtures, Head, Pole w/ Conc Base (Vehicle Stalls/10)	8	EA	\$3,593.00	\$29,463
	Clearing & Grubbing	6	AC	\$7,650.00	\$48,960
31 12 00	Site Prep, Stripping ((AC x 43560 SF x 0.5 FT Depth)/27 CF))	5,163	CY	\$3.75	\$19,360
31 12 00	Site Prep, Compact Subgrade (First Floor Area / 9 SF)	2,006	SY	\$2.00	\$4,013
31 12 00	Site Prep, Replacement Backfill to Original Grade (Stripping)	5,163	CY	\$18.00	\$92,928
31 12 00	Site Prep, Elevate from 6' to 8'	2,667	CY	\$18.00	\$48,006
31 12 00	Site Prep, Elevate from 8' to 10'	1,085	CY	\$18.00	\$19,530
	Site Prep, Relocate Ball Fields	1,501	CY	\$18.00	\$27,018
	Site Prep, UC & Backfill, \$5.50 Equip/\$15.50 Mat, Allow 10%	134	CY	\$21.00	\$2,809
	Site Prep, Building Pad, (First FIr Area x 2 FT Depth)/27 CF	1,338	CY	\$14.00	\$18,726
	Site Prep, Dress Grading (Acers*4840)-(First FI Area/9)	28,970	SY	\$2.70	\$78,218
	Ditching, 16 Foot Mouth by 8 Foot Depth, 2.4 CF per Foot	20	LF	\$7.85	\$157
	Excavating & Detail Grading (Footprint Perim + Found Wall)	1,199	LF	\$5.40	\$6,475
	Underslab Drainage Stone, No. 67 NCDoT, 4 Inches (1st Flr)	18,057	SF	\$0.50	\$9,029
31 12 20	Soils Testing	1	LS	\$500.00	\$500
31 31 00	Soil Poisoning (First Floor Area)	18,057	SF	\$0.75	\$13,543
31 62 00	Driven Wood Piles, 10" Tapered, 35' Long	5,390	LF	\$14.81	\$79,826
	Curb & Gutter, 24" Machine Work	1,385	LF	\$14.50	\$20,083
	Valley Gutter, 24"	45	LF	\$20.00	\$900
	Gravel Drive Surfacing	1,575	SY	\$9.96	\$15,687
	Drive Surfacing, 8 Inch ABC	4,356	SY	\$13.06	\$56,889
	9.				,
	Rough Grade Road Bed (Sum of Drive Surfacing)	4,356	SY	\$2.50	\$10,890
	Fine Grade ABC Stone (Rough Grade Road Bed)	4,356	SY	\$0.75	\$3,267
	2" I-2 Asphalt-Roadways	4,356	SY	\$14.40	\$62,726
	Site Walks	2,925	SF	\$6.06	\$17,726
32 12 20	Site Walks, 5' x 5' Conc Pad, 4"	1	EA	\$500.00	\$500
32 12 20	Site Stairs	280	SF	\$24.24	\$6,787
32 12 30	Site Concrete Testing	1	LS	\$500.00	\$500
32 12 60	Traffic Marking (Vehicle Stalls)	82	EA	\$96.80	\$7,938
32 12 60	Traffic Marking, Basket Ball Court	478	LF	\$2.42	\$1,157
	Double Swing Gate, 15' Clear	1	EA	\$2,253.00	\$2,253
	Terminal Post, Gate Post	8	EA	\$50.00	\$400
	Razor Wire	550	LF	\$2.00	\$1,100
	Fences & Gates, 6'	920	LF	\$21.27	\$19,568
	•	100000000000000000000000000000000000000			
	Segmented Retaining Wall System Engineering	1 1	LS	\$2,500.00	\$2,500
	Segmented Retaining Wall System	1,380	SF	\$18.00	\$24,840
	Perm Seed & Mulch Construction Limits (Dress Grading)	28,970	SY	\$0.90	\$26,073
32 92 00	Grass Sod, Ball Field	4,503	SY	\$3.90	\$17,562
32 93 00	Landscaping, 1 Tree per 10 Spaces	8	EA	\$2,200.00	\$18,040
	Water Test and Chlorinate	1	LS	\$1,500.00	\$1,500
33 05 00	Sewer Test	1	LS	\$600.00	\$600
	Stormwater 4" Cleanout w/ 2' x 2 'x 6" Conc Pad, 100 FT Intervals	5	EA	\$250.00	\$1,250
	Stormwater Structures, Catch Basins	6	EA	\$1,718.75	\$10,313
	Cast Iron Downspout Boots	6	EA	\$228.75	\$1,373
	Concrete Water Meter Vault	1 1	EA	\$10,093.00	\$10,093
		1555			
	Water Main Tap and Saddle, 6"	1	EA	\$2,850.00	\$2,850
	Backflow Preventer, 2"	1	EA	\$3,000.00	\$3,000
33 30 00	Water Utilities, 3" PVC	60	LF	\$6.50	\$390

MBFA No: 1907 Page **27** of **28**



33 30 00 33 30 00 33 30 00 33 30 00 33 41 00 33 41 00 33 41 00 33 41 00 33 41 00 33 41 00	Water Utilities, 3" Fittings Water Utilities, 2" PVC Water Utilities, 2" Fittings Water Utilities, 2" Valve Water Utilities, 3" Valve Sewer Utilities, 6" Cast Iron In PVC, Stormwater Piping, 6" Reinforced Conc, Stormwater Flared End Section, 18" to 24 Flared End Section, 12" to 15 Pond Outlet Devices, Overflo Corrugated Metal Pipe, 18" Stormwater Pond	Piping, 24"		2 60 2 1 1 60 590 360 1 1 30 20 831	EA LF EA EA LF LF EA LF CY	\$150.00 \$8.00 \$150.00 \$275.00 \$225.00 \$28.00 \$8.00 \$35.00 \$600.00 \$300.00 \$216.67 \$20.00 \$8.79	\$300 \$480 \$300 \$275 \$225 \$1,680 \$4,720 \$12,600 \$600 \$300 \$6,500 \$400 \$7,304
21 00 00 23 00 00 26 00 00	Plumbing Fire Protection Mechanical Electrical Fire Alarm System			18,057 18,057 18,057 18,057 18,057	SF SF SF SF SF	\$226.31 \$10.35 \$4.50 \$21.03 \$18.21 \$4.32	\$4,086,549 \$186,890 \$81,257 \$379,739 \$328,818 \$78,006
					SF	\$58.41	\$1,054,709
				Base Constructio	n Cost		\$5,141,258
66 66 66 66 66 66 66 66 66 66 66 66 66	General Conditions (Gross A Building Permits at Surveying (Gross Area, Total Temporary Utilities at Job Sign Job Trailer Safety & Security at Materials Testing at Storage at Storage at Staging at Overhead at Bond at Insurance at Profit at	\$6	per \$1,000 per \$100,000 Construc	18,057 1 18,057 1 1 12 1 General Con 1 1 1 1 tion Cost Conting 1 1	AL AL AL	\$103,000 \$51,500 \$51,500	\$49,657 \$30,900 \$6,139 \$20,600 \$1,000 \$4,200 \$206,000 \$318,496 \$103,000 \$51,500 \$1103,000 \$1118,450 \$30,900 \$118,950
			General Contrac	tor Overhead and	d Profit		\$715,850
MC	Cost Escalation to Constructi	on Midpoint,	4.0% per Year	16	МО	0.003333333	\$274,667
OR	Owner Reserve at	3.0%	Change Orders	1	AL	\$154,500.00	\$154,500
				Constructio	n Cost		\$6,707,771
Fees Fees Fees	Architectural at Engineering at Permitting at Inspections at	3.5% 2.5% 1.0% 3.0%	Project Manage	1 1 1 1 ment and Design	AL AL AL AL	\$234,771.99 \$167,694.28 \$67,077.71 \$201,233.14	\$234,772 \$167,694 \$67,078 \$201,233
		_					
			Opinion of Probable	e Cost, Project B	udget		\$7,378,548

AGENDA ITEM COVER SHEET

Agenda item title:		
Ordinance Amending the Charte	er of the City of New Berr	
Date of Meeting/Work Session	May 28, 2019	Ward # if applicable
Department City Attorney	Person submitting ite	m Scott Davis
Call for Public Hearing	Date of Public Hearin	ng
Explanation of the item:		
Ordinance amending the Charte and runoff method to the nonpa		of election from the nonpartisan election
Actions needed by Board:		
Adopt ordinance		
Is item time sensitive? Yes	_	
Will there be advocates/opponent	s at the meeting?	
Backup attached:		
Ordinance		
Cost of Agenda Item	_	
If this item requires an expenditur the Finance Director?		and are funds available and certified by
Additional notes:		

AN ORDINANCE TO AMEND THE CHARTER OF THE CITY OF NEW BERN TO CHANGE THE METHOD OF ELECTION FROM THE NONPARTISAN ELECTION AND RUNOFF METHOD TO THE NONPARTISAN PLURALITY METHOD

THAT WHEREAS, G.S. §160A-101 and §160A-102 authorize the Board of Aldermen of the City of New Bern to adopt an ordinance to amend the Charter of the City of New Bern to implement any of the optional forms set out in G.S. §160A-101; and

WHEREAS, pursuant to G.S. §160A-102, a notice of the public hearing on the proposed ordinance to amend the Charter of the City of New Bern to change the method of election from the nonpartisan election and runoff method to the nonpartisan plurality method as authorized by G.S. §160A-101(7)b was published in the Sun Journal on April 30, 2019; and

WHEREAS, a public hearing was held on in the City Hall courtroom at 6:00 p.m. on Tuesday, May 14, 2019 at which time all interested parties were given an opportunity to be heard.

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

SECTION 1. Pursuant to the athority granted in G.S. §160A-101 and §160A-102, the Charter of the City of New Bern, as set forth in Session Law 2016-41 of the General Assembly of North Carolina is hereby amended by deleting Section 3.1. "Method of elections" of Article III. "Elections" in its entirety and inserting in its stead the following:

"ARTICLE III. - ELECTIONS

Section 3.1. – Method of Election

Regular municipal elections shall be held in the City every four (4) years in odd-numbered years, and shall be conducted in accordance with state law governing municipal elections. The mayor and members of the board of aldermen shall be elected according to the nonpartisan plurality method."

SECTION 2. Within ten (10) days of the date of adoption of this ordinance, the City Clerk shall cause a notice to be duly published stating that an ordinance amending the Charter of the City of New Bern to change the method of election from the nonpartisan election and runoff method to the nonpartisan plurality method has been adopted.

<u>SECTION</u> 3. The City Clerk shall further cause a certified true copy of this ordinance to be filed with the North Carolina Secretary of State and the Legislative Library.

<u>SECTION</u> 4. This ordinance shall	be effective from and after the date of its adoption.										
ADOPTED THIS 28th DAY OF MAY, 2019.											
	DANA E. OUTLAW, MAYOR										
BRENDA E. BLANCO, CITY CLERK											

AN ORDINANCE TO AMEND THE CHARTER OF THE CITY OF NEW BERN TO CHANGE THE METHOD OF ELECTION FROM THE NONPARTISAN ELECTION AND RUNOFF METHOD TO THE NONPARTISAN PLURALITY METHOD

THAT WHEREAS, G.S. §160A-101 and §160A-102 authorize the Board of Aldermen of the City of New Bern to adopt an ordinance to amend the Charter of the City of New Bern to implement any of the optional forms set out in G.S. §160A-101; and

WHEREAS, pursuant to G.S. §160A-102, a notice of the public hearing on the proposed ordinance to amend the Charter of the City of New Bern to change the method of election from the nonpartisan election and runoff method to the nonpartisan plurality method as authorized by G.S. §160A-101(7)b was published in the Sun Journal on April 30, 2019; and

WHEREAS, a public hearing was held on in the City Hall courtroom at 6:00 p.m. on Tuesday, May 14, 2019 at which time all interested parties were given an opportunity to be heard

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

SECTION 1. Pursuant to the athority granted in G.S. §160A-101 and §160A-102, the Charter of the City of New Bern, as set forth in Session Law 2016-41 of the General Assembly of North Carolina is hereby amended by deleting Section 3.1. "Method of elections" of Article III. "Elections" in its entirety and inserting in its stead the following:

"ARTICLE III. - ELECTIONS

Section 3.1. – Method of Election

Regular municipal elections shall be held in the City every four (4) years in odd-numbered years, and shall be conducted in accordance with state law governing municipal elections. The mayor and members of the board of aldermen shall be elected according to the nonpartisan election and runoff method nonpartisan plurality method."

SECTION 2. Within ten (10) days of the date of adoption of this ordinance, the City Clerk shall cause a notice to be duly published stating that an ordinance amending the Charter of the City of New Bern to change the method of election from the nonpartisan election and runoff method to the nonpartisan plurality method has been adopted.

<u>SECTION</u> 3. The City Clerk shall further cause a certified true copy of this ordinance to be filed with the North Carolina Secretary of State and the Legislative Library.

<u>SECTION</u> 4. This ordinance shall	be effective from and after the date of its adoption.										
ADOPTED THIS 28th DAY OF MAY, 2019.											
	DANA E. OUTLAW, MAYOR										
BRENDA E. BLANCO, CITY CLERK											

AGENDA ITEM COVER SHEET

Agenda Item Title:

		uthorizing the City Manager to execute a contract and ct amount for the 2019 Street Resurfacing Contract
Date of Meet	ing 5/28/2019	Ward # if applicable Multiple Wards If multiple, list: $\frac{1, 2, 3, 4, 5}{1}$
Department	Public Works	Person Submitting Item: Matt Montanye
Call for Publi	ic Hearing <u>No</u>	Date of Public Hearing
Explanation	of Item:	
adopt resolu all contract o	tion authorizing the	d and the Public Works Director recommends the Board City Manager to execute on behalf of the City of New Bern ge orders within the contract amount for the 2019 Street #19006).
Actions Need	led by Board:	
	sensitive? <u>No</u> e advocates/opponer	nts at the meeting? No
Backup Attac	ched:	
Memo Resolution Bid Tabulation Map	on	
Cost of Agen	da Item: \$989,450.0	0
	equires an expendito the Finance Director	ure, has it been budgeted and are funds available and : <u>Yes</u>
Additional no	otes:	



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

May 17, 2019

Memo to: Mayor and Board of Aldermen

From: Matt Montanye, Director of Public Works

Re: Consider adopting a resolution authorizing the City Manager to execute on behalf of the

City of New Bern all contract documents and change orders within the contract amount

for the 2019 Street Resurfacing Contract (Contract No. 19006).

Background Information:

The 2019 Street Resurfacing Contract was publicly advertised on April 29, 2019, and a pre-bid meeting was held on May 8, 2019. The City received six qualified bids, with the lowest bid being received from Tripp Bro's, Inc. in the amount of \$989,450.00. This project is scheduled to begin within the next 30-45 days and has a contract time of 60 days for substantial completion and 90 day for final completion. For your reference, this project will consist of the following streets and are depicted on the attached map.

FY-19 Resurfacing Contract											
<u>Ward</u>	<u>Road</u>	<u>From</u>	<u>To</u>								
Ward 1	Spencer Avenue	First Street	Seventh Street								
Ward 1	Park Avenue (1/2)	Spencer Avenue	Seventh Street								
Ward 1	Middle Street	S. Front Street	Broad Street								
Ward 2	Kennedy Avenue	Neuse Blvd.	Dead End								
Ward 2	Professional Drive	Neuse Blvd.	Tatum Drive								
Ward 3	Spencer Avenue	Seventh Street	Simmons Street								
Ward 3	Park Avenue (1/2)	Spencer Avenue	Seventh Street								
Ward 4	Belmont Blvd	Arcaro Walk	Preakness Place								
Ward 4	Preakness Place	Arcaro Walk	Belmont Blvd								
Ward 5	N. Hills Drive	Simmons Street	Dead End								
Ward 5	N. Hills Court	N. Hills Drive	Dead End								
Ward-6	Jimmies Creek-Brive	Henda-Drive	Jimmies Creek Brive								
	** Jimmies Creek Drive	Has Already Been Completed									

As an additional point of reference, I have updated the data illustrating the amount of paving completed from FY-2015 through FY-2019 and the percentages for each ward.

	FY 15	FY 16	FY 17	FY 18	FY 19	FY 15-19	FY 15-19 Percentage
Ward 1	\$ 215,000	\$ -	\$ 160,500	\$ 170,000	\$ 682,387	\$ 1,227,887	17.45%
Ward 2	\$ 105,000	\$ 105,000	\$ 542,338	\$ 140,000	\$ 81,934	\$ 974,272	13.84%
Ward 3	\$ 100,000	\$ 21,000	\$ 403,310	\$ 235,000	\$ 168,111.5	\$ 927,422	13.18%
Ward 4	\$ 85,000	\$ 209,000	\$ 710,410	\$ 197,000	\$ 139,226	\$ 1,340,636	19.05%
Ward 5	\$ 65,000	\$ -	\$ 356,720	\$ 235,000	\$ 617,972	\$ 1,274,692	18.11%
Ward 6	\$ 90,000	\$ 520,000	\$ 594,630	\$ -	\$ 87,895	\$ 1,292,252	18.37%
TOTAL	\$ 660,000	\$ 855,000	\$2,767,908	\$ 977,000	\$ 1,777,526	\$ 7,037,434	100.00%

Recommendation:

The Public Works Department recommends and request the Board adopt a Resolution authorizing the City Manager to execute on behalf of the City of New Bern all contract documents and any change orders for the 2019 Street Resurfacing Contract (Contract No. 19006) within the contract amount.

If you have any questions concerning this matter, please feel free to contact me directly.

Enclosures

Cc: George Chiles, Staff Engineer

Daryl Nelson, Streets Superintendent

RESOLUTION

THAT WHEREAS, the 2019 Street Resurfacing Contract was publicly advertised on April 29, 2019, and a pre-bid meeting was held on May 8, 2019; and

WHEREAS, the following six qualified bids were received on May 17, 2019:

Tripp Bro's, Inc.	\$ 989,450.00
Garris Grading & Paving, Inc.	\$1,134,539.60
Barnhill Contracting Co.	\$1,229,670.00
Morton Trucking	\$1,258,600.00
Onslow Grading & Paving, Inc.	\$1,320,544.17
ST Wooten Corp.	\$1,341,455.00

WHEREAS, the Director of Public Works of the City of New Bern recommends the City Manager be authorized to execute contract documents with the lowest bidder, Tripp Bro's, Inc. in the amount of \$989,450.00, for the 2019 Street Resurfacing Contract and any change orders within the budgeted amount.

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

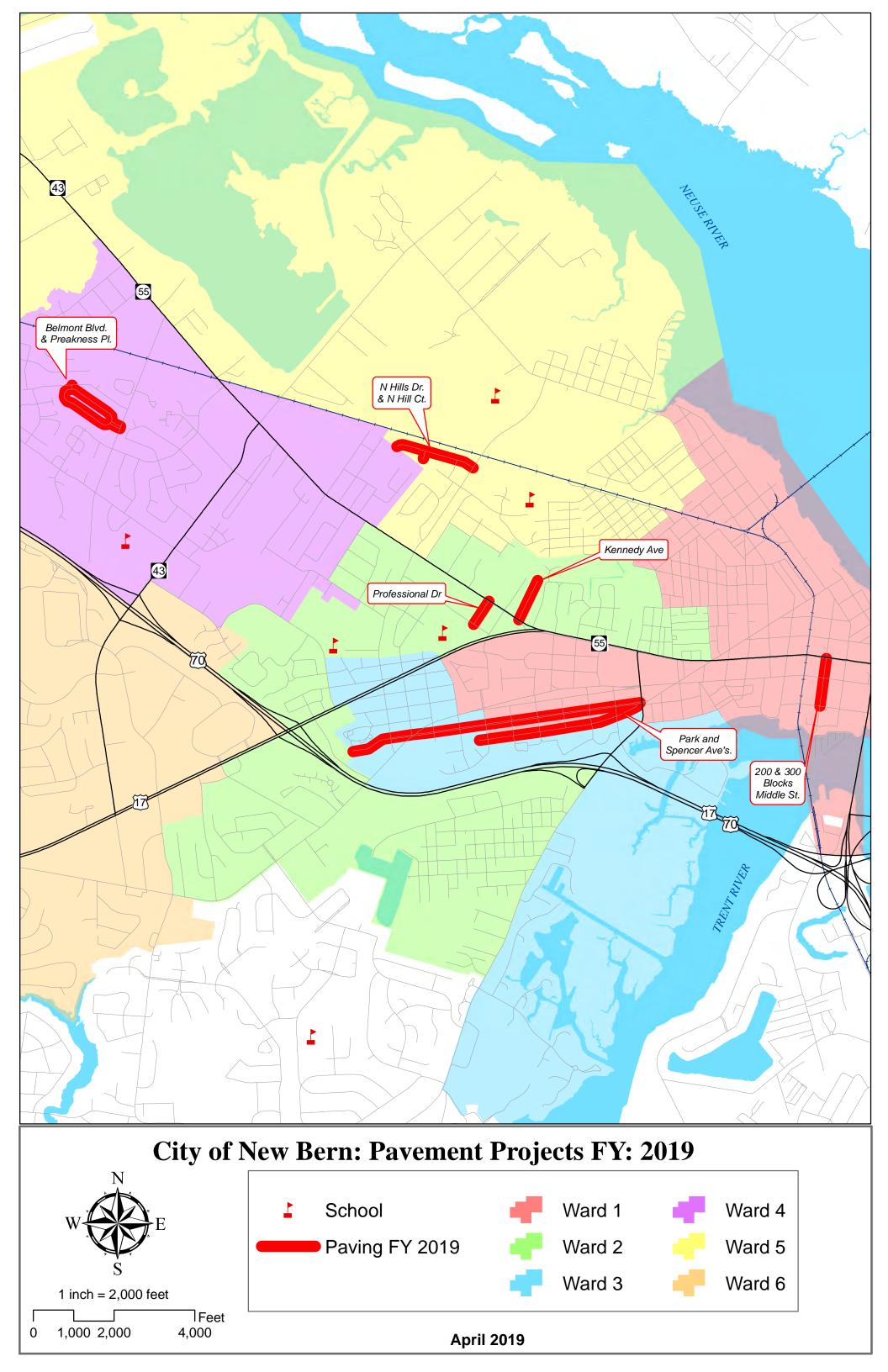
That the City Manager is hereby authorized to execute on behalf of the City of New Bern all contract documents with Tripp Bro's, Inc. for the 2019 Street Resurfacing Contract and any change orders within the budgeted amount.

ADOPTED THIS 28TH DAY OF MAY, 2019.

	DANA E. OUTLAW, MAYOR	_
	_	
BRENDA E. BLANCO, CITY CLERK		

City of New Bern FY-19 Street Resurfacing Project

			Tripp B	rothers li	nc		Garris Grading & Paving				Barnhill Contracting			Morton Trucking				Onslow F	aving	ST Wooten Corp					
ITEM NO.	UNIT	ITEM DESCRIPTION	PRICE	QTY		TOTAL	PRICE	QTY		TOTAL	PRICE	QTY		TOTAL	PRICE	QTY		TOTAL	PRICE	QTY	TOTAL	PRICE	QTY		TOTAL
1	LS	Mobiliztion & Bonding (3% Max)	24,000.00	1	\$	24,000.00	33,770.00	1	\$	33,700.00	35,000.00	1	\$	35,000.00	36,500.00	1	\$	36,500.00	39,616.30	1	\$ 39,616.30	40,000.00	1	\$	40,000.00
2	TONS	2" \$9.5B Asphalt Resurface	98.00	7150	\$	700,700.00	104.15	7150	\$	744,672.50	110.00	7150	\$	786,500.00	107.00	7150	\$	765,050.00	110.16	7150	\$ 787,644.00	119.00	7150	\$	850,850.00
3	SY	Milling Existing Asphalt 2"- 2.5"	3.00	33600	\$	100,800.00	5.00	33600	\$	168,000.00	6.45	33600	\$	216,720.00	4.00	33600	\$	134,400.00	5.34	33600	\$ 179,424.00	4.80	33600	\$	161,280.00
4	TONS	Full Depth Patching	200.00	460	\$	92,000.00	188.10	460	\$	86,526.00	160.00	460	\$	73,600.00	390.00	460	\$	179,400.00	287.77	460	\$ 132,374.20	200.00	460	\$	92,000.00
5	LF	30" Standard C&G Replaceme nt	50.00	500	\$	25,000.00	77.45	500	\$	38,725.00	65.00	500	\$	32,500.00	50.00	500	\$	25,000.00	78.70	500	\$ 39,350.00	57.65	500	\$	28,825.00
6	LF	30" Valley Gutter	60.00	500	\$	30,000.00	83.00	500	\$	41,500.00	65.00	500	\$	32,500.00	50.00	500	\$	25,000.00	78.70	500	\$ 39,350.00	57.65	500	\$	28,825.00
7	EA	Casting Adjustment	300.00	5	\$	1,500.00	442.50	5	\$	2,212.50	1,000.00	5	\$	5,000.00	1,200.00	5	\$	6,000.00	726.48	5	\$ 3,632.40	1,921.00	5	\$	9,605.00
8	EA	M/H Risers	100.00	15	\$	1,500.00	320.00	15	\$	4,800.00	260.00	15	\$	3,900.00	250.00	15	\$	3,750.00	60.54	15	\$ 908.10	288.00	15	\$	4,320.00
9	EA	W/V Risers	50.00	15	\$	750.00	69.20	15	\$	1,038.00	130.00	15	\$	1,950.00	100.00	15	\$	1,500.00	60.54	15	\$ 908.10	200.00	15	\$	3,000.00
10	SY	Shoulder Reconstructi on	7.00	1000	\$	7,000.00	4.25	1000	\$	4,250.00	12.00	1000	\$	12,000.00	13.00	1000	\$	13,000.00	33.27	1000	\$ 33,270.00	8.75	1000	\$	8,750.00
11	LS	Traffic Control	6,200.00	1	\$	6,200.00	9,045.60	1	\$	9,045.60	30,000.00	1	\$	30,000.00	69,000.00	1	\$	69,000.00	64,067.07	1	\$ 64,067.07	114,000.00	1	\$	114,000.00
				TOTAL	\$	989,450.00		TOTAL	\$1	,134,469.60		TOTAL	\$	1,229,670.00	TOTAL		\$	1,258,600.00		TOTAL	\$1,320,544.17		TOTAL	\$	1,341,455.00



AGENDA ITEM COVER SHEET

Agenda	Item	Title:
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Consider Adopting a Resolution Approving Audit Contract for Fiscal Year Ending June 30, 2019

Date of Meeting 5/28/19	Ward # if applicable N/A
Department Finance	Person Submitting Item: JR Sabatelli, CPA, Director of Finance
Call for Public Hearing Yes V No	Date of Public Hearing
Explanation of Item:	
with Mauldin & Jenkins, LLC to perfor	I and scored. It is recommended that the City contract m the audit for the Fiscal Year Ending June 30, 2019. Our The fee includes 1 major program and each program
Actions Needed by Board:	
Adopt resolution and authorize execut	tion of contract to audit accounts.
Is item time sensitive? Ves No	0
Will there be advocates/opponents a	at the meeting? Yes No
Backup Attached:	
Memo, Resolution, Audit Proposal Ev	aluation Information, Contract to Audit Accounts
Cost of Agenda Item: \$40,000	
If this item requires an expenditure, certified by the Finance Director:	has it been budgeted and are funds available and]Yes No
Additional notes:	



Office of the Director of Finance

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

FROM: JR Sabatelli, CPA – Director of Finance

DATE: May 17, 2019

RE: Fiscal Year Ending June 30, 2019 Audit Contract

Background

North Carolina General Statute 159-34 requires each governmental until to have an annual independent audit and specifies the general terms and conditions of the audit. The firm of Mauldin & Jenkins, LLC performed our audit for Fiscal Year Ending June 30, 2018.

A formal Request for Proposal (RFP) was advertised on the City of New Bern and State of North Carolina procurement websites. Five firms returned proposals for completing the audit. The selection team reviewed and scored these propels. While costs play a factor in the selection process, the RFP focuses more on the qualifications and experience of those providing services. A summary of the results is attached.

Mauldin & Jenkins, LLC received the highest score and is recommended by the selection team with a fee proposal of \$40,000. The proposal includes 1 major program as required by the State Single Audit Implementation Act or the Federal Uniform Guidance and \$5,000 for each additional major program.

Requested Action

The Board adopt a resolution naming Mauldin & Jenkins, LLC as the audit firm for the City of New Bern for fiscal year ending June 30, 2019, and authorize the Mayor to execute a contract for the same.

RESOLUTION

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

BERN:

That the "Contract to Audit Accounts" by and between the City of New Bern and

Mauldin & Jenkins, LLC, a copy of which is attached hereto and incorporated herein by

reference, be and the same is hereby approved, and the Mayor be and he is hereby

authorized and directed to execute the same for and on behalf of the City.

ADOPTED this 28th day of May, 2019.

DANA E. OUTLAW, MAYOR

BRENDA E. BLANCO, CITY CLERK

(SEAL)

The	Governing Board
	Board of Alderman
of	Primary Government Unit
	City of New Bern
and	Discretely Presented Component Unit (DPCU) (if applicable)

Primary Government Unit, together with DPCU (if applicable), hereinafter referred to as Governmental Unit(s)

Auditor Name
Mauldin & Jenkins, PLLC
Auditor Address
200 Galleria Parkway, Suite 1700 Atlanta, Georgia 30339

Hereinafter referred to as Auditor

for	Fiscal Year Ending	Audit Report Due Date
	06/30/19	10/31/19

Must be within four months of FYE

hereby agree as follows:

- 1. The Auditor shall audit all statements and disclosures required by U.S. generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business- type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types).
- 2. At a minimum, the Auditor shall conduct his/her audit and render his/her report in accordance with GAAS. The Auditor shall perform the audit in accordance with Government Auditing Standards if required by the State Single Audit Implementation Act, as codified in G.S. 159-34. If required by OMB Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) and the State Single Audit Implementation Act, the Auditor shall perform a Single Audit. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit performed under the requirements found in Subpart F of the Uniform Guidance (§200.501), it is recommended that the Auditor and Governmental Unit(s) jointly agree, in advance of the execution of this contract, which party is responsible for submission of the audit and the accompanying data collection form to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512).

If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board).

County and Multi-County Health Departments: The Office of State Auditor will require Auditors of these Governmental Units to perform agreed upon procedures (AUPs) on eligibility determination on certain programs. Both Auditor and Governmental Unit agree that Auditor shall complete and report on these AUPs on

eligibility determination as required by OSA and in accordance with the instructions and timeline provided by OSA.

- 3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 §600.42.
- 4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.
- 5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2011 revisions, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he/she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon auditor's receipt of an updated peer review report. If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to *Government Accounting Standards* or if financial statements are not prepared in accordance with U.S. generally accepted accounting principles (GAAP) and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment to this contract or in an amendment.

- 6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to LGC staff within four months of fiscal year end. If it becomes necessary to amend this due date or the audit fee, an amended contract along with a written explanation of the delay shall be submitted to the Secretary of the LGC for approval.
- 7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his/her findings, together with his recommendations for improvement. That written report shall include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the AICPA Professional Standards (Clarified). The Auditor shall file a copy of that report with the Secretary of the LGC.
- 8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's (Units') records for audit, financial statement preparation, any finance-related investigations, or any other audit- related work in the State of North Carolina. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. (This also includes any progress billings.) [G.S. 159-34 and 115C-447] All invoices for Audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved 'with approval date shall be returned to

the Auditor to present to the Governmental Unit(s) for payment. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.

- 9. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. This does not include fees for any pre-issuance reviews that may be required by the NC Association of CPAs (NCACPA) Peer Review Committee or NC State Board of CPA Examiners (see Item 12).
- 10. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC staff simultaneously with the Governmental Unit's (Units') audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.
- 11. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.
- 12. If the audit firm is required by the NC State Board, the NCACPA Peer Review Committee, or the Secretary of the LGC to have a pre-issuance review of its audit work, there shall be a statement in the engagement letter indicating the pre-issuance review requirement. There also shall be a statement that the Governmental Unit(s) shall not be billed for the pre-issuance review. The pre-issuance review shall be performed prior to the completed audit being submitted to LGC Staff. The pre-issuance review report shall accompany the audit report upon submission to LGC Staff.
- 13. The Auditor shall submit the report of audit in PDF format to LGC Staff when (or prior to) submitting the final invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the LGC by any interested parties. Any subsequent revisions to these reports shall be sent to the Secretary of the LGC along with an Audit Report Reissued Form (available on the Department of State Treasurer website). These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit(s) without requiring consent of the Auditor. If the LGC Staff determines that corrections need to be made to the Governmental Unit's (Units') financial statements, those corrections shall be provided within three business days of notification unless another deadline is agreed to by LGC staff.

If the OSA designates certain programs to be audited as major programs, as discussed in Item 2, a turnaround document and a representation letter addressed to the OSA shall be submitted to LGC Staff.

14. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the

Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.

- 15. If an approved contract needs to be modified or amended for any reason, the change shall be made in writing, on the Amended LGC-205 contract form and pre-audited if the change includes a change in audit fee (pre-audit requirement does not apply to charter schools). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.
- 16. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 26 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.
- 17. Special provisions should be limited. Please list any special provisions in an attachment. See attached Engagement Letter
- 18. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the parent government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and finance officer also shall be included on this contract.
- 19. The contract shall be executed, pre-audited (pre-audit requirement does not apply to charter schools), and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.
- 20. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.
- 21. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.
- 22. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.
- 23. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.
- 24. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.

- 25. E-Verify. Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.
- 26. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Item 16 for clarification).

Number 25 above, because the Auditor does not have 25 or more employees in the State of North Carolina.

- 27. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx.
- 28. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

FEES FOR AUDIT SERVICES

For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and *Governmental Auditing Standards* (as applicable). Bookkeeping and other non-attest services necessary to perform the audit shall be included under this contract. However, bookkeeping assistance shall be limited to the extent that the Auditor is not auditing his or her own work or making management decisions. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience necessary to oversee the services and accept responsibility for the results of the services. Financial statement preparation assistance shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. The Auditor shall maintain written documentation of his or her compliance with these standards in the audit work papers.

Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter, but may not be included in this contract or in any invoices requiring approval of the LGC. See Items 8, 9, and 12 for details on other allowable and excluded fees.

Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees below. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year audit fee. Should the 75% cap provided below conflict with the cap calculated by LGC staff based on the prior year audit fee on file with the LGC, the LGC calculation prevails.

20 NCAC 03 .0505: All invoices for services rendered in an audit engagement as defined in 20 NCAC 3 .0503 shall be submitted to the Commission for approval before any payment is made. Payment before approval is a violation of law.

PRIMARY GOVERNMENT FEES

Primary Government Unit	City of New Bern
Audit	\$35000
Writing Financial Statements	\$5,000
All Other Non-Attest Services	\$
75% Cap for Interim Invoice Approval	\$30,000.00

DPCU FEES (if applicable)

Discretely Presented Component Unit	
Audit	\$
Writing Financial Statements	\$
All Other Non-Attest Services	\$
75% Cap for Interim Invoice Approval	\$

SIGNATURE PAGE

AUDIT FIRM

Audit Firm	
Mauldin & Jenkins, PLLC	٨
Authorized Firm Representative (typed or printed)	Signature
Adam M. Fraley	Helm
Date	Émail Address
05/16/19	afraley(\omega\)mjcpa.com

GOVERNMENTAL UNIT

Governmental Unit	
City of New Bern	
Date Primary Government Unit Governing Board App	roved Audit Contract (Ref: G.S. 159-34(a) or G.S. 115C-447(a))
Mayor/Chairperson (typed or printed)	Signature
Date	Email Address
Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

GOVERNMENTAL UNIT - PRE-AUDIT CERTIFICATE

(Pre-audit certificate not required for charter schools)

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Primary Governmental Unit Finance Officer (typed or printed)	Signature
Date of Pre-Audit Certificate	Email Address

SIGNATURE PAGE – DPCU (complete only if applicable)

DISCRETELY PRESENTED COMPONENT UNIT

DPCU	
Date DPCU Governing Board Approved Audit Contra	ct (Ref: G.S. 159-34(a) or G.S. 115C-447(a))
DPCU Chairperson (typed or printed)	Signature
Date	Email Address
Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address
DPCU Finance Officer (typed or printed)	Signature
Date of Pre-Audit Certificate	Email Address
required signatures	nis form, and obtain all sprior to submission.



May 16, 2019

Honorable Mayor and Members of the Board of Aldermen City of New Bern, North Carolina 300 Pollock Street New Bern, North Carolina 28563

Attn: Mr. JR Sabatelli, Director of Finance and Mr. Mark Stephens, City Manager

We are pleased to confirm our understanding of the services we are to provide the City of New Bern, North Carolina (the City) for the year ended June 30, 2019. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of the City of New Bern, North Carolina as of and for the year then ended. These statements will include the budgetary comparison information for the General Fund. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1. Management's Discussion and Analysis (MD&A).
- 2. Local Government Employees' Retirement System Schedule of City's Proportionate Share of the Net Pension Liability.
- 3. Local Government Employees' Retirement System Schedule of City Contributions Pension Plan.
- 4. Law Enforcement Officers' Special Separation Allowance Schedule of Changes in the Total Pension Liability.

- 5. Law Enforcement Officers' Special Separation Allowance Schedule of Changes in the Total Pension Liability as a Percentage of Covered Payroll
- 6. Other Post-Employment Benefit Schedule of Changes in the Total OPEB Liability and Related Ratios.

We have also been engaged to report on supplementary information other than RSI that accompanies the City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

- 1. Schedule of expenditures of federal and state awards.
- 2. Combining and individual fund statements.
- 3. Supplemental ad valorem tax schedules.

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, we have no responsibility for determining whether such other information is properly stated, and our auditor's report will not provide an opinion or any assurance on that other information:

- 1. Introductory section
- 2. Statistical section

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on -

- Internal control over financial reporting and compliance with the provisions of laws, regulations, contracts and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with Government Auditing Standards.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

The Government Auditing Standards report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Members of the Board of Alderman for the City of New Bern, North Carolina. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements or the Single Audit compliance opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue reports, or may withdraw from this engagement.

Management Responsibilities

Management is responsible for the financial statements, schedule of expenditures of federal awards, and all accompanying information as well as all representations contained therein.

Management is responsible for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and to prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review subsequent to the start of fieldwork.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance;

(3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes): and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes): and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

With regard to an exempt offering document with which Mauldin & Jenkins is not involved, you agree to clearly indicate in the exempt offering document that Mauldin & Jenkins is not involved with the contents of such offering document.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. You agree to oversee the nonaudit services by designating an individual, preferably from

senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, Government Auditing Standards do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to

preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to Government Auditing Standards.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of New Bern. North Carolina's compliance with provisions of applicable laws, regulations, contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City of New Bern's major programs. The purpose of these procedures will be to express an opinion on the City of New Bern's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the City in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform these services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Audit Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the City of New Bern, North Carolina; however, management is responsible for distribution of the reports and financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Mauldin & Jenkins and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Mauldin & Jenkins personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by a regulatory body. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party (ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately August 26, 2019 and to issue our reports no later than October 31, 2019. Adam Fraley is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services will be \$40,000 for the year ended June 30, 2019. This fee includes a Single Audit and the reporting thereof for one Federal or State Single Audit Major Program. Additional Federal or State Single Audit major programs will be \$5,000 for each Major Program. Our hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered as work progresses and are payable upon presentation. The above fees are based on anticipated cooperation from your personnel (including complete and timely receipt by us of the information on the respective client participation listings to be prepared annually) and the assumption that unexpected circumstances (including scope changes) will not be encountered during the audit. If significant additional time

RESPONSE:

is necessary, we will discuss it with management and arrive at a new fee estimate before we incur the additional costs.

As a result of our prior or future services to you, we might be requested or required to provide information or documents to you or a third party in a legal, administrative, arbitration, or similar proceeding in which we are not a party. If this occurs, our efforts in complying with such requests will be deemed billable to you as a separate engagement. We shall be entitled to compensation for our time and reasonable reimbursement for our expenses (including legal fees) in complying with the request. For all requests we will observe the confidentiality requirements of our profession and will notify you promptly of the request.

We appreciate the opportunity to be of service to the City of New Bern, North Carolina and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

MAULDIN & JENKINS, LLC

This letter correctly sets forth the understanding of the City of New Bern, North Carolina. By: ______

City of New Bern

Audit Proposal Evaluations Summary and Information May 28, 2019

					FIRM			
	Bel	inda Price	Pric	nompson, ce, Scott & Adams	Rives &	Che	rry Bekaert	fauldin & Jenkins
Score Summa Total Score	ry	67.00		79.00	78.00		86.75	87.00
Examination, Con Financial State	-		ît					
June 30, 2019 June 30, 2020 June 30, 2021	\$	41,000 41,390 41,830	\$	34,500 34,500 34,500	\$ 45,610 45,610 46,978	\$	49,500 51,000 52,500	\$ 40,000 45,000 50,000
	\$	124,220	\$	103,500	\$ 138,198	\$	153,000	\$ 135,000
Proposed Hours		249		380	335		396	340

Note:

After the first year, the costs are estimated fees for audit services. Generally these estimates are what the fees will be unless there are unusual or extenuating circumstances.

AGENDA ITEM COVER SHEET

Age	nda	Item	Title:
~9~			

Consider Adopting an Ordinance to Establish the City Hall Elevator Project Fund

Date of Meeting $05/28/2019$	Ward # if applicable N/A
Department Finance	Person Submitting Item: JR Sabatelli, CPA, Director of Finance
Call for Public Hearing Yes V No	Date of Public Hearing
Explanation of Item:	
The enclosed ordinance establishes t	he City Hall Elevator Project Fund and budget.
Actions Needed by Board:	
Adopt Capital Project Budget Ordinan	ice
Is item time sensitive? ☐ Yes ✔ No	0
Will there be advocates/opponents a	at the meeting?□Yes ☑No
Backup Attached:	
Memo from Director of Finance Capital Project Budget Ordinance	
Cost of Agenda Item: \$1,000,000	
If this item requires an expenditure, certified by the Finance Director: 🔽	has it been budgeted and are funds available and Yes No
Additional notes:	



Office of the Director of Finance

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

FROM: JR Sabatelli, CPA – Director of Finance

DATE: May 14, 2019

RE: Establish the City Hall Elevator Project Fund

Background

At its meeting on May 14, 2019, the Board provided staff direction to establish a capital project fund for the design and construction of an elevator at City Hall.

A project of this nature requires a capital project fund that is separate from the annual operating budget. This budget ordinance establishes the City Hall Elevator Project Fund and related budget of \$1,000,000 that will be funded through proceeds from borrowing.

Requested Action

It is recommended that the Board adopt the enclosed ordinance at its meeting on May 28, 2019.

CAPITAL PROJECT ORDINANCE FOR THE CITY OF NEW BERN "CITY HALL ELEVATOR PROJECT FUND"

BE IT ORDAINED by the Governing Board of the City of New Bern, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statues of North Carolina, the following capital project ordinance is hereby adopted:

- **Section 1:** The project authorized is to construct an elevator at the New Bern City Hall, which is to be financed through proceeds from borrowing.
- **Section 2:** The officers of this unit are hereby directed to proceed with a capital project within the terms of the budget contained herein.
 - **Section 3:** The following amount is appropriated for the project:

Building Improvements

\$1,000,000

Section 4: The following revenues are estimated to be available to complete the project:

Proceeds from Borrowing

\$1,000,000

- **Section 5:** That the Finance Officer is authorized to make temporary loans between other funds and the City Hall Elevator Project Fund to provide funding until anticipated debt proceeds (if any) are received. If necessary, the Board intends to adopt a "Declaration of Official Intent to Reimburse" in order to be reimbursed for any eligible city funds expended prior to receipt of the financing proceeds.
- **Section 6:** Copies of the ordinance shall be provided to the Budget Officer and the Finance Officer for use in the performance of their duties.
 - **Section 7:** That this resolution shall take effect upon adoption.

ADOPTED, THIS THE 28TH DAY OF MAY, 2019.

	DANA E. OUTLAW, MAYOR
	DANA L. OUTLAVV, IVIATOR
BRENDA E. BLANCO, CITY CLERK	_

AGENDA ITEM COVER SHEET

Agenda Item Title	itle	Ti	tem	- I1	а	ď	n	e	0	Α
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Consider Adopting Resolution Approving Declaration of Intent to Reimburse for City Hall Elevator Project

Date of Meeting $05/28/2019$	Ward # if applicable N/A
Department Finance	Person Submitting Item: Joseph R. Sabatelli
Call for Public Hearing Yes V No	Date of Public Hearing
Explanation of Item:	
The adoption of the Declaration of Off the ability to reimburse expenses related	icial Intent to Reimburse certain expenditures will provide ted to the City Hall Elevator Project.
Actions Needed by Board:	
Adopt the resolution for Declarat	ion of Official Intent to Reimburse
Is item time sensitive? Ves No	
Will there be advocates/opponents a	nt the meeting?□Yes ☑No
Backup Attached:	
Memo, Resolution, Decla	ration of Official Intent to Reimburse
Cost of Agenda Item:	
If this item requires an expenditure, certified by the Finance Director :	has it been budgeted and are funds available and]Yes No
Additional notes:	



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

FROM: JR Sabatelli, CPA - Director of Finance

DATE: May 14, 2019

RE: Declaration of Official Intent to Reimburse for City Hall Elevator Project

Background

The previous agenda item established the City Hall Elevator Project Fund and budget which includes \$1,000,000 to be funded with debt proceeds. According to IRS regulations, the Declaration needs to be adopted prior to or within sixty (60) days of payment of the expenditures to be reimbursed for items paid prior to obtaining financing agreements.

Requested Action

It is recommended that the Board adopt the Resolution and Declaration of Official Intent to Reimburse at its May 28, 2019 meeting.

RESOLUTION

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

Section 1. That the document entitled "Declaration of Official Intent to Reimburse", a copy of which is attached hereto and incorporated herein by reference, be and the same is hereby approved, and the Mayor is hereby authorized and directed to execute said Declaration for and on behalf of the City of New Bern.

ADOPTED THIS 28th DAY OF MAY, 2019.

	DANA E. OUTLAW, MAYOR
BRENDA E. BLANCO, CITY CLERK	_

DECLARATION OF OFFICIAL INTENT TO REIMBURSE

THIS DECLARATION ("Declaration") is made pursuant to the requirements of United States Treasury Regulations § 1.103-18 and is intended to constitute a Declaration of Official Intent to Reimburse under such Treasury Regulations section.

THE UNDERSIGNED, DANA E OUTLAW, Mayor of the City of New Bern, North Carolina, is authorized to declare the official intent of the City of New Bern ("Issuer") with respect to the matters contained herein.

- 1. FUNDS TO BE EXPENDED. The Issuer intends to incur expenditures ("Expenditures") from its City Hall Elevator Project Fund. The cost to complete this project is \$1,000,000.
- 2. PLAN OF FINANCE. The Issuer intends to finance the cost of the Program described above with the proceeds of debt to be issued by the Issuer ("Obligations").
- 3. MAXIMUM PRINCIPAL AMOUNT OF DEBT TO BE ISSUED. The maximum principal of Obligations to be issued by the Issuer to finance the Program is One Million Dollars (\$1,000,000).
- 4. DECLARATION OF OFFICIAL INTENT TO REIMBURSE. The Issuer hereby declares its official intent to reimburse itself with the proceeds of the Obligations for any of the eligible Expenditures incurred by it prior to the issuance of the Obligations.

THIS 28TH DAY OF MAY, 2019.

THE CITY OF NEW BERN

By:	
DANA E. OUTLAW, MAYOR	

AGENDA ITEM COVER SHEET

Agenda Item Title	itle	Ti	tem	- I1	а	ď	n	e	0	Α
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Consider Adopting a Resolution Approving the Classification Pay Plan

Date of Meeting 5/28/19	Ward # if applicable N/A
Department Finance	Person Submitting Item: JR Sabatelli, CPA, Director of Finance
Call for Public Hearing Yes V No	Date of Public Hearing
Explanation of Item:	
	as adopted on June 12, 2018. The Board must approve n the FY2019-20 proposed budget as a resolution.
Actions Needed by Board: Adopt resolution approving the Classif	fication Pay Plan
Is item time sensitive? ☐ Yes ✔ No	
Will there be advocates/opponents a	at the meeting?□Yes ✔No
Backup Attached:	
Memo; Resolution; Classification Pay	Plan
Cost of Agenda Item:	
If this item requires an expenditure, certified by the Finance Director :	has it been budgeted and are funds available and]Yes No
Additional notes:	



Office of the Director of Finance

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

FROM: JR Sabatelli, CPA – Director of Finance

DATE: May 13, 2019

RE: Employee Classification Pay Plan FY 2019-20

Background

The Classification Pay Plan, adopted June 12, 2018, should be amended to reflect proposed changes. The change have been incorporated into the FY2019-20 budget and will be effective date of July 1, 2019. Additionally, the following changes not initially incorporated in the FY2019-20 proposed budget are recommended:

- Grade 16 Add Building and Grounds Maintenance Supervisor
- Grade 18 Change Water Resources Project Coordinator to Project Coordinator
- Grade 18 Supervisor of Athletic Services to Athletic Supervisor
- Grade 17 Supervisor of Administrative Support Services to Administrative Support Supervisor
- Grade 19 Supervisor of Recreation Services to Recreation Superintendent

Requested Action

It is requested the Board consider approving the attached resolution which adopts the Classification Pay Plan effective July 1, 2019 at its regular meeting on May 28, 2019.

RESOLUTION

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

BERN:

That the City of New Bern Classification Pay Plan, a copy of which is attached

hereto and incorporated herein by reference, be and the same is hereby approved, and

the Mayor and City Clerk are hereby authorized and directed to execute the same for and

on behalf of the City. The Classification Pay Plan shall be effective as of July 1, 2019.

ADOPTED THIS 28th DAY OF MAY, 2019.

DANA E. OUTLAW, MAYOR

BRENDA E. BLANCO, CITY CLERK

Grade	Title	Minimum	Midpoint	Maximum
1		19,610	25,763	31,915
2		20,591	27,051	33,511
3		21,620	28,404	35,186
4		22,701	29,824	36,946
5	Custodian	23,836	31,315	38,793
6	Lead Custodian Parks Worker	25,028	32,880	40,733
7	Accounting Clerk Hydrant/Meter Maintenance Worker I Inventory Control Clerk Office Assistant II Recreation Program/Athletic Assistant Senior Maintenance Worker Tree Trim Groundworker Utility Maintenance Worker I Utility Services Specialist	26,279	34,524	42,770
8	Billing Services Representative Enrichment Program Assistant Equipment Operator I Maintenance Construction Worker Payment Services Representative Police Service Technician Utility Service Technician	27,593	36,251	44,908

9	Bio-Solids Operator Customer Service Representative Electric Meter Technician Fire Trainee Hydrant/Meter Maintenance Worker II Irrigation Operator Lead Equipment Operator I Lead Maintenance Worker Office Assistant III Parks Maintenance Specialist Senior Billing Services Representative Tree Trimmer Trainee Utility Control System Operator Utility Maintenance Worker II Warehouse Assistant	28,973	38,063	47,153
10	Accounting Technician I Electric Groundworker Engineering Assistant Equipment Operator II Maintenance Technician Police Officer Trainee Police Service Technician (Animal Control) Police Service Technician (Property & Evidence) Senior Customer Service Representative Wastewater Treatment Plant Operator I Water Treatment Plant Operator I	30,422	39,966	49,511
11	Administrative Assistant Fire Specialist Human Resources Assistant Hydrant/Meter Maintenance Lead Worker Police Service Technician/Telecommunicator I Tree Trimmer Utility Maintenance Lead Worker	31,943	41,965	51,987

12	Auto Mechanic Fire Specialist I Laboratory Technician Lead Equipment Operator II Lead Maintenance Technician Parks Crew Leader Police Service Technician/Telecommunicator II Pump Station Mechanic Wastewater Treatment Plant Operator II Water Treatment Plant Operator II	33,540	44,063	54,586
13	Accounting Technician II Customer Relations Assistant Electric Line Worker 3rd Class Fire Specialist II Inflow and Infiltration Technician Load Management Systems Technician Payment Services Supervisor Police Service Technician/Telecommunicator III	35,217	46,266	57,315
14	Building Inspector I Electric Svc. Representative Fire Specialist III Human Resources Technician Lead Auto Mechanic Nuisance Abatement Officer Police Officer Substation Technician I Tree Trim Crew Leader Wastewater Treatment Plant Operator III Water Treatment Plant Operator III	36,978	48,579	60,181

15	Biosolids Supervisor Electric Line Worker 2nd Class Electrical Engineer Technician Electrician Facilities Maintenance Crew Supervisor GIS Technician Hydrant/Meter Crew Supervisor Pretreatment Coordinator Water/Sewer Crew Supervisor	38,826	51,008	63,190
16	Account Services Supervisor Athletic Coordinator Billing Services Supervisor Building and Grounds Maintenance Supervisor Building Inspector II Fire Inspector/Educator Fire Prevention Inspector Heavy Equipment Manager IT Technician Master Police Officer I Planner I Recreation Program Coordinator Special Projects Coordinator Special Projects Coordinator Substation Technician II Wastewater Treatment Plant Oper. IV Water Treatment Plant Operator IV	40,768	53,559	66,349
17	Accountant Administrative Support Supervisor Civilian Unit Supervisor Electric Line Worker 1st Class Fire Engineer Master Police Officer II MPO Planner Treatment Plants Maint. Supervisor	42,806	56,236	69,667

Effective July 1, 2019

18	Athletic Supervisor Building Inspector III Chief Treatment Plant Operator Deputy Fire Marshal Energy Management Specialist Facilities Maintenance Superintendent Facility Manager Field Service and Metering Supervisor Financial and Budget Analyst Fire Captain Laboratory Supervisor Master Police Officer III Planner II Project Coordinator Senior IT Technician Telemetry and Control Technician Water Facilities Maintenance Superintendent	44,946	59,048	73,150
19	Building and Grounds Maintenance Superintendent Business Assistant/Analyst City Clerk Community Development Coordinator Fiber Systems Technician Fleet Maintenance Superintendent IT Infrastructure Analyst IT Systems Analyst Parks Superintendent Police Sergeant Purchasing and Warehouse Manager Recreation Superintendent Safety Officer Stormwater Superintendent Waste Collection Superintendent Water/Sewer Construction Superintendent	47,194	62,001	76,808
20	Electric Line Crew Leader Planner III	49,553	65,101	80,648

Senior Accountant

21	Chief Building Inspector Land & Community Development Administrator Metropolitan Planning Organization Administrator Public Information Officer	52,031	68,356	84,681
22	Fire Battalion Chief Fire Division Chief of Training Fire Marshal/Division Chief of Fire Prevention Police Lieutenant SCADA/Control Systems Supervisor Senior Financial and Budget Analyst Senior IT Analyst Staff Engineer Streets Superintendent Utility Maintenance Superintendent Wastewater Treatment Plant Manager Water Treatment Plant Manager	54,633	71,774	88,915
23	Assistant Director of Public Works Asst. Director of Human Resources City Planner Electric Substation Superintendent GIS Manager	57,364	75,362	93,360
24	Accounting Manager Community & Economic Development Manager Deputy Fire Chief/Operations Commander Police Captain Utility Business Office Manager	60,232	79,130	98,028
25	Electric Engineering Manager	63,244	83,087	102,929
26		66,406	87,241	108,076
27	Information Technology Manager	69,726	91,603	113,480

28	Electric Distribution Superintendent	73,213	96,183	119,154
29	Transmission and Distribution Manager	76,873	100,992	125,111
30	Director of Human Resources Director of Parks & Recreation	80,717	106,042	131,367
31	City Engineer Fire Chief	84,753	111,344	137,935
32	Chief of Police Director of Development Services Director of Finance Director of Public Works Director of Utilities	88,991	116,911	144,832
33	Assistant City Manager	93,441	122,757	152,074

AGENDA ITEM COVER SHEET

Αa	ene	da	Ite	m	Τi	tle:

Consider Adopting an Ordinance Amending the 'Schedule of Fees and Charges'

Date of Meeting 5/28/19	Ward # if applicable N/A
Department Finance	Person Submitting Item: JR Sabatelli, CPA Director of Finance
Call for Public Hearing Yes 🗹 No	Date of Public Hearing
Explanation of Item:	
The current City fee schedule was addeletions are noted in red on the atta	dopted on January 22, 2019. Fee changes, additions and ached revised fee schedule.
Actions Needed by Board: Adopt ordinance amending the 'Sche	odulo of Foos and Chargos'
Is item time sensitive? \square Yes \square N	lo
Will there be advocates/opponents	at the meeting? Yes No
Backup Attached:	
Memo; Ordinance; Proposed Fee Sc	hedule - Redline; Proposed Fee Schedule
Cost of Agenda Item:	
If this item requires an expenditure certified by the Finance Director : lue	e, has it been budgeted and are funds available and Yes No
Additional notes:	



Office of the Director of Finance

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

FROM: Joseph R. Sabatelli, CPA - Director of Finance

DATE: May 13, 2019

RE: Amendment to Schedule of Fees and Charges

Background

The "City of New Bern Schedule of Fees and Charges," adopted on January 22, 2019, should be amended to reflect proposed fee changes. These changes are included in the FY2019-20 manager recommended budget as part of the revenue projects and will be effective July 1, 2019.

Current

These changes, additions and deletions are identified in red on the attached proposed "City of New Bern Schedule of Fees and Charges". Please note fee amendments in the following sections:

- Section 2 Cemeteries
- Section 5 Parks and Recreation
- Section 7 Police
- Section 8 Public Assembly (Parades and Festivals)
- Section 9 Public Works
- Section 10 Refuse
- Section 11 Utilities Electric

Requested Action

The Board consider adopting the attached revised "City of New Bern Schedule of Fees and Charges" at its May 28, 2019 meeting.

AN ORDINANCE TO AMEND THE CITY OF NEW BERN SCHEDULE OF FEES AND CHARGES

THAT WHEREAS, pursuant to the Code of Ordinances of the City of New Bern, upon recommendation from the City Manager, the Board of Aldermen of the City of New Bern desires to amend the City of New Bern "Schedule of Fees and Charges" adopted on January 22, 2019 by deleting the same in its entirety and adopting in its stead the attached "Schedule of Fees and Charges".

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

<u>SECTION 1</u>. That the City of New Bern "Schedule of Fees and Charges" adopted by the Board of Aldermen on January 22, 2019 is hereby amended by deleting the same in its entirety and adopting in its stead the attached "Schedule of Fees and Charges" to be effective as of July 1, 2019.

ADOPTED THIS 28th DAY OF MAY, 2019.

	DANA E. OUTLAW, MAYOR
	<u></u>
BRENDA E. BLANCO, CITY CLERK	

1. ADMINISTRATIVE	FEES
CD or DVD	\$5
Copies - Other info not specifically listed	Min \$2.00 (1-10 copies
copies - Other into not specifically listed	plus 20¢ ea add'l copy over 1
GIS Base Maps (8.5x11)	B&W \$2; color \$
GIS Base Maps (6.5x11)	B&W \$3; color \$
GIS Base Maps (24x36)	B&W \$10; color \$1
GIS Base Maps (36x48)	B&W \$10; color \$1
Plans/Plats (copies of) ariel view - letter size	\$!
Plans/Plats (copies of) ariel view - tabloid size	\$7.50
Plans/Plats (copies of) ariel view - large zize	\$12.50
Maps - Other large formats	\$10.00
Maps - Street index map	\$15.00
Maps - Zoning	\$10 large; \$5 sma
Maps - GIS staff time for non-existent maps or data:	
Analysis/Coordinator	\$50/1
Technician	\$25/1
Administration	\$20/1
Motor vehicle fee	\$
Publications:	Ψ.
CAMA Land Use Plan	\$1
Historic Preservation Guidelines	\$1
Land Use Ordinance	·
	\$1
Urban Design Plan	\$1
Street Atlas Book	\$2
Convenience fee for online payment	\$
Returned check fee (statutory limit except for Tax Collection which is 10%/\$25 minimum)	\$2
Opening/Closing:	
Weekdays before 4 pm, adult	\$500 resident/\$700 nonresiden
Weekdays before 4 pm, infant/cremations/mausoleum	\$250 resident/\$400 nonresiden
Weekdays after 4 pm and weekends, adult	\$575 resident/\$900 nonreside
Neekdays after 4 pm and weekends, infant/cremations/mausoleum	\$300 resident/\$450 nonreside
Holidays, adult	\$650 resident/\$950 nonreside
Holidays, infant/cremations/mausoleum	\$425 resident/\$525 nonreside
Nait time per hour (for noncompliance for "before 4 pm" services that extend beyond 4pm)	\$150 resident/\$250 nonreside
Grave/Lot Sales - New Bern Memorial Cemetery:	
Plot - Single grave, resident	\$60
Plot - Single grave, resident	\$90
Plot - 4-Grave lot, resident	\$1,85
Plot - 4-Grave lot, resident	\$1,65
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Plot - Infant grave, resident	\$10
Plot - Infant grave, nonresident	\$27
Plot - Mausoleum, resident	\$3,50
Plot - Mausoleum, nonresident	\$5,25
Plot - Cremations, resident	\$15
Plot - Cremations, nonresident	\$30
*This schedule of Fees and Charges establishes most of the fees and charges for services off	ered by the City of New Bern. It does not contain or establi
all fines and penalties for violations of city code provisions, nor does it contain rates an	
nstances, it will be necessary to refer to specific city code provisions, or to a specific util	lity rate-setting ordinance in order to determine when a fe
charge, rate or fine is to be imposed. For ease of reference, citations to applicable city code	provisions are provided.
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3. FIRE: (Code Section 30-33)	FEES
Fees:	
Working without a permit	Cost of permit plus \$5
Fire Hydrant Flow Test (service provided by contractor and coordinated with fire inspector)	\$50
Plan Review (Construction)	\$50
New Business Inspection	\$50
ABC/ALE Inspection	\$50
Special Requested Inspections	\$50
Care Homes (foster, respite, therapeutic)	\$50
2nd Reinspection (noncompliance when Codes ARE NOT met)	\$75
3rd Reinspection (noncompliance when Codes ARE NOT met)	\$150
Standby personnel-minimum 4-man engine company	Fema equipment rate plus labo
After hours fire inspection	\$150
Occupying building without a C/O or C/C	\$150
Failure to obtain final inspection	\$150
Operational Permits:	\$100
	675
Amusement buildings	\$75
Carnivals and Fairs	\$75
Combustible dust-producing operations	\$75
Covered and open mall buildings	\$75
Exhibits and trade shows	\$75
Explosives	\$125
Flammable and combustible liquids (only mandated by NC Fire Prevention Code)	\$75
Fumigation and thermal insecticidal fogging	\$75
Liquid or gas vehicles or equipment in assembly buildings	\$75
Private fire hydrants	\$75
Pyrotechnic special effects material	\$125
Spraying or dipping	\$75
Temporary membrane structures and tents	\$75
Open burning - land clearing	\$50/acre cleared
Open burning - hazard reduction	No Fee
Open burning - camp fire	\$75
Construction Permits:	
Automatic fire extinguishing systems	\$100 +\$2 per head
Battery systems	\$75
Compressed gas	 \$75
Cyrogenic fluids	\$75
Emergency responder radio coverage systems	\$75
Fire alarm and detection systems and related equipment	\$100
Fire pump and related equipment	\$100
Flammable and combustible liquids (only mandated by NC Fire Prevention Code)(per tank if applicable)	\$75
Gates and barricades across fire apparatus access roads	\$75 per gate or barricade
Hazardous materials	\$75 per gate or barriedad
Industrial Ovens	\$75
Private fire hydrants	\$75 per hydran
Smoke control or smoke exhaust systems	\$75 per riyuran
Solar photovoltaic power systems	\$75
Spraying or dipping	\$75
Standpipe systems	
	\$100 \$135
Storage Tank - AST/UST / installation / removal / repiping / abandonment Temporary membrane structures and tents	\$125
Temporary memorane structures and tents	\$75
4. PARKING: (Code Section 70-272)	FEES
Parking Spaces Monthly Fee (Limited = 7:00a-5:30p M-F, Residential = 24hr, Dumpster = 24hr)	\$20 Limited/\$30 Residential/\$40 Dumpste
Sign Installation Fee - one-time fee for monthly spaces	\$10
Late Penalty - Parking Leases billed/managed by CIS (pymt rec'd after due date)	5% of monthly bil
Delinquent Fee - Parking Leases billed/managed by CIS (pymt rec'd 10+ days after due date)	\$30
Parking Penalties (Code Section 70-274)	\$25, see code for further detail
Leased Space Parking Hangers	2 Free, \$3 each additiona
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5. PARKS AND RECREATION: (Code Section 50-2)	FEES
Athletics and Field Rentals	
	not to avecad CE
Adult sports logges Mans hesketball, four toom)	not to exceed \$5 \$450 resident/\$525 nonresident
Adult sports leagues - Mens basketball (per team) Adult sports leagues - Womens basketball (per team)	\$350 resident/\$450 nonresident
. ,	
Adult sports leagues - Mens flag football (per team)	\$250 resident/\$325 nonresident
Adult sports leagues - co-ed softball (per team)	\$400 resident/nonresident
Adult sports leagues - 5k events per participant	\$30 resident/\$45 nonresident
Adult sports leagues - individual participation for all leagues	\$20 resident/\$30 nonresident
Adult sports leagues - co-ed volleyball	\$35 resident/\$45 nonresident
Summer basketball program (Youth)	\$10 resident/\$15 nonresident
Summer basketball program (Adult)	\$15 resident/\$20 nonresident
Aquatic Center General Admission:	
Up to age 2	\$2.50 resident; \$3.25 nonresident
Parent and one child up to age 2 package (\$1.00 for each add'l child up to age 2) (limit of 3)	\$5.50 resident; \$6.75 nonresident
Age 3-17	\$4.00 resident; \$5.00 nonresident
Age 18-54	\$4.50 resident; \$5.50 nonresident
Age 55 and up (seniors)	\$3.50 resident; \$4.50 nonresident
Aquatic Center season pass	\$60 resident; \$75 nonresident
Aquatic Center season pass Aquatic Center rental (2 hr max) - pool party program (facility cost only; staff cost is separate)	\$70 resident; \$85 nonresident (per hr)
Athletic Field - Ballfield Preparation (per field)	370 resident, 365 nonresident (per m
Baseball/Softball	ĆOF
	\$25
Football/Soccer/Lacrosse	\$100
Athletic field - Day Use min 2 hrs max 8 hrs (addl after 8 hrs):	
civic organizations/private groups - city sponsored	N/C
schools during school hrs and/or athletic season	N/C
recreation teams *	\$15/hı
civic organizations/private groups not charging admission/donations*	\$20/hr resident; \$30/hr nonresident
*no charge if no field prep is done	
civic organizations/private groups charging admission/donations	\$25/hr resident; \$50/hr nonresident
Athletic field - Night Use min 2 hrs max 4 lighted hrs :	
non-city recreation teams	\$30/hr
civic organization/private groups - not charging admission/donations	\$25/hr resident; \$50/hr nonresident
civic organizations/private groups charging admission/donations	\$40/hr resident; \$60/hr nonresident
Athletic field (full tournament not to exceed 3 days/2 nights)	\$350 + \$25/hr attendant fee
Athletic field (practice - night use - min. 2 hours of light; not to exceed 4 hours)	\$20/hr resident/\$30/hr nonresident
EXCEPTION: Tournaments and other types of "special" events by non-profit	\$20/11 Tesidenty \$30/11 Hornesident
"charitable" organizations for the purpose of fundraising for others are	
negotiated with and determined by the Parks and Recreation Department.	400
Batting cages, parties only (2 hours) available offseason only	\$30
Bleacher rentals (daily rental fees)	\$100(sm); \$150(med); \$300(lg) (1-4 sets
(Deposit of 1/2 rental fee required per bleacher, refundable only upon evaluation (returned as rented)	
Recreation Programs	
Childcare after-school recreation program (resident)	\$35/wk
Childcare after-school recreation program (non-resident)	\$50/wk
Classes - Adult recreation & fitness (annual) indoor	\$30 resident/\$35 nonresident
Classes - Adult recreation & fitness outdoor (20 city/80 split w/instructor)	\$6 per class
Classes - Art (resident) incl instructor fee & some materials (20 city /80 split w/instructor)	\$20-\$150
Classes - Art (nonresident) includes instructor fee & some materials	\$40-\$200
Classes - Ceramics (resident)	\$30; seniors \$25
Classes - Ceramics (nonresident)	\$40; seniors \$30
Dog Park	540, Selliols 530
	625 wasidant/650 nagaratidan
Yearly 1 dog	\$25 resident/\$50 nonresiden
Each additional dog	\$20 resident/\$35 nonresiden
One day pass	\$5 resident/\$15 nonresiden
Weekend pass	\$15 resident/\$25 nonresiden
Monthly pass	\$20 resident/\$25 nonresiden
Honor/Memory Programs	
Honor tree program	\$300 tree resident; \$350 nonresiden
Tree purchase program	\$150 - \$250 depending on the tree species
Memory bench program - new	\$750/bench (includes placard
Memory bench program - existing	\$600/bench (includes placard
ivieniory bench program - existing	\$600/pench (includes placar

Recreation Center Facility Rates	
Multi-purpose Room rental (2 hour minimum):	
resident	\$30/hr
nonresident	\$45/hr
Gym rental (2 hour minimum):	· ·
resident	\$40/hr
nonresident	\$55/hr
Meeting room rental (2 hour minimum):	
resident	\$25
nonresident	\$35
Gym - walk-in (1 day)	\$1
Gym - contracted lessons (P&R receives 20% of fee)	80/20% split
Kitchen rental:	· ' '
residential	\$25/hr
nonresidential	\$35/hr
Admission Rate (if admission is charged, this additional hourly rate applies to each room rented)	\$25/hr
After hours rentals (per room) shall incur an additional rental rate and staff supervisor fee	\$15/hr room rental + \$20/hr staff
Park Fees	+
Gazebo rental (Union Point Park)	\$40/hr resident; \$70/hr nonresident
Union Point Park Green space - per side (adjacent to gazebo)	\$40/hr resident; \$70/hr nonresident
Shelter reservation:	ψ 10,111 (calαcit), ψ 20,111 (latitude)
resident (half day - up to 4 hours)	\$20-\$30 based on location
nonresident (half day - up to 4 hours)	\$30-\$40 based on location
resident (full day - up to 8 hours)	\$30-\$45 based on location
nonresident (full day - up to 8 hours)	\$40-\$55 based on location
company inside city (half day - up to 4 hours)	\$25-\$45 based on location
company outside city (half day - up to 4 hours)	\$40-\$60 based on location
company inside city (half day - up to 8 hours)	\$30-\$60 based on location
company outside city (half day - up to 8 hours)	\$40-\$70 based on location
Sprayground (Daily Admission before noon for group reservations)	\$1 resident/\$3 nonresident
Summer camps:	\$1 residenty \$5 normesident
bear bunch camp (per session)	\$75 resident/\$95 nonresident
cooking camp	\$105 resident/\$125 nonresident
sports camp	\$75 resident/\$95 nonresident
teen camp	\$75 resident/\$95 nonresident
y.e.s. camp	\$25 for 1st/\$20 each additional resident
y.e.s. camp	\$35 for 1st/\$30 each additional nonresident
Swim lesson sessions - 8 classes per session	\$40 resident/\$70 nonresident
(Reduced rate of \$10 per session available for City residents who qualify (application available)	740 resident/ 770 nomesident
Youth sports:	
Youth football and cheerleading	\$50 resident/\$80 nonresident
Youth basketball	\$40 resident/\$70 nonresident
Youth baseball	\$20 resident/\$50 nonresident
Youth road races (per participant)	\$30 resident/\$45 nonresident
Fishing Tournament Attendant (opening/closing)	\$30 resident/\$45 nonresident \$25/hr
Community Garden (per space)	\$25/11
, , , ,	\$25
NOTE: Indoor facility rentals are limited to 10 hours per day, and outdoor factility rentals are limited to 12 hours per day. Rentals exceeding these hours will require director approval.	
illilited to 12 hours per day. Kentals exceeding these hours will require director approval.	

6. DEVELOPMENT SERVICES: (Code Section 15-8)	FEES_
Amendments - Rezoning & text amendments (per request)	\$375
Appeals (per request)	\$268 (refunded if granted)
Appeal of HPC decision	\$268 (refunded if granted)
Board of Adjustment (variance)	\$268
Special called mtg. of Planning & Zoning Board, Board of Adjustments or HPC	\$161
Certificate of zoning compliance letter	\$27
Conditional use permit	\$375
Historic Preservation - Minor works	\$22
Historic Preservation - Major works requiring design review	\$107
Historic Preservation - Major works not requiring. design review	\$27
Homeowners recovery fee (single family dwelling only)	\$10
Site Plan review	\$214
Special use permit	\$321
Subdivision plan review	\$161
P&Z General Subdivision Plan Review Application	\$161 or \$11/lot whichever is greater
Subdivision application - final review	\$214 or \$27/lot whichever is greater
Subdivision application - minor plats & recombination	\$107
Zoning compliance	\$22
Zoning compliance - Residential flood plain	\$54
Zoning compliance - Commercial flood plain	\$107
Zoning permit	\$38
Administrative Fees:	
Weed and debris clearance	\$71
Removing abandoned vehicles	\$71
Boarding up buildings (MHC)	\$84
Starting work without a permit	1st-\$107 + permit; 2nd-\$161 + permit
and the second second	3rd-\$214 + permit; 4th-\$268 + permit
Convenience fee for online payment	\$5.00
Building permit (+ \$17 compliance fee)	Ţ5.60
Residential (min. chg \$38) (single family/townhouse/duplex - per unit for multicomplex)	heated \$0.21/sf; unheated \$0.16/sf
Commercial (min chg \$38)	\$0.18/sf
Building permit - Demolition (+ \$17 compliance fee)	residential \$161; commercial \$321
Building permit - Manufactured mobile home	residential \$101, commercial \$321
singlewide/construction trailer; doublewide; triplewide	\$107; \$161; \$214
Building permit - Renovations to existing bldg (+\$17 compliance fee) (per unit for multicomplex)	\$0.16/sf; min \$38
Certificate of occupancy	\$27/unit
Inspections	Incl. in Bldg permit fee
Inspections - Building compliance	\$107 residential; \$161 commercial
inspections building compilative	\$75 group homes
Inspections - Minimum housing as notified by Customer Service cutoffs	\$38
Inspections - Minimum Housing as nothied by Customer Service Cutoris Inspections - Reinspection (bldg, elec, plbg, hvac, insulation)	\$75/ea
Inspections - Name review, residential up to 1,500 sf	\$75768
Inspections - Plan review, residential up to 1,500 sf	\$54
•	·
Inspections - Plan review, commercial up to 20,000 sf Inspections - Plan review, commercial 20,001-40,000 sf	\$214 \$268
Inspections - Plan review, commercial 20,001-40,000 si	•
	\$428
Permit - Electrical (signs & billboards)	\$43
Permit - Electrical (temporary buildings)	\$100
Permit - Electrical	60-150 amp - \$54; 200 amp - \$65
	400 amp - \$75; 401-600 amp - \$86
	601-800 amp - \$97
	801-1000 amp - \$107
	1001-1600 amp - \$118
	over 1600 amp - \$120 + \$11 for each
	add'l 100 amp
Permit - Electrical heating & cooling	\$17/each
Darmit - Flactrical outlate & wall switches	
Permit - Electrical outlets & wall switches	\$33 for 1-5; \$43 for 6-50;
i errint - Liectrical Oddets & Wall Switches	\$65 for 51-100; \$81 for 101-200
	\$65 for 51-100; \$81 for 101-200 \$2 each over 200
Permit - Electrical light fixtures	\$65 for 51-100; \$81 for 101-200 \$2 each over 200 \$3
Permit - Electrical light fixtures Permit - Electrical (whirlpool, window AC, thru-the-wall heat pump, etc.)	\$65 for 51-100; \$81 for 101-200 \$2 each over 200
Permit - Electrical light fixtures Permit - Electrical (whirlpool, window AC, thru-the-wall heat pump, etc.) Permit - Electrical equipment (motors, hoists, xrays, etc.)	\$65 for 51-100; \$81 for 101-200 \$2 each over 200 \$3 \$17/each \$17
Permit - Electrical light fixtures Permit - Electrical (whirlpool, window AC, thru-the-wall heat pump, etc.) Permit - Electrical equipment (motors, hoists, xrays, etc.) Permit - Electrical disconnects & subpanels	\$65 for 51-100; \$81 for 101-200 \$2 each over 200 \$3 \$17/each
Permit - Electrical light fixtures Permit - Electrical (whirlpool, window AC, thru-the-wall heat pump, etc.) Permit - Electrical equipment (motors, hoists, xrays, etc.)	\$65 for 51-100; \$81 for 101-200 \$2 each over 200 \$3 \$17/each \$17
Permit - Electrical light fixtures Permit - Electrical (whirlpool, window AC, thru-the-wall heat pump, etc.) Permit - Electrical equipment (motors, hoists, xrays, etc.) Permit - Electrical disconnects & subpanels	\$65 for 51-100; \$81 for 101-200 \$2 each over 200 \$3 \$17/each \$17 \$13/each
Permit - Electrical light fixtures Permit - Electrical (whirlpool, window AC, thru-the-wall heat pump, etc.) Permit - Electrical equipment (motors, hoists, xrays, etc.) Permit - Electrical disconnects & subpanels Permit - Gas piping & distribution system (residential)	\$65 for 51-100; \$81 for 101-200 \$2 each over 200 \$3 \$17/each \$17 \$13/each \$22

Permit - Home Occupation	\$27
Permit - House Moving	\$214
Permit - Insulation (+ \$17 compliance fee)	, , , , , , , , , , , , , , , , , , ,
Residential (min. chg \$38)	\$54 per unit + \$27/ea. addt'l unit
Commercial (min chg \$38)	\$65 per unit + \$33/ea. addt'l unit
Permit - Mechanical Residential (HVAC)	\$107 + \$54/ea addl unit
Permit - Mechanical Commercial (HVAC) - roof or ground level units	\$43 + \$7/ton
Permit - Plumbing each fixture	\$11
Permit - Plumbing, backflow preventer (in system)	\$22
Permit - Plumbing, floor drain & grease traps	\$11
Permit - Plumbing, heat pump connections	\$22/each
Permit - Plumbing, lawn sprinkler	\$33
Permit - Plumbing, water distribution system	\$17
Permit - Plumbing, replace or alter existing system	\$17
Permit - Plumbing, sewer distribution system	\$17
Permit - Signs (building permit - based on sign value)	\$1 - \$500 = \$65;
Terrine - Signs (building permit - based on sign value)	\$501-\$1,000 = \$75
	\$1,001-\$5,000 = \$86
	\$5,001-\$10,000 = \$97
	95,001-310,000 = \$57 over \$10,000 = \$107
Permit - Signs (shopping center master)	\$214
Permit - Signs (snopping center master) Permit - Signs (temporary, permanent) (additional fees may apply)	\$33
Permit - Tree removal	\$22
i ennit - rree removar	722
7. POLICE: (Code Section 42-32)	FEES
Accident report	N/C
Citizens Academy fee	\$25
False Alarm	\$25 \$50 on and after 3rd offense
·	\$50 on and after 3rd offense \$10
False Alarm	\$50 on and after 3rd offense \$10 \$50 per escort w/48 hrs
False Alarm Fingerprinting	\$50 on and after 3rd offense \$10
False Alarm Fingerprinting	\$50 on and after 3rd offense \$10 \$50 per escort w/48 hrs
False Alarm Fingerprinting Funeral escorts	\$50 on and after 3rd offense \$10 \$50 per escort w/48 hrs notice; \$100 per escort w/o 48 hrs notice
False Alarm Fingerprinting	\$50 on and after 3rd offense \$10 \$50 per escort w/48 hrs notice; \$100 per escort w/o 48 hrs notice \$27/hr (5am to 11pm; \$35/hr (11pm to 5am), 3hr. min. pd to officer
False Alarm Fingerprinting Funeral escorts Off-duty fee	\$50 on and after 3rd offense \$10 \$50 per escort w/48 hrs notice; \$100 per escort w/o 48 hrs notice \$27/hr (5am to 11pm; \$35/hr (11pm to 5am), 3hr. min. pd to officer \$35/hr (5am to 11pm); \$40/hr (11pm to 5am),
False Alarm Fingerprinting Funeral escorts Off-duty fee Off-duty fee for Federal/City Holiday	\$50 on and after 3rd offense \$10 \$50 per escort w/48 hrs notice; \$100 per escort w/o 48 hrs notice \$27/hr (5am to 11pm; \$35/hr (11pm to 5am), 3hr. min. pd to officer \$35/hr (5am to 11pm); \$40/hr (11pm to 5am), 3hr. min. pd to officer
False Alarm Fingerprinting Funeral escorts Off-duty fee Off-duty fee for Federal/City Holiday Pawnbroker - initial license application fee	\$50 on and after 3rd offense \$10 \$50 per escort w/48 hrs notice; \$100 per escort w/o 48 hrs notice \$27/hr (5am to 11pm; \$35/hr (11pm to 5am), 3hr. min. pd to officer \$35/hr (5am to 11pm); \$40/hr (11pm to 5am), 3hr. min. pd to officer \$50
False Alarm Fingerprinting Funeral escorts Off-duty fee Off-duty fee for Federal/City Holiday Pawnbroker - initial license application fee Pawnbroker - renewal license fee	\$50 on and after 3rd offense \$10 \$50 per escort w/48 hrs notice; \$100 per escort w/o 48 hrs notice \$27/hr (5am to 11pm; \$35/hr (11pm to 5am), 3hr. min. pd to officer \$35/hr (5am to 11pm); \$40/hr (11pm to 5am), 3hr. min. pd to officer \$50 \$50
False Alarm Fingerprinting Funeral escorts Off-duty fee Off-duty fee for Federal/City Holiday Pawnbroker - initial license application fee Pawnbroker - renewal license fee Permit - Alarm Registration (first permit/annual renewal)	\$50 on and after 3rd offense \$10 \$50 per escort w/48 hrs notice; \$100 per escort w/o 48 hrs notice \$27/hr (5am to 11pm; \$35/hr (11pm to 5am), 3hr. min. pd to officer \$35/hr (5am to 11pm); \$40/hr (11pm to 5am), 3hr. min. pd to officer \$50 \$25
False Alarm Fingerprinting Funeral escorts Off-duty fee Off-duty fee for Federal/City Holiday Pawnbroker - initial license application fee Pawnbroker - renewal license fee Permit - Alarm Registration (first permit/annual renewal) Permit - Alarm failure to register	\$50 on and after 3rd offense \$10 \$50 per escort w/48 hrs notice; \$100 per escort w/o 48 hrs notice \$27/hr (5am to 11pm; \$35/hr (11pm to 5am), 3hr. min. pd to officer \$35/hr (5am to 11pm); \$40/hr (11pm to 5am), 3hr. min. pd to officer \$50 \$25 \$25
False Alarm Fingerprinting Funeral escorts Off-duty fee Off-duty fee for Federal/City Holiday Pawnbroker - initial license application fee Pawnbroker - renewal license fee Permit - Alarm Registration (first permit/annual renewal) Permit - Alarm failure to register Permit - Outdoor amplified sound	\$50 on and after 3rd offense \$10 \$50 per escort w/48 hrs notice; \$100 per escort w/o 48 hrs notice \$27/hr (5am to 11pm; \$35/hr (11pm to 5am), 3hr. min. pd to officer \$35/hr (5am to 11pm); \$40/hr (11pm to 5am), 3hr. min. pd to officer \$50 \$25
False Alarm Fingerprinting Funeral escorts Off-duty fee Off-duty fee for Federal/City Holiday Pawnbroker - initial license application fee Pawnbroker - renewal license fee Permit - Alarm Registration (first permit/annual renewal) Permit - Alarm failure to register Permit - Outdoor amplified sound Precious Metal Permits:	\$50 on and after 3rd offense \$10 \$50 per escort w/48 hrs notice; \$100 per escort w/o 48 hrs notice \$27/hr (5am to 11pm; \$35/hr (11pm to 5am), 3hr. min. pd to officer \$35/hr (5am to 11pm); \$40/hr (11pm to 5am), 3hr. min. pd to officer \$50 \$50 \$25 \$25 \$0 \$0/C
False Alarm Fingerprinting Funeral escorts Off-duty fee Off-duty fee for Federal/City Holiday Pawnbroker - initial license application fee Pawnbroker - renewal license fee Permit - Alarm Registration (first permit/annual renewal) Permit - Alarm failure to register Permit - Outdoor amplified sound Precious Metal Permits: Dealer permits (annual)	\$50 on and after 3rd offense \$10 \$50 per escort w/48 hrs notice; \$100 per escort w/o 48 hrs notice \$27/hr (5am to 11pm; \$35/hr (11pm to 5am), 3hr. min. pd to officer \$35/hr (5am to 11pm); \$40/hr (11pm to 5am), 3hr. min. pd to officer \$50 \$525 \$25 \$25 \$725 \$725 \$725 \$726 \$727 \$728
False Alarm Fingerprinting Funeral escorts Off-duty fee Off-duty fee for Federal/City Holiday Pawnbroker - initial license application fee Pawnbroker - renewal license fee Permit - Alarm Registration (first permit/annual renewal) Permit - Alarm failure to register Permit - Outdoor amplified sound Precious Metal Permits: Dealer permits (annual) Special occasion permit	\$50 on and after 3rd offense \$10 \$50 per escort w/48 hrs notice; \$100 per escort w/o 48 hrs notice \$27/hr (5am to 11pm; \$35/hr (11pm to 5am), 3hr. min. pd to officer \$35/hr (5am to 11pm); \$40/hr (11pm to 5am), 3hr. min. pd to officer \$50 \$525 \$25 \$25 \$725 \$725 \$725 \$726 \$726 \$727 \$728 \$738
False Alarm Fingerprinting Funeral escorts Off-duty fee Off-duty fee for Federal/City Holiday Pawnbroker - initial license application fee Pawnbroker - renewal license fee Permit - Alarm Registration (first permit/annual renewal) Permit - Alarm failure to register Permit - Outdoor amplified sound Precious Metal Permits: Dealer permits (annual) Special occasion permit Employee certificate of compliance	\$50 on and after 3rd offense \$10 \$50 per escort w/48 hrs notice; \$100 per escort w/o 48 hrs notice \$27/hr (5am to 11pm; \$35/hr (11pm to 5am), 3hr. min. pd to officer \$35/hr (5am to 11pm); \$40/hr (11pm to 5am), 3hr. min. pd to officer \$50 \$50 \$25 \$25 \$25 \$0 \$0 \$180 \$180
False Alarm Fingerprinting Funeral escorts Off-duty fee Off-duty fee for Federal/City Holiday Pawnbroker - initial license application fee Pawnbroker - renewal license fee Permit - Alarm Registration (first permit/annual renewal) Permit - Alarm failure to register Permit - Outdoor amplified sound Precious Metal Permits: Dealer permits (annual) Special occasion permit Employee certificate of compliance Employee certificate of compliance (annual renewal fee)	\$50 on and after 3rd offense \$10 \$50 per escort w/48 hrs notice; \$100 per escort w/o 48 hrs notice \$27/hr (5am to 11pm; \$35/hr (11pm to 5am), 3hr. min. pd to officer \$35/hr (5am to 11pm); \$40/hr (11pm to 5am), 3hr. min. pd to officer \$50 \$50 \$750 \$750 \$750 \$750 \$750 \$750 \$
False Alarm Fingerprinting Funeral escorts Off-duty fee Off-duty fee for Federal/City Holiday Pawnbroker - initial license application fee Pawnbroker - renewal license fee Permit - Alarm Registration (first permit/annual renewal) Permit - Alarm failure to register Permit - Outdoor amplified sound Precious Metal Permits: Dealer permits (annual) Special occasion permit Employee certificate of compliance Employee certificate of compliance (annual renewal fee) Fingerprints (processed for dealer permits - SBI fee)	\$50 on and after 3rd offense \$10 \$50 per escort w/48 hrs notice; \$100 per escort w/o 48 hrs notice \$27/hr (5am to 11pm; \$35/hr (11pm to 5am), 3hr. min. pd to officer \$35/hr (5am to 11pm); \$40/hr (11pm to 5am), 3hr. min. pd to officer \$50 \$50 \$25 \$25 \$0 \$10 \$180 \$110 \$110
False Alarm Fingerprinting Funeral escorts Off-duty fee Off-duty fee for Federal/City Holiday Pawnbroker - initial license application fee Pawnbroker - renewal license fee Permit - Alarm Registration (first permit/annual renewal) Permit - Alarm failure to register Permit - Outdoor amplified sound Precious Metal Permits: Dealer permits (annual) Special occasion permit Employee certificate of compliance Employee certificate of compliance (annual renewal fee)	\$50 on and after 3rd offense \$10 \$50 per escort w/48 hrs notice; \$100 per escort w/o 48 hrs notice \$27/hr (5am to 11pm; \$35/hr (11pm to 5am), 3hr. min. pd to officer \$35/hr (5am to 11pm); \$40/hr (11pm to 5am), 3hr. min. pd to officer \$50 \$525 \$25 \$25 \$7/c \$10 \$180 \$110

8. PUBLIC ASSEMBLY (PARADES AND FESTIVALS): (Code Section 66-86)	FEES
City Sponsored Event Fees:	
Vendor Permit Fee	\$25
Food Vendor Service Fee	\$35
NonCity Sponsored Event Fees:	
Vendor Permit Fee	\$35
Food Vendor Service Fee	\$45
Barricade	\$5 ea
City Labor: (Hourly Rates)	
Fire - Lieutenant/Inspector	\$29
Fire - Specialist	\$23
Police - Officers (On Duty Rate)	\$35
Police - Officers (Off Duty Rate)	\$27
Public Works - Supervisor	\$35
Public Works - Equipment Operator	\$26
Public Works - Maintenance Worker	\$22
Recreation - Supervisor (per person)	\$35
Recreation - Park Staff (per person)	\$22
9. PUBLIC WORKS: (Code Sections 66-12)	
J. FODELC WORKS. (COUC SECTIONS OF 12)	FEES
Danair Food	
Repair Fees: Labor	11
	Hourly rate with benefits*
Material	Actual cos
Equipment trucks	Hourly rate per FEMA schedule*
*see explanation at the end of this Fee Schedule	6450
Permit - Sidewalk Café	\$150
Permit - Nonprofit street banners	\$75
Public nuisance	Hourly Equipment rate per FEMA schedule + Labor
Safety cones (use)	\$2
Safety cones (replacement) Signs - regulatory / right-of-way	\$25
	Material cost + labor
Signs - Community watch	Material cost + labor
Signs - Handicapped	Material cost + labor
Signs - Hardware (1 set) Signs - Maximum penalty	Material cost + labor
1 9 ' '	Material cost + labor Material cost + labor
Signs - No parking-fire lane Signs - Van accessible	Material cost + labor
1 ~	
Street closings (right-of-way abandonments)	\$500 plus cost of advertising
10. REFUSE: (Code Section 62-37)	FEES
Commercial refuse (65-gal cart / 1x week service)	\$14.75 /month+ \$14.75 ea add
Dumpster services - 2 yd (1x week service)	\$29.49/month
Dumpster services - 4 yd (1x week service)	\$58.98/month
Dumpster services - 6 yd (1x week service)	\$88.47/month
Dumpster services - 8 yd (1x week service)	\$117.96/month
Refuse container	1 @ no charge
Residential service (65-gal cart / 1x week service)	\$14.75
Seniors Exemption Credit	50% of residential service
11. UTILITIES - ELECTRIC: (Code Section 74-46)	FEES
Electric rates	See rate ordinance adopted 7/1/17
Additional fee if service needs to be disconnected by	
City personnel at pole due to meter/service tampering	\$160
City personnel at pole due to delinquency	\$160
Changed payment arrangement fee	\$30
Connection/Transfer Fee	\$30
Connection/Transfer Fee - holidays, weekends and after 11 am weekdays	\$75
Delinquent Fee (for bills unpaid after 10th day following due date)	\$30
Deposit - Residential (exempt with excellent credit score) (refunded after 18 months with good	2x highest bills in last 24 months Not to exceed \$500
payment history)	
Deposit - Commercial/Industrial (refunded after 60 months with good payment history)	2x highest bills in last 24 months
	=
Fee if payment is not made in night drop as agreed	\$100

Meter change out fee	\$155
Meter Diversion Fee (Meter Tampering Investigation)	\$400
Meter test for meters less than 5 years old payable in advance (refunded if meter fails test)	\$75
Payment Arrangement Fee	N/C
Reconnection Fee during normal business hours for delinquency	\$25
Reconnection Fee 7:30 PM to 11:00 PM for delinquency	\$75
Reconnection Fee after 11 PM or on weekends for delinquency	\$150
Temporary electric service and/or utility pole	7-00
Load management switch recovery fee	Cost of switch from latest bid
Extra facilities charge	2% installed costs min. 5yrs, \$75/mo.
Additional pole	\$350
OH extension beyond two pole spans	\$1.05/ft.
UG line extension beyond 300 ft.	\$1.05/td
OH to UG conversion of service	\$7.70/10.
UG Crossings	Sidewalk - \$115; paved driveway - \$460;
UG Crossings	
	street - \$950 water; sewer or gas - \$345
Underground service length	\$7.70
Cost per linear foot	\$6.43
Second trip to site	\$310
Service drop after normal working hours (24-hr notice req'd)	\$100/hr 2 hr min.; if service is req'd to be
	reconnected, a min. chg of 4 hrs applies
Repair Fees:	
Labor	Hourly Employee Rate w/Benefits
Material	Actual Warehouse cost + 10%
Equipment /Trucks	Hourly Rate per FEMA schedule
12. UTILITIES - WATER AND SEWER: (Code Sections /4-9/ and /4-121)	FEES
Water and sewer system development fees and connection fees	See ordinance adopted 6/12/18
Water and sewer rates	See ordinance adopted 6/23/15
13. UTILITIES - SEWER PRETREATMENT: (Code Sections 74-196)	FEES
Protroatment Programs Foos for SILI's:	
Pretreatment - Pograms Fees for SIU's: Pretreatment - Pogramit Application	\$500
Pretreatment - Permit Application	\$500
Pretreatment - Permit Application Pretreatment - Permit Modification	\$250
Pretreatment - Permit Application Pretreatment - Permit Modification Pretreatment - Permit renewal	\$250 \$500
Pretreatment - Permit Application Pretreatment - Permit Modification Pretreatment - Permit renewal Pretreatment - Annual administrative fee	\$250 \$500 \$300
Pretreatment - Permit Application Pretreatment - Permit Modification Pretreatment - Permit renewal Pretreatment - Annual administrative fee Pretreatment - Annual inspection	\$250 \$500 \$300 \$100
Pretreatment - Permit Application Pretreatment - Permit Modification Pretreatment - Permit renewal Pretreatment - Annual administrative fee Pretreatment - Annual inspection Pretreatment - Permit fine	\$250 \$500 \$300 \$100 \$250
Pretreatment - Permit Application Pretreatment - Permit Modification Pretreatment - Permit renewal Pretreatment - Annual administrative fee Pretreatment - Annual inspection Pretreatment - Permit fine Pretreatment - Admin. Fee for monthly review	\$250 \$500 \$300 \$100 \$250 \$100/month
Pretreatment - Permit Application Pretreatment - Permit Modification Pretreatment - Permit renewal Pretreatment - Annual administrative fee Pretreatment - Annual inspection Pretreatment - Permit fine Pretreatment - Admin. Fee for monthly review Pretreatment - Unscheduled sampling	\$250 \$500 \$300 \$100 \$250 \$100/month \$500 + analyses chrg
Pretreatment - Permit Application Pretreatment - Permit Modification Pretreatment - Permit renewal Pretreatment - Annual administrative fee Pretreatment - Annual inspection Pretreatment - Permit fine Pretreatment - Admin. Fee for monthly review Pretreatment - Unscheduled sampling Pretreatment - Permit limit violation	\$250 \$500 \$300 \$100 \$250 \$100/month \$500 + analyses chrg
Pretreatment - Permit Application Pretreatment - Permit Modification Pretreatment - Permit renewal Pretreatment - Annual administrative fee Pretreatment - Annual inspection Pretreatment - Permit fine Pretreatment - Admin. Fee for monthly review Pretreatment - Unscheduled sampling Pretreatment - Permit limit violation Pretreatment - Technical review criteria	\$250 \$500 \$300 \$100 \$250 \$100/month \$500 + analyses chrg \$100 \$250
Pretreatment - Permit Application Pretreatment - Permit Modification Pretreatment - Permit renewal Pretreatment - Annual administrative fee Pretreatment - Annual inspection Pretreatment - Permit fine Pretreatment - Admin. Fee for monthly review Pretreatment - Unscheduled sampling Pretreatment - Permit limit violation Pretreatment - Technical review criteria Pretreatment - Significant noncompliance	\$250 \$500 \$300 \$100 \$250 \$100/month \$500 + analyses chrg
Pretreatment - Permit Application Pretreatment - Permit Modification Pretreatment - Permit renewal Pretreatment - Annual administrative fee Pretreatment - Annual inspection Pretreatment - Permit fine Pretreatment - Admin. Fee for monthly review Pretreatment - Unscheduled sampling Pretreatment - Permit limit violation Pretreatment - Technical review criteria Pretreatment - Significant noncompliance	\$250 \$500 \$300 \$100 \$250 \$100/month \$500 + analyses chrg \$100 \$250
Pretreatment - Permit Application Pretreatment - Permit Modification Pretreatment - Permit renewal Pretreatment - Annual administrative fee Pretreatment - Annual inspection Pretreatment - Permit fine Pretreatment - Admin. Fee for monthly review Pretreatment - Unscheduled sampling Pretreatment - Permit limit violation Pretreatment - Technical review criteria	\$250 \$500 \$300 \$100 \$250 \$100/month \$500 + analyses chrg \$100 \$250
Pretreatment - Permit Application Pretreatment - Permit Modification Pretreatment - Permit renewal Pretreatment - Annual administrative fee Pretreatment - Annual inspection Pretreatment - Permit fine Pretreatment - Admin. Fee for monthly review Pretreatment - Unscheduled sampling Pretreatment - Permit limit violation Pretreatment - Technical review criteria Pretreatment - Significant noncompliance Pretreatment - BOD	\$250 \$500 \$300 \$100 \$250 \$100/month \$500 + analyses chrg \$100 \$250
Pretreatment - Permit Application Pretreatment - Permit Modification Pretreatment - Permit renewal Pretreatment - Annual administrative fee Pretreatment - Annual inspection Pretreatment - Permit fine Pretreatment - Admin. Fee for monthly review Pretreatment - Unscheduled sampling Pretreatment - Permit limit violation Pretreatment - Technical review criteria Pretreatment - Significant noncompliance Pretreatment - BOD surcharge ceiling conc. (mg/L)	\$250 \$500 \$300 \$100 \$250 \$100/month \$500 + analyses chrg \$100 \$250 \$500
Pretreatment - Permit Application Pretreatment - Permit Modification Pretreatment - Permit renewal Pretreatment - Annual administrative fee Pretreatment - Annual inspection Pretreatment - Permit fine Pretreatment - Admin. Fee for monthly review Pretreatment - Unscheduled sampling Pretreatment - Permit limit violation Pretreatment - Technical review criteria Pretreatment - Significant noncompliance Pretreatment - BOD surcharge ceiling conc. (mg/L) surcharge cost per pound	\$250 \$500 \$300 \$100 \$250 \$100/month \$500 + analyses chrg \$100 \$250 \$500
Pretreatment - Permit Application Pretreatment - Permit Modification Pretreatment - Permit renewal Pretreatment - Annual administrative fee Pretreatment - Annual inspection Pretreatment - Permit fine Pretreatment - Admin. Fee for monthly review Pretreatment - Unscheduled sampling Pretreatment - Permit limit violation Pretreatment - Technical review criteria Pretreatment - Significant noncompliance Pretreatment - BOD surcharge ceiling conc. (mg/L) surcharge cost per pound charge for analysis	\$250 \$500 \$300 \$100 \$250 \$100/month \$500 + analyses chrg \$100 \$250 \$500
Pretreatment - Permit Application Pretreatment - Permit Modification Pretreatment - Permit renewal Pretreatment - Annual administrative fee Pretreatment - Annual inspection Pretreatment - Permit fine Pretreatment - Admin. Fee for monthly review Pretreatment - Unscheduled sampling Pretreatment - Permit limit violation Pretreatment - Technical review criteria Pretreatment - Significant noncompliance Pretreatment - BOD surcharge ceiling conc. (mg/L) surcharge for analysis Pretreatment - TSS surcharge ceiling conc. (mg/L)	\$250 \$500 \$300 \$100 \$250 \$100/month \$500 + analyses chrg \$100 \$250 \$500 \$500 \$350 \$0.15 contract labor cost
Pretreatment - Permit Application Pretreatment - Permit Modification Pretreatment - Permit renewal Pretreatment - Annual administrative fee Pretreatment - Annual inspection Pretreatment - Permit fine Pretreatment - Admin. Fee for monthly review Pretreatment - Unscheduled sampling Pretreatment - Permit limit violation Pretreatment - Technical review criteria Pretreatment - Significant noncompliance Pretreatment - BOD surcharge ceiling conc. (mg/L) surcharge cost per pound charge for analysis Pretreatment - TSS	\$250 \$500 \$300 \$100 \$250 \$100/month \$500 + analyses chrg \$100 \$250 \$500 \$500 \$350 \$0.15 contract labor cosi
Pretreatment - Permit Application Pretreatment - Permit Modification Pretreatment - Permit renewal Pretreatment - Annual administrative fee Pretreatment - Annual inspection Pretreatment - Permit fine Pretreatment - Permit fine Pretreatment - Admin. Fee for monthly review Pretreatment - Unscheduled sampling Pretreatment - Permit limit violation Pretreatment - Permit limit violation Pretreatment - Significant noncompliance Pretreatment - Significant noncompliance Pretreatment - BOD surcharge ceiling conc. (mg/L) surcharge cost per pound charge for analysis Pretreatment - TSS surcharge ceiling conc. (mg/L) surcharge cost per pound charge for analysis FEMA - Rates denoted as "FEMA" shall be the rates in effect at the time services are performed as provide Emergency Management Agency's Public Assistance Program and Policy Guide, FP 104-009-2. Equipment Specific equipment not listed shall have a rate based on the rate of the nearest larger piece of equipment.	\$250 \$500 \$300 \$300 \$100 \$250 \$100/month \$500 + analyses chrg \$100 \$250 \$500 \$350 \$500 \$350 \$500 \$350 \$0.15 contract labor cost \$250 \$0.27 contract labor cost ed by the United States Department of Homeland Security Federal t rates may be found at www.fema/gov/schedule-equipment rates.
Pretreatment - Permit Application Pretreatment - Permit Modification Pretreatment - Permit renewal Pretreatment - Annual administrative fee Pretreatment - Annual inspection Pretreatment - Permit fine Pretreatment - Admin. Fee for monthly review Pretreatment - Unscheduled sampling Pretreatment - Permit limit violation Pretreatment - Permit limit violation Pretreatment - Technical review criteria Pretreatment - Significant noncompliance Pretreatment - BOD surcharge ceiling conc. (mg/L) surcharge cost per pound charge for analysis Pretreatment - TSS surcharge ceiling conc. (mg/L) surcharge cost per pound charge for analysis Pretreatment - TSS surcharge cost per pound charge for analysis	\$250 \$500 \$300 \$300 \$100 \$250 \$100/month \$500 + analyses chrg \$100 \$250 \$500 \$350 \$350 \$0.15 contract labor cost \$0.27 contract labor cost ed by the United States Department of Homeland Security Federal trates may be found at www.fema/gov/schedule-equipment rates.

EFFECTIVE: JULY 1, 2019

1. ADMINISTRATIVE	FEE
CD or DVD	Š
Copies - Other info not specifically listed	Min \$2.00 (1-10 copie
opies - Other into not specifically listed	plus 20¢ ea add'l copy over
GIS Base Maps (8.5x11)	B&W \$2; color \$
GIS Base Maps (11x17)	B&W \$2, color
GIS Base Maps (24x36)	B&W \$10; color \$
GIS Base Maps (36x48)	B&W \$15; color \$
Plans/Plats (copies of) ariel view - letter size	<u> </u>
Plans/Plats (copies of) ariel view - letter size	\$7.5
Plans/Plats (copies of) ariel view - tabloid size	
, , , , ,	\$12.5
Maps - Other large formats	\$10.0
Maps - Street index map	\$15.0
Maps - Zoning	\$10 large; \$5 sn
Maps - GIS staff time for non-existent maps or data:	4-0
Analysis/Coordinator	\$50,
Technician	\$25,
Administration	\$20,
Motor vehicle fee	(
Publications:	
CAMA Land Use Plan	\$
Historic Preservation Guidelines	\$:
Land Use Ordinance	\$:
Urban Design Plan	\$:
Street Atlas Book	\$2
Convenience fee for online payment	
Returned check fee (statutory limit except for Tax Collection which is 10%/\$25 minimum)	\$2
2. CEMETERIES: (Code Sections 18-26 and 18-32)	FEI
	FE
Opening/Closing:	
Opening/Closing: Weekdays before 4 pm, adult	\$500 resident/\$700 nonreside
Opening/Closing: Weekdays before 4 pm, adult Weekdays before 4 pm, infant/ <u>urncremations/mausoleum</u>	\$500 resident/\$700 nonresident/\$200 sonresident/\$400 nonresident/\$400 nonr
Dening/Closing: Weekdays before 4 pm, adult Weekdays before 4 pm, intant/ urn <u>cremations/mausoleum</u> Weekdays before 4 pm, cremations/mausoleum	\$500 resident/\$700 nonresident/\$200 sonresident/\$400 nonresident/\$400 nonr
Opening/Closing: Weekdays before 4 pm, adult Weekdays before 4 pm, infant/urncremations/mausoleum Weekdays before 4 pm, cremations/mausoleum Weekdays after 4 pm and weekends, adult	\$500 resident/\$700 nonreside \$200\\$250 resident/\$400 nonreside \$200 resident/\$400 nonreside \$575 resident/\$900 nonreside
Dening/Closing: Weekdays before 4 pm, adult Weekdays before 4 pm, infant/urncremations/mausoleum Weekdays before 4 pm, cremations/mausoleum Weekdays after 4 pm and weekends, adult Weekdays after 4 pm and weekends, infant/urncremations/mausoleum	\$500 resident/\$700 nonresident/\$700 nonresident/\$200 resident/\$400 nonresident/\$400 nonresident/\$400 nonresident/\$400 nonresident/\$575 resident/\$900 nonresident/\$450 nonresiden
Dening/Closing: Weekdays before 4 pm, adult Weekdays before 4 pm, intant/urncremations/mausoleum Weekdays before 4 pm, cremations/mausoleum Weekdays after 4 pm and weekends, adult Weekdays after 4 pm and weekends, intant/urncremations/mausoleum Weekdays after 4 pm and weekends, cremations/mausoleum	\$500 resident/\$700 nonresident/\$700 nonresident/\$200 resident/\$400 nonresident/\$400 nonresident/\$400 nonresident/\$400 nonresident/\$450 nonresi
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*This schedule of Fees and Charges establishes most of the fees and charges for services offered by the City of New Bern. It does not contain or establish all fines and penalties for violations of city code provisions, nor does it contain rates and charges for the provision of city utility services. In many instances, it will be necessary to refer to specific city code provisions, or to a specific utility rate-setting ordinance in order to determine when a fee, charge, rate or fine is to be imposed. For ease of reference, citations to applicable city code provisions are provided.

Grave/Lot Sales - New Bern Memorial Cemetery:	
	4500
Plot - Single grave, resident	\$600
Plot - Single grave, nonresident	\$900
Plot - 4-Grave lot, resident	\$1,850
Plot - 4-Grave lot, nonresident	\$2,750
Plot 6 Grave lot, resident	N/-
Plot6-Grave lot, nonresident	P\$/-
Plot - Infant grave, resident	\$100
Plot - Infant grave, nonresident	\$275
Plot - Mausoleum, resident	\$3,500
Plot - Mausoleum, nonresident	\$5,250
Plot - Cremations Urn , resident	\$150 \$10
Plot - Cremations Urn, nonresident	\$300 \$27
3. FIRE: (Code Section 30-33)	FEES
Fees:	
Working without a permit	Cost of permit plus \$5
Fire Hydrant Flow Test (service provided by contractor and coordinated with fire inspector)	\$50
Plan Review (Construction)	\$50
New Business Inspection	\$50
ABC/ALE Inspection	\$50
Special Requested Inspections	\$50
Care Homes (foster, respite, therapeutic)	\$50
2nd Reinspection (noncompliance when Codes ARE NOT met)	\$75
3rd Reinspection (noncompliance when Codes ARE NOT met)	\$150
Standby personnel-minimum 4-man engine company	Fema equipment rate plus labo
After hours fire inspection	\$150
Occupying building without a C/O or C/C	\$150
	`
Failure to obtain final inspection	\$100
Operational Permits:	
Amusement buildings	\$75
Carnivals and Fairs	\$75
Combustible dust-producing operations	\$75
Covered and open mall buildings	\$75
Exhibits and trade shows	\$75
Explosives	\$125
Flammable and combustible liquids (only mandated by NC Fire Prevention Code)	\$75
Fumigation and thermal insecticidal fogging	\$75
Liquid or gas vehicles or equipment in assembly buildings	\$75
Private fire hydrants	\$75
Pyrotechnic special effects material	\$125
	\$75
Spraying or dipping	\$75
Temporary membrane structures and tents	
Open burning - land clearing	\$50/acre cleare
Open burning - hazard reduction	No Fe
Open burning - camp fire	\$75
Construction Permits:	
Automatic fire extinguishing systems	\$100 +\$2 per hea
Battery systems	\$7:
Compressed gas	\$7
Cyrogenic fluids	\$7
Emergency responder radio coverage systems	\$7
Fire alarm and detection systems and related equipment	\$10
Fire pump and related equipment	\$10
Flammable and combustible liquids (only mandated by NC Fire Prevention Code)(per tank if applicable)	\$75
Gates and barricades across fire apparatus access roads	\$75 per gate or barricac
Hazardous materials	\$7!
Industrial Ovens	\$7

Private fire hydrants	\$75 per hydrant
Smoke control or smoke exhaust systems	\$75
Solar photovoltaic power systems	\$75
Spraying or dipping	\$75
Standpipe systems	\$100
Storage Tank - AST/UST / installation / removal / repiping / abandonment	\$125
Temporary membrane structures and tents	\$75
4. PARKING: (Code Section 70-272)	FEES
Parking Spaces Monthly Fee (Limited = 7:00a-5:30p M-F, Residential = 24hr, Dumpster = 24hr)	\$20 Limited/\$30 Residential/\$40 Dumpster
Sign Installation Fee - one-time fee for monthly spaces Late Penalty - Parking Leases billed/managed by CIS (pymt rec'd after due date)	\$10
, , , , , , , , , , , , , , , , , , , ,	5% of monthly bill
Delinquent Fee - Parking Leases billed/managed by CIS (pymt rec'd 10+ days after due date) Parking Penalties (Code Section 70-274)	\$30
Leased Space Parking Hangers	\$25, see code for further details 2 Free, \$3 each additional
Leased Space Parking mangers	2 Free, \$5 each additional
5. PARKS AND RECREATION: (Code Section 50-2)	FEES
Athletics and Field Rentals	
Admission fees for various activities (basketball, tournaments, outdoor concerts, etc)	not to exceed <u>\$5</u> \$3
Adult sports leagues - Mens basketball (per team)	\$450 resident/\$525 nonresident
Adult sports leagues - Womens basketball (per team)	\$350 resident/\$450 nonresident
Adult sports leagues - Mens flag football (per team)	\$250 resident/\$325 nonresident
Adult sports leagues - co-ed softball (per team)	(team) \$400 resident/nonresident
Adult sports leagues - 5k events per participant	\$30 resident/\$45 nonresident
Adult sports leagues - individual participation for all leagues	\$20 resident/\$30 nonresident
Adult sports leagues - co-ed volleyball	\$35 resident/\$45 nonresident
Summer basketball program (Youth)	\$10 resident/\$15 nonresident
Summer basketball program (Adult)	\$15 resident/\$20 nonresident
Aquatic Center General Admission:	
Up to age 2	\$2.50 resident; \$3.25 nonresident
Parent and one child up to age 2 package (\$1.00 for each add'l child up to age 2) (limit of 3)	\$5.50 resident; \$6.75 nonresident
Age 3-17	\$4.00 resident; \$5.00 nonresident
Age 18-54	\$4.50 resident; \$5.50 nonresident
Age 55 and up (seniors)	\$3.50 resident; \$4.50 nonresident
A cquatic <u>Aguatic</u> Center season pass	\$60 resident; \$75 nonresident
A cquatic <u>Aquatic</u> Center rental (2 hr max) - pool party program (facility cost only; staff cost is separate)	\$70 resident; \$85 nonresident (per hr)
Athletic Field - Ballfield Preparation (per field)	
<u>Baseball</u> Basedball / Softbal l	\$25
Football/Soccer/Lacrosse	\$100
Athletic field - Day Use min 2 hrs max 8 hrs (addl after 8 hrs):	
civic organizations/private groups - city sponsored	N/C
schools during school hrs and/or athletic season	N/C
recreation teams *	\$15/hr
civic organizations/private groups not charging admission/donations*	\$20/hr resident; \$30/hr nonresident
*no charge if no field prep is done	
civic organizations/private groups charging admission/donations	\$25/hr resident; \$50/hr nonresident
Athletic field - Night Use min 2 hrs max 4 lighted hrs :	
non-city recreation teams	\$30/hr
civic organization/private groups - not charging admission/donations	\$25/hr resident; \$50/hr nonresident
civic organizations/private groups charging admission/donations	\$40/hr resident; \$60/hr nonresident
Athletic field (full tournament not to exceed 3 days/2 nights)	\$350 + \$25/hr attendant fee
Athletic field (practice - night use - min. 2 hours of light; not to exceed 4 hours)	\$20/hr resident/\$30/hr nonresident
EXCEPTION: Tournaments and other types of "special" events by non-profit	
"charitable" organizations for the purpose of fundraising for others are	
negotiated with and determined by the Parks and Recreation Department.	
Batting cages, parties only (2 hours) available offseason only	\$30
Bleacher rentals (daily rental fees)	\$100(sm); \$150(med); \$300(lg) (1-4 sets)
(Deposit of 1/2 rental fee required per bleacher, refundable only upon evaluation (returned as rented)	
Recreation Programs	
Childcare after-school recreation program (resident)	\$35/wk
Childcare after-school recreation program (non-resident)	\$50/wk
Classes - Adult recreation & fitness (annual) indoor	\$30 resident/\$35 nonresident
Classes - Adult recreation & fitness outdoor (20 city/80 split w/instructor)	\$6 per class
Classes - Art (resident) incl instructor fee & some materials (20 city /80 split w/instructor)	\$20-\$150
Classes - Art (nonresident) includes instructor fee & some materials	\$40-\$200
Classes - Ceramics (resident)	\$30; seniors \$25
Classes - Ceramics (nonresident)	\$40; seniors \$30

Dog Park	
Yearly 1 dog	\$25 resident/\$50 nonresident
Each additional dog	\$20 resident/\$35 nonresident
One day pass	\$5 resident/\$15 nonresident
Weekend pass	\$15 resident/\$25 nonresident
Monthly pass	\$20 resident/\$25 nonresident
Honor/Memory Programs	
Honor tree program	\$300 tree resident; \$350 nonresident /\$75 stone
Tree purchase program	\$150 - \$250 depending on the tree species
Memory bench program - new	\$750- \$675 /bench (includes placard)
Memory bench program - existing	\$600/bench (includes placard)
Recreation Center Facility Rates	goody barrer (maracea procedury)
Game room rental: Multi-purpose Room rental (2 hour minimum):	
resident normal hours	\$30/hr-+-\$15/hr-sta#
nonresident normal hours	\$45 \$40/hr + \$20/hr sta#
-resident after hours	\$40/hr + \$15/hr staff
nonresident-after-hours	\$50/hr + \$20/hr staff
refundable-deposit-	\$30
Game room & meeting room rental:	220
resident normal hours	\$45/hr+\$15/hr staff
nonresident normal hours	\$60/hr++\$20/hr-staff
resident after-hours	\$60/hr-+\$15/hr-staff
nonresident-after-hours	\$75/hr + \$20/hr staff
refundable-deposit-	\$60
Gym rental (2 hour minimum):	
resident w/out-admission	\$40/hr + \$15/hr staff
nonresident w/out-admission	\$55/hr + \$20/hr staff
resident-with-admission	\$60/hr + \$15/hr staff
nonresident-with-admission-	\$75/hr-+ \$20/hr-staff
refundable-deposit-	\$50
Gym & mMeeting room rental (2 hour minimum):	
resident w/out-admission	\$25 \$60/hr + \$15/hr staff
nonresident w/out-admission	\$35 \$75/hr + \$20/hr staff
resident-with-admission-	\$80/hr-+\$15/hr-staff
nonresident-with-admission-	\$95/hr + \$20/hr staff
refundable-deposit-	\$80
Gym & game room rental:	
resident-w/out-admission-	\$79/hr-+-\$15/hr-staff
nonresident-w/out-admission	\$85/hr-+\$20/hr-staff
resident-with-admission-	\$90/hr + \$15/hr statt
nonresident with admission	\$105/hr + \$20/hr staff
-refundable deposit	\$80
Gym, game room & meeting room rental:	400
resident-w/out-admission	\$90/hr + \$15/hr staff
nonresident-w/out-admission	\$105/hr + \$20/hr staff
resident-with admission	\$110/hr + \$15/hr staff
	\$135/hr + \$20/hr staff
refundable-deposit	\$ 150
Gym - walk-in (1 day)	\$1
Gym - contracted lessons (P&R receives 20% of fee)	80/20% split
Meeting/Kitchen room rental:	COE III CAT III III
residential normal hours	\$25/hr + \$15/hr statt
nonresidential normal hours	\$35/hr + \$20/hr staff
residential after hours-	\$30/hr-+ \$15/hr staff
nonresidential after hours	\$40/hr + \$20/hr staff
Admission Rate (if admission is charged, this additional hourly rate applies to each room rented)	<u>\$25/hr</u>
After hours rentals (per room) shall incur an additional rental rate and staff supervisor fee	\$15/hr room rental + \$20/hr staff
Park Fees	
Gazebo rental (Union Point Park)	\$40/hr resident; \$70/hr nonresident
Union Point Park Green space - per side (adjacent to gazebo)	\$40/hr resident; \$70/hr nonresident
Shelter reservation:	
resident (half day - up to 4 hours) 1-4 hours	\$20-\$30 based on location
nonresident (half day - up to 4 hours) 1-4 hours	\$30-\$40 based on location
resident (full day - up to 8 hours) 5-8 hours	\$30-\$45 based on location
nonresident (full day - up to 8 hours) 5-8 hours	\$40-\$55 based on location
company inside city (half day - up to 4 hours) within city 1.4 hours	\$25-\$45 based on location
company outside city (half day - up to 4 hours) 1-4 hours	\$40-\$60 based on location
company inside city (half day - up to 8 hours) within city 5-8 hours	\$30-\$60 based on location
company outside city (half day - up to 8 hours) 5-8 hours	
Company outside city (nameday - ap to dinours) or a mours	\$40-\$70 based on location

Caroussaund (Daily Admission before noon for group	64 market # 162 m 11 m
Sprayground (Daily Admission before noon for group reservations)	\$1 resident/\$3 nonresident
Summer camps:	COO MALL CAO MALL CAO
arts camp	\$30-resident; \$40-nonresiden
bear bunch camp (1st-session) bear bunch camp (2nd, 3rd-and-high-adventure per session sessions)	\$70-resident/\$90-nonresiden: \$75-resident/\$95-nonresident
cheer-camp	\$30 \$105 resident/\$125 nonresident
cooking camp	\$105 resident/\$125 nonresident \$75 \$65 resident/\$95 \$85 nonresident
sports camp	\$75 resident/\$95 nonresident \$70 all 3 sessions/\$30 pe
teen camp (3 sessions)	
y.e.s. camp	\$25 for 1st/\$20 each additional resident
y.e.s. camp	\$35 for 1st/\$30 each additional nonresident \$40 earesident/\$70-ea- nonresident
Swim lesson sessions - 8 classes per session (groups of 3 or more A382participants, ages 3-12)	\$40 earesident/\$70-ea. nonresident
(Reduced rate of \$10 per session available for City residents who qualify (application available)	
Youth sports:	
Youth football and cheerleading	\$50 resident/\$80 nonresident
Youth basketball	\$40 resident/\$70 nonresident
Youth baseball	\$20 resident/\$50 nonresident
-Youth-lacrosse	\$10-plus-\$3-participation-fee-per-participan
Youth road races (per participant)	\$30 resident/\$45 nonresident
-Youth tennis lessons (per 1.5 hour lesson)	\$20-resident/\$25-nonresiden
Fishing Tournament Attendant (opening/closing)	\$25/hı
Community Garden (per space)	<u>\$25</u>
NOTE: Indoor facility rentals are limited to 10 hours per day, and outdoor factility rentals are	
limited to 12 hours per day. Rentals exceeding these hours will require director approval.	
Memorial Bench Program (includes bench and placard)	\$600
6. DEVELOPMENT SERVICES: (Code Section 15-8)	FEES
Annual Control of the	6275
Amendments - Rezoning & text amendments (per request)	\$375
Appeals (per request)	\$268 (refunded if granted
Appeal of HPC decision	\$268 (refunded if granted
Board of Adjustment (variance)	\$268
Special called mtg. of Planning & Zoning Board, Board of Adjustments or HPC	\$161
Certificate of zoning compliance letter	\$27
Conditional use permit	\$375
Historic Preservation - Minor works	\$22
Historic Preservation - Major works requiring design review	\$107
Historic Preservation - Major works not requiring. design review	\$27
Homeowners recovery fee (single family dwelling only)	\$10
Site Plan review	\$214
Special use permit	\$321
Subdivision plan review	\$161
P&Z General Subdivision Plan Review Application	\$161 or \$11/lot whichever is greate
Subdivision application - final review	\$214 or \$27/lot whichever is greate
Subdivision application - minor plats & recombination	\$107
Zoning compliance	\$22
Zoning compliance - Residential flood plain	\$54
Zoning compliance - Commercial flood plain	\$107
Zoning permit	\$38
Administrative Fees:	
Weed and debris clearance	\$71
Removing abandoned vehicles	\$71
Boarding up buildings (MHC)	\$84
Starting work without a permit	1st-\$107 + permit; 2nd-\$161 + permi
<u> </u>	3rd-\$214 + permit; 4th-\$268 + permit
Convenience fee for online payment	\$5.00
Building permit (+ \$17 compliance fee)	*
Residential (min. chg \$38) (single family/townhouse/duplex - per unit for multicomplex)	heated \$0.21/sf; unheated \$0.16/sf
Commercial (min chg \$38)	\$0.18/s
Building permit - Demolition (+ \$17 compliance fee)	residential \$161; commercial \$321
Building permit - Manufactured mobile home	. Israelitai Çisi, commercial Çisi
singlewide/construction trailer; doublewide; triplewide	\$107; \$161; \$214
Building permit - Renovations to existing bldg (+\$17 compliance fee) (per unit for multicomplex)	\$107, \$161, \$212 \$0.16/sf ; min \$38
Certificate of occupancy	\$0.10/\$i , iiiii \$38
Inspections	Incl. in Bldg permit fee
Inspections - Building compliance	\$107 residential; \$161 commercia
	\$75 group homes

Inspections - Minimum housing as notified by Customer Service cutoffs	\$38
Inspections - Reinspection (bldg, elec, plbg, hvac, insulation)	\$75/ea
Inspections - Plan review, residential up to 1,500 sf	\$54
Inspections - Plan review, residential over 1,500 sf	\$81
Inspections - Plan review, commercial up to 20,000 sf	\$214
Inspections - Plan review, commercial 20,001-40,000 sf	\$268
Inspections - Plan review, commercial 40,001 or greater	\$428
Permit - Electrical (signs & billboards)	\$43
Permit - Electrical (temporary buildings)	\$100
Permit - Electrical	60-150 amp - \$54; 200 amp - \$65
TOTAL ELECTRON	400 amp - \$75; 401-600 amp - \$86
	601-800 amp - \$97
	801-1000 amp - \$107
	1001-1600 amp - \$118
	over 1600 amp - \$120 + \$11 for each
	add'i 100 amp
Permit - Electrical heating & cooling	\$17/each
Permit - Electrical neating & cooling Permit - Electrical outlets & wall switches	\$33 for 1-5; \$43 for 6-50;
Terring - Electrical Oddiets & Wall Switches	\$65 for 51-100; \$81 for 101-200
	\$2 each over 200
Permit - Electrical light fixtures	\$3
Permit - Electrical light fixtures Permit - Electrical (whirlpool, window AC, thru-the-wall heat pump, etc.)	\$17/each
Permit - Electrical equipment (motors, hoists, xrays, etc.)	\$17/each
Permit - Electrical equipment (motors, mosts, mays, etc.)	\$17/ \$13/each
Permit - Gas piping & distribution system (residential)	\$15/each
Permit - Gas appliances	\$17
Permit - Gas appliances Permit - Gas refrigeration - coolers/freezers (each unit)	\$17
Permit - Gas boilers/water heaters (each unit)	\$22
Permit - Gas boilers/water heaters (each unit) Permit - Home Occupation	\$22
Permit - House Moving	\$27
l	\$214
Permit - Insulation (+ \$17 compliance fee)	\$54 per unit + \$27/ea. addt'l unit
Residential (min. chg \$38) Commercial (min chg \$38)	\$54 per unit + \$27/ea. addt i unit \$65 per unit + \$33/ea. addt 'i unit
1	\$65 per unit + \$33/ea. addt i unit \$107 + \$54/ea addl unit
Permit - Mechanical Residential (HVAC)	· · · · · · · · · · · · · · · · · · ·
Permit - Mechanical Commercial (HVAC) - roof or ground level units	\$43 + \$7/ton
Permit - Plumbing each fixture	\$11
Permit - Plumbing, backflow preventer (in system)	\$22
Permit - Plumbing, floor drain & grease traps	\$11
Permit - Plumbing, heat pump connections	\$22/each
Permit - Plumbing, lawn sprinkler	\$33
Permit - Plumbing, water distribution system	\$17
Permit - Plumbing, replace or alter existing system	\$17
Permit - Plumbing, sewer distribution system	\$17
Permit - Signs (building permit - based on sign value)	\$1 - \$500 = \$65;
	\$501-\$1,000 = \$75
	\$1,001-\$5,000 = \$86
	\$5,001-\$10,000 = \$97
	over \$10,000 = \$107
Permit - Signs (shopping center master)	\$214
Permit - Signs (temporary, permanent) (additional fees may apply)	\$33
Permit - Tree removal	\$22

	FEES
• • • •	21/0
Accident report	N/C
Citizens Academy fee	\$25
False Alarm	\$50 after 2 on and after 3rd offense
Fingerprinting	\$10
Funeral escorts	\$50 per escort w/48 hrs
	notice; \$100 per escort w/o 48 hrs notice
	\$27/hr (5am to 11pm; \$35/hr (11pm to 5am),
Off-duty fee	3hr. min. pd to officer
	\$35/hr (5am to 11pm); \$40/hr (11pm to 5am),
Off-duty fee for Federal/City Holiday	3hr. min. pd to officer
Pawnbroker - initial license application fee	\$50
Pawnbroker - renewal license fee	\$25
Permit - Alarm Registration (first permit/annual renewal)	\$25 N/C
Permit - Alarm failure to register	N/C
Permit - Outdoor amplified sound	N/C
Precious Metal Permits:	.,, -
Dealer permits (annual)	\$180
Special occasion permit	\$180
Employee certificate of compliance	\$10
Employee certificate of compliance (annual renewal fee)	\$10
Fingerprints (processed for dealer permits - SBI fee)	\$38
Wrecker - (includes inspection)	\$250 to be on rotation list
Parking Penalties (Code Section 70-235)	\$25, see code for further details
8. PUBLIC ASSEMBLY (PARADES AND FESTIVALS): (Code Section 66-86)	FEES_
8. PUBLIC ASSEMBLY (PARADES AND FESTIVALS): (Code Section 66-86) City Sponsored Event Fees:	FEES
City Sponsored Event Fees: Vendor Permit Fee	<u>\$25</u> -\$35
City Spansored Event Fees: Vendor Permit Fee Food Vendor Service Fee	\$25,\$35 \$35
City Spansored Event Fees: Vendor Permit Fee Food Vendor Service Fee	\$25,\$35 \$35
City Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee	\$25,\$35 \$35
City Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee NonCity Sponsored Event Fees:	\$25, \$35 \$35 \$40
City Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee NonCity Sponsored Event Fees: Vendor Permit Fee	\$25-\$35 \$35 \$40 \$35-\$25
City Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee NonCity Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee	\$25, \$35 \$35 \$10 \$35, \$25 \$45, \$25 \$40
City Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee NonCity Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee	\$25,535 \$35 \$10 \$35,525 \$45,525
City Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee NonCity Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee Barricade	\$25,535 \$35 \$10 \$35,525 \$45,525 \$40
City Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee NonCity Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee Barricade City Labor: (Hourly Rates)	\$35, \$35 \$35, \$40 \$35, \$25 \$45, \$25 \$40 \$5 ea
City Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee NonCity Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Service Fee Food Vendor Inspection Fee Barricade City Labor: (Hourly Rates) Fire - Lieutenant/Inspector	\$35, \$35 \$35, \$40 \$35, \$25 \$45, \$25 \$40 \$5 ea
City Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee NonCity Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Service Fee Food Vendor Inspection Fee Barricade City Labor: (Hourly Rates) Fire - Lieutenant/Inspector Fire - Specialist	\$25,535 \$35,\$40 \$35,\$25 \$45,\$25 \$40 \$5 ea \$29 \$23
City Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee NonCity Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee Barricade City Labor: (Hourly Rates) Fire - Lieutenant/Inspector Fire - Specialist Police - Officers (On Duty Rate)	\$25,535 \$35,\$40 \$35,\$25 \$45,\$25 \$40 \$5 ea \$29 \$23 \$35,\$35
City Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee NonCity Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee Barricade City Labor: (Hourly Rates) Fire - Lieutenant/Inspector Fire - Specialist Police - Officers (On Duty Rate) Police - Officers (Off Duty Rate)	\$25,\$35 \$35,\$40 \$35,\$25 \$45,\$25 \$40 \$5 ea \$29 \$23 \$35 \$23 \$35
City Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee NonCity Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee Barricade City Labor: (Hourly Rates) Fire - Lieutenant/Inspector Fire - Specialist Police - Officers (On Duty Rate) Public Works - Supervisor	\$25,\$35 \$35 \$40 \$35,\$25 \$45,\$25 \$40 \$5 ea \$29 \$23 \$35 \$35 \$35
City Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee NonCity Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee Barricade City Labor: (Hourly Rates) Fire - Lieutenant/Inspector Fire - Specialist Police - Officers (On Duty Rate) Public Works - Supervisor Public Works - Supervisor	\$25,\$35 \$35,\$40 \$35,\$45 \$40 \$40 \$5 ea \$29 \$23 \$35 \$35 \$27 \$35
City Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee NonCity Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee Barricade City Labor: (Hourly Rates) Fire - Lieutenant/Inspector Fire - Specialist Police - Officers (On Duty Rate) Public Works - Supervisor Public Works - Equipment Operator Public Works - Maintenance Worker	\$25,\$35 \$35 \$40 \$35,\$25 \$45,\$25 \$40 \$5 ea \$29 \$23 \$35 \$35 \$27 \$35 \$27 \$35 \$26 \$26
City Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee NonCity Sponsored Event Fees: Vendor Permit Fee Food Vendor Service Fee Food Vendor Inspection Fee Barricade City Labor: (Hourly Rates) Fire - Lieutenant/Inspector Fire - Specialist Police - Officers (On Duty Rate) Public Works - Supervisor Public Works - Equipment Operator	\$25,\$35 \$35 \$40 \$35,\$25 \$45,\$25 \$40 \$5 ea \$29 \$23 \$35 \$35 \$35 \$27

9. PUBLIC WORKS: (Code Sections 66-12)	FEES
Danels Fare.	
Repair Fees:	Harrier and a sittle language
Labor	Hourly rate with benefits
Material	Actual cos
Equipment trucks	Hourly rate per FEMA schedule
*see explanation at the end of this Fee Schedule	A450
Permit - Sidewalk Café	\$150
Permit - Nonprofit street banners	\$75
Public nuisance	Hourly Equipment rate per FEMA schedule + Labo
Safety cones (use)	\$2
Safety cones (replacement)	\$25
Signs - regulatory / right-of-way	Material cost + labo
Signs - Community watch	Material cost + labo
Signs - Handicapped	Material cost + labo
Signs - Hardware (1 set)	Material cost + labo
Signs - Maximum penalty	Material cost + labo
Signs - No parking-fire lane	Material cost + labo
Signs - Van accessible	Material cost + labo
Stage-use4×8	\$10
Stage-use16×16	\$80
Stage-use29x20	\$130
Stage-use20x24	\$150
Street closings (right-of-way abandonments)	\$500 plus cost of advertising
10. REFUSE: (Code Section 62-37)	
10. REPOSE. (Code Section 02-37)	FEES .
Commercial refuse (65-gal cart / 1x week service)	\$14.75 /month+ \$14.75 ea add
Dumpster services - 2 yd (1x week service)	\$29.49/mont
Dumpster services - 4 yd (1x week service)	\$58.98/mont
Dumpster services - 6 yd (1x week service)	\$88.47/montl
Dumpster services - 8 yd (1x week service)	\$117.96/mont
Refuse container	1 @ no charg
Residential service (65-gal cart / 1x week service)	\$14.75
Seniors Exemption Credit	50% of residential service
11. UTILITIES - ELECTRIC: (Code Section 74-46)	FEES
Electric rates	See rate ordinance adopted 4/01/16 7/1/1
Additional fee if service needs to be disconnected by	
City personnel at pole due to meter/service tampering	\$160
City personnel at pole due to delinquency	\$160
Changed payment arrangement fee	\$30
Connection/Transfer Fee	\$30
Connection/Transfer Fee - holidays, weekends and after 11 am weekdays	\$75
Delinquent Fee (for bills unpaid after 10th day following due date)	\$30
Deposit - Residential (exempt with excellent credit score) (refunded after 18 months with good	2x highest bills in last 24 months Not to exceed \$50
payment history)	
Deposit - Commercial/Industrial (refunded after 60 months with good payment history)	2x highest bills in last 24 month
Fee if payment is not made in night drop as agreed	\$100
Late penalty (payments received after due date)	5% of monthly b
Meter change out fee	\$155
Meter Diversion Fee (Meter Tampering Investigation)	\$400
Meter test for meters less than 5 years old payable in advance (refunded if meter fails test)	\$400 \$75 .0
Payment Arrangement Fee	N/
Reconnection Fee during normal business hours for delinquency	\$25
· · ·	· ·
Reconnection Fee 7:30 PM to 11:00 PM for delinquency	\$75
Reconnection Fee after 11 PM or on weekends for delinquency	\$150
Temporary electric service and/or utility pole	
Load management switch recovery fee	Cost of switch from latest bi
Extra facilities charge	2% installed costs min. 5yrs, \$75/mc
Additional pole	\$350
OH extension beyond two pole spans	\$1.05/ft
UG line extension beyond 300 ft.	\$7.70/f
OH to UG conversion of service	\$735

Underground service length Cost per linear foot Second trip to site Service drop after normal working hours (24-hr notice req'd) Repair Fees: Labor	street - \$950 water; sewer or gas - \$345 \$7.70 \$6.43 \$310 \$100/hr 2 hr min.; if service is req'd to be reconnected, a min. chg of 4 hrs applies Hourly Employee Rate w/Benefits Actual Warehouse cost + 10% Hourly Rate per FEMA schedule
Cost per linear foot Second trip to site Service drop after normal working hours (24-hr notice req'd) Repair Fees:	\$6.43 \$310 \$100/hr 2 hr min.; if service is req'd to be reconnected, a min. chg of 4 hrs applies Hourly Employee Rate w/Benefits Actual Warehouse cost + 10%
Second trip to site Service drop after normal working hours (24-hr notice req'd) Repair Fees:	\$310 \$100/hr 2 hr min.; if service is req'd to be reconnected, a min. chg of 4 hrs applies Hourly Employee Rate w/Benefits Actual Warehouse cost + 10%
Service drop after normal working hours (24-hr notice req'd) Repair Fees:	\$100/hr 2 hr min.; if service is req'd to be reconnected, a min. chg of 4 hrs applies Hourly Employee Rate w/Benefits Actual Warehouse cost + 10%
Repair Fees:	reconnected, a min. chg of 4 hrs applies Hourly Employee Rate w/Benefits Actual Warehouse cost + 10%
· ·	Hourly Employee Rate w/Benefits Actual Warehouse cost + 10%
· ·	Actual Warehouse cost + 10%
Labor	Actual Warehouse cost + 10%
Material	Housey Data nos FENAN sahadula
Equipment /Trucks	nourly kate per FEIVIA schedule
12. UTILITIES - WATER AND SEWER: (Code Sections 74-97 and 74-121)	FEES
Water and sewer system development fees and connection fees	See ordinance adopted 6/12/18
Water and sewer rates	See ordinance adopted 6/23/15
13. UTILITIES - SEWER PRETREATMENT: (Code Sections 74-196)	FEES_
Pretreatment Programs Fees for SIU's:	
Pretreatment - Permit Application	\$500
Pretreatment - Permit Modification	\$250
Pretreatment - Permit renewal	\$500
Pretreatment - Annual administrative fee	\$300
Pretreatment - Annual inspection	\$100
Pretreatment - Permit fine	\$250
Pretreatment - Admin. Fee for monthly review	\$100/month
Pretreatment - Unscheduled sampling	\$500 + analyses chrg
Pretreatment - Permit limit violation	\$100
Pretreatment - Technical review criteria	\$250
Pretreatment - Significant noncompliance	\$500
Pretreatment - BOD	·
surcharge ceiling conc. (mg/L)	\$350
surcharge cost per pound	\$0.15
charge for analysis	contract labor cost
Pretreatment - TSS	
surcharge ceiling conc. (mg/L)	\$250
surcharge cost per pound	\$0.27
charge for analysis	contract labor cost
FEMA - Rates denoted as "FEMA" shall be the rates in effect at the time services are performed as provided by Emergency Management Agency's Public Assistance Program and Policy Guide, FP 104-009-2. Equipment rate Specific equipment not listed shall have a rate based on the rate of the nearest larger piece of equipment.	
Labor - Labor charges shall be an employee's hourly rate of pay in effect at the time the service being performe benefits, including but not limited to social security, medicare, retirement, workers compensation and health i	• • • • • • • • • • • • • • • • • • • •

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting Budget Ordinance for the FY2019-20 Budget

Date of Meeting 5/28/2019	Ward # if applicable $^{N/A}$	
Department Finance	Person Submitting Item: JR Sa	abatelli, CPA, Director of Finance
Call for Public Hearing Yes No	Date of Public Hearing	
Explanation of Item:		
A public hearing was held on the prophave been made to the budget and are be approved by the Board is attached	re listed in the enclosed memo.	, ,
Actions Needed by Board: Adopt budget ordinance for the FY20	19-20 Budget.	
Is item time sensitive? ✓ Yes □ No		
Will there be advocates/opponents a	at the meeting? Yes NO	
Backup Attached:		
Memo; Budget Ordinace		
Cost of Agenda Item:		
If this item requires an expenditure, certified by the Finance Director:		funds available and
Additional notes:		



Office of the Director of Finance

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

FROM: Joseph R. Sabatelli, CPA - Director of Finance

DATE: May 16, 2019

RE: Adoption of the FY2019-20 Annual Budget Ordinance

Current

The City Manager recommended budget for FY2019-20 has been prepared, reviewed by the Board of Aldermen, and made available for public inspection. The public hearing was held on May 14, 2019. The enclosed FY2019-20 budget ordinance reflects the following changes made to the recommended budget:

General Fund

Police (Page 115) – As directed by the Board, the budgeted amount of an animal control vehicle of \$57,191 was removed from capital expenses. The Police Department will be able to purchase vehicles and related equipment up to the remaining balance of \$465,640 based on their assessed need.

Fire (Page 73) – As directed by the Board, a new pumper and ladder truck were added to capital expenses.

Revenues – General fund revenues were adjusted to reflect the Board's direction to issue debt to reflect the changes above.

Requested Action

The Board consider adopting the attached FY2019-20 Annual Budget Ordinance at its May 28, 2019 meeting.

BUDGET ORDINANCE 2019-2020 CITY OF NEW BERN, NORTH CAROLINA

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN, NORTH CAROLINA:

SECTION 1. The following amounts are hereby appropriated for the operation of the City of New Bern beginning July 1, 2019 and ending June 30, 2020 according to the following schedules:

SCHEDULE A - GENERAL FUND

Governing Board	292,086
Administration	609,264
Legal	230,673
Elections	0
Special Appropriations	124,700
PEG	34,810
Information Technology	1,697,463
Finance:	
Accounting	1,115,781
Warehouse	382,544
Human Resources	590,284
Police	11,949,817
Emergency 911 Support	139,563
Parking	34,300
Fire	8,714,955
Recreation:	
Administration	836,963
Facilities	1,357,528
Parks & Grounds	1,628,523
Development Services	1,843,216
Public Works	
Administration	474,211
Insurance	665,000
Garage	0
Public Buildings	1,068,185
Streets	3,036,236
Stormwater Maintenance	927,801
Interfund Transfers	119,522
Contingency	71,354
TOTAL GENERAL FUND	37,944,779

SCHEDULE B - MUNICIPAL SERVICE DISTRICT FUND

Municipal Service District	296,570
TOTAL MUNICIPAL SERVICE DISTRICT FUND	296,570
SCHEDULE C - WATER FUND	
Water Resources Administration	655,966
Water Treatment	2,612,133
Water Distribution Maintenance	2,284,720
Water Debt Service	2,928,823
Shared Services Charges	1,687,674
Interfund Transfers & Transfer Supports	312,461
Contingency	94,381
TOTAL WATER FUND	10,576,158
SCHEDULE D - SEWER FUND	
Sewer Treatment	3,111,200
Sewer Collection System Maint.	4,150,000
Sewer Debt Service	2,393,791
Shared Services Charges	2,051,590
Interfund Transfers & Transfer Supports	439,487
Contingency	0
TOTAL SEWER FUND	12,146,068
SCHEDULE E - ELECTRIC FUND	
Electric Administration	915,407
Distribution O&M	5,878,042
Power Supply	38,356,568
Communications Control	664,633
Utility Business Office	2,804,262
Electric Debt Service	1,877,612
Shared Services Charges	1,601,372
Interfund Transfers & Transfer Supports	3,610,619
Contingency	0
TOTAL ELECTRIC FUND	55,708,515

SCHEDULE F - STORMWATER FUND

Stormwater Maintenance Stormwater Debt Service Shared Services Charges	0 0 0
TOTAL STORMWATER FUND	0
SCHEDULE G - EMPLOYEES' BENEFIT INSURANCE FUND	
Employee Benefits	7,059,190
TOTAL EMPLOYEES' BENEFIT INSURANCE FUND	7,059,190
SCHEDULE H - EMERGENCY TELEPHONE SYSTEM FUND	
E-911	324,179
TOTAL EMERGENCY TELEPHONE SYSTEM FUND	324,179
SCHEDULE I - POLICE SPECIAL REVENUE FUND	
Police Special Revenue	7,725
TOTAL POLICE SPECIAL REVENUE FUND	7,725
SCHEDULE J - COMMUNITY DEVELOPMENT FUND	
Community Development	5,000
TOTAL COMMUNITY DEVELOPMENT FUND	5,000
SCHEDULE K - GRANTS FUND	
Contingency	50,000
TOTAL GRANTS FUND	50,000
SCHEDULE L - PUBLIC-PRIVATE PARTNERSHIPS FUND	
Partnerships Programs	10,000
TOTAL PUBLIC-PRIVATE PARTNERSHIPS FUND	10,000

SCHEDULE M - WATER CAPITAL RESERVE FUND

Water Capital Reserve	10,025
TOTAL WATER CAPITAL RESERVE	10,025
SCHEDULE N - SEWER CAPITAL RESERVE FUND	
Sewer Capital Reserve	1,925
TOTAL SEWER CAPITAL RESERVE FUND	1,925
SCHEDULE O - RATE STABILIZATION FUND	
Rate Stabilization	375,000
TOTAL RATE STABILIZATION FUND	375,000
SCHEDULE P - SEWER DEBT SERVICE RESERVE FUND	
Transfer to Sewer Fund	281,618
TOTAL SEWER DEBT SERVICE RESERVE FUND	281,618
SCHEDULE Q - MPO PLAN GRANT	
MPO PLAN GRANT MPO PLAN GRANT (5303)	218,500 25,000
TOTAL MPO PLAN GRANT FUND	243,500
SCHEDULE R - EQUITABLE SHARING - US DEPARTMENT OF JUS	STICE
EQUITABLE SHARING	31,850
TOTAL EQUITABLE SHARING US DEPT OF JUSTICE	31,850
SCHEDULE S- Equitable Sharing US Dept of Treasury	
EQUITABLE SHARING	0
TOTAL EQUITABLE SHARING US DEPT OF TREASURY	0

SCHEDULE T- SOLID WASTE

Solid Waste	3,119,935
Solid Waste Debt Service	118,129
Interfund Transfers & Transfer Supports	10,000
Shared Services Charges	126,121
Contingency	10,815
TOTAL SOLID WASTE	3,385,000

SECTION 2. It is estimated that revenues from the following major sources will be available for the fiscal year beginning July 1, 2019 and ending June 30, 2020 to meet the foregoing schedules:

SCHEDULE A - GENERAL FUND

Taxes & Licenses	22,326,950
Intergovernmental Revenue	3,649,000
Investment Earnings	426,000
Miscellaneous Revenue	193,250
Interfund Reimbursement	3,634,122
Transfer Support from Electric Fund	2,644,000
Transfer from Electric PILOT	366,619
Transfer from Water PILOT	312,461
Transfer from Sewer PILOT	439,487
Transfer from Solid Waste PILOT	10,000
Transfer from Other Funds	34,000
Proceeds from Borrowing	2,752,640
Police Revenues	351,277
Fire Revenues	37,423
Recreation Revenues	234,450
Permits and Fees	505,200
Public Works Revenues	27,900
Fund Balance Appropriated	0
TOTAL GENERAL FUND	37,944,779
SCHEDULE B - MUNICIPAL SERVICE DISTRICT FUND	
Taxes	278,000
Investment Earnings	2,010
Parking Fees	16,560
TOTAL MUNICIPAL SERVICE DISTRICT FUND	296,570

SCHEDULE C - WATER FUND

Charges for Sales & Service	10,018,000
Investment Earnings	50,175
Miscellaneous Revenue	180,000
Interfund Reimbursements	327,983
TOTAL WATER FUND	10,576,158
SCHEDULE D - SEWER FUND	
Charges for Sales & Service	11,833,600
Investment Earnings	30,100
Miscellaneous Revenue	750
Transfer from Other Funds	281,618
TOTAL SEWER FUND	12,146,068
SCHEDULE E - ELECTRIC FUND	
Charges for Sales & Service	52,880,000
Investment Earnings	175,400
Miscellaneous Revenue	156,231
Interfund Reimbursements	1,521,884
Transfer from Other Funds	375,000
Fund Balance Appropriated	600,000
TOTAL ELECTRIC FUND	55,708,515
SCHEDULE F - STORMWATER FUND	
Charges for Sales & Service	0
TOTAL STORMWATER FUND	0
SCHEDULE G - EMPLOYEES' BENEFIT INSURANCE FUND	
Investment Earnings	19,050
Interfund Reimbursements	7,040,140
TOTAL EMPLOYEES' BENEFIT INSURANCE FUND	7,059,190

SCHEDULE H - EMERGENCY TELEPHONE SYSTEM FUND

State 911 Distributions Investment Earnings Fund Balance Appropriated	299,786 850 23,543
TOTAL EMERGENCY TELEPHONE SYSTEM FUND	324,179
SCHEDULE I - POLICE SPECIAL REVENUE FUND	
Restricted Police Revenue	7,725
TOTAL POLICE SPECIAL REVENUE FUND	7,725
SCHEDULE J - COMMUNITY DEVELOPMENT FUND	
Fund Balance Appropriated	5,000
TOTAL COMMUNITY DEVELOPMENT FUND	5,000
SCHEDULE K - GRANTS FUND	
Transfer from General Fund	50,000
TOTAL GRANTS FUND	50,000
SCHEDULE L - PUBLIC-PRIVATE PARTNERSHIPS FUND	
Transfer from General Fund	10,000
TOTAL PUBLIC-PRIVATE PARTNERSHIPS FUND	10,000
SCHEDULE M - WATER CAPITAL RESERVE FUND	
Investment Earnings	10,025
TOTAL WATER CAPITAL RESERVE	10,025
SCHEDULE N - SEWER CAPITAL RESERVE FUND	
Investment Earnings	1,925
TOTAL SEWER CAPITAL RESERVE FUND	1,925

SCHEDULE O - RATE STABILIZATION FUND

Fund Balance Appropriated	375,000
TOTAL RATE STABILIZATION FUND	375,000
SCHEDULE P - SEWER DEBT SERVICE RESERVE FUND	
Fund Balance Appropriated	281,618
TOTAL SEWER DEBT SERVICE RESERVE FUND	281,618
SCHEDULE Q - MPO PLAN GRANT FUND	
Grant Revenue Grant Revenue (5303) Transfer from General Fund	195,365 23,613 24,522
TOTAL MPO PLAN GRAND FUND	243,500
SCHEDULE R - EQUITABLE SHARING US DEPARTMENT OF JUST	TICE
Investment Earnings Restricted Police Revenue Fund Balance Appropriated	250 4,000 27,600
TOTAL EQUITABLE SHARING US DEPT OF JUSTICE	31,850
SCHEDULE S - EQUITABLE SHARING US DEPARTMENT OF TREA	ASURY
Restricted Police Revenue	0
TOTAL EQUITABLE SHARING US DEPT OF TREASURY	0
SCHEDULE T - SOLID WASTE	
Charges for Sales & Service Miscellaneous Revenue Transfer from General Fund	3,270,000 80,000 35,000
TOTAL SOLID WASTE	3,385,000

SECTION 3.

(a)

There is hereby levied a tax at the rate of forty-eight and twenty-two hundredths cents (\$0.4822) per one hundred dollars (\$100.00) valuation of property as listed for taxes as of January 1, 2019, for the purpose of raising the revenue listed in "Taxes & Licenses" in Schedule A - General Fund in Section 2 of this ordinance. This rate is based on an estimated total valuation of Property for the purpose of taxation of \$3,127,000,000 and an estimated rate of collection of 98.5%.

(\$0.1375) per hundred dollars (\$100.00) valuation of property as listed for taxes as of January 1, 2019, on all property located in Municipal Service District, as defined and established by resolution adopted by the Board of Aldermen of the City of New Bern on June 27, 1978, expanded on June 26, 1986, and amended on January 8, 2008, for the purpose of raising revenue listed in Schedule B - Municipal Service District Fund in Section 2 of this Ordinance.

SECTION 4. Special Authorization - Budget Officer

(a) The Budget Officer and Director of Finance shall be authorized to reallocate appropriations within departments and among the various line accounts not organized by departments as he or she deems necessary.

(b) Interfund transfers and transfer supports, established in the Budget Ordinance, may be accomplished without additional approval from the Board.

SECTION 5. Restrictions - Budget Officer

(a) Interfund transfers and transfer supports of monies, except as noted in Section 5(b), shall be accomplished by Board of Aldermen authorizations only.

(b) Utilization of appropriations contained in Contingencies and Appropriations to Fund Balance may be accomplished only with specific approval of the Board of Aldermen.

SECTION 6.

The Director of Finance is authorized to write off accounts receivable 120 or more days delinquent and to place said accounts in a collection status.

SECTION 7.
The use of facsimile signatures for checks and other documents is re-authorized as established by a resolution adopted by the Board of Aldermen of the City of New Bern on the 9th day of December, 1986.
SECTION 8.
Copies of this Budget Ordinance shall be filed with the Budget Officer, Director of Finance and City Clerk.
SECTION 9.
This Ordinance shall take effect on July 1, 2019.
ADOPTED THIS 28th DAY OF MAY, 2019.

BRENDA E. BLANCO, CITY CLERK

DANA E. OUTLAW, MAYOR

AGENDA ITEM COVER SHEET

AGL	INDA TILM COVER SHEET
Agenda Item Title:	
Consider Adopting a Resolution to Ap	pprove 2018 Local Water Supply Plan.
Date of Meeting 5/28/2019	Ward # if applicable N/A If multiple, list:
Department <u>Public Utilities</u>	Person Submitting Item: Jordan Hughes
6 11 6 1 1 1 1 1 No	D
Call for Public Hearing No	Date of Public Hearing N/A
Explanation of Item:	
water service to annually prepare and Department of Environmental Quality Staff and submitted to NCDEQ for revented The NCDEQ Division of Water Resour contained in the City of New Bern's 2 contains all of the information needed	ires that each unit of local government that provides public d submit a Local Water Supply Plan (LWSP) to the NC (NCDEQ) for review and approval. This is completed by City view each year prior to the April 1 st deadline. The cess has recently completed the their review of the information constant to the local subsequence of the information of the satisfy the requirements of NCGS 143-355 (1). The with NCGS 143-355 (1) is to have the 2018 LWSP adopted by
Actions Needed by Board:	
Adopt Resolution to Approving 2018	Local Water Supply Plan.
Is item time sensitive? Yes Will there be advocates/opponent	ts at the meeting? No
Backup Attached:	
	LWSP, a copy of the letter from NCDEQ approving the 2018
ILMCD and a duest vessel, them some adams	ting the plan

LWSP and a draft resolution for adopting the plan.

Cost of Agenda Item: n/a

If this item requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director : Select...

Additional notes:

N/A



Department of Public Utilities Water Resources 527 NC Highway 55 West, P.O. Box 1129 New Bern, NC 28563 (252) 639-7527

MEMORANDUM

TO: Mayor and Board of Aldermen

FROM: Jordan B. Hughes P.E., City Engineer

DATE: May 15, 2019

SUBJECT: Recommendation to Adopt the 2018 Local Water Supply Plan

Background Information:

NC General Statue 143-355 (1) requires that each unit of local government that provides public water service to annually prepare and submit a Local Water Supply Plan (LWSP) to the NC Department of Environmental Quality (NCDEQ) for review and approval. This is completed by City Staff and submitted to NCDEQ for review each year prior to the April 1st deadline.

The NCDEQ Division of Water Resources has recently completed the their review of the information contained in the City of New Bern's 2018 LWSP and has indicated that the plan is complete and contains all of the information needed to satisfy the requirements of NCGS 143-355 (1).

The final step in achieving compliance with NCGS 143-355 (1) is to have the 2018 LWSP adopted by the New Bern Board of Aldermen.

Recommendation:

In order to fully comply with NCGS 143-355 (1), staff is recommending adoption the 2018 LWSP as approved by NCDEQ.

Attached please find the 2018 LWSP, a copy of the letter from NCDEQ approving the 2018 LWSP and a draft resolution for adopting the plan.

Please contact me if there are any questions or if additional information should be required.

RESOLUTION FOR APPROVING LOCAL WATER SUPPLY PLAN

WHEREAS, North Carolina General Statute 143-355(1) requires that each unit of local government that provides public water services or plans to provide such services shall, either individually or together with other such units of local government, prepare and submit a Local Water Supply Plan; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Local Water Supply Plan for the City of New Bern, has been developed and submitted to the City of New Bern Board of Aldermen for approval; and

WHEREAS, the City of New Bern Board of Aldermen finds that the Local Water Supply Plan is in accordance with the provisions of North Carolina General Statute 143-355 (1) and that it will provide appropriate guidance for the future management of water supplies for the City of New Bern, as well as useful information to the Department of Environment Quality for the development of a state water supply plan as required by statute.

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the City of New Bern that the Local Water Supply Plan entitled, 2018 Local Water Supply Plan dated March 2018, is hereby approved and shall be submitted to the Department of Environment Quality, Division of Water Resources; and

BE IT FURTHER RESOLVED that the City of New Bern Board of Aldermen intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

ADOPTED THIS 28TH DAY OF MAY, 2019.

	DANA E. OUTLAW, MAYOR
BRENDA E. BLANCO, CITY CLERK	_

ROY COOPER Governor MICHAEL S. REGAN Secretary LINDA CULPEPPER Director



April 15, 2019

Jordan B. Hughes, P.E. City Engineer City of New Bern P.O. Box 1129 New Bern, NC 28563-1129

> Subject: LWSP Meet Minimum Criteria City of New Bern Water System PWSID#: 04-25-010 Craven County

Dear Mr. Hughes,

This letter is to notify you that our staff has reviewed the information contained in the 2018 Local Water Supply Plan (LWSP) update submitted by your office. Since all the required information is complete, the LWSP for the City of New Bern's Water System hereby meets the minimum criteria established in North Carolina General Statute 143-355(l).

Your water system's 2018 LWSP is now viewable online from the LWSP website found at: https://www.ncwater.org/Water_Supply_Planning/Local_Water_Supply_Plan/search.php. The plan has been made available after our best efforts to screen any errors. As a final check, please review and report any mistakes or omissions to the review engineer. Unless notified otherwise, the Division of Water Resources considers your 2018 LWSP complete.

The 2018 LWSP must next be adopted by your water system's governing board; a model LWSP resolution is available online on the right side of the page in the Forms and Docs section at: https://www.ncwater.org/Water_Supply_Planning/Local_Water_Supply_Plan/learn.php. A copy of the signed resolution must be submitted to Linwood Peele, Water Supply Planning Section Supervisor, at the address printed at the bottom of this letter. The LWSP cannot be considered compliant with the requirements of NCGS 143-355(I) until an adopted resolution is received.

Thank you very much for your efforts to provide your customers with a safe and reliable supply of drinking water. We look forward to continuing to work with you in these efforts. Please contact Louis Murray at louis.murray@ncdenr.gov or (919)707-9017, or Linwood Peele at linwood.peele@ncdenr.gov or (919) 707-9024, if we can be of further assistance.

Sincerely,

Linwood E. Peele, Supervisor
Division of Water Resources

NCDEQ



New Bern

2018 7

The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled **PROVISIONAL** have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.

04-25-010

Municipality

City Engineer

1. System Information

Contact Information

Water System Name: Mailing Address:

Contact Person:

Phone:

New Bern

PO Box 1129

New Bern, NC 28563-1129

Jordan B. Hughes, P.E. 252-639-7527

Ownership:

PWSID:

Cell/Mobile:

Complete

Distribution System

Line Type	Size Range (Inches)	Estimated % of lines
Asbestos Cement	6-12	3.47 %
Cast Iron	6-12	9.72 %
Ductile Iron	6-20	11.58 %
Galvanized Iron	2	6,34 %
Other	30	3.91 %
Polyvinyl Chloride	2-12	64.98 %

What are the estimated total miles of distribution system lines? 331 Miles

How many feet of distribution lines were replaced during 2018? 2,500 Feet

How many feet of new water mains were added during 2018? 6,350 Feet

How many meters were replaced in 2018? 2,450

How old are the oldest meters in this system? 30 Year(s)

How many meters for outdoor water use, such as irrigation, are not billed for sewer services? 450

What is this system's finished water storage capacity? 9,0000 Million Gallons

Has water pressure been inadequate in any part of the system since last update? Line breaks that were repaired quickly should not be included. No

New Bern is approximately 90% complete with AMI water meter conversion.

Reduction in total miles of water mains, due to the removal of private mains from system inventory count.

Programs

Does this system have a program to work or flush hydrants? Yes, Annually

Does this system have a valve exercise program? Yes, 2 Years or More

Does this system have a cross-connection program? Yes

Does this system have a program to replace meters? Yes

Does this system have a plumbing retrofit program? No

Does this system have an active water conservation public education program? Yes

Does this system have a leak detection program? Yes

Water Conservation

What type of rate structure is used? Increasing Block

How much reclaimed water does this system use? 0.0020 MGD For how many connections? 2

Does this system have an interconnection with another system capable of providing water in an emergency? Yes

2. Water Use Information

Service Area

Neuse River (10-1)

Sub-Basin(s)

% of Service Population

County(s)

% of Service Population

Craven

100 %

Trent River (10-3)

25 %

What was the year-round population served in 2018? 38,245
Has this system acquired another system since last report? No

GIS Shape files and PDF of the New Bern Water System are provided.

Water Use by Type

Type of Use	Metered Connections	Metered Average Use (MGD)	Non-Metered Connections	Non-Metered Estimated Use (MGD)
Residential	14,463	1.6400	0	0.0000
Commercial	1,607	0.7030	0	0.0000
Industrial	20	0.1050	0	0.0000
Institutional	0	0.0000	0	0.0000

How much water was used for system processes (backwash, line cleaning, flushing, etc.)? 0.2000 MGD

Approx. 25 Institutional type users are included in the Commercial user total.

Regarding the high amount (26%) of unaccounted-for-water, I have noticed this issue for the past few years and while we did have some impacts from the hurricane, those impacts were not substantial. I think the problem lies in the consumption reporting that is generated through the City's billing software. I have discussed the issues with our billing department, but there doesn't appear to be a good way to validate the values in the reports using the outdated software that we are currently utilizing. However, the City is currently in the process of upgrading our billing and CIS software and should have a much more robust system in place by the end of the calendar year.

Water Sales

Average		Days		Contract		Required to	Pipe Size(s)	Use	
Purchaser	PWSID	Daily Sold (MGD)	Used	MGD	Expiration	Recurring	comply with water use restrictions?	(Inches)	Type
Craven County	04-25-055	0.0000	Ó	0.0000		Yes	Yes	12	Emergency

3. Water Supply Sources

Monthly Withdrawals & Purchases

5.3100
4.1700
3,9200
4.1300

New Bern's 2018 Monthly Withdrawals & Purchases



Ground Water Sources

Name or Number Average Daily Withdrawal (MGD Days Us	Average Daily	Withdrawal (MGD)	Max Day Withdrawal (MGD)	12-Hour Supply	CUA Reduction	Year Offline	Use Type
	Days Used	wax bay willidiawai (wob)	(MGD)	00////000000	1 221 2011012		
Well No 1	1.8160	71	2.578	0.9720	CUA25		Regular
Well No 2	1.7570	72	2.571	0.9000	CUA25		Regular

5/13/2019		Local W	ater Supply Planning - Nor	th Carolina Division of	Water Resources	
Well No 3	1.8020	96	2.740	0.9720	CUA25	Regular
Well No 4	1.6210	87	2.263	0.9720	CUA25	Regular
Well No 5	1.8650	76	2,457	1.0440	CUA25	Regular
WTP-1	0.2730	160	0.804	0.7150	CUAO	Regular
WTP-10	0,2030	150	0.372	0.4820	CUAO	Regular
WTP-11	0.2750	185	0,493	0.7200	CUAO	Regular
WTP-12	0.2760	101	0.500	0,5040	CUAO	Regular
WTP-13	0.2060	175	0.350	0.3230	CUAO	Regular
WTP-14	0.1990	191	0.399	0.3240	CUAO	Regular
WTP-15	0.3110	164	0.523	0.6480	CUAO	Regular
WTP-2	0.3370	195	0.880	0.6840	CUAO	Regular
WTP-3	0.1970	100	0.348	0.2380	CUA0	Regular
WTP-4	0.2050	142	0.547	0.2950	CUAO	Regular
WTP-5	0.1850	176	0.317	0.4320	CUA0	Regular
WTP-6	0.2600	191	0.528	0.5360	CUAO	Regular
WTP-7	0.2280	176	0.383	0.4320	CUA0	Regular
WTP-8	0.2550	190	0.512	0.5060	CUA0	Regular
WTP-9	0.1890	177	0.352	0.4680	CUAO	Regular

Ground Water Sources (continued)

	ALLEGA PORT CALABORA						
	341 h et 11 /et - 12	Casing Depth	Screen	Depth (Feet)	Well Diameter (Inches)	Pump Intake Depth (Feet)	Metered?
Name or Number	Well Depth (Feet)	(Feet)	Тор	Bottom	yveii Diameter (inches)	Fullip littake Deptil (Feet)	Wetered?
Well No 1	842	490	490	837	20	220	Yes
Well No 2	820	460	460	815	20	220	Yes
Well No 3	796	465	465	779	20	240	Yes
Well No 4	839	465	465	834	20	240	Yes
Well No 5	889	495	495	889	20	240	Yes
WTP-1	250	225	225	245	16	200	Yes
WTP-10	292	280	280	292	16	260	Yes
WTP-11	260	237	237	260	16	217	Yes
WTP-12	262	242	242	262	12	220	Yes
WTP-13	268	233	233	268	12	210	Yes
WTP-14	235	220	220	235	12	198	Yes
WTP-15	239	211	211	239	16	194	Yes
WTP-2	257	232	232	257	12	212	Yes
WTP-3	225	195	195	225	12	175	Yes
WTP-4	230	205	205	230	12	185	Yes
WTP-5	238	218	218	238	12	196	Yes
WTP-6	263	233	233	263	16	203	Yes
WTP-7	266	238	238	266	16	218	Yes
WTP-8	275	245	245	275	16	225	Yes
WTP-9	278	263	263	278	16	242	Yes

Are ground water levels monitored? Yes, Monthly

Does this system have a wellhead protection program? Yes

For wells 1-5, the current CUA reduction for these wells is 50%, however 50% was not a selection option in the drop down menu. Therefore, 25% was selected for each of these wells.

The Division of Water Resources Local Water Supply Plan database does not currently accurately track allowable groundwater withdrawals regulated by Central Coastal Plain Capacity Use Area Permits. These allowable withdrawals are regulated by that Permit rather than the design capacity of the system's wells. Therefore, the allowable withdrawal from the system's wells in 2018 was only 7.6231 MGD rather than the 12-hr well capacity of 12.1670 MGD. This reduction significantly increases the Demand as Percent of Supply shown in Section 5 of the Plan from 29% to 47%".

Water Purchases From Other Systems

Seller PWSID Daily Purchased (MGD) Days Contract Required to comply with water use restrictions?

Pipe Size(s) (Inches) 0.0000

0.0000

2016

Yes

Yes

12

Emergency

While there is no formal contract that governs this connection, both parties have agreed to provide water to the other on a Emergency basis as needed.

Water Treatment Plants

Permitted Capacity Plant Name (MGD)

Is Raw Water Metered?

Is Finished Water Ouput Metered?

Source

City of New WTP

5.5000

Yes

Yes

Castle Hayne

Did average daily water production exceed 80% of approved plant capacity for five consecutive days during 2018? No

If yes, was any water conservation implemented?

Did average daily water production exceed 90% of approved plant capacity for five consecutive days during 2018? No

If yes, was any water conservation implemented?

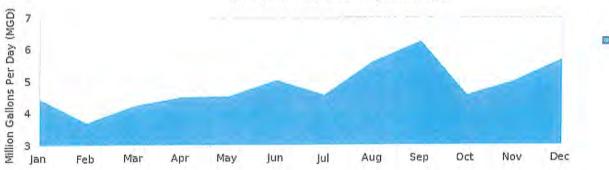
Are peak day demands expected to exceed the water treatment plant capacity in the next 10 years? No

4. Wastewater Information

Monthly Discharges

	Average Daily Discharge (MGD)		Average Daily Discharge (MGD)		Average Daily Discharge (MGD)
Jan	4.4150	May	4.4880	Sep	6.2020
Feb	3.6650	Jun	5.0050	Oct	4.5180
Mar	4,2200	Jul	4.5330	Nov	4.9650
Apr	4.4620	Aug	5,5790	Dec	5.6420

New Bern's 2018 Monthly Discharges



Avg Daily

How many sewer connections does this system have? 17,250

How many water service connections with septic systems does this system have? 1,150

Are there plans to build or expand wastewater treatment facilities in the next 10 years? No

Wastewater Permits

Permit Number	Permitted Capacity (MGD)	Design Capacity (MGD)	Average Annual Daily Discharge (MGD)	Maximum Day Discharge (MGD)	Receiving Stream	Receiving Basin
NC0025348	6,5000	6.5000	4.8550	11.1500	Neuse River	Neuse River (10-1)

Max day discharge was during Hurricane Florence in September 2018.

5. Planning

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1 i alicane ita						
	2018	2020	2030	2040	2050	2060
Year-Round Population	38,245	39,400	45,275	53,050	61,500	71,500
Seasonal Population	0	0	0	0	0	0
Residential	1.6400	1.6900	1.9610	2.2760	2.6410	3.0650

5/13/2019	Local Water Supply Planning - North Carolina Division of Water Resources						
Commercial	0.7030	0.7240	0.8410	0.9750	1.1320	1.3140	
Industrial	0.1050	0.1080	0.1260	0.1460	0.1690	0.1960	
Institutional	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	
System Process	0.2000	0.2030	0,2390	0.2780	0.3220	0.3740	
Unaccounted-for	0.9353	0.5700	0.6600	0.7700	0.8900	1.0300	

Future Water Sales

Purchaser	PWSID	Contract			Pipe Size(s) (Inches)	Use Type
		MGD	Year Begin	Year End	ripe dize(a) (inches)	000 1990
CCPCUA20	00-00-000	0.3900	2019			Regular
CCPCUA30	00-00-000	0.0630	2029			Regular
CCPCUA40	00-00-000	0.0730	2039			Regular
CCPCUA50	00-00-000	0.0840	2049			Regular
CCPCUA60	00-00-000	0.0970	2059			Regular

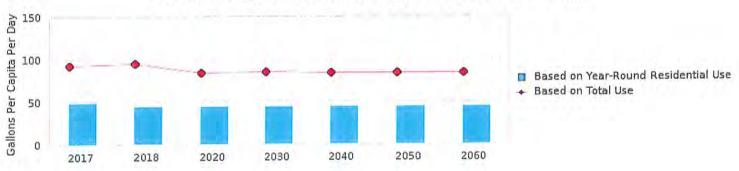
The Division's database does not currently accurately track the allowable groundwater withdrawals allowed by the Central Coastal Area Capacity Use Area (CCPCUA) Permit. Accordingly, the Future Sales shown to the CCPCUA are not actually sales but a method of keeping the GW withdrawals in accord with those specified in the City's CCPCUA Permit. This method allows the Plan to correctly calculate projected Demand-to-Supply ratios.

The City of New Bern was granted a temporary permit, effective in November 2017, to withdraw up to 7.6231 MGD of water from the Black Creek, Upper Cape Fear and Castle Hayne aquifers through October 2022. However, this 50% reduction could be extended indefinitely if warranted by favorable hydrogeologic conditions. The permit will be reviewed every 5 years to determine if an extension is warranted. If not, the permit could be amended. Accordingly, the projected 2020-2060 GW supply of 7.6321 MGD used in this Plan to calculate future water sales and demand-to-supply ratios is based on the City getting extensions of the permit. However, if and when the permit would need to be amended, the projected supply, future sales and demand-to-supply ratios would be as well.

Demand v/s Percent of Supply

	2018	2020	2030	2040	2050	2060
Surface Water Supply	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Ground Water Supply	12.1670	8.5220	8.5220	8.5220	8.5220	8.5220
Purchases	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Future Supplies		0.0000	0.0000	0.0000	0.0000	0.0000
Total Available Supply (MGD)	12.1670	8.5220	8.5220	8.5220	8.5220	8.5220
Service Area Demand	3.5833	3,2950	3.8270	4.4450	5,1540	5.9790
Sales	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Future Sales		0.3900	0.4530	0.5260	0,6100	0.7070
Total Demand (MGD)	3,5833	3.6850	4.2800	4.9710	5.7640	6.6860
Demand as Percent of Supply	29%	43%	50%	58%	68%	78%

New Bern's Projected Gallons Per Capita Per Day (GPCD) Over Time



The purpose of the above chart is to show a general indication of how the long-term per capita water demand changes over time. The per capita water demand may actually be different than indicated due to seasonal populations and the accuracy of data submitted. Water systems that have calculated long-term per capita water demand based on a methodology that produces different results may submit their information in the notes field.

Your long-term water demand is 43 gallons per capita per day. What demand management practices do you plan to implement to reduce the per capita water demand (i.e. conduct regular water audits, implement a plumbing retrofit program, employ practices such as rainwater harvesting or reclaimed water)? If these practices are covered elsewhere in your plan, indicate where the practices are discussed here.

Are there other demand management practices you will implement to reduce your future supply needs? N/A

What supplies other than the ones listed in future supplies are being considered to meet your future supply needs? N/A

How does the water system intend to implement the demand management and supply planning components above? N/A

Additional Information

Has this system participated in regional water supply or water use planning? No

What major water supply reports or studies were used for planning? N/A

Please describe any other needs or issues regarding your water supply sources, any water system deficiencies or needed improvements (storage, treatment, etc.) or your ability to meet present and future water needs. Include both quantity and quality considerations, as well as financial, technical, managerial, permitting, and compliance issues: N/A

The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled **PROVISIONAL** have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.



Development Services 303 First Street, P.O. Box 1129 New Bern, NC 28563 (252)639-7581

TO

Alderwoman Harris

FROM:

Morgan Potts, AICP

DATE:

February 7, 2019

SUBJECT: Planning and Zoning Board Appointment

Dear Alderwoman Harris:

Carol Williams' second term on Planning and Zoning Board has ended and is not eligible for reappointment at this time due to term limits. You are requested to nominate an appointee whose term will conclude June 30, 2021. Ms. Williams may continue to serve until an appointment has been made.

The duties of the Planning and Zoning Board are to conduct studies and make recommendations to the Board of Aldermen on matters concerning plans, goals and objectives relating to the growth, development and redevelopment of the City and the surrounding extra-territorial planning area. In addition, the Board makes recommendations on proposed conditional use permits, zoning and rezoning requests, subdivision plan approvals, and changes to the Land Use Ordinance.

The Land Use Ordinance requires that all Planning and Zoning Board members have demonstrated special interest, experience or education in banking, economics, environmental and land use policy, housing or other industry. Members must be able and willing to commit the necessary time and energy to carry out the responsibilities required for the office and must regularly attend meetings lasting 1-3 hours each month.

To appoint a person of your choosing, please provide the contact information to the City Clerk for inclusion on the Board's next meeting agenda. If you have anyone in mind or have any other questions or need information, please contact me at 639-7583.

Ald as as

Morgan/Potts, AICh

Aldermen

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



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

Mark A. Stephens City Manager

Memorandum

TO:

Mayor Dana Outlaw

FROM:

Brenda Blanco, City Clerk

DATE:

February 8, 2019

SUBJECT:

Appointment to New Bern Appearance Commission

Rose Williams' appointment on the Appearance Commission expires today. She is eligible for reappointment, or a new appointment can be made to allow others an opportunity to serve. The appointee will serve a three-year term.

Appointees shall be residents of the City's planning and zoning jurisdiction and shall, when possible, have had special training or experience in a design field such as architecture, landscape design, horticulture, city planning, or a closely-related field. Members of the Appearance Commission serve a three-year term.

This commission is overseen by the Parks and Recreation Department. Please feel free to reach out to Foster Hughes, Director of Parks and Recreation, regarding any questions about the Commission.

/beb

Aldermen

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



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

Mark A. Stephens City Manager

Memorandum

TO: Alderman Sabrina Bengel

FROM: Brenda Blanco, City Clerk

DATE: February 8, 2019

SUBJECT: Appointment to New Bern Appearance Commission

Mattie Tatum's appointment on the Appearance Commission will expire February 22, 2019. She is eligible for reappointment, or a new appointment can be made to allow others an opportunity to serve. The appointee will serve a three-year term.

Appointees shall be residents of the City's planning and zoning jurisdiction and shall, when possible, have had special training or experience in a design field such as architecture, landscape design, horticulture, city planning, or a closely-related field. Members of the Appearance Commission serve a three-year term.

This commission is overseen by the Parks and Recreation Department. Please feel free to reach out to Foster Hughes, Director of Parks and Recreation, regarding any questions about the Commission.

/beb

Aldermen

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



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

Mark A. Stephens City Manager

Memorandum

TO: Alderman Johnnie Ray Kinsey

FROM: Brenda Blanco, City Clerk

DATE: March 15, 2019

SUBJECT: Appointment to Board of Adjustment

On November 13, 2018, you appointed Anne Schout to an alternate seat on the Board of Adjustment. Mrs. Schout has tendered a resignation effective March 1, 2019. You are requested to appoint someone to fill the remainder of her seat, which will expire on November 12, 2021.

/beb



Development Services 303 First Street, P.O. Box 1129 New Bern, NC 28563 (252)639-7581

TO: Mayor Dana Outlaw

FROM: Morgan Potts, AICP

City Planner

DATE: May 9, 2019

SUBJECT: Historic Preservation Commission Appointment

Mayor Outlaw:

Commissioner and Chairman David Griffith's term on the HPC will expire on May 15, 2019. He has served two consecutive terms with distinction, and is not eligible for reappointment at this time. He has served the Commission in a leadership capacity for many years, and is to be commended for his six years of committed service to New Bern. You are requested to nominate a replacement to fill this important vacancy on the Historic Preservation Commission. The new appointee will serve a 3-year term. To aid in the selection process, the City Clerk maintains a file of interested applicants and their resumes.

The Historic Preservation Commission is a "quasi-judicial" administrative board consisting of nine members. The Commission's major responsibilities are to monitor and protect the City's valuable historic and cultural resources. Appointees must have demonstrated special interest, experience or education in history, architecture, archeology or similarly-related fields. The Historic Preservation Commission meets twice each month; first in an informal design review at 5:30 p.m. on the first Wednesday of the month and second in a full regular meeting on the third Wednesday of the month at 5:30 p.m. Members must be able and willing to commit the necessary time and energy to carry out the responsibilities required for the position and must attend approximately two-hour meetings twice a month and as otherwise needed. It is strongly recommended that whoever is appointed have a strong background in, and familiarity with New Bern's Historic Districts and is capable of allotting the necessary time and effort to historic preservation.

To nominate the person of your choice, please provide their contact information to the City Clerk at the time the appointment is made. If you have questions or need additional information, please contact me at 639-7583.



Development Services 303 First Street, P.O. Box 1129 New Bern, NC 28563 (252)639-7581

TO: Alderman Robert Aster

FROM: Morgan Potts, AICP

City Planner

DATE: May 9, 2019

SUBJECT: Historic Preservation Commission Appointment

Alderman Aster:

Commissioner Jim Bisbee's term of office on the Historic Preservation Commission will end on May 15, 2019, and he is eligible for reappointment should you choose to reappoint him. Mr. Bisbee or a new appointee shall serve a three-year term. To aid in the selection process, the City Clerk maintains a file of interested applicants and their resumes.

The Historic Preservation Commission is a "quasi-judicial" administrative board consisting of nine members. The Commission's major responsibilities are to monitor and protect the City's valuable historic and cultural resources. Appointees must have demonstrated special interest, experience or education in history, architecture, archeology or similarly related fields. The Historic Preservation Commission meets twice each month; first in an informal design review at 5:30 p.m. on the first Wednesday of the month and second in a full regular meeting on the third Wednesday of the month at 5:30 p.m. Members must be able and willing to commit the necessary time and energy to carry out the responsibilities required for the position and must attend approximately two hour meetings twice a month and as otherwise needed. It is strongly recommended that whoever is appointed have a strong background in, and familiarity with New Bern's Historic Districts and is capable of allotting the necessary time and effort to historic preservation.

To nominate the person of your choice, please provide the contact information to the City Clerk at the time the appointment is made. If you have questions or need additional information, please contact me at 639-7583.