

NEW BERN



NORTH CAROLINA

*Everything comes together here*

# Departmental Monthly Reports

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January 2017

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## Development Services

### Inspections:

| Overview                                 | 2016 YTD    | % Change from Last Year | 2017 YTD    | December 2016 | % Change from Previous Month |
|------------------------------------------|-------------|-------------------------|-------------|---------------|------------------------------|
| Commercial Permits – New Construction    | 10          | 30%                     | 13          | 9             | 23%                          |
| Residential Permits – New Single Family  | 4           | -75%                    | 1           | 12            | -500%                        |
| Residential Permits – Additions/Remodels | 15          | 0%                      | 15          | 11            | 53%                          |
| Mobile Homes                             | 3           | -300%                   | 0           | 0             | 0%                           |
| Signs                                    | 3           | 100%                    | 6           | 1             | 17%                          |
| Certificates of Occupancy – Residential  | 7           | 14%                     | 8           | 11            | 38%                          |
| Certificates of Occupancy – Commercial   | 0           | 0%                      | 0           | 2             | -100%                        |
| Total Permit Valuation                   | \$1,825,142 | 210%                    | \$5,661,290 | \$4,219,182   | 60.23%                       |

### Significant Issues and Projects:

- Asbestos removal for the Days Hotel under the original scope of the contract has been completed; however, onsite spot testing conducted by a third-party tester discovered additional asbestos in the exterior stucco. The City conducted its own tests from samples taken from the same area and found there was no asbestos present in the samples. The City is currently working with state regulators to understand the next steps. Once all asbestos issues are complete, the City will move forward with demolition.

### Community and Economic Development:

- **Revive Five:** Staff met with community leaders to proceed with reimagining efforts. Craven Community College is developing brand/marketing materials. Approximate delivery date: March 15, 2017.
- **First Street Corridor:** Awarded EDA grant for \$1,285,250. Staff from the City, College and Veteran's Organic Garden are collaborating on food/kitchen component to address the needs of the community.
- **The Entrepreneur Center:** Engineers submitted drainage control plans. Construction to begin in March 2017.
- **CNI (Choice Neighborhood Initiative):** Implementing branding/marketing campaign for the Five Point/Duffyfield community. Staff collaborating with Mid-Atlantic, Pennrose and NB Housing Authority to identify potential land options.
- **Site Development - Airport:** Analysis complete. Marketing materials available online at <http://www.electricities.com/adventure/blog/smart-sites-coastal-carolina-regional-airport-land/>

## Development Services

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- **CDBG:** \$250,955 allocated for 2016-17. Community Development Advisory Committee working on 2017-2018 annual action plan. Homeownership meeting scheduled for February 9, 2017.
- **CNI: Recidivism efforts:** YouthBuild collaborating with CCC, Reentry Council, County, ECC, and CCA in application for DOL \$700,000 Grant. Organizing “Recidivism and It’s Cure” lecture for February 9, 2017 at Craven Community College at 11:30 a.m.

### **Other:**

- **Zoning** – Twenty-two land-use approvals were issued during the month. Staff issued final certificate of occupancy for McAlister’s and Great Clips located in the River Place Shopping Center located on S. Glenburnie Road.
- **Department Review** – Staff held department review on January 20<sup>th</sup> and 27<sup>th</sup> for the following projects: Site Plan for McGovern Non-Transient Rooming Facility at 702 Second Avenue and Site Plan for ALDI grocery store at 3550 Dr. Martin Luther King Jr. Blvd.
- **Subdivisions/ Planning & Zoning Board** – South Wind @ Bluewater Rise PUD was continued until City Staff and the Engineer/Owner can meet to discuss concerns.
- **HPC** – Provided staff support for Historical Preservation Commission’s regular meeting on January 18<sup>th</sup> for the following projects:
  - A. 1225 National Ave.—to include the replacement of the original widow’s walk in the primary AVC.
  - B. Other Business: Public Hearing, Historic District Guidelines Update

### **Minor COA’S Issued**

- A. 215 E. Front Street—sign permit
- **GIS** - Added a downloadable PDF flyer to sites on the “Available to Sale” site. Created 2016 building permit report and online maps. Created/produced 32 maps.
- **NBAMPO** - Finalized draft of the FY2017 Unified Planning Work Program (UPWP).

## Finance

Fund Balance Available for Appropriation and Days Cash on Hand:

| <b>Fund</b>          | <b>As of<br/>06/30/14</b> | <b>As of<br/>06/30/15</b> | <b>As of<br/>6/30/16</b> | <b>Estimate for<br/>November<br/>2016*</b> | <b>Estimate for<br/>December<br/>2016*</b> |
|----------------------|---------------------------|---------------------------|--------------------------|--------------------------------------------|--------------------------------------------|
| Water (Available)    | \$6,844,978               | \$7,885,359               | \$8,497,223              | \$9,519,267                                | \$9,625,569                                |
| Water (Days)         | 294                       | 497                       | 516                      | 378                                        | 379                                        |
| Sewer (Available)    | \$3,379,175               | \$3,441,193               | \$3,422,417              | \$4,479,184                                | \$4,484,608                                |
| Sewer (Days)         | 128                       | 196                       | 227                      | 186                                        | 177                                        |
| Electric (Available) | \$8,171,048               | \$9,187,629               | \$11,138,265             | \$14,015,172                               | \$13,143,727                               |
| Electric (Days)      | 88                        | 94                        | 130                      | 120                                        | 116                                        |
| General (Available)  | \$9,183,675               | \$15,531,641              | \$16,186,421             | \$11,967,844                               | \$14,336,546                               |
| General %            | 32.09%                    | 56.95%                    | 45.63%                   | 30.88%                                     | 36.99%                                     |

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

Significant Issues:  
Nothing to report.

## Fire

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### Fire Suppression:

| Incidents                          | 2016 Total              | 2017 YTD                | Last Month              | Current Month           |
|------------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| *Number of Incidents               | 1,336                   | 125                     | 111                     | 125                     |
| 90% Response Time to Incidents     | 8 minutes<br>46 seconds | 7 minutes<br>04 seconds | 7 minutes<br>14 seconds | 7 minutes<br>04 seconds |
| Endangered Property Value          | \$10,115,346            | \$101,100               | \$1,700,200             | \$101,100               |
| Property Losses Due to Fire        | \$598,831               | \$240,700               | \$200                   | \$240,700               |
| Percentage of Saved Property Value | 94.08%                  | 76.19%                  | 99.99%                  | 76.19%                  |
| Overlapping Incidents              | 138                     | 15                      | 9                       | 15                      |

### Fire Prevention:

| Prevention Statistics                                      | 2016 Total | 2017 YTD | Last Month | Current Month |
|------------------------------------------------------------|------------|----------|------------|---------------|
| Fire Investigations                                        | 26         | 6        | 3          | 6             |
| Fire Inspections                                           | 1,628      | 224      | 59         | 224           |
| Permits Issued                                             | 118        | 4        | 8          | 4             |
| Child-Passenger Seat Checks                                | 247        | 18       | 8          | 18            |
| People Educated Through Public Fire & Life-Safety Programs | 12,951     | 98       | 276        | 98            |

### Significant Issues:

- 14 smoke alarms were installed this month; 132 in 2016 YTD.
- Continued with Leadership Development Training with Facilitator James Rowan via webinars.
- Work continued on the department's Strategic Plan.

## Human Resources

City-Wide Vacancies:

| Department                  | Budgeted Positions | Separations During the Month | Positions Filled By External Candidates During the Month | Current Vacancies | Turnover FY15/16 | Turnover FY16/17 |
|-----------------------------|--------------------|------------------------------|----------------------------------------------------------|-------------------|------------------|------------------|
| Administration              | 12                 | 0                            | 0                                                        | 0                 | 1                | 0                |
| Development Services        | 17                 | 0                            | 0                                                        | 0                 | 2                | 0                |
| Finance                     | 39                 | 0                            | 2                                                        | 2                 | 8                | 2                |
| Fire                        | 66                 | 0                            | 0                                                        | 1                 | 5                | 1                |
| Human Resources             | 5                  | 0                            | 0                                                        | 0                 | 1                | 0                |
| Parks & Recreation          | 29                 | 0                            | 0                                                        | 1                 | 1                | 1                |
| Police                      | 114                | 1                            | 4                                                        | 11                | 18               | 10               |
| Public Utilities (Electric) | 51                 | 0                            | 0                                                        | 3                 | 6                | 1                |
| Public Works                | 47                 | 1                            | 0                                                        | 4                 | 10               | 6                |
| Water Resources             | 78                 | 0                            | 2                                                        | 2                 | 9                | 5                |
| Totals:                     | 458*               | 2                            | 8                                                        | 24**              | 61               | 26               |

*\*Includes regular and 2 grant-funded positions approved for the fiscal year; also includes 1 part-time position in Parks & Recreation; does not include seasonal positions.*

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

Safety News:

| Workers' Compensation  | 2016                                                             | 2017                                                             |
|------------------------|------------------------------------------------------------------|------------------------------------------------------------------|
| Current Month's Claims | 0 OSHA Recordable<br>0 Lost Time<br>0 Non-Recordable<br>0 Denied | 3 OSHA Recordable<br>1 Lost Time<br>0 Non-Recordable<br>1 Denied |
| Year-to-Date Claims    | 5 Recordable<br>4 Non-Recordable                                 | 14 Recordable<br>5 Non-Recordable                                |
| Current Month Costs    | \$42,373.48                                                      | \$35,820.00                                                      |
| Year-to-Date Costs     | \$127,652.22                                                     | \$255,355.84                                                     |

Other:

None.

## Parks and Recreation

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### Significant Issues:

- Thalmann Field Project continues; fence installation complete, restroom contractor selected; scoreboard review and selection near completion.
- Phase I of Neuse Gateway Project (parking lot/piers and docks at P&R Admin) to start pending budget amendment of recently received grant funds.
- Cemetery improvements continue; wall repairs, fence replacement, Sexton House improvements.
- New signage through the park system is ongoing.



## Police

### Crime:

| Incidents & Arrests                | Current Month Total | 2014 Total | 2015 Total | 2016 Total | 2017 YTD |
|------------------------------------|---------------------|------------|------------|------------|----------|
| NIBRs* Group A Incidents           | 224                 | 2,609      | 2,522      | 2,540      | 224      |
| NIBRs* Group B Incidents (Arrests) | 60                  | 715        | 695        | 723        | 60       |
| Adult Arrests                      | 137                 | 1,548      | 1,538      | 1,495      | 137      |
| Juvenile Arrests                   | 2                   | 43         | 25         | 10         | 2        |
| Total Arrests                      | 139                 | 1,591      | 1,563      | 1,505      | 139      |
| Police Calls for Service           | 3,854               | 41,530     | 41,878     | 43,949     | 3,854    |
| Business Alarms Dispatched         | 127                 | 1,842      | 1,382      | 1,968      | 127      |
| Residential Alarms Dispatched      | 55                  | 782        | 777        | 878        | 55       |
| Alarm Calls (PD Dispatched)        | 182                 | 2,624      | 2,159      | 2,846      | 182      |

\*NIBRs = National Incident-Based Reporting System

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

| Index Crime Report       | Current Month Total | 2014 Total | 2015 Total | 2016 Total | 2017 YTD |
|--------------------------|---------------------|------------|------------|------------|----------|
| Homicide                 | 0                   | 0          | 9          | 3          | 0        |
| Rape                     | 0                   | 9          | 5          | 11         | 0        |
| Robbery                  | 8                   | 39         | 30         | 50         | 8        |
| Aggravated Assault       | 4                   | 70         | 68         | 82         | 4        |
| B&E – Residence          | 12                  | 192        | 181        | 168        | 12       |
| B&E – Business           | 3                   | 46         | 35         | 27         | 3        |
| Theft from Motor Vehicle | 20                  | 204        | 157        | 173        | 20       |
| Larceny                  | 77                  | 859        | 867        | 796        | 77       |
| Motor Vehicle Theft      | 3                   | 25         | 32         | 30         | 3        |
| Arson                    | 0                   | 1          | 3          | 6          | 0        |
| Total:                   | 127                 | 1,445      | 1,387      | 1,346      | 127      |

| Criminal Investigations | Current Month Total | 2014 Total | 2015 Total | 2016 Total | 2017 YTD |
|-------------------------|---------------------|------------|------------|------------|----------|
| Cases Assigned          | 12                  | 205        | 141        | 179        | 12       |
| Cases Closed            | 15                  | 128        | 72         | 101        | 14       |

## Police

| <b>Crime Analysis</b>                                           |                                                                                                                                                                                                                                                  |                                                                                                                                        |
|-----------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| Top 5 Calls for Service & Number of Incidents                   | <u>January 2017</u>                                                                                                                                                                                                                              | <u>2017 YTD</u>                                                                                                                        |
|                                                                 | 1) Traffic Stop/502<br>2) Security Check Business/386<br>3) Follow Up/247<br>4) Citizens Assist/178<br>5) Security Check Res./147                                                                                                                | 1) Traffic Stop/502<br>2) Security Check Business/386<br>3) Follow Up/247<br>4) Citizens Assist/178<br>5) Security Check Residence/147 |
| Top 5 Calls for Service by Location and Number of Incidents     | 1) 601 George Street, New Bern Police Department/248<br>2) 3105 MLK Jr. Blvd., Wal-Mart/56<br>3) 1100 Clarks Rd., Craven County Magistrate's Office /51<br>4) 411 Craven St., Magistrate's Office (44)<br>5) 3405 MLK Jr. Blvd., Joe Alcock (43) |                                                                                                                                        |
| Top 3 Crime Locations for Current Month and Number of Incidents | 1) 2000 MLK Jr. Blvd., (Grover C: Assault/Damage to Property)/7<br>2) 3034 MLK Jr. Blvd., (Belk: Larceny)/5<br>3) 2915 Neuse Blvd., (Wal-Mart: Shoplifting)/5                                                                                    |                                                                                                                                        |

| <b>Cases of Note</b>                                                                                               |                                                                                                                                                                                                                                       |
|--------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2017:                                                                                                              |                                                                                                                                                                                                                                       |
| 8 Armed Robberies – 2016-37743,2017-110,364,731,811, 1003,1142,1232                                                | Suspect Arrested: Keshawn Toms B/M DOB 08/02/1984, J2-232 Craven Terrace. New Bern NC. Held on a \$500,000.00 US Currency Bond.                                                                                                       |
| 2016-32995 Armed Robbery 2909 Trent Rd., M&M Tobacco. Two suspects with guns approached victim, robbed at gunpoint | Two suspects arrested: Torrian West B/M DOB 09/01/1992 & Tyler West B/M DOB 05/12/1995. Charged with: Armed Robbery & Conspiracy to Commit Armed Robbery and each with 1 count of Poss. of a firearm by felon. Suspects are brothers. |
| 2016-37743 Homicide 2900 Madison Ave                                                                               | Investigation continues and follow ups are being conducted.                                                                                                                                                                           |
| 2016-43036 Homicide 1905 Stimpson St                                                                               | Investigation continues and follow ups are being conducted.                                                                                                                                                                           |

## Police

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### Personnel:

| <b>Extra Duty Hours</b> | <b>2014 Total</b> | <b>2015 Total</b> | <b>2016 Total</b> | <b>2017 YTD</b> |
|-------------------------|-------------------|-------------------|-------------------|-----------------|
|                         | 1,853.50          | 2,161.00          | 3,299.00          | 258.5           |

| <b>Overtime in Dollars</b> | <b>Current Month</b> | <b>2014 Total</b> | <b>2015 Total</b> | <b>2016 Total</b> | <b>2017 YTD</b> |
|----------------------------|----------------------|-------------------|-------------------|-------------------|-----------------|
| Office of the Chief        | \$82.22              | \$11,911.58       | \$8,783.87        | \$1,251.97        | \$82.22         |
| Operations Division        | \$4,257.92           | \$163,316.23      | \$145,902.95      | \$135,511.65      | \$4,257.92      |
| Services Division          | \$3,768.52           | \$63,974.62       | \$62,686.44       | \$58,035.21       | \$3,768.52      |
| Investigations Division    | \$1,079.18           | N/A               | N/A               | \$21,689.72       | \$1,079.18      |
| Total:                     | \$9,187.84           | \$239,202.43      | \$217,373.26      | \$216,488.55      | \$9,187.84      |

### Significant Issues (not noted above):

None to report.

## Public Utilities

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### High-Profile Projects:

- **Advanced Metering Infrastructure Project** - *This project involves installing a network of electric and water meters. We are currently reading 4,310 water meters and 10288 electric meters with 2,120 disconnect meters; and 2,529 two-way load management switches having been installed. Phase II of the project is about 99% complete. We are establishing communication points around the City as required for communications back to the operations center. An additional gateway for Taberna is waiting on crew availability. Gateways for Trent Woods should begin in the next few weeks.*
- **Overhead Line Rebuild**
  - Racetrack Road. *We are working on upgrading the existing overhead line to feeder capacity. We have begun to set poles and stake the job. We await some work by Duke Energy, some tree removal and some easements and permissions.*
  - Pembroke Development. *Rebuild overhead facilities as required.*
- **New Underground Developments**
  - Pine Valley Apartments Underground Subdivision Extension. *Install underground primary, secondary, and area lights as needed to provide power within this new apartment complex. Phases One, Two and Three are complete and we await the contractor's progress to finish our work.*
  - Craven Animal Hospital. *Install underground primary and transformer needed to provide power to a new commercial service. We have set a pole as well as installed the three-phase underground primary and conduit under Old Cherry Point Road. A temporary transformer and conductors have also been installed for the construction service. We await the contractor's progress to complete our work.*
  - Craeberne Forest. *New underground primary extension for subdivision expansion. We have a design to add power to 36 new lots. We have installed all of the high voltage cable, one-half of the CATV conduit and one-half of the transformers. We await material to be able to complete the job.*
  - State Employees Credit Union. *This is a new commercial service on Howell Road. We will be installing power to the site once contractor has building and site ready. Power to this site will be installed per City of New Bern's Electric Line Extension Policy.*
- **Downtown Improvements**
  - 400 Block of Pollock Street. *Overhead to underground conversion. We will be working with the CATV and TELCO to convert all of the overhead utilities to underground. We will also be installing green decorative street light fixtures in this area. We have installed all underground conduits and lighting circuits. We have completed the light foundations on both sides of the street and have set the lights on one side. We await the completion of the sidewalk to finish our work.*
  - Hancock Street. *Convert overhead feeder to underground feeder, install new switchgear, relocate the Hancock Street recloser, convert all business and residential facilities to underground and install decorative lights and circuits. We have pulled the underground feeder cable and set the piece of switchgear necessary to feed the area. We are splicing and terminative wire in preparation for the cutover.*

## Public Utilities

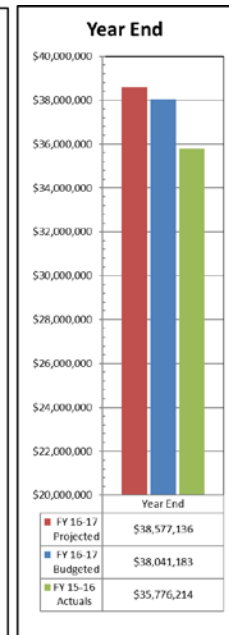
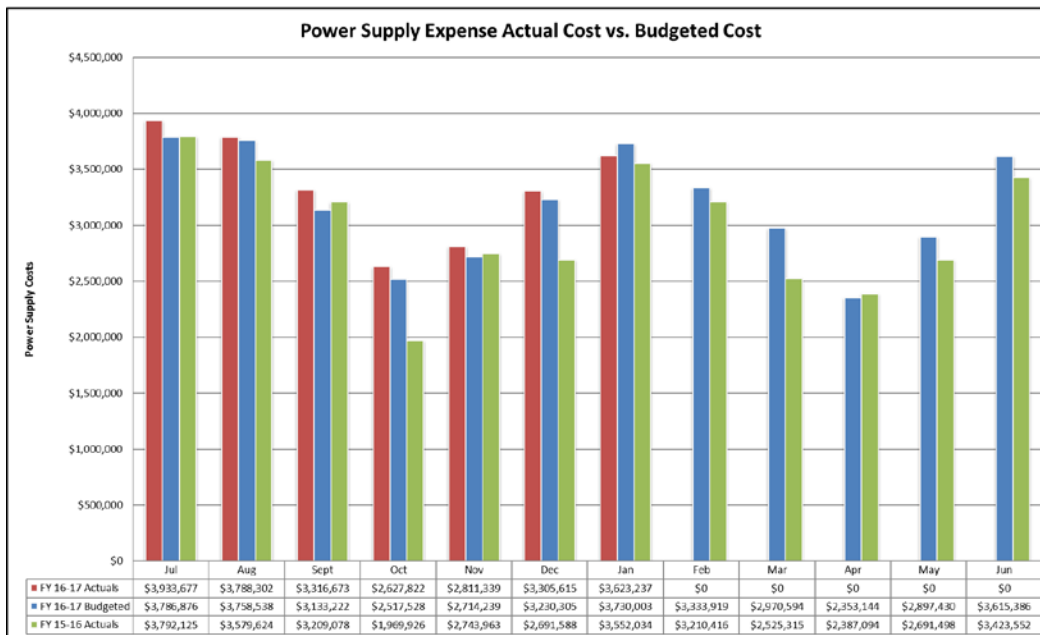
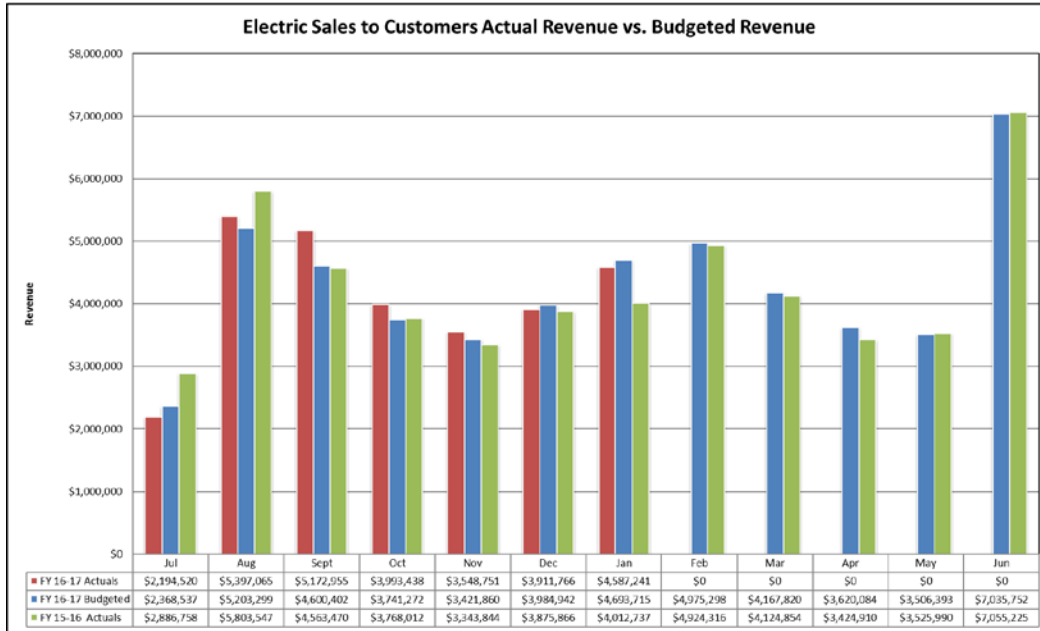
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- **Township No. 7 Sewer Improvements – Phase III.** *Sewer system infrastructure improvements for increasing transmission capacity.* Geotechnical work and rivers sounding for the project are complete and staff is working with the engineering consultant to finalize the force main alignment and design plans required for permitting.
- **Township No. 7 Sewer Improvements – FY16** - *Sewer system infrastructure improvements for increasing transmission capacity.* Project goals include transferring a portion of the S.T.E.P. system loading to the City's conventional sewer system, increasing system capacity, as well as increasing system efficiency and lowering operating costs by reducing overall operating pressures. The contractor has completed installing the new 8" force main along Hwy. 70 and is 80% complete with the installation of the gravity system improvements. The cased bores under Highway 70 and the Norfolk Southern railroad have been completed.
- **Lift Station 30 Rehabilitation** - *This involves the complete rehabilitation of lift station #30, which is located along Amhurst Blvd.* This project will also include a force main relocation to eliminate pump run times and decrease operational costs. This project has been completed and is in service.
- **Water Resources Operations Building Improvements** - *This involves modifications to the existing operations facility to provide for needed administrative space and shower facilities.* Staff and Board representatives are continuing to evaluate the options for this project. Staff is currently working to prepare more detailed plans and cost estimates for relocation of the Water Resources staff to 521 Highway 55 and repurposing the Neuse Boulevard site to accommodate the City Garage and a portion of the Parks and Recreation staff.
- **West New Bern Water System Improvements** – *Water system infrastructure improvements between the Highways 17 and 55 corridors increasing available domestic and fire flow supplies.* Aerial and ground survey work for the project are complete and staff is working with the engineering consultant to finalize the force main alignment and design plans required for permitting. Staff has begun to make contact with the property owner from whom the City will need a utility easement in order to construct the project.
- **FY-17 Water and Sewer System Improvements** – *Replacement of existing water and sewer infrastructure in the areas that will be included in the FY-17 repaving project.* Public Utilities staff has worked closely with the Public Works staff to develop a list of water and sewer infrastructure items that are in need of repair/replacement prior to beginning the FY-17 repaving project. The plans for the repair/replacement of the water and sewer infrastructure have been developed. We have received pricing for all six projects. Agenda items for establishing a project fund for the work and awarding the construction contracts will be included in the agenda for the Board of Aldermen meeting on January 24<sup>th</sup>.

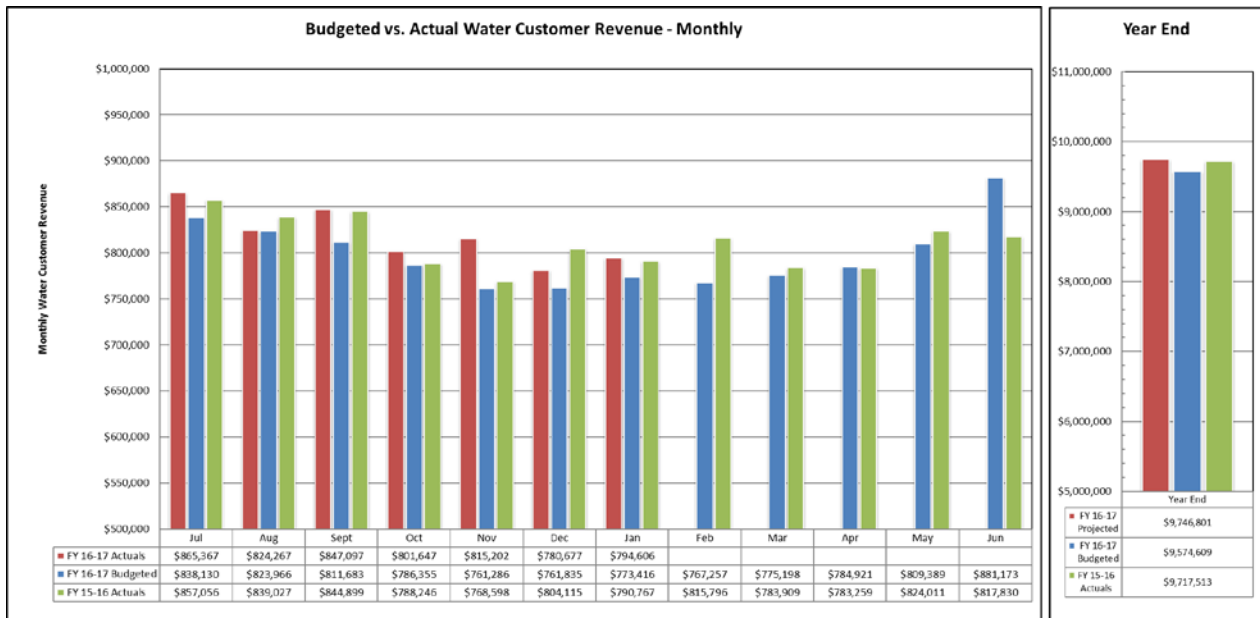
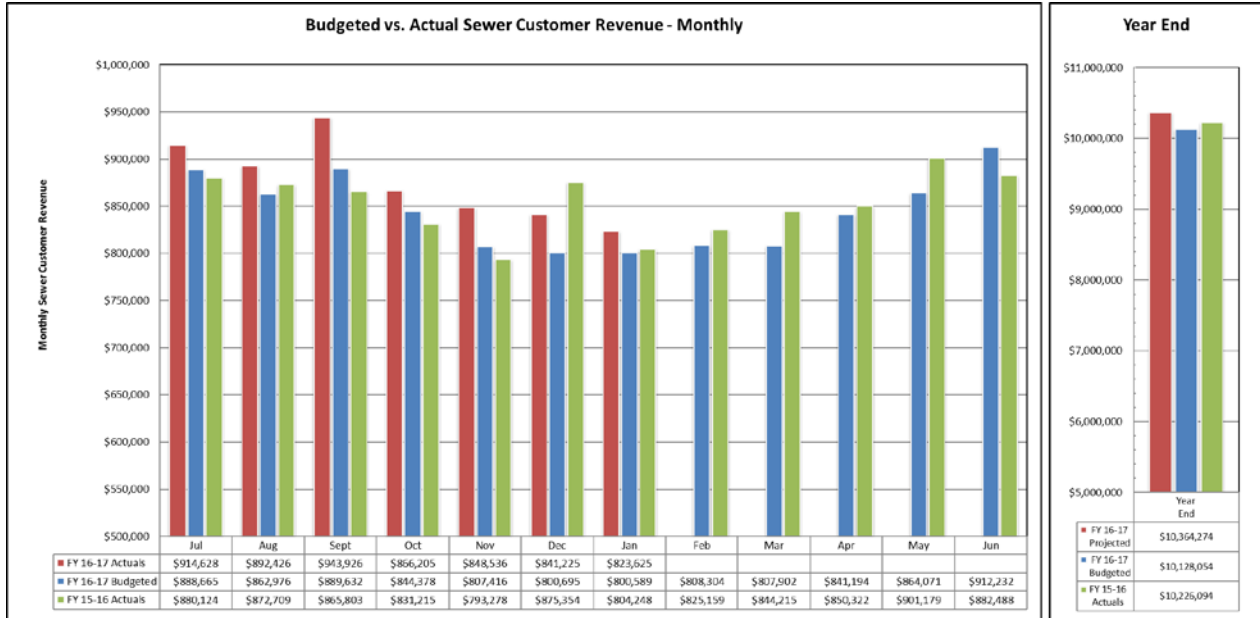
## Public Utilities

| <b>Electric System Outages and Reliability Statistics</b> |                                 |                 |                |               |
|-----------------------------------------------------------|---------------------------------|-----------------|----------------|---------------|
| Jan 1, 2016 to Jan 31, 2017                               |                                 |                 |                |               |
| SAIDI (minutes)                                           | SAIFI (number of interruptions) | CAIDI (minutes) | ASAI (percent) |               |
| 192.621                                                   | 1.25                            | 153.8           | 99.9962        |               |
| Jan 1, 2015 to Jan 31, 2016                               |                                 |                 |                |               |
| SAIDI (minutes)                                           | SAIFI (number of interruptions) | CAIDI (minutes) | ASAI (percent) |               |
| 29.90                                                     | 0.911                           | 32.8            | 99.9947        |               |
| Jan-17                                                    |                                 |                 |                |               |
| Sched/Unsched                                             | Cause                           | Substation      | Circuit        | Total Outages |
| Unscheduled                                               | Squirrel                        |                 |                | 2             |
| Unscheduled                                               | Bird                            |                 |                |               |
| Scheduled                                                 | Scheduled                       |                 |                |               |
| Unscheduled                                               | Equipment Worn Out              |                 |                | 2             |
| Unscheduled                                               | Human                           |                 |                |               |
| Unscheduled                                               | Lighting                        |                 |                |               |
| Unscheduled                                               | Vehicle Accident                |                 |                |               |
| Unscheduled                                               | Vine                            |                 |                |               |
| Unscheduled                                               | Electrical Failure              |                 |                | 3             |
| Unscheduled                                               | Construction                    |                 |                |               |
| Unscheduled                                               | Tree                            |                 |                | 1             |
| Unscheduled                                               | Equipment Damage                |                 |                | 1             |
| Unscheduled                                               | Unknown/Other                   |                 |                | 2             |
|                                                           |                                 |                 | Total          | 11            |

# Public Utilities



# Public Utilities





## Public Works

### Leaf and Limb:

| Service Provided (Tons) | FY14-15 Total | FY15-16 Total | FY16-17 YTD | January 2017 |
|-------------------------|---------------|---------------|-------------|--------------|
| White Goods Collected   | 9.00          | 18.00         | 7.88        | 3.38         |
| Brown Goods Collected   | 5,422.50      | 3,539.16      | 2,138.40    | 283.80       |
| Yard Waste Received     | 27,167.90     | 17,958.92     | 9,617.40    | 731.00       |
| Mulch Dispersed         | 7,998.90      | 8,556.95      | 1,658.83    | 0            |

### City Garage:

| Costs                                                        | FY14-15 Total | FY15-16 Total | FY16-17 YTD   | January 2017 |
|--------------------------------------------------------------|---------------|---------------|---------------|--------------|
| <b>Services Provided by City Garage:</b>                     |               |               |               |              |
| Vehicles Serviced                                            | 1,288         | 1,643         | 1,001         | 123          |
| Total Labor Cost                                             | \$ 36,758.93  | \$ 53,147.90  | \$ 30,338.65  | \$ 4,078.84  |
| Total Parts Cost                                             | \$127,821.46  | \$150,034.08  | \$ 95,510.21  | \$ 9,287.38  |
| Total Cost (Parts + Labor)                                   | \$164,580.39  | \$203,181.98  | \$125,848.86  | \$13,366.22  |
| <b>Services Provided by Contract:</b>                        |               |               |               |              |
| Vehicles Serviced                                            | 916           | 674           | 333           | 39           |
| Total Labor Cost                                             | \$108,770.25  | \$116,862.45  | \$ 70,298.86  | \$6,461.13   |
| Total Parts Cost                                             | \$192,877.40  | \$198,068.81  | \$ 102,444.90 | \$12,344.86  |
| Total Cost (Parts + Labor)                                   | \$301,647.65  | \$314,931.26  | \$172,743.76  | \$18,805.99  |
| <b>Total Services Provided (City Garage &amp; Contract):</b> |               |               |               |              |
| Vehicles Serviced                                            | 2,204         | 2,317         | 1,334         | 162          |
| Total Labor Cost                                             | \$145,529.18  | \$170,010.35  | \$100,637.51  | \$10,539.97  |
| Total Parts Cost                                             | \$320,698.86  | \$348,052.89  | \$197,955.11  | \$21,632.24  |
| Total Cost (Parts + Labor)                                   | \$466,228.04  | \$518,063.24  | \$298,592.62  | \$32,172.21  |

| Cost by Department          | FY14-15 Total | FY15-16 Total | FY16-17 YTD | January 2017 |
|-----------------------------|---------------|---------------|-------------|--------------|
| Public Utilities (Electric) | \$ 86,103.29  | \$ 96,332.89  | \$69,304.33 | \$10,319.00  |
| Public Utilities (W&S)      | \$116,802.55  | \$120,158.73  | \$60,414.46 | \$ 6,744.09  |
| Police                      | \$ 84,842.82  | \$ 85,547.12  | \$43,908.05 | \$ 5,251.68  |
| Recreation & Parks          | \$ 32,005.09  | \$ 45,296.72  | \$24,336.45 | \$ 364.33    |
| Finance                     | \$ 28,004.25  | \$ 15,044.94  | \$ 7,187.01 | \$ 1,303.09  |
| Public Works                | \$114,259.82  | \$ 86,585.97  | \$58,638.79 | \$ 6,453.98  |
| Fire / Rescue               | \$ 69,698.98  | \$ 54,913.63  | \$32,635.98 | \$ 978.60    |
| Human Resources             | \$ 727.61     | \$ 13.01      | \$ 475.36   | \$ 26.81     |
| Development Services        | \$ 3,275.67   | \$ 6,727.03   | \$ 1,691.30 | \$ 730.64    |

## Public Works

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|                      |            |            |          |         |
|----------------------|------------|------------|----------|---------|
| Human Resources      | \$ 727.61  | \$ 13.01   | \$448.55 | \$ 0.00 |
| Development Services | \$3,275.67 | \$6,727.03 | \$960.66 | \$78.25 |

Significant Issues:

None.

## Attendance for Board Appointees

| <b>Board of Adjustment</b> |                            |                                        |                     |
|----------------------------|----------------------------|----------------------------------------|---------------------|
| <b>Appointee</b>           | <b>January Attendance*</b> | <b>Meetings Missed in 2017 To Date</b> | <b>Appointed By</b> |
| Alfred Barfield            | N/A                        | 0                                      | Mayor               |
| Richard Parsons            | N/A                        | 0                                      | Ward 1              |
| Sarah Afflerbach           | N/A                        | 0                                      | Ward 2              |
| Peter Walker               | N/A                        | 0                                      | Ward 3              |
| Benjamin Beasley           | N/A                        | 0                                      | Ward 4              |
| Kenneth Brown              | N/A                        | 0                                      | Ward 5              |
| John Riggs                 | N/A                        | 0                                      | Ward 6              |
| Kenneth "Kip" Peregoy      | N/A                        | 0                                      | Mayor Outlaw        |
| Steve Strickland           | N/A                        | 0                                      | Mayor Outlaw        |
| Lois Jamison               | N/A                        | 0                                      | Schaible            |
| Beth Walker                | N/A                        | 0                                      | Not Available       |
| Peter Adolph               | N/A                        | 0                                      | Not Available       |

\*A meeting was not held in the month of January.

| <b>Community Development Advisory Committee</b> |                           |                                        |                     |
|-------------------------------------------------|---------------------------|----------------------------------------|---------------------|
| <b>Appointee</b>                                | <b>January Attendance</b> | <b>Meetings Missed in 2017 To Date</b> | <b>Appointed By</b> |
| Corinne Corr                                    | Present                   | 0                                      | Ward 1              |
| Carol Williams                                  | Present                   | 0                                      | Ward 2              |
| Marshall Williams                               | Present                   | 0                                      | Ward 3              |
| Vernon Guion                                    | Present                   | 0                                      | Ward 4              |
| Dell Simmons                                    | Absent                    | 1                                      | Ward 5              |
| Mary Shepard                                    | Present                   | 0                                      | Ward 6              |

| <b>Craven County Tourism Development Authority</b> |                           |                                        |                     |
|----------------------------------------------------|---------------------------|----------------------------------------|---------------------|
| <b>Appointee</b>                                   | <b>January Attendance</b> | <b>Meetings Missed in 2017 To Date</b> | <b>Appointed By</b> |
| Marl Stephens                                      | Present                   | 0                                      | BOA                 |

## Attendance for Board Appointees

| <b>Eastern Carolina Council of Government</b> |                           |                                        |                     |
|-----------------------------------------------|---------------------------|----------------------------------------|---------------------|
| <b>Appointee</b>                              | <b>January Attendance</b> | <b>Meetings Missed in 2017 To Date</b> | <b>Appointed By</b> |
| Victor Taylor                                 | Present                   | 0                                      | White               |

| <b>Friends of New Bern Firemen's Museum, Inc. Board of Directors</b> |                           |                                        |                     |
|----------------------------------------------------------------------|---------------------------|----------------------------------------|---------------------|
| <b>Appointee</b>                                                     | <b>January Attendance</b> | <b>Meetings Missed in 2017 To Date</b> | <b>Appointed By</b> |
| Nancy Mansfield                                                      | Present                   | 0                                      | Ward 1              |
| Vacant Seat                                                          | N/A                       | 0                                      | Ward 2              |
| David Finn                                                           | Present                   | 0                                      | Ward 3              |
| Juleon Dove                                                          | Absent                    | 1                                      | Ward 4              |
| Willie Newkirk                                                       | Present                   | 0                                      | Ward 5              |
| Larry Collier                                                        | Present                   | 0                                      | Ward 6              |
| David Pickens                                                        | Absent                    | 1                                      | Mayor               |
| Bill Frederick                                                       | Present                   | 0                                      | Blackiston          |
| Bobby Aster                                                          | Present                   | 0                                      | White               |
| Richard Blythe                                                       | Present                   | 0                                      | Blackiston          |

| <b>Historic Preservation Commission</b> |                           |                                        |                     |
|-----------------------------------------|---------------------------|----------------------------------------|---------------------|
| <b>Appointee</b>                        | <b>January Attendance</b> | <b>Meetings Missed in 2017 To Date</b> | <b>Appointed By</b> |
| David Griffith                          | Absent                    | 1                                      | Mayor               |
| Joe Anderson                            | Present                   | 0                                      | Ward 1              |
| Dr. Ruth Cox                            | Present                   | 0                                      | Ward 2              |
| Rich Frye                               | Present                   | 0                                      | Ward 3              |
| Nancy Gray                              | Present                   | 0                                      | Ward 4              |
| Tim Thompson                            | Present                   | 0                                      | Ward 5              |
| Jim Morrison                            | Present                   | 0                                      | Ward 6              |
| Tripp Eure                              | Present                   | 0                                      | Blackiston          |
| James Herring                           | Present                   | 0                                      | White               |

## Attendance for Board Appointees

| <b>Housing Authority of the City of New Bern</b> |                           |                                        |                     |
|--------------------------------------------------|---------------------------|----------------------------------------|---------------------|
| <b>Appointee</b>                                 | <b>January Attendance</b> | <b>Meetings Missed in 2017 To Date</b> | <b>Appointed By</b> |
| Steve Strickland                                 | Present                   | 0                                      | Mayor               |
| Joe Anderson                                     | Present                   | 0                                      | Mayor               |
| Pete Monte                                       | Present                   | 0                                      | Mayor               |
| Barbara Lee                                      | Absent                    | 1                                      | Mayor               |
| Rob Overman                                      | Present                   | 0                                      | Mayor               |
| Molichia Hardy                                   | Present                   | 0                                      | Mayor               |
| Willie Newkirk, Sr.                              | Present                   | 0                                      | Mayor               |
| Bill Frederick                                   | Absent                    | 1                                      | Mayor               |
| Carol Becton                                     | Present (Late)            | 0                                      | Mayor               |
| Denise Harris-Powell                             | Absent                    | 1                                      | Mayor               |
| Thomas Hardin                                    | Present                   | 0                                      | Mayor               |

| <b>New Bern Appearance Commission</b> |                           |                                        |                     |
|---------------------------------------|---------------------------|----------------------------------------|---------------------|
| <b>Appointee</b>                      | <b>January Attendance</b> | <b>Meetings Missed in 2017 To Date</b> | <b>Appointed By</b> |
| Peggy Broadway                        | Present                   | 0                                      | Ward 1              |
| Pat Chylko                            | Present                   | 0                                      | Ward 2              |
| Norma Judd                            | Present                   | 0                                      | Ward 3              |
| Rose Williams                         | Present                   | 0                                      | Ward 4              |
| Mattie Tatum                          | Present                   | 0                                      | Ward 5              |
| Tammy McAfee                          | Absent (post surgery)     | 1                                      | Ward 6              |
| Marilyn Hughes                        | Present                   | 0                                      | At Large (Odham)    |
| Vacant At-Large Seat                  | N/A                       | N/A                                    | N/A                 |

| <b>New Bern Area Metropolitan Planning Organization – Transportation Advisory Committee</b> |                           |                                        |                     |
|---------------------------------------------------------------------------------------------|---------------------------|----------------------------------------|---------------------|
| <b>Appointee</b>                                                                            | <b>January Attendance</b> | <b>Meetings Missed in 2017 To Date</b> | <b>Appointed By</b> |
| E.T. Mitchell                                                                               | Present                   | 0                                      | Kinsey              |
| Bernard White                                                                               | Present                   | 0                                      | Kinsey              |

## Attendance for Board Appointees

| <b>New Bern-Craven County Public Library Board of Trustees</b> |                            |                                        |                     |
|----------------------------------------------------------------|----------------------------|----------------------------------------|---------------------|
| <b>Appointee</b>                                               | <b>January Attendance*</b> | <b>Meetings Missed in 2017 To Date</b> | <b>Appointed By</b> |
| Carol Becton                                                   | N/A                        | 0                                      | Not Available       |
| Esther Hardin                                                  | N/A                        | 0                                      | Not Available       |
| Erika Foluke                                                   | N/A                        | 0                                      | Taylor              |
| Ethel Staten                                                   | N/A                        | 0                                      | Taylor              |
| Victor Taylor                                                  | N/A                        | 0                                      | Not Available       |

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

| <b>Planning &amp; Zoning Board</b> |                            |                                        |                     |
|------------------------------------|----------------------------|----------------------------------------|---------------------|
| <b>Appointee</b>                   | <b>January Attendance*</b> | <b>Meetings Missed in 2017 To Date</b> | <b>Appointed By</b> |
| Willie Newkirk, Sr.                | N/A                        | 0                                      | Mayor               |
| Jerry Walker                       | N/A                        | 0                                      | Ward 1              |
| Carol Williams                     | N/A                        | 0                                      | Ward 2              |
| Gasper Sonny Aluzzo                | N/A                        | 0                                      | Ward 3              |
| Raymond Layton                     | N/A                        | 0                                      | Ward 4              |
| Jeffery Medgett                    | N/A                        | 0                                      | Ward 5              |
| Barry Evans                        | N/A                        | 0                                      | Ward 6              |

\*A meeting was not held in the month of January.

| <b>Police Civil Service Board</b> |                            |                                        |                     |
|-----------------------------------|----------------------------|----------------------------------------|---------------------|
| <b>Appointee</b>                  | <b>January Attendance*</b> | <b>Meetings Missed in 2017 To Date</b> | <b>Appointed By</b> |
| Phil Childrey                     | N/A                        | 0                                      | Odham               |
| Timothy Tabak                     | N/A                        | 0                                      | Schaible            |
| Daniel Addario                    | N/A                        | 0                                      | Odham               |
| Roger Bellamy                     | N/A                        | 0                                      | White               |
| Phil Urick                        | N/A                        | 0                                      | Blackiston          |

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

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