

NEW BERN PARKS AND RECREATION MANAGEMENT INFORMATION SYSTEMS

To assist in the decision-making process, New Bern Parks and Recreation uses the following Information systems to assist in analyzing trends, address citizen concerns, monitoring budgeting, inventory and pos operations, as well as analyzing cemetery management and public tree related issues.

Munis

Munis is the financial software used by the City of New Bern. This software enables us to track the budget by division and line item in real time. We can determine what purchase orders are currently open, the status of a purchase order and the amount left on the order. This is a great tool in determining what, when and how we are able to spend funds.

CIMS (Cemetery Information Management System)

This software helps staff to determine the availability of plots for sale and provides detailed maps of the locations of specific plots. This information is extremely helpful when multiple funerals are scheduled in the same day, in the same cemetery. The information on CIMS provides details needed in order to make the best decisions for the funeral homes and families in their time of need. This information is also available in iCloud, so that staff can access the information away from their computer, as needed.

Rec Desk

Rec Desk is the Recreation management software used by the department. The software tracks admissions to programs, facilities, and special events. The pos module enables us to track, in real time, sales at each venue, facility reservations, and program revenues. Rec Desk enables us to make decisions for future programs, events, sales, and facility reservations, based on the information collected from past history. The information shows which event was successful and which facilities have a higher reservation rate. With such details provided, RecDesk helps us to make better decisions for future planning.

Excel

Excel is used to help manage many aspects of the department. Some of these aspects include: Fleet management, King tides, and public trees.

- With fleet management, we are able to track major repair issues and determine the proper replacement schedule for vehicles.
- With King Tides, this helps us to monitor when we will have high and low tides. Since we are a coastal community, knowing this information assists with regular maintenance of waterfront parks and amenities with the flood plain.

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- With public trees, we are able to monitor when and where trees are pruned, planted, removed, and replaced. We can track citizen driven complaints and how they were resolved. We can also combine this information for accurate reporting to maintain our Tree City USA status.

Garage Reports

These reports are generated by the City Garage and sent to our department. These reports help to determine and track when and what type of vehicle maintenance is needed. Reports also show how much gas is being used per vehicle. This helps to determine which vehicles are being used on a consistent basis, or if some are being used more than others.