

NEW BERN



NORTH CAROLINA

Everything comes together here

Departmental Monthly Reports

August 2019

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Development Services

Inspections				
Overview	2018 YTD	2019 YTD	Current Month 2019	% Change from Previous Month
Commercial Permits – New Construction	162	103	5	60%
Residential Permits – New Single Family	143	150	26	-69%
Residential Permits – Additions/Remodels	326	294	37	-38%
Mobile Homes	23	11	5	-80%
Signs	38	32	4	75%
Certificates of Occupancy – Residential	115	97	10	-70%
Certificates of Occupancy – Commercial	6	17	6	-50%
Total Permit Valuation	\$63,864,153	\$32,274,240	\$4,454,481	13.08%

Community and Economic Development:

Volt Center/City Market:

- Project management by staff to coordinate details of the project amongst the City, contractor, architect and community college, as well as outside vendors.
- 150 students are enrolled in programs at the Volt Center to date and 69 jobs have been offered to students since the Volt Center opened.
- Staff notified finance department that recent EDA grant reports were accepted.
- Bi-Monthly Conference Calls held with pertinent parties involved in the project, to include the EDA Grant Administrator, architect, Craven Community College staff, city staff and others. The call agenda includes discussing status updates and addresses any concerns or follow-up initiatives for the project.
- 8/29-8/30 - Staff conducted tour of Volt Center site with International Economic Development Council (IEDC) Consultant, Leann Hackman along with Craven County Economic Development Department. IEDC is sending economic development experts to New Bern and Craven County as response to Hurricane Florence to complete research and strategic planning projects.
- Paving and parking of the remaining portion of the site is underway and nearly complete. Construction remains for items in the kitchen commissary space. Fencing and landscaping is starting this week.
- Site visit by Golden Leaf Grant administrator, Suzanne Keil, with grant administrator for the City, Amanda Ohlensehlen. Tour of the facility with Volt Center Executive Director and Director, along with key Craven Community College Staff and students in various trades programs. Close out process for the Golden Leaf Grant discussed.
- Staff prepared report for the Golden Leaf Foundation to begin closing out the grant. Staff compiled workforce development statistics, class details, and regional impacts that will be shared in the Golden Leaf report, along with total investment from all partners. The Volt Center

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is a stimulus to private investment, with several students opening their own businesses following completion of trainings and certifications. Final construction items in the kitchen occurring, including electrical work. ADA compliant ramp and railings for the kitchen space to be the last item, potentially delayed due to availability of sub-contractor and fabrication/shipping of railings.

- Additional workforce development statistics and area impacts will be shared in the Golden Leaf report, along with total investment. The Volt Center is also a stimulus to private investment, with several students opening their own businesses following completion of trainings and certifications. Craven Community College created 2 new full-time jobs as a result of the WFD training center.
- Staff followed up on correspondence with all parties regarding the execution of Change Order #010 for construction related details and needed decisions to move the project forward on the current completion trajectory
- Staff arranged inspections for buildings on the site related to the Makers Lab. Certificate of Occupancy issued.
- Staff coordinated with city engineer regarding possible water leak on the site. Further investigation is ongoing.
- Staff attended meeting with the Community College regarding future plans of the site as a whole and additional programs that could be offered for Workforce Development. Craven Community College is planning to implement a partnership program with NC DOT.
- Staff met with construction contractor on site to discuss the project management activities.
- Staff corresponded with grant administration for the EDA grant to aid in activities required.
- Staff had a call with the Golden Leaf Foundation regarding close out of the grant.
- Staff is beginning plans to schedule a ribbon cutting event for the Volt Center in the fall to celebrate its success. Staff corresponded with grant administration for the EDA grant to aid in activities required.
- Staff fielded multiple phone calls from interested parties in the Kitchen Commissary, City Market and special events.
- Staff briefed media partner on the project for future story.
- 8/22 – Monthly construction meeting held with partners in the project, including the City, grant administrator, community college, contractor, engineer and architect team. Project is currently ahead of construction schedule, with final scheduling occurring for paving, fencing, electrical work and landscaping. Fencing is currently being installed and final landscaping to occur in the next few weeks. CO issued for Makers Lab.
- Final construction items in the kitchen occurring, including electrical work. ADA compliant ramp and railings for the kitchen space to be the last item, potentially delayed due to availability of sub-contractor and fabrication/shipping of railings.
- Staff worked with architect to execute Change Order #011 for construction related details and needed decisions to move the project forward to completion.
- Address numbers posted to each respective business on the site, per requirements.
- Gas meter installed for Makers Lab.
- Staff worked on compiling report information for the Golden Leaf Foundation grant.
- Fencing and landscaping on the site is underway and nearly complete. Construction remains for items in the kitchen commissary space.
- Meeting scheduled to discuss signage planning among stakeholders in the City and Community College.
- Staff conducted interview with UNC TV/Public Media NC regarding the Volt Center impacts.

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- Ongoing grant research related to future programs and projects related to the site including EDA, Golden Leaf Foundation and New Market Tax Credit program, among others.

Economic Development and Business Recruitment:

- Staff had a detailed phone conference with potential developer interested in influence of MCAS Cherry Point and FRC East on their business model. Follow-up information sent regarding additional data.
- Staff spoke to local real estate agent interested in compiling list of all available commercial office/retail space in New Bern. Staff will research with the county economic development ways to have existing information that is available on the C1A site to be expanded to be more comprehensive.
- Staff fielded multiple phone calls from area citizens with questions about development opportunities.
- Staff provided additional information to county ED team for the International Economic Development Council to send volunteers to New Bern to conduct special projects/research post Hurricane Florence.
- Staff attended the Craven 100 Alliance Board Meeting at CarolinaEast Medical Center. A tour of the new cancer center was conducted following the meeting. CarolinaEast expects to hold a grand opening event in October.
- Staff attended the Allies for Cherry Point's Tomorrow's board meeting. Updates to the aviation plan were discussed in the government affairs report, as well as other updates about hurricane Florence projects that have been funded aboard the base. ACT continues to lobby on behalf of the region to ensure the future viability of MCAS Cherry Point and FRC East to complete its mission and be properly funded at a congressional level. Col. Todd W. Ferry relinquished command of MCAS Cherry Point and we have welcomed Col. Mikel R. Huber as the commanding officer. Col. Ferry will go on to serve as the Marine Corps Installation East deputy commander of Marine Corps Base Camp Lejeune, North Carolina.
- Staff met with marketing firm for Allies For Cherry Point upcoming event planning, veteran's and community development programs that exist and need support.
- 8/16 – Key Account Meeting with the electric utility department to discuss business recruitment and growth efforts in economic development.
- Staff spoke to local real estate agent requesting information.
- Staff had PR and marketing strategy phone conference with potential future media partner focused around storytelling and live, work, play theme.
- Staff met with County Economic Development Department and Craven Community College regarding upcoming workforce development projects and discussed potential grant opportunities for partnership.
- Staff provided research related to the EDA and Golden Leaf foundation for future workforce development grant availability.
- Economic Developer arranged phone conference with EDA about electric utility project grant opportunity with Utility Director and other key city staff. The EDA published the Notice of Funding Opportunity (NOFO) Executive Summary and grant application details. The call clarified grant guidelines, application procedures and EDA focus areas. The additional supplemental appropriates for disaster relief was passed and opened 300 counties for funding. The City has been instructed that there will be a lot of demand for these funds, so projects that can be submitted timely will be most competitive. Projects must be owned, operated and maintained publicly and tie strongly to stimulating private investment and job creation, as well as resiliency. Grantees can request an 80:20 match versus the traditional 50:50 match.

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- Staff had conference call regarding the New Market Tax Credit Program (NMTC) through the CDFI Fund and talked in detail with a Certified Development Entity (CDE) in regard to their priorities and opportunities for projects in New Bern.
- Staff had meeting with trade show partners for upcoming conference and show opportunities to promote New Bern in new markets.

Community Development:

- HUD approved the FY19 Annual Action Plan for the City of New Bern and awarded the city a grant in the sum of \$234,803 for its Community Development Block Grant Program.
 - Staff processed payment for lead and asbestos inspection of home completed by Matrix Health and Safety Consultants.
 - Staff visited participants in the Housing Minor Repair Program to collect income documentation for verification purposes.
 - Staff followed up with Community Development Advisory Committee with information regarding upcoming meetings.
 - Staff processed payment for lead and asbestos inspection of home completed by Matrix Health and Safety Consultants.
 - Staff visited participants in the Housing Minor Repair Program to collect 2017 income documentation for HUD audit corrections.
 - Staff spoke with HUD representative concerning policies and guidelines for demolition projects.
 - Staff held phone conference with City of Jacksonville representative to discuss potential Community Based Development Organizations (CBDOS) in the area.
- Staff retrieved documents from a sub-recipient for post-audit corrections to be submitted to HUD by September 9, 2019.

Resiliency and Recovery Activities:

- 8/31 - Staff met with International Economic Development Council (IEDC) Consultant, Leann Hackman along with Craven County Economic Development Department. IEDC is sending economic development experts to New Bern and Craven County as response to Hurricane Florence to complete research and strategic planning projects. The consultant is an expert in disaster recovery and planning, having extensive experience in Canada. Leann conducted a seminar in disaster preparedness and resiliency for staff, based on education that is created. She is willing to conduct a future webinar for other local stakeholders. The focus on economic resiliency and recovery was helpful in New Bern's planning efforts and understanding of best practices in other places in the United States and North America.
- Staff attended US Economic Development Administration webinar hosted by Electricities regarding upcoming grant opportunities. New disaster-related funding opportunities will be forthcoming. The EDA may be willing to reduce the match to 80:20 depending on the need.
- Staff was interviewed by local news outlets regarding the City of New Bern's Resilience Plan. Continued research, outreach and information compiled for activities related to the resiliency plan and future funding sources for mitigation projects.
- Staff had conference call with key officers for the Southeast Sustainability Directors Network. A previous grant award was not funded, due to the grant giving priority to implementation projects over planning initiatives. Staff is looking to join the network to take advantage of resources and education, as well as be eligible for other smaller grant funds.
- Staff finalized Letter of Intent for the Environmental Enhancement Grant Program for submission to the NC Attorney General's Office and received invitation to complete a grant application for two projects. Staff continues completed research, wrote and met with other key departments about Environmental Enhancement Grant Program opportunity along with grant

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writer. The projects are Environmental Enhancement of New Bern's Greater Five Points Duffyfield Neighborhood Through Retention Pond Development and the Environmental Enhancement Hazard Mitigation and Resiliency Planning Phase 2 and Phase 3. Staff received invitation to submit an application to the Environmental Enhancement Grant Program for submission to the NC Attorney General's Office. Staff continues to work with the grant writer to complete research, wrote and met with other key departments about Environmental Enhancement Grant Program opportunity along with grant writer. Staff will attend an informational meeting for grant submission requirements will be held in Raleigh at the DOJ offices on September 11th.

- Staff continued writing and editing RFQ for resiliency plan based on research and feedback from other locations. The first phase of the resiliency plan is funded and details regarding phases two and three are being finalized, based on possible funding sources. The EEG grant is a potential source to provide funding for Phase 2 and Phase 3. Staff met with grant writer and assisted with continued writing and editing RFQ for resiliency plan based on research and feedback from other locations. Staff researched upcoming grant opportunities and compiled information for pertinent mitigation projects. Continued research, outreach and information search for activities related to the resiliency plan.
- The Duke Energy Foundation awarded the City of New Bern \$15K for the Flood Mitigation Plan grant request. We hope this funding will support hiring a consulting firm to develop a mitigation plan for the City of New Bern.
- Community and Economic Developer attended Recovery and Resiliency Funding Fair with key state and federal agencies. Staff met with various entities to pitch potential grant projects to funders including the Economic Development Administration, and local EDA Representative Hillary Sherman. Other entities included NC DEQ, NC Department of Commerce, USDA, HUD and NCORR. Follow up phone calls and discussion are planned, and research is ongoing.
- Staff continued to work with citizens requesting resources for recovery by referring them to appropriate organizations and programs. Staff referred residents to resources available through the CCDRA, Habitat for Humanity, United Way and other non-profit and public service networks. Staff continued to work with recovery partners to identify sources for individual rehabilitation of homes and coordinate information flow.
- Staff met with leadership and academia representatives from UNC Chapel Hill and the NC Sea Grant Extension about a possible research project. Staff communicated and provided additional information to the UNC Sea Grant Extension about resiliency efforts and potential projects in the vulnerable Duffyfield/Greater 5 Points community. UNC and Sea Grant Staff will be presenting a proposal next month related to the scope of work they would be interested in completing. They have received funding for a two-semester project and are choosing three potential communities' planning departments to partner with in North Carolina.
- The EDA may be willing to reduce the match from 50:50 to 80:20 depending on a community's resiliency needs. The FY 19 Disaster Supplemental Notice of Funding Opportunity and application process is now active. The City preparing an application for consideration regarding a utility project to leverage funds and wants to communicate the sense of urgency that is present due to the competitive nature and over 300 counties eligible to apply for funding based on disasters that occurred this year. Staff held a separate call with the EDA to discuss specific projects and application guidelines, along with utility department staff. Further board direction will be needed before moving forward with any requests. Staff held several meetings to discuss the urgent deadline and pertinent technical, resiliency, economic impact and project details.
- Staff approved FEMA 407 HMGP Expedited program details. Three properties requesting buy-out have been funded. Staff will begin implementing next steps in process from direction from

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FEMA and the state. An RFP for scope of work is being compiled in preparation for this grant implementation. The State is hosting an informational session on September 5th in Raleigh that staff will attend to be given instructions on the next steps in the process, which was postponed due to Hurricane Dorian.

- The state sent information regarding the HMGP 404 program. There are 19 properties proposed for acquisition and 54 properties proposed for elevation. The State sent additional paperwork that must be completed by each homeowner. Development Services Staff has started reaching out to each individual property owner this week to get the paperwork filled out and signed, so the city can complete its sub-applicant application process. After information is gathered, the city will submit to the state and the State/FEMA will begin the process of completing a cost-benefit analysis of each individual project. We have not received any information on available funds or expected budget.

Other:

GIS

- Continued work related to data, maps and online apps for the Redevelopment Commission. Attended meetings and created layers of data related to meeting discussions and Police crime data for the area. Continued filed check of conditions.
- Held a GIS Technical Users Group Meeting to discuss the migration to the Enterprise/Portal setup, looked at users and processes for the best setup. Looked at ways to extract and share data better. How can we take advantage of tools and allow field crews to use and access GIS data to update in the field – eliminate all paper trails. Allow for real-time update and a system for QA/QC to the base data. Setup 2 new databases for W/S and Electric. IT wants to look at the indoors piece to map out indoor assets and use wayfinding. Look at how to attach documents and photos – how to store so they can be assessed in the field and verified. Look at Utility network manager.
- Worked with Mark Andrews and Brandon Saunders with Highland Mapping to continue the migration process for the Enterprise/Portal setup. Setup remote access to GIS servers and provide documentation and login information. Fixing some errors that previous setup had created. Close to moving the database over. Also spoke with Kent Rothrock who will be handing the database piece. Will have 4 separate databases – Main GIS Data, W&S database for Engineering Tech, Electric Database for Utility Tech, and orthos. This will allow the other GIS Technicians to update and manage their data without my assistance. It will also allow for attachment of drawings/photos and the ability to set up mobile workforce tools/apps.
- Fixed online map issues related to state imagery use. Had to transfer maps to new setups and new base maps so they could be used in the field by the utility depts.
- Updating roads and structures based on changes on Cherry Point base continue. Roads are completed – working on residential and main buildings.
- Attended the NCGICC (NC Geographic Information Coordinating Council meeting in Raleigh. This meeting oversees and coordinates all aspects of the State's GIS efforts. The Secretary of State presides. I attended to represent and report on behalf of the Local Government Committee in the absence of our Chair. Reported on Next Gen 911, PLS/GIS documents, Public access to utility infrastructure, municipal boundaries, emergency response, 2022 reference frame and the 2020 Census.
- Mapping works done by Public Works in relations to Florence damage. Mostly ditch and stormwater features. Information converted from paper forms to GIS layer for FEMA requests.
- Attended and presented at an ENC workshop on using GIS during hurricane. Event was put on

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and hosted by the City of Greenville. Speakers included me, City of Wilson and the State of NC Emergency Management. HurriUp was the title. Approx. 50 in attendance.

- Variety of software adjustments and installs for ESRI products and related to energov.

MPO:

- Staff began working on documentation for upcoming public meetings.
- Staff participated in a Complete Streets – Safer Streets webinar 8/14
- Staff continued entering projects for consideration into SPOT to determine scoring potential.
- Staff attended East Coast Greenway Committee meeting in Clayton – 8/13
- Staff met with CARTS Director to review mapping for public outreach meetings – 8/13
- Staff attended Bridgeton Town Meeting to discuss Bike/Ped Plan/progress – 8/13
- Staff attended workplace violence and active shooter training – 8/14
- Staff participated in an FHWA Community Outreach Strategies webinar – 8/14
- Staff held first public outreach meeting with CARTS at the Craven County administration offices – 8/16
- Staff attended NCDOT open house meeting on Kinston Bypass project – 8/20
- Staff attended Eastern NC Freight Mobility Meeting – 8/21
- Staff held public involvement meeting at Bridgeton Town Hall – 8/21
- Staff held public involvement meeting at River Bend Town Hall – 8/22
- Staff attended Quarterly NCAMPO meeting in Greenville – 8/23
- Staff finalized 4th Quarter reports – requirements to State and Federal - 8/23
- Staff held public involvement meeting at Craven Community College – 8/26
- Staff held public involvement meeting at Craven Public Library – 8/27
- Staff held public involvement meeting at Trent Woods Town Hall – 8/29
- Staff corresponded with, and provided documentation to, consulting firm obtained to update the NBAMPO long range transportation plan.
- Staff continued working on format and topics for quarterly newsletter.
- Staff continued working on BUILD grant presentation/documentation.
- Staff continued efforts with Website updates.
- Staff continued efforts with Social Media updates.

Zoning:

- Fourteen land use approvals issued during the month.
- Staff met with 37 citizens (walk-ins, site visits, and appointments) and received 115 phone calls to discuss various land use, development plans, and zoning issues.
- Staff attended Planning & Zoning Board meeting.
- Staff attended HPC Meeting.
- Staff met with property owners to discuss signage.
- Staff met with property owners to discuss tree removal.
- Staff met with property owners to discuss zoning compliance.
- Staff met with contractors to sign C/O.

HPC –

- Issued 4 Minor CoAs
605 Hancock – rolling storm shutters
823 Pollock – mini-split tubing cover, dryer vent
218 Metcalf – move shed, remove shrubs and maybe trees
518 & 520 New St – pecan tree removal
- Issued 1 Major CoA

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- 501 Metcalf – roofing, gutters
- Reissued a Major CoA
- 609 New St – roofing, roof vent
- Issued 2 tree cutting permits
- 1420 Spencer – street tree by P&R
- 518 & 520 New St – pecan tree removal
- Prepared the memo and maps for removal of Trent Court from the district
- Received and began processing of 7 major CoAs
- 209 Change St – modify approved door
- 215 Pollock – metal roofing replacement
- 203 S. Front (Conv. Center) rear modifications
- 203 S. Front (Conv. Center) HVAC screen
- 211 King St – change 2 French doors into 2 windows
- 510 C Pollock - picket fence
- 416 – 418 Broad – 8 townhouses in two new buildings
- Received and began processing of several minor CoAs
- Began enforcement on 6 reported potential violations
- 704 Craven – brick paving in street median
- 104 Johnson – vacant, tree in roof
- 412 Metcalf – exterior maintenance
- 614 New – vacant, deteriorating
- 214 Pollock – constant construction site
- 217 Hancock – remodel stopped
- Provided staff support for Historical Preservation Commission’s Regular Meeting on August 21, 2019 for the following projects:
- Election of Officers – resulted in R. Cox as Chair, T. Eure as Vice Chair
- 215 Pollock St. – to include the installation of a new corrugated, standing seam metal roof to replace an existing flat pan, standing seam metal roof. This is an after-the-fact CoA. This project was continued to the next meeting.
- 501 Metcalf St. – to include replacing existing metal roofing with architectural asphalt fiberglass composite shingles, addition of roof over secondary front entry, addition of gutters around front porch. This was approved.

Finance

Fund Balance Available for Appropriation and Days Cash on Hand:

Fund	As of 06/30/16	As of 06/30/17	As of 6/30/18 *Estimate*	Estimate for June 2019*	Estimate for July 2019*
Water (Available)	\$8,497,223	\$6,298,596	\$6,097,210	\$5,980,454	\$7,142,892
Water (Days)	516	340	333	358	383
Sewer (Available)	\$3,422,417	\$4,035,133	\$3,343,179	\$2,744,751	\$4,761,754
Sewer (Days)	227	275	179	162	206
Electric (Available)	\$11,138,265	\$11,039,354	\$13,398,600	\$12,666,029	\$10,698,728
Electric (Days)	130	126	136	133	144
General (Available)	\$16,186,421	\$14,885,387	\$14,449,392	\$14,266,545	\$8,365,620
General %	45.63%	45.47%	35.30%	37.42%	21.56%

*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:

Estimates for August 2019 are not currently available as we complete the migration of data from our Banner legacy system to the new Munis system.

Fire

Fire Suppression				
Incidents	2018 Total	2019 YTD	Last Month	Current Month
*Number of Incidents	2,105	1,033	166	184
90% Response Time to Incidents	8 minutes 37 seconds	9 minutes 58 seconds	8 minutes 15 seconds	8 minutes 37 seconds
Endangered Property Value	\$54,778,190	\$132,512,320	\$18,180,800	\$19,600,360
Property Losses Due to Fire	\$10,772,271	\$881,371	\$149,601	\$327,500
Percentage of Saved Property Value	80.33%	99.30%	99.18%	98.33%
Overlapping Incidents	530	154	25	20

Fire Prevention				
Prevention Statistics	2018 Total	2019 YTD	Last Month	Current Month
Fire Investigations	33	21	8	0
Fire Inspections	1,766	1,626	276	233
Permits Issued	96	44	3	4
Child-Passenger Seat Checks	143	154	20	25
People Educated Through Public Fire & Life-Safety Programs	5,695	2,858	83	162
Smoke Alarms Installed	143	124	5	12

Narcan				
Statistics	2018 Total	2019 YTD	Last Month	Current Month
Overdose Calls Responded To	54	43	6	9
Instances Narcan Administered	9	7	0	0

Significant Issues:

- Received \$34,138.00 Gold LEAF Grant for new swift water boat and motor to replace Vietnam era boat.
- Met with Craven County Fire Chiefs to present new mutual aid (run card) concept.
- Provided resources to Township VFD for a structure fire.
- Participated in Joint Public Safety Awards Ceremony.
- Training with mutual aid departments.
- Trained Police Department on swift water awareness.
- Reviewed mutual aid operations with Craven County Emergency Management.
- Met with Alice Wilson to begin building dashboard for response analysis.
- Participated in Meet and Greets with local elementary schools at beginning of school year.
- Finalized Emergency Operations Plan.

Human Resources

City-Wide Vacancies						
Department	Budgeted Positions	Separations During the Month	Positions Filled By External Candidates During the Month	Current Vacancies	Turnover FY18/19	Turnover FY19/20
Administration	11	0	0	0	1	0
Dev. Services	18	1	1	1	4	1
Finance	40	0	0	4	4	0
Fire	73	0	0	0	4	0
Human Resources	5	0	0	0	0	0
Parks & Recreation	29	0	0	1	2	0
Police	119	3	0	7	17	5
Public Utilities	53	0	1	2	5	0
Public Works	47	0	3	0	6	0
Water Resources	78	2	1	4	6	3
Totals:	473*	6	6	19**	49	9

*Includes regular and 2 grant-funded positions approved for the fiscal year; does not include seasonal positions.

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

Safety News		
Workers' Compensation	2018	2019
Current Month's Claims	2 OSHA Recordable 0 Lost Time 0 Non-Recordable 0 Denied	1 OSHA Recordable 0 Lost Time 1 Non-Recordable 0 Denied
Year-to-Date Claims	3 Recordable 2 Non-Recordable	5 Recordable 4 Non-Recordable
Current Month Costs	\$36,546.69	\$43,852.04
Year-to-Date Costs	\$62,223.76	\$62,616.03

Other:

None

Parks and Recreation

Significant Issues:

- The grand opening for Kidsville 2.0 was held on Friday, August 23rd. Approximately 150 were in attendance.
- The Footloose on the Neuse Summer Concert for Friday, August 16th - featuring Lewis N Clark was cancelled due to weather.
- The Footloose on the Neuse Summer Concert for Friday, August 30th, featured Adam Pitts. Attendance: 600.
- Date Night Movies in the Park, scheduled for August 10th and 24th was cancelled due to rain.
- New Bern Aquatic Center Update for August:
 - Attendance: 2,321
 - Gate Admissions: \$8,953.00
 - Concessions: \$2,674.50
 - Pool Parties: 9

Police

Crime:

Incidents & Arrests	Current Month Total	2016 Total	2017 Total	2018 Total	2019 YTD
NIBRS* Group A Incidents	212	2,540	2,536	2,534	1,697
NIBRS* Group B Incidents (Arrests)	36	723	825	900	501
Adult Arrests	120	1,495	1,739	1,698	991
Juvenile Arrests	-	10	10	9	3
Total Arrests	120	1,505	1,749	1,707	883
Police Calls for Service	3,764	43,949	46,757	45,246	30,294
Business Alarms Dispatched	172	1,968	1,988	2,157	1,356
Residential Alarms Dispatched	55	878	758	755	433
Alarm Calls (PD Dispatched)	227	2,846	2,746	2,912	1,789

*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	2016 Total	2017 Total	2018 Total	2019 YTD
Homicide	-	3	4	-	1
Rape	1	11	8	8	5
Robbery	1	50	58	30	16
Aggravated Assault	8	82	93	80	55
B&E – Residence	10	168	160	168	114
B&E – Business	4	27	43	37	33
Theft from Motor Vehicle	10	173	187	111	70
Larceny	50	796	718	782	463
Motor Vehicle Theft	5	30	20	36	13
Arson	1	6	3	3	3
Total:	90	1,346	1,294	1,255	773

Criminal Investigations	August 2019	2019 YTD	2018 Final Total
Cases Assigned	20	117	168
Cases Closed by Arrest	2	6	Not Specified
Cases Closed Leads Exhausted	-	4	8
Cases Closed Unfounded	2	8	Not Specified

2019 Cases of Note - August

Crime	Summary
2019-42280	Received FBI report
2019-28994	Shooting Main St pending warrants
2019-20929	Simmons St shooting pending warrants
2019-27553	Homicide Beach Grove MHP conducting interviews
2019-23767	Arson of Cub House pending warrants

Police

Crime Analysis		
Top 5 Calls for Service & Number of Incidents*	<u>August 2019</u>	<u>2019 YTD</u>
	1) Citizen Assist – 293 2) Alarm Business – 161 3) Suspicious Vehicle – 112 4) Vehicle Crash Property - 94 5) Check on Welfare – 93	1) Citizen Assist –1677 2) Alarm Business – 1327 3) Suspicious Vehicle – 960 4) Vehicle Crash Property – 955 5) Larceny / Shoplifting – 705
Top 5 Calls for Service for Current Month by Location* and Number of Incidents	1) 3105 M L King Jr Blvd, Walmart (Larceny and Vehicle Crash- Property) – 88 2) Middle St/Pollock St (Foot, Bike, T3 Patrols, Directed Patrols) - 84 3) 1125 Walt Bellamy Dr., New Bern Towers (Foot Patrol & Check Welfare) – 48 4) 1309 Country Club Rd., Lawson Creek Park (Security Check) – 39 5) 1211 Simons St (Foot Patrols, Trespassing, Veh. Crash) - 32	
Top 3 Crime Locations for Current Month and Number of Incidents	1) 3105 M L King Jr Blvd, Walmart (Larceny and Vehicle Crash- Property) – 88 2) 1125 Walt Bellamy Dr., New Bern Towers (Foot Patrol & Check Welfare) – 48 3) 1211 Simmons St (Foot Patrols, Trespassing, Veh. Crash) – 32	

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

Personnel:

Extra Duty Hours						
Current Month 2019	2014	2015	2016	2017	2018	2019 YTD
298.5	1,853.50	2,161.00	3,299.00	4,076.75	4,525.01	2,839.5*

*City sponsored events/assignments are considered overtime assignments and are not included in extra duty reporting, therefore downtown patrol special assignment totaled 120 hours in August.

Overtime in Dollars	Current Month 2019	2016 Total	2017 Total	2018 Total	2019 YTD
Office of the Chief	\$125.69	\$1,251.97	\$381.11	\$200.97	\$145.63
Operations Division	\$18,778.80	\$135,511.65	118,641.19	\$266,946.37	\$84,093.03
Services Division	\$18,009.56	\$58,035.21	\$72,063.35	\$152,064.54	\$92,990.63
Investigations Division	\$10,595.90	\$21,689.72	\$45,845.93	\$75,893.65	\$33,296.36
Total:	\$47,509.95	\$216,488.55	236,931.58	\$495,422.53	\$210,525.65

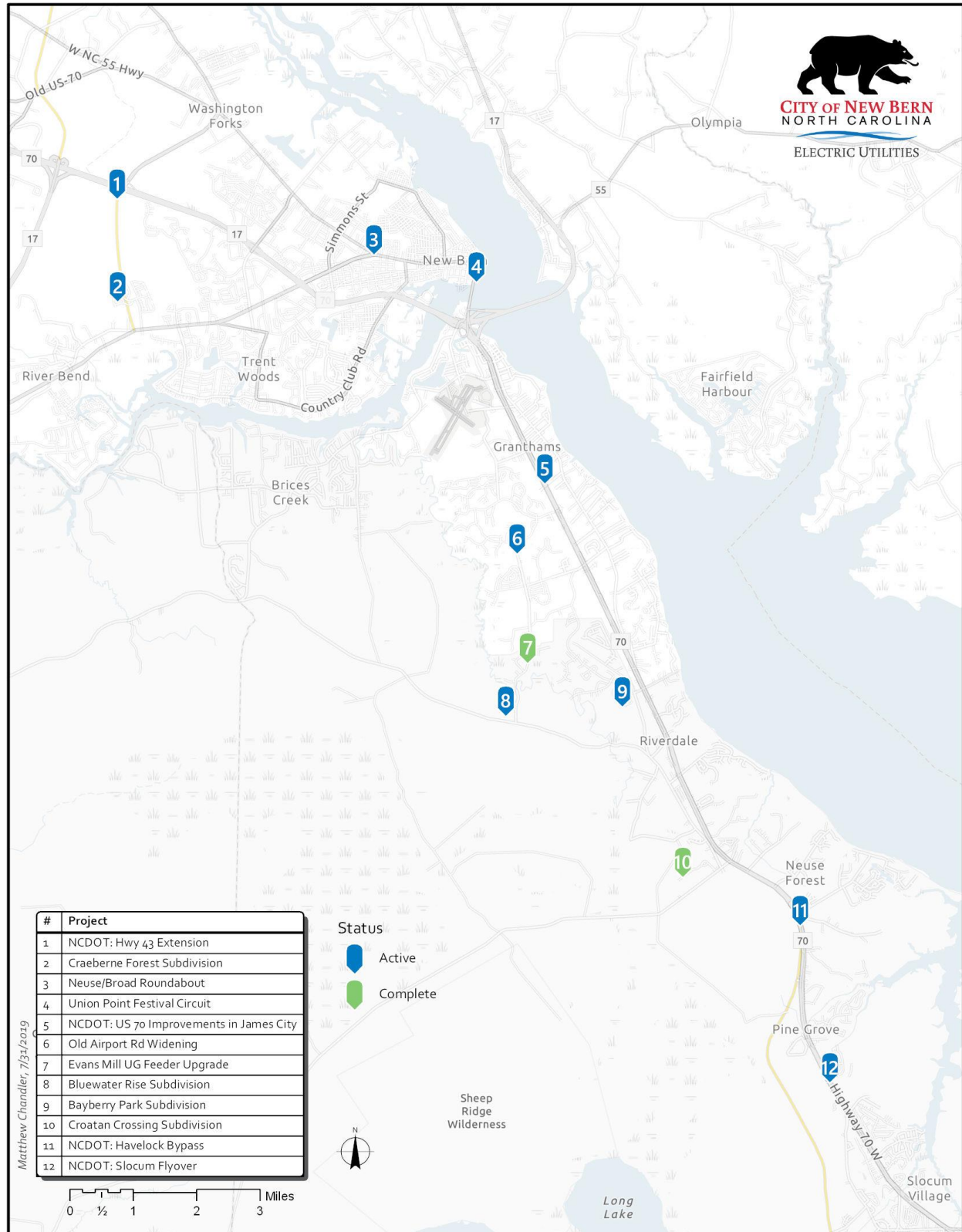
Significant Issues (not noted above):

None

Public Utilities

- **High-Profile Projects:** Twelve high profile projects have been identified for electric utilities. A location map is attached to assist with visualizing the project locations. There are also five high profile water and sewer projects currently underway. An updated summary is included.
- **System Reliability:** A total of 15 interruptions were recorded on the electric system during the month of August. This impacted a total of 946 customers. As a result, customers experienced an average of 0.278 interruptions and were restored in an average of 18.6 minutes. Additional details are provided in the table of “Electric System Outages and Reliability Statistics”.
- **Safety:** There are no incidents to report this period.
- **Employee Recognition:** Recognition to Robert Small for noticing and preventing a contractor from digging in an area which had not been located, directly on top of the main feeder lines for downtown New Bern.
- **Electric and Water Sales:** Graphical trends of revenue and expenses are Included.

Public Utilities



Public Utilities

Electric Projects and Developments:

- **Bluewater Rise Subdivision** - *New underground residential subdivision.* Construction is following the pace of the developer.
- **Croatan Crossing Subdivision** - *Extending single phase underground primary to feed the next phase of Croatan Crossing Subdivision.* Construction is following the pace of the developer.
- **Advanced Metering Infrastructure Project** - *This project involves installing a network of electric and water meters.* We are currently reading 11,326 water meters and 22,387 electric meters with 9,553 disconnect meters; 5,643 two-way load management switches have been installed.
- **Craeberne Forest** - This is a new section in an existing residential subdivision. We have met with the developer and are in the planning process for the next phase of the subdivision.
- **Street Lighting** - This project involves the changing out of street lights, areas lights, and security and flood lights throughout the city. The current area of focus for this project is the Historical District.
- **Old Airport Road Widening** - The widening of Old Airport Road. We are waiting for the submission of final plans.
- **NCDOT Project** - All current NCDOT projects are waiting for the submission of plans by NCDOT with the exception of the Slocum Flyover in which the utility work is 95% complete.

Water Resources Projects and Developments:

- **Township No. 7 Sewer Improvements – Phase III.** *Sewer system infrastructure improvements for increasing transmission capacity.* Staff is continuing to work with the property owners from whom the City will need a utility easement in order to construct the project and legal documents for the easements are being prepared. We are in the process of obtaining a concurrent use agreement with the FAA which is needed for the proposed directional bore under the Craven County Airport Runway.
- **West New Bern Water System Improvements** – *Water system infrastructure improvements between the Highways 17 and 55 corridors increasing available domestic and fire flow supplies.* Staff is continuing to work with the property owners from whom the City will need a utility easement in order to construct the project and legal documents for the easements are being prepared. We are continuing to work with NCDOT on the configuration of the Highway 43 connector. NCDOT has recently completed their final adjustments to Highway 43 ROW alignments, which will allow for the final easement maps for the water project to be generated.
- **Spencer & Park Water and Sewer Rehabilitation Project** – *Replacement of existing water and sewer infrastructure along Spencer and Park Avenues ahead of planned resurfacing project.* The resurfacing work is currently underway and is anticipated to wrap up in the next 30 days.
- **Johnson & King Water, Sewer, and Storm Drain Rehabilitation Project** – *Replacement of existing water, sewer, and storm drain infrastructure along Johnson and King Streets.* All of the underground work and pavement resurfacing has been completed. The City's project coordinator is continuing to work with the contractor to wrap up the remaining concrete work and dress-up items for the project.
- **Industrial Park Sewer System Optimization Project** - Rehabilitation of (2) sewer pump stations and reconfiguration of the existing sanitary sewer force mains in the Industrial Park to increase capacity of this sewer system and reduce operation costs. The construction plans for this project are 95% complete and will be submitted for permitting in early September. Once the permit is received, the project will be advertised for bids and we anticipate completion of the work by the end of the calendar year.

Public Utilities

High-Profile Electric Projects:

- **Bluewater Rise Subdivision.** *New underground residential subdivision.* Construction is following the pace of the developer.
- **Croatan Crossing Subdivision.** *Extending single phase underground primary to feed the next phase of Croatan Crossing Subdivision.* Construction is following the pace of the developer.
- **Craeberne Forest.** *This is a new section in an existing residential subdivision.* We have met with the developer and are in the planning process for the next phase of the subdivision.
- **Street Lighting.** *This project involves the changing out of street lights, area lights, security and flood lights throughout the City.* The current project focus area is in Historical District.
- **Old Airport Road.** *Widening of Old Airport Road.* We are waiting for the submission of final plans for this project.
- **NCDOT.** *This consist of various different NCDOT projects.*
 - a. NC Hwy 43 Extension – Waiting on submission of plans from NCDOT.
 - b. Neuse Boulevard Roundabout – Waiting on submission of plans from NCDOT.
 - c. US Hwy 70 – James City – Waiting of submission of final plans from NCDOT.
 - d. Havelock Bypass – Waiting on submission of final plans from NCDOT.
 - e. Slocum Flyover – Utility work is 95% complete. Waiting on traffic signal plan from NCDOT.
- **Vegetation Management.** Is ongoing throughout our service area.

High-Profile Water Resources Projects:

- **Township No. 7 Sewer Improvements – Phase III.** *Sewer system infrastructure improvements for increasing transmission capacity.* Staff is continuing to work with the property owners from whom the City will need a utility easement in order to construct the project and legal documents for the easements are being prepared. We are in the process of obtaining a concurrent use agreement with the FAA which is needed for the posed directional bore under the Craven County Airport runway.
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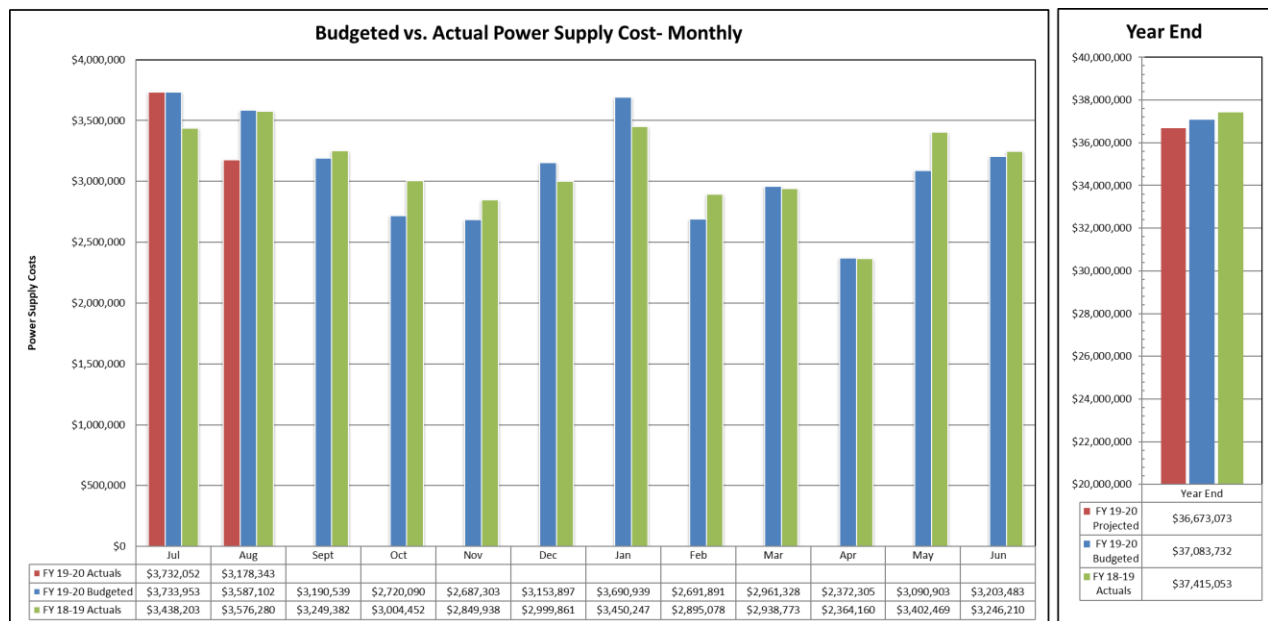
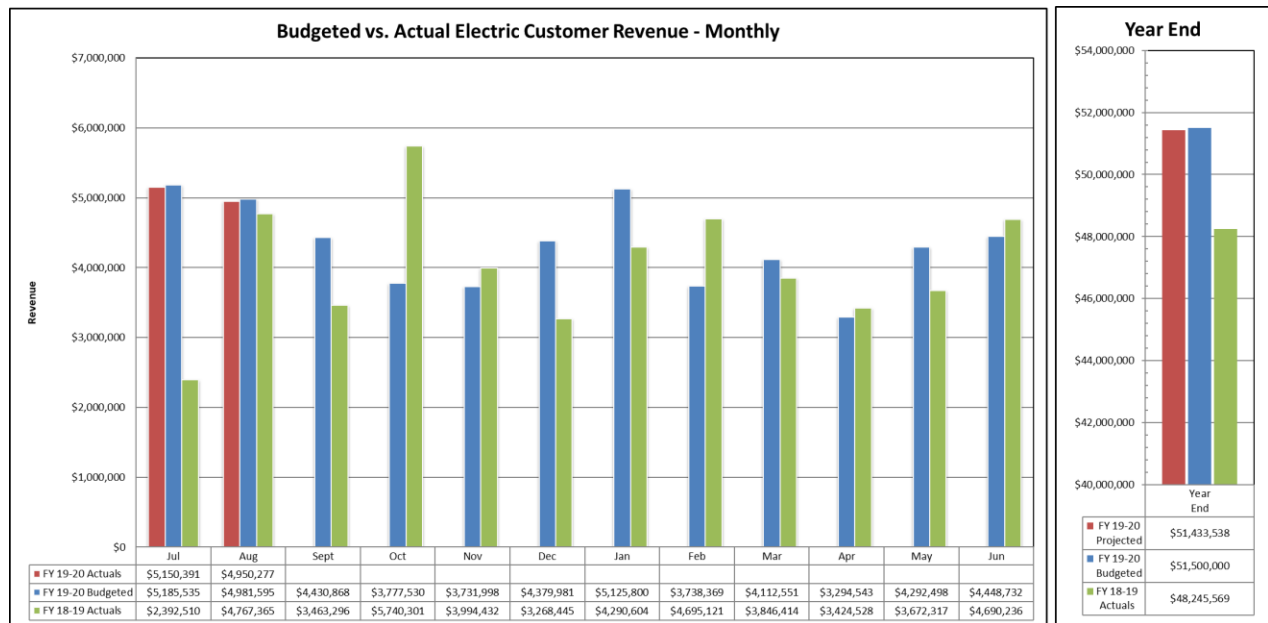
Public Utilities

Electric System Outages and Reliability Statistics			
	Current Month 2019		2019 YTD
# of Interruptions	15		175
# of Customers out	946		7786
Customers Minutes Out	79,952		816,545
August 1, 2019 to August 31, 2019			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDI (Minutes)	ASIAI (Percent)
18.59	0.278	66.914	99.9967%
July1, 2018 to July 31, 2018			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDI (Minutes)	ASIAI (Percent)
14.136	0.201	70.233	99.9975%

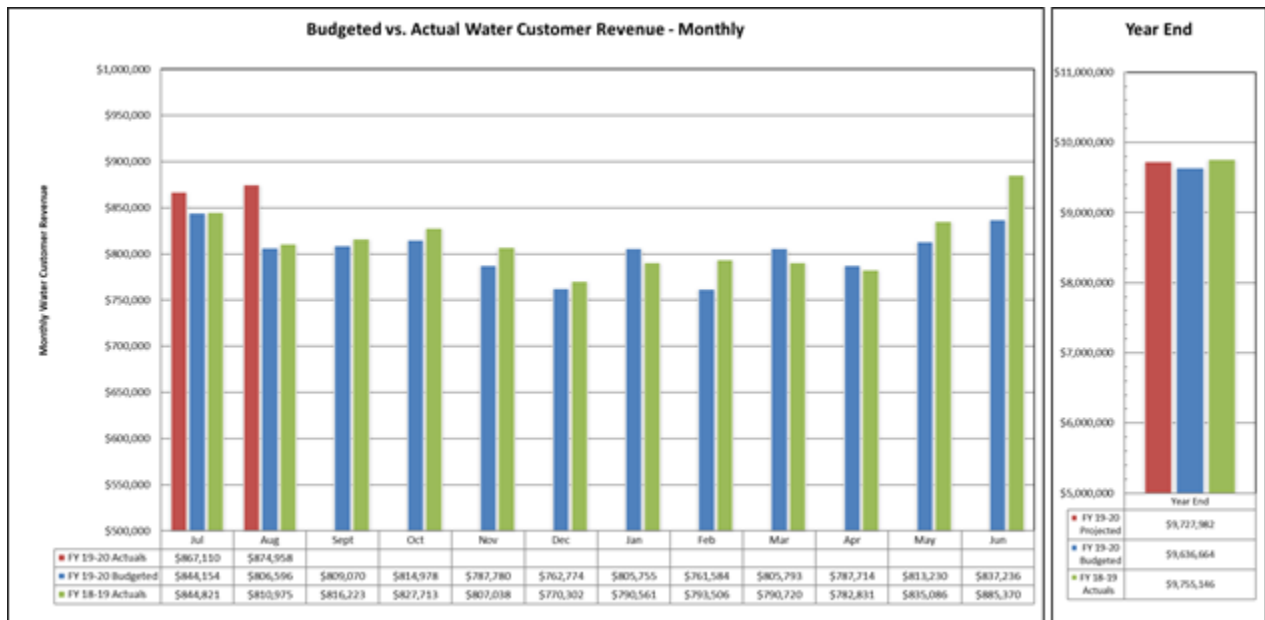
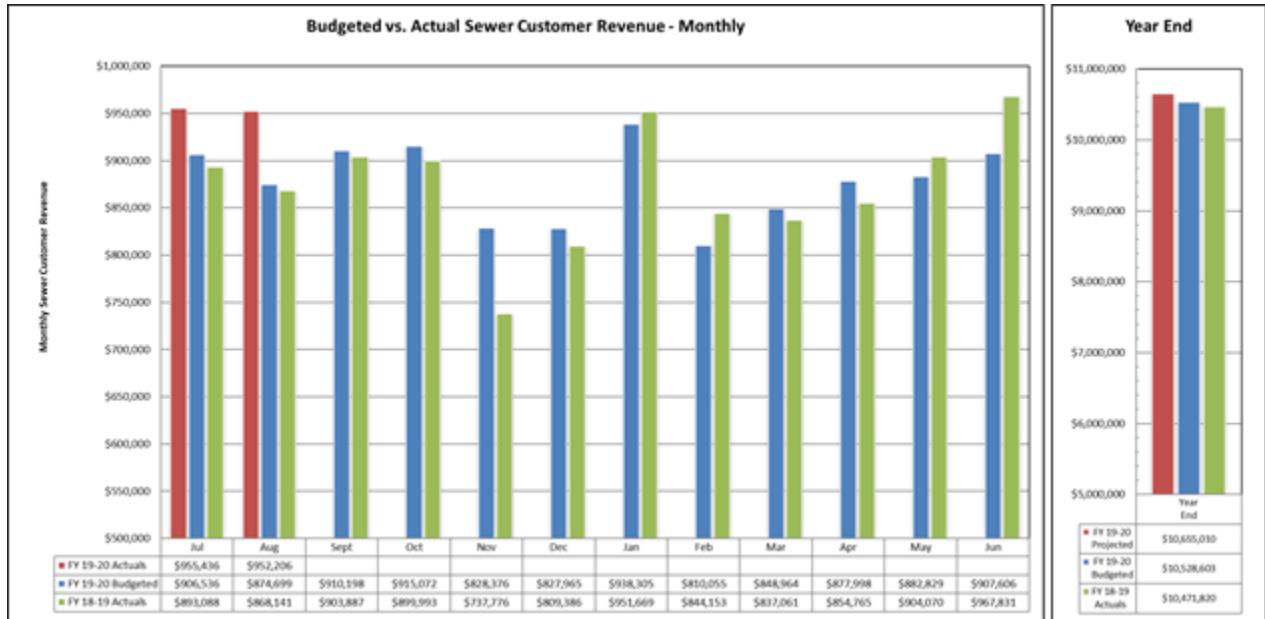
Outages		
Scheduled/Unscheduled	Cause	Total Outages
Unscheduled	Squirrel/Snake/Bird	2
Unscheduled	Equipment Worn Out	3
Unscheduled	Storm	2
Unscheduled	Vine	1
Unscheduled	Manufacturing Defect	1
Unscheduled	Vehicle Accident	1
Unscheduled	Tree	0
Unscheduled	Equipment Damage	3
Scheduled	Repairs	1
Unscheduled	Unknown/Other	1
Total		28

Public Utilities

***Revenue figures will be updated upon completion of year end processing.*



Public Utilities



Public Works

Leaf and Limb:

Service Provided (Tons)	FY17-18 YTD	FY18-19 YTD	FY19-20 YTD	August 2019
White Goods Collected	27.00	13.50	27.00	4.50
Brown Goods Collected	3,603.60	3,240.60	660.00	343.2
Yard Waste Received	14,518.26	13,533.83	2,812.58	1,432.18
Mulch Dispersed	6,419.37	3,616.43	780.44	342.01

City Garage:

Costs	FY17-18 YTD	FY18-19 YTD	FY19-20 YTD	August 2019
Services Provided by City Garage:				
Vehicles Serviced	2,007	2,100	576	281
Total Labor Cost	\$ 59,457.53	\$ 66,419.98	\$21,481.10	\$10,378.06
Total Parts Cost	\$158,265.30	\$157,426.24	\$33,012.31	\$15,816.30
Total Cost (Parts + Labor)	\$217,722.83	\$223,846.22	\$54,493.41	\$26,194.36
Services Provided by Contract:				
Vehicles Serviced	551	561	137	77
Total Labor Cost	\$103,943.03	\$105,084.08	\$26,743.66	\$16,025.14
Total Parts Cost	\$190,999.15	\$149,681.60	\$36,965.25	\$25,231.46
Total Cost (Parts + Labor)	\$294,942.18	\$254,765.68	\$63,798.91	\$41,346.60
Total Services Provided (City Garage & Contract):				
Vehicles Serviced	2,558	2,664	713	358
Total Labor Cost	\$163,413.50	\$171,896.06	\$ 48,224.76	\$26,403.20
Total Parts Cost	\$349,536.84	\$307,400.97	\$ 70,067.56	\$41,137.76
Total Cost (Parts + Labor)	\$512,950.34	\$479,207.03	\$118,292.32	\$67,540.96

Cost by Department	FY17-18 YTD	FY18-19 YTD	FY19-20 YTD	August 2019
Public Utilities (Electric)	\$ 77,364.66	\$ 69,094.12	\$18,726.99	\$11,237.31
Public Utilities (W&S)	\$119,216.35	\$111,925.30	\$31,417.39	\$ 21,566.12
Police	\$ 87,738.96	\$101,295.14	\$16,027.35	\$ 6,527.50
Recreation & Parks	\$ 44,518.24	\$ 34,028.25	\$ 7,329.99	\$ 4,292.86
Finance	\$ 14,017.76	\$ 13,589.19	\$ 2,887.09	\$ 1,391.76
Public Works	\$ 92,786.18	\$ 89,933.67	\$30,423.41	\$13,248.73
Fire / Rescue	\$ 74,337.71	\$ 56,319.94	\$10,233.99	\$ 8,407.68
Human Resources	\$ 745.40	\$ 903.83	\$ 446.30	\$ 440.30
Development Services	\$ 2,225.08	\$ 2,117.58	\$ 799.80	\$ 428.70

Significant Issues:

None

Attendance for Board of Appointees

Board of Adjustment			
Appointee	June Attendance	Meetings Missed in 2019 To Date	Appointed By
Alfred Barfield	A	1	Mayor
Richard Parsons	P	0	Ward 1
Dorothea White	P	0	Ward 2
Vacant	N/A	N/A	Ward 3
Tripp Eure	A	1	Ward 4
Jim Morrison	P	0	Ward 5
John Riggs	P	0	Ward 6
Kenneth "Kip" Peregoy	P	0	Mayor Outlaw
Steve Strickland	N/A	0	Mayor Outlaw
Anne Schout	P	0	Schaible
Edward Bellis, III	P	0	Not Available
Ross Beebe	P	0	Not Available

Community Development Advisory Committee			
Appointee	June* Attendance	Meetings Missed in 2019 To Date	Appointed By
Corinne Corr	N/A	0	Ward 1
Carol Williams	N/A	0	Ward 2
Marshall Williams	N/A	0	Ward 3
Vernon Guion	N/A	0	Ward 4
Dell Simmons	N/A	0	Ward 5
Lindsay Best	N/A	0	Ward 6

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

Craven County Tourism Development Authority			
Appointee	June Attendance	Meetings Missed in 2019 To Date	Appointed By
Mark Stephens	P	0	BOA

Eastern Carolina Council of Government			
Appointee	June* Attendance	Meetings Missed in 2019 To Date	Appointed By
Johnnie Ray Kinsey	P	0	Aster

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

Attendance for Board Appointees

Friends of New Bern Firemen's Museum, Inc. Board of Directors			
Appointee	June Attendance	Meetings Missed in 2019 To Date	Appointed By
Nancy Mansfield	P	0	Ward 1
Mike Markham	P	0	Ward 2
David Finn	P	0	Ward 3
Juleon Dove	A	1	Ward 4
Henry Watson	P	0	Ward 5
Carol Zink	P	0	Ward 6
Gary Lingman	A	1	Mayor
William Frederick	P	0	Blackiston
David Pickens	P	0	Kinsey
Bobby Aster	A	1	Odham

Historic Preservation Commission			
Appointee	June Attendance	Meetings Missed in 2019 To Date	Appointed By
David Griffith	P	0	Mayor
VACANT	N/A	N/A	Ward 1
Dr. Ruth Cox	P	0	Ward 2
Jim Bisbee	A	1	Ward 3
Christian Evans	A	1	Ward 4
James Woods Jr.	P	0	Ward 5
George Brake	A	1	Ward 6
Karin McNair	P	0	Harris
Joe Klotz	P	0	Odham

Attendance for Board Appointees

Housing Authority of the City of New Bern			
Appointee	June Attendance	Meetings Missed in 2019 To Date	Appointed By
Steve Strickland	P	0	Mayor
Pete Monte	P	0	Mayor
Rob Overman	P	0	Mayor
Molichia Hardy	P	0	Mayor
Bill Frederick	P	0	Mayor
Carol Becton	P	0	Mayor
Denise Harris-Powell	P	0	Mayor
Thomas Hardin	P	0	Mayor

New Bern Appearance Commission			
Appointee	June Attendance	Meetings Missed in 2019 To Date	Appointed By
James Dugan	P	0	Ward 2 - Taylor
Joseph Cannon	P	0	Ward 3 - Mitchell
Rose Williams	P	0	Ward 4 - Kinsey
Maddie Tatum	A	1	Ward 5 - White
Kate Rosenstrauch	P	0	Ward 4 - Kinsey
John Phaup	P	0	Ward 5 - Best
Mike Duffy	P	0	Ward 6 - Odham

*NOTE: Appointments previously made at-large until recent revision in ordinance to provide for rotating appointments among BOA. Next vacancy to be filled by Mayor.

New Bern Area Metropolitan Planning Organization – Transportation Advisory Committee			
Appointee	June Attendance	Meetings Missed in 2019 To Date	Appointed By
Jeffrey Odham	P	0	Mitchell
Johnnie Ray Kinsey (Alternate)*	N/A	0	White

*Alternate only *required* when regular appointee is not attendance.

Attendance for Board Appointees

New Bern-Craven County Public Library Board of Trustees			
Appointee	June* Attendance	Meetings Missed in 2019 To Date	Appointed By
Carol Becton	N/A	0	Odham
Stacey Shields Lee	N/A	0	Bengel
Dianne Bucher	N/A	0	Bengel
Ethel Staten	N/A	0	Taylor
Sabrina Bengel	N/A	0	Aster

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

Planning & Zoning Board			
Appointee	June Attendance	Meetings Missed in 2019 To Date	Appointed By
Willie Newkirk, Sr.	A	1	Mayor
Jerry Walker	P	0	Ward 1
Carol Williams	A	1	Ward 2
Gasper Sonny Aluzzo	P	0	Ward 3
Raymond Layton	P	0	Ward 4
Jeffery Midgett	A	1	Ward 5
Pat Dougherty	P	0	Ward 6

Police Civil Service Board			
Appointee	June* Attendance	Meetings Missed in 2019 To Date	Appointed By
Bobby West	N/A	0	N/A
Jon Skinner	P	0	Mitchell
Craig Baader	P	0	Mitchell
Mark Best	P	0	Best
Vacant	N/A	0	N/A

*Meetings are held for appeals of disciplinary actions only.

Attendance for Board Appointees

Redevelopment Commission			
Appointee	June Attendance	Meetings Missed in 2010 To Date	Appointed By
Jaimee Bullock	P	0	Gov. Bd. As Whole
Maria Cho	P	0	Gov. Bd. as Whole
Tharesa Lee	P	0	Gov. Bd. as Whole
Leander “Robbie” Morgan	P	0	Gov. Bd. as Whole
Kip Peregoy	P	0	Gov. Bd. as Whole
Steve Strickland	P	0	Gov. Bd. as Whole
Beth Walker	P	0	Gov. Bd. as Whole
Tabari Wallace	A	1	Gov. Bd. as Whole
John Young	P	0	Gov. Bd. as Whole

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