

NEW BERN



NORTH CAROLINA

*Everything comes together here*

# Departmental Monthly Reports

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April 2022

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## Development Services

### Inspections:

Overview	2021 YTD	2022 YTD	March 2022	April 2022
Commercial Permits – New Construction	88	4	1	1
Residential Permits – New Single Family	398	139	41	18
Residential Permits – Additions/Remodels	264	62	21	9
Mobile Homes	13	1	0	1
Signs	40	12	0	5
Certificates of Occupancy – Residential	238	115	27	21
Certificates of Occupancy – Commercial	11	17	3	6
Total Permit Valuation	\$145,722,963	\$122,045,397	\$9,279,420	\$7,575,280

### Community and Economic Development:

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

- The installation of the bus shelter along Fort Totten Drive has been installed. Staff worked with accounting to process invoices ahead of the timeliness test.
- Staff has been revisiting the annual action plan process while awaiting allocation determination by HUD.
- Staff worked with Finance to process administrative costs that can be billed toward satisfying the timeliness requirement. Staff is also revisiting HUD CDBG-CV Monitoring webinars to ensure the city is executing proper monitoring protocol with selected subrecipients.
- Staff received an informal notice of an upcoming audit to be conducted by HUD coming up in July 2022. Staff was advised to begin preparing for the audit and has thus far noticed City leadership and the City's Finance department.
- Staff received and submitted an invoice from Urban Design Ventures for services related to 2022 Annual Action Plan process. Staff awaits HUD notification of the 2022 CDBG allocation.
- Staff submitted the HUD Financial Quarterly report, this report details the drawdown amounts made by the city between January 1- March 31, 2022, response received letting us know the report was submitted properly with the correct information. Staff also completed approximately \$111,000 in draws to satisfy the HUD Timeliness requirement. The Timeliness Test is expected to be conducted by May 2<sup>nd</sup>.

# Development Services

## Resiliency and Recovery Activities:

- Staff assisted with the Hazard Mitigation Grant Program (HMGP). Staff has been receiving updates from consultants regarding the status of projects related to HMGP. A citizen reached out regarding their elevation request and submitted a letter requested by the State, staff also submitted a letter on their behalf to Dalton Canter who will oversee the approval of their request to have their home elevated.
- Staff attended a meeting for the interim review of the Affordable and Resilient Housing for New Bern Project, students presented the housing prototypes they have developed for demonstration sites in the Duffyfield community.
- Staff attended the EEG 2022 Information meeting held via teams for information about the EEG proposal and application process and to answer any questions you for those who submitted a Letter of Intent for the 2022 Environmental Enhancement Grant program.
- Staff attended the CARE's group meeting held at City Hall.
- Staff received the Engineering Report and Environmental Information Document from WithersRavenel for the Duffyfield Community Stormwater Enhancement Project Phases 2, 3, and 4 in reference to the Clean Water State Revolving Fund Project No. CS370483-05 for an increase in loan funding from \$855,000.00 to \$3,171,000.00.
- Staff attended a meeting with WithersRavenel to discuss Public Engagement on the Resiliency Plan.
- Staff attended another meeting with WithersRavenel to discuss the Duffyfield Canal Funding and Potential Projects.

## GIS:

- Attended the following meetings:
  - Local Government Committee Executive meeting – State meeting to look at the GIS state needs and projects that affect Local Governments. Current projects, census, hydrography, stormwater, parcels, and many others. This meeting is geared for determining what to discuss at the next LGC meeting. Also hope to discuss emergency processes and the tracker tool.
  - Hydro Working Group – discussions related to a statewide dataset related to water features like streams etc.
  - Statewide Mapping Advisory Committee (SMAC). Discussions were related to the hydro dataset and building footprints update committee. Discussions on a variety of data and a new tool to allow cities and counties to update municipal boundaries online.
  - Geodesign Summit – looked at emerging and available tools for use inside the City's GIS.
- Continued work on resiliency and flood mitigation efforts. Meet to discuss some Sea Grant resiliency efforts for the city including storm water management.
- Updated the development projects site online to showcase new subdivision and site plans under review.
- Reviewed NCSU Student projects related to housing in the Redevelopment Area. Roughly 20 students showcased their plans for housing in the focus areas.
- Created a trash and bulk waste app online to be used by citizens to determine the service day by location. The app is very user friendly and shows the service day and additional links for more information related to sanitation services.
- Met with Public Works to discuss capturing storm water data citywide. Looked at attributes needed and how the data would be used and maintained.

## Development Services

- Determined the number of housing units both current and proposed by bulk waste service areas.
- Reviewed GIS needs related to new software proposed to be used for Planning and Inspections called Camino. Will be used to help citizens know the steps related to development and building in the city with an eye to eliminating calls to staff. Will require a list of GIS data published for use within the software.
- Research and finding information related to permitting software since we are having continued issues with Munis.

### MPO:

- Staff attended or held:
  - NC Clean Transportation Plan Virtual Public Workshop – 4/1
  - Met with members of regional planning organizations re: project collaboration – 4/4
  - NC Statewide Conference Session Review with NCDOT/consulting firm – 4/6
  - NCDOT Division 2 staff/safety project meeting – 4/11
  - NCDOT ATLAS External Workbench Workshop – 4/11
  - RISE EC Regional Resilience Portfolio Workshop – 4/12
  - CARTS/Bus shelter discussion with City of NB leadership – 4/13
  - NCDOT STIP Education Webinar – 4/18
  - New Bern Bike/Ped Plan Draft document discussion: 4/18
  - NCDOT/Consulting firm US 70 business owner meetings – 4/19
  - NCAMPO Quarterly business meeting – 4/19
  - NC State Student Presentation – Community Resiliency – 4/20
  - NCAMPO Statewide Annual Conference – 4/20 through 4/22
  - RISE EC Stakeholder Meeting – 4/25
  - NC Resilience Coastal Communities Program webinar – 4/25
  - US Highway 17/64 Association Board of Directors meeting – 4/27
- NBAMPO final Unified Planning Work Program (UPWP) uploaded to state and federal grant sites
- MPO Staff presented during the NCAMPO Statewide conference on Indirect and Cumulative Effects Pilot Study
- Completed work on 3<sup>rd</sup> quarter invoices as required by FHWA and NCDOT
- MPO staff participated in numerous media interviews regarding projects and traffic in our area
- Continued discussions with MPO partners and NCDOT
- Continued efforts with website and social media updates

### Zoning:

- Presented the following items for the Planning and Zoning Board:
  - Weyerhaeuser Real Estate Development Company are requesting subdivision general plan approval for “West New Bern Ph. 2” a proposed 140-lot Planned Unit Development.
  - Weyerhaeuser NR Company (c/o McKim & Creed) are requesting general subdivision plan approval for “Thales Academy at West New Bern”.
  - McKim & Creed are requesting subdivision general plan approval for “Chambray at Carolina Colours” a proposed 27-lot major subdivision.
  - A. Sydes Construction, Inc., are requesting subdivision final plan approval for “Hutton Pointe Phase One at Bluewater Rise, A Planned Unit Development” a 57-lot residential planned unit development (PUD).

## Development Services

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- Quality Oil Company, LLC. has requested consideration of an application to rezone one parcel totaling 0.95 +/- acres, from C-4 neighborhood business district to C-3 commercial district.
- Development Services are requesting consideration of two initial zoning designations for two parcels, that underwent annexation to the City of New Bern. Development Services are requesting an initial zoning designation of R-8 residential district for 3412 Old Airport Rd and 3436 Old Airport Rd.
- Presented the following application to the Board of Adjustment:
  - Special Use Permit: Day Care Center located at 1200 Simmons Street.
- Conducted field investigations related to zoning violation complaints.
- Fielding zoning-related phone calls and email requests.
- Processing sign permit applications.

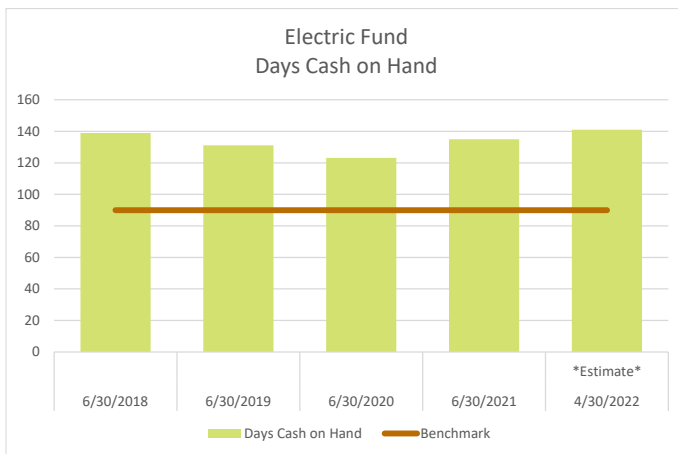
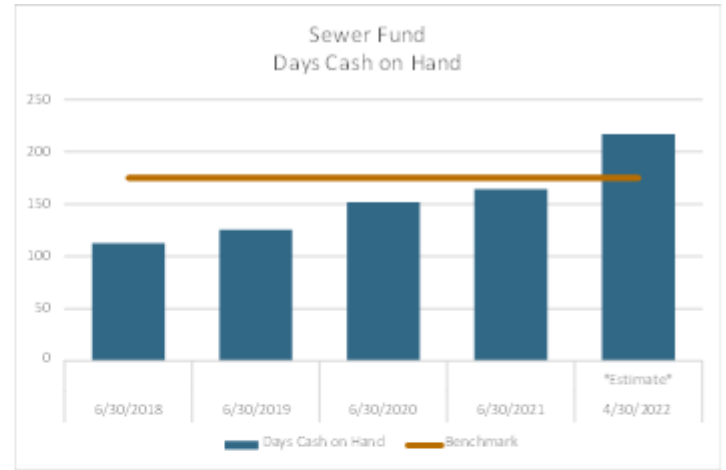
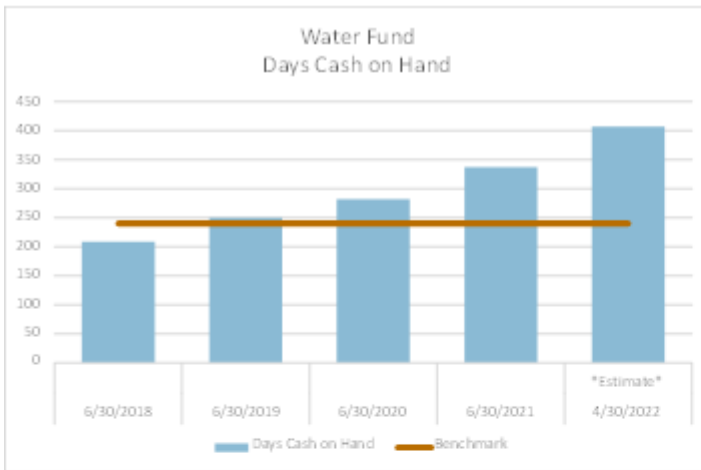
### **HPC:**

- Regular Meeting held April 20, 2022, for the following applications:
  - 207 Pollock St. – to include removal of an existing wood exterior stairway and existing second floor exterior doorway, replacing wood siding on second story rear side wall to cover the doorway opening, and extension of the wood fencing from along the side of the driveway; all this in the Secondary and Tertiary AVCs.
  - 216 Johnson St. – to include adding to the top of the existing retaining wall a decorative metal fence and gates in all AVCs.
  - 823 Pollock St. – to include installation of a new, 6-foot-high, wood gate for the driveway in the Primary AVC.
  - 411 Broad St. – to include removing the existing rear doorway and one window opening, filling them with brick, the enlargement of another window opening for use as a doorway, installation of a concrete patio, exterior lighting, and fencing, all in the Tertiary AVC.
  - 509 Queen St. – to include the construction of a two-story infill house.

# Finance

## ENTERPRISE FUNDS-CASH ON HAND

FUND	6/30/2018	6/30/2019	6/30/2020	6/30/2021	4/30/2022 *Estimate*
Water Fund	\$ 6,469,895	\$ 7,340,138	\$ 8,316,009	\$ 9,927,702	\$ 12,621,013
Days Cash on Hand	208	250	282	337	407
Sewer Fund	\$ 4,259,515	\$ 4,460,409	\$ 5,096,368	\$ 5,829,222	\$ 8,152,584
Days Cash on Hand	112	125	152	164	217
Electric Fund	\$ 20,923,854	\$ 20,212,152	\$ 18,891,493	\$ 20,589,859	\$ 22,939,639
Days Cash on Hand	139	131	123	135	141



Benchmarks reflect the Minimum Operating Cash Reserve Levels established in the Utility Cash Reserve Policy adopted December 3, 2014. Minimum Days Cash on Hand:

Electric | 90 days

Water | 240 days

Sewer | 175 days

Actual Days Cash on Hand for each fiscal year are determined after the completion of the Annual Comprehensive Financial Report. The amounts above are estimates based on current financial information.

# Finance

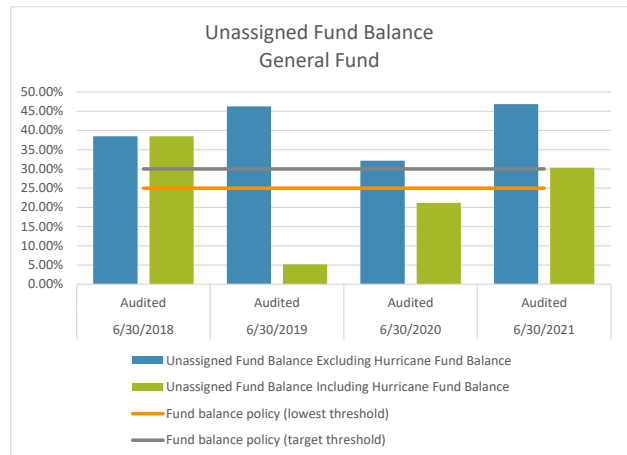
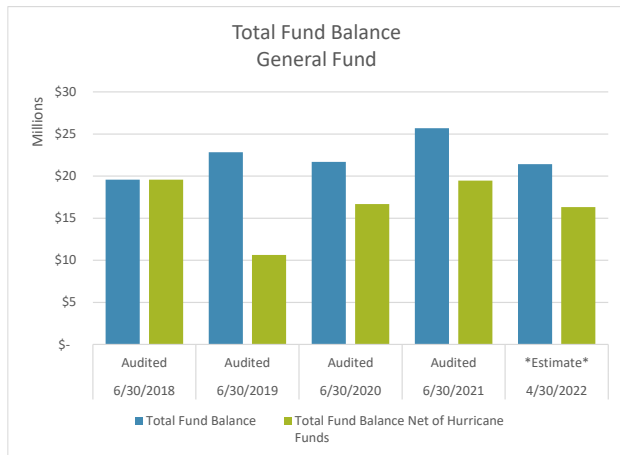
## GENERAL FUND-CASH ON HAND

FUND	AS OF 6/30/2018	AS OF 6/30/2019	AS OF 6/30/2020	AS OF 6/30/2021	AS OF 4/30/2022 *Estimate*
General Fund	16,736,146	18,354,389	15,877,194	21,847,635	21,022,734
Florence Fund	-	(11,578,971)	(5,099,694)	(5,354,700)	(4,602,552)
Dorian Fund	-	-	(1,457,187)	(424,424)	(424,424)
Isaias Fund	-	-	-	(386,919)	4,889
Net General Fund	16,736,146	6,775,417	9,320,313	15,681,592	16,000,648

## GENERAL FUND-FUND BALANCE

Actual Fund Balance for each fiscal year is determined after the completion of the Annual Comprehensive Financial Report. The estimates are based on current financial information.

FUND	AS OF 6/30/2018 Audited	AS OF 6/30/2019 Audited	AS OF 6/30/2020 Audited	AS OF 6/30/2021 Audited	AS OF 4/30/2022 *Estimate*
Total Fund Balance	\$ 19,571,904	\$ 22,829,395	\$ 21,681,255	\$ 25,687,191	\$ 21,421,678
Total Fund Balance Net of Hurricane Funds	\$ 19,571,904	\$ 10,628,789	\$ 16,676,063	\$ 19,461,424	\$ 16,322,843
Unassigned Fund Balance	38.47%	5.19%	21.18%	30.34%	N/A
Unassigned Fund Balance Excluding Hurricane Fund Balance	38.47%	46.29%	32.15%	46.88%	N/A



The chart on the left illustrates the total fund balance (includes all types of fund balance) and the chart on the right illustrates only the unassigned (non-appropriated) fund balance.

In the respective charts, the blue bar represents the fund balances if there were no hurricane funds; the green bar represents the fund including hurricane fund deficits. Benchmarks reflect the fund balance policy adopted February 27, 2018 where the City shall maintain Available Fund Balance of at least 25% for the General Fund, and shall strive to maintain approximately 35%.



# Finance

## FEMA RECONCILIATION

### Reconciliation report for Hurricane Florence Costs and FEMA and Insurance Reimbursements

For the period ending: 4/30/22

Category	Obligated by FEMA*	Paid by City	Rec'd from FEMA	% Reimbursed	Payments in process from FEMA	Due from FEMA**	notes
Police & Fire	\$ 1,146,023	\$ 1,749,834	\$ 1,009,280	58%		\$ 740,554	1
Stanley White	7,506,649	193,808	-			193,808	
Drainage CAT A*	32,769,995	5,185,306	4,341,171	84%	844,135	-	
Ditches - CAT D *	1,924,155	1,285,722	-	0%		1,285,722	
Management Costs *	2,153,876	1,806,843	968,958	54%		837,885	
Water	49,841	49,841	49,841	100%		-	
Sewer	1,939,593	1,939,593	1,454,695	75%		484,898	
Electric	3,935,801	4,359,630	3,716,008	85%		643,622	
Solid Waste	4,395,058	4,395,058	3,296,293	75%		1,098,764	2
<b>Total</b>	<b>\$ 55,820,991</b>	<b>\$ 20,965,635</b>	<b>\$ 14,836,246</b>	<b>71%</b>	<b>\$ 844,135</b>	<b>\$ 5,285,254</b>	

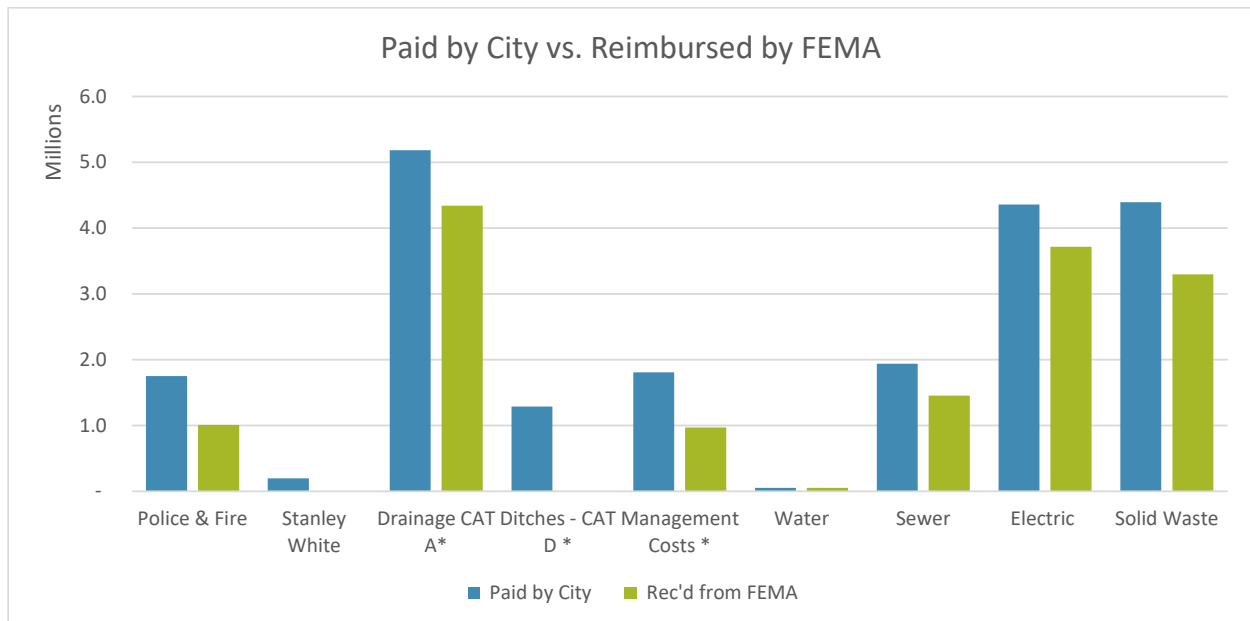
#### Notes:

1. admin pay higher than amt obligated
2. pending closeout

\*Amount FEMA has awarded and agreed to pay

\*\*Final obligations amounts will be determined by actuals costs upon completion of projects

Received from Insurance to date: \$2,650,566.30



# Fire

## Fire Suppression:

Incidents	2021 Total	2022 YTD	Last Month	Current Month
Number of Incidents	2,058	555	197	199
90% Response Time to Incidents	8 minutes 59 seconds	8 minutes 43 seconds	8 minutes 7 seconds	7 minutes 43 seconds
Endangered Property Value	\$233,515,975	\$2,732,110	\$418,660	\$263,000
Property Losses Due to Fire	\$1,863,460	\$481,500	\$29,500	\$32,300
Percentage of Saved Property Value	99.20%	87.67%	94.88%	87.71%
Overlapping Incidents	N/A*	N/A*	22	33

\* Not available due to new software current reporting limitations.

## Fire Prevention:

Prevention Statistics	2021 Total	2022 YTD	Last Month	Current Month
Fire Investigations	41	9	2	7
Fire Inspections	1,693	332	104	182
Permits Issued	108	13	3	9
Child-Passenger Seat Checks	91	14	5	6
People Educated Through Public Fire & Life-Safety Programs	4,712	1,503	1375	619
Smoke Alarms Installed	249	33	9	20

## Narcan:

Statistics	2021 Total	2022 YTD	Last Month	Current Month
Overdose Calls Responded To	151	42	17	12
Instances Narcan Administered	4	4	1	0

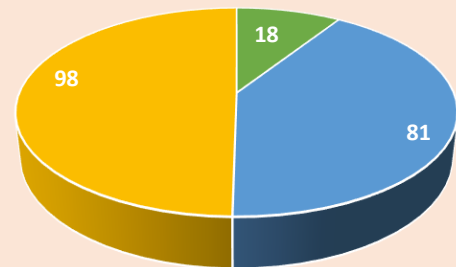
## Significant Issues:

- The impact from COVID has dropped significantly.
- Continue to use state recommended medical response protocol for COVID.
- Clean/sanitize fire stations and apparatus daily.
- Held a successful fundraising campaign for the Pull a Fire Truck for Muscular Dystrophy.
- Had over 300 adults and children to participate in our annual open house.
- Participated in the dedication service for the newly installed 9/11 memorial.

Breakdown of Response Types	Numbers
<b>1 - Fire</b>	<b>17</b>
Brush or brush and grass mixture fire	5
Building fire	4
Cooking fire, confined to container	3
Forest, woods or wildland fire	1
Grass fire	1
Natural vegetation fire, other	1
Outside rubbish, trash or waste fire	1
Passenger vehicle fire	1
<b>3-Rescue &amp; Emergency Medical Service Inc</b>	<b>88</b>
EMS call, excluding vehicle accident with	15
Lock-in (if lock out , use 511 )	6
Medical assist, assist EMS crew	40
Motor vehicle accident with injuries	6
Rescue or EMS standby	1
vehicle accident with no injuries.	17
Watercraft rescue	3
<b>4-Hazardous Condition (No Fire)</b>	<b>20</b>
Arching, shorted electrical equipment	3
Attempted burning, illegal action, other	2
Carbon monoxide incident	1
Electrical wiring/equipment problem, o	1
Gas leak (natural gas or LPG)	4
Power line down	2
Vehicle accident, general cleanup	7
<b>5-Service Call</b>	<b>12</b>
Asst police or other governmental agenc	2
Lock-out	1
Public service	5
Service Call, other	2
Smoke or odor removal	1
Unauthorized burning	1
<b>6-Good Intent Call</b>	<b>22</b>
Dispatched & canceled en route	9
No incident found on arrival at dispatch	11
Smoke scare, odor of smoke	2
<b>7-False Alarm &amp; False Call</b>	<b>40</b>
Alarm system activation, no fire, uninter	20
Alarm system sounded due to malfunc	1
CO detector activation due to malfunc	2
Detector activation, no fire - unintention	4
Smoke detector activation due to malfu	5
Smoke detector activation, no fire - unin	8
<b>Grand Total</b>	<b>199</b>

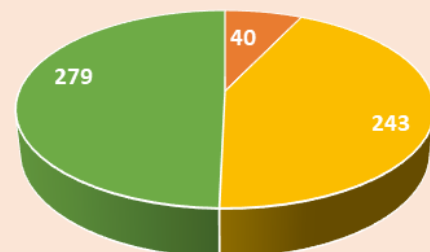
Code	Database Response by NFIRS Code	Total	%
1	Fire	17	8.54%
2	Overpressure Rupture, Explosion, Overh	0	0.00%
3	Rescue & Emergency Medical Service Inc	88	44.22%
4	Hazardous Condition (No Fire)	20	10.05%
5	Service Call	12	6.03%
6	Good Intent Call	22	11.06%
7	False Alarm & False Call	40	20.10%
8	Severe Weather & Natural Disaster	0	0.00%
9	Special Incident Type	0	0.00%
	<b>Grand Total</b>	<b>199</b>	

**Calls by Station**  
**April**

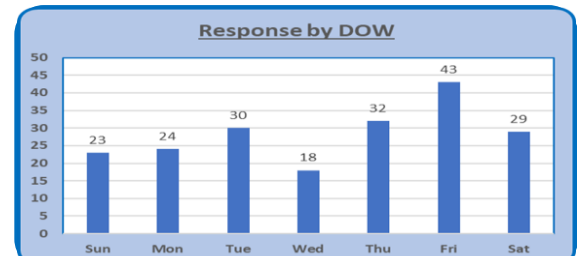
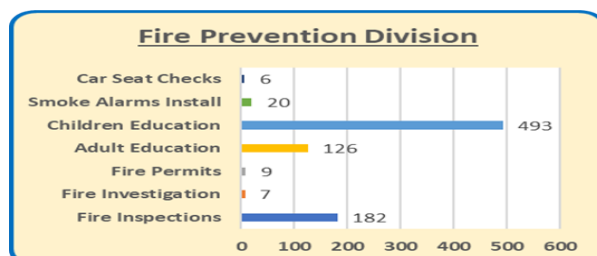
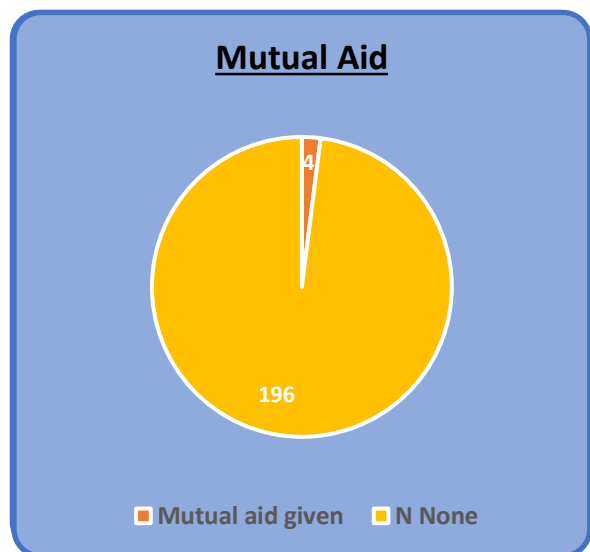
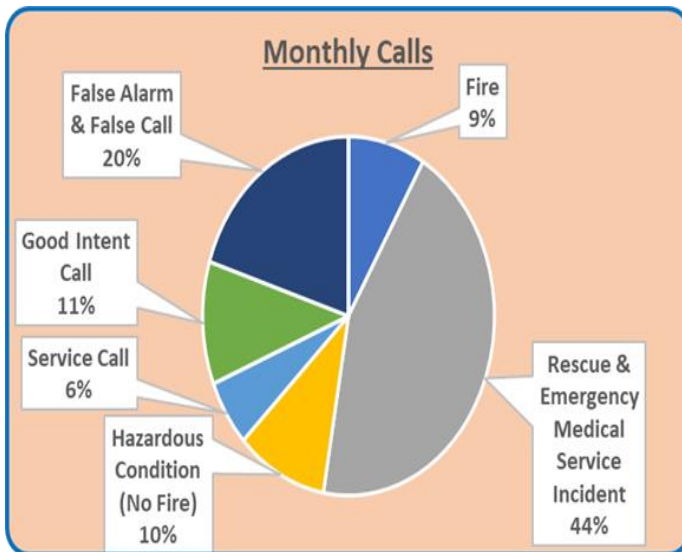
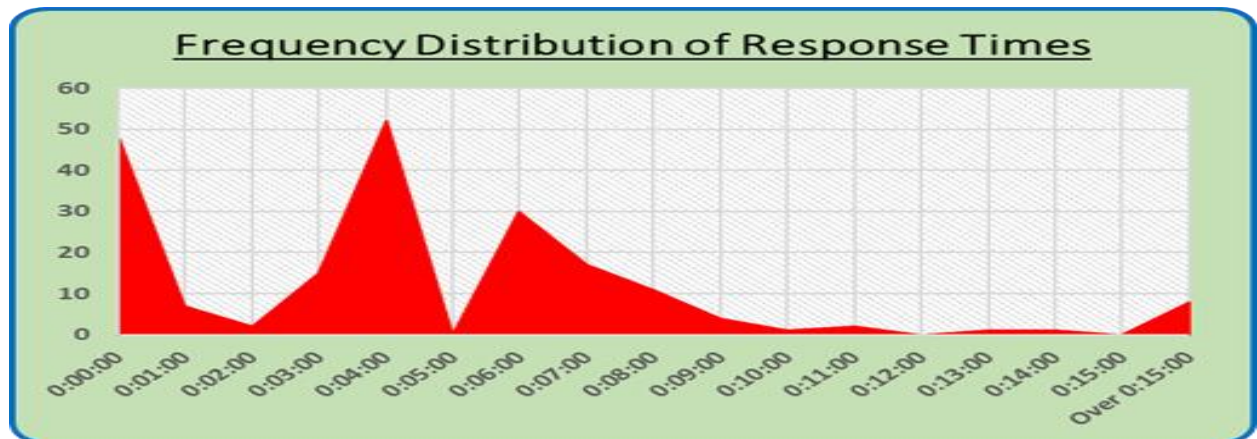
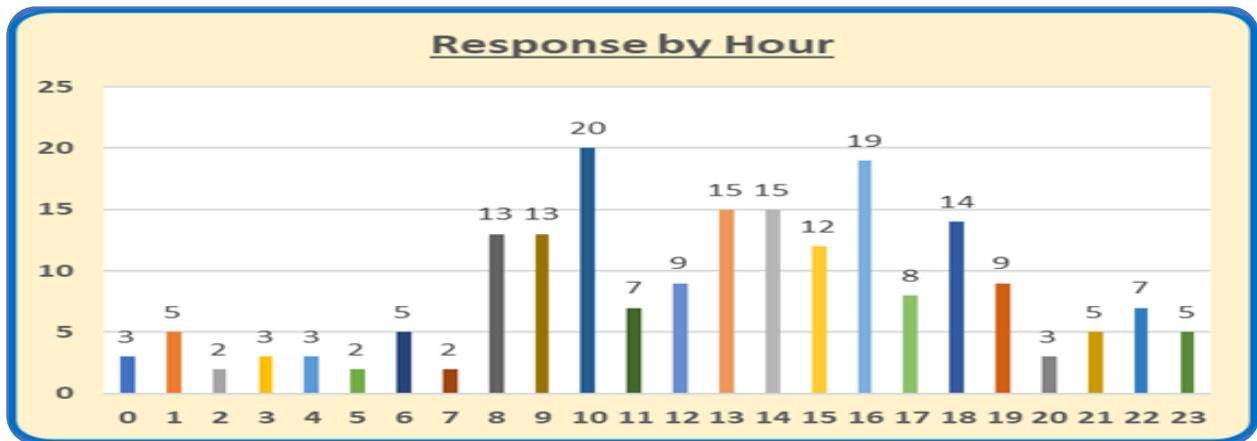


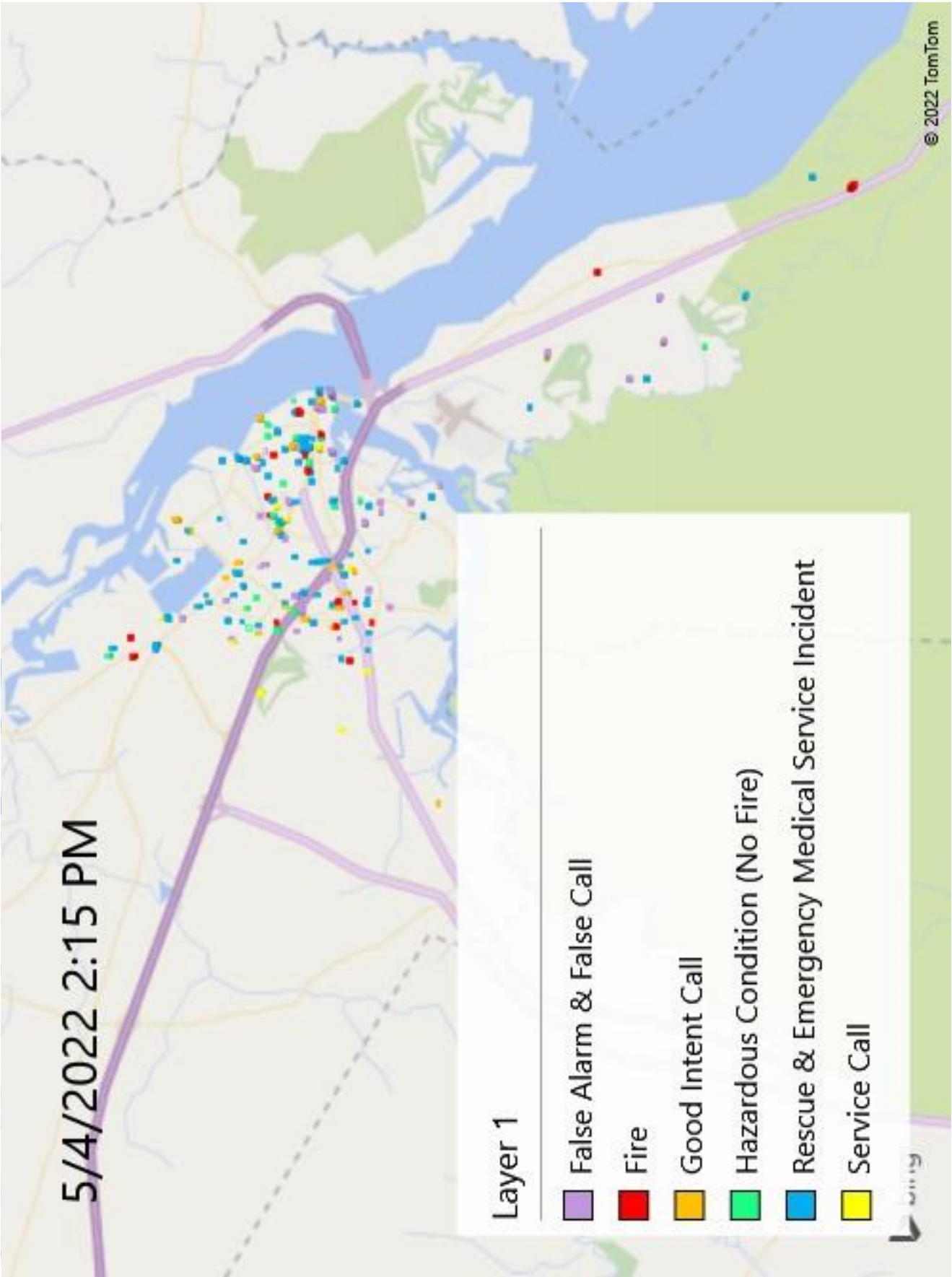
■ 2 - West Thurman Road ■ 3 - Elizabeth Avenue  
■ 1 - Headquarters

**Calls by Station**  
**First Quarter**



■ 2 - West Thurman Road ■ 3 - Elizabeth Avenue  
■ 1 - Headquarters





## Human Resources

### City-Wide Vacancies:

Department	Budgeted Positions	Separations During the Month	Positions Filled By External Candidates During the Month	Current Vacancies	Turnover FY20/21	Turnover FY21/22
Administration	13	0	0	1	2	2
Development Services	21	1	0	5	0	6
Finance	14	0	0	1	6	6
Fire	75	1	0	2	4	4
Human Resources	5	0	0	0	1	0
Parks & Recreation	30	2	0	4	3	7
Police	120.5	1	2	13	15	17
Public Utilities	87	0	2	10	12	9
Public Works	51	1	2	8	10	14
Water Resources	81	2	0	7	13	12
Totals:	497.5*	8	6	51**	66	77

*\*Includes regular and 2 grant-funded positions approved for the fiscal year; does not include seasonal positions. Includes 10 funded positions approved by Board of Aldermen at the July 27, 2021 meeting (6-Public Utilities, 3-Water Resources and 1-Public Works). Includes additional position of Assistant City Manager approved by Board of Aldermen at the September 14, 2021 meeting. Includes additional position of Executive Director Redevelopment Commission approved by Board of Aldermen at the February 8, 2022 meeting. Reflects re-organization of 10 positions transferred from Finance Department to Public Utilities.*

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

### Safety News:

Workers' Compensation	2021	2022
Current Month's Claims	1 OSHA Recordable 1 Lost Time 2 Non-Recordable 0 Denied	0 OSHA Recordable 0 Lost Time 1 Non-Recordable 0 Denied
Year-to-Date Claims	16 Recordable 7 Non-Recordable	20 Recordable 5 Non-Recordable
Current Month Costs	\$30,379.78	\$21,022.90
Year-to-Date Costs	\$328,458.50	\$183,210.90

### Other:

None

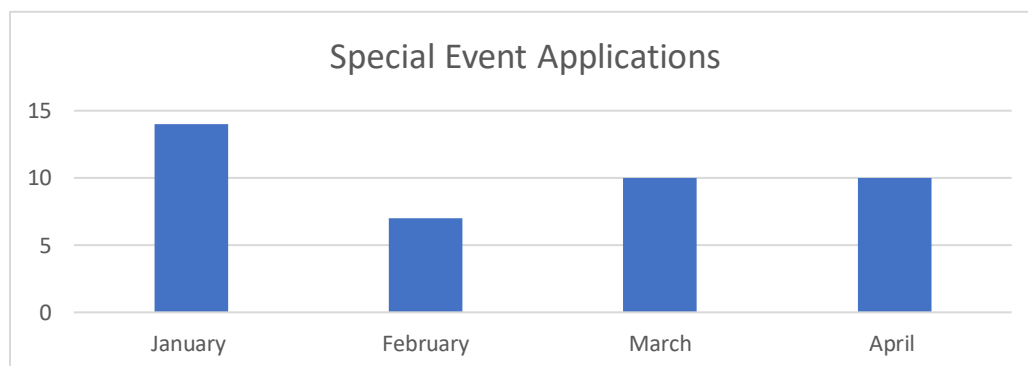
## Parks and Recreation

### Significant Issues:

- Martin Marietta Park - Trail maintenance and general maintenance
- Henderson Park – FEMA 30-day Public Notice comment period ended on April 19<sup>th</sup>. Awaiting additional information from FEMA regarding this. Basketball court base has been prepared. Staff will start surfacing the courts at the end of May.
- West New Bern Recreation Center – Neuse River Senior Games were held at the facility April 25<sup>th</sup> – 29<sup>th</sup>. Staff completed maintenance on Pickleball courts and horseshoes.
- Pleasant Hill Park Community Center - Staff has done all prep work prior to building installation. Waiting for contractor to construct building. PO's have been completed for building upfit (plumbing, electrical, HVAC, etc.). Once the building is constructed, Parks and Recreation staff will begin the upfit.
- Union Point Park – Damaged flagpole and bushes removed. Area has been mulched, sod and a flower bed added. New sidewalks were constructed around the gazebo. Adjacent areas to the sidewalks were resodded.
- Cedar Grove Cemetery – The fountain has been cleaned and is in complete working order. The water is being maintained by staff and the use of chlorine tablets. On April 25<sup>th</sup> an individual vandalized 18 tombstones in Cedar Grove Cemetery. A compiled list of the damaged headstones has been gathered. The Questers and other groups are exploring fundraising to pay for repairs.

Grounds Maintenance General Work - Mowing and maintenance of general landscape beds are occurring on a weekly basis in our parks, right of ways, green spaces, and city facilities. Mulch being added to park and sign beds as needed. Seasonal mowing is occurring in all parks, cemeteries, medians, city buildings and rights-of-way. We have brought on 4 seasonal temps for mowing. We would like to have a total of 8. Holden Temporaries continues to advertise these positions for us. Staff have been working on athletic fields daily dragging and painting lines. The loss of staff who maintained the ballfields has affected us greatly. As a result, other staff members are rotating maintenance of ballfields.

Special Events - Upcoming events include Festival of Fun, Movies in the Park, and Footloose on the Neuse Summer Concert Series. Parks and Recreation held their spring session of New Bern 101 on April 8<sup>th</sup>. Staff participated in the West Craven High School Career Fair on April 29<sup>th</sup>. Community Special Event applications are being received daily. Recent applications processed include but are not limited to school field trips, class and family reunions, New Bern Family Fun Days by Magic Midway, Plein Air New Bern, and Prom Carriage Rides. Staff are removing barricades and doing set up/take down of the chess boards every Friday for Downtown Street Cafes Ten (10) Special Event Applications were received during April.



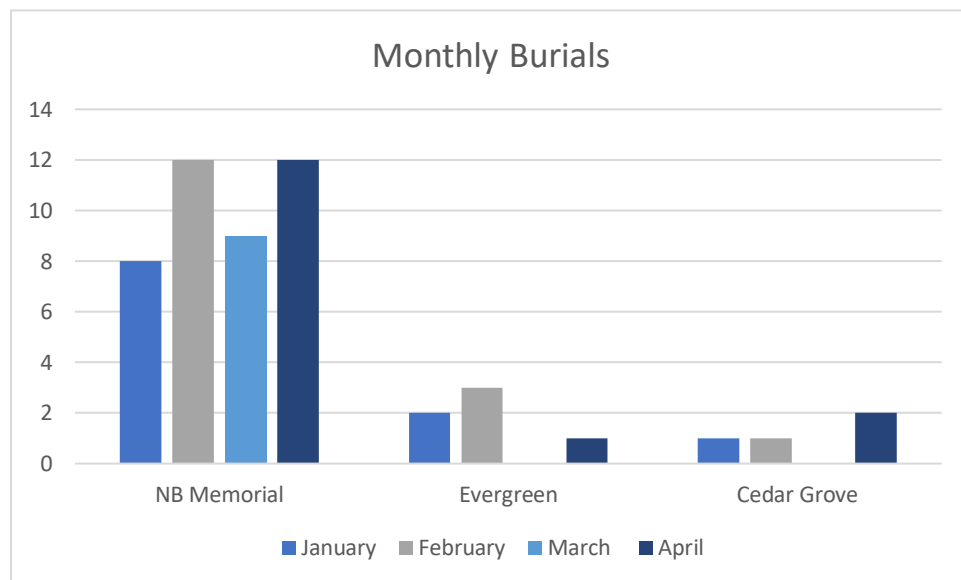


## Parks and Recreation

Athletics – Athletics held a Youth Basketball Clinic during April with 30 participants. A Jr. NBA Challenge was held at West New Bern Recreation on Saturday, April 30<sup>th</sup>. 18 kids participated. Transportation was provided from Henderson Park for children who wanted to participate. No one used the provided transportation.

Recreation - Programming for spring, and summer are being implemented, or prepared for implementation. Programs held during April included Pickleball Clinics (76 participants), Afterschool Programming (19), Little Tots Jewelry (6 participants), Camp Spring Fling (36 participants), Mini Art Camp (6 participants), Candle Making (2 participants), Kids Night Out (8 participants), Senior Fitness (22 participants) and Weekday Walking (10 participants). Upcoming programs include Summer Camps, Swim Lessons, Kid's Night Out, Joggin Noggin, Senior Chair Volleyball, Badminton, Four Square, Double Dutch, Little Beakers Science Lab, Little Tots Jewelry, Candle Making, and Speed, Agility and Quickness Camp.

Cemeteries - Fifteen (15) burials occurred in April (Evergreen 1; Cedar Grove 2; New Bern Memorial 12) . Complete tree and bush trim in New Bern Memorial Cemetery. Additional grounds clean up occurring in Greenwood, Evergreen, and Cedar Grove Cemeteries.



Vacant Staff Positions - The department currently has three vacant position, 2 Parks Maintenance Specialist and one Parks Crew Leader. These positions are being advertised and interviews being conducted.

Stanley White Recreation Center Advisory Committee – No meeting held in April.



## Police

### Crime:

Incidents & Arrests	Apr Total	2019 Total	2020 Total	2021 Total	2022 YTD
NIBRS* Group A Incidents	225	2,644	2,530	2,235	718
NIBRS* Group B Incidents (Arrests)	82	736	589	725	276
Adult Arrests	134	1,477	1,256	1,325	485
Juvenile Arrests	0	3	2	3	1
Total Arrests	134	1,480	1,258	1,328	486
Police Calls for Service	3,791	45,402	41,846	44,299	15,001
Business Alarms Dispatched	134	1,981	1,635	1,510	465
Residential Alarms Dispatched	45	645	497	484	155
Alarm Calls (PD Dispatched)	179	2,626	2,132	1,994	620

\*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	Apr Total	2019 Total	2020 Total	2021 Total	2022 YTD
Homicide	-	2	4	6	-
Rape	2	8	15	14	5
Robbery	1	25	23	22	2
Aggravated Assault	13	88	119	97	33
B&E – Residence	12	177	176	114	31
B&E – Business	3	49	30	34	13
Theft from Motor Vehicle	5	141	127	116	28
Larceny	45	841	706	608	175
Motor Vehicle Theft	5	25	34	35	14
Arson	-	7	1	5	2
<b>Total</b>	<b>86</b>	<b>1,360</b>	<b>1,235</b>	<b>1,051</b>	<b>303</b>

Criminal Investigations	Apr Total	2021 Total	2022 YTD
Cases Assigned	21	170	72
Cases Closed by Arrest	2	41	11
Cases Closed Leads Exhausted	0	15	2
Cases Closed Unfounded	0	13	5

2022 Cases of Note - Apr	
2022-11609	Armed Robbery: 1900 block of S. Glenburnie Rd, Attendant was assaulted and cut with a knife when the assailant was not able to purchase beer from the store due to his card balance. The suspect left the business after removing cash from the drawer. Interviews conducted and foot canvass completed resulting in identifying the suspect. Warrants were obtained and the suspect arrested.
2022-13025	Sexual Assault: 900 block of Green St, reported a mentally incompetent adult female was sexually assaulted by means of trickery. Initial Interviews conducted, SAK completed, and evidence obtained. Secondary interviews needed with victim and reporting party prior to approaching suspects. Evidence will be sent to the lab and the DA Office consulted.
2022-13514	Sexual Assault: 600 Block of E. Front St, Victim reported believed she was drugged at the bar due to her lack of memory after drinking that night. Interviews have been conducted with all parties, but the female did not obtain a SAK. Collected clothing and a DNA comparison sample will be sent to the lab. Outcome pending DA consult.
2022-13898	Sexual Assault: 1300 block of Hazel Ave, Employer took advantage of underage employee which was discovered by the child's parents. Interviews conducted with all involved parties and evidence obtained. Warrants pending.
2022-15007	Armed Robbery: 500 block of Middle St, unknown person entered the home and placed the residents at gunpoint. Interviews were conducted and canvass completed. No residential security cameras or witnesses were located but evidence was recovered leading away from the home. These items will be submitted to the lab for comparison to any future persons of interest along with the DNA database. Pending a secondary canvass and receipt of business camera footage from the area.

Crime Analysis		
Top 5 Calls for Service & Number of Incidents	<b><u>Apr 2022</u></b>	<b><u>2022 YTD</u></b>
	1) Traffic Stop– 577 2) Security Check Business – 335 3) Directed Patrols – 214 4) Security Check Residential – 202 5) Follow Up -189	1) Traffic Stop – 2,478 2) Security Check Business – 1,649 3) Security Check Residential – 931 4) Directed Patrols – 850 5) Follow Up – 816

Top 5 Calls for Service for Current Month by Location* and Number of Incidents	1) 1606 Racetrack Rd (Directed Patrols) - 90 2) 1100 Clarks Rd (Commitment Papers)- 71 3) 3105 M L King Jr Blvd (Larceny, Security Checks, Soliciting)- 56 4) 1309 Country Club Rd (Security Checks)- 47 5) 210 E Front St (Security Checks, Drug Activity) - 46
Top 4 Group A Crime Locations for Current Month and Number of Incidents	1) 3105 M L King Jr Blvd (Larceny) - 5 2) 1400 Lowes Blvd (Larceny, Fraud) – 2 3) 1405 Neuse Blvd (Larceny, Assault) – 2

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

**Personnel:**

Extra Duty Hours						
Apr	2017 Total	2018 Total	2019 Total	2020 Total	2021 Total	2022 YTD
<b>140.00</b>	4,076.75	4,525.01	4,392.75	995.50	1,110.50	<b>529.15</b>

*City sponsored events/assignments are considered overtime assignments and are not included in extra duty reporting.*

Overtime (2022)	Apr Total	2019 Total	2020 Total	2021 Total	2022 YTD
Office of the Chief	<b>\$0.00</b>	\$180.55	\$62.84	\$2,261.12	<b>\$146.77</b>
Operations Division	<b>\$11,329.99</b>	\$151,599.12	\$118,609.28	\$126,171.84	<b>\$31,826.15</b>
Services Division	<b>\$5,031.37</b>	\$136,802.31	\$89,971.82	\$85,190.82	<b>\$25,077.71</b>
Investigations Division	<b>\$1,156.24</b>	\$42,992.18	\$19,358.26	\$26,177.20	<b>\$7,552.43</b>
<b>TOTAL</b>	<b>\$17,517.60</b>	<b>\$331,574.16</b>	<b>\$228,013.20</b>	<b>\$239,800.98</b>	<b>\$64,603.06</b>

**Significant Issues (not noted above):**

## Public Utilities

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- **High-Profile Projects:** Ten 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 31 interruptions were recorded on the electric system during the month of April. This impacted a total of 480 customers. As a result, customers experienced an average of 0.0442 interruptions and were restored in an average of 3.645 minutes. Additional details are provided in the table of “Electric System Outages and Reliability Statistics”.
- **Safety:** Monthly safety meetings continue. Continue to mitigate the spread of COVID.
- **Electric and Water Sales:** Graphical trends of revenue and expenses are Included.
- **Employee Recognitions** are as follows:

**Jackie Dees (Accounts Services Supervisor in CAPS)** – An email was received from a customer that was having issues with her bank draft. Jackie assisted the customer and took the time to explain how our system works. The customer stated that she has previously trained people on how to deliver exemplary customer service, and states that Jackie’s customer service is exceptional.

*(The Electric Projects and Development map on the next page remains the same, even though the month indicated is March. Employee responsible for completing this portion has left employment with the City of New Bern)*

## ELECTRIC PROJECTS & DEVELOPMENT MARCH 2022 UPDATE



Project Number	Project	Status
1	West New Bern	Active
2	NCDOT: Hwy 43 Extension	Active
3	Craeberne Forest Subdivision	Waiting on Developer
4	New Bern Marketplace	Waiting on Developer
5	Martin Marietta Park	Active
6	Neuse/Broad Roundabout	On Hold
7	Union Point Festival Circuit	On Hold
8	NCDOT: US 70 Improvements in James City	Active
9	Hardy Farms 2	Active
10	Bluewater Rise Subdivision	Active
11	Croatan Crossing Subdivision	95% Complete
12	Havelock Bypass: Waiting on DOT for Fiber	Waiting on Developer
13	Belle Oaks Subdivision	Active
14	Cantebury Rd Upgrades	Active
15	Goldleaf/Voltswagon Downtown Project	Active
16	Carolina Colours Assisted Living	95% Complete
17	Carolina Colours Medical Park	Active
18	Carolina Colours Apartments	Active
19	Carolina Colours Mini Storage	Active
20	Highlands Village Apartments	Active



- **Advanced Metering Infrastructure Project** - This project involves installing a network of electric and water meters. We are currently reading 15,238 water meters and 24,842 electric meters, of which 12,086 are disconnect meters. There have been 7,376 two-way load management switches installed.

**APRIL 2022**

Utility	Active Cust.	Never AMI Cust.	Active AMI Cust.	% Complete
Electric	23,557	31*	24,842	99.999
Water	18,568	~ 2,570	~ 15,238	~ 95.565
<b>Installed Gateways</b>		42		
<b>Installed Relays</b>		85		
<b>LM Customers</b>		4,664		
<b>Total Switches</b>		7,376		
<b>Controlled Devices</b>				
<b>Air Conditioner</b>		<b>Electric Furnace</b>	<b>Heat Strips</b>	<b>Water Heaters</b>
4,675		85	2,564	2,568

*\*ElectriCities read meters*

*Note: Active AMI meters reporting procedure has been corrected and adjusted accordingly*

*Note: Water's 'Never AMI' estimate impacts the '% Complete'*

- **Street Lighting** - This project involves the changing out of streetlights, area lights, and security and flood lights throughout the city. Annual budget amount has been spent. The effort will resume in the new budget year.
- **Vegetation Management** – Is ongoing throughout the service area.

## Public Utilities

### High-Profile Electric Projects:

- **Bluewater Rise Subdivision**. *New underground residential subdivision.* Construction is following the pace of the developer.
- **Croatan Crossing Subdivision**. Construction is following the pace of the developer. This project is 98% complete.
- **NCDOT**. *This consist of various NCDOT projects.*
  - a. NC Hwy 43 Extension – Engineering
  - b. Neuse Boulevard Roundabout – On hold by NCDOT.
  - c. US Hwy 70 – James City – Engineering, Design and Construction
  - d. US Hwy 70 – James City – Fiber – Engineering/Permitting
  - e. Havelock Bypass – Engineering, Design and Construction
  - f. Havelock Bypass Fiber – Awaiting additional information
  - g. Thurman Road to Havelock bypass – NCDOT hold.
  - h. *Reimbursable dollars to date: \$1,685,121.07; collected to date \$962,892.75*
- **Martin Marietta** – Following pace of developer.
- **Golden LEAF Grant** – Complete. Final reporting to follow.
- **West New Bern** – Electric line extension in progress and following pace of developer.
- **Volkswagon DEQ Grant** – Grant reporting. Exploring new grant.
- **Canterbury Road** – Ongoing infrastructure improvements. 80% complete.
- **Hospital Expansion** – Awaiting further information.
- **Schlaadt Plastic Plant Expansion** – Customer hold.

## Public Utilities

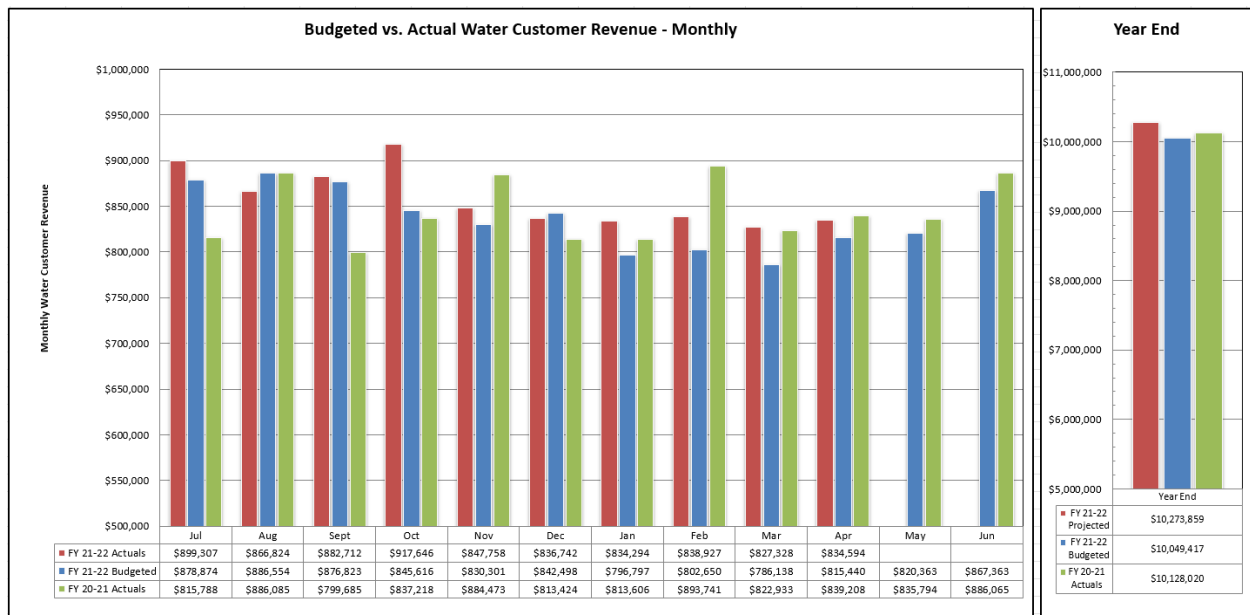
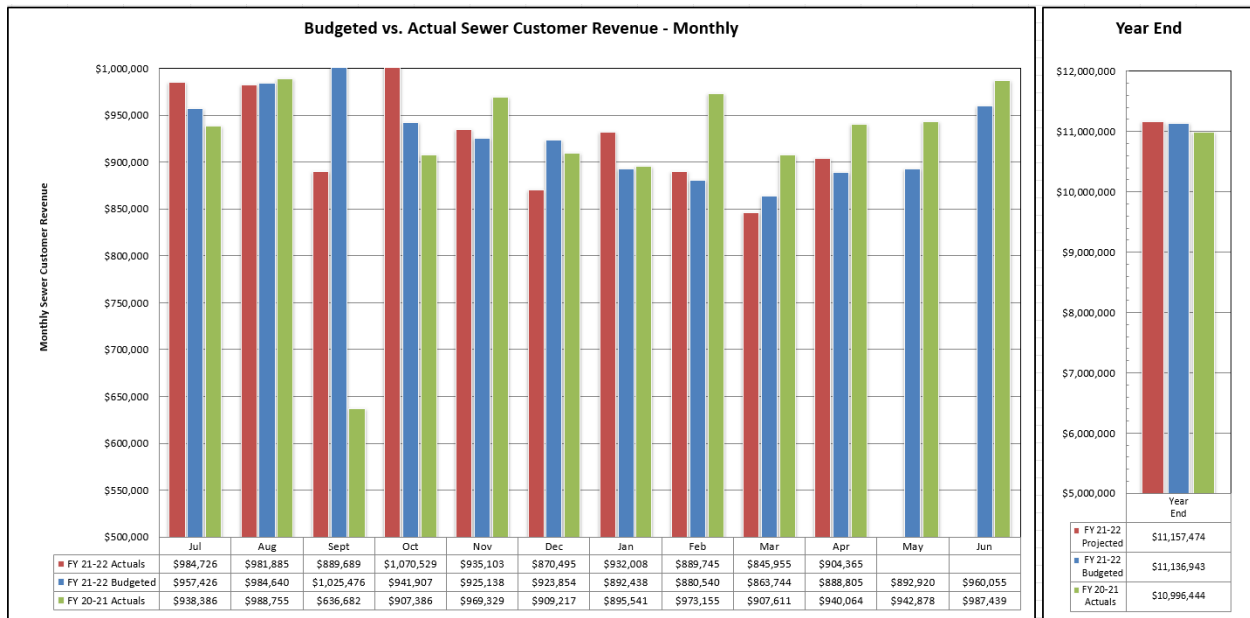
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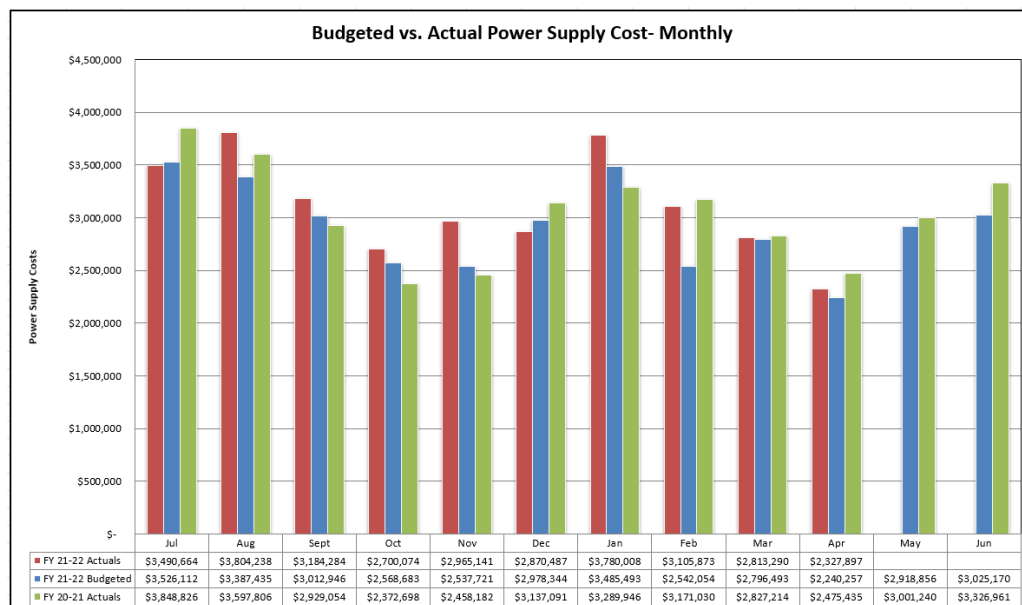
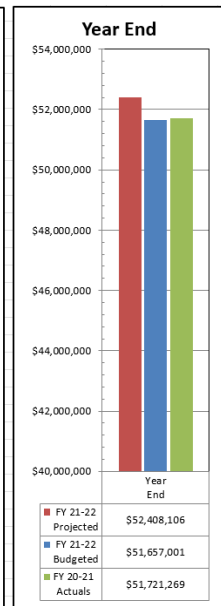
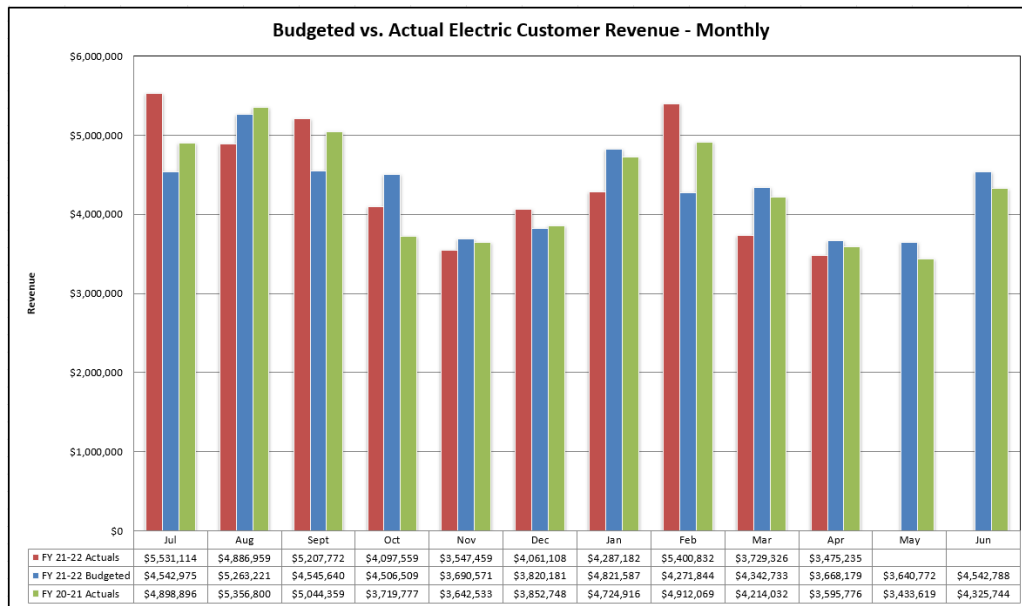
- **Township No. 7 Sewer Improvements – Phase III.** *Sewer system infrastructure improvements for increasing transmission capacity.* Due to the pump station's proposed location in the historic district and on State property, several additional approvals will have to be obtained prior to being able to move forward with construction. The easement for the pump station site is in processing within the State Property Office and the final plans have been submitted to other various state agencies for permitting. The final construction documents for the project are now complete and the linework portion of the project will be released for bids by June 1<sup>st</sup>.
- **West New Bern Water System Improvements** – *Water system infrastructure improvements between the Highways 17 and 55 corridors increasing available domestic and fire flow supplies.* The NCDOT has postponed the proposed work on extending Highway 43, which will impact the southern tie-in for this project. At this point, we plan to continue moving forward with the water project and will make the necessary modifications to the project to complete the southern tie-in, without the highway improvements in place.
- **FY22 Water & Sewer Improvements** – *Rehabilitation of existing water and sewer infrastructure in various locations throughout City, in advance of the FY22 paving project.* Water Resources staff have worked with Public Works to determine the areas in the FY22 paving program that will need water and sewer infrastructure replaced prior to paving. The required water service replacements in Windy Hill have been completed and the materials for High Street and Washington Ave. have been ordered and the contractor will begin construction in these areas as soon as material is available, which should be by the end to May.
- **Southeast Water Improvements Project** – *Installation of a new water main to provide a looped connection between the Wilcox Road elevated tank and Old Airport Road, which will improve firefighting capabilities on the southern portion of Old Airport Road.* Final plans have been completed and have been submitted to other various state agencies for permitting.
- **Industrial Park Water Improvements Project** – *Installation of a new water main to provide a looped connection between northern and southern sections of the industrial park, which will improve firefighting capabilities for properties at the industrial park.* This project is being funded through Craven County Economic Development in an effort to increase available fire flow water at the Industrial Park, making the property more suitable for future industrial customers. This past month the final inspection was completed and the new water main has been put into service.
- **Northwest Interceptor Rehabilitation Phase II** – *This project will involve the rehabilitation of approximately 2,000 linear feet of the Northwest Interceptor. This portion of the City's sewer collection system is a large outfall line that runs through long stretches of flood plain on its path the City's WWTP. The project will line the existing sewer main with CIPP lining and waterproof the manholes along the route.* A \$230,000 NCDWI grant has been obtained to fund a portion of this project. The design of the project has been completed and is currently being submitted for permitting, with anticipation of going out for bids within the next 90 days.



## Public Utilities

Electric System Outages and Reliability Statistics			
*Adjusted for APPA Event Threshold			
	April 2022		2022 YTD
# of Interruptions	31		138
# of Customers out	480		2718
Customers Minutes Out	45289		234832
April 1, 2022 to April 30, 2022			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDIMinutes)	ASIAI (Percent)
1.96	0.0208	94.353	99.9953%
April 1, 2021 to April 30, 2022			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDI (Minutes)	ASIAI (Percent)
30.341	0.365	83.062	99.9946%
April 1, 2020 to April 30, 2021			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDI (Minutes)	ASIAI (Percent)
24.832	0.496	50.022	99.9956%
Outages			
Scheduled/Unscheduled	Cause		Total Outages
Unscheduled	Squirrel/Snake		3
Unscheduled	Bird		0
Scheduled	Vines		6
Unscheduled	Equipment Worn Out		10
Unscheduled	Manufacturing Defect		0
Unscheduled	Repairs		6
Unscheduled	Other-Relocation		1
Unscheduled	Storm		1
Unscheduled	Utility Human Error - Maintenance		1
Unscheduled	Contractor Dig In		0
Unscheduled	Contact with Foreign Object		3
Unscheduled	Utility Human Error – Operation		0
Unscheduled	Equipment		2
Unscheduled	Vehicle Accident		0
Unscheduled	Equipment Replacement		3
Unscheduled	Tree		1
Unscheduled	Equipment Damage		1
Unscheduled	Unknown/Other		0
TOTAL			38





## Public Works

### Leaf and Limb:

Service Provided (Tons)	FY19-20 YTD	FY20-21 YTD	FY21-22 YTD	April 2022
White Goods Collected	63.00	49.50	31.50	0.00
Brown Goods Collected	4,151.40	4,191.00	2,824.80	363.00
Yard Waste Received	15,531.57	13,612.05	9,522.15	843.54
Mulch Dispersed	2,894.85	450.05	775.40	0.00

### City Garage:

Costs	FY19-20 YTD	FY20-21 YTD	FY21-22 YTD	April 2022
Services Provided by City Garage:				
Vehicles Serviced	3,090	2,728	2,333	239
Total Labor Cost	\$119,392.63	\$118,978.38	\$105,352.72	\$9,606.71
Total Parts Cost	\$218,398.58	\$222,112.11	\$209,983.57	\$15,115.48
Total Cost (Parts + Labor)	\$337,791.21	\$341,090.50	\$315,336.29	\$24,722.19
Services Provided by Contract:				
Vehicles Serviced	542	403	324	54
Total Labor Cost	\$126,420.89	\$105,911.46	\$ 83,770.44	\$ 9,661.71
Total Parts Cost	\$168,023.32	\$149,450.03	\$108,110.03	\$13,136.99
Total Cost (Parts + Labor)	\$294,444.21	\$255,361.49	\$191,880.47	\$22,798.70
Total Services Provided (City Garage & Contract):				
Vehicles Serviced	3,632	3,129	2,658	293
Total Labor Cost	\$268,422.38	\$224,889.84	\$189,123.16	\$19,268.42
Total Parts Cost	\$363,813.04	\$371,562.14	\$318,093.60	\$28,252.47
Total Cost (Parts + Labor)	\$632,235.42	\$596,451.98	\$507,216.76	\$47,520.89

Cost by Department	FY19-20 YTD	FY20-21 YTD	FY21-22 YTD	April 2022
Public Utilities (Electric)	\$ 73,116.32	\$ 75,734.54	\$ 62,741.30	\$ 1,658.72
Public Utilities (W&S)	\$106,776.47	\$139,000.69	\$112,255.60	\$15,257.20
Police	\$110,281.92	\$107,363.21	\$105,899.28	\$ 7,140.95
Recreation & Parks	\$ 39,637.59	\$ 23,305.33	\$ 15,396.01	\$ 638.08
Finance	\$ 19,417.26	\$ 17,342.25	\$ 8,919.09	\$ 589.46
Public Works	\$206,565.04	\$155,557.33	\$128,580.21	\$ 7,307.87
Fire / Rescue	\$ 72,295.39	\$ 72,368.27	\$ 70,425.36	\$14,171.76
Human Resources	\$ 665.96	\$ 1,512.06	\$ 614.13	\$ 331.33
Development Services	\$ 3,479.48	\$ 4,268.27	\$ 2,385.78	\$ 425.52

Significant Issues: None.

## Attendance for Board Appointees

Board of Adjustment			
Appointee	Current Month Attendance*	Meetings Missed in 2022 To Date	Appointed By
Richard Parsons	A	3	Ward 1
Peter Dillon	P	0	Ward 3
Jim Morrison	P	0	Ward 5
John Riggs	P	0	Ward 6
Kenneth “Kip” Peregoy	A	2	Mayor Outlaw
Barbara Sampson	P	0	Ward 5
Jonathan Foster (Alternate)	A	2	Ward 4
Ross Beebe (Alternate)	P	1	Ward 3

Community Development Advisory Committee			
Appointee	Current Month Attendance*	Meetings Missed in 2022 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
James Woods	N/A	0	Ward 5
Della Wally	N/A	0	Ward 6

Meetings are held quarterly. A meeting was not held in April.

Craven County Tourism Development Authority			
Appointee	Current Month Attendance	Meetings Missed in 2022 To Date	Appointed By
Jefferey Odham	P	0	BOA

Dangerous Dog Board			
Appointee	Current Month Attendance	Meetings Missed in 2022 To Date	Appointed By
Dona Baker	P	0	BOA
Dr. Steve Stelma	P	0	BOA
Bobbi Kotrba	P	0	BOA

\*Meetings are only held as needed.

## Attendance for Board Appointees

<b>Friends of New Bern Firemen's Museum, Inc. Board of Directors</b>			
<b>Appointee</b>	<b>Current Month Attendance*</b>	<b>Meetings Missed in 2022 To Date</b>	<b>Appointed By</b>
George Halyak	P	1	Ward 1
John Meehan	P	0	Ward 2
David Finn	P	0	Ward 3
Betty Blythe	P	0	Ward 4
Henry Watson	A	2	Ward 5
Elona Fowler	P	2	Ward 6
Gary Lingman	P	0	Mayor
William Frederick	A	3	Best
David Pickens	P	1	Odham
Ex-officio Bobby Aster	A	3	Odham

<b>Historic Preservation Commission</b>			
<b>Appointee</b>	<b>Current Month Attendance</b>	<b>Meetings Missed in 2022 To Date</b>	<b>Appointed By</b>
Tripp Eure	A	1	Mayor
Ellen Sheriden	A	1	Ward 1
Dr. Ruth Cox	A	1	Ward 2
Jim Bisbee	P	0	Ward 3
Tony Bryant	P	0	Ward 4
Annette Stone	P	0	Ward 5
John Blackwelder	P	1	Ward 6
Peggy Broadway	P	0	Harris
Candance Sullivan	P	0	Odham

## Attendance for Board Appointees

Housing Authority of the City of New Bern			
Appointee	Current Month Attendance	Meetings Missed in 2022 To Date	Appointed By
Zeb Hough	P	1	Mayor
Pete Monte	P	0	Mayor
Chris Ormond	P	1	Mayor
Sulin Blackmon	P	0	HA Residents
Ronald Scott	A	1	Mayor
Janelle Reddick	P	0	Mayor
Denise Harris-Powell	P	0	Mayor

New Bern Area Metropolitan Planning Organization – Transportation Advisory Committee			
Appointee	Current Month Attendance*	Meetings Missed in 2022 To Date	Appointed By
Jeffrey Odham	N/A	2	Mitchell
Johnnie Ray Kinsey (Alternate)*	N/A	2	White

\*Alternate only *required* when regular appointee is not attendance. A meeting was not held in April.

New Bern-Craven County Public Library Board of Trustees			
Appointee	Current Month Attendance*	Meetings Missed in 2022 To Date	Appointed By
Carol Becton	P	0	Odham
Sam Carter	P	0	Bengel
Bo Wernersbach	P	1	Bengel
Shelley Maloy	P	0	Bengel
Sabrina Bengel	A	2	Aster

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

## Attendance for Board Appointees

Planning & Zoning Board			
Appointee	Current Month Attendance	Meetings Missed in 2022 To Date	Appointed By
Anne Schout	A	1	Mayor
Travis Oakley	P	0	Ward 1
Margie Dunn	P	0	Ward 2
Gasper Sonny Aluzzo	P	0	Ward 3
Raymond Layton	P	1	Ward 4
Marcus Simmons	A	2	Ward 5
Pat Dougherty	P	1	Ward 6

Police Civil Service Board			
Appointee	Current Month Attendance*	Meetings Missed in 2022 To Date	Appointed By
Amy James	N/A	0	Best
Isaiah Daniels	N/A	0	Aster
Karen May	N/A	0	Kinsey
Kevin Rock	N/A	0	Odham
Lesley Hunter	N/A	0	Bengel

\*Meetings are only held on an as-needed basis for appeals of disciplinary actions.

Redevelopment Commission			
Appointee	Current Month Attendance	Meetings Missed in 2022 To Date	Appointed By
Stephanie Lovick	P	0	Gov. Bd. As Whole
Kip Peregoy	P	1	Gov. Bd. as Whole
Beth Walker	A	2	Gov. Bd. as Whole
Julian (Jay) Tripp	P	1	Gov. Bd. as Whole
Leander "Robbie" Morgan, Jr.	A	1	Gov. Bd. as Whole
Steve Strickland	P	0	Gov. Bd. as Whole
Julius Parham	P	0	Gov. Bd. as Whole
Tabari Wallace	P	0	Gov. Bd. as Whole
Theresa Lee	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.



## Attendance for Board Appointees

<b>Stanley White Recreation Center Advisory Committee</b>			
<b>Appointee</b>	<b>Current Month Attendance*</b>	<b>Meetings Missed in 2022 To Date</b>	<b>Appointed By</b>
Leander Morgan, Jr.	N/A	0	Gov. Bd. As Whole
Talina Massey	N/A	1	Gov. Bd. as Whole
Kurtis Stewart	N/A	1	Gov. Bd. as Whole
James Woods	N/A	0	Gov. Bd. as Whole
Bernard White	N/A	0	Gov. Bd. as Whole
Reginald Pender	N/A	0	Gov. Bd. as Whole
Elijah Brown	N/A	0	Gov. Bd. as Whole
Barbara Lee	N/A	0	Gov. Bd. as Whole

\*A meeting was not held in April.