

NEW BERN



NORTH CAROLINA

Everything comes together here

Departmental Monthly Reports

December 2021

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Development Services

Inspections:

Overview	2020 YTD	2021 YTD	November 2021	December 2021
Commercial Permits – New Construction	95	86	24	2
Residential Permits – New Single Family	180	379	18	19
Residential Permits – Additions/Remodels	238	240	7	24
Mobile Homes	9	12	1	1
Signs	34	36	3	4
Certificates of Occupancy – Residential	172	217	24	21
Certificates of Occupancy – Commercial	12	9	3	2
Total Permit Valuation	\$105,414,843	\$122,227,041	\$19,157,448	\$23,495,922

Community and Economic Development:

Volt Center/City Market:

- For FY2021 the Volt Center has 1,790 students and 433 confirmed jobs since the Volt Center's opening by students prior to leaving or graduating from courses.

Economic and Community Development:

- Staff has been working with RCS to assist residents who do not have adequate housing to locate affordable rental properties for these families in need.
- Staff sent the CDBG Subrecipient agreement with the New Bern Redevelopment Commission for approval by the City Manager.
- Staff forwarded the revised proposals of the Duffyfield Stormwater Project to the City manager for approval.
- Staff prepared marketing materials for the upcoming Co-Design session presented by Dr. Leon Caldwell and the Redevelopment Commission, this session will include the Commission working with the community to collect feedback on the design and development of new housing in the Redevelopment Area.
- Staff attended a lunch and learn with the industry council and tenants of the Craven County Industrial Park.
- Staff met with Craven Community College about future WFD opportunities.
- Staff attended the NC Clean Energy Awards and participated in virtual networking.
- Staff is researching green energy options for expanding manufacturers and plant modernization projects.

Development Services

- Staff met with the City Manager and provided an update on current CDBG project.
- Staff worked with Finance to update MUNIS with Purchase Order corrections for the WithersRavenel revised proposals.
- Staff contacted Elite Structural Movers regarding the move of the house located at 602 Gaston Boulevard, no response still therefore we are working on potentially entering an agreement with another company to complete the process.
- Staff finalized contract and held a conference call with SAL Construction Company regarding the ongoing 2020 Bus Shelter Project, they are currently working on securing bonds for the project and stated would like to see the project begin sometime in January 2022 to install a Bus Shelter at the UBO office.
- Staff hosted a co-design meeting with the Redevelopment Commission and Dr. Leon Caldwell in the Craven Terrace community room to receive public input on the design of new homes coming to the Redevelopment Commission area, approximately 20 members from the community attended the 3-hour long meeting.
- Staff is working with Electriciteis and other partners for ongoing prospective projects and site development identification and development initiatives.
- Staff applied for the Environmental Protection Agency Brownfields Assessment Grant program application. The grant in the amount of \$500,000.00, requires no match from the City of New Bern. This will assist with funding to complete an inventory to assess properties and planning/community involvement related activities for brownfield sites within the City of New Bern, especially those targeted in the Redevelopment Boundary Area. The Brownfields Redevelopment takes abandoned, potentially hazardous sites and turns them into something new to spark economic growth.

Resiliency and Recovery Activities:

- Staff submitted sub-applications to the North Carolina Emergency Management Hazard Mitigation Division for FEMA's BRIC program and have been invited to complete a full application. These funds would be utilized for the following projects: Duffyfield Canal Restoration Project Scoping, Resilient Utilities Infrastructure - Electric Substation Project, and Duffyfield Community Stormwater Enhancements.
- Academic partner UNCW is planning to fly a drone to obtain footage in the RDC area and Duffyfield for resilience projects. Staff met with C-Coast and academic partners UNC and NC State Sea Grant Extension regarding a NSF resilience research project. The team's goal is to partner with communities to align research with community needs and to produce actionable results that will be useful to communities as they work toward resilience.
- Staff met with NC State and NC DEQ about creating a Watershed Action Plan, this process would enable New Bern to apply for a variety of state-level funding Development Services opportunities in the future; this would be a "living" plan for the Jack Smith Creek Watershed.
- Staff received notification that the Land and Water Fund intends to provide grant funds for a restoration project, the \$150,000 award would match funds for the National Fish and Wildlife Foundation (NFWF) priority restoration site project and phase two of the resilience plan.

Development Services

- Staff attended an online meeting with the North Carolina Emergency Management Hazard Mitigation Division for FEMA's BRIC program mitigation project to receive feedback on our application; this feedback will include comments and scores on the first draft received from the State Prioritization Panel and release the grant back for further improvements.
- The final stages of the draft resiliency plan are being prepared by Moffatt and Nichol along with staff.
- The contract has been finalized with Moffatt and Nichol to assist with updating the City's Land Use Ordinance which will begin in early 2022.

GIS:

- Attended the following meetings:
 - Local Government Hydro Working Group Meeting. Looking at the hydro dataset for the state to add fields and clean up old data.
 - NC Climate data palooza. Presentations by a variety of groups that provide or created GIS data related to resiliency and other climate attributes.
- Continued work on the Munis Permitting and Inspections setup looked at addresses and roads names – completed entering the roads into the system. Adding PIN for Jones County in new field and discussed adding fields related to government, corner, renter, and other fields – not used and will just enter a “N” for now.
- Continued work on resiliency and flood mitigation efforts along with Moffit & Nichol. Looking at possible sources to fund a completed stormwater dataset for the City.
- Working on cemetery data in the greenwood cemetery. Plans to restart mapping all markers in all cemeteries and making it available as an online tool.
- Met with Fire SAR to discuss the Tracker tool. We have 5 seats available and will work to create a dashboard and live location feeds during emergency events and search and rescue events. Spoke with NC DPS and they are utilizing a similar tool – will meet to see how they use the tool.
- Had Enterprise/Portal issues related to a simple software install/update. Unclear what caused the issue but required using an older data backup to restore. Will work with ESRI to look at ways to move forward with IT to make sure this doesn't happen again.
- GIS Tech has been working on the following projects:
 - HUB site: This site aims to host our public GIS data/maps and be user friendly as well as easily accessible. The home page of the site has links to our most viewed web maps/apps and city Data Viewer (see below). Each department has their own page within the site to display their GIS needs. Currently, Development Services and Public Works have functional pages. Meetings with the following departments are needed to discuss their needs: Fire, Police, Parks & Recreation, and Utilities. Further needs of the site include updating existing web map/apps, updating metadata, and determining data availability (public or staff only). Outside of individual department meetings, the MUNIS migration has limited data availability which limits web map/app development.
 - Historic Code Violations Survey and Template: Matthew Schelly (City Planner, Historic Preservation) has requested a mobile survey be made for field collection. Using Survey123, I have put together a survey he can use on a mobile device to select the violation(s) on a property. The requirement for this survey required some custom functions put in using programming. Survey123 can generate reports based on the results of a survey entry. We plan to utilize this functionality to save time writing reports. Currently waiting on Matthew to provide a report template then we can implement the survey.

Development Services

- City Data Viewer: Working to create a web app that shows general city data (parks, roads, schools, etc.) and allows the user to turn layers on/off, draw, measure, and print maps. The goal of the application is to provide the public and staff with a simple application to create maps on their own. Discussion on what layers to include are needed.
- Water Network Trace: Implemented master's degree project and published all required services needed for the water network trace application. Met with Jordan Hughes (City Engineer) to discuss any further needs of the application and he requested affected customers be added to result of the tool. To achieve this water meters will need to be connected to the network. There are roughly 16,000 meters to connect to the network. Reached out to Will Meyers (Esri Solutions Engineer, wmeyers@esri.com) for a solution to connect the meters. I likely won't hear from Will until the after the new year. As of 12/28, the web application has limited functionality. While it still provides the main purpose, it doesn't generate the output report. I believe this stems from the Portal issue we had earlier this month. I am currently working to address this issue and plan to speak with Will on how to avoid it in the future.
- Who Maintains My Street: Created a web app that shows who maintains roads throughout the city. Along with ownership it shows contact information for the responsible agency (Public Works, NC DOT). This will be a public facing web app and serves to reduce the number of calls regarding roads Public Works receives.
- Search and Rescue Tracker and Operations Dashboard: On 12/10 we met with Steven Jerome (Fire Captain) to discuss the implementation of ArcGIS Tracker and Dashboard for search and rescue operations. I have created an operations dashboard that displays users from Tracker. The city currently has 10 available licenses (users) for Tracker. Tracker is enabled by using the app on a mobile device with cell service. The plan to create a user for each rescue team. We have discussed doing a demo with the fire department during a future planned field exercise. The operations dashboard can further be configured to the department's needs.
- Short Term Rentals: Updated the number of short-term rentals in the city along with their required buffers. A tool could be developed to automate this process in the future.

MPO:

- Staff attended or held:
 - Meeting with City Manager – 12/2
 - Meeting with MPO TCC & TAC Chairmen about potential boundary expansion – 12/2
 - Meeting with CARTS director about 5303 grant funds – 12/8
 - NCDOT Board of Transportation meeting – 12/8
 - Highway 70 Corridor Commission meeting – 12/9
 - P6.0 Workgroup / NCAMPO meeting – 12/10
 - Meeting with Jacksonville MPO in Jacksonville – 12/13
 - US 70 Risk & Resiliency Vulnerability Study workgroup meeting – 12/15
 - P6.0 Workgroup update meeting – 12/15
- Continued discussions with MPO planning partners and NCDOT
- Continued efforts with website and social media updates.

Zoning:

- Presented the following items for the Development Review Committee (DRC):
 - Consideration of a Site Plan for New Bern City Hall Elevator
 - Consideration of a Site Plan for Hutton Point at Blue Water Rise
 - Consideration of a Site Plan for West New Bern Phase 2

Development Services

- Conducted field collection of Illegal signs placed in ROWs on Neuse and MLK Jr. Boulevard corridor.
- Conducted field investigations related to zoning violation complaints.
- Fielding zoning-related phone calls and email requests
- Processing sign permit applications

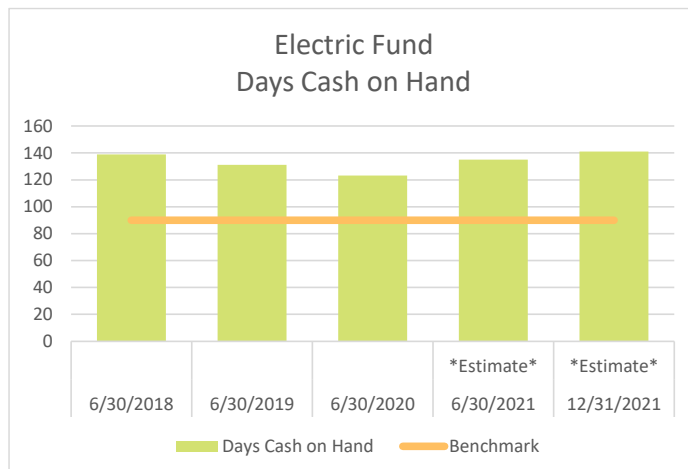
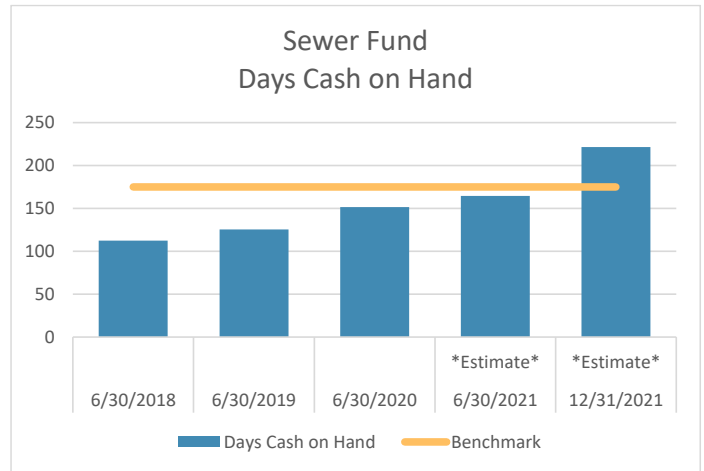
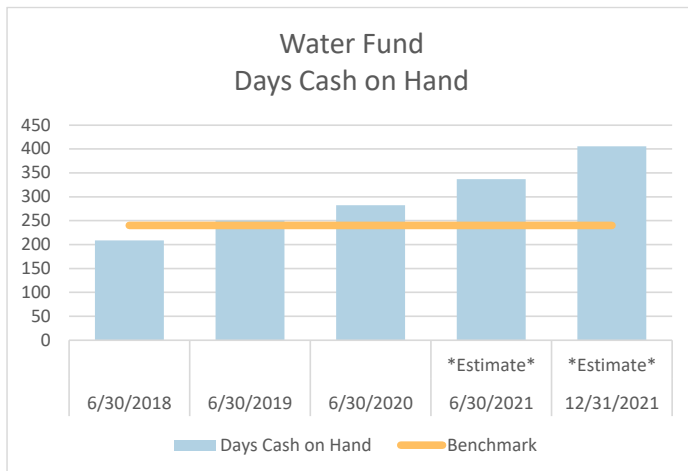
HPC:

- A meeting was not held in December.
- Major COAs issued:
 - 407 Avenue D – new shed (approved in November; conditions satisfied to issue CoA)
- Consultations for potential new projects:
 - 212 Johnson St. – front fencing revisions – site visit, emails
 - 305 North Ave. – emails regarding historic district status, not in the demolition by neglect process, and the basic requirements to demolish
 - 312 Metcalf St. – windows, shutters, front door, porch lighting, staining/painting – site visit, emails
 - 512 Middle St. – various items – in-person meeting at City Hall, long and short emails, site visit
 - 616 New St. – new shed, extend driveway, new fencing
- Minor COAs issued:
 - 221 Craven St. – utility meter and lines
 - 248-254 Craven St. – stair tower doors and windows
 - 306 Avenue B – tree replacement
 - 504 S. Front St. – shade sails, sod
 - 508 Middle St. - handrail
 - 520 Metcalf St. – front porch gutter
 - 804 Queen St. – access ramp in Primary AVC
- Consultations:
 - 221 Craven St. – utility meter and lines: phone call, emails, reminder for confirmation of ownership
 - 306 Avenue B – tree replacement
 - 311 Hancock St. – CoA condition: landscaping question, extensive research, on-site meeting
 - 312 Metcalf St. – on-site meeting, follow-up emails, several response emails
 - 375 S. Front St. – HVAC change out: after several emails, revealed that all the work is interior
 - 400 New St. - Memorial Garden walkway: reminder for app., fee, and info.
 - 401 S. Front St. – mechanical unit replacement
 - 405 Avenue A Riverside Methodist: emails with masonry contractor
 - 508 Middle St. - handrail: reminder for fee, landscaping
 - 509 Broad St. - CoA condition: landscaping review, extensive research, review revisions
 - 509 Broad St. – new signage: provided email with requirements
 - 512 Middle St. – various items – in-person meeting at City Hall, long and short emails, site visit

Finance

ENTERPRISE FUNDS-CASH ON HAND

FUND	6/30/2018	6/30/2019	6/30/2020	6/30/2021 *Estimate*	12/31/2021 *Estimate*
Water Fund	\$ 6,469,895	\$ 7,340,138	\$ 8,316,009	\$ 9,927,702	\$ 12,588,537
Days Cash on Hand	208	250	282	337	406
Sewer Fund	\$ 4,259,515	\$ 4,460,409	\$ 5,096,368	\$ 5,829,019	\$ 8,199,861
Days Cash on Hand	112	125	152	164	221
Electric Fund	\$ 20,923,854	\$ 20,212,152	\$ 18,891,493	\$ 20,589,859	\$ 22,934,055
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.

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

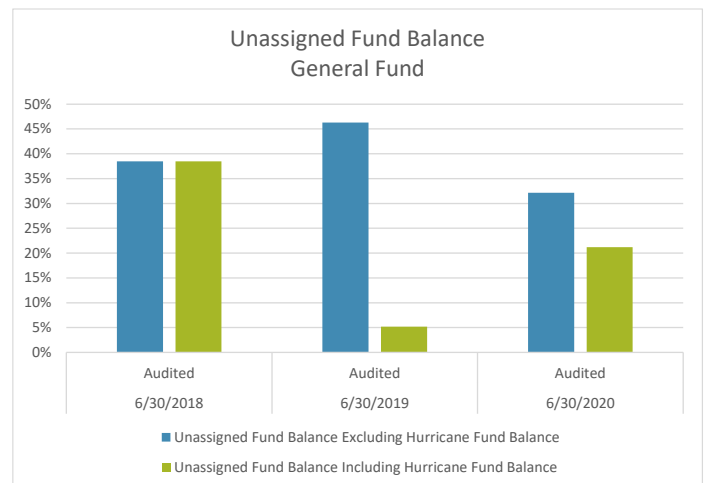
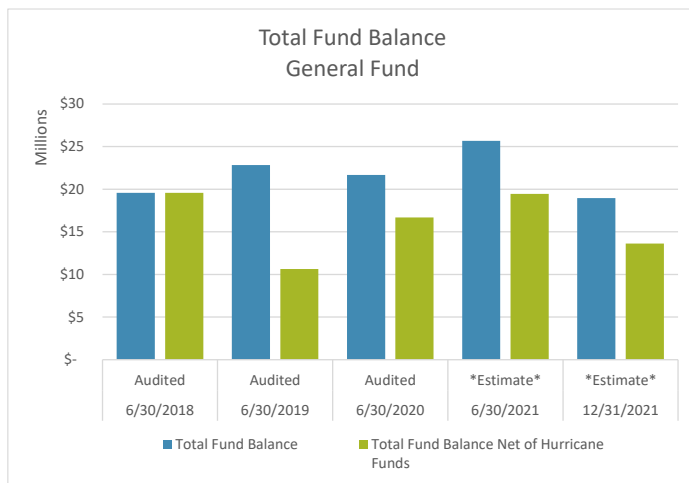
GENERAL FUND-CASH ON HAND

FUND	AS OF 6/30/2018	AS OF 6/30/2019	AS OF 6/30/2020	AS OF 6/30/2021 *Estimate*	AS OF 12/31/2021 *Estimate*
General Fund	16,736,146.04	18,354,388.51	15,877,239.38	21,849,148.59	16,184,229.44
Florence Fund	-	(11,578,971.34)	(5,099,693.95)	(5,354,700.21)	(4,806,781.44)
Dorian Fund	-	-	(1,457,187.33)	(424,424.19)	(424,424.19)
Isaias Fund	-	-	-	(386,918.57)	(51,859.96)
Net General Fund	16,736,146.04	6,775,417.17	9,320,358.10	15,683,105.62	10,901,163.85

GENERAL FUND-FUND BALANC

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 *Estimate*	AS OF 12/31/2021 *Estimate*
Total Fund Balance	\$ 19,571,904	\$ 22,829,395	\$ 21,681,255	\$ 25,681,410	\$ 18,953,084
Total Fund Balance Net of Hurricane Funds	\$ 19,571,904	\$ 10,628,789	\$ 16,676,063	\$ 19,455,643	\$ 13,621,400
Unassigned Fund Balance	38.47%	5.19%	21.18%	N/A	N/A
Unassigned Fund Balance Excluding Hurricane Fund Balance	38.47%	46.29%	32.15%	N/A	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.

Finance

FEMA RECONCILIATION

Reconciliation report for Hurricane Florence Costs and FEMA and Insurance Reimbursements
For the period ending: 12/31/21

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	-	-			-	
Drainage *	32,769,995	4,583,644	3,384,432	74%	956,739	242,473	
Ditches - CAT D *	1,924,155	1,226,389	-	0%		1,226,389	
Management Costs *	2,153,876	1,746,456	968,958	55%		777,498	
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
Total	\$ 55,820,991	\$ 20,050,444	\$ 13,879,507	69%	\$ 956,739	\$ 5,214,198	

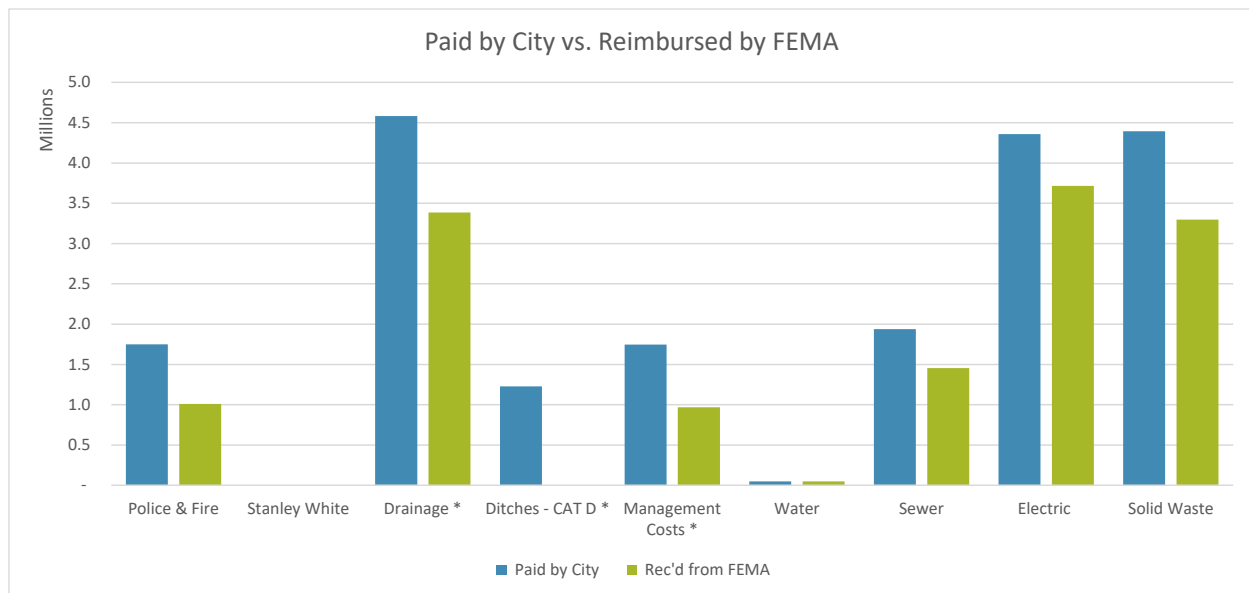
Notes:

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	2020 Total	2021 YTD	Last Month	Current Month
Number of Incidents	1,956	2058	191	183
90% Response Time to Incidents	9 minutes 49 seconds	8 minutes 59 seconds	9 minutes 45 seconds	8 minutes 19 seconds
Endangered Property Value	\$292,177,530	\$233,515,975	\$16,835,000	\$1,810,740
Property Losses Due to Fire	\$4,265,125	\$1,863,460	\$65,350	\$26,100
Percentage of Saved Property Value	98.54%	99.20%	99.61%	98.56%
Overlapping Incidents	238	N/A*	N/A*	N/A*

* Not available due to new software current reporting limitations.

Fire Prevention:

Prevention Statistics	2020 Total	2021 YTD	Last Month	Current Month
Fire Investigations	54	41	1	3
Fire Inspections	2,120	1,693	73	60
Permits Issued	87	108	9	4
Child-Passenger Seat Checks	43	91	6	4
People Educated Through Public Fire & Life-Safety Programs	2,189	4,712	697	61
Smoke Alarms Installed	196	249	37	5

Narcan:

Statistics	2020 Total	2021 YTD	Last Month	Current Month
Overdose Calls Responded To	146	151	12	13
Instances Narcan Administered	11	4	0	0

Significant Issues:

- The Fire Department was impacted due to COVID (1 employee for approximately 4 weeks and 3 exposures for 5-10 days).
- Continue to use state recommended medical response protocol for COVID.
- Clean/sanitize fire stations and apparatus daily.
- Continued to work on our Strategic Plan.
- Completed end-of-year program appraisals.
- Worked on new Standard of Cover document.
- Worked on goals and objectives for the new year.
- Met with Dr. Koontz (Medical Director) and John Britt (EMS Chief) to discuss our ongoing role with medical assists within the City of New Bern.
- Successfully implemented new Clockwise software.
- Submitted application for the Assistance to Firefighters (FEMA) Grant for purchase of SCBA.

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	1	1	2	2
Development Services	20	0	0	0	0	2
Finance	14	0	0	3	6	6
Fire	75	0	0	2	4	1
Human Resources	5	0	0	0	1	0
Parks & Recreation	30	1	2	3	3	3
Police	120.5	3	3	11	15	11
Public Utilities	87	1	0	9	12	5
Public Works	51	0	0	6	10	8
Water Resources	81	0	0	10	13	10
Totals:	496.5*	5	6	45**	66	48

**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. 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	2 OSHA Recordable 0 Lost Time 0 Non-Recordable 0 Denied	1 OSHA Recordable 0 Lost Time 0 Non-Recordable 0 Denied
Year-to-Date Claims	7 Recordable 3 Non-Recordable	17 Recordable 3 Non-Recordable
Current Month Costs	\$17,056.00	\$12,905.49
Year-to-Date Costs	\$123,079.00	\$113,341.58

Other:

None

Parks and Recreation

Significant Issues:

Martin Marietta Park - Signage and park stops installed. Gangway for the ADA Kayak Launch was received and installed.

Glenburnie Park - Road work done to fill holes and grade surfacing.

McCarthy Square Sign Bed - Staff removed bushes around the sign base and pressure washed the base.

Craven Parking Lot - RBG lights installed in 4 trees at the Craven Parking Lot by Morgan's.

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. All medians on MLK and Broad Street edged and cleaned up. Christmas decorations maintained throughout the month. Leaf mulching and removal in public parking and parks.

Special Events - The 37th Annual Coastal Christmas Flotilla was held. There was a total of 20 boats registered this year which is an increase from 2019 & 2020. Movie in the Park Showing the Polar Express was held on December 10th. Turnout was significant but not as well as we would have liked. New Year's Eve Block Party returned this year. Turnout was great and a lot of good feedback was received from participants and vendors. Number of participants for NYE Block Party was estimated at 4,000. Planning for 2022 events is well underway. Bands have been booked for Footloose on the Neuse Concerts and preparations for our Annual Easter Egg Hunts has begun. Eight (8) Special Event Applications were received and nine (9) were processed in December.

Craven Jaycees Christmas Parade - Parks and Recreation worked with PD on street closures and safety/security of the parade route. Parks and Recreation staged barricades and Public Works assisted with removing barricades as the parade procession cleared.

Athletics - Preparation and registration for 2022 Youth Basketball occurred. Registration numbers were promising with several teams in the 8U, 10U and 12U age divisions. We have interleague games scheduled with Kinston/Lenoir County Parks & Recreation this year. Games will be played at West New Bern Recreation Center and Kinston/Lenoir County facilities.

Cemeteries - Thirteen (13) burials occurred in December.

Vacant Staff Positions - 2 New Employees started on December 28th and 2 current employees retired as of December 31st. Vacant positions are posted. The Special Projects Coordinator position remains vacant with applications being reviewed to schedule interviews in January 2022.

Police

Crime:

Incidents & Arrests	Dec Total	2018 Total	2019 Total	2020 Total	2021 YTD
NIBRS* Group A Incidents	174	2,534	2,644	2,530	2,235
NIBRS* Group B Incidents (Arrests)	51	900	736	589	725
Adult Arrests	106	1,698	1,477	1,256	1,325
Juvenile Arrests	1	9	3	2	3
Total Arrests	107	1,707	1,480	1,258	1,328
Police Calls for Service	3,770	45,246	45,402	41,846	44,299
Business Alarms Dispatched	153	2,157	1,981	1,635	1,510
Residential Alarms Dispatched	41	755	645	497	484
Alarm Calls (PD Dispatched)	194	2,912	2,626	2,132	1,994

*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	Dec Total	2018 Total	2019 Total	2020 Total	2021 YTD
Homicide	-	-	2	4	6
Rape	2	9	8	15	14
Robbery	2	30	25	23	22
Aggravated Assault	10	87	88	119	97
B&E – Residence	14	168	177	176	134
B&E – Business	1	37	49	30	34
Theft from Motor Vehicle	10	111	141	127	116
Larceny	47	782	841	706	608
Motor Vehicle Theft	1	36	25	34	35
Arson	1	3	7	1	5
Total	88	1,255	1,360	1,235	1,071

Criminal Investigations	Dec Total	2020 Total	2021 YTD
Cases Assigned	14	235	170
Cases Closed by Arrest	2	43	41
Cases Closed Leads Exhausted	0	18	15
Cases Closed Unfounded	0	25	13

2021 Cases of Note - Dec	
2021-33006	Sexual Assault: 200 block of Craven St, numerous sexual assaults and sexual offenses reported which carried over several months.

	Numerous interviews conducted which culminated in an arrest of the suspect. Second Degree Forcible sexual offense.
2021-40823	Sexual Assault: Morning Star Drive, stepfather sexual assaulted his eleven-year-old stepdaughter several times. Interviews conducted and evidence collected. Arrest made. Two counts of First-degree statutory rape.

Crime Analysis		
Top 5 Calls for Service & Number of Incidents	Dec 2021	2021 YTD
	1) Security Check Business– 561 2) Traffic Stop – 522 3) Follow Up – 242 4) Security Check Residential -208 5) Foot Patrols – 140	1) Traffic Stop – 6,179 2) Security Check Business – 4,713 3) Security Check Residential – 3,789 4) Follow Up – 2,264 5) Directed Patrols – 1,884
Top 5 Calls for Service for Current Month by Location* and Number of Incidents	1) 3105 M L King Jr Blvd (Larceny, Security Checks)- 94 2) Middle St/ Pollock St (Security Checks)- 64 3) 1100 Clarks Rd (Commitment Papers)- 59 4) 1310 Country Club Rd (Security Checks)- 38 5) 3410 M L King Jr Blvd (Larceny, Security Checks)- 37	
Top 3 Group A Crime Locations for Current Month and Number of Incidents	1) 3105 M L King Jr Blvd (Larceny, Fraud, Drug Activity)- 9 2) 1400 Lowes Blvd (Larceny, Fraud)- 3 3) 2915 Neuse Blvd (Larceny)- 2	

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

Personnel:

Extra Duty Hours						
Dec	2016	2017	2018	2019	2020	2021 YTD
77.5	3,299.00	4,076.75	4,525.01	4,392.75	995.50	1,110.5

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

Overtime (2021)	Dec Total	2018 Total	2019 Total	2020 Total	2021 YTD
Office of the Chief	\$300.87	\$200.97	\$180.55	\$62.84	\$2,261.12
Operations Division	\$11,427.11	\$266,946.37	\$151,599.12	\$118,609.28	\$126,171.84
Services Division	\$8,976.45	\$152,064.54	\$136,802.31	\$89,971.82	\$85,190.82
Investigations Division	\$2,473.40	\$75,893.65	\$42,992.18	\$19,358.26	\$26,177.20
TOTAL	\$23,177.83	\$495,422.53	\$331,574.16	\$228,013.20	\$239,800.98

Significant Issues (not noted above): None .

Public Utilities

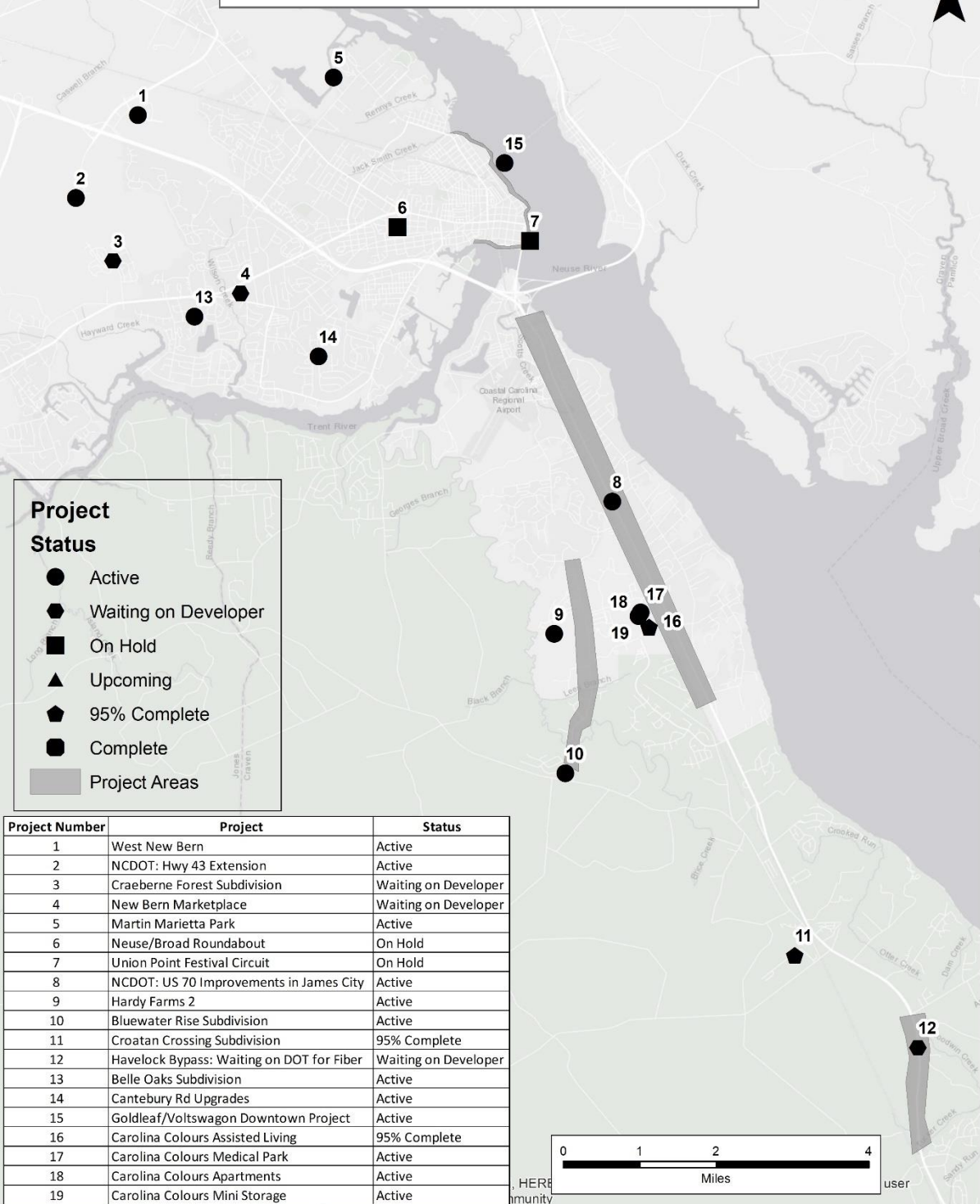
- **High-Profile Projects:** Ten high profile projects have been identified for electric utilities. A location map is attached to assist with visualizing the project locations. There are also six high profile water and sewer projects currently underway. An updated summary is included.
- **System Reliability:** A total of 16 interruptions were recorded on the electric system during the month of December. This impacted a total of 183 customers. As a result, customers experienced an average of 0.0078 interruptions and were restored in an average of 0.541 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 –**

Abigail Brown in CAPS - A customer called CAPS and wanted to commend Abigail Brown on her exceptional customer service skills. The customer stated she knows the staff at CAPS gets all kinds of attitudes and temperaments during the day, but Abigail was very helpful, and her customer service skills were exceptional.

Stephanie Atwood, Taylor Fornes, Brian Small, Chase Gaskins and Darion Shelton

Customer sent a letter commending these employees on a job well done. When they called, they spoke with Stephanie Atwood, Utility Control System Operator, was very friendly and helpful. Taylor Fornes, Electric Line Worker 1st Class, was dispatched and responded immediately. When he could not fix the issue, he did a temporary fix until the Electric Line Crew could respond and correct the problem. Less than 48 hours later, Brian Small, Chase Gaskins and Darion Shelton responded. Customer advised they were friendly and professional and got the issue corrected in a swift manner. The customer was extremely pleased that their power was restored in record time!

ELECTRIC PROJECTS & DEVELOPMENT DECEMBER 2021 UPDATE



- **Advanced Metering Infrastructure Project** - This project involves installing a network of electric and water meters. We are currently reading 15,183 water meters and 24,606 electric meters, of which 11,833 are disconnect meters. There have been 7,182 two-way load management switches installed.

DECEMBER 2021

Utility	Active Cust.	Never AMI Cust.	Active AMI Cust.	% Complete
Electric	23,395	36*	23,518	99.999
Water	18,450	~ 2,570	~ 13,729	~ 95.565
Installed Gateways		42		
Installed Relays		85		
LM Customers		4,358		
Total Switches		7,182		
Controlled Devices				
Air Conditioner	Electric Furnace		Heat Strips	Water Heaters
4,378	85		2,318	2,349

**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: \$904,152.60; collected to date \$904,152.60*
- **Martin Marietta** – Following pace of developer.
- **Golden LEAF Grant** – Raise or relocate electrical infrastructure. Construction activities.
- **West New Bern** – Electric line extension in progress and following pace of developer.
- **Volkswagon DEQ Grant** – Electric vehicle chargers. Inactive/rate setting
- **Canterbury Road** – Ongoing infrastructure improvements. 80% complete.
- **Hospital Expansion** – Awaiting further information.
- **Schlaadt Plastic Plant Expansion** – Waiting on contractor.

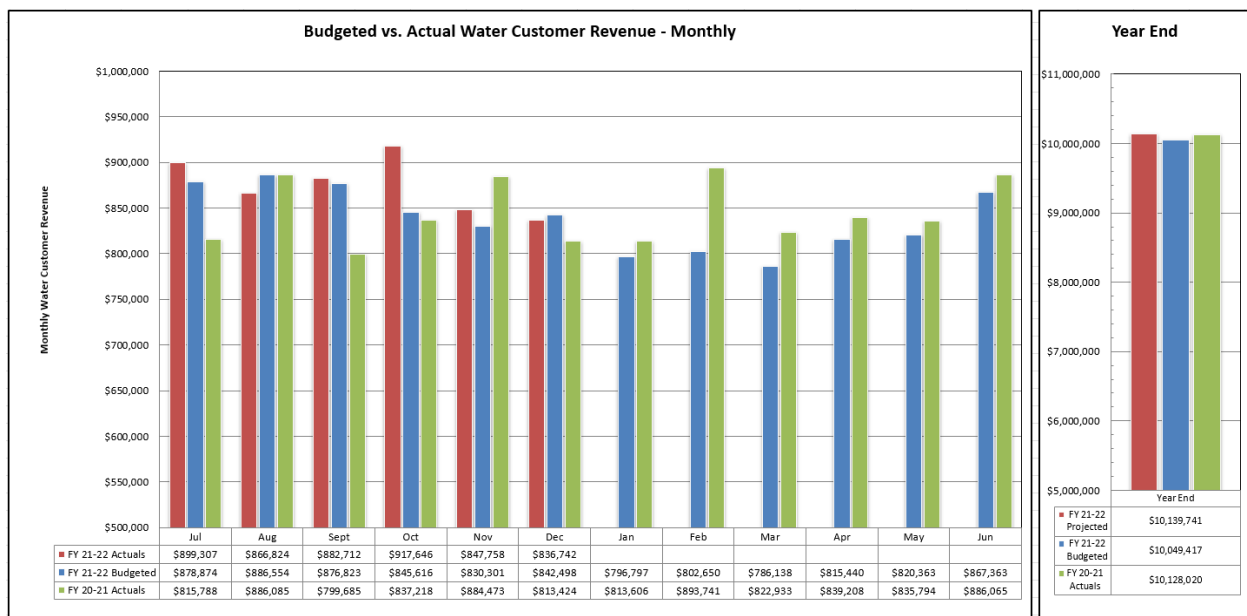
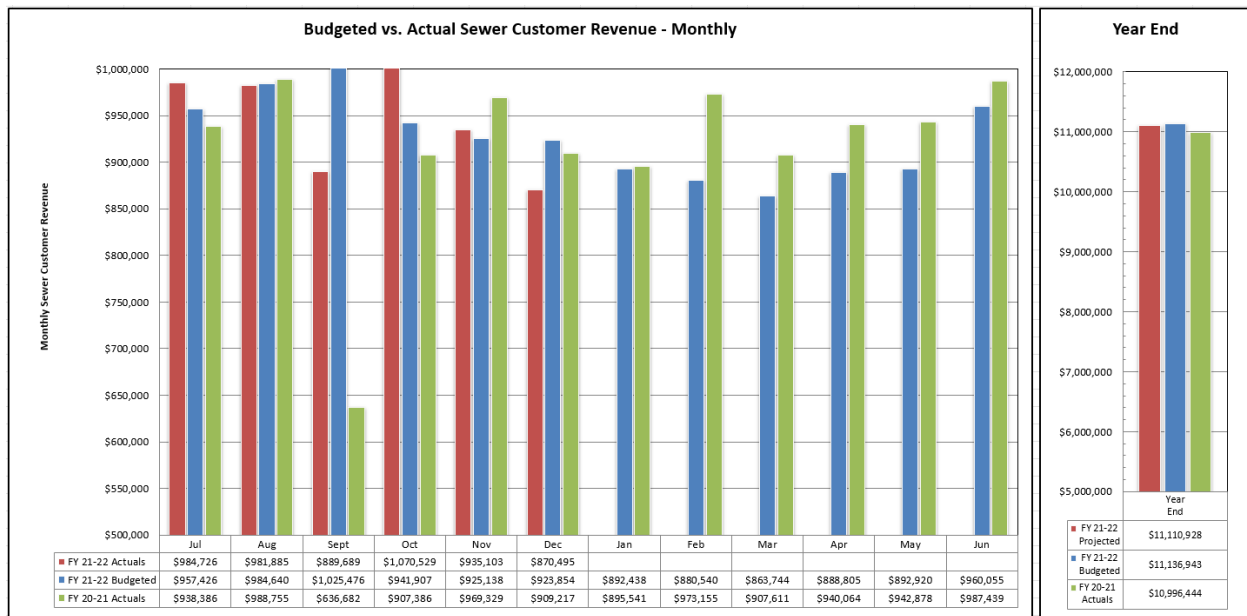
Public Utilities

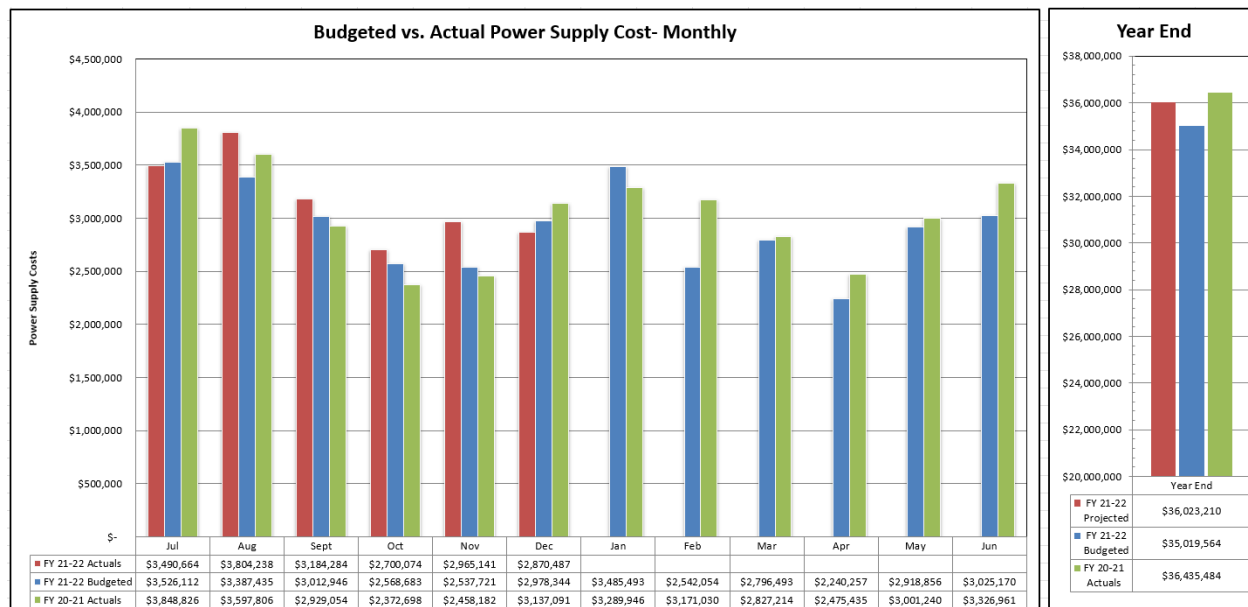
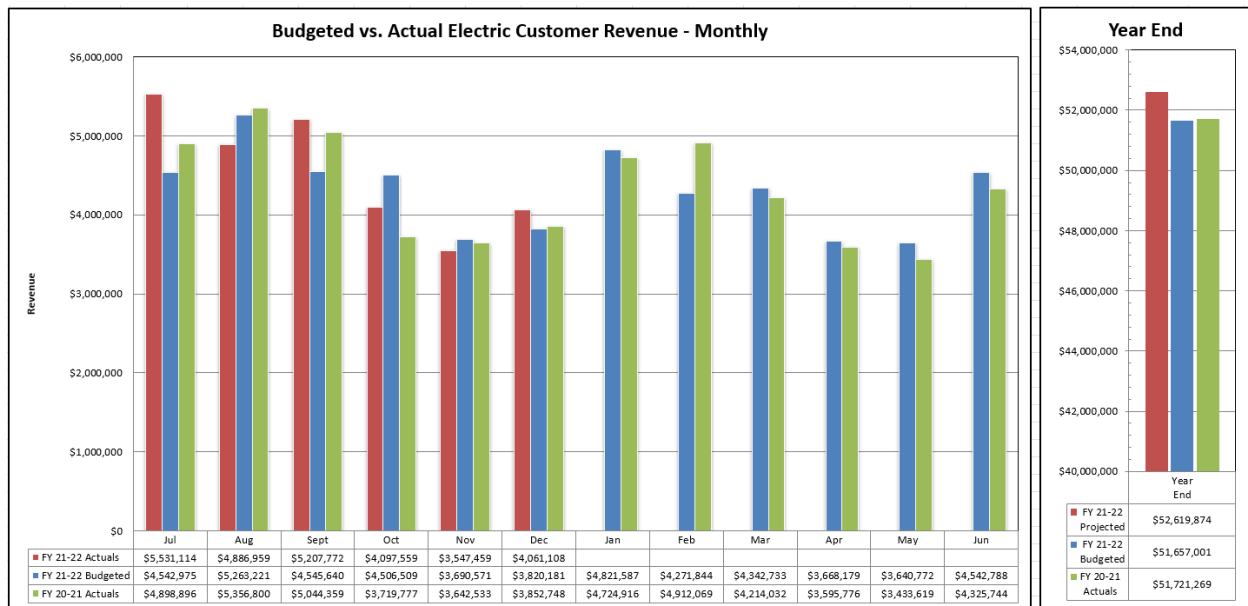
High-Profile Water Resources Projects:

- **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.
- **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.
- **Racetrack Road Sewer Lift Station Rehabilitation Project** – *Rehabilitation of the existing sewer pump station No. 29 that services a small area of Racetrack Road, near the railroad crossing.* In the past month the remaining pump station components were delivered and the pump station construction was completed. The new station is now online and operational. A little minor dress-up and landscaping work at the site will be completed in early January, at which point the project will be complete.
- **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 are scheduled to begin in early February. A bid opening for the rehabilitation work along High Street and Washington Avenue has been scheduled for January 20th and construction is scheduled to begin by March 1st. These areas will be included in Public Work's spring/summer paving program, along with the Windy Hill Area.
- **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.* Engineering staff is currently waiting on the survey needed for the easement areas. Once the survey has been completed, staff can finalize easement acquisition and 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. The pre-construction meeting for the project has been scheduled for mid-January and construction is expected to begin by the end of January.

Public Utilities

Electric System Outages and Reliability Statistics			
*Adjusted for APPA Event Threshold			
	December 2021		2021 YTD
# of Interruptions	16		333
# of Customers out	183		5029
Customers Minutes Out	12716		414904
December 1, 2021 to December 31, 2021			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDI (Minutes)	ASIAI (Percent)
0.541	0.0078	69.484	99.9987%
December 1, 2020 to December 31, 2021			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDI (Minutes)	ASIAI (Percent)
23.985	0.294	81.614	99.9957%
December 1, 2019 to December 31, 2020			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDI (Minutes)	ASIAI (Percent)
25.249	0.416	60.665	99.9955%
Outages			
Scheduled/Unscheduled	Cause	Total Outages	
Unscheduled	Squirrel/Snake	3	
Unscheduled	Bird	1	
Unscheduled	Equipment Worn Out	0	
Unscheduled	Residential Construction	0	
Unscheduled	Direct Stroke	0	
Unscheduled	Failure of Greater Transmission	0	
Unscheduled	Wind	0	
Unscheduled	Human Accident	0	
Unscheduled	Contact with Foreign Object	0	
Unscheduled	Lightning Induced Flashover	0	
Unscheduled	Vehicle Accident	0	
Unscheduled	Other-Wildlife	1	
Scheduled	Non-Payment	1	
Unscheduled	Equipment Replacement	0	
Unscheduled	Tree	2	
Unscheduled	Equipment	1	
Unscheduled	Unknown/Other	14	
TOTAL		23	





Public Works

Leaf and Limb:

Service Provided (Tons)	FY19-20 YTD	FY20-21 YTD	FY21-22 YTD	December 2021
White Goods Collected	63.00	49.50	27.00	4.50
Brown Goods Collected	4,151.40	4,191.00	1,643.40	316.80
Yard Waste Received	15,531.57	13,612.05	5,917.00	1,052.77
Mulch Dispersed	2,894.85	450.05	473.32	128.45

City Garage:

Costs	FY19-20 YTD	FY20-21 YTD	FY21-22 YTD	December 2021
Services Provided by City Garage:				
Vehicles Serviced	3,090	2,728	1,111	185
Total Labor Cost	\$119,392.63	\$118,978.38	\$ 60,384.69	\$ 9,522.37
Total Parts Cost	\$218,398.58	\$222,112.11	\$124,987.33	\$22,205.90
Total Cost (Parts + Labor)	\$337,791.21	\$341,090.50	\$185,372.02	\$31,728.27
Services Provided by Contract:				
Vehicles Serviced	542	403	150	24
Total Labor Cost	\$126,420.89	\$105,911.46	\$46,075.68	\$ 7,097.15
Total Parts Cost	\$168,023.32	\$149,450.03	\$53,258.57	\$ 6,190.78
Total Cost (Parts + Labor)	\$294,444.21	\$255,361.49	\$99,334.25	\$13,287.93
Total Services Provided (City Garage & Contract):				
Vehicles Serviced	3,632	3,129	1,421	209
Total Labor Cost	\$268,422.38	\$224,889.84	\$106,460.37	\$16,619.52
Total Parts Cost	\$363,813.04	\$371,562.14	\$178,245.90	\$28,396.68
Total Cost (Parts + Labor)	\$632,235.42	\$596,451.98	\$284,706.27	\$45,016.20

Cost by Department	FY19-20 YTD	FY20-21 YTD	FY21-22 YTD	December 2021
Public Utilities (Electric)	\$ 73,116.32	\$ 75,734.54	\$33,140.85	\$ 3,430.18
Public Utilities (W&S)	\$106,776.47	\$139,000.69	\$62,533.01	\$ 9,235.24
Police	\$110,281.92	\$107,363.21	\$66,424.06	\$ 7,049.55
Recreation & Parks	\$ 39,637.59	\$ 23,305.33	\$ 9,558.91	\$ 4,760.49
Finance	\$ 19,417.26	\$ 17,342.25	\$ 5,480.73	\$ 880.51
Public Works	\$206,565.04	\$155,557.33	\$79,212.00	\$15,693.66
Fire / Rescue	\$ 72,295.39	\$ 72,368.27	\$26,688.79	\$ 3,060.13
Human Resources	\$ 665.96	\$ 1,512.06	\$ 262.74	\$ 0
Development Services	\$ 3,479.48	\$ 4,268.27	\$ 1,405.18	\$ 906.44

Significant Issues: None.

Attendance for Board Appointees

Board of Adjustment			
Appointee	Current Month Attendance*	Meetings Missed in 2021 To Date	Appointed By
Richard Parsons	N/A	1	Ward 1
Peter Dillon	N/A	0	Ward 3
Jim Morrison	N/A	0	Ward 5
John Riggs	N/A	0	Ward 6
Kenneth “Kip” Peregoy	N/A	1	Mayor Outlaw
Barbara Sampson	N/A	0	Ward 5
Jonathan Foster (Alternate)	N/A	1	Ward 4
Ross Beebe (Alternate)	N/A	1	Ward 3

A meeting was not held in December.

Community Development Advisory Committee			
Appointee	Current Month Attendance*	Meetings Missed in 2021 To Date	Appointed By
Corinne Corr	N/A	0	Ward 1
Carol Williams	N/A	2	Ward 2
Marshall Williams	N/A	1	Ward 3
Vernon Guion	N/A	1	Ward 4
Vacant	N/A	0	Ward 5
Lindsay Best	N/A	1	Ward 6

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

Craven County Tourism Development Authority			
Appointee	Current Month Attendance	Meetings Missed in 2021 To Date	Appointed By
Jefferey Odham	P	0	BOA

Dangerous Dog Board			
Appointee	Current Month Attendance	Meetings Missed in 2021 To Date	Appointed By
Dona Baker	N/A	0	BOA
Dr. Steve Stelma	N/A	0	BOA
Vacant	N/A	0	BOA

*Meetings are only held as needed.

Attendance for Board Appointees

Friends of New Bern Firemen's Museum, Inc. Board of Directors			
Appointee	Current Month Attendance*	Meetings Missed in 2021 To Date	Appointed By
George Halyak	P	1	Ward 1
Vacant	N/A	N/A	Ward 2
David Finn	P	0	Ward 3
Betty Blythe	A	2	Ward 4
Henry Watson	P	0	Ward 5
Elona Fowler	A	7	Ward 6
Gary Lingman	A	6	Mayor
William Frederick	P	2	Best
David Pickens	P	3	Odham
Ex-officio Bobby Aster	A	5	Odham

Historic Preservation Commission			
Appointee	Current Month Attendance	Meetings Missed in 2021 To Date	Appointed By
Tripp Eure	N/A	1	Mayor
Ellen Sheriden	N/A	7	Ward 1
Dr. Ruth Cox	N/A	0	Ward 2
Jim Bisbee	N/A	5	Ward 3
Tony Bryant	N/A	0	Ward 4
Annette Stone	N/A	0	Ward 5
John Blackwelder	N/A	1	Ward 6
Peggy Broadway	N/A	1	Harris
Candance Sullivan	N/A	0	Odham

*A meeting was net held in December

Attendance for Board Appointees

Housing Authority of the City of New Bern			
Appointee	Current Month Attendance	Meetings Missed in 2021 To Date	Appointed By
Zeb Hough	P	1	Mayor
Pete Monte	P	0	Mayor
Chris Ormond	P	3	Mayor
Molichia Hardy	A	3	HA Residents
Ronald Scott	P	0	Mayor
Janelle Reddick	P	0	Mayor
Denise Harris-Powell	P	3	Mayor

New Bern Area Metropolitan Planning Organization – Transportation Advisory Committee			
Appointee	Current Month Attendance*	Meetings Missed in 2021 To Date	Appointed By
Jeffrey Odham	N/A	0	Mitchell
Johnnie Ray Kinsey (Alternate)*	N/A	0	White

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

New Bern-Craven County Public Library Board of Trustees			
Appointee	Current Month Attendance*	Meetings Missed in 2021 To Date	Appointed By
Carol Becton	P	2	Odham
Sam Carter	A	1	Bengel
Bo Wernersbach	P	1	Bengel
Shelley Maloy	A	2	Bengel
Sabrina Bengel	A	3	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 2021 To Date	Appointed By
Anne Schout	P	1	Mayor
Travis Oakley	P	1	Ward 1
Margie Dunn	P	4	Ward 2
Gaspar Sonny Aluzzo	P	1	Ward 3
Raymond Layton	P	1	Ward 4
Marcus Simmons	P	6	Ward 5
Pat Dougherty	P	2	Ward 6

Police Civil Service Board			
Appointee	Current Month Attendance*	Meetings Missed in 2021 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 2021 To Date	Appointed By
Maria Cho	P	1	Gov. Bd. As Whole
Kip Peregoy	P	0	Gov. Bd. as Whole
Beth Walker	P	1	Gov. Bd. as Whole
Julian (Jay) Tripp	P	2	Gov. Bd. as Whole
Leander "Robbie" Morgan, Jr.	A	7	Gov. Bd. as Whole
Steve Strickland	P	0	Gov. Bd. as Whole
John Young	P	3	Gov. Bd. as Whole
Tabari Wallace	P	7	Gov. Bd. as Whole
Theresa Lee	P	2	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

Stanley White Recreation Center Advisory Committee			
Appointee	Current Month Attendance*	Meetings Missed in 2021 To Date	Appointed By
Leander Morgan, Jr.	N/A	2	Gov. Bd. As Whole
Talina Massey	N/A	0	Gov. Bd. as Whole
Kurtis Stewart	N/A	0	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	1	Gov. Bd. as Whole

A meeting was not held in December.