

NEW BERN



NORTH CAROLINA

*Everything comes together here*

# Departmental Monthly Reports

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January 2021

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## Development Services

### Inspections:

Overview	2020 YTD	2021 YTD	December 2020	January 2021
Commercial Permits – New Construction	95	9	6	9
Residential Permits – New Single Family	180	40	11	40
Residential Permits – Additions/Remodels	238	17	16	17
Mobile Homes	9	0	0	0
Signs	34	2	5	2
Certificates of Occupancy – Residential	172	13	18	13
Certificates of Occupancy – Commercial	12	0	2	0
Total Permit Valuation	\$105,414,843	\$7,921,987	\$2,887,287	\$7,921,987

### Community and Economic Development:

#### **Volt Center/City Market:**

- The Volt Center has 693 registered students, plus 57 students registered for future classes in the FY2022. 584 students have completed courses this FY following the onset of the pandemic and has resulted in a total of 112 job offers have been made students this year. 332 students completed courses last year during FY2020 and approximately 174 jobs have been secured since the Volt Center's opening by students prior to leaving or graduating from courses. Other jobs have resulted following course completion but cannot be tracked in the same manner. Approximately 20% of total students have come from addresses in the Redevelopment Boundary Area of Greater 5 Points/CNI area.
- City Staff issued the occupancy letter for the facility located at 128 Rhem Street for use as a police simulator and law enforcement officer in-service training.
- City Staff toured the police simulator and law enforcement officer in-service training facility. Craven Community College (CCC) will begin outfitting the space with necessary equipment. In addition, this month, CCC started classes at the Diesel Mechanic and Heavy Equipment Operator training center.
- Staff continues to work on programming and recruitment initiatives with CCC and the Small Business Center to support economic development in our region.
- Staff met with CCC to discuss ongoing projects and WFD goals. Staff continues working with CCC for the signage and brand design plan at the Volt Campus.

## Development Services

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

- Staff is working with the team at Electricities to take advantage of programs and to recruit new companies to the City.
- Staff is in contact with EDA regarding upcoming opportunities and status of the market. A follow-up phone call is scheduled next week with the regional grant manager.
- Staff is in contact with aerospace/aviation company consultant seeking to locate projects in NC from abroad. Staff attended webinar hosted by NC League of Municipalities and Golden Leaf on how to be a better grant writer.
- Staff toured and met with the Preservation Foundation and King Solomon Lodge to discuss ongoing grant initiatives to renovate and restore the building.
- Staff participated in Quarterly Partnership engagement meeting with NC Works. Staff responded to request for information for new potential businesses.
- Staff is participating on the hiring committee for the new SBC Director that will work at the Volt Site to support local business.
- Staff attended board meeting for Coastal Carolina Community Development Ventures. The organization is awaiting response for the New Market Tax Credit application and prioritizing actions for economic and community development goals that align with the needs of area.
- Staff attended Allies for Cherry Point's Tomorrow Board meeting. Updates regarding federal and state elections and legislative sessions were discussed. ACT continues to advocate for MCAS Cherry Point and Fleet Readiness Center East to ensure key projects are funded for mission readiness and to support the economic vitality of the region.
- Staff responded to questions from the City of Washington, NC regarding economic impacts of storm events.
- Staff held a conference call with local nonprofit, Catholic Charities, regarding the City's new CDBG-CV allocation that will be used to provide rent and utility assistance to those impacted by the pandemic. Staff also held a conference call with Urban Design Ventures, a planning firm, to discuss and finalize the 2020 Annual Action Plan Amendment schedule, this amendment will update the 2020 Annual Action Plan to include the new CDBG-CV allocation from HUD.
- Staff collaborated with Finance to draw down \$30,953.40 in IDIS, to move forward with addressing the City's timeliness issue. Staff also submitted the CDBG Quarterly Report due to HUD by January 29, 2021. Staff finalized the Subrecipient Agreement between the City and Religious Community Services and is currently awaiting final approval from the City Manager. Staff held a conference call with local citizen to address complaint filed regarding the Minor Housing Rehab program, staff is working to address the issue.
- Staff revisited training on the CARES funding distribution requirements, this training included HUD's advisement on how to prevent duplication of benefit when providing rent and utility assistance to those in need. Staff provided Religious Community Services (RCS) with guidance on preventing duplication of benefit, as a special case was presented by a recent applicant. Staff resubmitted the Consolidated Annual Performance Evaluation Report (CAPER). HUD provided staff with feedback on necessary corrections to be made to the document that was submitted in September 2020. Staff prepared minutes for the Redevelopment Commission meeting held on December 15, 2020. Staff began conducting research on HUD's requirements for demolition and reconstruction

## Development Services

### Resiliency and Recovery Activities:

- Staff held a follow-up virtual meeting with UNC EPIC - UNC Charlotte's Energy Production and Infrastructure Center and utility department on Grid Resiliency study and future assistance both for funding, problem solving and legislative support of needed resiliency and grid hardening projects in New Bern. Their team of experts provided key updates regarding decisions and next steps of the Utilities Commission. The group's technical support and ideas will help the City of New Bern gain access to resources at the State and Federal level. There will be an upcoming meeting held to pursue integrated systems planning process, which could help municipal and coop electric providers in the state, opening the door for statewide conversations on customer needs for the distribution system to be prioritized into bulk system planning initiatives. UNC EPIC is interested in the resiliency work currently underway and understanding how major weather-related disasters can be far greater than the cost to invest in achieving better community resilience.
- Staff held phone call with the Craig Group resiliency consultant on possible funding options, including National Trust funding and programming to support resiliency initiatives in the Duffyfield Community that promote cultural and historic preservation to build community capacity.
- Staff attended virtual meeting with Withers Ravenel on ongoing resiliency related projects and grants.
- NC Land Water Fund grant proposal has been submitted and preliminary comments were returned on the proposal. Staff worked with consultant team to update and clarify. The proposed project will build on identifying priority restoration sites for resilience. The funding will help implement climate adaptation strategies that provide the foundation for mitigation actions that link specific activities to locally assigned implementation mechanisms. This ongoing planning process supports community resilience by evaluating existing conditions and prospective designs to inform priority phases of implementation and transferability of findings to regional coastal partners. The City of New Bern seeks funding to identify options for mitigating coastal flooding caused by extraordinary precipitation events in combination with wind-driven setup, extreme astronomical tides, and storm surges. Study and design tasks will include assessment of existing flood defenses; siting of tide gauges to characterize tidal propagation; and evaluation and design of conceptual nature-based infrastructure alternatives. This will build on the proposal and project funded by NFWF and help cover the match requirement.
- Staff reached back out to staff at NCORR to finalize a meeting time. The City hopes to identify unfunded/needed projects that may align with NCORR programs, including the RebuildNC Strategic Buyout Program now under CDBG-MIT and housing programs under CDBG-DR for Florence. NCORR is currently amending their action plan with HUD for how the programs will operate and what areas will be targeted for buy-out for the RebuildNC Strategic Buy-Out program.
- Staff coordinated virtual meeting with US Army Corps of Engineers and the City's consultant team to overview potential resiliency and mitigation projects, related to the preliminary risk and vulnerability analysis completed. City resilience team, including consultants and staff were able to share more data to support mitigation solutions and recommendations for upcoming USACE

## Development Services

reports. The City's work will help inform the USACE congressional reports and provide avenues for funding of mitigation projects in the future. Two current planning processes are underway by USACE. Staff followed up with US Army Corps of Engineers regarding after action and meeting notes for their current planning processes underway on the Neuse River Basin and the USACE, Southeast Atlantic Coastal Study, for Carteret and Craven County Focus Area Action Strategies. The SACS vision is to provide a common understanding of risk from coastal storms and sea level rise to support resilient communities and habitats.

- HMGP 407 acquisition project continues with Board of Aldermen offer approval on January 26<sup>th</sup>. Staff is in touch daily with consultant team and NCEM to fulfill program procedures and guidelines. Offer letters being sent to property owners and staff will work with legal team on any necessary steps for closing once offers are accepted.
- HMGP 404 elevation and acquisition status: No new updates. The City responded to another information request from NCEM. NCEM submitted the package to FEMA for review. The City continues to work closely with NCEM to provide details for the process. At this point, NCEM does not know how long it will take for FEMA to review. All proposed elevation and acquisition projects are still under consideration and no decisions have been finalized. Staff remains in communication with the State NCEM, though no timeframe or anticipated award dates have been shared.
- Resiliency & Hazard Mitigation Planning process – Monthly core planning team meeting occurred on January 28<sup>th</sup>. Staff continued outreach and engagement plan with the public to encourage participation in the second public survey and public meeting. Communications plan and preliminary results of the 2<sup>nd</sup> survey were reviewed, in addition the consultant team shared refinements to the vulnerability assessment and overview for staff access to the AccelAdapt interactive tool. Staff continued outreach and engagement plan with the public to encourage participation in the second public survey and public meeting. The survey closed on January 29<sup>th</sup> and focused on community values, actions to build resilience, and historic. The next public meeting is scheduled for February 4<sup>th</sup> through a virtual platform, this meeting will provide an update on results from the risk and vulnerability assessment and key next steps for the process. The AccelAdapt mapping tool is extremely detailed and factors in a variety of scenarios, including sea level rise, tidal flooding, etc. It also incorporates data on BFE, transportation, social, economic, and cultural criteria. The mapping tool allows staff to look at a variety of scenarios, including tidal flooding impacts (King Tides), storm surge inundation, and future Sea Level Rise projections. We can look at risk and vulnerability for every parcel in the City and the degree to which assets would be affected. We also understand the adaptive capacity of various assets and which areas of the City are cut-off during storm/flooding events. This information, along with stakeholder input, will help us prioritize mitigation actions. Staff also worked with the consultant team to refine the stakeholder engagement meeting series, to finalize agency representatives to be invited, as well as the timing and format of the meetings to encourage participation vitally and respect limitations of conducting meetings during the pandemic. Creative solutions have been identified including an online GIS tool to seek crowdsourcing feedback and comments. The resiliency landing page that has been updated with information about the planning process, including, Project Information Fact Sheet, Planning Team Meeting

## Development Services

Notes, Stakeholder Engagement Opportunities, Public Participation Survey, Preliminary Risk Information for Public Review, Supporting Grants, etc.: [www.newbernnc.gov/resiliency](http://www.newbernnc.gov/resiliency).

- Staff participated in Southeast Sustainability Director's Network North Carolina calls and special education sessions.
- Staff researched several additional grant programs for possible proposal submissions. Staff also prepared details for upcoming grant reports. Staff remains in communication with multiple funding organizations about status reports and new grant opportunities. Staff met with grant writer regarding upcoming grant opportunities, deadlines and reviewing grant applications. Staff helps coordinate all details for advancing application and resulting awards. A multitude of funding possibilities are being researched for the City and staff is working closely to provide pertinent details to the grant writer to nurture relationships with potential funders.
- Staff responded to numerous citizen and organization questions, regarding ongoing resiliency and recovery questions pointing to available resources whenever possible, including status updates, state, and federal programs, etc.

### **Other:**

#### **GIS:**

- Continued work on MUNIS addresses for Tyler Tech. Working with Linda and IT to test addresses for work in the final production.
- Attended the following meetings and/or online workshops/seminars: Redistricting with the School of Government, NC- APA executive, Statewide Mapping Adv. Comm, NOAA Grants, Equity using GIS, Census Undercounts – League of Cities.
- Provided the Fire Dept with data and maps by district and permits and developments in each.
- Redistricting presentation to the BOA to look at how soon new wards may be created. Data is pushed back due to COVID and most likely will not be available until June/July – most likely new wards will be completed in early 2022.
- Attended resiliency meetings and provided data and other for both the SAW project and the Moffat and Nichols project.
- Completed Boundary and Survey (BAS) updated for the US Census.
- Maps and Online app for the ditch cleanups/cleanouts related to Florence damage for FEMA needs.
- Updated and reconfigured the online site for sellable lots. Looked through properties to add 5-6 new lots to the site.
- Completed the 2020 Building Permits report and online story map dashboard.

#### **MPO:**

- Participated on MTP/ICE monthly status call with VHB and NCDOT – 1/6
- Held joint TAC/TCC meeting – 1/14
- Attended virtual DERPO TCC meeting – 1/19
- Attended Day 1 Access Grant Virtual Workshop for Coastal Local Government – 1/21
- Attended Day 2 Access Grant Virtual Workshop for Coastal Local Government – 1/26
- Held virtual public involvement meeting for MTP update – 1/26
- Continued efforts with MTP/ICE update
- Continued efforts with website and Social Media updates

## Development Services

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### **Zoning:**

- Issued zoning violation letter for 1322 Queen Anne junked cars.
- Distributed Development Review Commission Site Plan Comments for the following:  
William Ward Subdivision, Carolina East – Urology Center, and Romero’s Electrical Office
- Conducted field collection of Illegal signs placed in ROW’s in the MLK Jr. Blvd corridor and Trent Road.

### **HPC:**

- Design Review Meeting held on January 6, 2021 for the following projects:  
“925 Pollock St.” – new infill house  
208 Metcalf St. – front steps handrails  
415 S. Front St. – Blackbeard’s rear deck revisions (amend Major CoA)  
808 E. Front St. - amend approved design (amend Major CoA)  
216 Middle St. – storefront replacement (Minor?)  
211 Johnson St. – house expansion (Major)  
219 E. Front St. – new side window (Minor?)  
310 George St. – front handrailing (Minor?)  
728 Queen St. – replacement front windows (Major?)  
809 Broad St. (Country Kitchen) – new masonry veneer below windows (Minor?)  
607 Pollock St. – renewal of 3-year-old CoA or reapproval of accessory building (Major?)  
309 Bern St. – rear addition and screened porch  
520 E. Front St. – shed size revision (CoA revision) and rear steps railing (Minor)
- Regular Meeting held on January 20, 2021 for the following projects:  
415 S. Front St. – Blackbeard’s rear deck revisions (amend Major CoA)  
309 Bern St. – rear addition and screened porch  
Report by HPA on COAs issued and extended



## Finance

### Cash on Hand:

<b>Fund</b>	<b>As of 6/30/2017</b>	<b>As of 6/30/2018</b>	<b>As of 6/30/2019</b>	<b>As of 6/30/2020</b>	<b>As of 1/31/2021 *Estimate*</b>
Water Fund Cash on Hand	\$6,298,596	\$6,424,708	\$7,316,831	\$8,316,009	\$9,512,253
Water (Days)	340	381	255	287	327
Sewer Fund Cash on Hand	\$4,035,133	\$4,214,328	\$4,460,409	\$5,096,368	\$5,348,932
Sewer (Days)	275	192	135	153	157
Electric Fund Cash on Hand	\$11,039,354	\$18,144,700	\$19,930,718	\$18,891,493	\$23,452,611
Electric (Days)	126	151	132	124	156
General Fund Cash on Hand	\$14,885,387	\$14,236,881	\$18,024,570	\$15,260,906	\$19,321,692
General Fund Balance %	45.47%	39.5%	48%	55.51%	65.23%

### General Fund Cash on Hand net of Hurricane Funds:

General Fund Cash on Hand	\$14,885,387	\$14,236,881	\$18,024,570	\$15,260,906	\$19,321,692
Florence Fund Cash on Hand	\$0	\$0	(\$11,578,971)	(\$5,099,694)	(\$3,960,447)
Dorian Fund Cash on Hand	\$0	\$0	\$0	(\$1,457,187)	(\$1,226,155)
Isaias Fund Cash on Hand	\$0	\$0	\$0	\$0	(\$459,669)
Net General Fund Cash on Hand	\$14,885,387	\$14,236,881	\$6,445,599	\$8,704,025	\$13,675,421
Net General Fund Balance %	45.47%	39.50%	17.00%	30.39%	37.26%

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

### Significant Issues:

None

## Fire

### **Fire Suppression:**

Incidents	2020 Total	2021 YTD	Last Month	Current Month
Number of Incidents	1,956	152	186	152
90% Response Time to Incidents	9 minutes 49 seconds	8 minutes 42 seconds	9 minutes 22 seconds	8 minutes 42 seconds
Endangered Property Value	\$292,177,530	\$4,279,000	\$8,575,530	\$4,279,000
Property Losses Due to Fire	\$4,265,125	\$101,550	\$2,423,680	\$101,550
Percentage of Saved Property Value	98.54%	97.63%	71.74%	97.63%
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	2	10	2
Fire Inspections	2,120	169	174	169
Permits Issued	87	8	12	8
Child-Passenger Seat Checks	43	2	1	2
People Educated Through Public Fire & Life-Safety Programs	2,189	20	10	20
Smoke Alarms Installed	196	10	7	10

### **Narcan:**

Statistics	2020 Total	2021 YTD	Last Month	Current Month
Overdose Calls Responded To	146	5	17	5
Instances Narcan Administered	11	1	1	1

### **Significant Issues:**

- Continued to use state recommended medical response protocol (COVID-19).
- Clean/sanitize fire stations and apparatus twice daily.
- Continued to have minimal impact from COVID-19 related absences.
- Approximately 32 employees have received or are in the process of receiving the COVID-19 vaccinations.

## Human Resources

### City-Wide Vacancies:

Department	Budgeted Positions	Separations During the Month	Positions Filled By External Candidates During the Month	Current Vacancies	Turnover FY19/20	Turnover FY20/21
Administration	11	0	0	1	0	1
Development Services	18	0	0	0	2	0
Finance	23	0	0	2	4	4
Fire	73	0	0	0	3	1
Human Resources	5	0	0	0	1	0
Parks & Recreation	29	0	1	1	1	1
Police	119	3	6	5	17	9
Public Utilities	70	0	1	5	13	6
Public Works	49	3	2	3	7	5
Water Resources	78	0	0	5	8	6
Totals:	475*	6	10	22**	56	33

*\*Includes regular and 2 grant-funded positions approved for the fiscal year; does not include seasonal positions. Includes additional full-time position in Public Works which was previously classified as seasonal.*

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

### Safety News:

Workers' Compensation	2020	2021
Current Month's Claims	3 OSHA Recordable 2 Lost Time 0 Non-Recordable 0 Denied	1 OSHA Recordable 1 Lost Time 1 Non-Recordable 0 Denied
Year-to-Date Claims	17 Recordable 8 Non-Recordable	8 Recordable 4 Non-Recordable
Current Month Costs	\$88,429.66	\$7,247.90
Year-to-Date Costs	\$319,695.29	\$119,452.23

### Other:

None

## Parks and Recreation

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### **Significant Issues:**

Demolition of the Stanley White Recreation Center occurred the week of January 11th. Public Works coordinated this project. The site was cleaned up within a few weeks.

All staff met virtually to discuss goals and objectives for the 2021 calendar year.

Martin Marietta Park - Crews have been working to clear approximately 7 miles of trails. Many trees have been pruned and trees have been cleared for better observation areas along the Neuse River. Base material is being added to the new trails. Staff has been working on construction of the new shelter and restroom near the proposed swim beach.

Skate Park Survey - An online survey was released to gauge public input for a proposed skate park. The survey will end in mid-February.

Kidsville - A new Zip Kruz Line (courtesy of Chevrolet of New Bern) has been installed. A Volta Inclusive Spinner has also been installed. Staff completed construction on the new brick walkway entrance to the playground.

The Appearance Commission met on Thursday, January 14th. The committee has been working on updating their mission.

Carter-Sampson Park is receiving an update. New mulch and sand are being added. New fence fabric is being added along the perimeter of the park and at the basketball goal.

The Stanley White Recreation Center Advisory Committee had a virtual meeting on Tuesday, January 19th. Our Consultants presented the concept plan for the SWRC as part of the Environmental Assessment. No action was taken.

## Police

### Crime:

Incidents & Arrests	Jan Total	2018 Total	2019 Total	2020 Total	2021 YTD
NIBRS* Group A Incidents	168	2,534	2,644	2,530	168
NIBRS* Group B Incidents (Arrests)	55	900	736	589	55
Adult Arrests	107	1,698	1,477	1,256	107
Juvenile Arrests	0	9	3	2	0
Total Arrests	107	1,707	1,480	1,258	107
Police Calls for Service	3,375	45,246	45,402	41,846	3,375
Business Alarms Dispatched	128	2,157	1,981	1,635	128
Residential Alarms Dispatched	36	755	645	497	36
Alarm Calls (PD Dispatched)	164	2,912	2,626	2,132	164

\*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	Jan Total	2018 Total	2019 Total	2020 Total	2021 YTD
Homicide	-	-	2	4	-
Rape	1	9	8	15	1
Robbery	1	30	25	23	1
Aggravated Assault	5	87	88	119	5
B&E – Residence	9	168	177	176	9
B&E – Business	1	37	49	30	1
Theft from Motor Vehicle	5	111	141	127	5
Larceny	49	782	841	706	49
Motor Vehicle Theft	-	36	25	34	-
Arson	-	3	7	1	-
<b>Total</b>	<b>71</b>	<b>1,255</b>	<b>1,360</b>	<b>1,235</b>	<b>71</b>

Criminal Investigations	Jan Total	2020 Total	2021 YTD
Cases Assigned	9	235	9
Cases Closed by Arrest	4	43	4
Cases Closed Leads Exhausted	0	18	0
Cases Closed Unfounded	0	25	0

2021 Cases of Note - Jan	
2020-42911	Armed Robbery. Subjects knocked on home door and robbed the resident at gunpoint. One of the two suspects have been identified and warrants obtained. Suspects identified and arrested.

2020-44965	Missing adult male gang member. Subject located deceased, warrants obtained for homicide.
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Crime Analysis		
Top 5 Calls for Service & Number of Incidents	<b>Jan 2021</b> 1) Traffic Stop – 462 2) Security Check Business– 448 3) Security Check Residential - 256 4) Follow Up – 187 5) Directed Patrol – 175	<b>2021 YTD</b> 1) Traffic Stop – 462 2) Security Check Business – 448 3) Security Check Residential – 256 4) Follow Up – 187 5) Directed Patrols – 175
Top 5 Calls for Service for Current Month by Location* and Number of Incidents	1) 3105 M L King Jr Blvd, Walmart (Traffic Crash, Larceny, Foot Patrol) - 57 2) 1100 Clarks Rd (Commitment Papers) – 56 3) 1 <sup>st</sup> Ave / Broad St (Security Checks) – 47 4) 1310 Country Club Rd (Traffic Stop, Traffic Crash, Assist Motorist) – 46 5) 1310 Country Club Rd (Security Checks, Indecent Liberties) - 37	
Top 3 Group A Crime Locations for Current Month and Number of Incidents	1) 3034 M L King Jr Blvd, Belk (Larceny, Fraud) – 10 2) 3105 M L King Jr Blvd, Walmart (Larceny, B&E Vehicle) - 6 3) 1400 Lowes Blvd (Larceny) – 2	

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

**Personnel:**

Extra Duty Hours						
Jan	2016	2017	2018	2019	2020	2021 YTD
42.00	3,299.00	4,076.75	4,525.01	4,392.75	995.50	42.00

\*City sponsored events/assignments are considered overtime assignments and are not included in extra duty reporting. Extra Duty services were cancelled in March due to COVID-19 and resumed at the end of August.

Overtime (2021)	Jan Total	2018 Total	2019 Total	2020 Total	2021 YTD
Office of the Chief	\$0.00	\$200.97	\$180.55	\$62.84	\$0.00
Operations Division	\$4,588.64	\$266,946.37	\$151,599.12	\$118,609.28	\$4,588.64
Services Division	\$7,296.32	\$152,064.54	\$136,802.31	\$89,971.82	\$7,296.32
Investigations Division	\$71.81	\$75,893.65	\$42,992.18	\$19,358.26	\$71.81
<b>TOTAL</b>	<b>\$11,956.77</b>	<b>\$495,422.53</b>	<b>\$331,574.16</b>	<b>\$228,013.20</b>	<b>\$11,956.77</b>

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

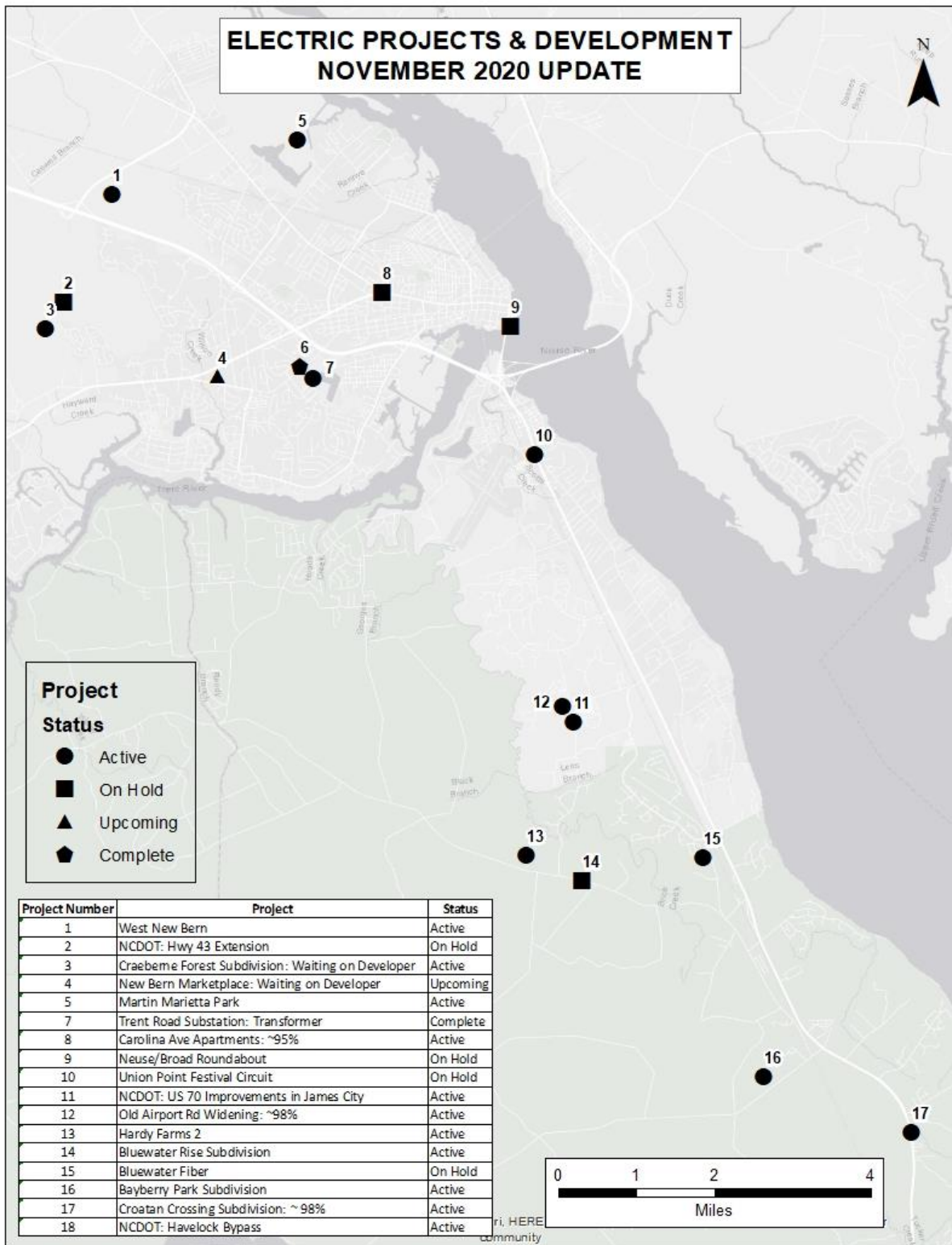
None

## Public Utilities

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- **High-Profile Projects:** Eleven 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 14 interruptions were recorded on the electric system during the month of November. This impacted a total of 184 customers. As a result, customers experienced an average of 0.000823 interruptions and were restored in an average of 1.101 minutes. Additional details are provided in the table of “Electric System Outages and Reliability Statistics”.
- **Safety:** In person safety meetings have resumed, adhering to social distancing guidelines. A virtual “Teams” option is available for those who wish to participate virtually.
- **Electric and Water Sales:** Graphical trends of revenue and expenses are Included.
- **Employee Recognition:** An email was received from a citizen recognizing Jerry Finch, Mario Moctezuma and Chris Thomas for trimming the trees from the power lines in front of their house. The email states they were very professional and did a great job. She thanks us for what we do to make the power lines safer.

## Public Utilities





## Public Utilities

- **Advanced Metering Infrastructure Project** - This project involves installing a network of electric and water meters. We are currently reading 12,906 water meters and 23,308 electric meters, of which 10,596 are disconnect meters. There have been 6,234 two-way load management switches installed.

### October 2020

Utility	Active Cust.	Never AMI Cust.	Active AMI Cust.	% Complete
Electric	22,758	36*	22,741	99.92
Water	18,042	~ 2,606	~ 14,448	~ 93.59
<b>Installed Gateways</b>		41		
<b>Installed Relays</b>		84		
<b>LM Customers</b>		3,926		
<b>Total Switches</b>		6,234		
<b>Controlled Devices</b>				
<b>Air Conditioner</b>		<b>Electric Furnace</b>	<b>Heat Strips</b>	<b>Water Heaters</b>
3,936		85	1,976	2,133

\*ElectriCities read meters

- **Street Lighting** - This project involves the changing out of streetlights, area lights, and security and flood lights throughout the city. The current area of focus for this project is the area between Neuse Boulevard and Martin Luther King, Jr. Boulevard, and it is 95% complete.
- **Vegetation Management** – Ongoing throughout the service area.

### 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.
- **Old Airport Road:** Streetlights pending. Relocate fiber.
- **Trent Road Transformer Replacement:** – This project is complete.
- **NCDOT:** This consists of various NCDOT projects.
  - NC Hwy 43 Extension – On hold by NCDOT.
  - Neuse Boulevard Roundabout – On hold by NCDOT.
  - US Hwy 70 – James City – Develop URA
  - Havelock Bypass – Awaiting URA approval.
  - Thurman Road to Havelock bypass – NCDOT hold.
  - Reimbursable dollars to date: \$466,710.89; collected to date \$408,649.88.
- **Martin Marietta** – Following pace of developer.
- **Golden LEAF Grant** – This grant has been awarded to raise electrical infrastructure that was inundated during Florence. Design and Engineering
- **Carolina Avenue Apartments** – Construction activities follow pace of developer.
- **West New Bern** – Electric line extension in progress.
- **Volkswagon DEQ Grant** – Electric vehicle chargers. Grant administration.
- **Canterbury Road** – Overhead to underground conversion 60% complete.

## Public Utilities

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### High-Profile Water Resources Projects:

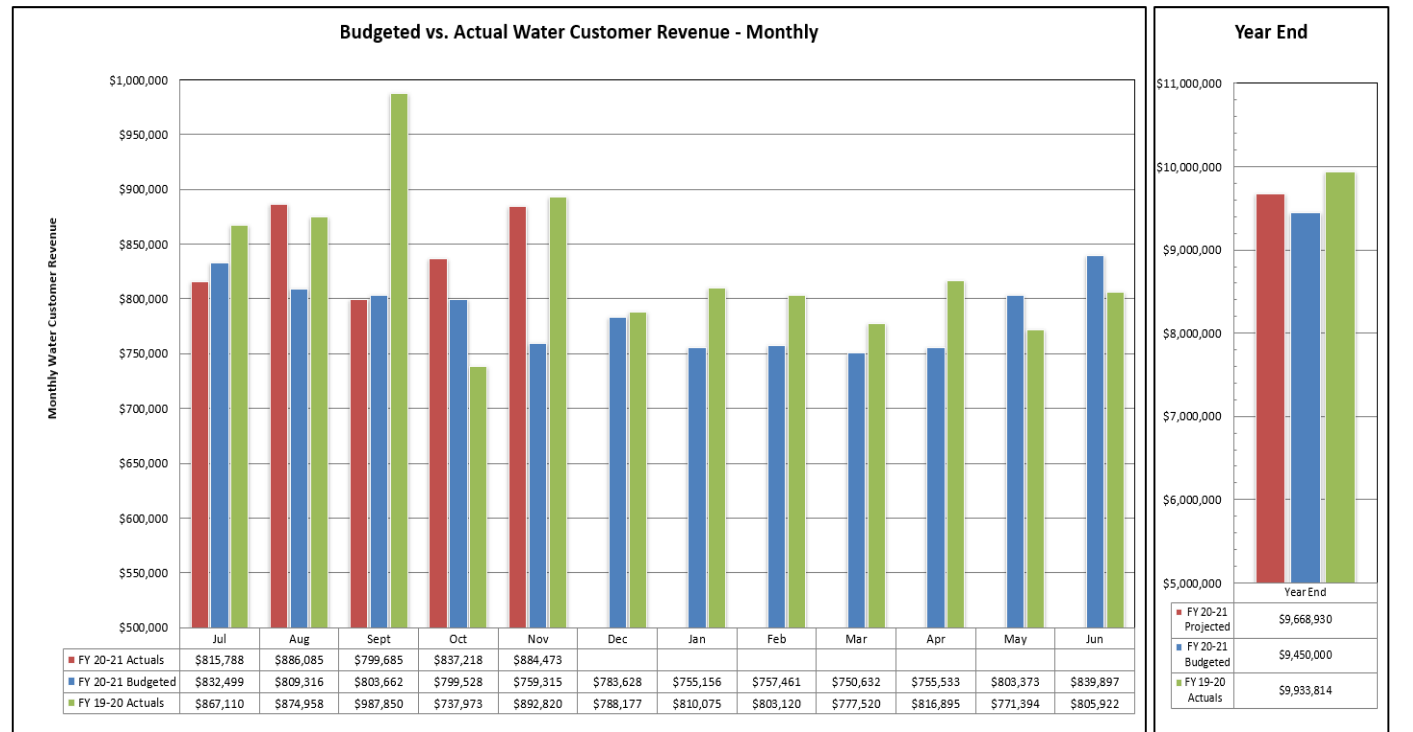
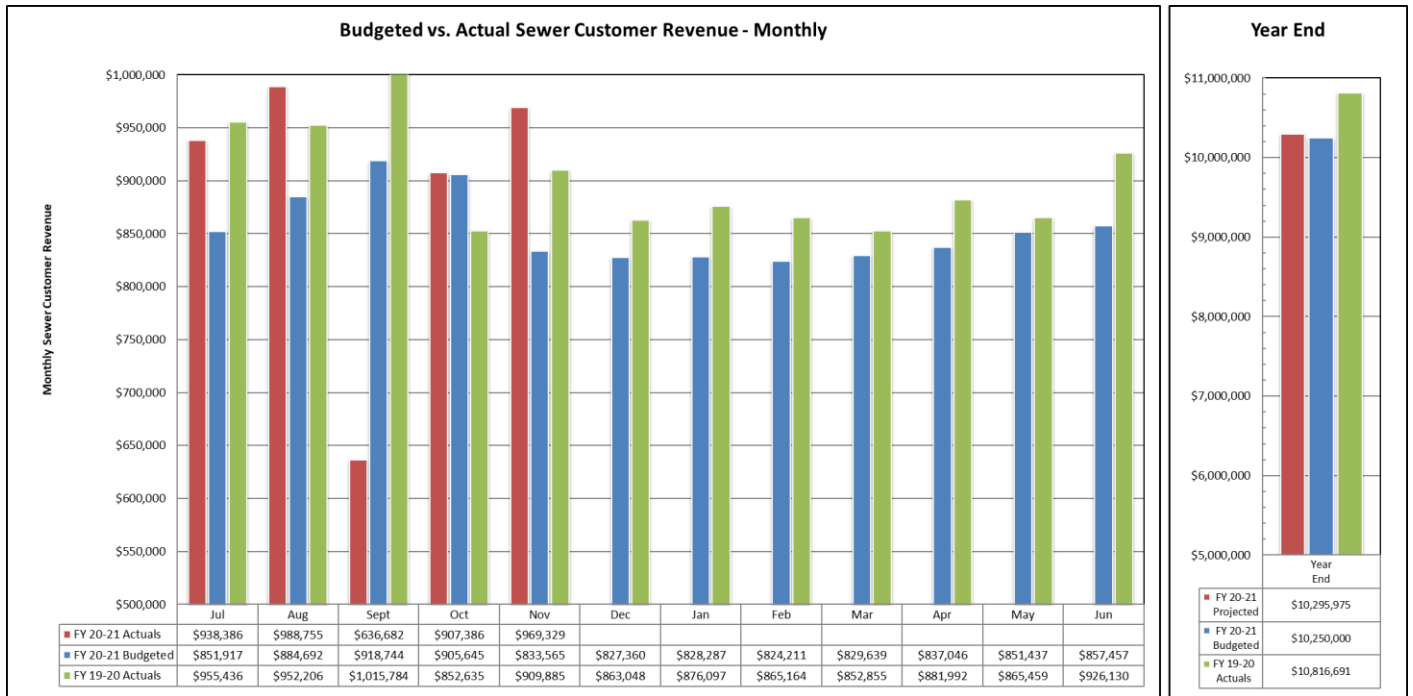
- **Township No. 7 Sewer Improvements – Phase III** – *Sewer system infrastructure improvements for increasing transmission capacity.* Due to the pump station's proposed location in the historic district and on State property, several additional approvals will have to be obtained prior to being able 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 Highway 17 and 55 corridors increasing available domestic and fire flow supplies.* 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.
- **Griffin Avenue Water & Sewer Rehabilitation Project** – *Rehabilitation of the existing water and sewer systems along the western portion of Griffin Avenue and the complete replacement of sewer pump station No. 43 that services this area.* This This past month the contractor for this project was able to complete the work at the pump station and the installation of a new 4" discharge force main for the pump station. In addition, the first section of new sewer main has been installed, between the pump station and Griffin Avenue.
- **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.* All of the necessary permits for this project have been received and the necessary pump station components have been delivered. Bids for this project have been received and the low bidder is the same contractor that will be completing the Griffin Avenue Project. Therefore, the start of construction for this project will be scheduled at the completion of the Griffin Ave. Project.
- **NB-7 Facility Improvements Project** – *Rebuild of the NB-7 WWTP office and lab building and enclosure of equipment storage bays for weather protection.* All work at the new office and lab building has been complete and a CO inspection is scheduled for the first week of December. All of the work at the equipment shelter has been completed, with the exception of the overhead doors, which are scheduled to be installed the first week of December.

## Public Utilities

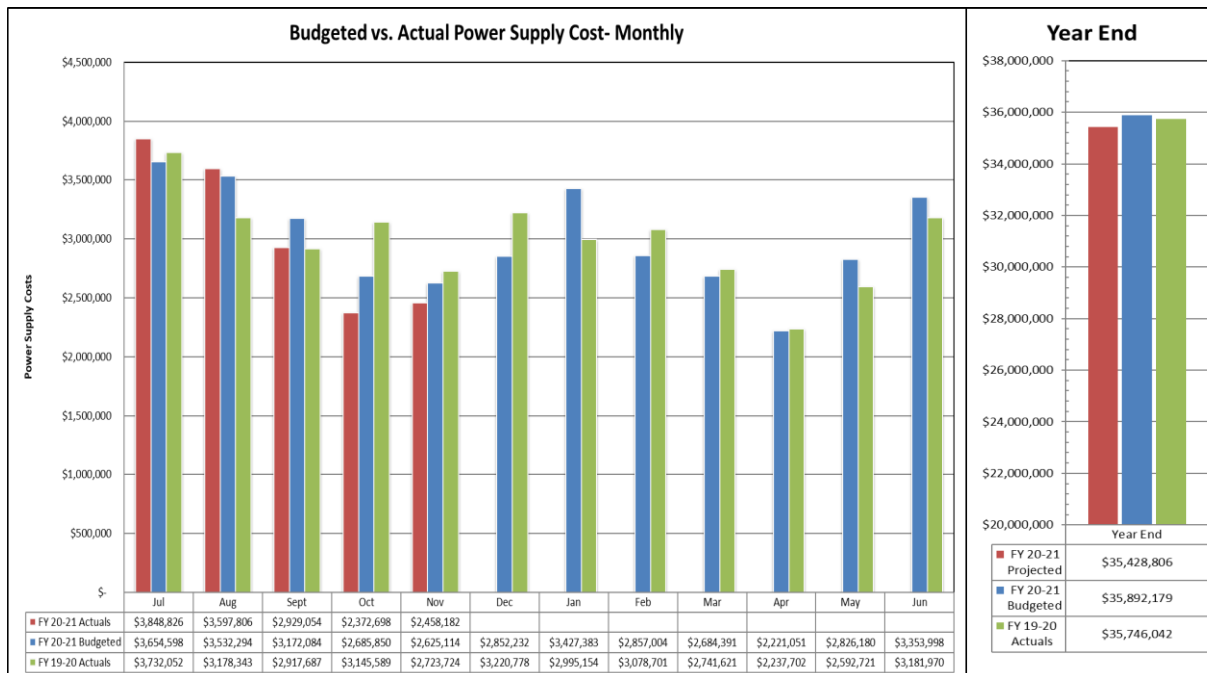
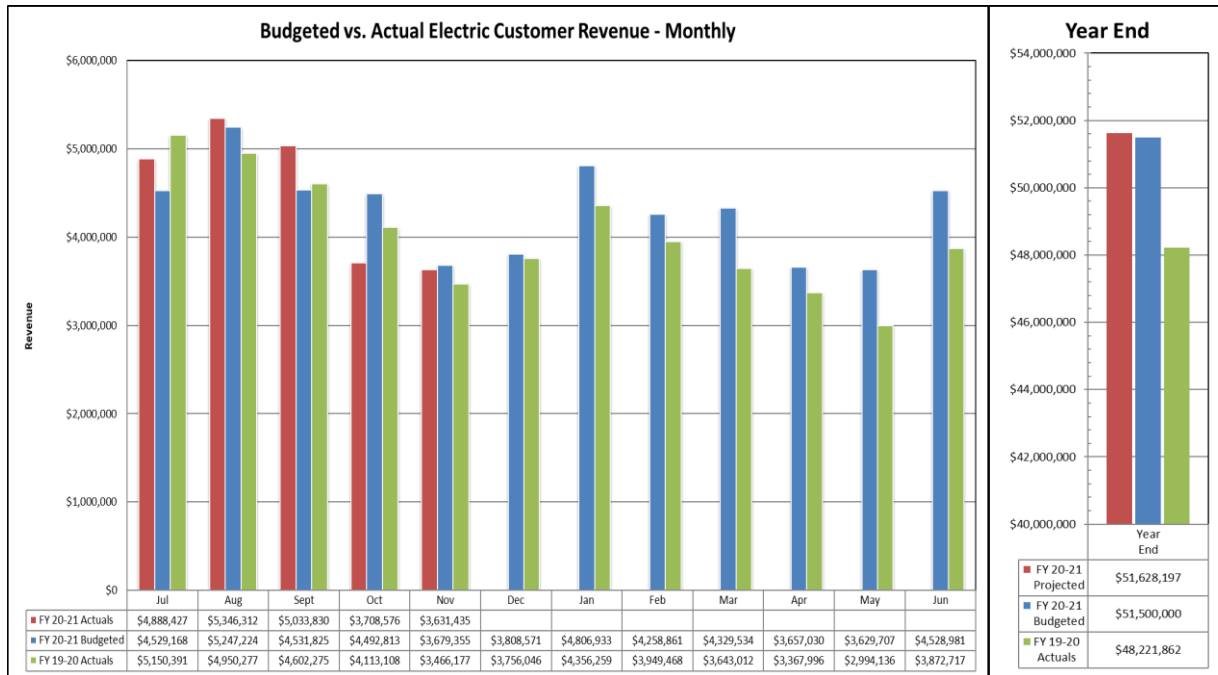
Electric System Outages and Reliability Statistics			
	November 2020		2020 YTD
# of Interruptions	14		379
# of Customers out	184		13,262
Customers Minutes Out	24,633		880,931
November 1, 2020 to November 31, 2020			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDI (Minutes)	ASIAI (Percent)
1.101	0.000823	133.879	99.9973%
November 1, 2019 to November 31, 2020			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDI (Minutes)	ASIAI (Percent)
22.577	0.395	57.195	99.996%
November 1, 2018 to November 30, 2019			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDI (Minutes)	ASIAI (Percent)
18.087	0.244	74.156	99.9968%

Outages		
Scheduled/Unscheduled	Cause	Total Outages
Unscheduled	Squirrel/Snake/Bird	1
Unscheduled	Equipment Worn Out	7
Unscheduled	Storm	0
Unscheduled	Vine	0
Unscheduled	Manufacturing Defect	0
Unscheduled	Vehicle Accident	0
Unscheduled	Tree	0
Unscheduled	Equipment Damage	0
Scheduled	Repairs	1
Unscheduled	Wind	0
Unscheduled	Unknown/Other	1
Unscheduled	Manufacturing Defect	0
Unscheduled	Contact with Foreign Object	0
Unscheduled	Human	1
Unscheduled	Lightning	0
Unscheduled	Failure of Greater Transmission	0
Unscheduled	Equipment Replacement	0
Unscheduled	Non Utility Fire	0
<b>Total</b>		<b>11</b>

# Public Utilities



# Public Utilities



## Public Works

### **Leaf and Limb:**

Service Provided (Tons)	FY18-19 YTD	FY19-20 YTD	FY20-21 YTD	November 2020
White Goods Collected	13.50	63.00	66.00	30.00
Brown Goods Collected	3,240.60	4,151.40	1,689.60	343.40
Yard Waste Received	13,533.83	15,531.57	6,090.38	1,052.20
Mulch Dispersed	3,616.43	2,894.85	4.73	0.00

### **City Garage:**

Costs	FY18-19 YTD	FY19-20 YTD	FY20-21 YTD	November 2020
Services Provided by City Garage:				
Vehicles Serviced	2,100	3,090	1,181	168
Total Labor Cost	\$ 66,419.98	\$119,392.63	\$ 51,810.76	\$ 6,958.37
Total Parts Cost	\$157,426.24	\$218,398.58	\$ 97,303.24	\$13,673.10
Total Cost (Parts + Labor)	\$223,846.22	\$337,791.21	\$149,113.99	\$20,631.47
Services Provided by Contract:				
Vehicles Serviced	561	542	143	25
Total Labor Cost	\$105,084.08	\$126,420.89	\$35,014.64	\$2,827.20
Total Parts Cost	\$149,681.60	\$168,023.32	\$51,803.70	\$4,484.92
Total Cost (Parts + Labor)	\$254,765.68	\$294,444.21	\$86,818.34	\$7,312.12
Total Services Provided (City Garage & Contract):				
Vehicles Serviced	2,664	3,632	1,324	193
Total Labor Cost	\$171,896.06	\$268,422.38	\$100,189.05	\$ 9,785.57
Total Parts Cost	\$307,400.97	\$363,813.04	\$135,743.30	\$18,158.02
Total Cost (Parts + Labor)	\$479,207.03	\$632,235.42	\$235,932.35	\$27,943.59

Cost by Department	FY18-19 YTD	FY19-20 YTD	FY20-21 YTD	November 2020
Public Utilities (Electric)	\$ 69,094.12	\$ 73,116.32	\$42,793.10	\$ 5,786.30
Public Utilities (W&S)	\$111,925.30	\$106,776.47	\$48,455.73	\$ 2,933.64
Police	\$101,295.14	\$110,281.92	\$38,184.72	\$ 6,082.94
Recreation & Parks	\$ 34,028.25	\$ 39,637.59	\$10,269.71	\$ 677.78
Finance	\$ 13,589.19	\$ 19,417.26	\$ 6,717.42	\$ 384.67
Public Works	\$ 89,933.67	\$206,565.04	\$63,834.79	\$10,549.82
Fire / Rescue	\$ 56,319.94	\$ 72,295.39	\$27,135.84	\$ 829.29
Human Resources	\$ 903.83	\$ 665.96	\$ 998.48	\$ 0.00
Development Services	\$ 2,117.58	\$ 3,479.48	\$ 2,552.55	\$ 699.14

**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	0	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	0	Mayor Outlaw
Barbara Sampson	N/A	0	Ward 5
Jonathan Foster (Alternate)	N/A	0	Ward 4
Ross Beebe (Alternate)	N/A	0	Ward 3

\*A meeting was not held in January.

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

Meetings are held quarterly. A meeting was held in January.

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

Eastern Carolina Council of Government			
Appointee	Current Month* Attendance	Meetings Missed in 2021 To Date	Appointed By
Johnnie Ray Kinsey	P	0	Aster

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

## 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 2021 To Date</b>	<b>Appointed By</b>
George Halyak	P	0	Ward 1
Mike Markham	P	0	Ward 2
David Finn	P	0	Ward 3
Betty Blythe	P	0	Ward 4
Henry Watson	P	0	Ward 5
Carol Zink	P	0	Ward 6
Gary Lingman	A	1	Mayor
William Frederick	P	0	Best
David Pickens	P	0	Odham
Ex-officio Bobby Aster	A	1	Odham

<b>Historic Preservation Commission</b>			
<b>Appointee</b>	<b>Current Month Attendance</b>	<b>Meetings Missed in 2021 To Date</b>	<b>Appointed By</b>
Tripp Eure	A	1	Mayor
Ellen Sheriden	A	1	Ward 1
Dr. Ruth Cox	P	0	Ward 2
Jim Bisbee	P	0	Ward 3
Christian Evans	P	0	Ward 4
James Woods, Jr.	P	0	Ward 5
George Brake	P	0	Ward 6
Peggy Broadway	P	0	Harris
Joe Klotz	P	0	Odham



## Attendance for Board Appointees

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

New Bern Appearance Commission			
Appointee	Current Month Attendance	Meetings Missed in 2021 To Date	Appointed By
Vacant	N/A	N/A	Ward 6 - Odham
James Dugan	P	0	Ward 1 - Bengel
Paula Jessup	P	0	Ward 2 - Harris
Vacant	N/A	N/A	Mayor Outlaw
Suzannah Talton	P	0	Ward 1 - Bengel
Vacant	N/A	N/A	N/A
John Phaup	P	0	Ward 5 - Best

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

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

## Attendance for Board Appointees

New Bern-Craven County Public Library Board of Trustees			
Appointee	Current Month Attendance*	Meetings Missed in 2021 To Date	Appointed By
Carol Becton	N/A	0	Odham
Sam Carter	N/A	0	Bengel
Bo Wernersbach	N/A	0	Bengel
Shelley Maloy	N/A	0	Bengel
Sabrina Bengel	N/A	0	Aster

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

Planning & Zoning Board			
Appointee	Current Month Attendance	Meetings Missed in 2021 To Date	Appointed By
Anne Schout	P	0	Mayor
Travis Oakley	P	0	Ward 1
Margie Dunn	P	0	Ward 2
Gasper Sonny Aluzzo	P	0	Ward 3
Raymond Layton	P	0	Ward 4
Marcus Simmons	P	0	Ward 5
Pat Dougherty	P	0	Ward 6

Police Civil Service Board			
Appointee	Current Month Attendance*	Meetings Missed in 2021 To Date	Appointed By
Kennail Humphrey	N/A	0	Best
Eric Queen	N/A	0	Aster
Victor Taylor	N/A	0	Kinsey
Kevin Rock	N/A	0	Odham
Robert "Bob" West	N/A	0	Bengel

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

## Attendance for Board Appointees

Redevelopment Commission			
Appointee	Current Month Attendance	Meetings Missed in 2021 To Date	Appointed By
Maria Cho	P	0	Gov. Bd. As Whole
Kip Peregoy	P	0	Gov. Bd. as Whole
Beth Walker	P	0	Gov. Bd. as Whole
Julian (Jay) Tripp	P	0	Gov. Bd. as Whole
Leander “Robbie” Morgan, Jr.	P	0	Gov. Bd. as Whole
Steve Strickland	P	0	Gov. Bd. as Whole
John Young	P	0	Gov. Bd. as Whole
Tabari Wallace	A	1	Gov. Bd. as Whole
Tharesa 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.

Stanley White Recreation Center Advisory Committee			
Appointee	Current Month Attendance*	Meetings Missed in 2021 To Date	Appointed By
Leander Morgan, Jr.	P	0	Gov. Bd. As Whole
Talina Massey	P	0	Gov. Bd. as Whole
Kurtis Stewart	P	0	Gov. Bd. as Whole
James Woods	P	0	Gov. Bd. as Whole
Bernard White	P	0	Gov. Bd. as Whole
Reginald Pender	P	0	Gov. Bd. as Whole
Elijah Brown	P	0	Gov. Bd. as Whole
Barbara Lee	P	0	Gov. Bd. as Whole