

NEW BERN



NORTH CAROLINA

*Everything comes together here*

# Departmental Monthly Reports

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January 2022

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## Development Services

### **Inspections:**

Overview	2021 YTD	2022 YTD	December 2021	January 2022
Commercial Permits – New Construction	88	0	2	0
Residential Permits – New Single Family	398	18	19	18
Residential Permits – Additions/Remodels	264	17	24	17
Mobile Homes	13	0	1	0
Signs	40	4	4	4
Certificates of Occupancy – Residential	238	34	21	34
Certificates of Occupancy – Commercial	11	4	2	4
Total Permit Valuation	\$145,722,963	\$41,845,338	\$23,495,922	\$41,845,338

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

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

- Staff has been working on Federal Funding Accountability and Transparency Act (FFATA) reporting which will disclose the amount of CDBG funding given each year to the City of New Bern and current subrecipients of funding.
- Staff is mailing applications for a second time to the homes of those residents interested in the housing rehabilitation program, residents applying for this program will be instrumental in determining if this program will return as part of the upcoming CDBG Annual Action Plan.
- Staff is working with Electricities, Southeast Partnership, C1A, as well as other partners for ongoing prospective projects and site development identification and development initiatives.
- Staff followed up on RFI requests for active projects, including two industrial projects. Staff is completing grant applications to try to secure funding for priority projects.
- Staff is reviewing budget and legislator actions and working with various member partners to determine best paths forward for a variety of programs and activities.
- Staff attended NCSEA weekly member call.
- Staff is working with the ACT bylaws committee to update ahead of the January meeting.
- Staff attended the Allies for Cherry Point's board Meeting.
- Staff met with county economic development team on ongoing business recruitment projects.
- Staff attended meeting with Craven Community College to discuss ongoing workforce development initiatives.

## Development Services

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- Staff worked with accounting to set up the 2020 Bus Shelter Project fund, the signed 2020 Bus Shelter contract has been mailed to SAL Construction Company. This project is expected to commence by the end of this month. Once their certificate of insurance is received, a Notice to Proceed will be issued to the company.
- Staff received notification of the newest CDAC member, the 2022 CDAC meeting schedule has been emailed to all members and posted on the website.
- Staff registered to attend the 2022 Virtual CARES Act Conference which will held next week. Attended a meeting with Craven Terrace Apartments staff to discuss the upcoming community listening sessions that will be conducted ahead of the Annual Action Plan preparation.
- Staff attended the CARES Act Virtual Conference. The conference included information sessions regarding CDBG-CV Management by Cities, CDBG-CV Monitoring, and CDBG-CV assistance eligibility requirements. Staff also worked with the City's Finance Department to receive an update on all CDBG accounts.
- Staff and Finance will continue to collaborate to ensure City financial reports accurately reflect what is being reported to HUD through IDIS.
- Staff held a conference call with the HUD Finance office regarding the PR 27 Report and how to ensure quarterly reporting is done properly to be approved by HUD. The City remains on tracking with all required reporting.
- Staff attended the tech bridge announcement at the New Bern Convention Center.
- Staff met with consultants at Moffatt Nichol to discuss the Land Use update project.

### **Resiliency and Recovery Activities:**

- Staff followed North Carolina Emergency Management Hazard Mitigation Division for FEMA's BRIC program mitigation project applications. Staff is working with Withers Ravenel to finalize two large-scale applications, these projects include: Resilient Utilities Infrastructure, Electric Substation Project, and Duffyfield Community Stormwater Enhancements.
- Staff is working with NCORR and the NC Housing Finance Agency to align programs and activities.
- Staff is finalizing criteria needed for the Environmental Enhancement Grant program through the NC Attorney General's office for the recent award.
- Staff incorporated final comments for project prioritization in the Resiliency and Hazard Mitigation Plan.
- Staff has completed research for numerous upcoming grant applications.
- Staff worked with WithersRavenel to complete the ER/EID document for the Duffyfield Stormwater Enhancement Project and submitted to the State for review/comments. Comments received back from the Division of Water Infrastructure in December and staff is finalizing the requested documents.
- Staff met with WithersRavenel and NC Clean Water Management Trust on upcoming grant cycle to identify resilience projects for submission to try to obtain funding.
- Staff met with NCEM and Wood Environmental consultants on finalizing HMGP 4393 expedited acquisition project documentation. Staff updated resilience plan details for consultant meeting next week.
- Staff attended a Microsoft teams meeting to discuss the 2022 NCLWF Grant.
- Staff met with Withers Ravenel to discuss the Duffyfield Stormwater project.

## Development Services

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### GIS:

- Attended the following meetings:
  - Local Government Executive meeting – met to discuss agenda and items for discussion at the next LGC meeting. Looking at ways to attract new GIS professionals into being more involved in state GIS projects.
  - Statewide Mapping Advisory Council meeting. Met to discuss a variety of topics related to the state GIS goals and working groups. Focus on boundaries, imagery, and hydro dataset.
- Continued work on the Munis Permitting and Inspections setup working with Linda in IT to test a variety of ways to add new address without affecting or creating new customer IDs.
- Continued work on resiliency and flood mitigation efforts along with Moffit & Nichol. Met to discuss the new comprehensive/land use plan and how can we provide data and utilize spatial data for creating a long range plan for guiding the City related to development.
- Work related to the merger or the new Technology Dept combining IT and GIS. Met to discuss budget and job titles. Researched and created new job titles for GIS Developer and GIS Analyst. Updated the GIS Technician position. Will need to get Board approval before we can start using them.
- 2021 Permits report – created a pdf related to permits issued in 2021 and a comparison for the past 10 years. PDF completed – working to update the online application and maps.
- Maps and data related to looking at the current and potential ETJ area. Look at urbanized areas in a 3-mile buffer and relation to growth and potential growth.
- Data related to households in the City for 5 years out for Trash and Bulk Waste.

### MPO:

- Staff attended or held:
  - NOAA Virtual Training: Nature-Based Solutions for Coastal Hazards – 1/11
  - City of New Bern Bike/Ped Plan Update Meeting – 1/12
  - Meeting with members of Craven County re: updates to NBAMPO Unified Planning Work Program – 1/12
  - NBAMPO TCC Meeting – 1/13
  - Budget Line-Item Review Meeting with Finance Dept – 1/14
  - DERPO TCC Meeting – 1/18
  - Virtual meeting re: MPO future funding considerations (hosted by French Broad River MPO) – 1/21
  - DERPO TAC Meeting – 1/25
  - Highway 17/64 Corridor Commission Meeting – 1/26
  - NBAMPO TAC Meeting – 1/27
- Completed draft FY2023 Unified Planning Work Program
- Resolution signed by board members supporting NCDOT annual Safety Performance Target Measures
- Resolution signed by board members supporting the MPO Self-Certification of 3C Planning Process, as required
- Completed Q2 accounting documents
- Continued discussions with MPO partners and NCDOT
- Continued efforts with website and social media updates

## Development Services

### Zoning:

- Presented the following items for the Development Review Committee (DRC):
  - Consideration of a Site Plan for Metronet communications structure off Country Club Road.
  - Consideration of a Site Plan for 1910 Trent Blvd building addition
  - Consideration of a Site Plan for Cardinal Leasing storage buildings at 4146 Dr. MLK Fr. Blvd
- 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:

- Design Review Meeting held January 5, 2022, for the following applications:
  - 211 Pollock St. – waterproofing trim, painting waterproofing, new side entry door, rear roof extension, freezer installation under roof extension.
  - 212 Johnson St. – front fencing revisions
  - 221 S. Front St. – 1-story addition on the Secondary and Tertiary AVCs
  - 312 Metcalf St. – windows, shutters, front door, porch lighting, staining/painting
  - 316 Liberty St. – infill house
  - 521 Hancock St. – garage revisions
  - 616 New St. – new shed, extend driveway, new fencing
- Regular Meeting held January 19, 2022.
- CoA Hearings
  - 211 Johnson St. – landscape plan in the Secondary and Tertiary AVCs
  - 221 S. Front St. – 1-story restaurant addition on the Secondary and Tertiary AVCs
  - 211 Pollock St. – waterproofing trim, painting waterproofing, new side entry door, rear roof extension, freezer installation under roof extension.
  - 616 New St. – new shed, extend driveway, new fencing
  - 316 Liberty St. – 1-story infill house
  - 521 Hancock St. – garage roof revisions

### Other Items

- Establish deadline for Design Review Meeting application items
- Major COAs consultation, potential new projects
  - 100 Middle St. – hotel repairs; long email
- Minor COAs consultation, potential new projects
  - 312 Metcalf St. – windows; emails to/from owner, Cox
- Major and Minor COAs under review- old and new
  - 211 Johnson St. – landscape plan for area in Secondary and Tertiary AVCs
  - 211 Pollock St. – waterproofing trim, painting waterproofing, new side entry door, rear roof extension, freezer installation under roof extension.
  - 212 Johnson St. – front fencing revisions
  - 215 Pollock St. – rear egress stairway replacement (waiting for handrail detail)
  - 219 Middle St. – rooftop dining (waiting for wall spec.)
  - 221 S. Front St. – 1-story addition on the Secondary and Tertiary AVCs
  - 312 Metcalf St. – windows, shutters, front door, porch lighting, staining/painting
  - 316 Liberty St. – infill house
  - 401 Avenue D – handrail (waiting for sketch)

## Development Services

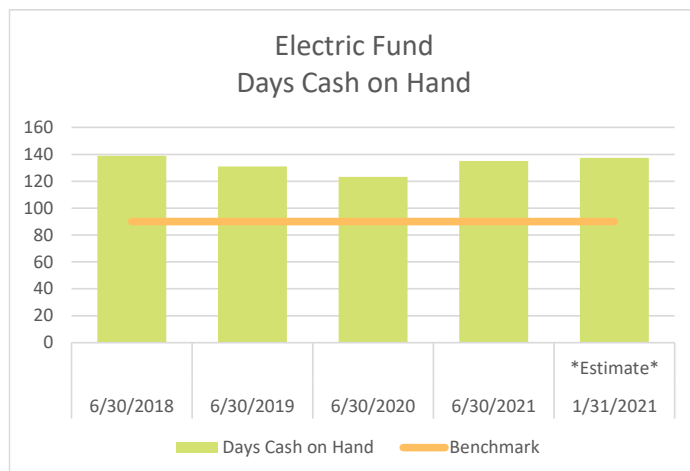
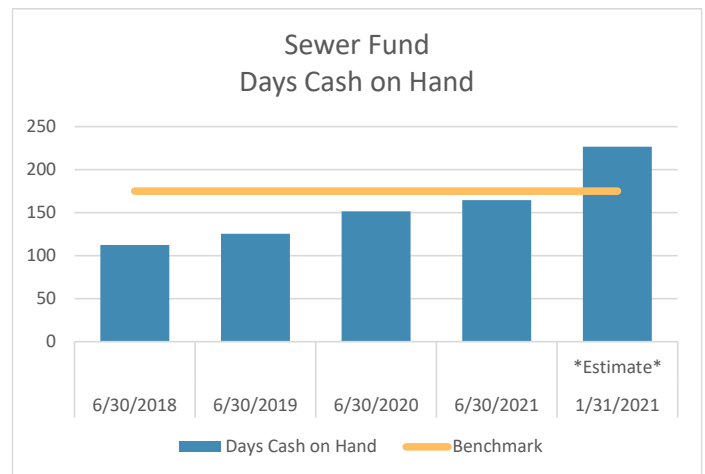
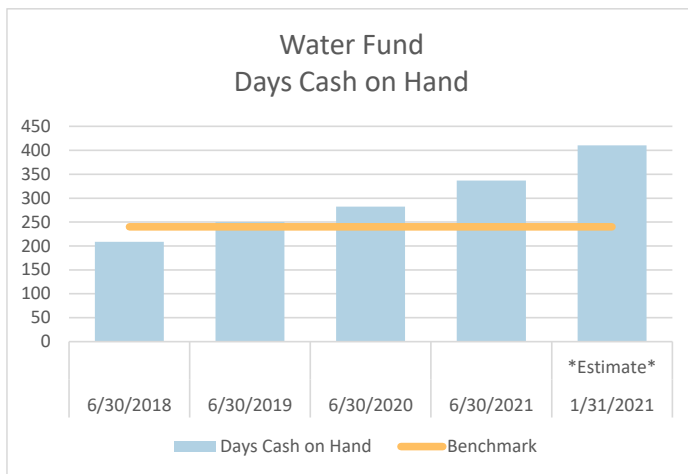
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- 508 Middle St. - handrail (waiting for landscaping)
- 509 New St. – move fencing (waiting for app., fee)
- 511 Metcalf St. – handrail (waiting for app., fee); owner has paused the project
- 514 Broad St. – tree replacement (waiting for arborist’s report, fee)
- 521 Hancock St. – garage revisions
- 521 Hancock St. – playset (waiting for app., fee)
- 525 Queen St. – repairs and R-I-K (waiting for info)
- 616 New St. – new shed, extend driveway, new fencing
- 707 E. Front St. – transplant palm tree
- 709 Queen St. – after-the-fact fencing (need neighbor consent)
- 801 Pollock St. – roofing replacement (waiting for app., fee)
- 901 Broad St. – sign (waiting for info)
- 1408 National Ave. – fencing (waiting for fee)
- 1510 N. Pasteur St. – new shed (waiting for app., fee)

# Finance

## ENTERPRISE FUNDS-CASH ON HAND

FUND	6/30/2018	6/30/2019	6/30/2020	6/30/2021	1/31/2022 *Estimate*
Water Fund	\$ 6,469,895	\$ 7,340,138	\$ 8,316,009	\$ 9,927,702	\$ 12,733,819
Days Cash on Hand	208	250	282	337	410
Sewer Fund	\$ 4,259,515	\$ 4,460,409	\$ 5,096,368	\$ 5,829,222	\$ 8,399,857
Days Cash on Hand	112	125	152	164	227
Electric Fund	\$ 20,923,854	\$ 20,212,152	\$ 18,891,493	\$ 20,589,859	\$ 22,356,959
Days Cash on Hand	139	131	123	135	137



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

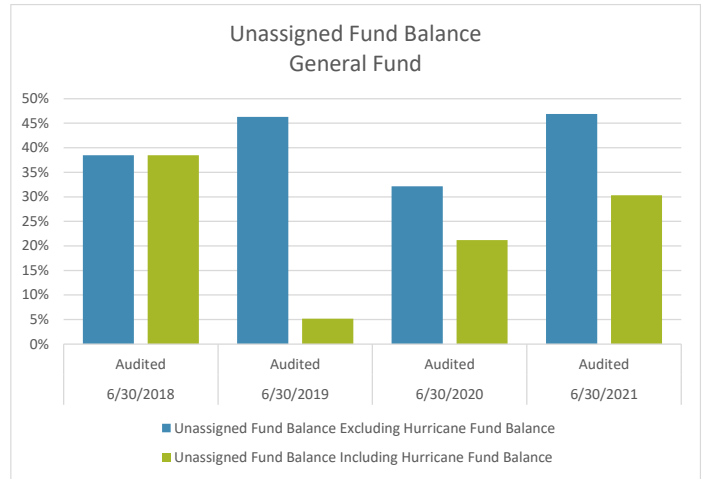
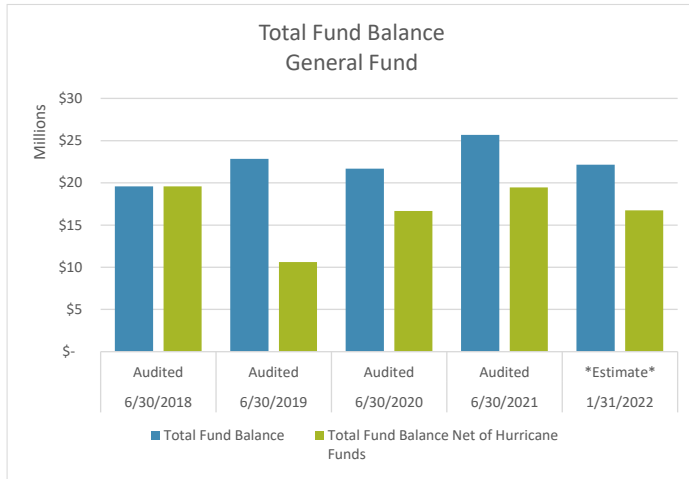
## GENERAL FUND-CASH ON HAND

FUND	AS OF 6/30/2018	AS OF 6/30/2019	AS OF 6/30/2020	AS OF 6/30/2021	AS OF 1/31/2022 *Estimate*
General Fund	16,736,146	18,354,389	15,877,194	21,849,162	14,079,706
Florence Fund	-	(11,578,971)	(5,099,694)	(5,354,700)	(4,885,837)
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	15,683,119	8,774,335

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 1/31/2022 *Estimate*
Total Fund Balance	\$ 19,571,904	\$ 22,829,395	\$ 21,681,255	\$ 25,687,191	\$ 22,145,292
Total Fund Balance Net of Hurricane Funds	\$ 19,571,904	\$ 10,628,789	\$ 16,676,063	\$ 19,461,424	\$ 16,739,653
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

## GENERAL FUND-FUND BALANCE



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: 1/31/22

Category	Obligated by FEMA*	Paid by City	Rec'd from FEMA	% Reimbursed	Payments in process		Due from FEMA**	notes
					from FEMA			
Police & Fire	\$ 1,146,023	\$ 1,749,834	\$ 1,009,280	58%			\$ 740,554	1
Stanley White	7,506,649	-	-				-	
Drainage *	32,769,995	4,617,371	3,384,432	73%	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	\$ 20,084,171	\$ 13,879,507	69%	\$ 956,739		\$ 5,214,198	

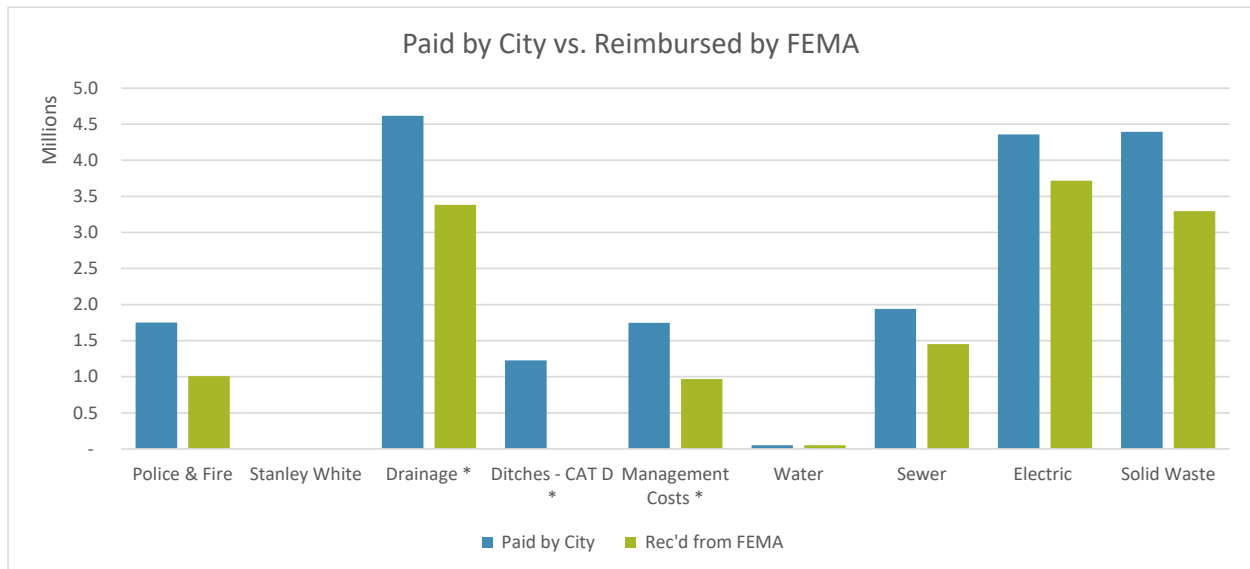
### Notes:

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	2021 Total	2022 YTD	Last Month	Current Month
Number of Incidents	2,058	197	183	197
90% Response Time to Incidents	8 minutes 59 seconds	8 minutes 51 seconds	8 minutes 19 seconds	8 minutes 51 seconds
Endangered Property Value	\$233,515,975	\$1,954,400	\$1,810,740	\$1,954,400
Property Losses Due to Fire	\$1,863,460	\$147,000	\$26,100	\$147,000
Percentage of Saved Property Value	99.20%	92.48%	98.56%	92.48%
Overlapping Incidents	N/A*	N/A*	N/A*	N/A*

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

### Fire Prevention:

Prevention Statistics	2021 Total	2022 YTD	Last Month	Current Month
Fire Investigations	41	5	3	5
Fire Inspections	1,693	148	60	148
Permits Issued	108	6	4	6
Child-Passenger Seat Checks	91	7	4	7
People Educated Through Public Fire & Life-Safety Programs	4,712	31	61	31
Smoke Alarms Installed	249	7	5	7

### Narcan:

Statistics	2021 Total	2022 YTD	Last Month	Current Month
Overdose Calls Responded To	151	9	13	9
Instances Narcan Administered	4	0	0	0

### Significant Issues:

- The Fire Department was impacted due to COVID.
- Continue to use state recommended medical response protocol for COVID.
- Clean/sanitize fire stations and apparatus daily.
- Met with EMS Director and New Bern Communications (PD) to discuss our collaboration of medical calls.
- Prepared for and provided emergency services during Winter Storm Jasper event.
- Held an Urban Search & Rescue (USAR) class to certify personnel.
- Participated in Helicopter Aquatic Rescue Team (HART) training.
- Partnership with Craven Community College (Workforce Development) in regional fire academy began January 11th.
- Implemented a new Career Development/Promotion Plan on January 11th.
- Deployed to a water rescue in Great Lake off Catfish Lake Road.

## 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	20	0	0	0	0	2
Finance	14	0	0	3	6	6
Fire	75	0	1	1	4	1
Human Resources	5	0	0	0	1	0
Parks & Recreation	30	1	0	5	3	4
Police	120.5	2	2	10	15	13
Public Utilities	87	1	1	9	12	6
Public Works	51	1	2	5	10	9
Water Resources	81	0	3	7	13	10
Totals:	496.5*	5	9	41**	66	53

*\*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	1 OSHA Recordable 1 Lost Time 1 Non-Recordable 0 Denied	0 OSHA Recordable 0 Lost Time 0 Non-Recordable 0 Denied
Year-to-Date Claims	8 Recordable 4 Non-Recordable	17 Recordable 3 Non-Recordable
Current Month Costs	\$7,247.90	\$22,133.72
Year-to-Date Costs	\$119,452.23	\$135,475.30

### Other:

None

## Parks and Recreation

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### **Significant Issues:**

Martin Marietta Park - Entrance gate and median completed. Split rail fence added. Grass seed sewn at entrance.

Henderson Park - Old Veteran's Garden site cleaned up.

Pleasant Hill Park Community Center - Steel for building construction has been ordered and expected delivery is early spring. City Engineer is drafting plans. Demolition of current shelter planned for early February.

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. Herbicide application is being applied in all areas.

Special Events - Planning season for special events has started. Upcoming events include Arbor Day Celebration, Easter Egg Hunts, and Festival of Fun. Community Special Event applications are being received daily. Recent applications processed include the Black History Parade, Ghent Mardi Gras Festival, Neuse River Bridge Run, Autism Awareness 5k, and Fishing Tournaments.

Sudan Shriner's Parade - Worked with the Shriner's on street closure and barricade placement. Parade was cancelled twice due to winter weather.

Athletics - Athletics currently being offered are Youth Basketball and Adult Coed Volleyball. Registration for Adult Coed Softball will open in February. Youth Basketball games are occurring. Two weeks of Saturday games were cancelled in January due to winter weather. Games are being rescheduled.

Recreation - Programming for February and spring is being prepared for implementation. These programs include Black History Bingo, Kid's Night Out, Kidsville Club Days, Joggin Noggin, Senior Chair Volleyball, Badminton, Little Tots Jewelry, Candle Making, Family Flight, Name Frames, and Pickleball 101.

Cemeteries - Thirteen (13) burials occurred in January.

Vacant Staff Positions - Vacant positions are posted. The Special Projects Coordinator position remains open. Interviews have occurred and possible candidates have been selected. (2) Senior Maintenance Worker positions are vacant. Candidates have been selected for hire.

COVID Effects - (7) employees were out during January due to exposure.

## Police

### Crime:

Incidents & Arrests	Jan Total	2019 Total	2020 Total	2021 Total	2022 YTD
NIBRS* Group A Incidents	149	2,644	2,530	2,235	149
NIBRS* Group B Incidents (Arrests)	67	736	589	725	67
Adult Arrests	121	1,477	1,256	1,325	121
Juvenile Arrests	1	3	2	3	1
Total Arrests	122	1,480	1,258	1,328	122
Police Calls for Service	3,551	45,402	41,846	44,299	3,551
Business Alarms Dispatched	134	1,981	1,635	1,510	134
Residential Alarms Dispatched	44	645	497	484	44
Alarm Calls (PD Dispatched)	178	2,626	2,132	1,994	178

\*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	2019 Total	2020 Total	2021 Total	2022 YTD
Homicide	-	2	4	6	-
Rape	1	8	15	14	1
Robbery	1	25	23	22	1
Aggravated Assault	6	88	119	97	6
B&E – Residence	7	177	176	114	7
B&E – Business	4	49	30	34	4
Theft from Motor Vehicle	7	141	127	116	7
Larceny	50	841	706	608	50
Motor Vehicle Theft	2	25	34	35	2
Arson	1	7	1	5	1
<b>Total</b>	<b>79</b>	<b>1,360</b>	<b>1,235</b>	<b>1,051</b>	<b>79</b>

Criminal Investigations	Jan Total	2021 Total	2022 YTD
Cases Assigned	20	170	20
Cases Closed by Arrest	5	41	5
Cases Closed Leads Exhausted	1	15	1
Cases Closed Unfounded	4	13	4

2021 Cases of Note - Jan	
2022-461	Sexual Assault: 200 block of South Front St, Adult female reported being sexually assaulted after a night of drinking downtown. Interviews have been conducted and evidence collected. Suspect has been identified and his interview is currently pending.
2022-1522	Gunshot Victim: 1200 Block of Pollock St, reported that a gunshot victim with a wound to his head was located at the address. Scene was secured, evidence collected, interviews completed. Determined to be a self-inflicted wound.
2022-2609	Arson: 500 Block of Pollock St, suspect was unhappy with his legal services, so he set the building on fire during working hours. The scene was processed, evidence collected, and interviews completed. Warrants were obtained and the suspect arrested. Placed under a \$500,000 bond.

Crime Analysis		
Top 5 Calls for Service & Number of Incidents	<b>Jan 2022</b>	<b>2022 YTD</b>
	1) Traffic Stop– 524 2) Security Check Business – 421 3) Security Check Residential – 257 4) Follow Up -189 5) Directed Patrols – 188	1) Traffic Stop – 524 2) Security Check Business – 421 3) Security Check Residential – 257 4) Follow Up – 189 5) Directed Patrols – 188
Top 5 Calls for Service for Current Month by Location* and Number of Incidents	1) 1100 Clarks Rd (Commitment Papers)- 54 2) 1309 Country Club Rd (Security Checks)- 37 3) 3105 M L King Jr Blvd (Larceny, Security Checks)- 36 4) River Rd/Belle Oaks Dr (Misc. Auto CAD)- 26 5) 210 E Front St (Suspicious Vehicles, Security Checks)- 18	
Top 4 Group A Crime Locations for Current Month and Number of Incidents	1) 3105 M L King Jr Blvd (Larceny, Assault)- 5 2) 1400 Lowes Blvd (Larceny)- 2 3) 425 Hotel Dr (Larceny)- 2 4) 2912 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						
Jan	2017 Total	2018 Total	2019 Total	2020 Total	2021 Total	2022 YTD
82.00	4,076.75	4,525.01	4,392.75	995.50	1,110.50	82.00

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

<b>Overtime (2022)</b>	<b>Jan Total</b>	<b>2019 Total</b>	<b>2020 Total</b>	<b>2021 Total</b>	<b>2022 YTD</b>
Office of the Chief	<b>\$0.00</b>	\$180.55	\$62.84	\$2,261.12	<b>\$0.00</b>
Operations Division	<b>\$6,812.57</b>	\$151,599.12	\$118,609.28	\$126,171.84	<b>\$6,812.57</b>
Services Division	<b>\$6,343.62</b>	\$136,802.31	\$89,971.82	\$85,190.82	<b>\$6,343.62</b>
Investigations Division	<b>\$1,203.52</b>	\$42,992.18	\$19,358.26	\$26,177.20	<b>\$1,203.52</b>
<b>TOTAL</b>	<b>\$14,359.71</b>	<b>\$331,574.16</b>	<b>\$228,013.20</b>	<b>\$239,800.98</b>	<b>\$14,359.71</b>

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



## 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 48 interruptions were recorded on the electric system during the month of January. This impacted a total of 1157 customers. As a result, customers experienced an average of 0.0449 interruptions and were restored in an average of 3.9 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 –
  - There were two (2) emails received from two separate customers commending Latisha Washington in CAPS. The customers both stated Latisha was kind, understanding and an absolute pleasure to work with. One customer also mentioned Latisha even helped her learn her zip code!
  - An email was received from a customer commending Lester Fonville and Renita Tripp. There was an issue with an outstanding balance and Lester had to go and tell them that they were about to be disconnected. The customer stated Lester was professional, understanding and showed compassion; he even gave them a little extra time while they tried to figure out what went wrong with their account. The customer then spoke with Renita Tripp in CAPS and Renita was cheerful and was able to help the customer determine what needed to be done to satisfy the account. The customer stated that both Lester and Renita were not only professional, but also very friendly and compassionate and worked wonderfully as a team to help them get their account straightened out.
  - An email was received from a customer that wanted to say that they appreciated Kenya Fonville’s perfect blend of professionalism, courtesy and efficiency.
  - Sheri would like to give recognition to the Metering and Billing staff. Both departments have been short staffed and have worked very hard to maintain their daily workload. Even though they have faced challenges, they worked tirelessly to get the tasks done.



- **Advanced Metering Infrastructure Project** - This project involves installing a network of electric and water meters. We are currently reading 15,192 water meters and 24,639 electric meters, of which 11,869 are disconnect meters. There have been 7,203 two-way load management switches installed.

**JANUARY 2022**

Utility	Active Cust.	Never AMI Cust.	Active AMI Cust.	% Complete
Electric	23,430	37*	23,430	99.999
Water	18,459	~ 2,570	~ 15,192	~ 95.565
<b>Installed Gateways</b>		42		
<b>Installed Relays</b>		86		
<b>LM Customers</b>		4,416		
<b>Total Switches</b>		7,203		
<b>Controlled Devices</b>				
<b>Air Conditioner</b>		<b>Electric Furnace</b>	<b>Heat Strips</b>	<b>Water Heaters</b>
4,432		85	2,372	2,403

*\*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.

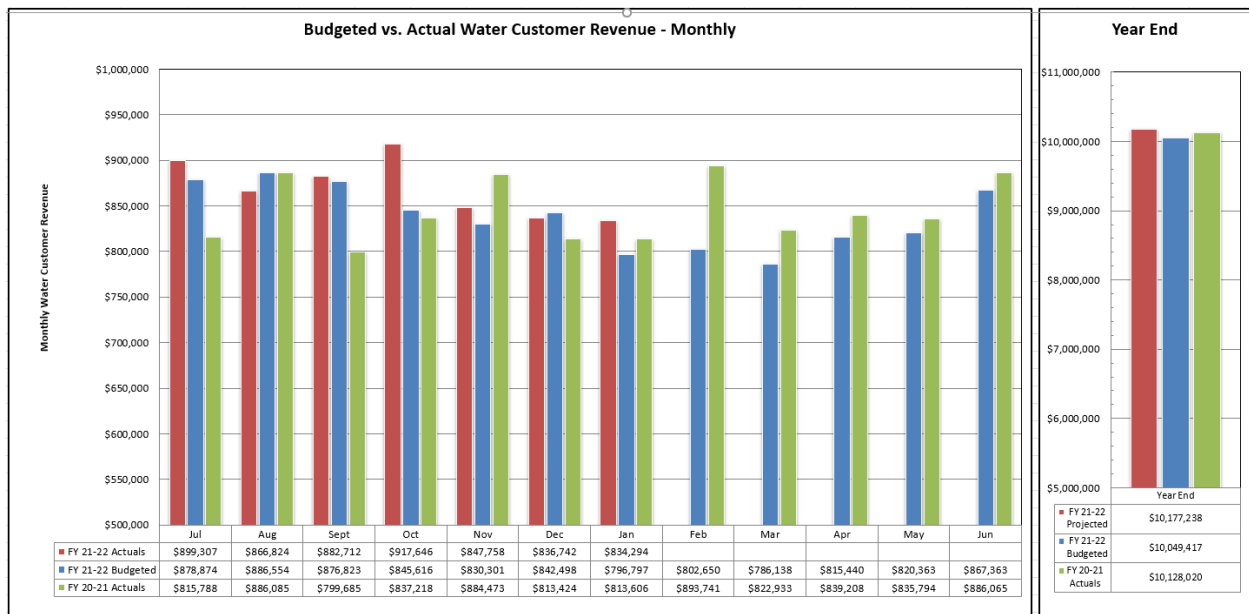
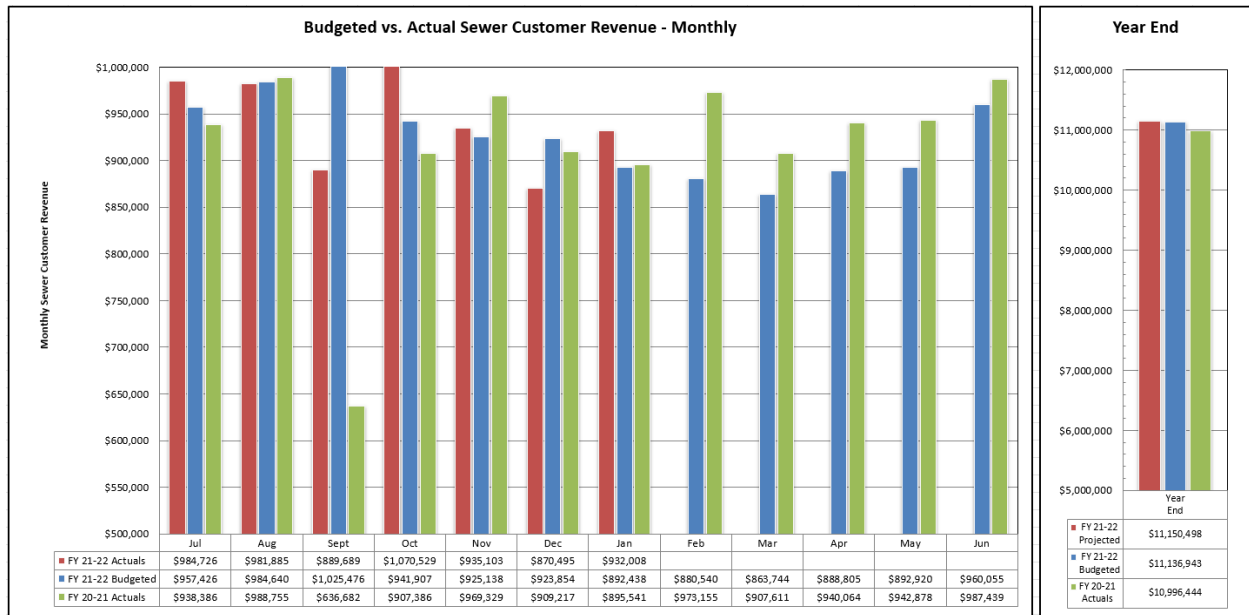
## Public Utilities

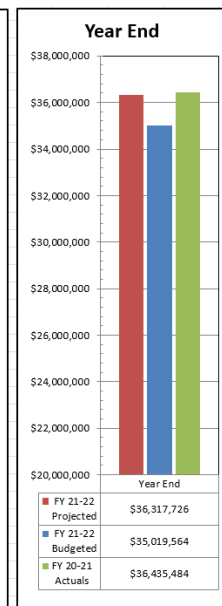
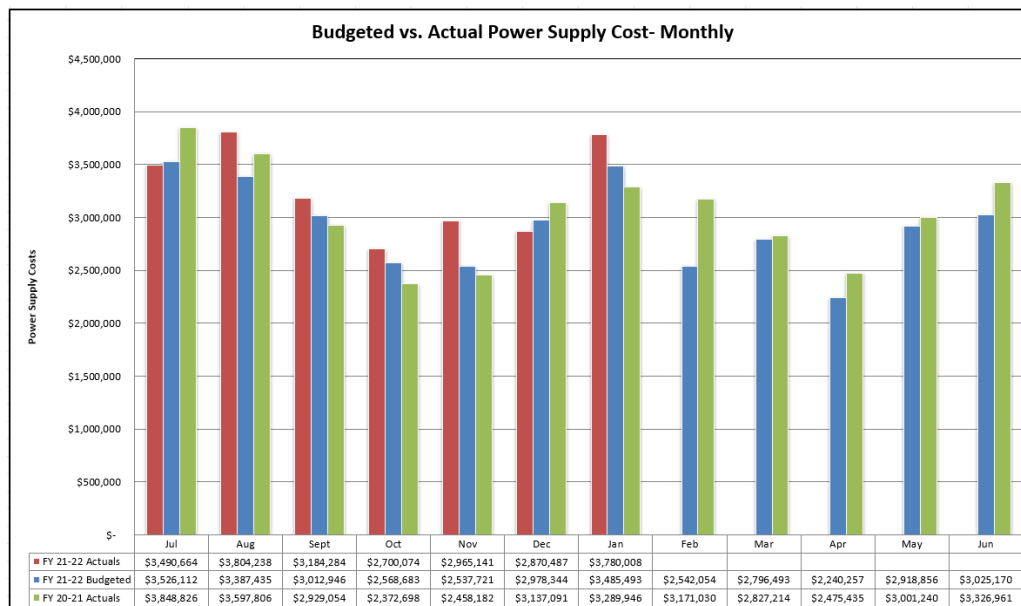
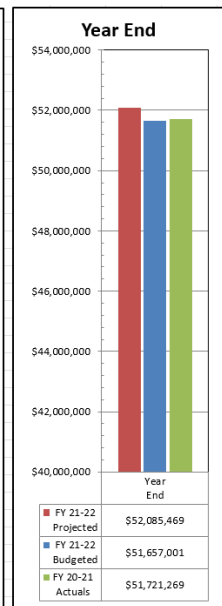
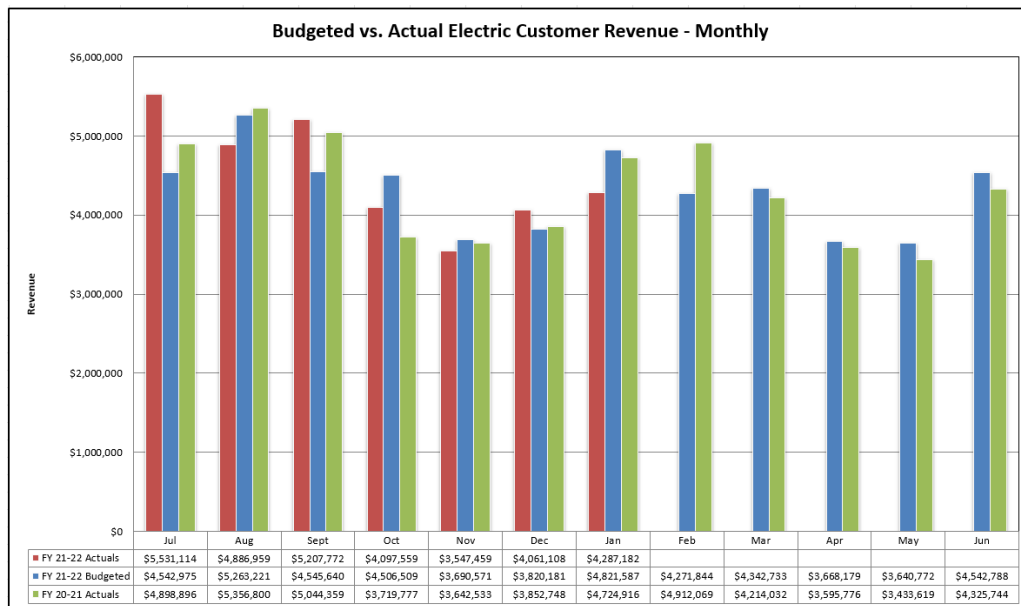
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- **Township No. 7 Sewer Improvements – Phase III.** *Sewer system infrastructure improvements for increasing transmission capacity.* Due to the pump station's proposed location in the historic district and on State property, several additional approvals 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.
- **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.* This project is now 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. Bids for the rehabilitation work along High Street and Washington Avenue were opened on January 20<sup>th</sup> and James L. Cayton Utilities won the bid. Staff are currently working with the contractor and PW staff in refining the scope of the project prior to the contractor beginning.
- **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. This past month the contractor mobilized to the site and was able to install all of the proposed water main on the north and south sides of highway 70. The boring contractor is scheduled to be onsite next month to complete the directional bore under 70 highway.

## Public Utilities

Electric System Outages and Reliability Statistics			
*Adjusted for APPA Event Threshold			
	January 2022		2022 YTD
# of Interruptions	48		48
# of Customers out	1157		1157
Customers Minutes Out	100479		100479
January 1, 2022 to January 31, 2022			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDI (Minutes)	ASIAI (Percent)
3.9	0.0449	86.844	99.9909%
January 1, 2021 to January 31, 2022			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDI (Minutes)	ASIAI (Percent)
26.218	0.325	80.605	99.9953%
January 1, 2020 to January 31, 2021			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDI (Minutes)	ASIAI (Percent)
26.277	0.508	51.702	99.9953%
Outages			
Scheduled/Unscheduled	Cause	Total Outages	
Unscheduled	Squirrel/Snake	2	
Unscheduled	Bird	1	
Scheduled	Non-Payment	7	
Unscheduled	Equipment Worn Out	7	
Unscheduled	Residential Construction	0	
Unscheduled	Repairs	2	
Unscheduled	Ice	1	
Unscheduled	Wind	5	
Unscheduled	Storm	4	
Unscheduled	Contractor Dig In	13	
Unscheduled	Lightning Induced Flashover	0	
Unscheduled	Utility Human Error	1	
Unscheduled	Non-Utility Excavation	3	
Unscheduled	Construction	5	
Unscheduled	Equipment Replacement	3	
Unscheduled	Tree	1	
Unscheduled	Equipment Damage	7	
Unscheduled	Unknown/Other	0	
TOTAL		62	







## Public Works

### Leaf and Limb:

Service Provided (Tons)	FY19-20 YTD	FY20-21 YTD	FY21-22 YTD	January 2022
White Goods Collected	63.00	49.50	27.00	0.00
Brown Goods Collected	4,151.40	4,191.00	1,867.80	224.40
Yard Waste Received	15,531.57	13,612.05	6,825.04	908.04
Mulch Dispersed	2,894.85	450.05	473.32	0.00

### City Garage:

Costs	FY19-20 YTD	FY20-21 YTD	FY21-22 YTD	January 2022
Services Provided by City Garage:				
Vehicles Serviced	3,090	2,728	1,522	251
Total Labor Cost	\$119,392.63	\$118,978.38	\$ 71,776.84	\$11,392.15
Total Parts Cost	\$218,398.58	\$222,112.11	\$144,052.29	\$19,064.96
Total Cost (Parts + Labor)	\$337,791.21	\$341,090.50	\$215,829.13	\$30,457.11
Services Provided by Contract:				
Vehicles Serviced	542	403	187	37
Total Labor Cost	\$126,420.89	\$105,911.46	\$ 52,196.89	\$ 6,121.21
Total Parts Cost	\$168,023.32	\$149,450.03	\$ 64,384.11	\$11,125.54
Total Cost (Parts + Labor)	\$294,444.21	\$255,361.49	\$116,581.00	\$17,246.75
Total Services Provided (City Garage & Contract):				
Vehicles Serviced	3,632	3,129	1,709	288
Total Labor Cost	\$268,422.38	\$224,889.84	\$123,973.73	\$17,513.36
Total Parts Cost	\$363,813.04	\$371,562.14	\$208,436.40	\$30,190.50
Total Cost (Parts + Labor)	\$632,235.42	\$596,451.98	\$332,410.13	\$47,703.86

Cost by Department	FY19-20 YTD	FY20-21 YTD	FY21-22 YTD	January 2022
Public Utilities (Electric)	\$ 73,116.32	\$ 75,734.54	\$36,768.61	\$ 3,627.76
Public Utilities (W&S)	\$106,776.47	\$139,000.69	\$75,264.34	\$12,731.33
Police	\$110,281.92	\$107,363.21	\$74,510.46	\$ 8,086.40
Recreation & Parks	\$ 39,637.59	\$ 23,305.33	\$11,224.60	\$ 1,665.68
Finance	\$ 19,417.26	\$ 17,342.25	\$ 7,816.54	\$ 2,335.81
Public Works	\$206,565.04	\$155,557.33	\$92,885.88	\$13,673.88
Fire / Rescue	\$ 72,295.39	\$ 72,368.27	\$31,961.04	\$ 5,272.26
Human Resources	\$ 665.96	\$ 1,512.06	\$ 282.80	\$ 20.06
Development Services	\$ 3,479.48	\$ 4,268.27	\$ 1,695.86	\$ 290.68

Significant Issues: Error found in City Garage November 2021 shop report for monthly service total by City Garage, which was not added to the yearly total. This has been corrected and total updated for January 2022.

## Attendance for Board Appointees

Board of Adjustment			
Appointee	Current Month Attendance*	Meetings Missed in 2022 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 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
Vacant	N/A	0	Ward 5
Lindsay Best	N/A	0	Ward 6

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

Craven County Tourism Development Authority			
Appointee	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	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

<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	A	1	Ward 1
Vacant	N/A	N/A	Ward 2
David Finn	P	0	Ward 3
Betty Blythe	P	0	Ward 4
Henry Watson	A	1	Ward 5
Elona Fowler	A	1	Ward 6
Gary Lingman	P	0	Mayor
William Frederick	A	1	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 2022 To Date</b>	<b>Appointed By</b>
Tripp Eure	P	0	Mayor
Ellen Sheriden	P	0	Ward 1
Dr. Ruth Cox	P	0	Ward 2
Jim Bisbee	P	0	Ward 3
Tony Bryant	P	0	Ward 4
Annette Stone	P	0	Ward 5
John Blackwelder	A	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	0	Mayor
Pete Monte	P	0	Mayor
Chris Ormond	P	0	Mayor
Vacant	N/A	N/A	HA Residents
Ronald Scott	P	0	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	A	1	Mitchell
Johnnie Ray Kinsey (Alternate)*	A	1	White

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

New Bern-Craven County Public Library Board of Trustees			
Appointee	Current Month Attendance*	Meetings Missed in 2022 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). A meeting was not held in January.

## Attendance for Board Appointees

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

\*A meeting was not held in January.

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 2022 To Date	Appointed By
Maria Cho	P	0	Gov. Bd. As Whole
Kip Peregoy	P	0	Gov. Bd. as Whole
Beth Walker	A	1	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	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 2021 To Date</b>	<b>Appointed By</b>
Leander Morgan, Jr.	N/A	0	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	0	Gov. Bd. as Whole

\*A meeting was not held in January.