

NEW BERN



NORTH CAROLINA

*Everything comes together here*

# Departmental Monthly Reports

---

March 2022

## Table of Contents

---

Development Services .....	2
Finance .....	6
Fire .....	9
Human Resources .....	13
Parks & Recreation.....	14
Police.....	16
Public Utilities .....	19
Public Works .....	28
Attendance for Board Appointees .....	29

## Development Services

Overview	2021 YTD	2022 YTD	February 2022	March 2022
Commercial Permits – New Construction	88	3	2	1
Residential Permits – New Single Family	398	121	62	41
Residential Permits – Additions/Remodels	264	53	15	21
Mobile Homes	13	0	0	0
Signs	40	7	3	0
Certificates of Occupancy – Residential	238	94	33	27
Certificates of Occupancy – Commercial	11	11	4	3
Total Permit Valuation	\$145,722,963	\$114,470,117	\$63,345,359	9,279,420

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

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

- Staff held the CDBG Public Needs hearing on Monday, March 7, 2022, in the conference room of Development Services. Comments received from this hearing will be used to create the 2022 Annual Action Plan.
- Staff attended and prepared minutes for the March Redevelopment Commission Meeting.
- Staff held a phone conference with the City's Finance department to prepare the account reconciliation sheet for IDIS drawdowns.
- Staff attended the virtual Community Land Trust webinar hosted by HUD.
- Staff submitted the HUD Monthly Progress Report, this report included an update on the City's efforts to satisfy the CDBG timeliness requirement set by HUD. Staff continues to process invoices to draw down funding ahead of April 15, 2022.
- Staff held a conference call with Urban Design Venture regarding the 2022 Annual Action Plan process, we are waiting on the notice from HUD with the 2022 allocation which should be received by July 2022.
- Staff compiled environmental review documents for the property located at 911 Eubanks Street. These documents ensure the City can move forward with the rehabilitation of the home, while in compliance with HUD regulations.

## Development Services

- Staff met with the director of Craven Area Rural Transit (CARTS) at the planned bus shelter site to discuss current bus routes.
- City Leadership announced a stop on the installation of the bus shelter along Fort Totten Drive.
- Staff met with Peter Frey of Brewery 99 and sent a notice to proceed on parking lot leveling and grading work that will be completed under the City's Façade Grant Program.
- Staff has been working to process invoices ahead of the timeliness test. As of April 1, 2022, staff needs to spend approximately \$100,000 by April 30<sup>th</sup> to satisfy the timeliness requirement. Staff has been revisiting the annual action plan process while awaiting allocation determination by HUD. Currently, the city awaits its 2022 CDBG allocation. Once received, staff will collaborate with Urban Design Ventures, a planning firm, to prepare the 2022 Annual Action Plan.

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

- Staff contacted the NC Hazard Mitigation officer for an updated report on the Hazard Mitigation grant used to elevate homes impacted by Hurricane Florence, no updates at this time.
- Staff held a conference call with the state Hazard Mitigation Grant Project (HMGP) officer to receive status updates for local applicants. A citizen reached out concerning his elevation request that had received no response. Staff was able to give them direction to prepare a letter that will be processed by the state officer. Upon completion of this, the State shall decide of eligibility for home elevation
- The Resiliency and Hazard Mitigation Plan was adopted at the March 22, 2022, Board of Aldermen Meeting. The plan is on the [resiliency webpage](#) for the public to view. Staff has been working with the State for the past two years on the scope of work goals for the project, which will allow to the city to make an amendment to the regionally adopted Hazard Mitigation Plan, with specific goals for New Bern related to the flood hazard. The grant agreement is under legal review at the State and staff will continue to track progress.
- Staff participated in teams meeting with WithersRavenel, the City's Resilience consultant to discuss next steps now that the Resiliency Plan has been adopted.
- Staff attended webinar: Resiliency Planning in US.
- Staff attended teams meeting with NC Sea Grant Resilience team.

### **GIS:**

- Attended the following meetings:
  - Local Government Committee – State meeting to look at the GIS state needs and projects that affect Local Governments. Current projects, census, hydrography, stormwater, parcels, and many others.
  - Meet with ESRI staff and IT to discuss ways to move forward with our Enterprise GIS system.
- Continued work on the Munis Permitting and Inspections setup. Testing and reviewing the Central property files containing addresses to be used in the Munis system. Two sets of address files are imported, one for primary address and one for sub-addresses. Encountered some issues related to sub-addresses import related to some duplicate street names. Waiting to hear back from Tyler to see how to correct and move forward.
- Continued work on resiliency and flood mitigation efforts along with Moffatt & Nichol. Met to discuss the new comprehensive/land use plan. Researching how can we provide data and utilize spatial data for creating a long-range plan for guiding the city related to development.
- Updated the development projects site online to showcase new subdivision and site plans under review.
- Updated a variety of data: structures, foreclosures, roads, services, and minimum housing.

## Development Services

- Worked on budget items as we continue to look at merging the GIS and IT departments/divisions into one technology department. Working to create a new staff title for GIS analysts/Programmer so we can advertise this position.
- A variety of maps: annexations; rezonings; RDC; city wards and others as requested
- Updated a variety of data: structures, foreclosures, roads, services, and minimum housing.
- Created a sidewalk app and online data and map for public works so staff can update new sidewalks and add handicap ramps and other data.
- Working on new historic district map for online use and as a part of tree permits through the Parks and Recreation Department.
- Research and finding demographic data for Human Resources and growth data for the Mayor.

### MPO:

- Staff attended or held:
  - RISE Eastern Carolina Stakeholder Partnership Meeting – 3/1
  - Meeting with policy board Chairman/River Bend Mayor – 3/1
  - Project discussion – NCDOT/MPO re: New Bern Bypass – 3/1
  - NC East Coast Greenway State Committee Meeting – 3/2
  - New Bern 101 – 3/3
  - Met with local citizen to discuss James City project / future I-42 – 3/7
  - NCAMPO TCC Meeting – 3/10
  - NCDOT Complete Streets Guidance Webinar – 3/15
  - Met with members of NCDOT Division 2 for project update discussion – 3/17
  - NCAMPO Transit Subcommittee meeting – 3/22
  - NCDOT project update meeting – 3/23
  - NBAMPO TAC Meeting – 3/24
  - US 70 Risk & Resiliency Vulnerability Committee meeting – 3/28
  - NCDOT Public Involvement Working Group Meeting – 3/31
- Resolution signed by board members supporting final FY2023 Unified Planning Work Program.
- Resolution signed by board members for Amendment 4 to the Metropolitan Transportation Improvement Program (to align with the Statewide TIP).
- Required FY 23 budget documentation uploaded to NCDOT / FHWA.
- Continued discussions with MPO partners and NCDOT.
- Continued efforts with website and social media updates.

### Zoning:

- Presented the following items for the Development Review Committee (DRC):
  - Site Plan for Palatine Meadows multifamily
  - Site Plan for New Bern Shrine Club storage building
  - General Plan for Aston Subdivision
  - Site Plan for 3721 Trent Road storage building
- Presented the following application to the Board of Adjustment:
  - Special Use Permit: Metronet communications structure off Country Club Road- 2<sup>nd</sup> hearing (first meeting did not have a quorum)
- Conducted field investigations related to zoning violation complaints.
- Fielding zoning-related phone calls and email requests.
- Processing sign permit applications.

## Development Services

---

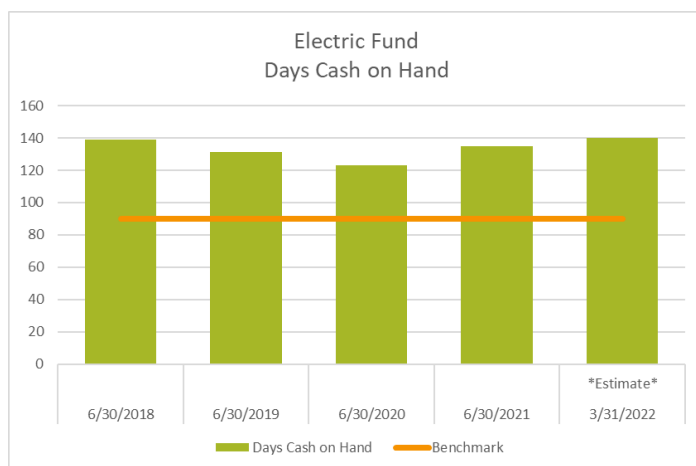
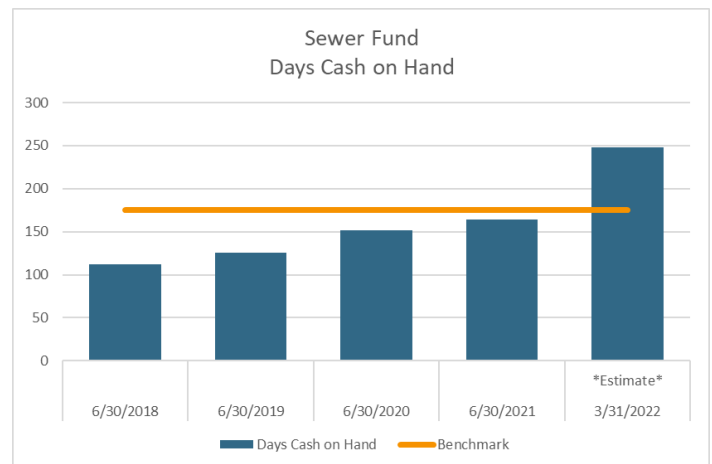
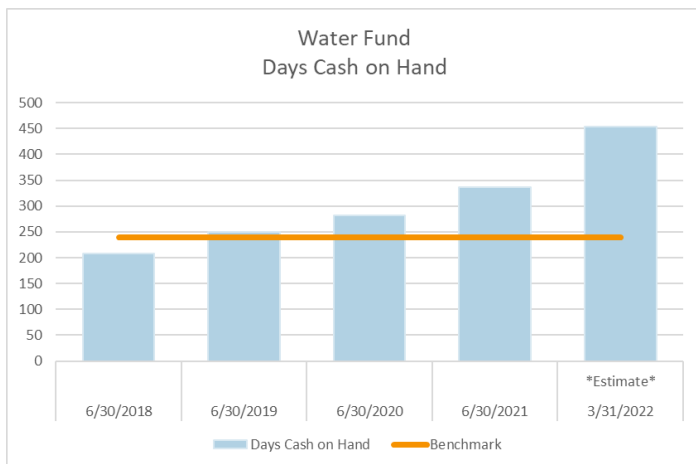
### HPC:

- Design Review Meeting held March 2, 2022, for review of the following applications:
  - 521 E. Front St. – garage roof framing, roofing, brickwork, and garage doors
  - 720 Pollock St. – front porch reconstruction, new rear fencing, and new patio paving
  - 404 Avenue C – revisions to approved CoA
  - 711 Queen St. – new fencing
  - 511 New St. – new pool
- Regular Meeting held March 16, 2022, for the following applications:
  - 521 E. Front St. – to include a new roof structure for the garage, metal roofing, and new wood, hinged garage doors in the Secondary and Tertiary AVCs.
  - 720 Pollock St. – to include a front porch reconstruction, new rear fencing, and new patio paving in all AVCs.
  - 404 Avenue C – to include an amendment to the approved CoA for front and side porch design revisions in the Primary and Secondary AVCs.
  - 212 Change St. – to include: an extension to the enclosed rear porch, rear roof overhang extension, a new pergola, a new brick and metal gateway, new landscaping, and a storage closet addition to the accessory dwelling unit all in the Secondary and Tertiary AVCs.
- Major COA Issued:
  - 301 Johnson St. – installation of 6-foot-high metal gates for the driveway and two pedestrian entries in the Primary AVC.
  - 720 Pollock St. – front porch reconstruction, new rear fencing, a new shed, a new pergola, and new patio paving in all AVCs.
  - 816 E. Front St. – 2-story infill house.
- Minor COA issued:
  - 400 New St. – landscaping

# Finance

## ENTERPRISE FUNDS-CASH ON HAND

FUND	6/30/2018	6/30/2019	6/30/2020	6/30/2021	3/31/2022 *Estimate*
Water Fund	\$ 6,469,895	\$ 7,340,138	\$ 8,316,009	\$ 9,927,702	\$ 14,076,246
Days Cash on Hand	208	250	282	337	454
Sewer Fund	\$ 4,259,515	\$ 4,460,409	\$ 5,096,368	\$ 5,829,222	\$ 9,326,698
Days Cash on Hand	112	125	152	164	248
Electric Fund	\$ 20,923,854	\$ 20,212,152	\$ 18,891,493	\$ 20,589,859	\$ 22,805,228
Days Cash on Hand	139	131	123	135	140



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

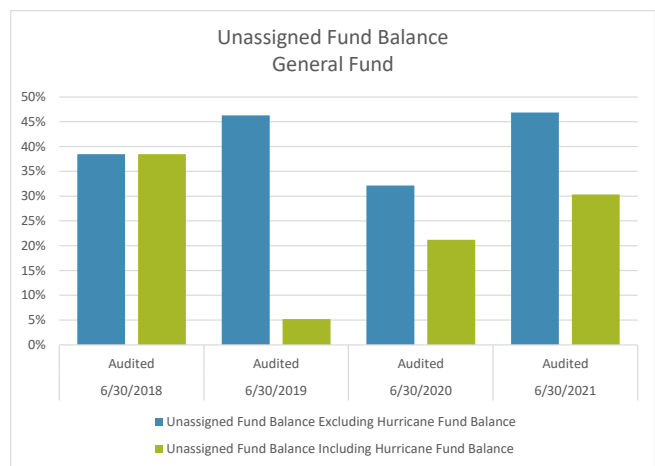
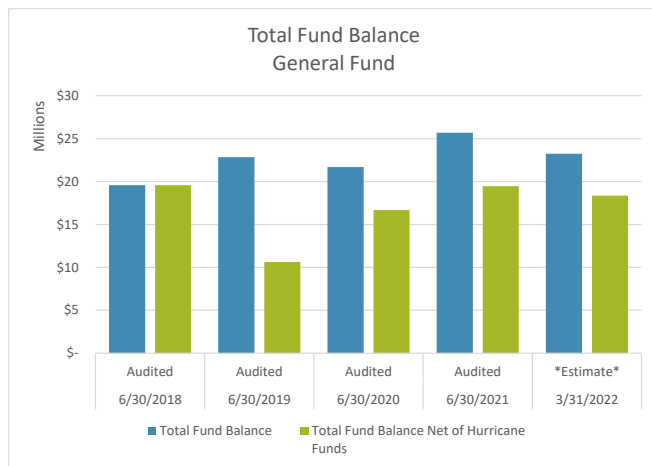
## GENERAL FUND-CASH ON HAND

FUND	AS OF 6/30/2018	AS OF 6/30/2019	AS OF 6/30/2020	AS OF 6/30/2021	AS OF 3/31/2022 *Estimate*
General Fund	16,736,146	18,354,389	15,877,194	21,847,635	20,465,875
Florence Fund	-	(11,578,971)	(5,099,694)	(5,354,700)	(4,385,396)
Dorian Fund	-	-	(1,457,187)	(424,424)	(424,424)
Isaias Fund	-	-	-	(386,919)	4,889
Net General Fund	16,736,146	6,775,417	9,320,313	15,681,592	15,660,944

## GENERAL FUND-FUND BALANCE

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

FUND	AS OF 6/30/2018 Audited	AS OF 6/30/2019 Audited	AS OF 6/30/2020 Audited	AS OF 6/30/2021 Audited	AS OF 3/31/2022 *Estimate*
Total Fund Balance	\$ 19,571,904	\$ 22,829,395	\$ 21,681,255	\$ 25,687,191	\$ 23,230,777
Total Fund Balance Net of Hurricane Funds	\$ 19,571,904	\$ 10,628,789	\$ 16,676,063	\$ 19,461,424	\$ 18,358,833
Unassigned Fund Balance	38.47%	5.19%	21.18%	30.34%	N/A
Unassigned Fund Balance Excluding Hurricane Fund Balance	38.47%	46.29%	32.15%	46.88%	N/A



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

In the respective charts, the blue bar represents the fund balances if there were no hurricane funds; the green bar represents the fund including hurricane fund deficits.



# Finance

## FEMA RECONCILIATION

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

For the period ending: 3/31/22

Category	Obligated by FEMA*	Paid by City	Rec'd from FEMA	% Reimbursed	Payments in process from FEMA	Due from FEMA**	notes
Police & Fire	\$ 1,146,023	\$ 1,749,834	\$ 1,009,280	58%		\$ 740,554	1
Stanley White	7,506,649	166,308	-			166,308	
Drainage CAT A *	32,769,995	4,999,346	4,341,171	87%	595,390	62,786	
Ditches - CAT D *	1,924,155	1,254,526	-	0%		1,254,526	
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	\$ 20,660,591	\$ 14,836,246	72%	\$ 595,390	\$ 5,228,956	

#### Notes:

1. admin pay higher than amt obligated

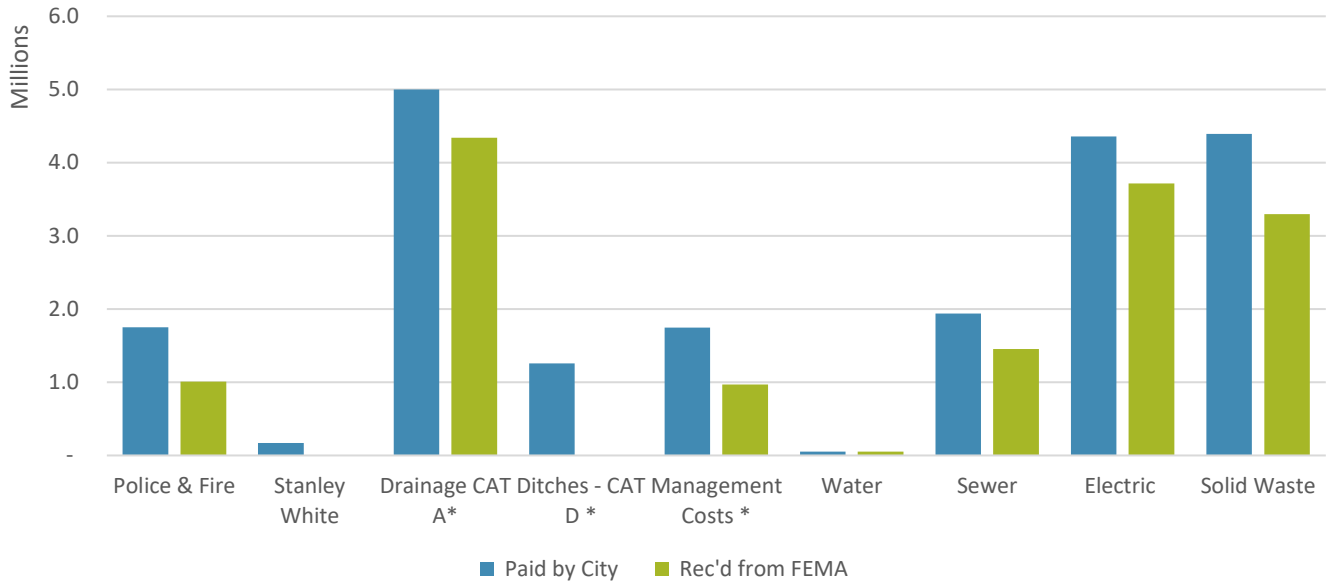
2. pending closeout

\*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

### Paid by City vs. Reimbursed by FEMA



# Fire

## Fire Suppression:

Incidents	2021 Total	2022 YTD	Last Month	Current Month
Number of Incidents	2,058	555	169	197
90% Response Time to Incidents	8 minutes 59 seconds	8 minutes 43 seconds	7 minutes 59 seconds	8 minutes 7 seconds
Endangered Property Value	\$233,515,975	\$2,732,110	\$359,050	\$418,660
Property Losses Due to Fire	\$1,863,460	\$481,500	\$66,500	\$29,500
Percentage of Saved Property Value	99.20%	87.67%	81.48%	94.88%
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	9	2	2
Fire Inspections	1,693	332	80	104
Permits Issued	108	13	4	3
Child-Passenger Seat Checks	91	14	1	5
People Educated Through Public Fire & Life-Safety Programs	4,712	1,503	97	1375
Smoke Alarms Installed	249	33	17	9

## Narcan:

Statistics	2021 Total	2022 YTD	Last Month	Current Month
Overdose Calls Responded To	151	42	16	17
Instances Narcan Administered	4	4	3	1

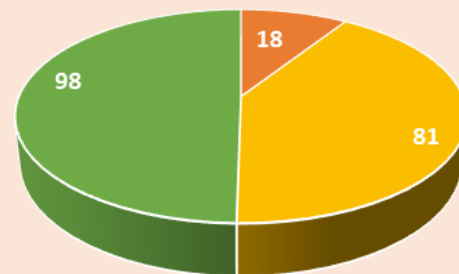
## Significant Issues:

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

Breakdown of Response Types	Numbers
<b>1-Fire</b>	<b>15</b>
Brush or brush and grass mixture fire	3
Building fire	4
Grass fire	4
Outside rubbish, trash or waste fire	3
Trash or rubbish fire, contained	1
<b>3-Rescue &amp; Emergency Medical Service Incident</b>	<b>73</b>
EMS call, excluding vehicle accident with injury	7
Extrication of victim(s) from vehicle	1
Lock-in (if lock out , use 511 )	2
Medical assist, assist EMS crew	38
Motor vehicle accident with injuries	8
vehicle accident with no injuries.	16
Watercraft rescue	1
<b>4-Hazardous Condition (No Fire)</b>	<b>24</b>
Electrical wiring/equipment problem, other	2
Gas leak (natural gas or LPG)	2
Gasoline or other flammable liquid spill	1
Heat from short circuit (wiring), defective/worn	1
Oil or other combustible liquid spill	1
Overheated motor	1
Power line down	2
Vehicle accident, general cleanup	14
<b>5-Service Call</b>	<b>25</b>
Asst police or other governmental agency	2
Cover assignment, standby, moveup	3
Defective elevator, no occupants	1
Lock-out	1
Public service	8
Public service assistance, other	1
Unauthorized burning	8
Water or steam leak	1
<b>6-Good Intent Call</b>	<b>21</b>
Dispatched & canceled en route	9
HazMat release investigation w/no HazMat	1
No incident found on arrival at dispatch address	8
Smoke scare, odor of smoke	2
Steam, vapor, fog or dust thought to be smoke	1
<b>7-False Alarm &amp; False Call</b>	<b>39</b>
Alarm system activation, no fire, unintentional	17
Alarm system sounded due to malfunction	5
Local alarm system, malicious false alarm	1
Smoke detector activation due to malfunction	3
Smoke detector activation, no fire - unintentional	8
Sprinkler activation due to malfunction	4
Sprinkler activation, no fire - unintentional	1
<b>Grand Total</b>	<b>197</b>

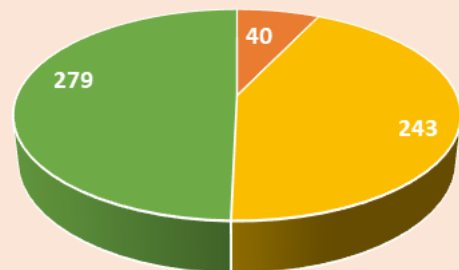
Code	Database Response by NFIRS Code	Total	%
1	Fire	15	7.61%
2	Overpressure Rupture, Explosion, Overheat (No fire)	0	0.00%
3	Rescue & Emergency Medical Service Incident	73	37.06%
4	Hazardous Condition (No Fire)	24	12.18%
5	Service Call	25	12.69%
6	Good Intent Call	21	10.66%
7	False Alarm & False Call	39	19.80%
8	Severe Weather & Natural Disaster	0	0.00%
9	Special Incident Type	0	0.00%
	<b>Grand Total</b>	<b>197</b>	<b>100.00%</b>

**Calls by Station  
MARCH**



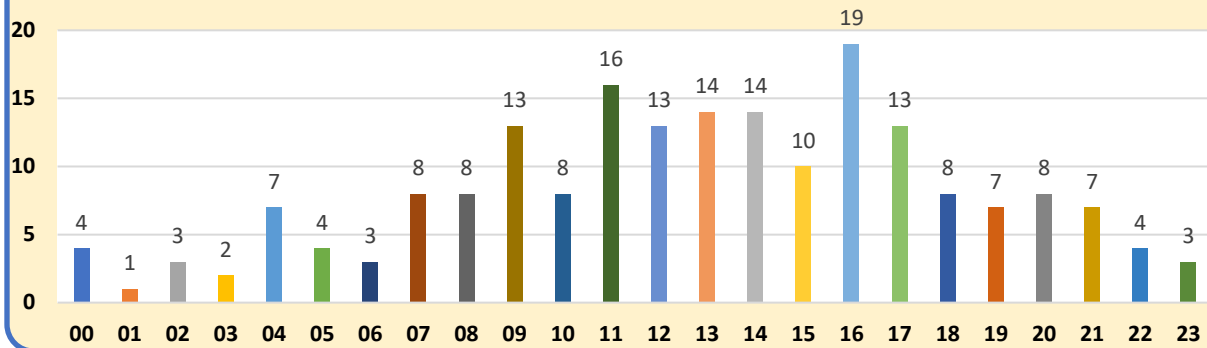
■ 2 - West Thurman Road 
 ■ 3 - Elizabeth Avenue 
 ■ 1 - Headquarters

**Calls by Station  
YEAR TO DATE**

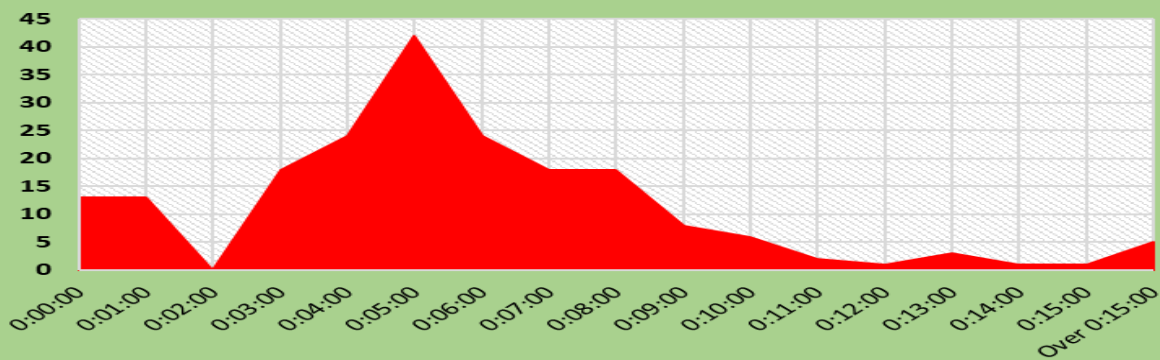


■ 2 - West Thurman Road 
 ■ 3 - Elizabeth Avenue 
 ■ 1 - Headquarters

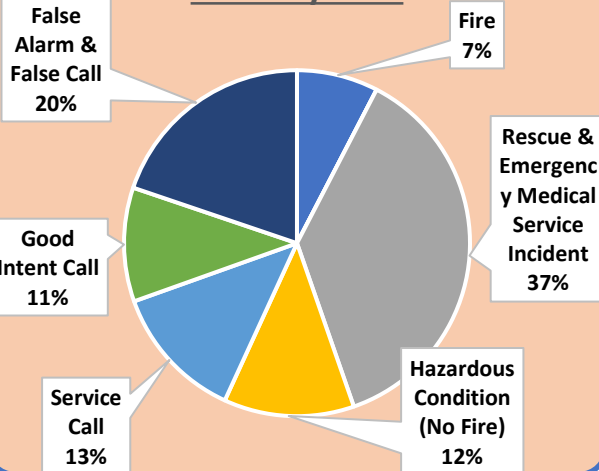
### Response by Hour of Day



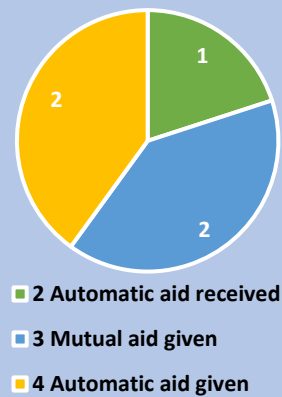
### Frequency Distribution of Response Times



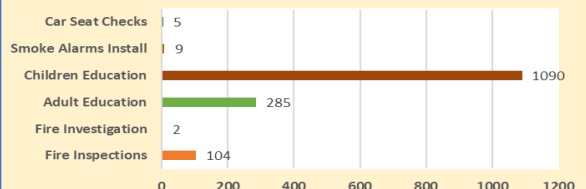
### Monthly Calls



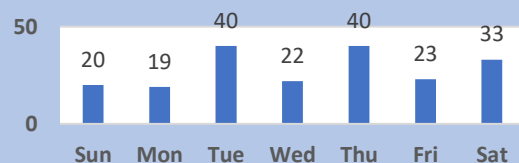
### Mutual Aid

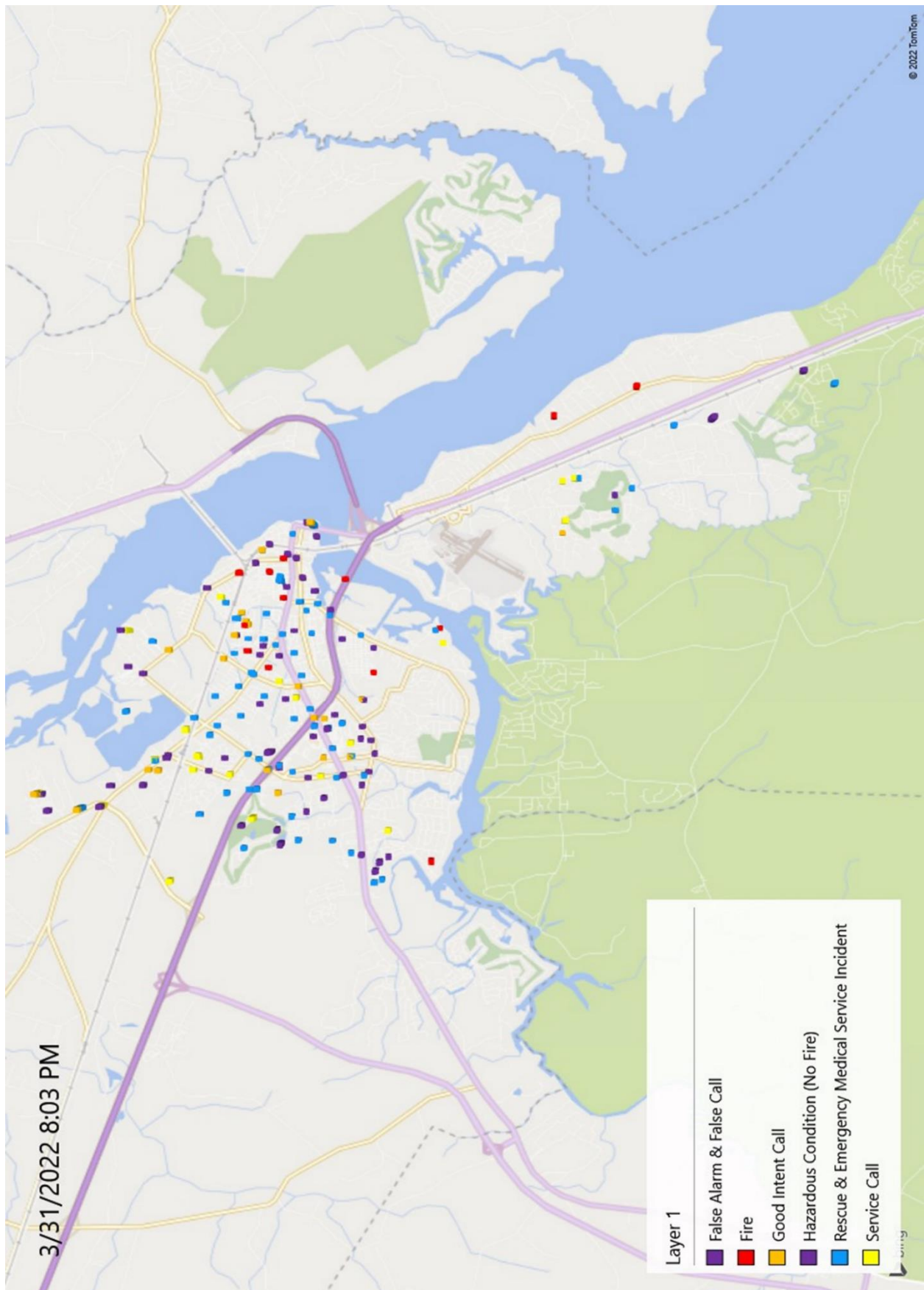


### Fire Prevention Division



### Response by Day of Week





## Human Resources

### City-Wide Vacancies:

Department	Budgeted Positions	Separations During the Month	Positions Filled By External Candidates During the Month	Current Vacancies	Turnover FY20/21	Turnover FY21/22
Administration	13	0	0	1	2	2
Development Services	21	1	0	4	0	5
Finance	14	0	1	1	6	6
Fire	75	1	2	1	4	3
Human Resources	5	0	0	0	1	0
Parks & Recreation	30	0	1	2	3	5
Police	120.5	1	1	13	15	16
Public Utilities	87	2	0	12	12	9
Public Works	51	3	0	9	10	13
Water Resources	81	0	0	5	13	10
Totals:	497.5*	8	5	48**	66	69

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

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

### Safety News:

Workers' Compensation	2021	2022
Current Month's Claims	5 OSHA Recordable 4 Lost Time 0 Non-Recordable 0 Denied	1 OSHA Recordable 1 Lost Time 1 Non-Recordable 0 Denied
Year-to-Date Claims	15 Recordable 5 Non-Recordable	20 Recordable 4 Non-Recordable
Current Month Costs	\$149,694.72	\$11,698.80
Year-to-Date Costs	\$295,251.02	\$160,868.57

### Other:

None

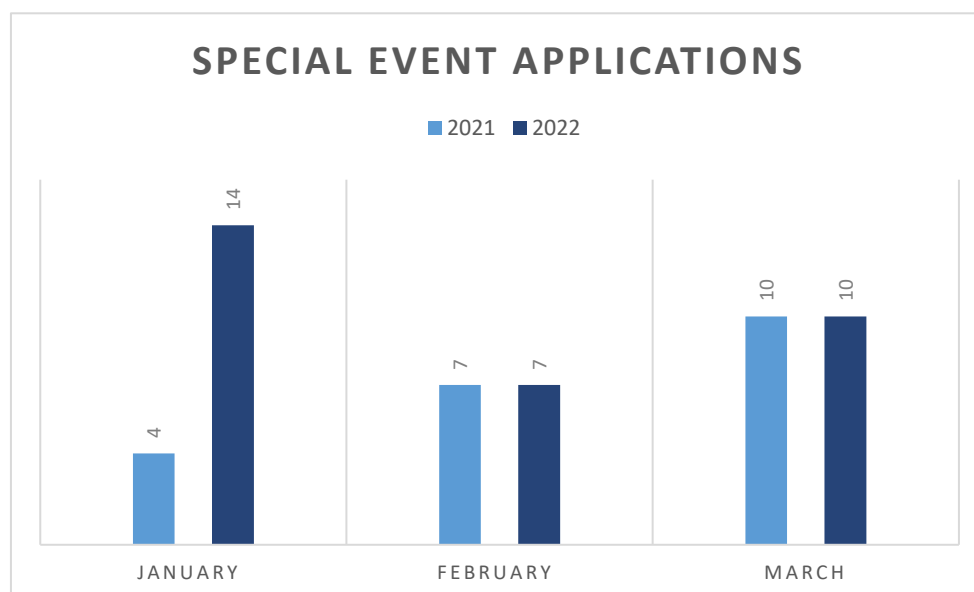
## Parks and Recreation

### **Significant Issues:**

- Martin Marietta Park – The Grand Opening for Phase 1 was held March 25th. Amenities include an adventure playground, canoe/kayak access to the Neuse River, over 7 miles of walking/biking trails, restrooms, shelters, and fishing piers and more.
- Henderson Park – A FEMA 30-day Public Notice was posted on March 18<sup>th</sup> for the change in scope of work for the Henderson Park restroom project. The proposed change includes adding lighting and bleachers to the new basketball court, installing blacktop games adjacent to the basketball court (these games would include, bingo, hopscotch, four-square, etc.), a new fitness course, and a new shelter that would double as a farmers' market and could accommodate special event activities. Comment period ends on April 19th.
- Pleasant Hill Park Community Center - Building pad poured. Shelter delivered and preparing for installation. Staff gathering quotes and materials for inside construction.
- 7 drinking fountains have been upgraded/replaced.

**Grounds Maintenance General Work** - Mowing and maintenance of general landscape beds are occurring on a weekly basis in our parks, right of ways, green spaces, and city facilities. Mulch being added to park and sign beds. Seasonal mowing beginning in all parks, cemeteries, medians, city buildings and rights-of-way. With the start of spring sports, staff have been working on athletic fields daily dragging and painting lines. Prior work on athletic fields included base replacement and reworking pitching mounds.

**Special Events** - Planning season for special events has started. Upcoming events include Easter Egg Hunts, Movies in the Park, and Festival of Fun. Staff participated in the Craven Works Job Fair on March 29th. Community Special Event applications are being received daily. Recent applications processed include Scout-O-Rama, Neuse River Bridge Run, Tap That Block Party, Sudan Shriners Parade, Downtown Street Cafes (Swiss Bear), Temple Church Easter Service, Latitude Church Good Friday Service, NB Family Funfest Carnival by Magic Midways, Quester's Cedar Grove Cemetery Tours, and New Bern Walk to End Alzheimer's. Fourteen (14) Special Event Applications were received during March.

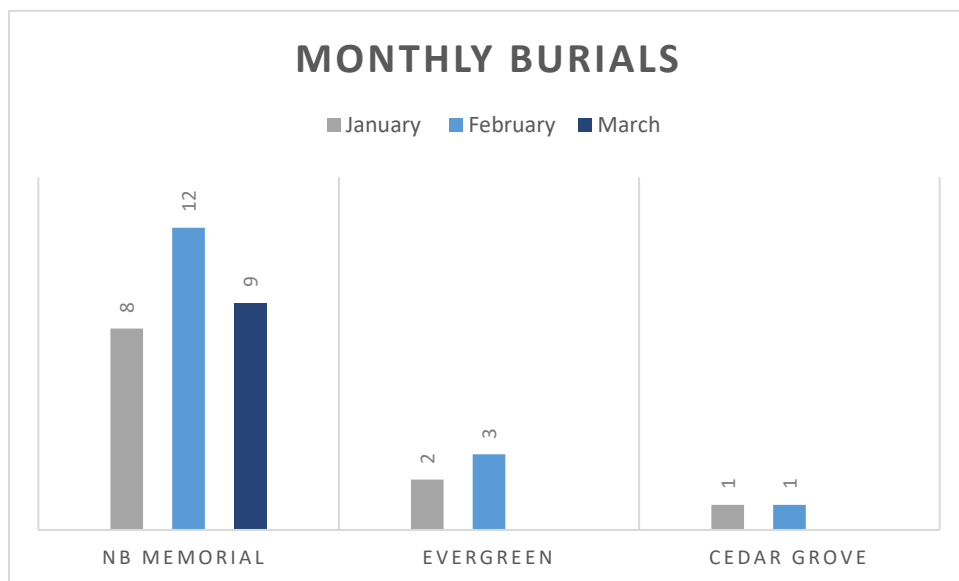


## Parks and Recreation

Athletics - Athletics currently being offered are Youth Basketball Clinic and Youth and Adult Pickleball. A Jr. NBA Challenge is being planned for the end of April.

Recreation - Programming for March, spring, and summer are being implemented, or prepared for implementation. These programs include Spring Break Camps, Summer Camps, Swim Lessons, Kid's Night Out, Joggin Noggin, Senior Chair Volleyball, Badminton, Four Square, Double Dutch, Little Beakers Science Lab, Little Tots Jewelry, Candle Making, and Speed, Agility and Quickness Camp. Planning for Senior Games hosting and implementation at the West New Bern Recreation Center at the end of April.

Cemeteries - Nine (9) burials occurred in March. Complete tree and bush trim in New Bern Memorial Cemetery. Additional grounds clean up occurring in Greenwood, Evergreen, and Cedar Grove Cemeteries. New employee in conducting Cemetery Maintenance is doing an excellent job.



Volunteer Group - University of Delaware students participated in a volunteer project in March planting river birch seedlings and clean up in Greenwood Cemetery.

Vacant Staff Positions - The department currently has one vacant position, Parks Maintenance Specialist. This position is currently being advertised. A Parks Crew Leader position will become vacant in May due to an employee retirement.

Stanley White Recreation Center Advisory Committee Meeting held on Tuesday, March 29th at 6pm.



## Police

### Crime:

Incidents & Arrests	Mar Total	2019 Total	2020 Total	2021 Total	2022 YTD
NIBRS* Group A Incidents	185	2,644	2,530	2,235	489
NIBRS* Group B Incidents (Arrests)	63	736	589	725	194
Adult Arrests	132	1,477	1,256	1,325	350
Juvenile Arrests	0	3	2	3	1
Total Arrests	132	1,480	1,258	1,328	351
Police Calls for Service	3,969	45,402	41,846	44,299	11,210
Business Alarms Dispatched	110	1,981	1,635	1,510	331
Residential Alarms Dispatched	43	645	497	484	110
Alarm Calls (PD Dispatched)	153	2,626	2,132	1,994	441

\*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	Mar Total	2019 Total	2020 Total	2021 Total	2022 YTD
Homicide	-	2	4	6	-
Rape	2	8	15	14	3
Robbery	-	25	23	22	1
Aggravated Assault	10	88	119	97	20
B&E – Residence	7	177	176	114	19
B&E – Business	4	49	30	34	10
Theft from Motor Vehicle	7	141	127	116	22
Larceny	37	841	706	608	131
Motor Vehicle Theft	1	25	34	35	8
Arson	1	7	1	5	2
<b>Total</b>	<b>69</b>	<b>1,360</b>	<b>1,235</b>	<b>1,051</b>	<b>216</b>

Criminal Investigations	Mar Total	2021 Total	2022 YTD
Cases Assigned	14	170	51
Cases Closed by Arrest	2	41	9
Cases Closed Leads Exhausted	0	15	2
Cases Closed Unfounded	0	13	5

2022 Cases of Note - Mar	
2022-7719	Arson: 600 block of New St, Fire responded to the residence after receiving a telephone call regarding the back door area

	being on fire upon arrival, FD put the fire out and determined accelerants were used to start the fire. Interviews were completed with the reporting party and the neighbor who tried to put the fire out before FD arrived. No witnesses or security cameras were located in the area.
2022-9075	Gunshot Victim: 800 block of Deerfoot Cir, Adult decedent located with a single gunshot wound to the head. Upon processing the scene and speaking with family, it was determined to be a self-inflicted wound. Interviews were completed with family and neighbors which indicted a history of mental illness and addiction to both alcohol and drugs. Upon completion of documents, the case will be closed unfounded self-inflicted.
2022-10090	Sexual Assault victim: a therapist reported a juvenile had been sexually assaulted by her mother's boyfriend. CAC scheduled. Interviews of mother, victim, and witnesses completed. Pending suspect interview and two witnesses.
2022-11207	Gunshot victim: 1200 block of Main St, Hospital reported a gunshot victim had been admitted to the hospital. Upon interviewing the victim, he refused to cooperate and provide any information regarding the incident including the identity of the person who dropped him off. Unable to locate a crime scene or potential witnesses due to the victim's refusal to cooperate. Will close victim refused to cooperate upon narrative completion.

Crime Analysis		
	<b><u>Mar 2022</u></b>	<b><u>2022 YTD</u></b>
Top 5 Calls for Service & Number of Incidents	1) Traffic Stop– 726 2) Security Check Business – 457 3) Follow Up -256 4) Directed Patrols – 225 5) Security Check Residential – 198	1) Traffic Stop – 1,901 2) Security Check Business – 1,314 3) Security Check Residential – 729 4) Directed Patrols – 636 5) Follow Up – 627
Top 5 Calls for Service for Current Month by Location* and Number of Incidents	1) 1100 Clarks Rd (Commitment Papers)- 68 2) 3105 M L King Jr Blvd (Larceny, Security Checks)- 51 3) 2710 M L King Jr Blvd (TS, Traffic Crash, DWI)- 43 4) 1309 Country Club Rd (Security Checks)- 35 5) Simmons St / Oaks Rd (TS, Suspicious Vehicle) - 29	
Top 4 Group A Crime Locations for Current Month and Number of Incidents	1) No location had more than 1 report.	

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

**Personnel:**

Extra Duty Hours						
Mar	2017 Total	2018 Total	2019 Total	2020 Total	2021 Total	2022 YTD
<b>158.00</b>	4,076.75	4,525.01	4,392.75	995.50	1,110.50	<b>389.15</b>

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

Overtime (2022)	Mar Total	2019 Total	2020 Total	2021 Total	2022 YTD
Office of the Chief	<b>\$44.03</b>	\$180.55	\$62.84	\$2,261.12	<b>\$146.77</b>
Operations Division	<b>\$8,123.91</b>	\$151,599.12	\$118,609.28	\$126,171.84	<b>\$20,496.16</b>
Services Division	<b>\$7,363.82</b>	\$136,802.31	\$89,971.82	\$85,190.82	<b>\$20,046.34</b>
Investigations Division	<b>\$2,415.85</b>	\$42,992.18	\$19,358.26	\$26,177.20	<b>\$6,396.19</b>
<b>TOTAL</b>	<b>\$17,947.61</b>	<b>\$331,574.16</b>	<b>\$228,013.20</b>	<b>\$239,800.98</b>	<b>\$47,085.46</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 five high profile water and sewer projects currently underway. An updated summary is included.
- **System Reliability:** A total of 44 interruptions were recorded on the electric system during the month of March. This impacted a total of 1021 customers. As a result, customers experienced an average of 0.0442 interruptions and were restored in an average of 3.645 minutes. Additional details are provided in the table of “Electric System Outages and Reliability Statistics”.
- **Safety:** Monthly safety meetings continue. Continue to mitigate the spread of COVID.
- **Electric and Water Sales:** Graphical trends of revenue and expenses are Included.
- **DEQ/VW EV City Owned Charging station** – A total of 64 charging sessions in March.
- **Employee Recognitions** are as follows:

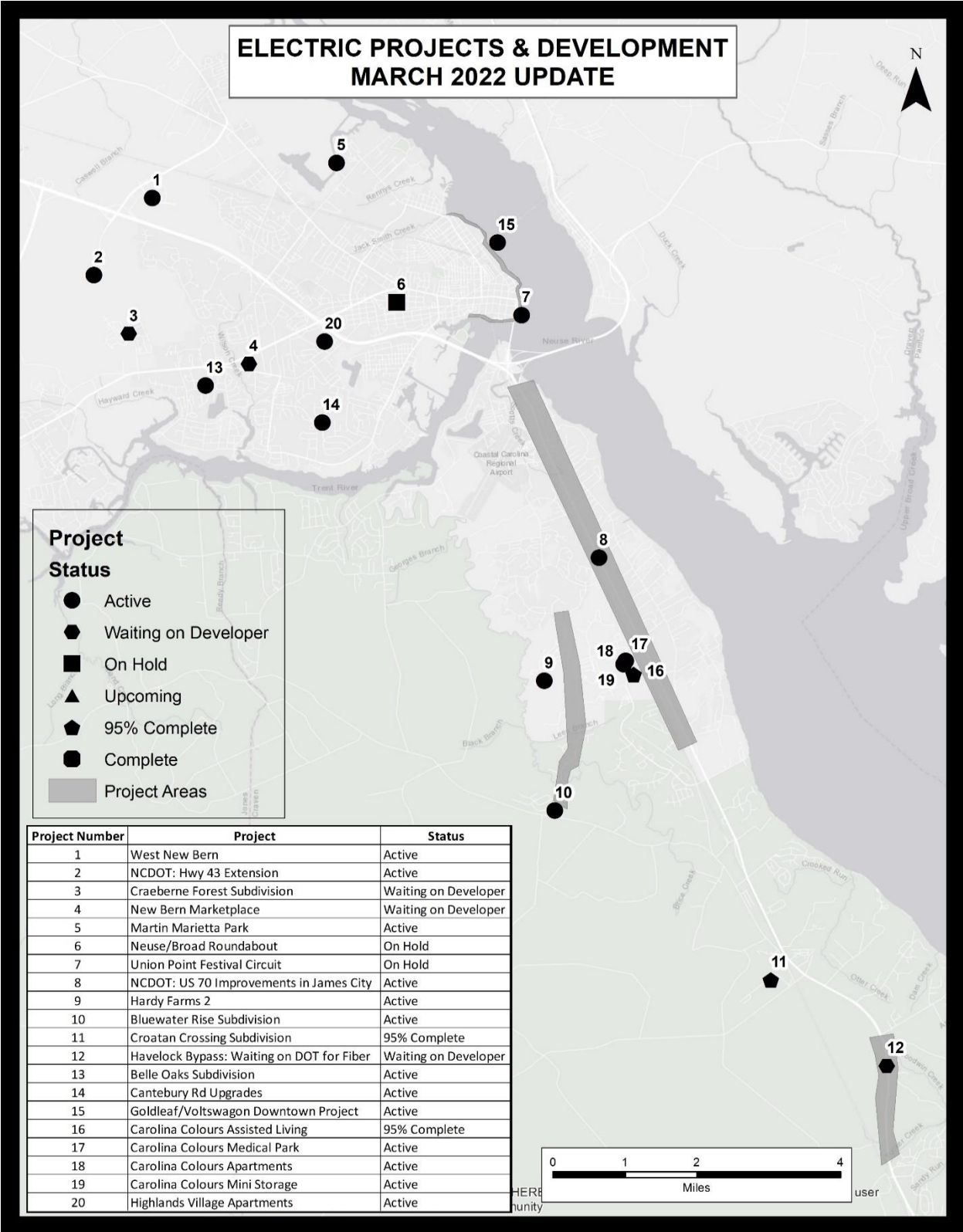
**Sheri Benson** - An email was received from a customer recognizing Sheri Benson for a job well done. The customer received a high electric bill, and stated Sheri’s service went above and beyond their expectations. Sheri found that they had a faulty thermostat, causing the heat strips to kick on. The thermostat did not show the emergency heat was on. This caused the heat strips to stay on causing the spike in usage. They state that Sheri not only took the time to keep in touch with them after their issue was resolved, but also continued to provide them with graphs that showed their usage had drastically improved.

**Mike Caswell, Mike Harper, Paul Baker, Taylor Fornes, Cedric Smith, Cameron Greene** - A letter was sent to the City Manager recognizing Mike Caswell, Mike Harper and Paul Baker, Taylor Fornes, Cedric Smith and Cameron Greene. These employees were instrumental in planning for a smooth replacement and upgrade of multiple poles and service feeds, while maintaining continued 3 phase lines overhead. The customer stated that Paul and his crew made the job seem routine and easy, but it was far from it. Working in a confined area with controlled access gates and security fencing, underground drainage, phone and Microsoft lines, as well as ongoing construction of a large corporate hangar with equipment work crews and staging areas, required detailed coordination and a team effort. The crew’s training, experience and leadership surpassed this customer’s expectations and made a challenging project seamless with minimal disruption of service.

**Paul Baker, Taylor Fornes, Cedric Smith, Cameron Greene** - Control received a phone call from a customer who wanted to commend Paul Baker, Taylor Fornes, Cedric Smith and Cameron Greene. Paul and his crew replaced a pole and transformer at W. Rock Creek Road and the customer was very happy with the professional service he received. He stated that he received a call about the scheduled outage and was pleased that his power was only disrupted for a couple of hours.

**Abigail Brown** - An email was received from a customer commending Abigail Brown, Customer Service Representative in CAPS. Customer had a billing issue and wanted to let us know that Abigail listened to her needs and took the time to explain the issue and made sure she understood and was satisfied with the outcome. The customer said she understands that in Customer Service, people are quick to complain, but felt it was important to let us know about the exceptional service she received from Abigail.

An email was received from a customer who wanted to let us know what a great time they had a New Bern 101. They said that our staff was knowledgeable, prepared and informed. They especially enjoyed the ride in the bucket truck. Thank you to all who put in hard work to make sure New Bern 101 was a success!



- **Advanced Metering Infrastructure Project** - This project involves installing a network of electric and water meters. We are currently reading 15,216 water meters and 24,820 electric meters, of which 12,042 are disconnect meters. There have been 7,344 two-way load management switches installed.

**MARCH 2022**

Utility	Active Cust.	Never AMI Cust.	Active AMI Cust.	% Complete
Electric	23,535	31*	24,820	99.999
Water	18,496	~ 2,570	~ 15,216	~ 95.565
<b>Installed Gateways</b>		42		
<b>Installed Relays</b>		85		
<b>LM Customers</b>		4,564		
<b>Total Switches</b>		7,344		
<b>Controlled Devices</b>				
<b>Air Conditioner</b>		<b>Electric Furnace</b>	<b>Heat Strips</b>	<b>Water Heaters</b>
4,571		85	2,476	2,499

*\*Electricities read meters*

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

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

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

## Public Utilities

### High-Profile Electric Projects:

- **Bluewater Rise Subdivision**. *New underground residential subdivision*. Construction is following the pace of the developer.
- **Croatan Crossing Subdivision**. Construction is following the pace of the developer. This project is 98% complete.
- **NCDOT**. *This consist of various NCDOT projects.*
  - a. NC Hwy 43 Extension – Engineering
  - b. Neuse Boulevard Roundabout – On hold by NCDOT.
  - c. US Hwy 70 – James City – Engineering, Design and Construction
  - d. US Hwy 70 – James City – Fiber – Engineering/Permitting
  - e. Havelock Bypass – Engineering, Design and Construction
  - f. Havelock Bypass Fiber – Awaiting additional information
  - g. Thurman Road to Havelock bypass – NCDOT hold.
  - h. *Reimbursable dollars to date: \$1,221,934.99; 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** – Complete. Data reporting.
- **Canterbury Road** – Ongoing infrastructure improvements. 80% complete.
- **Hospital Expansion** – Awaiting further information.
- **Schlaadt Plastic Plant Expansion** – Waiting on contractor.



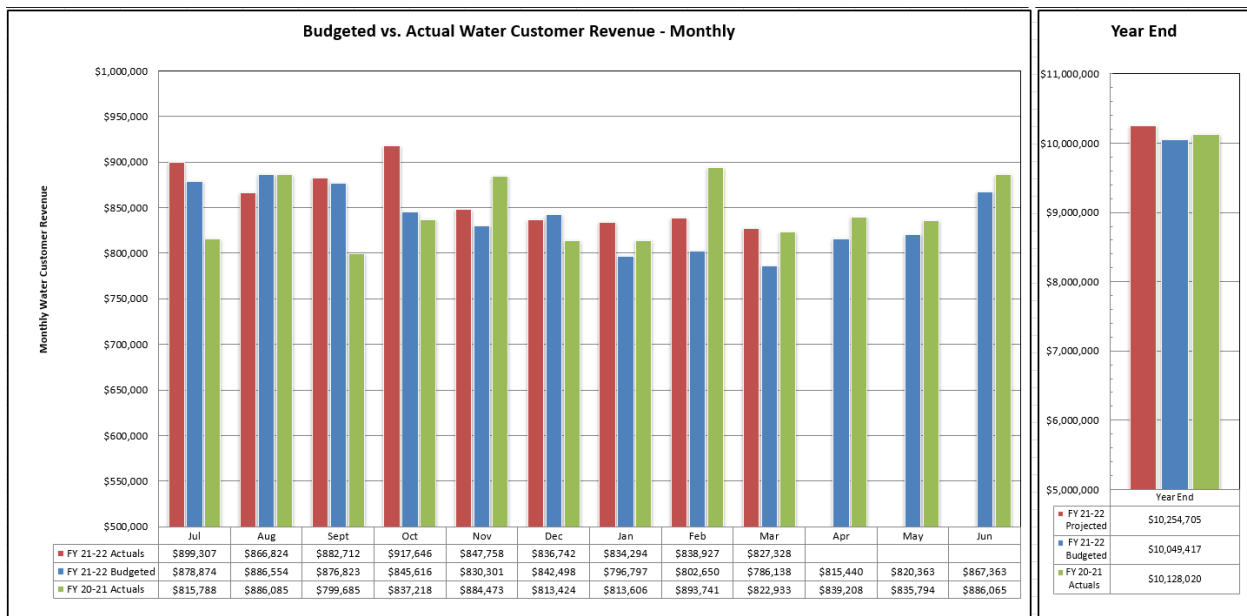
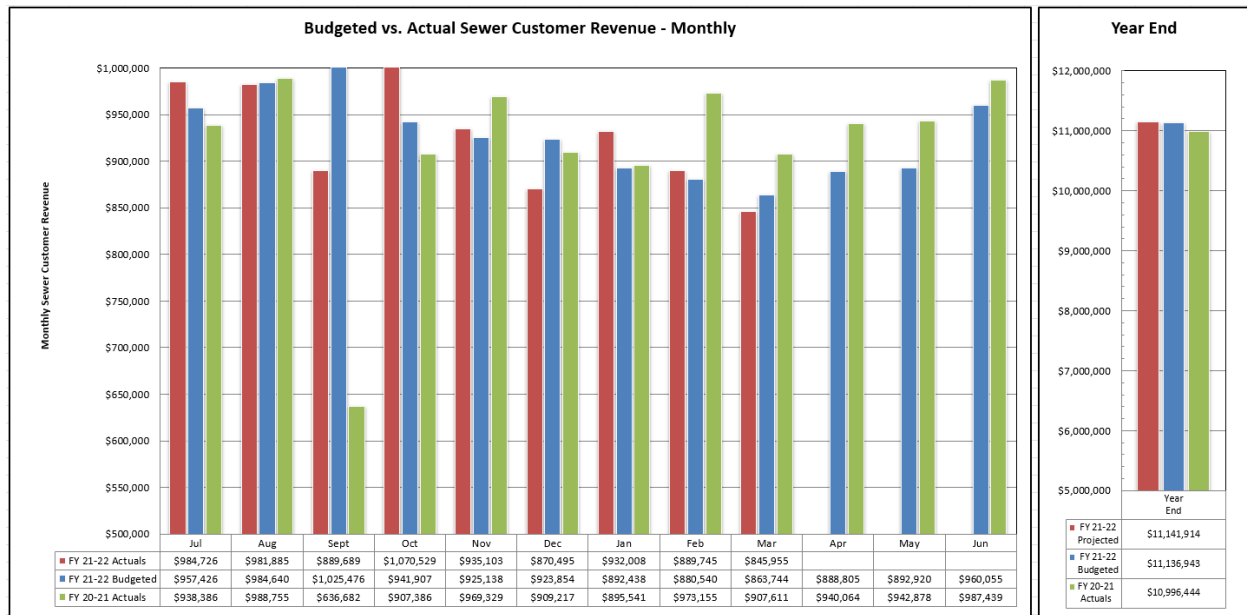
## Public Utilities

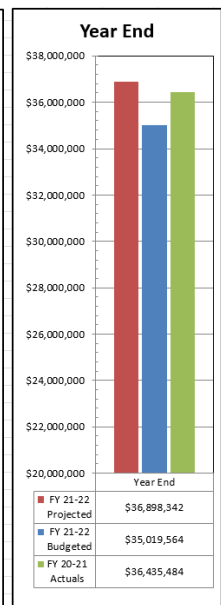
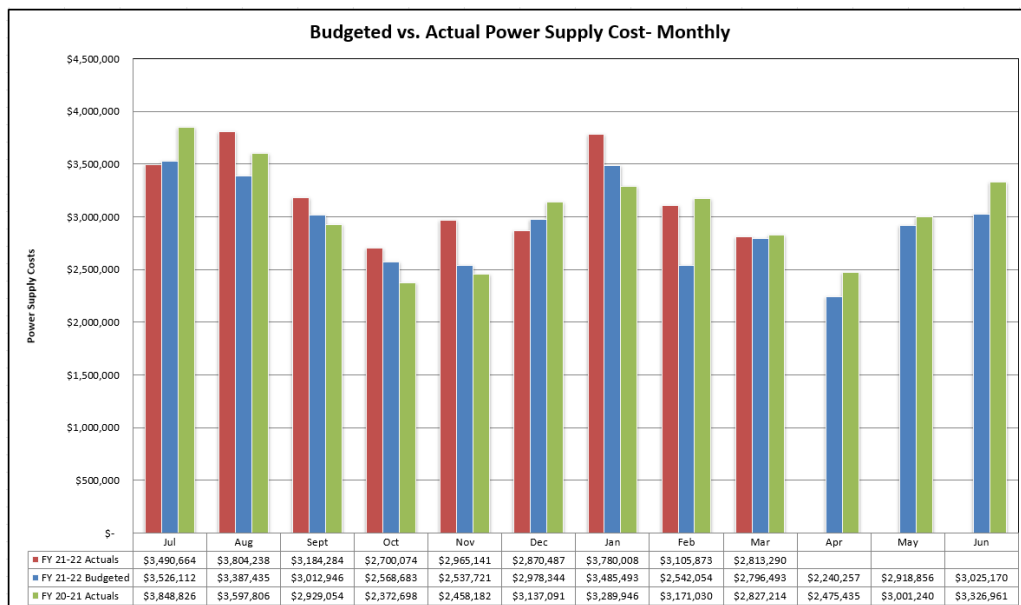
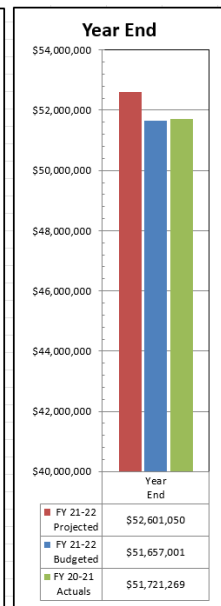
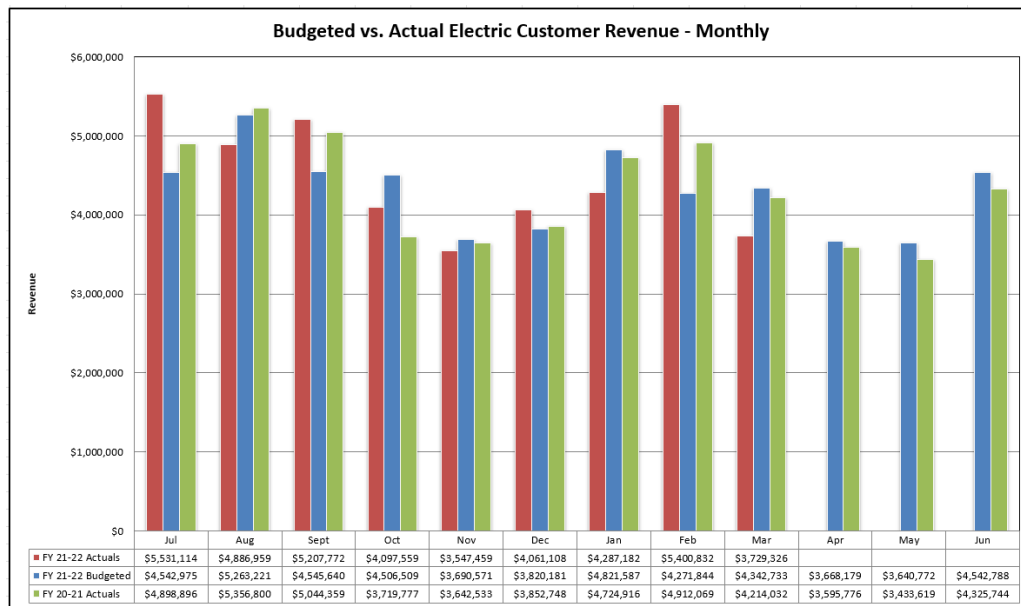
---

- **Township No. 7 Sewer Improvements – Phase III.** *Sewer system infrastructure improvements for increasing transmission capacity.* Due to the pump station's proposed location in the historic district and on State property, several additional approvals will have to be obtained prior to being able to move forward with construction. The easement for the pump station site is in processing within the State Property Office and the final plans have been submitted to other various state agencies for permitting. The final construction documents for the project are now complete and the linework portion of the project will be released for bids by May 1<sup>st</sup>.
- **West New Bern Water System Improvements** – *Water system infrastructure improvements between the Highways 17 and 55 corridors increasing available domestic and fire flow supplies.* The NCDOT has postponed the proposed work on extending Highway 43, which will impact the southern tie-in for this project. At this point, we plan to continue moving forward with the water project and will make the necessary modifications to the project to complete the southern tie-in, without the highway improvements in place.
- **FY22 Water & Sewer Improvements** – *Rehabilitation of existing water and sewer infrastructure in various locations throughout City, in advance of the FY22 paving project.* Water Resources staff have worked with Public Works to determine the areas in the FY22 paving program that will need water and sewer infrastructure replaced prior to paving. The required water service replacements in Windy Hill 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 to schedule the work, which is anticipated to begin in April or May.
- **Southeast Water Improvements Project** – *Installation of a new water main to provide a looped connection between the Wilcox Road elevated tank and Old Airport Road, which will improve firefighting capabilities on the southern portion of Old Airport Road.* Final plans have been completed and have been submitted to other various state agencies for permitting.
- **Industrial Park Water Improvements Project** – *Installation of a new water main to provide a looped connection between northern and southern sections of the industrial park, which will improve firefighting capabilities for properties at the industrial park.* This project is being funded through Craven County Economic Development in an effort to increase available fire flow water at the Industrial Park, making the property more suitable for future industrial customers. Over the past month the directional bore under Highway 70 was installed and connected to the new pipeline on each side of the highway. All testing of the new pipeline has been completed and final inspection is scheduled for early April, after which the new main will be put into service.

## Public Utilities

Electric System Outages and Reliability Statistics			
*Adjusted for APPA Event Threshold			
	March 2022		2022 YTD
# of Interruptions	44		107
# of Customers out	1021		2238
Customers Minutes Out	84192		189543
March 1, 2022 to March 31, 2022			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDIMinutes)	ASIAI (Percent)
3.645	0.0442	82.46	99.9915%
March 1, 2021 to March 31, 2022			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDI (Minutes)	ASIAI (Percent)
30.566	0.369	82.744	99.9946%
March 1, 2020 to March 31, 2021			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDI (Minutes)	ASIAI (Percent)
26.703	0.518	51.6	99.9953%
Outages			
Scheduled/Unscheduled	Cause		Total Outages
Unscheduled	Squirrel/Snake		2
Unscheduled	Bird		5
Scheduled	Vines		5
Unscheduled	Equipment Worn Out		3
Unscheduled	Manufacturing Defect		0
Unscheduled	Repairs		5
Unscheduled	Other-Vegetation		4
Unscheduled	Wind		12
Unscheduled	Utility Human Error - Maintenance		2
Unscheduled	Contractor Dig In		1
Unscheduled	Contact with Foreign Object		1
Unscheduled	Utility Human Error – Operation		1
Unscheduled	Equipment		1
Unscheduled	Vehicle Accident		2
Unscheduled	Equipment Replacement		4
Unscheduled	Tree		7
Unscheduled	Equipment Damage		3
Unscheduled	Unknown/Other		0
TOTAL			58





## Public Works

### Leaf and Limb:

Service Provided (Tons)	FY19-20 YTD	FY20-21 YTD	FY21-22 YTD	March 2022
White Goods Collected	63.00	49.50	31.50	0.00
Brown Goods Collected	4,151.40	4,191.00	2,461.80	363.00
Yard Waste Received	15,531.57	13,612.05	8,678.61	1,048.35
Mulch Dispersed	2,894.85	450.05	775.40	136.35

### City Garage:

Costs	FY19-20 YTD	FY20-21 YTD	FY21-22 YTD	March 2022
Services Provided by City Garage:				
Vehicles Serviced	3,090	2,728	2,094	288
Total Labor Cost	\$119,392.63	\$118,978.38	\$ 95,746.01	\$12,597.52
Total Parts Cost	\$218,398.58	\$222,112.11	\$194,868.09	\$34,008.32
Total Cost (Parts + Labor)	\$337,791.21	\$341,090.50	\$290,614.10	\$46,605.84
Services Provided by Contract:				
Vehicles Serviced	542	403	270	50
Total Labor Cost	\$126,420.89	\$105,911.46	\$ 74,108.73	\$13,004.59
Total Parts Cost	\$168,023.32	\$149,450.03	\$ 94,973.04	\$18,261.24
Total Cost (Parts + Labor)	\$294,444.21	\$255,361.49	\$169,081.77	\$31,265.83
Total Services Provided (City Garage & Contract):				
Vehicles Serviced	3,632	3,129	2,365	339
Total Labor Cost	\$268,422.38	\$224,889.84	\$169,854.74	\$25,602.11
Total Parts Cost	\$363,813.04	\$371,562.14	\$289,841.13	\$52,269.56
Total Cost (Parts + Labor)	\$632,235.42	\$596,451.98	\$459,695.87	\$77,871.67

Cost by Department	FY19-20 YTD	FY20-21 YTD	FY21-22 YTD	March 2022
Public Utilities (Electric)	\$ 73,116.32	\$ 75,734.54	\$ 61,082.58	\$14,150.54
Public Utilities (W&S)	\$106,776.47	\$139,000.69	\$ 96,998.40	\$11,339.00
Police	\$110,281.92	\$107,363.21	\$ 98,758.33	\$14,451.71
Recreation & Parks	\$ 39,637.59	\$ 23,305.33	\$ 14,757.93	\$ 2,994.65
Finance	\$ 19,417.26	\$ 17,342.25	\$ 8,329.63	\$ 305.75
Public Works	\$206,565.04	\$155,557.33	\$121,272.34	\$19,950.63
Fire / Rescue	\$ 72,295.39	\$ 72,368.27	\$ 56,253.60	\$14,588.17
Human Resources	\$ 665.96	\$ 1,512.06	\$ 282.80	\$ 0.00
Development Services	\$ 3,479.48	\$ 4,268.27	\$ 1,960.26	\$ 91.22

Significant Issues: None.

## Attendance for Board Appointees

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

Community Development Advisory Committee			
Appointee	Current Month Attendance*	Meetings Missed in 2022 To Date	Appointed By
Corinne Corr	N/A	0	Ward 1
Carol Williams	N/A	0	Ward 2
Marshall Williams	N/A	0	Ward 3
Vernon Guion	N/A	0	Ward 4
James Woods	N/A	0	Ward 5
Della Wally	N/A	0	Ward 6

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

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	P	1	Ward 1
John Meehan	P	0	Ward 2
David Finn	P	0	Ward 3
Betty Blythe	P	0	Ward 4
Henry Watson	P	1	Ward 5
Elona Fowler	A	2	Ward 6
Gary Lingman	P	0	Mayor
William Frederick	A	2	Best
David Pickens	P	1	Odham
Ex-officio Bobby Aster	A	2	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	P	1	Ward 6
Peggy Broadway	P	0	Harris
Candance Sullivan	P	0	Odham

## Attendance for Board Appointees

Housing Authority of the City of New Bern			
Appointee	Current Month Attendance	Meetings Missed in 2022 To Date	Appointed By
Zeb Hough	P	1	Mayor
Pete Monte	P	0	Mayor
Chris Ormond	P	1	Mayor
Sulin Blackmon	P	0	HA Residents
Ronald Scott	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	2	Mitchell
Johnnie Ray Kinsey (Alternate)*	A	2	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	1	Bengel
Shelley Maloy	N/A	0	Bengel
Sabrina Bengel	N/A	1	Aster

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



## Attendance for Board Appointees

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

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

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

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

Stanley White Recreation Center Advisory Committee			
Appointee	Current Month Attendance*	Meetings Missed in 2022 To Date	Appointed By
Leander Morgan, Jr.	P	0	Gov. Bd. As Whole
Talina Massey	A	1	Gov. Bd. as Whole
Kurtis Stewart	A	1	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