

NEW BERN



NORTH CAROLINA

Everything comes together here

Departmental Monthly Reports

November 2021

Table of Contents

Development Services	2
Finance	6
Fire	9
Human Resources	10
Parks & Recreation.....	11
Police.....	12
Public Utilities	14
Public Works	22
Attendance for Board Appointees	23

Development Services

Inspections:

Overview	2020 YTD	2021 YTD	October 2021	November 2021
Commercial Permits – New Construction	95	84	0	24
Residential Permits – New Single Family	180	360	21	18
Residential Permits – Additions/Remodels	238	216	17	7
Mobile Homes	9	11	0	1
Signs	34	32	2	3
Certificates of Occupancy – Residential	172	196	23	24
Certificates of Occupancy – Commercial	12	7	11	3
Total Permit Valuation	\$105,414,843	\$98,731,119	\$12,604,782	\$19,157,448

Community and Economic Development:

Volt Center/City Market:

- For FY2021 the Volt Center has 1,745 students and 431 confirmed jobs since the Volt Center's opening by students prior to leaving or graduating from courses.

Economic and Community Development:

- Staff prepared the Subrecipient Agreement for The Redevelopment Commission of New Bern which has been sent to the City Manager for approval.
- Staff prepared the ongoing 2020 Bus Shelter Project Presentation which will be presented to the Board of Aldermen soon regarding the shortage of available CDBG funds for the installation of bus shelters. Staff continues working with the Public Works to explore avenues of additional funding for the Bus Shelter project. Staff concluded to install one bus shelter with the intention of installing the remaining two later.
- Staff processed reimbursement requests from Religious Community Services and prepared monitoring notes.
- Staff has been working with the Finance department for reconciliation of CDBG accounts.
- Staff has been in conversation with the Craven Terrace management staff regarding plans for a community garden.
- Staff worked with the Redevelopment Commission's Health and Wellness working group to prepare for and attend the Community Relations Day event held on Saturday, November 20, 2021.

Development Services

- Staff attended the Craven Area Rural Transit (CARTS) advisory board meeting and attended the Duffyfield Stormwater Enhancement Project meeting on Wednesday, November 17, 2021.
- Staff forwarded the revised proposals of the Duffyfield Stormwater Project to the City manager for approval.
- Staff prepared marketing materials for the upcoming Co-Design session presented by Dr. Leon Caldwell and the Redevelopment Commission. The session will include the Commission working with the community to collect feedback on the design and development of new housing in the Redevelopment Area.
- Staff is working with Project Wind following a site visit.
- Staff is working with Electriciteis and other partners for ongoing prospective projects and site development identification and development initiatives.
- Staff applied for the Environmental Protection Agency Brownfields Assessment Grant program application. The grant in the amount of \$500,000.00, requires no match from the City of New Bern. This will assist with funding to complete an inventory to assess properties and planning/community involvement related activities for brownfield sites within the City of New Bern, especially those targeted in the Redevelopment Boundary Area. The Brownfields Redevelopment takes abandoned, potentially hazardous sites and turns them into something new to spark economic growth.
- Staff attended a lunch and learn with the industry council and tenants of the Craven County Industrial Park.
- Staff continues to work with several developers and landowners on future economic development projects.
- Staff met with brewery expansion project stakeholders and held meeting with the Small Business Center.

Resiliency and Recovery Activities:

- Staff submitted sub-applications to the North Carolina Emergency Management Hazard Mitigation Division for FEMA's BRIC program have been invited to complete a full application.
- Staff is working with Withers Ravenel to develop to the applications for the following projects: Duffyfield Canal Restoration Project Scoping, Resilient Utilities Infrastructure - Electric Substation Project, and Duffyfield Community Stormwater Enhancements.
- Staff held meetings with the City's grant writer on a variety of grant funding opportunities.
- Staff is working on next steps for the construction of the Duffyfield Stormwater Enhancement Project. Staff has met with various partners regarding the project and a community meeting is being scheduled. Staff is working with consultant partners and state agencies to finalize planning documents.
- Academic partner UNCW is planning to fly a drone to obtain footage in the Redevelopment area and Duffyfield to inform resilience projects.
- Staff met with C-Coast and academic partners UNC and NC State Sea Grant Extension about a NSF resilience research project. The team's goal is to partner with communities to align research with community needs and to co-produce (with communities) actionable results that will be useful to communities as they work toward resilience. For a community such as New Bern, for example, we will be able can offer model simulation of future flood vulnerability and risk for different development, land use, climate, and mitigation scenarios. They will use collaborative participatory modeling approaches, basing initial inputs on existing plans and staff requests and

Development Services

then sharing back with community residents and staff for development of any additional desired scenarios, followed by additional rounds of simulations and more sharing for community exploration and further simulation as needed (we have budgeted compensation for community members who participate). There are also opportunities to co-produce research on the impacts of flooding on households and communities. If funded, the collaboration would build on New Bern's current resilience plan.

- Staff continues to work with NC Sea Grant Extension on resilience projects.
- Staff met with NCORR on potential funding for development of resilient affordable housing.
- Staff met with NC State and NC DEQ about creating a Watershed Action Plan. The process would enable New Bern to be eligible to apply for a variety of state-level funding opportunities in the future. The plan would be a "living" plan for the Jack Smith Creek Watershed. NC State is currently monitoring water quality. The plan would identify key projects and further support resilience goals and mitigation projects, such as the Duffyfield Stormwater Enhancement Project, Duffyfield Canal Restoration, as well as other water quality, BMPs, and stormwater improvements.
- Staff received notification that the Land and Water Fund intend to provide grant funds for a restoration project. The \$150,000 award will be mating funds for the National Fish and Wildlife Foundation (NFWF) priority restoration site project and phase two of the resilience plan.

GIS:

- Attended the following meetings:
 - Local Government Exec. Meeting. Discussed updating building footprints and completing the hydro dataset, and ways to better communicate on GIS issues.
 - Webinars on using GIS related to utilities and emergency response.
 - Green toolbox – can be a keyway to share and combine into resiliency projects.
- Continued work on the Munis Permitting and Inspections setup of addresses and road names, completed entering the roads into the system. Most likely will not enter or add subdivision names. Updated the Community names to match with accounting system.
- Continued work on resiliency and flood mitigation efforts along with Moffit & Nichol, looking at possible sources to fund a completed stormwater dataset for the City. Provided data for the BRIC related hurricanes and damage assessments and other. Met to discuss the Canal restoration project.
- Provided data and maps to the Craven County Board of Elections with new City wards along with addresses that changed and all addresses in the city with new Ward ID.
- Updated a variety of data: structures, foreclosures, roads, services, and minimum housing.
- Met with Public Works to discuss the HUB site and what maps/data to show. Looked at possible new tools using GIS that can make their work better and communicate with field crews.

MPO:

- Staff attended:
 - Annual AMPO Conference in Scottsdale, AZ – 10/5-10/8
 - NC East Coast Greenway Committee Meeting – 10/12
 - New Bern Bicycle & Pedestrian Plan Discussion with NCDOT – 10/13
 - US 70 Risk & Resiliency Vulnerability Study Workgroup Meeting – 10/18
 - NCPTA/IMD Monthly Conversation with Urban/Small Urban Systems – 10/19
 - AMPO Active Transportation Workgroup Meeting – 10/21
 - STIP Review Update Meeting with NCDOT – 10/22

Development Services

- NCAMPO Quarterly Meeting – 10/28
- Continued discussions with MPO planning partners and NCDOT
- Continued efforts with website and social media updates.

Zoning:

- Presented the following items for the November Planning and Zoning Board Meeting:
 - Stars & Stripes 4F, LLC. /Thomas Engineering, P.A., are requesting subdivision final plan approval for “Tyler, Home on the Lake Phase Five, A Planned Unit Development” a 54-lot residential planned unit development (PUD).
 - Sydes Construction, Inc./Thomas Engineering, P.A., are requesting subdivision final plan approval for “Monitor Cape Phase One at Bluewater Rise, A Planned Unit Development” a 52-lot residential planned unit development (PUD).
- Presented the following items for the Development Review Committee (DRC): Consideration of a Site Plan for Coastal Carolina Health Care and 804 Queen Street.
- 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

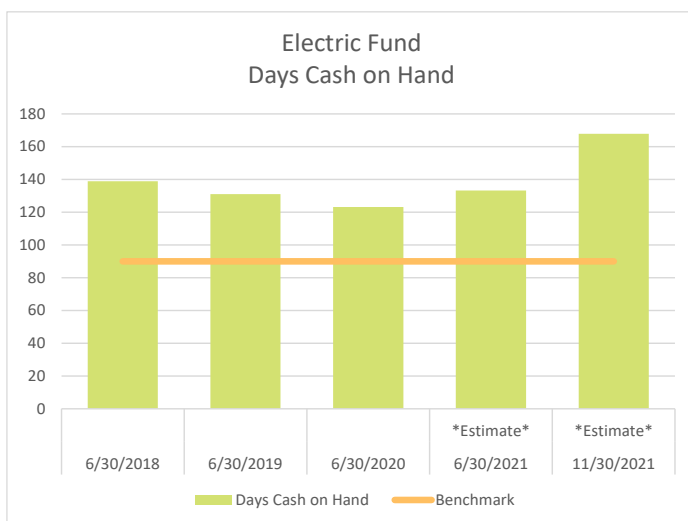
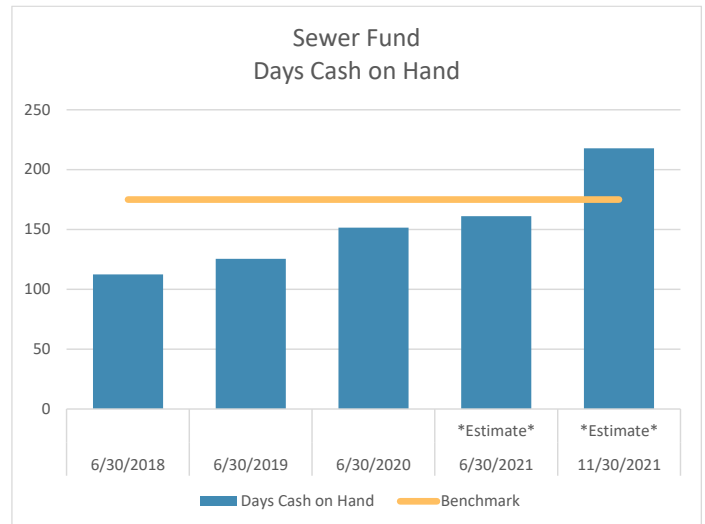
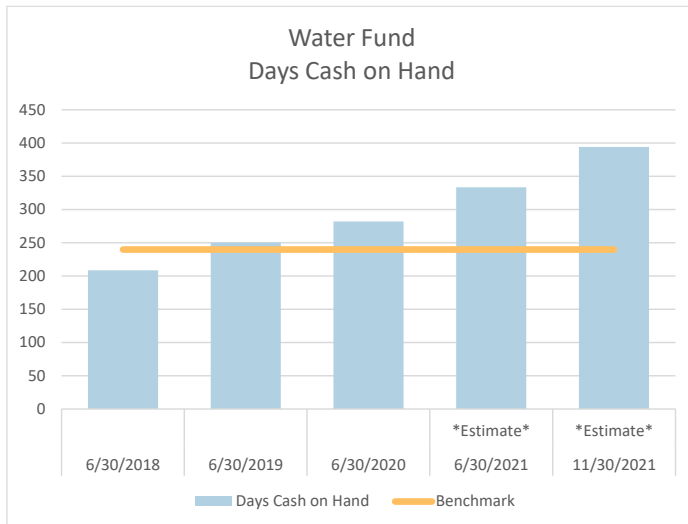
HPC:

- Design Review Meeting held on November 3, 2021, for the following projects:
 - Trent Court - demolition and redevelopment – introductory discussion
 - 300 Pollock St. (City Hall) – elevator and stairway addition
 - 111 Pollock St. – porch addition in the Secondary AVC
 - 504 S. Front St. – sail screens and sod in the Primary AVC
 - 312 Metcalf St. – after-the fact replacement of door and windows in the Tertiary AVC
 - 404 Avenue C – demolish garage and 1-story addition, construct 2-story addition, new workshop, replace front and side porches, roofing replacement, new driveway, replace walkways, plantings, in all AVCs
 - 221 South Front St. – new 1-story addition in Secondary and Tertiary AVCs
 - 810 E. Front St. – new infill house on a vacant parcel
 - 804 Queen St. – access ramp in Primary AVC
 - 211 Johnson St. – landscape plan for area in Secondary and Tertiary AVCs
- Regular Meeting held on November 17, 2021, for the following projects:
 - 302 Broad St. – to include application of a masonry water repellant in all AVCs.
 - 810 E. Front St. – to include a new infill house on a vacant parcel.
 - 300 Pollock St. (City Hall) – to include a 3-story addition, removal of a portion of an exterior fire escape stairway, flag poles, historical marker, and memorial sculpture, and replacing plants, all in the Secondary AVC.
 - 111 Pollock St. – to include a concrete and brick masonry porch addition with concrete slab floor; painted wood columns, stairs, and rails; and standing seam metal roofing in the Secondary AVC.
 - 404 Avenue C – to include: demolition of the rear 1-story addition, garage, front porch, and side porch; and construction of a new 2-story addition, front and side porch replacements, new workshop, reroofing the entire house with standing seam metal, new driveway, new patio, replacement walkways, and new plantings, in all AVCs.

Finance

ENTERPRISE FUNDS-CASH ON HAND

FUND	AS OF 6/30/2018	AS OF 6/30/2019	AS OF 6/30/2020	AS OF 6/30/2021 *Estimate*	AS OF 11/30/2021 *Estimate*
Water Fund	\$ 6,469,895	\$ 7,340,138	\$ 8,316,009	\$ 9,826,429	\$ 12,230,555
Days Cash on Hand	208	250	282	334	394
Sewer Fund	\$ 4,259,515	\$ 4,460,409	\$ 5,096,368	\$ 5,709,427	\$ 8,064,104
Days Cash on Hand	112	125	152	161	218
Electric Fund	\$ 20,923,854	\$ 20,212,152	\$ 18,891,493	\$ 20,325,224	\$ 27,311,765
Days Cash on Hand	139	131	123	133	168



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

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

Finance

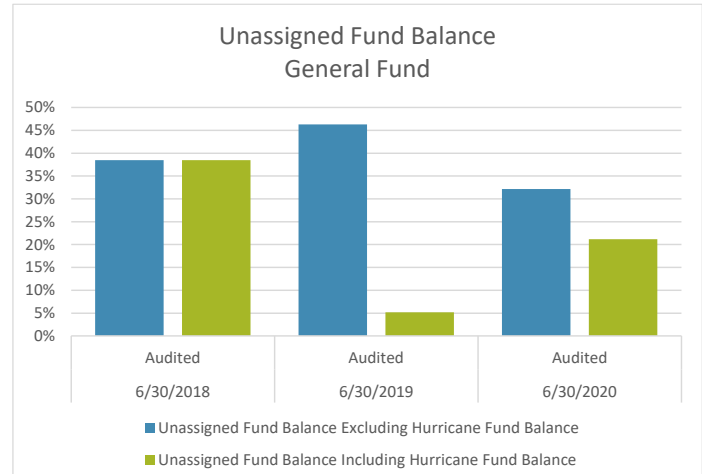
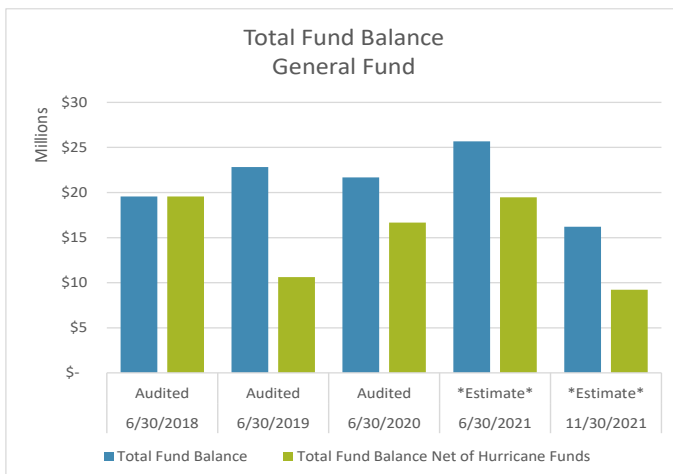
GENERAL FUND-CASH ON HAND

FUND	AS OF 6/30/2018	AS OF 6/30/2019	AS OF 6/30/2020	AS OF 6/30/2021 *Estimate*	AS OF 11/30/2021 *Estimate*
General Fund	16,736,146.04	18,354,388.51	15,877,239.38	20,788,983.36	17,550,708.36
Florence Fund	-	(11,578,971.34)	(5,099,693.95)	(5,354,856.57)	(6,433,221.60)
Dorian Fund	-	-	(1,457,187.33)	(424,424.19)	(424,424.19)
Isaias Fund	-	-	-	(386,918.57)	(51,859.96)
Net General Fund	16,736,146.04	6,775,417.17	9,320,358.10	14,622,784.03	10,641,202.61

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 *Estimate*	AS OF 11/30/2021 *Estimate*
Total Fund Balance	\$ 19,571,904	\$ 22,829,395	\$ 21,681,255	\$ 25,686,826	\$ 16,218,042
Total Fund Balance Net of Hurricane Funds	\$ 19,571,904	\$ 10,628,789	\$ 16,676,063	\$ 19,461,058	\$ 9,212,791
Unassigned Fund Balance	38.47%	5.19%	21.18%	N/A	N/A
Unassigned Fund Balance Excluding Hurricane Fund Balance	38.47%	46.29%	32.15%	N/A	N/A



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

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

Finance

FEMA RECONCILIATION

Reconciliation report for Hurricane Florence Costs and FEMA and Insurance Reimbursements

For the period ending: **11/30/2021**

Category	Obligated by FEMA*	Paid by City	Rec'd from FEMA	% Reimbursed	Payments in process from FEMA	Due from FEMA**	Notes
General Fund	\$1,146,023	\$1,749,834	\$1,009,280	58%		\$740,554	1
Stanley White	7,506,649	-	-		-		
Drainage *	32,769,995	4,354,760	3,384,432	78%	956,739	13,589	
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	\$19,821,560	\$13,879,507	70%	\$956,739	\$4,985,314	

Notes:

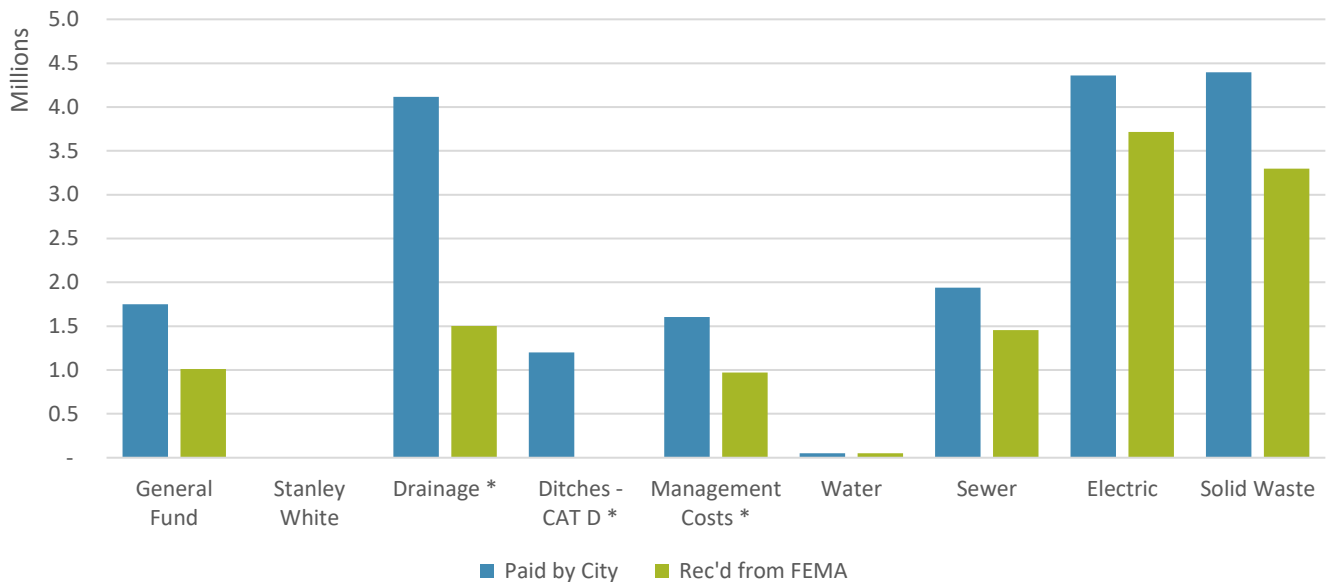
- Admin pay higher than amt obligated
- Pending closeout

*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	2020 Total	2021 YTD	Last Month	Current Month
Number of Incidents	1,956	1,875	210	191
90% Response Time to Incidents	9 minutes 49 seconds	9 minutes 00 seconds	7 minutes 40 seconds	9 minutes 45 seconds
Endangered Property Value	\$292,177,530	\$231,705,235	\$7,137,500	\$16,835,000
Property Losses Due to Fire	\$4,265,125	\$1,837,360	\$271,550	\$65,350
Percentage of Saved Property Value	98.54%	99.20%	96.20%	99.61%
Overlapping Incidents	238	N/A*	N/A*	N/A*

* Not available due to new software current reporting limitations.

Fire Prevention:

Prevention Statistics	2020 Total	2021 YTD	Last Month	Current Month
Fire Investigations	54	38	3	1
Fire Inspections	2,120	1,633	90	73
Permits Issued	87	104	13	9
Child-Passenger Seat Checks	43	87	3	6
People Educated Through Public Fire & Life-Safety Programs	2,189	4,651	1,779	697
Smoke Alarms Installed	196	244	26	37

Narcan:

Statistics	2020 Total	2021 YTD	Last Month	Current Month
Overdose Calls Responded To	146	138	11	12
Instances Narcan Administered	11	4	0	0

Significant Issues:

- The Fire Department was impacted due to COVID (2 personnel for approximately 3-4 weeks).
- Continue to use state recommended medical response protocol for COVID.
- Clean/sanitize fire stations and apparatus daily.
- Continued Fire Prevention educational programs in elementary schools.
- Participated in the regional Helicopter Aquatic Rescue Team (HART) exercise.
- Held quarterly Captain's Retreat.
- Finalized Job Description updates and Career Development.
- Held Business/Community Leaders "Who We Are" survey luncheon as part of our new Strategic Plan.
- Performed Strengths, Weakness, Opportunities & Threats (SWOT) with internal stakeholders.

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	1	2	2	2	2
Development Services	20	0	0	0	0	2
Finance	14	0	0	3	6	6
Fire	75	0	0	2	4	1
Human Resources	5	0	0	0	1	0
Parks & Recreation	30	0	1	4	3	2
Police	120.5	1	0	11	15	8
Public Utilities	87	1	2	8	12	4
Public Works	51	0	2	6	10	8
Water Resources	81	4	0	10	13	10
Totals:	496.5*	7	7	46**	66	43

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

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

Safety News:

Workers' Compensation	2021	2022
Current Month's Claims	2 OSHA Recordable 1 Lost Time 0 Non-Recordable 0 Denied	3 OSHA Recordable 1 Lost Time 0 Non-Recordable 0 Denied
Year-to-Date Claims	5 Recordable 3 Non-Recordable	16 Recordable 3 Non-Recordable
Current Month Costs	\$10,150.00	\$8,979.99
Year-to-Date Costs	\$109,000.00	\$99,903.87

Other:

None

Parks and Recreation

Significant Issues:

Martin Marietta Park - PARTF Grant Closeout for Reimbursement Submitted on 11-30-2021.

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. Christmas decorations put up in Union Point Park, Bear Plaza, and James Reed Lane.

Special Events - Light up the Season, Community Tree Lighting held on November 26th had a great turnout. The lights came on without a hitch! On November 27th, the Aeroshell Aerobatic Team returned for the 2nd year. Union Point Park was lined with spectators.

Development Commission Community Relations Day - Parks and Recreation assisted by providing activities and games as well as small stage set up.

Giving Tuesday - Parks and Recreation assisted with small stage set up and logistics in Union Point Park.

Vacant Staff Positions - Interviews were held for Parks Superintendent in November. A candidate was selected for the Parks Superintendent position. He will start on December 28th. Interviews for the Special Projects Coordinator position was also held in November. A candidate has not been selected at this time.

New Bern 101 - Parks and Recreation session was held on November 18th.

Police

Crime:

Incidents & Arrests	Oct Total	2018 Total	2019 Total	2020 Total	2021 YTD
NIBRS* Group A Incidents	167	2,534	2,644	2,530	1,871
NIBRS* Group B Incidents (Arrests)	45	900	736	589	615
Adult Arrests	83	1,698	1,477	1,256	1108
Juvenile Arrests	0	9	3	2	2
Total Arrests	83	1,707	1,480	1,258	1108
Police Calls for Service	3,646	45,246	45,402	41,846	37,085
Business Alarms Dispatched	145	2,157	1,981	1,635	1,357
Residential Alarms Dispatched	46	755	645	497	443
Alarm Calls (PD Dispatched)	191	2,912	2,626	2,132	1,800

*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	Oct Total	2018 Total	2019 Total	2020 Total	2021 YTD
Homicide	-	-	2	4	4
Rape	1	9	8	15	8
Robbery	3	30	25	23	21
Aggravated Assault	11	87	88	119	81
B&E – Residence	11	168	177	176	85
B&E – Business	1	37	49	30	27
Theft from Motor Vehicle	12	111	141	127	102
Larceny	41	782	841	706	500
Motor Vehicle Theft	3	36	25	34	29
Arson	-	3	7	1	3
Total	83	1,255	1,360	1,235	860

Criminal Investigations	Oct Total	2020 Total	2021 YTD
Cases Assigned	30	235	150
Cases Closed by Arrest	0	43	39
Cases Closed Leads Exhausted	2	18	15
Cases Closed Unfounded	0	25	13

2021 Cases of Note - Oct	
2021-36621	Abuse Child: 2500 block Montgomery Court, Criminal Investigations assisted with investigation involving the assault on

	a two-year-old juvenile by the caregiver. The suspect in this case was arrested and charged.
2021-35461	Breaking and Entering: 300 block Louisia Mae Way, Criminal Investigation is currently investigating several B&E's involving which appear to be targeting owners of Asian restaurants.

Crime Analysis		
Top 5 Calls for Service & Number of Incidents	Oct 2021 1) Traffic Stop – 490 2) Security Check Residential -312 3) Security Check Business– 290 4) Follow Up – 180 5) Directed Patrols – 163	2021 YTD 1) Traffic Stop – 5,101 2) Security Check Business – 3,895 3) Security Check Residential – 3,337 4) Follow Up – 1,830 5) Directed Patrols – 1,616
Top 5 Calls for Service for Current Month by Location* and Number of Incidents	1) 1100 Clarks Rd, Magistrates Office (Commitment Papers)- 49 2) 1309 Country Club Rd (Park Gate, Security Checks)- 46 3) 601 Rountree St (Assault, B&E & Larceny)- 42 4) 3105 M L King Jr Blvd (Larceny)- 38 5) Middle St/ Pollock St (Security Checks)- 35	
Top 3 Group A Crime Locations for Current Month and Number of Incidents	1) 1400 Lowes Blvd (Larceny)- 4 2) 1910 Railroad St, (Drug activity and Check on Welfare)- 3 3) 3105 M L King Jr Blvd, (Larceny)- 3	

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

Personnel:

Extra Duty Hours						
Oct	2016	2017	2018	2019	2020	2021 YTD
226	3,299.00	4,076.75	4,525.01	4,392.75	995.50	915.00

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

Overtime (2021)	Oct Total	2018 Total	2019 Total	2020 Total	2021 YTD
Office of the Chief	\$146.77	\$200.97	\$180.55	\$62.84	\$1,769.45
Operations Division	\$22,248.38	\$266,946.37	\$151,599.12	\$118,609.28	\$100,774.28
Services Division	\$9,083.66	\$152,064.54	\$136,802.31	\$89,971.82	\$68,163.70
Investigations Division	\$5,532.04	\$75,893.65	\$42,992.18	\$19,358.26	\$20,774.58
TOTAL	\$37,010.85	\$495,422.53	\$331,574.16	\$228,013.20	\$191,482.01

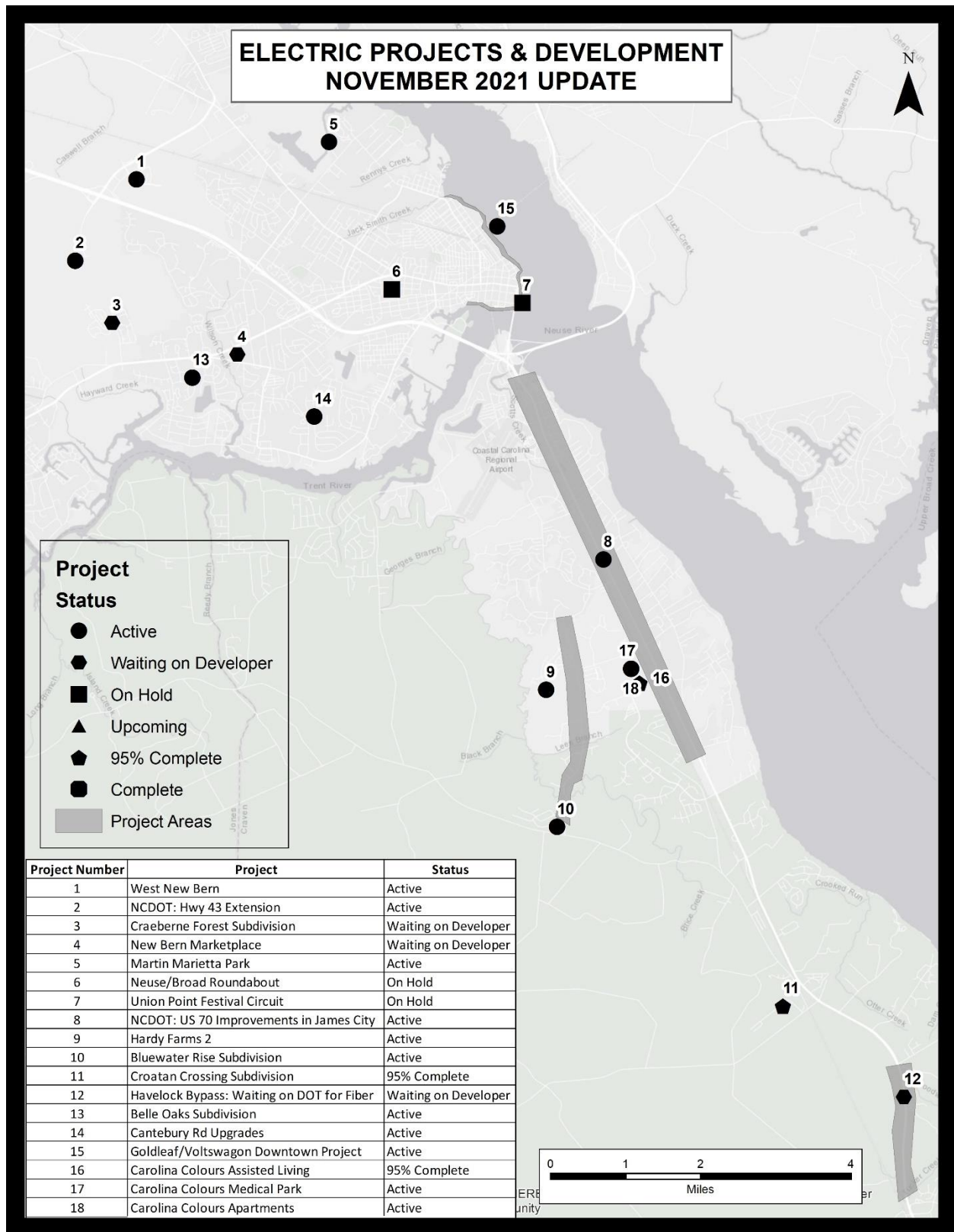
Significant Issues (not noted above):

None.

Public Utilities

- High-Profile Projects: Ten high profile projects have been identified for electric utilities. A location map is attached to assist with visualizing the project locations. There are also six high profile water and sewer projects currently underway. An updated summary is included.
- System Reliability: A total of 24 interruptions were recorded on the electric system during the month of November. This impacted a total of 113 customers. As a result, customers experienced an average of 0.00494 interruptions and were restored in an average of 0.329 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 –

A citizen called to commend Pat Stilley and his crew for taking the time to consider a colony of feral cats in an area that was being demolished in James City. They took steps necessary to make sure the kitties were unharmed during the process.



- **Advanced Metering Infrastructure Project** - This project involves installing a network of electric and water meters. We are currently reading 15,173 water meters and 24,522 electric meters, of which 11,759 are disconnect meters. There have been 7,052 two-way load management switches installed.

NOVEMBER 2021

Utility	Active Cust.	Never AMI Cust.	Active AMI Cust.	% Complete
Electric	23,316	36*	23,518	99.999
Water	18,448	~ 2,570	~ 13,729	~ 95.565
Installed Gateways		42		
Installed Relays		85		
LM Customers		4,289		
Total Switches		7,052		
Controlled Devices				
Air Conditioner	Electric Furnace		Heat Strips	Water Heaters
4,310	85		2,255	2,300

**ElectricCities read meters*

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

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

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

Public Utilities

High-Profile Electric Projects:

- **Bluewater Rise Subdivision**. *New underground residential subdivision.* Construction is following the pace of the developer.
- **Croatan Crossing Subdivision**. Construction is following the pace of the developer. This project is 98% complete.
- **NCDOT**. *This consist of various NCDOT projects.*
 - a. NC Hwy 43 Extension – Engineering
 - b. Neuse Boulevard Roundabout – On hold by NCDOT.
 - c. US Hwy 70 – James City – Engineering, Design and Construction
 - d. US Hwy 70 – James City – Fiber – Engineering/Permitting
 - e. Havelock Bypass – Engineering, Design and Construction
 - f. Havelock Bypass Fiber – Awaiting additional information
 - g. Thurman Road to Havelock bypass – NCDOT hold.
 - h. *Reimbursable dollars to date: \$904,152.60; collected to date \$904,152.60*
- **Martin Marietta** – Following pace of developer.
- **Golden LEAF Grant** – Raise or relocate electrical infrastructure. Construction activities.
- **West New Bern** – Electric line extension in progress and following pace of developer.
- **Volkswagon DEQ Grant** – Electric vehicle chargers. Inactive/rate setting
- **Canterbury Road** – Ongoing infrastructure improvements. 80% complete.
- **Hospital Expansion** – Awaiting further information.
- **Schlaadt Plastic Plant Expansion** – Waiting on contractor.

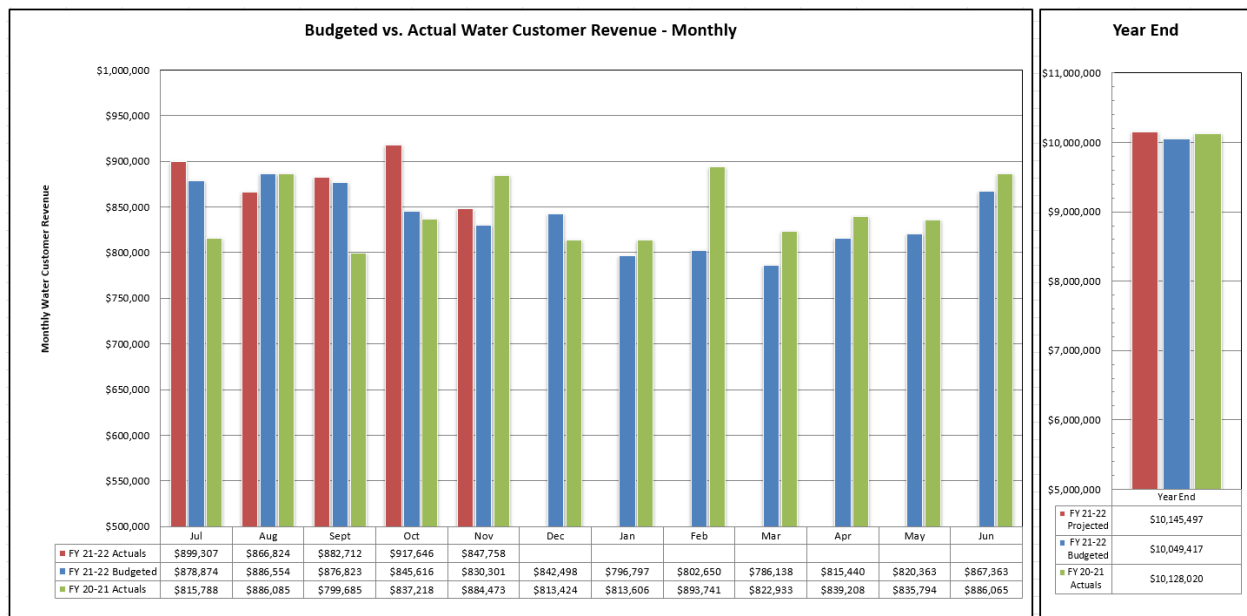
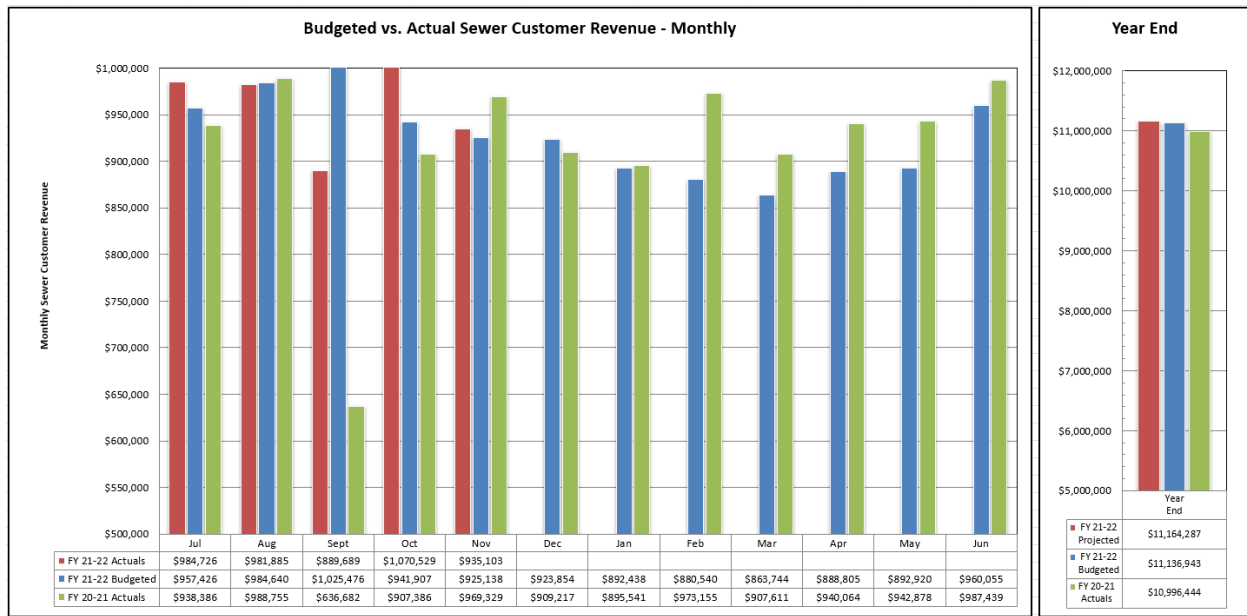
Public Utilities

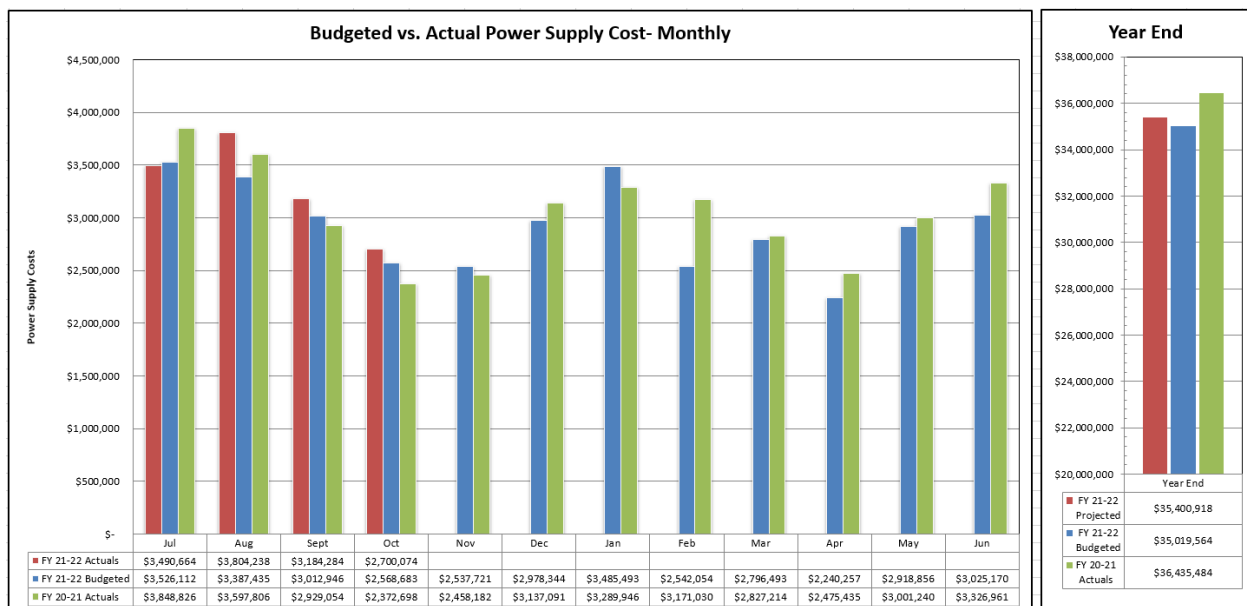
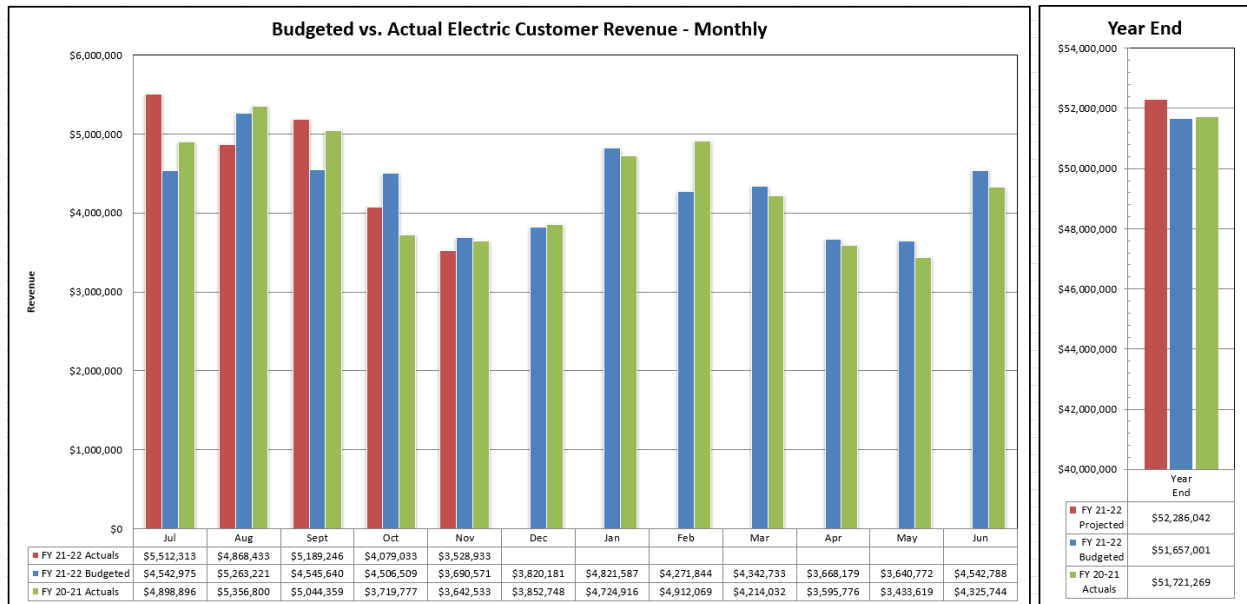
High-Profile Water Resources Projects:

- **Township No. 7 Sewer Improvements – Phase III.** *Sewer system infrastructure improvements for increasing transmission capacity.* Due to the pump station's proposed location in the historic district and on State property, several additional approvals will have to be obtained prior to being able to move forward with construction. The easement for the pump station site is in processing within the State Property Office and the final plans have been submitted to other various state agencies for permitting.
- **West New Bern Water System Improvements** – *Water system infrastructure improvements between the Highways 17 and 55 corridors increasing available domestic and fire flow supplies.* The NCDOT has postponed the proposed work on extending Highway 43, which will impact the southern tie-in for this project. At this point, we plan to continue moving forward with the water project and will make the necessary modifications to the project to complete the southern tie-in, without the highway improvements in place.
- **Racetrack Road Sewer Lift Station Rehabilitation Project** – *Rehabilitation of the existing sewer pump station No. 29 that services a small area of Racetrack Road, near the railroad crossing.* All of the new force main for the project has been installed. The wet well and valve vault components for the project were finally delivered in October, but the lids or these structures are still on back order. The contractor has completed all the work that he can without the lids and is ready to complete remaining work as soon as these components are delivered.
- **FY22 Water & Sewer Improvements** – *Rehabilitation of existing water and sewer infrastructure in various locations throughout City, in advance of the FY22 paving project.* Water Resources staff have worked with Public Works to determine the areas in the FY22 paving program that will need water and sewer infrastructure replaced prior to paving. The required water service replacements in Windy Hill have been pushed back due to contractor delays and will now be completed in the in early 2022. Engineering staff has completed the construction plans for the rehabilitation work along High Street and Washington Avenue, and this work will be set out for bid later this fall and these areas will be included in Public Work's spring paving program, along with the Windy Hill Area.
- **Southeast Water Improvements Project** – *Installation of a new water main to provide a looped connection between the Wilcox Road elevated tank and Old Airport Road, which will improve firefighting capabilities on the southern portion of Old Airport Road.* Engineering staff is currently working to finalize the plans for the new water main, with the goal of obtaining the necessary permits and easements for the work by the end of 2021.
- **Industrial Park Water Improvements Project** – *Installation of a new water main to provide a looped connection between northern and southern sections of the industrial park, which will improve firefighting capabilities for properties at the industrial park.* This project is being funded through Craven County Economic Development in an effort to increase available fire flow water at the Industrial Park, making the property more suitable for future industrial customers. The County has selected a contractor for this work and construction is scheduled to begin in early 2022.

Public Utilities

Electric System Outages and Reliability Statistics			
*Adjusted for APPA Event Threshold			
	November 2021		2021 YTD
# of Interruptions	24		317
# of Customers out	113		4846
Customers Minutes Out	7543		402188
November 1, 2021 to November 30, 2021			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDI (Minutes)	ASIAI (Percent)
0.329	0.00494	66.751	99.9992%
November 1, 2020 to November 30, 2021			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDI (Minutes)	ASIAI (Percent)
24.839	0.289	86.013	99.9956%
November 1, 2019 to November 30, 2020			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDI (Minutes)	ASIAI (Percent)
24.401	0.413	59.12	99.9957%
Outages			
Scheduled/Unscheduled	Cause	Total Outages	
Unscheduled	Squirrel/Snake	2	
Unscheduled	Bird	1	
Unscheduled	Equipment Worn Out	4	
Unscheduled	Residential Construction	1	
Unscheduled	Direct Stroke	0	
Unscheduled	Failure of Greater Transmission	0	
Unscheduled	Wind	0	
Unscheduled	Human Accident	0	
Unscheduled	Contact with Foreign Object	0	
Unscheduled	Lightning Induced Flashover	1	
Unscheduled	Vehicle Accident	1	
Unscheduled	Vine	0	
Scheduled	Non-Payment	1	
Unscheduled	Equipment Replacement	2	
Unscheduled	Tree	1	
Unscheduled	Equipment Damage	1	
Unscheduled	Road Construction	1	
Unscheduled	Unknown/Other	13	
TOTAL		29	





Public Works

Leaf and Limb:

Service Provided (Tons)	FY19-20 YTD	FY20-21 YTD	FY21-22 YTD	November 2021
White Goods Collected	63.00	49.50	22.50	4.50
Brown Goods Collected	4,151.40	4,191.00	1,326.60	264.00
Yard Waste Received	15,531.57	13,612.05	4,864.23	1,020.17
Mulch Dispersed	2,894.85	450.05	344.87	124.84

City Garage:

Costs	FY19-20 YTD	FY20-21 YTD	FY21-22 YTD	November 2021
Services Provided by City Garage:				
Vehicles Serviced	3,090	2,728	926	160
Total Labor Cost	\$119,392.63	\$118,978.38	\$ 50,862.32	\$ 7,157.81
Total Parts Cost	\$218,398.58	\$222,112.11	\$102,781.43	\$16,029.64
Total Cost (Parts + Labor)	\$337,791.21	\$341,090.50	\$153,643.75	\$23,187.45
Services Provided by Contract:				
Vehicles Serviced	542	403	126	24
Total Labor Cost	\$126,420.89	\$105,911.46	\$38,978.53	\$11,548.45
Total Parts Cost	\$168,023.32	\$149,450.03	\$47,067.79	\$ 9,131.15
Total Cost (Parts + Labor)	\$294,444.21	\$255,361.49	\$86,046.32	\$20,679.60
Total Services Provided (City Garage & Contract):				
Vehicles Serviced	3,632	3,129	1,212	184
Total Labor Cost	\$268,422.38	\$224,889.84	\$ 89,840.85	\$18,706.26
Total Parts Cost	\$363,813.04	\$371,562.14	\$149,849.22	\$25,160.79
Total Cost (Parts + Labor)	\$632,235.42	\$596,451.98	\$239,690.07	\$43,867.05

Cost by Department	FY19-20 YTD	FY20-21 YTD	FY21-22 YTD	November 2021
Public Utilities (Electric)	\$ 73,116.32	\$ 75,734.54	\$29,710.67	\$ 1,140.41
Public Utilities (W&S)	\$106,776.47	\$139,000.69	\$53,297.77	\$14,231.48
Police	\$110,281.92	\$107,363.21	\$59,374.51	\$ 7,567.38
Recreation & Parks	\$ 39,637.59	\$ 23,305.33	\$ 4,798.43	\$ 192.90
Finance	\$ 19,417.26	\$ 17,342.25	\$ 4,600.22	\$ 668.95
Public Works	\$206,565.04	\$155,557.33	\$63,518.34	\$ 8,627.84
Fire / Rescue	\$ 72,295.39	\$ 72,368.27	\$23,628.66	\$11,362.50
Human Resources	\$ 665.96	\$ 1,512.06	\$ 262.74	\$ 0
Development Services	\$ 3,479.48	\$ 4,268.27	\$ 498.73	\$ 75.60

Significant Issues: None.

Attendance for Board Appointees

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

A meeting was not held in November.

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

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

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

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

*Meetings are only held as needed.

Attendance for Board Appointees

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

Historic Preservation Commission			
Appointee	Current Month Attendance	Meetings Missed in 2021 To Date	Appointed By
Tripp Eure	P	1	Mayor
Ellen Sheriden	P	7	Ward 1
Dr. Ruth Cox	P	0	Ward 2
Jim Bisbee	A	5	Ward 3
Tony Bryant	P	0	Ward 4
Annette Stone	P	0	Ward 5
John Blackwelder	P	1	Ward 6
Peggy Broadway	P	1	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 2021 To Date	Appointed By
Zeb Hough	A	1	Mayor
Pete Monte	P	0	Mayor
Chris Ormond	P	3	Mayor
Molichia Hardy	A	2	HA Residents
Ronald Scott	P	0	Mayor
Janelle Reddick	P	0	Mayor
Denise Harris-Powell	P	3	Mayor

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

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

New Bern-Craven County Public Library Board of Trustees			
Appointee	Current Month Attendance*	Meetings Missed in 2021 To Date	Appointed By
Carol Becton	N/A	2	Odham
Sam Carter	N/A	0	Bengel
Bo Wernersbach	N/A	1	Bengel
Shelley Maloy	N/A	1	Bengel
Sabrina Bengel	N/A	2	Aster

*Meetings are held alternate months (February, April, June, August, October and December). A meeting was not held in November.

Attendance for Board Appointees

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

Police Civil Service Board			
Appointee	Current Month Attendance*	Meetings Missed in 2021 To Date	Appointed By
Amy James	N/A	0	Best
Isaiah Daniels	N/A	0	Aster
Karen May	N/A	0	Kinsey
Kevin Rock	N/A	0	Odham
Lesley Hunter	N/A	0	Bengel

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

Redevelopment Commission			
Appointee	Current Month Attendance	Meetings Missed in 2021 To Date	Appointed By
Maria Cho	P	1	Gov. Bd. As Whole
Kip Peregoy	P	0	Gov. Bd. as Whole
Beth Walker	A	1	Gov. Bd. as Whole
Julian (Jay) Tripp	P	2	Gov. Bd. as Whole
Leander "Robbie" Morgan, Jr.	A	6	Gov. Bd. as Whole
Steve Strickland	P	0	Gov. Bd. as Whole
John Young	P	3	Gov. Bd. as Whole
Tabari Wallace	A	7	Gov. Bd. as Whole
Theresa Lee	P	2	Gov. Bd. as Whole

NOTE: At-large appointments reflect the name of the Governing Board member who made the appointment. All other appointments are specific to the Mayor or a Ward and are noted as such.

Attendance for Board Appointees

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

A meeting was not held in November.