

NEW BERN



NORTH CAROLINA

Everything comes together here

Departmental Monthly Reports

October 2019

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Development Services

Inspections				
Overview	2018 YTD	2019 YTD	Current Month 2019	% Change from Previous Month
Commercial Permits – New Construction	162	123	11	22%
Residential Permits – New Single Family	143	185	16	-16%
Residential Permits – Additions/Remodels	326	336	25	47%
Mobile Homes	23	12	1	-80%
Signs	38	38	4	100%
Certificates of Occupancy – Residential	115	136	17	-23%
Certificates of Occupancy – Commercial	6	17	0	0%
Total Permit Valuation	\$63,864,153	\$54,519,419	\$6,539,961	58.36%

Community and Economic Development:

Volt Center/City Market:

- 192 students are enrolled in programs at the Volt Center to date and 85 have completed courses. 38 jobs have been secured by students graduating programs. Approximately 70 job offers have been logged to students since the Volt Center opened. At least one business has been opened by a student that completed HVAC programs, resulting in the creation of another job. The Volt Center continues to be a catalyst for economic development opportunities, fulfills workforce development needs and supports entrepreneurship.
- City Market Stakeholder Meeting held on October 1st. 13 participants attended the meeting. An executive committee was formed from volunteers from the group to have strategic discussions about the future of the site and to make recommendations for programming and structure. The community-based project will seek guidance from local farmers, non-profits, veteran organizations, food truck and food service representatives, education and marketing. Staff conducted a tour of the market and kitchen commissary space.
- Staff was notified that the North Carolina Tobacco Trust Foundation did not fund the City Market grant application.
- Ongoing grant research related to future programs and projects related to the site including EDA, Golden Leaf Foundation and New Market Tax Credit program, among others.
- Final walk-through of site for EDA close-out activities occurred on 10/16/19. The walk-through included the owner, contractor, grant administrator, and architect.
- CO issued for the market stalls and kitchen. Staff, engineer, contractor and grant administrator will begin close out processes and final inspection. Met with EDA grant administrator to discuss project items related to grant close out reporting.
- Staff met with Parks and Recreation Department about future site programs and activities.

Development Services

- Craven Community College held Chamber Business Before Hours on 10/22/19. Staff attended and networked with participants.
- Final project management close out activities continue. Staff is working to coordinate final details of the project for the City, contractor, architect and community college. EDA close-out activities are occurring with final close-out documents required to be submitted within 90 days. Staff continued compiling necessary information, financial support and documentation for all reporting requirements. Staff supports administration activities for the Eastern Carolina Council to fulfill EDA grant items.
- Staff continued to work with Craven Community College on future lease and programming activities for the site.
- Staff conducted phone conference with EDA referred entities interested in similar program. The EDA identified the Volt Center/City Market Project as a model to provide feedback and guidance to other potential grant applicants. Several other municipalities/counties have contacted staff to discuss the project and our workforce development and city market activities.
- Staff toured the Washington Harbor District Market and spoke with the Board Chair and Executive Director about the success of their renovation and project. Future plans of both projects were shared, and lessons learned to help aid each entity.
- Staff working with kitchen equipment supplier to develop plan and formal quote based on completed construction and CAD drawings.

Economic Development and Business Recruitment:

- Economic Developer gathering economic data for EDA grant application and assisting Electric Utility Staff in preparing draft application. Staff researched economic impact related data regarding the private investment that can be stimulated by the substation addition. The City has been instructed that there will be a lot of demand for these funds, so projects that can be submitted timely will be most competitive. Projects must be owned, operated and maintained publicly and tie strongly to stimulating private investment and job creation, as well as resiliency. Grantees can request an 80:20 match versus the traditional 50:50 match. Economic development staff is compiling research from NCDOT, retail studies and economic impact figures for inclusion in the grant app.
- Staff attended C1A meeting and roundtable event which featured a panel of experts, each providing their perspective on the economic situation for Craven County. The panel identified the strengths and challenges for our location and made recommendations to advance economic development in the future. Each expert completed research and provided insight from their areas of specialization.
- Staff attended monthly Allies for Cherry Point's (ACT) Board Meeting. ACT will be holding Sea To Table on November 14th at Jack's Waterfront venue in Moorhead City. The community is invited to attend. ACT has the important mission of protecting the future viability of MCAS Cherry Point and Fleet Readiness Center East. These entities provide a huge economic impact to the region and benefit all facets of the local economy.
- Staff finalized participation of Canadian Aerospace Summit with Electricities in November. Electricities will have a booth with representatives from several communities in NC. In addition, targeted meetings will occur with approximately 6-8 companies looking to locate operations in the Southeast U.S.

Development Services

- Staff had meeting with PIO and marketing team about plan to promote New Bern across the state. Additional content would be specific to the features and goals of recruitment activities for the City. The news outlet presented details about the program and successes from other municipalities.
- EDA grant application language drafted to assist Electric Utility Staff in preparing final application regarding the private investment that can be stimulated by the substation addition related data regarding the private investment that can be stimulated by the substation addition.
- Staff met with owner of property in the Greater 5 Points area seeking information on developing a business plan for a commercial property. Staff is assisting to help the individual gather information about resources.
- Staff attended and participated in having a booth at the Craven County Schools Job Fair on 10/21/19.
- Staff participated in phone conference with developer, along with Craven County ED staff.
- Staff participated in monthly workforce development meeting to discuss trends and updates on projects/industry needs.

Community Development:

- Staff attended the Affordable Housing Conference held in Raleigh, NC on October 7th.
- Staff attended the public hearing held by the Redevelopment Commission.
- Staff processed payment to consulting firm for development of Five-Year Consolidated Plan.
- Staff spoke with Community Development Advisory Committee members regarding upcoming Fall Retreat session.
- Staff prepared minutes for the Redevelopment Commission September 25th meeting.
- Staff updated Request for Proposals (RFP) for Hazard Mitigation project.
- Staff spoke with planning firm for request of contract for assistance with CDBG workout plan to be submitted to HUD.
- Staff spoke with Coastal Community Action regarding potential assistance for housing project.
- Staff processed invoices for payment due to Enviro Assessments East Inc for environmental services through the Housing Minor Repair Program.
- Staff has been preparing presentation for upcoming Fall Retreat for the Community Development Advisory Committee.
- Staff spoke with HUD regarding approval of final Consolidated Annual Performance Evaluation Report (CAPER).
- Staff attended the New Bern High School Career Fair as representative of Development Services.
- Staff prepared Redevelopment Commission minutes for Commission approval at October 23, 2019 meeting.
- Staff attended the National Community Development Association Basically CDBG training in Durham, NC.

Resiliency and Recovery Activities:

- Staff entered Pre-Disaster Mitigation Funds (PDM) and Flood Mitigation Assistance (FMA) requesting \$2.3 million for planning and implementation projects into EMGrants portal. These are FEMA grant programs and the State will review and propose projects in a competitive manner for further application development steps if chosen to meet priorities.

Development Services

- Economic Development Staff continues to compile research and work with Electric Utility Staff to discuss and review draft EDA grant application. Staff is working with various regional partners to gather economic impact related data regarding the private investment that can be stimulated by the substation addition.
- Staff reached out to other entities that have completed resiliency plans to compare RFQ for publication. The details for the resiliency plan proposal is based on research and feedback from other locations, as well as feedback from the needs of our local communities. The first phase of the resiliency plan is funded and part of phase 2 with \$45,000 in grant funding secured to-date. Details are being finalized, based on possible funding sources.
- Staff finalized draft RFQ for New Bern's Resiliency and Hazard Mitigation Plan. Staff sent the draft RFQ to be reviewed by city leadership and state representatives in the Office of Recovery and Resiliency for feedback and revisions.
- Staff met with CARE group to discuss status of resiliency projects and grant awards for the City of New Bern.
- Staff further analyzed Engineering Phase I Study of possible Duffyfield Stormwater Enhancement Projects and spoke about the project with various state entities to get guidance on funding possibilities.
- Staff attended 10/16/19 RebuildNC Public Hearing held by representatives from NC Office of Recovery and Resiliency. The hearing gave citizens (and local officials) the opportunity to provide public comment and input into the plan for spending \$168 Million of CDBG-MIT funding allocated by Federal Register notice 84 FR 45838 from the U.S. Department of Housing and Urban Development (HUD) announced on Aug. 30, 2019. CDBG-MIT funds represent an opportunity for the State of North Carolina to use this assistance in areas impacted by Hurricanes Matthew and Florence to carry out strategic and high-impact projects that will mitigate disaster risks and reduce future losses. While it is impossible to eliminate all risks, CDBG-MIT funds will help communities mitigate against future disaster risks and coordinate State and local planning activities. This funding is separate from the HUD CDBG-DR funding that was provided to the State for assistance to individual households. The State had officials representing several key stations ahead of the hearing including affordable housing, buy-out, resilience, and infrastructure. Staff continues to engage with State representatives to present New Bern's needs and key priorities. Staff will seek funding opportunities and continue to participate in funding opportunities.
- Staff held site visit for NC Office of Recovery and Resiliency. Three NCORR staff members, including the Chief Resilience Officer, Jessica Whitehead, and Deputy Resilience Officer, Amanda Martin, sat down for a small group discussion with key city staff, including the City Manager. NCORR representatives listened to New Bern's key priorities and situation regarding relationships with State/Federal entities and brainstormed ways to work together in the future. State plans are still being developed and funding has not been finalized for key programs related to Hurricane Florence. Continued contact will occur to aid in the working relationship and ways the State can assist local governments in achieving their resiliency goals. Follow-up will occur next week regarding several key topics discussed.
- Staff attended Coastal Resilience Workgroup meeting on Wednesday, October 30th. Staff represented the local government perspective in the workgroup along with representatives from various state agencies and council of governments. This included representatives from NC DPS, NCDENR, NCORR, NC Wildlife Resources Commission, NC Division Coastal Management

Development Services

including The Nature Conservancy of North Carolina, Sierra Club, Audubon North Carolina, and others. A wide range of topics and round robin discussion occurred, including addressing an update on Climate Change Executive Order 80, next steps from resilience workshops/summit and an update on release of DCM Resiliency Roadmap / Storymap Tool. The group discussed synergies with the Coastal Habitat Protection Plan update and Natural & Working Lands Stakeholder Group, as well as some NWL meetings have discussed identifying opportunities to implement actions through local government/communities. A brief was provided about the Green Growth Toolbox and utility of developing a Model Coastal Conservation Ordinance Resilience Module to aid local governments in land use plan development to address resiliency efforts.

- Staff received future information and direction that needs to be shared for the HMGP process. Follow-up with State Reps to ensure accuracy and timeliness is achieved. Staff requesting State assistance for capacity within the department for HMGP 407 Expedited Implementation steps and development of HMGP 404 applications.

The state previously sent information regarding the HMGP 404 program which is still in the development phase. There are 19 properties proposed for acquisition and 54 properties proposed for elevation. The State sent additional paperwork that must be completed by each homeowner. Development Services Staff has started reaching out to each individual property to get the paperwork filled out and signed, so the city can complete its sub-applicant application process. The city needs to obtain citizen verification forms from each homeowner/individual project applicant. Deadline is November 1st. After information is gathered, the city will submit to the state and then FEMA will begin the process of completing a benefit cost analysis (BCA) of each individual property. We have not received any information on available funds or expected budget. The State has provided guidance that it is worth communicating, like most any program, they do not have unlimited funding. So even if a property passes BCA, there might just not be enough funding to include every property on the list. In addition, the process requires environmental/historic preservation review. Since these are construction projects, we have to comply with a number of federal and state regulations and get concurrence that the project doesn't violate regulations from agencies such as SHPO, USACE, etc. The State communicated that if any of those agencies note issues, there can be delays in getting the funding or the property in question may be deemed ineligible.

Other:

GIS

- Continued work with consultant on migrating the City GIS to the enterprise/portal setup. Issue with being able to push and access data outside our network working with IT (Lee) and Highland to fix. Probably have to rebuild one server that is used as the web portal. Working to republish all data and map services.
- Attended SAR Topo training at the Fire Station to look at Caltopo online services/maps for use on Search and Rescue efforts and preparations.
- PowerPoint presentation for the APA-NC conference. Presenting with UNCW's to professors and Council of Government to discuss the use of GIS in looking at resiliency in flood prone areas.
- Continue work in gathering new construction address and information in support of the 2020 Census. Gathering new addresses since early 2018 through now which have a possibility of being built by April 2020.
- Attended and presented the use of GIS in looking at resiliency in flood prone areas at the APA Conference in Wilmington, NC Tuesday – Friday.
- Attended online the State's GIS M&O meeting online and the Statewide Mapping Advisory

Development Services

Council (SMAC) to work on GIS issues related to local governments. Ongoing projects include 2020 imagery for coastal counties, contours, Datum for 2022, and a variety of other projects.

- Attended online webinar for working with Imagery – looked at ways to classify imagery and perform detailed analysis within the GIS software.
- Created a Fire Calls dash board for use and analysis of Fire Calls. This is a pilot test for call in Aug 2019 only. Viewable for City Staff only at:
<https://newbern.maps.arcgis.com/apps/opsdashboard/index.html#/ab15a32895df483cbcc0ca185774bf22> . Looks at calls by location and allows for filtering by time of day, responding station and day of the week as a few examples.
- Attended a 4-part training session through ESRI online to learn more about creating web apps with GIS.

MPO:

- Staff participated in conference call with NCDOT and consulting firm obtained to update the NBAMPO long range transportation plan – 10/1.
- Staff participated in Complete Streets webinar – 10/1.
- Staff attended 5303 funds training in Raleigh with NCDOT – 10/2.
- Staff improved process of submitting quarterly reports - State and Federal requirements – 10/2.
- Staff attended PL 104f funds training in Raleigh with NCDOT – 10/2.
- Staff participated on FTA 5303 NCDOT-PTD MPO Distribution conference call – 10/4.
- Staff attended NC Toll Policy Assessment training – 10/7.
- Staff continued preparation for joint TAC/TCC board meeting – 10/8-10/30.
- Staff attended NC Works Partner Engagement Meeting – 10/10.
- Staff met with NCDOT and Division 2 members to review SPOT P6.0 processes – 10/10.
- Staff met with NCDOT and Division 2 members to review “Holding Tank” projects in SPOT – 10/15.
- Staff attended the Eastern NC Freight Advisory Committee meeting in Goldsboro – 10/17.
- Staff attended the National Association of MPOs annual conference in Baltimore, MD – 10/21-10/25.
- Staff attended NC Moves 2050 Stakeholder Workshop in Kinston – 10/29.
- Staff participated in STIP Amendment Process Change webinar – 10/30.
- Staff held joint TAC/TCC board meeting – 10/31.
- Staff continued next round of project considerations in SPOT.
- Staff continued work on new website hosting platform.
- Staff continued efforts with Social Media updates and new campaign to increase engagement.
- Staff continued working on format and topics for quarterly newsletter.
- Staff continued working on BUILD grant presentation/documentation.
- Staff continued efforts with current website updates.

Development Services

HPC –

- Provided staff support for the Historic Preservation Commission's Regular Meeting on October 16, 2019, for the following projects:
 - 513 New St. – to include construction of a new, detached outbuilding in the Tertiary AVC.
 - 100 Middle St. with project on 100 block of Craven St. – to include installation of a new, 38.5-foot, composite, fibertech pole and small cell wireless facilities in the Primary AVC.
 - 413 E. Front St. – to include installation of new fence, gutters, and shutters in the Primary and Secondary AVCs.
 - 501 Metcalf St. – to include reapproval of a residential driveway in the Secondary AVC and new construction of a parking area in the Secondary AVC behind the house.
 - 302 Avenue A – to include replacing the metal roofing with composite architectural shingles and some foundation work.
 - 421 S Front St. – to include construction of a wooden enclosure around the trash bins in the Secondary AVC.

****Update not available due to vacant position****

Fund Balance Available for Appropriation and Days Cash on Hand:

Fund	As of 06/30/16	As of 06/30/17	As of 6/30/18 *Estimate*	Estimate for July 2019*	Estimate for August 2019*
Water (Available)	\$8,497,223	\$6,298,596	\$6,424,708	\$7,142,892	\$6,979,293
Water (Days)	516	340	381	383	412
Sewer (Available)	\$3,422,417	\$4,035,133	\$4,214,328	\$4,761,754	\$4,452,552
Sewer (Days)	227	275	192	206	231
Electric (Available)	\$11,138,265	\$11,039,354	\$18,144,700	\$10,698,728	\$17,017,208
Electric (Days)	130	126	151	144	201
General (Available)	\$16,186,421	\$14,885,387	\$14,236,881	\$8,365,620	\$4,107,768
General %	45.63%	45.47%	39.50%	21.56%	11.67%

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

Significant Issues:

Estimates for August 2019 are not currently available as we complete the migration of data from our Banner legacy system to the new Munis system.

****Update not available due to vacant position****

Fire

Fire Suppression				
Incidents	2018 Total	2019 YTD	Last Month	Current Month
*Number of Incidents	2,105	1,613	193	203
90% Response Time to Incidents	8 minutes 37 seconds	9 minutes 58 seconds	8 minutes 09 seconds	9 minutes 19 seconds
Endangered Property Value	\$54,778,190	\$165,422,420	\$484,600	\$32,425,500
Property Losses Due to Fire	\$10,772,271	\$1,353,136	\$11,790	\$459,975
Percentage of Saved Property Value	80.33%	99.18%	97.57%	98.58%
Overlapping Incidents	530	218	27	37

Fire Prevention				
Prevention Statistics	2018 Total	2019 YTD	Last Month	Current Month
Fire Investigations	33	26	2	3
Fire Inspections	1,766	1,842	94	122
Permits Issued	96	55	5	6
Child-Passenger Seat Checks	143	178	8	16
People Educated Through Public Fire & Life-Safety Programs	5,695	7,830	101	4,871
Smoke Alarms Installed	143	147	14	9

Narcan				
Statistics	2018 Total	2019 YTD	Last Month	Current Month
Overdose Calls Responded To	54	69	11	15
Instances Narcan Administered	9	9	1	1

Significant Issues:

- Held multiple meetings with Craven County Fire Chiefs working on Mutual Aid Agreements
- Fire Prevention programs held in schools, day cares, and community events
- Held interoperability communication meetings with stakeholders
- Attended Craven County Firemen's Association meeting
- Community outreach planning
- Continued efforts towards accreditation
- Participated in MUMFEST
- Performed a Fire Department funeral service for Jimmie Latham, retired New Bern firefighter
- Attended a peer assessment workshop
- Performed over 2,000 hours of training
- Performed DOI required annual testing of apparatus and hose
- Participated in "All About Craven" show
- Served lunches to elementary schools
- "Meet & Greet" program in all elementary schools

Fire

- Fire Marshal Hill and Darby participated in recertification of incendiary identification
- Participated in Career Day at New Bern High School
- Taught basic first aid to local Girl Scout Troop
- Held quarterly Officer's Retreat
- Held a performance indicator class
- Continued to work on response data

Human Resources

City-Wide Vacancies						
Department	Budgeted Positions	Separations During the Month	Positions Filled By External Candidates During the Month	Current Vacancies	Turnover FY18/19	Turnover FY19/20
Administration	11	0	0	0	1	0
Dev. Services	18	0	1	0	4	1
Finance	40	2	0	4	4	2
Fire	73	0	0	0	4	0
Human Resources	5	0	0	0	0	0
Parks & Recreation	29	1	0	2	2	1
Police	119	2	3	6	17	9
Public Utilities	53	1	0	3	5	2
Public Works	48*	0	0	2	6	1
Water Resources	78	1	1	4	6	4
Totals:	474*	7	5	21**	49	20

*Includes regular and 2 grant-funded positions approved for the fiscal year; does not include seasonal positions.

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

Safety News		
Workers' Compensation	2018	2019
Current Month's Claims	1 OSHA Recordable 0 Lost Time 0 Non-Recordable 1 Denied	3 OSHA Recordable 0 Lost Time 2 Non-Recordable 0 Denied
Year-to-Date Claims	5 Recordable 2 Non-Recordable	10 Recordable 8 Non-Recordable
Current Month Costs	\$39,339.78	\$22,393.50
Year-to-Date Costs	\$119,491.03	\$169,928.96

Other:

None

Parks and Recreation

Significant Issues:

- Union Point Park was the host site for the Cycle North Carolina Mountains to Sea Ride. 1,000 cyclists came to New Bern on Friday, October 4th. This was their final overnight stop of a weeklong bike tour.
- A new addition to MumFest was the Mum Arch and Mum Maze, which was built and installed at Union Point Park by Parks and Recreation staff.
- Parks and Recreation partnered with downtown businesses to offered games and activities as part of the downtown merchants' trick or treat on Saturday, October 26. The department also hosted a Witches Ride, Costume contest and children's Halloween movie at Union Point Park.
- We started construction on a portion of the Riverwalk in front of New Bern towers which will connect Union Point Park to Lawson Creek Park. Construction is scheduled to be complete in late November. We will set a time to dedicate this new portion of the Riverwalk in December or January.

Police

Crime:

Incidents & Arrests	Current Month Total	2016 Total	2017 Total	2018 Total	2019 YTD
NIBRS* Group A Incidents	227	2,540	2,536	2,534	2,195
NIBRS* Group B Incidents (Arrests)	55	723	825	900	604
Adult Arrests	107	1,495	1,739	1,698	1,216
Juvenile Arrests	-	10	10	9	3
Total Arrests	107	1,505	1,749	1,707	1,219
Police Calls for Service	3,581	43,949	46,757	45,246	37,784
Business Alarms Dispatched	126	1,968	1,988	2,157	1,691
Residential Alarms Dispatched	48	878	758	755	552
Alarm Calls (PD Dispatched)	174	2,846	2,746	2,912	2,243

*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	Current Month Total	2016 Total	2017 Total	2018 Total	2019 YTD
Homicide	-	3	4	-	2
Rape	-	11	8	8	7
Robbery	4	50	58	30	22
Aggravated Assault	7	82	93	80	72
B&E – Residence	13	168	160	168	141
B&E – Business	5	27	43	37	37
Theft from Motor Vehicle	11	173	187	111	103
Larceny	53	796	718	782	700
Motor Vehicle Theft	2	30	20	36	16
Arson	2	6	3	3	6
Total:	97	1,346	1,294	1,255	1,104

Criminal Investigations	August 2019	2019 YTD	2018 Final Total
Cases Assigned	17	159	168
Cases Closed by Arrest	6	15	Not Specified
Cases Closed Leads Exhausted	5	19	8
Cases Closed Unfounded	1	11	Not Specified

Police

2019 Cases of Note - August	
Crime	Summary
2019-42280	Death Investigation, Family notified, further lab testing requested, secondary interviews.
2019-33105	Shooting at 204 Poplar, Warrant served
2019-20929	Simmons St Shooting / Warrant served
2019-33608	Robbery/shooting Video Gaming Machines pending interviews with persons of interest
2019-23767	Obtained all reports, Pending petitions
2019-18530	Poplar Street Homicide case pending Interviews

Crime Analysis		
	October 2019	2019 YTD
Top 5 Calls for Service & Number of Incidents*	1) Traffic Stop – 390 2) Security Check Business – 177 3) Citizen Assist - 175 4) Security Check Residential - 113 5) Follow Up – 109	1) Traffic Stop – 3,769 2) Security Check Business – 3,470 3) Follow Up Report – 2,279 4) Citizen Assist – 2,059 5) Security Check Business – 1,676
Top 5 Calls for Service for Current Month by Location* and Number of Incidents	1) 601 George St (Walk-Ins, Warrants) - 191 2) 3105 M L King Jr Blvd, Walmart (Larceny and Vehicle Crash- Property) – 58 3) 1100 Clarks Rd (Warrants, Commitment Papers) - 57 4) 1309 Country Club Rd., Lawson Creek Park (Security Check) – 40 5) 4200 Academic Dr. New Bern High School (Assault, Trespassing) – 34	
Top 3 Crime Locations for Current Month and Number of Incidents	1) 505 Watson Ave (B&E Vehicle and Residence) – 3 2) 3034 M L King Jr Blvd, Belk (Larceny) – 3 3) 3105 M L King Jr Blvd (Larceny) – 2	

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

Personnel:

Extra Duty Hours						
Current Month 2019	2014	2015	2016	2017	2018	2019 YTD
532.00	1853.50	2,161.00	3,299.00	4,076.75	4,525.01	3,662.00

*City sponsored events/assignments are considered overtime assignments and are not included in extra duty reporting, therefore downtown patrol special assignment totaled 54 hours in September.

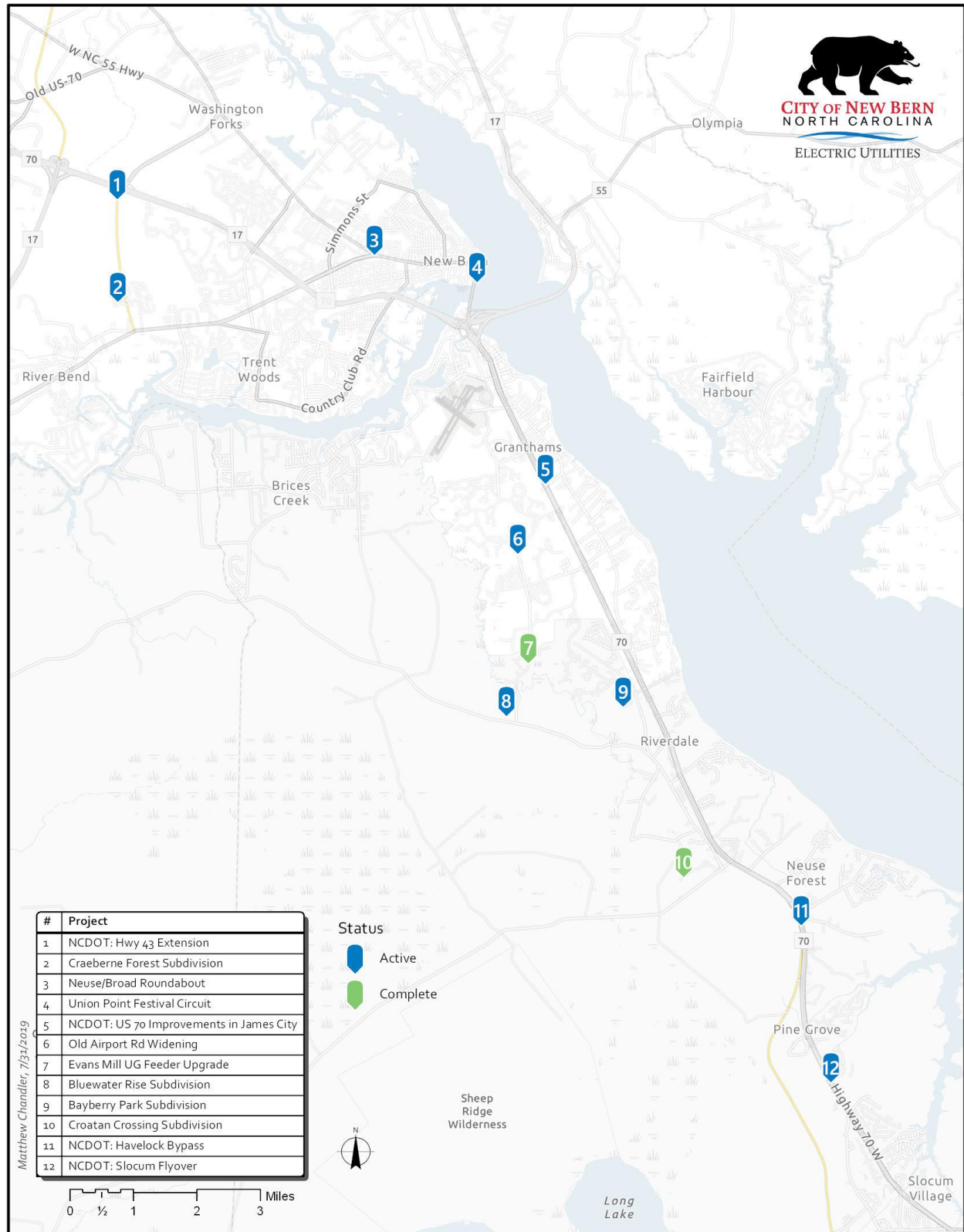
Overtime in Dollars	Current Month 2019	2016 Total	2017 Total	2018 Total	2019 YTD
Office of the Chief	\$0.00	\$1,251.97	\$381.11	\$200.97	\$166.58
Operations Division	\$22,242.19	\$135,511.65	118,641.19	\$266,946.37	\$122,297.12
Services Division	\$14,937.73	\$58,035.21	\$72,063.35	\$152,064.54	\$116,326.92
Investigations Division	\$3,919.42	\$21,689.72	\$45,845.93	\$75,893.65	\$38,006.87
Total:	\$41,099.34	\$216,488.55	236,931.58	\$495,422.53	\$276,797.49

Significant Issues (not noted above): NONE

Public Utilities

- High-Profile Projects: Twelve high profile projects have been identified for electric utilities. A location map is attached to assist with visualizing the project locations. There are also five high profile water and sewer projects currently underway. An updated summary is included.
- System Reliability: A total of 14 interruptions were recorded on the electric system during the month of September. This impacted a total of 3,179 customers. As a result, customers experienced an average of 0.258 interruptions and were restored in an average of 18.07 minutes. Additional details are provided in the table of “Electric System Outages and Reliability Statistics”.
- Safety: There are no incidents to report this period.
- Electric and Water Sales: Graphical trends of revenue and expenses are Included.

Public Utilities



Public Utilities

Electric Projects and Developments:

- **Advanced Metering Infrastructure Project** - *This project involves installing a network of electric and water meters. Presently, 21,945 of 22,452 electric meters and 11,339 of 18,936 water meters have been converted to AMI. A total of 9,888 AMI electric meters have remote disconnect capability. Also, a total of 5,760 2-way load management switches have been installed.*
- **Street Lighting** - *This project involves the changing out of street lights, areas lights, and security and flood lights throughout the city. The current area of focus for this project is the Pembroke area.*
- **Vegetation Management** – *Is ongoing throughout the service area.*

High-Profile Electric Projects:

- **Bluewater Rise Subdivision**. *New underground residential subdivision. Construction is following the pace of the developer.*
- **Croatan Crossing Subdivision**. *Extending single phase underground primary to feed the next phase of Croatan Crossing Subdivision. Construction is following the pace of the developer.*
- **Craeberne Forest**. *This is a new section in an existing residential subdivision. This project is currently at a standstill due to slow developer progress.*
- **Old Airport Road**. *Widening of Old Airport Road. Currently relocating of structures at the intersection of Thurman Road and Old Airport Road.*
- **NCDOT**. *This consist of various NCDOT projects.*
 - a. NC Hwy 43 Extension – Waiting on submission of plans from NCDOT.
 - b. Neuse Boulevard Roundabout – Waiting on submission of plans from NCDOT.
 - c. US Hwy 70 – James City – Waiting of submission of final plans from NCDOT.
 - d. Havelock Bypass – Waiting on submission of final plans from NCDOT.
 - e. Slocum Flyover – Utility work is 95% complete. Waiting on traffic signal plan from NCDOT.

High-Profile Water Resources Projects:

- **Township No. 7 Sewer Improvements – Phase III**. *Sewer system infrastructure improvements for increasing transmission capacity. Over the past month, City staff has met several times with engineers working on the Highway 70 improvements through James City, to discuss potential impacts to the existing water and sewer infrastructure. Now that the design team has completed their design, it has become apparent that the City's existing high pressure sewer force main in this area will be greatly impacted by the roadway construction. In an effort to find efficiencies between the Highway project and the TS-7 Phase-III project, City staff, the City's engineering consultant and the highway design team are evaluating the possibility of a single force main relocation project that meets the needs of the highway project while creating the extra capacity in the system that was the objective of the TS-7 Phase-III project. While still preliminary, this approach does appear to be viable and if it can be accomplished, the combined project will shorten the total construction time and reduce the total cost to the City.*
- **West New Bern Water System Improvements**. *Water system infrastructure improvements between the Highways 17 and 55 corridors increasing available domestic and fire flow supplies. Staff is continuing to work with the property owners from whom the City will need a utility easement in order to construct the project and legal documents for the easements are being prepared. We are continuing to work with NCDOT on the configuration of the Highway 43 connector. NCDOT has recently completed their final adjustments to Highway 43 ROW alignments, which will allow for the final easement maps for the water project to be generated.*
- **Industrial Park Sewer System Optimization Project**. *Rehabilitation of (2) sewer pump stations and reconfiguration of the existing sanitary sewer force mains in the Industrial Park to increase*

Public Utilities

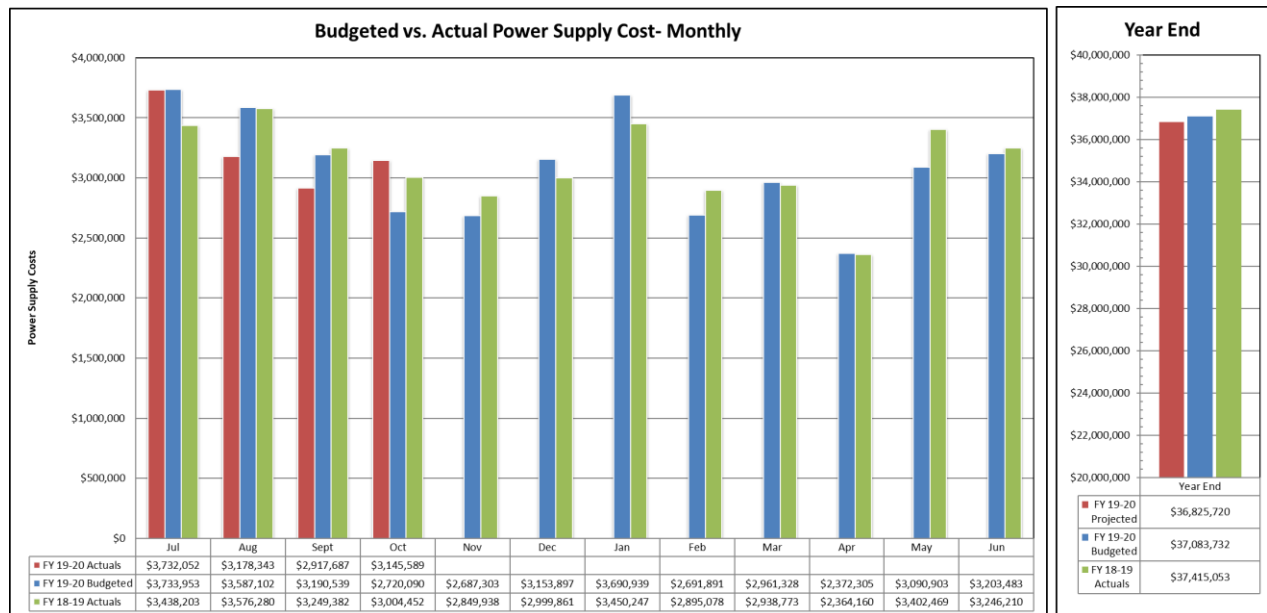
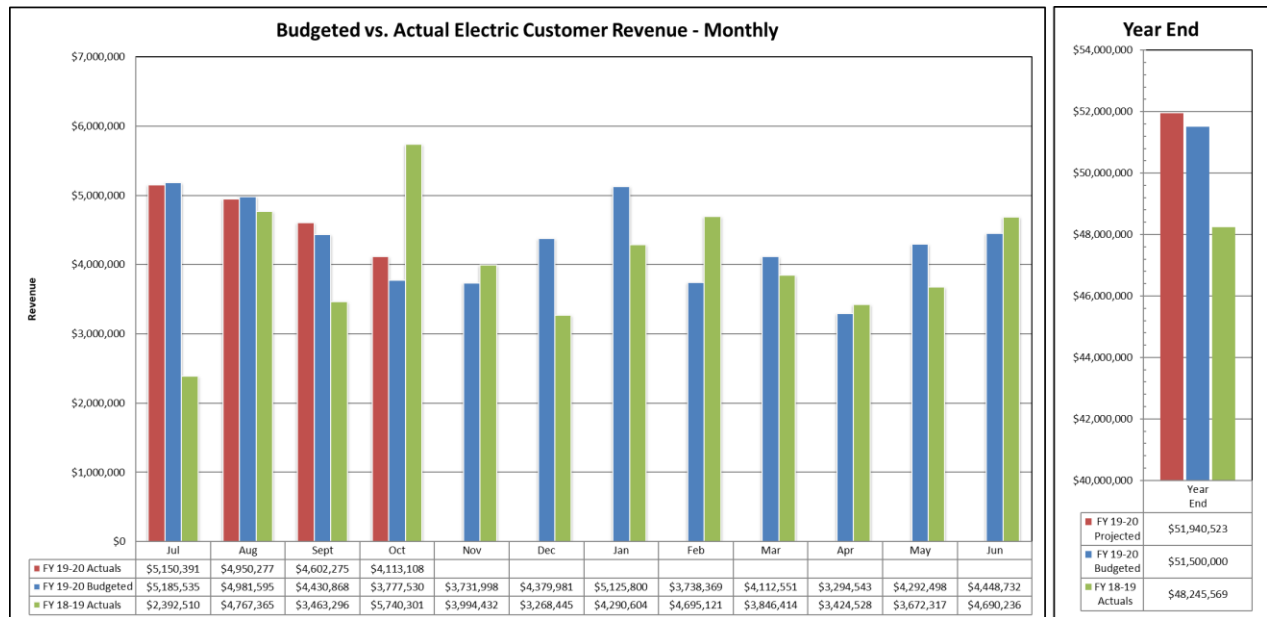
capacity of this sewer system and reduce operational costs. Bids for this project were opened on October 10th and the contract for the work has been awarded to the low bidder. Construction is scheduled to begin by mid-November, with a completion date by the end of the calendar year.

Electric System Outages and Reliability Statistics			
	Current Month 2019		2019 YTD
# of Interruptions	14		189
# of Customers out	3179		10,965
Customers Minutes Out	141,445		737,603
September 1, 2019 to September 30, 2019			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDI (Minutes)	ASIAI (Percent)
18.071	0.258	79.101	99.9968%
September 1, 2018 to September 30, 2018			
SAIDI (Minutes)	SAIFI (# of Interruptions)	CAIDI (Minutes)	ASIAI (Percent)
14.136	0.201	70.233	99.9975%

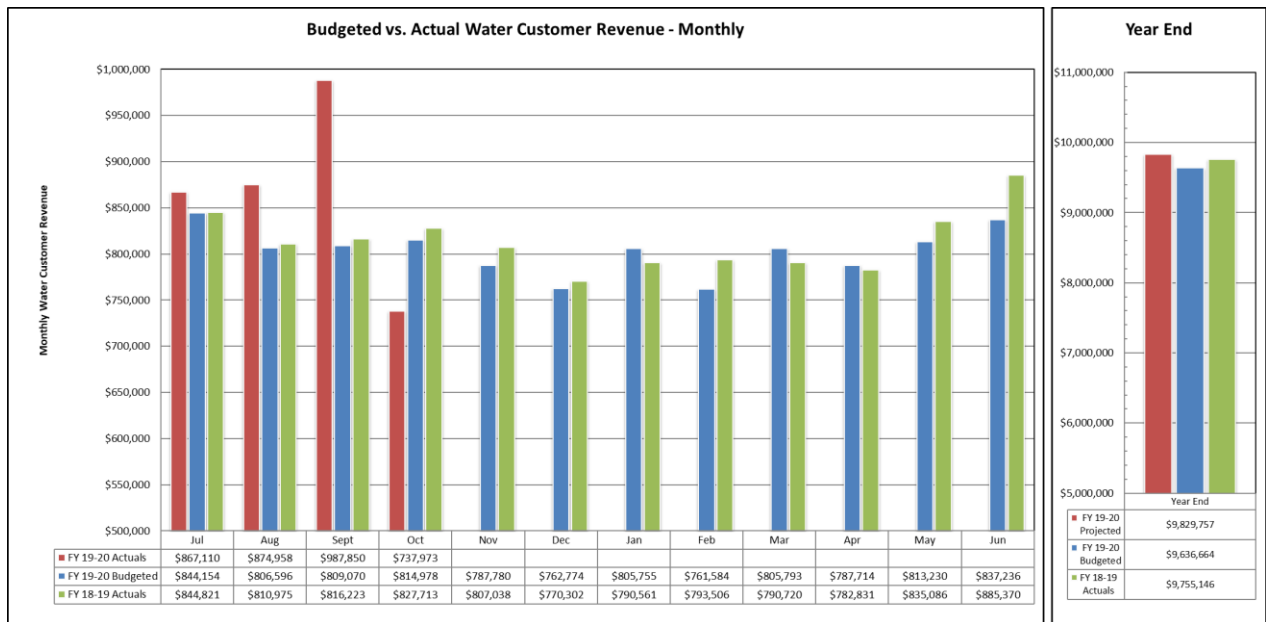
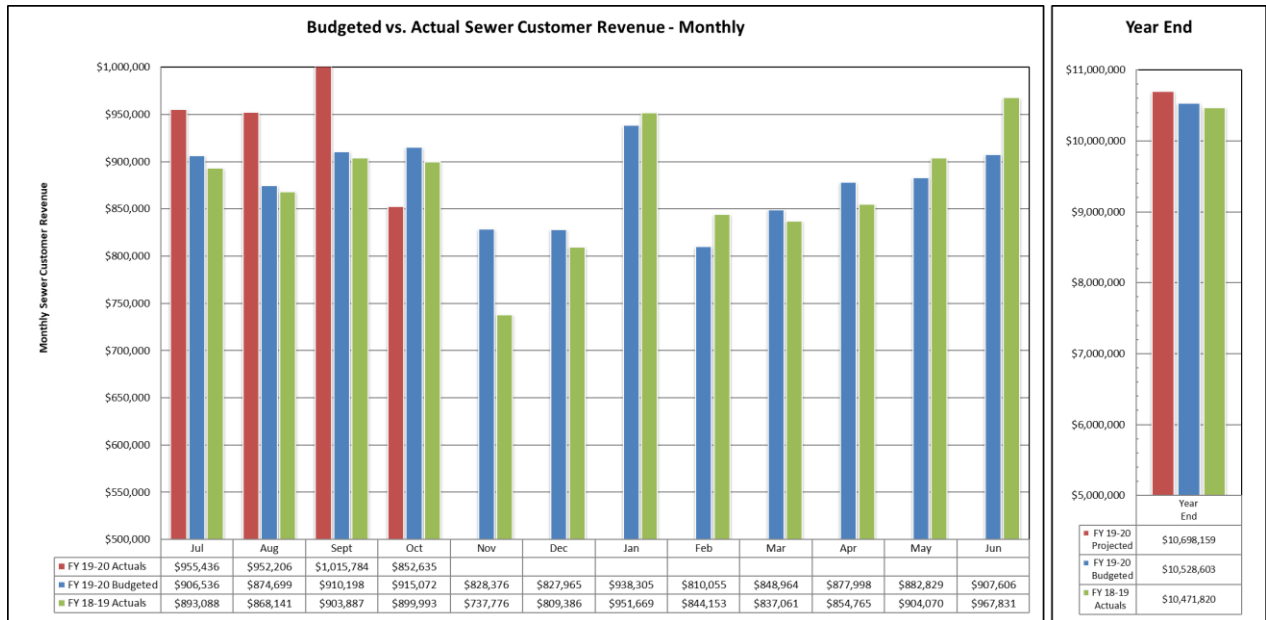
Outages		
Scheduled/Unscheduled	Cause	Total Outages
Unscheduled	Squirrel/Snake/Bird	3
Unscheduled	Equipment Worn Out	2
Unscheduled	Storm	1
Unscheduled	Vine/Tree	1
Unscheduled	Manufacturing Defect	
Unscheduled	Vehicle Accident	
Unscheduled	Tree	
Unscheduled	Equipment Damage	7
Scheduled	Repairs	
Unscheduled	Unknown/Other	
Total		14

Public Utilities

****Revenue figures will be updated upon completion of year end processing.**



Public Utilities



Public Works

Leaf and Limb:

Service Provided (Tons)	FY17-18 YTD	FY18-19 YTD	FY19-20 YTD	Current Month 2019
White Goods Collected	27.00	13.50	36.00	4.50
Brown Goods Collected	3,603.60	3,240.60	1,359.60	389.40
Yard Waste Received	14,518.26	13,533.83	6,193.38	1,471.70
Mulch Dispersed	6,419.37	3,616.43	1,703.86	378.19

City Garage:

Costs	FY17-18 YTD	FY18-19 YTD	FY19-20 YTD	Current Month 2019
Services Provided by City Garage:				
Vehicles Serviced	2,007	2,100	1,063	291
Total Labor Cost	\$ 59,457.53	\$ 66,419.98	\$ 37,734.73	\$ 9,853.59
Total Parts Cost	\$158,265.30	\$157,426.24	\$ 71,055.65	\$25,914.84
Total Cost (Parts + Labor)	\$217,722.83	\$223,846.22	\$108,790.38	\$35,768.43
Services Provided by Contract:				
Vehicles Serviced	551	561	238	44
Total Labor Cost	\$103,943.03	\$105,084.08	\$ 42,394.49	\$ 5,073.26
Total Parts Cost	\$190,999.15	\$149,681.60	\$ 61,457.79	\$ 9,591.76
Total Cost (Parts + Labor)	\$294,942.18	\$254,765.68	\$103,852.28	\$14,665.02
Total Services Provided (City Garage & Contract):				
Vehicles Serviced	2,558	2,664	1,301	335
Total Labor Cost	\$163,413.50	\$171,896.06	\$ 90,090.89	\$14,926.85
Total Parts Cost	\$349,536.84	\$307,400.97	\$122,551.77	\$35,506.60
Total Cost (Parts + Labor)	\$512,950.34	\$479,207.03	\$212,642.66	\$50,433.45

Cost by Department	FY17-18 YTD	FY18-19 YTD	FY19-20 YTD	Current Month 2019
Public Utilities (Electric)	\$ 77,364.66	\$ 69,094.12	\$35,986.84	\$ 6,469.88
Public Utilities (W&S)	\$119,216.35	\$111,925.30	\$47,178.59	\$10,087.31
Police	\$ 87,738.96	\$101,295.14	\$31,686.76	\$ 6,751.61
Recreation & Parks	\$ 44,518.24	\$ 34,028.25	\$15,781.81	\$ 3,809.36
Finance	\$ 14,017.76	\$ 13,589.19	\$ 4,880.27	\$ 1,850.87
Public Works	\$ 92,786.18	\$ 89,933.67	\$56,406.64	\$18,246.32
Fire / Rescue	\$ 74,337.71	\$ 56,319.94	\$19,393.33	\$ 3,159.19
Human Resources	\$ 745.40	\$ 903.83	\$ 464.30	\$ 18.00
Development Services	\$ 2,225.08	\$ 2,117.58	\$ 864.11	\$ 40.91

Significant Issues: None

Attendance for Board of Appointees

Board of Adjustment			
Appointee	June Attendance	Meetings Missed in 2019 To Date	Appointed By
Alfred Barfield	A	1	Mayor
Richard Parsons	P	0	Ward 1
Dorothea White	P	0	Ward 2
Vacant	N/A	N/A	Ward 3
Tripp Eure	A	1	Ward 4
Jim Morrison	P	0	Ward 5
John Riggs	P	0	Ward 6
Kenneth "Kip" Peregoy	P	0	Mayor Outlaw
Steve Strickland	N/A	0	Mayor Outlaw
Anne Schout	P	0	Schaible
Edward Bellis, III	P	0	Not Available
Ross Beebe	P	0	Not Available

Community Development Advisory Committee			
Appointee	June* Attendance	Meetings Missed in 2019 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
Dell Simmons	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	June Attendance	Meetings Missed in 2019 To Date	Appointed By
Mark Stephens	P	0	BOA

Eastern Carolina Council of Government			
Appointee	June* Attendance	Meetings Missed in 2019 To Date	Appointed By
Johnnie Ray Kinsey	P	0	Aster

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

Attendance for Board Appointees

Friends of New Bern Firemen's Museum, Inc. Board of Directors			
Appointee	June Attendance	Meetings Missed in 2019 To Date	Appointed By
Nancy Mansfield	P	0	Ward 1
Mike Markham	P	0	Ward 2
David Finn	P	0	Ward 3
Juleon Dove	A	1	Ward 4
Henry Watson	P	0	Ward 5
Carol Zink	P	0	Ward 6
Gary Lingman	A	1	Mayor
William Frederick	P	0	Blackiston
David Pickens	P	0	Kinsey
Bobby Aster	A	1	Odham

Historic Preservation Commission			
Appointee	June Attendance	Meetings Missed in 2019 To Date	Appointed By
David Griffith	P	0	Mayor
VACANT	N/A	N/A	Ward 1
Dr. Ruth Cox	P	0	Ward 2
Jim Bisbee	A	1	Ward 3
Christian Evans	A	1	Ward 4
James Woods Jr.	P	0	Ward 5
George Brake	A	1	Ward 6
Karin McNair	P	0	Harris
Joe Klotz	P	0	Odham

Attendance for Board Appointees

Housing Authority of the City of New Bern			
Appointee	June Attendance	Meetings Missed in 2019 To Date	Appointed By
Steve Strickland	P	0	Mayor
Pete Monte	P	0	Mayor
Rob Overman	P	0	Mayor
Molichia Hardy	P	0	Mayor
Bill Frederick	P	0	Mayor
Carol Becton	P	0	Mayor
Denise Harris-Powell	P	0	Mayor
Thomas Hardin	P	0	Mayor

New Bern Appearance Commission			
Appointee	June Attendance	Meetings Missed in 2019 To Date	Appointed By
James Dugan	P	0	Ward 2 - Taylor
Joseph Cannon	P	0	Ward 3 - Mitchell
Rose Williams	P	0	Ward 4 - Kinsey
Maddie Tatum	A	1	Ward 5 - White
Kate Rosenstrauch	P	0	Ward 4 - Kinsey
John Phaup	P	0	Ward 5 - Best
Mike Duffy	P	0	Ward 6 - Odham

*NOTE: Appointments previously made at-large until recent revision in ordinance to provide for rotating appointments among BOA. Next vacancy to be filled by Mayor.

New Bern Area Metropolitan Planning Organization – Transportation Advisory Committee			
Appointee	June Attendance	Meetings Missed in 2019 To Date	Appointed By
Jeffrey Odham	P	0	Mitchell
Johnnie Ray Kinsey (Alternate)*	N/A	0	White

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

Attendance for Board Appointees

New Bern-Craven County Public Library Board of Trustees			
Appointee	June* Attendance	Meetings Missed in 2019 To Date	Appointed By
Carol Becton	N/A	0	Odham
Stacey Shields Lee	N/A	0	Bengel
Dianne Bucher	N/A	0	Bengel
Ethel Staten	N/A	0	Taylor
Sabrina Bengel	N/A	0	Aster

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

Planning & Zoning Board			
Appointee	June Attendance	Meetings Missed in 2019 To Date	Appointed By
Willie Newkirk, Sr.	A	1	Mayor
Jerry Walker	P	0	Ward 1
Carol Williams	A	1	Ward 2
Gasper Sonny Aluzzo	P	0	Ward 3
Raymond Layton	P	0	Ward 4
Jeffery Midgett	A	1	Ward 5
Pat Dougherty	P	0	Ward 6

Police Civil Service Board			
Appointee	June* Attendance	Meetings Missed in 2019 To Date	Appointed By
Bobby West	N/A	0	N/A
Jon Skinner	P	0	Mitchell
Craig Baader	P	0	Mitchell
Mark Best	P	0	Best
Vacant	N/A	0	N/A

*Meetings are held for appeals of disciplinary actions only.

Attendance for Board Appointees

Redevelopment Commission			
Appointee	June Attendance	Meetings Missed in 2010 To Date	Appointed By
Jaimee Bullock	P	0	Gov. Bd. As Whole
Maria Cho	P	0	Gov. Bd. as Whole
Tharesa Lee	P	0	Gov. Bd. as Whole
Leander “Robbie” Morgan	P	0	Gov. Bd. as Whole
Kip Peregoy	P	0	Gov. Bd. as Whole
Steve Strickland	P	0	Gov. Bd. as Whole
Beth Walker	P	0	Gov. Bd. as Whole
Tabari Wallace	A	1	Gov. Bd. as Whole
John Young	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.