

NEW BERN



NORTH CAROLINA

*Everything comes together here*

# Departmental Monthly Reports

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September 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	112	9	80%
Residential Permits – New Single Family	143	169	19	-42%
Residential Permits – Additions/Remodels	326	311	17	-54%
Mobile Homes	23	11	0	-100%
Signs	38	34	2	-50%
Certificates of Occupancy – Residential	115	119	22	120%
Certificates of Occupancy – Commercial	6	17	0	-100%
<b>Total Permit Valuation</b>	<b>\$63,864,153</b>	<b>\$47,979,458</b>	<b>\$15,705,218</b>	<b>252.57%</b>

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

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

- 173 students are enrolled in programs at the Volt Center to date and 37 jobs have been secured by students graduating programs. Approximately 70 job offers have been logged to students since the Volt Center opened. 79 students have completed programs and 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.
- Staff continued compiling necessary information and documentation for all reporting requirements. Staff prepared EDA grant report details for period July 1- September 30. Met with EDA grant administrator to discuss project items related to grant close out reporting.
- Project management by staff to coordinate final details of the project amongst the City, contractor, architect and community college, as well as outside vendors. Staff walked the site multiple times to discuss final items related to the project and is in daily communication with the contractor. Staff met with construction contractor on site to discuss the project management activities related to the Site, Makers Lab, Kitchen and Market Stalls.
- Final construction and punch list items occurring on the site. Final construction items and site work occurring, including ADA compliant ramp and railings for the kitchen space. All fencing and landscaping is complete and final construction related items occurred in the kitchen. remains for items in the kitchen commissary space. Fencing and landscaping is starting this week.
- items in the kitchen commissary space. Fencing and landscaping is starting this week.
- 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.

## Development Services

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- Staff continued to research billing information for WFD Center, now that occupation of the site has commenced.
- Meeting occurred between City Staff and Community College Staff to discuss allowable signage and future site plans.
- 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.
- 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.
- Staff expects to hear from the North Carolina Tobacco Trust Foundation in October regarding the status of the grant application and any grant awards.
- Staff met with food service entity and small business entrepreneur focused on the local agriculture and food industry.
- Staff had phone call with local food truck interested in participating in activities at the City Market and Volt Center.
- Staff met with Craven Community College about industry needs and future training programs to be located on the site. Staff is compiling research and coordinating details for moving forward with plans.
- Staff was interviewed by WITN regarding the City Market and future activities planned.

### **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 had phone conference with Economic Development Team from Electricities regarding potential company location in NC. Staff compiled data and answered questions in preparation for an RFI. Staff followed up and provided pertinent information to the Economic Development Team from Electricities regarding potential company location in NC.
- Staff met with County Economic Development Department staff to discuss ongoing projects and efforts.
- Staff had a marketing call with the League of City's "I Love My City" program.

## Development Services

- 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 had phone conference with the Small Business Center regarding business referral and resources for local entrepreneur.
- Staff met with developer regarding status of large-scale residential and commercial project. Staff will be following up on key recruitment and planning activities to assist in the long-term success of the project.
- Staff participated in monthly workforce development meeting to discuss trends and updates on projects/industry needs.

### **Community Development:**

- Staff attended the Groundbreaking Ceremony for new home hosted by Habitat for Humanity.
- Staff held two phone conferences with CDBG consulting firms regarding the CDBG workout plan process.
- Staff prepared flyer as marketing material for Redevelopment Commission's upcoming public hearing.
- Staff spoke with McDavid & Associates to provide an update on invoices submitted for payment to housing repair contractor.
- Staff met with Habitat for Humanity to discuss upcoming projects and programs.
- Staff conducted final review of CAPER and attended CAPER webinar series before submitting final CAPER to HUD.
- Staff continued to work on and organize documents for response to HUD findings following the recent monitoring visit.
- Staff prepared the Redevelopment Commission minutes for August 28, 2019 meeting.
- Staff prepared update to Redevelopment Commission minutes for July 10, 2019 meeting.
- Staff inquired for quotes from Community Development Block Grant (CDBG) consulting firms for upcoming workout plan to be submitted to HUD.
- Staff registered to attend upcoming North Carolina Community Development Association (NCCDA) CDBG training.
- Staff received tax documents from local citizen for the Housing Minor Repair Program to be submitted to HUD.
- Staff contacted Community Development Advisory Committee members to determine appropriate date for upcoming fall retreat.

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

- Staff attended Environmental Enhancement Grant Program guidance meeting in Raleigh on 9/11/19 for the grant submission details from the NC Attorney General's Office. Staff prepared documentation and supporting items to finish the Environmental Enhancement Grant Program application and supporting documents that are required.
- 9/24 - Staff submitted application and supporting documents for the Environmental Enhancement Grant Program from the NC Attorney General's Office with a request amount of \$70,000 to support the City's Hazard Mitigation and Resiliency Planning Phase 2 and Phase 3. The NC Attorney General's Office has \$2million in funding for this cycle and received 117 proposals from 72 entities with an amount requested totaling \$28,724,265. Award notification will occur sometime in first quarter.
- Staff researched potential grant projects through FEMA's Pre-Disaster Mitigation (PDM) funds. Other entities researched include NC DEQ, NC Department of Commerce, USDA, HUD and

## Development Services

NCORR. Staff continues to develop details about prioritizing mitigation projects for future funding sources. Staff completed letter of interest to submit to the state.

- 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 continues to develop details about prioritizing mitigation projects for future funding sources.
- Staff continued writing and editing RFQ for resiliency plan based on research and feedback from other locations. The first phase of the resiliency plan is funded and part of phase 2 with \$45,000 in grant funding secured to-date. Details regarding phases two and three are being finalized, based on possible funding sources. The EEG grant is a potential source to provide funding for Phase 2 and Phase 3.
- Staff worked on HMGP Expedited Acquisition Implementation Staff approved final application details and is getting approval to post an RFP for professional services to hire a consultant. Staff will relay additional information to the three homeowners in the program. The City must utilize all procurement procedures for FEMA funds moving forward and has prepared an RFP to hire a consultant to complete the work as is consistent with the application to FEMA. First steps will be hiring a consultant, then conducting appraisals and title work for each of the properties.
- The state 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 1<sup>st</sup>. 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 sufficient 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.
- Contact with the State/FEMA is on-going, but no timetable has been shared.
- Staff worked with FEMA consultant to prepare extension letter to FEMA for the HMGP 404-407 Programs, as requested by Finance.

### Other:

#### GIS

- Worked with Mark Andrews with Highland Mapping to continue the migration process for the Enterprise/Portal setup. Setup remote access to GIS servers and provide documentation and login information. Fixing some errors that previous setup had created. Worked with Brandon Saunders with Highland to move the data and database to the new setup.
- Completed the updates to roads and structures based on changes of Cherry Point database

## Development Services

continue.

- Updated monthly Building Permits per report from Janey and Service Accounts.
- Updated software on the GIS servers and republished data based on some access issues and software patches.
- Completed review of addresses for the 2020 Census Appeal process. Reviewed approximately 300 addresses and appealed 37 that were to be excluded from the census counts. Many were apartment complexes and unclear why they were to be excluded. One was a condo previously used as a model home/office for the complex and all others were single family homes. Field checked all and submitted the appeal documentations.
- Drain maps and mapping data pints/ditches for Public Works for cleanup/issues from Florence.
- Updated the online development projects site for the proposed new Circle K gas station on Hotel Dr.
- Attended an online webinar for using software to complete the New Construction piece for the 2020 Census. This project will add any new or proposed new residential units to be counted in the 2020 Census. Homes/Units have to be expected to be habitable by the April 1 2020 deadline. Will begin the submittal process next week.
- Attended ESRI Storymaps webinar. Looked at new tools – considering using this vs PPT software for any presentations. Look at using for submittals for the Board for such items as rezoning's.
- Attended a webinar for a FEMA prep toolkit presented by NAPSG Foundation (National Alliance for Public Safety GIS – The toolkit – has exercises, maps, data and tools to work to prepare and coordinate in case of an emergency event.
- Gathered data for UNC program on resiliency. To look at ways to develop and build better in the CNI area.
- Rezoning map for 2403 Trent Rd and created a “Story Map” of the same with interactive maps and information as a new tool for presentation to Boards and citizens vs the normal static maps.
- Met with Tyler Technology and Police 911 to discuss migration to the new dispatch software and use of GIS to access and update address for emergency response.
- Annexation maps and other forms/information related to the annexation of two city well sites that are completely surrounded by current city limits. These islands were created in 2012 when the Craven 30 area was annexed. The sites are owned by the City and the annexation will clear up city limit boundaries in the area.
- Revised maps for Swiss Bear related to the Mumfest for vendors and other information.
- Revised the online city lots to sell site to remove sites recently donated to the Habitat organization.

### **MPO:**

- Staff participated on FTA 5303 NCDOT-PTD MPO Distribution conference call – 9/11
- Staff attended NCDOT 5307 lead meeting – 9/12
- Staff participated on project R-5777C conference call – 9/13
- Staff attended US 70/I-42 Corridor Commission Meeting – 9/19
- Staff gathered traffic data along two New Bern corridors for City Planning staff – 9/23
- Staff began outreach to consulting firms and NCDOT members for support data for City grant facilitated by the City Economic Development Manager – 9/23
- Staff attended SPOT training in Raleigh – 9/24
- Staff spoke with NCDOT representatives about area needs, concerns and potential development for two potential projects – 9/24
- Staff attended Hwy 17/US 64 Association Board of Directors meeting – 9/25
- Staff continued working on format and topics for quarterly newsletter

## Development Services

- Staff continued working on BUILD grant presentation/documentation
- Staff continued efforts with Website updates
- Staff continued efforts with Social Media updates

### Zoning:

- Fourteen land use approvals issued during the month.
- Staff met with 37 citizens (walk-ins, site visits, and appointments) and received 115 phone calls to discuss various land use, development plans, and zoning issues.
- Staff attended Planning & Zoning Board meeting.
- Staff attended HPC Meeting.
- Staff met with property owners to discuss signage.
- Staff met with property owners to discuss tree removal.
- Staff met with property owners to discuss zoning compliance.
- Staff met with contractors to sign C/O.

### HPC –

- Provided staff support for the Historical Preservation Commission's Regular Meeting held on September 25, 2019 for the following projects:
  - 215 Pollock St. – Continued from the previous meeting, to include a request to replace roofing damaged by time and Hurricane Florence. This is an after-the-fact COA. Application denied.
  - 510 C Pollock St. - to include installation of a fence, salvaged from a historic property, in a non-primary AVC. Application approved with conditions.
  - 209 Change St - to include changing the approval of a relocated door and frame to a new door and frame in the tertiary AVC. This is an amendment to an existing COA. Application approved.
  - 203 S. Front St. - to include remodeling the rear portion of the building, the rear patio, and rear lawn area of the Convention Center. Application approved with conditions.
  - 203 S. Front St. - to include a new visual screen around the HVAC equipment for the Convention Center. Application approved with conditions.
  - 211 King St. – to include replacing a modern exterior French door with 2 new windows on the Tertiary AVC and replacing a louvered wall surface with wood siding on the Secondary AVC. Application approved.
  - 416 – 418 Broad St. – to include infill construction of 8 new townhouse units in 2 new 3-story buildings; parking and internal garages to be located and accessed from the rear of the buildings. Application approved with conditions.
  - 415 & 417 S. Front St. – to include expansion of the rear deck, roof over the rear deck, and construction of a louvered fence in the Tertiary AVC. Application approved with conditions.
  - 311 Bern St. – to include roofing replacement, front porch floor replacement, landscaping removal, and new picket fence in the Primary AVC; siding repair in the Secondary AVC; and removal and enlargement of the rear porch in the Tertiary AVC. Some of these are after-the-fact CoA items. This was a Prevention of Demolition by Neglect property that was sold to this new owner. Application approved with conditions.
  - 202 Johnson St. – to include construction of a new carport over an existing driveway in the Secondary AVC. Application approved

## Finance

### **Fund Balance Available for Appropriation and Days Cash on Hand:**

<b>Fund</b>	<b>As of 06/30/16</b>	<b>As of 06/30/17</b>	<b>As of 6/30/18 *Estimate*</b>	<b>Estimate for July 2019*</b>	<b>Estimate for August 2019*</b>
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.

## Fire

Fire Suppression				
Incidents	2018 Total	2019 YTD	Last Month	Current Month
*Number of Incidents	2,105	1,410	184	193
90% Response Time to Incidents	8 minutes 37 seconds	9 minutes 58 seconds	8 minutes 37 seconds	8 minutes 09 seconds
Endangered Property Value	\$54,778,190	\$132,996,920	\$19,600,360	\$484,600
Property Losses Due to Fire	\$10,772,271	\$893,161	\$327,500	\$11,790
Percentage of Saved Property Value	80.33%	99.33%	98.33%	97.57%
Overlapping Incidents	530	181	20	27

Fire Prevention				
Prevention Statistics	2018 Total	2019 YTD	Last Month	Current Month
Fire Investigations	33	23	0	2
Fire Inspections	1,766	1,720	233	94
Permits Issued	96	49	4	5
Child-Passenger Seat Checks	143	162	25	8
People Educated Through Public Fire & Life-Safety Programs	5,695	2,959	162	101
Smoke Alarms Installed	143	138	12	14

Narcan				
Statistics	2018 Total	2019 YTD	Last Month	Current Month
Overdose Calls Responded To	54	54	9	11
Instances Narcan Administered	9	8	0	1

### **Significant Issues:**

- "Meet & Greet" at local elementary schools
- Fire Prevention education programs began in schools
  - Over 1,500 adults and students
- Met with Craven County Emergency Management and area Fire Chiefs to discuss mutual aid improvement plan
- Hurricane Doran
  - All hands call back
  - Two National Guard units assigned to Fire Department
  - Swift Water Team from Charlotte assigned to Fire Department
- Worked on Hurricane Dorian "After Action Report"
- Continued to work on accreditation process
- Purchased swift water equipment using Walmart Grant
- 9-11 Luncheon provided by St. Andrew Lutheran Church
- 9-11 Memorial Service held at Firemen's Museum

## Fire

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- Assisted Coast Guard with missing vessel
- Received confirmation for "Applicant Agency Status" toward accreditation
- Finalized pre-build meeting for new tower and engine
- Held interoperability communication meetings
- Mutual aid training with Tri-Community Fire Department
- Participated in Badge, Faith and Community event
- Worked on building dashboard for response analysis

## 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	1	1	1	4	1
Finance	40	0	0	4	4	0
Fire	73	0	0	0	4	0
Human Resources	5	0	0	0	0	0
Parks & Recreation	29	0	0	1	2	0
Police	119	3	0	7	17	7
Public Utilities	53	0	1	2	5	1
Public Works	47	0	3	0	6	1
Water Resources	78	2	1	4	6	3
Totals:	473*	6	6	19**	49	13

\*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	2 OSHA Recordable 1 Lost Time 2 Non-Recordable 0 Denied	2 OSHA Recordable 0 Lost Time 2 Non-Recordable 0 Denied
Year-to-Date Claims	5 Recordable 2 Non-Recordable	7 Recordable 4 Non-Recordable
Current Month Costs	\$18,017.69	\$85,007.43
Year-to-Date Costs	\$80,151.25	\$147,535.46

**Other:**

None

## Parks and Recreation

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### **Significant Issues:**

- Parks received minimal damage during Hurricane Dorian. Trees and limb debris were the biggest issues in the parks.
- The final Footloose on the Neuse Summer Concert of the season was held on for Friday, September 13th - featuring the Joe Brown Band. Attendance: 650
- Date Night Movies in the Park, featuring the Wedding Singer was held on September 28th. 225 were in attendance.
- The Youth Tackle Football league started playing their games this month. They are playing in the American Youth Football League. This year, we will be playing Greenville, Plymouth, and Currituck.

## Police

### Crime:

Incidents & Arrests	Current Month Total	2016 Total	2017 Total	2018 Total	2019 YTD
NIBRS* Group A Incidents	230	2,540	2,536	2,534	1,952
NIBRS* Group B Incidents (Arrests)	49	723	825	900	552
Adult Arrests	115	1,495	1,739	1,698	1,108
Juvenile Arrests	0	10	10	9	3
Total Arrests	115	1,505	1,749	1,707	1,111
Police Calls for Service	3,906	43,949	46,757	45,246	34,201
Business Alarms Dispatched	209	1,968	1,988	2,157	1,565
Residential Alarms Dispatched	71	878	758	755	504
Alarm Calls (PD Dispatched)	280	2,846	2,746	2,912	2,069

\*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	2	11	8	8	7
Robbery	3	50	58	30	19
Aggravated Assault	9	82	93	80	65
B&E – Residence	9	168	160	168	174
B&E – Business	5	27	43	37	48
Theft from Motor Vehicle	14	173	187	111	91
Larceny	75	796	718	782	641
Motor Vehicle Theft	1	30	20	36	14
Arson	1	6	3	3	5
<b>Total:</b>	118	1,346	1,294	1,255	1,066

Criminal Investigations	August 2019	2019 YTD	2018 Final Total
Cases Assigned	25	142	168
Cases Closed by Arrest	3	9	Not Specified
Cases Closed Leads Exhausted	10	14	8
Cases Closed Unfounded	4	10	Not Specified

## Police

2019 Cases of Note - August	
Crime	Summary
2019-42280	DNA analyzed by FBI, confirmed Pamela Swindell
2019-33105	Shooting at 204 Poplar, Arrest
2019-20929	Assault associated with Poplar Street pending SW results
2019-33608	Robbery/shooting Video Gaming Machines evidence collection/processing, media release
2019-23767	Arson of Cub House, Seeking Petitions
2019-18530	Poplar Street Homicide case pending SW results

Crime Analysis		
	August 2019	2019 YTD
Top 5 Calls for Service & Number of Incidents*	1) Citizen Assist – 342 2) Alarm Business – 288 3) Suspicious Vehicle – 207 4) Vehicle Crash Property - 205 5) Check on Welfare – 198	1) Citizen Assist – 3,379 2) Alarm Business – 3,293 3) Suspicious Vehicle – 2,198 4) Vehicle Crash Property – 1,884 5) Larceny / Shoplifting – 1,563
Top 5 Calls for Service for Current Month by Location* and Number of Incidents	1) 601 George St (Walk-Ins, Warrants) - 230 2) 3105 M L King Jr Blvd, Walmart (Larceny and Vehicle Crash- Property) – 75 3) 1100 Clarks Rd (Warrants, Commitment Papers) - 52 4) 1125 Walt Bellamy Dr., New Bern Towers (Foot Patrol & Check Welfare) – 48 5) 1309 Country Club Rd., Lawson Creek Park (Security Check) – 39	
Top 3 Crime Locations for Current Month and Number of Incidents	1) 3105 M L King Jr Blvd, Walmart (Larceny and Vehicle Crash- Property) – 75 2) 1125 Walt Bellamy Dr., New Bern Towers (Trespass, Drug Activity, Comm Threats) – 48 3) 4200 Academic Dr (Damage to Property, Drug Activity, Larceny) – 28	

\*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
371	1,853.50	2,161.00	3,299.00	4,076.75	4,525.01	2,839.5*

\*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	\$20.95	\$1,251.97	\$381.11	\$200.97	\$166.58
Operations Division	\$15,961.90	\$135,511.65	118,641.19	\$266,946.37	\$100,054.93
Services Division	\$8,398.56	\$58,035.21	\$72,063.35	\$152,064.54	\$101,389.19
Investigations Division	\$791.09	\$21,689.72	\$45,845.93	\$75,893.65	\$34,087.45
<b>Total:</b>	<b>\$25,172.50</b>	<b>\$216,488.55</b>	<b>236,931.58</b>	<b>\$495,422.53</b>	<b>\$235,698.15</b>

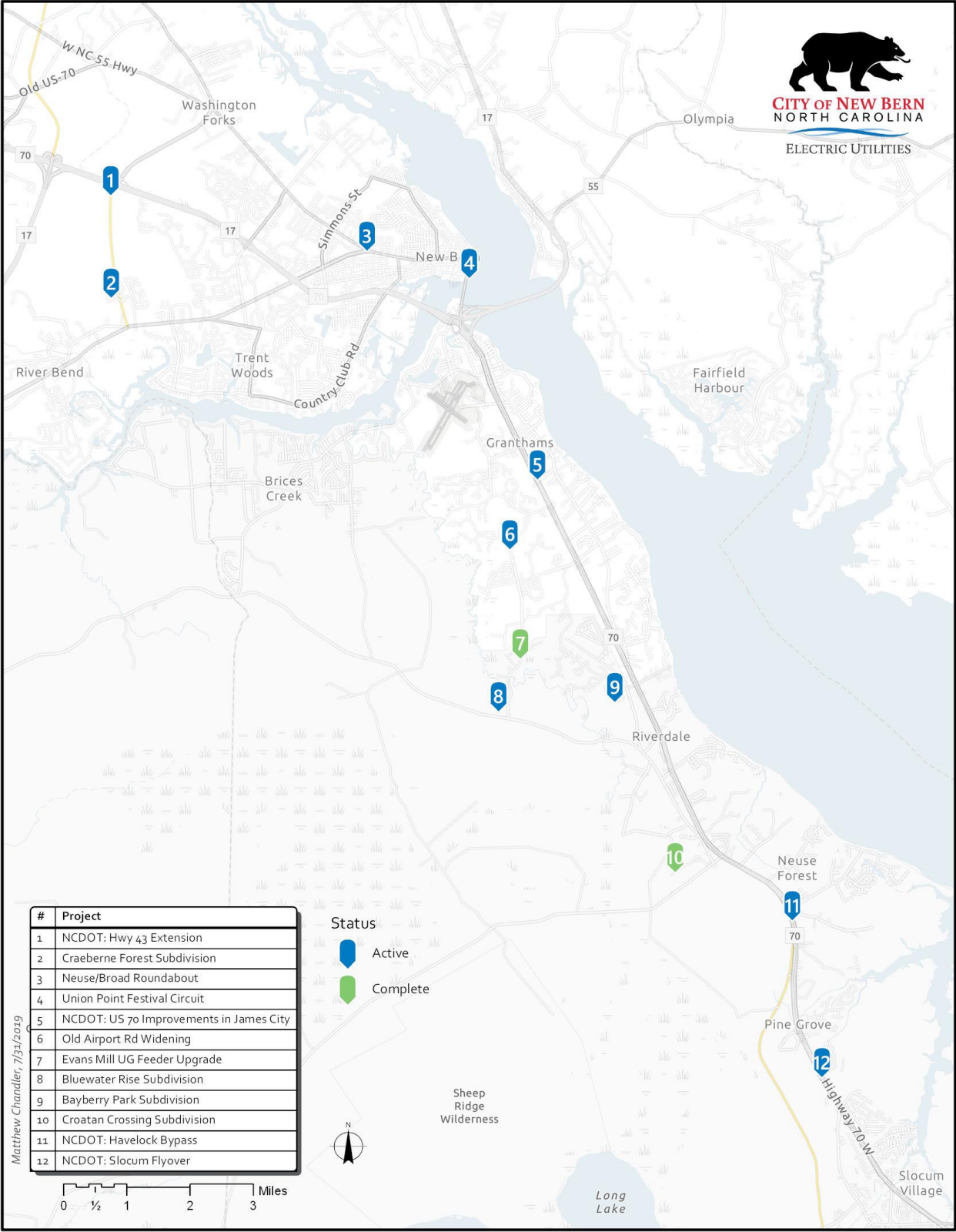
**Significant Issues (not noted above): NONE**

## Public Utilities

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- **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. We will hold a Dorian After Action Review Meeting on October 2.
- **Employee Recognition:** Goes to three employees who have successfully completed their current level in the Lineman Career Development Program and have moved to the next level: Cameron Greene Electric Line Worker 3<sup>rd</sup> Class, Christian Swenson-Electric Line Worker 2<sup>nd</sup> Class and Taylor Fornes-Electric Line Worker 2<sup>nd</sup> Class. We would also like to recognize all of the Public Utilities employees for an outstanding performance during Hurricane Dorian. We would like to include a special recognition and Thanks to Perry Williams with Public Works Department. Perry worked with us during Hurricane Dorian keeping the Public Utilities Facilities clean and in proper working order so we could focus on power restoration. He was a great help and did a wonderful job.
- **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 22,458 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 downtown area from Hancock Street to Walt Belamy Drive.*
- **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. This project is in the planning phase for the relocation of existing structures.*
- **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. 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 in the process of obtaining a concurrent use agreement with the FAA which is needed for the posed directional bore under the Craven County Airport runway.*
- **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 capacity of this sewer system and reduce operational costs. Bids for this project will be opened on October 10<sup>th</sup> and work is scheduled to begin by mid-November, with a completion date by the end of the calendar year.*

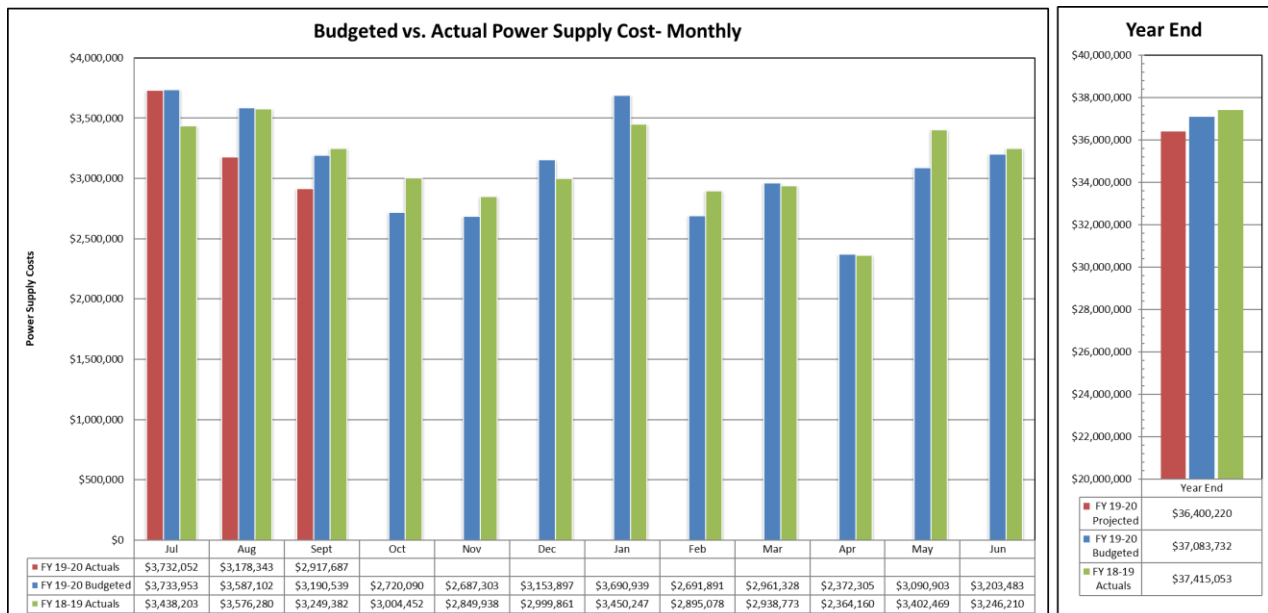
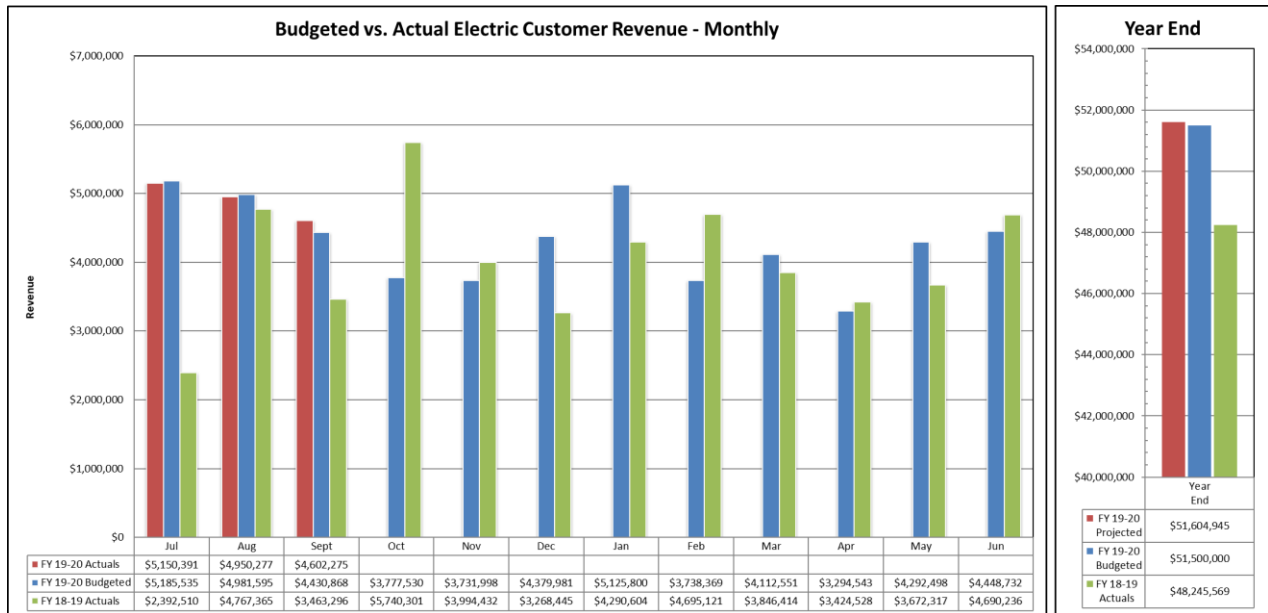
## Public Utilities

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%

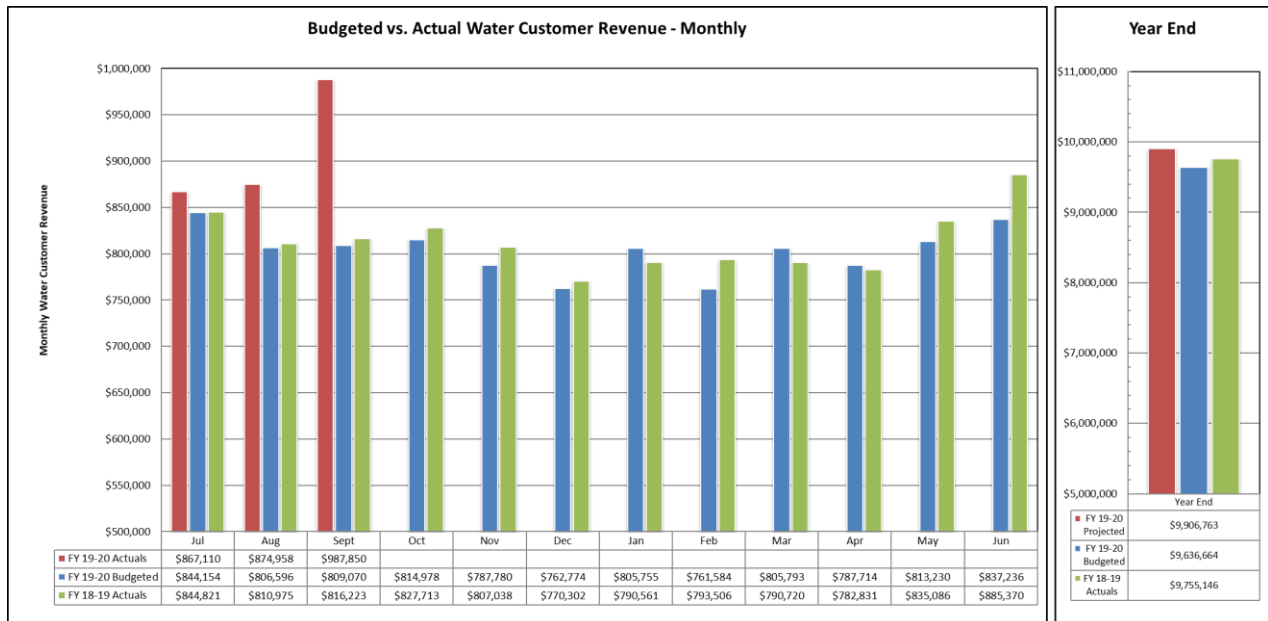
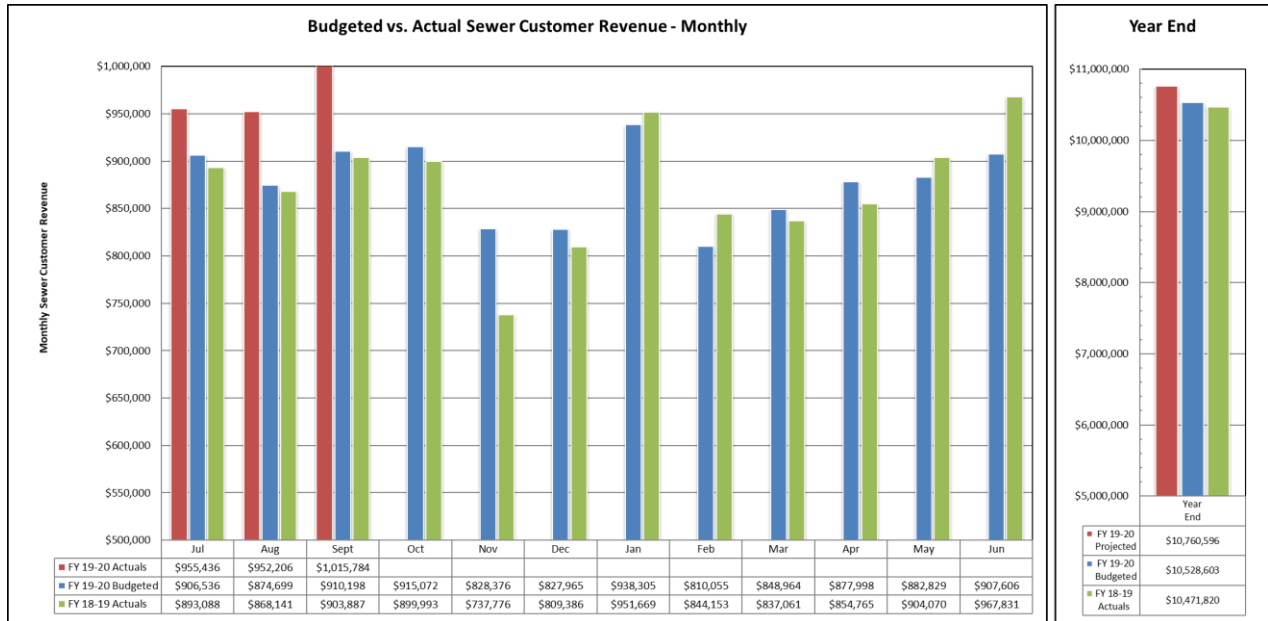
Outages		
Scheduled/Unscheduled	Cause	Total Outages
Unscheduled	Squirrel/Snake/Bird	2
Unscheduled	Equipment Worn Out	3
Unscheduled	Storm	2
Unscheduled	Vine	1
Unscheduled	Manufacturing Defect	1
Unscheduled	Vehicle Accident	1
Unscheduled	Tree	0
Unscheduled	Equipment Damage	3
Scheduled	Repairs	1
Unscheduled	Unknown/Other	1
<b>Total</b>		<b>28</b>

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

# Public Utilities



# 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	31.50	4.50
Brown Goods Collected	3,603.60	3,240.60	970.20	310.20
Yard Waste Received	14,518.26	13,533.83	4,721.68	1,909.10
Mulch Dispersed	6,419.37	3,616.43	1,325.67	545.24

### 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	772	196
Total Labor Cost	\$59,457.53	\$66,419.98	\$27,881.14	\$6,400.04
Total Parts Cost	\$158,265.30	\$157,426.24	\$45,140.81	\$12,128.50
Total Cost (Parts + Labor)	\$217,722.83	\$223,846.22	\$73,021.95	\$18,528.54
Services Provided by Contract:				
Vehicles Serviced	551	561	194	57
Total Labor Cost	\$103,943.03	\$105,084.08	\$37,321.23	\$10,577.57
Total Parts Cost	\$190,999.15	\$149,681.60	\$51,776.03	\$14,810.78
Total Cost (Parts + Labor)	\$294,942.18	\$254,765.68	\$89,187.26	\$25,388.35
Total Services Provided (City Garage & Contract):				
Vehicles Serviced	2,558	2,664	966	253
Total Labor Cost	\$163,413.50	\$171,896.06	\$75,164.04	\$26,939.28
Total Parts Cost	\$349,536.84	\$307,400.97	\$87,045.17	\$16,977.61
Total Cost (Parts + Labor)	\$512,950.34	\$479,207.03	\$162,209.21	\$43,916.89

Cost by Department	FY17-18 YTD	FY18-19 YTD	FY19-20 YTD	Current Month 2019
Public Utilities (Electric)	\$77,364.66	\$69,094.12	\$29,516.96	\$10,789.97
Public Utilities (W&S)	\$119,216.35	\$111,925.30	\$37,091.28	\$5,673.89
Police	\$87,738.96	\$101,295.14	\$24,935.15	\$8,907.80
Recreation & Parks	\$44,518.24	\$34,028.25	\$11,972.45	\$4,642.46
Finance	\$14,017.76	\$13,589.19	\$3,029.40	\$142.31
Public Works	\$92,786.18	\$89,933.67	\$38,160.32	\$7,736.91
Fire / Rescue	\$74,337.71	\$56,319.94	\$16,234.14	\$6,000.15
Human Resources	\$745.40	\$903.83	\$446.30	\$0
Development Services	\$2,225.08	\$2,117.58	\$823.20	\$23.40

**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

<b>Friends of New Bern Firemen's Museum, Inc. Board of Directors</b>			
<b>Appointee</b>	<b>June Attendance</b>	<b>Meetings Missed in 2019 To Date</b>	<b>Appointed By</b>
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

<b>Historic Preservation Commission</b>			
<b>Appointee</b>	<b>June Attendance</b>	<b>Meetings Missed in 2019 To Date</b>	<b>Appointed By</b>
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

<b>Housing Authority of the City of New Bern</b>			
<b>Appointee</b>	<b>June Attendance</b>	<b>Meetings Missed in 2019 To Date</b>	<b>Appointed By</b>
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

<b>New Bern Appearance Commission</b>			
<b>Appointee</b>	<b>June Attendance</b>	<b>Meetings Missed in 2019 To Date</b>	<b>Appointed By</b>
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.

<b>New Bern Area Metropolitan Planning Organization – Transportation Advisory Committee</b>			
<b>Appointee</b>	<b>June Attendance</b>	<b>Meetings Missed in 2019 To Date</b>	<b>Appointed By</b>
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

<b>New Bern-Craven County Public Library Board of Trustees</b>			
<b>Appointee</b>	<b>June* Attendance</b>	<b>Meetings Missed in 2019 To Date</b>	<b>Appointed By</b>
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)

<b>Planning &amp; Zoning Board</b>			
<b>Appointee</b>	<b>June Attendance</b>	<b>Meetings Missed in 2019 To Date</b>	<b>Appointed By</b>
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

<b>Police Civil Service Board</b>			
<b>Appointee</b>	<b>June* Attendance</b>	<b>Meetings Missed in 2019 To Date</b>	<b>Appointed By</b>
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.