

NEW BERN



NORTH CAROLINA

Everything comes together here

Departmental Monthly Reports

August 2016

Table of Contents

Development Services	1
Finance	4
Fire	5
Human Resources	6
Parks & Recreation	7
Police	8
Public Utilities	10
Public Works	14

Development Services

Inspections:

Overview	2015 YTD	% Change from Last Year	2016 YTD	July 2016	% Change from Previous Month
Commercial Permits – New Construction	114	-2%	112	81	-2%
Residential Permits – New Single Family	68	-22%	53	10	70%
Residential Permits – Additions/Remodels	127	20%	152	7	-43%
Mobile Homes	8	300%	14	17	-29%
Signs	29	3%	30	0	50%
Certificates of Occupancy – Residential	66	-2%	65	7	-43%
Certificates of Occupancy – Commercial	14	-200%	4	1	0%
Total Permit Valuation	\$34,550,336	90%	\$65,763,473	\$2,711,140	115.31%

Significant Issues and Projects:

- Dunn Building outparcel bathroom project is proceeding on schedule with anticipated completion before Mumfest weekend (weather permitting).

Community and Economic Development:

- **Real Estate Development and Reuse:** Staff has been asked to serve on NC Brownfield Redevelopment Committee and Public policy advisory committee. **First Street Corridor:** City Market-Workforce Dev. Training Center: \$549,000 Grant received from Golden Leaf. Grant application to EDA under review \$1,285,250. Duke Energy-possible EV charging station location.
- **Habitat for Humanity:** Ten lots under environmental review for funding. Thirty-day comment period underway.
- **The Entrepreneur Center:** Received grants from The Bate Foundation and Z. Smith Reynolds for implementation.
- **CNI (Choice Neighborhood Initiative):** Working with resident councils to develop and implement branding/marketing campaign for the Five Point/DuffyField community. Grant of \$10,000 received from The Bate Foundation-CNI reimagining and Craven Community College grant in amount of \$20,000 received for marketing/assistance. Revive 5 grassroots Leadership Academy began August 20th.
- **Site Development:** Received technical assistance grant from Electricities for shovel-ready program (S2) of 25.3-acre Craven Regional Airport property expansion. Project is moving forward. Second site under review.

Development Services

- **CDBG:** Allocation for 2016-2017 is \$250,955. Multiple sub-recipients are in the review process. Housing Repair: 26 applicants being reviewed; Sidewalks: Phase 2 complete; Parks & Rec: Shade structures under construction.

Other:

- Twenty-five land-use approvals were issued during the month. Staff reviewed and signed off on the following projects in the Historic/Riverside Districts: 712 Pollock, 711 New, 510 Craven, 309 Bern, 837 South Front, and 510 Craven Streets. Staff attended and presented to the Planning & Zoning Board a Conditional Use Permit "(CUP)" for 205 First Street on August 2, 2016. Staff prepared and presented CUP at the August 9, 2016 Board of Aldermen meeting. Staff issued a final C/O for River Place Shopping Center located at 2000 S. Glenburnie Road. Staff issued a final C/O for 2705 Neuse Blvd.
- Two major subdivision general plans approved by Planning & Zoning Board: Hardee's Restaurant located at 3820 Martin Luther King Jr. Blvd. and Rivertown Square (Walmart) Lots 1A & 1B located at 3005 M. L. King, Jr. Blvd
- Conducted an open house forum at Riverside Methodist Church to obtain public comment on the proposed Historic District Guideline Updates. Approximately 35 people attended. Answered miscellaneous questions from public with regards to HPC applications and design guidelines.
- Provided staff support for Historical Preservation Commission's regular meeting August 3, 2016 for the following projects:
 - 712 Pollock St. (Paul & Debra Mills) – to include relocating the existing door and an existing window, removal of side lights and existing stairs/bannister, and installation of a deck in the tertiary AVC.
 - 711 New St. (Mark & Jill Maxwell) – to include replacement of front door and transom window, replacement of existing wooden siding with Hardy Plank replacement siding, replacement of metal roof with Black Onyx laminate architectural shingles in the primary AVC; install a new wooden door and landing with a covered stoop to the left of the home in the secondary AVC; replace the existing rear window with French doors and install a deck, construct a wooden privacy fence in the rear and left side of the parcel in the tertiary AVC.
 - 510 Craven St. (Robert & Suzanne Ruff—Lucien Vaughn) – to include installation of wooden louvered window shutters within the tertiary AVC; remove 4 non-contributing windows, 1 non-contributing bay window, 1 non-contributing "transom" window, 2 non-contributing doors, 1one set of non-contributing steps; replace with 3, 1/1 double hung windows, install 1 wooden 15-lite SDL door, and replace/repair wooden siding at removed window locations, located in the secondary and tertiary AVC's.
 - 837 S. Front St. (Trent Court--Housing Authority of the City of New Bern) – construction of a playground in the secondary AVC.
 - 309 Bern St. (Melissa Himes—Alexis Cardelli) –installation of additional masonry in order to elevate the structure to the current sidewalk grade in the primary AVC.
- Provided staff support for Historical Preservation Commission's regular meeting on July 20th for the following projects:

Development Services

- 712 Pollock St. (Paul & Debra Mills) – relocate the existing door and an existing window, removal of side lights and existing stairs/bannister, and installation of a deck in the tertiary AVC.
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- 510 Craven St. (Robert & Suzanne Ruff—Lucien Vaughn) – installation of wooden louvered window shutters within the tertiary AVC; remove 4 non-contributing windows, 1 non-contributing bay window, 1 non-contributing “transom” window, 2 non-contributing doors, and 1 set of non-contributing steps; replace with 3, 1/1 double hung windows, install 1 wooden 15-lite SDL door, and replace/repair wooden siding at removed window locations, located in the secondary and tertiary AVC’s.Planning and Zoning
- Planning & Zoning Board conducted regular meeting on August 2nd for the following projects:
 - Request for a Conditional Use Permit (CUP) by the City of New Bern to operate a trade or vocational school located at 205 First Street. The property is further identified in Craven County Tax Book as 8-011 -153-C (Ward 3).
 - Consideration of a request by the City of New Bern to amend the City Land Use Ordinance articles: Article II: Definitions; Addition of “Existing Grade” and “Finished Grade”; Article III: Administrative Mechanisms; Article IV: Permits and Final Plat Approval; Article XII: Density and Dimensional Regulations; XIV: Streets and Sidewalks.

Finance

Fund Balance Available for Appropriation and Days Cash on Hand:

Fund	As of 06/30/13	As of 06/30/14	As of 06/30/15	Estimate for June 2016*	Estimate for July 2016*
Water (Available)	\$5,590,673	\$6,844,978	\$7,885,359	\$8,354,342	\$8,396,142
Water (Days)	269	294	497	303	344
Sewer (Available)	\$1,182,637	\$3,379,175	\$3,441,193	\$3,207,419	\$3,332,178
Sewer (Days)	86	128	196	128	162
Electric (Available)	\$4,669,904	\$8,171,048	\$9,187,629	\$11,042,418	\$10,559,621
Electric (Days)	67	88	94	120	109
General (Available)	\$7,635,854	\$9,183,675	\$15,531,641	\$15,947,881	\$11,439,643
General %	25.81%	32.09%	56.95%	39.72%	30.70%

*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:

Nothing significant to report.

Fire

Fire Suppression:

Incidents	2015 Total	2016 YTD	Last Month	Current Month
*Number of Incidents	1,244	870	109	134
Average Response Time for “Reported Structure Fire”	5 minutes 35 seconds	5 minutes 28 seconds	5 minutes 04 seconds	5 minutes 30 seconds
Endangered Property Value	\$122,542,001	\$7,568,856	\$632,335	\$2,037,370
Property Losses Due to Fire	\$1,302,846	\$523,441	\$80,695	\$190,950
Percentage of Saved Property Value	98.94%	92.66%	87.24%	90.63%

Fire Prevention:

Prevention Statistics	2015 Total	2016 YTD	Last Month	Current Month
Fire Investigations	30	20	4	4
Fire Inspections	1,215	1,235	71	195
Permits Issued	90	74	7	11
Child-Passenger Seat Checks	276	191	29	18
People Educated Through Public Fire & Life-Safety Programs	10,613	6,653	156	1,127

Significant Issues:

- Two smoke alarms were installed this month; 74 in 2016 YTD.
- Continued with Leadership Development Training with Facilitator James Rowan via webinars.
- As part of the Strategic Planning Project, the Peer Assessor’s meeting was held on August 5th. It was attended by outside fire department chiefs, Mayor Outlaw, Assistant City Manager Culler, and Alderman Odham. Greg Grayson from OSFM was the facilitator of the meeting.

Human Resources

City-Wide Vacancies:

Department	Budgeted Positions	Separations During the Month	Positions Filled By External Candidates During the Month	Current Vacancies	Turnover FY15/16	Turnover FY16/17
Administration	12	0	0	0	1	0
Development Services	17	0	0	0	2	0
Finance	39	1	2	4	8	1
Fire	66	0	0	1	5	0
Human Resources	5	0	1	0	1	0
Parks & Recreation	29	0	0	1	1	0
Police	114	0	0	9	18	1
Public Utilities (Electric)	51	0	0	5	6	0
Public Works	47	1	1	2	10	2
Water Resources	78	2	3	7	9	4
Totals:	458*	4	7	29**	61	8

**Includes regular and 2 grant-funded positions approved for the fiscal year; also includes 1 part-time position in Parks & Recreation; does not include seasonal positions.*

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

Safety News:

Workers' Compensation	2016	2017
Current Month's Claims	2 OSHA Recordable 0 Lost Time 0 Non-Recordable 0 Denied	4 OSHA Recordable 2 Lost Time 0 Non-Recordable 0 Denied
Year-to-Date Claims	3 Recordable 1 Non-Recordable	1 Recordable 0 Non-Recordable
Current Month Costs	\$14,735.40	\$56,441.30
Year-to-Date Costs	\$27,361.98	\$95,679.80

Other:

No report.

Parks and Recreation

Items of significance:

- **Facilities:** Thalmann Field project quotes gathered; meeting scheduled on September 9th to discuss budget and start timeline.
Contractor providing information regarding piers and docks lighting; also working with Electric Utilities regarding evaluation of need for additional street-type lighting.
- **Programs:** Registration completed for annual youth football and cheer program; approximately 200 participants.
- **Mitigation:** continued brush removal at 1307 Country Club Road, with the assistance of volunteers from the U.S. Navy ASTC/Cherry Point.
Ongoing efforts to evaluate urban trees; appeal process in progress for designated trees on National Avenue.

Police

Crime:

Incidents & Arrests	Current Month Total	2013 Total	2014 Total	2015 Total	2016 YTD
NIBRs* Group A Incidents	195	3,184	2,609	2,522	1,665
NIBRs* Group B Incidents (Arrests)	60	901	715	695	490
Adult Arrests	123	1,934	1,548	1,538	1,034
Juvenile Arrests	1	63	43	25	6
Total Arrests	124	1,997	1,591	1,563	1,040
Police Calls for Service	3,732	46,483	41,530	41,878	29,732
Business Alarms Dispatched	171	1,900	1,842	1,382	1,287
Residential Alarms Dispatched	67	871	782	777	620
Alarm Calls (PD Dispatched)	238	2,771	2,624	2,159	1,907

*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	2013 Total	2014 Total	2015 Total	2016 YTD
Homicide	0	1	0	7	1
Rape	1	13	9	5	7
Robbery	2	51	39	30	32
Aggravated Assault	6	77	70	68	52
B&E – Residence	9	234	192	181	100
B&E – Business	1	85	46	35	16
Theft from Motor Vehicle	16	215	204	157	109
Larceny	60	1,111	859	867	512
Motor Vehicle Theft	3	55	25	32	27
Arson	1	4	1	3	4
Total:	99	1,846	1,445	1,384	860

Criminal Investigations	Current Month Total	2013 Total	2014 Total	2015 Total	2016 YTD
Cases Assigned	14	192	205	117	95
Cases Closed	3	75	128	28	30

Police

Crime Analysis		
	<u>August 2016</u>	<u>2016 YTD</u>
Top 5 Calls for Service & Number of Incidents	1) Traffic Stop (376) 2) Security Check Bus. (218) 3) Business Alarm (171) 4) Follow Up (187) 5) Citizen Assist (232)	1) Traffic Stop (2,862) 2) Security Check Bus. (2,514) 3) Follow Up (1,571) 4) Citizen Assist (1,645) 5) Security Check Res. (1,480)
Top 5 Calls for Service by Location and Number of Incidents	1) 601 George St. (268) 2) 3105 M. L. King Jr. Blvd. (103) 3) 1309 Country Club Rd (42) 4) 606 Fort Totten Dr. (54) 5) 411 Craven St. (64)	
Top 3 Crime Locations for Current Month and Number of Incidents	1) 3105 M L King Jr Blvd., Wal-Mart (Larcenies/Shoplifters) 4 Reports 2) 2000 Neuse Blvd, Carolina East Medical Center (Assaults) 4 Reports 3) 3410 M L King Jr Blvd, Target (Larceny) 4 Reports	

Case Notes	
2016:	
2016-20594, Homicide 121 W. Pleasant Hill Dr	Ryessa L. Lovick B/F DOB 12/09/1990 was arrested and charged with 1 count Open Murder. Investigation continues and follow ups are being conducted.

Personnel:

Extra-Duty Hours	Current Month	2013 Total	2014 Total	2015 Total	2016 YTD
	245	3,123.3	1,853.5	2,161.00	1,863.25

Overtime in Dollars	Current Month	2013 Total	2014 Total	2015 Total	2016 YTD
Office of the Chief	\$119.99	\$6,672.34	\$11,911.58	\$8,783.87	\$929.41
Operations Division	\$15,557.05	\$120,226.42	\$163,316.23	\$145,902.95	\$76,004.40
Services Division	\$4,149.21	\$49,815.25	\$63,974.62	\$62,686.44	\$35,112.68
Investigations Division	\$1,859.23	N/A	N/A	N/A	\$12,420.83
Total:	\$21,685.48	\$176,714.25	\$239,204.43	\$222,373.26	\$124,578.32

Significant Issues (not noted above):

None to report.

Public Utilities

High-Profile Projects:

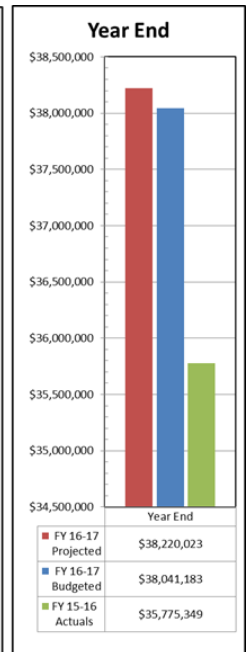
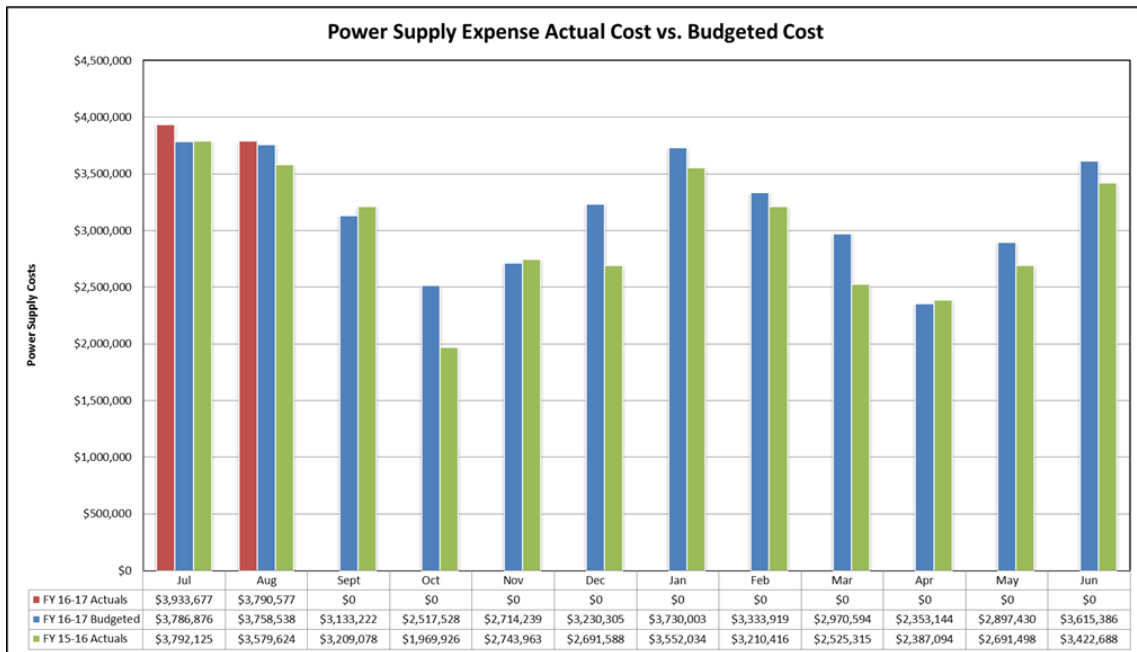
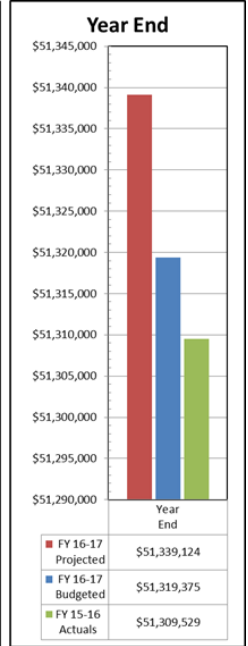
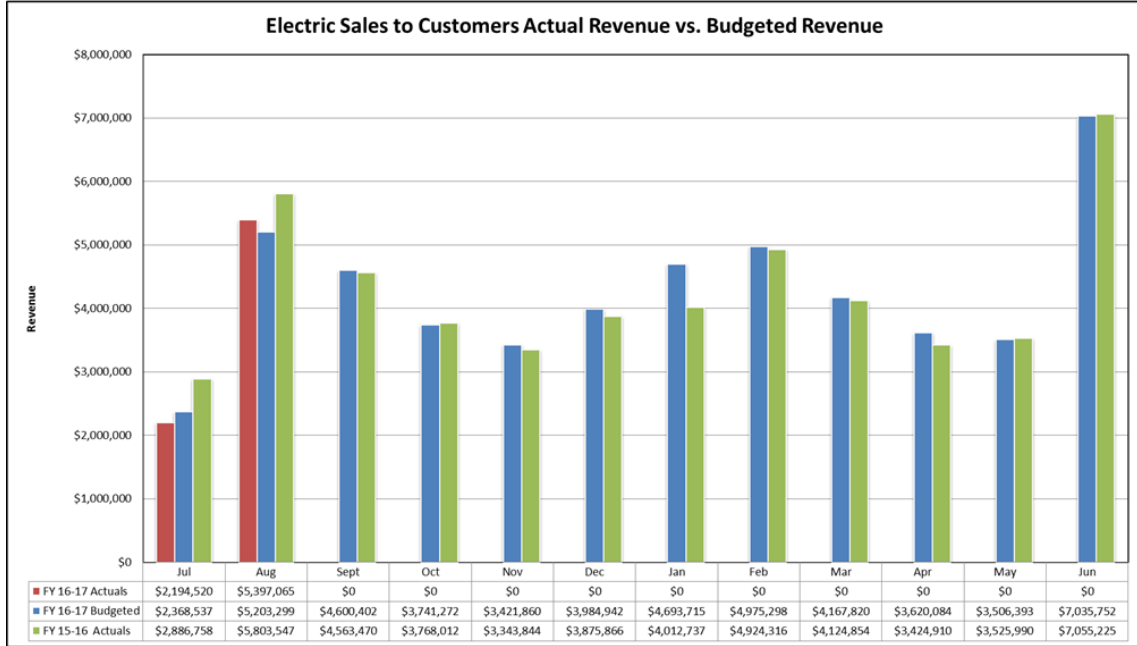
- **Advanced Metering Infrastructure Project** - *This project involves installing a network of electric and water meters. We are currently reading 3,812 water meters and 8,503 electric meters with 1,929 disconnect meters; 2,077 two-way load management switches have been installed. Phase II of the project is about 98% complete. We are establishing communication points around the City as required for communications back to the operations center. Brices Creek gateway and an additional gateway for Taberna are waiting on crew availability. New gateway added to Wilcox Water Tower.*
- **Harris Teeter, Waterscape Way** - *This involves providing power to the new Harris Teeter and surrounding out-parcels in the Carolina Colours Subdivision. The permanent service for Harris Teeter is complete. We will add the out-parcels as they become ready.*
- **Overhead Line Rebuild**
 - Pattswood Road. *Construct new and rebuild existing power lines to re-route the power feed to this area. The overhead construction is complete and the house services are being installed, then the old facilities will have to be torn out. Project is complete.*
 - North Hills Drive. *Overhead rebuild and relocation. We have begun setting poles and trimming trees. Project is Complete.*
 - Racetrack Road. *We are working on upgrading the existing overhead line to feeder capacity. This work has a planned start date of October 2016.*
- **New Underground Developments**
 - Pine Valley Apartments. *Underground Subdivision Extension. Install underground primary, secondary, and area lights as needed to provide power within this new apartment complex. All of the pipe for phase one has been installed. The contractor requested we stop until he finished his grading.*
 - Craven Animal Hospital. *Install underground primary and transformer needed to provide power to a new commercial service. Estimated completion date for permanent service is October 2016. A pole has been set and three-phase underground primary and conduit has been installed under Old Cherry Point Road. A temporary transformer and conductors have been installed for their construction service.*
 - S. Front Street Light Project. *New installation of decorative street lights. New black acorn street lights will be installed around the waterway behind Tryon Palace. Work is being done in coordination with the streetscape by Public Works. All lights that were available for installation have been installed. The remaining lights are on order and are scheduled to be delivered.*
 - Hancock Street and 400 Block of Pollock Street. *Overhead to underground conversion. We will be working with the CATV and TELCO to convert all of the overhead utilities to underground. We will also be installing the green decorative street light fixtures in this area.*
- **Township No. 7 Sewer Improvements – Phase III.** *Sewer system infrastructure improvements for increasing transmission capacity. Aerial and ground survey work for the project are complete and staff is working with the engineering consultant to finalize the force main alignment and design plans required 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. Aerial and ground survey work for the project are complete and staff is working with the*

Public Utilities

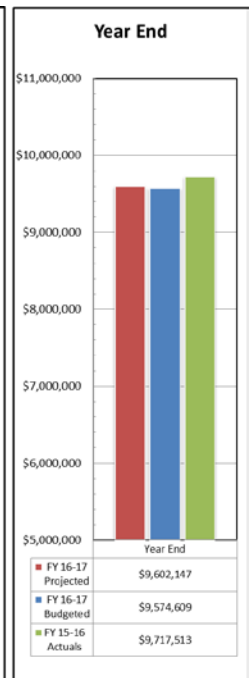
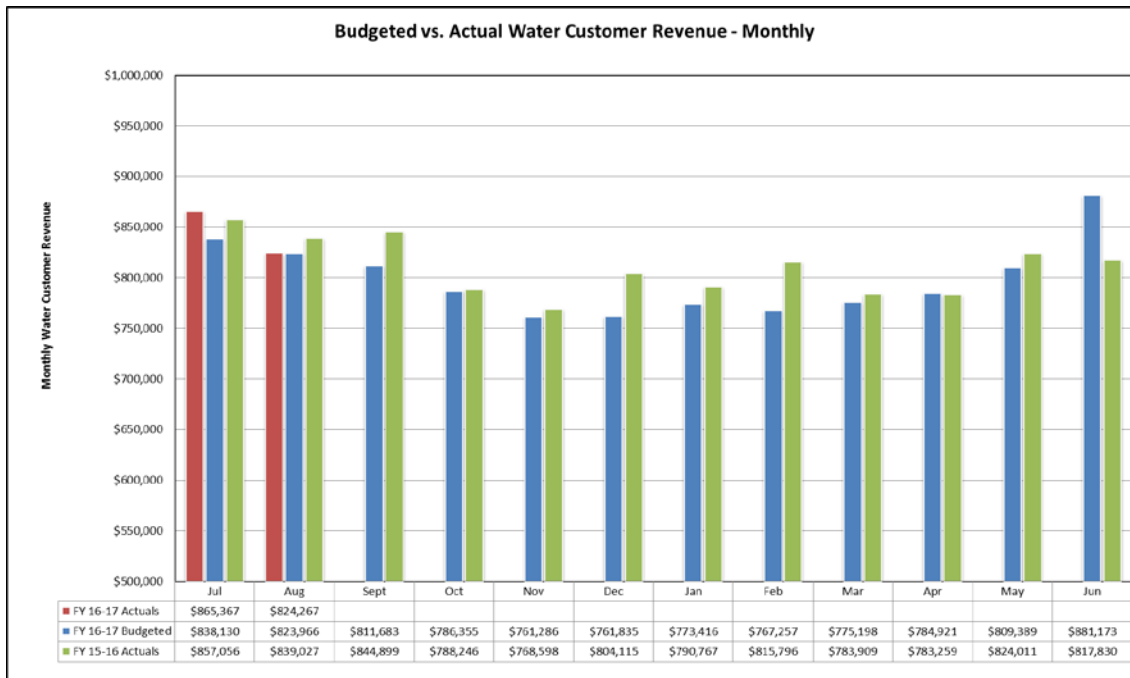
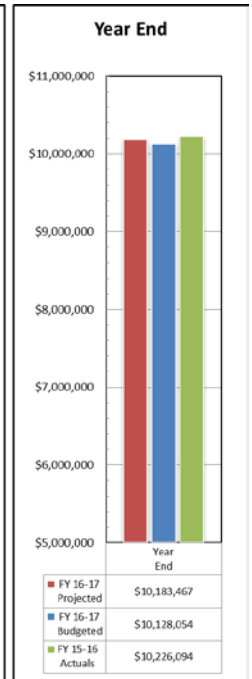
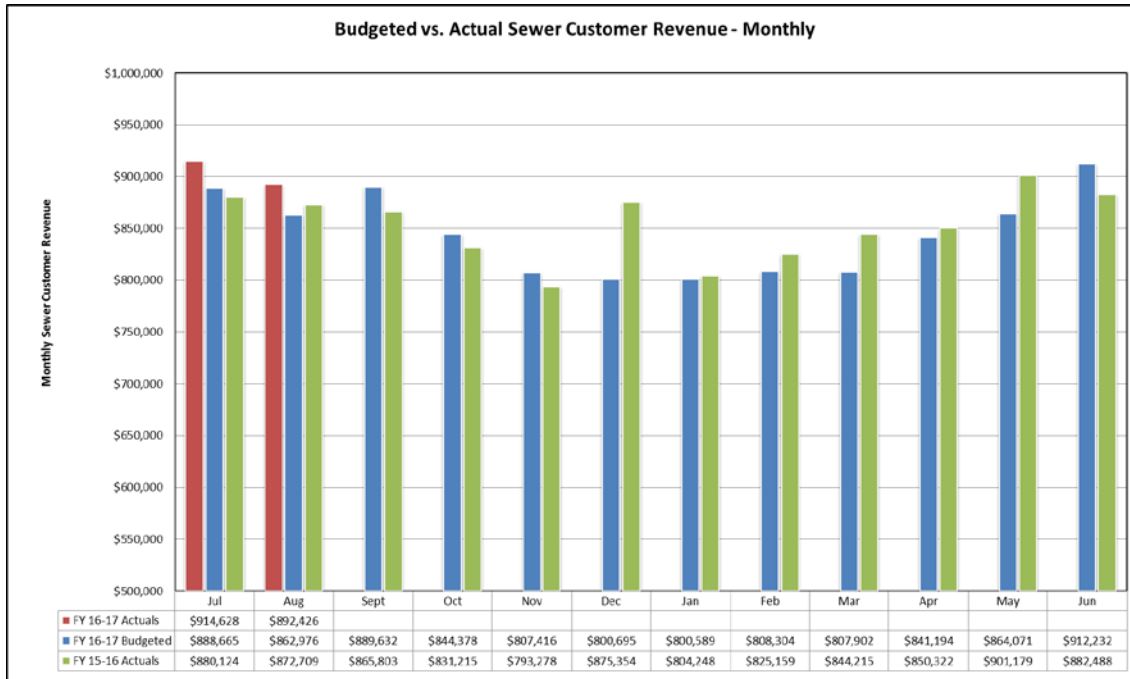
engineering consultant to finalize the water main alignment and design plans required for permitting.

Electric System Outages and Reliability Statistics				
July 1, 2015 to Aug 31, 2016				
SAIDI (minutes)	SAIFI (number of interruptions)	CAIDI (minutes)	ASAI (percent)	
44.072	1.252	35.193	99.9928	
July 1, 2013 to Aug 31, 2015				
SAIDI (minutes)	SAIFI (number of interruptions)	CAIDI (minutes)	ASAI (percent)	
60.36	1.459	41.38	99.9901	
Aug-16				
Sched/Unsched	Cause	Substation	Circuit	Total Outages
Unscheduled	Squirrel			2
Unscheduled	Bird			2
Scheduled	Scheduled			
Unscheduled	Equipment Worn Out			
Unscheduled	Human			1
Unscheduled	Lighting			7
Unscheduled	Vehicle Accident			2
Unscheduled	Vine			1
Unscheduled	Electrical Failure			4
Unscheduled	Construction			
Unscheduled	Tree			3
Unscheduled	Equipment Damage			
Unscheduled	Unknown/Other			
			total	22

Public Utilities



Public Utilities



Public Works

Leaf and Limb:

Service Provided (Tons)	FY14-15 Total	FY15-16 Total	FY16-17 YTD	August 2016
White Goods Collected	9.00	18.00	4.50	0.00
Brown Goods Collected	5,422.50	3,539.16	508.20	257.40
Yard Waste Received	27,167.90	17,958.92	3,424.06	1,819.38
Mulch Dispersed	7,998.90	8,556.95	897.40	412.60

City Garage:

Costs	FY14-15 Total	FY15-16 Total	FY16-17 YTD	August 2016
Services Provided by City Garage:				
Vehicles Serviced	1,288	1,643	215	147
Total Labor Cost	\$ 36,758.93	\$ 53,147.90	\$ 6,148.29	\$ 3,898.83
Total Parts Cost	\$127,821.46	\$150,034.08	\$21,455.09	\$11,286.40
Total Cost (Parts + Labor)	\$164,580.39	\$203,181.98	\$27,603.38	\$15,185.23
Services Provided by Contract:				
Vehicles Serviced	916	674	82	58
Total Labor Cost	\$108,770.25	\$116,862.45	\$20,214.53	\$16,298.21
Total Parts Cost	\$192,877.40	\$198,068.81	\$35,600.44	\$30,357.34
Total Cost (Parts + Labor)	\$301,647.65	\$314,931.26	\$55,814.97	\$46,955.55
Total Services Provided (City Garage & Contract):				
Vehicles Serviced	2,204	2,317	297	205
Total Labor Cost	\$145,529.18	\$170,010.35	\$26,362.82	\$20,197.04
Total Parts Cost	\$320,698.86	\$348,052.89	\$57,055.53	\$41,943.74
Total Cost (Parts + Labor)	\$466,228.04	\$518,063.24	\$83,418.34	\$62,140.77

Cost by Department	FY14-15 Total	FY15-16 Total	FY16-17 YTD	August 2016
Public Utilities (Electric)	\$ 86,103.29	\$ 96,332.89	\$27,150.18	\$26,121.13
Public Utilities (W&S)	\$116,802.55	\$120,158.73	\$17,786.56	\$12,404.25
Police	\$ 84,842.82	\$ 85,547.12	\$ 9,876.32	\$ 6,659.49
Recreation & Parks	\$ 32,005.09	\$ 45,296.72	\$ 4,463.19	\$ 3,909.33
Finance	\$ 28,004.25	\$ 15,044.94	\$ 1,291.66	\$ 1,291.66
Public Works	\$114,259.82	\$ 86,585.97	\$12,413.50	\$ 5,057.72
Fire / Rescue	\$ 69,698.98	\$ 54,913.63	\$10,312.47	\$ 6,572.73
Human Resources	\$ 727.61	\$ 13.01	\$ 0	\$ 0
Development Services	\$ 3,275.67	\$ 6,727.03	\$ 124.46	\$ 124.46

Public Works

Significant Issues:

None.