

NEW BERN



NORTH CAROLINA

*Everything comes together here*

# Departmental Monthly Reports

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February 2016

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## Development Services

### Inspections:

Overview	2015 YTD	% Change from Last Year	2016 YTD	Jan 2016	% Change from Previous Month
Commercial Permits – New Construction	18	44%	26	10	60%
Residential Permits – New Single Family	23	-43%	13	4	125%
Residential Permits – Additions/Remodels	32	-3%	31	15	7%
Mobile Homes	0	600%	6	3	0%
Signs	5	20%	6	3	0%
Certificates of Occupancy – Residential	12	0%	12	7	-29%
Certificates of Occupancy – Commercial	3	-200%	1	0	100%
Total Permit Valuation	\$4,778,718	82%	\$8,678,857	\$1,825,142	275%

### Significant Issues:

- Landa Gaskins filled the Community Development Coordinator position on 2/15/16.
- Goldenleaf grant requesting funding for improvements to city market and old warehouse building was submitted on 3/11/16.
- Kevin Robinson, City Planner and HPC Administrator, will be leaving the city 3/24/16 to pursue other opportunities with the City of Albermarle.

### Community and Economic Development:

- **First Street Corridor:** CCC-WFD and City Staff are collaborating with CCC, East Carolina Council and U.S. Economic Development Administration to develop programs consistent with the needs of CNI with the creation of a Workforce Development Training Center-City Market. Grant Due March 11<sup>th</sup>.
- **Site Development:** Received technical assistance grant from ElectriCities for shovel-ready program (S2), 25.3-acre Craven Regional Airport property expansion. Staff met with consultant and airport management
- **CNI (Choice Neighborhood Initiative):** Working with resident councils to develop and implement branding/marketing campaign for the Five Point/Duffy Field community. Grant received from The Bate Foundation-CNI reimagining \$10,000 and Craven Community College \$20,000 marketing/assistance grant.
  - Preparing Z. Smith Reynolds-CNI reimagining
  - Community meeting scheduled for April 2<sup>nd</sup>.
- **Paint Your Heart Out New Bern:** Scheduled for July 24-30. Partnering with NRDC, Greater Duffyfield Residents Council, East Carolina Council and CNI to leverage funding opportunities. Applications being review.

## Development Services

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- **Habitat for Humanity:** Construction continues at 920 Eubanks.
- **CDBG:** CDAC meeting Feb 23<sup>rd</sup>. Multiple sub-recipients are in the review process: **Coastal Women's Shelter, Neuse River Development Corporation, Coastal Carolina Action. Housing Repair: 26 applicants being reviewed. Sidewalks: Bid open for Lawson Creek Sidewalk Project. Parks & Rec: Shade structures-waiting for release of funds.**
- **Entrepreneur Center:** Received grants from The Bate Foundation and Z. Smith Reynolds for implementation. Golden Leaf submission complete; due March 11<sup>th</sup>.
- **Real Estate Development and Reuse:** Brownfield Technical Assistance Team visited New Bern Feb. 9-11<sup>th</sup> to discuss Brownfield redevelopment financial opportunities. Final Analysis will be available in late March.

### Other:

- Twenty-five land-use approvals were issued during the month.
- Staff reviewed and signed off on the following projects in the Historic/Riverside District: First Baptist Church-239 Middle Street, Mr. Straight-237 Craven Street, Tarheel Construction-317 Pollock Street, GO Architecture-304 Queen Street, GO Architecture-223 Craven Street, & GO Architecture-415-417 S. Front Street.
- Staff held Department review meetings on February 12 & 26, 2016 for the following projects: Site plan for Cilantros Restaurant at 319 Bern Street-February 12<sup>th</sup>, & Tate Commons Apartments located on Karen Drive near the intersection of Neuse Boulevard-February 26<sup>th</sup>.
- Staff attended Planning & Zoning Board meeting on February 2, 2016 for consideration of the following re-zonings: A 5.46+/- acre parcel located at 595 Washington Post Road (A-5 Agricultural District to R-20 Residential District), & a 577 +/- acre parcel known as Craven 32 and further identified as Craven County Tax Parcel 7-106-001 (A-5F Agricultural Forestry District to R-8 Residential District).
- Provided staff support for Historic Preservation Commission's regular meeting on December 16<sup>th</sup> for the following new and old **Major CoA's**:
  - A. 319 Bern St. (Cilantro's Mexican Grill – Richard Mora) - to construct concrete patio and hand rail in the primary AVC. **NO SHOW-TABLED**
  - B. 223 Pollock St. (GO Architecture – City of New Bern) - to include amendments to previously approved Welcome Center. **APPROVED w. CONDITIONS**
  - C. 304 Queen St. (GO Architecture - HGT Holdings ) - to include infill construction of a single family home. **APPROVED**
  - D. 415-417 S Front St. (GO Architecture – HGT Holdings) – to include amendments to previously approved alterations and a requested change in status of the structures. **CONTINUED FOR MORE INFORMATION**
- Issued the following **Minor CoA's**:
  - A. 420 Craven St. – Landscaping, walkway and brick wall in tertiary AVC
  - B. 239 Middle St. – Steeple flat roof replacement and general maintenance
  - C. 237 Craven St. – Kitchen exhaust vent and ductwork in the tertiary AVC
  - D. 317 Pollock St. – Awnings and brickwork and metal coping on flat roof

## Development Services

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- Provided staff support for Board of Aldermen’s Regular Meeting on February 23<sup>rd</sup> for the following projects:
  - A. Old Airport Road (A Sydes Construction) – Rezoning from A-5F Agricultural Forestry District to R-8 Residential District. **Approved**
  - B. 595 Washington Post Road (Frederick Hackney) – Rezoning from A-5 Agricultural District to R-20 Residential District. **Approved**
- **GIS:** Created online story maps of all building permits for 2015, as well as detailed report.
- **NBAMPO:** Staff opened NBAMPO Metropolitan Transportation Plan for public review and comments – February 16<sup>th</sup> through March 4<sup>th</sup>.  
Staff finalized work with consultants on ICE project.  
Completed development of the Metropolitan Transportation Plan.
- **HPC:** Certificates of Appropriateness Issued: 3 Major works and 1 Minor works:
  - A. 305 Bern St. (Paul Tyler) - to include picket fence construction in primary AVC. **APPROVED**
  - B. 524 E Front St. (Decks N’ Docks Construction Inc. – Drusilla Eckberg) - to include installation of boat lift in the tertiary AVC. **APPROVED**
  - C. 304 Queen St. (GO Architecture - HGT Holdings ) - to include infill construction of a single family home. **CONTINUED**
  - D. 513 Middle St. (GO Architecture - Jeffrey Allen Vaughn) - to include new window shutters and side porch and 2nd floor addition in the tertiary AVC. **APPROVED w. CONDITIONS**
  - E. 1111 N Craven St. – After-the-fact CoA for door replacement

## Finance

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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	<i>Estimate for December 2015*</i>	<i>Estimate for January 2016*</i>
Water (Available)	\$5,590,673	\$6,844,978	\$7,885,359	\$9,567,171	\$9,568,342
Water (Days)	269	294	497	354	352
Sewer (Available)	\$1,182,637	\$3,379,175	\$3,441,193	\$5,402,544	\$5,748,487
Sewer (Days)	86	128	196	185	189
Electric (Available)	\$4,669,904	\$8,171,048	\$9,187,629	\$15,224,958	\$14,330,565
Electric (Days)	67	88	94	124	124
General (Available)	\$7,635,854	\$9,183,675	\$15,531,641	\$15,688,179	\$17,564,244
General %	25.81%	32.09%	56.95%	47.68%	49.25%

\*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:

None

## Fire

### Fire Suppression:

Incidents	2015 Total	2016 YTD	Last Month	Current Month
*Number of Incidents	1244	187	89	98
Average Response Time for “Reported Structure Fire”	5 minutes 35 seconds	5 minutes 16 seconds	5 minutes 20 seconds	5minutes 12 seconds
Endangered Property Value	\$122,542,001	\$2,719,410	\$562,830	\$2,156,580
Property Losses Due to Fire	\$1,302,846	\$56,018	\$20,418	\$35,600
Percentage of Saved Property Value	98.94%	97.94%	96.37%	98.35%

### Fire Prevention:

Prevention Statistics	2015 Total	2016 YTD	Last Month	Current Month
Fire Investigations	30	3	0	3
Fire Inspections	1215	410	227	183
Permits Issued	90	16	1	15
Child-Passenger Seat Checks	276	43	19	24
People Educated Through Public Fire & Life-Safety Programs	10,613	366	110	256

### Significant Issues:

- Installed 16 smoke alarms.
- Responded to a fatal fire on February 23<sup>rd</sup> at Reserve at Glenburnie.
- The Technical Rescue Team and CERT assisted with a search for an autistic child who ran away from Creekside Elementary School on February 23<sup>rd</sup>. A member of the Technical Rescue Team located the girl nearby. She was unharmed.
- On February 10<sup>th</sup> a female jumped from the Neuse River Bridge. Rescue and search crews were unable to locate the person. Her body was later found on February 27<sup>th</sup> by Craven County Emergency Services personnel near the mouth of Broad Creek.

## Human Resources

City-Wide Vacancies:

Department	Budgeted Positions	Separations During the Month	Positions Filled By External Candidates During the Month	Current Vacancies	Turnover FY14/15	Turnover FY15/16
Administration	12	0	0	2	0	1
Development Services	17	0	1	0	1	1
Finance	41	1	0	4	11	2
Fire	67	1	0	2	4	3
Human Resources	5	0	0	1	1	1
Parks & Recreation	29	0	0	0	4	0
Police	112	0	6	8	14	10
Public Utilities (Electric)	50	0	0	3	4	2
Public Works	47	0	0	4	5	9
Water Resources	76	0	0	5	10	5
<b>Totals:</b>	<b>456*</b>	<b>2</b>	<b>7</b>	<b>29**</b>	<b>54</b>	<b>34</b>

*\*Includes regular and 2 grant-funded positions approved for the fiscal year; also includes 2 part-time positions in Parks & Recreation; does not include seasonal positions. Also includes additional Police Captain position approved by the City Manager.*

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

Safety News:

Workers' Compensation	2015	2016
Current Month's Claims	2 OSHA Recordable 0 Lost Time 0 Non-Recordable 1 Denied	5 OSHA Recordable 1 Lost Time 0 Non-Recordable 1 Denied
Year-to-Date Claims	26 Recordable 5 Non-Recordable	12 Recordable 3 Non-Recordable
Current Month Costs	\$44,791.99	\$40,671.21
Year-to-Date Costs	\$605,835.50	\$168,523.43

Other:

No report.



## Parks and Recreation

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### Items of significance:

- Successful presentation to Craven County Board of Education regarding the joint school-community park proposal at HJ McDonald Middle School.
- Received 20<sup>th</sup> consecutive year crystal for being a Tree City USA city.
- Submitted department budget to Budget Team on Feb. 29<sup>th</sup>.
- Hired Michael Noggle, new Landscape Team member.

## Police

### Crime:

<b>Incidents &amp; Arrests</b>	<b>Current Month Total</b>	<b>2013 Total</b>	<b>2014 Total</b>	<b>2015 Total</b>	<b>2016 YTD</b>
NIBRs* Group A Incidents	183	3,184	2,609	2,522	385
NIBRs* Group B Incidents (Arrests)	56	901	715	695	144
Adult Arrests	115	1,934	1,548	1,538	268
Juvenile Arrests	2	63	43	25	2
Total Arrests	117	1,997	1,591	1,563	270
Police Calls for Service	3,643	46,483	41,530	41,878	7,252
Business Alarms Dispatched	148	1,900	1,842	1,382	304
Residential Alarms Dispatched	84	871	782	777	175
Alarm Calls (PD Dispatched)		2,771	2,624	2,159	479

\*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.

<b>Index Crime Report</b>	<b>Current Month Total</b>	<b>2013 Total</b>	<b>2014 Total</b>	<b>2015 Total</b>	<b>2016 YTD</b>
Homicide	0	1	0	7	0
Rape	0	13	9	5	1
Robbery	2	51	39	30	9
Aggravated Assault	5	77	70	68	14
B&E – Residence	9	234	192	181	22
B&E – Business	3	85	46	35	3
Theft from Motor Vehicle	11	215	204	157	20
Larceny	53	1,111	859	867	112
Motor Vehicle Theft	0	55	25	32	4
Arson	0	4	1	3	0
Total:	2	1,846	1,445	1,384	185

<b>Criminal Investigations</b>	<b>Current Month Total</b>	<b>2013 Total</b>	<b>2014 Total</b>	<b>2015 Total</b>	<b>2016 YTD</b>
Cases Assigned	17	192	205	117	36
Cases Closed	5	75	128	28	10

## Police

<b>Crime Analysis</b>		
	<u>February 2016</u>	<u>2016 YTD</u>
Top 5 Calls for Service & Number of Incidents	1) Security Check Bus. (429) 2) Traffic Stop (386) 3) Follow Up (210) 4) Citizen Assist (176) 5) Business Alarm (144)	1) Traffic Stop (949) 2) Security Check Bus. (792) 3) Follow Up (358) 4) Citizen Assist (345) 5) Business Alarm (296)
Top 5 Calls for Service by Location and Number of Incidents	1) 601 George St. (251) 2) 3105 M L King Jr Blvd. (90) 3) 411 Craven St. (55) 4) 606 Fort Totten Dr. (54) 5) 1100 Clarks Rd (48)	
Top 3 Crime Locations for Current Month and Number of Incidents	1) 3105 M L King Jr Blvd., Wal-Mart (Larcenies/Shoplifters) 9 Reports 2) 1210 Broad St., (Drug Activity) 5 Reports 3) 4200 Academic Dr. (Assault, Drug Activity, Fight) 5 Reports	

<b>Cases of Note</b>	
<b>2015:</b>	
2015-13752 Death Invest. Infant	Lot 21 Autumn Place ( No leads/Suspects)
2015-15803 Homicide 1109 National Ave	Detectives are continuing to conduct interviews & follow-ups
2015-12829 Homicide W-180 Trent Court	Quintin Thigpin arrested in CC Jail. No bond; detectives are continuing to interview & conduct follow ups. ATF Accepted case for federal prosecution.
2015-12755 Death Investigation on MLK Jr. Blvd.	Person of Interest has been polygraphed and passed.
2015-8861 Pasteur St. Homicides	Suspect was found able to stand trial; True Bill issued
2015-2024 Homicide on Main St/ Lee's Ave	Detectives are continuing to conduct interviews & follow-ups
2015-2560 AWADWITK	Arrest made on Daquan Best who is in custody under a \$1 million secure bond.
<b>2014:</b>	
2014-41254 Trent Court Shooting near Apt. F54	Arrest made on Daquan Best & M. Peterson for Attempted 1 <sup>st</sup> Degree Murder; in custody under \$1 million bond
Armed robberies of Chinese restaurant owners/employees	Detectives are participating in a multi-jurisdictional task force addressing the investigations of these robberies in Eastern NC

## Police

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### Personnel:

<b>Extra-Duty Hours</b>	<b>Current Month</b>	<b>2013 Total</b>	<b>2014 Total</b>	<b>2015 Total</b>	<b>2016 YTD</b>
	150	3,123.3	1,853.5	2,161.0	339

<b>Overtime in Dollars</b>	<b>Current Month</b>	<b>2013 Total</b>	<b>2014 Total</b>	<b>2015 Total</b>	<b>2016 YTD</b>
Office of the Chief	\$740.54	\$6,672.34	\$11,911.58	\$8,783.87	\$740.54
Operations Division	\$11,698.91	\$120,226.42	\$163,316.23	\$145,902.95	\$19,276.61
Services Division	\$3,156.01	\$49,815.25	\$63,974.62	\$62,686.44	\$7,736.02
Investigations Division	\$914.82	N/A	N/A	N/A	\$2,775.54
<b>Total:</b>	<b>\$16,510.28</b>	<b>\$176,714.25</b>	<b>\$239,204.43</b>	<b>\$222,373.26</b>	<b>\$30,528.71</b>

### Significant Issues (not noted above):

None to report.

## Public Utilities

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### High-Profile Projects:

- **Advanced Metering Infrastructure Project** - *This project involves installing a network of electric and water meters. We are currently reading 2,601 water meters and 5,624 electric meters with 1,604 disconnect meters; 1,314 two-way load management switches have been installed. Phase II of the project is about 80% complete. We are establishing communication points around the City as required for communications back to the operations center. The one for Scot Street and Craven 30 are pending installation. We have started the engineering phase for the gateway in the Trent Woods area.*
- **Harris Teeter, Waterscape Way** - *This involves providing power to the new Harris Teeter and surrounding out-parcels in the Carolina Colours Subdivision. We have been working with Power Secure, which will install a customer-owned generator for peak shaving. This project is complete. When the building has been closed in, we will set the transformer and make final connections to provide power to the store.*
- **Overhead Power Line Rebuild**  
Craven County Well Project. Lewis Farm Road: *Replace poles, reframe and install primary conductors, install transformer banks and services as required.* Flanners Beach Road and Robertson Lane are complete. The remaining well sites that need secondary facilities are Pioneer Trail, Lewis Farm Road, and Flanners Beach Road. This project will be complete by the end of March.
- **New Underground Developments**  
Greentrees. Underground Subdivision Extension. *Install underground primary and secondary cable in conduit. Install transformers and appropriate facilities to accommodate residential construction.*
- **Township No. 7 Sewer Improvements** – Phase III. Sewer system infrastructure improvements for increasing transmission capacity.
- **West New Bern Water System Improvements** – Water system infrastructure improvements between the Highways 17 and 55 corridors increasing available domestic and fire flow supplies. The engineering firm for the project has been selected; staff is working with the firm to identify the proposed water main alignment and elevated tank site. When the alignment and tank site have been finalized, aerial and ground survey work will begin.

## Public Utilities

### Electric System Outages and Reliability Statistics

Jan 1, 2015 to Feb 29, 2016

SAIDI (minutes)	SAIFI (number of interruptions)	CAIDI (minutes)	ASAI (percent)
35.092		1.3	27.053 99.994

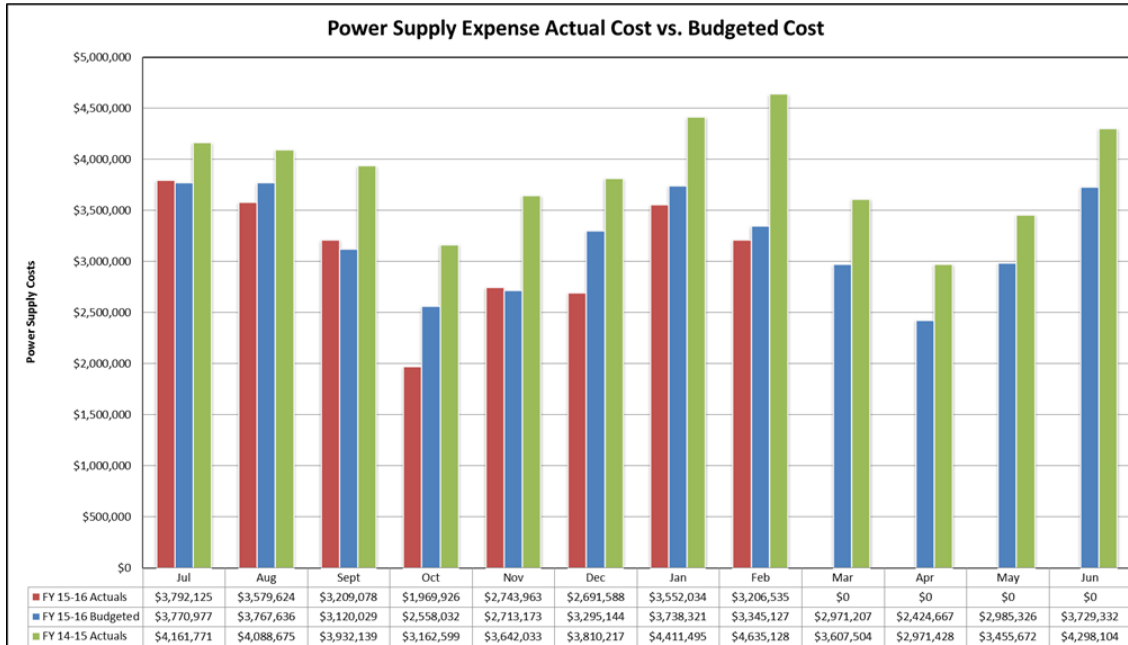
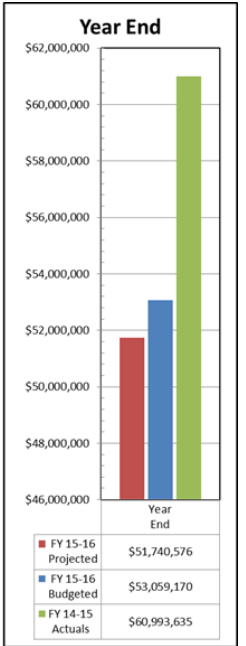
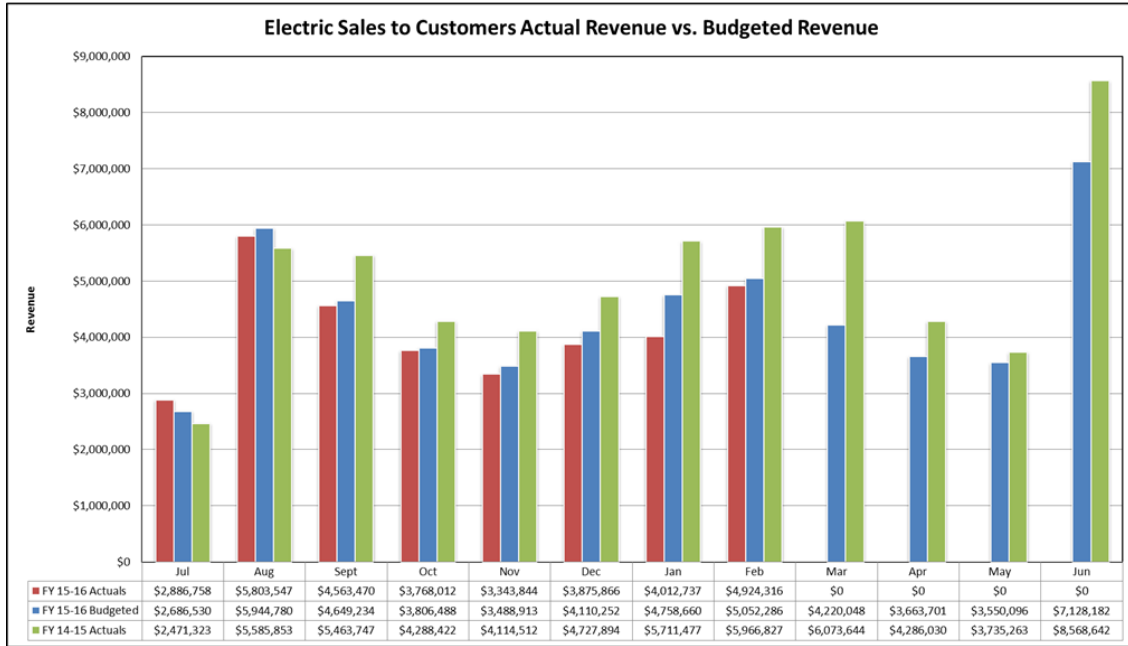
Jan 1, 2014 to Feb 28, 2015

SAIDI (minutes)	SAIFI (number of interruptions)	CAIDI (minutes)	ASAI (percent)
59.82		1.2	51.746 99.99

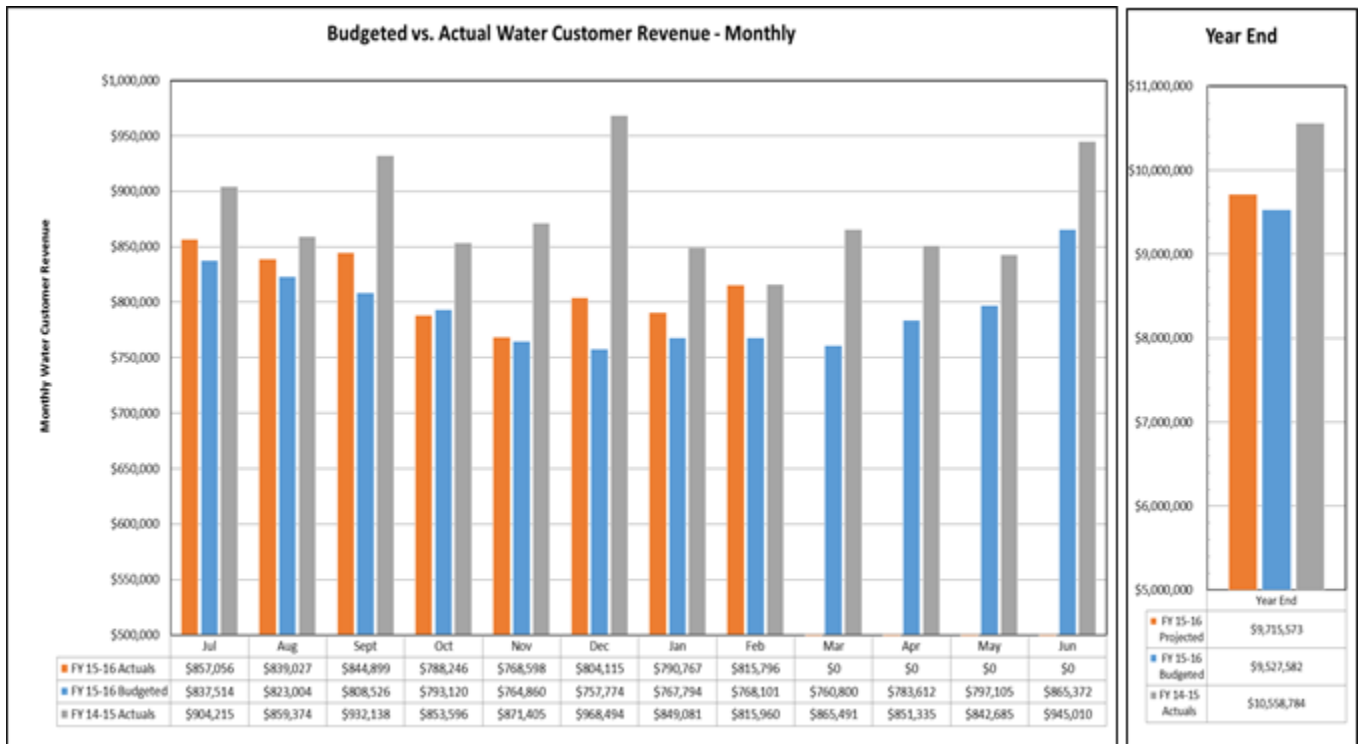
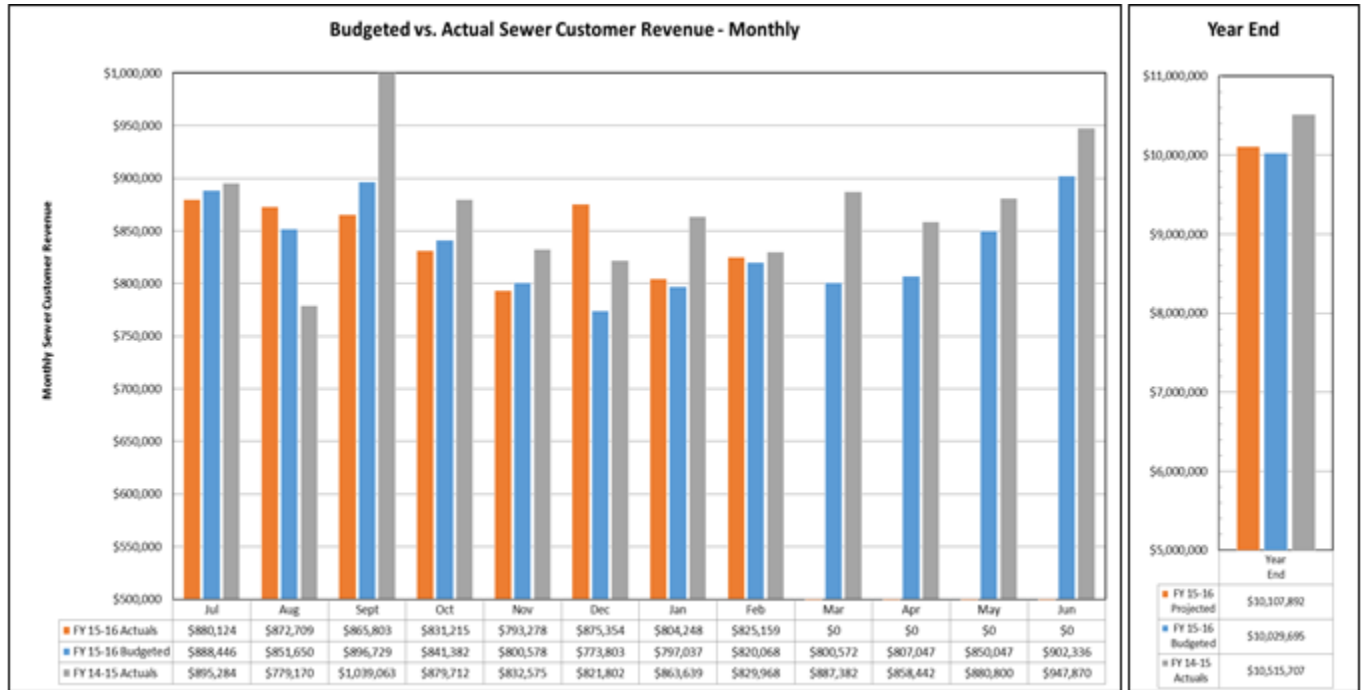
Feb-16

Sched/Unsched	Cause	Substation	Circuit	Total Outages
Unscheduled	Squirrel			2
Scheduled	Scheduled			0
Unscheduled	Storm			5
Unscheduled	Equipment Worn Out			1
Unscheduled	Vehicle Accident			0
Unscheduled	Vine			1
Unscheduled	Electrical Failure			4
Unscheduled	Utility Human Error			1
Unscheduled	Weather			1
Unscheduled	Construction			0
Unscheduled	Tree			0
Unscheduled	Equipment Damage			1
Unscheduled	Unknown/Other			4
			total	20

# Public Utilities



# Public Utilities





## Public Works

### Leaf and Limb:

Service Provided (Tons)	FY13-14 Total	FY14-15 Total	FY15-16 YTD	February 2016
White Goods Collected	4.50	9.00	4.50	0
Brown Goods Collected	4,578.46	4,957.50	2,278.56	211.20
Yard Waste Received	18,428.66	26,347.61	11,574.26	1,433.62
Mulch Dispersed	7,167.78	7,998.90	5,131.53	949.63

### City Garage:

Costs	FY13-14 Total	FY14-15 Total	FY15-16 YTD	February 2016
<b>Services Provided by City Garage:</b>				
Vehicles Serviced	1,352	1,288	1,063	164
Total Labor Cost	\$ 45,264.66	\$ 36,758.93	\$36,639.11	\$ 4,295.79
Total Parts Cost	\$ 88,198.66	\$127,821.46	\$95,486.44	\$12,375.35
Total Cost (Parts + Labor)	\$133,463.32	\$164,580.39	\$132,125.55	\$16,671.14
<b>Services Provided by Contract:</b>				
Vehicles Serviced	1,101	916	475	71
Total Labor Cost	\$108,017.54	\$108,770.25	\$ 77,350.33	\$16,097.56
Total Parts Cost	\$169,954.20	\$192,877.40	\$129,960.59	\$26,536.61
Total Cost (Parts + Labor)	\$277,971.74	\$301,647.65	\$207,310.92	\$42,634.17
<b>Total Services Provided (City Garage &amp; Contract):</b>				
Vehicles Serviced	2,453	2,204	1,538	235
Total Labor Cost	\$153,282.20	\$145,529.18	\$113,989.44	\$20,393.35
Total Parts Cost	\$258,152.86	\$320,698.86	\$225,447.03	\$38,911.96
Total Cost (Parts + Labor)	\$411,435.06	\$466,228.04	\$339,436.47	\$59,305.31

Cost by Department	FY13-14 Total	FY14-15 Total	FY15-16 YTD	February 2016
Public Utilities (Electric)	\$ 61,210.08	\$ 86,103.29	\$48,474.20	\$13,647.81
Public Utilities (W&S)	\$123,160.43	\$116,802.55	\$86,727.05	\$10,639.02
Police	\$105,515.35	\$ 84,842.82	\$57,321.13	\$ 9,125.49
Recreation & Parks	\$ 34,017.61	\$ 32,005.09	\$35,990.52	\$ 8,164.18
Finance	\$ 25,209.01	\$ 28,004.25	\$ 9,995.23	\$ 396.51
Public Works	\$107,749.04	\$114,259.82	\$53,873.49	\$ 7,167.72
Fire / Rescue	\$ 51,774.33	\$ 69,698.98	\$35,287.22	\$10,000.94
Human Resources	\$ 409.40	\$ 727.61	\$ 0.00	\$ 0.00
Development Services	\$ 3,000.32	\$ 3,275.67	\$ 5,476.03	\$ 163.65

## Public Works

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Significant Issues:

None.