

NEW BERN



NORTH CAROLINA

Everything comes together here

Departmental Monthly Reports

January 2016

Table of Contents

Development Services	1
Finance	4
Fire	5
Human Resources	6
Parks & Recreation	7
Police	8
Public Utilities	11
Public Works	15

Development Services

Inspections:

Overview	2015 YTD	% Change from Last Year	2016 YTD	Dec 2015	% Change from Previous Month
Commercial Permits – New Construction	13	-23%	10	18	-80%
Residential Permits – New Single Family	7	-43%	4	15	-275%
Residential Permits – Additions/Remodels	15	0%	15	25	-67%
Mobile Homes	0	300%	3	2	33%
Signs	4	-25%	3	3	0%
Certificates of Occupancy – Residential	8	-13%	8	5	29%
Certificates of Occupancy – Commercial	2	200%	0	0	0%
Total Permit Valuation	\$1,847,294	-1%	\$1,825,142	\$31,314,861	-1615.75%

Significant Issues:

- A review group of City and Housing Authority staff interviewed 2 prospective master developers for the CNI Trent Court redevelopment project. A series of follow-up questions were sent to each developer seeking additional clarification on costs and process. The review group will meet again on 2/12 to review the responses and choose the preferred firm. The next step will be agreement on an MOU between the selected developer, the city, and the Housing Authority.

Community and Economic Development:

- **Site Development:** Advanced to next level for ElectriCities for shovel-ready program (\$2) 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. Preparing grant application for Z. Smith Reynolds-CNI reimagining. Community meeting scheduled for April 2nd
- **Paint Your Heart Out New Bern:** Scheduled for July 24-30. Partnering with NRCDC, Greater Duffyfield Residents Council, East Carolina Council and CNI to leverage funding opportunities.
- **City Market:** Final decision on Goldenleaf grant anticipated on 2/5. Staff has solicited cost proposals from several local architecture firms for architectural design services related to the redevelopment of the warehouse property.
- **Habitat for Humanity:** Construction continues at 920 Eubanks.

CDBG: Multiple sub recipients are in the review process: **Coastal Women’s Shelter, Neuse River Development Corporation, Coastal Carolina Action.** Nineteen homes identified for Minor

Development Services

- Repair Program. Changes to policy, increasing spending per home from \$10K to \$15K approved by BOA.
- **Entrepreneur Center:** Received grants from The Bate Foundation and Z. Smith Reynolds for implementation. Golden Leaf submission complete. Decision Feb. 2016
- **Real Estate Development and Reuse:** Received Brownfield Technical Assistance Program grant funded by the U.S. Environmental Protection Agency. CDFA will make a site visit discuss Brownfield redevelopment financial opportunities. Their team will be in town Feb. 9-11 to review locations and discuss collaboration with CNI.

Other:

- Twenty-four land-use approvals were issued during the month.
- Staff reviewed and signed off on the following projects in the Historic/Riverside Districts: Mr. Eckberg-524 East Front Street; Mr. Vaughn-513 Middle Street; Mr. Taylor-305 Bern Street; and GO Architecture-304 Queen Street.
- Staff held Department Review meeting on January 15, 2016 for the following project: Site plan for the construction of Pine Valley Apartments located on Pine Tree Drive across from 1125 & 1175 Pinetree Drive near the intersection of Lori Drive.
- Staff held Department Review meeting on January 29, 2016 for the following projects: a) Site plan for Moore's Barbecue & Chicken located at 3711 Dr. Martin Luther King, Jr. Boulevard; and Site plan for Pine Valley Apartments Subdivision (MAJOR SUBDIVISION) located on Pine Tree Drive across from 1125 & 1175 Pinetree Drive near the intersection of Lori Drive.
- The Board of Adjustment approved two special-use permits and denied one variance request:
 - Consideration of a special-use permit request to construct and operate an outside display home model center, contractor's office, and a showroom on a 2.81 +/- acre tract. The property is located at 5155 US 70 Highway East and is further identified in Craven County Tax Book 7-050 as lot 3000. **-Approved**
 - Consideration of a variance request from Section 15-365 of the Land Use Ordinance for relief of 7.5 feet from the required 10 foot side landscape buffer. The property is located at 1308 Simmons Street and is further identified in Craven County Tax Book 8-029 as lot 151. **-Denied**
 - Consideration of a special-use permit application to construct a three-story addition that exceeds thirty-five feet in height (38' to the cornice line) adjacent to the existing hospital. The property is located at 2000 Neuse Boulevard and is further identified in Craven County Tax Book 8-028 as lot 070. **-Approved**
- **GIS:** Using LiDAR data to downtown buildings for height study. Working on Annual Building Permit Report and publishing some online in an interactive map
- **NBAMPO:** Staff completed update of the FY 2017 Unified Planning Work Program (UPWP).
- **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**

Development Services

- 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 with conditions**
- E. 1111 N Craven St. – After-the-fact CoA for door replacement.

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	<i>Estimate for November 2015*</i>	<i>Estimate for December 2015*</i>
Water (Available)	\$5,590,673	\$6,844,978	\$7,885,359	\$9,028,475	\$9,567,171
Water (Days)	269	294	497	352	354
Sewer (Available)	\$1,182,637	\$3,379,175	\$3,441,193	\$5,139,138	\$5,402,544
Sewer (Days)	86	128	196	184	185
Electric (Available)	\$4,669,904	\$8,171,048	\$9,187,629	\$14,836,195	\$15,224,958
Electric (Days)	67	88	94	142	124
General (Available)	\$7,635,854	\$9,183,675	\$15,531,641	\$11,610,583	\$15,688,179
General %	25.81%	32.09%	56.95%	35.29%	47.68%

*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	1,244	89	119	89
Average Response Time for "Reported Structure Fire"	5 minutes 35 seconds	5 minutes 20 seconds	5 minutes 52 seconds	5 minutes 20 seconds
Endangered Property Value	\$122,542,001	\$562,830	\$187,706	\$562,830
Property Losses Due to Fire	\$1,302,846	\$20,418	\$31,019	\$20,418
Percentage of Saved Property Value	98.94%	96.37%	83.47%	96.37%

Fire Prevention:

Prevention Statistics	2015 Total	2016 YTD	Last Month	Current Month
Fire Investigations	30	0	2	0
Fire Inspections	1,215	227	84	227
Permits Issued	90	1	3	1
Child-Passenger Seat Checks	276	19	22	19
People Educated Through Public Fire & Life-Safety Programs	10,613	110	483	110

Significant Issues:

- Installed 4 smoke alarms.
- Assisted with silo demolition on North Craven Street on January 20th (provided a Fire Engine with 4 personnel, Fire Prevention personnel, and Fireboat Marine-1 patrolled river to ensure boaters were held outside of exclusion zone).

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	0	1	1	1
Finance	41	0	0	3	11	1
Fire	67	0	0	1	4	2
Human Resources	5	1	0	1	1	1
Parks & Recreation	29	0	1	0	4	0
Police	112	3	1	13	14	10
Public Utilities (Electric)	50	1	0	3	4	2
Public Works	47	1	2	4	5	9
Water Resources	76	0	0	5	10	5
Totals:	456*	6	4	33**	54	32

**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	5 OSHA Recordable 2 Lost Time 1 Non-Recordable 0 Denied	0 OSHA Recordable 0 Lost Time 0 Non-Recordable 0 Denied
Year-to-Date Claims	24 Recordable 5 Non-Recordable	7 Recordable 3 Non-Recordable
Current Month Costs	\$23,314.09	\$40,822.78
Year-to-Date Costs	\$561,216.58	\$118,520.81

Other:

No report.

Parks and Recreation

Items of significance:

- Completed purchase of 1307 Country Club Road property; received grants in the amount of \$105,000 in support of the purchase.
- Re-accredited as a “Tree City USA” city.
- Begin the use of new and improved ordinance regarding the removal (and re-planting) of street trees.
- Hosted Dr. Martin Luther King, Jr. holiday event at Stanley White Recreation Center; over 100 in attendance.
Kickoff to annual youth basketball program; over 250 participants in three age groups (boys and girls).

Police

Crime:

Incidents & Arrests	Current Month Total	2013 Total	2014 Total	2015 Total	2016 YTD
NIBRs* Group A Incidents	198	3,184	2,609	2522	198
NIBRs* Group B Incidents (Arrests)	88	901	715	695	88
Adult Arrests	153	1,934	1,548	1538	153
Juvenile Arrests	0	63	43	25	0
Total Arrests	153	1,997	1,591	1563	153
Police Calls for Service	3,609	46,483	41,530	41878	3,609
Business Alarms Dispatched	156	1900	1842	1382	156
Residential Alarms Dispatched	91	871	782	777	91
Alarm Calls (PD Dispatched)	247	2771	2624	2159	247

*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	0
Rape	1	13	9	5	1
Robbery	7	51	39	30	7
Aggravated Assault	8	77	70	68	8
B&E – Residence	11	234	192	181	11
B&E – Business	2	85	46	35	2
Theft from Motor Vehicle	9	215	204	157	9
Larceny	58	1,111	859	867	58
Motor Vehicle Theft	2	55	25	32	2
Arson	0	4	1	3	0
Total:	98	1,846	1,445	1384	98

Criminal Investigations	Current Month Total	2013 Total	2014 Total	2015 Total	2016 YTD
Cases Assigned	13	192	205	116	13
Cases Closed	3	75	128	27	3

Police

Crime Analysis		
	<u>January 2016</u>	<u>2016 YTD</u>
Top 5 Calls for Service & Number of Incidents	1) Traffic Stop/563 2) Security Check Business/363 3) Citizen Assist/169 4) Follow Up/148 5) Business Alarm / 152	1) Traffic Stop/563 2)Security Check Business/363 3) Citizen Assist/169 4) Follow Up/148 5) Business Alarm / 152
Top 5 Calls for Service by Location and Number of Incidents	1) 601 George Street/218 2) 3105 MLK Jr. Blvd./100 3) 411 Craven St./53 4) 606 Fort Totten Dr./91 5) 1100 Clarks Rd / 41	
Top 3 Crime Locations for Current Month and Number of Incidents	1) 3105 MLK Jr. Blvd (Wal-Mart) larcenies/shoplifters /16 2) 3034 MLK Jr. Blvd. (Belk) Fraud, Larcenies / 7 3) 3410 M L King Jr Blvd Larceny, Larceny (Target) / 3 4) 2915 Neuse Blvd (Wal-Mart Market) Assault/Robbery / 3 5) 1201 Broad St (Armstrong's) Assault/Domestic / 3	

Cases of Note	
2015:	
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.	Suspects have 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.
2014:	
2014-41254 Trent Court Shooting near Apt. F54	Arrest made on Daquan Best & M. Peterson for Attempted 1 st 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

Personnel:

Extra Duty	Current Month	2013 Total	2014 Total	2015 Total	2016 YTD
Extra-Duty Hours	189	3,862.1	3,123.3	1,853.5	189

Overtime in Dollars	Current Month	2013 Total	2014 Total	2015 Total	2016 YTD
Office of the Chief	0	\$6,672.34	\$11,911.58	\$8,783.87	0
Operations Division	\$7,577.70	\$120,226.42	\$163,316.23	\$145,902.95	\$7,577.70
Services Division	\$4,580.01	\$49,815.25	\$63,974.62	\$62,686.44	\$4,580.01
Investigations Division	\$1,860.72	N/A	N/A	N/A	\$1,860.72
Total:	\$14,018.43	\$176,714.25	\$239,204.43	\$222,373.26	\$14,018.43

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 2,496 water meters and 5,288 electric meters with 1,604 disconnect meters; 1,314 two-way load management switches have been installed. Phase II of the project is about 75% complete. We are establishing communication points around the City as required for communications back to the operations center. We have installed the gateway at the intersection of Hwy. 70 and Thurman Road and at the Rivershore Drive water tank. The one for Scot Street and Craven 30 are pending installation.*
- **Harris Teeter, Waterscape Way** - *This project 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. The project is 90% complete; we await their contractors to complete work in order to finish the job.*
- **Overhead Power Line Rebuild**
-Craven County Well Project. *Stately Pines Road, Flanners Beach Road, Lewis Farm Road: Replace 29 poles, reframe and install another primary-phase conductor, install transformer banks and services as required. Flanners Beach Road is complete, and Stately Pines requires three-phase primary, transformer, etc. to be installed on Roberson Lane. Lewis Farm Road needs a three-phase primary directional bore across the front of the substation and some additional pole work. We have also released two service orders to install power to two well sites along Hwy. 70.*
- **New Underground Developments**
-Croatan Crossing Subdivision. *Install primary, secondary, and street lighting for an extension of this subdivision. We installed all of the underground primary and are setting transformers in this area. We plan to complete our work around the first of the year. Project is complete.*
- **Township No. 7 Sewer Improvements –Phase III** – *Sewer system infrastructure improvements in the Township No. 7 area for increasing transmission capacity. Responses to the request for qualifications (RFQ) for engineering services were received on January 15 and are being reviewed by staff.*
- **West New Bern Water System Improvements** – *Water system infrastructure improvements between the Highway 17 and Highway 55 corridors increasing available domestic and fire flow supplies. Responses to the RFQ for engineering services were received on January 15 and are being reviewed by staff.*

Public Utilities

Electric System Outages and Reliability Statistics

Dec 1, 2014 to Jan 31, 2016

SAIDI (minutes)	SAIFI (number of interruptions)	CAIDI (minutes)	ASAI (percent)
30.463	1.2	24.432	99.9949

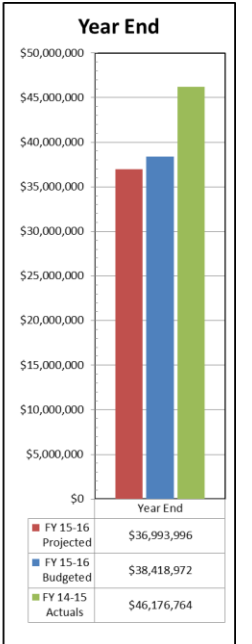
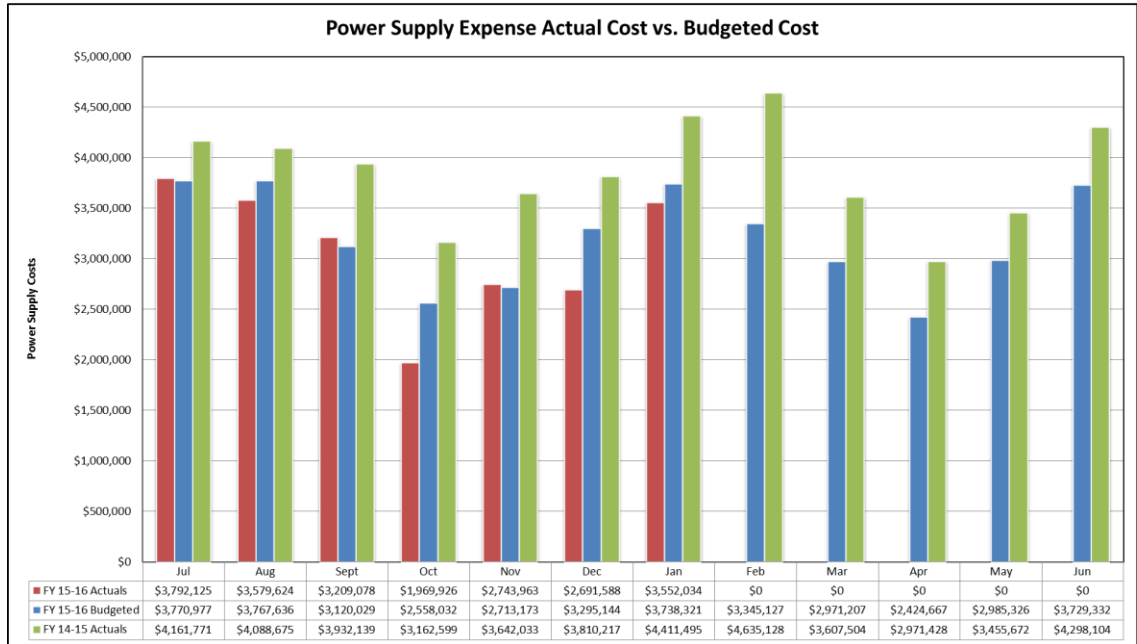
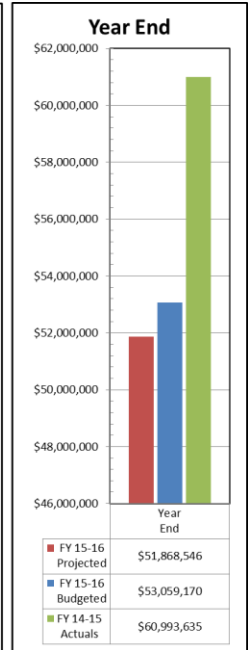
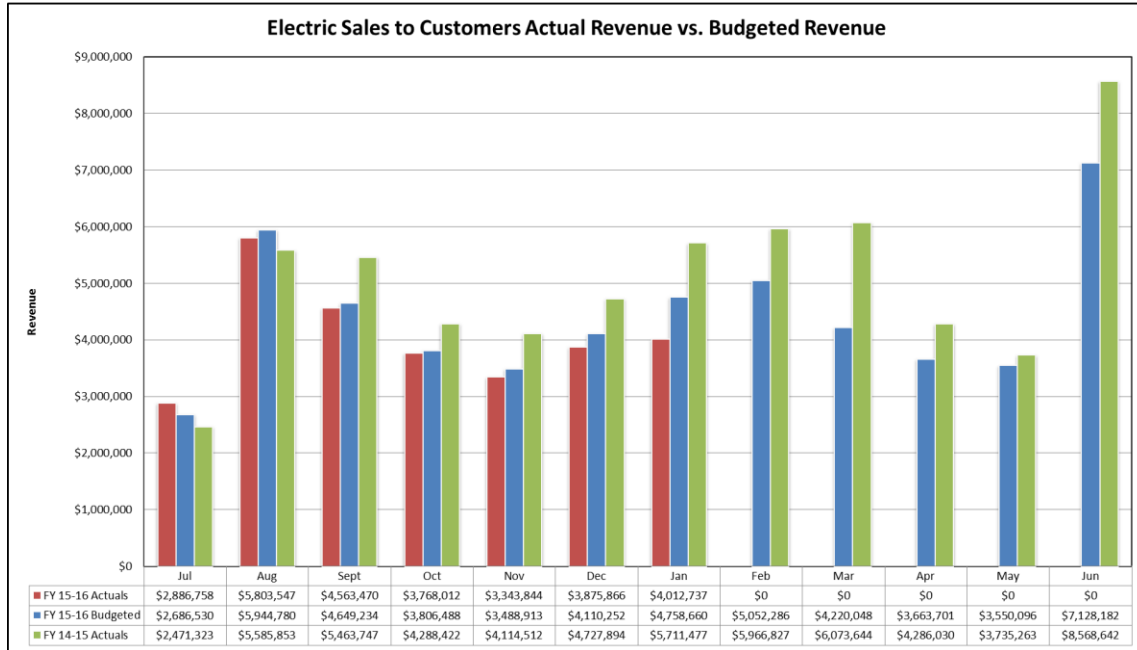
Dec 1, 2013 to Jan 31, 2015

SAIDI (minutes)	SAIFI (number of interruptions)	CAIDI (minutes)	ASAI (percent)
53.23	0.8	68.691	99.9911

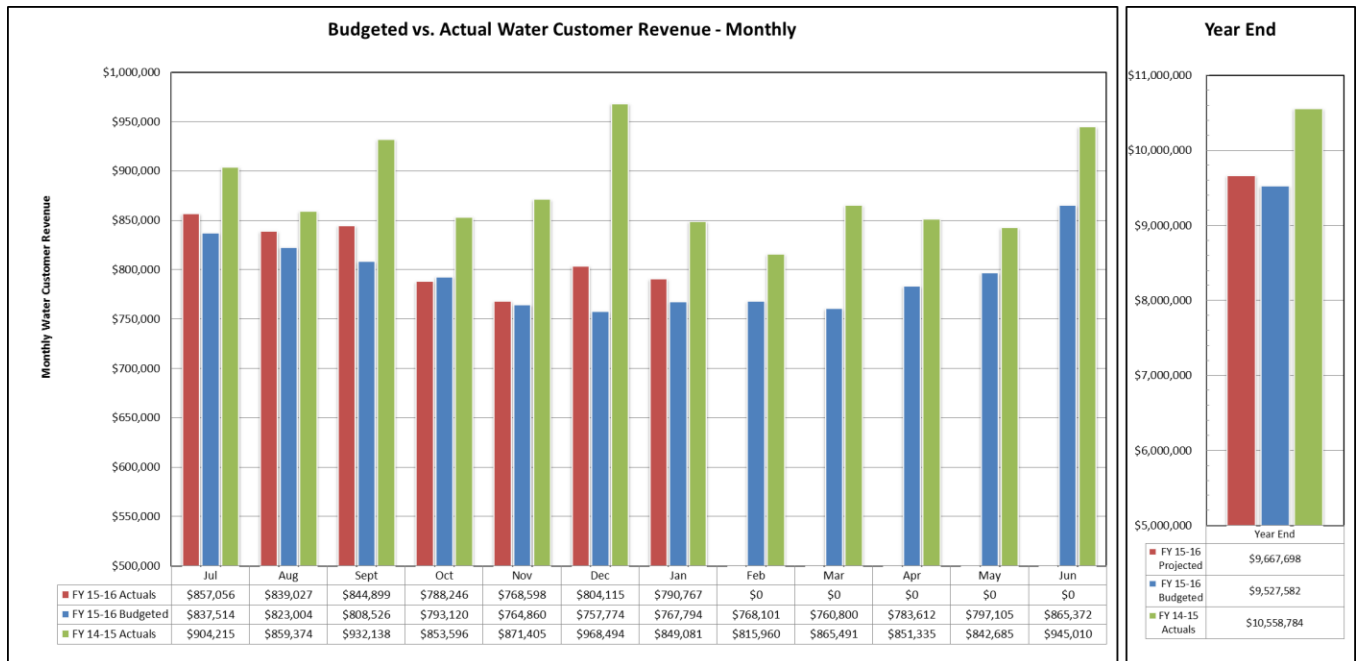
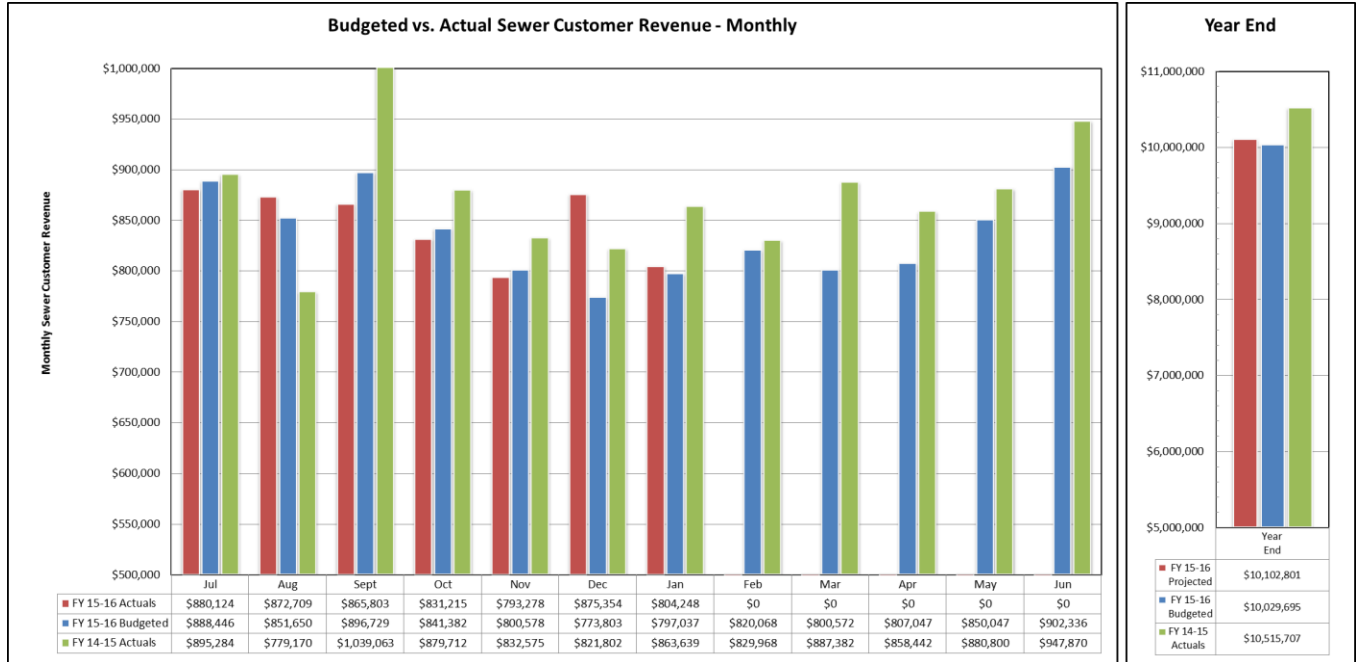
Jan-16

Sched/Unsched	Cause	Substation	Circuit	Total Outages
Unscheduled	Squirrel			2
Scheduled	Scheduled			0
Unscheduled	Equipment Worn Out			2
Unscheduled	Vehicle Accident			0
Unscheduled	Vine			0
Unscheduled	Electrical Failure			3
Unscheduled	Construction			0
Unscheduled	Tree			1
Unscheduled	Equipment Damage			1
Unscheduled	Unknown/Other			2
			total	11

Public Utilities



Public Utilities



Public Works

Leaf and Limb:

Service Provided (Tons)	FY13-14 Total	FY14-15 Total	FY15-16 YTD	January 2016
White Goods Collected	4.50	9.00	4.50	0
Brown Goods Collected	4,578.46	4,957.50	2,067.36	158.40
Yard Waste Received	18,428.66	26,347.61	10,140.64	1,107.15
Mulch Dispersed	7,167.78	7,998.90	4,181.90	733.99

City Garage:

Costs	FY13-14 Total	FY14-15 Total	FY15-16 YTD	January 2016
Services Provided by City Garage:				
Vehicles Serviced	1,352	1,288	899	165
Total Labor Cost	\$ 45,264.66	\$ 36,758.93	\$32,343.32	\$ 4,146.76
Total Parts Cost	\$ 88,198.66	\$127,821.46	\$83,111.09	\$13,130.58
Total Cost (Parts + Labor)	\$133,463.32	\$164,580.39	\$115,454.41	\$17,277.34
Services Provided by Contract:				
Vehicles Serviced	1,101	916	404	67
Total Labor Cost	\$108,017.54	\$108,770.25	\$ 61,252.77	\$15,631.11
Total Parts Cost	\$169,954.20	\$192,877.40	\$103,423.98	\$23,827.30
Total Cost (Parts + Labor)	\$277,971.74	\$301,647.65	\$164,676.75	\$39,458.41
Total Services Provided (City Garage & Contract):				
Vehicles Serviced	2,453	2,204	1,303	232
Total Labor Cost	\$153,282.20	\$145,529.18	\$ 93,596.09	\$19,777.87
Total Parts Cost	\$258,152.86	\$320,698.86	\$186,535.07	\$36,957.88
Total Cost (Parts + Labor)	\$411,435.06	\$466,228.04	\$280,131.16	\$56,735.75

Cost by Department	FY13-14 Total	FY14-15 Total	FY15-16 YTD	January 2016
Public Utilities (Electric)	\$ 61,210.08	\$ 86,103.29	\$34,826.39	\$ 6,970.75
Public Utilities (W&S)	\$123,160.43	\$116,802.55	\$76,088.03	\$19,272.82
Police	\$105,515.35	\$ 84,842.82	\$48,195.64	\$ 6,755.68
Recreation & Parks	\$ 34,017.61	\$ 32,005.09	\$27,826.34	\$ 4,768.08
Finance	\$ 25,209.01	\$ 28,004.25	\$ 9,598.72	\$ 974.28
Public Works	\$107,749.04	\$114,259.82	\$46,705.77	\$11,039.48
Fire / Rescue	\$ 51,774.33	\$ 69,698.98	\$25,286.28	\$ 6,406.83
Human Resources	\$ 409.40	\$ 727.61	\$ 0.00	\$ 0.00
Development Services	\$ 3,000.32	\$ 3,275.67	\$ 5,312.38	\$ 547.12

Public Works

Significant Issues:

None.